



City of Brockville
Council Meeting Minutes
5:30 PM - Tuesday, April 25, 2023
City Hall, Council Chambers

The Council meeting was called to order on Tuesday, April 25, 2023, at 5:30 PM, in the City Hall, Council Chambers, with the following present:

**Members
Present:**

Mayor Matt Wren, Councillor Philip Deery, Councillor Jane Fullarton, Councillor Katherine Hobbs, Councillor Mike Kalivas, Councillor Nathalie Lavergne, Councillor Louise Severson, and Councillor Cameron Wales

Regrets:

Councillor Jeff Earle

Staff:

Cassidy Cameron, Committee Assistant, Sandra MacDonald, City Manager/City Clerk, and Anne Shropshire, Manager, Cultural Services

LAND ACKNOWLEDGEMENT STATEMENT

MAYOR'S REMARKS

Mayor Wren thanked everyone who was involved in the Brockville Community-Wide Clean-up last weekend. A record-breaking, 1200 volunteers signed up and almost 2000kg of litter were collected. His Worship thanked those on the Clean-up Committee, comprised of Lyndsay d'Entremont, Councillor Cameron Wales, Max Larocque, Mary Lynn Villeneuve, and Stephanie Dunbar; sponsors for the event, which included La Knapp Construction, CN Rail and Home Depot; and City Staff who cleaned up the parkette behind City Hall. Additionally, city staff continue to clean up after the winter, sweeping streets and sidewalks, weeding garden beds; they were thanked for their hard work in making the City look ready for summer.

His Worship thanked residents for their cooperation during the detours and road closures due to the Halleck's Road bridge demolition; the Operations team, Brockville Police and OPP were recognized for their great management. Congratulations were passed along to the Brockville Music Festival Committee for hosting their first event post-COVID. The festival opened on Sunday and will conclude next Tuesday evening at the Brockville Arts Centre. Tickets are available at the Box office for those who would like to attend.

Additionally, Mayor Wren announced that the United Way of Leeds and Grenville are hosting Community Conversations. The Brockville event is being held Thursday, April 27, 2023 from 6:30 to 8:30 pm at the Brockville Public Library.

DISCLOSURE OF INTEREST

Nil.

ADOPTION OF COUNCIL MINUTES

Moved by: Councillor Severson

THAT the minutes of the Council Meeting of April 11, 2023 be adopted and circulated as read.

CARRIED

CORRESPONDENCE, COMMUNICATION AND PETITIONS

1. Community Living Month
(Brockville and Area Community Living Association)

Moved by: Councillor Wales

THAT Council of the Corporation of the City of Brockville hereby proclaim the month of May 2023 Community Living Month in the City of Brockville; and

THAT the Community Living Flag be flown at Tunnel Bay for a week in May 2023.

CARRIED

2. Appointments to Board and Committees
(DBIA/MHC)

Moved by: Councillor Lavergne

THAT Council authorize the appointment of Jo Ann Allen, Russ Disotell, Ida Duc, Jay Martin, Evan McMurtry and Martin Reed to the Municipal Heritage Committee (term to expire November 14, 2026); and

THAT Abigail Kitsch be removed from the Downtown Brockville.

CARRIED

DELEGATIONS

1. Sherwood Park Manor
Request for Contribution Redevelopment and Expansion Project

Ken Durand and Alfred O'Rourke addressed Council regarding the upcoming redevelopment and expansion project planned for Sherwood Park Manor.

STAFF REPORTS

Nil.

GENERAL COMMITTEE

Councillor J. Fullarton, Chair
Councillors P. Deery, K. Hobbs, and L. Severson
Meeting held April 18, 2023

GENERAL - CONSENT AGENDA

Moved by: Councillor Fullarton

THAT the following items, as listed on the General Committee agenda are recommended by the Committee to be passed by Consent Agenda:

For: Mayor Wren, Councillor Deery, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, Councillor Severson, and Councillor Wales

CARRIED 8-0 on a recorded vote

1. **2023-58**
Amendment to Buskers By-law 019-2015

THAT By-law 019-2015 being a by-law to licence, govern and regulate Buskers in the City of Brockville be repealed and;

THAT a Council approve proposed changes for a new by-law and;

THAT the necessary bylaw be enacted.

2. **2023-66**

Update of Diversity, Equity and Inclusion

THAT report Update of Diversity, Equity and Inclusion, be received and the following be adopted:

1. THAT staff are directed to work with the City of Kingston and KEYS to develop a Diversity, Equity and Inclusion Program; and
2. THAT the Workplace Inclusion Charter be signed.

3. **2023-68**

Twinning Agreement Policy

THAT Council authorize staff to develop a Twinning Agreement Policy;

THAT the policy be brought back to Council for approval; and

THAT the City of Brockville immediately terminate its Social-Cultural Agreement with the Chitinsky District of the Zabaikalsky region of the Russian Federation.

4. **2023-56**

Capital Replacement of City Pickup Trucks

THAT Council approve \$80,000 to purchase one heavy duty 4x4 pickup truck with work accessories for the Public Works division funded by debenture, and

THAT Council approve \$80,000 to purchase one heavy duty 4x4 pickup truck with work accessories for the City Water division funded by the Water Reserve; and

THAT the purchases be made in accordance with the procurement policy.

5. **2023-62**

HVAC System 900 Admin Building Repairs – WPCC

THAT Council approve the quote from Industrial Electrical Contractors Brockville Limited for the repairs to the HVAC system of the WPCC Administration building in the amount of \$67,930 (including net HST); and

THAT Council approve an additional \$27,930 from Wastewater Working Capital Operations Reserve.

6. **2023-65**

Main Sewage Pump Station – Engineering Design Services

THAT Council approve the proposal from J.L. Richards for engineering design services for the design of the city's Main Pump Station located in Centeen Park in the amount of \$521,291.04 (including net HST); and

THAT Council approve an additional \$200,000 from the Wastewater Working Capital Operations Reserve.

7. **2023-61**

Landfill Gas Collection System Decommissioning

THAT Council approve the tender from Industrial Electrical Contractors Brockville Limited for the decommissioning of the landfill gas collection system in the amount of \$110,944.60 (including net HST); and

THAT Council approve an additional \$4,944.60 from the Fiscal Policy Reserve.

8. **2023-63**

Purchase of Automated Front Gate - WPCC

THAT Council approve the tender from Burchell's Fencing and Dixie Electric for the installation of an automated front gate in the amount of \$34,837.54 (including net HST).

9. **2023-64**

Purchase of 2500 Series Fleet Vehicles - WPCC

THAT Council approve the purchase of two (2), 2500 series trucks from Gananoque Chevrolet Buick GMC Cadillac in the amount of \$142,175 (including net HST); and

THAT Council approve an additional \$19,575 from the Wastewater Working Capital Operations Reserve.

10. **2023-59**

Amendments to Refreshment Cart By-law (052-2011)
Mobile Refreshment Vehicle 2023 trial program

THAT Council authorize the amendment to By-law 052-2011, a by-law to License and Regulate Refreshment Carts to include the operation of Mobile Refreshment Cart for the 2023 season.

GENERAL - REGULAR AGENDA

1. **2023-55**

Business Case for establishing a Municipal Services Corporation
Establishment of an internal Tourism Division

Moved by: Councillor Deery

THAT Council authorize staff to establish a Tourism Division within the Administration Department reporting to the Manager of Cultural Services;

THAT Council approve and adopt the Business Case Study for the creation of a Tourism Municipal Services Corporation;

THAT Council authorize staff to begin the process to incorporate a Tourism Municipal Services Corporation;

THAT costs (up to a maximum of \$25,000) associated with establishing a Municipal Services Corporation be funded from fiscal policy; and

THAT staff provide progress reports to the General Committee on a bi-monthly basis or as required.

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

Against: Councillor Kalivas and Councillor Lavergne

CARRIED 6-2 on a recorded vote

NEW BUSINESS - REPORT FROM MEMBERS OF COUNCIL

Nil.

UNFINISHED BUSINESS

Nil.

EMERGENCY BUSINESS

Nil.

BY-LAWS

1. 033-2023
A By-law to amend 003-2023 Being a By-law to Appoint Members to Various Boards and Commissions (DBIA/MHC)
2. 034-2023
A By-law to Levy \$40,899,432 and Impose Municipal and Education Rates for the Year 2023 and to Authorize the Levying thereof
3. 035-2023
A By-Law to impose Special Purpose Rates for the year 2023 and to authorize the levying thereof for the Downtown Brockville

READING OF THE BY-LAWS

Moved by: Councillor Kalivas
Seconded by: Councillor Hobbs

THAT By-laws Numbered 033-2023 to 035-2023 be introduced and the same be now read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

CONFIRMATORY BY-LAW

Moved by: Councillor Kalivas
Seconded by: Councillor Hobbs

THAT By-law Number 036-2023 to confirm the Proceedings of Council at its meeting held on April 25, 2023 be read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

MAYOR'S ANNOUNCEMENTS

MEDIA QUESTION PERIOD

ADJOURNMENT

Moved by: Councillor Kalivas
Seconded by: Councillor Hobbs

THAT Council adjourn its proceedings until the next regular meeting scheduled for May 9, 2023.

CARRIED

The meeting adjourned at 7:11 pm.