



**Corporate and Finance Services Committee
Minutes**

**May 6, 2024, 9:30 a.m.
Council Chamber**

Present: Councillor Giberson
Councillor Marks
Councillor Marimpietri
Councillor McConkey
Councillor Neal
Mayor Carter

Also Present Councillor Chapman
Councillor Lee
J. Lane, Council-Committee Coordinator
S. Sinnott, Commissioner, Corporate and Finance Services
M. Bretherick, Director, Finance Services
S. Yoon, City Solicitor
L. Fuller, Manager, Financial Reporting and Planning
J. Martin, Senior Manager, Financial Services and Reporting
T. Barker, Manager, Procurement and Accounts Payable
M. Saulnier, Director, Operations
G. Hardy, Director, Engineering Services
M. Sharma, Chief People Officer
J. MacIsaac, Director, Innovation and Transformation Services
D. Persaud, Manager, Community Support Services
L. Davis, Manager, Legislative Services/Deputy City Clerk
P. Aguilera, Council-Committee Coordinator
F. Blanchet, Council-Committee Coordinator

Public Meeting

Councillor Giberson called the meeting to order and advised that all members of the Corporate and Finance Services Committee were present in the Council Chamber except Councillor Marimpietri who was participating electronically. Also in attendance were Councillors Chapman and Lee.

Land Acknowledgement

The City of Oshawa is situated on lands within the traditional and treaty territory of the Michi Saagiig and Chippewa Anishinaabeg and the signatories of the Williams Treaties, which include the Mississaugas of Scugog Island, Curve Lake, Hiawatha and Alderville First Nations, and the Chippewas of Georgina Island, Rama and Beausoleil First Nations.

We are grateful for the Anishinaabeg who have cared for the land and waters within this territory since time immemorial.

We recognize that Oshawa is steeped in rich Indigenous history and is now present day home to many First Nations, Inuit and Métis people. We express gratitude for this diverse group of Indigenous Peoples who continue to care for the land and shape and strengthen our community.

As a municipality, we are committed to understanding the truth of our shared history, acknowledging our role in addressing the negative impacts that colonization continues to have on Indigenous Peoples, developing reciprocal relationships, and taking meaningful action toward reconciliation.

We are all Treaty people.

Additional Agenda Items

None

Declarations of Pecuniary Interest

None

Presentations

None

Delegations

Moved by Councillor McConkey

That the Rules of Procedure be waived to add the delegation of Martin Field to the Corporate and Finance Services Committee Agenda for May 6, 2024. **(Requires 2/3 vote of members present).**

Affirmative (4): Councillor Marks, Councillor Marimpietri, Councillor McConkey, and Councillor Neal

Negative (2): Councillor Giberson, and Mayor Carter

Motion Carried (4 to 2)

Moved by Councillor Marks

That the delegation of Martin Field be heard.

Motion Carried

Martin Field addressed the Corporate and Finance Services Committee concerning CF-24-34 regarding correspondence submitted by Linda Power, Board President, Spay Neuter Initiatives Association requesting on-going financial support for its Accessible, Low-Cost Spay/Neuter Veterinary Program.

The Committee questioned Martin Field.

Referrals from Council

None

Reports from Advisory Committees

None

Items Requiring Direction

None

Public Consent Agenda

Moved by Councillor Marks

That all items listed under Public Consent Agenda for the Corporate and Finance Services Committee meeting of May 6, 2024 be adopted as recommended, except Items CF-24-34 and CF-24-38.

Carried

Correspondence with recommendations

See Matters Excluded from Consent Agenda.

Staff Reports/Motions with recommendations

CF-24-35 - 2024 Exceptional Student Achievement Award (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

1. That in accordance with Report CF-24-35 dated May 1, 2024, the 2024 Exceptional Student Achievement Award in the amount of \$1,000 be awarded to the student from G.L. Roberts Collegiate and Vocational Institute; and,
2. That the Award be presented to the recipient at the June 24, 2024 City Council meeting.

CF-24-36 - Financial Position as of March 31, 2024 (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

That Report CF-24-36 dated May 1, 2024, concerning the Financial Position as of March 31, 2024 be received for information.

CF-24-37 - Additional Funding - C2024-016 Windfields Farm Drive Connection - Design Services (Ward 2)

That the Corporate and Finance Services Committee recommend to City Council:

Whereas the Purchasing By-law, requires Council approval of Professional and Consulting Services contract awards greater than \$100,000 and that exceed the approved budget; and,

Whereas in 2021 Council approved project 73-0470 for Windfields Collector Road in the amount of \$232,000, inclusive of non-rebateable H.S.T.; and,

Whereas Procurement issued a Request for Proposal (R.F.P.) C2024-016 Windfields Farm Drive Connection – Design Services; and,

Whereas three (3) bids were received (publically posted on the City's website at [Oshawa's Bids and Tenders](#)) and opened by Procurement on March 20, 2024; and,

Whereas proposals were evaluated on qualification, experience, proposal quality, project deliverables, technical response, and price; and,

Whereas the evaluation team unanimously scored the bid received by BT Engineering Inc. as comprehensive, thorough, addressed all requirements of the R.F.P, is the highest-ranking proponent and best satisfied the City's requirements; and,

Whereas the proposal received from BT Engineering Inc. in the amount of \$341,173, plus H.S.T. (\$347,177 including non-rebateable H.S.T.) for Windfields Farm Drive Connection – Design Services; and,

Whereas there is a funding shortfall of \$115,177, including non-rebateable H.S.T.; and,

Whereas the additional cost of \$115,177 can be funded from the Growth Related Non-D.C. Reserve and Transportation Roads Development Charge Reserve;

Therefore be it resolved that, pursuant to Item CF-24-37:

1. That additional funding of \$115,177 be funded from the Growth Related Non-D.C. Reserve and Transportation Roads Development Charge Reserve be approved; and,
2. That the Manager, Procurement be authorized to award a contract to BT Engineering Inc. in the amount of \$341,173 excluding H.S.T. for C2024-016 Windfields Farm Drive Connection – Design Services.

CF-24-39 - Additional Funding for Contract O23-05 Structural Rehabilitation (Ward 5)

That the Corporate and Finance Services Committee recommend to City Council:

Whereas Project 23-71-0027, Simcoe St S Bridge Rehabilitation was approved in the 2023 Capital Budget for \$1,131,000; and,

Whereas Project 23-71-0051, Gibb St Bridge Rehabilitation was approved in the 2023 Capital Budget for \$281,000; and,

Whereas both structures were bundled for efficiencies and economies of scale in Oshawa Contract O23-05 Structure Rehabilitation; and,

Whereas additional funding of \$140,000 is needed due to unforeseen site conditions and unknown structural issues at the time of budgeting that require more extensive repairs than initially estimated; and,

Whereas the additional funds of \$140,000 is available in the Canada Community Building Fund Reserve;

Therefore be it resolved that Council approve the additional funding of \$140,000 for Contract O23-05 Structural Rehabilitation, to be funded from the Canada Community Building Fund Reserve.

CF-24-40 - Electronic Charging Infrastructure - Fleet Vehicles (Wards 4 and 5)

That the Corporate and Finance Services Committee recommend to City Council:

Whereas Project 13-0128, Electric Charging Infrastructure – Fleet Vehicles, with a total budget of \$500,000, was approved as part of the 2022 Capital Budget; and,

Whereas on October 27, 2023, the City entered into a Memorandum of Understanding as a Co-Applicant with the Regional Municipality of Durham to the Office of Energy Efficiency of Natural Resources Canada (NRCan), for funding under the Zero-Emission Vehicle Infrastructure Program; and,

Whereas as part of the successful funding application, the City is eligible for up to a maximum of \$400,000 for the purchase of electric vehicle charging stations for City Fleet vehicles; and,

Whereas twenty (20) charging stations will be located at the Consolidated Operations Depot, and ten (10) charging stations will be located in the McMillan Parking Garage; and,

Whereas the current construction estimate is \$750,000, including a 350kva transformer, electrical bunker, sub-surface civil work, and thirty (30) electric vehicle charging stations; and,

Whereas the project must be fully commissioned by November 2025 in order to comply with the obligations of the funding agreement,

Therefore be it resolved that an additional \$300,000 be approved for Project 13-0128 Electric Charging Infrastructure – Fleet Vehicles and be funded from the Energy Management Reserve Fund.

Public Discussion Agenda

Matters Excluded from the Consent Agenda

CF-24-34 - Correspondence Submitted by Linda Power, Board President, Spay Neuter Initiatives Association Requesting On-going Financial Support for its Accessible, Low-Cost Spay/Neuter Veterinary Program (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

That Correspondence CF-24-34 submitted by Linda Power, Board President, Spay Neuter Initiatives Association requesting on-going financial support for its Accessible, Low-cost Spay/Neuter Veterinary Program be referred to the Mayor's budget for consideration.

Moved by Councillor Marks

That Correspondence CF-24-34 be referred to staff to follow up with the correspondent with respect to a cost estimation for the program.

Amendment:

Moved by Councillor McConkey

That the motion be amended to include the words "and report back by the third quarter 2024".

Motion Carried

The vote to adopt the motion, as amended.

Motion Carried

Councillor Marks assumed the Chair.

CF-24-38 - Naloxone Training for City Staff (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

Whereas at its September 23, 2019 meeting, City Council provided the following direction:

“Investigate and if approved by Council, arrange for the training of all front line staff in the administering of naloxone during an opioid overdose; and,

Ensure the supply of and ready access to naloxone kits in all City of Oshawa facilities”;
and,

Whereas in response to Report CORP-20-44, “Naloxone Training for City Staff and Naloxone Kits in City Facilities” dated November 20, 2020, which did not recommend training all front line staff in the administering of naloxone during opioid overdoses, the Corporate Services Committee provided the following direction at its November 30, 2020 meeting:

“That Report CORP-20-44 concerning Naloxone Training for City Staff and Naloxone Kits in City Facilities be referred back to staff for further investigation on optional training programs that can be offered to City staff with the assistance of community partners”;
and,

Whereas in response to Report CORP-21-15, “Naloxone Training for City Staff” dated March 3, 2021 where staff recommended that the City develop and implement an opioid awareness training program for employees which will include education about the role of Naloxone, Council provided the following direction at its March 29, 2021 meeting:

“That Item CORP-21-15 concerning Naloxone training for City staff be referred to Legal Services to investigate the liability to the City if the program is implemented”; and,

Whereas there is no current legislative requirement mandating naloxone kits in City facilities for the purpose of being administered to a member of the public in the event of an opioid overdose, which obviates the need to establish an opioid awareness training program or provide naloxone training for City staff; City staff will, however, deploy Fire Services staff or a member of its contracted security provider, or contact Durham Regional Police Service to respond to an opioid overdose; and,

Whereas the Provincial government approved Ontario Regulation 559/22, “Naloxone Kits” (“O. Reg. 559/22”) amending the Occupational Health and Safety Act, R.S.O. 1990, c. O.1 (“Occupational Health and Safety Act”) whereby commencing on June 1, 2023, employers were now required to provide naloxone in some workplaces in case an employee or staff has an opioid overdose; and,

Whereas in response to O. Reg. 559/22, the Regional Municipality of Durham approved and issued its “Naloxone Administration Directive” on May 25, 2023 which provides direction on the placement/replacement, storage and use of naloxone kits in the event of one of its own staff having an opioid overdose and to outline the training requirements for Regional staff trained in First Aid and recognized as First Aid responders in locations where naloxone has been provided, to be trained in being able to respond to a suspected opioid overdose in the workplace, and to administer naloxone; and,

Whereas in response to O. Reg. 559/22 and upon consultation with the City’s Manager, Health, Safety and Wellness, the City undertook a workplace risk assessment and determined that the City was not required to have naloxone kits at its facilities to be administered to its staff;

Therefore be it resolved that the Item concerning “Administration of Naloxone Kits by City Staff” be removed from the Corporate and Finance Services Committee’s Outstanding Items List.

Moved by Councillor Giberson

That the final paragraph of the motion be replaced with the following paragraph:

"Therefore be it resolved that staff be directed to contact the John Howard Society of Durham to arrange naloxone training sessions for staff as an optional offering through the suitable City channel."

Affirmative (6): Councillor Giberson, Councillor Marks, Councillor Marimpietri, Councillor McConkey, Councillor Neal, and Mayor Carter

Motion Carried (6 to 0)

Councillor Giberson resumed the Chair.

Items Introduced by Council Members

None

Items Pulled from the Information Package

None

Questions to Staff Concerning the Committee's Outstanding Items List

None

Closed Consent Agenda

Correspondence with recommendations

None

Staff Reports/Motions with recommendations

None

Closed Discussion Agenda

Matters Excluded from the Consent Agenda

None

Items Requiring Direction

None

Matters Tabled

None

Adjournment

Moved by Councillor Neal

That the meeting adjourn at 10:01 a.m.

Motion Carried