

Finance, Administration & Operations Committee

Tuesday, March 20, 2018, 4:30 pm
City Hall, Council Chambers

COMMITTEE MINUTES

Committee Members:

Councillor J. Fullarton, Chair
Councillor T. Blanchard
Councillor P. Deery (late 4:55 pm)
Councillor J. Earle
Mayor D. Henderson, Ex-Officio

Staff:

B. Casselman, City Manager
C. Cosgrove, Director of Operations
D. Dick, Director of Corporate Services
M. Locke, Supervisor of Transportation Services
S. MacDonald, City Clerk
P. Raabe, Director of Environmental Services

The Chair called the meeting to order at 4:30 pm.

DISCLOSURE OF INTEREST

Nil.

STAFF REPORTS

1. 2018-031-03
Use of Corporate Resources for Election Policy

Moved by: Councillor Blanchard

THAT the Use of Corporate Resources for Elections Policy (attached as Schedule A) be approved: and

THAT staff be authorized to amend any other policies as necessary to ensure consistency.

CARRIED

2. 2018-032-03
Tender 2018-02
Purchase of two 4 Wheel Drive with Plow and one two Wheel Drive
3/4 Ton Pick-up Trucks

Moved by: Councillor Henderson

THAT Council authorize the purchase of three $\frac{3}{4}$ ton pick-up trucks (two 4-wheel drive with plow and one 2-wheel drive without plow) from Beattie Dodge Chrysler Jeep Limited, Brockville, Ontario, in the amount of one hundred thirty-two thousand two hundred fourteen dollars and fifty-two cents (\$132,214.52); and

THAT the necessary funds be expensed from the Fleet Capital Accounts 07-5-892003-2010 and 07-5-892004-2010.

CARRIED

Councillor Earle asked about the bids which were rejected because of the size of the cab for taller drivers. C. Cosgrove explained that some auto manufacturers have reduced the size of the cab eliminating the ability to move the seat back to accommodate taller drivers. He confirmed that the tender documents contained a specific measurement.

3. 2018-034-03
Risk Management Official and Inspector Services

Moved by: Councillor Blanchard

THAT Council authorize the Mayor and City Clerk to enter into an agreement with Cambium Incorporated to provide Risk Management Official and Inspector services as outlined under Part IV of the Clean Water Act, 2006, for a three year period ending December 31, 2020 as part of the Cataraqui Source Protection Plan.

CARRIED

4. 2018-035-03
2017 Council Remuneration & Expenses

Moved by: Mayor Henderson

THAT Council receive the Treasurer's Report on 2017 Remuneration and Expenses for Members of Council and Board Members appointed by the City [Attachment 1 to Report # 2018-035-03].

CARRIED

5. 2018-036-03
Request for Approval to use Funds
Public Meeting Waterfront Adhoc Committee

Moved by: Mayor Henderson

THAT Council authorize the Waterfront Adhoc Committee to spend a maximum of \$2,000 for display boards and other materials for the Waterfront Action Plan Public Open House.

CARRIED

Councillor Blanchard inquired if the Waterfront Action Plan would include costs of projects? Councillor Fullarton confirmed that the report would include the costs of projects.

6. 2018-037-03
Committee of Council - Terms of Reference

Moved by: Councillor Blanchard

THAT Council adopt the generic Terms of Reference for Committees of Council as outlined in Schedule A of Report 2018-037-03.

CARRIED

7. 2018-038-03
Operation of City-owned Food Service Facilities

Moved by: Mayor Henderson

THAT the contract with Andrew Neeteson for the operation of the canteen at Blockhouse Island be extended to October 15, 2018, at a rate of \$1,250 per month plus 15% of vending machine revenues.

CARRIED

FAO - CONSENT AGENDA

Moved by: Councillor Blanchard

THAT the following items be placed on the Consent Agenda:

1. 2018-031-03
Use of Corporate Resources for Election Policy
2. 2018-032-03
Tender 2018-02 Purchase of two 4 Wheel Drive
with Plow and one two Wheel Drive 3/4 Ton Pick-up Trucks
3. 2018-034-03
Risk Management Official and Inspector Services
4. 2018-035-03
2017 Council Remuneration & Expenses
5. 2018-037-03
Committee of Council - Terms of Reference
6. 2018-038-03
Operation of City-owned Food Service Facilities

CARRIED

MOTION TO MOVE INTO CLOSED SESSION (5:56 pm)

Moved by: Councillor Blanchard

THAT pursuant to Municipal Act, 2001, Section 239, Sub. 2, (c), the Committee resolve itself into Closed Session to consider:

1. a proposed or pending acquisition or disposition of land by the municipality or local board;

CARRIED

REPORT OF THE COMMITTEE FROM CLOSED SESSION (6:18 pm)

Moved by: Councillor Earle

THAT the FAO Committee rise from Closed Session without reporting.

CARRIED

ADJOURNMENT

Moved by: Councillor Deery

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for April 17, 2018.

CARRIED

The meeting adjourned at 6:18 pm.