



REGIONAL MUNICIPALITY OF WATERLOO ADMINISTRATION AND FINANCE COMMITTEE MINUTES

Tuesday, January 10, 2012
10:42 a.m.
Regional Council Chamber
150 Frederick Street, Kitchener, Ontario

Present were: Chair T. Galloway, L. Armstrong, J. Brewer, T. Cowan, D. Craig, R. Deutschmann, J. Haalboom, B. Halloran, R. Kelterborn, G. Lorentz, C. Millar, J. Mitchell, K. Seiling, S. Strickland, and C. Zehr

Members absent: J. Wideman

DECLARATIONS OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

None declared.

REPORTS – Corporate Resources

- a) CR-CLK-12-001, Ontario Association of Police Services Boards (OAPSB) White Paper – Defaulted Fines, Provincial Offences Court

Gary Sosnoski, Commissioner, Corporate Resources, provided an overview of the report, noting the emphasis on collecting defaulted fines as a measure to promote accountability and the implementation of justice. He observed that the Region accrues up to \$2 million in defaulted fines annually, which suggests that the current set of tools for collecting fines are not sufficiently effective.

The Committee inquired as to the effectiveness of collecting unpaid fines via driver's license suspensions, and G. Sosnoski responded that the evidence would suggest that some drivers have a disregard as to the status of their license, with an apparent willingness to drive under suspension. He pointed out White Paper recommendations which include expanded measures to improve compliance and fine collection.

The Committee discussed the magnitude of the problem of defaulted fines, observing the commonality of the problem among municipalities and the large number of people who default upon fines. The Committee suggested that public education would help people to understand the consequences of defaulting upon fines and thus improve compliance.

MOVED by S. Strickland
SECONDED by R. Deutschmann

THAT the Regional Municipality of Waterloo support the recommendations contained in the Ontario Association of Police Service Boards (OASPSB) White Paper entitled "Provincial Offences Act – Unpaid Fines" dated 11/01/2011;

AND THAT the Regional Municipality of Waterloo request the Province of Ontario to commence with inter-ministry and municipal discussions, to review the paper and develop an implementation plan to address the recommendations contained in the paper;

AND FURTHER THAT a copy of this report be circulated to local MPPs, Association of Municipalities of Ontario (AMO), Association of Municipal Managers, Clerk's and Treasurers of Ontario (AMCTO), Ontario Association of Police Service Boards (OAPSB), Waterloo Regional Police Services (WRPS) Board and Municipal Court Managers Associations (MCMA).

CARRIED

- b) CR-FM-12-001, Administration Headquarters Generator Design and Installation Consultant Selection

G. Sosnoski provided an overview of the report, emphasizing that the recommended sole-sourcing of engineering consulting services would benefit the Region in terms of cost and installation efficiency as well as in overall project accountability. He also noted the benefit of the generators' placement below ground during construction of the Kitchener Public Library parking garage as opposed to the alternative of a more intrusive above ground structure.

MOVED by K. Seiling
SECONDED by T. Cowan

THAT the Regional Municipality of Waterloo enter into an agreement with WalterFedy to provide engineering consulting services related to the procurement and installation of a standby generator at 150 Frederick St. Kitchener, Ontario at a price of \$132,900.00 plus applicable taxes and disbursements.

CARRIED

REPORTS – Finance

- c) F-12-001, P2011-44 External Audit Services

Angela Hinchberger, Acting Chief Financial Officer, spoke to the Region's requirement under the *Municipal Act* to appoint external auditors. She elaborated that the term of the current external auditor had expired in 2011 and provided an overview of the procurement process to date in seeking tenders for external audit services, including the manner of bid submission and the direction received by staff from Audit Committee to interview potential vendors and bring forward a recommendation. She observed that the recommended vendor received the highest score in the process.

MOVED by T. Cowan
SECONDED by L. Armstrong

THAT the Regional Municipality of Waterloo accept the proposal of Deloitte & Touche LLP for Audit Services and appoint as the Region's auditors for a five (5) year term (2011-2015) at a total cost of \$638,550.00 plus applicable taxes.

CARRIED

REPORT FROM THE AUDIT COMMITTEE

- a) Minutes of the Audit Committee – December 12, 2011

MOVED by J. Brewer
SECONDED by J. Mitchell

THAT the Administration and Finance Committee approve the minutes of the Audit Committee dated December 12, 2011.

CARRIED

INFORMATION/CORRESPONDENCE

- a) Moody's Credit Analysis – Region of Waterloo Maintains Aaa Credit Rating was received for information.

OTHER BUSINESS

- a) Council Enquiries and Requests for Information Tracking Sheet was received for information.
- b) J. Brewer brought forward a letter from City of Cambridge detailing a motion passed by the Economic Development Advisory Committee, and requested that the letter be placed on the Budget Committee agenda as an information item for the upcoming meeting.
- c) D. Craig commented on the measures that the City of Cambridge is undertaking to address its infrastructure deficit following the review of its ten-year capital budget, and requested that staff provide an assessment with regard to the sufficiency of the planned work in the Region's ten-year capital plan and whether any deficit exists between planned and required work. The Committee recalled that policies and funding practices were put into place at the Region following the recession of the 1990's to address such issues.
- d) D. Craig requested a report from staff with regard to incorporating consent agendas into the Standing Committee structure.

NEXT MEETING – January 31, 2012

ADJOURN

MOVED by G. Lorentz
SECONDED by K. Seiling

THAT the meeting adjourn at 10:58 a.m.

CARRIED

COMMITTEE CHAIR, *T. Galloway*

COMMITTEE CLERK, *M. Grivicic*