

# THE REGIONAL MUNICIPALITY OF NIAGARA

## CORPORATE SERVICES COMMITTEE

### REPORT 8-2007

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Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Wednesday, June 6, 2007, commencing at 9:05 a.m.

#### ATTENDANCE

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

Staff: Messrs. Trojan, Chief Administrative Officer; Bergsma, Commissioner, Corporate Services; Nicol, Commissioner, Human Resources; Lockyer, Treasurer/Director, Financial Management & Planning; Ms. Gilroy, Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Others: Corporate Services: Ms. Hepplewhite, Manager, Records; Ms. Koz, Manager, Fleet Services; Messrs. Kyne, Director, Legal Services; Murphy, Manager, Policy and Development; Roach, Manager, Financial Services, P.W..  
Human Resources: Ms. Abrahams, Human Resources Associate.

#### ITEMS FOR CONSIDERATION

173. Unsolicited External Applications/Resumes  
**HR 21-2007**

Moved by Councillor Casselman  
Seconded by Councillor Greenwood

That Report HR 21-2007, May 16, 2007, respecting Unsolicited External Applications/Resumes, be received and approved, **as amended:**

That the Human Resources Department be authorized to **discontinue the acceptance of unsolicited employment applications, until the Commissioner of Human Resources deems necessary.**

Carried.

174. Initiation of Capital Project ZPO0711 RTID (Real Time Identification) and ZPO0712 AVL/Livescan (Automatic Vehicle Location) Upgrades  
**CSD 88-2007**

Moved by Councillor Bentley  
Seconded by Councillor Augustyn

That Report CSD 88-2007, June 6, 2007 respecting Initiation of Capital Project ZPO0711 RTID (Real Time Identification) and ZPO0712 AVL/Livescan (Automatic Vehicle Location) Upgrades, be received.

That Project ZPO0711, RTID (Real Time Identification) be initiated with a gross and net cost of \$80,000.

That Project ZPO0712, AFIS/Livescan (Automatic Vehicle Location) Upgrades be initiated with a gross and net cost of \$250,000.

That financing for both projects be from the Police Capital Levy Reserve.

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

Carried.

175. Initiation of Budget, Transfer of Financing and Approval of the 2007 Vehicle and Equipment Replacement Program, Phase 1  
**CSD 90-2007 (PWA 98-2007)**

Moved by Councillor Burroughs  
Seconded by Councillor Saracino

That Report CSD 90-2007 (PWA 98-2007), June 6, 2007, respecting Initiation of Budget, Transfer of Financing and Approval of the 2007 Vehicle and Equipment Replacement Program, Phase 1, be received.

That financing (Fleet Equipment Replacement Reserve Fund) in the amount of \$767,630 gross and net be initiated for Project ZSS0701 Vehicle and Equipment Replacement Program from the approved 2007 Roads Capital Program;

That financing in the amount of \$1,582,937 be transferred from Project ZSS0501/SS0599 2005 Vehicle and Equipment Replacement Program to Project ZSS0701 2007 Vehicle and Equipment Replacement Program;

That financing (Waste Management Reserve Fund) in the amount of \$35,000 gross and net be initiated for Project ZGL0705 New Vehicle – Disposal from the approved 2007 Waste Management Capital Budget;

That staff be authorized to proceed with the proposed 2007 Vehicle and Equipment Replacement Program Phase 1 as outlined in this report; and

That the Regional Clerk be directed to ensure that the appropriate by-laws are prepared for submission to Regional Council.

Carried.

*(Please note that Report CSD 90-2007 ( PWA 98-2007) can be found behind the JNT RPTS Blue Book Tab)*

*(Refer to staff direction.)*

176. 2007 Debenture Issue

Committee requested that the members of the Region's Fiscal Underwriting Syndicate attend the Regional Council meeting on June 14<sup>th</sup> to speak to market conditions.

Moved by Councillor Burroughs  
Seconded by Councillor Casselman

That Report CSD 94-2007, June 6, 2007, respecting 2007 Debenture issue, be received.

That the Region's Fiscal Agents, through its lead manager CIBC World Markets, be authorized to negotiate on the Region's behalf the sale of debentures for financing requirements in 2007 for the Region and certain area municipalities.

That the amount to be debentured shall not exceed \$73,500,000 and that the timing, term and interest costs be determined by the Region's Commissioner of Corporate Services in consultation with the Region's Chief Administrative Officer, the Region's Chair and the Co-Chairs of the Corporate Services Committee.

That the relevant details be presented to Regional Council for information upon finalization of the issue.

That the Region's Commissioner of Corporate Services execute an agreement on behalf of the Regional municipality of Niagara for the issue and sale of said Regional Debentures with the term and interest costs as determined by the authorization stated in recommendation #2.

That the Regional Clerk ensure that the necessary by-law(s) be prepared to effect the sale and issue of the debentures and that the by-law(s) be presented to Regional Council for approval.

Carried.

*(Refer to staff direction.)*

**ITEMS FOR INFORMATION**

177. Summary of Quotations, Tenders and Authorizations  
First Quarter 2007 According to Purchasing Policy C3.P02  
**CSD 87-2007**

Moved by Councillor Bentley  
Seconded by Councillor Augustyn

That Report CSD 87-2007, June 6, 2007, respecting Summary of Quotations, Tenders and Authorizations First Quarter 2007 According to Purchasing Policy C3.P02, be received for information.

Carried.

178. Outstanding Financing Lease Obligations  
As of December 31, 2006  
**CSD 91-2007**

Moved by Councillor Bentley  
Seconded by Councillor D'Angela

That Report CSD 91-2007, June 6, 2007, respecting Outstanding Financing Lease Obligations as of December 31, 2006, be received for information.

Carried.

(Refer to staff direction.)

179. Records Retention B-law Changes and  
Activities of the Records Division for 2006-2007  
**CSD 92-2007**

Moved by Councillor Casselman  
Seconded by Councillor Puttick

That Report CSD 92-2007, June 6, 2007, respecting Records Retention By-law Changes and Activities of the Records Division for 2006-2007, be received.

That Regional Council endorse of the revisions to the Records Retention By-law, and

That the activities of the Records Division for 2006 and the first part of 2007, Office of the Regional Clerk, be received for information.

Carried.

(Refer to staff direction.)

**CORRESPONDENCE**

180. Moved by Councillor Burroughs  
Seconded by Councillor Bentley

That the following communications be received:

- CSC 28-2007                      Deb Morton, Regional Municipality of Niagara Police Services Board (May 1, 2007) respecting Niagara Police Services Board – Purchasing – Project PO0501 Network Upgrades 86.2007
- CSC 29-2007                      Deb Morton, Regional Municipality of Niagara Police Services Board (May 1, 2007) respecting Niagara Police Services Board Purchasing – Annual Maintenance Support – Versadex Records Management System (RMS) 87.2007
- CSC 30-2007                      Deb Morton, Regional Municipality of Niagara Police Services Board (May 1, 2007) respecting Niagara Police Services Board – 2007 Scheduled Vehicle Replacements and Increase of Marked Patrol Vehicle – Casino Patrol Unit 94.2007
- CSC 31-2007                      Deb Morton, Regional Municipality of Niagara Police Services Board (May 1, 2007) respecting Niagara Police Services Board – NRPS Variance Report – to March 31, 2007 95.2007

Carried.

**TILE DRAINAGE**

181. Moved by Councillor Burroughs  
Seconded by Councillor Bentley

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

BE IT RESOLVED THEREFORE that a special annual rate over and above all other rates, sufficient for the payment of the principal and interest of the amount of the debenture in Schedule A be levied to the Township of Wainfleet.

Town of Niagara-on-the-Lake        -        \$45,800.00

Carried.

**OTHER BUSINESS**

182. Context of Reports

Councillors Burroughs and D'Angela referred to various Committee reports commenting that these reports would be more meaningful if they included comparisons with previous years (4-5 year trend). Mr. Bergsma commented that staff has had recent discussions on this suggestion and concluded that including this comparative information would increase the level of understanding and context for Councillors.

183. Welcome Gateway-Grimsby

Councillor Puttick asked that the report on the review of the Niagara Economic Development Corporation include information relating to the concerns he expressed with the C.A.O. regarding the Welcome Gateway in Grimsby. Mr. Trojan advised that this information will be included in the report expected late June/early July.

**CLOSED SESSION**

184. Moved by Councillor Burroughs  
Seconded by Councillor D'Angela

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

Carried.

185. A Matter of Labour Relations:  
CUPE Local 1757 Contract Negotiations  
**HR 23-2007 (Confidential)**

Mr. Nicol, Commissioner, Human Resources, provided an update on Confidential Report HR 23-2007 regarding CUPE Local 1757 contract negotiations.

Moved by Councillor Casselman  
Seconded by Councillor Burroughs

That Confidential Report HR 23-2007, June 6, 2007, regarding a matter of labour relations concerning negotiations with CUPE Local 1757 (Public Health), be received for information.

Carried.

Mr. Nicol also provided an update on Local 1263 and ONA 9 (Homes) contract negotiations.

186. A Proposed Disposition of Land by the Municipality –  
Niagara Convention and Civic Centre (NCCC),  
City of Niagara Falls  

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**CSD 95-2007 (PWA 101-2007)**

Mr. Kyne, Director, Legal Services, provided an oral report on the Niagara Convention and Civic Centre, City of Niagara Falls.

Moved by Councillor Casselman  
Seconded by Councillor D'Angela

“That Report CSD 95-2007 (PWA 101-2007), June 6, 2007, respecting a Proposed Disposition of Land by the Municipality - Niagara Convention and Civic Centre (NCCC), City of Niagara Falls, be received and referred for consideration at the Regional Council meeting of June 14, 2007, pending further information as requested by Committee.”

Carried

187. Moved by Regional Chair Partington  
Seconded by Councillor Saracino

That this Committee do now rise with report.

Carried.

#### **STAFF DIRECTIONS**

That staff be directed to:

- (i) Prepare a report to Corporate Services and Planning and Public Works Committees on alternative fuel options. Also, provide a list of disposal items to municipalities. (Minute #175)
- (ii) Amend Schedule A of Report CSD 94-2007 to include a summary of debenture requirements for 2006 for comparison purposes. (For the Council meeting of June 14<sup>th</sup>)(Minute #176)
- (iii) Provide a summary report on leases, when they will retire/lease obligations- now and future. (Minute #178)
- (iv) Request Public Works to prepare a report for Corporate Services and Planning and Public Works Committees explaining why the area originally dedicated for an archives facility in the building expansion was declared unfit for this use and what the area is being used for now. (Minute #179)

**ADJOURNMENT**

Committee adjourned at 11:50 a.m. to meet again on Wednesday, June 27, 2007, at 9:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Co-Chair

Gail Reilly  
Legislative Assistant

Pam Gilroy  
Regional Clerk