



# City of Brockville

## Finance & Administration Committee

### Minutes

4:30 PM - Tuesday, October 18, 2022

Council Chambers/Virtual Meeting

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The Finance & Administration Committee meeting was called to order on Tuesday, October 18, 2022, at 4:30 PM, in the Council Chambers/Virtual Meeting, with the following present:

**Members Present:** Councillor Larry Journal, Councillor Jeff Earle, Councillor Nathalie Lavergne, Member Jennifer O'Reilly, and Mayor Mike Kalivas

**Regrets:** Nil.

**Others:** Councillor Matt Wren and Councillor David Beatty

**Staff:** Lynda Ferguson, Director of Finance & IT Services, Lynn Murray, Acting City Clerk, Phil Wood, Director of Operations, Emily MacKenzie, Finance & Cemetery Records Coordinator, and Lindsay Armstrong, Senior Manager of Human Resources

1. **CHAIR'S REMARKS**

Councillor Journal stated that this was his last Finance & Administration Committee meeting. Councillor Journal thanked all Committee members and supporting Staff for their dedication and contributions over the past four years.

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. 2022-205  
Update on Diversity, Equity and Inclusion

Moved by: Councillor Lavergne

THAT report Update on Diversity, Equity and Inclusion dated October 18, 2022, be received and the following be adopted:

1. THAT staff are directed to complete a Diversity, Equity and Inclusion Benchmarking Survey of all current active employees; and
2. THAT staff are directed to create a Diversity, Equity and Inclusion plan that aims to build a more diverse and engaged workplace; and
3. THAT staff are directed to report on at the January 2023 Finance and Administration Committee meeting the survey results and the draft Diversity, Equity and Inclusion Plan.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, Member O'Reilly, and Mayor Kalivas

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

Councillor Journal thanked Mayor-elect Wren and Councillor Beatty for attending tonight's Committee meeting.

2. 2022-207  
2022 September Variance

Moved by: Member O'Reilly

THAT Council receives report 2022-207, 2022 September Variance.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, Member O'Reilly, and Mayor Kalivas

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

3. 2022-203  
Tunnel Bay Dock Replacement - Ramps

Moved by: Councillor Earle

THAT staff report 2022-203 - Tunnel Bay Dock Replacement - Ramps be received; and

THAT Council approve the purchase of the three aluminum ramps for Tunnel Bay harbor from Kehoe Marine Construction Ltd. for \$45,000; and

THAT the purchase be funded by debenture.

**For:** Councillor Journal, Councillor Earle, Councillor  
Lavergne, Member O'Reilly, and Mayor Kalivas

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

4. 2022-204  
Reynolds Park - Boardwalk and Pavilion Design

Moved by: Councillor Lavergne

THAT Council receive report 2022-204 - Reynolds Park - Boardwalk  
and Pavilion Design; and

THAT Council approve the purchase of engineering and geotechnical  
services in an amount not to exceed \$27,000; and

THAT Council approve the projected budget shortfall of \$6,583.15  
funded by reserves.

**For:** Councillor Journal, Councillor Earle, Councillor  
Lavergne, Member O'Reilly, and Mayor Kalivas

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

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**  
Nil.

8. **FAC - CONSENT AGENDA**

Moved by: Member O'Reilly

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

1. 2022-205  
Update on Diversity, Equity and Inclusion
2. 2022-207  
2022 September Variance
3. 2022-203  
Tunnel Bay Dock Replacement - Ramps
4. 2022-204  
Reynolds Park - Boardwalk and Pavilion Design

**CARRIED**

Councillor Journal thanked Mayor Kalivas for his dedication and hard work over the past twelve months.

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 November 15, 2022.

**CARRIED**

*The meeting adjourned at 5:03 pm.*