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The Regional Municipality of Durham

MINUTES

FINANCE & ADMINISTRATION COMMITTEE

Tuesday, February 13, 2024

A regular meeting of the Finance & Administration Committee was held on Tuesday, February 13, 2024 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 Leahy, Vice-Chair
Councillor Garrod
Councillor Lee*
Councillor McDougall
Councillor Schummer*
Councillor Woo
Regional Chair Henry

***denotes Councillors participating electronically**

Also

Present: Councillor Pickles*

Absent: Councillor Ashe, Chair, with regrets

Staff

Present: S. Austin, Director, Strategic Initiatives
E. Baxter-Trahair, Chief Administrative Officer
A. Burgess, Director, Communications & Engagement
S. Ciani, Committee Clerk, Corporate Services – Legislative Services
L. Fleury, Deputy Clerk, Corporate Services – Legislative Services
B. Goodwin, Commissioner of Corporate 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, CAO's Office – Legal
R. Inacio, Systems Support Specialist, Corporate Services – IT
L. O'Dell, Director, Corporate Services - HR
N. Taylor, Commissioner of Finance

In the absence of Chair Ashe, Vice-Chair Leahy assumed the Chair.

2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest made.

3. Adoption of Minutes

Moved by Regional Chair Henry, Seconded by Councillor Woo,
(1) That the minutes of the following meetings be adopted:

- Regular Finance & Administration Committee meeting held on December 12, 2023; and
- Closed Finance & Administration Committee meeting held on December 12, 2023.

CARRIED

4. Statutory Public Meetings

There were no statutory public meetings.

5. Presentations

There were no presentations.

6. Delegations

There were no delegations.

7. Administration

7.1 Correspondence

There were no communications to consider.

7.2 Reports

A) The Regional Municipality of Durham's Accessibility Advisory Committee's 2023 Annual Report, 2024 Workplan and Revised Terms of Reference (2024-A-1)

Report #2024-A-1 from Elaine Baxter-Trahair, Chief Administrative Officer, was received.

Councillor McDougall acknowledged the work of the Accessibility Advisory Committee and thanked them for all they do.

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

- A) That Report #2024-A-1 of the Chief Administrative Officer be received for information as The Regional Municipality of Durham's Accessibility Advisory Committee's 2023 Annual Report; and
- B) That the Regional Municipality of Durham's Accessibility Advisory Committee's 2024 Workplan be approved; and

- C) That the Regional Municipality of Durham's Accessibility Advisory Committee's revised Terms of Reference be approved.

CARRIED

B) Repeal of Public Notice By-law and Approval of new Public Notice Policy (2024-A-2)

Report #2024-A-2 from Barb Goodwin, Commissioner of Corporate Services, was received.

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

- A) That the Public Notice Policy included as Attachment #1 to Report #2024-A-2 of the Commissioner of Corporate Services be approved;
- B) That the Regional Clerk, in consultation with the Chief Administrative Officer, be granted the authority to amend the Public Notice Policy as required; and
- C) That Public Notice By-law #82-2007 be repealed.

CARRIED

8. Finance

8.1 Correspondence

There were no communications to consider.

8.2 Reports

There were no Finance reports to be considered.

9. Advisory Committee Resolutions

There were no advisory committee resolutions to be considered.

10. Confidential Matters

10.1 Reports

- A) Confidential Report of the Commissioner of Corporate Services – Labour Relations/Employee Negotiations with respect to the CUPE Local 1785, and CUPE Local 132; and Approval for Management/Exempt Group to Adopt Annual Economic Increase Mirror Language (2024-A-3)
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Confidential Report #2024-A-3 from Barb Goodwin, Commissioner of Corporate Services, was received.

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

That the recommendations contained in Confidential Report #2024-A-3 of the Commissioner of Corporate Services be adopted.

CARRIED

11. Other Business

11.1 Performance Review Process for the CAO

Councillor Schummer questioned whether the Region of Durham has a formal performance review process for the Chief Administrative Officer (CAO) position and suggested that Regional Council consider whether they think there should be a policy in place to ensure regular reviews are conducted.

Regional Chair Henry advised that while there is no formal review process, he meets directly with the CAO multiple times per week and the work that is being done by the CAO at the regional, provincial and federal levels is exemplary. Chair Henry added that there has been continuous improvement at the Region under the direction of the current CAO.

11.2 Fair Funding Allocations from the Provincial and Federal Levels of Government

Regional Chair Henry raised concerns regarding the Region receiving less federal funding than the City of Toronto although the Region faces the same challenges. N. Taylor advised that the Region continues to lobby for its fair share of federal funding through efforts of the Government Relations advocacy work in the CAO's office.

Regional Chair Henry requested that staff endeavour to track the additional federal and provincial funding that recently went to the City of Toronto through their 2024 budget process so the Region can petition upper levels of government for equal and fair funding for all; and that staff prepare a motion for Council's consideration, to ensure the federal and provincial governments are aware that Durham Region faces similar challenges to the City of Toronto and is not receiving its fair share of funding.

12. Date of Next Meeting

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, March 19, 2024 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 McDougall,
(5) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:47 AM

Respectfully submitted,

C. Leahy, Vice-Chair

L. Fleury, Deputy Clerk