



City of Brockville

Finance & Administration Committee

Minutes

4:30 PM - Tuesday, September 15, 2020

Virtual Meeting

The Finance & Administration Committee meeting was called to order on Tuesday, September 15, 2020, at 4:30 PM, in the Virtual Meeting, with the following present:

Members

Present:

Regrets:

Others:

Staff:

Councillor Larry Journal, Member Cec Drake, Councillor Jeff Earle, Councillor Nathalie Lavergne, and Mayor Jason Baker
Nil.

Councillor Cameron Wales, and Councillor Matt Wren,
Lynda Ferguson, Director of Finance & IT Services, Janette Loveys, City Manager, Sandra MacDonald, City Clerk, Robert Nolan, Director of Economic and Development Services, Peter Raabe, Director of Environmental Services, and Phil Wood, Acting Director of Operations

1. CHAIR'S REMARKS

Councillor Journal welcomed the members of the committee to the first FAC meeting since March. Councillor Journal asked Ms. Loveys to introduce Phil Wood, Acting Director of Operations.

2. DISCLOSURE OF INTEREST

Nil.

3. DELEGATIONS AND PRESENTATIONS

1. Overview of COVID 19 Financial Council Decisions

L. Ferguson provided an overview of the financial impacts of the COVID pandemic since March 2020. *A copy of the presentation is attached to the minutes.*

[2020 09 15 FAC Financial Update 1](#)

4. **CORRESPONDENCE & COMMUNICATIONS**

Nil.

5. **REPORTS FROM BOARDS AND COMMITTEES**

Nil.

6. **STAFF REPORTS**

1. SR2020-130
August 2020 Cashflow Update

Moved by: Councillor Earle

THAT report SR2020-130 August 2020 Cashflow Update be received for information purposes.

For: Councillor Earle, Councillor Journal, Member Drake,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

2. SR2020-129
Position of Council on Appeal respecting Development Charges
By-law 012-2020

Moved by: Member Drake

THAT report SR2020-129 Position of Council on Appeal respecting Development Charges by-law 012-2020 be received; and

THAT with reference to the Appeal submitted by Mr. Ali Mohammad (2313270 Ontario Inc) respecting Development Charges By-law 012-2020 adopted on February 11, 2020; the Local Planning Appeal Tribunal be advised that:

The Council of the Corporation of the City of Brockville reiterates its unanimous support for the by-law related hereto, and requests that an expedited hearing be scheduled, including a Prehearing Conference.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

3. SR2020-107
Dissolution of the Brockville Cemetery Board

Moved by: Councillor Lavergne

THAT City Council hereby dissolve the Brockville Cemetery Board and;

THAT By-law 010-2017 being a by-law to Establish and Adopt the Terms of Reference for the Brockville Cemetery Board for the Corporation of the City of Brockville be repealed and;

THAT staff review By-law 018-2016 being a by-law to establish the maintenance, management, regulation and control of the Brockville Cemetery and recommend amendments as may be required.

For: Councillor Journal, Member Drake, Councillor Earle,
Councillor Lavergne, and Mayor Baker

CARRIED 5-0 on a recorded vote

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**

1. Council Priority Reserve Funding

Mayor Baker moved a motion regarding funding to the council priority reserve but then withdrew the motion.

8. **FAC - CONSENT AGENDA**

Moved by: Councillor Earle

THAT the following items as recommended by the Finance and Administration Committee be placed on the Consent Agenda:

1. SR2020-130
August 2020 Cashflow Update
2. SR2020-129
Position of Council on Appeal respecting Development Charges
By-law 012-2020

CARRIED

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Member Drake

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for October 20, 2020.

CARRIED

The meeting adjourned at 5:39 pm.

Financial Decisions of Council During COVID 19 Crisis

Tuesday September 15, 2020



Timeline of Reports and Decisions
March 10, 2020 to September 15,
2020



- March 10, 2020 – 2020 Budgets approved by Council
- March 17, Emergency Declared by Province



- Immediate Closure of City Facilities
 - Memorial Centre
 - Youth Arena
 - Brockville Arts Centre
 - Museum
 - City Hall



March 26, 2020

- First virtual council meeting
- Council approves two donations of \$10,000 each, to the Brockville Food Bank and Loaves and Fishes
- All committee meetings cancelled



April 14, 2020

- Staff report SR2020-068
Moratorium of Events
- Staff report SR2020-072
City Revenue Streams at Risk



April 14, 2020 continued

- Staff Report SR2020-066
Property Tax Assistance
Options
- Staff report SR2020-072
Parking Enforcement



April 28, 2020

- Staff report SR2020-083
Penalty on Property Taxes
- Staff report SR2020-084
Capital Budget Revisions
- Staff report SR2020-077
Deficit Mitigation Strategies



May 5, 2020

- Staff report SR2020-085
Cash Flow Options



May 12, 2020

- Staff report SR2020-087
Community Partner COVID
19 Cash Flow Mitigation
Strategies
- Staff Report SR2020-088
Recovery Plan



May 26, 2020

- Staff report SR2020-091
2020 Cash Flow Options-
Update



June 9, 2020

- Staff report SR2020-094
2020 Variance as of May
31, 2020



June 30, 2020

- Staff report SR2020-097
Recovery Plan Part 2



July 14, 2020

- Staff report SR2020-104
Variance report
- Staff report SR2020-102
Requests for Financial
Assistance



August 18, 2020

- Staff report SR2020-117
Variance Report as of July
31, 2020
- Provincial announcement of
Safe Restart Agreement
Funding



September 15, 2020

- Finance and Administration
Committee resumes
- Staff report SR2020-130
2020 Cash Flow Update



At this point, the City remains in a stable financial position

Staff will continue to monitor and report back to the Finance and Administration Committee with further variance and cash flow reports.

