

Finance, Administration & Operations Committee

Tuesday, September 18, 2018, 4:30 pm
City Hall, Council Chambers

COMMITTEE MINUTES

Committee Members:

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

Others:

Councillor J. Baker

Staff:

C. Cosgrove, Director of Operations
D. Dick, Director of Corporate Services
S. MacDonald, City Clerk (Recording Secretary)
M. Pascoe Merkley, Interim City Manager
G. Pigeon, Fire Chief
P. Raabe, Director of Environmental Services

The Chair called the meeting to order at 4:30 pm.

DISCLOSURE OF INTEREST

Mayor Henderson disclosed a conflict of interest with respect to Staff Report No. 2018-099-09, Recruitment of City Manager. He noted that he may be interested in making application for this position.

DELEGATIONS AND PRESENTATIONS

1. No to Laurier Bike Lanes Committee
(Robert Valley, Chairman)

Robert Valley presented the No to Laurier Bike Lanes Committees findings from the past two years.

2. Active Transportation Plan

Alan Medcalf addressed the Committee with regards to the importance of an Active Transportation Plan.

STAFF REPORTS

1. 2018-106-09
Ontario Municipal Commuter Cycling Program

Moved by: Councillor Deery

THAT the development of an Active Transportation Plan continue as previously approved, utilizing funding provided through the Ontario Municipal Commuter Cycling Program.

CARRIED, AS AMENDED ON A LATER VOTE

Motion to Amend

Moved by: Councillor Earle

THAT the Active Transportation Plans presented by the Brockville Cycling Advisory Committee be amended to remove the completed projects, remove the Laurier Blvd. project and insert other sections of the Brock Trail project and other projects that would meet the criteria for funding under the Ontario Municipal Commuter Cycling Program funding.

CARRIED

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

Moved by: Councillor Earle

THAT the Active Transportation Plans presented by the Brockville Cycling Advisory Committee be amended to remove the completed projects, remove the Laurier Blvd. project and insert other sections of the Brock Trail project and other projects that would meet the criteria for funding under the Ontario Municipal Commuter Cycling Program funding.

CARRIED

C. Cosgrove confirmed that an active transportation plan will include various forms of transportation, not only cycling. He notes there will be opportunities to use the active transportation plan in responding to development proposals and ensure that the development proposals are accessible to anyone who wants to make use of the active transportation network. The active transportation plan would also allow the City to set priorities beyond just one project or the Brock Trail including crosswalks and other areas.

2. 2018-099-09
Contract 2018-07
Ferry Street Seawall and Pathway Upgrades

Moved by: Councillor Blanchard

THAT the tender from Kehoe Marine Construction Ltd., in the amount of one hundred eighteen thousand five hundred dollars (\$118,500) plus HST, for City of Brockville Contract 2018-07, Ferry Street Seawall and Pathway Upgrades, be accepted; and

THAT the project be funded from account 07-05-895005.

CARRIED

3. 2018-100-09
Contract 2018-28
Supply of Floating Docks City of Brockville Islands

Moved by: Councillor Blanchard

THAT the tender from Kehoe Marine Construction Ltd., in the amount of fifty-nine thousand eight hundred dollars (\$59,800) plus HST, for the City of Brockville Contract 2018-28, Supply of Floating Docks - City of Brockville Islands, be accepted; and

THAT the project be funded from the Parkland Equipment Maintenance Program.

CARRIED

4. 2018-098-09
Granular Activated Carbon (GAC)
Filter Media Replacement

Moved by: Councillor Deery

THAT Council approve the supply and installation services of Continental Carbon Group in the amount of Two-Hundred and Fourteen-Thousand, Five-Hundred and Thirty dollars and Forty-Three cents (\$214,530.43) for the supply, installation of Granular Activated Carbon (GAC) Filter Media at the City's Water Treatment Plant; and

THAT the balance of the approved 2018 Capital funds in the amount of \$192,368.00 be allocated from the 2018 Water Equipment/Construction Capital Account (GAC Filter Media Replacement) 03-5-898776-2010; and

THAT the additional capital funds in the amount of Twenty-Two Thousand, One Hundred and Sixty-Two dollars and Forty-Three cents (\$22,162.43) be allocated from other completed 2018 Water Capital Surplus Accounts.

CARRIED

5. 2018-102-09
Variance Report as at August 15, 2018

Moved by: Councillor Blanchard

THAT Council receives the Variance Report for the period ended August 15, 2018 for information purposes.

CARRIED

Mayor Henderson exited the Chambers (6:57 pm)

6. 2018-103-09
Recruitment of City Manager

Moved by: Councillor Blanchard

1. THAT Council approves the Job Description for the City Manager as attached to Report 2018-103-09;
2. THAT the recruitment process outlined in Report 2018-103-09 be endorsed;

3. THAT the initial step in the process to recruit a new City Manager be commenced immediately by staff through the issuance of a Request For Proposal to experienced executive search firms for purposes of assisting City Council in the recruitment process; and
4. THAT Council suspends Section 6.3 of the Purchasing By-law to authorize the Treasurer and Interim City Manager to award a recruitment contract to a maximum of \$50,000 inclusive of HST to be funded from the Fiscal Policy Reserve.

CARRIED

Mayor Henderson returned to the Chambers (7:01 pm)

7. 2018-105-09
Joint Compliance Audit Committee Appointment

Moved by: Councillor Earle

THAT Council appoint the following members to the Compliance Audit Committee for the term of December 1, 2018 to November 14, 2022: Rob Bickerton, Mel Campbell, Charles Kellington, Bill Pakeman and Glen Mackey.

CARRIED

8. 2018-104-09
2018-2022 Accessibility Plan

Moved by: Councillor Deery

THAT Council receive the City of Brockville 2018-2022 Accessibility Plan dated August 2018, as endorsed by the Brockville Municipal Accessibility Advisory Committee (BMAAC) (Attachment "A" to this report); and

THAT the City Clerk be directed to undertake the necessary steps to meet the compliance deadlines under the Accessibility for Ontarians with Disabilities Act, Integrated Accessibility Standard Regulation; and

THAT copies of the 2018-2022 Accessibility Plan be made available to the public via the City of Brockville's website and in the Clerk's office at City Hall in an accessible format upon request.

CARRIED

FAO - CONSENT AGENDA

Moved by: Councillor Blanchard

THAT the following items be placed on Consent Agenda and forwarded to Council for their consideration:

1. 2018-106-09
Ontario Municipal Commuter Cycling Program
2. 2018-099-09
Contract 2018-07 Ferry Street Seawall and Pathway Upgrades
3. 2018-100-09
Contract 2018-28 Supply of Floating Docks City of Brockville Islands
4. 2018-098-09
Granular Activated Carbon (GAC) Filter Media Replacement
5. 2018-102-09
Variance Report as at August 15, 2018
6. 2018-103-09
Recruitment of City Manager
7. 2018-105-09
Joint Compliance Audit Committee Appointment
8. 2018-104-09
2018-2022 Accessibility Plan

CARRIED

MEDIA QUESTION PERIOD

ADJOURNMENT

Moved by: Councillor Blanchard

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next meeting scheduled for Wednesday, October 3, 2018.

CARRIED

The meeting adjourned at 7:09 pm.