



City of Brockville General Committee Minutes

4:30 PM - Tuesday, May 16, 2023
City Hall, Council Chambers

The General Committee meeting was called to order on Tuesday, May 16, 2023, at 4:30 PM, in the City Hall, Council Chambers, with the following present:

Members Present:	Councillor Philip Deery, Chair Jane Fullarton, Councillor Katherine Hobbs, and Ex-Officio Matt Wren
Regrets:	Councillor Louise Severson
Others:	Councillor Cameron Wales
Staff:	Lindsay Armstrong, Senior Manager of Human Resources, Cassidy Cameron, Committee Assistant, Lynda Ferguson, Director of Finance & IT Services, David Lazenby, Director of Fire & Partner Services, Sandra MacDonald, City Manager/City Clerk, Robert Nolan, Director of Economic and Development Services, Peter Raabe, Director of Engineering & Infrastructure Services, Travis Raison, Project and Asset Coordinator, and Phil Wood, Director of Operations

1. **LAND ACKNOWLEDGEMENT STATEMENT**

2. **CHAIR'S REMARKS**

Chair Fullarton noted many staff were in attendance and asked Director of Operations, Phil Wood, to introduce Travis Raison, Community Project and Asset Coordinator, as this was his first time attending a meeting. P. Wood made introductions and explained that T. Raison oversees many complicated projects. Chair Fullarton stated a number of budget items will be revisited again during the meeting, largely due to a lack of bids and supply chain issues.

3. **DISCLOSURE OF INTEREST**

Nil.

4. **DELEGATIONS AND PRESENTATIONS**

Nil.

5. **CORRESPONDENCE AND COMMUNICATIONS**

Nil.

6. **REPORTS FROM BOARDS AND COMMITTEES**

Nil.

7. **STAFF REPORTS**

1. 2023-83
Canada Day Fireworks Display

Moved by: Councillor Hobbs

THAT Council approve the proposal from GFA PYRO in the amount of \$15,181 (excluding HST) for the 2023 Canada Day fireworks.

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

CARRIED 4-0 on a recorded vote

2. 2023-86
Municipal Twinning Agreement Policy

Moved by: Councillor Hobbs

THAT Council approve the Municipal Twinning Agreement Policy; and

THAT staff be directed to contact the partners in California and Australia and report back to Council with their willingness to renew the Agreements.

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

CARRIED as amended 4-0 on a later vote

Chair Fullarton expressed concern for policy and its mention of travelling to the twin cities, as these trips may be expensive. She asked staff to speak to this.

R. Nolan stated that if the intent is to have a formal sister city agreement in place, there should be a level of commitment, which might be financial.

Chair Fullarton asked staff for further information on what other municipalities with sister city agreements do?

R. Nolan replied, sister city agreements vary dramatically across municipalities. Typically there are cultural exchanges with

community members, educational purposes, business and trade. The intent of this policy is for Council to review the action plan prior to deciding upon anything.

Councillor Wales asked if there were opportunities for virtual engagement between cities and for an update in the status of twinning with a Ukrainian city.

R. Nolan that staff wanted to present this policy and report to Council prior to engaging with new cities.

Motion to Amend

Moved by: Mayor Wren

THAT the proposed Municipal Twinning Agreement Policy be amended to delete reference to the "ability, within existing resources, to maintain the relationships with exchange visits at least once in every five years."

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

CARRIED 4-0 on a recorded vote

Motion to Amend

Moved by: Mayor Wren

THAT the motion be amended to delete:

"THAT staff be directed to contact the partners in California and Australia and report back to Council with their willingness to renew the Agreements."

For: Councillor Fullarton, Councillor Deery, and Mayor Wren

Against: Councillor Hobbs

CARRIED 3-1 on a recorded vote

Amended Motion

Moved by: Councillor Hobbs

THAT Council approve the Municipal Twinning Agreement Policy; and

THAT the proposed Municipal Twinning Agreement Policy be amended to delete reference to the "ability, within existing resources, to maintain the relationships with exchange visits at least once in every five years."

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

CARRIED as amended 4-0 on a recorded vote

3. 2023-81
Next Generation 911 (NGEN 911) Grant Allocations/ Expenditures in Partnership with Brockville Police Services

Moved by: Councillor Deery

THAT Council approve the Next Generation 911 (NGEN 911), Project, Phase #1 in the amount of \$982,297.08 to be funded by the NGEN 911 SOLGEN Grant received from the Ministry in May 2023; and

THAT Council authorize the Mayor and Clerk to execute an agreement with Owen Sound Police Services Board for the provision of a NGEN 911 Call Handling Hosted Solution; and

THAT Council authorize staff to enter into an agreement with Frontline Communications to provide consulting services to assist in the NGEN 911 transition and connection with hosted platform to current "Crisys" Computer Aided Dispatch consoles.

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

CARRIED 4-0 on a recorded vote

Chair Fullarton asked for staff to speak to the relationship with Owen Sound and their role in the contract.

Chief Paul explained that the Owen Sound Police host the server technology components and feed municipalities the data and signals for call distribution.

Councillor Deery noted that funds received through the grant were more than required and asked if there are ways to use up those remaining funds.

Chief Paul, the grant applied for was time sensitive and the money allocation received was based on population. At this time, they have not forecasted any other use of the funds, but they are in constant contact with CAD. There are two other phases for additional funding they expect to access as well.

4. 2023-85
Generator Replacement Fire Stations 1 & 2

Moved by: Mayor Wren

THAT Council approves the purchase of one (1) replacement 125kW Cummins Generator for \$103,325.60 (with net HST) for Station #2 at 360 Laurier Blvd;

THAT Council approves the purchase of one (1) 80kW Cummins Generator for \$80,910.95 (with net HST) for Station #1 at 61 Perth Street, and;

THAT Staff prepare a Tender Package for the installation of both generators, and;

THAT Staff prepare a follow-up report to council outlining the installation tender results with the overage being funded by the gas tax (estimated at \$83,000).

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

CARRIED 4-0 on a recorded vote

Mayor Wren asked why the funding decision cannot be made until 2024.

Chief Paul, the expenditure was over because the cost of the generators went up by \$21,000 by the time they requested them. They were hoping to start the project months ago, but the lead time for purchasing a new generator is now 12 months due to supply chain issues. They don't have a generator at one station, and the generator at station two is 33 years old and provides the backup for the dispatch center. They wanted to get the generators ordered now and will provide a more accurate figure for the cost of installation when the time comes.

Mayor Wren asked confirmation that they will be approving the overage, but may not spend the money until 2024.

S. MacDonald stated that the \$83,000 needs a funding source so they have it on record. Next year they will look at other opportunities for funding.

Chief Paul did make note of an incorrect cost listed on page 4 of the report.

L. Ferguson confirmed that in her calculations, she used the correct cost.

5. 2023-77
Parks Bucket Truck Procurement

Moved by: Councillor Deery

THAT Council approve the purchase of a Terex forestry bucket truck from Custom Truck for a cost including net HST and USD exchange rate not to exceed \$245,000, and

THAT Council approve an increase to the approved capital budget from \$200,000 to \$245,000, and

THAT the additional funds required to complete the purchase be funded by Debt.

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

CARRIED 4-0 on a recorded vote

Councillor Wales asked why a new truck was opted for, opposed to a used truck.

P. Wood, other options were explored, but new trucks come with warranty, and without concern over previous issues with the vehicle. The hope is that the cost of purchasing a new vehicle would save money overall, in terms of upgrades, repairs, and cost to source the vehicles.

Mayor Wren asked what the expected life span of this vehicle is.

P. Wood replied, they are expecting a minimum life span of 10 years. This truck will be used for specific services and seasonally, which should result in less wear and tear on the asset.

6. 2023-80
Facilities Roofing Project
Fire Station #1

Moved by: Councillor Hobbs

THAT Council approve the award of the contract to replace roof section 1 of Brockville Fire Station #1 for a total cost \$132,008.16, and

THAT Council approve an additional \$32,009 funded by debt to fund the budget shortfall.

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

CARRIED 4-0 on a recorded vote

Mayor Wren clarified that there will be \$13,000 in savings overall due to a reduced cost in the Library roof repairs.

P. Wood confirmed yes.

7. 2023-82
Break Open Lottery Licence fee - request for relief

Moved by: Councillor Deery

THAT Council approve a one-time lottery licence fee reduction of 2%, for the Brockville General Hospital Volunteer Association, therefore setting the fee at 1% of the prize board.

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

CARRIED 4-0 on a recorded vote

8. 2023-79
Transit Bus Procurement

Moved by: Mayor Wren

THAT Council approve the purchase of two transit buses at a cost of \$311,788.20 from Girardin Ontario Inc., and

THAT Council approve funding a budget shortfall of \$31,043.06 to complete the purchase of the buses.

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

CARRIED 4-0 on a recorded vote

Councillor Wales asked for a brief overview of automated fare systems.

P. Wood explained the ISIP grant spoke to buying one bus per year, for the allocated years, and to upgrade and outfit the buses with the required technology. The current system in Brockville has cash and paper fares. With automated payments they will be able to compile data, and identify user needs and patterns easier to determine the needs of the system.

9. 2023-90
Reconstruction of Sherwood Street - Contract# 23-0007

Moved by: Mayor Wren

THAT Council approve the tender from Ken Miller Excavating for the Reconstruction of Sherwood Street in the amount of \$1,125,978.40 (including net HST); and

THAT Council approve an additional \$37,515.47 from the OCIF Fund.

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

CARRIED 4-0 on a recorded vote

10. 2023-91
Concrete Sidewalk & Curb Reconstruction on City Streets

Moved by: Councillor Hobbs

THAT Council approve the tender from Ken Miller Excavating for Concrete Sidewalk and Curb Reconstruction in the amount of \$17,647.72 (including net HST).

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

CARRIED 4-0 on a recorded vote

Councillor Wales asked how many sidewalks will this cover and what are the locations?

P. Raabe, they will be focusing on larger sections of sidewalk, a block or half a block. He is unsure of the total amount and exact locations, but will bring this information to Council next week.

11. 2023-92
Residential Backwater Sanitary Valve Protection Program

Moved by: Councillor Deery

THAT Council approve a Backwater Valve Grant program, and;

THAT it be funded by the Wastewater Working Capital Operations Reserve.

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

CARRIED 4-0 on a recorded vote

Chair Fullarton asked if there is any way to alert residents that the valve is closed?

P. Raabe stated no, there is no alarm on the system. Residents will need to be aware of heavy rain events, and will be advised to not use their lines during these events.

8. INFORMATION ITEMS

All matters listed as Information Items are considered to be routine and will be enacted by one motion. Should a Committee member wish an alternative action from the proposed recommendation, they shall request that this matter be moved to "separate" the item.

Moved by: Councillor Hobbs

THAT the following Information Items be received and passed by Consent Agenda:

CARRIED

1. Integrity Commissioner Services
Annual Report 2022
2. 2023-57
Council Compensation
3. 2023-78
Municipal Accommodation Tax - 2023 Quarter 1 Update
4. 2023-88
Project 230018 Public Works Plow Truck - Completed Procurement
5. 2023-87
Project 230020 Parks Mower - Completed Procurement
6. 2023-89
Project 230044 Public Works Street Sweeper - Completed Procurement

9. NEW BUSINESS FROM COMMITTEE MEMBERS

1. Support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

Moved by: Mayor Wren

THAT Brockville City Council express its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act which would require the

code of conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities and local boards to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement; and

THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing and MPP Leeds–Grenville–Thousand Islands and Rideau Lakes.

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

CARRIED 4-0 on a recorded vote

10. **COMMITTEE CONSENT AGENDA**

Moved by: Councillor Hobbs

THAT the following items as recommended by the General Committee be placed on the Consent Agenda:

1. 2023-83
Canada Day Fireworks Display
2. 2023-86
Municipal Twinning Agreement Policy
3. 2023-81
Next Generation 911 (NGEN 911) Grant Allocations/ Expenditures in Partnership with Brockville Police Services
4. 2023-85
Generator Replacement Fire Stations 1 & 2
5. 2023-77
Parks Bucket Truck Procurement
6. 2023-80
Facilities Roofing Project
Fire Station #1

- 7. 2023-82
Break Open Lottery Licence fee - request for relief
- 8. 2023-79
Transit Bus Procurement
- 9. 2023-90
Reconstruction of Sherwood Street - Contract# 23-0007
- 10. 2023-91
Concrete Sidewalk & Curb Reconstruction on City Streets
- 11. 2023-92
Residential Backwater Sanitary Valve Protection Program

CARRIED

11. **MEDIA QUESTION PERIOD**

12. **ADJOURNMENT**

Moved by: Councillor Deery

THAT the General Committee adjourn its meeting until the next regular meeting scheduled for June 20, 2023.

CARRIED

The meeting adjourned at 5:39 p.m.