



The Corporation of the Municipality of Brockton

## Council Meeting Minutes

Tuesday, August 13, 2024, 7:00 p.m.

Bruce County Council Chambers - 30 Park Street, Walkerton, ON

**Council Present:** Chris Peabody, Mayor  
Kym Hutcheon, Deputy Mayor  
Mitch Clark, Councillor  
Tim Elphick, Councillor  
B. Carl Kuhnke, Councillor  
Gregory J. McLean, Councillor

**Staff Present:** Sonya Watson, Chief Administrative Officer  
Fiona Hamilton, Director of Legislative and Legal Services (Clerk)  
Trish Serratore, Chief Financial Officer  
Sharon Bross, Brockton Child Care Centre Manager  
Christine Brandt, Community Development Coordinator  
Colleen Gillis, Director of Community Services  
Nicholas Schnurr, Director of Operations  
Dieter Wetz, Building and Planning Manager/CBO  
Chris Wells, Director of Fire and Emergency Services

### 1. Indigenous Land Acknowledgement Statement

Mayor Peabody noted the Walk for Wenjack events that are scheduled as part of Bruce County's reconciliation efforts.

### 2. Acceptance of Council Agenda

#### Resolution 24-19-01

Moved By: Tim Elphick

Seconded By: Gregory J. McLean

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on August 13, 2024 as presented.

**Carried**

### 3. Declaration of Pecuniary Interest and General Nature Thereof

None disclosed at this time.

### 4. Public Meetings Required Under the Planning Act

### 5. Delegations

#### 5.1 B.M. Ross and Associates Limited - Development Charges Study

Lisa Courtney, Senior Planner, BM Ross and Associates Limited, provided a summary of the background report for the development charges study. Ms. Courtney summarized what development charges are, what they can be collected for and when they can be collected as set out in the legislation.

Ms. Courtney noted the charges were set based on projects that were required to support growth in the community. Ms. Courtney noted that her organization has proposed a maximum ceiling charge, but that Council could decide what amount, or even if any charge should be collected.

Ms. Courtney described the process that was required for municipalities before any development charges could be collected. Ms. Courtney then reviewed with Council with maximum charges that would be permitted for each type of development, such as single-family residence, apartment dwellings, etc.

The specific projects that may be required for community growth were described in the background report, along with a summary of the projected cost and the portion that could be allocated to new growth and eligible for collection as a development charge.

Ms. Courtney cautioned municipalities from adopting development charges based on neighbouring municipalities, as the charges should be driven by future growth and community specific infrastructure needs. The development charges proposed for other area municipalities was reviewed by Ms. Courtney to demonstrate that the amount being proposed was on the lower end of the scale.

Ms. Courtney also raised some considerations for Council relating to development charges, such as phasing, exemptions and any reductions or discounts that should be considered.

Ms. Courtney responded to questions from Council about the relationship between the level of growth and the introduction of development charges. Ms. Courtney also confirmed that the projects included in the development charges study would need to be finalized prior to the by-law being passed and potentially reviewed every ten (10) years. Council also discussed the options that may be available to freeze or repeal a development charges by-law if necessary due to economic conditions that may arise in the future.

## **6. Minutes**

### **6.1 Council Minutes - July 9, 2024**

#### **Resolution 24-19-02**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton adopt the minutes of the July 9, 2024 Council Meeting as presented.

**Carried**

## **7. Business Arising From the Minutes**

## **8. Reports**

### **8.1 Development Charges Background Study**

#### **Resolution 24-19-03**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number PLN2024-05 – Development Charges Background Study, prepared by Trish Serratore, Chief Financial Officer and Sonya Watson, Chief Administrative Officer and Dalton Stone, Municipal Services Coordinator, for information purposes.

**Carried**

8.2 Brockton Child Care Centre Expand Sandboxes and Construct Sunshades

Council expressed support for the shade structure and encouraged staff to consider additional shade options for the remainder of the Brockton Child Care Centre's outdoor space.

**Resolution 24-19-04**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number BCCC2024-05 - Brockton Child Care Centre Expand Sandboxes and Construct Sunshades, prepared by Sharon Bross, RECE, Brockton Child Care Manager and in doing so approves proceeding with the contract for the Outdoor Shade Structure in the amount of \$10,400 plus HST.

**Carried**

8.3 Economic Development Update

Council welcomed Ms. Brandt to the position and commented on the number of projects being completed.

**Resolution 24-19-05**

Moved By: Mitch Clark

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby accepts Report Number ED2024-01 - Economic Development Update, prepared by Christine Brandt, Community Development Coordinator, for information purposes.

**Carried**

8.4 Request to Purchase Events Trailer

Colleen Gillis, Director of Community Services responded to a question from Council on the sponsorship branding included on the trailer.

**Resolution 24-19-06**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number REC2024-16 - Request to Purchase Events Trailer, prepared by Colleen Gillis, Director of Community Services, and in doing so approves reallocation of available levied funds to support purchase of an Events Trailer at the estimated cost of \$16,000.

**Carried**

8.5 July 2024 Water and Wastewater Operations Maintenance

**Resolution 24-19-07**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number UT2024-10– July Water and Wastewater Operation Maintenance prepared by Rachel Bryan, Municipal Executive Coordinator and Nicholas Schnurr, Director of Operations, for information purposes.

**Carried**

8.6 Durham Street Bridge Detour

Nicholas Schnurr, Director of Operations, responded to questions from Council and confirmed an initial spike in the traffic along Concession 2 and now remains elevated, but less than the initial spike. Council discussed possible speed calming measures.

**Action: Staff to contact Bruce County about enforcement of load restrictions on the Durham Street Bridge.**

**Resolution 24-19-08**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number PW2024-15 - Durham Street Bridge Detour, prepared by Nicholas Schnurr, Director of Operations for information purposes.

**Carried**

8.7 Chief Building Official's Activity Report for July 2024

**Resolution 24-19-09**

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number BLDG2024-10 – Chief Building Official's Activity Report for July 2024, prepared by Dieter Weltz, Building and Planning Manager/CBO for information purposes.

**Carried**

8.8 Response to Backyard Chicken Request

Dieter Weltz, Chief Building Official, responded to questions from Council about possible chickens in the urban area of Walkerton. Council discussed obtaining additional information about a possible licensing regime and receiving input from the public. Mr. Weltz noted that allowing backyard chickens could be included in the Official Plan and Zoning By-law review.

**Resolution 24-19-10**

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number BL2024-09 - Staff Response to Backyard Chickens, prepared by Lisa MacDonald, Animal Control/By-Law Enforcement Officer, and Dieter Weltz, Building and Planning Manager/CBO for information purposes and maintains the current zoning restrictions.

**Defeated**

**Resolution 24-19-11**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number BL2024-09 - Staff Response to Backyard Chickens, prepared by Lisa MacDonald, Animal Control/By-Law Enforcement Officer, and Dieter Weltz, Building and Planning Manager/CBO and further directs staff to bring back an additional report with additional information on a backyard chicken licensing regime.

**Carried**

8.9 2023 Annual Investment Report

**Resolution 24-19-12**

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number FIN2024-24 - 2023 Annual Investment Report, prepared by Trish Serratore, Chief Financial Officer for information purposes.

**Carried**

8.10 Housing Enabling Water Systems Fund and Housing Accelerator Fund Grant Updates

Council commented on the cost of the agreement, and discussed the former applications GrantMatch has assisted with, and inquired on the success rate of the grants. Trish Serratore, Chief Financial Officer noted that the exact number of successful grants was not currently available; however, the most recent successful grant for the soccer washroom concession building received assistance from GrantMatch.

Sonya Watson, Chief Administrative Officer mentioned the timely nature of applying for both grants, and complicated nature of the applications and substantial reporting requirements, such that staff would benefit from GrantMatch's expertise.

Council suggested reviewing our relationship with GrantMatch in the long-term.

**Resolution 24-19-13**

Moved By: Gregory J. McLean

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number FIN2024-25 - Housing Enabling Water Systems Fund and Housing Accelerator Fund Grant Updates, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and Trish Serratore, Chief Financial Officer and in doing so authorizes staff to apply to the second stream of both the Housing-Enabling Water Systems Fund (HEWSF) and Housing Accelerator Fund (HAF) and further approves a By-Law coming forward entering into an agreement with GrantMatch Corp. for their support with the HEWSF, HAF, and Green and Inclusive Communities Buildings Program grant applications.

**Carried**

8.11 Former Member of Council Seat Vacancy

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) advised that applications for the position of Councillor open on Thursday, August 15, 2024 now that the seat has been formally declared vacant.

**Resolution 24-19-14**

Moved By: Tim Elphick

Seconded By: Gregory J. McLean

That the Council of the Municipality of Brockton hereby approves Report Number CLK2024-17 – Former Member of Council Seat Vacancy, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) for information purposes and declares the seat of Councillor Hutcheon vacant, and further

approves filling the Councillor vacancy with an appointment of a community member in accordance with the Council Vacancy Procedure.

**Carried**

8.12 Saugeen Municipal Airport Commission By-Laws Review

Councillor Kuhnke informed Council on the premise of the new by-law clarifying the role of members and owners of the airport, allowing owners of the airport (being the three Municipalities) to maintain control of the asset.

**Resolution 24-19-15**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number CLK2024-18 - Saugeen Municipal Airport Commission By-Laws Review, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves the Saugeen Municipal Airport Commission By-law No. 1 Procedural By-Law and Saugeen Municipal Airport Commission By-law No. 2 Corporate By-Law.

**Carried**

8.13 Early Investment in Education and Skills 2024 Mid-Year Update

**Resolution 24-19-16**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number CAO2024-12 – Early Investment in Education and Skills 2024 Mid-Year Update, prepared by Sonya Watson, Chief Administrative Officer and Rachel Bryan, Municipal Executive Coordinator for information purposes.

**Carried**

**9. Public Notification**

9.1 AMO Conference - August 18-21, 2024

Members of Council will be attending the Association of Municipality of Ontario (AMO) Conference August 18-21, 2024 in Ottawa and have delegation meetings with the following ministries:

- Ministry of Infrastructure on Loans for Arena and Recreational Projects
- Ministry of Labour, Immigration, Training and Skills Development on Grants for Training Centres for Skilled Trades Workers
- Ministry of Solicitor General on Mobile Crisis Response Team Grant Application
- Ministry of Finance on Property Reassessment
- Ministry of Health on Residential Hospice Care Funding

Mayor Peabody advised that he would be participating in 17 meetings as Bruce County Warden and Mayor at the AMO Conference.

9.2 Music in the Park - August 25, 2024

Join us for Music in the Park at the Market Garden (312 Durham Street, Walkerton) on Sunday, August 25, 2024 featuring Tylor O'Neil. Bring your own blanket or lawnchair and enjoy a free night of musical entertainment to close off the summer!

9.3 Elmwood Homecoming - August 30-September 1, 2024

Elmwood is celebrating 170 years and invite the community to join in Homecoming celebrations August 30-September 1, 2024. Visit [Elmwood Homecoming's website](#) for more information on the events occurring.

9.4 Accessibility Education Workshop - September 11, 2024

Julie Sawchuk of Sawchuk Accessible Solutions will be hosting an Accessibility Education Workshop on September 11, 2024. Members of the public are invited to attend the workshop to learn more about how we can create accessible spaces to honour the needs of everyone. More details will come forward on this workshop in the near future.

9.5 Doors Open Brockton - September 28, 2024

The Brockton Heritage Committee are hosting Doors Open Brockton on Saturday, September 28, 2024 from 10:00 a.m. to 4:00 p.m. featuring 12 historical and unique sites in Brockton. Visit [Brockton.ca/DoorsOpen](#) to learn more.

**10. Accounts**

10.1 Accounts - \$3,508,474.03

**Resolution 24-19-17**

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$3,508,474.03.

**Carried**

**11. Correspondence Requiring Action**

**12. Information**

12.1 Municipality of Arran-Elderslie Media Release - Arran-Elderslie Appoints New Chief Administrative Officer

12.2 Municipality of South Bruce - Invitation to Impact Assessment Agency of Canada and Canadian Nuclear Safety Commission Engagement Opportunities

12.3 Bruce County News Releases

12.4 Bruce County Consent Application Notice - 714 Greenock-Brant Townline, File B-2024-032

12.5 OPP Municipal Policing Bureau - Uniform and Civilian Collective Agreements and Update on 2025 Annual Billing Statements

12.6 Ombudsman Ontario 2023-2024 Annual Report

12.7 AMO Policy Update - Call to Action on Social and Economic Prosperity Review

12.8 Bruce Power Early Childhood Education Scholarships Available

12.9 Municipal Engineers Association - Ontario Provincial Standards

12.10 Town of Bradford West Gwillimbury Resolution - Ontario Long Service Medals

12.11 Town of Caledon Resolutions

12.12 Township of Emo Resolutions

- 12.13 Township of Limerick Resolution - AMPS in Ontario Building Code
- 12.14 Town of Plympton-Wyoming Resolution - Underserviced Cellular Communications
- 12.15 City of Stratford Resolutions
- 12.16 City of Toronto Resolution - Support for Family Physicians

**Resolution 24-19-18**

Moved By: Mitch Clark  
 Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives all items provided in Section 12. Information.

**Carried**

**13. By-Laws**

**Resolution 24-19-19**

Moved By: Mitch Clark  
 Seconded By: B. Carl Kuhnke

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

- By-Law 2024-066 - Amend Appoint Committee of Adjustment By-Law
- By-Law 2024-067 - GrantMatch Corp. Agreement By-Law

**Carried**

**14. Committee Minutes**

**Resolution 24-19-20**

Moved By: Mitch Clark  
 Seconded By: Tim Elphick

That the Council of the Municipality of Brockton receive the minutes of the following committees and or boards as presented:

- Elmwood Community Centre Board Minutes - June 4, 2024

**Carried**

**15. New Business Brought Forward**

1. Play Music on the Porch Day

Councillor McLean noted that August 31st is Play Music on the Porch Day, inviting community members to participate by playing music on their porch. A concert is also being planned to occur at 2:00 p.m. in the Market Garden park in Walkerton.

2. Cargill Homecoming

Councillor Elphick congratulated Cargill on celebrating 145 years at their homecoming celebrations August 1-5, 2024, and further commended the efforts of 32 committee chairs for hosting a fantastic event showcasing community pride and exceptional volunteerism. Councillor Elphick thanked staff for their support in the event, and recognized the work of Homecoming Chairs, Kellie O’Hagan and Amanda Wilhelm.



### 3. Summer Events

Mayor Peabody recognized several events that have occurred in Brockton this summer, including the Holmdale Pro Rodeo, Dinner on Durham, Dinner over the Yokasippi River, and classic car tours, thanking our volunteers for organizing many of these events.

#### 16. Closed Session

##### **Resolution 24-19-21**

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton enter into Closed Session at 8:25 p.m. in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees - **Line Fences Act Matter, Trespass Notice**
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - **Zoning Compliance Update**
- Advice that is subject to solicitor/client privilege, including communications necessary for that purpose - **Settlement Recommendation**

**Carried**

##### **Resolution 24-19-22**

Moved By: Kym Hutcheon

Seconded By: Gregory J. McLean

That the Council of the Municipality of Brockton approve the direction provided to staff in Closed Session.

**Carried**

#### 17. Confirmation of Proceedings

##### **Resolution 24-19-23**

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

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 2024-068 - August 13, 2024 Confirmatory By-Law

**Carried**

#### 18. Adjournment

##### **Resolution 24-19-24**

Moved By: Kym Hutcheon

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton does now adjourn at 8:45 p.m. to meet again on August 27, 2024.

**Carried**

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Mayor - Chris Peabody

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Director of Legislative and Legal Services (Clerk) – Fiona Hamilton