

THE REGIONAL MUNICIPALITY OF NIAGARA

CORPORATE SERVICES COMMITTEE

REPORT 5-2008

Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, April 2, 2008, commencing at 9:05 a.m.

ATTENDANCE

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

Staff: Mr. Trojan, Chief Administrative Officer; Mr. Lockyer, Treasurer/Director, Financial Management & Planning; Mr. Nicol, Commissioner, Human Resources; Ms. Gilroy, Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Part-Time: Administration: Mr. McQueen, Director, Administration; Ms. Papaiz, Senior Manager, Communications; Mr. Pilon, Executive Officer to the Regional Chair.

Corporate Services: Mr. Bendell, Financial Analyst; Ms. Garrett, Manager, Accounting & Reporting Services; Mr. Kaas, Capital Analyst; Mr. Moffatt, Manager, Property Management; Ms. M. Murphy, Associate Director, Current and Capital Budgets; Mr. Roach, Manager, Public Works Financial Services; Ms. Rosset, General Accounting Analyst; Ms. Russell, Administrative Assistant; Ms. Williams, Senior Financial Analyst.

Human Resources: Ms. Fontana, Director, Corporate Health Services & Employee Relations.

Community Services: Ms. Cousins, Director, Operational Support Services.

Others: Dan Silver, Manager of Housing Operations, Niagara Regional Housing

PRESENTATION

74. Canadian Award for Financial Reporting

Councillor Martin, Committee Co-Chair, presented the Canadian Award for Financial Reporting to Regional Chair Partington and Gord Lockyer, Treasurer/Director Financial Management & Planning, on behalf of the Regional Municipality of Niagara.

The Canadian Award for Financial Reporting has been awarded to the Regional Municipality of Niagara, by the Government Finance Officers Association of the United States and Canada for its Annual Financial Report for the year ended December 31, 2006.

The Canadian Award for Financial Reporting Program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports. Its attainment represents a significant accomplishment by a government and its management.

Councillor Martin, together with the Regional Chair and Treasurer, presented the Canadian Award for Financial Reporting Achievement to the individuals designated as primarily responsible for preparing the award-winning report. The recipients included Brenda Garrett, Manager, Accounting & Reporting Services; Nicole Rosset, General Accounting Analyst; Denise Papaiz, Senior Manager, Corporate Communications; Karen Russell, Administrative Assistant, Corporate Services; Debbie Williams, Senior Financial Analyst; and Richard Bendell, Financial Analyst, Development Charges.

ITEMS FOR CONSIDERATION

75. Communications Advisory Panel
CAO 5-2008

Moved by Councillor Burroughs
Seconded by Regional Chair Partington

That Report CAO 5-2008, April 2, 2008, respecting Communications Advisory Panel, be received and approved, ***as amended***.

That Regional Council initiates the \$50,000 earmarked in the Council Business Plan for Proactive Marketing and Communications to support the work of Corporate Communications as advised by the Communications Advisory Panel; and

That future reports include under "Financial Implications" the amount of the Council Business Plan budget, the amount allocated and the amount remaining within the approved budget allocation.

Carried.

76. Closure of Capital Projects
CSD 36-2008

Moved by Councillor Heit
Seconded by Councillor Burroughs

That Report CSD 36-2008, April 2, 2008, respecting Closure of Capital Projects, be received.

That a net surplus of \$745,566 from Police Capital Projects (Appendix A) be returned as follows in order to accommodate project closures.

- \$273,845 to the Police Capital Levy Reserve (0035-0958)
- \$471,721 to the Police Vehicle and Equipment Replacement Reserve Fund (0030-0946)

Carried.

(Refer to Councillor Information Requests.)

77. Initiation of Capital Project ZPO0801, 2008 Police Vehicles
CSD 37-2008

Moved by Councillor Burroughs
Seconded by Councillor Heit

That Report CSD 37-2008, April 2, 2008, respecting Initiation of Capital Project ZPO0801, 2008 Police Vehicles, be received.

That Project ZPO0801 2008 Police Vehicles be initiated with a gross cost of \$1,400,000 and net cost of \$1,300,000.

That financing for the project be \$1,300,000 from the Police Capital Levy Reserve and \$100,000 for external sources.

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

Carried.

(Refer to Councillor Information Requests.)

78. Initiation of 2008 Community Services Capital Program
CSD 38-2008 (COM 14-2008)

Moved by Councillor Burroughs
Seconded by Councillor Heit

That Report CSD 38-2008, April 2, 2008 (COM 14-2008, April 1, 2008) respecting Initiation of 2008 Community Services Capital Program, be received.

That a capital budget allocation in the gross and net amount of \$500,000 be approved for the Community Services Capital Program as submitted in the 2008 Capital Budget and summarized in Appendix 1.

That approval be given to fund the projects with \$500,000 from the Capital Levy Reserve Fund.

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 38-2008 (COM 14-2008) can be found behind the JNT RPTS Blue Book Tab)

79. Initiation of 2008 Niagara Regional Housing Capital Program
CSD 43-2008

Moved by Councillor Burroughs
Seconded by Councillor Heit

That Report CSD 43-2008, April 2, 2008, respecting Initiation of 2008 Niagara Regional Housing Capital Program, be received.

That Financing be approved for the 2008 Niagara Regional Housing Capital Program for \$3,273,550 gross and \$2,229,895 net as detailed in Appendix 1.

That the financing for the projects include long-term financing (1-10 years) of \$1,865,409.

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

Carried.

80. Heritage Properties Tax Rebate Program
-Town of Fort Erie
CSD 42-2008 (DPD 11-2008)

Moved By Councillor Saracino
Seconded by Councillor Collins

That Report CSD 42-2008 (DPD 11-2008), April 2, 2008, respecting Heritage Properties Tax Rebate Program – Town of Fort Erie, be received.

That the Region match the Town of Fort Erie percentage refund or reduction on each eligible property participating in the Town's Heritage Properties Tax Rebate Program.

That each eligible property must qualify under Section 365.2 of the Municipal Act, 2001.

That the Region provide funding of of \$4,000 from the Heritage Rebate account (1668-3444) in order to match the Town of Fort Erie Program for 2008.

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

Carried.

(Please note that Report CSD 42-2008 (DPD 11-2008) can be found behind the JNT RPTS Blue Book Tab)

ITEMS FOR INFORMATION

81. Encumbrance Reserve Status at December 31, 2007
CSD 40-2008

Moved by Councillor Collins
Seconded by Councillor D'Angela

That Report CSD 40-2008, April 2, 2008, respecting Encumbrance Reserve Status at December 31, 2007, be received for information.

Carried.

MINUTES

82. **PATR 1-2008**

Moved by Councillor Casselman
Seconded by Councillor Greenwood

That Report 1-2008, being the minutes of the Ad Hoc Committee of Council on Property Assessment and Taxation Reform meeting of March 12, 2008, be approved.

Carried.

(Refer to Councillor Information Requests.)

CORRESPONDENCE

83. Moved by Councillor Burroughs
Seconded by Councillor D'Angela

That Communication CSC 30-2008 from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (March 5, 2008) regarding Facilities – 110 James Street Project, St. Catharines, Ground Floor Renovations Update 43.2008, be approved.

Carried.

84. Moved by Councillor Collins
Seconded by Councillor Heit

That Communication CSC 31-2008, being a memorandum from John Bergsma, Commissioner, Corporate Services (April 2, 2008) regarding 2008 Ontario Budget, be received.

Carried.

(Refer to Councillor Information Requests.)

OTHER BUSINESS

85. **Excessive E-mails**

Committee discussed the problem regarding repetitive emails and inquired as to what is being done to correct the problem. Councillor Puttick advised that IS staff had been at his residence and have concluded that the problem is not at his end but a possible tie-in from another municipality. IS is looking into it and expect to have the problem resolved shortly.

CLOSED SESSION

Quorum

There being a lack of ordinary quorum at the meeting, the Committee Chair determined that the ordinary quorum for the meeting be reduced to seven members, pursuant to Section 22.10 of the Procedural By-law 96-2007.

86. Moved by Councillor Casselman
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.

87. A Proposed Acquisition of Land by the Region,
City of St. Catharines
Confidential Report CSD 39-2008 (PWA 31-2008)

Moved by Councillor Heit
Seconded by Councillor Collins

That Confidential Report CSD 39-2008 (PWA 31-2008), April 2, 2008, respecting A Proposed Acquisition of Land by the Region, City of St. Catharines, be received and the recommendations contained herein be approved.

Carried.

88. A Proposed Acquisition of Land by the Municipality
Town of Fort Erie
Confidential COM 16-2008 (CSD 41-2008)

Moved by Councillor Heit
Seconded by Councillor Casselman

That Confidential Report CSD 41-2008, April 2, 2008 (COM 16-2008, April 1, 2008) respecting a Proposed Acquisition of Land by the Municipality, Town of Fort Erie, be received and the recommendations contained herein be approved.

Carried.

(Refer to Councillor Information Requests re: above two reports.)

89. A Matter of Labour Relations: Status of ONA Local 9 (Homes for the Aged) Contract Negotiations
Confidential HR 10-2008

Moved by Councillor Henderson
Seconded by Councillor Greenwood

That Report HR 10-2008, April 2, 2008, respecting A Matter of labour Relations: Status of ONA Local 9 (Homes for the Aged) Contract Negotiations, be received for information.

Carried.

90. Moved by Councillor Henderson
Seconded by Councillor Greenwood

That this Committee do now rise with report.

Carried.

OTHER BUSINESS

91. Project Niagara/Arts Centre
Committee was advised that a report on Project Niagara (Arts Centre) will be going directly to Regional Council for approval on April 10, 2008 and the related report is expected to be circulated shortly.

COUNCILLOR INFORMATION REQUESTS

- (i) Staff examine format of Closure of Capital Projects Report. (G. Burroughs) (Refer to minute 76.)
- (ii) Staff forward a copy of Report CSD 37-2008 to Wayne Gates, CAW. (Committee) (Refer to minute 77.)
- (iii) Staff advise Jeff Wallis, Niagara Falls Chamber of Commerce, when the next meeting of the Ad Hoc Committee of Council on Property Assessment and Taxation Reform will be held. (B. Greenwood) (Refer to minute 82.)
- (iv) That the Regional Chair forward a letter to the Province requesting confirmation and further information regarding the Province fully funding its share of the costs of the final proposed link between highway 401 and a new border crossing (as announced in the 2008 Provincial Budget). (Committee members) (Refer to minute 84.)
- (v) Staff review the titling of Closed Session reports. (Collins) (Refer to minutes 87 and 88.)

ADJOURNMENT

Committee adjourned at 10:25 a.m. to meet again on Wednesday, April 16, 2008, 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