



Finance, Administration and Operations Committee

**TO THE PUBLIC: Please
note the start time of this
meeting is 4:45 pm**

Tuesday, May 17, 2016, 4:45 pm
City Hall, Council Chambers

Committee Members

Councillor J. Fullarton,
Chair
Councillor J. Baker
Councillor T. Blanchard
Councillor J. Earle
Mayor D. Henderson,
Ex-Officio

Areas of Responsibility:

| | |
|------------------------|-----------------------|
| Clerk's Office | CRCA |
| Environmental Services | Cemetery |
| Finance Department | Health Unit |
| Fire Department | Joint Services |
| Human Resources Dept. | Committee |
| Operations Department | PLMG |
| Airport Commission | Police Services Board |
| Arena Advisory Board | Safe Communities |
| Brockville Municipal | Coalition |
| Accessibility Advisory | St. Lawrence Lodge |
| Committee (BMAAC) | Management Board |
| | Volunteer Awards |

All legal matters
[excepting the purchase
and sale of land]

Page

AGENDA

DISCLOSURE OF INTEREST

MOTION TO MOVE INTO CLOSED SESSION (4:15 pm)

THAT pursuant to Municipal Act, 2001, Section 239, Sub. 2, (a), the Committee resolve itself into Closed Session to consider:

- 1. the security of the property of the municipality or local board.*

REPORT OF THE CLOSED MEETING (4:45 pm)

THAT the FAO Committee rise from Closed Session without reporting.

DELEGATION(S) AND PRESENTATION(S)

1. Boardwalk Condominium and Broad Street Parking
Mr. Rob Hammond and Ms. Patricia Keeling

Mr. Hammond and Ms. Keeling will address the committee respecting street level parking lost on Broad Street, designated Boardwalk parking are in the Water Street parking lot and the BIA parking levy.

They will be asking the City to conduct a proper review of this situation and pending the conclusion of that review, defer the decision to remove the designated parking area in the Water Street parking lot allocated for the exclusive use of Boardwalk clientele.

CORRESPONDENCE

- 8 1. Brockville Cycling Advisory Committee
Phase I of the Cycling Plan

THAT the correspondence from BCAC dated April 14, 2016 concerning Phase I of the Cycling Plan be received

STAFF REPORTS

- 9 - 14 1. 2016-063-05
Lease Agreement UCLG EMS
Paramedic Service Stations

THAT Council authorizes the Mayor and City Clerk to execute an extension of a lease agreement between the City of Brockville and the United Counties of Leeds and Grenville for the purpose of maintaining a Paramedic Service Stations at Fire Station No. 1 and Fire Station No. 2, 360 Laurier Boulevard; and

THAT the duration of the agreement commence on January 1, 2016 for the period up to and including December 31, 2017.

- 15 - 16 2. 2016-064-05
Sale of a 2004 American LaFrance Platform

THAT Council authorize the sale of the 2004 American LaFrance Platform to a single source offer from Brindlee Mountain Fire Apparatus of Union Grove Alabama in the amount of ninety five thousand U.S. Dollars (\$95,000); and

THAT a portion of the funds from the sale of the 2004 Aerial be allocated to the pumper rescue purchase (report 2016-066-05); and

THAT the remaining funds be credited to the Fleet Maintenance Account 01-5-103181-5601 to offset the lease agreement stated in a separate report.

- 17 - 18 3. 2016-065-05
Lease of a 2008 E-One Platform

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of eight thousand dollars per/month plus HST for the lease of a 95 ft, 2008 E-One Platform; and

THAT the necessary funds be expensed from the Fire Fleet Maintenance Account 01-5-103181-5601.

- 19 - 21 4. 2016-066-05
Quotation Q2016-06
Purchase of a Pumper Rescue Unit

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of seven hundred forty-nine thousand one hundred ninety dollars (\$749,190) including HST for the purchase of a 2017 E-One Pumper Rescue; and

THAT a portion of the funds from the sale of the 2004 Aerial be allocated to the pumper rescue purchase (report 2016-064-05); and

THAT the necessary funds be expensed from the Fleet Capital Account 9101010-9902021-9391.

- 22 - 24 5. 2016-067-05
Quotation Q2016-07
Purchase of an Aerial Platform Unit

THAT Council pre-approve the 2017 capital fleet purchase of an aerial platform through a single source quotation; and

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of one million four hundred ninety-one thousand six hundred dollars (\$1,491,600) including HST for the purchase of a 2017 E-One Aerial Rear Mount, Cyclone II, 100 Foot Platform; and

THAT the necessary funds be expensed from the Fleet Capital Account 9101010-9902021-9391.

- 25 - 28 6. 2016-061-05
Quotation Q2016-08
Ice Resurfacer

THAT Council authorize the acceptance of the quotation from Zamboni Company Limited, Brantford, Ontario in the amount of one hundred one thousand, five hundred fifty four dollars, fifty-one cents (\$101,554.51) for the purchase of a 2016 Zamboni, Model #526 Ice Resurfacer; and

THAT the contribution of fifty thousand dollars (\$50,000) be allocated from the Arena Revenue Advertising Funds, Memorial Centre 01-4-752031-0475 and Youth Arena 01-4-751031-0475, to this purchase; and

THAT the balance of the purchase be expensed from the Fleet Capital Account 9101010-9902072-9361.

- 29 - 30 7. 2016-057-05
Community Safety Zone
Windsor Drive

THAT the northerly limit of the existing Community Safety Zone located on Windsor Drive be relocated to 35.5 m north of Peden Boulevard and;

THAT Schedule "XV" of By-Law 21-93 be amended accordingly.

- 31 - 34 8. 2016-058-05
Request for No Parking and
Loading Zone - Broad Street

THAT parking be prohibited on the east side of Broad Street from King Street West to Flint Street; and

THAT the 15 minute parking on the west side of Broad Street from 12.0 meters south of Flint Street to 32.7 meters south of Flint Street be eliminated; and

THAT a Loading Zone be approved on the west side of Broad Street from 12.0 meters south of Flint Street to 25.7 meters south of Flint Street, Monday through Sunday, 6:00 am to 6:00 pm; and

THAT parking be prohibited on the west side of Broad Street from 25.7 meters south of Flint Street to 32.7 meters south of Flint Street, Monday through Sunday, 6:00 am to 6:00 pm; and

THAT Parking By-law 119-1989 be amended accordingly.

- 35 - 40 9. 2016-062-05
2016 Debt Capacity Limit

THAT the Annual Repayment Limit for 2016, as calculated by the Ministry of Municipal Affairs and Housing and updated by the Treasurer be received.

- 41 - 46 10. 2016-060-05
Removal of Liability Insurance
for Buskers

THAT Council authorize the removal of the requirement for 2 million dollars in liability insurance from the licensing of buskers; and

THAT By-law 019-2015, a Bylaw to licence, govern and regulate Buskers, be amended to remove section 5 (ii) regarding the requirement of General Liability Insurance of no less than 2 million dollars.

- 47 - 50 11. 2016-059-05
Renewal of Victoria Building Lease
Agreement with Thousand Islands
Community Development Corporation (TICDC)

THAT Council authorize the Mayor and Clerk to execute an addendum to the existing lease agreement with the Thousand Islands Community Development Corporation (TICDC) for office space located in the basement level of the Victoria Building, to extend the agreement to March 31, 2024.

- 51 - 56 12. 2016-068-05
 Downtown Parking 2016
 Request to Amend Parking By-law 119-1989

THAT Council authorize the following amendments to Parking By-law 119-1989:

- 1. Implement Saturday and Sunday parking rate of \$1.00 per hour in the Water Street and Market Street municipal parking lots between the hours of 9:00 am and 5:00 pm; and*
- 2. Restrict parking in the John Street and St. Paul Street parking lots to a maximum of four hours per day, Monday through Friday between the hours of 9:00 am and 5:00 pm; and*

THAT Council authorize weekend parking enforcement to and including Sunday, October 9, 2016.

NEW BUSINESS

- 57 - 58 1. Support for Fort McMurray

FAO - CONSENT AGENDA

ADJOURNMENT

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for June 21, 2016.

Brockville Cycling Committee – Motion of April 14, 2016

The Brockville Cycling Advisory Committee has considered comments both pro and con from Council/FAO and the public to Phase I of the cycling plan, and proposes the following course of action:

With respect to the King St W segment: provide support to the City as requested as this project moves ahead for implementation in the Summer.

With respect to the joint project with the Brock Trail committee for the new Trail segment from Laurier to Centennial, and the 401 corridor crossing segment (St. Lawrence College to Westminster Public School), the “joint OMCIP project”: focus efforts in working with the Brock Trail committee to complete fundraising, and with the City for planning and staged implementation.

With respect to the Laurier Blvd segment, the committee recognizes:

- A more holistic and integrated approach to the “north side” cycling plan is needed to put Laurier in context.
- Significant public education and outreach remains in order to build an understanding of the City’s commitment to active transportation.
- Significant education of Council remains to generate better support for meeting the commitments made to residents through the Official Plan, Sustainability Plan and Healthy Community Vision, with respect to active transportation.
- As shown by Mr. Valley’s recent contribution, there is value in productive engagement of willing community groups to supplement the ongoing dialogue with Brockville Police, Health Unit, Fire Department, Safe Communities and other partners.
- The City and Brockville Police need time to determine and execute a plan for taming traffic behaviour in the Laurier Blvd corridor.
- In concert with the Brock Trail Committee, more planning effort is needed for the east end of Laurier near Bridlewood and the Memorial Park parking lots.
- BCAC resources are limited, we are volunteers in an advisory committee.

In consideration of the foregoing, the committee moves that BCAC focus efforts in working with the Brock Trail committee on the joint OMCIP project, and as a secondary effort, develop a more holistic cycling network plan for the north side of the City, to be taken through public review and FAO/Council at a later date.

Carried.

May 10, 2016

**REPORT TO THE FINANCE ADMINISTRATION OPERATIONS
COMMITTEE – May 17, 2016**

2016-063-05

**LEASE AGREEMENT UCLG EMS
PARAMEDIC SERVICE STATIONS**

**G. PIGEON
FIRE CHIEF
RENNY RAYNER
DEPUTY FIRE CHIEF**

RECOMMENDATION

THAT Council authorizes the Mayor and City Clerk to execute an extension of a lease agreement between the City of Brockville and the United Counties of Leeds and Grenville for the purpose of maintaining a Paramedic Service Stations at Fire Station No. 1 and Fire Station No. 2, 360 Laurier Boulevard; and

THAT the duration of the agreement commence on January 1, 2016 for the period up to and including December 31, 2017.

BACKGROUND

The United Counties of Leeds and Grenville EMS has leased space in both fire stations One and Two for over 10 years. Agreements have been in place over this time frame.

POLICY IMPLICATIONS

The revenue of \$53,217.00 is higher than the 2016 Budgeted amount of \$37,122 due to a negotiated increase of the cost per square foot of the total leased space.

FINANCIAL CONSIDERATIONS

The rent equal to \$53,217.00 will be received by the City of Brockville annually. There will be an adjustment for CPI on January 1, 2017.



G. Pigeon
Fire Chief



Renny Rayner
Deputy Fire Chief



B. Casselman
City Manager



D. Dick, CPA, CA
Director of Corporate Services

THIS INDENTURE made this _____ day of _____, 20____, IN PURSUANCE
OF THE SHORT FORMS OF LEASES ACT

BETWEEN:

THE CORPORATION OF THE CITY OF BROCKVILLE

Hereinafter called the LESSOR

OF THE FIRST PART

and-

THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE
(Paramedic Service)

Hereinafter called the LESSEE

OF THE SECOND PART

WITNESSETH that in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Lessee, the Lessor DOTH demise and lease unto the Lessee, its successors and assigns, the property being comprised of the following location:

A portion of that property being composed of City of Brockville, Fire Station No. 1, known locally as 61 Perth Street, Brockville, Ontario for the purpose of maintaining a Paramedic Service Station: and

A portion of that property being composed of City of Brockville, Fire Station No. 2, known locally as 360 Laurier Boulevard, Brockville, Ontario for the purpose of maintaining an Paramedic Service Station.

THE LESSEE HEREBY acknowledges that the terms and conditions of this indenture shall be strict in accordance with those set out herein:

1. **TO HAVE AND TO HOLD** the said premises for and during the term of the TWO (2) YEARS, to be computed from the 1st day of January 2016 and thenceforth next ensuing and fully to be completed and ensued on the 31st day of December 2017, at the end of the said lease period, namely December 31, 2017.

YIELDING AND PAYING therefore annually on a monthly basis and every year thereafter during the period January 1st. 2016 to December 31st. 2017 the rent equal to **FIFTY-THREE THOUSAND DOLLARS, TWO HUNDRED and SEVENTEEN DOLLARS (\$53,217.00). Average square foot rate of \$14.58 per square foot.**

The amount of rent paid shall be adjusted on January 1st 2017 to reflect the annualized CPI for the previous twelve month period and provided to the Lessee by the Lessor in twelve equal payments.

City of Brockville Lease Agreement
United Counties of Leeds & Grenville
Paramedic Service

2. AMENITIES PROVIDED

Facilities subject to this lease agreement include:

Station No.1 (Perth Street)

(As outlined in red on Schedule A attached to this agreement)

Note: Station 1 is staffed 24 hours per day.

Original

- 1 – Office – 267 sq ft
- 1 – Front – vehicle bay of Perth Street - 325 sq ft
- 2 – Vehicle bays off James Street - 506 sq ft
- 1 – Storage room off James Street - 147 sq ft
- Locker Room – 80 sq ft
- Workbench at back of apparatus floor - 21 sq ft
- Employee parking spaces (non-designated)
- Access to the following shared facilities
 - Washrooms - 21 sq ft
 - Kitchen – 176 sq ft

2014 Space

| | |
|-----------------|-------------------|
| Annex | 299 sq ft |
| Annex | 276 sq ft |
| 3 small storage | 39 sq ft |
| 2 countertops | 24 sq ft |
| Gear storage | 16 sq ft |
| Apparatus Bay | 442 sq ft |
| PS Dorm/Office | 240 sq ft |
| PS Locker | 75 sq ft |
| Total PS | 1411 sq ft |

Total shared 760 sq ft

Station No.2 (Laurier Blvd)

(As outlined in red on Schedule B attached to this agreement)

Note: Station 2 is staffed 12 hours per day.

Original

- 1 – Office – 100 sq ft
- 1 – garage bay – 400 sq ft
- Storage space (back room) – 10 sqft
- Employee parking spaces (non-designated)
- Access to the following shared facilities
 - Washrooms – 417 sq ft
 - Kitchen – 247 sq ft

2014 Space

| | |
|-----------------|------------------|
| Storage | 24 sq ft |
| Apparatus Bay | 400 sq ft |
| Office | 88 sq ft |
| Total PS | 512 sq ft |

Total shared 967 sq ft

| Area | Station 1 | | | | Station 2 | | | |
|------------------|-------------|-------------|------------|------------|------------|------------|------------|------------|
| | Designated | | Shared | | Designated | | Shared | |
| | Original | 2016 | Original | 2016 | Original | 2016 | Original | 2016 |
| Office/Dorm | 267 | 240 | | | 100 | 88 | | |
| Vehicle Bays | 653 | 1017 | | | 400 | 400 | | |
| Storage | 168 | 79 | | | 10 | 24 | | |
| Washroom/Lockers | | 75 | 101 | 152 | | | 417 | 512 |
| Kitchen/Lounge | | | 176 | 608 | | | 247 | 455 |
| Total | 1088 | 1411 | 277 | 760 | 510 | 512 | 664 | 967 |

Total Designated Space – 1,923 sq ft

Total Shared Space – 1,727 sq ft

City of Brockville Lease Agreement
United Counties of Leeds & Grenville
Paramedic Service

INSURANCE

The lessee shall, throughout lease term, at its sole cost and expense, take out and keep full in force and effect, comprehensive general liability insurance, all on an occurrence basis, with respect to the business carried on, or from, the properties described herein, and the lessee's use and occupancy of the said facilities, with coverage for any one occurrence or claim of not less than \$5 million dollars, (\$5,000,000.00). All policies of insurance required to be held by the lessee shall name the Corporation of the City of Brockville as an additional insured and shall be taken out and maintained with insurer's licensed to do business in Ontario and acceptable to the City of Brockville and shall contain an undertaking by the insured to notify the City in writing not less than 30 days prior to any material change, cancellation or termination thereof.

INDEMNITY

The lessee shall indemnify and save harmless the lessor from and against all claims, demands, loss, cost, damages, actions, suits and other proceedings by whomever may sustain, brought or prosecuted in any manner, based upon, occasioned to, by or attributable to any injury or damage arising or resulting from any action or omission of the lessee, its servants or agents using or occupying the said premises

SUBLEASING

The lessee shall not assign this agreement or any part thereof for the benefit or advantage of the lessee, or sublease a provision of the services or any part thereof to any person without the previous written consent of the Lessor. If consent is given, it shall not relieve the lessee from any liability or obligation under the agreement and the lessee shall be responsible for the acts, defaults, or neglect of any sub lessee or its agents, servants or workman in all respects as if they were the acts, defaults, or neglects of the lessee.

UTILITIES

The lessor shall provide the lessee with electrical power services in the form of 110 volt service installed in accordance with the Ontario Building Code Standard, within the lease areas, at the lessor expense and shall apply or form part of the payment described herein.

All telephone and other communication equipment requirements to maintain the operation of the lessee shall be entirely provided, installed, maintained and be at the expense of the lessee.

The lessor shall provide cable television service within the lease area, at the lessor expense and shall apply or form part of the payment described.

City of Brockville Lease Agreement
United Counties of Leeds & Grenville
Paramedic Service

TAXES

The parties hereto agree that, under the terms of this agreement, all realty or other business related taxes shall apply or form part of the payment describe herein.

USE OF OTHER AMENITIES

The lessee shall have unlimited use of the Training Room at Station No. 2, subject to availability.

The employees of the lessee shall have access to a photocopier for which the lessee shall be charged annually for usage as determined by the use of the photocopier auditor, to be reviewed annually.

TERMINATION OF AGREEMENT

The Lessor's goals are to have a relationship of cooperation with the lessee. Should, however, the lessee refuse or fail to comply with any of the Terms and Conditions of this agreement, or with any proper order or request of the lessor's and if such refusal or failure continues for sixty days after receipt by the lessee of notice in writing from the lessor setting out the particulars of such refusal or failure, the lessor shall have the right, at its sole discretion to terminate this lease agreement forthwith by notice in writing to the lessee and there upon the rights of the lessee shall immediately cease, determine and be at an end, and all monies payable and owing to the City shall immediately become due and payable and the lessor shall not be liable for payment to the lessee of any monies whatsoever by reason of such termination.

Where the agreement is terminated in accordance with the foregoing, the Lessor shall, without limiting the generality of the foregoing:

- (a) May remove any of the lessee's fixtures or chattels from the facilities, by force, if necessary, and in that event, neither the Lessor nor any of its servants agents or employees shall be liable in damages or otherwise to the lessee and there shall be no compensation payable for any improvement made by the lessee and such improvements shall become the absolute property of the Lessor.

Both parties hereto this agreement reserve the right to terminate this agreement without cause, upon providing a minimum of sixty (60) days written notice prior to the intended termination date.

RENEWAL

The lessee may renew the Lease for one extended term of one (1) years. The lessee shall exercise such renewal option, if at all; by giving written notice to Lessor not less than Ninety (90) days prior to the expiration of the initial Term.

IN WITNESS WHEREOF The Corporation of the City of Brockville and The Corporation of the United Counties of Leeds and Grenville have respectively executed this Agreement on the date set out below.

THE CORPORATION OF THE CITY OF BROCKVILLE

David L. Henderson, Mayor

Date

Sandra MacDonald, City Clerk

Date

THE CORPORATION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE

David Gordon, Warden

Date

Andy Brown, Chief Administration Officer

Date

May 10, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – MAY 17, 2016

2016-064-05

SALE OF A 2004

AMERICAN LAFRANCE PLATFORM

M.D. CARRIERE

FLEET MAINTENANCE FOREMAN

A.J. ROSSETTI

SUPERVISOR, FLEET & SUPPORT SERVICES

C.J. COSGROVE, P.ENG

DIRECTOR OF OPERATIONS

R. RAYNER

DEPUTY CHIEF, FIRE

G. PIGEON

FIRE CHIEF

RECOMMENDED

THAT Council authorize the sale of the 2004 American LaFrance Platform to a single source offer from Brindlee Mountain Fire Apparatus of Union Grove Alabama in the amount of ninety five thousand U.S. Dollars (\$95,000); and

THAT a portion of the funds from the sale of the 2004 Aerial be allocated to the pumper rescue purchase (report 2016-066-05); and

THAT the remaining funds be credited to the Fleet Maintenance Account 01-5-103181-5601 to offset the lease agreement stated in a separate report.

BACKGROUND

The American LaFrance Platform has been out of service due to technical issues and the unit has been declared for sale. The scheduled replacement of the unit is planned in the 2017 Capital Budget.

ANALYSIS/OPTIONS

Fleet and Fire Department administration have attempted to maintain this vehicle in service with less than positive results. The conclusion of our analysis has identified that removing it from active service and finding an appropriate buyer would be the best decision for the City.

POLICY IMPLICATIONS

As per Purchasing By-law 090-2005, Council approval is required for non-competitive purchase of this amount.

FINANCIAL CONSIDERATIONS

The sale of this vehicle has no direct impact on the 2016 budget; revenue from the sale will be apportioned towards the purchase of a 2016 pumper/rescue and the balance to offset the lease payments in the maintenance account. This type of vehicle is an important tool for the Brockville Fire Department and it will be temporarily replaced with a leased vehicle.

CONCLUSION

The Operations Department – Fleet & Support Services and the Brockville Fire Department recommend the sale of the 2004 American LaFrance Platform to Brindlee Mountain of Union Grove Allabama.



M.D. Carrière
Fleet Maintenance Foreman



A. Rossetti
Supervisor, Fleet & Support Services



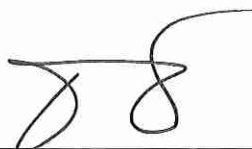
C.J. Cosgrove, P. Eng.
Director of Operations



R. Rayner
Deputy Fire Chief



G. Pigeon
Fire Chief



D. Dick, CPA, CA
Director of Corporate Services



B. Casselman
City Manager

May 10, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – MAY 17, 2016

**2016-065-05
LEASE OF A 2008
E-ONE PLATFORM**

**M.D. CARRIERE
FLEET MAINTENANCE FOREMAN
A.J. ROSSETTI
SUPERVISOR, FLEET & SUPPORT SERVICES
C.J. COSGROVE, P.ENG
DIRECTOR OF OPERATIONS
R. RAYNER
DEPUTY CHIEF, FIRE
G. PIGEON
FIRE CHIEF**

RECOMMENDED

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of eight thousand dollars per/month plus HST for the lease of a 95 ft, 2008 E-One Platform; and

THAT the necessary funds be expensed from the Fire Fleet Maintenance Account 01-5-103181-5601.

BACKGROUND

The Aerial Platform is an important tool in Brockville Fire Department fleet. The present unit has been out of service and is recommended for sale. This leased unit will be in an interim role until the unit is permanently replaced.

ANALYSIS/OPTIONS

The sale of the present unit which is out of service and the replacement of the unit are recommended in separate reports. Lease of an interim unit is necessary in order to maintain an adequate level of service. An interim agreement has been in place with a neighboring municipality for the use of a smaller aerial platform acknowledging a thirty minute delay in response. This interim agreement was made due the fact that no adequate vehicles were available on the market for the said period. A vehicle is now available which will offer the level of service that we must provide.

POLICY IMPLICATIONS

As per Purchasing By-law 090-2005, that Lease Agreements/Contracts are in compliance with Treasury Reporting Standardization as it is contained in the Municipal Act.

FINANCIAL CONSIDERATIONS

The 2016 fleet maintenance budget had the allowances intended to cover cost associated with historical repairs to the 2004 Aerial. As the vehicle has not been in service, we are recommending that these funds be used to cover the cost of this lease.

In a separate report it was indicated that a portion of the sale of the 2004 Aerial be credited to the fleet maintenance account if required to offset any cost that may occur.

CONCLUSION

The Operations Department – Fleet & Support Services and the Brockville Fire Department recommend the Lease of a 2008, 95 foot E-One Platform for the Brockville Fire Department from Techno Feu Inc., Saint-François-du-Lac, Québec.



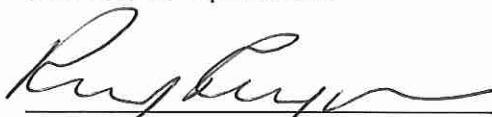
M.D. Carrière
Fleet Maintenance Foreman




A. Rossetti
Supervisor, Fleet & Support Services



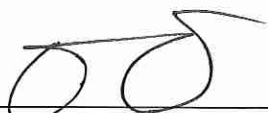
C.J. Cosgrove, P. Eng.
Director of Operations



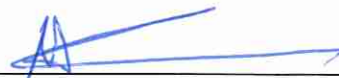
R. Rayner
Deputy Fire Chief



G. Pigeon
Fire Chief



D. Dick, CPA, CA
Director of Corporate Services



B. Casselman
City Manager

May 10, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – MAY 17, 2016

**2016-066-05
Q2016-06 PURCHASE OF A
PUMPER RESCUE UNIT**

**M.D. CARRIERE
FLEET MAINTENANCE FOREMAN
A.J. ROSSETTI
SUPERVISOR, FLEET & SUPPORT SERVICES
C.J. COSGROVE, P.ENG
DIRECTOR OF OPERATIONS
R. RAYNER
DEPUTY CHIEF, FIRE
G. PIGEON
FIRE CHIEF**

RECOMMENDED

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of seven hundred forty-nine thousand one hundred ninety dollars (\$749,190) including HST for the purchase of a 2017 E-One Pumper Rescue; and

THAT a portion of the funds from the sale of the 2004 Aerial be allocated to the pumper rescue purchase (report 2016-064-05); and

THAT the necessary funds be expensed from the Fleet Capital Account 9101010-9902021-9391.

BACKGROUND

The replacement of the pumper rescue unit for the Brockville Fire Department is an approved item in the Fleet Management Program, Item 6.1 in the 2016 Capital Budget.

ANALYSIS/OPTIONS

The replacement of the fire pumper rescue is necessary to maintain the level of service required to meet present and future operational standards of the Brockville Fire Department, enabling the provision of adequate and effective fire protection to our community.

The 2017 pumper rescue unit purchase is the first action of a plan to reduce the size of the fleet which main purpose is to reduce capital and operational costs, improve emergency vehicle reliability and efficiency.

The new E-One Pumper Rescue Unit will be the backbone of the fleet, responding to the majority of incidents, having adequate space for the safe storage of equipment. The new unit will replace a 1989 Superior Pierce Pumper.

Our recommendation is to proceed with standardization of the pumper rescue and future aerial and Rescues with E-One. E-One has met or exceeded the Chief's expectations with respect to product durability, customer service, parts availability, warranties and technical support. Efficiencies will be increased through standardization with parts ordering, inventory control and driver, operator and mechanic training.

The cost increase for this unit is due to the current value of the Canadian dollar.

POLICY IMPLICATIONS


As per Purchasing By-law 090-2005, Council approval is required for non-competitive purchases of this amount.


FINANCIAL CONSIDERATIONS

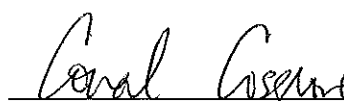
The approved 2016 Capital Budget was \$600,000 for the replacement of the pumper unit. The 2017 model, with a purchase price of \$674,668.80 (after estimated tax rebate on the gross cost of \$749,190), meets the specifications and requirements of the Brockville Fire Department. An estimated over expenditure of \$74,668.80 will be offset by the sale of the 2004 American LaFrance Aerial Platform.

CONCLUSION

The Operations Department – Fleet & Support Services and the Brockville Fire Department recommend the purchase of the 2017 E-One Pumper Rescue for the Brockville Fire Department from Techno Feu Inc., Saint-François-du-Lac, Québec.

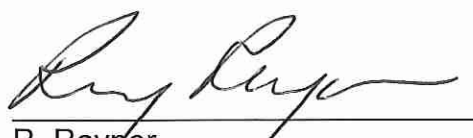

M.D. Carrière
Fleet Maintenance Foreman


A. Rossetti
Supervisor, Fleet & Support Services


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

2016-066-05
Q2016-06, Purchase of Pumper Rescue Unit

Page 3



R. Rayner
Deputy Fire Chief



G. Pigeon
Fire Chief



D. Dick, CPA, CA
Director of Corporate Services



B. Casselman
City Manager

May 10, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – MAY 17, 2016

2016-067-05

**Q2016-07 PURCHASE OF A
AERIAL PLATFORM UNIT**

**M.D. CARRIERE
FLEET MAINTENANCE FOREMAN
A.J. ROSSETTI
SUPERVISOR, FLEET & SUPPORT SERVICES
C.J. COSGROVE, P.ENG
DIRECTOR OF OPERATIONS
R. RAYNER
DEPUTY CHIEF, FIRE
G. PIGEON
FIRE CHIEF**

RECOMMENDED

THAT Council pre-approve the 2017 capital fleet purchase of an aerial platform through a single source quotation; and

THAT Council authorize the single source quotation from Techno Feu Inc., Saint-François-du-Lac, Québec in the amount of one million four hundred ninety-one thousand six hundred dollars (\$1,491,600) including HST for the purchase of a 2017 E-One Aerial Rear Mount, Cyclone II, 100 Foot Platform; and

THAT the necessary funds be expensed from the Fleet Capital Account 9101010-9902021-9391.

BACKGROUND

The replacement of the Platform Aerial unit for the Brockville Fire Department is an item in the Fleet Management Program identified for 2017 budget year,

Pre-approval of the 2017 Brockville Fire Department's capital fleet purchase of an aerial platform unit is required. The current aerial platform is not operational and is out of service and is recommended for sale in a separate report.

ANALYSIS/OPTIONS

The replacement aerial platform unit is necessary to maintain the level of service offered by the Brockville Fire Department, enabling the provision of adequate and effective fire protection to our community.

The replacement of this unit is part of our plan to reduce the size of the fleet while optimizing performance as well as reducing fleet maintenance budget.

Our recommendation for standardization of the pumper rescue and aerial platform units is due to the Fire Chief's past experience with E-One and the recommended dealer. E-One has met or exceeded the Fire Chief's expectations with respect to product durability, customer service, parts availability, warranties and technical support. Efficiencies will be increased through standardization with parts ordering, inventory control and driver training.

POLICY IMPLICATIONS

As per Purchasing By-law 090-2005, Council approval is required for non-competitive purchases of this amount.

It is at Council's discretion to pre-approve the 2017 capital fleet purchase of an aerial platform through single source quotation.

FINANCIAL CONSIDERATIONS

Funds in the amount of \$1,195,000 have been allocated in the draft 2017 budget for purchase of the aerial platform. Pre-approval is required to order the unit as soon as possible to ensure delivery by December 2016/January 2017 therefore no dollars will be expensed until 2017.

CONCLUSION

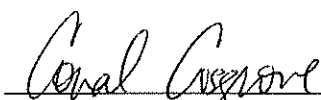
The Operations Department – Fleet & Support Services and the Brockville Fire Department recommend the purchase of the 2017 E-One Aerial Rear Mount, Cyclone II, 100 Foot Platform for the Brockville Fire Department from Techno Feu Inc., Saint-François-du-Lac, Québec.



M.D. Carrière
Fleet Maintenance Foreman



A. Rossetti
Supervisor, Fleet & Support Services



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

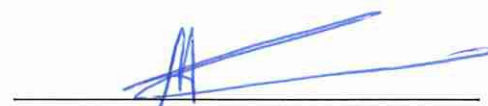
2016-067-05
Q2016-07, Purchase of an Aerial Platform Unit

Page 3



R. Rayner
Deputy Fire Chief

G. Pigeon
Fire Chief

D. Dick, CPA, CA
Director of Corporate Services

B. Casselman
City Manager

May 11, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – MAY 17, 2016

2016- 061-05

QUOTATION Q2016-08

ICE RESURFACER

M.D. CARRIERE

FLEET MAINTENANCE FOREMAN

A.J. ROSSETTI

SUPERVISOR, FLEET & SUPPORT SERVICES

C.E. MOORE

ARENAS AND FACILITIES SUPERVISOR

C.J. COSGROVE

DIRECTOR OF OPERATIONS

RECOMMENDED

THAT Council authorize the acceptance of the quotation from Zamboni Company Limited, Brantford, Ontario in the amount of one hundred one thousand, five hundred fifty four dollars, fifty-one cents (\$101,554.51) for the purchase of a 2016 Zamboni, Model #526 Ice Resurfacer; and

THAT the contribution of fifty thousand dollars (\$50,000) be allocated from the Arena Revenue Advertising Funds, Memorial Centre 01-4-752031-0475 and Youth Arena 01-4-751031-0475, to this purchase; and

THAT the balance of the purchase be expensed from the Fleet Capital Account 9101010-9902072-9361.

BACKGROUND

The purchase of an ice resurfacer for the Facilities Division is an approved item in the Fleet Management Program, Item 6.1 in the 2016 Capital Budget.

Under report number 2012-110-06, an Arena Revenue Advertising Program was developed as a financial plan to establish and generate an on-going source of new revenue that would specifically contribute to the replacement of ice resurfacers and related ice maintenance equipment that are required at the Memorial Centre and Youth Arena.

ANALYSIS/OPTIONS

Resurfice Corp. and Zamboni Company Ltd. are the only two manufacturing companies that can supply a propane-powered ice resurfacer that meets the requirements of the

Operations Department - Facilities Divisions. The current request for quotation was of a universal approach to allow manufacturers to provide a bid for their specific model.

The following quotations were received:

| | |
|--|--------------|
| 1. Resurfice Corp., Elmira, ON (including trade-in) | \$101,462.70 |
| 2. Zamboni Company Ltd., Brantford, ON (including trade-in)..... | \$101,554.51 |

The amounts quoted include taxes (HST). Quotations have been verified and meet City specifications.

Staff have reviewed the quotes and specifications from both ice resurfacer manufacturers and conducted an on-site meeting with company representatives.

The following is a summary of the information discussed:

- Resurfice Corp. has advised the City of a major drive train design change that now incorporates a new drive motor and hydraulic drive train system which is now their new standard.
- Presently Resurfice Corp. only has a demonstrator unit in service. No machines have been in service for an ice season or longer to endorse the performance of the the new motor and hydraulic drive train system.
- Zamboni has been using a new motor since 2014 with 200 units in service and their hydraulic drive train system has been in service for over 20 years with minor upgrades to the existing hydraulic pump and double drive gear box system.
- Both companies offer a two year warranty service program. All approved works completed by City Mechanics can be charged back to both companies.
- Resurfice Corp. warranty includes all labour and mileage for work that is completed on site.
- Zamboni warranty does not include travel time or mileage.
- Resurfice Corp. is located in Elmira, Ontario (6 hrs away), to respond to mechanical issues, warranty, parts and labour.
- Zamboni's headquarters and manufacturing is located in Brantford (6 hrs away).

- Zamboni also has an authorized dealer including sales, service, parts and warranty in Montreal (2 hrs away).
- Resurface Corp. provides a diagnostic program for the new drive motor at an additional cost of approximately \$3,000. The cost has been included in the total unit cost.
- Zamboni includes the diagnostic program as part of the unit package.
- The diagnostic program is very important as it provides the specific code information to allow a mechanic to analyze the motor function/issues and complete necessary corrective action.

When considering all these important factors and costing, staff conclude that it would be in the City's best interest to purchase the new ice resurfacer from Zamboni.

POLICY IMPLICATIONS

As per Purchasing By-law 090-2005, Council approval is required when three bids have not been received, and when the lowest cost bid is not recommended.

FINANCIAL CONSIDERATIONS

The approved Capital Budget was \$100,000 for the replacement of the ice resurfacer. The quotation submitted by Zamboni Company Limited, Brantford, Ontario in the amount of \$91,452.98 (after estimated tax rebate and including \$8,000 for the trade-in on the gross cost of \$101,554.51), meets the specifications and requirement for Operations Department – Facilities Division.

This purchase will be partially offset by a contribution from the Arena Revenue Advertising Fund in the amount of \$50,000, with the balance to be expensed from Fleet Management Program.

CONCLUSION

The recommendation from the Operations Department - Fleet & Support Services and Facilities Division is to purchase the 2016 Zamboni Model #526 Ice Resurfacer from Zamboni Company Limited.

2016-061-05
Quotation Q2016-08 Ice Resurfacer

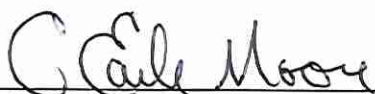
Page 4



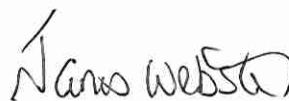
M.D. Carriere
Fleet Maintenance Foreman



A.J. Rossetti
Supervisor, Fleet & Support Services



C.E. Moore
Arenas & Facilities Supervisor



for C.J. Cosgrove
Director of Operations



D. Dick, CPA, CA
Director of Corporate Services



B. Casselman
City Manager

May 5, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – May 17, 2016

**2016-057-05
COMMUNITY SAFETY ZONE
WINDSOR DRIVE**

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

RECOMMENDED

THAT the northerly limit of the existing Community Safety Zone located on Windsor Drive be relocated to 35.5 m north of Peden Boulevard and;

THAT Schedule "XV" of By-Law 21-93 be amended accordingly.

PURPOSE/BACKGROUND

The location of the existing Community Safety Zone flashing lights on Windsor Drive (4.5 m south of Peden Boulevard) are affixed to a street light pole. The light fixture has been out of service since last fall due to the electrical wiring not being able to support both the Community Safety Zone flashing lights and the light fixture. This as a result of Hydro One modifying their infrastructure in the area.

ANALYSIS

After reviewing the site and consulting with a local electrical contractor, the Transportation Services Division has made the following observations;

- The decision was made last fall to disconnect the street light to allow for the Community Safety Zone flashing lights to function.
- Area residents have expressed concerns with the lack of illumination in this area since last fall due to the street light being disconnected.
- A quote to supply and install a solar powered Community Safety Zone flashing light system was received in the amount of \$5,815 plus HST. This would allow for the Community Safety Zone flashing light to stay in the same location.
- A quote to directional bore from the existing location, westerly along Peden Boulevard to the newly upgraded Hydro One pad mounted transformer to install the required electrical wiring was received in the amount of \$7,500 plus HST. This would allow for the Community Safety Zone flashing light to stay in the same location.
- A quote to remove and relocate the existing flashing light and associated signage northerly to the next street light pole which has the required electrical wiring was received in the amount of \$300 plus HST.

2016-057-05
Community Safety Zone
Windsor Drive

Page 2

- All the previous 3 options will allow for the disconnected street light to be reconnected and put back into service.

POLICY IMPLICATIONS


An amendment to the City's Traffic By-Law 21-93 requires Council's authorization.

FINANCIAL CONSIDERATIONS

Annually, Transportation Services budgets \$40,000 for traffic signals maintenance and \$45,000 for street light maintenance. There are adequate funds in these accounts to cover the expense.

CONCLUSION

It is recommended that the Community Safety Zone be relocated as described.



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

May 5, 2016

REPORT TO FINANCE, ADMIN. & OPERATIONS COMMITTEE – May 17, 2016

**2016-058-05
REQUEST FOR NO PARKING AND
LOADING ZONE
BROAD STREET**

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

RECOMMENDATION

THAT parking be prohibited on the east side of Broad Street from King Street West to Flint Street; and

THAT Schedule 1, Subsection 72 of By-Law 119-89 be amended accordingly; and

THAT the 15 minute parking on the west side of Broad Street from 12.0 meters south of Flint Street to 32.7 meters south of Flint Street be eliminated; and

THAT Schedule 5, Subsection 74 of By-Law 119-89 be amended accordingly; and

THAT a Loading Zone be approved on the west side of Broad Street from 12.0 meters south of Flint Street to 25.7 meters south of Flint Street, Monday through Sunday, 6:00 am to 6:00 pm; and

THAT Schedule 8, Subsection 80 of By-Law 119-89 be amended accordingly; and

THAT parking be prohibited on the west side of Broad Street from 25.7 meters south of Flint Street to 32.7 meters south of Flint Street, Monday through Sunday, 6:00 am to 6:00 pm; and

THAT Schedule 3, Subsection 74 of By-Law 119-89 be amended accordingly.

ORIGIN

The request originated as a result of a review of parking and traffic flow in the vicinity of the Aquatarium/Tall Ship's Landing development by City, Aquatarium, Tourism and DBIA representatives.

ANALYSIS

The stakeholders listed above recently met to review parking and traffic flow in the area of Broad, Water, and Flint Streets. Designating a No Parking zone on the east side of Broad

2016-058-05
Request for No Parking and Loading Zone
Broad Street

Page 2

Street between Flint Street and Water Street will improve traffic flow in that area and ease congestion. Parking is currently permitted on both sides of Broad Street between Flint Street and Water Street which reduces the travelled portion of road to 4.0 meters which does not accommodate two-way traffic. Flint Street has a City Transit stop and a Charter Bus stop on the south side between St. Andrews Street and Broad Street which exit onto Broad Street and travel north. City staff can see the situation shown in Attachment 1 presenting traffic flow issues, especially during peak seasonal times.

The existing three (3), 15 minute parking spots on the west side of Broad Street, south of Flint Street are being abused and are not being utilized as they were intended. Staff agrees that a Loading Zone would be better suited in this area along with one (1) spot at the far south end, designated as No parking (see Appendix 1). This No Parking spot will be signed to allow for a "Pickup/Drop-Off" location for patrons of the Aquatarium, Tall Ships Landing and its services, and the Boardwalk property.

POLICY IMPLICATIONS

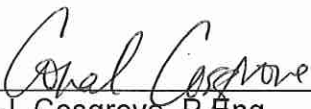
An amendment to the City's Parking By-Law requires Council's authorization.

FINANCIAL CONSIDERATIONS

Annually, Public Works budgets for the installation of a variety of signs throughout the City. There are sufficient funds in the Public Works 2016 Operating Budget in account 01-5-745436-2010 to accommodate the estimated cost of \$250 to complete the work.

CONCLUSION

Staff recommends amending the City's Parking By-Law 119-89 accordingly.



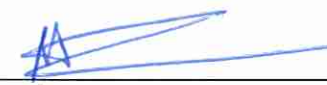
C.J. Cosgrove, P. Eng
Director of Operations



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



D. Dick, CA, CPA
Director of Corporate Services



B. Casselman
City Manager



WATER STREET

BROAD STREET

FLINT STREET

BROAD STREET

1. NO PARKING (ARROW RIGHT)
2. LOADING ZONE (ARROW LEFT)

1. LOADING ZONE (ARROW RIGHT)
2. NO PARKING (ARROW LEFT)

1. NO PARKING (ARROW RIGHT)
2. NO PARKING (ARROW LEFT)

1. DISABLED PERSON PARKING (INSTALLED)

1. DISABLED PERSON PARKING (INSTALLED)

1. DISABLED PERSON PARKING (INSTALLED)

1. NO PARKING (ARROW RIGHT) (INSTALLED)

1. NO PARKING (ARROW LEFT)
2. 15 MINUTE PARKING 1 STALL (INSTALLED)

61.5 m

68.3 m

74.0 m

81.5 m

94.5 m

12.0 m

25.7 m

32.7 m

13.0 m

DISCLAIMER:
ALL PROPERTY LINES SHOWN HERE ARE FOR REPRESENTATION ONLY AND DO NOT IN ANY WAY CONSTITUTE THE TRUE LEGAL BOUNDARY OF ANY PROPERTY IN THE CITY OF BROCKVILLE.
LIMITS OF LIABILITY:
THE CITY OF BROCKVILLE WILL MAKE EVERY EFFORT TO PROVIDE A QUALITY PRODUCT, HOWEVER, IN NO EVENT WILL THE CITY OF BROCKVILLE, ITS SERVANTS, AGENTS, OFFICERS, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS BE LIABLE TO ANY PERSON OR CORPORATION FOR DAMAGES, EXPENSES, LOSS OF PROFITS, LOSS OF SAVINGS OR OTHER DAMAGES ARISING OUT OF INACCURACIES CONTAINED IN THE COMPOSITE MAP OR IN ITS DATA BASE CONTENT, NOR WILL THE CITY BE LIABLE FOR ANY INACCURACIES CONTAINED IN THE COMPOSITE MAP OR IN ITS DATA BASES.

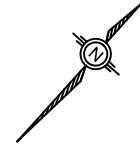


BROCKVILLE

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

BROAD STREET AS-BUILT
SIGNAGE LAYOUT
APPENDIX 1

| Rev. | Date | By | Comments |
|------|----------|-------|----------|
| 1 | MAR 7/13 | MAH - | |
| 2 | MAY 6/16 | JPB | |
| | | | |
| | | | |

Drawn: MAH Date: MAR 7, 2013
Scale: NTS Drawing No: 1

MAY 6, 2016

REPORT TO FINANCE ADMINISTRATION & OPERATIONS COMMITTEE - May 17, 2016

**2016-062-05
2016 DEBT CAPACITY LIMIT**

**D.DICK, CPA, CA
DIRECTOR OF CORPORATE SERVICES
L.FERGUSON, CPA, CGA
MANAGER OF FINANCE
C.WARD, FINANCIAL ANALYST - GENERAL**

RECOMMENDATION

That the Annual Repayment Limit for 2016, as calculated by the Ministry of Municipal Affairs and Housing and updated by the Treasurer be received.

PURPOSE

To inform Council of the debt repayment limit calculated by the Ministry of Municipal Affairs and Housing, which has subsequently been updated by the Treasurer, as required under Ontario Regulation 403.02.

BACKGROUND

Each year, the Ministry of Municipal Affairs and Housing (MMAH) determines the Municipality's Annual Debt Repayment Limit [Attachment 1 to Report # 2016-062-05] based on information obtained from a previous years Financial Information Return (FIR). For 2016, the calculation is based upon information from the 2014 FIR.

Regulation 403/02 requires that the Treasurer update this calculation [Attachment 2 to Report # 2016-062-05] with more recent information before the issuance of any new long term debt instrument (i.e. debentures).

At December 31, 2015, the City's outstanding debenture principal was \$19,272,762.

ANALYSIS

| Unadjusted Annual Repayment Limit for 2016 (calculated by MMAH) | |
|---|---------------|
| 2014 Net Revenue fund revenues | \$ 47,787,535 |
| 25% of Net Revenue fund revenues | 11,946,884 |
| Less: 2014 net debt charges | (3,236,228) |
| Unadjusted Annual Repayment Limit for 2016 (calculated by MMAH) | \$ 8,710,656 |

| Treasurer's Adjustments | |
|---|--------------|
| 1. Debt payments expiring in 2014 and 2015 | 874,025 |
| 2. Annual debt payments from issuance of \$4M FCM debenture for WPCC upgrade in 2014 (20 yr. amortization @ 2.0%) | (243,643) |
| 3. Debt approved in 2016 and prior years but not yet financed (10 yr. amortization @ 3.0%) | (789,764) |
| 4. Estimated annual debt repayments for WPCC Upgrade, not yet financed (20 yr. amortization @ 4.5%) | (263,615) |
| 5. Solid Waste contract | (934,000) |
| 6. Tourism contract | (185,070) |
| 7. Aquatarium | (150,000) |
| 8. Management of the Para-Transit system contract | (358,520) |
| 9. Management of the Brockville Airport | (113,266) |
| 10. Multi-function units lease agreement | (32,783) |
| Adjusted Annual Repayment Limit for 2016 | \$ 6,514,021 |

The adjusted Annual Repayment limit for 2016 of \$6,514,021 equates to:

| <u>Term</u> | <u>Interest Rate</u> | <u>Amount</u> |
|-------------|----------------------|---------------|
| 10 year | 5.00% | \$ 50,299,543 |


This reflects the maximum amount of new debentures that the City of Brockville may issue according to provincial regulations. This does not indicate the City of Brockville's ability to assume this debt and the resulting annual debt charges.

FINANCIAL CONSIDERATIONS


There are no financial considerations at this time.

CONCLUSION

The annual repayment limit calculated by the Ministry of Municipal Affairs and Housing and as adjusted by the Treasurer is effective January 1, 2016.


C. Ward
Financial Analyst - General


D. Dick, CPA, CA,
Director of Corporate Services


L. Ferguson, CPA, CGA
Manager of Finance


B. Casselman
City Manager

2016 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

| | | | |
|-------------------------|---------------------|------------------------|------------------|
| MMAH CODE: | 56101 | FIR CLEAN FLAG: | C |
| MUNID: | 7015 | | |
| MUNICIPALITY: | Brockville C | | |
| UPPER TIER: | N/A | | |
| REPAYMENT LIMIT: | | \$ | 8,710,656 |

The repayment limit has been calculated based on data contained in the 2014 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2014 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2016.

FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

| 5% Interest Rate | | |
|------------------|--------------------|----------------|
| (a) | 20 years @ 5% p.a. | \$ 108,554,024 |
| (a) | 15 years @ 5% p.a. | \$ 90,413,628 |
| (a) | 10 years @ 5% p.a. | \$ 67,261,375 |
| (a) | 5 years @ 5% p.a. | \$ 37,712,581 |
| 7% Interest Rate | | |
| (a) | 20 years @ 7% p.a. | \$ 92,280,811 |
| (a) | 15 years @ 7% p.a. | \$ 79,335,903 |
| (a) | 10 years @ 7% p.a. | \$ 61,180,001 |
| (a) | 5 years @ 7% p.a. | \$ 35,715,408 |

DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Brockville C

MMAH CODE:

56101**Debt Charges for the Current Year**

| | | 1 \$ |
|------|--|------------------|
| 0210 | Principal (SLC 74 3099 01) | 2,396,431 |
| 0220 | Interest (SLC 74 3099 02) | 839,797 |
| 0299 | Subtotal | 3,236,228 |
| 0610 | Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01) | 0 |
| 9910 | Total Debt Charges | 3,236,228 |

Amounts Recovered from Unconsolidated Entities

| | | 1 \$ |
|------|--|------------------|
| 1010 | Electricity - Principal (SLC 74 3030 01) | 0 |
| 1020 | Electricity - Interest (SLC 74 3030 02) | 0 |
| 1030 | Gas - Principal (SLC 74 3040 01) | 0 |
| 1040 | Gas - Interest (SLC 74 3040 02) | 0 |
| 1050 | Telephone - Principal (SLC 74 3050 01) | 0 |
| 1060 | Telephone - Interest (SLC 74 3050 02) | 0 |
| 1099 | Subtotal | 0 |
| 1410 | Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02) | 0 |
| 1411 | Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02) | 0 |
| 1412 | Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02) | 0 |
| 1420 | Total Debt Charges to be Excluded | 0 |
| 9920 | Net Debt Charges | 3,236,228 |

| | | 1 \$ |
|---------------------------------|---|-------------------|
| 1610 | Total Revenues (Sale of Hydro Utilities Removed) (SLC 10 9910 01) | 54,513,910 |
| Excluded Revenue Amounts | | |
| 2010 | Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04) | 0 |
| 2210 | Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) | 2,856,419 |
| 2220 | Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01) | 2,804,198 |
| 2225 | Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01) | 0 |
| 2226 | Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01) | 83,279 |
| 2230 | Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01) | 922,152 |
| 2240 | Gain/Loss on sale of land & capital assets (SLC 10 1811 01) | 27,432 |
| 2250 | Deferred revenue earned (Development Charges) (SLC 10 1812 01) | 32,895 |
| 2251 | Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01) | 0 |
| 2252 | Donated Tangible Capital Assets (SLC 53 0610 01) | 0 |
| 2253 | Other Deferred revenue earned (SLC 10 1814 01) | 0 |
| 2254 | Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01) | 0 |
| 2299 | Subtotal | 6,726,375 |
| 2410 | Fees and Revenue for Joint Local Boards for Homes for the Aged | 0 |
| 2610 | Net Revenues | 47,787,535 |
| 2620 | 25% of Net Revenues | 11,946,884 |
| 9930 | ESTIMATED ANNUAL REPAYMENT LIMIT (25% of Net Revenues less Net Debt Charges) | 8,710,656 |

* SLC denotes Schedule, Line Column.

Attachment 2

Report 2016-062-05

Page 39 of 58

TREASURERS CALCULATION OF THE CITY'S ANNUAL DEBT CAPACITY BASED ON THE PROVINCIAL CALCULATION METHODS AND INFORMATION PROVIDED BY THE PROVINCE

Determination of Annual Debt Repayment Limit

UPDATED May 5, 2016

As per Provincial Regulation 403/02

Calculation of Annual Repayment Limit:

2016

| | | |
|--|----------|-------------|
| Total Revenue Fund revenues | per FIR | 54,513,910 |
| Add: | | |
| Fees and revenues for Social Housing | | 0 |
| Less: | | |
| Grants from Government of Ontario, Government of Canada and other Municipalities | | |
| Ontario Grants | | (2,856,419) |
| Canada Grants | | (2,804,198) |
| Deferred revenue earned (Canada Gas Tax) | | (83,279) |
| Other Municipalities | | (922,152) |
| Gain/Loss on the sale of land and capital assets | | (27,432) |
| Deferred revenue earned (Development Charges) | | (32,895) |
| | Subtotal | (6,726,375) |

| | |
|----------------------------------|-------------------|
| Net Revenue Fund Revenues | 47,787,535 |
|----------------------------------|-------------------|

| | |
|---|-------------------|
| <u>25% of net Revenue Fund revenues</u> | <u>11,946,884</u> |
|---|-------------------|

Annual Repayment Limit

| | |
|--|-------------|
| (a) 25% of net Revenue Fund expenditures: City Debt Capacity | 11,946,884 |
| (b) Less: 2014 net debt charges | (3,236,228) |

| | |
|---|------------------|
| Annual Repayment amount available per MMAH | 8,710,656 |
|---|------------------|

Treasurer's Adjustments

Debt:

Add:

| | |
|---------------------------------------|---------|
| Debt payments expiring in 2014 & 2015 | 874,025 |
|---------------------------------------|---------|

Less:

| | |
|--|-----------|
| Debt Charges for 2014 Issue - WPCC Upgrade through FCM | (243,643) |
| Estimated annual debt repayment for debt approved in 2016 and prior years (10 yrs. @ 3%) | (789,764) |
| Estimated Debt Charges for the Secondary Treatment Upgrade to the WPCC (20 yrs. @ 4.5%) | (263,615) |
| | Subtotal |
| | (422,996) |

Financial Commitments

Less:

| | |
|---|-------------|
| Solid Waste contract | (934,000) |
| Tourism contract | (185,070) |
| Aquatarium | (150,000) |
| Management of the Para-Transit system agreement | (358,520) |
| Management of Brockville Airport | (113,266) |
| Multifunctional units lease agreement | (32,783) |
| | Subtotal |
| | (1,773,638) |

| | |
|---|------------------|
| Adjusted Annual Repayment Amount available for 2016: | 6,514,021 |
|---|------------------|

TREASURERS CALCULATION OF THE CITY'S ANNUAL DEBT CAPACITY BASED ON THE PROVINCIAL CALCULATION METHODS AND INFORMATION PROVIDED BY THE PROVINCE


Additional debentures in the following amounts could be issued at the indicated interest rate and amortization:

| Rate of Interest | Years to Amortize | Additional Debentures |
|------------------|-------------------|-----------------------|
| 2.29% | 10 | 57,634,783 |
| 5.00% | 10 | 50,299,543 |
| 7.00% | 10 | 45,751,757 |

Certificate of the Treasurer

I, David Dick, Treasurer of the City of Brockville in the County of Leeds do hereby certify that annual payments relating to the net capital cost of the works plus the annual debt payments relating to all other capital projects proposed by the municipality are within the annual debt repayment limit established by the Ministry of Municipal Affairs and Housing under Ontario Regulation 403/02 and therefore OMB approval is not required.

Dated and signed in the City of Brockville this 12 day of May, 2016.



 David Dick, CPA, CA
 Treasurer

May 9, 2016

**Report to Finance, Administration and Operations Committee
– May 17, 2016**

**2016-060-05
Removal of Liability
Insurance for Buskers**

**S. MacDonald
City Clerk
L. Murray
Deputy City Clerk**

Recommended

THAT Council authorize the removal of the requirement for 2 million dollars in liability insurance from the licencing of buskers; and

THAT By-law 019-2015, a Bylaw to licence, govern and regulate Buskers, be amended to remove section 5 (ii) regarding the requirement of General Liability Insurance of no less than 2 million dollars.

Purpose

The purpose of this report is to remove the requirement for liability insurance for Buskers operating within the City of Brockville.

Background

In February 2015 Council approved a by-law that permitted busking in downtown Brockville with the appropriate licence. The need for insurance was discussed at the time of implementation and it was recommended by our insurance provider and solicitor that it should be a requirement.

We received correspondence (Attachment 1 to Report # 2016-060-05) from Downtown Brockville, in April 2016 to remove the requirement for 2 million dollars in liability insurance, in order to attract more buskers to the City.

Analysis/Options

During the 2015 busking season the City only licenced one busker.

Although we had several more inquires and applications the insurance requirement seemed to be an obstacle. The interest was mainly from young students from the area who were just looking to make a few dollars over the summer and this insurance was too costly to purchase.

We have contacted several other municipalities regarding their policies surrounding liability. The Town of Collingwood does not require insurance.

Their buskers are required to sign a "Code of Conduct" that gives the municipality the strength to discontinue their licence at any time. Also, Collingwood has licenced buskers for the past 6 years and has never had an issue with liability. The Town of Gananoque also licences buskers and does not require liability insurance and to date has not had an issue.

The recommendation from our insurance provider, Halpenny Insurance Brokers is "That the buskers carry appropriate insurance, to provide the busker with coverage in the event of a loss as well as transferring the loss away from the City's Municipal Liability".


General guidelines are outlined in the accompanying By-law (Attachment 2 to Report # 2016-060-05)

Policy Implications

There are no policy implications associated with the recommendation of Report # 2016-060-05.

Financial Considerations

By removing the insurance requirement from this licensing we would expect to receive more applications for busking therefore increasing that revenue item.

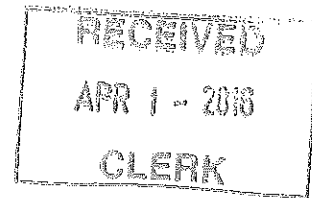
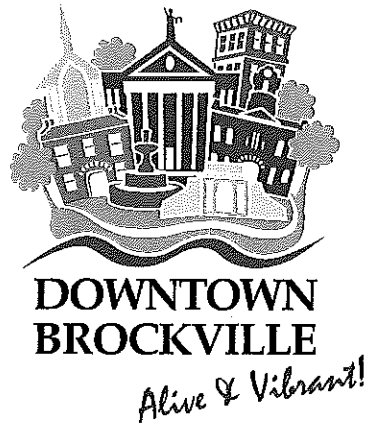


S.M. MacDonald
City Clerk

L. Murray
Deputy City Clerk

D. Dick, CPA, CA
Director of Corporate Services

B. Casselman
City Manager



April 1st, 2016

Ms. Sandi MacDonald
City Building Official
City of Brockville

Re: Busker By-Law

Dear Ms. MacDonald

The DBIA Board of Directors has reviewed the current Busker By-Law of the City of Brockville. They are supportive of the By-Law but would like to recommend a review of the current practices.

The Board realizes and understands the level of research and planning that goes into preparing a By-Law for the City. However, upon review of the current practice, feel that the request for performer insurance may be seen as a deterrent to potential applicants. Street performances/busking can provide local artists a place to showcase their skills and add vibrancy to the downtown core. Having a set of conditions and guidelines can assist in encourage these performances while providing assurance to the public and business community that performances will be monitored.

The DBIA Board appreciates the opportunity to provide input and believes that the expertise of the City's Clerks Office will put forward a document with the best interest of the community.

Yours truly,

Wendy Onstein
Chair-Downtown Business Improvement Area

THE CORPORATION OF THE CITY OF BROCKVILLE
By-law Number 019-2015

*Being a by-law to licence, govern and regulate
 Buskers in the City of Brockville*

WHEREAS Sections 150 and 151 of the Municipal Act, 2001, S.O. 2001 c.25 (herein, the 'Act') permits a municipality to provide for a system of licences with respect to a business and the specific powers available to the municipality to regulate a business and suspend a licence; and

WHEREAS the Council for the City of Brockville has deemed it advisable to licence buskers;

NOW THEREFORE the Council of the Corporation of the City of Brockville hereby enacts as follows:

Definitions

1. In this By-law:
 - (a) "Busker" shall mean any person and his/her employees or agents who entertain in a public space and seek donations for performances;
 - (b) "Busking" includes, but is not limited to the following activities: acting, singing, playing musical instruments, juggling, magic, dancing, puppetry and reciting.
 - (c) "Clerk" means the Clerk of the Corporation of the City of Brockville or designate;
 - (d) "Corporation": shall mean the Corporation of the City of Brockville;
 - (e) "Council" means the Council of the Corporation of the City of Brockville;

General Provisions

2. Every busker operating within the City of Brockville must obtain a licence from the Clerk of the Corporation before beginning any performance within the City of Brockville.
3. This by-law does not apply to buskers performing at municipally sanctioned events, or events organized and hosted by a charity or non-profit community organization so long as they are participating with the permission of the event organizers.
4. Fees for a licence granted under this by-law shall be in accordance with the Corporation's Fees and Charges By-law. A licensee shall pay the prescribed fee prior to the issuance of the licence.

Licenses

5. A buskers licence may be issued by the Clerk when the applicant has complied with all of the following requirements:
 - i) Buskers will require a permit with the applicable fee paid to the Corporation.
 - ii) Buskers will provide proof of a Certificate of Insurance confirming General Liability Insurance with a limit of no less than \$2,000,000 adding the City as an additional insured.
 - iii) Busking is permitted only in the DBIA, in specific locations as listed.
 - iv) Buskers aged 14-16 years of age must be accompanied by a parent/guardian at all times. Age 14 is the minimum age permitted for buskers.
 - v) The performers will be juried/auditioned by April 15th of each year.
 - vi) The audition panel will be made up of 1 City representative, 1 DBIA representative, 1 Tourism representative and 1 Arts Council representative.

General Regulations

6. Busking is permitted from 10:00 am to 10:00 pm each day. Buskers are required to rotate locations every 2 hours and may only begin on the even hour. (i.e. 10:00 am, 12:00 pm)
7. Busking locations are as follows:
 - a) 235 King Street West (Brockville Art Centre)
 - b) South side of King Street West (directly north of the Home Street parking lot)
 - c) King Street and Courthouse Avenue (northeast corner)
 - d) Courthouse Green
 - e) Blockhouse Island (2 locations – east and west)
 - f) Hardy Park (Water Street West)
 - g) Market Street West/City Hall
8. Permits must be displayed at all time during their performance.
9. Only one street performance is permitted per location at one time.
10. Busking will not be permitted during special events/festivals without prior permission from the City or event organizer.
11. Maximum number of performers per group shall not exceed 5 people.
12. Performers must adhere to the City's Noise By-law 090-2013. Amplifiers are prohibited.
13. High-risk or unsafe performances which may put the public and/or performers at risk are not permitted.
14. All performances must be suitable for a general family audience.

City of Brockville
By-law 019-2015
By-law to licence, govern and regulate Buskers

Page 3

15. Buskers may not use drugs or alcohol or appear intoxicated.
16. Buskers must demonstrate a reasonable degree of proficiency in their performances.
17. Buskers may receive donations but must not charge a minimum or set fee for their performances.
18. Aggressive or persistent solicitation of donations is not permitted.
19. Buskers or their audiences must not block sidewalks, paths, bicycle routes and roads.
20. The City of Brockville reserves the right to remove any sign, banner or display that obstructs or interferes with pedestrian or traffic circulation or that interferes with normal business activities of any merchant.
21. The City of Brockville reserves the right, at their discretion, to halt performances for any reason at the request of the Brockville Police Service or By-law Enforcement.
22. A busker's license is valid for six months from May to October each year.

By-law

23. If any provision or requirement of this by-law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this by-law, or the application of such provision or requirement to all persons other than those to which it is held to be invalid or unenforceable, shall not be law shall be separately valid and enforceable to the fullest extent permitted by law.
24. Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act.
25. This by-law shall be known as the "Buskers By-law".
26. This by-law shall come into force and effect on the date of passing.

Given under the Seal of the Corporation
of the City of Brockville and passed this
10th day of March, 2015.



Mayor

City Clerk

Report to Finance, Administration and Operations Committee
May 9, 2016

2016-059-05
Renewal of Victoria Building Lease
Agreement with Thousand Islands
Community Development Corporation (TICDC)

S. MacDonald
City Clerk

RECOMMENDATION

THAT Council authorize the Mayor and Clerk to execute an addendum to the existing lease agreement with the Thousand Islands Community Development Corporation (TICDC) for office space located in the basement level of the Victoria Building, to extend the agreement to March 31, 2024.

PURPOSE

To address the request by the Thousand Islands Community Development Corporation to extend the current lease agreement with the City of Brockville.

BACKGROUND

In November 1998, Council passed a resolution of support for the concept of a one stop shopping centre for small business to be located in the lower level of City Hall. Approval was granted for the 1000 Islands Community Development Corporation (TICDC), Brockville and District Chamber of Commerce, DBIA and Brockville Police Department Storefront Office to use the space resulting from the uploading of the Social Services Department to the United Counties of Leeds and Grenville.

Throughout the years, the TICDC has continued to provide leasehold improvements to the basement spaces and they have made considerable investments in support of City of Brockville initiatives, including: Aquatarium, Railway Tunnel Project, Brock Trail upgrades, Tall Ships Festival and the Airport expansion. (See attached correspondence for a more detailed list)

An addendum to the original lease agreement was executed in in 2013 granting an extension to March 2019. In consideration of its financing the renovations to the basement offices, along with additional funding for various City initiatives, the TICDC secured its lease with the City of Brockville for a nominal fee of \$1.00 per annum plus its proportionate share of the annual operating costs inclusive of property and education taxes.

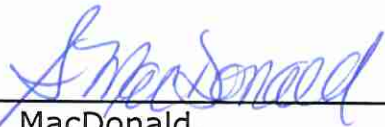
ANALYSIS

The existing lease with the TICDC expires on March 31, 2019. Mr. Tom Russell, Executive Director of the TICDC has expressed his intentions in favour of extending the existing Lease Agreement. Staff are recommending to extend the lease to the 1000 Islands Community Development Corporation for a further 5 years.


Through circulation to various staff, and in light of the numerous investments that the TICDC has made in support of the City of Brockville, staff is supportive of extending the existing Lease Agreement with the TICDC.

FINANCIAL CONSIDERATION

The Lease Agreement with the TICDC has a rent consideration which is a rate that is cost recovery to the City for utilities and taxes. This rate is adjusted on January 1st, annually to reflect any increases in costs. All maintenance, janitorial, waste removal and building security are at the sole expense of the TICDC.



S. MacDonald,
City Clerk

D. Dick, CPA, CA
Director of Corporate Services

B. Casselman,
City Manager



Sandi McDonald

RECEIVED

APR 21 2016

CLERK

April 20, 2016

Mr. Dave Paul
Economic Development Director
City of Brockville
P.O. Box 5000
1 King Street West
Brockville, Ontario
K6V 7A5

Re: 1000 Islands CDC Office Lease Extension

Dear Mr. Paul:

Please accept this formal request from the 1000 Islands Community Development Corporation to secure a five year extension to our existing lease with the City of Brockville. Kindly forward this request to the appropriate authorities and please accept our sincere appreciation for the exceptional hospitality we have always received from City staff and elected officials. It has been our pleasure to work with you over the past number of years and we are hopeful that this relationship will continue well into the future.

As you know, we have made considerable investments in support of City of Brockville initiatives and our relationship with you is built on a foundation of trust and respect that we expect to survive regardless of where we are located. However, continuing to operate "on-site" offers clear advantages to both of our organizations. For your consideration, a few examples of contributions we have made to the City of Brockville are offered as follows:

- \$900,000 for Aquarium capital acquisition and feasibility studies.
- \$25,000 for historic railway tunnel capital campaign staffing.
- \$20,000 for investment attraction campaign.
- \$30,000 for Brock Trails upgrades.
- \$30,000 for Fall Ships festival.
- \$75,000 for airport runway expansion.
- \$70,000 for Senior's Games support.
- \$70,000 for Brockville Tourism.
- \$55,000 for Brockville Arts Centre upgrades.
- \$100,000 for renovations to Market St. W. offices, hallways and bathrooms.
- \$25,000 for Enterprise Centre operations.
- \$15,000 for Planning Department youth intern.
- \$10,000 for downtown anchor attraction study.
- \$10,000 for sports field feasibility study.

...2

We do our part to support costs associated with necessary physical improvements to city hall and we continue to make sizable investments in Brockville priority projects. We anticipate an upcoming major announcement that will further indicate our commitment to the City of Brockville. In return, we request a five year "rent free" extension to our current lease agreement which expires on March 31, 2019. We are hopeful that you will recognize the benefits of having us located at Brockville City Hall and we look forward to many more years as your tenant.

Please feel free to contact me at your convenience should you wish to discuss this matter further. We thank you for your kind consideration and we look forward to your favourable response.

Sincerely,



*Tom Russell
Executive Director*



May 12, 2016

**REPORT TO FINANCE, ADMINISTRATION AND OPERATIONS
COMMITTEE**

May 17, 2016

2016-068-05

DOWNTOWN PARKING 2016

REQUEST TO AMEND PARKING BY-LAW 119-1989

SANDRA MACDONALD

CITY CLERK

RECOMMENDED

THAT Council authorize the following amendments to Parking By-law 119-1989:

1. Implement Saturday and Sunday parking rate of \$1.00 per hour in the Water Street and Market Street municipal parking lots between the hours of 9:00 am and 5:00 pm; and
2. Restrict parking in the John Street and St. Paul Street parking lots to a maximum of four hours per day, Monday through Friday between the hours of 9:00 am and 5:00 pm; and

THAT Council authorize weekend parking enforcement to and including Sunday, October 9, 2016

PURPOSE

This report is to address parking matters related to the downtown that have been identified as a result of a Downtown Brockville Parking Survey and the increased traffic (parking) with the opening of the Aquatarium.

BACKGROUND

The City of Brockville and Downtown Brockville implemented a system of complementary parking in the downtown in the year 2000. At this time parking operates as follows:

- Parking is enforced Monday to Friday between 9:00 am and 5:00 pm by 2 officers. Their patrol area includes Charles Street (metered area) and any other complaint areas.
 - Approximately 10 kilometres of roadway are patrolled on foot up to 3 times per day

Report 2016-068-05
Downtown Parking 2016
Request to Amend Parking By-law 119-1989

Page 2

- From May to Sept officers patrol the boat trailer parking areas on Saturdays and Sundays up to 5 hours per day (weather dependent)
- Complimentary 2 hour parking along King Street, on side streets one block north of King Street and side streets one block south of King Street and Broad Street, between Park Street (in the east) and Clarissa (in the west). (approximately 325 parking spaces)
 - When the complimentary parking was introduced, enforcement took place Monday to Saturday. In the mid-2000s, at the request of Downtown Brockville, Saturday enforcement was suspended.
 - The DBIA provides a contribution to the parking operation budget annually to offset revenues not garnered from parking meters
 - 65% of the parking levy is levied against King Street property owners; while the remaining 35% is levied against property owners whose properties are located in the balance of the complimentary area
 - 2016 BIA Parking Levy \$49,811
- Metered parking – there are approximately 150 single space parking meters dispersed outside of the complimentary parking area but within the defined BIA area
- Municipal Parking Lots – there are approximately 500 parking spaces located in municipal parking lots.

| | # of parking spaces | Hourly rate | Rates applied | Permits Sold |
|--|---------------------|-----------------------|------------------|--------------|
| Water Street (north of harbour) | 116 | \$1.00 | M-F 9:30-6:00 | Yes |
| Market Street (north of Water Street behind Scotia Bank) | 37 | \$1.00 | M-F 9:30-6:00 | Yes |
| Home Street (south of King St across from Shoppers Drug Mart) | 50 | \$1.00 | M-F 9:30-6:00 | Yes |
| Buell Street (south of Post Office off Buell Street) | 26 | \$1.00 | M-F 9:30-6:00 | Yes |
| George Street (west of Beattie Dodge) | 49* | 3 meters \$1.00/hr | Week days | Yes |
| John Street ** (corner of St. Paul St, across from The Mill) | 41 | n/a | n/a | No |
| St Paul Street (BAC parking) | | n/c | n/a | No |

**Report 2016-068-05
Downtown Parking 2016
Request to Amend Parking By-law 119-1989**

Page 3

| | | | | |
|---|-----------------|--|--------------|-----|
| Aquatarium/TSL Public Parking Garage | 50 | \$2.00 | 24/7 | No |
| Henry Street (south of the Brockville Museum) | 27 boat trailer | \$7.75 to 11pm | 24/7 May-Oct | Yes |
| | 29 cars | \$21.50/24hrs 2 hr free \$7.75/24hrs | 24/7 May-Oct | No |

* 24 parking spaces are currently under lease to Beattie Dodge; there are 3 metered spaces and the balance of the lot is occupied by permit holders

** The John Street lot is free parking

There have been notable changes to parking operations this year. The most notable is the completion and opening of the Tall Ships Landing development including the Aquatarium. This in combination with a parking survey undertaken with the membership of Downtown Brockville has prompted review of downtown parking.

ANALYSIS/OPTIONS

Staff are recommending the following changes to the parking operations:

Parking Rates

It is being proposed to implement a \$1.00 per hour parking rate in the Water Street and Market Street parking lots on Saturdays and Sundays between the hours of 9:00 am and 5:00 pm. It is expected that if these lots remain free of charge on the weekends, the Aquatarium/TSL Public Parking Garage will be underutilized resulting in lost revenue for the Aquatarium.

It is being recommended that if weekend rates are implemented, that one parking permit be issued, without charge, to each tenant of the Brockville Marina to park in Reynolds Park for the 2016 season. As the boat slips have already been allocated for the season, boaters expected to have free parking available to them on weekends and evenings.

John Street and St. Paul Street parking lots

It is being recommended that the John Street and St. Paul Street parking lots be restricted to a four hour maximum per day (9:00 am - 5:00 pm, Monday through Friday).

Concerns have been raised that there is no charge to park in the lots 24 hours per day. As previous requests to Council for the installation of a pay and display parking meter in the John Street lot have been turned down, we

feel this would address some of the concerns raised and improve turnover in the lot. It will also address some issues within the St. Paul Street lot that have been raised by BAC staff.

Weekend Enforcement

It is being recommended that Saturday and Sunday enforcement be reinstituted in the complimentary parking area and municipal parking lots for a trial period commencing as early as Victoria Day weekend (subject to officer availability) through to Thanksgiving. Staff will review the outcome of the enhanced enforcement after Labour Day and make a recommendation on whether weekend enforcement should continue. This will address some concerns raised in the Downtown Brockville parking survey.

Downtown Brockville approached the City requesting to address a number of concerns raised by the membership in the parking survey, including Saturday enforcement, longer weekday enforcement (from 5:00 to 6:00 pm) and time restrictions for the John Street parking lot. When approached by the City to provide funding for additional enforcement, they requested that it be deferred until 2017 as they would need to consult the membership. They plan to do this at their annual general meeting scheduled for November. They certainly support the changes proposed by City staff.

POLICY IMPLICATIONS


Adoption of any of the recommendations will require change to the Parking Bylaw.

FINANCIAL CONSIDERATIONS

The estimated cost of additional weekend enforcement is \$4,000 for the trial period. Additional revenues from the implementation of weekend parking rate is estimated to be \$3,000. Although the estimated shortfall of \$1,000 can be managed in the Parking Operating accounts it may result in a reduced year-end contribution to the Parking Reserve account but would not result in a deficit to the parking operating budget.

CONCLUSION

We believe that implementing these changes will help with the anticipated increased traffic this summer.



S. MacDonald
City Clerk

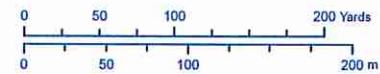


D. Dick, CPA, CA
Director of Corporate Services



B. Casselman
City Manager

City of Brockville Downtown Parking



This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. Designed and produced by: The City of Brockville GIS.

SOURCE: Universal Transverse Mercator, Grid Zone 18, North American Datum 1983, with data supplied under license by members of the Ontario Geospatial Data Exchange (OGDE). Tetraest Inc. © 2016. Queen's Printer of Ontario. All rights reserved.

[LOGIN](#) | [CONTACT US](#) | [CONTRAST](#)[TEXT SIZE](#)[Advocacy](#)[Events & Training](#)[About Us](#)

AMO Support for Fort McMurray - Call to Action

05/06/2016

Challenge to all municipalities.

May 5, 2016

Dear Colleagues,

Like you, I have been deeply affected by the disturbing images and the heartbreak we are seeing of those fleeing the wildfires around Fort McMurray. We appreciate the hard work of emergency services, civic employees and volunteers to assist in the multitude of efforts to tackle this situation. It is a situation that cries out for compassion and action.

AMO today challenged the 100 plus delegates at the Ontario Small Urban Conference to reach into their pockets and contribute personally. Delegates are meeting here in Goderich, the site of a devastating tornado that ripped through the community in 2011, learning more about being prepared for the unexpected, including natural disasters. In only 5 minutes, the challenge here raised \$1233.00. The OSUM delegates asked me to challenge all municipal governments to donate as well. Municipal governments can contribute through AMO and we'll ensure the funds are placed so that the Canadian government and Alberta government can match the dollars.

Donations can be made by cheque payable to Association of Municipalities of Ontario, with "Fort McMurray Disaster" in the description field. Let's grow today's \$1233.00 funds so that in several weeks, we can tell our colleagues in northern Alberta and across the country that Ontario's municipal governments care and are making a difference. Let's help their recovery!

Sincerely,
Gary McNamara
AMO President
amopresident@amo.on.ca

Advocacy Resources

[Asset Management](#)
[Interest Arbitration](#)
[Policing](#)
[Upload Agreement](#)
[Waste Diversion](#)

Events & Training

[Conferences](#)
[Councillor Training](#)

About Us

[Accessibility](#)
[AMO Mobile App](#)
[Annual Reports](#)
[Awards](#)
[Board of Directors](#)
[By-Law](#)
[Careers](#)
[Contact Us](#)
[History](#)
[Honourary \(Life\) Member](#)

Related Sites

[AFMO](#)
[FONOM](#)
[Gas Tax at Work](#)
[LAS](#)
[MEPCO](#)
[NOMA](#)
[OMKN](#)
[OSUM](#)
[ROMA](#)

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - - 16

Date: May 9, 2016

Moved by:

Seconded by:

WHEREAS the City of Fort McMurray, Alberta, has suffered a recent significant loss due to fire;

AND WHEREAS municipalities help each other in times of need,

THEREFORE BE IT HEREBY RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby agree to donate 50^c cents per capita to the Fort McMurray relief fund and challenges all other Leeds and Grenville municipalities to at least match this per capita donation, and

THAT a copy of this resolution be forwarded to all municipalities in Leeds and Grenville.

Carried / Defeated

Mayor: