

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2303



The Regional Municipality of Durham Information Report

From: Commissioner of Finance
Report: #2024-INFO-83
Date: December 6, 2024

Subject:

Use of Delegated Authority During Recess of Regional Council Under the Budget Management Policy for the period of July 1 to September 3, 2024

Recommendation:

Receive for information

Report:

1. Purpose

- 1.1 This report covers the use of delegated authorities granted under Section 19 of the Regional Municipality of Durham's (Region) Budget Management Policy for the most recent recess of Regional Council.
- 1.2 All dollar amounts are before applicable taxes.

2. Previous Reports and Decisions

- 2.1 The Region's Budget Management Policy was approved by Regional Council (Council) on March 25, 2020. The Budget Management Policy provides guidelines for reporting by the Treasurer to Council in cases where delegation of authority is used during a recess of Council.
- 2.2 The previous delegation of authority report for a recess of Regional Council, #2023-INFO-82, covered the period of July 1 to September 5, 2023. Report #2024-INFO-50 covered the delegation of authority exercised under the policies for the January 1 to June 30, 2024 period.

3. Approval of Project Financing

- 3.1 Section 19.1 of the Region's Budget Management Policy authorizes the Department Head, Treasurer and C.A.O. to approve project financing during a recess of Regional Council and requires that a report providing details of such awards and approvals to be submitted for information.
- 3.2 Instances where delegated authority was used during a recess of Regional Council to approve project financing are described below:

Project	Approved Project Budget \$	Revised Project Budget \$	Total Increase \$
1. Additional costs for the Region's Valve Replacement Program (M2326/ M2426). Financing was allocated from the polybutylene service connections replacement project (D1899).	900,000	2,792,113	1,892,113
2. Additional costs for consulting engineering services for the Lake Ontario Water Quality Forecasting System Instrumentation Design at the Whitby Water Supply Plant (WSP) (D1718). Funding was allocated from the replacement of a watermain on Kingston Rd, in the City of Pickering project (D2401), the replacement of a watermain project on Bickle Dr. and Roselawn Ave., in the City of Oshawa (O2305), the replacement of a watermain on Centre St., in the Township of Brock (K2103) with remainder of funding from 2024 completed and closed Water Supply capital projects.	1,100,000	2,600,000	1,500,000

Project	Approved Project Budget \$	Revised Project Budget \$	Total Increase \$
3. Additional costs for contract T-1102-2023 for the renovation of the Durham Regional Headquarters' entrance, courtyard and sidewalk, in the Town of Whitby (G2308). Financing was allocated from the project for re-piping of the cooling tower and installation of the access platform at Durham Regional Headquarters (G2308).	1,411,000	1,671,000	260,000
4. Additional costs for contract D2012-02 for the Port Darlington Water Pollution Control Plant (WPCP) phase 2 expansion project, in the Municipality of Clarington (C0401). Financing was allocated from 2024 completed and closed Sanitary Sewer capital projects.	63,427,391	63,562,816	135,425
5. Change of scope of the 2023 Transit Bus order to purchase 7 electric and 7 diesel buses rather than 22 electric buses due to the delay, and subsequent rejection, of the Zero Emission Transit Program (ZETF) grant funding application, increased pricing, and the need to meet service delivery levels. Financing was allocated from available Canada Community Building Fund (CCBF) funding, due to the loss of ZETF funding.	40,355,192	21,565,040	(18,790,152)

4. Capital Expenditures over \$50,000, Not Included in the Council Approved Budget

- 4.1 Section 19.2 of the Region's Budget Management Policy provides that the Department Head, Treasurer and C.A.O. shall be authorized to approve the

acquisition of unbudgeted capital over \$50,000 during a recess of Regional Council and that a report providing details of such awards and approvals shall be submitted for information.

- 4.2 Instances where delegated authority was used during a recess of Regional Council to approve acquisitions of unbudgeted capital are described below:

Project	Amount \$
1. Improvements and replacement of the aeration system and sludge thickening at the Corbett Creek Water Pollution Plant. Financing will be provided through an updated Surcharge Agreement.	500,000
2. Detailed design of the Thickson Rd. (Reg. Rd. 26) widening through the Columbus Rd. intersection, in the Town of Whitby (R2440). Financing was allocated from the Harmony Rd. (Reg. Rd. 33) from Coldstream Dr. to Conlin Rd., in the City of Oshawa construction project (R1723) and 2024 completed and closed Roads capital projects.	225,001
3. Building improvements at Lakeview Manor Long-Term Care home, in the Township of Brock (G2427) to set up an outpatient clinic to provide telemedicine services by Good Doctors Medical Inc. Financing was allocated from 2024 property tax surplus in the long-term care division as a result of an increase to the level of care per diem funding from the province.	135,000
4. Upfitting of a bus received by Region of Durham Paramedic Services (RDPS) from Durham Region Transit (DRT) for use as a Mobile Clinic to support the Region's vulnerable population and reduce unnecessary Emergency Department utilization (2024_RDPSCPLTC, 4051000000_U014). Financing was reallocated from the 2024 Community Paramedicine – Long Term Care Capital Program provincial funding.	100,000

5. Sole Source Negotiations over \$100,000

- 5.1 Section 19.3 of the Region's Budget Management Policy states that, to facilitate the awarding and approval of sole source negotiations over \$100,000 during a recess of Regional Council, the Treasurer shall be authorized to act on behalf of Regional Council, subject to the agreement of the applicable Department Head

and C.A.O. and the availability of sufficient funding. The Treasurer shall be authorized to execute any resultant Agreements for the goods and services required.

- 5.2 Instances where delegated authority was used during a recess of Regional Council to facilitate the awarding and approval of sole source negotiations over \$100,000 are described below:

Description	Estimated Cost \$
1. Sole source agreement with Anthratech Western Inc. (AWI) to design, supply and install the stainless steel underdrains and specialized granular filter media at the Oshawa Water Supply Plant (D2213). AWI is a specialist in filter remediation and replacement and are the contractor municipalities use for granular media filter rehabilitation solutions across Canada.	3,000,000
2. Sole source agreement with AECOM Canada Limited for consulting engineering services for the design of the instrumentation system to monitor water quality and lake currents at the Whitby Water Supply Plant (WSP) (D1718). AECOM's knowledge of the existing facility allows for the integration of the Lake Water Instrument components into the existing facility which will expedite design activities.	1,610,000
3. Sole source agreement with AECOM Canada Limited for engineering design of improvements and replacement of the aeration system and sludge thickening at the Corbett Creek Water Pollution Plant. The aeration system and sludge thickening upgrades must be expedited to ensure Corbett operates in compliance with its regulatory approvals. AECOM is currently working on Project IDs D1913, D1855, D1830 and D1823 Digester Upgrades and Remediation Works and can accommodate these works through a scope change to the existing assignment.	500,000
4. Sole source agreement with Stantec Consulting Ltd. for consulting engineering services for the detailed design of the Thicksen Rd. (Reg. Rd. 26) widening through the Columbus Rd. intersection, in the Town of Whitby (R2440). Stantec is currently completing the design for the widening of Columbus Rd. for the Town of Whitby and using a single consultant will provide an accelerated and seamless design process.	225,001

Description	Estimated Cost \$
5. Sole source with Arjo Canada Inc. to provide 6 Rhapsody bathtubs and 2 Alenti bath lifts for the Hillsdale Estate Tub Room Renovations (G2009). Hillsdale Estates already uses these tubs and lifts, and no other alternative or equivalent products are acceptable.	\$182,000
6. Sole source agreement with GHD Limited (GHD) for the 2024 Ontario Structure Inspection Manual (OSIM) Program. GHD has already provided the Region with services to complete the 2022 and 2023 OSIM program and using them for the 2024 program will expedite the process to ensure compliance with the legislative requirements of the Public Transportation and Highway Act, Regulation O. Reg. 104/97. Financing is available in the 2024 Bridge and Pavement Management Program project (M2454).	160,000

6. Approval of Leases Considered to be Material

- 6.1 Section 19.4 of the Region's Budget Management Policy authorizes the Commissioner of Finance to act on behalf of Regional Council to approve leases considered material, subject to the agreement of the applicable Department Head and C.A.O. and the availability of sufficient funding, and the Treasurer shall be authorized to execute any resultant Agreement for the goods and services required.
- 6.2 There were no instances where delegated authority was used during a recess of Regional Council to facilitate the approval of leases.

7. Relationship to Strategic Plan

- 7.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Service Excellence:
- Goal 5.1 – Optimize resources and partnerships to deliver exceptional quality services and value
 - Goal 5.3 – Demonstrate commitment to continuous quality improvement and communicating results

8. Conclusion

8.1 In accordance with Section 19 of the Regional Budget Management Policy, Regional Council is to be informed of delegated authority exercised during a recess of Council.

8.2 This report has been reviewed by the Works, Health, Transit and Social Services departments.

Respectfully submitted,

Original Signed By _____

Nancy Taylor, BBA, CPA, CA
Commissioner of Finance