

The Corporation of the Township of Brock

Council Minutes

Electronically

Session Five

Monday, May 25, 2020

The Fifth Meeting of the Council of the Township of Brock, in the Regional Municipality of Durham, was held on Monday, May 25, 2020, 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
CAO Robert Lamb
Treasurer Laura Barta
Director of Public Works Paul Lagrandeur
Facilities Coordinator Craig Belfry
Fire Chief Rick Harrison
Planner Debbie Vandenakker

1. Call to Order and Moment of Silence

Mayor Bath-Hadden called the meeting to order at 9:30 a.m. and requested a moment of silence in acknowledgement of the loss of lives due to Covid-19.

2. Disclosure of Pecuniary Interest and Nature Thereof

None

3. Announcements from Council and Staff

Mayor Bath-Hadden welcomed Mr. Craig Belfry to the role of Facilities Coordinator for the Township of Brock.

4. Presentations

Suspended until further notice.

5. Hearing of Delegations and/or Petitions

1) Mr. Steve Stewart, Deloitte – Presentation of Financial Statements

Mr. Steve Stewart advised that the financial statements were prepared in accordance with the Public Sector Accounting Standards. He advised that Deloitte provided an unmodified audit opinion, dated April 29, 2020, on the year end financial statements dated December 31, 2019, which presented fairly in all material respects. He advised that the materiality level was set at \$420,000, there were no errors found, and the internal controls relevant to the financial reporting process were reviewed with no issues found. He expressed appreciation for staff's efforts with respect to the audit which was carried out remotely in a timely manner.

Mr. Stewart advised that the Township's financial position is good reminding members that the Public Sector Accounting Standards is not equivalent to Municipal Accounting Standards. He noted that the \$75 million stated on the report is invested in capital assets and would be amortized to zero eventually.

6. Consent Agenda

Resolution Number 1-5

MOVED by Claire Doble and SECONDED by Cria Pettingill that the items listed in Section 6, Consent Agenda (a) be approved save and except communication numbers 573 and 585.

MOTION CARRIED

(a) Adoption of Minutes of Previous Meetings

(1) 4th Council meeting – May 11, 2020

Resolution Number 2-5

That the minutes of the 4th Council meeting as held on May 11, 2020, be approved.

(b) Reports

574 Laura Barta – Report: 2020-FI-06, Municipal Reserves, Reserve Funds and Trust Funds

Resolution Number 3-5

That staff Report: 2020-FI-06, Municipal Reservices, Reserve Funds and Trust Funds be received for information.

575 Laura Barta – Report: 2020-FI-05, Annual Statement of the Development Charges Reserve Fund for the Year Ending December 31, 2019

Resolution Number 4-5

That staff Report: 2020-FI-05, Annual Statement of Development Charges Reserve Fund be received for information.

576 Laura Barta – Report: 2020-FI-04, Annual Building Permit Fee Report – for the 2019 Fiscal Year

Resolution Number 5-5

That staff Report: 2020-FI-04, Annual Building Permit Fee Report – for the 2019 Fiscal Year be received for information.

577 Laura Barta – Report: 2020-FI-03, Annual Leasing Report – for the 2019 Fiscal Year

Resolution Number 6-5

That staff Report: 2020-FI-03, Annual Leasing Report – for the 2019 Fiscal Year be received for information.

(c) Correspondence

525 The Regional Municipality of Durham, Planning Division – Monitoring of Growth Trends, File: D01-02-01, Commissioner's Report #2020-INFO-30

Resolution Number 7-5

That communication number 525 be received for information and filed.

531 Municipality of Clarington – Resolution: Provincial Electric Vehicle Rebate Program

Resolution Number 8-5

That communication number 531 be received for information and filed.

537 Municipality of Clarington – Resolution: Region of Durham Mixed Waste Pre-Sort and Anaerobic Digestion Organics Processing Facility – Site Selection Process Municipal Comments on Evaluation of Short-List of Sites and Identification of Preferred Site

Resolution Number 9-5

That communication number 537 be received for information and filed.

559 Nicholas Helt – Food Truck Request

Resolution Number 10-5

That communication no. 559 be received; and further that Council approve the request contained in communication number 559.

566 City of Oshawa – Letter to Prime Minister: Request for Financial Assistance to Municipalities as a result of COVID-19

Resolution Number 11-5

That communication number 566 be received for information and filed.

567 City of Oshawa – Letter to Premier of Ontario: Request for Financial Assistance to Municipalities as a result of COVID-19

Resolution Number 12-5

That communication number 567 be received for information and filed.

581 Town of Whitby – Resolution: Corporate Services Department Report re: Preliminary Overview of the Financial Implications of COVID-19

Resolution Number 13-5

That communication number 581 be received for information and filed.

(d) Reports of Committees

None

(e) Motions

None

(f) By-Laws

None

(g) Confirm the Following:

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Resolution Number 14-5

That Brock Township Council acknowledge the following:

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7. Items Extracted from Consent Agenda

573 Laura Barta – Report: 2020-FI-07, Township of Brock 2019 Annual Investment Report

There was discussion with respect to AMO's One Investment Program and the requirement of an Investment Board for certain AMO products. It was noted that the Township invests in AMO's high interest savings accounts.

Resolution Number 15-5

MOVED by Cria Pettingill and SECONDED by W.E. Ted Smith That staff Report: 2020-FI-07, Township of Brock 2019 Annual Investment Report be received for information.

MOTION CARRIED

585 Debbie Vandenakker – Report: 2020-BPE-02, Summary of updates from the Provincial Policy Statement (PPS) 2020

The Planner advised that the PPS changes focus on employment lands and the definitions of housing options, noting that the municipal by-law would be amended to conform with the changes in the PPS. She advised that existing or planned industrial lands, manufacturing or other uses that are vulnerable to encroachment must be protected by ensuring that the planning and development of proposed adjacent sensitive land uses (residential for example) are only permitted in accordance with Provincial guidelines.

There was discussion with respect to the continued protection of environmental lands and it was noted that there have been no changes affecting the measures in place.

Resolution Number 16-5

MOVED by Cria Pettingill and SECONDED by W.E. Ted Smith That staff Report: 2020-BPE-02, Summary of updates from the Provincial Policy Statement (PPS) 2020 be received for review and comment.

MOTION CARRIED

8. Notices of Motions

None

9. Other Business

(1) Item referred from May 11, 2020 Council meeting – Beaverton Harbour Parking

604 Becky Jamieson – Report: 2020-PS-03, Beaverton Harbour Parking

Resolution Number 17-5

MOVED by Claire Doble and SECONDED by Michael Jubb That Report: 2020-PS-03, Beaverton Harbour Parking, be received for information;

That all individuals who berth at the Beaverton Harbour receive one parking pass that permits parking at the Harbour PI Crescent/Beaverton parking lot (Lot A) from May 1st – October 31st (to coincide with their berthing slip) as part of their annual berthing fee;

That the Fairgrounds West Lot (Lot B) be extended and that the new extension is for trailers only and the existing parking lot (Lot B) is for vehicles only from May 1st to October 31st (appropriate signage to be installed). Overflow trailer parking will be at the arena parking lot from May 1st to October 31st;

That the cost of the parking lot extensions estimated at \$15,000 and appropriate signage \$1,500 be funded from the Committed Projects Reserve;

That a new parking permit process be implemented for the Beaverton Harbour for 2020 and a report on how it went be provided to Council with any recommended changes when the parking by-law amendments come forward in the fall of 2020:

1. That Boat House Owners be provided one (1) parking pass free of charge for the parking spot in front of their boat house valid January 1st to December 31st;
2. That any Township of Brock taxpayer can purchase seasonal parking passes for \$100 each for the Beaverton Arena Parking Lot (Lot C) and/or Fairgrounds West parking lot (Lot B) which are valid from April 1st to October 31st;
3. That any Township of Brock taxpayer can purchase a month parking pass for \$20 each for the Beaverton Arena Parking Lot (Lot C) and/or Fairgrounds West parking lot (Lot B);
4. That a visitor short-term overnight parking permit process be developed as part of the parking by-law review and be implemented for 2021;
5. That staff look at charging non-residents/non-property owners a fee to park in Lot A and Lot B during the day from May 1st – October 31st;
6. That one (1) unload/load spot be designated at Lot A with appropriate signage;
7. That any Township of Brock taxpayer that purchases a Seasonal parking pass and who has a valid handicap/accessibility permit shall be permitted to park in Lot A.

Discussion ensued with respect to removing the option for Thorah Island Residents to be provided one parking pass free of charge for the Fairgrounds West parking lot. There was discussion with respect to increasing the seasonal parking pass fee to \$100 versus \$50, and the month parking pass to \$20 versus \$15 to adequately cover the program costs and maintenance of the parking lots. Concerns were expressed for the availability of daytime parking spaces at the harbour. Further discussion ensued with respect to not permitting RV's (recreational mobile vehicles) to park within the indicated lots.

There was discussion with respect to the extension of the fairgrounds west parking lot which would be gravel only and that all parking lots would be monitored and any suggested changes would be brought to Council for review. It was noted that the passes for berthing at the harbour would be based on the property address and the specific details for seasonal passes are to be determined.

Resolution Number 17-5

MOVED by Claire Doble and SECONDED by Michael Jubb That Report: 2020-PS-03, Beaverton Harbour Parking, be received for information;

That all individuals who berth at the Beaverton Harbour receive one parking pass that permits parking at the Harbour PI Crescent/Beaverton parking lot (Lot A) from May 1st – October 31st (to coincide with their berthing slip) as part of their annual berthing fee;

That the Fairgrounds West Lot (Lot B) be extended and that the new extension is for trailers only and the existing parking lot (Lot B) is for vehicles only from May 1st to October 31st (appropriate signage to be installed). Overflow trailer parking will be at the arena parking lot from May 1st to October 31st;

That the cost of the parking lot extensions estimated at \$15,000 and appropriate signage \$1,500 be funded from the Committed Projects Reserve;

That a new parking permit process be implemented for the Beaverton Harbour for 2020 and a report on how it went be provided to Council with any recommended changes when the parking by-law amendments come forward in the fall of 2020:

1. That Boat House Owners be provided one (1) parking pass free of charge for the parking spot in front of their boat house valid January 1st to December 31st;
2. That any Township of Brock taxpayer can purchase seasonal parking passes for \$100 each for the Beaverton Arena Parking Lot (Lot C) and/or Fairgrounds West parking lot (Lot B) which are valid from April 1st to October 31st;
3. That any Township of Brock taxpayer can purchase a month parking pass for \$20 each for the Beaverton Arena Parking Lot (Lot C) and/or Fairgrounds West parking lot (Lot B);
4. That a visitor short-term overnight parking permit process be developed as part of the parking by-law review and be implemented for 2021;
5. That staff look at charging non-residents/non-property owners a fee to park in Lot A and Lot B during the day from May 1st – October 31st;
6. That one (1) unload/load spot be designated at Lot A with appropriate signage;
7. That any Township of Brock taxpayer that purchases a Seasonal parking pass and who has a valid handicap/accessibility permit shall be permitted to park in Lot A.

MOTION CARRIED

Resolution Number 18-5

MOVED by Lynn Campbell and SECONDED by Walter Schummer that Council break for a recess at 11:00 a.m.

MOTION CARRIED

Mayor Bath-Hadden reconvened the meeting at 11:12 a.m. with the same members of Council and staff in attendance with the exception of the Planner.

- (2) Item referred from May 11, 2020 Council meeting – Brock Emergency Response Benefit

607 Becky Jamieson and Laura Barta – Report: 2020-CO-14, Brock Emergency Response Benefit

Resolution Number 19-5

MOVED by Claire Doble and SECONDED by Lynn Campbell That Report: 2020-CO-14, Brock Emergency Response Benefit be received for information;

That Council authorize the Mayor and Clerk to enter into an agreement with South Lake Community Futures Development Corporation to administer the Brock Emergency Response Benefit as outlined in this report; and,

That Council authorize the Treasurer to transfer \$150,000 to South Lake Community Futures Development Corporation for the administration of the Brock Emergency Response Benefit.

There was discussion with respect to the Township providing financial assistance to eligible businesses in Brock that are facing difficulties during the pandemic, the Federal, Provincial and Regional financial programs available for local businesses, the limited number of businesses that this amount would assist, and the possible impact on the 2021 Budget. There was discussion with respect to the process for businesses to apply and the Township account to cover this funding.

Resolution Number 19-5

MOVED by Claire Doble and SECONDED by Lynn Campbell That Report: 2020-CO-14, Brock Emergency Response Benefit be received for information;

That Council authorize the Mayor and Clerk to enter into an agreement with South Lake Community Futures Development Corporation to administer the Brock Emergency Response Benefit as outlined in this report; and,

That Council authorize the Treasurer to transfer \$150,000 to South Lake Community Futures Development Corporation for the administration of the Brock Emergency Response Benefit.

MOTION CARRIED

Resolution Number 20-5

MOVED by Cria Pettingill and SECONDED by Claire Doble That the Brock Emergency Response Benefit be funded through the savings from the Public Works Program as a result of tenders coming in under budget.

There was discussion with respect to certain capital projects no longer viable for 2020 due to the pandemic, the anticipation of further savings within the capital budget projects, and concerns expressed for tenders that come in over budget as well as cost increases due to the pandemic. It was noted that the tender amounts do not include additional costs (consultants, extra materials, etc.), and future staff reports could clarify which capital budgeted items are not feasible for 2020 and the savings realized on completed projects.

Direction was provided to staff to include estimated consulting fees when reporting on tenders that require same.

Resolution Number 20-5

MOVED by Cria Pettingill and SECONDED by Claire Doble That the Brock Emergency Response Benefit be funded through the savings from the Public Works Program as a result of tenders coming in under budget.

MOTION CARRIED

(3) Councillor Cria Pettingill

Councillor Pettingill requested an update on the Township access points on Lake Simcoe. She requested an update on the actions of the Emergency Control Group and was advised that a report would be forthcoming.

(4) Councillor Michael Jubb

Councillor Jubb enquired whether all municipal asphalt roads would be swept and was advised in the affirmative.

(5) Councillor Claire Doble

Councillor Doble enquired as to the re-installation of traffic calming measures on the roads and was advised post street sweeping. There was discussion with respect to relocating the portable speed monitoring unit which is currently located at a beach road, and the purchase of similar units.

(6) Regional Councillor W.E. Ted Smith

Regional Councillor Smith requested the removal of a contractors silt fence.

10. Public Questions and Clarification

Suspended until further notice.

11. Closed Session

None

12. Confirmation By-law

By-law Number 2945-2020 – to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on May 25, 2020

Resolution Number 21-5

By-law Number 2945-2020 – to confirm the proceedings of the Council of the Corporation of the Township of Brock at its meeting held on May 25, 2020, was read three times and passed in open Council. The Mayor and Clerk were authorized to sign the by-law on behalf of the municipality and to have same engrossed in the by-law book.

13. Adjournment

Resolution Number 22-5

MOVED by Lynn Campbell and SECONDED by Michael Jubb that we do now adjourn at 12:38 p.m.

MOTION CARRIED

MAYOR

CLERK