

COMMITTEE MINUTES

**Finance, Administration &
Operations Committee**

Tuesday, June 18, 2013, 4:15 p.m.
City Hall, Council Chambers

Committee Members:

Councillor D. LeSueur, Chair
Councillor D. Beatty
Councillor L. Bursey
Councillor J. Earle (late 4:37 p.m.)

Regrets:

Councillor Fullarton
Mayor D. Henderson

Staff:

Ms. V. Baker, Clerk's Secretary (Recording Secretary)
Mr. C. Cosgrove, Director of Operations
Mr. D. Dick, Director of Corporate Services
Mr. E. Moore, Arena & Facilities Supervisor
Ms. L. Murray, Deputy City Clerk

Others:

Mr. R. Zajac, Recorder & Times
Ms. T. Renkema, 104.9 JRFM

The Chair called the meeting to order at 4:24 p.m.

DISCLOSURE OF INTEREST

Nil.

DELEGATION(S) AND PRESENTATION(S)

1. Brockville Cycling Advisory Committee Annual Update
(Mr. Hugh Campbell)

Mr. Campbell reviewed the Brockville Cycling Advisory Committee's annual report with the FAO Committee.

2. Brockville and Area Sports Hall of Fame
(Mr. Ron Smith)

Mr. Smith addressed the FAO Committee concerning the Memorial Centre Hall of Fame Wall. He explained that there are 100 plaques mounted on the wall at this time and 15 plaques in a box waiting to be displayed. He stated there is room to expand with a few options which he explained. The cost estimate is \$5,700.

Councillor LeSueur asked if a recommendation would be coming forward to Council. Mr. Cosgrove suggested that it could be put forward as an item for minor capital expense on the 2014 budget.

Councillor Beatty asked for clarity concerning the east wall. Mr. Smith explained that the east wall of the lobby at the Memorial Centre could also be used to display plaques. Councillor Bursey wondered if the Community Hall could be an option. Mr. Smith stated that the plaques were originally displayed in the Community Hall but were moved to the lobby as the Community Hall is not always open. The main lobby makes the plaques more accessible for the public to view.

Councillor Earle entered the meeting.

Mr. Cosgrove stated that a large-screen television set, which would scroll the plaques of the many inductees, could be a longer-term solution.

3. Arena Advertising Program
(Mr. Conal Cosgrove)

Mr. Cosgrove presented the FAO Committee with an update. He stated that this item was approved last year and the revenue would go to replacing the ice resurfacer. He stated that they are now ready to approach potential advertisers. Mr. Cosgrove added that many advertisers have approached the City and have indicated that they are interested.

CORRESPONDENCE

Nil.

STAFF REPORTS

1. 2013-062-05
Cycling Advisory Committee Report

Moved by: Councillor Bursey

THAT Council accept this report as information for consideration in decisions on matters before it that, aligned with the Strategic, Operating, Economic Development and Sustainability Plans, would improve Brockville's competitiveness in lifestyle attractors for residents, visitors and businesses.

While not asking for specific support through a Council motion at this time, BCAC notes the following items which are under discussion and for which Council can expect to see recommendations:

1. BCAC will be engaged in the Zoning By-law update process to ensure that appropriate language is integrated into the new by-law in support of active transportation.
2. BCAC will endeavour to ensure that the Water Street realignment project incorporates appropriate stewardship of an improved Waterfront Trail route, vital to continue attracting and benefiting from the thousands of cycle tourists annually visiting Brockville.

CARRIED

2. 2013-077-06
Quotation Q2013-08
Holder Multi-Purpose Tractor

Moved by: Councillor Beatty

THAT the single source quotation from Amaco Equipment, Mississauga, Ontario, in the amount of one hundred twenty-four thousand nine hundred and nineteen dollars and twenty-four cents (\$124,919.24) for the purchase of a 2013 Holder C4.80 Articulated Multi-Purpose Tractor be accepted; and

THAT the necessary funds be expensed from the Fleet Capital Account 9101010-9902032-9361.

CARRIED

Councillor Beatty asked if the existing tractor was being replaced due to problems. Mr. Cosgrove responded that yes that was the reason. He explained that the equipment is reviewed every year and only is replaced when needed.

Councillor Earle asked what units were looked at. Mr. Cosgrove said that different units and types were looked at and all information taken into consideration. Councillor LeSueur asked if there was an equipment standard and if all tractors were the same make so that parts could be interchangeable. Mr. Cosgrove said that not all tractors were the same make. He stated that the equipment that meets the standards and have competitive pricing are chosen.

Councillor Earle asked what year is the one being replaced and how many hours it was used. Mr. Cosgrove stated that he did not have that information at hand but would get it. Mr. Cosgrove stated that he would obtain the information requested and e-mail it to Councillor Earle.

3. 2013-079-06
RFP17-2013
Supervision, Coordination and
Management of the Adult School
Crossing Guard Program

Moved by: Councillor Earle

THAT Council accept the proposal from the Canadian Corps of Commissionaires, Kingston and Region for RFP17-2013 Supervision, coordination and Management of the Adult School Crossing Guard Program in the annual amount of twenty-one thousand dollars (\$21,000) plus HST for the term August 1, 2013 to July 31, 2016; and

THAT the yearly contract price will be divided into 10 equal parts and the contractor will be paid monthly with such payment being excluded for the months of July and August in each calendar year of this contract; and

THAT the contract price will be adjusted annually by the Ontario Consumer Price Index All Items June/June; and

THAT the City reimburse the Commissionaires a flat fee of \$300 per month for business travel costs associated with the use of a vehicle for on-site supervision of the crossing guards with such payment being excluded for the months of July and August in each calendar year of this contract.

CARRIED

4. 2013-080-06
Reallocation of Funds
North Augusta Road Culvert
Contract 2013-24

Moved by: Councillor Beatty

THAT \$40,000 be allocated from the 2013 ACPM project (account 9301110 9905000) to the North Augusta Road Culvert project (account 9301108 9113008).

CARRIED

NEW BUSINESS

1. Brockville Youth Volunteer Award
(Councillor Bursey)

Moved by: Councillor Bursey

WHEREAS Kawartha Credit Union has come forward to partner with the City of Brockville; and

WHEREAS this initiative promotes positive youth development in the areas of volunteerism and civic engagement; and

WHEREAS this will come at a nominal cost in advertising, and will leaving a lasting impression on our community; and

WHEREAS this program is already in play in other communities around south eastern Ontario;

NOWTHEREFORE, be it resolved that the City of Brockville endorse the City of Brockville Youth Volunteer Awards, presented by Kawartha Credit Union, as an initiative by the Brockville Youth Advisory Committee.

CARRIED

2. 2013-2014 Youth Friendly Designation Application
(Councillor Bursey)

Moved by: Councillor Bursey

WHEREAS the Corporation of the City of Brockville has outlined the attraction and retention of young professionals in our Strategic Plan; and

WHEREAS this program, through PlayWorks Ontario will allow the city to build an inventory of social services and public and private sector organizations serving youth in our community, and this project could open up future funding streams for recreational infrastructure; and

WHEREAS the Corporation of the City of Brockville is very proud of our young people, and want to encourage our young people to become and remain engaged in our city; and

WHEREAS on a first attempt, the Brockville Youth Advisory Committee was able to capture seven of a minimum ten criteria that an Ontario community must attain in order to qualify as a Youth Friendly Community; and

WHEREAS the Brockville Youth Advisory Committee is already hard at work compiling criteria for the 2013-2014 Youth Friendly Community Application;

NOWTHEREFORE be in resolved that the Corporation of the City of Brockville reaffirm it's support of Brockville's bid to be formally recognized as a Youth Friendly Community through PlayWorks Ontario.

CARRIED

3. Eastern Ontario Youth Advisory Committee Network (EOYAC)
(Councillor Bursey)

Councillor Bursey updated the committee with regards to his efforts to develop the EOYAC.

FAO - CONSENT AGENDA

Moved by: Councillor Earle

THAT the following items be placed on the Consent Agenda:

1. 2013-062-05
Cycling Advisory Committee Report
2. 2013-077-06
Quotation Q2013-08
Holder Multi-Purpose Tractor
3. 2013-079-06
RFP17-2013
Supervision, Coordination and Management of the
Adult School Crossing Guard Program
4. 2013-080-06
Reallocation of Funds
North Augusta Road Culvert
Contract 2013-24
5. Brockville Youth Volunteer Award
(Councillor Bursey)
6. 2013-2014 Youth Friendly Designation Application
(Councillor Bursey)

ADJOURNMENT

Moved by: Councillor Bursey

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for July 16, 2013.

The meeting adjourned at 5:10 p.m.