

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

The Regional Municipality of Durham

MINUTES

FINANCE & ADMINISTRATION COMMITTEE

Tuesday, March 8, 2022

A regular meeting of the Finance & Administration Committee was held on Tuesday, March 8, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

1. Roll Call

Present: Councillor Foster, Chair
Councillor Collier, Vice-Chair
Councillor Ashe
Councillor Drew
Councillor Leahy
Councillor Mulcahy
Councillor Nicholson
Regional Chair Henry
***all members of Committee participated electronically**

Also
Present: Councillor Dies
Councillor Hight
Councillor Smith
Councillor Wotten

Staff
Present: E. Baxter-Trahair, Chief Administrative Officer
D. Beaton, Commissioner of Corporate Services
N. Taylor, Commissioner of Finance
M. Barta, Systems Support Specialist, Corporate Services - IT
B. Bridgeman, Commissioner of Planning and Economic Development
T. Fraser, Committee Clerk, Corporate Services – Legislative Services
W. Holmes, General Manager, DRT
J. Hunt, Regional Solicitor/Director of Legal Services, Corporate Services – Legal
R. Inacio, Systems Support Specialist, Corporate Services - IT
L. Fleury, Legislative Officer and Deputy Clerk Pro Tem, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest made.

3. Adoption of Minutes

Moved by Regional Chair Henry, Seconded by Councillor Drew,
(22) That the minutes of the regular Finance & Administration Committee meeting held on Tuesday, February 8, 2022, be adopted.

CARRIED

4. Statutory Public Meetings

There were no statutory public meetings.

5. Delegations

5.1 Jim Cushnie, Port Perry resident, re: Durham Region Water Bill

Jim Cushnie appeared before the Committee with respect to his water bill.

J. Cushnie advised that he received a bill for \$4,468 for a 3-month period which was 22 times higher than the average 3 month bill. J. Cushnie questioned how that amount of water could go unnoticed and stated that it would be equivalent to running the kitchen tap on full for 5.5 months. J. Cushnie added that there were contractors at the residence completing plumbing work during the time period in question and none of them spotted a leak or meter flag.

J. Cushnie stated that the process for appealing the bill was one-sided and required the establishment of a payment plan, which made it feel like the outcome was already decided. J. Cushnie added that there was a small leak in the water softener, that was repaired within two weeks of being discovered which would not cause that much water loss.

J. Cushnie advised that the water meter was tested after it was suggested by the Region. He was charged for the test, but the charges were reversed after it was confirmed that he was advised there would be no charge for the test.

Moved by Councillor Drew, Seconded by Regional Chair Henry,
(23) That Jim Cushnie be granted a one-time two minute extension to finish his delegation.

CARRIED

J. Cushnie stated that the high water bill is inconceivable, and that he has felt pressured into paying based on standard practices. J. Cushnie asked for a resolution and felt that the \$285 that has been paid is more than enough to cover the small leak with the water softener.

J. Cushnie responded to questions of the Committee.

In response to questions from the Committee, N. Taylor provided additional information with respect to potential causes for high water bills and confirmed that the meter was tested. She added that the payment term for J. Cushnie could be extended.

Moved by Councillor Collier, Seconded by Councillor Mulcahy,
(24) That the delegation from J. Cushnie, Port Perry resident, regarding
Durham Region Water Bill be received for information.

CARRIED

6. Presentations

There were no presentations to be heard.

7. Administration

7.1 Correspondence

7.2 Reports

- A) Extension of Agreement for the Acquisition of Annual Updated Orthophotography with the Related Digital Terrain Model (DTM) and Infrared Red Band via a Primary Subscriber License Agreement with First Base Solutions Inc. (2022-A-2)

Report #2022-A-2 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Drew, Seconded by Councillor Ashe,
(25) That we recommend to Council:

- A) That a five-year, sole source, Primary Subscriber License Agreement for annual orthophotography with the related Digital Terrain Model (DTM) and infrared band data with First Base Solutions Inc. be extended and approved, at a cost of \$688,261 (before applicable taxes) for the period 2022 – 20226, and the biennial update of the existing Durham Walking Network at a cost of \$22,179 (before applicable taxes) for the years 2023 and 2025 be approved;
- B) That the annual fees for the licensing subscription during the term of the agreement be funded from the Corporate Services – Information Technology annual operating budget;
- C) That the biennial fees for the Durham Walking Network update during the term of the agreement be funded from the Planning and Economic Development – Planning Division annual operating budget; and

- D) That the Commissioner of Finance be authorized to execute the Primary Subscriber License Agreement and any related documentation between First Base Solutions Inc. and the Region.

CARRIED

- B) First Meeting of Regional Council Following the 2022 Municipal Elections and the 2022 to 2026 Regular Meeting Schedule of Regional Council and Standing Committees (2022-A-3)
-

Report #2022-A-3 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Mulcahy, Seconded by Councillor Leahy,
(26) That we recommend to Council:

- A) That the Regional Clerk be directed to prepare a by-law to provide for the First Meeting of Regional Council to be held on Wednesday, November 30, 2022 at 10:00 a.m. in the Council Chambers, Regional Headquarters Building, Whitby;
- B) That the monthly Regional Council and Standing Committee meeting schedule outlined in Section 5.1 of Report #2022-A-3 of the Commissioner of Corporate Services be adopted for the 2022 to 2026 term of Council; and
- C) That a copy of Report #2022-A-3 be forwarded to the Clerks of the Area Municipalities for their information.

CARRIED

- C) The Regional Municipality of Durham's Accessibility Advisory Committee's 2021 Annual Report and 2022 Workplan (2022-A-4)
-

Report #2022-A-4 from E. Baxter-Trahair, Chief Administrative Officer, was received.

Moved by Councillor Ashe, Seconded by Councillor Leahy,
(27) That we recommend to Council:

- A) That Report #2022-A-4 of the Chief Administrative Officer be received for information as the Regional Municipality of Durham's Accessibility Advisory Committee's 2021 Annual Report; and
- B) That the Regional Municipality of Durham's Accessibility Advisory Committee's 2022 Workplan be approved.

CARRIED

8. Finance

8.1 Correspondence

8.2 Reports

A) Authorization to Undertake a Comprehensive Review and Passage of a New Regional Residential and Non-residential Development Charge By-law (2022-F-9)

Report #2022-F-9 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Nicholson, Seconded by Councillor Leahy,
(28) That we recommend to Council:

- A) That a comprehensive review and passage of a new Regional Residential and Non-residential Development Charge By-law, including the related policies, be undertaken for consideration in the spring of 2023, as required by legislation;
- B) That the following outside consulting and legal services be retained, at an estimated cost not to exceed \$300,000, to provide technical expertise with the preparation of the Regional Residential and Non-residential Development Charge By-law and Background Study as follows:
 - i. The consulting firm of Watson & Associates Economists Ltd. be retained to assist with the development of the Regional Residential and Non-residential Development Charge Background Study, including the residential and non-residential planning forecasts and policy framework;
 - ii. The legal firm of WeirFoulds LLP be retained to prepare the new Regional Residential and Non-residential Development Charge By-law, ensuring the new by-law complies with the requirements of the Development Charges Act;
 - iii. That consulting services be retained to assist Regional staff in the development of detailed capital cost estimates and related supporting analysis for the long-term roads, water supply and sanitary sewerage capital forecast;
- C) That the cost of this external consulting and legal services expenditures in the estimated amount of up to \$300,000 be financed as follows:

Development Charge Studies Reserve Fund	\$205,800	68.6%
Property Taxes	47,100	15.7%
Water and Sewer User Revenue	<u>47,100</u>	15.7%
Total	<u>\$300,000</u>	

With the property tax and water and sewer user revenue portions to be funded at the discretion of the Commissioner of Finance; and

- D) That the Commissioner of Finance be authorized to execute the necessary agreements.

CARRIED

- B) The Remuneration and Expenses in 2021 of Members of Regional Council and Regional Council Appointees to Local Boards, as Required by Section 284(1) of the Municipal Act, 2011, S.O. 2001, c. 25 (2022-F-10)

Report #2022-F-10 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Leahy, Seconded by Councillor Ashe,
(29) That we recommend to Council:

That Report #2022-F-10 of the Commissioner of Finance be received for information.

CARRIED

9. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

10. Confidential Matters

There were no confidential matters to be considered.

11. Other Business

11.1 Timing for the Comprehensive Review and Passage of a New Regional Residential and Non-residential Development Charge By-law

Councillor Ashe asked what the timeframe was for the Development Charge review and passing of a new by-law. N. Taylor advised that the process starts immediately, information will be presented to Council in the spring of 2023 and the new By-law will be considered in July 2023.

12. Date of Next Meeting

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, April 12, 2022 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

13. Adjournment

Moved by Councillor Leahy, Seconded by Regional Chair Henry,
(30) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:58 AM

Respectfully submitted,

A. Foster, Chair

L. Fleury, Legislative Officer