



City of Brockville General Committee Minutes

4:30 PM - Tuesday, October 17, 2023

City Hall, Council Chambers

The General Committee meeting was called to order on Tuesday, October 17, 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, Councillor Louise Severson, and Ex-Officio Matt Wren
Regrets:	Nil.
Others:	Nil.
Staff:	Yanick Beaudin, Supervisor of Public Works, Lynda Ferguson, Director of Finance & IT Services, Matthew Locke, Supervisor Transportation and Fleet Services, Sandra MacDonald, City Manager/City Clerk, Lynn Murray, Acting City Clerk, Peter Raabe, Director of Engineering & Infrastructure Services, Travis Raison, Project and Asset Coordinator, and Natalie Wood, Museum Curator/Director

LAND ACKNOWLEDGEMENT STATEMENT

CHAIR'S REMARKS

Chair Fullarton invited Councillor Deery to share his thoughts on a production he had attended this past weekend. Councillor Deery offered praise to all the participants of the recent show at the Brockville Art Centre, "School of Rock". Councillor Deery said the show was fantastic he offered kudos to all involved and added that even his colleague Councillor Wales participated. Councillor Deery stated that this is great entertainment to have for a city of our size.

DISCLOSURE OF INTEREST

Nil.

DELEGATIONS AND PRESENTATIONS

1. Para Transit Service

S. Marshall addressed the committee regarding changes that are being made to the para-transit service.

2. Brockville Sports Dome

M. Adamcryck introduced his two colleagues, Matt Boyd and Dr. Tyler who were both in attendance this evening. M. Adamcryck reviewed his presentation for the committee which is in support of the sports dome project.

CORRESPONDENCE AND COMMUNICATIONS

Nil.

REPORTS FROM BOARDS AND COMMITTEES

Nil.

STAFF REPORTS

1. 2023-196
Brockville Sports Dome

Moved by: Councillor Deery

THAT Council direct staff to negotiate a Partnership Agreement with Brockville Sports Dome; and

THAT the Partnership Agreement be brought back to Council for final approval.

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

CARRIED 5-0 on a recorded vote

Councillor Deery asked what it would cost to move the soil from one field to another. Staff offered to report back at next week's Council meeting.

2. 2023-181
Property Lease
Museum Offsite Storage

Moved by: Councillor Hobbs

THAT Council approve the additional expenditure of \$4,400 to the museum's 2023 operating budget to be funded by a donation from the Friends of the Brockville Museum to offset the increase in leasing costs for 2023; and

THAT the Mayor and Clerk be authorized to execute the required lease agreement for obtaining a new offsite warehouse lease on Strowger Blvd. for the museum collection.

CARRIED, AS AMENDED ON A LATER VOTE

Motion to Amend

Moved by: Mayor Wren

THAT the funds not be funded by the Friends of the Brockville Museum but instead be subsidized by Fiscal Policy Reserve.

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

CARRIED 5-0 on a recorded vote

Amended Motion

Moved by: Mayor Wren

THAT Council approve the additional expenditure of \$4,400 to the museum's 2023 operating budget to be funded by Fiscal Policy Reserve to offset the increase in leasing costs for 2023; and

THAT the Mayor and Clerk be authorized to execute the required lease agreement for obtaining a new offsite warehouse lease on Strowger Blvd. for the museum collection.

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

CARRIED AS AMENDED 5-0 on a recorded vote

3. 2023-194
Reallocation of funding to Station 1 assessment

Moved by: Councillor Severson

THAT Council authorize the reallocation of the funding designation of \$19,000 for a female washroom at Fire Station No. 1 for a building assessment at the same location.

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

CARRIED 5-0 on a recorded vote

4. 2023-193
Water Systems Division - Pickup Truck Purchase

Moved by: Mayor Wren

THAT Council approve the purchase of a 3500HD 4WD Double Cab Chevy Silverado from Gan Chev Olds in the amount of \$72,212.99 (including net HST); and

That Council approve the additional expenditure of \$37,112.99 to be funded from the Wastewater Rate Working Capital Operations Reserve.

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

CARRIED 5-0 on a recorded vote

5. 2023-189
Paratransit - Vehicle Procurement

Moved by: Councillor Deery

THAT Council approve the following customized accessible vehicles for Brockville Paratransit:

- One (1) Custom Toyota Sienna Hybrid with side deploying access ramp
- One (1) Custom Ram 2500 Promaster with side deploying access lift

and;

THAT Council approve the purchase of the two (2) proposed vehicles from Universal Motion at a total cost of \$186,785 funded by debenture in accordance with the approved in-house paratransit service plan.

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

Against: Councillor Severson

CARRIED 4-1 on a recorded vote

Motion to Amend

Moved by: Councillor Severson

THAT Council approve the following customized accessible vehicles for Brockville Paratransit:

- Two (2) Custom Ram 2500 Promaster with side deploying access lifts be procured; and

THAT the Custom Toyota Sienna Hybrid with side deploying access ramp not be purchased.

For: Councillor Severson

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

DEFEATED 1-4 on a recorded vote

6. 2023-177
Brockville Tourism Corporation

Moved by: Councillor Hobbs

THAT Council adopt Policy POL.F.23.182, Asset Transfer Policy - Brockville Tourism Corporation Attachment 1); and

THAT Council approve the proposed articles of incorporation, NUANs searches, organization resolutions, by-law minute book register and final Memorandum of Understanding for the incorporation of Brockville Tourism Corporation (Attachment 2); and

THAT the Mayor and City Clerk be authorized to execute a Memorandum of Understand Agreement (included in Attachment 2), between the Corporation of the City of Brockville and Brockville Tourism Corporation; and

THAT the Mayor and City Clerk be authorized to execute operational agreements of mutual interest, as required, between the Corporation of the City of Brockville and Brockville Tourism Corporation.

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

CARRIED 5-0 on a recorded vote

7. 2023-195
Utility Locating Instrument Replacement

Moved by: Councillor Severson

THAT Council approve the purchase of a replacement utility locating instrument and related components for a cost not to exceed \$9,689.61; and

THAT Council approve funding of the purchase using the surplus from the 2023 engineering plotter replacement capital project.

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

CARRIED 5-0 on a recorded vote

8. 2023-179
2023/2024 Winter Maintenance Policy Update

Moved by: Mayor Wren

THAT the Winter Maintenance Policy appendix and schedules for roadway and sidewalk routes and priorities be amended as attached; and

THAT the Winter Maintenance Policy be amended, as indicated in the attached appendix and schedules, to include prescribed maintenance for the addition of Adley Dr. extension, Dowsley Cres., Douglas

Marshall Cres., Tekamp Terrace, Shearer St. extension and Reynolds Park parking lot; and,

THAT the Winter Maintenance Policy be amended to remove reference to public messaging through twitter social media platform; and,

THAT Council enact any necessary by-laws.

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

CARRIED 5-0 on a recorded vote

9. 2023-180
Brock Trail Project - Brock St. to Perth St. Reconstruction - Project Reconciliation

Moved by: Councillor Deery

THAT Council approve funding the Brock St. to Perth St. reconstruction project cost overrun with donations fundraised by the Brock Trail Committee; and

THAT Council approve the reassignment of the Brock St. to Perth St. funding source, supplementing CCBF funding with tax levy funding in the amount of \$32,000 as outlined in the report, to maximize the utilization of ATF grant funding for this project.

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

CARRIED 5-0 on a recorded vote

10. 2023-187
Brock Trail Project
Phase II Front Ave. to Central Ave. - Project Reconciliation

Moved by: Councillor Hobbs

THAT Council approve funding the Front Ave. to Central Ave. Phase II project shortfall with donations fundraised by the Brock Trail Committee; and

THAT Council approve the total donations allocated to the project meet the minimum contribution requirement to maximize the ATF grant funding.

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

CARRIED 5-0 on a recorded vote

11. 2023-184
William Street Overpass Rehabilitation

Moved by: Councillor Severson

THAT staff prepare a capital business case for the rehabilitation of the William Street overpass for Council consideration during the 2024 capital budget.

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

CARRIED 5-0 on a recorded vote

12. 2023-175
Brockville Cemetery - By-law Amendments

Moved by: Mayor Wren

THAT Council receive Report 2023-175, with proposed amendments to the Cemetery By-law for the maintenance, management, regulation, and control of the Brockville Cemetery; and

THAT Council amend Cemetery By-Law 042-2021.

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

CARRIED 5-0 on a recorded vote

13. 2023-185
Procurement Policy Update

Moved by: Councillor Deery

THAT Report 2023-185 Procurement Policy Update be received; and
THAT Policy POL.F.20.139 Procurement Policy be updated
accordingly.

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

CARRIED 5-0 on a recorded vote

14. 2023-188
Budgetary Control Policy Update

Moved by: Councillor Hobbs

THAT Report 2023-167 Budgetary Control Policy Update be received;
and

THAT Policy POL.F.20.181 Budgetary Control Policy be updated
accordingly.

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

CARRIED 5-0 on a recorded vote

15. 2023-183
Encroachment Agreement - 9 Ormond Street

Moved by: Councillor Severson

THAT Council authorize the Mayor and Clerk to execute an
encroachment agreement with Christine Davis, for the encroachment
of stone retaining wall to a maximum of 2.4 metres (7.18 ft.) onto
the Ormond Street road allowance for the property located at 9
Ormond Street, Brockville.

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

CARRIED 5-0 on a recorded vote

NEW BUSINESS FROM COMMITTEE MEMBERS

Nil.

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.

Mayor Wren requested that Staff Report No. 2023-186 be referred to the General Committee meeting of November 21st and that staff be asked to speak to the report.

Moved by: Mayor Wren

THAT the following Information Items be passed by Consent Agenda:

CARRIED

1. 2023-186
Brockville Arts Centre - Programming Update

THAT Staff Report 2023-186 be received for information.

2. 2023-178
Airport fuel system installation
Project 230049 - Completed Procurement
3. 2023-190
Update of Diversity, Equity and Inclusion Program

COMMITTEE CONSENT AGENDA

Moved by: Councillor Deery

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

1. 2023-181
Property Lease Museum Offsite Storage
2. 2023-194
Reallocation of funding to Station 1 assessment

3. 2023-193
Water Systems Division - Pickup Truck Purchase
4. 2023-177
Brockville Tourism Corporation
5. 2023-195
Utility Locating Instrument Replacement
6. 2023-179
2023/2024 Winter Maintenance Policy Update
7. 2023-180
Brock Trail Project - Brock St. to Perth St. Reconstruction - Project Reconciliation
8. 2023-187
Brock Trail Project Phase II Front Ave. to Central Ave. - Project Reconciliation
9. 2023-184
William Street Overpass Rehabilitation
10. 2023-175
Brockville Cemetery - By-law Amendments
11. 2023-185
Procurement Policy Update
12. 2023-188
Budgetary Control Policy Update
13. 2023-183
Encroachment Agreement - 9 Ormond Street
14. Information items
 1. 2023-178
Airport fuel system installation
Project 230049 - Completed Procurement
 2. 2023-190
Update of Diversity, Equity and Inclusion Program

CARRIED

MEDIA QUESTION PERIOD

ADJOURNMENT

Moved by: Councillor Hobbs

THAT the General Committee adjourn its meeting until the next regular meeting scheduled for November 21, 2023.

CARRIED

The meeting adjourned at 6:48 pm.