

## **Finance, Administration & Operations Committee**

Tuesday, July 21, 2015, 4:15 pm  
City Hall, Council Chambers

### ***COMMITTEE MINUTES***

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#### **Committee Members:**

Councillor T. Blanchard, Chair  
Councillor P. Deery  
Councillor J. Earle (late 4:30 pm)  
Councillor J. Fullarton  
Mayor D. Henderson, Ex-Officio

#### **Other Council Members:**

Councillor D. LeSueur

#### **Staff:**

Ms. V. Baker, Clerk's Secretary (Recording Secretary)  
Mr. B. Casselman, City Manager  
Mr. C. Cosgrove, Director of Operations  
Mr. D. Dick, Director of Corporate Services  
Ms. L. Murray, Deputy City Clerk  
Mr. P. Raabe, Director of Environmental Services

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The Chair called the meeting to order at 4:19 p.m.

#### **DISCLOSURE OF INTEREST**

Nil.

#### **DELEGATION(S) AND PRESENTATION(S)**

Nil.

#### **CORRESPONDENCE**

Nil.

## **STAFF REPORTS**

1. 2015-079-07  
Lease of 101 Water Street West for Public Parking  
Owner: 6108555 Canada Ltd.

Moved by: Councillor Fullarton

THAT Council hereby authorize the Mayor and City Clerk to execute a lease agreement with 6108555 Canada Limited for the former EIT property with municipal address 101 Water Street West for purposes of public parking as per the terms outlined in Report No. 2015-079-07.

CARRIED

Councillor Blanchard asked who would be expected to park there. Mayor Henderson stated that it would be for the general public.

2. 2015-075-07  
Contract 2015-41,  
Management and Operation of the Para Transit System

Moved by: Councillor Deery

THAT Council enter into a five (5) year agreement with Voyageur Transportation Services of London, Ontario for the Management and Operation of the Specialized (PARA) Transit System in the amount of three hundred and fifty eight thousand, five hundred and twenty dollars (\$358,520.00) per year, excluding HST, with annual CPI increases.

CARRIED

3. 2015-077-07  
Ontario Municipal Cycling  
Infrastructure Program

Moved by: Councillor Fullarton

THAT the City of Brockville submit an Expression of Interest to the Ontario Municipal Cycling Infrastructure Program for a grant of \$325,000 towards the Brock Trail: Brockville's North-South Linkage project, with an estimated total project cost of \$950,000.

CARRIED

Mr. Cosgrove spoke to the report.

Councillor LeSueur stated that he would like to have discussions with Via Rail concerning the land they own just north of the tracks as this could impact the Railway Tunnel and the Cycling trail. Mr. Cosgrove said that this is just the initial contact showing interest. There would be an opportunity to talk with Via Rail in the future. Mr. Cosgrove also stated that the Expression of Interest must be submitted by August 6, 2015.

4. 2015-076-07  
Water & Wastewater Systems  
Quarterly Report (Apr-June 2015)

Moved by: Councillor Deery

THAT Report 2015-076-07 Water & Wastewater Systems Quarterly Report (Apr. – Jun. 2015) be received for information purposes.

CARRIED

Councillor Deery asked the age of the pumping station. Mr. Raabe stated that it was starting to exceed its life expectancy.

*Councillor Earle entered the meeting at 4:30 pm.*

Councillor Blanchard asked if there was a plan to replace the main pumping station. Mr. Raabe stated that there is no time frame as yet but will be introduced into the capital budget for next year.

Councillor Fullarton had concerns regarding the \$1 million expenditure to repair the overhead water tank. Mr. Raabe said that the 2015 budget allocated \$35,000 for paint touch up, but on closer inspection by the contractors, they were recommending complete exterior tank sandblasting and painting that would be required within the next 5 years, at a cost of approximately \$1 million. Mr. Raabe informed the committee that with this in mind a company would be hired to do a thorough inspection of the tank and an estimated cost of the work.

Councillor Deery asked if there were alternatives to spending a \$1 million for this project. Mr. Raabe said the tank is structurally in good shape and it would probably be best practice to spend the money on the work needed as when it is completed the tank would have a life expectancy of 50 or 60 years.

5. 2015-078-07  
Front Yard Parking Agreement  
39 James Street East, Brockville

Moved by: Councillor Fullarton

THAT Council authorize the Mayor and Clerk to execute a Front Yard Parking agreement with Netta Maskell, 39 James Street East, Brockville, for the installation of a front yard parking pad, that encroaches onto the James Street East road allowance measuring 3.02 metres (9.9 ft.) in length and 3.96 metres (13.0 ft.) in width.

CARRIED

6. 2015-069-06  
Policy on Collection of Property Tax,  
Waterworks and Wastewater Charges

Moved by: Councillor Fullarton

THAT the Policy for Collection of Property Taxes and Water and Waste Water Charges be accepted.

Deferred to August 18, 2015 FAO meeting

Mr. Dick spoke to the report explaining that it has been a number of years since the policy has been updated. One main change is adjusting the process to collect overdue taxes, water and wastewater charges. Staff will now start adding delinquent water accounts to the landlords tax roll. He added that this is a normal procedure in other municipalities.

Councillor Blanchard said that there needs to be a system put in place so that the landlords of these units are made aware of the new procedure. Mr. Dick said that this currently is in effect. Mr. Dick stated that all new water accounts will be put in the landlord's name. In addition, Industrial Commercial customers will be required to make a \$1000 deposit. Councillor Blanchard asked Mr. Dick to check the Landlord/Tenant Act to ascertain what charges can be included in the rent amount.

Mayor Henderson asked staff to ascertain what policies other cities have in place concerning this issue.

Mayor Henderson acknowledged that with the press present tonight, a story would likely be published in the newspaper that will prompt some feedback on the subject.

**NEW BUSINESS**

Nil.

**FAO - CONSENT AGENDA**

Moved by: Mayor Henderson

THAT the following items be placed on the Consent Agenda:

1. 2015-079-07  
Lease of 101 Water Street West for Public Parking  
Owner: 6108555 Canada Ltd.
2. 2015-075-07  
Contract 2015-41  
Management and Operation of the Para Transit System
3. 2015-077-07  
Ontario Municipal Cycling  
Infrastructure Program
4. 2015-076-07  
Water & Wastewater Systems  
Quarterly Report (Apr – June 2015)
5. 2015-078-07  
Front Yard Parking Agreement  
39 James Street East, Brockville

CARRIED

**ADJOURNMENT**

Moved by: Councillor Deery

THAT the Finance, Administration and Operations Committee adjourn its meeting until the next regular meeting scheduled for August 18, 2015.

CARRIED

The meeting adjourned at 5:15 p.m.