

Finance, Administration & Operations Committee

Tuesday, November 17, 2015, 4:15 pm
City Hall, Council Chambers

COMMITTEE MINUTES

Committee Members:

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

Other Councillors:

Councillor D. LeSueur

Staff:

Ms. V. Baker, Clerk's Secretary (Recording Secretary)
Mr. D. Dick, Director of Corporate Services
Ms. L. Ferguson, Manager of Finance
Mr. R. Fraser, Supervisor Public Works
Ms. S. MacDonald, City Clerk
Mr. P. McMunn, Supervisor of Transportation Services
Ms. L. White, Manager of Strategic Initiatives

The Chair called the meeting to order at 4:15 pm.

DISCLOSURE OF INTEREST

Nil.

DELEGATION(S) AND PRESENTATION(S)

1. Brockville Public Library Annual Report
(Linda Chadwick, Library CEO)

Nancy Bowman, Chairman, Brockville Public Library Board, presented a video to the committee highlighting the programs and uses of the library.

CORRESPONDENCE

Nil.

STAFF REPORTS

1. 2015-117-11
Water Meter Replacement Program
Update and Request for Funds

Moved by: Councillor Deery

THAT Council approve the allocation of additional funds of \$622,500 for the Water Meter Replacement Program to be funded over 3 years (to 2018).

CARRIED

Mr. Dick spoke to the report.

Councillor Deery asked the amount of the lost revenue if the program continued over 3 years. Mr. Dick said the revenue loss would be approximately \$30,000 to \$40,000 per year.

Mayor Henderson stated that the new meters would be more efficient. Mr. Dick explained that the new meters do not require being read inside the homes. He estimated that it would most likely take 2/3 less time and less manpower and therefore be a savings.

2. 2015-114-11
Proposed Parking Restrictions - Steacy Gardens

Moved by: Councillor Fullarton

THAT parking be restricted on the east side of Steacy Gardens from Liston Avenue to 93.5 meters south of Liston Avenue; and

THAT Schedule "1" of Subsection 72 of By-law 119-89 be amended accordingly.

CARRIED

3. 2015-116-11
Grass Cutting & Trimming Contract (2015-22,2015-23,2015-24,2015-25)

Moved by: Councillor Fullarton

THAT the following tenders for Grass Cutting and Trimming services be accepted:

- Contract 2015-22, Garden World, in the amount of one hundred twenty-seven thousand eight hundred twenty-five dollars and sixty cents (\$127,825.60), inclusive of HST, for Grass Cutting and Trimming of Priority Parks, Miscellaneous Areas, Greenbelts and Oakland Cemetery.
- Contract 2015-23, Garden World, in the amount of fifty-one thousand four hundred fifteen dollars (\$51,415), inclusive of HST, for Grass Cutting and Trimming of Operations Department Sites, Environmental Services Department Sites, Police Station and Fire Hall #2.
- Contract 2015-24, Pro-Stripe Traffic Lines, in the amount of one hundred twenty-two thousand forty dollars (\$122,040), inclusive of HST, for Grass Cutting and Trimming of Roadsides, Community Parks and Brock Trail.
- Contract 2015-25, Blade Runner Landscaping & Lawncare Maintenance Inc. in the amount of ninety-seven thousand nine hundred ninety-nine dollars and eighty-one cents (\$97,999.81) inclusive of HST for Grass Cutting and Trimming of Athletic Fields.

CARRIED

Mr. Fraser spoke to the report.

Councillor Deery asked why the City does not use staff to perform this work. Mr. Fraser stated it is more cost efficient to contract it out.

4. 2015-115-11
Ontario Regulation 284/09
Budget Matters-Expenses

Moved by: Councillor Fullarton

THAT Council adopt this report of expenses excluded from the 2016 Budget as a requirement of Ontario Regulation 284/09 passed under the Municipal Act, 2001.

CARRIED

5. 2015-118-11
2014 Development Charges Annual Report

Moved by: Councillor Deery

THAT Council receives the 2014 Annual Report and Continuity Financial Statement with respect to the City's Development Charge Reserve Funds [Attachment 1 to Report # 2015-118-11]; and

THAT this be forwarded as required to:

Municipal Finance Branch
Ministry of Municipal Affairs & Housing
777 Bay Street, 13th Floor
Toronto, ON M5G 2E5

CARRIED

Councillor Fullarton asked what the current year development charges revenue will be. Mr. Dick explained he did not have these numbers but would provide them.

6. 2015-119-11
2016 Interim Tax Levy and Establishment of Due Dates

Moved by: Councillor Deery

THAT Council authorize the City to impose its 2016 interim tax levy with a due date of February 29th, 2016; and

THAT Council establish the due date of August 31st, 2016 for the second and final tax levy for 2016; and

THAT the necessary by-law be enacted.

CARRIED

7. 2015-120-11
Temporary Borrowing By-Law

Moved by: Councillor Fullarton

THAT Council hereby authorizes the passing of a Temporary By-Law providing for the Mayor and the Treasurer to borrow temporary working capital, as may be required for the Current Fund Operations, of up to \$5,000,000 for the year 2016; and

THAT the necessary by-law be enacted.

CARRIED

8. 2015-121-11
2015 Policy for Collection of Property Tax, Water and Wastewater Charges

Moved by: Councillor Fullarton

THAT the Policy for Collection of Property Taxes and Water and Waste Water Charges be accepted.

DEFEATED

Councillor Fullarton asked Mr. Dick to highlight the changes. Mr. Dick explained that any new tenant accounts would be put under the landlord name. He also explained that there is an existing by-law that states that the unpaid water charges can be added to the property tax bills.

Councillor Deery is in favour of the motion. He stated that if the water account was in the landlord's name the landlord could build the cost of the water into the rental fee.

9. 2015-122-11
2015 Interim Variance Report as at September 30, 2015

Moved by: Councillor Fullarton

THAT Council receives the Interim Variance Report as of September 30, 2015 Report No. 2015-122-11, for information purposes.

CARRIED

10. 2015-123-11
Lease Agreement Beattie Dodge Chrysler Jeep Ltd.
George Street Parking Lot

Moved by: Councillor Fullarton

THAT Council authorize the Mayor and City Clerk to execute a lease agreement between the Corporation of the City of Brockville and Beattie Dodge Chrysler Jeep Ltd. for 24 parking spaces located in the George Street parking lot; and

THAT the lease be for the period of December 1, 2015 to November 30, 2020 with an option to renew for an additional 5 years.

CARRIED

Councillor Fullarton expressed concern that the lease rate is low. Ms. MacDonald stated that the rental amount covers the taxes on those particular parking spaces.

Councillor Fullarton also questioned the length of the lease. Ms. MacDonald stated that it is fairly common and other City leases are similar. She added that there is a termination clause in the lease.

11. 2015-124-11
Amendments to Parking By-law 119-89
Buell Street and George Street Parking Lots

Moved by: Councillor Fullarton

THAT Council authorize the passing of a bylaw to amend the City of Brockville Parking Bylaw 119-89 by:

1. amending Schedule 10 to reduce the number of metered spaces in the George Street parking lot to 3; and
2. amending Schedule 10 to permit the sales of up to a maximum of 5 permits in the Buell Street parking lot

CARRIED

NEW BUSINESS

Nil.

FAO - CONSENT AGENDA

Moved by: Councillor Deery

THAT the following items be placed on the Consent Agenda:

1. 2015-117-11
Water Meter Replacement Program
Update and Request for Funds
2. 2015-114-11
Proposed Parking Restrictions – Steacy Gardens
3. 2015-116-11
Grass Cutting and Trimming Contacts
(2015-22, 2015-23, 2015-24, 2015-25)
4. 2015-115-11
Ontario Regulation 284/09
Budget Matters – Expenses
5. 2015-118-11
2014 Development Charges Annual Report

6. 2015-119-11
2016 Interim Tax Levy and Establishment of Due Dates
7. 2015-120-11
Temporary Borrowing By-law
8. 2015-122-11
2015 Interim Variance Report as at September 30, 2015
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ADJOURNMENT

Moved by: Councillor Fullarton

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for December 2, 2015.

CARRIED

The meeting adjourned at 5:48 pm.