



The Corporation of the Municipality of Brockton

Council Meeting Minutes

Tuesday, October 14, 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
Steve Travale, Councillor

Staff Present: Sonya Watson, Chief Administrative Officer
Fiona Hamilton, Director of Legislative and Legal Services (Clerk)
Trish Serratore, Chief Financial Officer
Sarah Johnson, Deputy Clerk
Nicholas Schnurr, Director of Operations
Dominic Paquette, Acting Chief Building Official and Zoning Administrator
Colleen Gillis, Director of Community Services
Lisa Fagan, Recreation Programming Supervisor
Christine Brandt, Community Development Coordinator
Chris Wells, Director of Fire and Emergency Services

1. National Anthem of Canada

The Council Meeting began with the playing of [Toronto Symphony Orchestra's instrumental recording](#) of O' Canada.

2. Indigenous Land Acknowledgement Statement

Mayor Peabody reminded Council of the Walk for Wenjack event happening on Tuesday, October 21, 2025 at 1:00 p.m. at Riverbend Park in Walkerton, followed by a screening of The Secret Path at the Walkerton Branch of the Bruce County Public Library at 3:00 p.m.

Mayor Peabody also advised that Bruce County Council participated in Land Acknowledgement training and noted that Brockton will consider how our land acknowledgement practices could be modified to incorporate some of these best practices.

3. Acceptance of Council Agenda

Resolution 25-21-01

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on October 14, 2025 as presented.

Carried

4. Declaration of Pecuniary Interest and General Nature Thereof

None disclosed.

5. Public Meetings Required Under the Planning Act

6. Delegations

6.1 Greenock Seniors Citizens - Facility Request

David Bradley, President of the Greenock Seniors Citizens presented the group's request for access to the Cargill Community Centre at a discounted rate. Mr. Bradley provided Council with a brief history of the Greenock Senior Citizens and the activities undertaken by the group. Mr. Bradley described the challenges with the current space used by the group and highlighted the positive community benefits of the group's social gatherings.

Mr. Bradley identified relevant provisions of the Brockton Master Recreation Plan and provided some demographic statistical information about the number of seniors within the municipality.

Mr. Bradley noted the numerous options previously offered to the Greenock Seniors Citizens and identified the challenges with each option. Mr. Bradley noted that the Cargill Community Centre was the preferred location with a discounted rate of only \$35.00 per rental, particularly when viewed in relation to the rates charged to other seniors groups in other communities of Brockton.

Mr. Bradley responded to questions from Council and confirmed that the members consisted of residents from north Brockton, and the rate for each member to participate.

6.2 Elmwood Community Centre Board - 2026 Budget Capital Requests

Hazel Pratt, Chairperson for the Elmwood Community Centre Board provided an overview of the capital requests requested for the Elmwood Community Centre for consideration in the 2026 Municipal Budget. Ms. Pratt noted that the material costs increased because of tariffs and other factors such that the full carpet replacement project could not be completed in 2025. Ms. Pratt highlighted the carpet replacements, pavilion drainage, cooler replacements, and main entrance doorway replacement projects that were recommended for the Centre. Ms. Pratt advised that the total cost of \$39,600 would be proposed to be split between the joint Municipalities of Brockton and West Grey, paying \$19,800 for these capital projects.

Council expressed their gratitude for the delegation. Ms. Pratt responded to an inquiry about grant funding, noting that the Board must receive approval from both Municipalities prior to applying for grants, and unfortunately the Municipality of West Grey did not provide approval for the last grant application.

6.3 2026-2031 Water Works and Wastewater Works Financial Plan

Ryan DeVries, Principal with B.M. Ross and Associates Ltd. provided Council with an overview of the legislative regime requiring Council to adopt and implement a financial plan for water and wastewater infrastructure. Mr. DeVries provided a summary of the users on the water system, the life expectancy of the assets and the replacement cost of those assets.

Mr. DeVries outlined the past increases that were adopted for the water system assets and operations. Mr. DeVries provided an overview of the financial assumptions that were adopted to create the plan, such as the amount of growth and the potential rate of inflation.

Mr. DeVries provided a summary of the capital plans for both water and wastewater over the next 6 years and presented various options for Council's consideration.

Mr. DeVries responded to questions from Council about the average water and wastewater bill for households within Brockton, noting Brockton was slightly less than other municipalities. It was noted that Development Charges were not identified as part of these plans noting that development charges were allocated to growth projects.

6.4 2026 Building Permit Fees and Planning Fees Review

Lisa Courtney, Principal with B.M. Ross and Associates Ltd. provided an overview of the proposed building and planning fees and the legislative authority for charging these kinds of fees.

Ms. Courtney summarized the planning fees that were charged relative to the revenue that Brockton received in previous years. It was noted that Brockton reached a cost recovery of approximately 12% for planning fees and summarized the transfers to reserve funds for the larger projects for Official Plan and Zoning By-law updates.

Ms. Courtney noted that Brockton was unlikely to receive cost recovery levels at current rates of applications, such that the recommendation was made to increase fees as well as implementing new fees.

Ms. Courtney then reviewed the expenses compared to revenues for the Building Department along with the balance of the stabilization reserve fund. Ms. Courtney noted that most municipalities held between 1.5 - 1.8 times expenditures for the stabilization fund. Brockton's reserve fund was currently much greater than the common benchmark.

Ms. Courtney noted that one of the changes from 2019 to current expenditure was wages and benefits and required vehicle replacements.

7. Minutes

7.1 Council Minutes - September 23, 2025

Resolution 25-21-02

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton adopt the minutes of the September 23, 2025 Council Meeting as presented.

Carried

8. Business Arising From the Minutes

9. Reports

9.1 Cargill Community Centre – Greenock Seniors Facility Reduced Rental Fee Request

Council discussed the importance of making shared public spaces available for groups of residents. Colleen Gillis, Director of Community Services, responded to questions from Council about the liability and insurance risks associated with allowing community groups to use facilities without staff presence. Council reviewed the options presented in the report.

Resolution 25-21-03

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number REC2025-21 - Cargill Community Centre - Greenock Seniors Facility Reduced Rental Fee Request, prepared by Lisa Fagan, Recreation Programming Supervisor and Colleen Gillis, Director of Community Services and in doing so authorizes Option 2 for the 2025-2026 season: Reduced rental fee rate of \$35.00 per event (3 hours) plus insurance and acknowledging that full paying rentals and/or special events will take precedence and an alternate time for the Greenock Seniors will be provided by staff as available.

Carried

9.2 2026-2031 Water and Wastewater Financial Plans

Nicholas Schnurr, Director of Operations, responded to questions from Council about the average rates charged to residents and the comparison to surrounding municipalities. Mr. Schnurr noted that the infrastructure needs likely to be required beyond the 6-year window would be much more expensive than the projections up to 2031.

Resolution 25-21-04

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number UT2025-12 - 2026-2031 Water and Wastewater Financial Plans, prepared by Nicholas Schnurr, Director of Operations and in doing so approves the 2026-2031 Water Works and Wastewater System Financial Plans with an increase of 4% per year for water works and 3% per year for wastewater systems, respectively.

Carried

9.3 2026 Provincial Recycling Changes

Council noted the increased materials the Province mandated would be collected through curbside recycling, such that the Walkerton Recycling Depot could be closed in the future with e-waste and scrap metal recycling being diverted to Brockton's landfills.

Resolution 25-21-05

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number WM2025-10 - 2026 Provincial Recycling Changes, prepared by Nicholas Schnurr, Director of Operations for information purposes and further provides the following direction to staff under option number 1: Move collection opportunities to the landfill

Carried

9.4 August and September 2025 Water and Wastewater Operations Maintenance

Resolution 25-21-06

Moved By: Gregory J. McLean

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number UT2025-11 – August and September 2025 Water and Wastewater Operation Maintenance prepared by Nicholas Schnurr, Director of Operations for information purposes.

Carried

9.5 Planning Fees Review 2026

Resolution 25-21-07

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby approves Report Number PLN2025-07 – Planning Fees Review 2026, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves a By-Law coming forward accepting the Municipality of Brockton Planning Fees Review prepared by B.M. Ross and Associated Ltd., and further approves a By-Law coming forward to amend the 2026 Fees and Charges By-law to adopt the amended planning fees for a 20% cost recovery level.

Carried

9.6 Building Department Fee Review 2026

Resolution 25-21-08

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number BLDG2025-09 – Building Department Fee Review 2026, prepared by Dominic Paquette, Acting Chief Building Official and Zoning Administrator and in doing so approves a By-Law coming forward to accept the Municipality of Brockton Building Permit Fee Review, prepared by B.M. Ross and Associates Limited to propose the increases to the farm building fees (livestock and non-livestock) and the commercial/industrial and institutional fees and introduction of the solar panel fees, with a public meeting to consider the building permit fees proposed to be increased scheduled on November 25, 2025.

Carried

9.7 Chief Building Official's Activity Report for September 2025

Resolution 25-21-09

Moved By: Tim Elphick

Seconded By: B. Carl Kuhnke

That the Council of the Municipality of Brockton hereby receives Report Number BLDG2025-08 - Chief Building Official's Activity Report for September 2025, prepared by Dominic Paquette, Acting Chief Building Official and Zoning Administrator for information purposes.

Carried

9.8 Community User Group Budget Requests – 2026 Budget Consideration Update

Council discussed the updated information provided in the secondary report and reviewed the proposed requests for consideration in the 2026 budget.

Trish Serratore, Chief Financial Officer provided an overview of the 2026 Mayor's budget process which differs from previous budget years, advising that staff and Mayor Peabody were seeking Council's input on any further considerations to include in the draft budget. Fiona Hamilton, Director of Legislative and Legal Services (Clerk) noted that staff are working within the perimeters of the Mayor's Directive for a tax rate increase of no more than 5%.

Council discussed the request from the Walkerton and District Hospital Foundation and expressed concern with including the expense in the budget, requiring taxpayers to fund the equipment purchase, when individuals currently have the option of personally donating towards the fundraising campaign.

Mayor Peabody noted that the proposed requests that would be considered as part of the draft 2026 Budget show due diligence in reducing the overall total impact on the budget and prioritizing core services.

Resolution 25-21-10

Moved By: Steve Travale

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number FIN2025-26 – Community User Group Budget Requests – 2026 Budget Consideration Update, prepared by Trish Serratore, Chief Financial Officer, for information purposes; and further, that Council provide direction on which, if any, of the submitted requests should be considered for inclusion in the 2026 Municipal Budget: remove the Walkerton and District Hospital Foundation request for \$20,000 annual donations for the x-ray suite replacement, and maintain the remainder of the requests as outlined by staff in the report.

Carried

9.9 East Ridge Business Park Pylon Sign Project

Sonya Watson, Chief Administrative Officer responded to an inquiry into the submissions, advising that the Request for Quotes was distributed to several suppliers, and only one compliant bid was received. Ms. Watson advised that there were four (4) businesses wishing to be featured on the sign, and the current ERBP sign had been filled.

Ms. Watson responded to an inquiry about additional anticipated costs, advising that the Municipality was responsible for providing hydro to sign; therefore, responsible for paying the associated hydro costs.

Resolution 25-21-11

Moved By: Steve Travale

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number ED2025-15 – East Ridge Business Park Pylon Sign Project, prepared by Christine Brandt, Community Development Coordinator, and authorizes the additional monies required for the East Ridge Business Park Pylon Sign Project as outlined in Option 1: Allocate additional funds from the Westario reserve fund.

Carried

9.10 Grey Sauble Conservation Authority 2026 Risk Management Agreement

Resolution 25-21-12

Moved By: Steve Travale

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby approves Report Number CLK2025-13 - Grey Sauble Conservation Authority 2026 Risk Management Agreement, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) for information purposes and further approves a By-Law coming forward renewing the Risk Management Agreement with the Grey Sauble Conservation Authority.

Carried

10. Public Notification

10.1 Municipal Offices Closed for Thanksgiving

The Municipal Office, Community Services (Parks and Recreation) Administrative Office, and Brockton Child Care Centre were closed on Monday, October 13, 2025 in recognition of Thanksgiving Day. Our offices reopened on Tuesday, October 14, 2025. Staff and Council wished residents a safe and happy holiday weekend!

10.2 Little Royal Fair

The Walkerton Agricultural Society is hosting the Annual Little Royal Fair on October 17-19, 2025 in Walkerton. This year's theme is Aprons & Overalls, and a weekend full of fun and entertainment is planned for the whole family! Visit [Walkerton Agricultural Society's website](#) or social media for the event schedule.

10.3 Walkerton and Hanover Hazardous Household Waste Collection

The Municipality of Brockton and Town of Hanover are hosting a Hazardous Household Waste Collection for residents of Walkerton and Hanover only, on Saturday, October 18, 2025 from 10:00 a.m. to 2:00 p.m. at the Hanover Public Works Yard (70 14th Avenue, Hanover). Please stay in your vehicle with waste materials sealed in containers in your trunk. Containers such as cardboard boxes and totes will be returned to you. Site staff will unload the waste materials.

10.4 Leaf Collection Schedule

Leaf Collection for Walkerton, Lake Rosalind, and Marl Lakes is scheduled for October 20, October 27, and November 10, 2025. Leaves must be placed in biodegradable paper waste bags (plastic bags not accepted) and placed at the curbside by 7:00 a.m. for collection. A friendly reminder that no garden clippings, compost, or small branches will be picked up.

10.5 Walk for Wenjack and The Secret Path Screening

The Municipality of Brockton and Bruce County are hosting a Walk for Wenjack on Tuesday, October 21, 2025 at 1:00 p.m. at Riverbend Park, Walkerton. Light refreshments will be provided. Donations to the Nawash Food Bank will be accepted onsite.

Following the walk, a screening of The Secret Path will be shown at 3:00 p.m. in the Walkerton Branch of the Bruce County Public Library. The Secret Path is a poignant animated film based on the album by Gord Downie and the graphic novel by Jeff Lemire about Chanie Wenjack's story and the legacy of residential schools in Canada.

10.6 Housing Needs Study

Brockton has initiated a Housing Needs Assessment to examine types of development that will be the most beneficial for the community. The Housing Needs Study will help to gather critical housing data to guide decisions on the type and location of housing to build, as well as the infrastructure needed to support community growth. Visit Brockton.ca/HousingNeeds to take part! Feedback is due October 30, 2025. Whether you're a renter, homeowner, service provider, or simply care about housing in our area, your opinion will contribute to creating effective, inclusive housing solutions for the future.

11. Accounts

11.1 Accounts - \$1,767,753.78

Resolution 25-21-13

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$1,767,753.78.

Carried

12. Correspondence Requiring Action

12.1 Invitation to Bruce County Housing Forum

Council were asked to notify staff if they wished to attend the Housing Forum on November 19, 2025 in Port Elgin.

12.2 Declare Hometown Christmas Market a Municipally Significant Event

Resolution 25-21-14

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

The Council of the Municipality of Brockton hereby declares the Hometown Christmas Market on November 20, 2025 from 4:00 to 9:00 p.m. in downtown Walkerton to be a Municipally Significant Event.

Carried

13. Information

13.1 Notice of Public Meeting - Local Official Plan Amendment L-2025-017 and Zoning By-Law Amendment Z-2025-057

13.2 Minister of the Solicitor General - OPP Cost Recovery Model Review and Amendments to O. Reg 413/23

13.3 Ministry of Health - Update from Special Advisor on Work with Board of Health for GBHU

13.4 Bruce County Media Release - When the Lights Go Out Are You Ready for a Prolonged Power Outage

13.5 Bruce County Public Library Media Release - Canadian Library Month

13.6 Saugeen Valley Conservation Authority Board Minutes - July 17, 2025

13.7 Township of Bonfield Resolution - Canada Post Labour Dispute and Impact on Municipal Communications

13.8 City of Kitchener Resolution - Postage Costs

13.9 Town of Newmarket Resolution - Automated Speed Enforcement

Resolution 25-21-15

Moved By: B. Carl Kuhnke

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives all items provided in Section 13. Information.

Carried

14. By-Laws

Resolution 25-21-16

Moved By: Steve Travale

Seconded By: Kym Hutcheon

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 2025-081 - Adopt 2026-2031 Water Works Financial Plan and Wastewater System Financial Plan By-Law
- By-Law 2025-082 - Adopt Planning Fee and Building Fee Reviews
- By-Law 2025-083 - Grey Sauble Conservation Authority Risk Management Agreement By-Law

Carried

15. Committee Minutes

Resolution 25-21-17

Moved By: Steve Travale

Seconded By: Kym Hutcheon

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 - August 6, 2025
- Elmwood Community Centre Board Minutes - August 21, 2025
- Physician Recruitment and Retention Committee Minutes - August 27, 2025

Carried

16. New Business Brought Forward

1. Doctor Appreciation Dinner

Deputy Mayor Hutcheon advised that she was hosting an appreciation dinner for local doctors at the Chepstow Inn on October 15, 2025, sponsored by the Physician Recruitment and Retention Committee. Mayor Peabody and South Bruce's Mayor Goetz would be in attendance.

2. O.P.P. Cost Recovery Model Review

Councillor Elphick noted the correspondence received under Item 13.2 from the Minister of the Solicitor General about the review of the O.P.P. Cost Recovery Model, stating that the Ministry has placed an 11% cap on renewal costs for annual billing statements and offering discounts that the Municipality would likely not qualify for. Councillor Elphick expressed disappointment in the Ministry not providing a long-term solution for these significant costs and suggested that the

Municipality may need to investigate alternative funding to offset the future costs of policing and courthouse costs.

3. Durham Street Bridge Reconstruction Delay

Mayor Peabody advised that Bruce County Council were provided with an update on the Durham Street Bridge reconstruction, advising that the project was delayed due to deficiencies that were found, which needed to be corrected. It was noted that the County would open both lanes over the Winter and resume work on the bridge in March 2026.

17. Closed Session

Resolution 25-21-18

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton enter into Closed Session at 9:05 p.m. in order to address matters pertaining to:

- Labour relations or employee negotiations - **Fire Department Staffing Consideration**
- Advice that is subject to solicitor/client privilege, including communications necessary for that purpose - **Bruce Area Solid Waste Recycling Governance Consideration**
- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with contractual or other negotiations of a person, group of persons, or organization - **Shareholder Communication**
- 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 - **Joint Board Agreement Instructions, Servicing Agreement Consideration**

Carried

Resolution 25-21-19

Moved By: Kym Hutcheon

Seconded By: Steve Travale

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

Carried

Resolution 25-21-20

Moved By: Kym Hutcheon

Seconded By: Steve Travale

That the Council of the Municipality of Brockton, in regards to Bruce Area Solid Waste Recycling:

1. Supports, in principle, the establishment of a municipal services corporation with the other participating municipalities to assume responsibility for recycling services currently operated through a joint undertaking; and

2. Supports appointing Fiona Hamilton as Brockton's representative to a Municipal Working Group to oversee the preparation of a Business Case Study in support of a proposed Municipal Services Corporation, with the Study to be subject to public consultation and open Council review upon completion.

Carried

18. Confirmation of Proceedings

Resolution 25-21-21

Moved By: Kym Hutcheon

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 2025-084 - October 14, 2025 Confirmatory By-Law

Carried

19. Adjournment

Resolution 25-21-22

Moved By: Kym Hutcheon

Seconded By: Steve Travale

That the Council of the Municipality of Brockton does now adjourn at 9:32 p.m. to meet again on October 28, 2025.

Carried

Mayor - Chris Peabody

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