

## **THE REGIONAL MUNICIPALITY OF NIAGARA**

### **CORPORATE SERVICES COMMITTEE**

#### **REPORT 1-2006**

Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, January 11, 2006, commencing at 9:10 a.m.

#### **ATTENDANCE**

Committee: Councillors Martin, Co-Chair; Collins, Co-Chair, Partington, Regional Chair; Angelone; Casselman, Harry; Heit, Hildreth; Leavens; Mastroianni, Viola, Zimmerman,

Staff: Messrs. Trojan, Chief Administrative Officer; Kyne, Acting Commissioner, Corporate Services; Nicol, Commissioner, Human Resources, Lockyer, Treasurer/Director of Financial Management and Planning. Bernard, Manager, POA Court Services; Ms. Gilroy, Regional Clerk; Ms. Staines, Legislative Assistant.

Staff (Part-time): Mr. Murphy, Manager of Policy and Development, Ms. Murphy, Manager, Current and Capital Budgets; Mr. Sidawi, Director, Operational Support Services, Public Works Department; Ms. Habermebl, Manager, Collection & Diversion, Waste Management Services, Public Works Department.

#### **PRESENTATION**

1. Mr. Luciano Conte expressed his concerns about the property tax system as expressed in his letter (CS 1-2006, December 6, 2006). In addition to the points raised in his letter, Mr. Conte suggested that:
  - The mill rate should be adjusted between municipalities to offset market value inequities
  - Method of assessing farm properties should be revisited to ensure funding is provided by provincial or federal government rather than other residential taxpayers
  - Properties assessed at equal values should be receiving equal services

**PLANNING AND PRIORITIES (STRATEGIC PLANNING/POLICY)**

2. **Enhanced Regional Emergency Operations Centre**  
**CSD 09-2006 (PHD 03-2006)**

Moved by Regional Chair Partington  
Seconded by Councillor Angelone

That Report CSD 09-2006 (PHD 03-2006), January 11, 2006, Enhanced Regional Emergency Operations Centre, be received; and

That approval be granted to add the monthly telecommunications system maintenance costs, as described in the report, to the 2006 current budget.

Carried.

(Refer to Staff Directions)

*(Please note that Report CSD 09-2006 (PHD 03-2006) can be found behind the JNT RPTS Blue Book Tab)*

3. **Apportionment of Regional Taxes**  
**CSD 14-2006**

Moved by Councillor Viola  
Seconded by Councillor Hildreth

That Report CSD 14-2006, January 11, 2006, respecting Apportionment of Regional Taxes, be received **as amended** for information.

***That a letter be sent to the province noting Niagara Region's concerns.***

Carried.

**PRESENTATION (Continued)**

4. Moved by Councillor Hildreth  
Seconded by Councillor Harry

That Communication CS 1-2006, a letter from Lucien Conte (December 6, 2005) respecting the property tax system, be received.

Carried.

**OPERATIONS (STATUS REPORTS)**

5. Shared Service Agreements  
**CAO 1-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Harry

That Report CAO 1-2006, January 11 2006, respecting the Shared Services Agreements, be received.

That the Regional Chair and Regional Clerk be authorized to sign the Shared Service Agreement between the Regional Municipality of Niagara and Niagara Peninsula Conservation Authority (NPCA) to be effective for the year 2006.

That the Regional Chair and Regional Clerk be authorized to sign the Shared Service Agreement between the Regional Municipality of Niagara and the Niagara Economic Development Corporation (NEDC) to be effective for the year 2006.

Carried.

6. 2006 Interim Levy Dates and Amounts  
**CSD 01-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Viola

That Report CSD 01-2006, January 11, 2006, respecting the 2006 Interim Levy Dates and Amounts, be received;

That 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 this report be circulated to the Councils of the Area Municipalities for information;

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

That the by-law approved by Regional Council be circulated to the respective Area Municipal Councils and Treasurers for information.

Carried.

7. Closure of Capital Projects  
**CSD 02-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Viola

That Report CSD 02-2006, January 11, 2006, respecting the Closure of Capital Projects, be received;

That total net transfers of \$244,038 to the Capital Levy Reserve (0035-0960) be approved to accommodate the substitution of previously approved debenture financing and the closure of Roads, Buildings and Equipment, Corporate & Technology, Community Services and Public Health capital projects as shown on Appendix 1;

That total net transfers to the Niagara Regional Housing Owned Units Capital Reserve Fund (0030-0967) of \$222 be approved to accommodate closure on Niagara Regional Housing capital projects as shown in Appendix 2;

That net proceeds of \$775,260 from the disposal of surplus properties resulting from the redevelopment of long-term care homes be transferred to the Community Services Capital Reserve (0035-0942) to be used to reduce the 2007 debenture balloon payment refinancing;

That total net transfers to the Water Operations Capital Reserve Fund (0030-0962) of \$221,015 be approved to accommodate the closure of Water capital projects as shown in Appendix 3;

That total net transfers to the Wastewater Operations Capital Reserve Fund (0030-0961) of \$101,400 be approved to accommodate the closure of Wastewater capital projects as shown in Appendix 3;

That total net transfers from the Solid Waste Reserve Fund (0030-0970) of \$38,955 be approved to accommodate substitution of previously approved long-term financing and the closure of Waste Management capital projects as shown in Appendix 3;

That project closures be completed as indicated in Appendix 1, 2 and 3; and

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

Carried.

8. Storm Sewer Cost Sharing Program  
Project ZRC 0503  
**CSD 03-2006 (PWA 05-2006)**

Moved by Councillor Leavens  
Seconded by Regional Chair Partington

That Report CSD 03-2006 (PWA 05-2006), January 11, 2006, respecting the Storm Sewer Cost Sharing Program, Project ID ZRC0503, be received;

That capital levy financing in the gross and net amount of \$200,000.00 be approved for Project ZRC0503 Storm Sewer Cost Sharing Program from the 2005 Roads Capital Budget;

That approval be given to pay the City of St. Catharines for the Region's portion of the Storm Sewer Cost Sharing for the estimated amount of \$192,476.19; and

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

Carried.

*(Please note that Report CSD 03-2006 (PWA 05-2006) can be found behind the JNT RPTS Blue Book Tab)*

9. Approval of Spending Limits During the Interval  
Prior to the Approval of the 2006 Budget Estimates  
**CSD 07-2006**

Moved by Councillor Harry  
Seconded by Councillor Mastroianni

That Report CSD 07-2006, January 11, 2006, respecting the Approval of Spending Limits During the Interval Prior to the Approval of the 2006 Budget Estimates, be received;

That in the absence of an adopted 2006 Current and Capital Budget, the Corporate Services Committee approves the following:

Regional Departments, Boards and Agencies be allowed to incur costs to a level of 50% of the departmental expenditure budget of the prior year;

Capital projects as identified in the 2006 Capital Budget deemed essential by a department be approved by the respective Standing Committee, Board, or Agency and Corporate Services Committee prior to purchase; and

That this policy be communicated to all Department Directors, Boards and Agencies.

Carried.

10. 2006 Current Borrowing By-law  
**CSD 11-2006**

Moved by Councillor Angelone  
Seconded by Councillor Heit

That Report CSD 11-2006, January 11, 2006, respecting the 2006 the Current Borrowing By-law be received; and

That the Corporate Services Committee recommend to Council that, pursuant to Section 406 of the *Municipal Act, RSO, 2001*, as amended, the Regional Chair and Treasurer be authorized to borrow to meet current expenditures for the year 2006.

Carried.

11. Moved by Councillor Zimmerman  
Seconded by Councillor Harry

That the following communications be received:

Communication CS 6-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Purchasing – Award of Quotation – Microsoft Licence Requirements.

Communication CS 7-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Purchasing – Award of Quotation #2005-Q-151 – Replacement Vehicles.

Communication CS 8-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Purchasing – Award of Quotation #2005-Q-152 – Prisoner Escort Van Replacement.

Communication CS 9-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Facilities – 110 James Street Project – RFQ 2005-Q-139, Asbestos Removal/Containment.

Communication CS 10-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Facilities – 110 James Street Project – Telephone Equipment Costs, Data & Voice Cabling/Equipment Costs.

Communication CS 11-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Purchasing – Award of Quotation #2005-Q-153 – Cab & Truck Chassis & Quotation #2005-Q-154 – Diesel Driven Breathing Air Compressor System.

Carried.

**CONFLICTS OF INTEREST**

Councillor Heit declared an indirect pecuniary interest with respect to CSD 13-2006 (PWA 12-2006), Fuel Price Impact Working Group, as this may involve a client of the company for which he is employed, and he therefore took no part in the discussion of, or voting on, this matter.

**PLANNING AND PRIORITIES (STRATEGIC PLANNING/POLICY (Continued)**

12. **Fuel Price Impact Working Group**  
**CSD 13-2006 (PWA 12-2006)**

Moved by Councillor Casselman  
Seconded by Councillor Leavens

That Report CSD 13-2006 (PWA 12-2006), January 11, 2006, respecting the Fuel Price Impact Working Group, be received;

That consideration be given in the Region's Year End Transfer report to provide one-time funding in the amount of \$250,000 towards the establishment of a Fuel Price Stabilization reserve to be used to mitigate against significant budgetary shortfalls in Regional fuel budgets caused by unexpected fuel price increases;

That staff be directed to identify existing contracts that are deemed essential, which have a large fuel cost component, are long term in nature, and are at least three years from the date of completion, and negotiate the inclusion of a mechanism as identified in this report to address the issue of fuel price fluctuation and report back to Committee and Council for approval;

That staff continue working towards ensuring a consistent approach using the Canadian Department of Finance two-tier rate for all Regional bargaining units in reimbursing employees for using personal automobiles during company business; and

That this report be forwarded to the Police Services Board for information.

(Refer to staff directions)

Carried.

*(Please note that Report CSD 13-2006 (PWA 12-2006) can be found behind the JNT RPTS Blue Book Tab)*

13. Bonding of Employees  
**CSD 15-2006**

Moved by Councillor Hildreth  
Seconded by Councillor Casselman

That Report CSD 15-2006, January 11, 2006, respecting the Bonding of Employees, be received and approved; and

That this Report constitute the proof of Bonding of Employees pursuant to section 287 of the *Municipal Act, 2001*.

Carried.

14. Minutes of the Regional Development Charges  
Task Force held November 29, 2005  
**Report 3-2005**

Moved by Councillor Hildreth  
Seconded by Councillor Angelone

That Report 3-2005, being the minutes of the Regional Development Charges Task Force held November 29, 2005, be received and recommendations contained therein be approved.

Carried.

15. Minutes of the Budget Review Committee  
Meeting held December 15, 2005  
**Report 3-2006 Budget**

Councillor Hildreth noted that under Attendance, she is shown under the heading "Others" and should be moved to the "Committee" list of attendees.

Re Item 27 of the minutes "Physician Recruitment Co-ordinator Program" Councillor Leavens noted that he will be bringing a motion to Council to continue the funding for this position due to the success of recruiting physicians for his municipality with this single point of contact funded by the Region.

Mr. Trojan suggested he would follow up with the Niagara Health System to review funding alternatives for the position.

Moved by Councillor Harry  
Seconded by Regional Chair Partington

That the Report 3-2006 Budget, being the minutes of the Budget Review Committee meeting held December 15, 2005, be received **as amended by moving Councillor Hildreth's attendance at the meeting to "Committee"**, and recommendations contained therein be approved.

Carried.

(Refer to staff directions)

16. Moved by Councillor Mastroianni  
Seconded by Councillor Hildreth

That Communication CFS 2-2006, a letter from Denise Labelle-Gelinas, City Clerk, City of Cornwall (November 22, 2005) respecting Interest Arbitration, and Communication CS 5-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Interest Arbitration – Resolution, City of Cornwall, be received and supported.

Carried.

17. Moved by Councillor Zimmerman  
Seconded by Councillor Mastroianni

That Communication CS 3-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 23, 2005) respecting a request for extension to budgetary reporting timelines, be received.

Carried.

### **INFORMATION**

18. **OMBI Pilot Project – Capital Assets Accounting and Reporting**  
**CSD 168-2005 (PWA 216-2005)**

Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That Report CSD 168-2005 (PWA 216-2005), dated December 6 and December 7, 2005, respecting the OMBI Pilot Project – Capital Assets Accounting and Reporting, be received for Committee's information.

Carried.

*(Please note that Report CSD 168-2005 (PWA 216-2005) can be found behind the JNT RPTS Blue Book Tab)*

19. **Capital Projects – November 2005 Variance Report**  
**CSD 04-2006**

Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That Report CSD 04-2006, January 11, 2006, respecting Capital Projects, November 2005 Variance Report, be received for information; and

That this report be forwarded to Planning and Public Works Committee for information.

Carried

20. 2005 Recognition for Employee and Workplace Health Promotion Initiatives  
**HR 01-2006**

Moved by Councillor Angelone  
Seconded by Councillor Mastroianni

That Report HR 01-2006, January 11, 2006, respecting 2005 Recognition for Employee and Workplace Health Promotion Initiatives, be received for information.

Carried.

**OTHER BUSINESS**

21. Bill 206

Commissioner Nicol gave an oral report on the significant implications of Bill 206 on the Region's budget for OMERS contributions and amendments to the Bill following Second Reading. This has been discussed at the Regional and Single Tier CAO Group. Commissioner Nicol was requested to write to the province indicating our concerns and also that he request permission to make a presentation to the Standing Committee on General Government scheduled for January 25 and 26, 2006. Meetings initiated by the Regional Chairman have been held with MPP's Hudak and Bradley voicing our concerns.

Carried.

22. Audit Committee

Councillor Martin noted that the Audit Committee is scheduled to meet following Corporate Services Committee meetings. He recommended that future Audit Committee meetings be moved to 9:00 a.m. before Corporate Services Committee at 9:30 a.m., when appropriate and at the call of the Chair.

Carried.

23. New Committee Structure

Councillor Baty requested input regarding the new Committee structure. There was a brief discussion of the structure and whether the room size would be adequate.

**CONFLICTS OF INTEREST**

Councillor Zimmerman declared an indirect pecuniary interest with respect to CSD 06-2006 – Funk Decision – Assessment of Winery Lands – Update, as she is Chair of the Municipal Property Assessment Corporation and employed by the Grape Growers Association and she therefore took no part in the discussion of, or voting on, this matter.

**CLOSED SESSION**

24. Moved by Councillor Zimmerman  
Seconded by Councillor Harry

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

Carried.

25. Niagara Recycling Processing Contract  
**CSD 05-2006 (PWA 04-2006) CONFIDENTIAL**

Moved by Councillor Harry  
Seconded by Councillor Leavens

That Confidential Report CSD 05-2006 (PWA 04-2006), January 11, 2006, respecting the Niagara Recycling Processing Contract, be received and the recommendations contained therein be approved.

Carried.

*(Please note that Report CSD 05-2006 (PWA 04-2006) can be found behind the JNT RPTS Blue Book Tab)*

26. Proposed Property Purchase,  
Future Water Treatment Plant Expansion  
Town of Grimsby  
**CSD 08-2006 (PWA 08-2006) CONFIDENTIAL**

Moved by Councillor Zimmerman  
Seconded by Councillor Angelone

That Confidential Report CSD 08-2006 (PWA 08-2006), January 11, 2006, respecting a Proposed Property Purchase, Future Water Treatment Plant Expansion, be received, and the recommendations contained therein be approved.

Carried.

*(Please note that Report CSD 08-2006 (PWA 08-2006) can be found behind the JNT RPTS Blue Book Tab)*

27. Claims Against Niagara Region – Status Report  
**CSD 12-2008 CONFIDENTIAL**

Moved by Councillor Mastroianni  
Seconded by Councillor Angelone

That Confidential Report CSD 12-2006, January 11, 2006, respecting Claims Against Niagara Region – Status Report, be received.

Carried.

28. Moved by Councillor Collins  
Seconded by Regional Chair Partington

That Communication CS 4-2006, a letter from Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (December 21, 2005) respecting Facilities – 110 James Street, Renovation Plan for the Short-Term Accommodation Strategy, be received.

Carried.

(Refer to staff directions)

29. Funk Decision – Assessment of Winery Lands – Update  
**CSD 06-2006 CONFIDENTIAL**

Moved by Councillor Hildreth  
Seconded by Councillor Angelone

That Confidential Report CSD 06-2006, January 11, 2006, Funk Decision – Assessment of Winery Lands - Update, be received for information.

Carried.

30. Moved by Councillor Leavens  
Seconded by Councillor Mastroianni

That this Committee do now rise with report.

Carried.

**STAFF DIRECTIONS**

Staff was requested to:

- Councillor Casselman requested staff to report further on the “big picture” including the status of Emergency Operations Centres in municipalities and the back-up for the facilities at 2 Cushman Road. (Refers to Minute Item #2)
- Staff was directed to forward a copy of Report CSD 13-2006 (PWA 12-2006), to the Association of Municipalities, Ontario (AMO) and Federation of Canadian Municipalities (FCM). (Refers to Minute Item #12)
- Staff was requested to issue a revised timetable showing Budget Review Committee timelines. (Refers to Minute Item #15)
- Commissioner Nicol was requested to write to the province indicating our concerns with Bill 206, and also that he request permission to make a presentation at the Public Meeting on January 25<sup>th</sup> and 26<sup>th</sup>, 2006, respecting this issue. (Refers to Minute Item #19)
- Councillor Zimmerman requested a report to Council in closed session to clarify the long-term plans of the Police Service Board regarding facilities. (Refers to Minute Item #26)

**ADJOURNMENT**

Committee adjourned at 12:30 p.m. to meet again on Wednesday, February 1<sup>st</sup>, 2006, at 9:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Co-Chair

Michael Collins  
Co-Chair

Pam Gilroy  
Regional Clerk

Betty Staines  
Legislative Assistant