



The Corporation of the Municipality of Brockton

Council Meeting Minutes

Tuesday, August 12, 2025, 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 (attended remotely)
Steve Travale, Councillor

Staff Present: Sonya Watson, Chief Administrative Officer
Fiona Hamilton, Director of Legislative and Legal Services (Clerk)
Sarah Johnson, Deputy Clerk
Trish Serratore, Chief Financial Officer
Carri-Ann Scott, Manager, Child Care Services
Christine Brandt, Community Development Coordinator
Colleen Gillis, Director of Community Services

1. Indigenous Land Acknowledgement Statement

Mayor Peabody noted the number of Pow Wow's occurring across Bruce County and encouraged attendance at Neyaashiinigmiing Cape Croker Park's Pow Wow on August 15-17, 2025.

2. Acceptance of Council Agenda

Resolution 25-16-01

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on August 12, 2025 as presented.

Carried

3. Declaration of Pecuniary Interest and General Nature Thereof

None disclosed.

4. Public Meetings Required Under the Planning Act

4.1 Planning Report - Zoning By-Law Amendment Z-2025-039

Amy Rogers, Bruce County Planner, informed all those in attendance in person and attending remotely how to receive updates about the application.

Ms. Rogers provided Council with the purpose of the Application to create a new surplus farm dwelling severance with a holding provision for areas of high archaeological potential.

Ms. Rogers reviewed the location of the property and the surrounding lands, noting that the areas surrounding the house may be subject to a slight review of the septic system including determining if a full replacement is necessary.

Ms. Rogers advised that as the house already exists, there would be no changes to the MDS requirements if the severance were to be approved.

There were no questions from members of Council about the application, and no comments from members of the public in attendance or attending remotely.

Resolution 25-16-02

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Corporation of the Municipality of Brockton has considered the Planning Report prepared by Amy Rogers, Bruce County Planner, dated August 12, 2025, and entitled Municipality of Brockton Planning Report and further that Council approves the proposed Zoning By-Law Amendment submitted by Walter Beef Farms Ltd. for 228 Concession 10 Greenock CON 11 PT LOT 4 (Greenock Township), Municipality of Brockton, File Z-2025-039 and authorizes a Site Specific By-Law coming forward.

Carried

5. Closed Session

Resolution 25-16-03

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton enter into Closed Session at 7:05 p.m. in order to address a matter pertaining to:

- A proposed or pending acquisition or disposition of land by the municipality or local board - **East Ridge Business Park Offer to Purchase**

Carried

Resolution 25-16-04

Moved By: Mitch Clark

Seconded By: Tim Elphick

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

Carried

Resolution 25-16-05

Moved By: Mitch Clark

Seconded By: Tim Elphick

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 2025-059 - Price-Schonstrom Inc. ERBP Agreement of Purchase and Sale By-Law

Carried

6. Delegations

7. Minutes

7.1 Council Minutes - July 15, 2025

Resolution 25-16-06

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton adopt the minutes of the July 15, 2025 Council Meeting as presented.

Carried

8. Business Arising From the Minutes

9. Reports

9.1 Updated Community Feedback on Settlement Area Brands

Council thanked staff for the extended community feedback and noted the number of responses received in both rounds of voting.

Resolution 25-16-07

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number ED2025-12 – Updated Community Feedback on Settlement Area Brands, prepared by Christine Brandt, Community Development Coordinator, and adopts the logos for Cargill, Chepstow and Elmwood which received the highest number of community votes in the second round of voting, and furthermore that branding guidelines now be developed for each settlement area based on the selected logos.

Carried

9.2 Proposed Change to Child Care Centre Billing Cycle

Resolution 25-16-08

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number BCCC2025-04 - Proposed Change to Child Care Centre Billing Cycle prepared by Carri-Ann Scott, Manager Child Care Services, and in doing so approves a By-Law coming forward adopting the amendments to the Accounts Receivable Policy and recommended changes to advance billing effective January 1, 2026 with the transition plan outlined in the report.

Carried

9.3 Proposed Change to Service Delivery (Annual Summer Closure)

Carri-Ann Scott responded to an inquiry from Council about the consultation conducted with staff, noting that this change added 4 days of vacation for staff at a specified time, would mitigate challenges with the vacation approval process, and provide a balance for staff scheduling ahead of time, ensuring that required ratios could be met.

Council thanked staff for their work in discovering operational efficiencies.

Resolution 25-16-09

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number BCCC2025-05 - Proposed Change to Service Delivery (Annual Summer Closure), prepared by Carri-Ann Scott, Manager, Child Care Service, and approves a fixed annual one-week closure for Toddler and Preschool programs during the first week of July, beginning in 2026.

And further that Council acknowledges the attached draft parent notice, which will be distributed to families upon Council approval of this change.

Carried

9.4 Dog Park Pilot Project Update

Colleen Gillis, Director of Community Services responded to an inquiry about the location of the dog park, advising that the Saugeen Valley Conservation Authority strongly discouraged the use of Riverbend Park as a dog park due to the high velocity of water when flooding occurred in that location.

Council discussed the use of wood chips to prevent damage to the grass at Lobies Park.

Resolution 25-16-10

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number REC2025-16 - Dog Park Pilot Project Update, prepared by Colleen Gillis, Director of Community Services for information purposes.

Carried

9.5 Animal Control/By-Law Enforcement Activity Report May to July 2025

Resolution 25-16-11

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number BL2025-05- Animal Control/By-Law Enforcement Activity Report May to July 2025, prepared by Lisa MacDonald, Animal Control/By-Law Enforcement Officer, and Dieter Wertz, Building and Planning Manager/CBO for information purposes.

Carried

9.6 Surplus Asset Disposal – Grader

Resolution 25-16-12

Moved By: Kym Hutcheon

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives Report Number FIN2025-22 – Surplus Asset Disposal – Grader, prepared by Trish Serratore, Chief Financial Officer for information purposes and approves the attached items being declared surplus.

Carried

9.7 2026 Budget and Council Meetings Schedule

Council discussed whether to continue holding remote Council Meetings in Cargill.

Council inquired about the October and November meeting changes accommodating the 2026 Election. Fiona Hamilton, Director of Legislative and Legal Services (Clerk) advised that some matters requiring urgent direction could be addressed by the outgoing Council at the November 3rd meeting, prior to the new Council being sworn in at the November 17th Inaugural Meeting.

Resolution 25-16-13

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby receives Report Number CLK2025-10 – 2026 Budget and Council Meetings Schedule, prepared by Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves holding a Budget Meeting on Wednesday, December 17, 2025 at 10:00 a.m. at the Bruce County Council Chambers and electronically through Zoom/eScribe;

And further approves the following regular Council Meeting dates for 2026 to be held at 7:00 p.m. at the Bruce County Council Chambers and electronically through Zoom/eScribe, unless otherwise noted in accordance with the Municipality of Brockton's Procedural By-Law:

- Monday, January 12, 2026 (Budget Meeting) at 6:00 p.m.
- Tuesday, January 13, 2026
- Tuesday, January 27, 2026 (Budget Meeting at 6:00 p.m. if required) and Council Meeting at 7:00 p.m.
- Tuesday, February 10, 2026
- Tuesday, February 24, 2026
- Tuesday, March 10, 2026
- Tuesday, March 24, 2026
- Tuesday, April 14, 2026
- Tuesday, April 28, 2026
- Tuesday, May 12, 2026
- Tuesday, May 26, 2026
- Tuesday, June 9, 2026
- Tuesday, June 23, 2026 (Cargill Community Centre)
- Tuesday, July 14, 2026
- Tuesday, August 11, 2026
- Tuesday, August 25, 2026
- Tuesday, September 8, 2026
- Tuesday, September 29, 2026
- Tuesday, October 13, 2026
- Tuesday, November 3, 2026
- Tuesday, November 17, 2026 (Inaugural Council Meeting for 2026-2030 Council Members)
- Tuesday, December 8, 2026
- Wednesday, December 16, 2026 (2027 Budget Meeting at 10:00 a.m.)

And that these dates be circulated to all Council members and posted on the Municipal website.

Carried

10. Public Notification

10.1 AMO Conference

Mayor Peabody, Councillor Elphick, Councillor Kuhnke, and Councillor McLean will be attending the 2025 AMO Conference August 17-20, 2025 in Ottawa, and advocate for issues impacting Brockton residents with the Ministry of the Solicitor General, the Ministry of Health, and the Ministry of Infrastructure. Councillor Elphick and representatives from the South Bruce O.P.P. Detachment Board will also meet with the Ministry of Transportation.

10.2 2026 Budget Feedback

Share your input on the [2026 Budget!](#) The Municipality is seeking feedback from both [service groups/organizations](#) and [residents](#) to help prepare the 2026 Budget. Feedback is due September 10, 2025.

10.3 Outdoor Movie Night with Bruce County Library

Join us and the Bruce County Public Library for Movie in the Park at the Market Garden (312 Durham St, Walkerton) on Saturday, August 23, 2025 from 8:30 to 10:30 p.m. Rain location Walkerton Community Centre. Bring your blanket and chairs to watch "A Minecraft Movie"!

10.4 Music in the Park

Join the Municipality at 1:00 p.m. on August 30th for [Music in the Park](#) at the Market Garden in Walkerton (312 Durham St) This edition of Music in the Park is an open mic event celebrating Music on the Porch Day. Bring your own blanket or lawnchair. Donations welcome. Contact the Community Services Department by [email](#) or call 519-881-0625 for more information, and to reserve your spot on stage for August 30th.

11. Accounts

11.1 Accounts - \$3,198,281.80

Resolution 25-16-14

Moved By: Kym Hutcheon

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$3,198,281.80.

Carried

12. Correspondence Requiring Action

12.1 Letter of Resignation from Councillor Kuhnke

Council acknowledged Councillor Kuhnke's reason for resignation and inquired about the available Council Vacancy opportunities. Fiona Hamilton, Director of Legislative and Legal Services (Clerk) outlined the legislated timeline, noting the challenge of December holiday closures, and the Strong Mayor Budget process, such that the Council seat would be declared vacant at the December 9th Council Meeting, and the new Council member would be appointed in early February. Ms. Hamilton advised that a report would be coming forward at the next meeting about the Council Vacancy proposal.

Council expressed their well wishes to Councillor Kuhnke.

Resolution 25-16-15

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton hereby accept with sincere regret the resignation of Councillor B. Carl Kuhnke as a Member of Brockton Council effective November 30, 2025.

Carried

12.2 Request to Raise Gold Ribbon Flag for Childhood Cancer Awareness Month

Resolution 25-16-16

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

Whereas September is officially recognized internationally as Childhood Cancer Awareness Month;

And Whereas the Council of the Municipality of Brockton proclaimed September 2023 as Childhood Cancer Awareness Month in the Municipality of Brockton, and wishes to continue with the proclamation;

And further that the Council of the Municipality of Brockton wishes to raise the Gold Ribbon Flag on our community flag pole for a period of one week in September in recognition of Childhood Cancer Awareness Month.

Carried

13. Information

13.1 Public Hearing Notice - Minor Variance Application A-2025-028

13.2 OPP Commissioner - OPP Criminal Record Check Processing Times

13.3 Minister of the Solicitor General - OPP Billing Model for CSPTG Costs

13.4 Bruce County Media Release - Walk for Wenjack Begins August 14, 2025 at Cape Croker Park

13.5 Bruce County Media Release - Help Build an Age-Friendly Bruce County: Survey Now Open for Residents 50+

13.6 Bruce County Media Release - Bruce County Reminds Residents: "When Thunder Roars, Go Indoors!"

13.7 Grey Bruce Public Health Media Release - Bat from Grey-Bruce Tests Positive for Rabies

13.8 Clean Energy Frontier - 2025 Conference Registration Open

13.9 Saugeen Valley Conservation Authority Board Minutes - March and May 2025

13.10 Village of Burk's Falls Resolution - BESS Installations

13.11 Town of Goderich Resolution - Opposition to Bill 17

13.12 Municipal Resolutions - Opposition to Mandatory Firefighter Certification Requirements

13.13 Municipality of South Huron Resolution - Producer Responsibility for Blue Boxes

Resolution 25-16-17

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

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

Carried

14. By-Laws

Resolution 25-16-18

Moved By: Kym Hutcheon

Seconded By: Mitch Clark

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 2025-060 - Zoning By-Law Amendment Z-2025-039
- By-Law 2025-061 - Adopt Amended Purchasing and Procurement Policy By-Law
- By-Law 2025-062 - Adopt Amended Accounts Receivable Policy By-Law
- By-Law 2025-063 - 3 Queen Street, Cargill (McKague Bed and Breakfast) Encroachment Agreement By-Law
- By-Law 2025-064 - Walker Hill Development Inc. Subdivision Amending Agreement By-Law

Carried

15. Committee Minutes

Resolution 25-16-19

Moved By: B. Carl Kuhnke

Seconded By: Mitch Clark

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 - July 2, 2025

Carried

16. New Business Brought Forward

1. O.P.P. Record Checks

Councillor Elphick acknowledged the responses received from the O.P.P. Commissioner and the Ministry of the Solicitor General in Items 13.2 and 13.3; however, noted the frustration involved with the O.P.P. outsourcing to a third-party service for criminal record checks and timelines involved in that process across the Province, which does not impact municipally serviced policing communities. Councillor Elphick advocated for bringing the timelines up to acceptable standards, noting the number of individuals who require record checks for volunteerism and employment, and encouraged continual lobbying for regulatory timeline standards.

2. Notation to Court Security Prisoner Transportation Costs

Councillor Elphick noted the response provided by Minister Kerzner referencing that the 7 lower-tier municipalities receive \$70,000 per year, despite Brockton being responsible for the entire CSPT costs.

3. Municipal Events

Mayor Peabody thanked the Economic Development and Community Services Department for their work in organizing the Canada Day celebrations and Summer Streetfest - both successful events that were well attended by the community.

17. Closed Session Continued

Resolution 25-16-20

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton enter into Closed Session at 7:55 p.m. in order to address matters pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees - **Compliance Matter**
- A proposed or pending acquisition or disposition of land by the municipality or local board - **Housing Partnership**
- Labour relations or employee negotiations - **Staffing Instructions**

Carried

Resolution 25-16-21

Moved By: Tim Elphick

Seconded By: Mitch Clark

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

Carried

Resolution 25-16-22

Moved By: Tim Elphick

Seconded By: Mitch Clark

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 2025-065 - Bruce County Housing Corporation ERBP Agreement of Purchase and Sale By-Law

Carried

18. Confirmation of Proceedings

Resolution 25-16-23

Moved By: Tim Elphick

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 2025-066 - August 12, 2025 Confirmatory By-Law

Carried

19. Adjournment

Resolution 25-16-24

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton does now adjourn at 8:34 p.m. to meet again on August 26, 2025.

Carried

Mayor - Chris Peabody

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