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## **The Regional Municipality of Durham**

### **MINUTES**

#### **FINANCE & ADMINISTRATION COMMITTEE**

**Tuesday, November 12, 2024**

A regular meeting of the Finance & Administration Committee was held on Tuesday, November 12, 2024 in the 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 Ashe, Chair  
Councillor Leahy, Vice-Chair  
Councillor Garrod  
Councillor Lee\*  
Councillor McDougall  
Councillor Schummer\*  
Councillor Woo\*  
Regional Chair Henry  
**\*denotes Councillors participating electronically**

Also  
Present: Councillor Wotten\*  
**\*denotes visiting Councillors participating electronically**

Staff  
Present: E. Baxter-Trahair, Chief Administrative Officer  
S. Ciani, Committee Clerk, Corporate Services – Legislative Services  
L. Fleury, Deputy Clerk, Corporate Services – Legislative Services  
T. Fraser, Committee Clerk, Corporate Services – Legislative Services  
B. Goodwin, Commissioner of Corporate Services  
A. Harras, Regional Clerk/Director of Legislative Services\*  
A. Hector-Alexander, Director, Diversity, Equity, and Inclusion  
W. Holmes, General Manager, DRT  
J. Hunt, Regional Solicitor/Director of Legal Services, CAO's Office – Legal  
R. Inacio, Systems Support Specialist, Corporate Services - IT  
N. Pincombe, Director, Business Planning & Budgets  
'IN. Taylor, Commissioner of Finance  
**\*denotes staff participating electronically**

#### **2. Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest made.

#### **3. Adoption of Minutes**

Moved by Councillor McDougall, Seconded by Councillor Leahy,

- (54) That the minutes of the regular Finance & Administration Committee meeting held on Tuesday, September 10, 2024, be adopted.

CARRIED

**4. Statutory Public Meetings**

There were no statutory public meetings.

**5. Presentations**

There were no presentations.

**6. Delegations**

There were no delegations.

**7. Administration**

**7.1 Correspondence**

There were no communications to consider.

**7.2 Reports**

**A) Durham Region Anti-Racism Taskforce Update (2024-A-16)**

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Report #2024-A-16 from Elaine Baxter-Trahair, Chief Administrative Officer, was received.

A. Hector-Alexander highlighted the recent Diversity Equity and Inclusion (DEI) municipal symposium, held in Regional Council Chambers, which brought together various DEI related taskforces and working groups from across the Region, and included discussion around collaborating on initiatives.

Moved by Councillor Leahy, Seconded by Councillor McDougall,

- (55) That Report #2024-A-16 of the Chief Administrative Officer, be received for information.

CARRIED

**B) Establishment of a Fees and Charges By-law for Court Clerk operations (2024-A-17)**

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Report #2024-A-17 from Jason Hunt, Regional Solicitor and Director of Legal Services, was received.

J. Hunt advised that provincial offences tickets can be paid in any jurisdiction and the fee being proposed in the Report would only apply to transactions at the front counter, in-person, by people who do not reside in the Region. J. Hunt explained that there are individuals who do not live in the Region and come here to pay multiple tickets, for multiple people, and spend a lot of time at the counter.

Staff responded to questions with respect to how many of these fees may be charged each year; and whether the intent is to promote that individuals pay tickets online and/or in the jurisdiction where they reside.

Moved by Councillor Garrod, Seconded by Councillor Leahy,  
(56) That we recommend to Council:

That a by-law establishing rates to be charged by the Region's court clerks for processing out-of-jurisdiction provincial offences tickets, as generally set out in the form included as Attachment #1 to Report #2024-A-17 of the Regional Solicitor and Director of Legal Services be adopted.

CARRIED

## **8. Finance**

### **8.1 Correspondence**

There were no communications to consider.

### **8.2 Reports**

#### **A) 2024 Durham Region Transit Bus Order and Capital Project Budget Re-allocations (2024-F-18)**

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Report #2024-F-18 from Nancy Taylor, Commissioner of Finance, was received.

Staff responded to questions with respect to whether the Region received any funding from the Zero Emission Transit Fund (ZETF); who manages the ZETF; why the Region's application for funding did not qualify; will there be further opportunities for similar funding; was there engagement from the Region's MPs regarding this; what the long term impact will be of not purchasing the original number of new buses; the impact to the 2024 and 2025 budgets; the difference in cost between a diesel bus and a battery electric bus; the lead time required to receive the diesel buses after purchase; the dollar value of the initial ZETF funding request submitted by the Region; should the Region have applied for a lower amount of funding to be successful; which other municipalities received funding and how much they received; which portion of the funding request was solely for buses; does an electric bus carry more passengers than a diesel bus; is it still beneficial to the environment to add diesel buses since they reduce the number of other vehicles on the roads; do the diesel buses being purchased have modern emissions reduction technologies; and how many riders has DRT had so far this year.

Councillor Lee requested that staff report back on why the Region did not receive the funding, which other municipalities received funding, how much they received, and for what.

Moved by Regional Chair Henry, Seconded by Councillor Leahy,  
(57) That we recommend to Council:

- A) That the project gross costs and financing shown in Section B of Attachment #1 to Report #2024-F-18 of the Commissioner of Finance be approved, replacing the previously approved bus stop infrastructure, vehicles, vehicle outfitting, facility, charging infrastructure and other project costs and financing shown in Section A of Attachment #1 to Report #2024-F-18;
- B) That staff be granted authority to request the necessary federal and provincial approvals to re-allocate Investment in Canada Infrastructure Program (ICIP) grant funding among bus stop infrastructure and the administrative building re-build projects, as shown in Attachment #1 to Report 2024-F-18, and potentially further re-allocations as necessary, to mitigate risk that federal and provincial ICIP funding is left un-spent and to align ICIP funding with current priorities; and
- C) That the Commissioner of Finance be authorized to adjust financing for the projects in Section B of Attachment #1 to Report #2024-F-18 in the unlikely event that the Region's request to reallocate ICIP funding is not approved by the federal or provincial governments.

CARRIED

B) 2025 Interim Regional Property Tax Levy (2024-F-19)

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Report #2024-F-19 from Nancy Taylor, Commissioner of Finance, was received.

Staff responded to questions with respect to whether a municipality has ever missed a payment and if the Region has received interest payments for late payments.

Moved by Regional Chair Henry, Seconded by Councillor Leahy,  
(58) That we recommend to Council:

- A) That a 2025 interim regional property tax levy be imposed on the lower-tier municipalities for all property tax classes;
- B) That the amount due from each lower-tier municipality is estimated to be equivalent to 50% of their respective share of the regional property taxes collected in 2024;
- C) That the 2025 interim regional property tax levy be paid by the lower-tier municipalities seven calendar days subsequent to the instalment due dates established by each lower-tier municipality for the collection of their respective interim municipal property taxes;
- D) That the 2025 Regional supplementary property taxes be paid by the lower-tier municipalities seven calendar days subsequent to the instalment due dates established by each lower-tier municipality for the collection of their respective supplementary municipal property taxes;
- E) That 25 per cent of the previous year's Regional payments-in-lieu of taxation, railway and utility lands and payments related to

universities/colleges and public hospitals be remitted by the lower-tier municipalities by March 31, 2025;

- F) That an interest rate equivalent to the prevailing prime interest rate shall be charged for late payments of the amounts described in recommendations A) to E);
- G) That the Regional Clerk be requested to advise the lower-tier municipalities of the imposition of the 2025 interim regional property tax levy for all property tax classes and the due dates for remittance to the Region; and
- H) That approval be granted for the requisite by-law.

CARRIED

C) Temporary Borrowing By-Law for 2025 (2024-F-20)

Report #2024-F-20 from Nancy Taylor, Commissioner of Finance, was received.

Moved by Regional Chair Henry, Seconded by Councillor Leahy,  
(59) That we recommend to Council:

- A) That the Regional Chair and the Treasurer be authorized in 2025 to borrow funds not to exceed \$500 million to meet current expenditures and liabilities until such time as the general tax revenues and other revenues of the Region are received; and
- B) That approval be granted for the requisite by-law(s).

CARRIED

**9. Advisory Committee Resolutions**

9.1 Durham Accessibility Advisory Committee, re: Construction at Stations for the Lakeshore East GO Train Extension to Bowmanville

Moved by Councillor McDougall, Seconded by Councillor Leahy,  
(60) That the following resolution from the Accessibility Advisory Committee be referred to staff for consideration:

- A) Whereas the Durham Accessibility Advisory Committee takes the position that station buildings and associated infrastructure at all stops for the Lakeshore East GO train Extension to Bowmanville must be completed before the extension opens and for the following reasons:
  - i) To protect Durham Region's ridership from nature's harsh elements;
  - ii) To house properly designed accessible washrooms;
  - iii) To ensure the safety of individuals utilizing transit connections, especially for our disabled community; and

- B) Now therefore be it resolved, that if Metrolinx fails to achieve Agreements with the private sector for new GO train Stations, the Durham Accessibility Advisory Committee supports Durham's possible decisions to help fund/build the Lakeshore East GO train Extension to Bowmanville, including all Station buildings and associated infrastructure such as entrances and parking lots.

CARRIED

**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 Finance & Administration Committee meeting will be held on Tuesday, December 10, 2024 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**13. Adjournment**

Moved by Councillor Leahy, Seconded by Councillor McDougall,  
(61) That the meeting be adjourned.

CARRIED

The meeting adjourned at 10:02 AM

Respectfully submitted,

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K. Ashe, Chair

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L. Fleury, Deputy Clerk