

# THE REGIONAL MUNICIPALITY OF NIAGARA

## CORPORATE SERVICES COMMITTEE

### REPORT 9-2007

---

Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, June 27, 2007, commencing at 9:05 a.m.

#### ATTENDANCE

Committee: Councillors Martin, Co-Chair; Collins, Co-Chair; Partington, Regional Chair; Augustyn; Badawey; Burroughs; Bylsma; Casselman; D'Angela; Greenwood; Heit; Puttick; Saracino.

Staff: Messrs. Trojan, Chief Administrative Officer; Bergsma, Commissioner, Corporate Services; Nicol, Commissioner, Human Resources; Ms. Gilroy, Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Others: Corporate Services: Ms. Hepplewhite, Manager, Corporate Records and Archives Services; Ms. Khoury, Records Management Coordinator; Messrs. Kaas, Capital Analyst; Kyne, Director, Legal Services; Murphy, Manager, Policy and Development; Roach, Manager, Financial Services.  
Others: Ms. C. Cousins, Director, Operational Support Services, Community Services; Mr. J. Cousins, Director, Transportation Services; Mr. Friesen, Director, Waste Management Services; Mr. Nicholson, Associate Director, Policy Implementation.

#### CLOSED SESSION

188. Moved by Councillor Burroughs  
Seconded by Regional Chair Partington

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to personnel, property and legal matters.

Carried.

189. A Proposed Disposition of Land by the Municipality  
Niagara Convention and Civic Centre, City of Niagara Falls  
**Confidential Report CSD 95-2007 (PWA 101-2007)**

Moved by Regional Chair Partington  
Seconded by Councillor Heit

That Report CSD 95-2007 (PWA 101-2007), June 6, 2007, respecting A Proposed Disposition of Land by the Municipality – Niagara Convention and Civic Centre (NCCC), City of Niagara Falls, be received; and

That staff be authorized to continue negotiations with all parties involved and prepare a further report to the next Committee meeting of July 18, 2007, or if possible, to the Regional Council meeting of Thursday, July 5, 2007.

Carried.

190. Moved by Councillor Burroughs  
Seconded by Councillor Badawey

That this Committee do now rise with report.

Carried.

#### **ITEMS FOR CONSIDERATION**

191. Initiation of Projects in the Roads Capital Budget Program  
**CSD 96-2007/PWA 110-2007**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 96-2007 (PWA 110-2007), June 27, 2007, respecting the Initiation of Projects in the Roads Capital Budget Program, be received;

That financing in the amount of \$1,130,000 gross and net be approved from the 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 \$550,000 Capital Levy and \$580,000 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 96-2007 (PWA 110-2007) can be found behind the JNT RPTS Blue Book Tab)*

192. Initiation of Greater Niagara Circle Route Trails  
Final Sections in Fort Erie, St. Catharines and  
Niagara-on-the-Lake  
Project ZPL0701  
**CSD 97-2007 (DPD 76-2007)**

Moved by Regional Chair Partington  
Seconded by Councillor Burroughs

That Report CSD 97-2007 (DPD 76-2007), June 27, 2007, respecting the Initiation of Greater Niagara Circle Route Trails, Final Sections in Fort Erie, St. Catharines, and Niagara-on-the-Lake, be received;

That financing in the amount of \$1,500,000 be approved from the 2007 Regional Capital Budget for works related to the Greater Niagara Circle Route Trails project;

That approval be given to fund the project with financing consisting of \$480,000 Capital Levy and \$1,020,000 Long Term Financing (1-10 years); and

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

Moved by Councillor Casselman  
Seconded by Councillor Puttick

That financing in the amount of **“\$750,000 be approved from the 2007 Regional Capital Budget for the Fort Erie and St. Catharines”** projects related to the Greater Niagara Circle Route Trails project.

Carried.

Upon a vote being taken, the original motion, **“as amended”**, was carried.

(Refer to staff direction.)

*(Please note that Report CSD 97-2007 (DPD 76-2007) can be found behind the JNT RPTS Blue Book Tab)*

193. Archives Collaboration Project  
**CSD 98-2007**

Moved by Councillor Casselman  
Seconded by Councillor Saracino

That Report CSD 98-2007, June 27, 2007, respecting Archives Collaboration Project, be received and that the Archives Feasibility Study be supported; and

That this report be circulated to local area municipalities and the Niagara Peninsula Conservation Authority for information.

Carried.

(Refer to staff direction.)

194. Draft Level of Service and Rate Study  
**CSD 100-2007 (PWA 105-2007)**

Moved by Councillor Collins  
Seconded by Councillor Casselman

That Report CSD 100-2007 (PWA 105-2007), June 27, 2007, respecting Draft Level of Service and Rate Study, be received and referred to staff for a further report to the next Corporate Services Committee meeting of July 18, 2007.

Carried.

195. Initiation of Projects Included in the  
Water and Wastewater Capital Budget Programs  
**CSD 101-2007 (PWA 109-2007)**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 101-2007 (PWA 109-2007), June 27, 2007, respecting the Initiation of Projects Included in the Water and Wastewater Capital Budget Programs be received;

That financing in the amount of \$6,850,000 gross and net be initiated and approved from the Water Capital Program and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the Water projects with financing consisting of \$5,450,000 from the Water Capital Reserve Fund, \$1,000,000 from the Development Charge Reserve Fund, and \$400,000 Long Term Financing (1-10 years);

That financing in the amount of \$620,000 gross and net be initiated and approved from the Wastewater Capital Program and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the Wastewater projects with \$620,000 from the Wastewater Capital 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 101-2007 (PWA 109-2007) can be found behind the JNT RPTS Blue Book Tab)*

196. Initiation of Budget and Transfer of Funds for  
Waste Management Capital Programs  
**CSD 102-2007 (PWA 111-2007)**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 102-2007 (PWA 111-2007), June 27, 2007, respecting the Initiation of Budget and Transfer of Funds for Waste Management Capital Programs be received;

That previously approved long term financing (1–10 years) in the amount of \$101,000 be transferred from Project ZGL0010/GL0024 Pump Station/Leachate Collection System at Humberstone Landfill Site to Project ZGL0706 Site Improvements at Humberstone Landfill Site;

That previously approved long term financing (1-10 years) in the amount of \$86,575 be transferred from Project ZGL0301/GL0301 Site Improvements at Humberstone Landfill Site to Project ZGL0706 Site Improvements at Humberstone Landfill Site;

That Waste Management Reserve Fund financing in the amount of \$100,000 be initiated and transferred from Project ZGL0615 Closure Works to Project ZGL0706 Site Improvements at Humberstone Landfill Site;

That the projects included within this report with the exception of Project ZGL0706 be subsequently closed following the transfer of funding; 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 102-2007 (PWA 111-2007) can be found behind the JNT RPTS Blue Book Tab)*

197. Transfer of Funds for Waste Management Capital Programs  
Project ZGL0523  
**CSD 103-2007 (PWA 112-2007)**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 103-2007 (PWA 112-2007), June 27, 2007, respecting the Transfer of Funds for Waste Management Capital Programs, Project ZGL0523, be received;

That previously approved long term financing (1-10 years) in the amount of \$268,900 be transferred from Project ZGL0511/GL0511 Storm Water Management System to Project ZGL0523 New Pump Station and Forcemain at Line 5 Landfill Site;

That previously approved Waste Management Reserve Fund financing in the amount of \$45,000 be transferred from Project ZGL0522/GL0522 Closure Works to Project ZGL0523 New Pump Station and Forcemain at Line 5 Landfill Site;

That previously approved Waste Management Reserve Fund financing in the amount of \$192,500 be transferred from Project ZGL0630/GL0630 Leachate Collection System Improvements to Project ZGL0523 New Pump Station and Forcemain at Line 5 Landfill Site;

That the projects included within this report with the exception of Project ZGL0523 be subsequently closed following the transfer of funding; 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 103-2007 (PWA 112-2007) can be found behind the JNT RPTS Blue Book Tab)*

198. Transfer of Funds for Waste Management Capital Programs  
Project ZGL0629  
**CSD 104-2007 (PWA 113-2007)**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 104-2007 (PWA 113-2007), June 27, 2007, respecting the Transfer of Funds for Waste Management Capital Programs, Project ZGL0629, be received;

That previously approved long term financing (1-10 years) in the amount of \$79,940 be transferred from Project ZGL0201/GL0417 Leachate Collection System Phase 3 to Project ZGL0629 Leachate Collection System Improvements at Elm Street Landfill Site;

That previously approved long term financing (1-10 years) in the amount of \$400,000 be transferred from Project ZGL9901/GL9901 Improvements at Elm Street Landfill Site to Project ZGL0629 Leachate Collection System Improvements at Elm Street Landfill Site;

That previously approved long term financing (1-10 years) in the amount of \$479,000 be transferred from Project ZGL0513/GL0513 Leachate Collection System Phase 4 to Project ZGL0629 Leachate Collection System Improvements at Elm Street Landfill Site;

That the projects included within this report with the exception of Project ZGL0629 and Project ZGL9901 be subsequently closed following the transfer of funding;

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 104-2007 (PWA 113-2007) can be found behind the JNT RPTS Blue Book Tab)*

199. Contract RN 07-12, (2007-T-112)  
Reconstruction of Regional Road 27 (River Road)  
Between Hewitt Road and Gents Road  
In the Township of Wainfleet, Project ZRC0131/RC0131  
**CSD 106-2007 (PWA 114-2007)**

Moved by Councillor Badawey  
Seconded by Regional Chair Partington

That Report CSD 106-2007 (PWA 114-2007), June 27, 2007, respecting Contract RN 07-12, (2007-T-112) Reconstruction of Regional Road 27 (River Road) Between Hewitt Road and Gents Road in the Township of Wainfleet, Project ZRC0131/RC0131, be received;

That Contract RN 07-12 (2007-T-112), Reconstruction of Regional Road 27 (River Road) Between Hewitt Road and Gents Road in the Township of Wainfleet, be awarded to the low tender, Hard Rock Construction Inc., at its bid price in the amount of \$1,574,758.00, subject to confirmation of Niagara Peninsula Conservation Authority and Ministry of Natural Resources approvals;

That a contingency allowance in the amount of \$175,000.00 be provided for this contract;

That the engineering agreement with the consulting firm of Totten Sims Hubicki Associates (1997) Limited be extended to include contract administration and inspection services of \$117,070.00 with the engineering fees being calculated on a time plus disbursements basis;

That previously approved long term financing (1-10 years) in the amount of \$560,000.00 be transferred from Project ZRC9817/RC0446 Rehabilitation of Regional Road 98 (Montrose Road) from Preakness Street to Thorold Stone Road, Stage 2 to Project ZRC0131/RC0131 Rehabilitation of Regional Road 27 (River Road) from RR Tracks to 1 km westerly;

That the Regional Clerk be directed to ensure that the necessary by-laws, including the by-law authorizing the Regional Chair and Regional Clerk to execute the contract on behalf of the Regional Municipality of Niagara, are presented to Regional Council on July 5, 2007; and

That all project costs be charged against Capital Works Parent Project ZRC0131/RC0131.

Carried.

(Refer to staff direction.)

*(Please note that Report CSD 106-2007 (PWA 114-2007) can be found behind the JNT RPTS Blue Book Tab)*

200. Impact of the Ontario Child Benefit on the  
Ontario Municipal Partnership Fund Grant  
**CSD 99-2007 (COM 33-2007)**

Moved by Councillor Badawey  
Seconded by Councillor Casselman

That Report CSD 99-2007, June 27, 2007 (COM 33-2007, June 26, 2007) respecting Impact of the Ontario Child Benefit on the Ontario Municipal Partnership Fund Grant, be received; and

That Regional Council authorize the Regional Chair to correspond with the Minister of Finance to ensure that the implementation of the Ontario Child Benefit Program does not have a negative impact on the Ontario Municipal Partnership Fund Grant.

Carried.

*(Please note that Report CSD 99-2007 (COM 33-2007) can be found behind the JNT RPTS Blue Book Tab)*

### **ITEMS FOR INFORMATION**

201. Corporate Employee Recognition Team (CERT)  
"Recognition of Excellence" Award Winners  
**HR 24-2007**

Moved by Councillor Badawey  
Seconded by Councillor Casselman

That Report HR 24-2007, June 27, 2007, regarding Corporate Employee Recognition Team (CERT) "Recognition of Excellence" Award Winners, be received for information.

Carried.

### **CORRESPONDENCE**

202. Moved by Regional Chair Partington  
Seconded by Councillor Badawey

That Communication CSC 32-2007 from Richard Murzin, President, Canadian Biosphere Reserves Association, Manager, Communications, Niagara Escarpment Commission (May 24, 2007) seeking support for their proposal regarding Escarpment of Adventure television program and website promotion, be received and referred to the Niagara Economic Development Corporation.

Carried.

203. Moved by Regional Chair Partington  
Seconded by Councillor Casselman

That the following communications be received:

CSC 33-2007                      Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (May 30, 2007) respecting NRPS Variance Report to April 30, 2007 106.2007.

CSC 34-2007                      Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (May 30, 2007) respecting NRPS –eJust Systems Annual Subscription Renewal Report 108.2007.

Carried.

### **OTHER BUSINESS**

204. Regional Parking Pass  
Councillor Puttick advised that the Regional Parking Pass is not recognized in all municipalities and that Councillors could be subject to a ticket. Councillor Martin advised that he would bring this matter to the next Mayors meeting for discussion.
205. Oral Report – Budget Guidelines  
Councillor Puttick requested an oral report at the next Corporate Services Committee meeting regarding proposed budget guidelines to be set for 2008 budget preparation.
206. Committee and Council Meetings – August  
Councillor Puttick requested a report for the next Corporate Services Committee meeting regarding the possibility of canceling the meetings in August.

207. Tracking of Staff Directions  
Councillor Augustyn inquired as to whether there is a tracking system in place for ensuring the completion of staff directions. Staff advised that there was and that the staff directions are also reviewed by the Corporate Management Team at their meetings.
208. Water and Wastewater Rates  
Councillor Badawey inquired as to when the water and wastewater rates for Port Colborne will be available. Staff advised that while there is not a targeted date for completion, work is in progress.
209. NEDCO Report  
Councillor Puttick inquired as to the status of the NEDCO report and staff advised that the memo of understanding among the Economic Development Corporations is being modified and that a report is forthcoming.
210. 2007 Debenture Issue  
Mr. Bergsma, Commissioner, Corporate Services, distributed a memorandum to Committee outlining the details of the 2007 Debenture Issue consisting of \$49.6 million in (1-10 year) serial debentures and a \$6.7 million (1-20 year) amortizing debenture. He commented that the debenture issue was well received by the markets and continues to attract favourable borrowing rates due to Niagara's strong credit profile as evidenced in its "AA" credit rating provided by Standard and Poor's. (This memorandum is attached behind the Corporate Services Committee reports in the Blue Book.)

**CLOSED SESSION**

211. Moved by Councillor Casselman  
Seconded by Councillor Badawey

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to personnel, property and legal matters.

Carried.

212. A Matter of Labour Relations: Status of CUPE Local 1263  
(Homes for the Aged) Contract Negotiations – Conciliation  
**Confidential Report HR 22-2007**

Moved by Councillor Casselman  
Seconded by Councillor Badawey

That Confidential Report HR 22-2007, June 27, 2007 respecting A Matter of Labour Relations: Status of CUPE Local 1263 (Homes for the Aged) Contract Negotiations – Conciliation, be received for information.

Carried.

213. CUPE Local 1757 (Public Health) Contract Negotiations

Moved by Councillor Casselman  
Seconded by Councillor Badawey

That the oral report by Mr. Nicol, Commissioner, Human Resources, regarding CUPE Local 1757 (Public Health) Contract Negotiations, be received.

Carried.

214. Proposed Lease Extension  
City of Niagara Falls  
**Confidential Report CSD 105-2007**

Moved by Councillor Badawey  
Seconded by Councillor Augustyn

That Confidential Report CSD 105-2007, June 27, 2007, respecting Proposed Lease Extension, City of Niagara Falls, be received and the recommendations contained therein be approved.

Carried.

215. Moved by Councillor Badawey  
Seconded by Councillor Casselman

That this Committee do now rise with report.

Carried.

**STAFF DIRECTIONS**

That staff be directed to:

- (i) Provide information on how much money the Region and municipalities have contributed to the Greater Niagara Circle Route Trails project. Also, provide information on how much money has been raised through fund raising efforts. (Refer to minute 192.)
- (ii) Contact all agencies and municipalities to confirm commitments re: Archives Collaboration Project (Refer to minute 193.)
- (iii) Provide a map on the project area - Contract RN 07-12, (2007-T-112). (Refer to minute 199.)

**ADJOURNMENT**

Committee adjourned at 11:55 a.m. to meet again on Wednesday, July 18, 2007, at 9:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Co-Chair

Gail Reilly  
Legislative Assistant

Michael Collins  
Co-Chair

Pam Gilroy  
Regional Clerk