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## **The Regional Municipality of Durham**

### **MINUTES**

#### **FINANCE & ADMINISTRATION COMMITTEE**

**Tuesday, May 10, 2022**

A regular meeting of the Finance & Administration Committee was held on Tuesday, May 10, 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, with the exception of Chair Foster, participated electronically**

Also  
Present: Councillor Smith

Staff  
Present: D. Beaton, Commissioner of Corporate Services  
N. Taylor, Commissioner of Finance  
K. Chakravarthy, Chief Information Officer, Corporate Services - IT  
J. Demanuele, Acting Commissioner of Works  
T. Fraser, Committee Clerk, Corporate Services – Legislative Services  
A. Harras, Regional Clerk/Director of Legislative Services  
A. Hector-Alexander, Director, Diversity, Equity and Inclusion  
W. Holmes, General Manager, DRT  
J. Hunt, Regional Solicitor/Director of Legal Services, Corporate Services – Legal  
R. Inacio, Systems Support Specialist, Corporate Services - IT  
N. Pincombe, Director, Business Planning & Budgets  
M. Simpson, Director, Risk Management, Economic Studies and Procurement  
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 Councillor Mulcahy, Seconded by Councillor Drew,  
(43) That the minutes of the regular Finance & Administration Committee meeting held on Tuesday, April 12, 2022, be adopted.

CARRIED

Councillor Collier noted that he was not present for the April 12, 2022 meeting and advised that he had pulled two items of correspondence from the Council Information Package (CIP) which were included on the Agenda and were received for information at the meeting. He asked if the items could still be considered for endorsement. Chair Foster advised that Councillor Collier could bring the items forward for consideration at the June 14, 2022 meeting.

**4. Statutory Public Meetings**

There were no statutory public meetings.

**5. Delegations**

There were no delegations.

**6. Presentations**

**6.1 Kalyan Chakravarthy, Chief Information Officer, re: Technology & Cybersecurity Risk Program**

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K. Chakravarthy, Chief Information Officer, provided a presentation with respect to the Technology and Cybersecurity Risk Program. Highlights of the presentation included:

- Background
- Purpose and Scope
- Outcomes for the Program
- Program Outline
- Phase 1
- Phase 1 Estimates – Cost/Effort
- Phase 2
- Phase 2 Estimates – Cost/Effort
- Phase 3
- Phase 3 Estimates – Cost/Effort

Staff responded to questions with respect to cyber security insurance; frequency of reporting for the Technology and Cyber Risk Program; and the Region's knowledge base.

N. Taylor advised that the Region, in conjunction with the area municipalities, is looking at a cyber partnership and considering cyber insurance options.

## **7. Administration**

### **7.1 Correspondence**

There were no communications to consider.

### **7.2 Reports**

#### **A) Appointment of New Members to the Durham Accessibility Advisory Committee (AAC) (2022-A-13)**

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Report #2022-A-13 from E. Baxter-Trahair, Chief Administrative Officer, was received.

Moved by Councillor Mulcahy, Seconded by Councillor Ashe,  
(44) That we recommend to Council:

That the following people be appointed to the Durham Accessibility Advisory Committee:

Mr. Wayne Henshall – Community member; and

Ms. Lorrie Houston – Agency member.

CARRIED

#### **B) Delegation of Signing Authority to the Regional Chair and Chief Administrative Officer for Execution of Labour Relations/Employee Negotiations during Lane Duck Period (2022-A-14)**

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Report #2022-A-14 from D. Beaton, Commissioner of Corporate Services, was received. Staff responded to questions with respect to whether the Chair, or Mayors, can execute agreements during a "lame duck" period.

Moved by Councillor Ashe, Seconded by Regional Chair Henry,  
(45) That we recommend to Council:

That the Regional Chair and Chief Administrative Officer be authorized to execute ratified negotiation agreements for potentially up to three collective bargaining units during the Lane Duck Period of Council provided that the terms of such agreements do not deviate from existing approved direction.

CARRIED

**8. Finance**

**8.1 Correspondence**

- A) Correspondence from the Town of Georgina, re: Resolution passed at their Council meeting held on March 2, 2022, in support of Federal funding for a Lake Simcoe Restoration Fund
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Moved by Councillor Drew, Seconded by Councillor Mulcahy,  
(46) That we recommend to Council:

That the correspondence from the Town of Georgina, re: Resolution passed at their Council meeting held on March 2, 2022, in support of Federal funding for a Lake Simcoe Restoration Fund, be endorsed.

CARRIED

**8.2 Reports**

- A) Modernization of the 9-1-1 Agreement with the Region of Durham, User Agencies and the Area Municipalities and Introduction of a Service Agreement between the Region of Durham and the Durham Region Police Services Board (2022-F-12)
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Report #2022-F-12 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Leahy, Seconded by Regional Chair Henry,  
(47) That we recommend to Council:

That the legacy 9-1-1 agreement be replaced and a new service agreement be established while maintaining Regional Council's responsibility for the 9-1-1 Emergency System with Durham Regional Police Services to continue to provide the 9-1-1 operations through the following actions:

- A) The draft modernized system agreement be circulated to the Area Municipal CAOs by the Regional CAO for their input and presentation to their Councils for execution as users of the 9-1-1 system through the fire services and the Regional CAO be authorized to negotiate the final language of the agreement, while maintaining the intent as outlined in Report #2022-F-12 of the Commissioner of Finance;
- B) The Regional CAO be authorized to negotiate with the Durham Regional Police Services (DRPS) CAO to finalize the new service agreement and present to the DRPS Board for execution, while maintaining the intent as outlined in Report #2022-F-12 of the Commissioner of Finance; and
- C) The Regional Chair and Clerk be authorized to execute the modernized system agreement between the Region, the Durham Regional Police Services Board and the Area Municipalities, and a new service agreement between the Region and the Durham Regional Police Services Board, in a form satisfactory to the Regional Treasurer and Solicitor.

CARRIED

B) Sole Source Purchase for Supplemental Washroom Facilities to Support Daily Operations (2022-F-13)

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Report #2022-F-13 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Nicholson, Seconded by Regional Chair Henry,  
(48) That we recommend to Council:

That a sole source agreement extension with K. J. Camper's Ltd. (also known as Classy Potties To Go) for portable washroom facilities, extending the term of the contract from January 1, 2022 to August 31, 2022 at a total estimated cost of up to \$175,000, to be funded from the approved 2022 Durham Region Transit Business Plans and Budget, be approved and the Commissioner of Finance be authorized to execute any necessary related agreements.

CARRIED

C) Your Monthly Pass Incentives for the 2022/23 Secondary School Term (2022-F-14)

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Report #2022-F-14 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Collier, Seconded by Councillor Drew,  
(49) That we recommend to Council:

- A) That an extension of the Y10 Youth Loyalty Pass for the 2022-23 academic year at a monthly cost of \$76.05, providing a savings of \$174.50 for the ten-month school year, be approved;
- B) That the pilot bulk monthly youth pass program available to school boards and their school board transportation consortium within Durham Region, be revised providing a graduated fare discount based on the total number of monthly youth passes collectively purchased by a school board and/or their respective transportation consortium, be extended to the 2022/23 school term (September 2022 through June 2023);
- C) That the graduated discount rate for the pilot bulk monthly youth pass program as shown below, for school boards and their transportation consortium, be approved effective for the 2022/23 academic year;

Less than 126 monthly passes	Youth rate or 20 percent discount on standard fare (\$93.50)
126-250 monthly passes	25% discount on standard fare (\$87.75)
More than 250 monthly passes	35% discount on standard fare (\$76.05); and

- D) That further revisions to the Y10 Youth Loyalty Pass and pilot bulk monthly youth pass program be considered during the 2023 Strategic Issues and Financial Forecast and DRT Business Plan and Budget processes.

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**

There was no other business to be considered.

**12. Date of Next Meeting**

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, June 14, 2022 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**13. Adjournment**

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

CARRIED

The meeting adjourned at 10:06 AM

Respectfully submitted,

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A. Foster, Chair

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L. Fleury, Legislative Officer