

Tuesday, June 17, 2014, 4:15 pm.
City Hall, Council Chambers

<u>Committee Members</u>	<u>Areas of Responsibility:</u>
Councillor J. Fullarton, Chair	Clerk's Office
Councillor J. Baker	Environmental Services
Councillor T. Blanchard	Finance Department
Councillor L. Bursey	Fire Department
Councillor J. Earle	Human Resources Dept.
Mayor D. Henderson,	Operations Department
Ex-Officio	Airport Commission
	Arena Advisory Board
	Brockville Municipal
	Accessibility Advisory
	Committee (BMAAC)
	CRCA
	Cemetery
	Health Unit
	Joint Services Committee
	PLMG
	Police Services Board
	Safe Communities Coalition
	St. Lawrence Lodge
	Management Board
	Volunteer Awards
	All legal matters [excepting the purchase and sale of land]

AGENDA

DISCLOSURE OF INTEREST

DELEGATION(S) AND PRESENTATION(S)

4 - 5 1. Evening Transit Pilot Project
 (Mr. Conal Cosgrove)

Mr. Cosgrove will update the Committee concerning the Evening Transit Pilot Project.

CORRESPONDENCE

Nil.

STAFF REPORTS

6 - 7	1.	2014-061-06 Concrete Sidewalk & Curb Reconstruction on City Streets Tender for Contract 2014-04
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THAT Council accepts the tender from W.J. Sherwood & Sons Construction Co. Ltd. in the amount of thirty-eight thousand nine hundred and sixty-one dollars (\$38,961.00) excluding HST for Contract 2014-04 Concrete

Sidewalk and Curb Reconstruction on City Streets; and

THAT this work be charged to the ACPM capital account # 9301110-9905000-3010.

- 8 - 9 2. 2014-062-06
Cold Milling of Existing Asphalt on Streets at Various Locations
Tender for Contract 2014-05

THAT Council accepts the tender Roto-Mill Inc. in the amount of eighty-seven thousand four hundred and fifty-seven dollars and ninety cents (\$87,457.90) excluding HST for Contract 2014-05 Cold Milling of Existing Asphalt on Streets at Various Locations; and

THAT this work be charged to the ACPM capital account # 9301110-9905000-3010.

- 10 - 12 3. 2014-063-06
Loading Zone - Kincaid St.

THAT a loading zone be placed on the west side of Kincaid Street, from 6.0 metres south of King Street West to 15.0 metres south of King Street West and;

THAT Schedule "1" of Subsection 72 of By-law 119-89 be amended accordingly.

- 13 - 14 4. 2014-066-06
Request for All-Way Stop at the Intersection of
Apple Street and Water Street

That Council approve the installation of "Hidden Intersection" warning signs at the east and west sides of the intersection of Apple Street and Water Street to provide early warning for approaching vehicles.

- 15 - 16 5. 2014-068-06
Seasonal Controller to Reduce Energy Consumption
Centennial Youth Arena

THAT a seasonal controller and variable frequency drive be installed in the ice refrigeration system at the Centennial Youth Arena for a cost not to exceed \$30,000; and

THAT this expenditure be charged to the Memorial Centre Pad and Boards

project, account number 9701101 9137003.

NEW BUSINESS

1. Stop Sign at Laurier Blvd. and Kensington Parkway
(Councillor Bursey)

THEREFORE BE IT RESOLVED that the City of Brockville erect a three-way stop at the corners of Laurier Boulevard and Kensington Parkway, recognizing that many school children utilize this area as foot traffic.

2. Naming of Laneway at Thousand Islands Secondary School
(Councillor Bursey)

THEREFORE BE IT RESOLVED that the lane-way on the Thousand Islands Secondary School property, with openings at Parkedale Avenue and Windsor Drive be named "Terry Fox Drive" in honour of the annual Terry Fox Run which commences on the TISS property each year, and that this change be in place for the September 2014 event.

3. Caring for our Community - Capital Campaign
(Councillor Bursey)

WHEREAS, the city of Brockville has a history in supporting capital projects, and;

WHEREAS, St. John Ambulance of Leeds-Grenville and Lanark offers valuable community services, and have for the last fifty-five years, and;

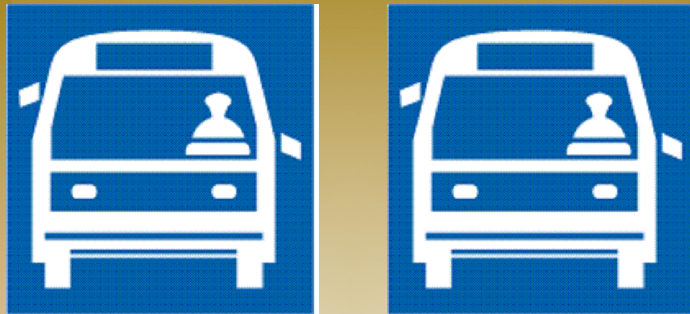
WHEREAS, they are near the completion of their capital campaign;

THEREFORE BE IT RESOLVED that the city support the Caring for Our Community Capital Campaign to the total of \$5500.00, to help ensure they are still able to provide necessary volunteer services to our community, saving us operating revenue in emergency services.

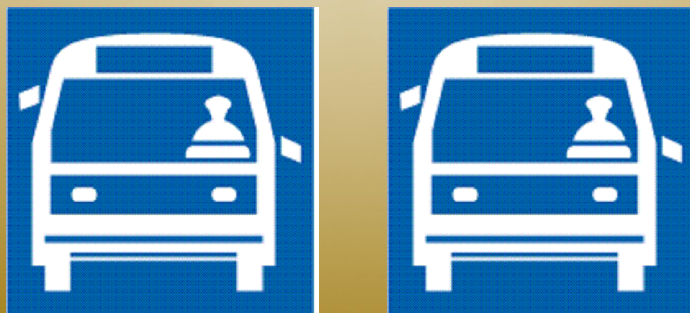
FAO - CONSENT AGENDA

ADJOURNMENT

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for July 15, 2014.



Conventional Transit System -Evening Service-



Printed : June 2014



Conventional Transit System -Evening service-

Hours of Operation (Evening Service)

Buses run on an hourly schedule
Monday through Friday
6 pm to 11 pm

No Service on Saturday, Sunday
or Statutory Holidays

Fares

Cash Fare	\$2.25
Book of 10 tickets	\$18.00
40 Ride Pass	\$64.00
Monthly Pass	\$64.00
Children 5 yrs & under free (maximum 2 children free per adult)	

Please have your fare ready before
entering the bus to minimize delays.

Ticket and Pass Sales Locations

Tickets and passes may be purchased at City Hall
and the Gord Watts Municipal Centre.

Tickets and passes may also be purchased
on the buses - exact change only.

Transfers

There will be NO transfers as this is a
1 (one) bus service.

Accessibility Features of the Conventional and Para Transit Buses, Routes and Services October 2012

The Accessibility for Ontarians Disability Act has established the Integrated Accessibility Regulation 119/11 and Section 34 of the Transportation Standard stipulates that the City shall make available to the public current information on accessibility equipment and features of their transportation vehicles, routes and services. The following is provided to meet this requirement.

Services

Upon request, any information about either the Conventional or Para Transit System that is made available to the public will be provided in an accessible format that meets the requirements of the person requesting the information.

Both the Conventional and Para Transit systems operate Monday to Friday from 6:45 AM to 6:15 PM and Saturdays from 8:45 AM to 6:15 PM. There is no service on Sunday or statutory holidays.

Commencing on July 1, 2014 to December 31, 2014, there will be an evening service (1 Bus) operating from 6:30 pm – 11:00 pm.

Fare parity exists between both systems.

The Conventional Transit System provides upon request verbal pre-boarding announcements to ensure that passengers are provided with route/destination information prior to entering the bus.

The Conventional Transit System provides verbal on-board announcements of all stops that the bus is approaching to assist passengers in arriving to their destination.

Lifting devices on public transit buses are equipped with the following safety features:

- a colour strip that runs its full width marking the bottom edge and that is high colour-contrasted with its background to assist with visual recognition
- a slip resistant platform surface
- raised edges of sufficient height to prevent a mobility aid from rolling off the edge of the ramp during the boarding or debarking
- a visual warning lamp indicator and the audible warning alarm function when the kneeling function, ramp or lifting device is in motion

Steps on public transit buses are:

- uniform in size and are marked by a colour strip that is high colour-contrasted with its background to assist with visual recognition, that runs the full width of the leading edge of the step, excluding any side edge mouldings, and can be viewed from both directions of travel
- The steps have surfaces that are slip resistant and that produce minimal glare
- The steps have uniform, closed riser heights and tread depths

Conventional Transit buses also have designated Priority Seating identified by decals that inform passengers that they are to vacate the seats should they be required by a person with a disability. The buses also have Courtesy Seating identified by decals that inform passengers that they are to vacate the seats should they be required by other customers who would benefit from being seated such as pregnant women, parents with children and seniors.

Note: Bus emergency procedures available on request.

Questions about the

Transit System

Phone

613-342-8772 Ext. 8225

Monday to Friday

7:30 am to 4:00 pm

Transit Schedule

Scheduled stops are at the approximate times

after the hour. In the event of poor driving

conditions due to weather or traffic congestion,

the buses could run behind schedule.

Minor route changes, fares, stop locations and

times listed may change during

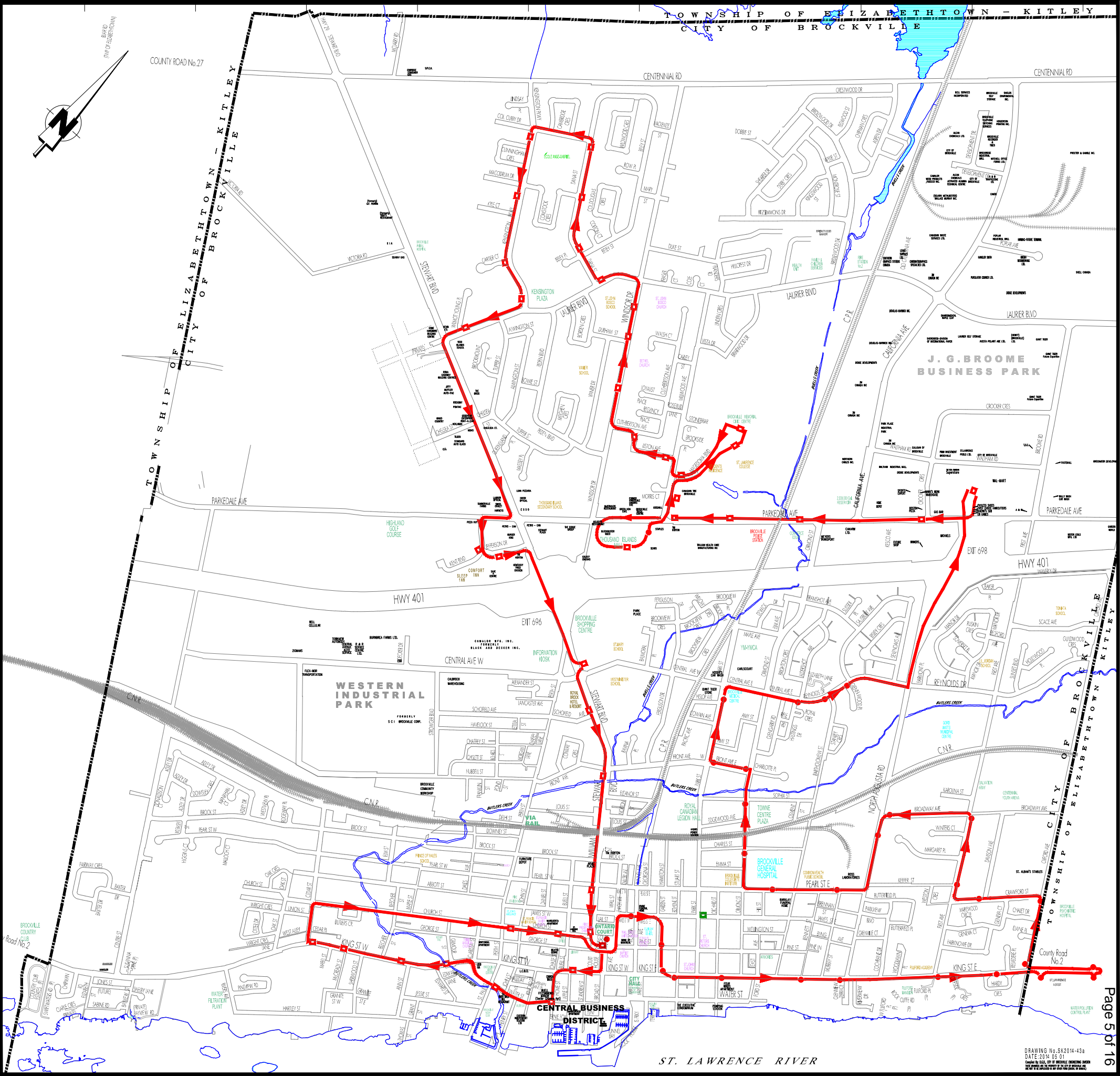
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Printed: June 2014

Bus Stops (Evening Service)

On the hour from Court House Avenue (Starting @ 6 pm)

- James Street at Victoria Avenue..... 0 minutes past the hour
- Garden Street at Pine Street
- Garden Street at King Street
- King Street at Bethune Street
- King Street at Orchard Street
- King Street at Bennett Street
- King Street at North Augusta Road
- King Street at First Avenue.....5 minutes past the hour
- King Street at Hardy Crescent
- St. Lawrence Lodge**
- Sherwood Park Manor**
- Oxford Avenue at King Street
- Oxford Avenue at Crawford Street.....10 minutes past the hour
- Crawford Street at Davison Avenue
- First Avenue at Keefer Street
- First Avenue at Broadway Avenue
- Broadway Avenue at North Augusta Road
- North Augusta Road at Speedy Glass
- Pearl Street East at Murray Street.....15 minutes past the hour
- Pearl Street East at Brockville General Hospital
- Ormond Street at Charles Street – BGH**
- Ormond Street at Sophia Street
- Ormond Street at Front Avenue East
- Front Avenue East at Park Street
- Park Street at Hislop Avenue – Giant Tiger Store**
- Reynolds Drive at Hastings Drive
- Reynolds Drive at Bartholomew Street
- Reynolds Drive at Glenwood Place.....20 minutes past the hour
- Box Stores – Superstore, Walmart**.....25 minutes past the hour
- Parkdale Avenue at Crocker Crescent
- Parkdale Avenue at Ormond Street
- Parkdale Avenue at St. Lawrence College**
- Parkdale Avenue at Millwood Avenue
- 1000 Islands Mall – West Entrance of Mall**.....30 minutes past the hour
- 1000 Islands Mall – Centre Entrance of Mall
- 1000 Islands Mall – East Entrance of Mall
- Millwood Avenue at Canadian Tire
- Magedoma Boulevard at St. Lawrence College**
- Memorial Centre
- Magedoma Boulevard at Millwood Avenue
- Liston Avenue at Millwood Avenue.....35 minutes past the hour
- Liston Avenue at Cuthbertson Avenue
- Windsor Drive Mid Block
- Windsor Drive at Durham Street
- Windsor Drive at St. John Bosco Church
- Laurier Boulevard at Dana Street
- Dana Street at Beley Street
- Dana Street at Comstock Crescent
- Dana Street at Colonel Curry Drive.....40 minutes past the hour
- Kensington Parkway at Colonel Curry Drive.....40 minutes past the hour
- Kensington Parkway at Kyle Court
- Kensington Parkway at Cartier Court
- Kensington Parkway at Laurier Boulevard
- Laurier Boulevard at Wilmot Young Place
- Stewart Boulevard at Laurier Boulevard
- Kent Boulevard at Jefferson Drive.....45 minutes past the hour
- Jefferson Drive – Food Basics**
- Brockville Shopping Centre**
- Stewart Boulevard at Schofield Avenue
- Stewart Boulevard at Front Avenue.....50 minutes past the hour
- William Street at Pearl Street West
- William Street at Church Street
- King Street West at Buell Street
- Water Street at Home Street
- Water Street at St. Paul Street
- Metro**.....55 minutes past the hour
- King Street West at Gilmour Street
- King Street West at Ann Street
- King Street West at McCready Street
- King Street West at Cedar Street
- Church Street at John Street
- Church Street at the Post Office**
- Court House Avenue**..... 60 minutes past the hour



JUNE 6, 2014

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – June 17, 2014

**2014-061-06
TENDER FOR CONTRACT 2014-04
CONCRETE SIDEWALK AND CURB
RECONSTRUCTION ON CITY STREETS**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
PAUL MCMUNN, SUPERVISOR
TRANSPORTATION SERVICES**

RECOMMENDED

THAT Council accepts the tender from W.J. Sherwood & Sons Construction Co. Ltd. in the amount of thirty-eight thousand nine hundred and sixty-one dollars (\$38,961.00) excluding HST for Contract 2014-04 Concrete Sidewalk and Curb Reconstruction on City Streets; and

THAT this work be charged to the ACPM capital account # 9301110-9905000-3010.

PURPOSE

The purpose of this report is to retain the services of a qualified contractor to complete Contract 2014-04 Concrete Sidewalk and Curb Reconstruction on City Streets.

BACKGROUND

The Operations Department calls tender for this work annually. This contract is for the replacement of deteriorated sections of curbs and sidewalks on various streets.

ANALYSIS/OPTIONS

Three companies picked up tender packages and one company submitted a tender package. The Transportation Division opened tenders on Tuesday, May 20, 2014 with the following results:

W.J. Sherwood & Sons Construction Co. Ltd.....\$38,961.00

All work associated with this contract is to be completed by July 19, 2014.

POLICY IMPLICATIONS


In accordance with the City's Purchasing By-law 090-2005, approval from Council is required as less than three bids were received.

FINANCIAL CONSIDERATIONS

In the 2014 Capital Budget, Council authorized an expenditure of \$675,000 under the ACPM program, of which \$37,220.95 was allocated for this contract. The small deficit for this contract will be covered by surpluses in other components of the ACPM program.

CONCLUSION

It is recommended that Council accept the tender from W.J. Sherwood & Sons Construction Co. Ltd. in the amount of \$38,961.00 to complete this project.



C.J. Cosgrove, P.Eng
Director of Operations



Paul McMunn, C.E.T.
Supervisor of Transportation Services

D. Dick, CA, CPA
Director of Corporate Services



B. Casselman
City Manager

JUNE 6, 2014

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – June 17, 2014

**2014-062-06
TENDER FOR CONTRACT 2014-05
COLD MILLING OF EXISTING ASPHALT
ON STREETS AT VARIOUS LOCATIONS**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
PAUL MCMUNN, SUPERVISOR
TRANSPORTATION SERVICES**

RECOMMENDED

THAT Council accepts the tender Roto-Mill Inc. in the amount of eighty-seven thousand four hundred and fifty-seven dollars and ninety cents (\$87,457.90) excluding HST for Contract 2014-05 Cold Milling of Existing Asphalt on Streets at Various Locations; and

THAT this work be charged to the ACPM capital account # 9301110-9905000-3010.

PURPOSE

The purpose of this report is to retain the services of a qualified contractor to complete Contract 2014-05 Cold Milling of Existing Asphalt on Streets at Various Locations.

BACKGROUND

The Operations Department calls tender for this work annually. This contract is a preventative maintenance item in order to extend the life of pavement structures on various roadways.

ANALYSIS/OPTIONS

Three companies picked up tender packages and one company submitted a tender package. The Transportation Division opened tenders on Tuesday, May 20, 2014 with the following results:

Roto-Mill Inc.....\$87,457.90

All work associated with this contract is to be completed by August 1, 2014.

POLICY IMPLICATIONS


In accordance with the City's Purchasing By-law 090-2005, approval from Council is required as less than three bids were received.

FINANCIAL CONSIDERATIONS

In the 2014 Capital Budget, Council authorized an expenditure of \$675,000 under the ACPM program, of which \$91,575.05 was allocated for this contract.

CONCLUSION

It is recommended that Council accept the tender from Roto-Mill Inc. in the amount of \$87,457.90 to complete this project.

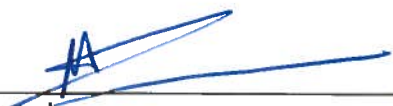


C.J. Cosgrove, P.Eng
Director of Operations



Paul McMunn, C.E.T.
Supervisor of Transportation Services

D. Dick, CA, CPA
Director of Corporate Services



B. Casselman
City Manager

JUNE 6, 2014

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – June 17, 2014

**2014-063-06
PROPOSED LOADING ZONE
KINCAID STREET**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
PAUL MCMUNN, SUPERVISOR
TRANSPORTATION SERVICES**

RECOMMENDED

THAT a loading zone be placed on the west side of Kincaid Street, from 6.0 metres south of King Street West to 15.0 metres south of King Street West and;

THAT Schedule “1” of Subsection 72 of By-law 119-89 be amended accordingly.

PURPOSE/BACKGROUND

Transportation Services staff were requested by the Clerk’s office to determine if a loading zone could be installed on Kincaid Street, adjacent to Colonial Flowers located at 161 King Street West.

Six business owners on Kincaid Street and King Street West were surveyed and asked for their input on a proposed loading zone on the west side of Kincaid Street in the area between 6.0 metres south and 15.0 metres south of King Street West as depicted in the attached figure. We had two responses from business owners, in addition to Colonial Flowers, indicating preference on this issue.

ANALYSIS

After reviewing the site, the Transportation Services Division has made the following observations.

- One business had no objections, and one business requested that the no-parking zone currently in place be re-zoned to a 15 minute parking space.
- It is our recommendation that this area should not be rezoned to a 15 minute parking area. This would open up the space to be occupied by other motorists and leave it unavailable for vehicles delivering freight to local businesses.
- There is sufficient room for a loading zone (9.0m) between the last parking space on the North West side of Kincaid Street and the no parking area from the crosswalk to 6.0m south

POLICY IMPLICATIONS

An amendment to the City's Parking By-Law 119-89 requires Council's authorization.

FINANCIAL CONSIDERATIONS

Annually Public Works budgets for the installation of a variety of signs throughout the City. There are sufficient funds in Public Works 2014 Operating Budget in account 01-5-745436-2010 to accommodate the estimated cost of \$250 per sign to install the necessary signs.

CONCLUSION

It is recommended that a loading zone be implemented as detailed.



C.J. Cosgrove, P.Eng
Director of Operations

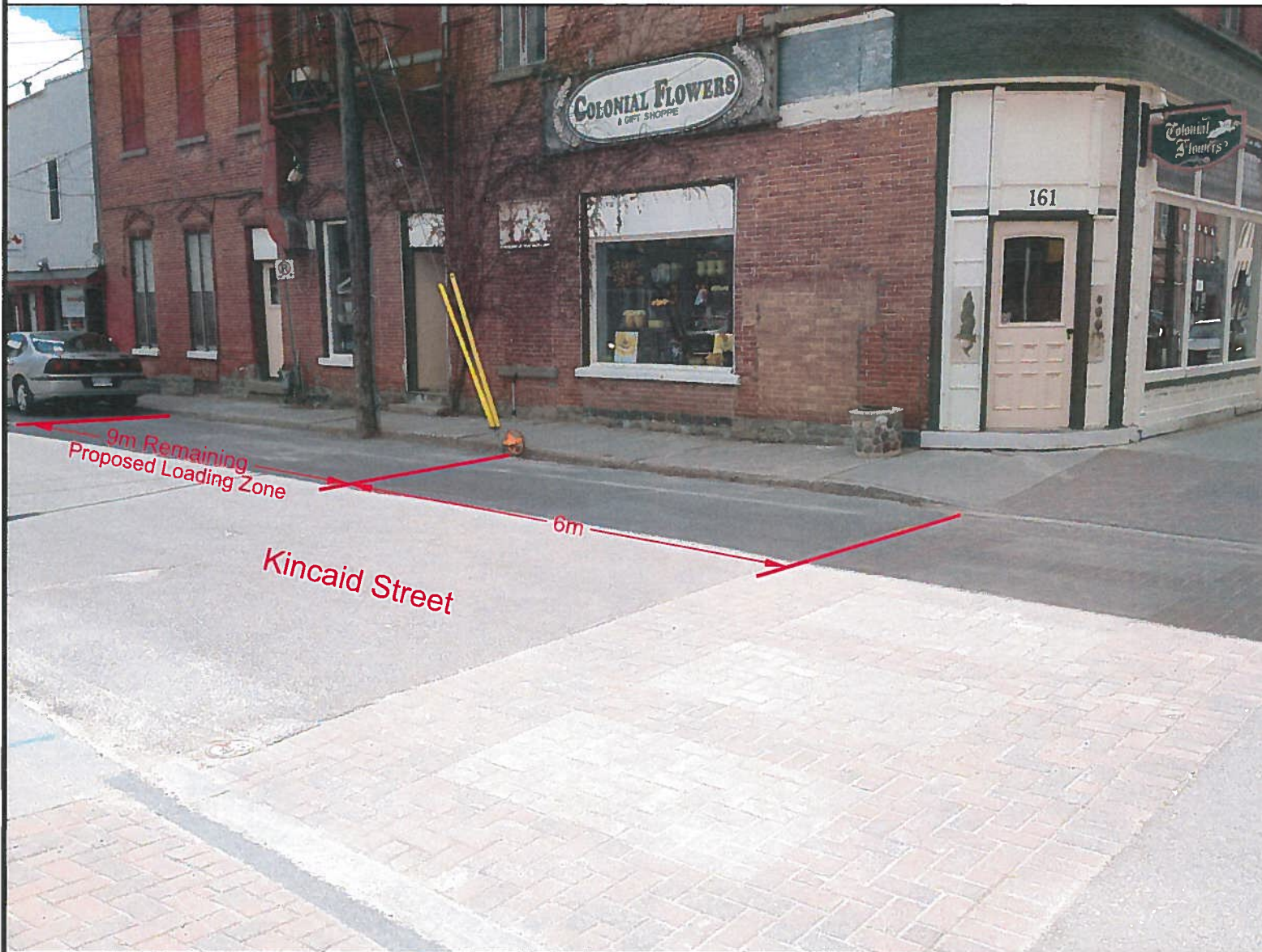


Paul McMunn, C.E.T
Supervisor of Transportation Services



D. Dick, CA, CPA
Director of Corporate Services

B. Casselman
City Manager



BROCKVILLE

CITY OF THE 1000 ISLANDS

TRANSPORTATION SERVICES

North:



Legend:

Notes:

- 1) All drawings, specifications and related documents are the copyright property of the City of Brockville and must be returned upon request.
- 2) Reproduction of drawings, specifications, and related documents in part or whole is forbidden without the City of Brockville's written permission.
- 3) Drawings are provided for information only and are not to be scaled.

DRAWING NAME

KINCAID STREET
PROPOSED LOADING ZONE

Rev.	Date	By	Comments
1	MAY 06/14	JPB	-

Drawn: JPB Date: MAY 06, 2014
Scale: NTS Drawing No: 1

June 6, 2014

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – June 17, 2014

2014-066-06

**REQUEST FOR ALL-WAY STOP AT THE
INTERSECTION OF APPLE STREET
AND WATER STREET**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
PAUL McMUNN C.E.T.
SUPERVISOR OF TRANSPORTATION SERVICES**

RECOMMENDATION

That Council approve the installation of “Hidden Intersection” warning signs at the east and west sides of the intersection of Apple Street and Water Street to provide early warning for approaching vehicles.

ORIGIN

The request for an all-way stop originated from Councillor Bursey at the May 20, 2014 Finance, Admin. & Operations Committee meeting.

BACKGROUND AND ANALYSIS

On July 2, 1997, as a result of a request from Peter Hoogendam, owner of the River Walk Mill, to institute a 3-way stop control at the Water Street/ John Street Intersection, the Environment / Planning / Development Committee passed a resolution to have city staff compile relevant data and documentation and report back to the Environment / Planning / Development Committee with strategies to consider with respect to the request, of which 6 were presented by the committee. Staff were also directed at the time to review the Apple Street/Water Street intersection for a potential all-way stop installation. The following 4 options were analyzed for the Apple Street/Water Street intersection;

1. Use of overhead convex mirrors – not recommended by staff at the time
2. Do nothing
3. Reduced speed on Water Street- reduced speed to 40 km/hr implemented
4. Install additional roadside warning signs- speed signs, narrow roadway installed

As a result of the direction to assess and compile data on the Apple Street/Water Street intersection, the Engineering Department reviewed the data in relation to the guidelines stipulated in the Manual of Uniform Traffic Devices, and summarized, based on the collected data, that only one of the guidelines were met which relates to the roadway operating characteristics, which is 2 lanes with 2 way traffic. Therefore, based on the data, an all-way stop was not recommended for the intersection. Staff identified and recommended that a reduced speed to 40km/hr would benefit this intersection as well as the John Street/Water Street intersection.

2014-066-06
REQUEST FOR ALL-WAY STOP AT THE
INTERSECTION OF APPLE STREET
AND WATER STREET

Page 2 of 2

The owner of Dependable Vacuum at 17 Apple Street is concerned with the intersection, stating that he has witnessed many near misses at the intersection. Since the speed limit has been reduced on Water Street, collisions have decreased significantly at the Apple Street/Water Street intersection. From 1997-2009, there were a total of 11 collisions at the intersection, and from 2009 to the fall of 2013, there have been no collisions reported by the Brockville Police.

POLICY IMPLICATIONS

The installation of traffic signs requires amendment to the City's Traffic By-Law 119-89 and Council's authorization.


The installation of warning signs does not require any By-Law amendments or Council authorization.

FINANCIAL CONSIDERATIONS

The estimated cost of \$500 to install the proposed warning signs can be accommodated with the Public Works / Parks Division budget for signage.

CONCLUSION

Staff recommends that "Hidden Intersection" warning signs be installed on the north side of Water Street, east of Apple Street and on the south side of Water Street, west of Apple Street, and that staff continue to monitor Motor Vehicle Accident Reports provided to the Transportation Division by the Brockville Police Department.



C.J. Cosgrove, P.Eng.
Director of Operations

P. McMunn, C.E.T.
Supervisor of Transportation Services

D. Dick CA, CPA
Director of Corporate Services

B. Casselman
City Manager

June 11, 2014

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – JUNE 17, 2014

**2014-068-06
SEASONAL CONTROLLER TO
REDUCE ENERGY CONSUMPTION
CENTENNIAL YOUTH ARENA**

**C. EARLE MOORE, SUPERVISOR
ARENAS & FACILITIES
C.J. COSGROVE, P.ENG.
DIRECTOR OF OPERATIONS**

RECOMMENDED

THAT a seasonal controller and variable frequency drive be installed in the ice refrigeration system at the Centennial Youth Arena for a cost not to exceed \$30,000; and

THAT this expenditure be charged to the Memorial Centre Pad and Boards project, account number 9701101 9137003.

PURPOSE

The purpose of this report is to authorize the installation of equipment to reduce energy consumption at the Centennial Youth Arena.

ANALYSIS

CIMCO Refrigeration, the refrigeration system maintenance contractor for the City's arenas, has proposed that a variable frequency drive and controller be installed at the Centennial Youth Arena to match the speed of the refrigeration system motors to the outdoor and indoor temperatures. Previously, this equipment was only available as part of the replacement of the entire refrigeration system.

Currently, the refrigeration system compressor motor runs only at one speed. By matching the motor speed to the demand placed on the system by the indoor and outdoor temperatures, it is estimated that the annual energy consumption will be reduced by 60,900 kilowatt hours, which equates to \$6,090 per year at an average cost of \$0.10 per kilowatt hour. This type of equipment has been successfully used to reduce energy consumption at water and wastewater facilities for a number of years.

The cost of the controller and variable frequency drive is \$22,440 plus HST. A grant from Hydro One of up to \$6,090 may be available through the Save on Energy program. A total project budget of \$30,000 should be created, to allow for unforeseen electrical and mechanical installation costs.

The simple payback for the project would range from 2.6 to 4.9 years, depending on the final net cost.

POLICY IMPLICATIONS

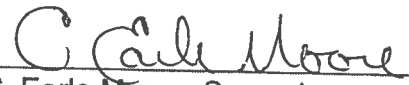
This project is aligned with the City's goals of reducing energy consumption and utility costs.

FINANCIAL CONSIDERATIONS

This expenditure can be funded from the Memorial Centre Pad and Boards project, account number 9701101 9137003. A surplus of \$125,000 is expected for that project, as the main contract bids were lower than expected.

CONCLUSION

A seasonal controller and variable frequency drive should be installed in the ice refrigeration system at the Centennial Youth Arena to reduce energy consumption.


C. Earle Moore, Supervisor
Arenas & Facilities


C.J. Cosgrove, P.Eng.
Director of Operations


D. Dick, CPA, CA
Director of Corporate Services


B. Casselman
City Manager