

THE REGIONAL MUNICIPALITY OF NIAGARA

CORPORATE SERVICES COMMITTEE

REPORT 1-2010

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, January 13, 2010 commencing at 9:30 a.m.

ATTENDANCE

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

Councillors

Other: Councillors Baty; Timms.

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

Staff

Others: Corporate Services: Ms. Casement, Manager, Employee Relations; Ms. Elliott, Director, Human Resources; Mr. Hagar, Manager, Employee Relations; Mr. Inman, Associate Director, Energy Management; Mr. Lockyer, Treasurer/Director, Financial Management & Planning; Ms. Murphy, Associate Director, Current and Capital Budget; Mr. Pilon, Associate Director, Service Quality & Improvement; Mr. Roach, Manager, Financial Services, P.W.; Ms. Stranges, Capital Assets Analyst; Ms. Yarnell, Capital Accounting Analyst.

Administration: Mr. Watkins, Policy Assistant, Regional Chair's Office.

Community Services: Mr. Ventresca, Director, Seniors Services.

Public Health: Mr. McKay, Associate Director, Administration, E.M.S.

ITEMS FOR CONSIDERATION

1. Procedure to Select the Committee Co-Chairs;
Chairs and Vice-Chairs
ICP 1-2010

Peter Partington, Regional Chair, called for nominations for the position of Co-Chair, (Aligned to Corporate Services), of the Corporate Services Committee for the remainder of the 2006-2010 term of Council.

Moved by Councillor Saracino
Seconded by Councillor Augustyn

That Councillor Martin be nominated for the position of Co-Chair, (Aligned to Corporate Services), of the Corporate Services Committee for a one year term.

Carried.

Regional Chair Partington called a second and third time for nominations.

Moved by Councillor Bentley
Seconded by Councillor Burroughs

That nominations for the position of Co-Chair, (Aligned to Corporate Services), of the Corporate Services Committee, be closed.

Carried.

There being no other nominations, Regional Chair Partington, with the agreement of Councillor Martin, declared him Co-Chair, (Aligned to Corporate Services), of the Corporate Services Committee for the remainder of the 2006-2010 term of Council.

Peter Partington, Regional Chair, called for nominations for the position of Co-Chair, (Aligned to Human Resources Services), of the Corporate Services Committee for the remainder of the 2006-2010 term of Council.

Moved by Councillor Burroughs
Seconded by Councillor Bentley

That Councillor Augustyn be nominated for the position of Co-Chair, (Aligned to Human Resources Services), of the Corporate Services Committee for the remainder of the 2006-2010 term of Council.

Carried.

Regional Chair Partington called a second and third time for nominations.

Moved by Councillor Garcia
Seconded by Councillor Bentley

That nominations for the position of Co-Chair, (Aligned to Human Resources Services), of the Corporate Services Committee be closed.

Carried.

There being no other nominations, Regional Chair Partington, with the agreement of Councillor Augustyn, declared him Co-Chair, (Aligned to Human Resources Services), of the Corporate Services Committee for a one year term.

Regional Chair Partington vacated the Chair and Councillors Martin and Augustyn, Co-Chairs, assumed the Chair.

2. Approval of Spending Limits During the Interval Prior
To the Approval of the 2010 Budget Estimates

CSD 01-2010

Moved by Councillor Burroughs
Seconded by Councillor Bentley

That Report CSD 01-2010, January 13, 2010, respecting Approval of Spending Limits During the Interval Prior to the Approval of the 2010 Budget Estimates, be received **as amended, to remove recommendations two and three in the report.**

That, in the absence of an adopted 2010 Operating Budget, the Corporate Services Committee approved the following:

That Regional departments, boards, and agencies be allowed to incur costs to a level of 50% of the departmental expenditure budget of the prior year; and

That this policy be communicated to all commissions, boards and agencies.

Carried.

3. Procedure to Select the Committee Co-Chairs;
Chairs and Vice-Chairs

ICP 1-2010

Moved by Councillor D'Angela
Seconded by Councillor Burroughs

That Report ICP 1-2010, January 13, 2010, respecting Procedure to Select the Committee Co-Chairs; Chairs and Vice Chairs, be received.

Carried.

(Please note that Report ICP 1-2010 can be found behind the JNT RPTS Blue Book Tab)

4. 2010 Current Borrowing By-law
CSD 02-2010

Moved by Councillor Augustyn
Seconded by Councillor Garcia

That Report CSD 02-2010, January 13, 2010, respecting 2010 Current Borrowing By-law, be received.

That pursuant to Section 407 of the Municipal Act, RSO, 2001, as amended, the Regional Chair and Treasurer be authorized to borrow to meet current expenditures for the year 2010.

Carried.

5. Closure of Capital Projects
CSD 03-2010

Moved by Councillor Heit
Seconded by Councillor Greenwood

That Report CSD 03-2010, January 13, 2010, respecting Closure of Capital Projects, be received, **as amended, to remove Project ZGG0801 “Special Property Purchases” from Appendix #1 of the report.**

That total net transfers of \$944,378 to the Capital Variance Reserves – Levy Supported (CVRLEV) be approved to accommodate the closure of various levy-supported capital projects as shown in Appendix 1, Pages 1, 2, and 3;

That total net transfers of \$948,681 to the Capital Variance Reserves - Wastewater (CVRSEW) be approved to accommodate the closure of Wastewater capital projects as shown in Appendix 2;

That total net transfers of \$2,845,404 to the Capital Variance Reserves - Water (CVRWAT) be approved to accommodate the closure of Water capital projects as shown in Appendix 2;

That total net transfers of \$412,227 to the Capital Variance Reserves – Waste Management (CVRWMT) be approved to accommodate the closure of Waste Management capital projects as shown in Appendix 2;

That project closures be completed as indicated in Appendices 1 and 2; and

That a copy of this report be circulated to Integrated Community Planning and Public Works, and Public Health and Social Services standing committees for information purposes.

Moved by Councillor Burroughs
Seconded by Councillor Augustyn

That staff develop a policy on accessing the reserves as mentioned in Report CSD 03-2010.

Carried.

(It was subsequently determined that these issues were addressed in the Capital Asset Management Policy.)

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

6. Initiation of Capital Project ZPO1001 2010 Police Vehicles
CSD 04-2010

Moved by Councillor Heit
Seconded by Councillor Burroughs

That Report CSD 04-2010, January 13, 2010, respecting Initiation of Capital Project ZPO1001 2010 Police Vehicles, be received, **as amended, to remove recommendation 3.**

That Project ZPO1001 2010 Police Vehicles be initiated with a gross and net cost of \$1,500,000;

That financing for the project of \$1,500,000 be from the Police Vehicle and Equipment Replacement Reserve Fund; and

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

Carried.

7. Project Initiation
Proposed "40 km/h in School Zone"
Regional Road 48 (Niagara Street)
City of St. Catharines
CSD 05-2010 (PWA 01-2010)

Moved by Councillor D'Angela
Seconded by Councillor Heit

That Report CSD 05-2010 (PWA 01-2010), January 13, 2010, respecting Project Initiation Proposed "40 km/h in School Zone" Regional Road 48 (Niagara Street) City of St. Catharines, be received.

That approval be given to initiate Capital Levy Financing in the amount of \$40,000 for Project ZRT0903 Traffic Warning Beacons;

That the portion of Regional Road 48 (Niagara Street) from 150 metres north to 150 metres south of the limits of property of Laura Secord Secondary School be designated a 40 km/h speed zone during the hours of 8:00 a.m. to 9:00 a.m., 11:15 a.m. to 1:00 p.m. and 2:30 p.m. to 3:15 p.m.; and

That the Regional Clerk be requested to ensure the necessary by-law amendment is presented to Council on January 21, 2010 to affect this change.

Carried.

(Please note that Report CSD 05-2010 (PWA 01-2010) can be found behind the JNT RPTS Blue Book Tab.)

8. Initiation of Children's Services Capital Program
CSD 06-2010 (COM 02-2010)

Moved by Councillor Martin
Seconded by Councillor Bylsma

That Report CSD 06-2010, January 13, 2010 (COM 02-2010, January 12, 2010), respecting Initiation of Children's Services Capital Program, be received.

That a capital budget allocation in the gross and net amount of \$200,000 be approved for the Children's Services Capital Program as approved in the 2008 and 2009 Capital Budgets;

That approval be given to fund the projects with \$200,000 from the Capital Levy Reserve;

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 06-2010 (COM 02-2010) can be found behind the JNT RPTS Blue Book Tab.)

9. Niagara Emergency Medical Services
Cross Border (Municipal) Billing (CBB)
CSD 09-2010 (PHD 01-2010)

Moved by Councillor Casselman
Seconded by Councillor Heit

That Report CSD 09-2010, January 13, 2010 (PHD 01-2010, January 12, 2010) respecting Niagara Emergency Medical Services Cross Border (Municipal) Billing (CBB), be received.

That the Regional Chairman and Regional Clerk be authorized and directed to sign the Mutual Release in the format attached and forward it to Haldimand County in due course;

That the Regional Chairman and Regional Clerk, on behalf of Niagara Region, be authorized and directed to execute Mutual Release Agreements for payment of funds in the amount of \$171,396 to Haldimand County;

That the respective amount be offset by a transfer from the Region's Contingency Reserve (as suggested in Report PHD 27-2009), and;

That staff be authorized to execute all future Cross Border (Municipal) Billings (payables and receivables) as part of annual operating budgets to facilitate these smaller, annual payments and prepare an annual summary report for Committee and Council, to advise of the transactions.

Carried.

(Please note that Report CSD 09-2010 (PHD 01-2010) can be found behind the JNT RPTS Blue Book Tab.)

10. 2010 Interim Levy Dates and Amounts
CSD 10-2010

Moved by Councillor Burroughs
Seconded by Councillor Martin

That Report CSD 10-2010, January 13, 2010, respecting 2010 Interim Levy Dates be received.

The interim due dates for the Regional Levy be approved in the amounts and on the dates as shown on Schedule A attached to this report.

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

This report be circulated to the Councils of the Area Municipalities for information.

Carried.

ITEMS FOR INFORMATION

11. **Energy Utilities Project at Northland Pointe in Port Colborne
CSD 11-2010 (COM 03-2010)**

Moved by Councillor Heit
Seconded by Councillor Saracino

That Report CSD 11-2010, January 13, 2010 (COM 03-2010, January 12, 2010) respecting Energy Utilities Project at Northland Pointe in Port Colborne, be received for information.

Carried.

(Please note that Report CSD 11-2010 (COM 03-2010) can be found behind the JNT RPTS Blue Book Tab.)

CORRESPONDENCE

12. Moved by Councillor Badawey
Seconded by Councillor Bentley

That Communication CSC 1-2010 from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 2, 2009) regarding Police Services Board – 2010 Meeting Schedule 228.2009, be received.

Carried.

MINUTES

13. **1-2010 (AC)**

Moved by Councillor Burroughs
Seconded by Councillor Heit

That Report 1-2010 (AC) being the minutes of the Audit Committee meeting of January 11, 2010, be received and the following recommendations be approved:

- That Councillor Burroughs be appointed to the position as Chair of the Audit Committee for the remainder of the 2006-2010 term of Council.
- That Councillor Heit be appointed to the position of Vice-Chair of the Audit Committee for the remainder of the 2006-2010 term of Council.
- That Report CSD 07-2010, January 11, 2010, respecting 2008 EMS Management Letter, be received; and

That the attached management responses to the auditors' comments and observations contained therein be approved.

- That Report CSD 08-2010, January 11, 2010, respecting 2008 Financial Statements – Emergency Services Division be received; and

That the Financial Statements of the Regional Municipality of Niagara Public Health Emergency Services Division for the year ended December 31, 2008, be received for information.

- That Report CSD 13-2010, respecting 2008 Financial Statements Agencies, Boards and Commissions, be received for information.
- That Communication AC 1-2010, from Deb Morton, Executive Director, Niagara Police Services Board (October 6, 2009) regarding NRPS Response to 2008 Audited Financial Statements C.183.2009, be received.
- That Communication AC 2-2010, from Deb Morton, Executive Director, Niagara Police Services Board (October 6, 2009) regarding KPMG Audit – Financial Statement – Year Ending December 31, 2008 C.182.2009, be received.
- That Communication AC 3-2010 from Gord Lockyer, Treasurer/Director, Financial Management & Planning (December 15, 2009) regarding Councillor Information Requests – Provincial Funding Provided to NEDC, be received and approved.
- That Confidential Report CSD 12-2010, January 11, 2010, respecting 2008 Management Letters, Agencies, Boards, and Commissions, be received; and

The recommendations contained therein be approved.

Carried.

OTHER BUSINESS

14. Development Charges

Councillor D'Angela requested that a line item be included in the 2010 Operating Budget indicating a specific amount of funds to be set aside for the exemption of development charges.

Moved by Councillor D'Angela
Seconded by Councillor Badawey

That staff prepare a report for consideration at the Budget Review Committee of the Whole regarding the inclusion of a line item in the 2010 Operating Budget for the costs associated with the exemption of development charges.

Carried.

15. Capital Asset Management Policy

Councillor Burroughs commended staff for inclusion of the Capital Project Monitoring process in the Capital Asset Management Policy wherein if a negative project variance is identified on the semi-annual variance report for two consecutive reports, Corporate Services will change the status of the project to “on hold” to prevent further costs from being charged to the project until the funding source is identified.

16. Follow up on Council Decisions

Councillor Burroughs inquired as to how Corporate Services analyzes decisions that the Region has made in the past regarding Capital Projects, so that they can make better decisions. The Councillor referred to the matters regarding the Recycling plant and the Walker Facility, suggesting that post operative reports would be beneficial.

Mr. Bergsma commented that there are opportunities to review prior decisions through variance analysis for both the Capital and Operating expenditures, and that staff continually seek improvements to these processes.

(Refer to Councillor Information Requests.)

CLOSED SESSION

17. Moved by Councillor Burroughs
Seconded by Councillor Garcia

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to a Labour Relations Matter ONA 9 Homes for the Aged.

Carried.

Conflict of Interest

Councillor Martin declared a pecuniary interest with respect to the Labour Relations Matter ONA 9 Homes for the Aged as family members are members of CUPE and ONA and he therefore vacated the Committee Room and took no part in the discussion of, or voting on, this matter.

18. Labour Relations Strategy for ONA 9 Homes for the Aged

Ms. Debbie Elliott, Director, Human Resources, provided a presentation regarding a Labour Relations Strategy for ONA 9 Homes for the Aged.

Moved by Councillor Burroughs
Seconded by Councillor Casselman

That the presentation by Debbie Elliott, Director, Human Resources, regarding Labour Relations Strategy for ONA 9 Homes for the Aged be received, and the recommendation contained therein be approved.

Defeated.

Moved by Councillor Badawey
Seconded by Councillor Puttick

That staff be directed to proceed with the Labour Relations Strategy for ONA 9 Homes for the Aged, as recommended by the Corporate Services Committee.

Carried.

19. Moved by Councillor Burroughs
Seconded by Councillor Garcia

That this Committee do now rise with report.

Carried.

COUNCILLOR INFORMATION REQUESTS

That staff:

- (i) Provide a report on how Corporate Services can provide an analysis on decisions that the Region has made in the past regarding Capital Projects. (Burroughs) Refer to minute item 15.

ADJOURNMENT

Committee adjourned at 11:35 a.m. to meet again on Wednesday, February 3, 2010, in C.R. 4, Regional Headquarters.

Dave Augustyn
Co-Chair

Gail Reilly
Legislative Assistant

Doug Martin
Co-Chair

Regional Clerk
Kevin Bain