



The Regional Municipality of Durham

Works Committee Agenda

Wednesday, February 7, 2024, 9:30 a.m.

Regional Council Chambers

Regional Headquarters Building

605 Rossland Road East, Whitby

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

Note: This meeting will be held in a hybrid meeting format with electronic and in-person participation. Committee meetings may be [viewed via live streaming](#).

	Pages
1. Roll Call	
2. Declarations of Pecuniary Interest	
3. Adoption of Minutes	
3.1 Works Committee meeting - January 10, 2024	3
4. Statutory Public Meetings	
There are no statutory public meetings	
5. Presentations	
5.1 Andrew Evans, Director of Waste Management and Peter Veiga, Manager of Waste Operations Re: Update on Durham's Transition to Extended Producer Responsibility (EPR) and Organics Program Changes	
6. Delegations	
There are no delegations	
7. Waste	
7.1 Correspondence	
7.2 Reports	
There are no Waste Reports to be considered	
8. Works	
8.1 Correspondence	

8.2 Reports

- | | | |
|----|--|----|
| a. | Report #2024-W-3
Lease Extension and Amendment Agreement with 2381502 Ontario Inc., Operating as Midtown Centre for Premises occupied by Social Services Department, Income and Employment Support Division, located at 200 John Street in the City of Oshawa | 8 |
| b. | Report #2024-W-4
Sole Source Procurement of Plow and Grader Blades and Maintenance Parts for Maintenance Operations and Fleet Services | 12 |

9. **Advisory Committee Resolutions**

There are no advisory committee resolutions to be considered

10. **Confidential Matters**

There are no confidential matters to be considered

11. **Other Business**

12. **Date of Next Meeting**

Wednesday, March 6, 2024 at 9:30 AM

13. **Adjournment**

Notice regarding collection, use and disclosure of personal information:

Written information (either paper or electronic) that you send to Durham Regional Council or Committees, including home address, phone numbers and email addresses, will become part of the public record. This also includes oral submissions at meetings. If you have any questions about the collection of information, please contact the Regional Clerk/Director of Legislative Services.

The Regional Municipality of Durham

MINUTES

WORKS COMMITTEE

Wednesday, January 10, 2024

A regular meeting of the Works Committee was held on Wednesday, January 10, 2024 in 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 Barton, Chair
Councillor Marimpietri, Vice-Chair
Councillor Cook*
Councillor Crawford
Councillor Mulcahy
Councillor Nicholson*
Councillor Yamada*
Regional Chair Henry*
***denotes Councillors participating electronically**

Absent: None

Also
Present: Councillor Ashe*
Councillor Garrod*
Councillor Pickles*
Councillor Wotten*
***denotes visiting Councillors participating electronically**

Staff

Present: E. Baxter-Trahair*, Chief Administrative Officer
S. Ciani, Committee Clerk, Corporate Services – Legislative Services
S. Dessureault, Committee Clerk, Corporate Services – Legislative Services
C. Dunkley, Director of Corporate Infrastructure and Strategic Business Services, Works Department
A. Evans*, Director of Waste Management Services
A. Harras, Regional Clerk/Director of Legislative Services
B. Holmes, General Manager, Transit
M. Hubble*, Director of Environmental Services
J. Hunt, Regional Solicitor/Director of Legal Services
R. Inacio, Systems Support Specialist, Corporate Services – IT
R. Jagannathan, Acting Commissioner of Works
I. McVey*, Manager of Sustainability
L. Saha, Manager of Waste Services

N. Taylor*, Commissioner of Finance
N. Walton, Acting Corporate Privacy Officer
* denotes staff participating electronically

2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Adoption of Minutes

Moved by Councillor Mulcahy, Seconded by Councillor Crawford,
(1) That the minutes of the following meetings be adopted:

- Regular Works Committee meeting held on December 6, 2023; and
- Special Works Committee meeting held on December 11, 2023.

CARRIED

4. Statutory Public Meetings

There were no statutory public meetings.

5. Presentations

There were no presentations heard.

6. Delegations

6.1 David Ward, Uxbridge Resident, re: Traffic Surveillance, Speed Cameras, Concerns Regarding the Information and Data Collected, and Privacy Issues

David Ward, Uxbridge Resident, appeared before the Committee with respect to traffic surveillance, speed cameras, concerns regarding the information and data collected, and privacy issues.

D. Ward expressed his concerns regarding what information and data is being collected from the surveillance equipment and speed cameras in particular and asked the Committee the following questions:

- What information is being collected?
- What third parties have access to this information?
- Is the information being monetized?
- Is AI facial recognition (or any AI) being employed?
- Are license plates being recorded (by traffic surveillance cameras)?
- Is other data, such as emissions, being collected (through SMART streetlights or other technology)?

Moved by Councillor Crawford, Seconded by Councillor Mulcahy,
(2) That Works staff be requested to provide previous Commissioner Reports
with respect to Automated Enforcement to David Ward directly.
CARRIED

7. Waste

7.1 Correspondence

There were no communication items considered.

7.2 Reports

There were no Waste reports considered.

8. Works

8.1 Correspondence

There were no communication items considered.

8.2 Reports

A) Appointment of Additional Risk Management Official as required by the Clean Water Act, 2006 (2024-W-1)

Report #2024-W-1 from R. Jagannathan, Acting Commissioner of Works, was received.

Moved by Councillor Marimpietri, Seconded by Councillor Mulcahy,
(3) That we recommend to Council:

- A) That Regional Council appoint Shelly Cuddy as Risk Management Official under the Clean Water Act, 2006, Part IV, Sec.47 (6);
- B) That the Regional Clerk issue a certificate of appointment bearing the clerk's signature to the Risk Management Official as appointed by Regional Council;
- C) That the necessary by-laws be amended to affect the appointment;
- D) That the Regional Clerk circulate Report #2024-W-1 of the Acting Commissioner of Works to Source Protection Authorities with a request to obtain Section 88 Powers of Entry for Regional staff for the purposes of inspection as defined in the Clean Water Act, 2006; and
- E) That the Regional Clerk circulate Report #2024-W-1 to the Clerks of local municipalities and Chairs of the South Georgian Bay Lake Simcoe,

Trent Conservation Coalition and Credit Valley Toronto and Region
Central Lake Ontario Source Protection Committees.

CARRIED

- B) Sole Source Purchase of System Integrator Services from Talan (formerly Createch) for the upgrade of IBM's (the vendor) Enterprise Maintenance Management System (Maximo) to IBM's (Maximo Application Suite (MAS) Platform) (2024-W-2)
-

Report #2024-W-2 from R. Jagannathan, Acting Commissioner of Works, was received.

Moved by Councillor Marimpietri, Seconded by Councillor Cook,
(4) That we recommend to Council:

- A) That staff be authorized to negotiate and award a sole source contract to Talan (formerly Createch) for the provision of System Integrator Services for the upgrade of the existing IBM's Enterprise Asset Management Software (Maximo) to be compatible with the Software provider's (IBM) most recent platform, Maximo Application Suite (MAS), for a total project estimated amount of \$751,250* to be funded within the approved project budget; and
- B) That the Commissioner of Finance be authorized to execute the necessary documents for the negotiated agreement.
(*) before applicable taxes

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

There was no other business to be considered.

12. Date of Next Meeting

The next regularly scheduled Works Committee meeting will be held on Wednesday, February 7, 2024 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

13. Adjournment

Moved by Councillor Marimpietri, Seconded by Councillor Mulcahy,
(5) That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:41 AM

Respectfully submitted,

D. Barton, Chair

S. Ciani, Committee Clerk

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 3540.



The Regional Municipality of Durham Report

To: Works Committee
From: Acting Commissioner of Works
Report: #2024-W-3
Date: February 7, 2024

Subject:

Lease Extension and Amendment Agreement with 2381502 Ontario Inc., Operating as Midtown Centre for Premises occupied by Social Services Department, Income and Employment Support Division, located at 200 John Street in the City of Oshawa

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That the Lease Extension and Amendment Agreement with 2381502 Ontario Inc., for the premises located at 200 John Street, in the City of Oshawa, containing 15,776 square feet of office space, be approved with the following terms and conditions:
- i) The term is for a period of two years, commencing May 1, 2024, and ending April 30, 2026, with the option to renew the lease for an additional two years under the same terms and conditions except the rental rate, which is to be negotiated at time of renewal;
 - ii) The annual rental rate for the two years is \$236,640* based on a rate of \$15.00* per square foot per annum;
 - iii) The Regional Municipality of Durham will be responsible for all operating costs for the leased space, including utilities, security and its proportionate share of the common area maintenance costs and taxes; and

- B) That the Regional Chair and Clerk be authorized to execute all documents associated with this Lease Agreement.
-

Report:**1. Purpose**

- 1.1 The purpose of this report is to obtain approval for the Lease Extension and Amendment Agreement with 2381502 Ontario Inc. for office space located at 200 John Street in the City of Oshawa to be used by the Social Services Department, as per the terms and conditions outlined herein.
- 1.2 Dollar amounts followed by an asterisk (*) exclude applicable taxes.

2. Background

- 2.1 The Regional Municipality of Durham (Region) currently leases 20,055 square feet of space at 200 John Street in the City of Oshawa for the Social Services Department Employment Resource Centre. The Region has been leasing this space since 2014. The space includes 4,279 square feet on the main level and 15,776 square feet on the upper level in the shopping centre. The current rental rate is \$14.00* per square foot.
- 2.2 The Social Services Department has advised that they wish to extend the lease arrangement for the 15,776 square feet of rentable area on the upper level only.

3. Previous Reports and Decisions

- 3.1 On March 27, 2019, Regional Council approved [Report #2019-W-14](#) for the Lease Extension Agreement with 2381502 Ontario Inc. for this location for a period of five (5) years commencing May 1, 2019, and ending April 30, 2024, with an option to renew the lease for an additional five (5) year term under the same terms and conditions save and except the amount for rent to be negotiated at time of renewal.

4. Terms of Renewal

- 4.1 The proposed Lease Extension and Amendment Agreement is for a term of two years commencing on May 1, 2024, and ending on April 30, 2026. The Region will have the option to extend the lease for an additional two years, under the same terms and conditions subject to the rental rate being negotiated at the time of renewal.

- 4.2 The proposed annual rental rate for the lease term is \$236,640*, payable in monthly installments of \$19,720* based on a rate of \$15.00* per square foot per annum.
- 4.3 The Region will be responsible for its proportionate share of the operating costs of the leased premises, estimated to be \$11.67* per square foot for a total annual operating cost of \$184,105*. This cost per square foot includes taxes and common area maintenance costs. Utilities are the Region's responsibility.
- 4.4 The Region will continue to be responsible for all janitorial costs related to the leased space.

5. Financial Implications

- 5.1 Financing of this lease renewal will continue to be provided within the annual Social Services Business Plans and Budget.

6. Relationship to Strategic Plan

- 6.1 This report aligns with the following strategic goals and priorities in the Durham Region Strategic Plan:

(a) Community Vitality

- Goal 2.4: To support a high quality of life for all through human services delivery.

(b) Social Investment

- Goal 4.2: Build awareness and community capacity to address poverty
- Goal 4.4: Expand access to existing life stabilization programs

(c) Service Excellence

- Goal 5.1: Optimize resources and partnerships to deliver exceptional quality services and value
- Goal 5.2: Collaborate for a seamless service experience

7. Conclusion

- 7.1 The Social Services Department has advised that they wish to continue to occupy a portion of the leased space at 200 John Street in the City of Oshawa. It is recommended that the Lease Extension and Amendment Agreement be approved based on the above-noted terms and conditions.
- 7.2 This report has been reviewed by the Finance Department.
- 7.3 For additional information, contact Christine Dunkley, Director, Corporate Infrastructure and Strategic Business Services, at 905-668-7711, extension 3475.

Respectfully submitted,

Original signed by:

Ramesh Jagannathan, MBA, M. Eng, P. Eng, PTOE
Acting Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine C. Baxter-Trahair
Chief Administrative Officer



The Regional Municipality of Durham

Report

To: Works Committee
From: Acting Commissioner of Works
Report: #2024-W-4
Date: February 7, 2024

Subject:

Sole Source Procurement of Plow and Grader Blades and Maintenance Parts for Maintenance Operations and Fleet Services

Recommendations:

That the Works Committee recommends to Regional Council:

- A) That a sole source contract be awarded to Valley Blades Ltd. for the supply of plow and grader blades and maintenance parts for the Fleet Services Division and the five (5) Maintenance Operations Depots (Ajax/Pickering, Oshawa/Whitby, Orono, Sunderland, and Scugog Depots) for a one (1) year term, with the option to extend for an additional four (4), one (1) year terms, with an upset limit of \$400,000* (\$80,000* per annum), to be financed through the Winter Maintenance program Business Plans and Budget; and
 - B) That the Commissioner of Finance be authorized to execute the necessary documents related to the contract.
-

Report:

1. Purpose

- 1.1 The purpose of this report is to seek approval from the Regional Municipality of Durham (Region) Council to award a sole source contract for the supply of plow and grader blades and maintenance parts to Valley Blades Ltd.
- 1.2 Dollar amounts followed by an asterisk (*) are before applicable taxes.

2. Background

- 2.1 Plow and grader blades and maintenance parts are procured through a Durham Purchasing Co-operative (DPC) contract hosted by the Town of Ajax and includes the Region of Durham, the Town of Ajax, the Municipality of Clarington, the City of Oshawa, the City of Pickering, the Township of Scugog and the Town of Whitby. The DPC contract expired in October 2023, and the pricing and contract duration have been renegotiated. The contract includes proprietary products exclusive to Valley Blades Ltd. and non-proprietary products. The main portion of the plow and grader blades and maintenance parts are items proprietary to Valley Blades Inc.

3. Sole Source Justification

- 3.1 The Town of Ajax is the host agency that manages the contract for plow and grader blades and maintenance parts on behalf of the DPC. As the host Agency, the Town of Ajax has researched and recommended to all DPC participating agencies that due to the value of non-proprietary parts being significantly lower than the proprietary parts, which must be sourced through Valley Blades Inc., and to avoid managing purchases through multiple suppliers, it would be administratively efficient to sole source all parts to Valley Blades Inc. If the DPC contract for plow and grader blades and maintenance parts was awarded in sections to multiple vendors, it could result in a low spend value for each vendor which could lead to an elevated cost per item and also create inefficiencies in the administration of the DCP contract.
- 3.2 All DPC participating agencies agreed it is administratively efficient to consolidate and award all proprietary and non-proprietary items under this contract to Valley Blades Ltd. and ensure a uniform source of supply.
- 3.3 Valley Blades Ltd. has supplied proprietary and non-proprietary items to the DPC members for many years.

4. Financial Implications

- 4.1 Section 7.2 of the Region's Purchasing By-law #16-2020 permits the acquisition of goods and services through sole source negotiations under specific circumstances outlined in Appendix "C" of the by-law. Section 1.1 of Appendix "C" permits negotiations for goods or services that can be supplied only by a particular supplier where no reasonable alternative or substitute goods or services exist to ensure compatibility with existing goods. The by-law also requires approval by the appropriate standing committee and Council for the award of sole source contracts that exceed \$100,000 in value.

- 4.2 The contract is for a one (1) year term, with the option to extend for an additional four (4) one (1) year terms.
- 4.3 Financing for the sole source maintenance service and parts supply agreements, estimated at a total contract value not to exceed \$400,000.00* (\$80,000* per annum), will be funded from the Works Department's annual Winter Maintenance Business Plans and Budget.

5. Relationship to Strategic Plan

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Optimize resources and partnerships to deliver exceptional quality services and value.
 - b. Collaborate for a seamless service experience.
- 5.2 Standardization of supplies and services of specialized equipment will aid in the promotion of asset longevity and reduce equipment maintenance.

6. Conclusion

- 6.1 It is recommended that Regional Council approve the award of a sole source supply contract of plow and grader blades and maintenance parts for the Fleet Services Division and the 5 Maintenance Operations Depots (Ajax/Pickering, Oshawa/Whitby, Orono, Sunderland and Scugog Depots).
- 6.2 This report has been reviewed by the Finance Department, and the Commissioner of Finance concurs with the recommendations.

6.3 For additional information, contact: Matthew Fair, Acting Manager of Maintenance Operations and Fleet Services, at 905-668-7711, extension 3544.

Respectfully submitted,

Original signed by:

Ramesh Jagannathan, MBA, M.Eng., P.Eng., PTOE
Acting Commissioner of Works

Recommended for Presentation to Committee

Original signed by:

Elaine Baxter-Trahair
Chief Administrative Officer