


To view related Council minutes, select the Adobe hand tool  and click on the link below.  
<http://www.regional.niagara.on.ca/clerks/minutes/2003/cl/cl16-2003.pdf>

**THE REGIONAL MUNICIPALITY OF NIAGARA**  
**CORPORATE AND FINANCIAL SERVICES COMMITTEE**

**REPORT 18-2003**

---

Minutes of a meeting of the Corporate and Financial Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, October 29, 2003, commencing at 10:00 a.m.

**ATTENDANCE**

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

Staff: Mr. Trojan, Chief Administrative Officer; Mr. Bacchus, Commissioner of Corporate Services; Mr. Hollick, Regional Clerk; Mr. Lockyer, Treasurer; Ms. Reilly, Legislative Assistant.

Staff  
(Part-time): Ms. Barrow, Process Engineer; Mr. Bousfield, Manager, Properties and Facilities Management; Ms. Chamberlain, Fixed Assets Analyst; Mr. Diakow, Director, Corporate Information Systems; Ms. Elliott, Director, Organizational Development and Compensation Services; Ms. Hepplewhite, Records Manager; Mr. J. Murphy, Manager, Policy & Development; Ms. M. Murphy, Manager, Budgets & Reporting; Mr. Nicol, Commissioner, Human Resources; Mr. Roach, Manager, Financial Services, P.W.; Mr. Robson, Director, Corporate Strategy.

Others: Chief Nichols, N.R.P.S.; Ms. Southall, C.A.O., N.R.P.S.; Mr. Magnacca, Chair, RMON P.S.B.; Ms. Morton, Executive Director, RMON P.S.B.; Mr. McKaig, Lawyer, N.R.P.S.; Ms. Chiu, Consultant, KataLogic Inc.

**CLOSED SESSION**

248. Moved by Councillor Burroughs  
Seconded by Councillor Hildreth

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to personnel and legal matters.

Carried.



249. Police Contract Negotiations – Uniform and Civilian Collective Agreements

Chief Nicholls, together with Ms. Southall, C.A.O., Mr. Magnacca, Chair, Police Services Board; Mr. McKaig, Lawyer, N.R.P.S. and Councillor Muir, Member, Negotiating Committee, provided an oral report on the Police Contract Negotiations and Uniform and Civilian Collective Agreements.

Moved by Councillor Hildreth  
Seconded by Councillor Timms

That the oral report respecting Police Contract Negotiations – Uniform and Civilian Collective Agreements, be received.

Carried.

250. Draft 2004 Capital Budget and Nine Year Forecast for the Niagara Regional Police Service

Committee received an oral report on the draft 2004 Capital Budget and Nine Year Forecast for the Niagara Regional Police Services.

251. Moved by Councillor Hildreth  
Seconded by Councillor Timms

That this Committee do now rise with report.

Carried.

**PRESENTATIONS**

252. Physician Recruitment

Mr. John Carter, Task Force Chair, Physician Recruitment, provided a status of the physician recruitment and retention program, highlighting the program's achievements that include:

- A single port of entry/central contact
- Timely and professional response to a candidate and tracking
- Active recruitment teams in all communities
- Regional team/enhance communication and cooperation
- 24 new family physicians have come to the region in the last 2.5 years with the help of the program and the community teams.

Committee was advised that the Niagara Region is still designated as under serviced in 11 out of 12 communities and there are 75 vacancies. Other communities such as Halton, Hamilton, Chatham-Kent, Peterborough and

Barrie are now in the “recruiting game” hiring full time family physician recruiters.

Issues that face the Niagara Region include:

- Large % of family physicians are over 50 – many with large practices
- 25% of medical students are choosing to practice in family medicine
- Large percentage of residents in the Region do not have a family physician
- 92 communities are recruiting for Family Physicians in Ontario alone

Mr. Carter advised that while Niagara led the way in the development of a Family Physician Recruitment Program, other communities have caught up and feedback from communities indicate the need for more time for the recruiter position.

Mr. Carter advised they would like to expand the role of the program to provide for:

- Retention of current physicians
- Promotion of medical school/residency training for family physicians
- Mentoring programs
- National recruitment fairs
- More time to dedicate to recruitment

Total funding for this expanded program would be \$116,000 which would increase the recruiter position to full time. The Niagara District Health Council will continue as administrative sponsor and provide in kind support of \$23,000.

Mr. Carter requested continued funding for the expansion of the program in the amount of \$94,000.

Moved by Councillor Badawey  
Seconded by Councillor Partington

That staff present a report to Council on November 6, 2003 providing recommendations for funding the 2004 Niagara Physician Recruitment and Retention Program in the amount of \$94,000.

Carried.

253. EIS/HRIS Post Live Assessment

Ms. Chiu, KataLogic Inc., apprised Committee of the review conducted of the current status of the post-live support model of the new EIS system. The review identifies causes, gaps and barriers in meeting the model and provides recommendations for addressing them. A comparison was made of "expectations vs. reality", as well as "then vs. now" and indicates that the expectations were not met. Primary causes for this are:

- Unrealistic expectations
- Personnel/staffing issues and conflicts
- Lack of experience and knowledge among internal resources
- Limited resources, high volume of complexity and general EIS activity

The consultant made the following recommendations to address these issues:

- Recommended Permanent Payroll Resources
- Recommended Additional External Consulting Resources for 2003
- Recommended Additional Temporary Contract Staff for 2004
- Recommended Additional External Consulting Resources for 2004

Mr. Bacchus, Commissioner, Corporate Services, briefly summarized the additional resources necessary to operate the new system in a satisfactory manner and funding sources available.

Moved by Councillor Partington  
Seconded by Councillor Burroughs

That Report CSD 155-2003, October 29, 2003 respecting EIS/HRIS Post Live Assessment, be received.

That permanent payroll staffing be approved as outlined in this report and that the corresponding additional base budget funding totaling \$52,864 be added to the proposed operating budget for 2004.

That the previously approved Capital Levy Reserve financing of \$133,653 for capital project ZGC0201, PCs, Printers & Software and previously approved and issued debenture financing of \$14,618 for capital project ZGC0101, PCs, Printers & software be transferred to project ZGC0105, HRIS, for a total of \$148,271 to fund 2003 year end work as recommended in this report.

That projects ZGC0201 and ZGC0101 be closed subsequent to the completion of the above transfers.

That for 2004 and 2005 two additional temporary contract staff be added at a cost of \$156,634 per year as recommended in this report with funding from the Contingency Reserve.

Carried.

254. 2004 Capital Program – Final Report

Moved by Councillor Hildreth  
Seconded by Councillor Saracino

That Report CSD 153-2003, October 29, 2003, respecting 2004 Capital Program – Final Report, be received.

That this Committee recommend to Regional Council:

1. That the following prior year Capital Levy Reserved financed budget adjustments as outlined in Appendix 3 to this report.
  - i. That the previously approved gross and net budget for project ZRC0202, Bridge Inspection Program be reduced by \$20,000.
  - ii. That the previously approved gross and net budget for project ZRC0212, Structure Rehabilitation Program be reduced by \$70,000.
  - iii. That the previously approved gross and net budget for project ZRC0312, Structure Rehabilitation Program be reduced by \$50,000
  - iv. That the previously approved gross and net budget for project ZRC0325, Airport Rd. at Queenston St. be reduced by \$80,000
  - v. That the previously approved gross and net budget for ZRC0330, Rehabilitation of Central Ave. Bridge be reduced by \$50,000
  - vi. That the previously approved gross and net budget for ZRC0331, Rehabilitation of Montrose Bridge be reduced by \$50,000.
  - vii. That the previously approved gross and net budget for ZRC0337, Reconstruction of Old Hwy 8 be reduced by \$150,000.
2. That the following prior year Debenture financed budget adjustments as outlined in Appendix 3 of this report.
  - i. That the previously approved gross and net budget for ZRC0228, Intersection St. Paul at Vansickle be reduced by \$45,000.
  - ii. That the previously approved gross and net budget for ZRC0231, Intersection Pelham St. at Webber Rd. be reduced by \$100,000.
  - iii. That the previously approved gross and net budget for ZRC0235, Reconstruction of Carlton St be reduced by \$50,000.
  - iv. That the previously approved gross and net budget for ZRC0323, Reconstruction of Phipps St be reduced by \$100,000.
  - v. That the previously approved gross and net budget for ZRC0103, EDMS be reduced by \$765,000.
3. That the following projects included in the 2004 Capital Budget be initiated
  - i. ZRC9817, Widening of Reg. Rd. 98 (Montrose Rd.) with a gross and net budget of \$1.5 million.
  - ii. ZRC0014, Reconstruction of Regional Rd 18 (Ontario St.) with a gross budget of \$5.6 million and net budget of \$3.85 million after contribution of \$1.75 million from the Town of Lincoln.

- iii. ZRC0426, Improvements on Reg. Rd 122 (Thompson Rd.) gross and net budget of \$1.5 million.
4. That the financing for the above 2004 capital projects include debenture financing (1-10 years) of \$5,850,000.
5. That the Regional Clerk is directed to ensure that the appropriate bylaw(s) are prepared for presentation to Regional Council.

Carried.

255. Extension of Incontinence Management System  
(Ref. #2300-RFP-14-original #98-RFP-07)

Moved by Councillor Badawey  
Seconded by Councillor Beamer

That Report CSD 156-2003, October 29, 2003 (COM 56-2003, October 27, 2003), respecting Extension of Incontinence Management System (Ref. #2003-RFP-14-Original #98-RFP-07), be received.

That staff be authorized to negotiate a contract extension with the current provider of Incontinence products, SCA Hygiene Products.

Carried.

256. Alternative Biosolids Management Service Contract Approval

Moved by Councillor Badawey  
Seconded by Councillor Hildreth

That Report CSD 154-2003, October 29, 2003 (PWA 175-2003, October 28, 2003), respecting the Alternative Biosolids Management Service Contract Approval, be received by Committee and Council and that the recommendations, as outlined below, be approved;

That a Memorandum of Understanding developed by the Negotiating Committee and summarized in this report be entered;

That Staff be directed to negotiate a contract for Alternative Biosolids Management by N-Viro Systems Canada/Integrated Municipal Services (IMS) involving the processing of 50% of the Region's annual biosolids production at the negotiated price of \$422.91/dry tonne with the Region providing financing for the Alternative Biosolids Management capital investment in terms which shall be negotiated by the Commissioners of Public Works and Corporate Services and reported back to Committee and Council;

That the financing required for the Alternative Biosolids Management capital investment be funded from Capital Account ZSW0302 (Alternative Biosolids Management Program);

That the Regional Clerk be directed to ensure that the appropriate by-law is prepared for submission to Regional Council authorizing the Regional Chair and Regional Clerk to execute the Memorandum of Understanding on behalf of the Region.

Carried.

257. June 2003 Capital Variance Report – Request for Information

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 144-2003, October 29, 2003, respecting June 2003 Capital Variance Report – Request for Information, be received.

That the gross and net budget for project ZRC0328, Steel Pile Recoating to Various Structures be reduced by \$50,000 being the work not required by the local municipalities.

That the Corporate and Financial Services Committee receive the variance explanations provided in Appendix 1 for information.

Carried.

258. Initiation of NRPS Capital Project ZPO0303, Data Entry/Live Scan

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 145-2003, October 29, 2003, respecting Initiation of NRPS Capital Project ZPO0303, Data Entry/Live Scan, be received.

That Project ZPO0303, Data entry/Live Scan be approved and initiated with a gross and net cost of \$250,000.

That financing for the project include debenture financing (1-5 years) of \$250,000.

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

Carried.

259. Use of the Contingency Reserve

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 156-2003, October 29, 2003, respecting Use of the Contingency Reserve, be received.

That the attached report which sets out limits and restricts access to the Contingency Reserve be approved.

Carried.

260. Summary of Quotations, Tenders and Authorizations,  
Third Quarter 2003-10-24

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 147-2003, October 29, 2003, respecting Summary of Quotations, Tenders and Authorizations Third Quarter 2003, be received for information.

Carried.

261. Tender Award for Contract RN 02-25, Peel Street Sewage  
Pumping Station and Storage Facility in the City of Thorold

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 148-2003, October 29, 2003 (PWA 167-2003, October 28, 2003), respecting the Tender Award for Contract RN 02-25, Peel Street Sewage Pumping Station and Storage Facility in the City of Thorold, be received.

That financing (Wastewater Capital Reserve) in the gross and net amount of \$500,000.00 be transferred from Project ID ZSW9305 / SW9305 Improvements to Pumping Stations & Forcemains to Project ID ZSW9306 / SW0249 Peel Street Pumping Station & Storage Facility Upgrade.

That Contract RN 02-25 Peel Street Sewage Pumping Station and Storage Facility, be awarded to the low tenderer, Rankin Construction Inc., at its bid price of \$4,083,723.00, plus G.S.T., subject to confirmation of funding by the City of Thorold for its portion of the total cost.

That approval be given to increase the gross budget by \$2,312,000.00 including GST to reflect the cost sharing with the City of Thorold.

That a contingency amount of \$250,000.00 be provided for this project.

That the engineering assignment with R.V. Anderson Associates Limited be extended to provide for the related engineering services in the amount of \$170,950.00, plus G.S.T.

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council, including authorizing the Regional Chair and Regional Clerk to execute the contract on behalf of the Regional Municipality of Niagara.

That all project costs be charged against Project I.D. SW0249.

Carried.

262. Forecast of Year End Results and Budget to Actual Comparison  
For the Month Ended September 30, 2003 Current Budget

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 149-2003, October 29, 2003, respecting Forecast of Year-End Results and Budget to Actual Comparison for the Month Ended September 30, 2003 Current Budget, be received for information.

Carried.

263. Retention of Consulting Services for the New Central Sewage  
Pumping Station and Combined Sewer Overflow High Rate  
Treatment Facility in the City of Niagara Falls Project ZSW9305/SW0230

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 150-2003, October 29, 2003 (PWA 168-2003, October 28, 2003), respecting Retention of Consulting Services for the New Central Sewage Pumping Station and Combined Sewer Overflow High Rate Treatment Facility in the City of Niagara Falls Project ZSW9305/SW0230, be received.

That the consulting firm of Associated Engineering Limited be retained to provide engineering services for the new Central Sewage Pumping Station and Combined Sewer Overflow (CSO) High Rate Treatment Facility in the City of Niagara Falls.

That the engineering fee be calculated on a time plus expenses basis estimated to an upset limit of \$ 1,091,799.00 exclusive of GST. The cost of this project is to be shared between the Region (63%) and the City of Niagara Falls (37%) as estimated on Table 1. The final cost sharing arrangement will be based on actual engineering and construction costs. At this time, it is estimated that the Region's share of the engineering fee will be \$687,833.37 (63%) and the City's share will be \$403,965.63 (37%). Award of this assignment is contingent upon City of Niagara Falls approval of their share of the engineering costs.

That approval be given to increase the gross budget by \$416,100 including net GST to reflect the cost sharing with the City of Niagara Falls.

That the Regional Clerk be directed to ensure that the appropriate by-law is prepared for submission to Regional Council authorizing the Regional Chair and Regional Clerk to execute the contract on behalf of the Regional Municipality of Niagara.

That the costs associated with this project be charged against Capital Project SW0230.

Carried.

264. Closure of Capital Projects

Moved by Councillor Badawey  
Seconded by Councillor Partington

That Report CSD 152-2003, October 29, 2003, respecting closure of Capital Projects, be received.

That total net transfers from the Niagara transportation Superbuild Reserve Fund (0030-0975) of \$539,394.04 be approved to accommodate substitution of previously approved debenture financing and close-outs of Roads capital projects as shown in Appendix 1.

That total net transfers from the Capital Levy Reserve (0035-0960) of \$164,473.20 be approved to accommodate substitution of previously approved debenture financing and close-outs of buildings and Equipment capital projects as shown in Appendix 1, Community Services project SC0211 and Public Health project GR0201.

That total net transfers from the Solid Waste Reserve Fund (0030-0970) of \$104,312.57 be approved to accommodate substitution of previously approved debenture financing and close-outs for Waste Management capital projects as shown in appendix 2.

That total net transfers from the Wastewater Capital Works Reserve Fund (0030-0961) of \$46,040.22 be approved to accommodate substitution of previously approved debenture financing and closeouts for Wastewater Capital Projects as shown in Appendix 2.

That total net transfers from the Water Operations Capital Works Reserve Fund (0030-0962) of \$909,657.70 and total net transfers of \$50,000 to the Development Charges Water Reserve Fund (0030-0988) be approved to accommodate substitution of previously approved debenture financing and close-outs for Water Capital Projects as shown in Appendix 2.

That previously approved debenture financing (1-10 years) in the amount of \$50,000 be transferred from Project ZGL0201/GL0201 Leachate Collection Elm Street Landfill Site to Project ZGL9901/GL0228 Leachate Collection Elm Street Landfill Site to allow the tender award approved in PWA 91-03 to be tracked in a single project and that project ZGL0201/GL0201 be closed as indicated in Appendix 2.

That project closeouts be completed as indicated.

That copies of this report be circulated to the Public Works and Utilities and the Community and Health Services standing committees for information.

That the Regional Clerk be instructed to prepare the appropriate by-law(s) for presentation to Regional Council.

Carried.

### **ADMINISTRATION**

265. Partnering with Environment Canada – To Develop  
a ‘Sustainability Plan’ using The Melbourne Principles

Moved by Councillor Timms  
Seconded by Councillor Partington

That Report CAO 20-2003, October 29, 2003, respecting Partnering with Environment Canada – To Develop a “Sustainability Plan” using The Melbourne Principles, be received.

That staff proceed with the request for \$50,000.00 from Environment Canada to develop a Sustainability Plan for Niagara and to enter into a Letter of Agreement with that Agency, on the understanding that the process used, in the development of such an overarching Plan, will be showcased to communities across Ontario and Canada.

Carried.

**MINUTES**

266. Report 3-2003

Moved by Councillor Saracino  
Seconded by Councillor Beamer

That Report 3-2003, being the minutes of the Public Information and Communications Advisory Committee meeting of October 27, 2003, be approved.

Carried.

**CORRESPONDENCE**

267. Moved by Councillor Badawey  
Seconded by Councillor Beamer

That the following communications be received:

CFS 65-2003      M. Toft, City of Toronto (October 2, 2003) seeking support for its Council's resolution requesting the Provincial government to abandon Electricity Deregulation and Privatization.

CFS 66-2003      Letters from Debbie Zimmerman, Regional Chair to Dr. David Atkinson, President, Brock University and Ms. Sylvia Kadlick, Executive Director, Niagara College Foundation enclosing cheques in the amounts of \$100,000 and \$80,000 respectively, representing the Region's budget amount for 2003.

Carried.

**TILE DRAINAGE**

268. Moved by Councillor Saracino  
Seconded by Councillor Beamer

WHEREAS By-law No. 5988-90 authorizes the Regional Municipality of Niagara to borrow an amount not exceeding \$4,657,000 and to issue debentures therefore, payable to the Treasurer of Ontario pursuant to The Tile Drainage Act, 1971, as may be directed by resolution of the Regional Council upon application of an area municipality from time to time;

BE IT RESOLVED THEREFORE THAT the Regional Chair and the Treasurer be and they are hereby authorized to issue a debenture of The Regional Municipality of Niagara payable to the Treasurer of the Province of Ontario to borrow on behalf of the area municipalities listed below the amounts specified for such area municipalities respectively, for the purpose of The Tile Drainage Act.

Niagara-on-the-Lake \$9,700.00

Carried.

**CLERK'S OFFICE**

269. Monthly Web Site Activity Report – September 2003

Moved by Councillor Saracino  
Seconded by Councillor Badawey

That Report CLK 21-2003, October 29, 2003, respecting Monthly Web site Activity Report – September 2003, be received for information.

Carried.

**OTHER BUSINESS**

270. Audit Committee Meeting

Moved by Councillor Badawey  
Seconded by Councillor Beamer

That this Committee approve the actions of the Audit Committee meeting held on October 29, 2003, prior to the Corporate & Financial Services Committee meeting.

Carried.

**CLOSED SESSION**

271. Moved by Councillor Badawey  
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 property matter.

Carried.

272. Ambulance Station  
City of Port Colborne

Moved by Councillor Hildreth  
Seconded by Councillor Partington

That Report CSD 151-2003, October 29, 2003 (PHD 72-2003, October 27, 2003/PWA 166-2003, October 28, 2003) respecting Ambulance Station City of Port Colborne, be received and the recommendations contained therein be approved.

Carried.

273. Moved by Councillor Hildreth  
Seconded by Councillor Partington

That this Committee do now rise with report.

Carried.

**ADJOURNMENT**

Committee adjourned at 12:50 p.m. to meet again in the Committee of the Whole meeting on November 20, 2003 in the Council Chambers, Regional Headquarters.

Doug Martin  
Chair

Gail Reilly  
Legislative Assistant

Thomas R. Hollick  
Regional Clerk