



**The Corporation of the Township of Brock**  
**Special Council Minutes**

**December 5, 2022**  
**Virtual Meeting**

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 Ingrid Svelnis  
Clerk/Deputy CAO Fernando Lamanna  
Deputy Clerk Janean Currie  
Clerk's Assistant Deena Hunt  
Clerk's Assistant, Stefanie Stickwood  
Director of Finance / Treasurer Lisa Chen  
Fire Chief Rick Harrison  
Director of Public Works Paul Lagrandeur  
Supervisor of Operations Jason Lapp  
Manager Facilities and IT, R. Wayne Ward  
Director Development Services Robin Prentice  
Chief Building Official Richard Ferguson

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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. Adoption of Minutes of Previous Meetings**

4.1 Minutes of previous Council Meetings

**Resolution: C-2022-004**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Pettingill

BE IT RESOLVED THAT Council adopt the following minutes:

- Committee of the Whole - September 26, 2022
- Council - September 26, 2022
- Council Workshop - October 31, 2022
- Council - Closed Session - October 31, 2022
- Special Council - November 21, 2022
- Special Council - Inaugural Meeting - November 28, 2022

AND that Council receive the following minutes:

- Manilla Hall Board - September 7, 2022
- Sunderland Town Hall Board - June 28, 2022
- Wilfrid Hall Board - September 20, 2022
- Manilla Hall Board - October 19, 2022

- Sunderland Town Hall Board - October 25, 2022

**CARRIED**

4.1.1 Committee of the Whole Meeting - September 26, 2022

4.1.2 Council - September 26, 2022

4.1.3 Special Council - Workshop - October 31, 2022

4.1.4 Council Workshop - Closed Session - October 31, 2022

4.1.5 Special Council - November 21, 2022

4.1.6 Special Council - Inaugural Meeting - November 28, 2022

4.2 Minutes to be Received

4.2.1 Manilla Hall Board - September 7, 2022

Communication Number 550/22

4.2.2 Sunderland Town Hall Board - June 28, 2022

Communication Number 553/22

4.2.3 Wilfrid Hall Board - September 20, 2022

Communication Number 547/22

4.2.4 Manilla Hall Board - October 19, 2022

Communication Number 595/22

4.2.5 Sunderland Town Hall Board - October 25, 2022

Communication Number 599?22

**5. Closed Session**

There was no closed session.

**6. Rise from Closed Session**

**7. Matters from Closed Session**

**8. Delegations**

None.

**9. Reports**

Councillor Campbell exited the meeting at 10:15 a.m. due to technical issues.

9.1 2022-PRF-018, Windrow Snow Clearing Pilot Project - 2023

Supervisor of Operations

**Resolution: C-2022-005**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Doble

BE IT RESOLVED THAT Report 2022-PRF-018, Windrow Snow Clearing Pilot Program be received; and  
THAT Council direct staff to refer this item to the 2023 Operating Budget discussions

**CARRIED**

9.2 2022-PS-017 - Self-Contained Breathing Apparatus (SCBA)

Fire Chief

**Resolution: C-2022-006**

**Moved by** Councillor Frank

**Seconded by** Regional Councillor Jubb

BE IT RESOLVED THAT Report 2022-PS-017, Self-Contained Breathing Apparatus be received; and  
THAT Council pre-approve the 2023 Capital Budget request of \$345,500 to purchase MSA SCBA's equipment as outlined in report 2022-PS-017; and  
THAT the project be funded from the Fire Equipment Reserve Fund; and  
THAT the award be sole sourced to AJ Stone Company in the amount of \$344,438 or \$389,214.94 including HST.

**CARRIED**

9.3 2022-GG-030, 2022 Review

CAO

Councillor Campbell joined the meeting at 10:33 a.m.

**Resolution: C-2022-007**

**Moved by** Councillor Canavan  
**Seconded by** Councillor Doble

BE IT RESOLVED THAT Report 2022-GG-030, 2022 Review be received.

**CARRIED**

9.4 2022-FI-019 - 2023 Budget Schedule

Director of Finance and Treasurer

**Resolution: C-2022-008**

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

BE IT RESOLVED THAT Report 2022-FI-019, 2023 Budget Schedule be received.

**CARRIED**

9.5 Report 2022-GG-031 - 2023 Core Services Review and Performance Measurement Framework (KPIs)

Director of Finance and Treasurer

**Resolution: C-2022-009**

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

BE IT RESOLVED THAT Report 2022-GG-031, Core Services Review and Performance Measurement Framework (KPI's) be received; and THAT a Core Services Review and Performance Measurement Framework in the amount of \$50,000 be pre-approved for the 2023 Budget; and THAT the project be funded from the Tax Rate Stabilization Reserve; and THAT the contract be awarded to Performance Concepts Consulting in the amount of \$48,533 plus HST (\$54,842.29).

**CARRIED**

9.6 2022-GG-029 - 2023 Meeting Schedule

Deputy Clerk

**Resolution: C-2022-010**

**Moved by** Councillor Campbell

**Seconded by** Regional Councillor Jubb

BE IT RESOLVED THAT Report 2022-GG-029 – 2023 Meeting Schedule be received; and,

THAT the 2023 Meeting Schedule of Council as attached in Appendix 1 be adopted; and

THAT staff be delegated the authority to amend the Procedural By-law as outlined in this report.

**Amendment:**

**Resolution: C-2022-010.1**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Campbell

**BE IT RESOLVED THAT Resolution C-2022-010 be amended to include that the 2023 Meeting Schedule of Council as attached in Appendix 1 be amended to change the Committee of the Whole meeting, in the last week of the month, to commence at 3:00 p.m.**

**CARRIED**

**Amended Main Motion**

**Resolution: C-2022-010**

**Moved by** Councillor Campbell

**Seconded by** Regional Councillor Jubb

BE IT RESOLVED THAT Report 2022-GG-029 – 2023 Meeting Schedule be received; and,

THAT the 2023 Meeting Schedule of Council as attached in Appendix 1 be amended to change the Committee of the Whole meeting, in the last week of the month, to commence at 3:00 p.m.; and

THAT staff be delegated the authority to amend the Procedural By-law as outlined in this report.

**CARRIED**

**10. Other Business**

**Resolution: C-2022-011**

**Moved by** Councillor Doble

**Seconded by** Councillor Campbell

BE IT RESOLVED THAT the items listed in Section 10 Other Business be approved save and except communication numbers 546/22, 539/22, and 554/22.

**CARRIED**

10.1 Lot 11, Boat House Lease Amendment

Communication Number 580/22

**Resolution: C-2022-012**

WHEREAS the Parties of the First and Second Part entered into a Lease Agreement dated the 8th day of August 2019, with respect to the land described as Lot 11, Plan 519, in the Township of Brock, in the Regional Municipality of Durham; and

WHEREAS Michael John Hopkins and Ashleigh Demelza Jane Hopkins, the Party of the Second Part, with the consent of the Party of the First Part, wishes to transfer the Leasehold Agreement (effective 31st of October 2022) to Michael John Hopkins, on the terms as hereinafter specified.

BE IT THEREFORE RESOLVED THAT Communication 580/22, Lot 11, Boat House Lease Amendment be received; and

THAT the Parties hereto agree as follows:

1. In consideration of the sum of One Dollar (\$1.00) the Party of the Second Part, Michael John Hopkins and Ashleigh Demelza Jane Hopkins, hereby assign, transfer and set over the remainder of the leasehold term hereinbefore referenced on the same terms, provisos, covenants and conditions until Michael John Hopkins; and
2. The Party of the of the Third Part, Michael John Hopkins, hereby consent to such assignment and transfer in accordance with paragraph 2 herein; and
3. The Part of the First Part, The Corporation of the Township of Brock, hereby consent to the said assignment and transfer of Lease for the remainder of the term, subject to the payment of the rent reserved and the performance and observation of the covenants, conditions and agreements contained in the said Lease Agreement. Provided, however, that this consent shall not extend to any further assignment or subletting of the said Lease without the written consent of The Corporation of the Township of Brock; and

THAT the Corporation of the Township of Brock being the Lessor of the lands and premises composed of Lot Number 11, Plan 519, in the Township of Brock, in the Regional Municipality of Durham, described in a certain Indenture of Lease dated the 26th day of September 2019, made between the Township as Lessor and Michael John Hopkins and Ashleigh Demelza Jane Hopkins as Lessee, do hereby consent to the assignment of the said terms, subject to the payment of the rent reserved by and the performance and observance of the covenants, conditions and agreements contained in the said Lease. Provided, however, that this consent shall not extend to any further assignment or subletting of the said lands without the express written consent of the Corporation of the Township of Brock.

10.2 Appointment to Land Division and Conservation Authority Committees

Durham Region

Communication Number 546/22

**Resolution: C-2022-013**

**Moved by** Regional Councillor Jubb

**Seconded by** Councillor Campbell

BE IT RESOLVED THAT Communication Number 546/22, appointments to Conservation Authorities and Land Division Committee, submitted by the Region of Durham be received; and

THAT Council appoint Councillor Cria Pettingill to the Kawartha Conservation Authority; and

THAT Council appoint Councillor Cria Pettingill to the Lake Simcoe Region Conservation Authority; and

THAT Council direct staff to forward a copy of this resolution to the Durham Regional Clerk, to the Kawartha Conservation Authority, and to the Lake Simcoe Region Conservation Authority.

**CARRIED**

10.3 Streetlighting Request

Shelley Munro

Communication Number 538/22

**Resolution: C-2022-014**



BE IT RESOLVED THAT Communication Number 538/22, Streetlighting Request, submitted by Shelley Munro be received; and THAT Council refer Communication Number 538/22, Streetlighting Request to staff to report back with a cost analysis.

10.4 Sidewalk Addition in Sunderland

Tyler Carter  
Communication Number 539/22

**Resolution: C-2022-015**

**Moved by** Councillor Campbell  
**Seconded by** Regional Councillor Jubb

BE IT RESOLVED THAT Communication 539/22, Sidewalk Addition in Sunderland, submitted by Tyler Carter be received; and

THAT Council refer Communication 539/22, Sidewalk Addition in Sunderland to staff to review and consider for the 2023 budget.

**CARRIED**

10.5 Dangerous Intersection

Alyssa Hall  
Communication Number 540/22

**Resolution: C-2022-016**

BE IT RESOLVED THAT Communication Number 540/22, Dangerous Intersection, submitted by Alyssa Hall be received; and

THAT Council refer Communication Number 540/22 to staff for review and report back with a cost analysis.

10.6 Free Use of Rick MacLeish Memorial Community Centre

North House  
Communication Number 541/22

**Resolution: C-2022-017**

BE IT RESOLVED THAT Communication Number 541/22 from Mona Emond, Executive Director, North House, requesting free use of the Rick MacLeish Memorial Community Centre Auditorium every 4th Wednesday of each month from 9:00 a.m. to 1:00 p.m. from January 2023 - December

2023 be received; and

THAT Council grants free use of the Rick MacLeish Memorial Community Centre Auditorium every 4th Wednesday of each month from 9:00 a.m. to 1:00 p.m. for North House to establish a service HUB for the Cannington Community; and

THAT Council authorizes the Mayor and Clerk to enter into an agreement with North House and that the required insurance be provided.

10.7 Floyd's Fish Hut's Lease Renewal

Bill Vieveen

Communication Number 543/22

**Resolution: C-2022-018**

BE IT RESOLVED THAT Communication Number 543/22 submitted by Floyd Hales Fish Huts regarding Floyd Hales Fish Huts Lease Renewal be received; and

THAT Council approve the continuation of Floyd Hales Fish Huts lease at the Beaverton Harbour for the months of January 2023 - March 2023; and THAT the Mayor and Clerk are hereby authorized to enter into an agreement with Floyd Hales Fish Huts for the Floyd Hales Fish Huts lease.

or,

THAT Council respectfully deny the the continuation of Floyd Hales Fish Huts lease at the Beaverton Harbour.

10.8 Exemption Fee Request Application for the Sunderland Town Hall Opry Night

Sunderland Lions Club

Communication Number 554/22

**Resolution: C-2022-019**

**Moved by** Councillor Campbell

**Seconded by** Councillor Doble

BE IT RESOLVED THAT Communication Number 554/22, Exemption Fee Request Application for the Sunderland Town Hall Opry Night, submitted by the Sunderland Lions Club be received; and

THAT Council approve the fee exemption application for the Sunderland Town Hall Opry Night that took place on October 15, 2022.

**CARRIED**

10.9 Request for Speed Reductions

Maureen Bianchet  
Communication Number 558/22

**Resolution: C-2022-020**

BE IT RESOLVED THAT Communication Number 558/22, Request for Speed Reductions, submitted by Maureen Bianchet be received; and THAT Council refer Communication Number 558/22, Request for Speed Reductions to staff for an investigation and report back.

**11. Consideration of Business for Which Notice was Given**

None.

**12. Notices of Motions**

12.1 ROMA Nomination to their Board

**Resolution: C-2022-021**

**Moved by** Councillor Doble  
**Seconded by** Regional Councillor Jubb

WHEREAS the Rural Ontario Municipal Association (ROMA) is the rural voice of the Association of Municipalities of Ontario (AMO); and WHEREAS ROMA is committed to promoting, supporting, and enhancing strong and effective rural governments and socially and economically sustainable rural communities, today and into the future; and WHEREAS the Board of Directors for ROMA consists of One (1) Council representative elected from each of the ten zones, for the term 2023.2027. BE IT THEREFORE RESOLVED THAT the Council for the Corporation of the Township of Brock endorses Councillor Cria Pettingill, for the position of ROMA Zone 5 Representative for the 2023-2027 ROMA Board of Directors.

**CARRIED**

**13. Bylaws**

**Resolution: C-2022-022**

**Moved by** Councillor Doble  
**Seconded by** Councillor Canavan

BE IT RESOLVED THAT Bylaw Number(s) 3155-2022 and 3159-2022 be taken as read, enacted and signed by the Mayor and Municipal Clerk.

**CARRIED**

13.1 By-law Number 3155-2022, Appoint a member of Council to act from time to time in place of Head of Council

13.2 By-law Number 3159-2022, Appoint Chairs for Standing Committees

**14. Public Questions and Clarification**

There were no public questions.

**15. Confirmation By-law**

By-law Number 3160-2022 - to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on December 5, 2022.

**Resolution: C-2022-023**

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

BE IT RESOLVED THAT By-law Number 3160-2022, 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 5, 2022, be taken as read, enacted and signed by the Mayor and Clerk/Deputy CAO.

**CARRIED**

**16. Adjournment**

**Resolution: C-2022-024**

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

BE IT RESOLVED THAT the meeting of Council adjourn at this time 11:34 a.m.

**CARRIED**

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Mayor

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Clerk