



The Corporation of the Municipality of Brockton

Council Meeting Minutes

Tuesday, October 15, 2019, 7:00 p.m.

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

Council Present: Chris Peabody, Mayor
Dan Gieruszak, Deputy Mayor
Dean Leifso, Councillor
Steve Adams, Councillor
Chris Oberle, Councillor
James Lang, Councillor
Kym Hutcheon, Councillor

Staff Present: Sonya Watson, Chief Administrative Officer
Fiona Hamilton, Clerk
Trish Serratore, Chief Financial Officer
Paulette Peirol, Community Development Coordinator
Gregory Furtney, Director of Operations
Mike Murphy, Fire Chief and Acting Director of Recreation

1. Acceptance of Council Agenda

Mayor Peabody called the meeting to order at 7:01 p.m.

Resolution 19-21-01

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on October 15, 2019 as presented.

Carried

2. Declaration of Pecuniary Interest and General Nature Thereof

Councillor Leifso declared a conflict of interest in relation to item 7.1 for professional reasons.

3. Public Meetings Required Under the Planning Act

4. Delegations

4.1 Shannon Wood, Saugeen Valley Conservation Authority - Greenock Swamp/Historic Cargill Promotional Committee

Shannon Wood, on behalf of the Saugeen Valley Conservation Authority Promotional Committee, presented an overview of the Greenock Swamp/Historic Cargill tours that celebrate the cultural, historical and environmental features of the Greenock Swamp. Ms. Wood informed Council that the tours had been enormously popular, with all tours selling out completely.

In 2019, the Greenock Swamp/Historic Cargill tours were expanded to include "Margaret's Mercantile", which involved renovating a vacant storefront in the

community of Cargill into a historic mercantile featuring wares from local artisans with local actors in period costume staffing the mercantile.

The Greenock Swamp tours represented a partnership between the Municipality of Brockton and the Saugeen Valley Conservation Authority to promote the unique ecology of the Greenock Swamp while also preserving the history and local artisans in the Cargill area. The tours had brought increased attention and visitors to the communities of Cargill and Chepstow and helped to spur economic growth and development.

Ms. Wood thanked Council for the support of the Municipality of Brockton and emphasized the efforts of a large number of volunteers in making the tours a success.

4.2 John Bujold, Baker Tilly SGB LLP - 2018 Municipal Financial Statements

John Bujold, from Baker Tilly SGB LLP, presented an overview of the Draft 2018 Financial Statements. Mr. Bujold summarized the steps taken in preparing the financial statements, as well as the limits of those statements and the accounting standards adopted when preparing the audit.

Mr. Bujold noted that there were no material misstatements, and no independence issues that would impact the audit. There were no significant deficiencies in internal controls or disagreements with management that could not be resolved.

Overall, the accumulated surplus was 15.5 million in tangible capital assets, and an increase in cash over 2017. The Municipality of Brockton is well positioned for borrowing and well within the limits set by the Ministry of Municipal Affairs and Housing for municipal borrowing.

The Municipality is in a reasonable financial position with adequate cash for current and future obligations. Additionally, there was a steady increase of transfers to reserves. These reserve transfers indicate financial stability. The property tax assessments are stable, and well within repayment guidelines.

Council thanked staff for their work in compiling information for the financial statements.

5. Minutes

5.1 Council Minutes - September 24, 2019

Resolution 19-21-02

Moved By: Steve Adams

Seconded By: James Lang

That the Council of the Municipality of Brockton adopt the minutes of the September 24, 2019 Council Meeting as presented.

Carried

6. Business Arising From the Minutes

7. Reports

7.1 Repeal of Deeming By-Law

Resolution 19-21-03

Moved By: Dan Gieruszak

Seconded By: Chris Oberle

That the Council of the Municipality of Brockton hereby approves Report Number CLK2019-31 – Repeal of Deeming By-Law, prepared by Fiona Hamilton, Clerk and in doing so approves a By-Law coming forward to repeal By-Law 99-76 which deemed lots 30 and 31 not to be whole lots on a registered plan of subdivision and further approves the Clerk and Mayor signing the attached Acknowledgment and Direction.

Carried

7.2 Greenock Swamp/Historic Cargill Promotional Committee Initiatives - Update

Paulette Peirol, Community Development Coordinator, responded to questions from Council and confirmed that the grant would allow for a one-time position to develop a sustainability plan including a staffing component. Ms. Peirol also noted that Fairtax, the grant application service, would be paid a 20% fee for preparing the grant application and noted that the promotional committee would compare the cost of renting rather than purchasing a new ATV.

Resolution 19-21-04

Moved By: Dan Gieruszak

Seconded By: Chris Oberle

That the Council of the Municipality of Brockton hereby approves Report Number ED2019-10 – Greenock Swamp/Historic Cargill Promotional Committee Initiatives - Update, prepared by Paulette Peirol, Community Development Coordinator and in doing so supports the recommendation to apply for an Ontario Trillium Foundation Grant to assist with operations in 2020-2021.

Carried

7.3 Vacant Buildings By-Law

Council were concerned with the 30 day period, and discussed issues with abandoned or vacant barns in rural areas. Mike Murphy, Fire Chief suggested that those By-Law provisions could be reviewed to accommodate barns, but that the primary enforcement concern for the By-Law was focused in urban areas.

Resolution 19-21-05

Moved By: Dean Leifso

Seconded By: James Lang

That the Council of the Municipality of Brockton hereby receives Report Number FIRE2019-03 - Vacant Buildings By-Law, prepared by Mike Murphy, Fire Chief and Terry Tuck, Chief Building Official and further approves a By-Law coming forward.

Carried

7.4 September Water Wastewater Maintenance Report

Resolution 19-21-06

Moved By: Dean Leifso

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby receives Report Number UT2019-18 - September Water Wastewater Maintenance Report, prepared by Gregory Furtney, Director of Operations for information purposes.

Carried

7.5 2020 Fees and Charges

Council debated the fees surrounding changes of ownership and Trish Serratore, Chief Financial Officer, informed Council of the overall revenue that would have been generated from this change in 2019. Ms. Serratore also explained that the change in the cemetery fees was not as dramatic as it may appear, as the former care and maintenance fee was not incorporated into a single charge.

Mike Murphy, Acting Director of Recreation, responded to questions from Council and confirmed that while there was an increase in the fees at the Lobies Park Campground, these fees were in line with market rates for comparable sites.

Council debated the proposed landfill fees and decided to keep the bag tag amount at \$2.00 rather than \$2.50 as suggested by staff to stay in line with the amount charged by the Town of Hanover due to the joint operation of the Hanover and Walkerton Landfill Site.

Resolution 19-21-07

Moved By: Dean Leifso

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby approves Report Number FIN2019-31 – 2020 Fees and Charges, prepared by Trish Serratore, Chief Financial Officer and in doing so approves a By-Law coming forward to adopt the 2020 Fees and Charges.

Carried

7.6 2020 OPP Annual Billing

Trish Serratore, Chief Financial Officer, confirmed that she had not yet received an update with respect to when the Municipality of Brockton would receive the grant, or what the amount may be. There was no indication that the amount of the grant would be confirmed prior to the budget meetings by Council.

Resolution 19-21-08

Moved By: Steve Adams

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives Report FIN2019-33 – 2020 OPP Annual Billing, prepared by Trish Serratore, Chief Financial Officer for information purposes.

Carried

7.7 CDCF Cargill Community Centre Entranceway Project Status Update

Council acknowledged the tremendous efforts of the Cargill and District Community Fund in fundraising for this project and their dedication overall to the community of Cargill.

Action: Staff to send a letter of acknowledgement and gratitude to the Cargill and District Community Fund for this project.

Resolution 19-21-09

Moved By: Chris Oberle

Seconded By: Dan Gieruszek

That the Council of the Municipality of Brockton hereby receives Report Number FIN2019-35 – CDCF Cargill Community Centre Entranceway Project Status Update, prepared by Trish Serratore, Chief Financial Officer for information purposes.

Carried

7.8 Brockton's Bruce Power Regional Soccer Park Washrooms

Fiona Hamilton, Clerk, responded to questions from Council and confirmed that the cost of having the plans for the building updated was unknown at this time. Council discussed whether the Bruce Power Regional Soccer Park Washrooms was the appropriate project to be submitted for the ICIP Community, Culture and Recreation grant, and confirmed whether the grant was only available for new construction as well.

Resolution 19-21-10

Moved By: Chris Oberle

Seconded By: Dan Gieruszak

That the Council of the Municipality of Brockton hereby approves Report Number REC2019-24 – Brockton's Bruce Power Regional Soccer Park Washrooms, prepared by Fiona Hamilton, Clerk and in doing so approves applying for the ICIP Community, Culture and Recreation grant for the purpose of constructing a washroom and concession facility at the Bruce Power Regional Soccer Park.

Carried

7.9 Armoury Building Heritage Designation

Council discussed the consequences of designating the Armoury Building as a heritage property, which could affect future renovations to the building. Council discussed what changes could not be made to the building while the lease with G.R.O.W. rooted in love Maternity Home was still in effect. Council agreed to support the Brockton Heritage Committee's decision and move forward with the process of potentially designating the Armoury Building as a heritage property.

Resolution 19-21-11

Moved By: Dean Leifso

Seconded By: Dan Gieruszak

That the Council of the Municipality of Brockton hereby receives Report Number CLK2019-30 - Armoury Building Heritage Designation, prepared by Fiona Hamilton, Clerk for information purposes and further authorizes a By-Law coming forward to designate the Walkerton Armoury Building as a designated heritage property in accordance with the procedures outlined in the *Ontario Heritage Act, R.S.O. 1990, c. O.18*.

Carried

7.10 St. Thomas Anglican Church Heritage Loan Update

Resolution 19-21-12

Moved By: Dean Leifso

Seconded By: Steve Adams

That the Council of the Municipality of Brockton hereby accepts Report Number CLK2019-32 – St. Thomas Anglican Church Heritage Loan Update, prepared by Fiona Hamilton, Clerk for information, and approves a By-Law coming forward to rescind By-Law 2019-105.

Carried

7.11 Fischer Dairy Road Smoking Information Bulletin

Council discussed the situation at the intersection behind Walkerton District Community School. Mayor Peabody requested that the Board of Health for the Grey Bruce Health Unit ask for an exemption to allow the students to smoke beside the TD Bank in Walkerton, but there did not appear to be support from the Board of Health for that proposal. The Grey Bruce Health Unit informed Walkerton District Community School that their students were to be in compliance with the *Smoke-Free Ontario Act, 2017, S.O. 2017, c. 26, Sched. 3*.

Council discussed the smoking information bulletin and debated whether the Municipality's logo should be included on the bulletin. Council then decided to defer the report until after the next Board of Health meeting to allow Mayor Peabody an opportunity to canvass the issue again.

Resolution 19-21-13

Moved By: James Lang

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton hereby approves Report Number CLK2019-33 – Fischer Dairy Road Smoking Information Bulletin, prepared by Fiona Hamilton, Clerk and in doing so approves a Smoking Information Bulletin being distributed to residents along Fischer Dairy Road and Hinks Street in Walkerton to inform them about the changes to the *Smoke Free Ontario Act, 2017*.

Tabled

Resolution 19-21-14

Moved By: Dan Gieruszak

Seconded By: Dean Leifso

That the motion regarding the Fischer Dairy Road Smoking Information Bulletin be deferred.

Carried

7.12 Planning and Development Administration Fees

Council debated the option to support the change in planning and development fees, but ultimately agreed not to charge fees for zoning applications, minor variance applications, severance applications, and official plan amendments since those fees were already being collected by the County of Bruce.

Resolution 19-21-15

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives Report Number CAO2019-24 - Planning and Development Administration Fees, prepared by Fiona Hamilton, Clerk for information purposes and approves incorporating the attached Schedule of Planning and Development Administration Fees into the 2020 Fees and Charges By-Law and further approves bringing forward an amendment to the 2019 Fees and Charges By-law to include the attached Schedule.

Carried

7.13 Brian Weber Site Plan Agreement

Sonya Watson, Chief Administrative Officer responded to questions from Council about drainage issues at the property, and confirmed that these issues had been considered in the Site Plan.

Resolution 19-21-16

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby approves Report Number BLDG2019-03 – Brian Weber Site Plan Agreement, prepared by Terry Tuck, Chief Building Official and Fiona Hamilton, Clerk and in doing so approves a By-Law coming forward to enter into a Site Plan Agreement.

Carried

7.14 Cell Phone/Mobile Device Policy

Resolution 19-21-17

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby approves Report Number CAO2019-25 – Cell Phone/Mobile Device Policy, prepared by Sonya Watson, Chief Administrative Officer and in doing so approves bringing forward a By-Law to adopt the Cell Phone/Mobile Device Policy and a By-Law to amend the Information Technology Acceptable Use Policy.

Carried

7.15 Salary Grid Annual Economic Adjustment

Council discussed the importance of remaining consistent among neighbouring municipalities, and further confirmed the details relating to the Consumer Price Index. Trish Serratore, Chief Financial Officer, confirmed that the increase would be the average for the year as per Statistics Canada.

Resolution 19-21-18

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby approves Report Number CAO2019-23 – Salary Grid Annual Economic Adjustment, prepared by Sonya Watson, Chief Administrative Officer and in so doing approves a By-Law coming forward to authorize an amendment to the Salary Administration Policy.

Carried

8. Public Notification

9. Accounts

9.1 Accounts - \$794,119.21

Resolution 19-21-19

Moved By: Steve Adams

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$794,119.21.

Carried

10. Correspondence Requiring Action

10.1 Municipality of West Grey - Vision Plan and Invitation to Elmwood Community Visioning Meeting

Councillor Leifso and Councillor Lang volunteered to attend the Community Visioning Meeting on November 21, 2019 at the Elmwood Community Centre from 7:00 p.m. to 9:00 p.m.

11. Information

11.1 Saugeen Mobility and Regional Transit Minutes - July 26, 2019

11.2 Saugeen Mobility and Regional Transit - 2020 Funding

11.3 Saugeen Valley Conservation Authority Minutes - July 16, 2019

11.4 Ontario Power Generation - Community Update September 2019

11.5 Ontario SPCA and Human Society - Future of Animal Welfare

11.6 Town of The Blue Mountains Resolution - Integrity Commissioner Matters

11.7 City of St. Catharines Resolution - Menstrual Products in City Facilities

11.8 City of Hamilton Resolution - Support Kitchener on Single-Use Disposable Wipes

11.9 Township of North Glengarry Resolution - Pupil Accommodation Review Guideline

11.10 Town of Penetanguishene Resolution - Support McKellar on Municipal Amalgamation

11.11 Township of Springwater - Letter to Ministry of the Attorney General on Joint and Several Liability Consultation

Resolution 19-21-20

Moved By: Kym Hutcheon

Seconded By: Steve Adams

That the Council of the Municipality of Brockton hereby receives all items provided in Section 11. Information.

Carried

12. By-Laws

Resolution 19-21-21

Moved By: Dean Leifso

Seconded By: Kym Hutcheon

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 2019-117 - 2020 Fees and Charges By-Law

Carried

Councillor Leifso declared a conflict of interest on Item 12.5 - By-Law 2019-121 - Partial Repeal of Deeming By-Law 99-76 By-Law due to professional reasons.

Resolution 19-21-22

Moved By: James Lang

Seconded By: Dan Gieruszak

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 2019-118 - Amend Use of Public Fire Hydrants By-Law
- By-Law 2019-119 - Vacant Buildings By-Law
- By-Law 2019-120 - Rescind St. Thomas Anglican Church Heritage Loan Agreement By-Law
- By-Law 2019-121 - Partial Repeal of Deeming By-Law 99-76 By-Law

Carried

Resolution 19-21-23

Moved By: Dan Gieruszak

Seconded By: Chris Oberle

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 2019-122 - Parkland Dedication By-Law
- By-Law 2019-123 - Adopt Payment-in-Lieu of Parking Policy By-Law

Carried

Resolution 19-21-24

Moved By: Chris Oberle

Seconded By: Dan Gieruszak

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 2019-124 - Adopt Cell Phone Mobile Device Policy By-Law
- By-Law 2019-125 - Adopt Amended Information Technology Acceptable Use Policy By-Law
- By-Law 2019-126 - Adopt Amended Salary Administration Policy By-Law

Carried

Resolution 19-21-25

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

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 2019-127 - Declare 1 Queen Street West, Elmwood Surplus By-Law
- By-Law 2019-128 - Declare Joseph Street, Walkerton Surplus By-Law
- By-Law 2019-129 - Declare 25 Main Street South, Elmwood Surplus By-Law

Carried

Resolution 19-21-26

Moved By: Kym Hutcheon

Seconded By: Dean Leifso

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 2019-130 - Brian Weber Site Plan Agreement By-Law

Carried

13. Committee Minutes

Resolution 19-21-27

Moved By: Steve Adams

Seconded By: Kym Hutcheon

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

- Brockton Child Care Committee Minutes - June 18, 2019
- Cargill and District Community Fund Minutes - June 25, 2019
- Cargill and District Community Fund Minutes - July 16, 2019
- CDCF Cargill Community Centre Entrance Committee Minutes - August 5, 2019
- Elmwood Community Centre Board Minutes - September 3, 2019
- Brockton Heritage Committee Minutes - September 9, 2019
- Brockton Environmental Advisory Committee Minutes - September 10, 2019
- Hanover/Walkerton Waste Management Committee Minutes - September 11, 2019
- Community Improvement Committee Minutes - September 11, 2019

Carried

14. New Business Brought Forward

15. Closed Session

Resolution 19-21-28

Moved By: Dean Leifso

Seconded By: Kym Hutcheon

That the Council of the Municipality of Brockton enter into Closed Session at 8:10 p.m. in order to address a matter pertaining to:

- Security of the property of the municipality or local board
- Personal matters about an identifiable individual, including municipal or local board employees - **Staff Update, Staff Request**
- A proposed or pending acquisition or disposition of land by the municipality or local board - **East Ridge Business Park Inquiry**
- Labour relations or employee negotiations
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board - **Local Board Matter, Drainage Matter**
- Advice that is subject to solicitor/client privilege, including communications necessary for that purpose - **Legal Opinion**

- A matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act. 2001, c.25, s.239 (2)
- Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them
- 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 - **East Ridge Business Park Inquiry**
- A trade secret or scientific, technical, commercial, financial information that belongs to the municipality or local board and has monetary value or potential monetary value
- 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
- The meeting is held for the purpose of educating or training the members and at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

Carried

Resolution 19-21-29

Moved By: James Lang

Seconded By: Dean Leifso

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

Carried

Resolution 19-21-30

Moved By: Dan Gieruszak

Seconded By: Chris Oberle

That the Council of the Municipality of Brockton hereby authorizes the Mayor and Clerk to execute the Non-Disclosure Agreement presented in the Closed Session.

Carried

16. Confirmation of Proceedings

Resolution 19-21-31

Moved By: Chris Oberle

Seconded By: Dan Gieruszak

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 2019-131 - October 15, 2019 Confirmatory By-Law

Carried

17. Adjournment

Resolution 19-21-32

Moved By: Chris Oberle

Seconded By: Dan Gieruszak

That the Council of the Municipality of Brockton does now adjourn at 9:47 p.m. to meet again on October 29, 2019.

Carried

Mayor - Chris Peabody

Clerk – Fiona Hamilton