



# City of Brockville General Committee Minutes

4:30 PM - Tuesday, June 18, 2024  
City Hall, Council Chambers

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The General Committee meeting was called to order on Tuesday, June 18, 2024, at 4:30 PM, in the City Hall, Council Chambers, with the following present:

<b>Members Present:</b>	Chair Jane Fullarton, Councillor Philip Deery, Councillor Louise Severson, and Ex-Officio Matt Wren
<b>Regrets:</b>	Nil.
<b>Others:</b>	Nil.
<b>Staff:</b>	Sheena Earl, City Clerk, Lynda Ferguson, Director of Finance & IT Services, Melanie Jones, Director of Fire & Partner Services, Sandra MacDonald, City Manager, Peter Raabe, Director of Engineering & Infrastructure Services, Phil Wood, Director of Operations, and Robert Nolan, Director of Economic and Development Services

## Land Acknowledgement Statement

### Chair's Remarks

Chair Fullarton explained due to the heat wave, the city has sent out information about a Cooling Centre available at the Brockville Memorial Centre on Magedoma Blvd., Monday, Thursday and Friday from 8 am to 3:30 pm, and Tuesday and Wednesday from, 9 am - 7 pm. She said the Brockville Public Library is also open from 9 am to 8 pm Tuesday, Wednesday and Thursday and Friday and Saturday from 9 am to 5 pm in addition to the City's waterfront and splash pad.

Chair Fullarton noted that Report 2024-116 2024 Budget Impacts on the 2025 Budget will be deferred until next month's meeting as staff have received some additional information that affects this report. She noted a number of proposed changes to the order of business and said the Variance Report would be discussed rather than merely received for information.

### Disclosure of Interest

Nil.

### Delegations and Presentations

Nil.

**Correspondence and Communications**

Nil.

**Reports from Boards and Committees**

Nil.

**Staff Reports**

1. 2024-118  
Establishing and Regulating By-Law - Fire Department

Moved by: Councillor Severson

THAT the Establishing and Regulating By-law be adopted.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

2. 2024-122  
Main Sewage Pump Station  
Exterior Design Renderings

Moved by: Mayor Wren

THAT three (3) architectural renderings for the city's proposed Main Pump Station based on the preferred results from the on-line survey be prepared by J.L. Richards for a future public information centre presentation.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

3. 2024-124  
Water Systems  
Purchase of Bulk Water Fill Station

Moved by: Mayor Wren

THAT the purchase of an insulated bulk fill water station from Flowpoint Environmental Systems at a cost of \$55,548.14 (including net HST) be approved.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

4. 2024-125  
2024 Variance-April 30

Moved by: Councillor Severson

THAT Council receives report 2024-125, 2024 Variance April 30 for information.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

5. 2024-117  
Sherwood Park Manor  
Accelerated Funding Request

Moved by: Councillor Deery

THAT Report 2024-117 Sherwood Park Manor Accelerated Funding Request be deferred to the Council Meeting of June 25, 2024.

**CARRIED**

6. 2024-112  
Procurement Results  
Development Charges Background Study

Moved by: Mayor Wren

THAT Watson & Associates be awarded the contract to undertake a Development Charges Background Study in accordance with the City Procurement Policy for tenders that result in less than three tender submissions.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

7. 2024-113  
Arena Canteen Operating Plan

Moved by: Councillor Deery

THAT the Arena Canteen Operating Plan be approved as outlined in Report 2024-113; and

THAT revenues of \$160,671 and \$160,671 of expenses in accordance with the Arena Canteen operating plan be included in the 2024 operating budget as they have a net zero effect on the established 2024 tax levy; and

THAT \$91,812 regarding the Arena Canteen operating Plan, proportional to the canteen operation for September, October, November and December of 2024 be approved and be funded by the Fiscal Policy reserve; and

THAT \$57,393 in new capital expenses to purchase ventless fryers and instant hot beverage brewers identified as optional capital expenses in the Arena Canteen Operating Plan funded by the Arena Reserve be approved.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

8. 2024-109  
Procurement Results  
GWMC HVAC Replacement Project

Moved by: Councillor Deery

THAT staff bring a follow-up project to the 2025 capital budget to adequately fund the HVAC replacement capital project at Gord Watts Municipal Centre.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

9. 2024-120  
Integrity Commissioner Appointment

Moved by: Councillor Severson

THAT Ellen Fry of ADR Chambers be appointed as Integrity Commissioner for a five year term effective August 1, 2024.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

### **New Business from Committee Members**

1. Four Way Stops  
Mayor Wren

Moved by: Mayor Wren

THAT staff be directed to establish a Four Way Stop at Ormond Street and Charlotte Place/Front Avenue and Water St. and Apple St. and report back to the General Committee in September with a recommendation for approval.

**For:** Councillor Fullarton, Councillor Deery, Councillor Severson, and Mayor Wren

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

### **Information Items**

Nil.

### **Committee Consent Agenda**

Moved by: Councillor Severson

THAT the following items as recommended by the General Committee be placed on the Consent Agenda:

1. 2024-118  
Establishing and Regulating By-Law - Fire Department
2. 2024-116  
2024 Budget Impacts on the 2025 Budget
3. 2024-112  
Procurement Results  
Development Charges Background Study
4. 2024-109  
Procurement Results  
GWMC HVAC Replacement Project
5. 2024-124  
Water Systems  
Purchase of Bulk Water Fill Station
6. 2024-120  
Integrity Commissioner Appointment
7. 2024-125  
2024 Variance-April 30

**CARRIED**

### **Media Question Period**

### **Adjournment**

Moved by: Councillor Severson

THAT the General Committee adjourn its meeting until the next regular meeting scheduled for July 16, 2024.

**CARRIED**

*The meeting adjourned at 5:55pm.*