



**City of Brockville**  
**Council Meeting Minutes**  
**5:30 PM - Tuesday, September 12, 2023**  
City Hall, Council Chambers

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The Council meeting was called to order on Tuesday, September 12, 2023, at 5:30 PM, in the City Hall, Council Chambers, with the following present:

**Members  
Present:**

Mayor Matt Wren, Councillor Philip Deery, Councillor Jeff Earle, Councillor Jane Fullarton, Councillor Katherine Hobbs, Councillor Mike Kalivas, Councillor Nathalie Lavergne, Councillor Louise Severson, and Councillor Cameron Wales

**Regrets:**

**Staff:**

Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager/City Clerk, Lynn Murray, Acting City Clerk, Robert Nolan, Director of Economic and Development Services, Peter Raabe, Director of Engineering & Infrastructure Services, and Phil Wood, Director of Operations

**LAND ACKNOWLEDGEMENT STATEMENT**

**MAYOR'S REMARKS**

Mayor Wren announced that he attended the MRI groundbreaking Ceremony at the Brockville General Hospital. He offered congratulation to the Brockville Flying Club for the annual Fly-in Breakfast. His Worship noted that he had attended the local branch awards of St. John Ambulance. Awards were given for thousands of volunteer hours, and James Fairfield was recognized for 50 years of service. The Mayor reminded the public that it is Treasure Hunt day on Saturday, September 16, 2023.

**DISCLOSURE OF INTEREST**

Nil.

**ADOPTION OF COUNCIL MINUTES**

Moved by: Councillor Fullarton

THAT the minutes of the Council Meeting of August 29, 2023 be adopted and circulated as read.

**CARRIED**

## **CORRESPONDENCE, COMMUNICATION AND PETITIONS**

1. British Home Child Day  
British Home Children Advocacy and Research Association

Moved by: Councillor Wales

THAT Council of the Corporation of the City of Brockville do hereby proclaim September 28, 2023 as British Home Children Day in the City of Brockville.

**CARRIED**

2. Franco-Ontarian Day  
Academie catholique Ange-Gabriel

Moved by: Councillor Lavergne

THAT Council of the Corporation of the City of Brockville do hereby proclaim Monday, September 25, 2023 as Franco-Ontarian Day in the City of Brockville; and

THAT the Franco-Ontarian flag be flown at Tunnel Bay September 25th to October 2nd, 2023.

**CARRIED**

3. Ontario Cadet Week  
870 "Vampire" Royal Canadian Air Cadets

Moved by: Councillor Kalivas

THAT Council of the Corporation of the City of Brockville do hereby proclaim Saturday, October 7th to October 13th, as Ontario Cadet Week; and

THAT the Ontario Cadet flag be flown at Tunnel Bay October 2nd to October 10th, 2023.

**CARRIED**

4. Appointments to Boards and Committees  
(Arena)

Moved by: Councillor Deery

THAT Council authorize the appointment of Brigitte Pronovost and David White to the Arena Advisory Board (terms to expire November 14, 2026); and

THAT Council authorize the appointment of Guy David to the Brockville Airport Commission (terms to expire November 14, 2026); and

THAT the necessary by-law be enacted.

**CARRIED**

**DELEGATIONS**

1. Mapleview Landings Redevelopment Project Financial Request  
Mayor A. Hoogenboom, Fundraising Committee

Mayor Hoogenboom addressed council to request a contribution to the redevelopment of Mapleview Landings

**STAFF REPORTS**

1. **2023-140**  
Amendment to Aquatarium By-law  
Quorum

Moved by: Councillor Hobbs

THAT Council approve an amendment to Aquatarium By-law No. 1, as amended to change the requirements for the establishment of quorum at meetings of the Directors as follows:

*Section 40 of the By-law, is amended to delete it in its entirety and replace it with the following:*

*"40. Quorum at Meetings of the Board of Directors. A majority of the Directors in office from time to time shall constitute a quorum at any meeting of the Board, provided however that Directors in attendance shall be comprised of no less than a minimum of one (1) Director representing*

*Brockville, one (1) Director representing Bytown and one (1) Independent Director to constitute a quorum.";* and

THAT the Mayor is hereby authorized to execute the resolution giving effect to this amendment.

**For:** Mayor Wren, Councillor Deery, Councillor Earle, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, Councillor Severson, and Councillor Wales

**CARRIED 9-0 on a recorded vote**

2. **2023-127**

In-house Para-Transit Service Plan

Moved by: Councillor Severson

THAT Council approve the implementation of the in-house Para-Transit service plan in place of continued contracting of a service operator, and

THAT Council approve staff to complete the procurement process to purchase two wheelchair accessible vans, with a preference to hybrid vehicles, at an estimated cost not to exceed \$220,000, funded by debenture, in accordance with the in-house Para-Transit service plan, and

THAT Council approve the 2023 operating budget staffing increase in the amount of \$34,943 funded by the Transit Reserve to hire a Transit Service Coordinator for November and December 2023 and four transit drivers for December of 2023, in accordance with the in-house Para-Transit service plan.

**For:** Mayor Wren, Councillor Deery, Councillor Fullarton, Councillor Hobbs, and Councillor Wales

**Against:** Councillor Earle, Councillor Kalivas, Councillor Lavergne, and Councillor Severson

**CARRIED 5-4 on a recorded vote**

Councillor Severson provided an overview of the comments she has received from users of the para transit system. Many of the users are worried about change; the change in drivers; booking and the ability to book by phone.

3. **2023-165**

Encroachment Agreement  
62 Water Street East

Moved by: Councillor Severson

THAT Council authorize the Mayor and Clerk to execute an encroachment agreement with Gordon Cameron, for the encroachment of a porch, eaves, steps and interlock sidewalk to a maximum of 2.4 metres (7.9 ft) onto the Water Street road allowance for the property located at 62 Water Street East, Brockville.

**For:** Mayor Wren, Councillor Deery, Councillor Earle, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, Councillor Severson, and Councillor Wales

**CARRIED 9-0 on a recorded vote**

**PLANNING AND DEVELOPMENT COMMITTEE**

Councillor M. Kalivas, Chair  
Councillors J. Earle, N. Lavergne, and C. Wales, Citizen Member A. Koolwine  
Meeting held September 5, 2023

**PDC - CONSENT AGENDA**

Moved by: Councillor Kalivas

THAT the following items, as listed on the Planning and Development Committee agenda are recommended to be passed by Consent Agenda:

**For:** Mayor Wren, Councillor Deery, Councillor Earle, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, Councillor Severson, and Councillor Wales

**CARRIED 9-0 on a recorded vote**

1. **2023-151**

Plan of Subdivision, West Side of Windsor Drive @ Centennial Road

THAT Council for the Corporation of the City of Brockville, acting pursuant to Section 51(6) of the Planning Act, R.S.O. 1990, grant final approval with respect to the plan of subdivision on the lands described as Part of Lot 13, Concession 2, City of Brockville, being Parts 32 to 34 on RP 28R-6530 and Parts 1 to 3 on RP 28R-12212.

2. **2023-154**

Requested Changes to the Draft Plan of Subdivision  
Windsor at Centennial - Stirling Meadows

THAT Council accept the changes to the Draft Plan of Subdivision prepared by Stantec Geomatics Ltd., Project No. 161614361-131, dated 26 May 2023, to the new Draft Plan of Subdivision prepared by Stantec Geomatics Ltd., Project No. 161614361-131, dated July 28, 2023, showing 9 streets, and Blocks 1 through 175, inclusive, said Streets and Blocks being delineated on the afore-mentioned Draft Plan; and

THAT the Owner's request to name the streets within the plan of subdivision "Booth Street", "Briggs Terrace", "Craig Crescent", "Dobbie Street", "Fitzsimmons Drive", "Jackson Circle", "Moore Crescent", "Potter Drive", and "Rogers Crescent" be endorsed.

3. **2023-149**

Final Acceptance and Discharge Plan 28M-15  
Hunters Hill Subdivision-Wildwood Crescent-Phase III

THAT a By-law be enacted for final acceptance of the work under Plan 28M-15 and to discharge obligations under Subdivision Agreement dated 21 March 2019, between Spring Valley Homes Limited and the Corporation of the City of Brockville, be adopted.

4. **2023-152**

Final Approval - Plan of Subdivision, Rockford Forest

THAT Council for the Corporation of the City of Brockville, acting pursuant to Section 51(6) of the Planning Act, R.S.O. 1990, grant final approval with respect to the plan of subdivision on the lands described as Part of Lot 11, Concession 2, being Parts 1, 2 and 3, Plan 28R-15700; Subject to an

easement over Part 2, Plan 28R-15700 as in 38E9163; City of Brockville, being all of PIN 44171-0655(LT); and

THAT the name of the street within the plan of subdivision being "Flanders Road", be endorsed.

5. **2023-159**

Employment Lands Review

THAT staff report back with options for expanding the present CIP programs to employment lands; and

THAT Council direct staff to proceed to hire engineers to provide a detailed plan for creating an industrial park in the Northwest Employment Lands with cost estimates for providing municipal services and other utilities to these lands and that this be funded by the Industrial Land Reserve.

**PDC - REGULAR AGENDA**

Nil.

**NEW BUSINESS - REPORT FROM MEMBERS OF COUNCIL**

Nil.

**UNFINISHED BUSINESS**

Nil.

**EMERGENCY BUSINESS**

Nil.

**BY-LAWS**

1. 060-2023  
By-law to Adopt Amendment Number 029 to the Official Plan for the City of Brockville, Part of Park Lot 13, Plan 9, City of Brockville, 332 Park St.
2. 061-2023  
By-law to Amend City of Brockville Zoning By-law 050-2014 Part of Park Lot 13, Plan 9, City of Brockville, 332 Park St.
3. 062-2023  
By-law to Adopt Amendment Number 030 to the Official Plan for the City of Brockville, Part Lot C, Plan 146, City of Brockville, 71 King St. E.

4. 063-2023  
By-law to Amend City of Brockville Zoning By-law 050-2014 Part Lot C,  
Plan 146, City of Brockville, 71 King St. E.

### **READING OF THE BY-LAWS**

Moved by: Councillor Earle  
Seconded by: Councillor Fullarton

THAT By-laws Numbered 060-2023 to 063-2023 be introduced and the same be now read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

**CARRIED**

### **MAYOR'S ANNOUNCEMENTS**

### **MEDIA QUESTION PERIOD**

### **MOTION TO MOVE INTO CLOSED SESSION (IMMEDIATELY FOLLOWING THE REGULAR SESSION)**

Moved by: Councillor Lavergne  
Seconded by: Councillor Kalivas

THAT pursuant to *Municipal Act*, 2001, Section 239 Sub. 2 (b), Council resolve itself Closed Session, closed to the public to consider:

1. personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

*The meeting recessed at 7:33 pm.*

### **CLOSED MEETING MATTER(S)**

*The meeting reconvened at 7:43 pm.*



## **REPORT OF THE CLOSED SESSION**

Moved by: Councillor Lavergne  
Seconded by: Councillor Wales

THAT Council rise from the Closed Session and the Chairman report that all recommendations adopted in Closed Session, be adopted.

**CARRIED**

## **CONFIRMATORY BY-LAW**

Moved by: Councillor Lavergne  
Seconded by: Councillor Wales

THAT By-law Number 064-2023 to confirm the Proceedings of Council at its meeting held on September 12, 2023 be read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

**CARRIED**

## **ADJOURNMENT**

Moved by: Councillor Lavergne  
Seconded by: Councillor Wales

THAT Council adjourn its proceedings until the next regular meeting scheduled for September 26, 2023.

**CARRIED**

*The meeting adjourned at 8:46 pm.*

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Mayor

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Acting City Clerk