



# City of Brockville

## Finance & Administration Committee

### Minutes

4:30 PM - Tuesday, May 17, 2022

Virtual Meeting

The Finance & Administration Committee meeting was called to order on Tuesday, May 17, 2022, at 4:30 PM, in the Virtual Meeting, with the following present:

<b>Members Present:</b>	Councillor Larry Journal, Councillor Jeff Earle, Councillor Nathalie Lavergne, and Member Jennifer O'Reilly
<b>Regrets:</b>	Mayor Mike Kalivas
<b>Others:</b>	Nil.
<b>Staff:</b>	Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager/City Clerk, Peter Raabe, Director of Engineering & Infrastructure Services, Phil Wood, Director of Operations, Emily MacKenzie, Finance & Cemetery Records Coordinator, and Lindsay Armstrong, Senior Manager of Human Resources

1. **CHAIR'S REMARKS**

Councillor Journal thanked committee members and City staff and passed along regrets from Mayor Kalivas. Councillor Journal also expressed his thanks to Councillor Lavergne for chairing the committee meeting on April 19, 2022.

2. **DISCLOSURE OF INTEREST**

Nil.

3. **DELEGATIONS AND PRESENTATIONS**

Nil.

4. **CORRESPONDENCE & COMMUNICATIONS**

1. Integrity Commissioner Annual Report - 2021

Moved by: Councillor Earle

THAT the Integrity Commissioner Services - Annual Report – 2021 from Tony E. Fleming, dated March 25, 2022 be received.

**CARRIED**

5. **REPORTS FROM BOARDS AND COMMITTEES**

Nil.

6. **STAFF REPORTS**

1. 2022-88  
Disconnect from Work Policy

Moved by: Member O'Reilly

THAT report SR2022-88 be received.

**For:** Councillor Journal, Councillor Earle, Councillor  
Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

2. SR2022-95  
Procurement Policy Revisions

Moved by: Member O'Reilly

THAT Policy POL.F.20.139 Procurement Policy be update accordingly.

**For:** Councillor Journal, Councillor Earle, Councillor  
Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

3. SR2022-89  
Supply of Paint & Line Painting on City Streets

Moved by: Member O'Reilly

THAT Council approve the tender from RanN Maintenance for the  
Supply of Paint & Line Painting.

**For:** Councillor Journal, Councillor Earle, Councillor  
Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

4. SR2022-90  
Concrete Sidewalk & Curb Reconstruction on City Streets

Moved by: Member O'Reilly

THAT Council approve the tender from W.J. Sherwood & Sons Construction Company Ltd. for Concrete Sidewalk & Curb Reconstruction.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

5. SR2022-91  
Tender Results - Bridges for Brock Trail

Moved by: Councillor Earle

THAT Council approve the purchase of two pedestrian bridges for the Brock Trail Front Ave. to Central Ave. capital project from Eagle Bridge Ltd. at a cost including net HST of \$87,017.01.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

6. SR2022-92  
Asphalt Milling and Paving on Various City Streets

Moved by: Councillor Earle

THAT Council approve the tender from Cornwall Gravel Co. Ltd. for the asphalt milling and paving of various City streets; and

That Council approve additional funding from the Canadian Communities Building Fund (CCBF) to cover the shortfall.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

7. SR2022-93  
Centennial Road Rehabilitation

Moved by: Councillor Earle

THAT Council approve the tender from G. Tackaberry & Sons Construction Company Ltd. for the Cold in Place Recycling and Hot Mix Paving of Centennial Road; and

THAT Council approve additional funding from the Ontario Communities Infrastructure Fund (OCIF) to cover the shortfall.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

8. SR2022-94  
Procurement of Public Works Pickup Trucks

Moved by: Councillor Lavergne

THAT report SR2022-94 be received.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

9. SR2022-96  
River Route Transit Partnership Agreement

Moved by: Councillor Lavergne

THAT Council hereby authorize the Mayor and Clerk to execute River Route Transit Partnership Agreement formalizing the continued operation of the River Route cross-boundary transit service until March 31 2023.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, and Member O'Reilly

**CARRIED 4-0 on a recorded vote**

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**

Nil.

8. **FAC - CONSENT AGENDA**

Moved by: Councillor Lavergne

THAT the following items as recommended by the Finance and Administration Committee be placed on the Consent Agenda:

1. Integrity Commissioner Annual Report - 2021
2. SR2022-88  
Disconnect from Work Policy
3. SR2022-85  
Procurement Policy Revisions
4. SR2022-89  
Supply of Paint & Line Painting on City Streets
5. SR2022-90  
Concrete Sidewalk & Curb Reconstruction on City Streets
6. SR2022-91  
Tender Results - Bridges for Brock Trail
7. SR2022-92  
Asphalt Milling and Paving on Various City Streets
8. SR2022-93  
Centennial Road Rehabilitation
9. SR2022-94  
Procurement of Public Works Pickup Trucks
10. SR2022-96  
River Route Transit Partnership Agreement

**CARRIED**

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Councillor Lavergne

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for June 21, 2022.

**CARRIED**

*The meeting adjourned at 5:31 pm.*