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THE REGIONAL MUNICIPALITY OF NIAGARA
CORPORATE AND FINANCIAL SERVICES COMMITTEE

REPORT 11-2003

Minutes of a meeting of the Corporate and Financial Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, June 11, 2003, commencing at 10:10 a.m.

ATTENDANCE

Committee: Councillors Martin, Chair; Badawey; Beamer; Bentley; Burroughs; Davidson; Hildreth; Martin; Muir; Partington; Saracino; Timms.

Staff: Mr. Trojan, Chief Administrative Officer; Mr. Hollick, Regional Clerk; Mr. Lockyer, Treasurer; Ms. Reilly, Legislative Assistant.

Staff
(Part-time): Ms. Chamberlain, Fixed Assets Analyst; Mr. Christensen, Director, Health Protection & Promotion; Mr. Diakow, Director, Corporate Information Services; Mr. Jones, Director, Administrative Services, P.H.; Mr. Milutinovic, Project Director; Mr. J. Murphy, Manager, Policy & Development; Ms. M. Murphy, Manager, Budgets & Reporting; Mr. Nicholson, Senior Policy Coordination Planner; Mr. Nicol, Commissioner of Human Resources; Mr. Roach, Manager, Financial Services, P.W.; Mr. Young, Manager, Health Protection & Promotion.

Police: Mr. Garvey, N.R.P.S.; Ms. Wendy Chou, KataLogic Consultant.

PRESENTATION

Conflict of Interest

Councillor Timms declared an indirect pecuniary interest with respect to any matters relating to Regional Development Charges as his family has an interest in a development company and he therefore took no part in the discussion of or voting on these matters.

140. Waiving of Regional Development Charges
For Property at 122 Aston Street in Welland

Mr. Farley, Director, Director, Planning Services, provided an overview of the criteria used with respect to Waiver/Exemption of Development Charges through the Smarter Growth Design principles.

Mr. Rogers of R & R Services of Niagara Inc. was in attendance to request exemption for his property at 122 Aston Street in Welland as he believes it meets the Smarter Growth criteria. The Staff Task Force on Development Charges denied the exemption for this property, as it did not meet the definition of "intensification" in its use.

Moved by Councillor Davidson
Seconded by Councillor Muir

That the presentation by Mr. Robert Rogers of R & R Services Niagara, and the matter of the property at 122 Aston Street in Welland, be referred to a joint meeting of the Smarter Niagara Steering Committee and the Staff Task Force on Development Charges and that the definition of "intensification" be clarified at that time.

Carried.

CLERK'S DEPARTMENT

141. Monthly Web Site Activity Report – May 2003

Moved by Councillor Saracino
Seconded by Councillor Beamer

That Report CLK 19-2003, June 11, 2003, respecting Monthly Web Site Activity Report – May 2003, be received for information.

Carried.

142. Request for Capital Budget Allocation
And Financing Approval for Project ZGC0103
Electronic Document Management System (EDMS)

Moved by Councillor Bentley
Seconded by Councillor Burroughs

That Report CLK 18-2003/CSD 87-2003, June 11, 2003, respecting Request for Capital Budget Allocation and Financing Approval for Project ZGC0103, Electronic Document Management System (EDMS), be received.

That the capital budget allocation in the gross and net amount of \$100,000 be approved for Project ZGC0103 electronic Document Management System as submitted in the 2003 Capital Budget.

That the finances for this project include Capital Levy Reserve of \$100,000.

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

Carried.

CORPORATE SERVICES DEPARTMENT

143. **Financial Approval and Transfer Funds**
Waste Management Capital Programs

Moved by Councillor Burroughs
Seconded by Councillor Timms

That Report CSD 83-2003, June 11, 2003 (PWA 90-2003, June 10, 2003) respecting Financing Approval and Transfer of Funds Waste Management Capital Programs Capital Project ZGL0215

That debenture financing (1-10 years) in the amount of \$2,370,000 be approved for Project ZGL0216 Capital Purchases/Upgrades for New Materials Recycling Facility included in the approved 2003 Waste Management Capital Budget.

That the following transfers to Project ZGL0216/GL0216, Capital Purchases/Upgrades for New Materials Recycling Facility be approved:

- i) previously approved debenture financing (1-10 years) in the amount of \$18,165 be transferred from Project ZGL0109/GL0109 Relocation Study for Materials Recycling Facility.
- ii) previously approved debenture financing (1-10 years) in the amount of \$5,104 be transferred from Project ZGL0018/GL0018 Materials Recycling Facility Improvements.
- iii) previously approved financing (Waste Management Reserve) in the amount of \$20,887 be transferred from Project ZGL9904/GL9904 Niagara Recycling Plant Improvements.
- iv) previously approved financing (Waste Management Reserve) in the amount of \$50,000 be transferred from Project ZGL0120/GL0120 Feasibility Study for Public Drop-off Centre.

- v) previously approved debenture financing (1-10 years) in the amount of \$137,000 be transferred from Project ZGL0214/GL0214 Preliminary Site Servicing.
- vi) previously approved financing (Waste Management Reserve) in the amount of \$40,000 be transferred from Project ZGL0307/GL0307.

That previously approved debenture financing (1-10 years) in the amount of \$92,000 be transferred from Project ZGL0214/GL0214 Preliminary Site Servicing to Project ZGL0226/GL0226 New Materials Recycling Facility.

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

Carried.

144. Proposed 2004 OMERS Contribution Rates and Budget Impact

Councillor Saracino declared an indirect pecuniary interest with respect to Proposed 2004 OMERS Contribution Rates and Budget Impact, as he has been a long term member of the OMERS Plan and he therefore took no part in the discussion of or voting on this matter.

Councillor Partington declared an indirect pecuniary interest with respect to Proposed 2004 OMERS Contribution Rates and Budget Impact, as his wife is an employee of the Public Health Department, and he therefore took no part in the discussion of or voting on this matter.

Moved by Councillor Burroughs
Seconded by Councillor Beamer

That Report CSD 84-2003, June 11, 2003 (HR 24-2003, June 10, 2003) respecting Proposed 2004 OMERS Contribution Rates and Budget Impact, be received for information.

Carried.

145. Update on HRIS/Payroll/Time & Attendance Projects

Moved by Councillor Bentley
Seconded by Councillor Burroughs

That Report CSD 85-2003, June 11, 2003 (HR 25-2003, June 10, 2003) regarding an Update on HRIS/Payroll/Time & Attendance Project, be received for information.

That a further report be provided for the next Human Resources Committee meeting on July 15, 2003, which provides details of:

- the potential project cost implications, and savings to be realized, from terminating the HRIS/Payroll/Time and attendance Project after each remaining state
- the cost of the project to date
- the cost and implications of implementing bi-weekly pay effective January 2004, instead of January 2005, as recommended in the report.

Carried.

(Refer to staff direction on page CFS 87.)

146. Request for Partial Capital Budget and Financing Approval
For Project ZGC0302 – New Initiatives – from the 2003
Information Systems Capital Program

Moved by Councillor Badawey
Seconded by Councillor Burroughs

That Report CSD 86-2003, June 11, 2003, respecting Request for Partial Capital budget and Financing Approval for Project ZGC0302 – New Initiatives – from the 2003 Information Systems Capital Program, be received.

That a partial capital budget expenditure of \$120,000 be approved for Project ZGC0302, New Initiatives, from the 2003 Information Systems Capital Program.

That financing in the gross and net amount of \$120,000 be approved and funded by debenture financing (1-5 years).

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

Carried.

147. SuperBuild Agreement for The Greater Niagara Circle Route
Trails System, ZPL9710. Follow up to DPD 70-2003/CSD 71-2003

Moved by Councillor Badawey
Seconded by Councillor Burroughs

That Report CSD 88-2003/DPD 86-2003, June 11, 2003, respecting SuperBuild Agreement for The Greater Niagara Circle Route Trails System, ZPL9710. Follow up to DPD 70-2003/CSD 71-2003, be received.

That the \$399,312 remaining from previous financial commitments to this project be approved for use in 2003 as the Region's contribution towards the construction of part of the East-West section of the Friendship Trail in Port Colborne, subject to the City of Port Colborne providing matching funds.

That the fundraising financing of \$1,201,214 for ZPL9710, Greater Niagara Circle Route Trails as included in the 2002 and 2003 Capital budgets, in agreement with the SuperBuild application, be revised in the 2004 Capital Budget to a Capital Levy Reserve Loan subject to a further review of the progress of the Fundraising Campaign prior to initiation.

Carried.

148. Ontario Municipal Economic Infrastructure
Financing Authority Loan Application

Moved by Councillor Partington
Seconded by Councillor Beamer

That Report CSD 91-2003, June 11, 2003, respecting Ontario Municipal Economic Infrastructure Financing Authority Loan Application, be received.

That the Regional Treasurer be authorized to make application to the Ontario Municipal Economic Infrastructure Financing Authority for a loan amount not to exceed \$18,000,000 and,

That the Regional Clerk ensure that the necessary by-law be prepared authorizing the OMEIFA loan application and that the by-law be presented to Regional Council for approval.

Carried.

(Refer to staff direction on page CFS 87.)

149. Tender Award
Contract RN 03-23
2003 Substructure Rehabilitation Program
Project ID: ZRC0328

Moved by Councillor Muir
Seconded by Councillor Timms

That Report CSD 92-2003, June 11, 2003 (PWA 97-2003, June 10, 2003) respecting Tender Award Contract RN 03-23 2003 Substructure Rehabilitation Program Project ID: ZRC0328, be received.

That debenture financing (1-10 years) in the amount of \$225,000.00 be transferred from Project ZRC0218, Rehabilitation of Structure No. 025205, to Project ZRC0328;

That Contract RN 03-23, 2003 Substructure Rehabilitation Program, be awarded to the low tenderer, Hard Rock Construction Inc. (Hard Rock), at the bid price of \$712,240.00;

That a contingency amount of \$45,000.00 be provided for this contract;

That the engineering agreement with the firm of Ellis Engineering Inc., (Ellis) be extended to include contract administration and inspection services, with the engineering fees being calculated on a time plus disbursements basis, estimated at \$30,000.00, plus G.S.T.;

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 June 19, 2003, and;

That all project costs be charged against Capital Works Project ID No. ZRC0328, (Substructure Rehabilitation Program).

Carried.

150. Tender Award for Contract RN 03-28
Reconstruction of Regional Road 50
(Glenridge Avenue) from Edgedale Road to
Regional Road 91 (Westchester Avenue)
City of St. Catharines

Moved by Councillor Timms
Seconded by Councilor Partington

That Report CSD 93-2003, June 11, 2003 (PWA 98-2003, June 10, 2003) respecting Tender Award for Contract RN 03-28 Reconstruction of Regional Road 50 (Glenridge Avenue) from Edgedale Road to Regional Road 91 (Westchester Avenue) City of St. Catharines, be received.

That Contract RN 03-28, Reconstruction of Regional Road 50 (Glenridge Avenue), from Edgedale Road to Regional Road 91 (Westchester Crescent), in the City of St. Catharines, be awarded to the low tenderer, Provincial Construction (Niagara Falls) Limited, at its bid price in the amount of \$4,022,567.46 (*excluding GST*), subject to MOE approval and subject to confirmation of cost sharing with the City of St. Catharines and St. Catharines Hydro;

That a contingency allowance in the amount of \$500,000.00 be provided for this contract;

That the consulting firm of Totten Sims Hubicki be retained to provide contract administration and inspection services with the fees being calculated on a time plus disbursement basis, estimated at \$290,000.00 (*excluding GST*);

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 June 19, 2003;

That the Reconstruction of Regional Road 50 (Glenridge Avenue) from Shaver Hospital to Lockhart Drive (Section '3', Contract RN 02-26) be deferred until 2004, to allow the Region to resolve a property acquisition issue;

That Contract RN 02-26, with Steed & Evans Limited be extended to 2004, subject to negotiation of the contractors bid price to recognize the time lapse between tendering (September 2002) and construction (2004);

And further, that all project costs be charged against Capital Works Parent Project ZRC0021, Project ID No. RC0148 and Project ID RC0021.

Carried.

MINUTES

151. Report 3-2003

Moved by Councillor Muir
Seconded by Councillor Bentley

That Report 3-2003, being the minutes of the Audit Committee meeting of May 28, 2003, be approved.

Carried.

CORRESPONDENCE

152. Moved by Councillor Hildreth
Seconded by Councillor Bentley

That Communication CFS 29-2003 from Councillor Elisabeth Arnold, Co-Chair, NHPOT, Federation of Canadian Municipalities (May 22, 2003) seeking a contribution towards the funding of the work of the FCM National Housing Policy Options Team, be received and referred to the Community and Health Services Committee and Niagara Regional Housing.

Carried.

153. Moved by Councillor Bentley
Seconded by Councillor Muir

That Communication CFS 36-2003 from The Corporation of the Town of Midland seeking support for its resolution regarding the Safe Drinking Water Act, 2002, be received.

Carried.

154. Moved by Councillor Muir
Seconded by Councillor Bentley

That the following communications be received:

CFS 30-2003 Shaffee Bacchus, Commissioner of Corporate Services to the Regional Chair and Members of Council (June 4, 2003) respecting a Proposal to Require Referendums for Property Tax Increases

CFS 31-2003 Deb Morton, Executive Director, RMON Police Services Board (June 3, 2003) respecting NRPS Variance Report 109.2003

CFS 32-2003 Deb Morton, Executive Director, RMON Police Services Board (June 3, 2003) respecting NRPS – Novell Yearly Software Licence and Maintenance Upgrade Agreement 103.2003.

CFS 33-2003 News Article regarding “Complaints prompt move on tax agency” and letter from Janet Ecker, Minister of Finance (May 2, 2003) to Peter Hume Chair, Board of Directors, Municipal Property Assessment Corporation respecting assessment quality and assessment averaging initiatives that were announced in the 2003 Ontario Budget on March 27, 2003.

CFS 34-2003 Janet Ecker, Minister of Finance (May 20, 2003) respecting the Marcel Beaubien report on the Property Assessment and Classification Review.

Carried.

ACCOUNTS

155. Moved by Councillor Saracino
Seconded by Councillor Beamer

That Accounts Payable Expense summary for the Period ending March 31, 2003, in the following amounts be approved:

Administration & Corporate Services	\$ 866,715.10
Community Services	2,927,151.94
Planning & Development	10,433.68
Public Health	2,036,707.94
Public Works	4,252,651.77
Police Service	900,075.23
Outside Board's & Agencies	0.00
Non Departmental	<u>20,697,811.82</u>
Total	31,691,547.48
G.S.T. Rebate	<u>740,282.97</u>
Total Expense Payable	32,431,830.45
Holdback Amount	8,101,622.43
Total Expenses Paid	<u>\$24,330,208.02</u>

Carried.

156. That Accounts Payable Expense summary for the Period ending April 30, 2003, in the following amounts be approved:

Administration & Corporate Services	\$ 1,107,336.95
Community Services	2,692,547.56
Planning & Development	53,469.65
Public Health	1,590,248.43
Public Works	4,483,384.90
Police Service	1,147,822.95
Outside Board's & Agencies	378,601.00
Non Departmental	<u>20,157,688.61</u>
Total	31,611,100.05
G.S.T. Rebate	<u>753,984.37</u>
Total Expense Payable	32,365,084.42
Holdback Amount	6,265,762.89
Total Expenses Paid	<u>\$26,09,321.53</u>

Carried.

STAFF DIRECTIONS

That staff be directed to:

- (i) Provide background information detailing actual return on investments as a result of any changes to the project as it unfolds and an analysis of how additional project costs are incorporated/absorbed into departmental operating budgets. (Minute item no. 145.)
- (ii) Assess what benefits there may be to the Region and municipalities if the Province took over the responsibility for bridges. (Minute item no. 147.)

ADJOURNMENT

Committee adjourned at 12:02 p.m. to meet on Wednesday, July 16, 2003, at 10:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin
Chair

Gail Reilly
Legislative Assistant

Thomas R. Hollick
Regional Clerk