

**THE REGIONAL MUNICIPALITY OF NIAGARA**

**CORPORATE SERVICES COMMITTEE**

**REPORT 4-2006**

Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, March 15, 2006, commencing at 10:25 a.m.

**ATTENDANCE**

Committee: Councillors Martin, Co-Chair; Collins, Co-Chair; Partington, Regional Chair; Angelone, Bentley, Burroughs, Casselman, Harry, Heit, Hildreth, Mastroianni, Salci, Saracino, Zimmerman

Staff: Messrs. Trojan, Chief Administrative Officer; Diakow, Acting Commissioner, Corporate Services; Nicol, Commissioner, Human Resources; Lockyer, Treasurer/Director Financial Management & Planning; Ms. Gilroy, Regional Clerk; Ms. Staines, Legislative Assistant

Others: Councillor Hodgson; Mr. Bernard, Manager Court Services; Mr. Weaver, Manager, Special Initiatives.

70. **Announcement**

Ms. Gilroy, Regional Clerk, announced the appointment of Janet Pilon as Deputy Clerk. Ms. Pilon was congratulated by Councillor Martin and members of the Committee.

**OPERATIONS (STATUS REPORTS)**

71. **Property Assessment and Taxation Reform**

Moved by Councillor Hildreth  
Seconded by Councillor Burroughs

That the decision of the Property Assessment and Taxation Reform Committee at its meeting of March 15, 2006, be received;

That staff and the Community Advisory Committee meet for further review of the proposed scenarios;

That the Property Assessment and Taxation Reform Committee (PATR) meet again before Corporate Services Committee on April 5<sup>th</sup> and that the PATR Committee provide a recommendation to the Corporate Services Committee at its meeting on April 5<sup>th</sup>; and

That if a meeting of the PATR Committee is required prior to the April 5<sup>th</sup> meeting, this will be announced at Council on March 23<sup>rd</sup>.

Carried.

72. Authorization for the Issue of Debentures for the City of Port Colborne  
**CSD 35-2006**

Moved by Councillor Saracino  
Seconded by Councillor Heit

That Report CSD 35-2006, March 15, 2006, respecting the Authorization for the Issue of Debentures for the City of Port Colborne, be received; and

That debenture financing in the amount of \$750,000 for the City of Port Colborne be approved for the funding of a 2005 Pierce Ladder Truck.

Carried.

73. Capital Budget Allocation for Capital Project ZGD0602 – Aerial Photography  
**CSD 37-2006**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 37-2006, March 15, 2006, respecting Capital Budget Allocation for Capital Project ZGD0602 – Aerial Photography, be received; and that

- The Capital budget allocation of \$100,000 from the 2006 Capital Budget be approved and initiated for project ZGD0602 Aerial Photography.
- The 2006 Capital budget submission be amended to include a \$153,000 gross expenditure to be funded from external revenue (Area Municipalities & MTO).
- Capital levy financing in the amount of \$25,745 be transferred from project ZGC0501 PC's, Printers, Software to project ZGD0602 Aerial Photography.
- Capital levy financing in the amount of \$50,000 be transferred from project CW0412 IIT Program to project ZGD0602 Aerial Photography.

- The Regional Clerk be directed to ensure that the appropriate by-law(s) are prepared for presentation to Regional Council.

Carried.

74. Detailed Design for the Widening of Regional Road 20 from Station Street to Highway 406, Town of Pelham and City of Thorold, Project ZRC 0626  
**CSD 38-2006 (PWA 44-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 38-2006 (PWA 44-2006), March 15, 2006. respecting the Detailed Design for the Widening of Regional Road 20 from Station Street to Highway 406, Town of Pelham and City of Thorold, Project ZRC0626, be received;

That approval be given to initiate financing in the gross and net amount of \$700,000 consisting of \$539,738 Long Term Financing (1-10 years) and \$160,262 Capital Levy contribution from the approved 2006 Roads Capital Budget;

That the consulting firm of Philips Engineering Ltd., be retained to provide the engineering services required to undertake the detailed design for the Widening of Regional Road 20 (Formerly Highway 20) from Regional Road 36 (Pelham Street) to Highway 406 in the Town of Pelham and City of Thorold;

That an engineering agreement with the consulting firm of Philips Engineering Ltd. be prepared for design fees of \$270,454 with the engineering fees being calculated on a time plus disbursements basis;

Further, that all project costs be charged against Capital Project ZRC0626, Widening of Regional Road 20 from Station Street to Highway 406, in the Town of Pelham and City of Thorold; and

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for presentation to Regional Council.

Carried.

*(Please note that Report CSD 38-2006 (PWA 44-2006) can be found behind the JNT RPTS Blue Book Tab)*

75. Tender Award for Contract RN 06-07, Roof Replacement Phase III  
Niagara Recycling Centre, City of Niagara Falls, Project ZGL0529 / GL0529  
**CSD 40-2006 (PWA 45-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 40-2006 (PWA 45-2006), March 15, 2006, respecting the Tender Award for Contract RN 06-07, Roof Replacement Phase III, Niagara Recycling Centre, City of Niagara Falls, Project ZGL0529 / GL0529 be received;

That Contract RN. 06-07, Roof Replacement Phase III, Niagara Recycling Centre, in the City of Niagara Falls, be awarded to Roque Roofing Inc. at its tender price of \$198,000.00;

That a contingency allowance of \$15,000.00 be provided for this project;

That the Regional Clerk be directed to ensure that the appropriate by-law be prepared for submission to Regional Council authorizing the Regional Chair and Regional Clerk to execute the contract on behalf of the Regional Municipality of Niagara;

That Long Term Financing in the gross and net amount of \$129,563 be transferred from Project GL0011, Perry Road Landfill to Project GL0529 Roof Repair Niagara Recycling Centre; and

That the project costs be charged against Capital Works Parent Project XGL0529 / GL0529.

Carried.

*(Please note that Report CSD 40-2006 (PWA 45-2006) can be found behind the JNT RPTS Blue Book Tab)*

76. Capital Budget Allocation By-law for the 2006 Roads Capital Program  
**CSD 41-2006 (PWA 46-2005)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 41-2006 (PWA 46-2006), March 15, 2006, respecting the Capital Budget Allocation By-law for the 2006 Roads Capital Program, be received;

That financing in the amount of \$14,003,000 gross and \$8,527,000 net be approved from the 2006 Roads Capital Program and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the projects with financing consisting of \$3,237,000 Capital Levy, \$2,700,000 Development Charges Reserve Fund, \$2,590,000 Long Term Financing (1- 10 years), \$20,000 External Cost Sharing and \$5,456,000 Subsidies (Gas Tax Revenue); and

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council.

Carried.

*(Please note that Report CSD 41-2006 (PWA 46-2006) can be found behind the JNT RPTS Blue Book Tab)*

(Refer to Staff Direction)

77. Capital Budget Allocation By-law for the 2006 Water Capital Program  
**CSD 42-2006 (PWA 47-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 42-2006 (PWA 47-2006), March 15, 2006, respecting the Capital Budget Allocation By-law for the 2006 Water Capital Program, be received;

That financing in the amount of \$12,850,000 gross and net be approved from the 2006 Water Capital Program and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the projects with financing consisting of \$11,850,000 (Water Capital Reserve Fund) and \$1,000,000 (Development Charge Reserve Fund); and

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council.

Carried.

*(Please note that Report CSD 42-2006 (PWA 47-2006) can be found behind the JNT RPTS Blue Book Tab)*

(Refer to Staff Direction)

78. Capital Budget Allocation By-law for the 2006 Wastewater Capital Program  
**CSD 43-2006 (PWA 48-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 43-2006 (PWA 48-2006), March 15, 2006, respecting the Capital Budget Allocation By-law for the 2006 Wastewater Capital Program, be received;

That financing in the amount of \$17,800,000 gross and \$14,200,000 net be approved from the 2006 Wastewater Capital Program and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the projects with financing consisting of \$13,200,000 (Wastewater Capital Reserve Fund), \$1,000,000 (Development Charge Reserve Fund) and \$3,600,000 (External Cost Sharing); and

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council.

Carried.

*(Please note that Report CSD 43-2006 (PWA 48-2006) can be found behind the JNT RPTS Blue Book Tab)*

(Refer to Staff Direction)

79. Emergency Repairs at the Ontario Road Sewage Pumping Station  
In the City of Welland Project ZSW0301  
**CSD 44-2006 (PWA 51-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Hildreth

That Report CSD 44-2006 (PWA 51-2006), March 15, 2006, respecting the Emergency Repairs at the Ontario Road Sewage Pumping Station in the City of Welland, Project ZSW 0301, be received;

That VFD Solutions Inc. be paid the amount of \$77,300 for emergency repairs at the Ontario Road Sewage Pumping Station in the City of Welland;

That Long Term Financing (1-10 years) in the gross and net amount of \$79,000 be approved for Project ZSW0301 Emergency Equipment Replacement at Wastewater Facilities from the 2005 Wastewater Capital Budget;

That the costs associated with this project be charged to the capital budget allocation for Project ZSW0301/SW0301 – Emergency Equipment Replacement; and

That the Regional Clerk be directed to ensure that the appropriate by-law(s) are prepared for presentation to Regional Council.

Carried.

*(Please note that Report CSD 44-2006 (PWA 51-2006) can be found behind the JNT RPTS Blue Book Tab)*

80. Tender Award for RN 05-55 – Watermain and Sanitary Sewer Crossing of Welland River and Old Canal in Welland and Thorold  
**CSD 45-2006 (PWA 52-2006)**

Moved by Councillor Angelone  
Seconded by Councillor Bentley

That Report CSD 45-2006 (PWA 52-2006), March 15, 2006, respecting the Tender Award for RN 05-55 – Watermain and Sanitary Sewer Crossing of Welland River and Old Canal in Welland and Thorold, be received;

That Long Term Financing (1-10 years) in the amount of \$1,000,000.00 be approved for Project ZCW9622 Water Supply Improvements to Shoalts Drive and transferred to Project ZCW9814 / CW9814 Watermain on Towpath Road;

That Wastewater Reserve Fund financing in the amount of \$1,000,000 be transferred from Project ZSW0104/SW0104 Victoria Avenue Pumping Station Upgrade to Project ZSW9815 Welland North Trunk Sewer Extension;

That Long Term Financing (1-10 years) in the amount of \$500,000 and Wastewater Reserve Fund in the amount of \$100,000 be approved for Project ZSW9403 Standby Power for WWTP's and Pumping Stations and transferred to Project ZSW9815 Welland North Trunk Sewer Extension;

That Contract RN-05-45, the For the Watermain and Sanitary Sewer Crossing of Welland River and Old Canal in the City of Welland and Thorold be awarded to Terra Infrastructure Inc. at their bid price of \$6,046,072.06;

That a contingency amount of \$600,000.00 be provided for this project;

That Hatch Mott MacDonald (HMM) be appointed for additional engineering services for the additional scope for an amount of \$53,344.47 and as a Contract Administrator for this contract for an amount of \$110,466.00. These engineering services are required due to additional scope of work at the request of the Region and subsequent increase in the construction duration;

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council authorizing the Regional Chair and Regional Clerk to execute the contract on behalf of the Regional Municipality of Niagara;

That the costs associated with this project be charged against Project ID ZSW9815/SW9815 and ZCW9814/CW9814.

Carried.

*(Please note that Report CSD 45-2006 (PWA 52-2006) can be found behind the JNT RPTS Blue Book Tab)*

81. Request for Capital Budget Allocation to Project ZGC0105, Employment Information System/Systems Development Provided by External Service Provider  
**CSD 48-2006**

Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That Report CSD 48-2006, March 15, 2006, respecting the Request for 2006 Capital Budget Allocation to Project ZGC0105, Employment Information System/Systems Development Provided by External Service Provider, be received;

That the budget allocation from the approved 2005 Corporate and Technology Capital Budget in the gross and net amount of \$472,500 be approved for Capital Project ZGC0105, Employment Information System;

That approval be given to fund the project with long-term financing (1 – 5 years) of \$472,500; and

That the Regional Clerk/Associate Director of Corporate Strategy be directed to ensure that the appropriate by-law(s) are prepared for presentation to Regional Council.

Carried.

82. Phase 2 – Raw Water for Agricultural Irrigation Study Funding  
**CSD 49-2006 (DPD 34-2006)**

Moved by Councillor Bentley  
Seconded by Councillor Angelone

That Report CSD 49-2006 (DPD 34-2006), March 15, 2006, respecting Phase 2 – Raw Water for Agricultural Irrigation Study Funding, be received, **as amended**; and

That the Regional share of the Phase 2 Raw Water for Agricultural Irrigation Study of \$50,000 be provided from \$26,000 remaining in the original Phase 1 Study account and the remaining amount of \$24,000 be provided from the Region's contingency fund;

That staff prepare a request for proposals for a Phase 2 Raw Water for Agricultural Irrigation Study and submit it to qualified consultants; and

That the Technical Advisory Committee established to oversee the Phase 1 Study be reformed to **confirm scoping, evaluation and recommendation on the proposals, and provide direction in overseeing the Study until its completion.**

Carried.

*(Please note that Report CSD 49-2006 (DPD 34-2006) can be found behind the JNT RPTS Blue Book Tab)*

83. Terms of Reference for ICS Peer Review  
**CAO 5-2006**

Moved by Councillor Heit  
Seconded by Councillor Zimmerman

That Report CAO 5-2006, March 15, 2006, respecting the Terms of Reference for ICS Peer Review be received, **as amended;**

That Regional Council adopts the Terms of Reference attached as Appendix A to this report as the basis for the engagement of a third party to conduct a review of the ICS Project as envisioned in the motion presented by Councillor Hodgson and approved by Council on January 19<sup>th</sup>, 2006;

That Regional Chairman and Regional CAO be authorized to select and engage a consultant to complete the work identified in the Terms of Reference with a cost not to exceed \$50,000 with funding from the Improvement Initiatives Reserve; and

That the second sentence in the last paragraph, Page 3, be amended to read "The report needs to be complete and delivered to the Regional Chairman and CAO by June 30, 2006, **if possible.**"

Carried.

84. Municipal Fees and Charges  
**HR 07-2006**

Moved by Councillor Burroughs  
Seconded by Councillor Mastroianni

That Report HR 07-2006, March 15, 2006, respecting Municipal Fees and Charges, be received; and

That the information be included in the consolidated list Appendix of all Municipal Fees and Charges for the formal by-law to be passed by Council.

Carried.

85. Fees and Charges By-law  
**CSD 50-2006**

Moved by Councillor Burroughs  
Seconded by Councillor Mastroianni

That Report CSD 50-2006, March 15, 2006, Fees and Charges By-law, be received; and

That the proposed by-law to establish fees and charges for services and activities provided by the Regional Municipality of Niagara and for the use of its property be approved and adopted.

Carried.

86. Subscription Rates and Fees for Services Provided through the Clerk's Office  
**CSD 51-2006**

Moved by Councillor Burroughs  
Seconded by Councillor Mastroianni

That Report CSD 51-2006, Subscription Rates and Fees for Services Provided through the Clerk's Office, March 15, 2006, be received;

That the subscription rates and fees for services, as amended, and listed in Appendix 'A' to Report CSD 51-2006, be approved; and

That these subscription rates and fees for services be included in the Consolidated List appended to the Fees and Charges By-law being presented to Regional Council on March 23, 2006.

Carried.

87. Moved by Councillor Burroughs  
Seconded by Councillor Mastroianni

That Communication Item CS 31-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board, March 8, 2006, respecting User Fees and Charges, be received; and

That the Regional Chair and Regional Clerk be authorized to execute By-law No. 278-2006, a By-law to Provide For the Imposition of Charges for Police Services.

Carried.

(Refer to Staff Direction)

88. Moved by Councillor Harry  
Seconded by Councillor Angelone

That Communication Item CS 20-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 28, 2006) respecting the Niagara Police Services Board Purchasing – 2006 Vehicle Replacements, be received.

Carried.

89. Moved by Councillor Zimmerman  
Seconded by Councillor Salci

That Communication Item CS 21-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 28, 2006) respecting the Niagara Police Services Board NRPS 2—5 Current Budget – Year-End Report, be received.

Carried.

90. Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That Communication Item CS 26-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 28, 2006) respecting the Niagara Police Services Board Ministry of Community Safety and Correctional Services – Safer Communities – 1,000 Officers Partnership Program, be received; and

That the Contractual Agreement be executed by Chair Peter Partington on behalf of the Regional Municipality of Niagara.

Carried.

91. Moved by Councillor Casselman  
Seconded by Councillor Bentley

That Communication Item CS 28-2006, Association of Municipalities (AMO) Alert 06/014 (March 3, 2006) respecting Update on Proposed Amendment to Municipal Council Term, be received.

Carried.

92. Moved by Councillor Angelone  
Seconded by Councillor Burroughs

That Communication Item CS 29-2006, Association of Municipalities (AMO) Alert 06/013 (March 3, 2006) respecting OMERS Bill 206 – Status of Supplemental Plans, be received.

Carried.

93. Moved by Councillor Angelone  
Seconded by Councillor Heit

That Communication Item CS 30-2006, Association of Municipalities (AMO) FYI 06/002 (March 3, 2006) respecting Municipal Act Reform – Update, be received.

Carried.

### **INFORMATION**

94. Tax Arrears and Collection Experience of the Area Municipalities for 2004  
**CSD 36-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Heit

That Report CSD 36-2006, March 15, 2006, respecting the Tax Arrears and Collection Experience of the Area Municipalities for 2004, be received for information.

Carried.

95. Statement of Remuneration and Expenses for  
Members of Council and Council Appointees  
**CSD 39-2006**

Moved by Councillor Zimmerman  
Seconded by Councillor Heit

That Report CSD 39-2006, March 15, 2006, respecting the Statement of Remuneration and Expenses for Members of Council and Council Appointees, be received for information.

Carried.

(Refer to Staff Direction)

96. Ontario Municipal Partnership Fund  
**CSD 47-2006**

The Committee expressed their concern regarding the distribution of this funding and the amounts.

Moved by Councillor Harry  
Seconded by Councillor Hildreth

That Report CSD 47-2006, March 15, 2006, respecting the Ontario Municipal Partnership Fund, be received for information.

Carried.

97. Joint Board of Management Niagara Area Courts  
February 21, 2006  
**JBM 1-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Angelone

That the Minutes of the Joint Board of Management Niagara Area Courts meeting held February 21, 2006, be received and the recommendations contained therein be approved.

Carried.

98. Ad Hoc Committee of Council on Property Assessment and Taxation Reform  
February 22, 2006  
**PATR 1-2006**

Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That the Minutes of the Ad Hoc Committee of Council on Property Assessment and Taxation Reform meeting held February 22, 2006, be received and the recommendations contained therein be approved.

Carried.

99. Moved by Councillor Harry  
Seconded by Councillor Saracino

That Communication Item CS 19-2006, a memo from Gordon Lockyer, Acting Commissioner, Corporate Services (February 21, 2006) respecting Staff Direction Re: Tax Policy and Greenbelt Legislation, be received for information.

Carried.

100. Moved by Councillor Angelone  
Seconded by Councillor Bentley

That Communication Item CS 22-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 28, 2006) respecting the Niagara Police Services Board Police User Fees & Charges, be received and replaced with CS 31-2006 (Minute Item 87).

Carried.

101. Moved by Councillor Angelone  
Seconded by Councillor Bentley

That Communication Item CS 23-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 28, 2006) respecting the Niagara Police Services Board Purchasing – Award of Quotations Z12249, !12250 – Net Cyclops Inc. (NCI), be received.

Carried.

102. Moved by Councillor Burroughs  
Seconded by Councillor Mastroianni

That Communication Item CS 24-2006, a letter from Holly Dowd, Town Clerk, Town of Niagara-on-the-Lake, February 28, 2006, respecting Town Policing Costs, be received.

Carried.

103. Moved by Councillor Bentley  
Seconded by Councillor Harry

That Communication Item CS 27-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board, March 3, 2006, respecting Tender Award Contract RN 06-06 (PWA 41-2006), be received for information.

Carried.

#### **OTHER BUSINESS**

104. Niagara Week

Councillor Collins reminded the Committee about Niagara Week (April 24 and 25). There were many gains from last year's presentation to the province and it is anticipated that repeating this initiative will benefit Niagara Region again this year. Chair Partington was requested to communicate the message he will be delivering during Niagara Week to Council on April 9<sup>th</sup> in order that all Councillors attending will be delivering the same message.

#### **CLOSED SESSION**

105. Moved by Councillor Hildreth  
Seconded by Councillor Mastroianni

That this Committee do now meet in Closed Session for purpose of receiving information of a confidential nature relating to personnel matters.

Carried.

106. Personnel Matter  
**CAO 7-2006**

Moved by Councillor Collins  
Seconded by Councillor Zimmerman

That Report CAO 7-2006, March 15, 2006, respecting a personnel matter, be received.

Carried.

107. Moved by Councillor Collins  
Seconded by Councillor Zimmerman

That this Committee do now rise with report.

Carried.

**STAFF DIRECTIONS**

Staff was requested to:

- Provide a date for the work to be carried out affecting the bridge over the Welland Canal at Lock 1 (Minute Item 76) (Public Works)
- Provide the name of the municipality where work is planned; for example, work in Port Robinson (Thorold) (Minute Items 77 and 78) (Public Works)
- Police Services Board staff was requested to provide information on the cost of providing court services to the POA Joint Board of Management. It was noted that if POA pays for these services, it will affect the amount of revenue provided to municipalities. (See Minute Item 87)
- Provide Councillors Angelone and Burroughs with further information regarding expense report. (See Minute Item 95) (Corporate Services)

**ADJOURNMENT**

Committee adjourned at 11:30 a.m. to meet again on Wednesday, April 5, 2006, at 10:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Co-Chair

Michael Collins  
Co-Chair

Pam Gilroy  
Regional Clerk

Betty Staines  
Legislative Assistant