



## **COMMITTEE MINUTES**

## **Finance, Administration & Operations Committee**

Tuesday, March 15, 2011, 4:15 p.m.  
City Hall, Council Chambers

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### **Roll Call**

#### **Committee Members:**

Councillor J. Fullarton, Chair  
Councillor L. Bursey  
Councillor L. Journal  
Councillor D. LeSueur

#### **Absent:**

Mayor D. Henderson, Ex-Officio  
Councillor M. McFall

#### **Staff:**

Ms. V. Baker, Secretary, Clerk (Recording Secretary)  
Mr. B. Casselman, City Manager  
Mr. C. Cosgrove, Director of Operations  
Ms. D. Cyr, Director of Finance  
Mr. P. Raabe, Director of Environmental Services  
Ms. S. Seale, City Clerk

#### **Others:**

Mr. R. Zajac, Recorder & Times

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The Chair called the meeting to order at 4:15 p.m.

### **DISCLOSURE OF INTEREST**

Nil

## **STAFF REPORTS**

2011-019-03  
2010 Council Remuneration & Expenses

Moved by: Councillor Bursey

THAT Council receive the Treasurer's Report on 2010 Remuneration and Expenses for Members of Council and Board Members appointed by the City (Attachment 1 to Report #2011-019-03).

CARRIED

2011-030-03  
"Downtown" Signage Highway 401

Moved by: Councillor Bursey

THAT the City of Brockville confirm to the Ministry of Transportation that "Downtown" signage be placed on Highway 401 eastbound approaching the Stewart Boulevard interchange and on Highway 401 westbound approaching the North Augusta Road interchange.

CARRIED

Councillor Journal stated that signage should also include directions to downtown.

2011-031-03  
Lease of Storage Space  
Museum at 3515 Coon's Road Unit #4

*This item was pulled from the agenda pending further investigation by staff.*

## **BUSINESS FROM MEMBERS OF COUNCIL**

Councillor LeSueur  
Brockville Railway Tunnel Committee

Moved by: Councillor LeSueur

That Brockville City Council authorize the reformation of the Brockville Railway Tunnel Committee with following terms of reference:

1. Composition
  - 7-9 members including a council member appointment
  - members to be approved by Council

- members to serve two year terms
- Mayor ex-officio member

2. Meetings

- Monthly
- At City Hall

3. Mandate

- To ensure the Brockville Railway Tunnel remain a part of our history and culture
- To include the Brockville Railway Tunnel as tourist destination and .attraction
- To provide an estimate of the cost to make the Brockville Railway Tunnel safe for people.
- To provide an estimate of the cost to light the Brockville Railway Tunnel
- To provide an estimate of cost to install a walk way thru the Brockville Railway Tunnel.
- To provide input and advice to City staff.
- To provide further directives and recommendations to Brockville City Council on the use and maintenance of the Brockville Railway Tunnel; and

THAT Councillor LeSueur be appointed as Council representative to the Committee; and

THAT the necessary by-laws be amended and enacted.

CARRIED

Councillor Journal suggested that Councillor LeSueur be assigned to this committee. Councillor Fullarton asked if this committee needed a staff resource. Councillor LeSueur stated that it would be possible to have a staff member assigned at a later date.

Councillor Journal stated that in the past there had been a Brockville Railway Tunnel Committee and that there would possibly be older engineering reports and minutes. Mr. Raabe stated that there are older engineering reports and minutes.

Mr. Casselman stated that this committee should be connected with the Economic Development Advisory Committee as it involves the Brockville waterfront.

Ms. Seale stated that the Brockville Railway Tunnel Committee is a committee of Council, therefore minutes need to be recorded. The Clerk can delegate this task to a member of the committee.

Councillor LeSueur stated that it is a matter of getting started and deciding how they can move forward. Councillor Journal inquired how they would proceed in selecting committee members. Councillor LeSueur stated that they would follow procedures as set out for all committees of Council.

### **FAO - CONSENT AGENDA**

Moved by: Councillor Journal

THAT the following items be placed on the consent Agenda:

1. 2011-019-03  
2010 Council Remuneration & Expenses
2. 2011-030-03  
"Downtown" Signage Highway 401
3. Councillor LeSueur  
Brockville Railway Tunnel Committee

CARRIED

The meeting adjourned at 4:35 p.m.