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## **The Regional Municipality of Durham**

### **MINUTES**

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

**Tuesday, November 10, 2020**

A regular meeting of the Finance & Administration Committee was held on Tuesday, November 10, 2020 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, except Councillor Foster and Regional Chair Henry, participated electronically**

Also

Present: Councillor Highet  
Councillor Smith

Staff

Present: E. Baxter-Trahair, Chief Administrative Officer  
D. Beaton, Commissioner of Corporate Services  
N. Taylor, Commissioner of Finance  
R. Inacio, Systems Support Specialist, Corporate Services - IT  
R. Walton, Regional Clerk/Director of Legislative Services, attended for part of the meeting  
L. Fleury, Legislative Officer and Deputy Clerk Pro Tem, Corporate Services – Legislative Services

## **2. Declarations of Interest**

There were no declarations of interest.

Chair Foster asked Commissioner Taylor to provide an update on the Region's Budget virtual Townhall meeting. N. Taylor advised that the event was held on October 21, 2020 and over 12,000 residents participated.

## **3. Adoption of Minutes**

Moved by Councillor Leahy, Seconded by Councillor Drew,  
(81) That the minutes of the regular Finance & Administration Committee meeting held on Tuesday, October 13, 2020, be adopted.  
CARRIED

## **4. Statutory Public Meetings**

There were no statutory public meetings.

## **5. Delegations**

### **5.1 Lorraine Sunstrum-Mann, Chief Executive Officer and Harry Deeg, Director of Finance and Administration, Grandview Children's Centre re: Grandview Children's Centre Presentation under the Region's Community Investment Grant Policy**

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Lorraine Sunstrum-Mann and Harry Deeg, participating electronically, appeared before the Committee with respect to the Grandview Children's Centre Presentation under the Region's Community Investment Grant Policy. A copy of their presentation was distributed electronically to the Committee.

Highlights of the presentation included:

- Our vision for the New Grandview
  - The new facility will be a Children's Treatment Centre that supports the seamless and coordinated provision of family-centred care for children and youth with physical, communication and developmental needs, and their families
- What does it take to build the new Grandview?
  - The P3 Model
  - Project Schedule
- Relocating Headquarters to Ajax
- Community Spaces
  - Pool and entrance
  - Meeting Rooms
  - Lobby program
  - Multi-use gym

- Partner space
  - Exterior program
- A sense of “place”
  - Architectural identity
  - Architectural interiors
- Investing in our Community’s future
  - Region of Durham’s support
  - Community Investment Grant
  - The value for our community

L. Sunstrum-Mann stated that residents across all Durham communities continue to understand how important this facility is to families and remain very generous supporters of Grandview Kids. She added that in 2015 they requested an estimated \$3 million through their “Believe” fundraising campaign and since then the project has been finalized and approved. She advised that Grandview is now in the position to formally request the Region of Durham’s Community Investment Grant in the amount of \$5,035,000. She added that the figure is based on 2020 finalization of Grandview’s total project costs and the Community Investment Grant eligibility criteria.

L. Sunstrum-Mann stated that the new Grandview closely aligns with and supports the Region’s strategic goals. She added that the new facility provides an opportunity to address a number of current challenges facing Grandview and their ability to serve Durham’s children and youth.

L. Sunstrum-Mann advised that the demand for Grandview services is now 20,000 Durham Region families per year and opening a community-based facility, supporting an integrated mix of childhood development, and paediatric rehabilitation activities is required. She stated that a full continuum of community-based integrated care can prevent client deterioration/complications and vulnerable families can access appropriate low acuity resources and reduce the burden to the healthcare system. She added that Durham Region’s Community Investment Grant will support them in making this vision reality for the tens of thousands (and counting) of children, youth and families who rely on the services offered by Grandview.

L. Sunstrum-Mann responded to questions from the Committee.

Moved by Councillor Collier, Seconded by Councillor Ashe,  
(82) That the request from Grandview Children’s Centre for a Community Investment Grant in the amount of \$5,035,000.00 be referred to the 2021 budget process.

CARRIED

**6. Presentations**

There were no presentations.

**7. Administration**

**7.1 Correspondence**

There were no communications to consider.

**7.2 Reports**

**A) Additional Lieu Time in Compensation of Overtime – Management/Exempt – COVID-19 Related (2020-A-22)**

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Report #2020-A-22 from D. Beaton, Commissioner of Corporate Services, was received.

D. Beaton responded to a question with respect to what lower-tier municipalities are doing for management/exempt staff to compensate for additional time and effort during the COVID-19 Pandemic. D. Beaton advised that he will obtain the information on this prior to the November 25<sup>th</sup> Council meeting.

Chair Foster requested that E. Baxter-Trahair also speak to her CAO counterparts about what each municipality is doing differently during COVID-19.

Moved by Councillor Drew, Seconded by Councillor Nicholson,  
(83) That we recommend to Council:

That approval be given to the Commissioner of Corporate Services, in consultation with the Chief Administrative Officer, to authorize an additional 70 hours of lieu time to Management Employees, up to the Director role, to compensate them for their additional documented time and efforts incurred in maintaining Regional operations during the Emergency Declaration period and the COVID-19 Response efforts to date.

CARRIED

**B) Extension of Belden Cabling Standardization, to Meet Certifications Established for Networking and Voice Over Internet Protocol Installations (2020-A-23)**

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Report #2020-A-23 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Collier, Seconded by Councillor Leahy,  
(84) That we recommend to Council:

That the standardization of Belden for replacement, upgrade, addition, and new implementation of networking and Voice over Internet Protocol cabling for

Regional facilities be extended for an additional five years, until November 30, 2025.

CARRIED

**8. Finance**

**8.1 Correspondence**

**A) Information Report #2020-INFO-88: 2019 Annual Investment Report**

Staff responded to questions about the Region's investment portfolio including changes in legislation; the current mix of investments; and whether using debt as a financing tool has been considered. N. Taylor advised that she hopes to report back in the Spring on changes to how the investment portfolio is managed and she added that the budget will provide a better capital financing forecast.

Moved by Councillor Collier, Seconded by Regional Chair Henry,

(85) That Information Report #2020-INFO-88: 2019 Annual Investment Report, be received for information.

CARRIED

**B) Correspondence from the Town of Ajax re: Support of Ambulatory Services at Ajax Pickering Hospital**

Discussion ensued with respect to the correspondence regarding support of ambulatory services at Ajax-Pickering hospital and whether there was further information available about this matter.

Moved by Councillor Collier, Seconded by Councillor Nicholson,

(86) That correspondence from the Town of Ajax, re: Support for Ambulatory Services at Ajax Pickering Hospital, be received for information.

DEFERRED

(See Following Motion)

Moved by Regional Chair Henry, Seconded by Councillor Leahy,

(87) That correspondence from the Town of Ajax, re: Support for Ambulatory Services at Ajax Pickering Hospital, be deferred to the December 8, 2020 Finance & Administration Committee meeting for consideration.

CARRIED

Staff advised that they will obtain further information on this prior to it being considered at the December Finance & Administration Committee meeting.

**C) Information Report #2020-INFO-100: 2019 Federal Gas Tax Annual Report**

Councillor Collier asked for information with respect to the status of the road building pilot with Regional waste materials. E. Baxter-Trahair advised that she will request a status update memo from the Works Department for the November 25<sup>th</sup> Council meeting.

Moved by Councillor Collier, Seconded by Councillor Mulcahy,  
(88) That Information Report #2020-INFO-100: 2019 Federal Gas Tax Annual Report, be received for information.

CARRIED

D) Correspondence from the Municipal Finance Officers' Association of Ontario re: One-year extension of deadlines in O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015 and Sample Resolution

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

Whereas the COVID-19 pandemic has had significant financial and operational impacts on Ontario municipalities;

And whereas municipalities have had to divert resources towards addressing the immediate needs of the pandemic and maintaining service delivery standards despite evolving restrictions and limited funds;

And whereas the Government of Ontario has delayed timelines with respect to several pieces of legislation;

And whereas the Government of Ontario has regulated municipal asset management through O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015;

And whereas O. Reg. 588/17 mandates that every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets by July 1, 2021, and in respect of all of its other municipal infrastructure assets by July 1, 2023;

And whereas the key components of an asset management plan as required by the regulation are:

1. Infrastructure asset inventory
2. Levels of service
3. Lifecycle management and financial strategy

And whereas there is a concern amongst Municipal Finance Officers' Association of Ontario (MFOA) members and their municipalities that current capacity

challenges (redeployment of staff, and lack of available resources) will result in limitations for purposeful asset management planning;

And whereas Ontario municipalities do not anticipate the current capacity challenges to be resolved in the short-term;

Now therefore be it resolved that the Region of Durham supports MFOA's letter to the Ministry of Infrastructure requesting a one-year extension of deadlines in O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015; so that all municipalities can focus on the immediate needs of the pandemic and engage in municipal asset management planning when capacity challenges are resolved.

CARRIED

## 8.2 Reports

### A) Banking Agreement, Bank Signing Authority and Electronic Banking Transactions By-law Update and Repeal of Petty Cash By-law (2020-F-21)

Report #2020-F-21 from N. Taylor, Commissioner of Finance, was received.

Moved by Councillor Nicholson, Seconded by Councillor Mulcahy,  
(90) That we recommend to Council:

- A) That the Regional Chair and Regional Clerk be authorized to sign the Royal Bank of Canada Resolution regarding Banking form;
- B) That a replacement by-law to designate persons for the purpose of signing cheques issued by the Region of Durham and to authorize electronic banking activities, generally in the form outlined in Attachment #1 to Report #2020-F-21 of the Commissioner of Finance, be approved and By-law #57-2008 be repealed;
- C) That By-law #18-73, as amended by By-law #108-88, being a by-law governing the petty cash and imprest funds, be repealed; and,
- D) That the Director of Legal Services be directed to prepare the necessary by-law.

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 Lakeridge Health Corporation Funding Requests**

Regional Chair Henry noted that there are several upcoming projects to be undertaken by the Lakeridge Health Corporation and there is a need to discuss the long-term financial requests that may be coming forward. He stated that the Region previously had representation on the Lakeridge Health Board and suggested that perhaps this needs to be revisited. Regional Chair Henry requested that staff provide information at the next Committee meeting with respect to the potential future funding requests from Lakeridge Health Corporation and the possibility of having a Regional representative on their Board.

**11.2 Provincial Budget – Business Education Tax**

Chair Foster asked N. Taylor to provide information on the potential ramifications to the Region due to the reduction in the Business Education Tax rate. N. Taylor advised that despite the benefits, there will be a resulting negative impact to municipalities who have Payment in Lieu properties, particularly those with nuclear facilities. Councillor Ashe advised that Pickering has contacted MPP Bethlenfalvy in this regard. The potential for a motion to be presented to Regional Council on this matter was discussed.

**12. Date of Next Meeting**

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, December 8, 2020 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**13. Adjournment**

Moved by Councillor Collier, Seconded by Councillor Mulcahy,  
(91) That the meeting be adjourned.

CARRIED

The meeting adjourned at 10:27 AM

Respectfully submitted,

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A. Foster, Chair

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L. Fleury, Legislative Officer