



The Corporation of the Municipality of Brockton

## Council Meeting Minutes

Tuesday, November 4, 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)  
Sarah Johnson, Deputy Clerk  
Colleen Gillis, Director of Community 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**

**3. Recognition Presentation - Walkerton Figure Skating Club Member**

Mayor Peabody presented a recognition certificate to Josie Girodat, Walkerton Figure Skating Club member, who was the recipient of Gold medals from Skate Canada in Skills, Artistic, Freeskate and Dance.

**4. Acceptance of Council Agenda**

**Resolution 25-22-01**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on November 4, 2025 as presented.

**Carried**

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

Deputy Mayor Kym Hutcheon declared a conflict of interest in relation to item 13.3 due to her role as Chairperson for S.M.A.R.T

**6. Public Meetings Required Under the Planning Act**

**6.1 Local Official Plan Amendment L-2025-017 and Zoning By-Law Amendment Z-2025-057**

Benito Russo, Bruce County Intermediate Planner, provided an overview of the application for a local Official Plan Amendment and Zoning By-law Amendment to

accommodate the construction of a 40-unit affordable rental building to be transferred to the Bruce County Housing Corporation.

Mr. Russo summarized the physical characteristics of the property and a summary of previous planning decisions, including the establishment of a Ministerial Zoning Order that permitted residential uses.

Mr. Russo provided Council with an overview of the zoning by-law requirements and restrictions and the character of the surrounding neighborhood.

It was noted that the application met the density targets and the lands had appropriate servicing for the proposed development.

Mr. Russo informed Council about a public comment received from Darren Holm expressing concern that the proposed use was not compatible with the surrounding uses as an adjacent millwright shop would produce noise that the commenter suggested would be incompatible with the residential use. Mr. Russo responded to questions from Council about how noise would be analyzed through the provincial regime and the mitigating steps that could be adopted in the form of vegetation and sound buffering in the architecture to reduce any nuisance from noise. Mr. Russo noted that the setbacks and decibel levels would be in the generally accepted range.

Claire Dodds, Commissioner of Community Development from the County of Bruce spoke in support of the Application on behalf of the Bruce County Housing Application. Ms. Dodds spoke in appreciation of the partnership with the Municipality of Brockton to move the project forward to completion.

There were no individuals in attendance indicating they wanted to participate and no individuals in attendance remotely indicated they wanted to participate when provided the opportunity to do so.

Tina Metcalfe, Director of Human Services from the County of Bruce noted the development was geared to low to moderate income meaning less than 30% of an individual's income going to housing, which would support for workers in health care, childcare, skilled workers and individuals throughout different stages of life. Ms. Metcalfe explained that the application for any Bruce County Housing Corporation goes through a centralized waitlist based on households and the geographic regions.

**Resolution 25-22-02**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Corporation of the Municipality of Brockton has considered the Planning Report prepared by Benito Russo, Bruce County Intermediate Planner, dated November 4, 2025, and entitled Municipality of Brockton Planning Report and further that Council approves the proposed Local Official Plan Amendment submitted by the Municipality of Brockton on behalf of Bruce County Housing Corporation, File L-2025-017 and authorizes a Site Specific By-Law coming forward.

**Carried**

**Resolution 25-22-03**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Corporation of the Municipality of Brockton has considered the Planning Report prepared by Benito Russo, Bruce County

Intermediate Planner, dated November 4, 2025, and entitled Municipality of Brockton Planning Report and further that Council approves the proposed Zoning By-Law Amendment submitted by the Municipality of Brockton on behalf of Bruce County Housing Corporation, File Z-2025-057 and authorizes a Site Specific By-Law coming forward, subject to the Local Official Plan Amendment By-Law File L-2025-017 coming into force and effect.

**Carried**

**7. Delegations**

**8. Minutes**

8.1 Council Minutes - October 14, 2025

**Resolution 25-22-04**

Moved By: Mitch Clark

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton adopt the minutes of the October 14, 2025 Council Meeting as presented.

**Carried**

**9. Business Arising From the Minutes**

**10. Reports**

10.1 Walkerton Agricultural Society, Municipality of Brockton and Walkerton Minor Hockey Final Agreement

**Resolution 25-22-05**

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby receives Report Number REC2025-22- Walkerton Agricultural Society, Municipality of Brockton and Walkerton Minor Hockey Final Agreement, prepared by Colleen Gillis, Director of Community Services and in doing so approves a By-Law coming forward entering into memorandum of understanding agreement with the Walkerton Minor Hockey Association and the Walkerton Agriculture Society.

**Carried**

10.2 2025 Municipal Website Analytics

Sarah Johnson, Deputy Clerk responded to questions from Council about whether the public had responded positively to the website changes and provided clarity on Brockton's LinkedIn accounts. Council discussed the declining engagement with the X (formerly Twitter) platform and whether to explore other platforms in the future.

Council discussed the website's current search functionality in comparison to neighbouring Municipalities record libraries, noting the importance of ensuring documents were accessible to the public. Ms. Johnson confirmed the website's current abilities to display documents and Council Meeting records, and future opportunities to review and improve the availability of documents.

**Resolution 25-22-06**

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby receives Report Number CLK2025-14 - 2025 Municipal Website Analytics, prepared by Sarah Johnson, Deputy Clerk for information purposes.

**Carried**

10.3 Use of Corporate Resources for Election Purposes Policy

**Resolution 25-22-07**

Moved By: Steve Travale

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby receives Report Number CLK2025-15 - Use of Corporate Resources for Election Purposes Policy, prepared by Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves a By-Law coming forward adopting a Use of Corporate Resources for Election Purposes Policy.

**Carried**

10.4 Councillor Kuhnke Council Vacancy Update

Mayor Peabody presented a recognition certificate and card to Councillor Kuhnke, and Council expressed their gratitude and well wishes to Councillor Kuhnke.

Council discussed their preferences for the date and time of the Special Council Meeting, suggesting that depending on the number of applicants, the meeting could be scheduled prior to the Tuesday, January 13th Council Meeting, or else on the evening of Wednesday, January 21st. Council noted the importance of ensuring a fair process for all applicants, including holding the meeting in the evening to accommodate individual work schedules, and potential connectivity issues should the meeting be held virtually in the event of poor weather.

**Resolution 25-22-08**

Moved By: Mitch Clark

Seconded By: Gregory J. McLean

That the Council of the Municipality of Brockton hereby approves Report Number CLK2025-16 – Councillor Kuhnke Council Vacancy Update, prepared by Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and Sarah Johnson, Deputy Clerk and in doing so approves holding a Special Council Meeting to appoint the new Member of Council on Tuesday, January 13, 2026 at 5:00 p.m. at the Bruce County Council Chambers if there are less than or equal to five (5) applicants, otherwise on Wednesday, January 21, 2026 at 7:00 p.m. at the Bruce County Council Chambers if there are more than five (5) applicants, or else virtually on Zoom Video Conferencing in the event of poor weather.

**Carried**

10.5 GrantMatch – Grant Application Contract Renewal (Updated 2025 Agreement)

Council expressed concerns about the cost of the services provided by GrantMatch Corp. and inquired about the success rate for grants.

Sonya Watson, Chief Administrative Officer responded to an inquiry into the cost arrangement, advising that the Municipality only pays if a grant is successfully received.

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) responded to an inquiry on the benefits of using GrantMatch Corp., noting that they complete

all follow-up reporting, and their responsiveness surrounding larger dollar grants, providing an example that the Municipality would not have had the capacity to submit the 3.4 million dollar Housing Accelerator Fund grant, twice, without GrantMatch's assistance. Ms. Hamilton noted that the Ball Diamond Lighting grant was only successfully received after GrantMatch's submission compared to the three submissions made by staff.

Ms. Watson noted that GrantMatch actively seeks out eligible grant opportunities based on the Municipality's capital projects in addition to staff investigation.

Council chose to defer consideration of the report and agreement, requesting that additional analysis come forward on the successful grant projects through GrantMatch Corp, the financial contributions to date, and a cost benefit analysis of lobbyists and grant writers.

**Action: Staff to bring forward an analysis report for future consideration.**

**Resolution 25-22-09**

Moved By: Kym Hutcheon

Seconded By: Steve Travale

That the Council of the Municipality of Brockton hereby receives Report Number FIN2025-27 – GrantMatch – Grant Application Contract Renewal (Updated 2025 Agreement), prepared by Trish Serratore, Chief Financial Officer, and in doing so authorizes a By-Law coming forward to execute the updated grant management agreement with GrantMatch Corp.

**Tabled**

**11. Public Notification**

11.1 Leaf Collection Schedule

Leaf Collection for Walkerton, Lake Rosalind, and Marl Lakes is scheduled for 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.

11.2 Remembrance Day

Join the Royal Canadian Legion Branch 102 (Walkerton) in gathering at the Walkerton Cenotaph (Jane Street) for Remembrance Day ceremonies beginning at 10:50 a.m. on November 11, 2025.

The Municipal Office will be closed in recognition of Remembrance Day and our office will reopen on Wednesday, November 12, 2025.

11.3 Hometown Christmas Market

The Hometown Christmas Market returns on Thursday, November 20, 2025 from 4:00 to 9:00 p.m., bringing festive cheer to every corner of Durham Street. Local businesses will be open late, and you'll find more than 30 vendors offering unique gifts, tasty treats, and holiday treasures. Gather in the Market Garden at 5:30 p.m. for the tree lighting ceremony, then stay to enjoy live music, delicious food trucks, and a cozy licensed area hosted by the Walkerton District Hospital Foundation. Don't miss your chance to win big in the Hometown Holiday Hunt, with dozens of prizes waiting to be discovered! Visit [Brockton.ca/ChristmasMarket](http://Brockton.ca/ChristmasMarket) for full details.

**Road Closure:** Durham Street between Jackson and Victoria Streets in Walkerton will be closed to traffic starting at 2:00 p.m. on November 20th to accommodate shoppers and festivities. The road will reopen by 10:00 p.m.

11.4 Walkerton and District Optimist Club - Holiday House Tour

The Walkerton and District Optimist Club will be hosting their annual Holiday House Tour on Friday, November 21st from 5:00 to 9:00 p.m. and Saturday, November 22nd from 11:00 a.m. to 3:00 p.m. featuring a self-guided tour of eight festive homes! Tickets are \$20 and available at each of the homes on the dates of the tour, or in advance from Holst Office Pro, Pellow Pharmasave, and Brown's Guardian Pharmacy.

11.5 Tax Installment Due Date – November 28, 2025

The final 2025 Brockton Tax Installment is due November 28, 2025.

11.6 Visit With Santa and Santa Claus Parade

The Kinette Club of Walkerton invite you to visit with Santa at the basement of the Bruce County Public Library Walkerton branch (253 Durham St.) on Saturday, November 29, 2025 from 5:30 to 6:30 p.m. before the Santa Claus Parade! The Walkerton Kinsmen Club will be hosting the annual Walkerton Santa Claus Parade at 7:00 p.m. on Durham St.

11.7 Elmwood Christmas in the Park

Join the Elmwood Community Service Association on Sunday, November 30, 2025 at 3:30 p.m. at the Lions' Park for pictures with Santa and Mrs. Claus, and crafts, popcorn, hot chocolate and coffee in the park. The Christmas Tree will be lit up at 5:00 p.m.

**12. Accounts**

12.1 Accounts - \$1,130,036.67

**Resolution 25-22-10**

Moved By: Kym Hutcheon

Seconded By: Steve Travale

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$1,130,036.67.

**Carried**

**13. Correspondence Requiring Action**

13.1 2026 ROMA Conference Delegation Requests

Council discussed preferences for delegation meetings with Ministries at the 2026 ROMA Conference:

- Ministry of the Solicitor General to discuss policing cost concerns, including the impact of the O.P.P. Billing Model, and Court Security and Prisoner Transportation costs, noting that the Municipality of Brockton is absorbing other Municipalities' CSPT costs.
- Ministry of the Attorney General to discuss the Walkerton Courthouse renovation proposals.
- Ministry of Health to discuss funding for hospital equipment.

- Ministry of Education to discuss changes to the Childcare and Early Years Act/CWELCC funding, noting that Bruce County was unfortunately denied 92 spots which could have benefited our community.

Sonya Watson, Chief Administrative Officer noted that Bruce County would be submitting similar delegation requests regarding childcare.

13.2 Invitation to Elmwood Christmas Tree Lighting Ceremony

Councillors Steve Travale and Gregory McLean advised that they would attend the Elmwood Christmas in the Park on November 30, 2025.

13.3 Saugeen Mobility and Regional Transit - Request to Assume Role of Host Municipality for SMART

Sonya Watson, Chief Administrative Officer responded to an inquiry on the capability of staff to take on this role, noting that the Finance Department noted challenges and incapacity at this time; however, Bruce County municipalities had reached out to Grey County to discuss regional transit opportunities.

**14. Information**

14.1 Public Meeting Notice - Zoning By-Law Amendment Z-2025-058

14.2 Public Meeting Notice - Zoning By-Law Amendment Z-2025-063

14.3 Parliamentary Assistant to Minister of Infrastructure - AMO Conference Delegation Follow-Up

14.4 Media Release - Hanover and West Grey exploring boundary adjustment to support long-term economic growth

14.5 Grey Bruce Public Health Media Release - Encouraging Residents to Protect Themselves From Respiratory Viruses This Fall

14.6 Elmwood Community Services Association Letter of Concern on Elmwood Community Settlement Area Logo

14.7 Hanover-Walkerton Waste Management Committee Minutes - October 14, 2025

14.8 Saugeen Valley Conservation Authority Board Minutes - September 18, 2025

14.9 Municipal Resolutions - Mandatory Water Safety and Swim-to-Survive Training

14.10 Municipal Resolutions - Elect Respect Pledge

14.11 Town of Ajax Resolution - Provincial Decision on Automated Speed Enforcement

14.12 Municipality of Bluewater Resolution - Keep Climate Change as a Foremost National Priority

14.13 Town of Plympton-Wyoming Resolution - Conservation Fee Freeze

**Resolution 25-22-11**

Moved By: Gregory J. McLean

Seconded By: Steve Travale

That the Council of the Municipality of Brockton hereby receives all items provided in Section 14. Information.

**Carried**

**15. By-Laws**

The GrantMatch Corp. Renewal Agreement By-Law was deferred.

**Resolution 25-22-12**

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 2025-085 - Walkerton Community Official Plan Amendment No. 20 By-Law - Brockton (Bruce County Housing Corporation) L-2025-017
- By-Law 2025-086 - Zoning Amendment By-Law - Brockton (Bruce County Housing Corporation) Z-2025-057
- By-Law 2025-087 - Walkerton Agricultural Society Walkerton Minor Hockey Association Ice Surface Agreement
- By-Law 2025-088 - Use of Corporate Resources for Election Purposes By-Law
- ~~By-Law 2025-089 - GrantMatch Corp. Renewal Agreement By-Law~~
- By-Law 2025-090 - Establish Part 28 on Plan 3R-10640 (Zettler Road) as a Public Highway By-Law

**Carried**

**16. Committee Minutes**

**17. New Business Brought Forward**

1. Remembrance Day Ceremony

Mayor Peabody reminded Council of the Royal Canadian Legion Branch 102 (Walkerton) Remembrance Day ceremony scheduled for 10:50 a.m. on November 11, 2025 at the Walkerton Cenotaph.

**18. Closed Session**

A Closed Session did not occur at this Council Meeting.

**19. Confirmation of Proceedings**

**Resolution 25-22-13**

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 2025-091 - November 4, 2025 Confirmatory By-Law

**Carried**

**20. Adjournment**

**Resolution 25-22-14**

Moved By: Tim Elphick

Seconded By: Mitch Clark

That the Council of the Municipality of Brockton does now adjourn at 8:10 p.m. to meet again on November 25, 2025.

**Carried**

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Mayor - Chris Peabody

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