



|               |                   |
|---------------|-------------------|
| Location:     | Tom Davies Square |
| Commencement: | 4:06 PM           |
| Adjournment:  | 6:06 PM           |

## Minutes

### For the Finance and Administration Committee Meeting held Tuesday, April 17, 2018

---

#### Councillor Jakubo, In the Chair

|                |   |
|----------------|---|
| Present        | Councillors Signoretti, Lapierre, Sizer, Cormier, Reynolds, Landry-Altmann, Mayor Bigger  |
| City Officials | Ed Archer, Chief Administrative Officer; Kevin Fowke, General Manager of Corporate Services; Tony Cecutti, General Manager of Growth and Infrastructure Services; Ed Stankiewicz, Executive Director of Finance, Assets and Fleet; Ron Foster, Auditor General; Eliza Bennett, Director of Communications and Community Engagement; Melissa Zanette, Chief of Staff; Joseph Nicholls, Interim General Manager of Community Safety; Dave Brouse, Manager of Compliance and Operational Support; Renee Higgins, Manager of 311 and Customer Service; Eric Labelle, City Solicitor and Clerk; Barbara Dubois, Manager of Community Initiatives, Performance Support and Quality Improvement; Mike Jensen, Acting Director of Water/Wastewater; Franca Bortolussi, Acting Administrative Assistant to the City Solicitor and Clerk; Lisa Locken, Clerk's Services Assistant |

#### Declarations of Pecuniary Interests and the general nature thereof

None declared

## Presentations

### 1 . Automated Water Meter Reading Feasibility Study

Report dated April 3, 2018 from the General Manager of Growth and Infrastructure regarding Automated Water Meter Reading Feasibility Study.

Joel Carty, Consultant, Diameter Services and Dave Brouse, Manager of Compliance and Operational Support, provided an electronic presentation regarding Automated Water Meter Reading Feasibility Study for decision.

The following resolution was presented:

FA2018-06 Reynolds/Lapierre: THAT the City of Greater Sudbury directs staff to take the next steps required to implement a fixed base Automated Meter Reading ("AMR")/Automated Meter Infrastructure ("AMI") system for the City of Greater Sudbury as outlined in the report entitled "Automated Water Meter Reading Feasibility Study", from the General Manager of Growth and Infrastructure, presented at the Finance and Administration Committee meeting on April 17, 2018, including the following steps:

a) Issuing a Request for Proposals to select an implementation partner that will supply hardware,

software and related expertise to establish an AMR/AMI solution;

b) Establishing a municipally-owned Meter Data Management Software system; and

c) Creating an on-line customer service portal to permit real-time access to personal consumption data, initiated or manage service requests and other features as may be determined following a review of the submitted proposals;

AND THAT the City of Greater Sudbury directs staff to report to the Finance and Administration Committee with recommendations before the end of Q2, 2019 with a detailed implementation plan including:

a) A financing plan covering estimated capital costs, operating costs;

b) Changes in customer service levels and processes to achieve the program's expected benefits;

c) Changes in terms with Greater Sudbury Utilities;

d) Communication strategies for informing customers about pending changes; and

e) An implementation schedule

**CARRIED**

2 . 2019 Development Charges Background Study and By-Law

Report dated March 26, 2018 from the General Manager of Corporate Services regarding 2019 Development Charges Background Study and By-Law.

Jason Bevan, Hemson Consulting Ltd., provided an electronic presentation regarding 2019 Development Charges Background Study and By-law for information only.

3 . Customer Service Issues and Principles

Report dated March 26, 2018 from the Director of Communications and Community Engagement regarding Customer Service Issues and Principles.

Eliza Bennett, Director of Communications and Community Engagement and Renee Higgins, Manager of 311 and Customer Service, provided an electronic presentation regarding Customer Service Issues and Principles for information only.

## **Correspondence for Information Only**

C-1 . Section 391 Charges - Update of Existing Projects

Report dated February 26, 2018 from the General Manager of Corporate Services regarding Section 391 Charges - Update of Existing Projects.

For Information Only.

C-2 . Asset Management Program

Report dated April 4, 2018 from the General Manager of Corporate Services regarding Asset Management Program.

For Information Only.

C-3 . Election Compliance Audit Committee

Report dated March 28, 2018 from the General Manager of Corporate Services regarding Election Compliance Audit Committee.

For Information Only.

## **Managers' Reports**

R-1 . Fleet - External Services Agreement

Report dated April 4, 2018 from the General Manager of Corporate Services regarding Fleet - External Services Agreement.

The following resolution was presented:

FA2018-07 Lapierre/Reynolds: THAT the City of Greater Sudbury authorizes the General Manager of Corporate Services to enter into an agreement with Manitoulin-Sudbury District Services Board (MSDSB) for the provision of Paramedic fleet services as outlined in the report entitled "Fleet - External Services Agreement" from the General Manager of Corporate Services, presented at the

Finance and Administration Committee meeting on April 17, 2018;

AND THAT the City of Greater Sudbury authorize that a business case be prepared for the 2019 budget in order to convert part-time employee hours to a Permanent Full Time employee to be funded by MSDSB for the purposes of servicing MSDSB vehicles.

**CARRIED**

R-2 . The Federation of Canadian Municipalities Funding: Municipal Asset Management Program

Report dated March 13, 2018 from the General Manager of Corporate Services regarding The Federation of Canadian Municipalities Funding: Municipal Asset Management Program.

The following resolution was presented:

FA2018-08 Reynolds/Lapierre: THAT the City of Greater Sudbury authorizes the Executive Director of Finance, Assets and Fleet to apply for and enter into agreement relating to the Federation of Canadian Municipalities' Municipal Asset Management Program Grant for the City's Building Condition Assessments and Designated Substance Surveys of City of Greater Sudbury Fire Halls and further that the City of Greater Sudbury commits \$25,000 to conduct the project, all of which is further described in the report entitled "The Federation of Canadian Municipalities Funding: Municipal Asset Management Program", from the General Manager of Corporate Services, presented at the Finance and Administration Committee meeting on April 17, 2018.

**CARRIED**

## **Addendum**

No Addendum was presented.

## **Civic Petitions**

No Civic Petitions were submitted.

## **Question Period**

No Questions were asked.

## **Notices of Motion**

No Notices of Motion were submitted.

## **Adjournment**

Lapierre/Reynolds: THAT this meeting does now adjourn. Time: 6:06 p.m.

**CARRIED**

---

Eric Labelle, City Solicitor and Clerk