



# City of Brockville

## Finance & Administration Committee

### Minutes

4:30 PM - Wednesday, December 8, 2021

Virtual Meeting

The Finance & Administration Committee meeting was called to order on Wednesday, December 8, 2021, at 4:30 PM, in the Virtual Meeting, with the following present:

**Members Present:** Councillor Larry Journal, Councillor Jeff Earle, Councillor Nathalie Lavergne, Member Jennifer O'Reilly, and Mayor Mike Kalivas

**Regrets:** Nil.

**Others:** Councillor Cameron Wales

**Staff:** Lynda Ferguson, Director of Finance & IT Services, Sandra MacDonald, Interim City Manager/City Clerk, Phil Wood, Director of Operations, and Emily MacKenzie, Finance & Cemetery Records Coordinator

1. **CHAIR'S REMARKS**  
Nil.
2. **DISCLOSURE OF INTEREST**  
Nil.
3. **DELEGATIONS AND PRESENTATIONS**  
Nil.
4. **CORRESPONDENCE & COMMUNICATIONS**  
Nil.
5. **REPORTS FROM BOARDS AND COMMITTEES**  
Nil.
6. **STAFF REPORTS**
  1. SR2021-223  
Temporary Borrowing Bylaw

Moved by: Member O'Reilly

THAT Council approve a Temporary Borrowing Bylaw authorizing the Mayor and City Treasurer to borrow temporary working capital, as may be required for the Current Operations, of up to \$6,000,000 for the year 2022; and,

THAT the necessary bylaw be enacted.

**For:** Councillor Journal, Councillor Lavergne, Member O'Reilly, and Councillor Kalivas

**CARRIED 4-0 on a recorded vote**

2. SR2021-221  
Reynolds Park Redevelopment Capital Projects

Moved by: Member O'Reilly

THAT staff report 2021-221 Reynolds Park Redevelopment – Capital Project Budget be received; and

THAT the Reynolds Park Redevelopment – Capital Project Budget be approved to be included in the 2022 Capital budget and be funded as follows:

- Fiscal Policy \$39,100
- Canada Community Build Fund \$279,150

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, Member O'Reilly, and Councillor Kalivas

**CARRIED 5-0 on a recorded vote**

3. SR2021-225  
Equity, Diversity and Inclusion Training  
2022 Budget Incremental Item

Moved by: Councillor Lavergne

THAT staff be directed to include the Equity, Diversity and Inclusion Training Business Case in the 2022 Budget.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, Member O'Reilly, and Councillor Kalivas

**CARRIED 5-0 on a recorded vote**

4. SR2021-226  
Recruitment of City Manager

Moved by: Councillor Lavergne

THAT Council direct Staff to initiate the process to recruit a new City Manager by the issuance of a Request for Proposal to experienced executive search firms to assist City Council in the recruitment process; and

THAT a Selection Review Committee comprised of the Mayor and two Councillors be formed; and

THAT the City Manager Job Description be approved.

**For:** Councillor Journal, Councillor Earle, Councillor Lavergne, Member O'Reilly, and Councillor Kalivas

**CARRIED 5-0 on a recorded vote**

7. **NEW BUSINESS FROM COMMITTEE MEMBERS**  
Nil.

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. SR2021-223  
Temporary Borrowing Bylaw
2. SR2021-221  
Reynolds Park Redevelopment Capital Projects
3. SR2021-225  
Equity, Diversity and Inclusion Training  
2022 Budget Incremental Item
4. SR2021-226  
Recruitment of City Manager

**CARRIED**

9. **MEDIA QUESTION PERIOD**

10. **ADJOURNMENT**

Moved by: Councillor Earle

THAT the Finance and Administration Committee adjourn its meeting until the next regular meeting scheduled for January 18, 2022.

**CARRIED**

*The meeting adjourned at 5:27 pm.*