



# City of Brockville General Committee Minutes

4:30 PM - Tuesday, August 15, 2023

City Hall, Council Chambers

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The General Committee meeting was called to order on Tuesday, August 15, 2023, at 4:30 PM, in the City Hall, Council Chambers, with the following present:

<b>Members Present:</b>	Councillor Philip Deery, Chair Jane Fullarton, Councillor Katherine Hobbs, Councillor Louise Severson, and Ex-Officio Matt Wren
<b>Regrets:</b>	Nil.
<b>Others:</b>	Nil.
<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, Phil Wood, Director of Operations, Matthew Locke, Supervisor of Transportation & Fleet Services, Travis Raison, Project and Asset Coordinator, and Robert Nolan, Director of Economic and Development Services

## LAND ACKNOWLEDGEMENT STATEMENT

## CHAIR'S REMARKS

Chair Fullarton stated that Big Brothers Big Sisters held their annual Ribfest last weekend and congratulated them on the successful event.

## DISCLOSURE OF INTEREST

Nil.

## DELEGATIONS AND PRESENTATIONS

1. FoodCycler Program

Jacob Hanlon from Food Cycle Science Corporation will present at a later date.

## CORRESPONDENCE AND COMMUNICATIONS

Nil.

## REPORTS FROM BOARDS AND COMMITTEES

Nil.

## **STAFF REPORTS**

1. 2023-146  
Tall Ships Festival 2025

Moved by: Councillor Deery

THAT Staff submit a response to the Tall Ships America Request for Proposals; and

THAT Staff report back to the October General Committee with proposals for the delivery of the Tall Ships Festival through a short-term employment contract and a third-party event organizer.

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

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

Councillor Severson asked that with Tourism coming in house, if the person hired from Tourism will take on this role.

S. MacDonald stated that discussions about what Tourism will look like from a staffing level, and what Tourism will need, are taking place. At this time, based on what has been developed for Tourism, there is no capacity to take on this role.

R. Nolan noted that there is a large difference between supporting events, which Tourism will do, and planning and running festivals.

Councillor Deery asked for clarification on whether they would hire a Festival Coordinator on a short-term contract and a third-party event organizer.

R. Nolan clarified, no. They would hire one or the other, but not both.

2. 2023-141  
Arena Project Concept Approval

Moved by: Councillor Hobbs

THAT Council approve the conceptual 50% design to move forward to 100% detailed design;

THAT Council approve the formation of a fundraising committee with terms of reference with an objective of fundraising \$5,000,000 towards the project construction costs; and

THAT Council receive the attached public feedback from the primary recreation user groups who participated in stakeholder meetings with the Arena Advisory Committee and City staff.

**CARRIED as amended on a later vote 0-0 on a recorded vote**

Amended Motion

Moved by: Councillor Hobbs

THAT Council approve the conceptual 50% design to move forward to 100% detailed design;

THAT Council approve the formation of a fundraising committee with terms of reference with an objective of fundraising \$5,000,000 towards the project construction costs;

THAT Council receive the attached public feedback from the primary recreation user groups who participated in stakeholder meetings with the Arena Advisory Committee and City staff; and

THAT letters from the Brockville Privateers Rugby Football Club and the Brockville Minor Hockey Association be appended to staff report 2023-141.

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

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

*The meeting agenda will be updated to reflect the amended motion.*

Councillor Severson asked staff to speak to the letters that came in late from the Brockville Privateers, and if a rugby pitch would be a consideration in the designs.

P. Wood stated that a lot more work needs to be done on the designs prior to their completion. Staff will continue to meet with the Privateers, and other community groups, to try and accommodate their needs and hear feedback.

Councillor Severson followed up, would approving the design as is leave them out?

P. Wood answered, no.

3. 2023-147  
Reynolds Park and Centennial/Hardy Park Parking

Moved by: Councillor Severson

THAT Council approve 3-hour complimentary parking within the designated parking area in Reynolds Park, and;

THAT Council approve the change from 2-hour parking to 3-hour parking for the 17 2-hour parking spots on Kincaid Street adjacent to Centennial/Hardy Park outside of the Kincaid Street parking lot, and;

THAT bylaw 119-89 be amended.

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

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

4. 2023-127  
In-house Para-Transit Service Plan

Moved by: Councillor Deery

THAT Council approve the implementation of the in-house Para-Transit service plan in place of continued contracting of a service operator, and

THAT Council approve staff to complete the procurement process to purchase two wheelchair accessible vans at an estimated cost not to exceed \$184,000, funded by debenture, in accordance with the in-house Para-Transit service plan, and

THAT Council approve the 2023 operating budget staffing increase in the amount of \$34,943 funded by the Transit Reserve to hire a Transit Service Coordinator for November and December 2023 and four transit drivers for December of 2023, in accordance with the in-house Para-Transit service plan.

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

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

Chair Fullarton asked for clarification in the report where it showed a gap in the hours of operation.

M. Locke stated that the plan is to offset buses to accommodate peak hours. There will only be one bus operating from 6:00-8:00 am and 5:00 pm onwards.

Chair Fullarton asked for confirmation that these vans would be available for January 1, 2024.

M. Locke, yes, the company is confident in a turn-around time of 6 weeks.

5. 2023-145  
City Salt Storage - Design Project

Moved by: Councillor Deery

THAT staff prepare a capital business case for the construction of a city salt storage building in accordance with the completed design for the 2024 budget.

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

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

Chair Fullarton asked what the life-expectancy of this material would be.

P. Wood stated that this material should last 25 years.

## **NEW BUSINESS FROM COMMITTEE MEMBERS**

Nil.

## **INFORMATION ITEMS**

All matters listed as Information Items are considered to be routine and will be enacted by one motion. Should a Committee member wish an alternative action

from the proposed recommendation, they shall request that this matter be moved to "separate" the item.

1. 2023-148  
Municipal Accommodation Tax - Quarter 2 Update

Moved by: Councillor Hobbs  
Seconded by: Councillor Fullarton

THAT staff report 2023-148 be received for information.

**CARRIED**

### **COMMITTEE CONSENT AGENDA**

Moved by: Councillor Severson

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

1. 2023-147  
Reynolds Park and Centennial/Hardy Park Parking
2. 2023-145  
City Salt Storage - Design Project
3. Information Items:
  1. 2023-148  
Municipal Accommodation Tax - Quarter 2 Update

**CARRIED**

### **MEDIA QUESTION PERIOD**

### **ADJOURNMENT**

Moved by: Mayor Wren

THAT the General Committee adjourn its meeting until the next regular meeting scheduled for September 19, 2023.

**CARRIED**

*The meeting adjourned at 5:44 pm.*