

THE REGIONAL MUNICIPALITY OF NIAGARA

CORPORATE SERVICES COMMITTEE

REPORT 4-2008

Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, March 12, 2008, commencing at 9:05 a.m.

ATTENDANCE

Committee: Councillors Martin, Co-Chair; Partington, Regional Chair; Augustyn; Badaway; Bentley; Burroughs; Bylsma; Casselman; D'Angela; Greenwood; Henderson; Heit; Saracino; Zimmerman.

Staff: Mr. Bergsma, Commissioner, Corporate Services; Mr. Nicol, Commissioner, Human Resources; Ms. Gilroy, Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Part-Time: Administration: Mr. McQueen, Director, Administration; Mr. Weaver, Manager, Special Initiatives
Corporate Services: Mr. Bendell, Financial Analyst; Ms. Chase, Law Clerk; Mr. Kaas, Capital Analyst; Mr. Moffatt, Manager, Property Management; Mr. J. Murphy, Manager, Policy Development; Ms. M. Murphy, Associate Director, Current and Capital Budgets; Ms. Rae, Legal Counsel; Mr. Roach, Manager, Public Works Financial Services; Ms. Rose, Supervisor, Court Administration.
Human Resources: Mr. Hagar, Manager, Employee Relations; Mr. Meffe, Manager, Employee Relations.
Planning: Mr. Robson, Director, Community Integration.
Public Health: Mr. Jones, Director, Administration; Mr. Van Valkenburg, Manager, Administration, E.M.S.
Public Works: Mr. Cousins, Director, Transportation Services; Mr. Gouthro, Manager, Facilities Management; Ms. Koz, Manager, Fleet Services.

Others: Mr. Gedge, Chief Executive Officer, NEDCO.

PRESENTATIONS

44. United Way Incentive Prize Winners

Mr. Nicol, Commissioner, Human Resources, advised that the Niagara Region has had a record year with respect to its employees' contributions to the United Way and that the campaign, under the leadership of Ellen Wodchis and Marilyn St. Johns, has exceeded its goal of \$130,000. He advised that as part of the Corporate United Way Campaign, a number of employee groups offer incentive prizes of \$100. A random draw of all employees who have donated to the current United Way campaign is completed.

Ms. Wodchis was in attendance to introduce the presenters and recipients of these incentive prizes as follows:

<u>Employee Group</u>	<u>Winner</u>	<u>Presented by</u>
RENU	Cheryl Crawley	Anne Rose, Co-President, RENU
CUPE 1263	Tom Whitelaw	
CUPE 1727	Pat Heidebrecht	Alan Turkington, President
CUPE 1019	Anonymous	Larry Butters, President
CUPE 1287	Shelley Gagnon	

Mr. Nicol acknowledged the importance of management-labour support for the United Way and that it is very evident at the Region.

45. Rob Janssen, Jordan Station

Major Capital Investments

Mr. Rob Janssen, resident, Jordan Station, attended to express his concerns regarding the major capital investments that the Region has committed to and the subsequent tax burden impact on the citizens of Niagara. Mr. Janssen referred to the Region's commitment of \$100 million to the Niagara Regional Police Services Board and subsequently placing Niagara taxpayers and their children into a \$450 million debt by the year 2013. The presenter referred this matter to a similar situation in Toronto, where they are experiencing serious financial problems due to budget over runs created by the City of Toronto's new Police exercise facility. Mr. Janssen advised of the pressures being experienced by low income families and senior citizens in Niagara who are unable to cope with ever increasing property taxes.

Committee members thanked Mr. Janssen for taking the time to express his concerns on this important matter. Committee suggested that Mr. Janssen contact the Police Services Board to make an appointment to meet before their Board to receive further information and clarification with regards to his concerns.

Moved by Councillor Bentley
Seconded by Councillor Zimmerman

That the presentation by Mr. Rob Janssen, resident, Jordan Station, regarding the Region's major financial commitment to the Niagara Regional Police Services and increased debt costs be received.

Carried.

ITEMS FOR CONSIDERATION

46. Niagara 1812 Bicentennial Project
CAO 3-2008

Moved by Regional Chair Partington
Seconded by Councillor Augustyn

That Councillor Casselman be selected to sit on the Legacy Council's selection committee for purposes of hiring the Director/Project Manager.

Carried.

Moved by Councillor Casselman
Seconded by Regional Chair Partington

That Report CAO 3-2008, March 12, 2008, respecting Niagara 1812 Bicentennial Project, be received.

That the previously approved (CHR 2-2007) funding commitment of \$100,000 per year for two years be managed through the Special Initiatives section of the Regional CAO's Office.

That this report and attached financial information form the basis upon which the approved Regional contribution of funds to the War of 1812 Bicentennial project, will be spent.

Carried.

47. Initiation of Projects Included in the 2008
Buildings & Equipment Capital Budget
CSD 18-2008

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 18-2008, March 12, 2008, respecting Initiation of Projects Included in the 2008 Buildings & Equipment Capital Budget, be received.

That financing in the amount of \$3,040,000 gross and net be approved from the 2008 Buildings & Equipment Capital Program.

That approval be given to fund the project with financing consisting of \$2,840,000 Long term Financing and \$200,000 Capital levy Reserve.

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

Carried.

48. Initiation of the 2008 Waste Management Capital Program
CSD 19-2008 (PWA 17-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 19-2008 (PWA 17 -2008), March 12, 2008, 2008 respecting, Initiation of the 2008 Waste Management Capital Program, be received;

That financing in the amount of \$3,065,000 gross and net be approved from the 2008 Waste Management 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 \$2,685,000 (Long Term Financing 1 – 10 years) and \$380,000 (Waste Management 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 19-2008 (PWA 17-2008) can be found behind the JNT RPTS Blue Book Tab)

49. Initiation of the 2008 Water Capital Program
CSD 20-2008 (PWA 18-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 20-2008 (PWA 18-20080, March 12, 2008 respecting, Initiation of the 2008 Water Capital Program, be received;

That financing in the amount of \$2,200,000 gross and net be approved from the 2008 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 \$1,500,000 (Long Term Financing 1 – 20 years); \$200,000 (Water Capital Reserve Fund) and \$500,000 (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 20-2008 (PWA 18-2008) can be found behind the JNT RPTS Blue Book Tab)

50. Initiation of the 2008 Wastewater Capital Program
CSD 21-2008 (PWA 19-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 21-2008 (PWA 19-2008), March 12, 2008, respecting Initiation of the 2008 Wastewater Capital Program, be received;

That financing in the amount of \$13,670,000 gross and net be approved from the 2008 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 \$11,670,000 (Wastewater Capital Reserve Fund) and \$2,000,000 (Long Term Financing 1 – 20 years); 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 21-2008 (PWA 19-2008) can be found behind the JNT RPTS Blue Book Tab)

51. Initiation of the 2008 Roads Capital Program
CSD 22-2008 (PWA 20-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 22-2008 (PWA 20-2008), March 12, 2008, Initiation of the 2008 Roads Capital Program, be received;

That financing in the amount of \$31,420,000 gross and \$21,070,000 net be approved from the 2008 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 \$2,440,000 Capital Levy; \$4,550,000 Development Charge Reserve Fund; \$14,080,000 Long Term Financing (1 – 20 years); \$3,680,000 External Cost Sharing and \$6,670,000 Subsidies (Gas Tax Revenue);

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 22-2008 (PWA 20-2008) can be found behind the JNT RPTS Blue Book Tab)

52. Initiation of Budget
Approval of the 2008 Vehicle and Equipment
Replacement Program, Phase 1
CSD 23-2008 (PWA 21-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 23-2008 (PWA 21-2008), March 12, 2008, Initiation of Budget Approval of the 2008 Vehicle and Equipment Replacement Program, Phase 1, be received;

That financing (Fleet Equipment Replacement Reserve Fund) in the amount of \$1,800,000 gross and net be approved for Project ZSS0801 Vehicle and Equipment Replacement Program from the approved 2008 Buildings & Equipment Capital Budget;

That financing (Capital Levy) in the amount of \$35,000 gross and net be approved for Project ZGD0804 New Vehicle Facilities Maintenance from the approved 2008 Buildings & Equipment Capital Budget;

That financing (Wastewater Reserve Fund) in the amount of \$70,000 gross and net be approved for Project ZSW0803 New Vehicles for Wastewater Operations from the approved 2008 Wastewater Capital Budget;

That staff be authorized to proceed with the proposed 2008 Vehicle and Equipment Replacement Program Phase 1 as outlined in this report; 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 23-2008 (PWA 21-2008) can be found behind the JNT RPTS Blue Book Tab)

53. Initiation of Public Health Capital Project ZGR0802
- Ambulance and Related Equipment
CSD 32-2008 (PHD 08-2008)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 32-2008, March 12, 2008 (PHD 08-2008, March 11, 2008) respecting Initiation of Public Health Capital Project ZGR0802 – Ambulance and Related Equipment, be received.

That the budget allocation from the approved 2008 Public Health Capital Budget in the gross and net amount of \$910,000 be approved for Capital Project ZGR0802 – Ambulance and Related Equipment;

That the debenture financing (1-5 years) of \$455,000 for Capital Project ZGR0802 – Ambulance and Related Equipment be approved; and

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

Carried.

(Please note that Report CSD 32-2008 (PHD 08-2008) can be found behind the JNT RPTS Blue Book Tab)

54. Encroachment Agreement
Specialty Living Lincoln Park Inc.,
Regional Road No. 14 (Bartlett Avenue) at
Regional Road No. 81 (Main Street East)
Town of Grimsby
CSD 24-2008 (PWA 22-2008)

Moved by Councillor Zimmerman
Seconded by Councillor Bentley

That Report CSD 24-2008 (PWA 22-2008), March 12, 2008, Encroachment Agreement Specialty Living Lincoln Park Inc., Regional Road No. 14 (Bartlett Avenue) at Regional Road No. 81 (Main Street East) Town of Grimsby, be received;

That the Region enter into an Encroachment Agreement with Specialty Living Lincoln Park Inc. to permit minor fence encroachments within the road allowance for Regional Road No. 14 (Bartlett Avenue) at Regional Road No. 81 (Main Street East), in the Town of Grimsby; and

That the Regional Chair and Regional Clerk be authorized to execute the agreement.

Carried.

(Please note that Report CSD 24-2008 (PWA 22-2008) can be found behind the JNT RPTS Blue Book Tab)

55. **Initiation of Financing for Project ZSW9407
Improvements to Garner Road Lagoon
and Transfer of Funds to Project ZSW0215
Decommissioning of Port Robinson Lagoons
CSD 25-2008 (PWA 23-2008)**

Moved by Councillor D'Angela
Seconded by Councillor Bentley

That Report CSD 25-2008 (PWA 23-2008), March 12, 2008, Initiation of Financing for Project ZSW9407 Improvements to Garner Road Lagoon and Transfer of Funds to Project ZSW0215 Decommissioning of Port Robinson Lagoons, be received;

That Wastewater Reserve Fund financing in the amount of \$4,000,000 be approved for Project ZSW9407 Improvements to Garner Road Lagoons included in the approved 2007 Capital Budget;

That financing in the amount of \$655,000 be transferred from Project ZSW9407/SW9407 Improvements to Garner Road Lagoons to Project ZSW0215/SW0215, Decommissioning of Port Robinson Lagoon in the City of Thorold;

That the engineering agreement with Associated Engineering (Ont.) Ltd. for the Port Robinson Lagoon project be amended to include additional engineering fees in the amount of \$71,944.00;

That these engineering costs be charged against Project ZSW0215/SW0215.

Carried.

(Please note that Report CSD 25-2008 (PWA 23-2008) can be found behind the JNT RPTS Blue Book Tab)

56. **Supplementary Information Regarding the Establishment of
a Project Management Structure for the Wainfleet Servicing Project
CSD 26-2008/PWA 24-2008/DPD 10-2008//PHD 09-2008**

Moved by Councillor by Henderson
Seconded by Councillor by Saracino

That Report CSD 26-2008 (PWA 24-2008; DPD 10-2008; PHD 09-2008), March 11 and 12, 2008, respecting Supplementary Information Regarding the Establishment of a Project Management Structure for the Wainfleet Servicing Project, be received; and

That the revised Terms of Reference for the Joint Advisory Committee for the Wainfleet Servicing Project be adopted.

Carried.

(Please note that Report CSD 26-2008 (PWA 24-200; DPD 10-2008; PHD 09-2008) can be found behind the JNT RPTS Blue Book Tab)

57. New Staff Included in 2008 Current Budget for IT Solutions
CSD 27-2008

Moved by Councillor Burroughs
Seconded by Councillor Bentley

That Report CSD 27-2008, March 12, 2008, respecting New Staff Included in 2008 Current Budget for IT Solutions, be received.

That staff be authorized to proceed with the hiring of the Web Content Analyst position that is included in the approved 2008 Current Budget for Corporate Services – IT Solutions.

Carried.

58. Letter from the City of Niagara Falls Re: Perceived Duplication of Niagara Economic Development Corporation Services
CSD 30-2008

Moved by Councillor Burroughs
Seconded by Councillor D'Angela

That Report CSD 30-2008, March 12, 2008, respecting Letter from the City of Niagara Falls Re: Perceived Duplication of Niagara Economic Development Corporation Services, be received.

That the request to redirect Niagara Fall's proportional share of funding for the Niagara Economic Development Corporation budget to fund Niagara Falls Tourism be declined.

Carried.

Moved by Councillor Zimmerman
Seconded by Councillor D'Angela

That Report CSD 30-2008, March 12, 2008, regarding Niagara Economic Development Corporation Services, be referred for a fulsome discussion to a special Committee of the Whole or Council Meeting, to be determined by the Regional Chair.

Carried.

59. Application for Authorization to Submit Documents for Registration in the Electronic Land Registration System Electronic Land Registration Agreement; and Authorization for Registration of Electronic Documents
CSD 31-2008

Moved by Councillor Burroughs
Seconded by Councillor Augustyn

That Report CSD 21-2008, March 12, 2008 respecting Application for Authorization to Submit Documents for Registration in the Electronic Land Registration System Electronic Land Registration Agreement; and Authorization for Registration of Electronic Documents, be received.

That the Director, Legal Services, and Legal Counsel – Real Estate, be appointed Teraview Account Holder Representative(s) of The Regional Municipality of Niagara and that they be authorized to attend in person with the Director of Land Registration of the Niagara North Land Registry Office to: execute the Application for Authorization and Electronic Land Registration Agreement and, to administer such Agreement on behalf of the Region; and

That the following Legal Services staff be authorized to electronically authorize, sign and register all real estate documents in the Electronic Land Registration System, in accordance with legal requirements: Director, Legal Services; Legal Counsel – Real Estate; and Law Clerk.

Carried.

60. Revised Corporate Harassment in The Workplace Policy (C3.H01)
HR 07-2008

Moved by Councillor Augustyn
Seconded by Councillor D'Angela

That Report HR 07-2008 March 12, 2008, regarding the "Revised Corporate Harassment in the Workplace Policy (C3.H01)", be received for information and approved.

Carried.

(Refer to Councillor Information Requests.)

61. Human Resource Services – Town of Fort Erie
Shared Services Agreement
HR 09-2008

Moved by Councillor Saracino
Seconded by Councillor Casselman

That Report HR 09-2008, March 12, 2008, respecting Human Resource Services – Town of Fort Erie Shared Services Agreement, be received; and

That the Regional Municipality of Niagara enter into a “Shared Services Agreement” for human resource services through our Human Resources Department with the Town of Fort Erie; and

That the Regional Chair and Regional Clerk be authorized to execute the agreement satisfactory in form to the Solicitor.

Carried.

ITEMS FOR INFORMATION

Conflict of Interest

Councillor Bylsma declared an indirect pecuniary interest with respect to Report CSD 16-2008 regarding Wind Energy Niagara Project Update, as he has a family member involved in a Wind Energy Project Development in the Niagara Region and he therefore took no part in the discussion of, or voting on, this matter.

62. Wind Energy Niagara Project Update
CSD 16-2008

Moved by Councillor Henderson
Seconded by Councillor Zimmerman

That Report CSD 16-2008, March 12, 2008, respecting Wind Energy Niagara Project Update, be received for information.

Carried.

(Refer to Councillor Information Requests.)

63. Statement of Remuneration and Expenses for Members of Council and Council Appointees
CSD 17-2008 (Amended)

Moved by Councillor Burroughs
Seconded by Councillor Zimmerman

That Report CSD 17-2008, March 12, 2008 Amended, regarding Statement of Remuneration and Expenses for Members of Council and Council Appointees, be received for information only.

Carried.

64. Corporate Employee Recognition Team (CERT) "Recognition of Excellence" Award Winners
HR 08-2008

Moved by Councillor Zimmerman
Seconded by Councillor Burroughs

That Report HR 08-2008, March 12, 2008, regarding Corporate Employee Recognition Team (CERT) "Recognition of Excellence" Award Winners be received for information.

Carried.

MINUTES

65. 1-2008

Moved by Councillor Casselman
Seconded by Councillor Greenwood

That Report 1-2008, being the minutes of the Wainfleet Servicing Project Joint Advisory Committee meeting of February 14, 2008, be approved.

Carried.

(Please note that Report 1-2008 minutes of the Wainfleet Servicing Project Joint Advisory Committee meeting are behind JNT RPTS Blue Book tab.)

CORRESPONDENCE

66. Moved by Councillor Augustyn
Seconded by Regional Chair Partington

That the following communications be received:

CSC 20-2008	Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 5, 2007) – Purchasing – 2008 Scheduled Vehicle Replacements 21.2008
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- CSC 21-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 5, 2007) – 2007 Annual Report on Board Activities 26.2008
- CSC 22-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 5, 2007) Purchasing – Hardware Maintenance – Hewlett-Packard (Canada) Co. Support Service Agreement 19.2008
- CSC 23-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (February 5, 2007) Purchasing – Motorola Service Agreement – Infrastructure Data Radio System Equipment 20.2007
- CSC 24-2008 Cheryl Mickle, Town Clerk, Town of Pelham (January 25, 2008) regarding Provincial Sales Tax Exemption for Municipalities.
- CSC 25-2008 Cheryl Mickle, Town Clerk, Town of Pelham (January 25, 2008) regarding Employment Insurance Eligibility & Links to Increased Poverty.
- CSC 26-2008 Susan Daniels, Deputy City Clerk, City of Niagara Falls (February 8, 2008) regarding Resolution re: Canada's Municipal Infrastructure.
- CSC 29-2008 Memorandum from John Bergsma, Commissioner, Corporate Services (March 6, 2008) regarding 2008 Federal Budget

Carried.

CLOSED SESSION

67. Moved by Councillor Casselman
Seconded by Councillor D'Angela

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.

68. A Proposed Acquisition of Land by the Municipality
City of Niagara Falls
Confidential CSD 28-2008 (COM 11-2006)

Moved by Councillor Greenwood
Seconded by Regional Chair Partington

That Confidential Report CSD 28-2008, March 12, 2008 (COM 11-2008, March 11, 2008) respecting, A Proposed Acquisition of Land by the Municipality, City of Niagara Falls, be received and the recommendations contained therein be approved.

Carried.

Conflict of Interest

Councillor Henderson declared an indirect pecuniary interest with respect to Confidential Report CSD 29-2008 (COM 12-2008) respecting A Proposed Acquisition of Land by the Municipality, City of Port Colborne, as a family member is the landlord and she therefore vacated the Committee Room and took no part in the discussion of, or voting on, this matter.

69. A Proposed Acquisition of Land by the Municipality
City of Port Colborne
Confidential CSD 29-2008 (COM 12-2008)

Moved by Councillor D'Angela
Seconded by Regional Chair Partington

That Confidential Report CSD 29-2008, March 12, 2008 (COM 12-2008, March 11, 2008) respecting, a Proposed Acquisition of Land by the Municipality, City of Port Colborne, be received and the recommendations contained therein be approved.

Carried.

70. A Matter of Labour Relations: Status on
CUPE Local 1019 Contract Negotiations
Confidential HR 06-2008

Moved by Councillor Burroughs
Seconded by Councillor Augustyn

That Report HR 06-2008, March 12, 2008, respecting A Matter of Labour Relations: Status on CUPE Local 1019 Contract Negotiations (Public Health – Niagara Emergency Medical services), be received for information.

Carried.

71. Proposed Acquisition of Property by the Municipality,
City of Welland
Confidential CSD 34-2008 (PHD 10-2006)

Moved by Councillor Casselman
Seconded by Regional Chair Partington

That Confidential Report CSD 34-2008, March 12, 2008 (PHD 10-2008, March 11, 2008) respecting Proposed Acquisition of Property by the Municipality, City of Welland, be received and the recommendations contained therein be approved, **as amended**.

Carried.

(An amended Report CSD 34-2008 (PHD 10-2006) will be distributed.)

72. Confidential Communication CSC 28-2008
Purchasing – Award of Quotation
Hardware & Software Maintenance of Firewall & Network Devices
Confidential CSC 28-2008

Moved by Councillor Burroughs
Seconded by Councillor D'Angela

That Confidential Communication CSC 28-2008, respecting Regional Municipality of Niagara Police Services Board, Purchasing - Award of Quotation, Hardware & Software Maintenance of Firewall & Network Devices C.7.2008, be received.

Carried.

73. Moved by Councillor Burroughs
Seconded by Councillor Bylsma

That this Committee do now rise with report.

Carried.

COUNCILLOR INFORMATION REQUESTS

- (i) Staff of Human Resources Department forward the revised Corporate Harassment in the Workplace Policy to Agencies, Boards and Commissions for their information and consideration and request copies of their harassment policies if available. (Committee members) (Refer to minute 60.)
- (ii) Staff pursue renewable energy sources for grants. (Zimmerman) (Refer to minute 62.)

ADJOURNMENT

Committee adjourned at 11:15 a.m. to meet again on Wednesday, April 2, 2008, at 9:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin
Co-Chair

Gail Reilly
Legislative Assistant

Pam Gilroy
Regional Clerk