

## **COMMITTEE MINUTES**

## **Operations Committee**

Wednesday, May 19, 2010, 5:00 P.m.  
City Hall - Council Chambers

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### **Roll Call**

#### **Committee Members:**

Councillor G. Beach  
Councillor H. Noble  
Councillor L. Severson

#### **Others:**

Councillor S. Williams, Councillor J. Fullarton, Councillor J. Earle (5:10 p.m.)

#### **Staff:**

Ms. T. Brons, Administrative Coordinator (Recording Secretary)  
Mr. B. Casselman, City Manager  
Mr. C. Cosgrove, Director of Operations  
Mr. C. Law, Municipal Intern  
Ms. M. Pascoe-Merkley, Director of Planning  
Ms. L. White, Manager of Strategic Initiatives  
Mr. P. Raabe, Municipal Engineer

#### **Others:**

Recorder and Times

The Chair called the meeting to order at 4:00 p.m.

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## **CORRESPONDENCE**

1. Downtown Business Improvement Area  
Re: City Contribution to River Rink  
Brenda Clarke and Kent Henderson will be in attendance.

Ms. Brenda Clarke and Mr. Kent Henderson, on behalf of the Downtown Business Improvement Area were in attendance to discuss the River Rink.

The DBIA indicated that the rink was used 29 days over the past season and they have received positive feedback from the users. Mr. Henderson of the DBIA noted the Board feels that it is esthetically beautiful and is a great addition to the downtown that is being utilized; however, the position of the Board is that they do not wish to contribute any more money than they already have to the rink.

Councillor Beach commented that the numbers of how often the rink is being used would be helpful.

Councillor Severson noted that she feels for the operation of the rink to continue it requires a champion and perhaps the formation of a group that would help maintain it.

Councillor Noble commented that he likes the idea of the rink and noted that he is pleasantly surprised of the number of users and pleased that it is not being used for hockey. Councillor Noble noted that he hopes that the initiative of the Splash-Pad will somehow mesh together with the River Rink and feels that the rink adds ambiance to the downtown.

Councillor Williams indicated that he did not support the concept of the River Rink in the beginning as the City of Brockville does not have the proper climate for outdoor rinks but supports it now because of the agreement with the DBIA to pay the City back the funds borrowed for the rink.

Councillor Williams noted concerns with the lighting at the rink and concerns with possible damage to the trees from the wrapping of the lights. Mr. Cosgrove, Director of Operations, indicated that the trees should be re-wrapped every year to prevent damage.

Mr. B. Casselman, City Manager indicated that all costs associated with the River Rink have to be made known. Mr. Casselman noted that there are costs associated with the wrapping of lights in the trees, replacement lights, electricity, etc. and the City needs to know if the budgeted amount of \$21,000 is enough to maintain the operation of the rink.

Mr. Cosgrove, Director of Operations was asked to get numbers together with respect to the river rink and bring back to the Operations Committee for further discussion.

## **STAFF REPORTS**

1. Status of the Reynolds Park Risk Assessment  
Verbal Update

Mr. Peter Raabe, Director of Environmental Services, provided a verbal update on the status of Reynolds Park Risk Assessment.

2. Source Water Protection  
Verbal Update

Mr. P. Raabe, Director of Environmental Services provided a verbal update with respect to Source Water Protection. Mr. Raabe noted that the Conservation Authority Draft Assessment Report which includes the technical environmental information has been completed and published. Open Houses were held to discuss the report but they were lightly attended. Mr. Raabe noted that staff is now moving toward the development and policies to deal with property owners near intakes and wells.

3. 2010-075-05  
Tender for Contract 2010-07 Street Light Conversion to Induction Lighting (Phase II)

Moved by: Councillor Noble

THAT Council accept the tender from Industrial Electric Company in the amount of Three Hundred and Twenty Nine Thousand, One Hundred and Twenty Four Dollars and Seventy Five Cents (\$329,129.75) excluding GST for Contract No. 2010-07 for the Street Light conversion to Induction Lighting (Phase II); and

THAT \$55,935.44 from the 2009 Phase I contract be funded from the 2010 budget allocation; and

THAT the funds be allocated from account 9301108-9093005.

CARRIED

4. 2010-076-05  
Tender for Contract 2010-04 Reconstruction of Concrete Curb and Sidewalk at Various Locations

Moved by: Councillor

THAT Council accept the tender from W. J. Sherwood & sons Construction in the amount of Fifty Six thousand, Two Hundred and Seventy Dollars (\$56,270.00) excluding GST for contract 2010-04 for the reconstruction of concrete curbing and sidewalks.

CARRIED

5. 2010-077-05  
Municipal Household Special Waste Tender

Moved by: Councillor Severson

THAT Council enter into an agreement with Scott Environmental Group in the amount of \$25,673.50 excluding HST, for the operation of a Municipal Household Special Waste (MHSW) Event on July 10, 2010; and

THAT the Rotary Off-Leash Dog Park be closed on Saturday, July 10, 2010 for the duration of the MHSW Event.

CARRIED

6. 2010-068-05  
Memorial Centre Community Hall Rental Policy

Moved by: Councillor

THAT Council approve the inclusion of a damage deposit policy in the Memorial Centre Community Hall Rental Agreement.

CARRIED

The Committee requested the policy to include payment of the use of the Hall in full when booking and a deposit cheque for damages 2 weeks prior to use. Ms. L. White, Manager of Strategic Initiatives indicated that the recommendations would be incorporated into the policy.

7. 2010-081-05  
Environmental Audit - City Islands  
(Report to be distributed prior to meeting)

Moved by: Councillor Severson

THAT Report 2010-081-05 be appended to the Environmental Audit for Brockville City Islands, February 2010; and

THAT the Environmental Audit for Brockville city Islands, February 2010, as amended, be adopted and referred to the City's Official Plan consultant for consideration in finalizing policies of the new Official Plan.

CARRIED

8. 2010-082-06  
Non-Resident User Fee  
(Report to be distributed prior to meeting)

Moved by: Councillor Severson

THAT Council authorize staff to begin comprehensive engagement with all stakeholder groups regarding the Non-Resident User Fee (NRUF) in order to bring forward a solution to the problems associated with the NRUF for council's consideration. This would include all sports leagues operating within the City's recreational facilities, and the outside municipalities where non-resident users reside; and

THAT until such time as a new arrangement can be reached; the status quo is recommended for the policy as opposed to abolishment.

CARRIED

9. Courthouse Green

Councillor Noble provided a verbal update with respect to Courthouse Green. He noted that money had been put aside for lighting and a problem occurred with Bell fibre optics. Councillor Noble informed the committee that the province has looked at the lighting and a major project will take place to bring the Courthouse Green Lighting Project together by the end of June 2010.

10. Bike Lane Discussion

There was discussion regarding the bike lane project and questions as to where the project fits into the Official Plan. Councillor Earle recommended public meetings be held prior to the planning of this project along with consultation with staff concerning workload and priority of projects. Councillor Noble noted that he is anxious to move ahead with the project. Councillor Fullarton noted that this type of project requires careful planning and should be done along with a transportation plan as it will impact traffic and parking. Councillor Beach noted that he is anxious for the bike lane initiative to come into fruition but questioned if staff should engage in the project now or wait until the Official Plan is adopted.

Mr. B. Casselman, City Manager noted that although the Bike Lane Project is a good initiative staff would have to be consulted with respect to workload and priorities. Mr. Cosgrove noted that he would consult with the Operations Department within the next week and report back to the committee.

**CONSENT AGENDA**

The following items will be taken to the next regular meeting of Council scheduled for May 25, 2010:

1. 2010-075-05 Tender for Contract 2010-07 Street Light Conversion to Induction Lighting (Phase II)
2. 2010-076-05 Tender for Contract 2010-04 Reconstruction of Concrete Curb and Sidewalk at Various Locations
3. 2010-077-05 Municipal Household Special Waste Tender

The meeting adjourned at 5:40 p.m.