

## THE REGIONAL MUNICIPALITY OF NIAGARA

### CORPORATE SERVICES COMMITTEE

#### REPORT 2-2010

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Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, 2201 St. David's Rd., Thorold, Ontario, on Wednesday, February 3, 2010 commencing at 9:30 a.m.

#### ATTENDANCE

Committee: Councillors Augustyn, Co-Chair; Martin, Co-Chair; Partington, Regional Chair; Badawey; Baty; Bentley; Burroughs; Bylsma; Casselman; D'Angela; Garcia, Greenwood; Henderson; Lepp; Puttick; Saracino.

Councillors

Other: Councillor Timms.

Staff: Mr. Trojan, Chief Administrative Officer; Mr. Bergsma, Commissioner, Corporate Services; Mr. Bain, Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Others: Corporate Services: Mr. Diakow, Director, IT Solutions; Ms. Elliott, Director, Human Resources; Mr. Hughes, Director, Properties Management; Ms. Learn, Director, Employee Service Centre; Mr. Miron, Manager, Health, Safety & Wellness; Mr. Pilon, Associate Director, Service Quality & Improvement; Mr. Roach, Manager, Financial Services, P.W.; Ms. Stranges, Capital Assets Analyst; Administration: Mr. Roberts, Executive Officer to Regional Chair; Mr. Weir, Director of Administration. Integrated Community Planning Mr. Robson, Director, Integrated Community Planning.

Others: Mr. D'Amario, CAO, Niagara Peninsula Conservation Authority; Mr. Silver, Niagara Regional Housing.

#### PRESENTATION

##### 20. Niagara Region HR Talent Acquisition

Ms. Learn, Director, Employee Service Centre, provided a presentation on the Niagara Region HR Talent Acquisition. The project was undertaken in 2009 with the belief that there was an opportunity to improve recruiting at the Niagara Region. Ms. Learn highlighted the project and it was concluded that the new process: Improved turnaround time by more than two weeks; Improved customer satisfaction; Improved

applicant satisfaction; Reduced business effort to fill vacancies; and Reduced HR effort by 25% (2FTE).

Moved by Councillor D'Angela  
Seconded by Councillor Bentley

That the presentation by Ms. Catherine Learn, Director, Employee Service Centre, regarding Niagara Region HR Talent Acquisition, be received.

Carried.

(A copy of Ms. Learn's presentation is attached to the minutes.)

### **ITEMS FOR CONSIDERATION**

21. Initiation of 2010 Niagara Regional  
Housing Capital Program  
**CSD 14-2010**

Moved by Councillor Burroughs  
Seconded by Councillor Saracino

That Report CSD 14-2010, February 3, 2010, respecting Initiation of 2010 Niagara Regional Housing capital Program, be received;

That financing be approved for the 2010 Niagara Regional Housing Capital Program for \$3,276,946 gross and \$2,243,269 net;

That the financing for the projects include long-term financing (1-20 years) of \$1,000,000; \$1,243,269 NRH Owned Units Reserve Fund and \$1,033,677 Federal Funding; and

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

Carried.

22. Initiation of Public Health Capital Project ZGR1001  
Ambulance and Related Equipment  
**CSD 15-2010 (PHD 02-2010)**

Moved by Councillor Badawey  
Seconded by Councillor D'Angela

That Report CSD 15-2010 (PHD 02-2010), February 3, 2010, respecting Initiation of Public Health Capital Project ZGR1001 Ambulance and Related Equipment, be received;

That financing in the amount of \$1,200,000 gross and net be initiated and approved from the Public Health Capital Program and be allocated to ZGR1001 – Ambulance and Related Equipment;

That approval be given to fund ZGR1001 – Ambulance and Related Equipment with financing consisting of \$710,000 from the Ambulance Replacement Reserve Fund; and \$490,000 from the Capital Levy as approved in the 2010 Capital Budget; and

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

Carried.

(A copy of Report CSD 15-2010/PHD 02-2010 can be found behind the JNT Report Tab in the Blue Book.)

23. Initiation of Projects Included in the  
2010 Capital Program – Public Works  
**CSD 16-2010 (PWA 04-2010)**

Moved by Councillor Bylsma  
Seconded by Councillor D'Angela

That Report CSD 16-2010, February 3, 2010 (PWA 04-2010, February 2, 2010), respecting Initiation of Projects Included in the 2010 Capital Program – Public Works, be received;

That financing in the amount of \$61,968,000 gross and \$49,403,000 net be approved from the 2010 Capital Program for Water, Wastewater, Waste Management, Fleet and Roads and allocated to the individual projects as summarized in Appendix A;

That approval be given to fund the projects with both Regional and external financing as summarized in Appendix A; and

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

Carried.

(A copy of Report CSD 16-2010/PWA 04-2010 can be found behind the JNT Report Tab in the Blue Book.)

24. Initiation of Projects in the 2009 and 2010  
Information Technology Capital Program  
**CSD 20-2010**

Moved by Councillor Burroughs  
Seconded by Councillor D'Angela

That Report CSD 20-2010, February 3, 2010, respecting Initiation of Projects in the 2009 and 2010 Information Technology Capital Program, be received;

That financing in the amount of \$4,500,000 gross and \$4,100,000 net be initiated and approved from the Technology Capital Program and allocated to the individual projects as summarized in Appendix A.

That approval be given to fund the Technology projects with financing consisting of \$800,000 Capital Levy Reserve; \$3,300,000 Long Term Financing (1-5 years) and \$400,000 Other Revenue.

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

Carried.

25. Initiation of Capital Projects – Public Works  
**CSD 17-2010 (PWA 05-2010)**

Moved by Councillor D'Angela  
Seconded by Councillor Bylsma

That Report CSD 17-2010, February 3, 2010 (PWA 05-2010, February 2, 2010), respecting Initiation of Capital Projects – Public Works, be received;

That financing in the amount of \$950,000 gross and \$150,000 net be approved from the 2009 Capital Wastewater Program for the following projects and as noted in Appendix A:

- ZSW0718 Queenston WWTP Upgrade
- ZSW0905 Smithville Pump Station Upgrade
- ZSW0115 Forcemain Replacement Program

That financing in the amount of \$1,169,350 gross and net be approved from the 2008 Capital Wastewater Program for Project ZSW0719 Henley Bridge Sewer Crossing and as noted in Appendix A; and

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

Carried.

(Report CSD 17-2010/PWA 05-2010 can be found behind JNT Report Tab in Blue Book.)

**OTHER BUSINESS**

26. Meeting Room – Corporate Services Committee

Committee concurred that due to the increase in the number of Corporate Services Committee members, future meetings should be held in the Council Chambers.

**ITEMS FOR INFORMATION**

27. Bill 168, an Act to Amend the  
Occupational Health and Safety Act with Respect to  
Violence and Harassment in the Workplace  
**CSD 18-2010 Amended**

Moved by Regional Chair Partington  
Seconded by Councillor Henderson

That Amended Report CSD 18-2010, February 3, 2010, respecting Bill 168, an Act to Amend the Occupational Health and Safety Act with Respect to Violence and Harassment in the Workplace, be received for information.

Carried.

28. Surplus Property Information  
**CSD 21-2010**

Moved by Councillor Martin  
Seconded by Councillor Bylsma

That Report CSD 21-2010, February 3, 2010, respecting Surplus Property Information, be received for information.

Moved by Regional Chair Partington  
Seconded by Councillor Henderson

That staff be directed to respond to the issues and questions presented by Committee and provide a report, when the department's schedule permits, on the surplus properties for the purpose of transfer, sale, retention or other uses, as identified in the report.

Carried.

Moved by Councillor Henderson  
Seconded by Councillor Martin

That Surplus Property 35, as identified in Appendix "A", be examined by staff with respect to the Lakefront property strategy process.

Carried.

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

(Refer to Councillor Information Requests.)

### **CORRESPONDENCE**

29. Moved by Councillor Burroughs  
Seconded by Councillor Baty

That Communication CSC 2-2010, being a memorandum from Mike Roach, Manager, Public Works Financial Services (December 22, 2009) regarding Councillor Information Request – October 14, 2009, be received.

Carried.

### **OTHER BUSINESS**

30. Police Accommodations

Moved by Councillor Garcia  
Seconded by Regional Chair Partington

WHEREAS on December 17, 2009 Council approved staff's recommendation on the selection of consultants to develop a Master Plan for centralized police accommodations and the appended work plan for that Master Plan, which will be funded by Regional taxpayers; and

WHEREAS the centralized police accommodations project is the largest single item in our capital budget, representing a very large commitment by the Region's taxpayers, and this committee wants to ensure that the Master Plan is completed as approved and provides a comprehensive and objective assessment of the alternatives which will assist Council in making its final decision;

This committee recommends to Council that staff be directed to immediately advise the consultants that:

Council expects them to complete the Master Plan according to the approved work plan and any deviations from that approved work plan must have prior approval from staff and further, that all identified validation steps that need to be completed prior to addressing site selection (confirmation of growth projections, space needs, evaluation criteria and weightings, potential partnerships, cost updates, etc.) must be properly and thoroughly completed to ensure Council can make an evidence-based decision.

Defeated.

**CLOSED SESSION**

31. Moved by Councillor Bentley  
Seconded by Councillor Saracino

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to a Proposed Disposition of Land by the Municipality – An Agreement Amendment to the Agreement of Purchase and Sale and a Lease Agreement in the City of Niagara Falls and a Proposed Acquisition of Land by the Municipality.

Carried.

32. Proposed Disposition of Land by the Municipality –  
An Agreement Amendment to the Agreement of  
Purchase and Sale and a Lease Agreement in the City of Niagara Falls  
**Confidential CSD 19-2010 (PWA 09-2010)**

Moved by Councillor Greenwood  
Seconded by Councillor Baty

That Confidential Report CSD 19-2010, February 3, 2010 (PWA 09-2010, February 2, 2010), respecting Proposed Disposition of Land by the Municipality – an Agreement Amendment to the Agreement of Purchase and Sale and a Lease Agreement in the City of Niagara Falls, be received and the recommendations contained therein be approved.

Carried.

33. Proposed Acquisition of Land by the Municipality  
- Township of Wainfleet

Mr. Brian Hughes, Director, Properties Management, provided an oral report and presentation on the Proposed Acquisition of Land by the Municipality – Wainfleet.

Moved by Councillor Henderson  
Seconded by Regional Chair Partington

That the presentation by Mr. Brian Hughes, Director, Properties Management, regarding the Proposed Acquisition of Land by the Municipality – Township of Wainfleet, be received; and

That Regional Council approve the additional funds, as recommended by the Corporate Services Committee, for the purchase of the Wainfleet property.

Carried.

34. Moved by Councillor Henderson  
Seconded by Councillor Lepp

That this Committee do now rise with report.

Carried.

### **COUNCILLOR INFORMATION REQUESTS**

That staff:

- (i) Include the following in the comprehensive report regarding Surplus Properties as requested by Committee:
- Identify what properties are available for disposition.
  - Is the property saleable/valuable (or not)?
  - Is property better owned by NPCA/Others?
  - What are maintenance standards/cost factors for surplus properties?
  - No. 13 and 14 of Surplus Property Inventory (Appendix A) - What future works are identified by Grimsby
  - No. 15 of Surplus Property Inventory (Appendix A) – Could this be used for an extension of Livingston Road?
  - Buffer Lands between Wetlands – could they be joined?
  - Circulate surplus properties report to Agencies, Boards & Commissions and local municipalities.
- (Committee Members) Refer to Report CSD 21-2010 and minute item 28.
- (ii) Provide a list and maps of all Regional Properties to the Cities of Thorold and St. Catharines. (D'Angela/Timms) Refer to Report CSD 21-2010 and minute item 28.
- (iii) Circulate Report CSD 21-2010 to Bicycling Committee and Greater Niagara Circle Route. (Timms) Refer to Report CSD 21-2010 and minute item 28.

### **ADJOURNMENT**

Committee adjourned at 11:50 a.m. to meet again on Wednesday, February 24, 2010, in Council Chambers, Regional Headquarters.

Dave Augustyn  
Co-Chair

Gail Reilly  
Legislative Assistant

Doug Martin  
Co-Chair

Kevin Bain  
Regional Clerk