

Office of the Regional Clerk
CORPORATE SERVICES DEPARTMENT

A G E N D A

FINANCE AND ADMINISTRATION COMMITTEE

Committee Room "A"
Administrative Centre
17250 Yonge Street
Newmarket, Ontario

June 5, 2003

9:00 a.m.

DISCLOSURE OF INTEREST

Page No.

DEPUTATIONS

PRESENTATIONS

1. Kees Schipper, Commissioner of Transportation and Works and Paul May, Director, Planning & Approval regarding Advancing the Timing of Projects – Ten Year Road Capital Program.

COMMUNICATION

2. R. J. Martin, May 28, 2003, regarding the Juno Beach Centre, and requesting deputation status.

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DEPUTATION

3. R. J. Martin, regarding the Juno Beach Centre.

REPORT SUBMITTED BY THE
CHIEF ADMINISTRATIVE OFFICER

4. York Region's SARS Recovery Initiatives

To be distributed separately.

**REPORT SUBMITTED BY THE
COMMISSIONER OF TRANSPORTATION & WORKS AND
COMMISSIONER OF FINANCE**

5. Advancing the Timing of Projects Ten-Year Road Capital Program 03

May 28, 2003, 2003, recommending that:

1. Transportation and Works staff take action to accelerate the pre-construction activities (environmental assessment, design, property acquisition and utility relocation) such that all road capital projects identified in *Attachment 2* to this report can be advanced to the proposed year of construction identified.
2. Transportation and Works staff meet with York Consortium 2002 to discuss the coordination and early implementation of the road widenings for Warden Avenue-Steeles Avenue to north of Highway 7, Highway 7-Rouge River to Sciberras Road and Kennedy Road-Steeles Avenue to Highway 7 and report further to Transportation and Works Committee.
3. Transportation and Works staff modify the ten-year road capital program generally as outlined in this report.
4. Transportation and Works and Finance staff bring forward the revised program and options for funding to Council as part of the consideration of the 2004 budget.
5. Copies of this report be circulated by the Regional Clerk to the Clerks of all local municipalities in York Region.

**REPORT SUBMITTED BY THE
COMMISSIONER OF FINANCE**

6. 2003 Funding of Capped Property Classes 17

May, 27, 2003, recommending that:

1. The Regional Treasurer be authorized to determine for the 2003 taxation year the percentage of tax decreases that must be withheld to fund the 5% cap on assessment related tax increases for each of the Commercial, Industrial and Multi-Residential classes.
2. Should the amount of tax increases exceed the available tax decreases needed to fund the 5% cap on assessment related tax increases for any of the protected property classes, the Regional Treasurer be authorized to fund the resulting shortfall from the Tax Write-off Reserve Fund.

3. The Regional Solicitor be authorized to prepare the necessary by-law to give effect to the above noted recommendations.

**REPORT SUBMITTED BY THE
COMMISSIONER OF FINANCE, COMMISSIONER OF TRANSPORTATION & WORKS
COMMISSIONER OF PLANNING & DEVELOPMENT SERVICES**

7. **Holland Landing & Queensville Communities** **21**
Prepaid Development Charge Credit Agreement
Town of East Gwillimbury
 - ◆ **Extension of York Durham Sewage System**
 - ◆ **Provision of Regional Water Supply**

May 28, 2003, recommending that:

1. Council authorize staff to negotiate the terms of a prepaid development charge credit agreement with the Holland Landing and Queensville Developer Groups and the Town of East Gwillimbury (subject to approval from Town of East Gwillimbury Council) in accordance with the principles outlined in this report for:
 - a) The extension of the York Durham Sewage System to the Holland Landing and Queensville Communities at an estimated cost of \$17.5 million to be funded 100% by the Holland Landing and Queensville developer groups.
 - b) The accelerated construction of the Queensville Elevated Tank at an estimated cost of \$3.1 million.
2. The Regional Chair and clerk be authorized to execute the agreement for the advanced construction of the YDSS connection to the Holland Landing and Queensville Communities and the water infrastructure subject receipt of funding as outlined in this report.

**REPORT SUBMITTED BY THE
COMMISSIONER OF FINANCE**

8. **Prepaid Development Charge Credit Agreement Principles** **31**
West Cathedral Community Elgin Mills Watermain
Pressure District 7, Town of Markham

May 27, 2003, recommending that:

1. Regional staff be authorized to proceed with negotiating the terms of a prepaid Development Charge Credit Agreement with developers in the West Cathedral Community area in the Town of Markham in

accordance with the principles outlined in this report, for the advanced construction of the Pressure District 7 Elgin Mills watermain from Leslie Street to Woodbine Avenue, at an estimated cost of \$2.7 million.

2. The Regional Chair and Clerk be authorized to execute the agreement subject to receipt of funds from the Developer as outlined in this report.

**REPORT SUBMITTED BY THE
COMMISSIONER OF FINANCE, COMMISSIONER OF TRANSPORTATION &
WORKS, COMMISSIONER OF PLANNING & DEVELOPMENT SERVICES**

**9. Prepaid Development Charge Credit Agreement Principles
Bayview Avenue Widening, East Holland Trunk Sewer –
Town of Aurora**

41

May 28, 2003, recommending that:

1. Regional staff be authorized to proceed with negotiating the terms of a prepaid Development Charge Credit Agreement with the Aurora 2B Developer Group in accordance with the principles outlined in this report for:
 - a) The road widening of Bayview Avenue from Wellington Street to St. John's Sideroad at an estimated cost of \$4.0 million to be funded 100% by the Aurora 2B Developer Group;
 - b) The construction of the East Holland Trunk Sewer (St. John's Sideroad portion) at an estimated cost of \$7.0 million to be funded 80% by the Aurora 2B Developer Group and 20% by the Region;
2. The Regional Chair and Clerk be authorized to execute the Agreement subject to receipt of funding from the Aurora 2B Developer Group as outlined in this report.
3. Regional Council waive the purchasing By-law # A-0304-2002-031 to permit regional staff to extend the existing engineering assignment with XCG Consultants Limited from \$216,000 to \$366,000 to include the full detailed design for the East Holland Trunk Sewer (St. John's Sideroad and Tableland components).
4. Regional staff be authorized to proceed with the initiation of the Environmental Assessment for the Aurora Equalization Tank, subject to receipt of the necessary funding from the Aurora 2B Developer Group, estimated at \$250,000.
5. The Aurora Equalization Tank at an estimated construction value of \$7.0 million be included in the 2004 Ten Year Capital Program as a priority project scheduled for construction in 2007.

**REPORTS SUBMITTED BY THE
COMMISSIONER OF FINANCE**

10. Increase in Write-Off Authority for Outstanding Accounts 51

May 27, 2003, recommending that:

1. The Regional Collection Policy be amended to increase the Regional Treasurer's authority for the write-off of outstanding accounts to \$10,000 per account in accordance with the prevailing maximum limit for Small Claims Court.
2. Schedule "A" to By-law No. A-184-95-139 be amended to reflect the foregoing.

11. Server Based Computing (SBC) 57

May 27, 2003, recommending that:

1. Committee and Council endorse the adoption of a server based computing model option for the corporation to be implemented as current desktop equipment becomes due for replacement.
2. That staff be authorized to lease thin client devices for 72 month terms in support of Server Based Computing, pending a full financial analysis of the leasing vs. purchasing for this term.

**REPORT SUBMITTED BY THE
COMMISSIONER OF FINANCE AND COMMISSIONER OF COMMUNITY SERVICES &
HOUSING**

12. Impact of the Province of Ontario Integrated Network Project (INP) 63

May 27, 2003, recommending that this report be received for information.

**REPORTS SUBMITTED BY THE
COMMISSIONER OF COMMUNITY SERVICES AN HOUSING AND THE COMMISSIONER
OF CORPORATE SERVICES**

**13. Leased Office Space Community Services and Housing Department 69
3901 Highway No. 7, City of Vaughan**

May 16, 2003, recommending that:

1. Regional Council authorize entering into a lease extension with Gallu Construction Inc. for the Community Services and Housing Department office located on the second and fifth floors at 3901 Highway No. 7 in the City of Vaughan effective October 1, 2003, for a term of ten years at an annual cost, including base rent, operating and taxes, of \$311,310 plus a one-time leasehold improvement cost of \$72,821.
2. The Regional Chair and the Regional Clerk be authorized to execute the lease on behalf of The Regional Municipality of York, subject to review by the Legal Services Branch, Corporate Services Department.
3. Staff be authorized to take all steps necessary to affect this agreement.

**14. Leased Office Space Community Services and Housing Department 77
144 Main Street, Town of Markham**

Undated, recommending that:

1. Regional Council authorize staff to negotiate and enter into a lease agreement with 1209094 Ontario Limited for approximately 5,494 square feet located at 144 Main Street in the Town of Markham effective August 1, 2003, for a term of five years.
2. The Regional Chair and the Regional Clerk be authorized to execute the lease on behalf of The Regional Municipality of York, subject to review by the Legal Services Branch, Corporate Services Department.
3. Staff be authorized to take all steps necessary to affect this agreement.

**REPORTS SUBMITTED BY THE
COMMISSIONER OF FINANCE**

15. Development Charge Credit Request 83
B.G.S. Stouffville Inc.
Lake Woods Drive and Aurora Road
Town of Whitchurch-Stouffville

May 27, 2003, recommending that:

1. Council authorize a development charge (“DC”) credit in the amount of \$119,899 (76.5%) for the growth-related component (development charges) of proposed road works to be undertaken by B.G.S. Stouffville Inc. in the Town of Whitchurch-Stouffville, subject to completion of the works to the satisfaction of the Commissioner of Transportation and Works; and,
2. The Regional Solicitor be authorized to include the development charge credit provisions in the development charge agreement regarding the B.G.S. Souffville Inc. subdivision with credits to be funded from future Regional roads DC credits otherwise payable at the time of subdivision registration.

16. Development Charge Credit Request 89
First Gulf Keele Holdings Inc.
Keele Street & Highway 407
City of Vaughan

May 27, 2003, recommending that:

1. Council authorize a development charge (“DC”) credit in the amount of \$315,454 (80%) for the growth-related component (development charges) and a recovery of \$79,290 (20%) for the non-growth component (tax levy) of proposed road works to be undertaken by First Gulf Keele Holdings Inc. in the City of Vaughan, subject to completion of works to the satisfaction of the Commissioner of Transportation and Works; and,
2. Development Charge credits for the non-residential plan of subdivision will be funded from future Regional roads DC credits otherwise payable at the time of building permit issuance.

17. Accounts Receivable Status Report 97

May 27, 2003, recommending that:

1. Regional Council receive for information accounts summarized in Attachment No. 1 which were approved for write-off by the Regional Treasurer in 2002 in accordance with By-law No. A-184-95-139.
2. Council receives for information the status of Accounts Receivable as at December 31, 2002 as reported in Attachment No. 2.

18. Ministry of Municipal Affairs and Housing Year 2002 Municipal Performance Measurement Program 103

May 27, 2003, recommending that:

1. This report outlining York Region's submission to the Ministry of Municipal Affairs and Housing on the Financial Information Return and the Municipal Performance Measurement Program (MPMP) be received;
2. In accordance with MPMP public reporting requirements, Council authorize staff to prepare a report to the taxpayers outlining the MPMP results to be posted on the York Region's website by the deadline of September 30, 2003.

**REPORT SUBMITTED BY THE
COMMISSIONER OF CORPORATE SERVICES**

19. Sale of Surplus Property 119
Major Mackenzie Drive/Highway 48
Town of Markham

May 13, 2003, recommending that:

1. Regional Council declare surplus and give notice of its intention to sell 0.52 acres of land described as being Part of the Original Road Allowance between Lots 20 and 21 and Part of Lots 20 and 21, Concession 7, Town of Markham and designated as Part 1 on a draft Reference Plan prepared by Lloyd & Purcell Ltd. and dated January 8, 2003 subject to an easement for the existing watermain and less any land required for a 0.3 meter reserve across the Regional road frontage.
2. The above described lands be stopped up and closed in accordance with the notice and hearing requirements of the *Municipal Act* and the Region shall retain a 0.3 meter reserve across the Regional road frontage.

3. Notice be given of Council's intent to sell these lands to the abutting land owner.
4. The Director of Realty Services be directed to conduct an appraisal of the property, the cost of which shall be paid in advance by the purchaser, and to commence negotiations for the sale of the property, and present the results to Council for consideration.
5. An administration fee of \$1,500.00, together with all costs in connection with this transaction such as advertising, legal and any necessary utility relocation are to be paid for by the purchaser in advance of any expenditure by the Region.

**REPORTS SUBMITTED BY THE
COMMISSIONER OF FINANCE**

(Deferred from the Finance and Administration Committee meeting of May 8, 2003)

20. Organization and Process Review for Information Technology Services 125

May 1, 2003, recommending that:

1. The report prepared by KPMG LLP, entitled an Organizational and Process Review for IT Services Report – March 2003, be received;
2. Strategies to improve project delivery for regional department program initiatives and improved support for application and infrastructure be implemented within the 2003 Budget;
3. The addition of a Service Desk Supervisor as a temporary position in 2003 be approved;
4. Staff be directed to bring forward an analysis of the multi-year implementation for the remaining KPMG recommendations in subsequent years prior to the 2004 Budget.

21. Telecommunications and Network Strategy Implementation Plan 147

May 1, 2003, recommending that:

1. The report prepared by Graycom Analysis entitled Telecommunications and Network Strategy and Implementation Plan for the Regional Municipality of York be received, and;
2. Staff be authorized to implement Strategy #1 - Stabilize the Existing Voice and Data Networks; and Strategy #2 - Strengthen the Business Practices for Use of the Existing Phone System; during 2003, and;
3. Staff be directed to bring forward an analysis of the multi-year implementation for the balance of the strategy prior to the 2004 Budget.

OTHER BUSINESS

ADJOURNMENT

Note: There may be additional items considered that do not appear on this Agenda. Please refer to the Committee Report to Council for all items considered at this meeting.