



City of Brockville

Finance & Administration Committee

Meeting Minutes

4:30 PM - Tuesday, May 21, 2019
City Hall, Council Chambers

The Finance & Administration Committee meeting was called to order on Tuesday, May 21, 2019, at 4:30 PM, in the City Hall, Council Chambers, with the following present:

Members Present:	Councillor Larry Journal, Member Cec Drake, Councillor Jeff Earle, Councillor Nathalie Lavergne and Mayor Jason Baker
Regrets:	Nil
Others:	Councillor Leigh Bursey and Councillor Cameron Wales
Staff Present:	Conal Cosgrove, Director of Operations, David Dick, Director of Corporate Services, Janette Loveys, City Manager, Sandra MacDonald, City Clerk, Ghislain Pigeon, Fire Chief, and Peter Raabe, Director of Environmental Services

1. CHAIR'S REMARKS

Chair Journal welcomed everyone to the meeting and introduced the committee members and staff present. He noted that the financial oversight item on previous meeting agendas would be coming at the next meeting. He then asked J. Loveys about the report. J. Loveys noted that she will be preparing the report in consultation with staff members of the various committees and using best practices from other municipalities. She noted that during the transition in the City Manager position this matter was discussed with the Interim City Manager and she understands the importance and the timeliness of the report.

2. DISCLOSURE OF INTEREST

Nil.

3. DELEGATIONS AND PRESENTATIONS

1. Connect Youth Inc.
Victoria Robertson

V. Robertson presented an overview of Connect Youth Inc. and the programs they support in Brockville. One of their goals is to reduce the service gaps for youth in the community.

Councillor Bursey asked what the municipality can do to assist and empower the organization. V. Robertson responded that the largest issue they have at this time is having more housing units available for the youth.

Holly Howard, Board Chair noted that they are creating more awareness for the agency that has been in existence for 18 years.

2. Municipal Drug Strategy

Tom Fournier, Brockville Police Service, Jennifer Adams and Jennifer Labelle, Lanark, Leeds and Grenville Health Unit addressed the Committee regarding establishing a Municipal Drug Strategy for Brockville.

Mayor Baker noted that enforcement of the municipal drug strategy is different for Brockville versus the Counties. The enforcement cost is a factor to be considered by Brockville as well as how this strategy fits in the priorities of the City which may be different then the Health Unit. The Health Unit must be cognizant of what the municipality wants or else there won't be long term buy-in.

Moved by: Councillor Lavergne

THAT Council support the Municipal Drug Strategy as presented and this matter be referred to staff and the Brockville Police Services Board to report on the cost of implementing and enforcing the Strategy.

For: Councillor Journal, Member Drake, Councillor Earle, Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

4. **CORRESPONDENCE & COMMUNICATIONS**

1. Ontario Municipal Partnership Fund (OMPF)
Correspondence from the Town of Minto

Moved by: Councillor Earle

THAT the correspondence dated May 2, 2019 from the Town of Minto with respect to Ontario Municipal Partnership Funding be received.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

5. REPORTS FROM BOARDS AND COMMITTEES

Nil.

6. STAFF REPORTS

1. 2019-066-05
Brockville Cemetery Board
Cemetery User Fees

Moved by: Councillor Earle

THAT Council authorize the implementation of the attached user fees
to take effect Sept 1, 2019; and

THAT the necessary bylaws be enacted.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

2. 2019-068-05
2019 Departmental Work Plans First Quarter Report

Moved by: Member Drake

THAT Council approves the 2019 Departmental Work Plans First
Quarter Report as outlined in Schedule 1.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

3. 2019-077-05
New Smoking and Vaping By-law

Moved by: Councillor Earle

THAT Council receive report 2019-077-05, New Smoking and Vaping By-law; and

THAT the attached draft by-law, A By-Law to Regulate Smoking and Vaping in Public Places and Enclosed Workplaces be passed by Council.

For: Councillor Journal, Member Drake, Councillor Earle, Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

4. 2019-078-05
Amendment to Refreshment Cart By-law 052-2011
Additional Location Tunnel Entrance

Moved by: Councillor Lavergne

THAT Council authorize the amendment to By-law 052-2011, a by-law to License and Regulate Refreshment Carts to add the north tunnel entrance as a permitted property.

For: Councillor Journal, Member Drake, Councillor Earle, Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

5. 2019-076-05
Youth Advisory Committee
Amendment of the Terms of Reference

Moved by: Member Drake

THAT Council approve the amendments to the Youth Advisory Committee Terms of Reference; and

THAT the necessary bylaw be enacted.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

6. 2019-072-05
Funding Options

Moved by: Mayor Baker

THAT the new or additional grants and other sources of funding received in 2019 be allocated to reserves and reserve funds directly, and;

THAT any uses of such funds are to be subject to separate reports and approval from Council.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

Mayor Baker would like a discussion at the FAC June meeting regarding how or if the Service Modernization funds should be used.

7. 2019-081-05
Capital Variance to April 30, 2019

Moved by: Member Drake

THAT the report on capital variance for the four month period ended April 30th, 2019 be received with no specific action required at this time.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

8. 2019-067-05
Reserves and Reserve Funds

Moved by: Councillor Earle

THAT the City maintain the number of reserves and reserve funds presently existing and consider increasing the number only for those activities that should be funded by third parties, and;

THAT the City continue to increase the appropriations to reserves and reserve funds ensuring stability of tax rates, the financing of future capital projects, to mitigate the need for excessive debt loads, to provide adequate cash flow for operational requirements and to continue to provide for future liabilities incurred in the current year but paid for in future years.

REFERRED TO THE JUNE MEETING

Motion to Refer

Moved by: Councillor Earle

THAT this item be referred to the June meeting of the Finance & Administration Committee.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

7. NEW BUSINESS FROM COMMITTEE MEMBERS

1. Reduce Council Composition
(Councillor Bursey)

Moved by: Councillor Earle

WHEREAS each year this government continues to attempt cut costing to find efficiencies; and

WHEREAS the Corporation of the City of Brockville is currently updating expense policies to better represent our current system

operations;

THEREFORE BE IT RESOLVED THAT City Council approve the reduction of two City Councillor seats (positions), reducing our compliment from eight councillors plus one mayor, to six councillors plus one mayor;

And further this be undertaken to take effect for the 2022 Ontario Municipal Election.

REFERRED TO THE JUNE MEETING

Motion to Refer

Moved by: Councillor Earle

THAT this item be referred to the June meeting of the Finance & Administration Committee.

For: Councillor Journal, Member Drake, Councillor Earle, Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

8. FAC - CONSENT AGENDA

Moved by: Councillor Earle

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

1. Ontario Municipal Partnership Fund (OMPF)
Correspondence from the Town of Minto
2. 2019-066-05
Brockville Cemetery Board Cemetery User Fees
3. 2019-068-05
2019 Departmental Work Plans First Quarter Report
4. 2019-078-05
Amendment to Refreshment Cart By-law 052-2011
Additional Location Tunnel Entrance
5. 2019-076-05
Youth Advisory Committee
Amendment of the Terms of Reference

- 6. 2019-072-05
Funding Options
- 7. 2019-081-05
Capital Variance to April 30, 2019

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 June 18, 2019.

CARRIED

The meeting adjourned at 6:14 pm