

**THE REGIONAL MUNICIPALITY OF NIAGARA  
JOINT BOARD OF MANAGEMENT - NIAGARA COURTS  
OPEN SESSION**

**JBM 5-2019  
Thursday, December 12, 2019  
Campbell East (CE) 101  
Niagara Region Headquarters, Campbell East  
1815 Sir Isaac Brock Way, Thorold, ON**

Committee: C. Genesse (Pelham), D. Gibbs (Niagara Region), S. Hanson (Port Colborne), H. Salter (Board Chair), G. Stephenson (Fort Erie)

Absent/Regrets: D. Jaques (Niagara Falls), J. Tosta (Board Vice Chair)

Staff: J. Foley, Acting Manager, Court Services, K. Lotimer, Legislative Coordinator, S. Mota, Program Financial Specialist

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**1. CALL TO ORDER**

H. Salter, Board Chair, called the meeting to order at 3:32 p.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**3. PRESENTATIONS**

There were no presentations.

**4. DELEGATIONS**

There were no delegations.

**5. ITEMS FOR CONSIDERATION**

**5.1 JBM-C 13-2019**

Court Services Write-Off Recommendations for the Period Ending October 31, 2019

Moved by C. Genesse  
Seconded by S. Hanson

That this Board **RECOMMENDS** to the Corporate Services Committee:

1. That Report JBM-C 13-2019, dated December 12, 2019, respecting Court Services Write-Off Recommendations for the period ending October 31, 2019, **BE RECEIVED**; and

2. That the delinquent cases summarized in the Analysis Section of Report JBM-C 13-2019, **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 (POA Write-off Criteria).

**Carried**

5.2 JBM-C 14-2019

Recommended 2020 Meeting Dates for Joint Board of Management - Niagara Courts

Moved by G. Stephenson  
Seconded by C. Genesse

That Correspondence Item JBM-C 14-2019, being a memorandum from J. Foley, Acting Manager, Court Services, dated December 12, 2019, respecting Recommended 2020 Meeting Dates for Joint Board of Management - Niagara Courts, **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the Joint Board of Management - Niagara Courts meetings **BE HELD** on Thursdays at 3:30 p.m. on the following dates in 2020:

March 5, June 4, August 13, November 5 and December 17.

**Carried**

6. **CONSENT ITEMS FOR INFORMATION**

Moved by D. Gibbs  
Seconded by G. Stephenson

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

JBM-C 15-2019  
Court Services Strategic Plan

JBM 4-2019  
Joint Board of Management – Niagara Courts  
Meeting Minutes - November 18, 2019

**Carried**

**7. OTHER BUSINESS**

**7.1 Court Services Manager Recruitment**

Donna Gibbs, Director, Legal Court Services, advised Board members that second round interviews for the position of Court Services Manager have been completed, a preferred candidate has been identified and reference checks are currently being conducted.

**8. NEXT MEETING**

The next meeting will be held on Thursday, March 5, 2020 at 3:30 p.m. in Committee Room 4.

**9. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:44 p.m.

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Heather Salter  
Board Chair

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Kelly Lotimer  
Legislative Coordinator

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Ann-Marie Norio  
Regional Clerk