



## **Finance, Administration & Operations Committee**

Tuesday, October 21, 2014, 4:15 pm  
City Hall, Council Chambers

### ***COMMITTEE MINUTES***

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#### **Committee Members:**

Councillor J. Fullarton, Chair  
Councillor L. Bursey  
Councillor J. Earle  
Mayor D. Henderson, Ex-Officio

#### **Absent:**

Councillor J. Baker  
Councillor T. Blanchard

#### **Staff:**

Ms. V. Baker, Clerk's Secretary (Recording Secretary)  
Mr. B. Casselman, City Manager  
Mr. C. Cosgrove, Director of Operations  
Mr. D. Dick, Director of Corporate Services  
Mr. C. Dwyre, Fire Chief  
Mr. S. Fraser, Police Chief  
Ms. M. Pascoe Merkley, Director of Planning  
Ms. L. Murray, Deputy City Clerk  
Mr. P. Raabe, Director of Environmental Services

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The Chair called the meeting to order at 4:17 p.m.

### **DISCLOSURE OF INTEREST**

Nil.

### **DELEGATION(S) AND PRESENTATION(S)**

1. Aquatarium  
Mr. Tony Barnes

Mr. Barnes indicated that the cost of the Aquatarium is at this time approximately \$21,000,000 and they will fundraise privately for the additional costs.

He advised the committee that the Aquatarium will open Victoria Day 2015.

The Volunteer Bureau will be recruiting and training the volunteers.

Social media is being ramped up and posting regular news updates. He informed the committee that signage will be erected at the Thousand Islands Mall and the Brockville Shopping Centre and there will also be signage on the 401.

Mayor Henderson asked when the hand over would be to the City. Mr. Barnes stated that it would be a phased hand over and did not have a concrete date.

Councillor Fullarton asked if memberships would be available. Mr. Barnes confirmed they would and purchase of memberships and day passes will be available on-line.

Councillor Fullarton also asked if Council could have another tour of the facility to see the progress. Mr. Barnes said that yes it could be set up.

Mayor Henderson inquired when Council would see a regular financial report. Mr. Barnes stated that it would likely start January 2015.

### **CORRESPONDENCE**

Nil.

## **STAFF REPORTS**

1. 2014-106-10  
Water & Wastewater Systems  
Quarterly Report (Jul-Sep 2014)

Moved by: Councillor Bursey

THAT Report 2014-106-10 Water & Wastewater Systems Quarterly Report (Jul-Sep 2014) be received for information purposes.

CARRIED

2. 2014-109-10  
City Hall Window Retrofit

Moved by: Councillor Bursey

To apprise Council of the progress on the City Hall Window Retrofit project to date; and

To request that funding of \$250,000 for Budget Year 2015 and \$150,000 for Budget Year 2016 be considered to complete the City Hall Window Retrofit project.

Referred (2015 Capital Budget)  
As Amended on a Later Vote

### **Motion to Refer**

Moved by: Mayor Henderson

THAT this item be considered in the 2015 Capital Budget.

CARRIED

Councillor Fullarton asked what the pay back in investment would be. Ms. White stated that she did not have that number, but it should be a substantial energy savings as the current windows are very old and not energy efficient.

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3. 2014-111-10  
2014 Departmental Work Plan  
Third Quarter Report

Moved by: Mayor Henderson

THAT Council approve the 2014 Departmental Work Plans Third Quarter Report as outlined in Schedule 1, Report 2014-111-10.

CARRIED

4. 2014-112-10  
2013 Performance Measures

Moved by: Councillor Earle

THAT the 2013 Performance Measurement Reports (Attachments 1 and 2 to Report 2014-111-10) be received; and

THAT attachment 1 be authorized for publication on the City's website.

CARRIED

Councillor Fullarton stated that she would like to see a comparison of years that would show the progress etc. Mr. Casselman said that these numbers would also show trends in the different areas. Mayor Henderson stated that he agreed that these comparisons would be useful and that these figures were available on-line.

Mr. Dick will compile the information for the committee members.

5. 2014-099-10  
Brockville Gymnastics Academy  
Lease Renewal

Moved by: Councillor Bursey

THAT Council authorize the Mayor and Clerk to renew the lease of the building located at 10 Gilmour St. to the Brockville Gymnastics Academy for a five-year term to expire March 31, 2019, with an option to extend the lease for an additional five years at the mutual agreement of both parties.

CARRIED

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6. 2014-104-10  
Winter Maintenance Policy Amendments

Moved by: Councillor Earle

THAT the following sections of the Policy for Winter Maintenance Operations be amended as outlined in the Analysis section of this report:

- Schedule A – Roadway Snow Clearing System
- Schedules B1 & B2 – Sidewalk Snow Clearing System

THAT all costs incurred due to the recommended changes be charged to the associated winter maintenance accounts.

CARRIED, AS AMENDED ON A LATER VOTE

Motion to Amend

Moved by: Councillor Earle

THAT the Policy for Winter Maintenance Operations be amended to include Wildwood Crescent.

CARRIED

Amended Motion

Moved by: Mayor Henderson

THAT the following sections of the Policy for Winter Maintenance Operations be amended as outlined in the Analysis section of this report:

- Schedule A – Roadway Snow Clearing System
- Schedules B1 & B2 – Sidewalk Snow Clearing System

THAT the Policy for Winter Maintenance Operations be amended to include Wildwood Crescent; and

THAT all costs incurred due to the recommended changes be charged to the associated winter maintenance accounts.

CARRIED

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Mr. Cosgrove stated that the development on Wildwood Crescent has been paved and this needs to be added to this report.

Councillor Earle asked if that meant the City has accepted the sub-division.

Mr. Cosgrove said the agreement states that once the paving is completed the City is responsible to do winter maintenance on it.

7. 2014-115-10  
Ontario Municipal Cycling Infrastructure Program

Moved by: Councillor Bursey

THAT Council endorse a submission of comments in support of the proposed Ontario Municipal Cycling Infrastructure Program, with the addition of "Cycling Network Technical Audit" as an eligible expenditure under the Program.

CARRIED

8. 2014-116-10  
Variance Report  
August 31, 2014

Moved by: Mayor Henderson

THAT Council receives the Interim Variance Report as of August 31, 2014 Report No. 2014-116-10, for information purposes.

CARRIED

Mr. Dick explained that the negative balance will be reduced over the next few months as the year end draws nearer and will have more actual numbers.

**NEW BUSINESS**

Nil.

**FAO - CONSENT AGENDA**

Moved by: Councillor Bursey

THAT the following items be placed on the Consent Agenda:

1. 2014-106-10  
Water & Wastewater Systems – Quarterly Report (Jul – Sep 2014)
2. 2014-111-10  
2014 Departmental Work Plan Third Quarter Report
3. 2014-112-10  
2013 Performance Measures
4. 2014-099-10  
Brockville Gymnastics Academy Lease Renewal
5. 2014-115-10  
Ontario Municipal Cycling Infrastructure Program
6. 2014-116-10  
Variance Report – August 31, 2014

CARRIED

**MOTION TO MOVE INTO CLOSED SESSION (5:03 p.m.)**

Moved by: Councillor Earle

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 (5:16 p.m.)**

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

CARRIED

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**ADJOURNMENT**

Moved by: Councillor Earle

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for November 18, 2014.

CARRIED

The meeting adjourned at 5:18 p.m.