



**City of Brockville**  
**Council Meeting Minutes**  
**5:30 PM - Tuesday, December 12, 2023**  
City Hall, Council Chambers

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The Council meeting was called to order on Tuesday, December 12, 2023, at 5:30 PM, in the City Hall, Council Chambers, with the following present:

**Members Present:**

Mayor Matt Wren, Councillor Philip Deery, Councillor Jeff Earle, Councillor Jane Fullarton, Councillor Katherine Hobbs, Councillor Mike Kalivas, Councillor Nathalie Lavergne, and Councillor Cameron Wales

**Regrets:**

Councillor Louise Severson

**Staff:**

Sheena Earl, City Clerk, Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, City Manager, Lynn Murray, Deputy City Clerk, Robert Nolan, Director of Economic and Development Services, Mark Noonan, Police Chief, Peter Raabe, Director of Engineering & Infrastructure Services, and Phil Wood, Director of Operations

**LAND ACKNOWLEDGEMENT STATEMENT**

**MAYOR'S REMARKS**

Mayor Wren welcomed Sheena Earl, City Clerk to her first Council meeting. He noted the absence of Councillor Severson and Councillor Earle and wished Councillor Severson a Happy Birthday.

Mayor Wren referred to a recent media event to announce that Caber Investments is in the process of submitting a planning application for the old Woolworth's building located at 36-46 King Street West. He said a rendering was revealed and will include two commercial floors, 66 rental apartments, off street indoor parking and a heritage facade which are all aspects of the community input incorporated into the redevelopment of this property. He noted the proposed development has been well received by the community and downtown business owners. A public meeting is expected early in 2024. Mayor Wren said Caber Investments has indicated they expect to begin site preparation and demolition in late 2024 with a two-year construction project to follow. Mayor Wren said the public will be invited to submit comments.

Mayor Wren noted City staff showcased one of the new Para Transit vehicles this afternoon in front of City Hall. He said both new vehicles have auto lifts and adequate head room while being a smaller size which is more conducive to residents needs. He said staff are fully prepared to begin service in January and will be reaching out to active users to support them through the transition. Mayor

Wren thanked previous provider Voyago noting they took great care and provided professional service to users.

*Councillor Earle arrived at 5:37 pm.*

## **DISCLOSURE OF INTEREST**

Nil.

## **ADOPTION OF COUNCIL MINUTES**

Moved by: Councillor Hobbs

THAT the minutes of the Council Meeting of November 28, 2023 be adopted and circulated as read.

**CARRIED**

## **CORRESPONDENCE, COMMUNICATION AND PETITIONS**

1. Appointments to Boards and Committees  
(Annual)

Moved by: Councillor Lavergne

THAT Council appoint John Ackerman and Dave Mallory to the Arena Advisory Board whose terms are to expire on November 30, 2027 (Schedule B to by-law); and

THAT Council appoint Barry Moss to the Aquatarium Board whose term is to expire November 30, 2026 (Schedule O to by-law); and

THAT the necessary Schedules of By-law 003-2023 be amended.

**CARRIED**

2. 2024 Council Meeting Schedule

Moved by: Councillor Wales

THAT the attached 2024 Schedule of Brockville meetings be approved by Council.

**CARRIED**

## **DELEGATIONS**

1. Update on Homelessness Initiatives  
Alison Tutak, Director Community and Social Services  
United Counties of Leeds and Grenville

Alison Tutak, Director of Community and Social Services with the United Counties of Leeds and Grenville (the Counties) provided a review of the Homelessness initiatives that the Counties is currently undertaking and supporting through the use of Homelessness Prevention funding.

## **STAFF REPORTS**

Nil.

## **PLANNING AND DEVELOPMENT COMMITTEE**

Councillor M. Kalivas, Chair  
Councillors J. Earle, N. Lavergne, and C. Wales, Citizen Member A. Koolwine  
Meeting held December 5, 2023

## **PDC - CONSENT AGENDA**

Moved by: Councillor Kalivas

THAT the following items, as listed on the Planning and Development Committee agenda are recommended to be passed by Consent Agenda:

**For:** Mayor Wren, Councillor Deery, Councillor Earle, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, and Councillor Wales

**CARRIED 8-0 on a recorded vote**

1. **2023-221**  
Limiting Distance Agreement for 325 Crocker Cres. (IECBL)

THAT the staff report 2023-221 the Limiting Distance Agreement for 325 Crocker Cres. be received; and

That Council authorize the Mayor and Clerk execute a Limiting Distance Agreement with the owners of 325 Crocker Cres., to allow the construction of a new 976 square meter building of low hazard industrial occupancy in accordance with the Ontario Building Code at 325 Crocker Cres.

2. **2023-222**

2022 Building Department Report on fees

THAT Report 2023-222, 2022 Building Department Report on fees be received; and

THAT the \$160,411.03 surplus in building permit fees collected in 2022 be transferred to the Building Permit Stabilization Reserve.

**PDC - REGULAR AGENDA**

Nil.

**GENERAL COMMITTEE**

Councillor J. Fullarton, Chair  
Councillors P. Deery, K. Hobbs, and L. Severson  
Meeting held December 6, 2023

**GENERAL - CONSENT AGENDA**

Moved by: Councillor Fullarton

THAT the following items, as listed on the General Committee agenda are recommended by the Committee to be passed by Consent Agenda:

**For:** Mayor Wren, Councillor Deery, Councillor Earle, Councillor Fullarton, Councillor Hobbs, Councillor Kalivas, Councillor Lavergne, and Councillor Wales

**CARRIED 8-0 on a recorded vote**

1. Boardwalk and Central Park Condominiums  
(A. Pullan and D. McCuaig)

THAT Council receive the correspondence from the Boardwalk and Central Park Condominiums for information.

2. Response to Delegation - Boardwalk and Central Park Condominiums  
(Fire Chief Jones)

THAT Council receive the correspondence from the City Fire Chief for information.

3. **2023-224**

2023 November Variance

THAT Council receives report SR2023-224, 2023 November Variance for information.

4. **2023-225**

EV ChargeON Program

THAT staff be directed to submit an application to the EV ChargeON program no later than January 31, 2024. The application is to propose three sites in Brockville for EV Charging: 8 Water Street (former Brockville Tourism building), Brockville Memorial Centre, and St. Lawrence Park.

THAT Council approve up to \$49,138 from the parking reserve fund to fund the installation of EV chargers at three sites in Brockville.

5. **2023-223**

Draft Paratransit Service Delivery Policy

THAT Council approve the draft service delivery policy for Brockville Paratransit.

**GENERAL - REGULAR AGENDA**

Nil.

**NEW BUSINESS - REPORT FROM MEMBERS OF COUNCIL**

Nil.

**UNFINISHED BUSINESS**

Nil.

**EMERGENCY BUSINESS**

Nil.

**BY-LAWS**

1. 084-2023

A By-law to amend 003-2023 Being a By-law to Appoint Members to Various Boards and Commissions (annual)

2. 085-2023  
Being a By-Law to Adopt 2024 fees and charges respecting Wastewater Services
3. 086-2023  
Being a By-Law to regulate the water rates for the City of Brockville and certain areas of the Township of Elizabethtown-Kitley for 2024

## **READING OF THE BY-LAWS**

Moved by: Councillor Deery  
Seconded by: Councillor Hobbs

THAT By-laws Numbered 084-2023 to 086-2023 be introduced and the same be now read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

**CARRIED**

## **MEDIA QUESTION PERIOD**

## **MAYOR'S ANNOUNCEMENTS**

## **MOTION TO MOVE INTO CLOSED SESSION (Immediately following the Regular Meeting)**

Moved by: Councillor Kalivas  
Seconded by: Councillor Wales

THAT pursuant to *Municipal Act*, 2001, Section 239 Sub. 2 b, c, e and k Council resolve itself Closed Session, closed to the public to consider:

1. personal matters about an identifiable individual, including municipal or local board employees; (Tourism Corp.)
2. a proposed or pending acquisition or disposition of land by the municipality or local board; (WPCC Admin Building)
3. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; (pending tax sale)
4. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.(Servicing of Land)

**CARRIED**

## **CLOSED MEETING MATTER(S)**

### **REPORT OF THE CLOSED SESSION**

Moved by: Councillor Kalivas  
Seconded by: Councillor Wales

THAT Council rise from the Closed Session and the Chairman report that all recommendations adopted in Closed Session, be adopted.

**CARRIED**

### **CONFIRMATORY BY-LAW**

Moved by: Councillor Deery  
Seconded by: Councillor Hobbs

THAT By-law Number 087-2023 to confirm the Proceedings of Council at its meeting held on December 12, 2023 be read a first, second and third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

**CARRIED**

### **ADJOURNMENT**

Moved by: Councillor Deery  
Seconded by: Councillor Hobbs

THAT Council adjourn its proceedings until the next regular meeting scheduled for January 9, 2023.

**CARRIED**

*The meeting adjourned at 7:34 pm.*

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Mayor

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City Clerk