



City of Brockville

Council Meeting Minutes

5:30 PM - Tuesday, September 24, 2024
City Hall, Council Chambers

The Council meeting was called to order on Tuesday, September 24, 2024, at 5:30 PM, in the City Hall, Council Chambers, with the following present:

**Members
Present:**

Mayor Matt Wren, Councillor Jane Fullarton, Councillor Katherine Hobbs, Councillor Mike Kalivas, Councillor Louise Severson, and Councillor Cameron Wales

Regrets:

Councillor Philip Deery, Councillor Jeff Earle, and Councillor Nathalie Lavergne

Staff:

Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager, Robert Nolan, Director of Economic and Development Services, Phil Wood, Director of Operations, and Sheena Earl, City Clerk

Land Acknowledgement Statement

Mayor's Remarks

Mayor Wren offered regrets from Councillors Deery and Earle and noted Councillor Lavergne may be late this evening. He acknowledged the number of attendees in the gallery, many of whom were present as representatives of the Rotary Clubs of Brockville and thanked them for being in attendance.

His Worship recognized award recipients and nominees of the annual Brockville and District Chamber of Commerce Awards Gala held recently, noting he was unable to attend but provided a certificate of congratulations to each recipient on behalf of Council. He made special mention of the Brockville Arts Centre as the recipient of the Tourism Award and commented on the wonderful work and dedication of staff.

Mayor Wren announced that September 25th is Franco Ontarian Day and said there will be a corresponding event held beginning at 11:00 am at Tunnel Bay where he and Councillor Lavergne will provide remarks in both official languages.

Mayor Wren noted September 23-29 is Rail Safety Week, the goal of which is to reinforce the importance of being safe and taking great care near rail infrastructure that transects the city.

September is also Big Brothers and Big Sisters (BBBS) awareness month and Mayor Wren highlighted the incredible work of BBBS of Leeds Grenville staff, supporters and volunteers. His Worship noted there are more than 300

participants in the local program and there are currently 45 children and youth looking for a match.

Mayor Wren announced Monday, September 30th as the National Day for Truth and Reconciliation and said a principal gathering is planned to take place at Hardy Park from 10:00 am to 4:00 pm. He reminded all to take time to reflect on the legacy of the residential school system and the 94 calls to action resulting from the Commission on Truth and Reconciliation.

Regarding the Pumping Station replacement at Centeen Park, His Worship announced a Public Information Session scheduled for Thursday, October 3 from 4:00 to 7:00 pm and invited those interested to drop in during the time slot and provide input into the design of the station.

Finally, Mayor Wren acknowledged the passing of former Fire Chief Harold Tulk and offered condolences to his family and friends. He said Mr. Tulk began his long career in the fire service in 1970 and rose to the rank of Chief in the City of Brockville and subsequently at the City of Kingston where he retired from. His Worship said the flags at Tunnel Bay will be flying at half-mast in honour of former Chief Tulk.

Disclosure of Interest

Nil.

Adoption of Council Minutes

Moved by: Councillor Kalivas

THAT the minutes of the Council Meeting of August 27, 2024 be adopted and circulated as read.

CARRIED

Correspondence, Communication and Petitions

1. Ontario Cadet Week
870 Vampire Squadron Royal Canadian Air Cadets

Moved by: Councillor Wales

THAT Council of the Corporation of the City of Brockville do hereby proclaim the week of October 6th to October 12th, 2024 as Ontario Cadet Week; and

THAT the Cadets Canada Flag be flown at Tunnel Bay from October 7th to October 13th, 2024.

CARRIED

2. Kasador with Loon Choir and Nate Hardy - Municipal Significance
SO | LO Social Local

Moved by: Councillor Hobbs

THAT Council approve the request from William McKinnon of SO | LO Social Local to declare "Kasador with Loon Choir and Nate Hardy held at the Arts Hub, 32 Park Street, November 2, 2024, to be an event of "Municipal Significance" for the purpose of the issuance of Special Occasion Permit required by the Alcohol and Gaming Commission of Ontario (AGCO), subject to all necessary permits and approvals being obtained and in compliance with all City of Brockville By-laws.

CARRIED

3. Prostate Cancer Awareness
Prostate Cancer Foundation Canada

Moved by: Councillor Severson

THAT Council of the Corporation of Brockville proclaim September 2024 as Prostate Cancer Awareness Month in the City of Brockville.

CARRIED

4. National Disability Employment Awareness Month
Career Services Brockville

Moved by: Councillor Severson

THAT Council of the Corporation of Brockville proclaim October 2024 as National Disability Employment Awareness Month in the City of Brockville; and

THAT the National Disability Employment Awareness Flag be flown at Tunnel Bay from October 15th to October 23rd, 2024.

CARRIED

Delegations and Presentations

1. Santa Claus Parade
Rotary Clubs of Brockville/William and Kate McKinnon

Council offered thanks to the Rotary Clubs of Brockville for their work organizing past Santa Claus Parades and welcomed new organizers William and Kate McKinnon.

Staff Reports

1. **2024-176**
Sale of Employment Lands
Crocker Crescent

Moved by: Councillor Wales

THAT Council receive staff report 2024-176 Sale of Employment Lands – Crocker Crescent for information; and

THAT the necessary bylaw be enacted.

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

CARRIED 6-0 on a recorded vote

2. **2024-174**
Multi-Use Recreation Facility - Hydro One Service Design Change Order

Moved by: Councillor Kalivas

THAT a change order in the amount of \$47,137.90 to complete the necessary electrical design changes for the Multi-Use Recreational Facility design to accommodate the 44kv electrical service requirements of Hydro One be approved; and

THAT the additional expenses of \$12,655 over and above the currently approved MURF design capital project be funded by the Arena Reserve.

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

CARRIED 6-0 on a recorded vote

General Committee

Councillor J. Fullarton, Chair
Councillors P. Deery, K. Hobbs, and L. Severson
Meeting held September 17, 2024

General - Consent Agenda

All matters listed under Consent Agenda are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to "separate" the item.

Moved by: Councillor Fullarton

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

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

CARRIED 6-0 on a recorded vote

1. **2024-171**
Tax Sale Extension Agreement
78 Buell St.

THAT the Mayor and City Clerk be authorized to enter into a tax sale extension agreement with the Owner of the property known as 78 Buell St for the payment of tax arrears.

2. **2024-173**
Mileage Reimbursement Rate

THAT the staff mileage reimbursement rate for the use of personal vehicles for City business be adjusted to \$0.70 cents per kilometer for the first 5,000 kilometers driven and \$0.64 cents per kilometer after that; and

THAT the new rates become effective October 1, 2024; and

THAT the rate be adjusted January 1st of each year to ensure it is in compliance with the Income Tax Act.

3. **2024-119**
Administrative Monetary Penalties System

THAT staff be directed to draft an Administrative Penalties By-law for non-parking related offences, necessary policies and a Communications Plan for the implementation of an Administrative Monetary Penalties System to be launched in January 2025; and

THAT relevant non-parking related by-laws be amended to incorporate Administrative Monetary Penalties where appropriate.

4. **2024-169**
Project 240067 - M6 Sports Field Enhancements

THAT an additional expenditure of \$24,903 be approved to adequately fund the installation of enhanced, drainage, irrigation and athletic blend grass seed for the new M6 Sports Field capital project at Laurier Park; and

THAT the listed enhancements be funded by projected budget surplus in the Parks Grass Cutting Contracted Services operating budget.

General - Regular Agenda

1. **2024-170**
Request for 4-Way Stops, Water St. West and Ormond St.

Moved by: Councillor Hobbs

THAT the applicable schedules of the Traffic By-law 21-93, be amended to reflect the recommendations by staff to modify the traffic devices and street configurations at the intersection of Ormond Street and Charlotte Place/Front Avenue and the intersection of Water Street and Apple Street, in accordance with the Manual of Uniform Traffic Control Devices for Canada; and

THAT expenses in the amount of \$15,962 to implement the recommendations of staff be approved and be funded by Reserves.

For: Councillor Fullarton, Councillor Hobbs, Councillor Severson, Mayor Wren, Councillor Kalivas, and Councillor Wales

CARRIED 6-0 on a recorded vote

2. **2024-155**
Brockville Memorial Center
Roof Condition Assessment

Moved by: Councillor Wales

THAT approval be provided to complete repairs to flat roofs 3 and 4 on the Memorial Center in an amount of \$100,000 funded by reserves and in accordance with the City Procurement Policy; and

THAT staff be directed to include a capital project to replace the large metal roof on the Memorial Center including proposed funding source as part of the 2025 Capital Budget.

For: Councillor Fullarton, Councillor Hobbs, Councillor Severson, Mayor Wren, Councillor Kalivas, and Councillor Wales

CARRIED 6-0 on a recorded vote

3. **2024-167**
Community Sports and Recreation Infrastructure Fund Application

Moved by: Councillor Fullarton

THAT application to the Community Sports and Recreation Infrastructure Fund (CSRIF) as it relates to the Multi-Use Recreation Facility (MURF) project be approved; and

THAT the application for CSRIF Stream 1 - Repair and Rehabilitation be applied on behalf of the roof replacement renovation project scope of the Brockville Memorial Center in accordance to the MURF project design documents.

For: Councillor Fullarton, Councillor Hobbs, Councillor Severson, Mayor Wren, Councillor Kalivas, and Councillor Wales

CARRIED 6-0 on a recorded vote

Moved by: Councillor Fullarton

THAT the application for CSRIF Stream 2 - New Builds/Signature New Builds be applied on behalf of the new build project scope in accordance with the MURF project design; and

THAT commitment in principle to the funding model requirements of 50:50 cost sharing as outlines in the CSRIF program application guidelines be provided.

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

REFERRED ON A LATER MOTION

Motion to Refer:

Moved by: Councillor Fullarton

THAT the motion be referred to the Council meeting of October 22, 2024.

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

CARRIED 6-0 on a recorded vote

Staff were requested to provide information regarding the staging of the entire project and whether additional funding sources exist to assist in its development.

New Business - Report from Members of Council

Nil.

Unfinished Business

Nil.

Emergency Business

Nil.

By-Laws

1. 064-2024
By-law to Remove the "H1" Holding Symbol from lands described as Part of Part Lot 12, Concession 2 (Geographic Township of Elizabethtown) and Lots 16-20, 24-66, 70-76, 80-84, Parcel A, Parcel C, Part Lot 23, Part Parcel B, Elizabeth Drive, Francis Place, Irving Place, Coronation Crescent; Unnamed Street between Lots 42 & 43, Prince Street and Mary Street
2. 065-2024
A By-law to Stop Up, Close and Convey/Transfer Unnamed St Plan 67 aka Underwood St., Brockville and being all of PIN 44170-0308 (LT)
3. 066-2024
A By-law to Convey vacant parcel fronting on Louis Street in the City of Brockville legally described as Part of Lot 12, Con.1, Elizabethtown, being Part 3 on Plan 28R-9130 Brockville being all of PIN 44170-0043 (LT)
4. 068-2024
Being a By-law to Authorize an Extension Agreement Pursuant to the Municipal Act, 2001, Ontario Regulation 181/03 (78 Buell Street)
5. 069-2024
Being a By-law to Authorize the Execution of a Purchase and Sale Agreement - Crocker Crescent

Reading of the By-Laws

Moved by: Councillor Severson
Seconded by: Councillor Kalivas

THAT By-laws Numbered 064-2024 to 069-2024 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

Mayor's Announcements

Nil.

Media Question Period

Motion to Move into Closed Session (Immediately Following the Regular Meeting)

Moved by: Councillor Wales

THAT pursuant to *Municipal Act*, 2001, Section 239 Sub. 2 (k), Council resolve itself Closed Session at 6:50 p.m., closed to the public to consider:

1. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. (Re: Parking at 36-46 King Street West); and
2. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26 (Re: Physician Recruitment)

CARRIED

Council recessed at 6:50 pm. The meeting resumed at 7:00 pm. L. Ferguson and P. Wood left the meeting.

Closed Meeting Matters

Motion To Adjourn Closed Session

Moved by: Councillor Wales

THAT the Closed Meeting of Council adjourn and the Open Session resume at 7:26 p.m.

CARRIED

Report of the Closed Session

Councillor Wales reported that Council met in Closed Session to review matters pertaining to:

1. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. (Re: Parking at 36-46 King Street West); and that Council will consider a motion in open session; and

2. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26 (Re: Physician Recruitment) and that Council took no action beyond receiving the information from staff.

Moved by: Councillor Wales

THAT the motion arising from the May 7, 2024 Planning and Development Committee meeting regarding a Cash-In-Lieu of Parking Agreement with Caber Developments Inc. to require the developer to pay cash-in-lieu of parking for thirty-nine (39) parking spaces in the amount of \$5,000 per space for a total of \$195,000 and further regarding the direction to staff to report back at a future date regarding the creation of a By-law pertaining to Cash-in-Lieu of Parking with a recommendation for establishing a set amount for Cash-in-Lieu of Parking Payments be further deferred to January 14th Council meeting, if resolution is not identified and brought forward to Council sooner.

For: Mayor Wren, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Severson, and Councillor Wales

CARRIED 6-0 on a recorded vote

Confirmatory By-law

Moved by: Councillor Severson
Seconded by: Councillor Kalivas

THAT By-law Number 070-2024 to confirm the Proceedings of Council at its meeting held on September 24, 2024 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

Adjournment

Moved by: Councillor Severson
Seconded by: Councillor Kalivas

THAT Council adjourn its proceedings until the next regular meeting scheduled for October 8, 2024.

CARRIED

The meeting adjourned at 7:38 pm.

Mayor

City Clerk