

The Corporation of the Township of Brock

Committee of the Whole Minutes

Municipal Administration Building

Session Five

Monday, November 18, 2019

The Fifth Meeting of the Committee of the Whole of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, November 18, 2019, in the Municipal Administration Building Council Chamber.

Members present: Mayor: Debbie Bath-Hadden
Regional Councillor: W.E. Ted Smith
Councillors: Michael Jubb
Claire Doble
Walter Schummer
Cria Pettingill
Lynn Campbell

Staff Members present: Municipal Clerk Becky Jamieson
(recording the minutes)
Deputy Clerk Deena Hunt
Treasurer Laura Barta
Director of Public Works Greg Hardy at 10:40 a.m.
Planner Debbie Vandenakker at 10:40 a.m.
By-law Enforcement/Canine Control Supervisor Sarah
Beauregard-Jones at 12:38 p.m.

1. Call to Order and Moment of Silence

Mayor Bath-Hadden called the meeting to order at 9:30 a.m.
Committee paused for a moment of meditation and personal reflection.

2. Disclosure of Pecuniary Interest and Nature Thereof

Regional Councillor Smith declared a pecuniary interest with respect to the Brock Board of Trade delegation and communication number 2241 as he has a membership with the Brock Board of Trade. He declared a pecuniary interest with respect to communication number 2224 as he is the Chair of the Sunderland Maple Syrup Festival.

Councillor Jubb declared a pecuniary interest with respect to the Brock Board of Trade delegation and communication number 2241 as he has a membership with the Brock Board of Trade. He declared a pecuniary interest with respect to communication number 2243 (veteran parking) as he is a veteran.

3. Adoption of Minutes

None

4. Announcements from Council and Staff

- (1) Mayor Bath-Hadden advised that the Lake Simcoe Region Conservation Authority Awards were held on November 7 in Newmarket noting that Mr. Ross James of Sunderland was awarded the Healthy Community Award and Mr. Bill Vieveen was awarded the Healthy Water Award.
- (2) Regional Councillor Smith expressed congratulations to the Beaverton Lions Club for the successful Santa Claus parade.
- (3) Councillor Doble advised that \$171 was raised for the Brock Foodbank during the Beaverton Santa Claus parade.
- (4) Councillor Campbell advised that the Sunderland Lions Youth Theatre Group are currently presenting The Sound of Music at the Sunderland Town Hall and she attended the Holiday Market by the Sunderland Legion on Saturday. She advised that the Sunderland Santa Claus

Parade is scheduled for December 14, 2019 at 7:00 p.m. noting that foodbank donations will be collected.

5. Presentations

None

6. Hearing of Delegations

- (1) Christine Dukelow and Peter Prust, Brock Board of Trade – Highlights from the Brock Board of Trade

Ms. Christine Dukelow and Mr. Peter Prust, Brock Board of Trade (BBOT), provided a presentation which included:

BBOT Board of Directors: Christine Dukelow, President; Peter Prust, Vice-President; Susanne Hall, Secretary; Walter Schummer, Treasurer; Patti Blundell, Elizabeth Burley, Terry Clayton, Judi Forbes, John Grant, Scott Howard, Sally Morgan, and Rod Skinner

10 things that small businesses need to thrive:

- Friendly regulatory environment
- Strong entrepreneurial support system
- Culture of community support
- Access to good employees/talent pool
- Community mentors to help entrepreneurs navigate what they don't know
- Orchestrated growth around them
- Safe, clean environment in which to operate
- Access to capital
- Access to leadership and business training
- Commitment to promoting innovation and startups

Our Mandate:

Advocating business perspective and concerns

Expanding business to business networks

Building partnerships to advance Brock businesses

Advocacy – recent events:

- Durham Region Transportation Summit represented by Sally Morgan and John Grant
- Durham Region Strategic Planning session represented by Terry Clayton
- Envision Durham focus group represented by Peter Prust
- Ontario's Aging Population event by the Ontario Chamber of Commerce attended by Sally Morgan
- Quarterly meetings with all Boards and Chambers in Durham Region

Building profile for members and organizations:

B2B Networking reception at Annual General Meeting (AGM)

Business Members Directory

Business showcase at AGM, Member Appreciation Event

Sponsor for Brock Youth Centre Entrepreneurial Competition

Feature business in Brock Talk

Membership Services:

Brock Talk – quarterly

Brock Networking Group – monthly featured business speaker

Facebook, Website, and Email updates including new member profiles

Educational seminars (e.g. Your Town Rising)

Promotion of Brock Township as a place to start or grow your business

Municipal Partnership:

Partnership with Brock Township to ensure a Tourism Office in Beaverton (open June to September)

Dallas Canavan 2019 Tourism Summer Student:

- 20 tourism/business articles for social media – Township and BBOT use
- Tourism resources maintained at Your Independent Grocer and the Tourism Office at the Beaverton Town Hall
- On site response to visitor inquiries
- Assist BBOT with annual Golf Tournament and Member Appreciation Night

The learning opportunities for business and community leaders included the Candidate's Debate, Brock Networking Group at the Nourish Community Hub, and Your Town Rising event at the Foster Hewitt Memorial Community Centre.

Ms. Dukelow advised that there are 102 members with the majority located in the Beaverton area and this year's focus will be memberships/sectors and how to attract larger businesses.

Discussion ensued between Committee members and the delegation with respect to increasing membership throughout the Township, the networking breakfast on November 19, 2019 at King's Café (speaker is Theresa Shafer) and the AGM scheduled for February 19, 2020, at the Sunderland Legion. There was discussion with respect to the Your Town Rising event, advertising rates in Brock Talk, and employing a tourism summer student again in 2020 through Federal funding.

Resolution Number 1-5

MOVED BY W.E. Ted Smith that Committee allow a delegation from Mr. Rob Wood with respect to the Gordon Drain.

MOTION CARRIED

(2) Mr. Rob Wood, Brock resident – Gordon Drain

Mr. Wood advised that he received a letter which stated that Tulloch Engineering was hired to inspect the Gordon Drain and expressed concern for the cost to him of the proposed work, noting that the drain was cleaned out approximately four years ago.

The Clerk advised that the Drainage Act provides for requests from the public for municipal drain clean outs which the Township is obligated to address and there are three municipal drains. She advised that Council enacted a By-law appointing Tulloch Engineering upon receipt of the drain clean out request, and inspections have taken place. She advised that the Superintendent is in the process of contacting all property owners in the area with the options to address the municipal drain clean out.

There was discussion with respect to two additional culverts that were added and not recognized as part of the original municipal drain, as well as the cost sharing of the benefiting property owners on a municipal drain (Assessment Schedule).

The Clerk advised that the Assessment Schedule, which is to be amended whenever there is a property severance, would be forthcoming. She advised of the importance of adhering to the requirements of the Drainage Act and noted that there would be an opportunity to attend a future Council meeting addressing the Gordon Drain clean out.

Resolution Number 2-5

MOVED by W.E. Ted Smith that the Committee of the Whole break for a recess at 10:15 a.m.

MOTION CARRIED

Mayor Bath-Hadden reconvened the meeting at 10:35 a.m. with the same members of Committee and staff in attendance.

7. Sub-Committee

Finance Committee

(a) Consent Agenda

None

(b) Items Extracted from Consent Agenda

2211 Laura Barta – Report: 2019-COW-35, Financial Update Report – October 2019

There was discussion with respect to properties in tax arrears, supplementary taxes, and the allocation of the 2019 unbudgeted contracts which is to be addressed by the Director of Public Works and the Treasurer.

Resolution Number 3-5

MOVED BY Walter Schummer that Report: 2019-COW-35, Financial Update Report – October 2019 be received for information.

MOTION CARRIED

2241 Becky Jamieson – Report: 2019-COW-38, Brock Board of Trade (BBOT) Financial Information

Councillor Schummer advised that he would not declare a pecuniary interest with respect to his membership with BBOT as per the Municipal Act Section (j) and (k).

There was discussion with respect to a forthcoming report addressing the agreements for use of office space at the Beaverton Town Hall which will require Council direction.

Discussion ensued with respect to the consistent financial and in-kind relationship between the Township and the BBOT.

Resolution Number 4-5

MOVED BY Walter Schummer that Report: 2019-COW-38, Brock Board of Trade Financial Information be received for information.

MOTION CARRIED

Regional Councillor Smith and Councillor Jubb refrained from commenting or voting on Resolution Number 4-5.

(c) Other Business

The Treasurer advised that she anticipates more information with respect to the Community Benefit Charge.

Discussion ensued with respect to the affect on the Township that the Province changing year end to March would have. It was noted that an additional year end in 2020 would be required and it would affect various departmental functions

(tendering, etc.). There was discussion with respect to sending the Province a request for funding to offset this transition and adequate notice of same.

There was mention of the new CAO having an extensive background in Economic Development and his input would be included in the upcoming report with respect to SkyWoman.

Public Works, Facilities & Parks Committee

(a) Consent Agenda

Resolution Number 5-5

MOVED BY Cria Pettingill that items listed under Section 7, Public Works, Facilities & Parks Consent Agenda, be approved, save and except communication numbers 2224 and 2242.

MOTION CARRIED

2195 Peter Malloy – Thorah Side Road (guard rails)

Resolution Number 6-5

That the communication from Peter Malloy be referred to staff for a report.

2206 Durham Region Works Department – Speed Limit Reduction Request, Regional Road 15 (Simcoe Street) east side of Highway 12, Beaverton

Resolution Number 7-5

That the Durham Region Works Department – Speed Limit Reduction Request, Regional Road 15 (Simcoe Street) east side of Highway 12, Beaverton, be received for information and filed.

2231 Tulloch Engineering – Drainage Superintendent Work for Gordon Drain (Rev. 1)

Resolution Number 8-5

That Tulloch Engineering – Drainage Superintendent Work for Gordon Drain (Rev. 1) be received for information.

2232 Judi Forbes, Mooreland Station Bed and Breakfast – Concession 5 Thorah and Osborne Street (Regional Road 23), Beaverton and Concession 5 Thorah & Simcoe Street (Regional Road 15), Beaverton

Resolution Number 9-5

That communication number 2232 from Judi Forbes be referred to the Region of Durham for their consideration.

(b) Items Extracted from Consent Agenda

2224 Ted Smith, Chairperson, Sunderland Maple Syrup Festival – 2020 Sunderland Maple Syrup Festival, April 4 and 5, 2020, Request for Support from Township of Brock

Resolution Number 10-5

MOVED BY Claire Doble that the Committee of the Whole receive this report and approve the request for support from the Township of Brock.

MOTION CARRIED

Regional Councillor Smith refrained from commenting or voting on Resolution Number 10-5.

2242 Greg Hardy – Report: 2019-COW-37, LEAF Program and Fifty Million Trees Campaign

Resolution Number 11-5

MOVED BY Cria Pettingill that the Committee of the Whole receive this report and approve the recommendations.

There was a discussion with respect to the LEAF Program's suitability for implementation in Brock. Committee members voiced concern for the limited number of recipients for trees, and the unbudgeted cost and discussed the 50 Million Tree Program, the Conservation Authority tree program, and a local area farmer's Maple Tree program.

Resolution Number 11-5

MOVED BY Cria Pettingill that the Committee of the Whole receive this report and approve the recommendations.

MOTION LOST

Resolution Number 12-5

MOVED BY W.E. Ted Smith that the Committee of the Whole receive this report for information.

MOTION CARRIED

Resolution Number 13-5

MOVED BY Claire Doble that Committee of the Whole amend the order of the agenda to consider the Building, Planning & Economic Development Committee items at this time.

MOTION CARRIED

Building, Planning & Economic Development Committee

(a) Consent Agenda

Resolution Number 14-5

MOVED BY Michael Jubb that items listed under Section 7, Building, Planning & Economic Development Consent Agenda, be approved, save and except communication number 2217.

MOTION CARRIED

2173 Durham Region Planning and Economic Development Department – Region of Durham Tree By-law Review

Resolution Number 15-5

That Durham Region Planning and Economic Development Department – Region of Durham Tree By-law Review be received for information and filed.

2175 Ministry of Natural Resources and Forestry – Environmental Registry notice (019-0732) by the Ministry of Natural Resources and Forestry regarding proposal to amend three statutes and make a new regulation

Resolution Number 16-5

That communication number 2175 - MNRF Environmental Registry Notice to amend 3 statutes and make a new regulation be received for information and filed.

(b) Items Extracted from Consent Agenda

2217 Debbie Vandenaeker – Report: 2019-COW-34, Request for Comments on the Lifting of Deferral Area #1 in the Township of Brock Official Plan

The Planner advised that this report is a recommendation to the Region of Durham to lift the deferral status of the lands to allow for more employment lands in Beaverton. She advised that the Provincial Greenbelt Plan had previously designated some lands in the area as natural heritage system leaving a 'deferral' designation on the lands within the report. She advised that the new settlement boundary map in Beaverton reflects the discussions of the natural heritage system and the lands within the report are currently designated as deferral.

Resolution Number 17-5

MOVED BY Michael Jubb that Report: 2019-COW-34 be accepted and provided to the Region of Durham as official comment on OPA 2007-001, endorsing the resolution of the D1 Deferral, re-designing the D1 Deferral Area lands to Mixed Used Corridor designation, and adjusting the Urban Boundary to reflect the addition of the D1 Deferral Area.

MOTION CARRIED

(c) Other Business

None

Public Works, Facilities & Parks Committee

(c) Other Business

Regional Councillor Smith requested a review of the placement of contractor barriers at Sideroad 18 and Concession 6 (due to gas line work) to which the Director of Public Works advised staff would contact the contractor.

Councillor Schummer requested a reminder to staff to clear the bridge sidewalks.

Tourism, Heritage & Recreation Committee

(a) Consent Agenda

None

(b) Items Extracted from Consent Agenda

None

(c) Other Business

The Clerk advised that there would be no Winter Day Camp program offered due the placement of the Statutory Holidays throughout the Christmas season noting that a report would be forthcoming in January 2020.

Resolution Number 18-5

MOVED by Lynn Campbell that the Committee of the Whole break for a recess at 11:35 a.m.

MOTION CARRIED

Mayor Bath-Hadden reconvened the meeting at 12:38 p.m. with the same members of Committee and staff in attendance as well as the By-law Enforcement Supervisor and with the exception of the Director of Public Works and the Planner.

Protection Services Committee

(a) Consent Agenda

None

(b) Items Extracted from Consent Agenda

2243 Sarah Beauregard-Jones – Report: 2019-COW-36, Draft Traffic Control (Parking) By-Law

Resolution Number 19-5

MOVED BY Walter Schummer that Report: 2019-COW-36, Draft Traffic Control (Parking) By-Law, be received and forwarded to the Brock Accessibility Advisory Committee for further input and/or recommendations.

There was discussion with respect to a staff presentation for BAAC in January and a further report to Council on the matter in February with the implementation of the By-law anticipated for April 2020. Discussion included hosting a public meeting to receive comments, concerns for the vehicle idling time, public awareness of the by-law (tax inserts, social media and the newspaper), parking passes, and merchants who park in spaces on the downtown streets.

There was discussion with respect to Veteran vehicle plates, the timing of snow clearing at municipal parking lots, signage to indicate private lots at the property owners expense, the Durham Region Police Services assisting with parking violations, and tickets are issued at the discretion of the by-law/issuing officer. It was noted that visitors would be issued a temporary use parking permit and parking at the harbour in Beaverton would be addressed through a separate report requiring Council direction.

The By-law Enforcement Supervisor advised that unpaid parking tickets are resolved in court.

Resolution Number 19-5

MOVED BY Walter Schummer that Report: 2019-COW-36, Draft Traffic Control (Parking) By-Law, be received and forwarded to the Brock Accessibility Advisory Committee for further input and/or recommendations.

MOTION CARRIED

(c) Other Business

Councillor Jubb advised that Thorah Island Ratepayers Association would like to provide input on harbour parking to which the Clerk advised that they would be contacted.

Corporate Services Committee

(a) Consent Agenda

Resolution Number 20-5

MOVED BY Claire Doble that items listed under Section 7, Corporate Services Consent Agenda, be approved, save and except communication number 2199.

MOTION WITHDRAWN

(b) Items Extracted from Consent Agenda

2199 Town of Whitby – Single Use Recyclables

Resolution Number 21-5

MOVED BY Claire Doble that this communication be included in the upcoming staff report addressing the Township green initiatives to move forward with.

MOTION CARRIED

2233 ROMA – Municipal Delegations at ROMA 2020 Conference: Deadline is Monday, December 2, 2019

There was discussion with respect to scheduling a delegation at ROMA to address the change of date for year end.

Resolution Number 22-5

MOVED BY W.E. Ted Smith that communication number 2233 be received for information.

MOTION CARRIED

(c) Other Business

There was discussion with respect to cell phone service recently lost in a large area of the Province. The Treasurer advised that there are no concerns at the Durham Municipal Insurance Pool with the Township using the VOIP system.

8. Other Business

(1) Clerk - Schedule of Council and Committee Meetings for the year 2020

The Clerk noted that the proposed schedule adheres to the Procedural By-law.

Resolution Number 23-5

MOVED by Claire Doble that the Schedule of Council and Committee Meetings for the year 2020 be approved with the exception of the April 13, 2020 Special Council Education Session.

MOTION CARRIED

(2) Clerk – Advertising for two new Committees

The Clerk requested direction for appointment of members to the committees.

Resolution Number 24-5

MOVED by Walter Schummer whereas the Township does not have an official policy regarding vetting and filling various Committees of Council and whereas the Township and Committee of the Whole wishes to implement both the Council Compensation Review Committee and the Non-Profit Sector Review Committee with all due haste, be it resolved that Committee of the Whole assign the responsibility for screening potential candidates for these two committees to Township staff so that a recommendation may be made to Council on proposed candidates as soon as possible.

There was discussion with respect to the transparency of the process to appoint members through recommendations by staff and a request to implement a vetting policy in 2020.

Resolution Number 24-5

MOVED by Walter Schummer whereas the Township does not have an official policy regarding vetting and filling various Committees of Council and whereas the Township and Committee of the Whole wishes to implement both the Council Compensation Review Committee and the Non-Profit Sector Review Committee with all due haste, be it resolved that Committee of the Whole assign the responsibility for screening potential candidates for these two committees to Township staff so that a recommendation may be made to Council on proposed candidates as soon as possible.

MOTION CARRIED

9. Public Questions and Clarifications

None

10. Closed Session

None

11. Adjournment

Resolution Number 25-5

MOVED by Lynn Campbell that we do now adjourn at 2:20 p.m.

MOTION CARRIED

CHAIR

SECRETARY