



Finance, Administration & Operations Committee

Tuesday, November 18, 2014, 4:15 pm
City Hall, Council Chambers

COMMITTEE MINUTES

Committee Members:

Councillor J. Fullarton, Chair
Councillor T. Blanchard
Councillor L. Bursey
Councillor J. Earle (*entered meeting 4:35 pm*)
Mayor D. Henderson, Ex-Officio

Regrets:

Councillor J. Baker

Staff:

Ms. V. Baker, Clerk's Secretary (Recording Secretary)
Mr. B. Casselman, City Manager
Ms. L. Ferguson, Manager of Finance
Ms. S. MacDonald, City Clerk
Mr. P. McMunn, Supervisor of Transportation Services
Mr. P. Raabe, Director of Environmental Services
Ms. L. White, Manager of Strategic Initiatives

The Chair called the meeting to order at 4:21 pm.

DISCLOSURE OF INTEREST

Nil.

DELEGATION(S) AND PRESENTATION(S)

1. Revitalization of Rotary Park - Request for Funding
Mr. Brent Collett, Chairman, Revitalization of Rotary Park Committee

Moved by: Councillor Blanchard

THAT the request from the Revitalization of Rotary Park for \$200,000 over 4 years be forwarded for consideration in the 2015 budget deliberations.

CARRIED

Mr. Collett provided an update of the Revitalization of Rotary Park.

Mr. Collett explained that Phase 3 construction would potentially include a pump track, picnic tables, exercise stations and an overall beautifying of that section. The plan also includes installing a roof over the rotary pad. He explained that it would help prevent melting of the ice during the winter months and would allow for use on rainy days.

He stated that Phase 3 is estimated at \$700,000 and the committee was asking the City for a contribution of \$200,000 over four years. Additional funds would be derived from fund raising and foundation grants.

Councillor Fullarton asked if these new areas would meet the requirements of the AODA Design of Public Spaces regulation. Mr. Collett confirmed that they would.

Councillor Earle entered the meeting.

CORRESPONDENCE

1. Save The River
The Upper St. Lawrence Riverkeeper

Moved by: Councillor Bursey

THAT the correspondence from the Upper St. Lawrence Riverkeeper dated October 7, 2014 regarding the International Joint Commission's Lake Ontario-St. Lawrence River Plan 2014 be received.

CARRIED

STAFF REPORTS

1. 2014-110-10
Request for No Parking
For Restricted Times on Charlotte Place

Moved by: Councillor Blanchard

THAT parking be prohibited from November 1 to March 31 from 7:00 am to 2:00 am on the south side of Charlotte Place from Ormond Street to 134 m east of Ormond Street; and

THAT parking be prohibited from November 1 to March 31 from 7:00 am to 2:00 am on the north side of Charlotte Place from 105 m east of Ormond Street to 125 m east of Ormond Street; and

THAT Schedule "2" Subsection 74 of By-law 119-89 is amended accordingly.

CARRIED

Mr. McMunn spoke to the report.

2. 2014-113-10
Community Strategic Plan
Progress Update

Moved by: Councillor Bursey

THAT the contents of Report 2014-113-10 Community Strategic Plan be received for information purposes.

CARRIED

Councillor Fullarton expressed concern regarding not meeting the carbon footprint baseline as set out in the Strategic Plan. Ms. White explained the original baseline was established before the reconstruction of the Pollution Control Plant. The updated plan will show the baseline adjustment.

Finance, Administration & Operations Committee Minutes
Tuesday, November 18, 2014

3. 2014-119-11
Airport Management Contract

Moved by: Councillor Bursey

THAT Council accept the proposal from Brock Air Services Limited to extend the current Airport Management Contract for the three year period commencing on January 1, 2015 and completing on December 31, 2017, with the 2015 contract price being \$109,966.55 plus HST, and a 3% annual increase for the following two years.

CARRIED

4. 2014-121-11
2015 Interim Tax Levy
and Establishment of Due Dates

Moved by: Mayor Henderson

THAT Council authorize the City to impose its 2015 interim tax levy with a due date of February 27th, 2015; and

THAT Council establish the due date of August 28th, 2015 for the second and final tax levy for 2015; and

THAT the necessary by-law be enacted.

CARRIED

Councillor Fullarton asked why the tax due date of August 28 had been chosen. Ms. Ferguson stated that it helps staff in processing the payments. Ms. Ferguson informed the committee that notices are placed in the local newspapers and on the radio of tax due dates.

Councillor Bursey feels that the date could be problematic to some people as to pension cheques that are only received on the last day of the month.

Councillor Blanchard asked the time period between when the tax payers receive their tax bill and the due date. Ms. Ferguson explained that municipalities are required to send out the tax bills 21 days prior to the due date.

Mayor Henderson said that he would like some feedback on changing the due date to the end of the month.

Finance, Administration & Operations Committee Minutes
Tuesday, November 18, 2014

5. 2014-122-11
2014 Interim Variance Report

Moved by: Councillor Blanchard

THAT Council receives the Interim Variance Report as of September 30, 2014, Report No. 2014-122-11, for information purposes.

CARRIED

NEW BUSINESS

Nil.

FAO - CONSENT AGENDA

Moved by: Councillor Earle

THAT the following items be placed on the consent agenda:

1. 2014-110-10
Request for No Parking for Restricted Times – Charlotte Place
2. 2014-113-10
Community Strategic Plan Progress Update
3. 2014-119-11
Airport Management Contract
4. 2014-122-11
2014 Interim Variance Report
5. Save The River
The Upper St. Lawrence Riverkeeper

MOTION TO MOVE INTO CLOSED SESSION (5:06 p.m.)

Moved by: Mayor Henderson

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

1. personal matters about an identifiable individual, including municipal or local board employees;

CARRIED

REPORT OF THE COMMITTEE FROM CLOSED SESSION (5:32 p.m.)

Moved by: Councillor Blanchard

THAT the FAO Committee rise from Closed Session and the Chairman report that all recommendations adopted in the Closed Session be adopted.

CARRIED

ADJOURNMENT

Moved by: Councillor Bursey

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for December 3, 2014.

CARRIED

The meeting adjourned at 5:33 p.m.