



THE REGIONAL MUNICIPALITY OF NIAGARA  
JOINT BOARD OF MANAGEMENT - NIAGARA COURTS  
AGENDA

JBM 3-2025

Thursday, August 21, 2025

3:30 p.m.

Meeting will be held by electronic participation only

If you are interested in viewing this meeting or would like to speak to an item listed on the agenda please contact the Office of the Regional Clerk at [clerk@niagararegion.ca](mailto:clerk@niagararegion.ca).

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	Pages
1. <u>CALL TO ORDER</u>	
2. <u>DISCLOSURES OF PECUNIARY INTEREST</u>	
3. <u>ITEMS FOR CONSIDERATION</u> None.	
4. <u>CONSENT ITEMS FOR INFORMATION</u>	
4.1 <u>JBM-C 4-2025</u> 2nd Quarter Variance Analysis and Forecast to December 31, 2025	2 - 11
4.2 <u>JBM 2-2025</u> Joint Board of Management - Niagara Courts Meeting Minutes - April 17, 2025	12 - 16
5. <u>OTHER BUSINESS</u>	
6. <u>NEXT MEETING</u> The next meeting will be held on Thursday, October 16, 2025, at 3:30 p.m.	
7. <u>ADJOURNMENT</u>	

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## **Memorandum**

**JBM-C 4-2025**

**Subject:** 2<sup>nd</sup> Quarter Variance Analysis and Forecast to December 31, 2025

**Date:** August 21, 2025

**To:** Joint Board of Management

**From:** Miranda Vink, Associate Director – Court Services

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This memo is intended to provide a summary of the status of the 2025 Court Services operating results as of June 30, 2025, as a result of a recent forecasting exercise undertaken.

### **Background**

Court Services revenue and expenditures are shaped by several external factors beyond Staff's control, including charging volumes and charge types, number of court appearances (e.g., trials, appeals), availability of judicial resources, requests for reopening or appeal, extensions of time to pay, and active delinquent fine collection efforts.

The 2025 budget assumed continued operation and growth of the Region-led Vision Zero (VZ) program. However, actual revenues and expenses have varied due to several influencing factors from January to June 2025, largely beyond Staff's control:

- Canada Post disruptions in late 2024 paused the Joint Processing Centre's mailing of tickets, resulting in variations to revenue and expenditures in early 2025.
  - Due to Provincial Offences Act timelines, full financial impacts of reduced charging volumes in one month will be seen in future months (e.g. the impact of ASE charging volumes in Q4 2024 extends into 2025).
- Variations in ASE volumes stemming from January 2025 school closures, holidays, as well as the alignment of Spring site rotations with road signage upgrades.
- Increase in credit card fees as higher transaction volumes led to increased processing costs.
- Increase in pre-paid fines and fewer disputes for ASE charges.
- Gradual onboarding of VZ staff, with 9.5 out of 10 approved full-time equivalents filled by July 2025.

The delivery of Provincial Offences is intended to operate on a cost-recovery basis, and the Niagara Region Courts Intermunicipal Agreement (NRCIMA), as amended, outlines the following pertaining to revenue sharing:

- Base Charges: Net revenues are split 50/50 between the Region and local area municipalities (LAMs).
- Vision Zero Charges: Net revenues are split 50/50 between the Region and LAMs, but with a specific requirement for all net revenues to be reinvested into road safety programs.

### **Base Operations**

- Charging Volumes
  - Base charges in Q1–Q2 2025 totaled 16,392
  - 11% increase over the same period in 2024 (14,772), though still below pre-2020 levels.
- Delinquent Cases
  - Although delinquency rates in 2025 have improved compared to recent years, it remains to be seen whether this marks the beginning of a sustained long-term trend. In 2025, the average number of delinquent base cases per month is 692—down from 829 in Q2 2024 and 888 in 2022 (the highest since tracking began in 2015).
    - Note: February 2025 saw unusually low delinquency rates. Removing this anomaly brings the adjusted monthly average for the other months in Q1–Q2 to 767 cases.

Based on the Q2 forecasted operating results, base operations will be in a net revenue position of \$850 thousand at year end, of which \$425 thousand will be allocated to the Region and \$425 thousand will be allocated to the LAMs. The forecasted net revenues of \$425 thousand represents a \$325 thousand surplus over the budgeted distribution of \$100 thousand. The year-to-date and forecasted variance analysis for base operations is included in Appendix 1 to Memorandum JBM-C 4-2025. Appendix 2 to Memorandum JBM-C 4-2025 illustrates the forecasted distribution of base operations to the LAMs to the end of 2025.

### **VZ Operations**

VZ charges decreased overall in Q1-Q2 2025 compared to the same period in 2024.

The drop in ASE charges is notable but reflects a more consistent distribution of charges across the year, as opposed to the sharp spikes seen in early 2024.

- Charging volumes January 1 to June 30, 2025:
  - ASE charges: 17,967 issued (50% decrease from Q1–Q2 2024)
  - RLC charges: 1,238 issued (32% increase from Q1–Q2 2024)

These reduced volumes contributed to lower fine revenues and associated expenditures during the first half of the year. However, charging volumes are expected to remain steady through the remainder of 2025.

VZ offences also have higher pre-payment rates—ASE at 70%, RLC at 53%, compared to 39% for base charges—resulting in fewer disputes, quicker case resolution, and lower trial-related resource demands.

- Delinquent cases:
  - Contrary to Base charges, VZ delinquency rates have increased between 2024 and 2025 YTD.
  - However, this trend will continue to be monitored as newly delinquent fines for VZ only began accumulating after January 2024. A comparison between full-year data for 2025 and 2026 will provide a more accurate picture.
  - Average 475 cases per month in Q1-Q2 2025
  - Increase from 328 per month in Q2 2024.
    - Note: February 2025 saw unusually low delinquency rates. Removing this anomaly brings the adjusted monthly average for the other months in Q1–Q2 to 537 cases.

Based on the Q2 forecasted operating results, VZ operations will be in a net revenue position of \$2,082 thousand at year end, of which \$1,041 thousand will be allocated to the Region and \$1,041 thousand will be allocated to the LAMs. The forecasted net revenues of \$1,041 thousand represents a \$178 thousand surplus over the budgeted distribution of \$863 thousand. The year-to-date and forecasted variance analysis for VZ operations is included in Appendix 3 to Memorandum JBM-C 4-2025. Appendix 4 to Memorandum JBM-C 4-2025 illustrates the forecasted distribution of VZ operations to the LAMs to the end of 2025. All net revenues resulting from VZ operations must be reinvested into road safety programs as per the Amendment to the Inter-Municipal Agreement.

## **Summary**

Court Services participates in the Niagara Region's quarterly financial reporting process which provides analysis and commentary on budget to actual results. The Niagara Region Q2 2025 Financial Update report, as well as previous reports, can be accessed on the [Niagara Region's external website](https://www.niagararegion.ca/government/budget/past-budgets/default.aspx).

(<https://www.niagararegion.ca/government/budget/past-budgets/default.aspx>)

Respectfully submitted and signed by

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Miranda Vink  
Associate Director – Court Services

## **Appendices**

Appendix 1 – Q2 2025 Year-to-Date Budget vs. Actual and Forecasted Variance  
Analysis – Base Operations

Appendix 2 – Q2 2025 Forecasted Distribution to Local Area Municipalities – Base  
Operations

Appendix 3 - Q2 2025 Year-to-Date Budget vs. Actual and Forecasted Variance  
Analysis – Vision Zero Operations

Appendix 4 - Q2 2025 Forecasted Distribution to Local Area Municipalities – Vision Zero  
Operations

**Q2 2025 Year-to-Date Budget vs. Actual and Forecasted Variance Analysis - Base Operations**  
(in thousands of dollars)

Appendix 1  
JBM-C 4-2025

Object of Expenditure	Year-to-Date Budget	Year-to-Date Actuals	Year-to-Date Variance (\$)	Annual Budget	Forecasted Annual Actuals	Forecasted Annual Variance (\$)	Forecasted Annual Variance (%)	Note
Labour Related Costs	\$ 1,233	\$ 1,050	\$ 183	\$ 2,490	\$ 2,311	\$ 179	7.2%	1
Administrative	722	736	-14	1,432	1,318	114	8.0%	2
Operational and Supply	266	480	-214	238	548	-310	-130.3%	3
Equipment, Vehicles and Technology	23	15	8	46	46	0	0.0%	
Financial Expenditures	87	56	31	174	113	61	35.3%	4
Total Expenditures	2,331	2,337	-6	4,380	4,336	44	1.0%	
Revenues	-3,088	-3,327	239	-5,741	-6,036	295	-5.1%	5
Intercompany Charges	-1	-4	3	-1	-5	4	-325.6%	
Net Expenditure (Revenue) Before Transfers and Indirect Allocations	-757	-994	237	-1,362	-1,705	343	-25.2%	
Transfer to Funds	100	100	0	200	200	0	0.0%	
Net Expenditure (Revenue) Before Indirect Allocations	-657	-894	237	-1,162	-1,505	343	-29.5%	
Indirect Allocations and Debt	452	472	-20	1,062	1,080	-18	-1.7%	
Net Expenditure (Revenue) After Transfers and Indirect Allocations	-205	-422	217	-100	-425	325	-324.0%	

Note 1 - The favourable year-to-date and forecasted variances of \$183 and \$179 respectively are due to position gapping.

Note 2 - The favourable forecasted variance of \$114 is due to lower than anticipated Victim Fine Surcharge costs, partially offset by an unfavourable variance in Payticket online payment services.

Note 3 - The unfavourable year-to-date and forecasted variances of \$214 and \$310 respectively are due to the higher than budgeted distribution to LAMs in the first half of the year.

Note 4 - The favorable year-to-date and forecasted variances of \$31 and \$61 respectively are due to lower than anticipated collections commissions fee contracts, as well as internal efforts resulting in quicker payment thereby avoiding commissions.

Note 5 - The favorable year-to-date and forecasted variances of \$239 and \$295 are due to higher than anticipated delinquent revenues and includes \$343 of anomalous high-fine payments which occur outside the normal course of operations. These high-fine payments are tracked separately from regular infraction and delinquent revenues to ensure a better oversight of revenues during the reforecasting and budgeting processes. These variances are partially offset by lower than anticipated infraction revenues.

Q2 2025 Forecasted Distribution to Local Area Municipalities - Base Operations

2025 Budget					
	Total	March	June	September	December
Budgeted POA Net Revenues to be distributed:	\$ 99,454	\$ 24,864	\$ 24,864	\$ 24,864	\$ 24,862
Forecasted POA Net Revenues to be distributed:	\$ 424,929	\$0	\$0	\$0	\$ 424,929
Favourable/(Unfavourable) Variance	\$ 325,475	\$ (24,864)	\$ (24,864)	\$ (24,864)	\$ 400,067

2025 Budgeted Distribution by Quarter								2025 Q2 Results	2025 Forecast
Area Municipality	2025 Assessment	Apportioned	Budget Total	March	June	September	December	Recorded Payable to LAMs	Distribution to LAMs
Niagara Falls	\$12,916,243,434	19.26%	\$ 19,157	\$ 4,789	\$ 4,789	\$ 4,789	\$ 4,789	\$ 81,283	\$ 81,852
Port Colborne	\$2,099,653,000	3.13%	\$ 3,114	\$ 779	\$ 779	\$ 779	\$ 779	\$ 13,213	\$ 13,306
St. Catharines	\$15,953,441,680	23.79%	\$ 23,662	\$ 5,916	\$ 5,916	\$ 5,916	\$ 5,915	\$ 100,396	\$ 101,099
Thorold	\$3,320,651,509	4.95%	\$ 4,925	\$ 1,231	\$ 1,231	\$ 1,231	\$ 1,231	\$ 20,897	\$ 21,043
Welland	\$5,646,091,836	8.42%	\$ 8,374	\$ 2,094	\$ 2,094	\$ 2,094	\$ 2,093	\$ 35,531	\$ 35,780
Fort Erie	\$4,424,339,527	6.60%	\$ 6,562	\$ 1,641	\$ 1,641	\$ 1,641	\$ 1,640	\$ 27,843	\$ 28,038
Grimsby	\$5,206,514,353	7.76%	\$ 7,722	\$ 1,931	\$ 1,931	\$ 1,931	\$ 1,930	\$ 32,765	\$ 32,994
Lincoln	\$4,530,767,570	6.76%	\$ 6,720	\$ 1,680	\$ 1,680	\$ 1,680	\$ 1,680	\$ 28,512	\$ 28,712
NOTL	\$5,993,893,947	8.94%	\$ 8,890	\$ 2,223	\$ 2,223	\$ 2,223	\$ 2,222	\$ 37,720	\$ 37,984
Pelham	\$3,208,408,282	4.78%	\$ 4,759	\$ 1,190	\$ 1,190	\$ 1,190	\$ 1,190	\$ 20,191	\$ 20,332
Wainfleet	\$1,230,672,889	1.84%	\$ 1,825	\$ 456	\$ 456	\$ 456	\$ 456	\$ 7,745	\$ 7,799
West Lincoln	\$2,523,397,031	3.76%	\$ 3,743	\$ 936	\$ 936	\$ 936	\$ 936	\$ 15,880	\$ 15,991
Total	\$67,054,075,058	100.00%	\$ 99,454	\$ 24,864	\$ 24,864	\$ 24,864	\$ 24,862	\$ 421,976	\$ 424,929



Object of Expenditure	Year-to-Date Budget	Year-to-Date Actuals	Year-to-Date Variance (\$)	Annual Budget	Forecasted Annual Actuals	Forecasted Annual Variance (\$)	Forecasted Annual Variance (%)	Note
Labour Related Costs	\$ 410	\$ 276	\$ 134	\$ 831	\$ 682	\$ 149	17.9%	1
Administrative	959	541	418	1,919	1,374	545	28.4%	2
Operational and Supply	-62	544	-606	946	1,072	-126	-13.3%	3
Occupancy and Infrastructure	0	0	0	0	0	0	0.0%	
Equipment, Vehicles and Technology	5	1	4	11	8	3	28.6%	
Financial Expenditures	18	10	8	35	21	14	41.1%	
Total Expenditures	1,330	1,372	-42	3,741	3,156	585	15.6%	
Revenues	-2,352	-2,468	116	-7,256	-6,125	-1,130	15.6%	4
Intercompany Charges	0	0	0	0	0	0	0.0%	
Net Expenditure (Revenue) Before Transfers and Indirect Allocations	-1,021	-1,096	75	-3,515	-2,970	-544	15.5%	
Transfer to Funds	0	0	0	0	0	0	0.0%	
Net Expenditure (Revenue) Before Indirect Allocations	-1,021	-1,096	75	-3,515	-2,970	-544	15.5%	
Indirect Allocations and Debt	151	74	77	371	292	79	21.3%	
<b>Net Expenditure (Revenue) After Transfers and Indirect Allocations</b>	<b>-870</b>	<b>-1,021</b>	<b>151</b>	<b>-3,144</b>	<b>-2,678</b>	<b>-466</b>	<b>14.8%</b>	
Intercompany Charges-Transportation	-974	-494	-480	-2,281	-1,637	-644	28.2%	5
<b>Net Expenditure (Revenue) After Transportation Allocation</b>	<b>104</b>	<b>-527</b>	<b>631</b>	<b>-863</b>	<b>-1,041</b>	<b>178</b>	<b>-20.6%</b>	
Net Revenues Allocation (Region Share)	104	-527	631	-863	-1,041	178	0.0%	6
<b>Net Expenditure (Revenue) After Net Revenues Allocation to LAMs/Region</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	

Note 1 - The favourable year-to-date and forecasted variances of \$134 and \$149 respectively are due to budgeted positions in VZ which have not yet been filled. As part of the ongoing launch of the VZ program, Court Services is assessing staffing needs on an ongoing basis and hiring positions only as necessary.

Note 2 - The favourable year-to-date and forecasted variances of \$418 and \$545 respectively are due to lower than anticipated Victim Fine Surcharge, and adjudication and interpreter costs which are related to lower than anticipated court dates required for VZ.

Note 3 - The unfavourable year-to-date variance of \$606 is due to misalignment in the spread of the annual budget. The forecasted unfavourable variance of \$126 is due to higher than budgeted distribution to LAMs, offset by savings on mailing services and call in prosecutors.

Note 4 - The unfavourable forecasted variance of \$1,130 is due to lower than anticipated charging volumes which is partially a result of the labour disruptions at Canada Post. Charging volumes of ASE and RLC tickets are outside the control of Court Services and since Q1, the volumes have been increasing and are anticipated to stabilize throughout the remainder of the year.

Note 5 - The unfavourable year-to-date and forecasted variances of \$480 and \$644 are due to lower than anticipated transfer of VZ revenues to the Transportation division to cover the operating expenditures directly related to VZ within that area.

Note 6 - The favourable year-to-date and forecasted variances of \$631 and \$178 are due to the higher than budgeted transfer of the Region's share of VZ net revenues per the Inter-Municipal Agreement.

Q2 2025 Forecasted Distribution to Local Area Municipalities - Vision Zero Operations

2025 Budget					
	Total	March	June	September	December
Budgeted VZ Net Revenues to be distributed:	\$ 862,515	\$ 215,629	\$ 215,629	\$ 215,629	\$ 215,628
Forecasted VZ Net Revenues to be distributed:	\$ 1,040,872	\$0	\$0	\$0	\$ 1,040,872
Favourable/(Unfavourable) Variance	\$ 178,357	\$ (215,629)	\$ (215,629)	\$ (215,629)	\$ 825,244

2025 Budgeted Distribution by Quarter								2025 Q2 Results	2025 Forecast
Area Municipality	2025 Assessment	Apportioned	Budget Total	March	June	September	December	Recorded Payable to LAMs	Allocation to LAMs
Niagara Falls	\$12,916,243,434	19.26%	\$ 166,141	\$ 41,535	\$ 41,535	\$ 41,535	\$ 41,535	\$ 101,584	\$ 200,497
Port Colborne	\$2,099,653,000	3.13%	\$ 27,008	\$ 6,752	\$ 6,752	\$ 6,752	\$ 6,752	\$ 16,514	\$ 32,593
St. Catharines	\$15,953,441,680	23.79%	\$ 205,209	\$ 51,302	\$ 51,302	\$ 51,302	\$ 51,302	\$ 125,471	\$ 247,643
Thorold	\$3,320,651,509	4.95%	\$ 42,713	\$ 10,678	\$ 10,678	\$ 10,678	\$ 10,678	\$ 26,116	\$ 51,546
Welland	\$5,646,091,836	8.42%	\$ 72,625	\$ 18,156	\$ 18,156	\$ 18,156	\$ 18,156	\$ 44,406	\$ 87,644
Fort Erie	\$4,424,339,527	6.60%	\$ 56,910	\$ 14,228	\$ 14,228	\$ 14,228	\$ 14,228	\$ 34,797	\$ 68,679
Grimsby	\$5,206,514,353	7.76%	\$ 66,972	\$ 16,743	\$ 16,743	\$ 16,743	\$ 16,743	\$ 40,949	\$ 80,821
Lincoln	\$4,530,767,570	6.76%	\$ 58,279	\$ 14,570	\$ 14,570	\$ 14,570	\$ 14,570	\$ 35,634	\$ 70,331
NOTL	\$5,993,893,947	8.94%	\$ 77,099	\$ 19,275	\$ 19,275	\$ 19,275	\$ 19,275	\$ 47,141	\$ 93,043
Pelham	\$3,208,408,282	4.78%	\$ 41,270	\$ 10,317	\$ 10,317	\$ 10,317	\$ 10,317	\$ 25,234	\$ 49,804
Wainfleet	\$1,230,672,889	1.84%	\$ 15,830	\$ 3,957	\$ 3,957	\$ 3,957	\$ 3,957	\$ 9,679	\$ 19,103
West Lincoln	\$2,523,397,031	3.76%	\$ 32,458	\$ 8,115	\$ 8,115	\$ 8,115	\$ 8,115	\$ 19,846	\$ 39,170
Total	\$67,054,075,058	100.00%	\$ 862,515	\$ 215,629	\$ 215,629	\$ 215,629	\$ 215,628	\$ 527,370	\$ 1,040,872

**THE REGIONAL MUNICIPALITY OF NIAGARA  
JOINT BOARD OF MANAGEMENT - NIAGARA COURTS  
MINUTES**

**JBM 2-2025  
Thursday, April 17, 2025  
Meeting held by electronic participation**

Committee: D. Gibbs (Niagara Region), S. Hanson (Port Colborne), N. Punyarthi (Niagara Falls), P. Riley (Fort Erie), J. Stirton (Pelham)

Absent/Regrets: K. Douglas (St. Catharines), A. Eckhart (Welland)

Staff: D. Carnegie, Acting Commissioner, Corporate Services/Treasurer, S. Crocco, Senior Legal Counsel, Litigation, S. Fraser, Associate Director, Transportation Planning, K. Lotimer, Deputy Clerk, A. Niece, Program Financial Specialist, M. Vink, Associate Director, Court Services

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**1. CALL TO ORDER**

Kelly Lotimer, Deputy Clerk, called the meeting to order at 3:31 p.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**3. SELECTION OF BOARD CHAIR/VICE-CHAIR**

**3.1 Call for Nominations for Board Chair**

Kelly Lotimer, Deputy Clerk, called for nominations for the position of Chair of the Joint Board of Management - Niagara Courts for 2025.

Moved by D. Gibbs

Seconded by S. Hanson

That Jennifer Stirton **BE NOMINATED** as Chair of the Joint Board of Management - Niagara Courts for 2025.

3.2 Motion to Close Nominations for Board Chair

Ms. Lotimer called a final time for nominations for the position of Chair of the Joint Board of Management - Niagara Courts. There being no further nominations, it was:

Moved by D. Gibbs

Seconded by S. Hanson

That nominations for the position of Chair of the Joint Board of Management - Niagara Courts **BE CLOSED**.

**Carried**

3.3 Voting for the Position of Board Chair

There being only one nominee for the position, Ms. Lotimer announced that Jennifer Stirton would be the Chair of the Joint Board of Management - Niagara Courts for 2025.

3.4 Call for Nominations for Board Vice-Chair

Kelly Lotimer, Deputy Clerk, called for nominations for the position of Vice-Chair of the Joint Board of Management - Niagara Courts for 2025.

Moved by D. Gibbs

Seconded by S. Hanson

That Philip Riley **BE NOMINATED** for the position of Vice-Chair of the Joint Board of Management - Niagara Courts for 2025.

3.5 Motion to Close Nominations for Board Vice-Chair

Ms. Lotimer called a final time for nominations for the position of Vice-Chair of the Joint Board of Management - Niagara Courts. There being no further nominations, it was:

Moved by D. Gibbs

Seconded by S. Hanson

That nominations for the position of Vice-Chair of the Joint Board of Management - Niagara Courts **BE CLOSED**.

**Carried**

3.6 Voting for the Position of Board Vice-Chair

There being only one nominee for the position, Ms. Lotimer announced that Philip Riley would be the Vice-Chair of the Joint Board of Management - Niagara Courts for 2025.

At this point in the meeting, Jennifer Stirton assumed the chair.

4. **PRESENTATIONS**

There were no presentations.

5. **DELEGATIONS**

There were no delegations.

6. **ITEMS FOR CONSIDERATION**

6.1 JBM-C 2-2025

Court Services 2024 Draft Audited Schedule of Revenues, Expenses and Funds Available for Distribution

Moved by P. Riley

Seconded by D. Gibbs

That Report JBM-C 2-2025, dated April 17, 2025 respecting Court Services 2024 Draft Audited Schedule of Revenues, Expenses and Funds Available for Distribution, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the draft audited Schedule of Revenues, Expenses and Funds Available for Distribution for the year ended December 31, 2024, for The Regional Municipality of Niagara Court Services (Court Services) as presented in Appendix 1 to Report JBM-C 2-2025 **BE APPROVED**;
2. That staff **BE DIRECTED** to coordinate with the auditor to finalize the statements as presented; and
3. That this report **BE FORWARDED** to the Region's Audit Committee and to the Ministry of the Attorney General as per the Memorandum of Understanding, for information as required.

**Carried**

6.2 JBM-C 1-2025

Court Services Write-Off Recommendations for the Period ending December 31, 2024

Moved by S. Hanson  
Seconded by P. Riley

That Report JBM-C 1-2025, dated February 6, 2025 respecting Court Services Write-Off Recommendations for the Period ending December 31, 2024, **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the delinquent cases summarized in the Analysis Section of Report JBM-C 1-2025, **BE APPROVED** for write-off and removal from the Integrated Court Offences Network (ICON) system in accordance with the Ministry of the Attorney General (MAG) *Provincial Offences Act* Write-off Directive and Operating Guideline and the Niagara Region Courts approved write off criteria.

**Carried**

7. **CONSENT ITEMS FOR INFORMATION**

Moved by D. Gibbs  
Seconded by P. Riley

That the following items **BE RECEIVED** for information:

JBM-C 3-2025  
2024 Year End Report for Provincial Offences Court

JBM 6-2024  
Joint Board of Management - Niagara Courts Meeting Minutes - November 28, 2024

**Carried**

8. **OTHER BUSINESS**

There were no items of other business.

9. **NEXT MEETING**

The next meeting will be held on Thursday, August 21, 2025, at 3:30 p.m.

**10. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:11 p.m.

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Jennifer Stirton  
Board Chair

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Kelly Lotimer  
Deputy Clerk

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Ann-Marie Norio  
Regional Clerk