

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

**REPORT 19-2004**

Minutes of a meeting of the Corporate and Financial Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, September 8, 2004, commencing at 10:05 a.m.

**ATTENDANCE**

- Committee: Councillors Martin, Chair; Partington, Regional Chair; Burroughs; Eke; Goulbourne; Heit; Hildreth; Leavens; Saracino; Zimmerman.
- Staff: Mr. Trojan, C.A.O.; Mr. Bacchus, Commissioner, Corporate Services; Mr. Lockyer, Treasurer; Ms. Gilroy, Acting Regional Clerk; Ms. Ricci, Acting Legislative Assistant.
- Staff  
(Part-time): Anne Hepplewhite, Clerks; Else Khoury, Clerks; Bruce Banting, Director Legal Services; Ron Gibson, Corporate Services; Wendy Southall, NRPS; Monika George, NRPS; Mike Roach, Public Works; Helen Chamberlain, Corporate Services; Chado Brcic, Water and Wastewater.
- Guests: Lynne Prunskus, Brock University Archivist and Special Collections Librarian; Darlene Faulkner, City of St. Catharines.

**CHIEF ADMINISTRATIVE OFFICER**

193. OMBI Joint Initiative  
- A Municipal Guide to Accounting for Physical Assets

Mr. Trojan provided the Committee with a summary with respect to CAO 19-2004, and informed the Committee that Ron Gibson, Corporate Services was on hand to answer any questions that they may have.

Moved by Councillor Saracino  
Seconded by Regional Chairman Partington

That Report CAO 19-2004, September 8, 2004, respecting OMBI Joint Initiative – A Municipal guide to Accounting for Physical Assets, be received for information.

Carried.

**CLERK'S DEPARTMENT**

194. Records Management Program Status Report  
And Records Retention By-law

Moved by Councillor Eke  
Seconded by Councillor Hildreth

That Report CLK 12-2004, September 8, 2004, respecting Records Management Program Status Report and Records Retention By-law, be received for information; and

That the changes proposed to the Regional Records Retention By-law be accepted and referred to the Region's auditor for approval.

Carried.

195. Regional Archives Facility  
- Needs Assessment and Feasibility Study

Anne Hepplewhite, Corporate Records Manager – Clerks Office provided the Committee with a brief overview with respect to Report CLK 13-2004. The report proposes that a feasibility study and needs assessment for the potential development of a shared community-based archival facility in Niagara be initiated and take the form of a one-year fixed term contract. The Niagara Archivists Group (NAG) recommends the implementation of a long-term solution for responsible preservation, appropriate storage and effective access to the archival records of various stakeholders including Community groups, school boards and municipalities within the Region. By consolidating costs and requirements, between these stakeholders, into one centre of excellence and one location; it would prove to be the most economical avenue for the ratepayers of Niagara. The funding arrangement for this contract will be combination of re-allocated budget dollars and contributions from partner agencies.

Councillor Saracino offered his support and requested to serve as Regional Councillor representation on any Committees that may evolve from this report.

Following discussion of Committee, it was:

Moved by Councillor Heit  
Seconded by Councillor Hildreth

That Report CLK 13-2004, September 8, 2004, respecting Regional Archives Facility – Needs Assessment and Feasibility Study, be received; and

That funding be made available to conduct a needs assessment and feasibility study regarding a regional archives in the 2005 fiscal year.

Carried.

**CORPORATE SERVICES DEPARTMENT**

196. Biosolids Management Dewatering  
Installation and Contingency Costs

Mr. Bacchus provided overview of Report CSD 125-2004/ PWA 161-2004, and introduced Chado Brcic, Director Water and Wastewater who responded to questions.

Mr. Brcic stressed both the importance of implementing emergency provisions and the urgency that this issue be resolved.

Moved by Councillor Burroughs  
Seconded by Councillor Leavens

That Report CSD 125-2004, September 8, 2004 (PWA 161-2004, September 7, 2004) respecting Biosolids Management Dewatering Installation and Contingency costs, be received.

That additional dewatering for contingency purposes at the Garner Road Biosolids Storage facility by Terratec Environmental Ltd., in the projected amount of \$2.8 million be approved for funding out of the Wastewater Reserve Fund.

That an additional allocation based on actual costs for biosolids management related projects, totaling \$2.0 million gross and \$0.42 million net, be approved for inclusion in the 2005 Capital Wastewater Budget for project ZSW0302.

Carried.

197. Revenues – Casino Niagara and Slots at Fort Erie Race Track

Mr. Bacchus outlined Report CSD 126-2004 which provides information regarding a motion from the City of St. Catharines, endorsing a resolution from the City of St. Catharines for a new deal for the allocation of revenues from gaming operations in the Regional Municipality of Niagara. He also stated that all revenue was governed by the Ontario Lottery and Gaming Corporation Act.

The Committee requested:

- clarity regarding the numbers under “Revenue Sharing Agreements” and suggested that we focus on the Provincial dollars not our neighbouring municipalities

Following discussion of Committee, it was:

Moved by Councillor Burroughs  
Seconded by Councillor Heit

That Report CSD 126-2004, September 8, 2004, respecting Revenues – Casino Niagara and Slots at Fort Erie Race Track, be received for information.

Carried.

*(REFER TO STAFF DIRECTIONS)*

198. Assessment and Tax Related Issues:  
Response by MPAC and the Province of Ontario

Mr. Bacchus offered a brief summary of Report CSD 127-2004, and outlined recommendations, and their current status.

The Committee emphatically agreed that we need to be proactive, by contacting the Minister to discuss concerns regarding the impact of increased assessments on fixed income residents. The Committee also discussed the increases created by greenbelt legislation and suggested that the education portion of the tax bill be paid by the province.

Moved by Councillor Zimmerman  
Seconded by Councillor Saracino

That Report CSD 127-2004, September 8, 2004, respecting Assessment and Tax Related Issues: Response by MPAC and the Province of Ontario, be received for information.

Carried.

*(REFER TO STAFF DIRECTION)*

199. Forecast of Year-End Results and Budget to Actual  
Comparison for the Month Ended July 31, 2004 Current Budget

Moved by Councillor Eke  
Seconded by Councillor Burroughs

That Report CSD 128-2004, September 8, 2004, respecting Forecast of Year-End Results and Budget to Actual Comparison for the Month Ended July 31, 2004 Current Budget, be received for information only.

Carried.

200. Capital Projects  
June 2004 Variance Report

Moved by Councillor Saracino  
Seconded by Councillor Hildreth

That Report CSD 133-2004, September 8, 2004, respecting Capital Projects June 2004 Variance Report, be received for information.

That the gross budget for ZSC9912, Adam's Centre be increased by #60,106 to reflect the external contribution and transfer of funds from the Donations Trust – Adams Dementia Centre account 0090-0745 to fund the project deficit.

That the previously approved budget and Capital Levy Reserve financing of \$101,320 be transferred from ZSC9911, Niagara Falls Facility Redevelopment to ZSC9912, Adam's Centre to fund the project deficit.

That this report be forwarded to Community Services Committee for information.

Carried.

201. Reconstruction of Regional Road 102 (Stanley Avenue)  
Phase 2 – Dixon Street to Robinson Street  
In the City of Niagara Falls  
Project: ZRC0320

Moved by Councillor Hildreth  
Seconded by Councillor Leavens

That Report CSD 134-2004, September 8, 2004 (PWA 162-2004, September 7, 2004) respecting Reconstruction of Regional Road 102 (Stanley Avenue) Phase 2 – Dixon Street to Robinson Street in the City of Niagara Falls Project: ZRC0320, be received.

That approval be given to initiate financing in the amount of \$2,100,000 gross and \$1,400,000 net for Project ZRC0320 Widening of Regional Road 102.

(Stanley Avenue), Ferry Street to Main Street for Phase 2 – Dixon Street to Robinson Street, In the City of Niagara Falls.

That financing consisting of Debentures (1-10 years) in the amount of \$400,000, Development Reserve Fund in the amount of \$1,000,000 and cost sharing with the City of Niagara Falls in the amount of \$700,000 be approved.

That the Regional Clerk be directed to ensure that the appropriate bylaws are prepared for presentation to Regional Council on September 16, 2004.

Carried.

**CLOSED SESSION**

202. Moved by Councillor Goulbourne  
Seconded by Councillor Leavens

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to a property matter.

Carried.

203. Correspondence CFS 51-2004  
NRPS Project SPIRIT (Supporting  
Police In Records Information Technology)

Moved by Regional Chairman Partington  
Seconded by Councillor Eke

That Correspondence 51-2004, September 8, 2004 respecting NRPS Project SPIRIT (Supporting Police In Records Information Technology) C.2952004, be received and the recommendations contained therein be approved and

That the Corporate Services (unassigned numbered) Report entitled "Initiation of ZP09802" be received and the recommendations contained therein be approved.

Carried.

204. Oral Report – Atlas Steel  
City of Welland

Mike Trojan, CAO along with Councillor Goulbourne provided the Committee with an update with respect to Atlas Steel in the City of Welland.

Moved by Councillor Burroughs  
Seconded by Councillor Eke

That the Commissioner of Corporate Services, Shafee Bacchus, Regional Chairman, Peter Partington and CAO, Mike Trojan meet with the City of Welland Councillors and Mayor Damian Goulbourne to further discuss this issue.

Carried.

205. Moved by Councillor Eke  
Seconded by Councillor Burroughs

That this Committee do now rise with report.

Carried.

**CORRESPONDENCE**

206. Moved by Councillor Eke  
Seconded by Councillor Heit

That CFS 45-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) respecting Purchasing – IT Equipment Replacement be approved.

Carried.

**Conflict of Interest**

Councillors Leavens declared an indirect pecuniary interest with respect to Report CFS 46-2004, respecting False Alarm User Fee By-law No. 268-2004, therefore took no part in the discussion of, or voting on, this matter.

Councillors Martin declared an indirect pecuniary interest with respect to Report CFS 46-2004, respecting False Alarm User Fee By-law No. 268-2004, because he has an alarm in his business, therefore took no part in the discussion of, or voting on, this matter.

207. Moved by Councillor Heit  
Seconded by Councillor Goulbourne

That CFS 46-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) respecting False Alarm User Fee By-law No. 268-2004 be approved.

Carried.

208. Moved by Councillor Eke  
Seconded by Councillor Goulbourne

That the following communications be received and dealt with as noted in these minutes:

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CFS 47-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) respecting Award of Quotation #2004-Q-33, Mobile Command Trailer

--Received and referred to staff for report.

CFS 48-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) to Councillor Doug Martin, Chair Corporate and Financial Services Committee respecting NRPS 2005 Capital Budget and 9 Year Forecast

--Received.

CFS 49-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) respecting NRPS Financial Variance Report to July 31, 2004

--Received.

CFS 50-2004 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 25, 2004) respecting Regional Corporate & Financial Services Committee S.T.E.E.P. Reserve Funding

--Received.

Carried.

### **STAFF DIRECTION**

That staff be directed to:

- a) provide clarification regarding the Revenue Sharing Agreements – Commercial Casinos numbers noted on page two of report CSD 126-2004.
- b) Regional Chairman Partington to contact the Minister of Finance with regard to concerns over Assessment and Tax Related Issues.

### **ADJOURNMENT**

Committee adjourned at 11:50 a.m. to meet on Wednesday, September 29, 2004, at 10:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Chair

Lisa Ricci  
Acting Legislative Assistant

Pam Gilroy  
Acting Regional Clerk