



City of Brockville

Finance & Administration Committee

Minutes

4:30 PM - Tuesday, July 19, 2022

Virtual Meeting

The Finance & Administration Committee meeting was called to order on Tuesday, July 19, 2022, at 4:30 PM, in the Virtual Meeting, with the following present:

Members Present: Councillor Larry Journal, Councillor Jeff Earle, and Councillor Nathalie Lavergne
Regrets: Member Jennifer O'Reilly and Mayor Mike Kalivas
Others: Councillor Cameron Wales and Councillor Matt Wren
Staff: Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager/City Clerk, Robert Nolan, Director of Economic and Development Services, and Emily MacKenzie, Finance & Cemetery Records Coordinator

1. CHAIR'S REMARKS

Councillor Journal welcomed committee members and staff to the meeting.

Councillor Journal instructed committee members that Staff Report SR2022-141 was pulled from the meeting agenda.

Councillor Journal reminded residents of the upcoming municipal election. Additional information is available on the City of Brockville website for candidates and voters. The deadline to file nomination papers is Friday August 19, 2022 at 2:00 pm.

2. DISCLOSURE OF INTEREST

Nil.

3. DELEGATIONS AND PRESENTATIONS

Nil.

4. CORRESPONDENCE & COMMUNICATIONS

Nil.

5. REPORTS FROM BOARDS AND COMMITTEES

Nil.

6. **STAFF REPORTS**

1. SR2022-146
Waiver of Building Permit Fee
"We Are the Change" - Employment + Education Centre

Moved by: Councillor Lavergne

THAT staff report 2020-146 be received, and;

THAT Council authorize a waiver of \$2,819.00 in Building Permit fees for the tiny home to be constructed in September 2022 as part of the "We Are the Change" program.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

2. SR2022-150
Filter Media Replacement – Water Treatment Plant

Moved by: Councillor Lavergne

THAT Council approve the tender from Continental Carbon Group for replacement of the granular activated carbon filter media at the Brockville Water Treatment Plant; and

THAT Council approve the additional required funding from the Water Rate Working Capital Reserve/Operating.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

3. SR2022-147
2022 Capital Project Status Report

Moved by: Councillor Lavergne

That Council receive report SR2022-147.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

Councillor Journal requested an update on the installation of a sidewalk on the eastern side of Centre Street be provided to the committee at the August meeting.

4. SR2022-142
Transition to In-Person Meetings

Moved by: Councillor Earle

THAT Council and Standing Committee meetings return to in person meetings commencing September 1, 2022, with only members of council and staff in Council Chambers and public participation be virtual.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

5. SR2022-151
Restart of Boards and Committee meetings

Moved by: Councillor Earle

THAT Council approve the plan for the restart of the boards and committees of council as outlined; and

THAT Council board and committee appointees whose terms expired on November 30, 2020 or November 30, 2021 be re-appointed with their terms to expire November 14, 2022.

THAT the necessary by-law be enacted.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

6. SR2022-149
Purchase of Canada Border Services Agency Building
Blockhouse Island

Moved by: Councillor Earle

THAT Council authorize the Mayor and City Manager to execute a Bill of Sale between Her Majesty the Queen in Right of Canada, as represented by the Minister of Public Safety and the Corporation of the City of Brockville for the purchase of the Canada Border Services Agency building located on Blockhouse Island.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**

1. Diversity, Equity and Inclusion
Plan of Action
(Councillor Wales)

Moved by: Councillor Lavergne

That staff explore the creation of a Plan of Action for an Inclusive Municipality; and

That staff refer to the attached guides and accompanying resources from the Coalition of Inclusive Municipalities; and

That staff report to the October 2022 Finance and Administration Committee meeting with recommended next steps.

For: Councillor Journal, Councillor Earle, and Councillor Lavergne

CARRIED 3-0 on a recorded vote

8. **FAC - CONSENT AGENDA**

Moved by: Councillor Lavergne

THAT the following items as recommended by the Finance and Administration Committee be placed on the Consent Agenda:

1. SR2022-146
Waiver of Building Permit Fee
"We Are the Change" - Employment + Education Centre
2. SR2022-150
Filter Media Replacement - Water Treatment Plant
3. SR2022-147
2022 Capital Project Status Report
4. SR2022-142
Transition to In-Person Meetings
5. SR2022-151
Restart of Boards and Committee meetings
6. SR2022-149
Purchase of Canada Border Services Agency Building
Blockhouse Island

CARRIED

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Councillor Earle

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for August 16, 2022.

CARRIED

The meeting adjourned at 5:22 pm.