

**THE REGIONAL MUNICIPALITY OF NIAGARA  
CORPORATE SERVICES COMMITTEE  
OPEN SESSION**

**CSC 3-2019  
Wednesday, March 20, 2019  
Council Chamber  
Niagara Region Headquarters, Campbell West  
1815 Sir Isaac Brock Way, Thorold, ON**

Committee: Bradley, Butters, Diodati, Edgar, Fertich, Foster (Committee Chair), Ip, Redekop, Rigby

Absent/Regrets: Champion, Easton, Gale, Heit, Whalen (Committee Vice-Chair)

Staff: B. Brens, Associate Director, Reporting and Analysis, H. Chamberlain, Director, Financial Management & Planning/Deputy Treasurer, D. Gibbs, Director, Legal & Court Services, T. Harrison, Commissioner/Treasurer, Enterprise Resource Management Services, S. Hendrie, Chief Information Officer, A. Jugley, Commissioner, Community Services, B. Julian, Director, Construction & Facilities Management, R. Mostacci, Commissioner, Planning & Development Services, A.-M. Norio, Regional Clerk, D. Pasto, Risk Management Program Manager, M. Trennum, Deputy Regional Clerk, R. Tripp, Acting Chief Administrative Officer

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**1. CALL TO ORDER**

Committee Chair Foster called the meeting to order at 9:46 a.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

See Minute Item 5.2.

**3. PRESENTATIONS**

There were no presentations.

**4. DELEGATIONS**

There were no delegations.

5. **ITEMS FOR CONSIDERATION**

5.1 **CSD 21-2019**

2018 Year End Results and Transfer Report

Beth Brens, Associate Director, Reporting and Analysis, provided information respecting the 2018 Year End Results and Transfer Report. Topics of the presentation included:

- Background: By-laws and Policies
- Year End Deliverables
- 2018 Results Summary - Operating
- Levy and Rate and Recommendations
- 2018 Results Summary - Capital
- Encumbrances
- Next Steps

Moved by Councillor Redekop  
Seconded by Councillor Butters

That Report CSD 21-2019, dated March 20, 2019, respecting 2018 Year End Results and Transfer Report, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the unaudited summarized results of the Niagara Region as detailed in Appendix 2 of Report CSD 21-2019, **BE RECEIVED** as follows:

Levy Programs	(\$1.7) Million
Niagara Regional Police (NRPS)	\$0.5 Million
Niagara Regional Housing (NRH)	\$2.6 Million
Court Services	<u>\$0.4 Million</u>

Levy Supported Surplus	<u>\$1.8 Million</u>
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2. That the 2018 year end operating surplus for levy supported programs of \$1.8 million **BE TRANSFERRED** to Taxpayer Relief Reserve;
3. That the 2018 year end operating surplus for rate supported programs of \$3.6 million **BE TRANSFERRED** to reserves as follows:
  - \$1.0 million surplus related to Waste Management **BE TRANSFERRED** to the Waste Management Stabilization Reserve

- \$0.5 million surplus related to Waste Management **BE TRANSFERRED** to the Waste Management Landfill Liability Reserve
  - \$0.4 million **BE TRANSFERRED** from the Wastewater Stabilization Reserve to offset the deficit incurred relating to Wastewater services
  - \$0.1 million surplus related to the water service **BE TRANSFERRED** to the Water Stabilization Reserve
  - \$2.4 million surplus related to the water service **BE TRANSFERRED** to the Water Capital Reserve; and
4. That encumbrances of \$19.5 million, Appendix 1 of Report CSD 21-2019, **BE APPROVED** and that the deferral of these expenditures be included in the 2019 operating budget.

Moved by Councillor Redekop  
Seconded by Councillor Rigby

That \$600,000 of the 2018 Year End Surplus **BE TRANSFERRED** to the 2019 Operating Budget as a one time source of funding for the Smarter Niagara Incentive Program; and

That \$1.2 million of the surplus **BE TRANSFERRED** to the taxpayer relief reserve fund and **BE ALLOCATED** for potential future housing initiatives to be approved by Council.

**Carried**

The Committee Chair called the vote on the motion, as amended, as follows:

That Report CSD 21-2019, dated March 20, 2019, respecting 2018 Year End Results and Transfer Report, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the unaudited summarized results of the Niagara Region as detailed in Appendix 2 of Report CSD 21-2019, **BE RECEIVED** as follows:

Levy Programs	(\$1.7) Million
Niagara Regional Police (NRPS)	\$0.5 Million
Niagara Regional Housing (NRH)	\$2.6 Million
Court Services	<u>\$0.4 Million</u>

Levy Supported Surplus \$1.8 Million

2. That \$600,000 of the 2018 Year End Surplus **BE TRANSFERRED** to the 2019 Operating Budget as a one time source of funding for the Smarter Niagara Incentive Program; and

That \$1.2 million of the surplus **BE TRANSFERRED** to the taxpayer relief reserve fund and **BE ALLOCATED** for potential future housing initiatives to be approved by Council;

3. That the 2018 year end operating surplus for rate supported programs of \$3.6 million **BE TRANSFERRED** to reserves as follows:

- \$1.0 million surplus related to Waste Management **BE TRANSFERRED** to the Waste Management Stabilization Reserve
- \$0.5 million surplus related to Waste Management **BE TRANSFERRED** to the Waste Management Landfill Liability Reserve
- \$0.4 million **BE TRANSFERRED** from the Wastewater Stabilization Reserve to offset the deficit incurred relating to Wastewater services
- \$0.1 million surplus related to the water service **BE TRANSFERRED** to the Water Stabilization Reserve
- \$2.4 million surplus related to the water service **BE TRANSFERRED** to the Water Capital Reserve; and

4. That encumbrances of \$19.5 million, Appendix 1 of Report CSD 21-2019, **BE APPROVED** and that the deferral of these expenditures be included in the 2019 operating budget.

**Carried**

5.2 CSD 14-2019

Niagara Region Broadband Network (NRBN) Contract Update

Councillor Diodati declared a direct pecuniary interest with respect to Report CSD 14-2019 respecting Niagara Region Broadband Network (NRBN) Contract Update (Agenda Item 5.2) as the item deals with the NRBN Contract and he is a member of the NRBN Board of Directors.

Moved by Councillor Fertich  
Seconded by Councillor Ip

That Report CSD 14-2019, dated March 20, 2019, respecting Niagara Regional Broadband Network (NRBN) Contract Renewal, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the renewal of the Niagara Regional Broadband Network (NRBN) contract for fibre optic data services **BE APPROVED** at an annual cost of \$581,756 (including 13% HST) for a period of 5 years with an option for an additional 5 years at the same rates; and
2. That the Regional Clerk and Regional Chair **BE AUTHORIZED** to execute the amending agreement with NRBN to be prepared in a form satisfactory to the Director of Legal and Court Services.

**Carried**

5.3 CSC-C 10-2019

Recommendations for Consideration from the Procurement Advisory Committee meeting held March 11, 2019

Moved by Councillor Edgar  
Seconded by Councillor Ip

That Correspondence Item CSC-C 10-2019, being a memorandum from A.-M. Norio, Regional Clerk, dated March 20, 2019, respecting Recommendations for Consideration from the Procurement Advisory Committee meeting held on March 11, 2019, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That staff **BE DIRECTED** to provide a report outlining procedures to examine the legitimacy of corporate identity for future providers for implementation in the procurement procedures;

2. That Committee **APPROVE** the proposed amendments to the Terms of Reference for the Procurement Advisory Committee as outlined in Appendix 1 of Report PAC-C 1-2019;
3. That the Committee **APPROVE** the proposed 2019-2020 Work Plan for the Committee; and
4. That the Committee **DIRECT** staff to report back on topics selected by the Committee for further investigation.

**Carried**

**6. CONSENT ITEMS FOR INFORMATION**

**6.1 CSC-C 05-2019**

Statement of Remuneration and Expenses for Members of Council and Council Appointees for 2018

Connie McCutcheon, Digital Business Transformation Consultant, provided information respecting Councillor Expenses and Open Data. Topics of the presentation included:

- What is Open Data
- Benefits of Open Data
- Open Data in Niagara
- Council Data Release
- Councillor Expense Data
- Niagara Open Data website
- Expense Information and Councillor Profiles
- Open Data Guidance

Moved by Councillor Ip  
Seconded by Councillor Fertich

That Correspondence Item CSC-C 05-2019, being a memorandum from T. Harrison, Commissioner, Enterprise Resource Management Services/Treasurer, dated March 20, 2019, respecting Statement of Remuneration and Expenses for Members of Council and Council Appointees for 2018, **BE RECEIVED** for information.

**Carried**

**6. CONSENT ITEMS FOR INFORMATION**

Moved by Councillor Rigby  
Seconded by Councillor Redekop

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

CSC-C 08-2019

A letter from W. Sendzik, Chair, Niagara Regional Housing Board of Directors, dated February 15, 2019, respecting 2018 Year-End Transfer Report

CSC-C 09-2019

A memorandum from R. Tripp, Acting Chief Administrative Officer, dated March 20, 2019, respecting Delegated Decisions of the CAO, Carmen D'Angelo, and Confidential Appendix 8 of Report CSC-C 09-2019, respecting A Matter Respecting Litigation and A Matter of Advice that is Subject to Solicitor-Client Privilege under s.239(2) of the Municipal Act, 2001 - CSD 56-2018 - Niagara-on-the-lake Wastewater Treatment Plant, **BE RECEIVED** for information.

**Carried**

**7. OTHER BUSINESS**

**7.1 Committee Quorum and Attendance**

Committee members raised concerns with attendance at the Corporate Services Committee and other Committees of Council. Committee Chair Foster advised Committee members that a motion will be provided to Council for consideration at the Council meeting being held on March 28, 2019 respecting reconsideration of the 2019 Legislative Schedule of Regular Meetings. He suggested that this may be an opportunity to further examine the meeting schedule with respect to quorum and attendance.

**8. CLOSED SESSION**

Committee did not resolve into closed session.

**9. BUSINESS ARISING FROM CLOSED SESSION ITEMS**

**9.1 Confidential Report CSD 19-2019**

A Matter of Advice that is Subject to Solicitor Client Privilege and Respecting Litigation – Summary of Civil Lawsuits Commenced Against The Regional Municipality of Niagara (Niagara Region), Niagara Regional Police Service (NRPS) and Niagara Regional Housing (NRH)

Moved by Councillor Edgar  
Seconded by Councillor Diodati

That Confidential Report CSD 19-2019, dated February 20, 2019, respecting A Matter of Advice that is Subject to Solicitor Client Privilege and Respecting Litigation – Summary of Civil Lawsuits Commenced Against The Regional Municipality of Niagara (Niagara Region), Niagara Regional Police Service (NRPS) and Niagara Regional Housing (NRH) **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

**Carried**

**9.2 Confidential Report CSD 26-2019**

A Matter Respecting Litigation and A Matter of Advice that is Subject to Solicitor-Client privilege under s. 239 (2) of the Municipal Act, 2001: 2017 Niagara Regional Police Services Property Damage Claim

Moved by Councillor Rigby  
Seconded by Councillor Butters

That Confidential Report CSD 26-2019, dated March 20, 2019, respecting A Matter Respecting Litigation and A Matter of Advice that is Subject to Solicitor-Client privilege under s. 239 (2) of the Municipal Act, 2001: 2017 Niagara Regional Police Services Property Damage Claim, **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

**Carried**

**10. NEXT MEETING**

The next meeting will be held on Wednesday, April 17, 2019 at 9:30 a.m. in the Council Chamber, Regional Headquarters.



**11. ADJOURNMENT**

There being no further business, the meeting adjourned at 11:45 p.m.

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Councillor Foster  
Committee Chair

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Matthew Trennum  
Deputy Regional Clerk

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Ann-Marie Norio  
Regional Clerk