

# THE REGIONAL MUNICIPALITY OF NIAGARA

## CORPORATE SERVICES COMMITTEE

### REPORT 11-2008

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Minutes of a meeting of the Corporate Services Committee held in Committee Room 4, Regional Municipal Building, Thorold, Ontario, on Thursday, August 28, 2008, commencing at 9:08 a.m.

#### ATTENDANCE

Committee: Councillors Martin, Co-Chair; Collins, Co-Chair; Partington, Regional Chair; Augustyn; Badawey; Bentley; Burroughs; Bylsma; Casselman; D'Angela; Heit; Henderson.

Staff: Mr. Trojan, Chief Administrative Officer; Mr. Bergsma, Commissioner, Corporate Services; Ms. Gilroy, Regional Clerk; Ms. Pilon, Deputy Regional Clerk; Ms. Reilly, Legislative Assistant.

Staff

Others: Corporate Services: Mr. Bendall, Financial Analyst; Ms. Garrett, Manager, Accounting Services & Reporting; Mr. Kaas, Capital Analyst; Mr. Lockyer, Treasurer/Director, Financial Management & Planning; Mr. J. Murphy, Manager, Policy & Development; Mr. Pilon, Associate Director, Service Quality & Improvement; Mr. Roach, Manager, Public Works Financial Services; Ms. Williams, Senior Financial Analyst.

Human Resources: Mr. Meffe, Manager, Labour Relations; Mr. Hagar, Manager, Labour Relations.

#### ITEMS FOR CONSIDERATION

184. Recommended Funding for Brock University  
Centre of Innovation for Biomanufacturing  
**CSD 110-2008**

Moved by Councillor Augustyn  
Seconded by Councillor D'Angela

That Report CSD 110-2008, August 28, 2008, respecting Recommended Funding for Brock University Centre of Innovation for Biomanufacturing, be received and referred to staff for further clarification and information as requested by Committee; and

That a further report on this matter be presented at the next Corporate Services Committee meeting (September 17, 2008) for consideration.

Carried.

(Please refer to Councillor Information Requests.)

Conflict of Interest

Councillor Collins declared an indirect pecuniary interest with respect to any police matters as he has a family member employed by the Niagara Regional Police Services and he therefore took no part in the discussion of, or voting on, these matters.

185. Initiation of Capital Project ZPO9802 S.P.I.R.I.T.  
(Supporting Police in Records and Information Technology)  
**CSD 111-2008**

Moved by Councillor Burroughs  
Seconded by Councillor Bentley

That Report CSD 111-2008, August 28, 2008, respecting Initiation of Capital Project ZPO9802 S.P.I.R.I.T. (Supporting Police in Records and Information Technology), be received.

That the 2007 capital budget allocation for Project ZPO9802 S.P.I.R.I.T. (Supporting Police in Records and Information Technology), be initiated with a gross and net cost of \$900,000.

That financing for the project be long term financing (1-10 years).

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

Carried.

186. Initiation of Projects Included in the  
Roads Capital Budget Programs  
**CSD 114-2008 (PWA 88-2008)**

Moved by Councillor Burroughs  
Seconded by Councillor Bylsma

That Report CSD 114-2008, August 28, 2008 (PWA 88-2008, September 3, 2008) respecting Initiation of Projects Included in the Roads Capital Budget Programs, be received.

That financing in the amount of \$2,660,000 gross and net be initiated and approved from the Roads Capital Program and allocated to the individual projects as summarized in Appendix A.

That approval be given to fund the Roads projects with financing consisting of \$1,200,000 from Capital Levy Reserve, \$550,000 from the Development Charge Reserve Fund and \$910,000 Long Term Financing (1-10 years).

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 114-2008 (PWA 88-2008) can be found behind the JNT RPTS Blue Book Tab)*

187. Initiation of Capital Project ZPO0810  
Enterprise Content Management System  
**CSD 117-2008**

Moved by Councillor Burroughs  
Seconded by Regional Chair Partington

That Report CSD 117-2008, August 28, 2008, respecting Initiation of Capital Project ZPO0810 Enterprise Content Management System, be received.

That the 2008 capital budget allocation for Project ZPO0810 Enterprise Content Management System be initiated with a gross and net cost of \$2,800,000.

That financing for the project be long term financing (1-10 years).

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

Carried.

188. Initiation of Projects Included in the  
Waste Management Capital Budget Programs  
**CSD 118-2008 (PWA 94-2008)**

Moved by Councillor Collins  
Seconded by Councillor Henderson

That Report CSD 118-2008, August 28, 2008 (PWA 94-2008, September 3, 2008) respecting Initiation of Projects Included in the Waste Management Capital Budget Programs, be received.

That financing in the amount of \$1,370,000 gross and net be initiated and approved from the Waste Management Capital Program and allocated to the individual projects as summarized in Appendix A.

That approval be given to fund the projects with financing consisting of \$875,000 from the Waste Management Capital Reserve Fund and \$495,000 in Long Term Financing (1-10- years).

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 118-2008 (PWA 94-2008) can be found behind the JNT RPTS Blue Book Tab)*

(Refer to Councillor Information Requests.)

**ITEMS FOR INFORMATION**

189. 2008 Debenture Issue Details  
**CSD 106-2008**

Moved by Councillor Burroughs  
Seconded by Councillor Henderson

That Report CSD 106-2008, August 28, 2008, respecting 2008 Debenture Issue Details, be received for information.

Carried.

190. Indexing of Regional Development Charges  
September 1, 2008 to August 31, 2009  
**CSD 109-2008**

Moved by Councillor Collins  
Seconded by Regional Chair Partington

That Report CSD 109-2008, August 28, 2008, respecting Indexing of Regional Development Charges – September 1, 2008 to August 31, 2009, be received for information and referred to the Regional Development Charges Task Force.

Carried.

191. Cash Management Activities for the  
First and Second Quarters 2008  
**CSD 113-2008**

Moved by Councillor Collins  
Seconded by Councillor Badawey

That Report CSD 113-2008, August 28, 2008, respecting Cash Management Activities for the First and Second Quarters 2008, be received for information.

Carried.

192. Forecast and Year-End Results and Budget to Actual  
Comparison for the Month Ended June 30, 2008  
**CSD 115-2008**

Moved by Councillor Collins  
Seconded by Councillor Bentley

That Report CSD 115-2008, August 28, 2008, respecting Forecast and Year-End Results and Budget to Actual Comparison for the Month Ended June 30, 2008, be received for information.

Carried.

193. 2008 Council Strategic Initiatives Capital Program  
**CSD 116-2008**

Committee discussed the importance of identifying the projects/initiatives for which the funds set aside in the 2008 budget to support the Council Business Plan will be used. Committee suggested that Councillors provide staff with information on the projects and/or initiatives for which they would like to see these funds used. Committee requested staff to compile a list of specific capital projects and/or initiatives to be brought back to the next Corporate Services Committee (September 17, 2008) for consideration.

Moved by Councillor Burroughs  
Seconded by Councillor Henderson

That Report CSD 116-2008, August 28, 2008, respecting 2008 Council Strategic Initiatives Capital Program, be received for information.

Carried.

(Refer to Councillor Information Requests.)

194. 4-2008 (JAC)

Moved by Councillor Heit  
Seconded by Councillor Bentley

That Report 4-2008 being the minutes of the Joint Advisory Committee Wainfleet Water & Wastewater Servicing Project meeting of July 24, 2008, be received.

Carried.

*(Please note that the Minutes of the Joint Advisory Committee Wainfleet Water and Wastewater Servicing Project can be found behind the JNT RPTS Blue Book Tab)*

**CORRESPONDENCE**

195. Moved by Councillor Bentley  
Seconded by Councillor Casselman

That the following communications be received:

CSC 42-2008                      Deb Morton, Executive Director, Regional Municipality of  
Niagara Police Services Board (July 2, 2008) respecting  
NRPS Variance Report to May 31, 2008

- CSC 43-2008 Association of Municipalities of Ontario (AMO) Member Communication Alert No. 08/034 regarding Canada and Ontario Sign Major Infrastructure Agreement
- CSC 44-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 12, 2008) respecting NRPS Variance Report to June 30, 2008 177.2008
- CSC 45-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 12, 2008) respecting 2009 Budget – Timetable, Preparation Approach 164.2008
- CSC 46-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 12, 2008) respecting Capital Project PO0805 Initiation – Microsoft Implementation. C.143.2008
- CSC 47-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 12, 2008) respecting Technology Service Management – IncidentMonitor Implementation. C.144.2008
- CSC 48-2008 Deb Morton, Executive Director, Regional Municipality of Niagara Police Services Board (August 12, 2008) respecting Purchasing – NRPS 2008 Vehicle Replacement – PO0801 167.2008

Carried.

Quorum

There being a lack of ordinary quorum at the meeting, the Committee Chair determined that the ordinary quorum for the meeting be reduced to seven members, pursuant to Section 22.10 of the Procedural By-law 96-2007.

**CLOSED SESSION**

196. Moved by Councillor Collins  
Seconded by Councillor Henderson

That this Committee do now meet in Closed Session for purposes of receiving information of a confidential nature relating to matters concerning personal information about identifiable individuals for the receiving of awards/bursaries, and matters of solicitor-client privilege and litigation and labour relations.

Carried.

197. A Matter of Labour Relations  
Ratification of Collective Agreement – CUPE  
Local 1019 (EMS) – Public Health Department  
**Confidential HR 15-2008**

Moved by Councillor D'Angela  
Seconded by Councillor Henderson

That Confidential Report HR 15-2008, August 28, 2008, respecting A Matter of Labour Relations, Ratification of Collective Agreement – CUPE Local 1019 (EMS) – Public Health Department, be received and the recommendations contained therein be approved.

Carried.

198. Personal Information About Identifiable Individuals  
Regional Chair's Bursaries 2008  
**Confidential CSD 107-2008**

Moved by Councillor Bentley  
Seconded by Councillor D'Angela

That Confidential Report CSD 107-2008, August 28, 2008, respecting Personal Information about Identifiable Individuals Regional Chair's Bursaries 2008, be received, and the recommendations contained therein be approved.

Carried.

199. Personal Information About Identifiable Individuals  
T. Roy Adams Humanitarian of the Year Award 2008  
**Confidential CSD 108-2008**

Moved by Regional Chair Partington  
Seconded by Councillor Augustyn

That Confidential Report CSD 108-2008, August 28, 2008, respecting Personal Information about Identifiable Individuals, T. Roy Adams Humanitarian of the Year Award 2008, be received, and the recommendations contained therein be approved.

Carried.

200. A Matter of Solicitor-Client Privilege and Litigation  
**Confidential CSD 112-2008 (PWA 82-2008)**

Moved by Regional Chair Partington  
Seconded by Councillor Bentley

That Confidential Report CSD 112-2008, August 28, 2008 (PWA 82-2008, September 3, 2008) respecting a matter of Solicitor-Client Privilege and Litigation, be received for information.

Carried.

201. Moved by Councillor Bentley  
Seconded by Councillor Augustyn

That this Committee do now rise with report.

Carried.

**COUNCILLOR INFORMATION REQUESTS**

That staff:

- (i) Provide further clarification and information regarding recommended funding for Brock University Centre of Innovation for biomanufacturing with respect to: other funding options (including recommendation for amount); how Federal funds impact contribution; clarification of PILs; NEDCO's participation; information on what initiatives have already been approved (\$914,000) of the approved \$1.17 million amount and examine consistencies in the allocation of funds to other educational/similar facilities. Region's involvement with project (Board member?). (Committee members) (Refer to minute 184.)
- (ii) Provide clarification on what the \$495,000 amount represents with respect to Project No. ZGL0707 – (Report CSD 118-2008/PWA 94-2008) – J. Casselman (Refer to minute 188.)
- (iii) Provide a list of specific projects and/or initiatives to be considered for approval of funding from the 2008 Council Strategic Initiatives Capital fund. (Committee and Council members). (Refer to minute 193.)

**ADJOURNMENT**

Committee adjourned at 11:55 a.m. to meet again on Wednesday, September 17, 2008, at 9:00 a.m. in Committee Room 4, Regional Headquarters.

Doug Martin  
Co-Chair

Michael Collins  
Co-Chair

Gail Reilly  
Legislative Assistant

Pam Gilroy  
Regional Clerk