



## City of Brockville Council Meeting

Monday, February 7, 2011, 1:00 pm  
City Hall, Council Chambers

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### **Roll Call**

#### **Council Members:**

Mayor D. Henderson  
Councillor J. Baker  
Councillor D. Beatty  
Councillor L. Bursey  
Councillor J. Earle (arrived at 1:22 p.m.)  
Councillor J. Fullarton (arrived at 3:45 p.m.)  
Councillor L.F. Journal  
Councillor M. Kalivas  
Councillor D. LeSueur  
Councillor M.J. McFall

#### **Staff:**

Mr. B. Casselman, City Manager  
Mr. J. Baker, Director of Human Resources  
Mr. C. Cosgrove, Director of Operations  
Ms. D. Cyr, Director of Finance  
Mr. P. Dunn, Arts Centre Administrator (arrived at 5:35 pm)  
Mr. A. Geraghty, Chief of Police  
Ms. D. Gordon, Financial Analyst – General  
Mr. H. Jones, Fire Chief  
Mr. E. Moore, Arena and Facilities Supervisor  
Ms. L. Murray, Administrative Coordinator (Recording Secretary)  
Ms. M. Pascoe-Merkley, Director of Planning  
Mr. D. Paul, Director of Economic Development  
Mr. P. Raabe, Director of Environmental Services  
Ms. S. Seale, City Clerk  
Ms. L. White, Manager of Strategic Initiatives

#### **Others:**

Mr. Ron Zajac, Recorder and Times Newspaper

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The Mayor called the meeting to order (1:10 pm.)

### **DISCLOSURE OF INTEREST**

Nil

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## **MOTION TO MOVE INTO THE COMMITTEE OF THE WHOLE COUNCIL**

Moved by: Councillor Kalivas

Seconded by: Councillor Journal

THAT we adjourn and meet as Committee of the Whole Council, with the Mayor in the Chair.

CARRIED

## **MAYOR'S REMARKS**

Mayor Henderson made opening remarks regarding the 2011 budget and budget process. He noted some areas which influence the 2011 budget.

## **STAFF REPORTS**

### **BUDGET CONSIDERATIONS OPERATING BUDGETS**

Mr. Casselman provided an overview.

*Councillor Earle arrived at the meeting 1:22 pm.*

#### **Mayor & Council and Administration**

Mr. Casselman offered a review of the Mayor/Council and Administration budgets.

Councillor Journal commented that it is difficult to review the presented budgets without comparators. He would like to be provided the 2010 actual figures for reference.

Discussions ensued regarding the Service Delivery Review and the recommendations by external organizations that City Council should undertake a service delivery review by an external consultant. Mr. Casselman explained that service delivery review is on an-going process. Although the service delivery review undertaken in 2009 is complete services continue to be reviewed.

Councillor Earle asked that a 360° evaluation be completed on new initiatives which encompass cost and energy efficiency when related to sustainability, before being approved.

Councillor Beatty requested a status report on the service delivery review. Mr. Casselman noted that a report was completed in the fall of 2010 and will be distributed to members of Council.

↑ Action item - BC

*Mr. Casselman exited the meeting (3:00 p.m.)*

#### Clerk's Department

Ms. Seale provided an overview of the Clerks departments' budget including the parking and animal control divisions.

Councillor Journal observed that the actual number of dog tags sold is far less than the actual number of dogs in the City. He would recommend that summer students be hired to sell tags door-to-door.

↑ Action item - SS

#### Human Resource Department

Mr. Baker presented the budget for Human Resources including the MIS division.

*Councillor Fullarton entered the meeting (3:45pm).*

#### Finance Department

Ms. Cyr detailed the Finance Administration and Corporate Finance budgets.

Councillor Journal inquired regarding the auditing fees associated with the implementation of the ERP system. Should the fees be borne by the vendors as they are to ensure that the system is functioning correctly? Ms. Cyr explained that the auditing of systems is our responsibility.

Councillor McFall asked for a breakdown of the incremental auditing costs which are ERP and PSAB related.

↑ Action item - DC

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Fire Department

Chief Jones gave an overview of the Fire Department budget with specific detail to the department highlights.

Councillor Journal requested a copy of Chief Jones' detailed notes.

↑ Action item - HJ

*The meeting recessed at 4:55 p.m.*

*The meeting reconvened at 5:35 p.m.*

*Councillor Baker and Mr. Dunn entered the meeting (5:35 p.m.)*

Planning Department

Ms. Pascoe-Merkley provided an overview of the Planning Budget.

*Mr. Casselman entered the meeting (5:40 p.m.)*

Economic Development

Mr. Paul presented the Economic Development Budget.

Mr. Dunn provided an overview of the Arts Centre budget and operations.

Operations Department

Mr. Cosgrove explained the difficulty in comparing the Operations and Environmental Services Department's budgets to previous years as a result of the implementation of the Service Delivery Review recommendations. Some divisions within the departments were re-aligned and the Brockville Arts Centre was transferred to the Economic Development department. The reorganization saw the amalgamation of Parks and Recreation and Operations, while most of the Engineering division have left the umbrella of Operation and now fall within Environmental Services Department.

Mr. Cosgrove reviewed the Operations Budget for the committee. He explained that the budget as presented did include a reduction in service. The budget related to snow plowing only includes the rental of 3 graders, compared to 5 graders in previous budgets. Mr. Cosgrove explained with a reduction to 3 graders for snow plowing, the

City would still meet the requirements under the *Municipal Act*, 2001, Minimum Maintenance Standard for Municipal Highways Regulation but it would cause a delay in plowing of Class 4 and 5 roadways (local roads) from our current service, of up to 8 to 10 hours.

Members of Council expressed their concern with this decrease in service and requested that Mr. Cosgrove provide an analysis of a reduction to 4 graders.

↑ Action item - CC

Mr. Cosgrove also fielded a number of questions with regards to costs associated with snow plowing and removal. He indicated that this winter so far has already been a much larger strain on the budget than the winter of 2010.

#### Environmental Services Department

Mr. Raabe completed this evening's presentation with a review of Environmental Services budget. He indicated that the budget as presented did include an increase to the bag tag fee (from \$2.50 to \$3.00 each).

#### **MOTION TO RETURN TO COUNCIL**

Moved by: Fullarton

THAT we revert from Committee of the Whole Council, to Council.

CARRIED

#### **ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE COUNCIL**

Moved by: Councillor Kalivas

Seconded by: Councillor Journal

THAT the report of the Committee of the Whole Council be adopted and that the necessary actions or by-laws be enacted.

CARRIED

#### **CONFIRMATORY BYLAW FIRST AND SECOND READING**

Moved by: Councillor Kalivas

Seconded by: Councillor Journal

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THAT By-law Number 012-2011 to confirm the Proceedings of Council at its meeting held on February 7, 2011 be read and first and second time.

CARRIED

**CONFIRMATORY BYLAW FIRST AND SECOND READING**

Moved by: Councillor Kalivas  
Seconded by: Councillor Journal

THAT By-law Number 012-2011 to confirm the Proceedings of Council at its meeting held on February 7, 2011 be now a read a third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

**ADJOURNMENT**

Moved by: Councillor Kalivas  
Seconded by: Councillor Journal

THAT Council adjourn its proceedings until the next regular meeting scheduled for February 8, 2011.

CARRIED

The meeting adjourned at 8:30 p.m.

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Mayor

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City Clerk