



City of Brockville

Council Meeting Minutes

Tuesday, March 10, 2020
City Hall, Council Chambers

The Council meeting was called to order on Tuesday, March 10, 2020, at 6:00 PM, in the City Hall, Council Chambers, with the following present:

Members Present:

Mayor Jason Baker, Councillor Leigh Bursey, Councillor Jeff Earle, Councillor Jane Fullarton, Councillor Larry Journal, Councillor Mike Kalivas, Councillor Nathalie Lavergne, Councillor Cameron Wales, and Councillor Matt Wren

Regrets:

Nil.

Staff:

Jonathan Faurschou, Planner, Lynda Ferguson, Director of Finance, Janette Loveys, City Manager, Sandra MacDonald, City Clerk, Robert Nolan, Director of Economic Development, and Peter Raabe, Director of Environmental Services

MOTION TO MOVE INTO CLOSED SESSION (5:30 PM)

Moved by: Councillor Bursey

Seconded by: Councillor Lavergne

THAT pursuant to *Municipal Act*, 2001, Section 239 Sub. 2 (b) and (f), Council resolve itself Closed Session, closed to the public to consider:

1. personal matters about an identifiable individual, including municipal or local board employees;
2. advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

CLOSED MEETING STAFF REPORTS

REPORT OF THE CLOSED SESSION

Moved by: Councillor Wren

Seconded by: Councillor Bursey

THAT Council rise from the Closed Session without reporting.

CARRIED

MAYOR'S REMARKS

Mayor Baker noted that he attended a meeting with eight Mayors of municipalities in Leeds and Grenville to discuss flooding and water control. The group will continue to meet to be prepared for the anticipated spring floods and high-water levels.

His Worship sent congratulations to the Volunteer Bureau on Dancing Stars of Leeds and Grenville fundraising event held this past weekend. It was also mention that the Thousand Islands Film Festival which was hosted by Film Brockville, made a come back this weekend after a 14-year hiatus.

Special recognition was given to Neal Condron, Brockville native. Neal won several medals while completing in the cross-country skiing events at the Special Olympics Canada 2020 held in Thunder Bay at the end of February.

DISCLOSURE OF INTEREST

Councillor Wales declared a potential indirect pecuniary interest on Staff Report No. 2020-058, 2020 Budget – Final Levy, clauses 1, 2 and 4; and Staff Report No. 2020-055, Tourism Information and Stakeholder Services Contract as his employer may bid on and/or provide services in relation to projects funded by these approvals.

ADOPTION OF COUNCIL MINUTES

Moved by: Councillor Kalivas

THAT the minutes of the Council meetings of February 24, 2020 and February 25, 2020 be adopted and circulated as read.

CARRIED

CORRESPONDENCE, COMMUNICATIONS AND PETITIONS

1. National Epilepsy Awareness Day
(Epilepsy South Eastern Ontario)

Moved by: Councillor Bursey

THAT Council do hereby proclaim March 26th as National Epilepsy Awareness Day in the City of Brockville.

CARRIED

2. Appointments to Boards and Committees
(Cemetery/Heritage)

Moved by: Councillor Bursey

THAT Council authorize the appointment of Nicole Rodrigues to the Cemetery Board (term will expire November 30, 2023); and

THAT Linda Eyre be removed from Heritage Brockville; and

THAT the necessary by-law be enacted.

CARRIED

DELEGATIONS/PRESENTATIONS

1. Heritage Awards
(Heritage Brockville)

P. Bullock presented a Heritage Merit Award to Rob Thompson for his development of 48 King Street West in recognition of his foresight.

P. Bullock presented a Heritage Merit Award to Lucas Spencer, 1000 Island Brew Company in recognition of Architectural Conservation.

2. Zoning By-law Amendment – 550 King Street West

This request for delegation was withdrawn.

STAFF REPORTS

1. 2020-059
Adoption of Zoning By-law Amendment
550 King Street West

Moved by: Councillor Kalivas

THAT report Zoning By-law Amendment 550 King Street West, dated March 5, 2020, be received and the following be adopted:

1. THAT the application to amend Zoning By-law 050-2014 to rezone lands described as Part of Lot A and B, Lots 7, 9, 11, 13, 15 and 19, Reference Plan 28R-12326, Part of Lots 1, 2, 3 and 22, A and B, Registered Plan 206 and Part of Lot 16, City of Brockville, County of Leeds, from "I1-9-General Institutional Special Exception Zone" and "I1-10-General Institutional Special Exception Zone" to "I1-General Institutional Zone" be approved;
2. THAT the following supporting documents be accepted:
 - "Brockville Elementary School, Functional Servicing Report", prepared by WSP – A49 Architecture Inc., Project No./Ref. No. 179-00131-00, dated January 9, 2020;
 - "Plan of Survey, Part of Lot B and Part of Lots 7, 9, 11, 13 and 15, Registered Plan No. 206, City of Brockville, County of Leeds", prepared by Collett Surveying Ltd., dated 2020 (Draft); and
3. THAT no further Public Meetings be held; and
4. THAT the necessary by-law, be enacted.

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor Fullarton, Councillor Journal, Councillor Kalivas, Councillor Lavergne, Councillor Wales, and Councillor Wren

CARRIED 9-0 on a recorded vote

2. 2020-058
2020 Budget- Final Levy
[2020-058 A1 Corrected User Fee Pages](#)

Moved by: Councillor Journal

THAT report 2020-058, 2020 Budget – Final Levy dated March 10, 2020 be received and that the following be approved:

1. Brockville Arts Centre net budget of \$229,127; and
2. Balance of the 2020 allocation of Municipal Accommodation Tax be paid to the Brockville Chamber of Commerce in the amount of \$98,735 for a total of \$198,735; and,
3. 2020 User Fees listed on Attachment # 1 of Report 2020-058; and
4. Wayfinding Sign project for \$40,000 be funded from Fiscal Policy/2019 Surplus if it is not eligible for Federal Gas Tax funding; and
5. Brock Trail funding be capped at \$100,000 annually and funded out of Federal Gas Tax with no ratio; and,

THAT the net 2020 Tax Levy of \$36,571,631 be approved; and,

THAT the necessary bylaws be enacted.

For:

CARRIED ON A LATER VOTE

Mayor Baker noted that there were revised user fee pages on each members desk for consideration.

A copy of the changes is attached to the minutes.

Motion to Separate

Moved by: Councillor Wales

That items 1, 2 and 4 be separated from Staff Report No. 2020-058.

CARRIED

Moved by: Councillor Journal

THAT report 2020-058, 2020 Budget – Final Levy dated March 10, 2020 be received and that the following be approved:

3. 2020 User Fees listed on Attachment # 1, as amended of Report 2020-058; and
5. Brock Trail funding be capped at \$100,000 annually and funded out of Federal Gas Tax with no ratio; and,

THAT the net 2020 Tax Levy of \$36,571,631 be approved; and,

THAT the necessary bylaws be enacted.

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor Fullarton, Councillor Journal, Councillor Kalivas, Councillor Lavergne, Councillor Wales, and Councillor Wren

CARRIED 9-0 on a recorded vote

The vote on the first part of the motion was now taken, and the motion was carried.

Councillor Wales exited Council Chambers.

Moved by: Councillor Journal

1. Brockville Arts Centre net budget of \$229,127; and
2. Balance of the 2020 allocation of Municipal Accommodation Tax be paid to the Brockville Chamber of Commerce in the amount of \$98,735 for a total of \$198,735; and,
4. Wayfinding Sign project for \$40,000 be funded from Fiscal Policy/2019 Surplus if it is not eligible for Federal Gas Tax funding; and

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor Fullarton, Councillor Journal, Councillor Kalivas, Councillor Lavergne, and Councillor Wren

CARRIED 8-0 on a recorded vote

The vote on the second part of the motion was now taken, and the motion was carried.

The entire motion was carried as follows:

Moved by: Councillor Journal

THAT report 2020-058, 2020 Budget – Final Levy dated March 10, 2020 be received and that the following be approved:

1. Brockville Arts Centre net budget of \$229,127; and
2. Balance of the 2020 allocation of Municipal Accommodation Tax be paid to the Brockville Chamber of Commerce in the amount of \$98,735 for a total of \$198,735; and,
3. 2020 User Fees listed on Attachment # 1 of Report 2020-058; and
4. Wayfinding Sign project for \$40,000 be funded from Fiscal Policy/2019 Surplus if it is not eligible for Federal Gas Tax funding; and
5. Brock Trail funding be capped at \$100,000 annually and funded out of Federal Gas Tax with no ratio; and,

THAT the net 2020 Tax Levy of \$36,571,631 be approved; and,

THAT the necessary bylaws be enacted.

CARRIED

PLANNING AND OPERATIONS COMMITTEE

Councillor M. Kalivas, Chair

Councillors L. Bursey and C. Wales, A. Koolwine, Citizen Member

Meeting Date March 3, 2020

POC - CONSENT AGENDA

Moved by: Councillor Kalivas

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

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor Fullarton, Councillor Journal, Councillor Kalivas, Councillor Lavergne, Councillor Wales, and Councillor Wren

CARRIED 9-0 on a recorded vote

1. 2020-046
Landfill Monitoring Services

THAT report 2020-046 Landfill Monitoring Services dated March 3, 2020 be received and Golder Associates Ltd. be contracted in the amount of \$51,592.32 (including net HST) to provide an annual report for the former City of Brockville Landfill site on Parkedale Avenue.

2. 2020-047
Replacement of Primary Clarifier
Collector Chains and Sprockets

THAT report 2020-047 Replacement of Primary Clarifier Collector Chains and Sprockets dated March 3, 2020 be received and Polychem Collector Chains, Drive Sprockets and Idler Sprockets from C and M Environmental Technologies Inc., be the approved in the amount of \$76,465.78 (including net HST).

3. 2020-048
Sole Source Purchases - Water Treatment Plant

THAT report 2020-048 Sole Source Purchases Water Treatment Plant be received and that the following sole source purchases be approved:

- Brenntag Canada for the purchase of chlorine gas used as the primary and secondary disinfectant at the Brockville Water Treatment Plant (WTP); and,
- Kemira Canada for the purchase of SternPAC used as the primary coagulant in the pre-treatment process at the Brockville Water Treatment Plant (WTP); and,
- Brenntag Canada for the purchase of HFSA used as the fluoridation agent at the Brockville Water Treatment Plant (WTP).

4. 2020-050
2019 Annual Water Quality Report

THAT report 2020-050 2019 Annual Water Quality Report for the Brockville Drinking Water System be received for information.

5. 2020-051
2019 Annual Water Pollution Control Centre Report

THAT report 2020-051 2019 Annual Report for the Brockville Water Pollution Control Centre be received for information.

6. 2020-052
Supply of Granular "A" Aggregate

THAT report 2020-052 Supply of Granular "A" Aggregate dated March 3, 2020, be received and that Lafarge Canada Inc. be awarded the contract for the 2020 supply of granular "A" aggregate in the amount of \$14,650 (fourteen thousand six hundred fifty dollars) plus HST for a net cost of \$14,907.84 be adopted.

7. 2020-053
Supply of Traffic Paint

THAT report 2020-053 Supply of Traffic Paint dated March 3, 2020, be received and that Ennis-Flint, Inc. be awarded the contract in the amount of \$5,952 (five thousand nine hundred fifty-two dollars) plus HST for a net cost of \$6,056.75.

8. 2020-043
Zoning By-law Amendment
Lands east of 260 King Street
Owner: McKercher Holdings Limited

THAT Zoning By-law 050-2014 be amended to rezone lands located at the northwest corner of King St. West and Clarissa St., described as Part of Lots 24 to 27, Block 44, Plan 67, being Parts 1 and 2 on Reference Plan 28R-14064, from MD – Mixed Use Downtown Zone to T-MD-1 Mixed Use Downtown Special Exception Zone to permit a "Refreshment Vehicle" for a temporary period of three (3) years, in addition to the other uses permitted in the MD – Mixed Use Downtown Zone. Zone provisions associated with the "Refreshment Vehicle" will include specific locational criteria, installation of a bicycle rack, and prohibition on associated outside storage, accessory structures and provisions for landscaping.

POC - REGULAR AGENDA

Nil.

ECONOMIC DEVELOPMENT, RECREATION AND TOURISM COMMITTEE

Councillor J. Fullarton, Chair

Councillor M. Wren, J. Barabash and T. Barnes, Citizen Members

Meeting held March 3, 2020

EDRTC- CONSENT AGENDA

Moved by: Councillor Fullarton

THAT the following items, as listed on the Economic Development, Recreation and Tourism Committee agenda are recommended to be passed by Consent Agenda:

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor Fullarton, Councillor Journal, Councillor Kalivas, Councillor Lavergne, Councillor Wales, and Councillor Wren

CARRIED 9-0 on a recorded vote

1. 2020-049
Tunnel of Terror Fundraiser

THAT the proposal from Community Primary Health Care for a three-year partnership with the City of Brockville for the Tunnel of Terror be accepted; and

THAT the social media management be reviewed and updated as required.

2. 2020-056
Rental of Portable Toilets

THAT Ottawa Toilet Rentals be awarded the quotation for the 2020 rental of portable toilets in the amount of \$5,487.30 (five thousand four hundred eight-seven dollars and thirty cents) plus HST for a net cost of \$5,583.87.

3. 2020-054
VIA Rail Vouchers Program

THAT report 2020-054 VIA Rail Vouchers dated February 28, 2020, be received and that Council approve:

That the three options for the VIA Program are implemented; and

That staff report back on the progress throughout the term of the contract;
and

That any funds raised are allocated to the tunnel debenture.

THAT staff explore a fourth option to include business and other
institutions in the program.

EDRTC - REGULAR AGENDA

1. 2020-055
Tourism Information and Stakeholder Services Contract

Councillor Wales exited Council Chambers.

Moved by: Councillor Wren

THAT report 2020-055 Tourism Information and Stakeholder Services
Contract dated February 28, 2020, be received and approve the following:

1. Report 2020-055 Tourism Information and Stakeholder Services
Contract; and,
2. Council establish \$225,000 as an upper limit; and,
3. Council authorize staff to issue an RFP.

For: Mayor Baker, Councillor Bursey, Councillor Earle, Councillor
Fullarton, Councillor Journal, Councillor Kalivas, Councillor
Lavergne, and Councillor Wren

CARRIED 8-0 on a recorded vote

Councillor Wales re-entered Council Chambers.

NEW BUSINESS - REPORT FROM MEMBERS OF COUNCIL

Nil.

UNFINISHED BUSINESS

Nil.

EMERGENCY BUSINESS

Nil.

BY-LAWS

1. 019-2020
A By-law to amend 083-2018 Being a By-law to Appoint Members to Various Boards and Commissions (various)
2. 020-2020
A By-law to Authorize the Appointment of Municipal Law Enforcement Officers and Peace Officers as it applies to the Private Property (48 Church St., 19 Clarissa St. and 11 James St.)
3. 021-2020
Being a By-law to Amend By-law Number 021-1993 Being a By-law to Regulate Traffic Within the Corporate Limits of the City of Brockville (Yield Signs)

READING OF THE BYLAWS

Moved by: Councillor Journal
Seconded by: Councillor Bursey

THAT By-laws Numbered 019-2020 to 021-2020 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 BYLAW

Moved by: Councillor Journal
Seconded by: Councillor Bursey

THAT By-law Number 022-2020 to confirm the Proceedings of Council at its meeting held on March 10, 2020 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 Journal
Seconded by: Councillor Bursey

THAT Council adjourn its proceedings until the next regular meeting scheduled for March 24, 2020.

CARRIED

The meeting adjourned at 8:22 pm.

Mayor

City Clerk

City of Brockville - 2020 User Fees

Activity Description	ACCOUNT #	2019	2020
		Rate	Rate
All applicable taxes extra (unless otherwise noted)			
Effective April 1, 2020 (unless specified otherwise)			
Children's Programs			
Birthday parties		12.00 per person	12.00 per person
School Groups		3.00 to 6.00 per person	3.00 to 6.00 per person
Youth Groups		3.00 to 4.00 per person	3.00 to 6.00 per person

Total Museum User Fee Budget

Railway Tunnel			
Wedding Ceremonies - Tunnel/Plaza	01-4-770031-0461	200.00	200.00
Special Events - Tunnel/Plaza		200.00	200.00
Guided Tours (one guide) 1 hr - Groups of 25 and under		150.00	150.00
Guided Tours (two guides) 1 hr - Groups over 25		200.00	200.00
Tunnel Rental-Weekday-per hour	new		50.00
Tunnel Rental-Weekday-per day	new		500.00
Tunnel Rental-Weekend/holiday per hour	new		100.00
Tunnel Rental-Weekend/holiday per day	new		1,000.00

Total Railway Tunnel User Fee Budget

Parking			
ALL Parking Fees include HST			
Parking Passes	01-4-270031-0480		
Water Street			
Market St. West			
Home Street			
George Street			
Reynolds Park - only open in summer months			
Buell Street			
John Street			
one month		50.00	50.00
three months		138.00	135.00
six months		261.00	270.00
one year		492.00	510.00
Parking Lot Meters	01-4-270031-0481	1.00	1.25
Charging of personal electric vehicles - per day		1.00	1.25
Street Meter Fees	01-4-270031-0482	1.00	1.00
Meter Bag rentals	01-4-270031-0482	8.50	8.75
Fines	01-4-270035-0261		
Contribution to BMAAC from fines for Accessible parking infractions			8.00
Administration fee for refunds of parking passes			
Boat Ramp Fees	01-4-270031-0479		
/day (to 11pm)		7.75	7.85
/24 hours		21.50	22.00
/season		216.03	220.00

Total Parking User Fee Budget

City of Brockville - 2020 User Fees

Activity Description	ACCOUNT #	2019	2020
		Rate	Rate
All applicable taxes extra (unless otherwise noted) Effective April 1, 2020 (unless specified otherwise)			
Confirmation of outstanding work orders		60.00	61.00
Change of Municipal Address		350.00	355.00
Total Planning - Building Division User Fee Budget			
Committee of Adjustment			
All fees are tax exempt	01-4-810811-0460		
Minor Variance		720.00	732.00
Consent		720.00	732.00
Concurrent Applications for Consent and Minor Variance		1,120.00	1,140.00
Modifications to an Application for Consent or Minor Variance requiring a second or subsequent public meeting		410.00	416.00
Request to Change Conditions of Provisional Consent		230.00	234.00
Total Committee of Adjustment User Fee Budget			
Solid Waste			
(All Solid Waste fees are Tax Exempt)			
Bag Tag Fees	01-4-390031-0484	3.00	3.00
Large Item Tag Fees	01-4-390031-0530	10.00	10.00
Compost Sales			
Car		25.00	25.00
Pick-up/Van/Trailer		40.00	40.00
Brush Removal			
Car	01-4-397650-0534	3.00	3.00
Truck or Trailer < 10' long	01-4-397650-0531	6.00	6.00
Car and Trailer < 10' long	01-4-397650-0485	8.00	8.00
Truck and Trailer < 10' long	01-4-397650-0532	11.00	11.00
Trailer > 10' and/or Tandem Axel	01-4-397650-0533	20.00	20.00
Total Solid Waste User Fee Budget			
Transit			
Transit Fees are HST Exempt			
Cash fare	01-4-260031-0573	2.25	2.25
Book of 10 tickets	01-4-260031-0473	18.00	18.50
Monthly pass	01-4-260031-0574	64.00	65.00
40 ride pass	01-4-260031-0474	64.00	65.00
Para Transit			
Non-Resident User Fee	.42/ 01-4-265525-0492		
Cash fare	01-4-265525-0460	2.25	2.50
Book of 10 tickets	01-4-265525-0473	18.00	18.50
40 Ride Pass	01-4-265525-0474	64.00	65.00
Student Semester pass (trial basis until June 2020)		150.00	150.00