



The Corporation of the Municipality of Brockton

**Special Council Meeting Minutes
(Strategic Action Plan)**

**Thursday, June 24, 2021, 9:30 a.m.
Electronic Meeting**

Council Present: Chris Peabody, Mayor
Dan Gieruszak, Deputy Mayor
Tim Elphick, Councillor
Kym Hutcheon, Councillor
James Lang, Councillor
Dean Leifso, Councillor

Council Absent: Steve Adams, Councillor

Staff Present: Sonya Watson, Chief Administrative Officer
Fiona Hamilton, Clerk
Trish Serratore, Chief Financial Officer
Sarah Johnson, Jr. Deputy Clerk
Gregory Furtney, Director of Operations
Cally Mann, Municipal Executive Coordinator
Mark Coleman, Director of Community Services
Dieter Weltz, Building and Planning Manager
Paulette Peirol, Community Development Coordinator

1. Acceptance of Special Council Agenda

Deputy Mayor Dan Gieruszak chaired the Special Council Meeting.

Resolution 21-21-01

Moved By: Dean Leifso

Seconded By: James Lang

That the Council of the Municipality of Brockton accept the Agenda for the special Council Meeting on June 24, 2021 as presented.

Carried

2. Declaration of Pecuniary Interest and General Nature Thereof

None disclosed at this time.

3. Business Continued from Council Meeting

3.1 Compulsory Joint Police Services Board

Fiona Hamilton, Clerk provided a verbal update to Council advising that staff contacted the Ministry of the Solicitor General and MPP Lisa Thompson regarding the proposal submission and exemption request. Ms. Hamilton reported that the Ministry of the Solicitor General confirmed that if the Municipality of Brockton's exemption was not granted, the Municipality would still be able to participate in the joint submission and have representation on the Board, though it may take some time to review with the other municipalities and determine the correct ratios.

In the interim, the Joint Police Services Boards will be the Police Service Board for the entire Detachment area which will have financial components allocated to each Municipality serviced by the Detachment. Therefore, the Joint Police Services Board could make decisions that would impact Brockton and have financial impacts to Brockton without Brockton being a part of the Joint Board if an exemption was not granted and Brockton were not part of the joint proposal.

Ms. Hamilton summarized the available options Council could proceed with prior to the proposal deadline at the end of the month, and further advised that all South Bruce Police Services Boards have since agreed to submit one joint proposal for a combined Police Services Board.

Council debated the benefits involved with submitting a joint proposal, and discussed the preferred Brockton representation to include on the joint Board. Ms. Hamilton confirmed the available representation on the joint Board to clarify that Brockton may be able to have an additional seat on the Board. Councillor Tim Elphick advised that the *Community Safety and Policing Act, 2019* is currently scheduled to be sworn into force approximately in February 2022. Council amended the motion favouring including that Brockton wished to maintain their own separate Police Services Board within the joint proposal submission, but would agree to a joint Board if that exemption were not granted.

Resolution 21-21-02

Moved By: Kym Hutcheon

Seconded By: James Lang

That the Council of the Municipality of Brockton approves taking the motion dealing with Report Number CLK2021-19 – Compulsory Joint Police Services

Board and identified as Item 7.10 on the June 22, 2021 Council Agenda that was tabled at the June 22, 2021 Council Meeting be taken from the table for the purposes of a vote.

Carried

Resolution 21-21-03

Moved By: Tim Elphick

Seconded By: Chris Peabody

That the Council of the Municipality of Brockton hereby receives Report Number CLK2021-19 – Compulsory Joint Police Services Board, prepared by Sarah Johnson, Jr. Deputy Clerk and Fiona Hamilton, Clerk and in doing so approves proceeding to submit a joint proposal under the *Community Safety and Policing Act, 2019* with the South Bruce O.P.P. Police Services Boards prior to the June 2021 month-end extension deadline, notwithstanding continuing to seek an exemption from the Ministry of the Solicitor General.

Carried

Councillor Tim Elphick left the meeting following Item 3.1.

4. Delegations

4.1 Bill Winegard and Associates - Brockton Strategic Action Plan

Bill Winegard presented the agenda for the Special Council Meeting, advising that Council would narrow down the preferred Action Items for inclusion in the final Strategic Action Plan through the use of interactive polls, and then would further discuss the Action Items which require additional clarification or debate.

5. Business for Which the Meeting Was Called

5.1 Discussion on Strategic Action Plan 2025

- 5.1.1 Quality of Life Pillar
- 5.1.2 Heritage, Culture and Community Pillar
- 5.1.3 Planning and Environment Pillar
- 5.1.4 Economic Development Pillar
- 5.1.5 Municipal Governance Pillar

Council began to participate in the polling activity which presented each Action Item for each Pillar, voting on their preference electronically through Zoom Video Conferencing. Each Action Item allowed Council members to vote for the following preference:

- 1. Must Have - No Discussion Needed
- 2. Should be in plan - No Discussion, Staff to Review
- 3. Worthwhile Idea - Needs Discussion
- 4. Low Priority - Needs Discussion
- 5. Remove from Plan – No Discussion

Each poll result was displayed for Council and staff to review after polling was concluded. All results were summarized in a document identifying the voting results for each Action Item. Any items that received a vote of "Needs Discussion" were reviewed in further detail in group discussions to better refine the preferences for the final Plan.

5.2 Break

Resolution 21-21-04

Moved By: Kym Hutcheon

Seconded By: James Lang

That the Council of the Municipality of Brockton hereby recess at 11:40 a.m.

Carried

Resolution 21-21-05

Moved By: Dean Leifso

Seconded By: James Lang

That the Council of the Municipality of Brockton hereby return to Open Session at 11:55 a.m.

Carried

5.3 Group Discussion to Refine Action Items

Quality of Life Pillar

1. An Active Community

IV. Develop through the Parks, Recreation and Culture Master Plan, and implement, a community "Walkability" plan

Council had voted to further discuss the community "Walkability" plan which would be developed through the Parks, Recreation and Culture Master Plan. Council discussed the importance of prioritization for all Action Items, suggesting that the amount of resources available for the Walkability plan may be limited. Mark Coleman, Director of Community Services advised that the Brockton Parks and Recreation Department will review the long-term development of parks and trails, including connecting trails, and are evaluating walkability of trails which relate to the original design of the trails. Mr. Coleman reported that trails must meet accessibility standards, including the design of slopes and involvement of railings, and connectivity to parks. There are liabilities associated with making trails available during all four seasons, including challenges with winter maintenance. Staff are investigating how to upgrade existing trails and expanding future trails. Mr. Coleman responded to questions from Council regarding associated costs of maintaining accessibility; noting that trails are more affordable assets, and confirmed the available construction options for trail maintenance, advising the preference for hard surface trails. Mr. Coleman explained that trail maintenance would cost approximately \$100/per metre for trail development which would be altered depending on the surfacing product.

Deputy Mayor Dan Gieruszak advised Council that the Saugeen Municipal Airport Commission are investigating trail maintenance around the airport property.

2. Support for All Ages and Places

I. Plan for the future expansion or re-location requirements of the Child Care Centre based on projected growth and demographic make-up of Brockton

II. Provide space in any new Rec complex (or sooner) for the Early Years program

Sonya Watson, Chief Administrative Officer responded to questions from Council regarding the Early Years program which is offered by the County of Bruce and has been administered out of the Walkerton Community Centre in previous years. Ms. Watson further advised that the lease on the Brockton Child Care Centre expires in 2036, but noted that growth could potentially affect the timeline for the Centre.

Council debated the intent of the development of the new recreation complex, preferring to exclude additional components such as child care within that building and keep the focus on recreation.

Mark Coleman, Director of Community Services informed Council on the grant application for the development of the new Arena, clarifying that the development would not begin until 2024 and be completed in approximately 2026 if the Municipality were successful in receiving the grant.

Council agreed to remove Action Items I and II related to future expansion of the Child Care Centre and including space for the Child Care Centre within the Recreation Complex, and Early Years program from the Strategic Action Plan.

III. Continue to promote the Child Care Centre as a key “competitive advantage” in attracting new families and new businesses

Council discussed promoting the Child Care Centre as a competitive advantage to attract new families and businesses. Ms. Watson, CAO suggested that the available community services could be advertised in promotions.

V. Increase the availability and removal of playground equipment throughout Brockton

Council discussed renewal of playground equipment throughout Brockton, amending the Action Item to reference "renewal" instead of "removal". Ms. Watson, CAO advised that the Master Recreation Plan will be based off the Strategic Action Plan, and included within future development. Mr. Coleman, Director of Community Services clarified that the equipment would be renewed/upgraded, and new equipment would only be considered in future development.

VI. Be prepared to consider how the Municipality could assist local organizations, the County, local employers, and/or other governments to organize some form(s) of public transportation

Council discussed public transportation considerations, advising that the County of Bruce manages public transportation, though the Municipality is involved with SMART and are participating in ongoing discussions with the Counties due to the need for transportation within our area.

3. A Healthy Population

I. Continue the financial and other Municipal incentives offered to attract new physicians, as well as current methods to make potential physicians aware of Brockton's high quality of life and medical amenities

Council discussed physician recruitment, advocating to continue attracting new physicians as retirements continue in the future.

Councillor James Lang exited the meeting, advising that he would return following the lunch break.

II. Advocate with the County and Province for more long-term care beds in Brockton

Council discussed long-term care beds, noting the Municipality's demographics and advocating for hospice support.

4. A Safe Community

I. Plan for the 2023 expiry of Brockton's current contract with the OPP

Councillor Tim Elphick advised that the expiry of the current OPP Contract would be June 30, 2022. Council discussed the notice period for the contract.

5.4 Lunch Break

Resolution 21-21-06

Moved By: Chris Peabody

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby recess for lunch at 12:30 p.m.

Carried

Resolution 21-21-07

Moved By: Kym Hutcheon

Seconded By: James Lang

That the Council of the Municipality of Brockton hereby return to Open Session at 1:07 p.m.

Carried

5.5 Group Discussion Continued

Councillor James Lang and Councillor Tim Elphick were present following lunch.

Quality of Life Pillar (Continued)

4. A Safe Community

I. Plan for the 2023 expiry of Brockton's current contract with the OPP

Fiona Hamilton, Clerk clarified the contract timelines, advising that the one-year termination only applies if the Municipality intended to terminate the contract within the contract term, and did not speak to requirements prior to its natural expiration.

Council noted the costs associated with the current contract, and upcoming changes for service delivery as a result of the *Community Safety and Policing Act, 2019*, further advocating to maintain a balance of ratepayer needs and ensuring Brockton has influence in service delivery and cost-effectiveness. Council proposed that further considerations for policing be discussed within the first half of 2022, and suggested pursuing to lobby the Provincial Government.

Heritage, Culture and Community Pillar

1. Keeping our Heritage Alive

II. Undertake a program to scan and save archives

Council discussed the use of a summer student. Fiona Hamilton, Clerk advised that the Heritage Committee have hired a summer student in previous years to undertake inventory, and noted challenges such as appropriate workspaces and supervision, suggesting that the student have an appropriate location to scan archives and maintain communication with their Supervisor. Council discussed the timeline for this Action Item, suggesting that archives be stored within a new Municipal Office. Ms. Hamilton suggested confirming a permanent location for archive storage prior to hiring another summer student. Council discussed the process of digitizing archives, and efficiencies in loaning digital documents to members of the community upon request. Council suggested pursuing grants opportunities to assist with digitization. Ms. Hamilton agreed that the digitization would assist in solving practical challenges for the student position, and create efficiencies moving forward.

Council suggested including historical archives within the current Walkerton Community Centre if the Municipality were successful in obtaining a grant for a new facility.

V. Develop a booklet on Brockton's history and heritage, to be distributed to new residents, and videos telling stories from Brockton history

Council favoured digitizing materials rather than creating printed booklets, and advocated for using the Municipal website to present historical materials. Fiona Hamilton, Clerk advised that the Heritage Committee have created digital interactive heritage walking and driving tours through the Municipal website which will be launched in the near future.

2. Supporting Community and Cultural Events

VII. Bring back the Watershed Festival or a similar riverfront event

Council discussed keeping the Action Items broad rather than focusing on specific cultural events, favouring encouraging multiple events. Council noted that a Watershed Festival would need to be organized by a third party since it is a large-scale event for the Municipality to manage. Instead, Council suggested that the Municipality help to promote or facilitate events.

3. Supporting our Volunteer Organizations

V. Determine the projected costs, staffing, terms of reference, working relationships, and potential revenues that would be entailed in creating a potential municipal staff position that would be clearly responsible for providing municipal assistance to volunteer-led organizations and events in terms of possible grant applications, annual and ongoing calendar of events, liaison with municipal departments and facilities, advertising and promotion, volunteer coordination and recruitment

Council discussed the available staff, and challenges associated with aiding and providing guidance to volunteers in order to manage events, as well as volunteer burnout. Sonya Watson, CAO advised that the feedback from residents and focus groups focused on supporting volunteers and service clubs hosting events, and suggested that the role would require further involvement if Council wanted a greater staff involvement to make events successful. It was suggested that grant opportunities may be available to pursue in the short-term, and investigate staffing solutions in the future.

Bill Winegard noted that a related Economic Development Action Item focused on COVID-19 recovery which could present a temporary solution.

Planning and Environment Pillar

1. Attainably-priced Homes and Adequate Rental Accommodation

V. Be prepared to consider the use of municipal surplus land as incentive to developers in return for the construction of rental units

Bill Winegard noted that staff commented on the lack of available lands, and that survey results favoured this option for constructing rental units.

Council suggested that when planning new subdivisions, a diverse mix housing is included within the Subdivision Plan. Mr. Winegard noted that an Action Item has already been included for that matter as part of the Official Plan review.

2. A Diversity of Housing Types

III. Consider participating in a public-private partnership project, including the County and large employers as well as the Municipality and private builders, to construct a variety of housing types meeting community objectives

Sonya Watson, CAO advised that a public-private partnership project had interest from the manufacturing community. Council noted that additional staffing may be required if a public-private partnership were investigated.

Ms. Watson suggested that multiple Action Items could be combined to focus on becoming an active lead in investigating attainable housing initiatives geared towards seniors, and supporting employment in the community.

IV. Attempt to recruit developers of seniors-oriented housing

Sonya Watson, CAO noted the growth in senior housing in the community that has already begun, and Council acknowledged that this matter is already being addressed by developers. Ms. Watson suggested that staff could investigate incentives for

repurposing old buildings in order to address such priorities.

3. Enhanced Waste Management

I. Include a request for non-binding tenders on a green bin curbside pick-up program for household compost when calling tenders in 2021 for curbside recycling pick-up, and consider the potential initiation of a green bin program

Gregg Furtney, Director of Operations confirmed that the contract expires this fall, and the proposal for composting and green bin program could be investigated if Council favoured pursuing that option. Council suggested contacting particular individuals to gather advice and guidance. Mr. Furtney

advised that a delegation would be coming forward to Council in July regarding composting solutions, and staff have reached out to other companies regarding methane gas. Council noted that the Municipality should be mindful of the transfer to third party producers which may change recycling programs and waste management initiatives being offered, advising that the discussion has been raised with associated Committees. Council favoured continuing discussions on green bin pick-up and methane production with a Council report to be brought forward, including collaboration with the County of Bruce and Municipal Innovation Council.

Councillor Tim Elphick exited the meeting at 2:00 p.m.

4. Environmental Recovery

VI. Consider Municipal pilot demonstration projects, e.g., permeable surface parking lots, electrical vehicle plug-ins, evolution to electric fleet, wetland protection

Council suggested pursuing grant opportunities, and noted that the Action Item was a lower priority. Council noted that permeable parking lots could be investigated for facilities and identify available or practical options to implement greener initiatives.

Economic Development Pillar

1. Expedite New Commercial/Industrial Development

III. Continue to fund the Brockton share of airport operations

Council suggested holding discussions with our Municipal partners to focus on long-term goals. Deputy Mayor Dan Gieruszak informed Council on airport discussions within the Township of Georgian Bluffs. Bill Winegard suggested combining two related Action Items to support long-term planning for the airport.

VIII. Provide public washrooms in the hamlets to facilitate food and beverage businesses and events, recognizing that cost and lack of space make expanded septic systems prohibitive.

Council suggested that the vendors be financially responsible for providing washrooms, noting the challenges associated with public washrooms in comparison to using seasonal portable toilets. Council further noted the challenges associated with disinfection and maintenance to maintain health and safety. Sonya Watson, CAO advised that businesses must also comply with the Ontario Building Code to provide washrooms within facilities. Council identified this Action Item as a lower priority.

5. COVID Recovery Initiatives 2021-2022

IV. Engage an intern or coordinator/events planner on a 2-year term to work with the BIA, local businesses, and community organizations throughout Brockton for the purpose of an accelerated schedule of festivals and special events, by assisting in the planning, promotion, logistical arrangements, coordination with Municipal departments, etc.

Bill Winegard clarified that this Item was related to event coordination previously discussed under the Heritage, Culture and Community Pillar. Council supported pursuing grant opportunities for this Action Item. Mr. Winegard inquired if this Action Item could be combined with the Heritage, Culture and Community Pillar Action Item.

V. Organize a “blowout” event for the official opening of the new park

Council further suggested incorporating this event with the previous Action Item.

VII. Continue to promote “Come Home to Brockton” ads on radio in Kitchener and London

Council agreed that radio advertising is not a priority, and Brockton should focus on managing our existing growth. Council noted the increased use of electronic communications and continue advertising through social media and online presence.

VIII. Revive “Come Home to Brockton” campaign to invite shoppers/tourists to Brockton

Sonya Watson, CAO clarified that the campaign is related to the Municipality's branding, yet acknowledged Council's direction to increase the Municipality's online communications and promote advertising in that manner.

Municipal Governance Pillar

1. A Welcoming Face to new Brockton residents

III. Annual “Welcome new residents” picnic

Council suggested incorporating a welcoming component for new residents within the annual Canada Day celebrations, or existing annual event. Council also suggested collaborating with service clubs and introducing new residents to the community and advertising our service clubs. Council discussed challenges associated with involving all of Brockton's communities and the estimated amount of participation. Sonya Watson, CAO noted that staff wish to support

diversity in the community. Council favoured exploring the opportunity while remaining practical.

5.6 Break

An additional break was not required.

5.7 Final Group Discussion

Bill Winegard summarized the next steps involved in finalizing the Strategic Action Plan, advising that the Action Items would be refined based on the discussions, and another draft would be brought back to Council for review. Mr. Winegard advised that Council would need to define priorities, timelines, and conditions for the final version. CAO Watson thanked all Council members and staff for their time commitment and participation with this process and contributions towards the Action Plan thus far.

6. Confirmation of Proceedings

Resolution 21-21-08

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton authorize that the following by-law be read, enacted, signed, sealed, and numbered as follows:

- By-Law 2021-095 - June 24, 2021 Confirmatory By-Law

Carried

7. Adjournment

Resolution 21-21-09

Moved By: Dean Leifso

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton does now adjourn at 2:31 p.m. to meet again on July 13, 2021.

Carried

Deputy Mayor – Dan Gieruszk

Clerk – Fiona Hamilton