



# City of Brockville General Committee Minutes

4:30 PM - Tuesday, January 17, 2023

Hybrid/Virtual Meeting

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The General Committee meeting was called to order on Tuesday, January 17, 2023, at 4:30 PM, in the Hybrid/Virtual Meeting, with the following present:

<b>Members Present:</b>	Chair Jane Fullarton, Councillor Philip Deery, Councillor Katherine Hobbs, Councillor Louise Severson, and Ex-Officio Matt Wren
<b>Regrets:</b>	Nil.
<b>Others:</b>	Cameron Wales
<b>Staff:</b>	Cassidy Cameron, Committee Assistant, Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager/City Clerk, Peter Raabe, Director of Engineering & Infrastructure Services, Anne Shropshire, Manager, Cultural Services, and Phil Wood, Director of Operations

1. **LAND ACKNOWLEDGEMENT STATEMENT**

2. **CHAIR'S REMARKS**

Chair Fullarton welcomed everyone to the first General Committee meeting of the year. She explained that the City is doing a new meeting structure and that most things not related to planning will come through the General Committee.

3. **DISCLOSURE OF INTEREST**

Nil.

4. **DELEGATIONS AND PRESENTATIONS**

1. Brockville Tourism  
2022 Annual Report

Thomas Harder presented the Tourism Annual Report to the Committee.

*Councillor Wales arrived at 4:43 pm.*

5. **CORRESPONDENCE AND COMMUNICATIONS**

Nil.

6. **REPORTS FROM BOARDS AND COMMITTEES**

Nil.

7. **STAFF REPORTS**

1. 2023-5

Ernie Fox Quay - 2022 Season electrical rebate

Moved by: Councillor Hobbs

THAT Council approve a rebate in the amount equivalent of \$4.00 per foot to 2022 seasonal boaters of the Ernie Fox Quay harbour and;

THAT the rebate exclude seasonal boaters at the Ernie Fox Quay harbour who terminated their lease or have been issued part or full refunds and;

THAT the rebate be funded by the surplus in harbour electricity billing that resulted from no hydro being available during the 2022 boating season.

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

**CARRIED 5-0 on a recorded vote**

Mayor Wren asked if P. Wood could comment on whether electricity will be in place, especially in the latest docking installation, at Tunnel Bay this year.

P. Wood, Director of Operations, explained that all electrical units have been received and most of them have already been installed. He added that they try to time these repairs seasonally with warm weather; in the meantime, contracts have been established, process are initiated and they are prepared to be finished by May when the boating season begins.

Mayor Wren asked for further clarification on whether the problems, which precluded hydro at Ernie Fox Quay last year, will affect Tunnel Bay.

P. Wood replied that the infrastructure at Ernie Fox Quay was being upgraded to compliment the existing systems at Tunnel Bay, so they should not have the same problems with hydro this year.

2. 2022-226  
Retroactive Tax Adjustments due to Sewage Back Up  
Executive Condominium

Moved by: Councillor Severson

THAT Council authorize a reduction of the assessed values of the affected units (5 in total) of the Executive Condo Units retroactive to the date of the damage.

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

**CARRIED 5-0 on a recorded vote**

3. 2023-8  
Appointments to Boards and Committees Policy  
POL.A.23.149

Moved by: Councillor Deery

THAT Council adopt Policy POL.A.23.149 Appointments to Boards and Committees

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

**CARRIED 5-0 on a recorded vote**

Councillor Wales noted that the policy does not allow for members of city staff to sit on committees as voting members. He wanted to open this discussion to Council and hear feedback on the possibility of allowing members of city staff to serve on committees not directly related to their roles. Councillor Wales acknowledged that this may present as a conflict of interest.

Councillor Severson noted the differences between paid and unpaid roles of members who sit on committees and boards, furthering that paid staff sitting on volunteer boards is a conflict of interest. She asked the City Manager to provide comment.

S. MacDonald, City Manager, replied that there are two ways to look at this; that there might actually be conflicts of interest for staff members, as the committee might not know what staff are working on, and the perceived conflict of interest.

Councillor Severson stated that she is in opposition to this adjustment.

Chair Fullarton noted her agreeance with Councillor Severson and is not in favour of amending the policy.

Councillor Wales, thanked everyone for the discussion. Additionally, he asked for clarification on whether Canadian Citizenship had been removed as a requirement to sit on a boards, as it was not listed in the policy.

S. MacDonald explained that this policy does not include terms of references, but that requirements for Canadian Citizenship would be found in terms of reference for particular boards or committees.

4. 2023-10  
2022 November Variance

Moved by: Councillor Hobbs

THAT Council receives report SR2023-10, 2022 November Variance.

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

**CARRIED 5-0 on a recorded vote**

Councillor Severson asked for the Treasurer to confirm that the variance of water and wastewater could not be used against other budget items.

L. Ferguson, Director of Finance/Treasurer, confirmed that the City is not allowed to cross water and wastewater funds, they must be self funded and separate.

Chair Fullarton asked for more information about the Aquatarium deficit being related to insurance, noting the \$70,697 cost difference.

L. Ferguson stated that yes, insurance for the Aquatarium/the City overall did increase; the insurance increase accounted for the majority of, but not the full, deficit. She explained that the other problem with in kind was that \$60,000 was budgeted for and the total insurance costs were approximately \$102,000, not including other charges such as \$27,000 in water, which were charged against in kind services as well.

Chair Fullarton asked staff if budgets for in kind services will be adjusted in the future to account for this.

S. MacDonald replied that when the agreement was developed for the Aquatarium no escalation clause was included and that will be reviewed this year.

Mayor Wren noted the current report goes until November, but wanted to know if heavier snowfall in December was accounted for in the variance.

P. Wood explained that the surplus projected in winter maintenance specifically relates to snow removal and despite a few significant weather events in December, little snow removal was needed due to the warm weather that followed. He confirmed that they did account for increased use of salt and accounted for the projected labour trends; snow removal, which was the balance of the surplus was equivalently weighted towards the end of the year.

Councillor Severson asked the Treasurer for further clarification about the variances.

L. Ferguson explained that in the reports the year to date number only goes until November and the variance is an end of year projection; it is not a straight calculation because the year to date numbers do not include December.

S. MacDonald clarified that the final column should be read as 'projected year end surplus or deficit'.

**8. INFORMATION ITEMS**

Nil.

**9. NEW BUSINESS FROM COMMITTEE MEMBERS**

Nil.

10. **COMMITTEE CONSENT AGENDA**

Moved by: Councillor Severson

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

1. 2023-5  
Ernie Fox Quay - 2022 Season electrical rebate
2. 2022-226  
Retroactive Tax Adjustments due to Sewage Back Up  
Executive Condominium
3. 2023-8  
Appointments to Boards and Committees Policy  
POL.A.23.149
4. 2023-10  
2022 November Variance

**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 February 21, 2023.

**CARRIED**

*The meeting adjourned at 5:39 pm.*