



City of Brockville

Finance & Administration Committee

Minutes

4:30 PM - Tuesday, April 20, 2021

Virtual Meeting

The Finance & Administration Committee meeting was called to order on Tuesday, April 20, 2021, at 4:30 PM, in the Virtual Meeting, with the following present:

Members Present:	Councillor Larry Journal, Councillor Jeff Earle, Councillor Nathalie Lavergne, and Member Jennifer O'Reilly
Regrets:	Mayor Jason Baker
Others:	Councillor Cameron Wales and Councillor Matt Wren
Staff:	Lynda Ferguson, Director of Finance & IT Services, David Lazenby, Director of Fire & Partner Services, Janette Loveys, City Manager, and Sandra MacDonald, City Clerk

1. CHAIR'S REMARKS

Councillor Journal welcomed everyone to the meeting. Mayor Baker sends his regrets.

2. DISCLOSURE OF INTEREST

Nil.

3. DELEGATIONS AND PRESENTATIONS

Nil.

4. CORRESPONDENCE & COMMUNICATIONS

1. Integrity Commissioner Services - Annual Report – 2020

Moved by: Member O'Reilly

THAT the Integrity Commissioner Services - Annual Report – 2020 from Tony E. Fleming, dated April 6, 2021 be received.

CARRIED

5. REPORTS FROM BOARDS AND COMMITTEES

Nil.

6. **STAFF REPORTS**

1. SR2021-83
Interim Fire Service Dispatch Agreement with United Counties of Leeds & Grenville.

Moved by: Councillor Lavergne

THAT report SR2021-83 Interim Fire Dispatch Agreement with United Counties of Leeds & Grenville be received; and

THAT the City Manager and the Fire Chief be authorized to negotiate and execute an interim fire service dispatch agreement with United Counties of Leeds & Grenville.

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

CARRIED 4-0 on a recorded vote

2. SR2021-73
2021 Tax Ratios, Capping, Thresholds and Tax Rates

Moved by: Member O'Reilly

That report SR2021-73 Tax Ratios, Capping, Thresholds and Tax Rates be received, and the following be approved;

1. THAT Council authorize the tax ratios for all classes as per the attached schedule for the 2021 tax year; and
2. THAT Council authorize the following 2021 Capping Options; and
3. THAT the 2021 annual cap for industrial and multi-residential classes will be set at 5% (five percent) of the previous year's annualized taxes; and
4. THAT the 2021 annual cap for the commercial class will be set at 10% (ten percent) of the previous year's annualized taxes; and
5. THAT in the commercial, industrial and multi-residential classes that the CVA Threshold for capped properties whose

2021 revised taxes fall within \$150.00 of the current years' CVA tax will be moved to full current value assessment; and

6. THAT in the commercial, industrial and multi-residential classes that the CVA Threshold for clawed back properties whose 2021 revised taxes fall within the \$150.00 of the current years' CVA tax will be moved to full current value assessment; and
7. THAT any insufficiency in the self-financing cap shall be added to the 2021 levy; and
8. THAT when a property in the protected classes of commercial, industrial or multi-residential class reach full current value assessment (CVA) it is removed from the capping and claw back system; and
9. THAT Council authorize the Director of Finance to levy \$36,837,119 and impose municipal and education tax rates for the year 2021; and
10. THAT Council authorize the levy of \$297,953 on behalf of the Downtown Board Improvement Association (DBIA) to impose special purpose rates for the year 2021; and
11. THAT the necessary by-laws be enacted.

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

CARRIED 4-0 on a recorded vote

3. SR2021-74
Penalty on 2021 Property Taxes

Moved by: Councillor Earle

THAT report 2021-074 Penalty on 2021 Property Taxes be received; and

THAT penalty on 2021 taxes be at zero percent September and October 2021; and

THAT Bylaw 041-2003 be amended.

For: Councillor Journal, Councillor Earle, and Member O'Reilly

CARRIED 3-0 on a recorded vote

4. SR2021-78
Requests for Rent Relief

Moved by: Member O'Reilly

THAT report SR2021-78 Requests for Rent Relief be received; and

THAT rent relief be granted on City leased facilities, on a case-by-case basis due to mandated closures caused by Provincial lock-down orders due the Pandemic; and

THAT a limit of up to \$45,000 be set for this purpose and be funded from Safe Restart Funds.

For: Councillor Journal, Councillor Earle, and Member O'Reilly

CARRIED 3-0 on a recorded vote

5. SR2021-71
Brockville Pet Cemetery C

Moved by: Member O'Reilly

Seconded by: Councillor Journal

THAT Council receive report SR2021-71 Brockville Pet Cemetery C; and

THAT Council provide direction with respect to the provision of pet burial services at the Brockville Cemetery.

CARRIED on a later vote

Motion to Amend

Moved by: Councillor Earle

THAT staff are hereby directed to contact Steve Clark, MPP to request review of the Province's red tape reduction legislation to

expedite the process required for the Brockville Pet Cemetery to become compliant.

For: Councillor Earle and Councillor Lavergne

Against: Councillor Journal and Member O'Reilly

DEFEATED 2-2 on a recorded vote

The vote on the original motion, was now taken and the motion carried.

Motion

Moved by: Member O'Reilly

THAT Council receive report SR2021-71 Brockville Pet Cemetery C;
and

THAT Council authorize staff to proceed with the rezoning of the Pet Cemetery.

For: Councillor Journal, Councillor Lavergne, and Member O'Reilly

Against: Councillor Earle

CARRIED 3-1 on a recorded vote

6. SR2021-72
Brockville Cemetery – By-Law Update

Moved by: Councillor Lavergne

THAT Council receive Report SR2021-72 Brockville Cemetery – By-Law Update; and

THAT Council approve the changes and amend Cemetery By-Law 018-2016, a By-Law of the City of Brockville to establish the maintenance, management, regulation and control of the Brockville Cemetery

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

CARRIED 4-0 on a recorded vote

7. SR2021-75
Brockville Cemetery User Fees

Moved by: Member O'Reilly

THAT Council receive Report SR2021-75 Brockville Cemetery User Fees; and

THAT Council approve the updated Cemetery Price List as shown on Attachment 1; and

THAT the 2021 User Fee Bylaw be amended.

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

CARRIED 4-0 on a recorded vote

8. SR2021-76
Cataraqui Region Conservation Authority Update

Moved by: Councillor Earle

THAT Council receive report SR2021-76 Cataraqui Region Conservation Authority Update for information.

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

CARRIED 4-0 on a recorded vote

9. SR2021-77
Capital Project Close Year-end 2020

Moved by: Councillor Lavergne

THAT report SR2021-77 Capital Project Close Year-end 2020 be received; and

THAT the \$145,515 surplus relating to capital projects funded by the tax levy be returned to the City operating fund to mitigate any 2020 deficit; and

THAT the \$100,845 surplus relating to projects funded through water rates be transferred to water reserves; and

THAT the \$248,034 surplus relating to projects funded through wastewater rates be transferred to wastewater reserves; and

THAT the \$100,427 surplus funded from reserve funds be transferred to the appropriate reserve fund.

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

CARRIED 4-0 on a recorded vote

10. SR2021-79
Court Security and Prisoner Transportation Transfer Payment Agreement

Moved by: Member O'Reilly

THAT report SR2021-79 Court Security and Prisoner Transportation Transfer Payment Agreement be received; and

THAT the City of Brockville enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Solicitor General for the Court Security and Prisoner Transportation Program; and,

THAT the Mayor and City Clerk be authorized to sign the Agreement.

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

CARRIED 4-0 on a recorded vote

11. SR2021-80
Printer Devices Services

Moved by: Councillor Earle

THAT Council receive Report SR2021-80 Printer Devices Services Contract for information

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

CARRIED 4-0 on a recorded vote

12. SR2021-82
Mobile Phone Services Contract

Moved by: Councillor Lavergne

THAT Council receive Report SR2021-82 Mobile Phone Services
Contract for information.

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

CARRIED 4-0 on a recorded vote

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**

Nil.

8. **FAC - CONSENT AGENDA**

Moved by: Councillor Lavergne

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

1. Integrity Commissioner Services – Annual Report 2020
2. SR2021-83
Interim Fire Service Dispatch Agreement with United
Counties of Leeds & Grenville
3. SR2021-73
2021 Tax Ratios, Capping, Thresholds and Tax Rates
4. SR2021-74
Penalty on 2021 Property Taxes
5. SR2021-78
Requests for Rent Relief
6. SR2021-72
Brockville Cemetery – By-Law Update
7. SR2021-75
Brockville Cemetery User Fees
8. SR2021-76
Cataraqui Region Conservation Authority Update

- 9. SR2021-77
Capital Project Close Year-end 2020
- 10. SR2021-79
Court Security and Prisoner Transportation Transfer Payment Agreement
- 11. SR2021-80
Printer Devices Services
- 12. SR2021-82
Mobile Phone Services Contract

CARRIED

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Member O'Reilly

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for May 18, 2021.

CARRIED

The meeting adjourned at 6:21 pm.