



The Corporation of the Municipality of Brockton

Council Meeting Minutes

Tuesday, November 10, 2020, 7:00 p.m.

Electronic Meeting

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

Staff Present: **Sonya Watson, Chief Administrative Officer**
 Fiona Hamilton, Clerk
 Trish Serratore, Chief Financial Officer
 Gregory Furtney, Director of Operations

1. Acceptance of Council Agenda

Mayor Peabody called the meeting to order at 7:00 p.m.

Resolution 20-25-01

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszak

That the Council of the Municipality of Brockton accept the Agenda for the regular Council Meeting on November 10, 2020 as presented.

Carried

2. Declaration of Pecuniary Interest and General Nature Thereof

Councillor Leifso declared a conflict of interest in relation to an item discussed in the closed session for professional reasons.

3. Public Meetings Required Under the Planning Act

4. Delegations

4.1 Fred Kuntz and Lynda Cain - Ontario Power Generation Community Update

Fred Kuntz, Senior Manager of Corporate Relations and Projects, and Lynda Cain, Ontario Power Generation ("OPG"), provided an overview of their report and the activities planned by OPG throughout the community. In particular, Mr. Kuntz emphasized the efforts made by OPG in supporting recovery from the Covid-19 pandemic, such as the donation of masks and PPE for health care workers, and the safety success of the Western Waste Management Facility. Mr. Kuntz informed Council that OPG had constructed 5 new multi-purpose storage facilities and completed upgrades to the construction of 5 new storage buildings and upgrades to the incinerator, which reduces emissions to well below the regulated levels.

Mr. Kuntz also informed Council that OPG was investigating new potential sites for the long-term storage of nuclear by-products and the new research partnerships in which OPG was studying innovations for sorting of low-level radioactive materials and small modular reactors.

4.2 Dale Ahrens - Elmwood Community Centre Kitchen Loan

Dale Ahrens, Chair of the Elmwood Community Centre Joint Board, described to Council the history involved in the financing of the kitchen renovation projects. Mr. Ahrens explained that the Elmwood Chamber of Commerce was the fundraising arm of the Elmwood Community Centre ("ECC") and the Chamber had committed to providing funding for the centre. Unfortunately, however, the Chamber of Commerce was not able to keep those fundraising events occurring throughout the year.

Mr. Ahrens highlighted the efforts of Trish Serratore, Chief Financial Officer, in providing financing options where Brockton would make the monthly payments and the ECC Joint Board would provide an annual payment to Brockton. Ms. Serratore also looked at the repayment options for external financing. Mr. Ahrens explained the reasons why the options available for external financing would cause a hardship for the ECC Joint Board and undermine the maintenance plans for the facility. Mr. Ahrens expressed the ECC Joint Board's request to make use of an internal Brockton loan for the remainder of the kitchen loan project.

Mr. Ahrens then explained that the ECC Joint Board had its own bookkeeping and auditing, but under Brockton's granting policy. As a result, the board was disadvantaged in receiving provincial funding related to the Covid-19 pandemic through either Municipality. Mr. Ahrens noted it would be helpful to have a meeting and some guidelines to develop ways that the ECC can take advantage of funding opportunities.

Trish Serratore, Chief Financial Officer, responded to questions from Council and provided an overview of the eligibility requirements for the provincial funding related to Covid-19 expenses. Council discussed ways to provide additional financial support for the ECC and directed Ms. Serratore to bring forward a report in conjunction with Mark Coleman about additional financial support for Elmwood.

5. Minutes

5.1 Council Minutes - October 27, 2020

Resolution 20-25-02

Moved By: Steve Adams

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton adopt the minutes of the October 27, 2020 Council Meeting as presented.

Carried

6. Business Arising From the Minutes

7. Reports

7.1 Elmwood Community Centre Board Loan Agreement

Ms. Serratore explained that the internal loan could be finalized and an additional report would come forward with details about other income supplements that could be considered for the Elmwood Community Centre Board in the future in conjunction with Mark Coleman.

Resolution 20-25-03

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives report FIN2020-42 Elmwood Community Centre Board Loan Agreement prepared by Trish Serratore, Chief Financial Officer and by doing so, authorizes the CFO to enter into an internal interest free loan agreement for \$5,000 per year for nine years.

Carried

7.2 Accounts Payable Payment and Refund Policy

Resolution 20-25-04

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszek

That the Council of the Municipality of Brockton hereby receives Report Number FIN2020-40 – Accounts Payable and Refund Policy, prepared by Trish Serratore, Chief Financial Officer and in doing so approves a By-Law coming forward to adopt the Accounts Payable Policy.

Carried

7.3 Municipal Mileage Allowance Policy – Follow Up

Council discussed the proposed mileage rate in comparison to other public sectors entities. Council expressed the belief that the mileage currently in place was fair and reasonable and should not be increased in the face of the financial challenges caused by the Covid-19 pandemic. **Staff will be required to add mileage as a taxable benefit to all staff and Council as outlined in the report.**

Resolution 20-25-05

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives Report Number FIN2020-41 – Municipal Mileage Allowance Policy – Follow Up, prepared by Trish Serratore, Chief Financial Officer and by doing so approves a By-Law coming forward to adopt the Mileage Allowance Policy as presented.

Defeated

7.4 Ontario Municipal Partnership Fund 2020 Funding

Council discussed the decline in funding and debated whether to send some correspondence expressing concern with the decreased funding. Other members

of Council felt it was not a significant enough drop to warrant additional lobbying efforts, particularly in light of other grants provided to Brockton by the Province of Ontario. Council questioned whether other comparable municipalities had also received a decreased amount of funding through the Ontario Municipal Partnership Fund in 2020.

Resolution 20-25-06

Moved By: Steve Adams

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton receives Report Number FIN2020-39 – Ontario Municipal Partnership Funding 2020 Funding, prepared by Trish Serratore, Chief Financial Officer for information purposes.

Carried

7.5 St. John's Ambulance 2020 Donation Request

Council discussed the criteria in the donation policy noting that St. John's Ambulance was the only organization providing a necessary service for residents in Brockton. Council directed that \$500.00 be donated to St. John's Ambulance.

Resolution 20-25-07

Moved By: Steve Adams

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton hereby receives Report Number FIN2020-38 – St. John's Ambulance 2020 Donation Request, prepared by Trish Serratore, Chief Financial Officer and in doing so approves the donation of \$500.00 to St. John's Ambulance.

Carried

7.6 Veolia Water Canada Renewal and Amendment Agreement 2020

Gregory Furtney, Director of Operations, responded to questions from Council about whether we could provide the service in house rather than using the skills of an outside contractor. Mr. Furtney noted that changing from the current regime would incur a significant capital cost and time to consider additional options. Mr. Furtney emphasized that the consideration would be a much larger consideration than a simple RFP or bringing a division in-house.

Council discussed the process that was used in deciding how to arrange for water services and the input from the public that an outside contractor was more beneficial than in-house staffing after the Walkerton Water Tragedy for contingency planning. Council also emphasized the value for services that were currently being received by Veolia Water Canada Inc.

Staff would bring back a report for Council's consideration prior to the expiration of the Agreement.

Resolution 20-25-08

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszek

That the Council of the Municipality of Brockton hereby receives Report Number UT2020-19 - Veolia Water Canada Renewal and Amendment Agreement 2020, prepared by Gregg Furtney, Director of Operations and in doing so approves a By-Law coming forward entering into a Renewal and Amendment Agreement with Veolia Water Canada Inc. for the Operation, Maintenance, and Management of Brockton's Water and Wastewater Systems for another five (5) years.

Carried

7.7 October 2020 Water and Wastewater Maintenance Report

Resolution 20-25-09

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives Report Number UT2020-18 - September 2020 Water and Wastewater Maintenance Report, prepared by Gregg Furtney, Director of Operations, for information purposes.

Carried

7.8 COVID-19 Municipal Response – November 10, 2020 Update

Resolution 20-25-10

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszek

That the Council of the Municipality of Brockton hereby receives Report Number CLK2020-39 – COVID-19 Municipal Response – November 10, 2020 Update, prepared by Sarah Johnson, Jr. Deputy Clerk for information purposes and further confirms and ratifies all operational decisions, procedures, and cancellations put in place by staff, and the Municipal Emergency Control Group in response for the COVID-19 pandemic.

Carried

7.9 2021 Council Meeting Schedule

Council reviewed the potential dates and suggested that the 2021 Municipal Budget deliberations may also need to be held via Zoom depending on the rates of infection of the Covid-19 virus in January.

Resolution 20-25-11

Moved By: James Lang

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby approves Report Number CLK2020-38 – 2021 Council Meeting Schedule, prepared by Sarah Johnson, Jr. Deputy Clerk and Fiona Hamilton, Clerk and in doing so approves the following regular Council Meeting dates for 2021 to be held at 7:00 p.m., unless otherwise noted in accordance with the Municipality of Brockton's Procedural By-Law:

Tuesday, January 12, 2021,

Tuesday, January 19, 2021 (Budget Meeting) 9:00 a.m.

Tuesday, January 20, 2021 (Budget Meeting) 9:00 a.m.

Tuesday, January 26, 2021

Tuesday, February 9, 2021 (Budget Meeting at 1:00 p.m. and Council Meeting at 7:00 p.m.)

Tuesday, March 9, 2021

Tuesday, March 23, 2021

Tuesday, April 13, 2021

Tuesday, April 27, 2021

Tuesday, May 11, 2021

Tuesday, May 25, 2021

Tuesday, June 8, 2021

Tuesday, June 22, 2021

Tuesday, July 13, 2021

Tuesday, August 10, 2021

Tuesday, August 24, 2021
Tuesday, September 14, 2021
Tuesday, September 28, 2021
Tuesday, October 12, 2021
Tuesday, October 26, 2021
Tuesday, November 9, 2021
Tuesday, November 23, 2021
Tuesday, December 14, 2021

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

And further that the Council of the Municipality of Brockton hereby approves meeting electronically through Zoom Video Conferencing until April 2021 (except for the 2021 Budget Meetings which will be held in-person with distancing and screening protocols in place) in order to discuss the costs associated with broadcasting Council Meetings during 2021 Budget deliberations.

Carried

7.10 Committees of Council Review

Fiona Hamilton, Clerk updated Council on comments received by a Committee Chair. Ms. Hamilton also informed Council about the resignation of a person as Chair, and the resignation of another person from a separate Committee.

Council suggested that the mandate of the Brockton Child Care Centre be updated to reflect the work of the Committee. Fiona Hamilton, Clerk, noted that the new Terms of Reference could be created for Committee once the initial review was complete.

Council also reviewed the proposed name of the Brockton Parks and Recreation Committee, and the need to reinstate the Project Management Team to plan for a new arena facility. Council clarified the role of the sub-Committees in assisting with recreation, and favoured the renaming to Brockton Parks and Recreation Committee.

Council discussed the value of being involved in financial matters, including audits. Council suggested that the Finance Committee play a bigger role prior to holding budget meetings to better assist in budget deliberations. It was noted that previous Finance Committee Minutes should also be brought forward to Council for approval.

Council suggested reinstating a Roads or Transportation Committee. Mayor Peabody advised that a Roads Study was completed in 2019 by B.M. Ross and Associates Ltd. which assisted in removing political bias. Ms. Hamilton advised that the report referenced using the Municipality's Build Your Brockton community engagement website to assist in resident engagement, such as using the mapping tool to identify areas of road requiring staff attention. Council agreed that Build Your Brockton could be used by all Committees to increase community engagement, and assist Committees' effectiveness.

Council suggested involving additional feedback from all of the Committees, and hosting an Information Session to obtain final feedback prior to Council's decision on the Committee Review. Council suggested offering a 30 day period to accept consultation from the Committees. Ms. Hamilton advised that she could hold an electronic meeting and invite all Committees to attend the meeting and provide their final feedback on the proposed recommendations. Council agreed to gather the Committee feedback by December 4 in an effort to bring back the recommendations at the December 8, 2020 Council Meeting.

Resolution 20-25-12

Moved By: Dan Gieruszak

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton approves taking the motion dealing with Report Number CLK2020-37 - Committees of Council Review and identified as Item 8.12 on the October 27, 2020 Council Agenda that was tabled at the October 27, 2020 Council Meeting be taken from the table for the purpose of a vote.

Carried

Resolution 20-25-13

Moved By: Dan Gieruszak

Seconded By: Dean Leifso

That the Council of the Municipality of Brockton hereby receives Report Number CLK2020-37 – Committees of Council Review, prepared by Fiona Hamilton, Clerk for information purposes and further approves the general recommendations in the report and the specific recommendations for each committee to be implemented as of January 1, 2021 with an amended Committee Appointment By-law coming forward.

Carried

8. Public Notification

- 8.1 Public Information Meeting (Riversdale Bridge) - November 9, 2020
- 8.2 Leaf Collection - November 9, 2020
- 8.3 McGivern Street Reconstruction/Temporary Road Closure - November 10, 2020
- 8.4 Durham Street Temporary Road Closure - November 13, 2020
- 8.5 Greenock Bridge No. 0006 Closure - November 16, 2020
- 8.6 Province of Ontario News Release - Ontario Proposes to Further Reduce Landfill Food Waste

9. Accounts

- 9.1 Accounts - \$169,488.99

Resolution 20-25-14

Moved By: Steve Adams

Seconded By: Tim Elphick

That the Council of the Municipality of Brockton approve payment of the accounts in the amount of \$169,488.99.

Carried

10. Correspondence Requiring Action

- 10.1 Municipal Delegations at ROMA 2021 Annual Conference

Staff would like to determine if any Council members are planning on attending the virtual Rural Ontario Municipal Association (ROMA) 2021 Annual Conference, and which delegations they would like to request. The deadline to submit delegation requests is Monday, November 30, 2020.

11. Information

- 11.1 City of Belleville Resolution - Accessibility for Ontarians with Disabilities Act Website Support
- 11.2 City of Clarence-Rockland Resolution - Cannabis Retail Stores
- 11.3 City of Hamilton Resolution - Amending AGCO Licensing and Application Process for Cannabis Retail Stores
- 11.4 County of Prince Edward Resolution - Proposed Changes to the Municipal Elections Act
- 11.5 Northumberland County Resolution - Support Asphodel Norwood on Cannabis Production
- 11.6 Northumberland County Resolution - Support Wasaga Beach on Concerns with Unauthorized Car Rally
- 11.7 Northumberland County Resolution - Support Wellington County on Aggregate Resource Property Valuation
- 11.8 Northumberland County Resolution - Support Wollaston on Review of Municipal Election Act
- 11.9 Town of Lincoln Resolution - Support Tweed on Cannabis Production
- 11.10 Township of Madawaska Valley Resolution - Support Tweed on Cannabis Production
- 11.11 Saugeen Municipal Airport Commission Special Minutes - September 23, 2020
- 11.12 Municipal Innovation Council Minutes - July 30, 2020
- 11.13 Municipal Innovation Council Minutes - September 10, 2020

Resolution 20-25-15

Moved By: James Lang

Seconded By: Dean Leifso

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

Carried

12. By-Laws

Resolution 20-25-16

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszek

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 2020-127 - Adopt Accounts Payable and Refund Policy By-Law
- By-Law 2020-128 - Amend Veolia Services Agreement Renewal By-Law

13. Committee Minutes

Resolution 20-25-17

Moved By: Steve Adams

Seconded By: Tim Elphick

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

- Brockton Heritage Committee Minutes - October 5, 2020

Carried

14. New Business Brought Forward

1. Elmwood Tree Lighting

Councillor Leifso informed Council that the Elmwood Chamber of Commerce is hosting their Annual Christmas Tree Lighting ceremony on Sunday, November 22, 2020 at 4:00 p.m. with the lighting at 4:30 p.m.

2. Riversdale Bridge Public Information Meeting

Council discussed the attendance at the Riversdale Bridge Public Information Meeting, noting that the meeting was well done.

3. County of Bruce Planning Services Memorandum of Understanding

Mayor Peabody stated that the County of Bruce Planning Department has prepared a Memorandum of Understanding that will be brought to lower-tier Municipalities. Mayor Peabody informed Council that he voted against the motion until Brockton Council could review the MOU. Ms. Hamilton noted that the MOU would be brought forward to Council on November 24, 2020.

4. Community Safety and Well Being Plan

Mayor Peabody noted that the Community Safety and Well-Being Plan was brought to Bruce County Council, and will come forward to Brockton Council on December 8, 2020.

5. COVID-19 Pandemic

Mayor Peabody thanked Dr. Arra for his work in reopening the schools and ensuring the safety of students. The Grey Bruce Health Unit has been excellent with contact tracing.

15. Closed Session

Resolution 20-25-18

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszk

That the Council of the Municipality of Brockton enter into Closed Session at 9:06 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
- A proposed or pending acquisition or disposition of land by the municipality or local board - **East Ridge Business Park Offers**
- Labour relations or employee negotiations - **Staffing Update, Staffing Compensation Proposal**
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- Advice that is subject to solicitor/client privilege, including communications necessary for that purpose
- 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
- 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 - **Operation of Municipal Facility**
- 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 20-25-19

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 and in doing so accepts the resignation of Landfill Attendant, Jay Walt effective November 14, 2020,

And further approves the hiring of Jenna Lemieux, Johanna Fischer, Carleigh Huber, Cathy McLeod and Megan Pope as contract staff at the Brockton Child Care Centre.

Carried

Resolution 20-25-20

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszk

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 2020-129 - Appoint Director of Fire and Emergency Services By-Law
- By-Law 2020-130 - Ryan Fullerton Agreement of Purchase and Sale By-Law

Carried

16. Confirmation of Proceedings

Resolution 20-25-21

Moved By: Steve Adams

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 2020-132 - November 10, 2020 Confirmatory By-Law

Carried

17. Adjournment

Resolution 20-25-22

Moved By: Kym Hutcheon

Seconded By: Dan Gieruszak

That the Council of the Municipality of Brockton does now adjourn at 10:54 p.m.
to meet again on November 24, 2020.

Carried

Mayor - Chris Peabody

Clerk - Fiona Hamilton