

COMMITTEE MINUTES

Operations Committee

Wednesday, January 17, 2007, 4:00 p.m.
City Hall – Council Chambers

ROLL CALL

COMMITTEE MEMBERS:

Councillor L. Journal, Chair
Councillor J. Earle
Councillor H. Noble

OTHER COUNCILLORS:

Councillor G. Beach
Councillor J. Baker

STAFF:

Ms. D. Buffett, Arena/Parks Secretary
Mr. B. Casselman, City Manager
Mr. C. Cosgrove, Director of Operations
Ms. W. Gillan, Administrative Coordinator (Recording Secretary)
Ms. V. Harvey, Supervisor, Transit & Solid Waste
Mr. D. Morgan, Director of Parks and Recreation
Mr. C. Morrell, Arena/Facilities Supervisor
Mr. P. Raabe, Municipal Engineer
Ms. A. Rossetti, Financial/Admin Analyst
Ms. S. Seale, City Clerk

OTHERS:

Mr. L. Bishop, Winterfest 2007
Mr. R. Zajac, Recorder & Times Newspaper
Arena Advisory Committee

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

1. **2007-003-01**
WINTERFEST 2007

Moved by: Councillor Noble

THAT Council recognize the month of February 2007 as Winterfest 2007 month in support of the Ontario Senior Games Winterfest 2007; and

THAT Council grant the use of the Brockville Memorial Civic Centre ice surface and community hall and the Centennial Youth Arena, ice surface and community hall to stage the hockey event February 15 - 16, 2007 from 7:30 a.m. to 4:30 p.m. and waive all associated rental fees; and

THAT Winterfest 2007 be permitted to fly the OSGA flag on the flag pole at the tunnel from February 1 - 19, 2007; and

THAT Winterfest 2007 be granted use of the Brockville Arts Centre on February 15, 2007 and that all rental fees be waived; and

THAT Winterfest 2007 be granted use of Blockhouse Island on February 16, 2007 for a firework display subject to the Fire Departments approval: and

THAT the following closures be authorized:

THAT William Street South of James Street be closed to all traffic, excluding service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT Church Street East of Buell Street be closed to all traffic, excluding local traffic, service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT George Street East of Buell Street be closed to all traffic, excluding service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT Courthouse Avenue North of King Street be closed to all traffic, excluding service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT Wall Street South of James Street be closed to all traffic, excluding service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT Pine Street West of Victoria Avenue be closed to all traffic, excluding local traffic, service and emergency vehicles on February 14, 2007 and February 16, 2007 from 5:30 p.m. to 9:30 p.m. for Opening and Closing Ceremonies to be conducted at Courthouse Green and Wall Street United Church; and

THAT Blockhouse Island be closed to all traffic excluding service and emergency vehicles on Friday February 16, 2007 from 1:00 p.m. to 12:00 midnight for the fireworks set up and display. This time frame could change based upon the Fire Department's review of the fireworks plan.

THAT City staff will do initial placement and removal of required barricades. Winterfest 2007 be granted permission to provide their own personnel to administer and control access at the above-noted street closures and restrictions; and

THAT all available City street parking spots on Courthouse Avenue, George Street from Buell Street to Court House Terrace, on Wall Street to James Street, William Street south of James Street and Pine Street from Wall Street to Victoria Avenue be reserved for games participants buses beginning at 12 noon to 9:30 p.m.; and

THAT the Water Street parking lot at Blockhouse be reserved for games participants (excluding municipal permitted vehicles) beginning at 5:00 p.m. on February 14 and February 16, 2007 to accommodate parking overflow issues. A message will be posted at the parking meter February 13, 2007 informing all users. Winterfest personnel will control access to the lot beginning at 4:00 p.m. of said dates.

CARRIED

2. **2007-005-01**
REQUEST FOR NON RESIDENT
USER FEE WAIVER - ST. LAWRENCE
SPEED SKATING CLUB (SLSSC)

Moved by: Councillor Noble

THAT Council decline the request from the St. Lawrence Speed Skating Club (SLSSC) to waive the Non Resident User Fee Waiver for the 2006/07 Ice season; and

THAT staff be directed to complete a comprehensive review of non resident user fees for incorporation into the 2007/08 budget program.

CARRIED

Councillor J. Baker encouraged committee to exempt non-resident user fees in the case of Edwardsburg-Cardinal residents as Edwardsburg-Cardinal does not charge Brockville fees.

Staff should review reciprocal agreements and all other issues regarding non-resident user fees. A uniform policy should implement fairness in all cases.

➔ ACTION – D.M.

3. **2007-007-01**
REQUEST FOR STOP AND YIELD SIGNS
VARIOUS LOCATIONS

Moved by: Councillor Earle

THAT a stop sign be placed on Flanders Road in the northbound direction at the north leg of Hillcrest Drive; and

THAT the existing yield sign on Flanders Road in the northbound direction at the north leg of Hillcrest Drive be removed; and

THAT a stop sign be placed on Flanders Road in the southbound direction at Duke Street/Hillcrest Drive; and

THAT a yield sign be placed on north leg of Bisley Crescent at Sevenoaks Avenue; and

THAT a yield sign be placed on the south leg of Bisley Crescent at Sevenoaks Avenue; and

THAT a yield sign be placed on Dewick Drive at Maple Avenue; and

THAT a yield sign be placed on Dewick Drive at Elm Avenue; and

THAT By-law 21-93 is amended accordingly.

CARRIED

Mr. Cosgrove added that in future a sketch will be provided for additional clarity.

→ **ACTION – C.J.C.**

4. **2007-008-01**
PURCHASE OF A LOW FLOOR
ACCESSIBLE TRANSIT BUS

Moved by: Councillor Noble

THAT the quotation from Leeds Transit Inc. in the amount of two hundred and eight thousand and ninety nine dollars and 45 cents (\$208,099.45), including GST, for the purchase of one low floor accessible Conventional Transit Bus as per tender E2006-04 be accepted; and

THAT the funds for this purchase be transferred from the City Transit Gas Tax Subsidy Capital Account C3140-TRNS-9160 which has been fully subsidized by Federal and Provincial transit grants; and

THAT the purchase be financed through the 2007 proposed Capital Program, Item 6.1 Fleet/Equipment Purchase & Replacement Program and be funded by the Fleet Equipment Reserve Fund; and

THAT the expenditure be charged to account # C1010-FPRP-FP33.

CARRIED

5. **CORRESPONDENCE – R. HOPKINS
REQUEST FOR ICE RENTAL FEE WAIVER**

Moved by: Councillor H. Noble

THAT the correspondence from R. Hopkins requesting a waiver of ice rental fees be received; and

THAT staff be directed to review the matter and report back to the Operations Committee at the February meeting.

CARRIED

(This item was an addition to the agenda. A copy of the correspondence is attached to the minutes.)

6. **ICE RENTAL CANCELLATION POLICY**

Members of the Arena Advisory Committee were in attendance at the meeting to provide input on this matter.

The intent of the current Ice Cancellation Policy is to curb over booking of ice schedule by user groups.

Mr. Morrell expressed fair ice allocation is a greater concern/priority than ice cancellations.

Councillor Journal stated that policies should identify matters that would be handled (delegated) to staff. Requests for cancellation of ice rentals or rental fee waivers should not reach Council. He agrees with a process that maximizes revenue and minimizes the conflict.

Councillor Baker stated that user groups should make their own arrangements to rebook ice. Policies are in place to ensure that our asset is being utilized to its fullest and a guarantee both to the City and user groups.

R. Hopkins stated that the City of Ottawa policy allows cancellation with two weeks notice with no penalty. Reviewing prime vs non-prime time hours when developing policies would be a consideration.

Councillor J. Earle expressed a review of rental policy should include a penalty provision.

Councillor L. Journal has requested that the Arena Advisory Committee and staff review the current cancellation policy. This policy is to be presented at the March 2007 Operations Committee meeting.

→ ACTION – D.M.

7. CONSENT AGENDA

Moved by: Councillor Noble

THAT items 1, 2 and 3 listed as recommended by the Operations Committee be passed by Consent Agenda.

CARRIED

- 1) 2007-003-01
WINTERFEST 2007
- 2) 2007-005-01
REQUEST FOR NON RESIDENT
USER FEE WAIVER - ST. LAWRENCE
SPEED SKATING CLUB (SLSSC)
- 3) 2007-007-01
REQUEST FOR STOP AND YIELD SIGNS
VARIOUS LOCATIONS

8. ADJOURNMENT

The meeting adjourned at 5:35 p.m. The next regular meeting of the Operations Committee is scheduled for Wednesday February 21, 2006 at 4:00 p.m.