



The Corporation of the Municipality of Brockton

Council Meeting Minutes

Tuesday, August 26, 2025, 7:00 p.m.

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

Council Present: Chris Peabody, Mayor
Kym Hutcheon, Deputy Mayor
Tim Elphick, Councillor
B. Carl Kuhnke, Councillor
Gregory J. McLean, Councillor (Attended remotely)
Steve Travale, Councillor

Council Absent: Mitch Clark, 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
Nicholas Schnurr, Director of Operations
Brad Thomson, Facilities and Parks Supervisor

1. **Indigenous Land Acknowledgement Statement**
2. **Acceptance of Council Agenda**

Councillor Tim Elphick requested that the agenda be amended to consider an additional item in the Closed Session.

Resolution 25-18-01

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on August 26, 2025 as amended to consider an additional item in the Closed Session - A position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality or local board – **Utility Billing Matter**

Carried

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

Deputy Mayor Hutcheon declared a conflict of interest in relation to item 8.6 due to her position as the chairperson for Saugeen Mobility and Regional Transit (SMART).

4. **Public Meetings Required Under the Planning Act**
5. **Delegations**

6. Minutes

- 6.1 Council Minutes - August 12, 2025
- 6.2 Special Council Minutes - August 14, 2025

Resolution 25-18-02

Moved By: Steve Travale
Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton adopt the minutes of the August 12, 2025 Council Meeting and the August 14, 2025 Special Council Meeting as presented.

Carried

7. Business Arising From the Minutes

8. Reports

- 8.1 Walkerton Centennial Park Pavilion Rebuild

Sonya Watson, Chief Administrative Officer explained the plans for the roughed-in kitchen, and associated costs.

Council supported the project, and commended staff on planning for the future with Option 2: Enhanced Pavilion with Storage and Future Phased in Kitchen, encouraging the cost to come from the recreation equipment reserve fund.

Resolution 25-18-03

Moved By: Steve Travale
Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby receives Report Number REC2025-17 - Walkerton Centennial Park Pavilion Rebuild, prepared by Colleen Gillis, Director of Community Services and in doing so directs staff to proceed with Option 2: Enhanced Pavilion with Storage and Future Phased in Kitchen for a cost of \$18,978.00 to be funded from the Recreation Equipment Reserve Fund as a path forward to rebuild Walkerton Centennial Park Pavilion.

Carried

- 8.2 2026 Proposed Fees and Charges

Trish Serratore, Chief Financial Officer, responded to questions from Council about the bag tag fee that had not been increased since 2024. Council supported maintaining affordability of bag tags for residents to encourage continued curbside collection use. Nicholas Schnurr, Director of Operations responded to questions from Council about the cost of bag tags in neighbouring communities. Council chose to maintain the \$2.50/bag tag fee rather than increase the fee to \$3.00.

Ms. Serratore responded to an inquiry about the increased fees for water meter reads, noting that the fees were now equal to costs in the tax department as the processes were similar.

Ms. Serratore responded to an inquiry about not increasing the Child Care Centre late fee, noting that the fee was not frequently used to warrant an increase, although staff would monitor the situation.

Ms. Serratore clarified the percentage error in the By-Law Enforcement false alarm fees.

Resolution 25-18-04

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby approves Report Number FIN2025-23 – 2026 Proposed Fees and Charges, prepared by Trish Serratore, Chief Financial Officer and in doing so approves a By-Law coming forward to adopt the 2026 Fees and Charges.

Carried

8.3 Blue Box Transition Update – Municipal Sources

Mayor Peabody provided an update about the Bruce Area Solid Waste Recycling Association (BASWRA) governance structure.

Council discussed the options available as Nicholas Schnurr clarified that the Municipality must at least proceed with determining municipal sources by January 1, 2026.

Resolution 25-18-05

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives Report Number WM2025-09 - Blue Box Transition Update – Municipal Sources, prepared by Cally Mann, Municipal Executive Coordinator and Nicholas Schnurr, Director of Operations and in doing so directs Staff to work towards Option B: Collection of Municipal Sources

Carried

8.4 July 2025 Water and Wastewater Operations Maintenance

Resolution 25-18-06

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives Report Number UT2025-10 - July 2025 Water and Wastewater Operation Maintenance prepared by Nicholas Schnurr, Director of Operations for information purposes.

Carried

8.5 Municipal Engineers Request for Proposal

Council noted the appropriateness of the proposal in maintaining transparency and competitiveness.

Resolution 25-18-07

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby received Report Number CAO2025-11 – Municipal Engineers Request for Proposal, prepared by Sonya Watson, Chief Administrative Officer, and in doing so approves the initiation of the Notice of Intent and Request for Proposal for the Municipal Engineers.

Carried

8.6 SMART Lease Agreement 2026-2029

Deputy Mayor Hutcheon declared a conflict of interest on this item due to her position as the current Chair for SMART.

Resolution 25-18-08

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives Report Number CAO2025-10 – SMART Lease Agreement 2026-2029, prepared by Sonya Watson, Chief Administrative Officer and in doing so approves a By-Law coming forward entering into a three (3) year contract with Saugeen Mobility and Regional Transit in the amount of \$16,337.56 plus HST, per year plus Consumer Price Index for the lease of the Brant Shop office space.

Carried

8.7 Councillor Kuhnke Resignation and Council Vacancy

Councillor B. Carl Kuhnke declared a conflict of interest in relation to this matter.

Council noted the effectiveness of the appointment process in former years.

Resolution 25-18-09

Moved By: Tim Elphick

Seconded By: Steve Travale

That the Council of the Municipality of Brockton hereby approves Report Number CLK2025-11– Councillor Kuhnke Resignation and Council Vacancy, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and Sarah Johnson, Deputy Clerk and in doing so:

1. Directs staff to proceed with an Appointment Procedure to replace the vacant Councillor seat in accordance with the *Municipal Act, 2001, S.O. 2001, c. 25, Section 262*;
2. Approves holding a Special Council Meeting on Tuesday, February 3, 2026 at 7:00 p.m. at the Bruce County Council Chambers to appoint the new Member of Council

Carried

9. Public Notification

9.1 Music in the Park

Join us August 30th at 1:00 p.m. for [Music in the Park](#) at the Market Garden in Walkerton (312 Durham St.) to celebrate Music on the Porch Day. Bring your own blanket or lawnchair. Donations welcome.

9.2 Municipal Offices Closed for Labour Day

The Municipal Office, Community Services (Parks and Recreation) Administration Office, and Brockton Child Care Centre will be closed on Monday, September 1, 2025 for Labour Day. Our offices reopens on Tuesday, September 2, 2025.

9.3 Pooch Plunge

Enjoy a fun evening with your pup on Wednesday, September 3, 2025 at Centennial Park Pool (1 James St., Walkerton)! Includes a BBQ, music, prizes, Sparky, and more. A portion of proceeds supports the St. John Ambulance

Therapy Dog Program. Pre-registration is required - call St. John Ambulance at 519-364-7004 to reserve your spot.

9.4 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. Accounts

10.1 Accounts - \$853,535.03

Resolution 25-18-10

Moved By: B. Carl Kuhnke

Seconded By: Steve Travale

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$853,535.03.

Carried

11. Correspondence Requiring Action

12. Information

12.1 Bruce County Media Release - Celebrating Our Common Ground at the Inaugural Cultural Symposium on October 8, 2025

12.2 Notice of Decision for Bruce County Official Plan Amendment - Brockton Settlement Expansion C-2024-007

Mayor Peabody acknowledged the approval of the amendment to the Bruce County Official Plan for Brockton's Settlement Expansion and thanked Dieter Weltz for his efforts in bringing that application.

12.3 Southwestern Ontario Isotope Coalition - Federal Minister of Energy and Natural Resources Bruce Power Announcement

12.4 Saugeen Municipal Airport Commission Minutes - May & June 2025

12.5 Saugeen Valley Conservation Authority Executive Committee Minutes - June 2025

12.6 Town of Goderich Resolution - Standing Senate Committee on Agriculture and Forestry Report

12.7 Town of Grimsby Resolution - Endorse St. Catharines on Elect Respect Pledge

Resolution 25-18-11

Moved By: Steve Travale

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 25-18-12

Moved By: B. Carl Kuhnke

Seconded By: Steve Travale

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 2025-069 - 2026 Fees and Charges By-Law
- By-Law 2025-070 - Saugeen Mobility and Regional Transit Tenancy Agreement By-Law

Carried

14. Committee Minutes

15. New Business Brought Forward

1. Saugeen Student Start-Up Program

Councillor Travale noted that a recognition event was held earlier in the day to celebrate the Saugeen Student Start-Up Program for young entrepreneurs, including 5 students from the Municipality of Brockton

2. Condolences for Davis Family

Councillor Travale acknowledged the passing of former Deputy Mayor of the Municipality of Arran-Elderslie, Mark Davis, noting his leadership throughout the community, and expressed condolences for the Davis family.

3. AMO Conference

Mayor Peabody thanked Sarah Johnson, Deputy Clerk for organizing Brockton's delegation meetings with Ministries at the AMO Conference. Mayor Peabody noted that the meetings were productive, and further discussions would occur with Bruce County and the Ministry of the Solicitor General on the Ministry's suggestion of reopening the Walkerton Jail.

4. Music on the Porch Day

Councillor McLean noted that August 30th is Music on the Porch Day and expressed gratitude to staff and the Kinsmen Club of Walkerton for organizing the open mic event at the Market Garden for this summer's final Music in the Park.

15.1 Notice of Motion - National Anthem of Canada at Council Meetings

Councillor Travale provided a Notice of Motion for consideration at the next Council Meeting.

16. Closed Session

Resolution 25-18-13

Moved By: Steve Travale

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton enter into Closed Session at 7:35 p.m. in order to address matters pertaining to:

- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - **Compliance Matter**
- A position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality or local board - **Servicing Request, Realtor Request, Shared Services Agreement, Utility Billing Matter**

Carried

Resolution 25-18-14

Moved By: B. Carl Kuhnke
Seconded By: Steve Travale

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

Carried

Resolution 25-18-15

Moved By: Steve Travale
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 2025-071 - Chief Building Official Shared Services with South Bruce Agreement By-Law
- By-Law 2025-072 - Appoint Phil VanHardveld as Alternate Chief Building Official

Carried

17. Confirmation of Proceedings

Resolution 25-18-16

Moved By: B. Carl Kuhnke
Seconded By: Steve Travale

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 2025-073 - August 26, 2025 Confirmatory By-Law

Carried

18. Adjournment

Resolution 25-18-17

Moved By: Steve Travale
Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton does now adjourn at 8:16 p.m. to meet again on September 9, 2025.

Carried

Mayor - Chris Peabody

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