

**MINUTES OF THE FIFTEENTH MEETING OF THE
CITY OF GREATER SUDBURY PUBLIC LIBRARY BOARD**

Friday, January 24, 2003
Tom Davies Square C-12

Commencement: 8:00 a.m.
Adjournment: 9:20 a.m.

PRESENT

Councillor T. Callaghan; Councillor L. Lalonde; S. Roy; K. Dopson
(8:05 a.m.); C. White; P. Reid

REGRETS

Councillor M. Petryna; Councillor R. Dupuis; J. Cameron; V. Gutsch

CITY STAFF

C. Hallsworth, General Manager Citizen and Leisure Services; R. Henderson, Director of Citizen Services; R. Clouthier, Manager-North Citizen Service Centres and Neighbourhood Libraries (8:05 a.m.); C. Zuliani, Manager, Library and Heritage Resources; M. Hardie, Manager-South Citizen Service Centres and Neighbourhood Libraries; D. Kennedy, Administrative Assistant-Director of Citizen Services;

CHAIR

TED CALLAGHAN IN THE CHAIR

The Chair welcomed everyone to the meeting.

**DECLARATIONS OF
PECUNIARY INTEREST**

None

MINUTES

White/Roy Resolution 2003-1
That the minutes of the Fourteenth Meeting of the Greater Sudbury Public Library Board held on December 19, 2002, be adopted.

CARRIED

REPORTS

**Branch Space
Needs Analysis**

Report dated January 16, 2003, from the General Manager of Citizen and Leisure Services regarding Branch Space Needs Analysis was received.

The following motion was presented:

Resolution 2003-2 Roy/White

That the Greater Sudbury Public Library request that Council approve a draw in the amount of \$25,000 to be used to retain a consultant to prepare a "Branch Space Needs Analysis" for the Greater Sudbury Public Library.

CARRIED

CORRESPONDENCE

Report dated January 13, 2003, from the General Manager of Citizen and Leisure Services regarding 2003 Budget Process was received. Information regarding the City of Greater Sudbury Budget 2003 was distributed.

The Director of Citizen Service with the aid of an overhead presentation gave an overview of the Citizen Service Department Current and Capital Budget for 2003. The presentation detailed current and capital budget highlights, along with budget options. A question and answer period took place during the presentation after which the Board Members prioritized each of the five (5) budget options in rank of preferred option to least preferred option using a voting sheet. The results in order of most preferred to least preferred option was as follows:

- #1 - Staffing Efficiencies
- #2 - Close Walden West Branch
- #3 - Reduce Hours of Service in the three (3) Citizen Service Centres
- #4 - Eliminate Sunday Library Service at each of the six (6) District Libraries
- #5 - Close all four (4) Neighbourhood Library Branches

The Chair advised that the Board's recommendations on the capital renewal priorities and the outcome of the budget option voting would be provided to City Council through the Vice-Chair L. Lalonde.

NEW BUSINESS

None


ADJOURNMENT

Reid/White Resolution 2003-3

That this meeting does now adjourn. Time: 9:20 a.m.

CARRIED


Secretary


Chair

NICKEL DISTRICT CONSERVATION AUTHORITY

Minutes of General Board Meeting

Wednesday, February 19, 2003

Room C-13A
Tom Davies Square

Commenced: 3:35 p.m.
Adjourned: 4:15 p.m.

PRESENT: Ron Bradley, Chairman
Gerard Dalcourt
David Kilgour
Bob Rogers

ALSO PRESENT: A. Bonnis
P. Sajatovic
G. Babij, Babij & Associates
M. Simeoni, City of Greater Sudbury
Media

COMMUNICATION: D. Courtemanche
P. Douglas
M. Petryna

1. Chair Bradley opened the meeting.
2. No declarations of conflict were declared.
3. Adoption of Minutes

- a) January 15, 2003
Resolution 2003-16 Dalcourt - Rogers

That the minutes of the January 15, 2003 General Board meeting, as duplicated and circulated, be approved.

Carried.

- b) February 14, 2003
Resolution 2003-17 Rogers - Dalcourt

That the minutes of the February 14, 2003 Special General Board meeting, as duplicated and circulated, be approved.

Carried.

4. Presentation - 2002 Financial Statement

Chair Bradley welcomed Greg Babij, N.D.C.A. Auditor, to the meeting. Board members had been provided with copies of the 2002 Financial Statement. Mr. Babij conducted a page by page review and many questions were asked. It was noted that as a result of a decision taken by the Board at the February 14, 2003 meeting, some reserve account balances previously reported would be altered. However, this will not necessitate a change of the 2002 statement. Mr. Babij was thanked for his presentation, and the following resolution was passed.

Resolution 2003-18

Rogers - Kilgour

That the N.D.C.A.'s 2002 audited Financial Statement be approved as presented.

Carried.

5. General Business

a) Funding Request to N.D.C.F.

Resolution 2003-19

Dalcourt - Kilgour

That the Nickel District Conservation Foundation be requested to provide \$7,500 in funding support for the Lake Laurentian Environmental-Education Program.

Carried.

b) N.D.C.A. Appointment to Ramsey Lake Land Trust

The Lake Ramsey Advisory Panel, appointed by the City of Greater Sudbury in 2002, has been working on various issues. One issue which has been worked on quite extensively is the concept of creating a Land Trust for long term stewardship purposes. Because the N.D.C.A. owns the largest tract of land in the Lake Ramsey watershed, the N.D.C.A. was asked to consider designating a representative to act on the Board of Directors of the Trust.

N.D.C.A. Vice-Chair Rogers, who is also Chair of the Lake Ramsey Advisory Panel, and Mark Simeoni, Senior Planner, City of Greater Sudbury, provided more information to members. It was noted that once the Objects of Incorporation for the Land Trust are completed, the N.D.C.A. will be asked to designate a specific individual. That will happen at a future meeting in 2003. Following a brief discussion, the following resolution was passed.

Resolution 2003-20

Kilgour - Dalcourt

That the N.D.C.A. hereby agrees to appoint a representative, Director ex-Officio, to the Ramsey Lake Land Trust, subject to the completion of the Objects of Incorporation, in the current year.

Carried.

c) Provincial Groundwater Monitoring Network Initiative

Update reports had been given to Board members on this initiative over the past year. P. Sajatovic advised that Board members were being asked for approval to proceed with establishing a monitoring well network for the Nickel District watershed. It was noted that a local stakeholders group, comprised of representatives from many agencies, organizations and groups had put a lot of work into identifying potential monitoring well locations. Members were also advised of the funding still available in Phase I of this project to March 31, 2003 and the undetermined status of Phase II. The next stage of the project will occur later this year, and before any action is taken a report will be brought to the General Board. After many questions were answered, the following resolution was passed.

Resolution 2003-21

Rogers - Kilgour

That the N.D.C.A. agrees to sign the Letter of Agreement Addendum for the Provincial Groundwater Monitoring Network Project as outlined in the staff report dated February 7, 2003.

Carried.

d) Update on N.D.C.A. 2003 Budget

Chair Bradley reported on the detailed budget presentation made to the City of Greater Sudbury's budget committee on February 17th. He felt it had gone well and had answered many of the questions and misconceptions raised at the first session on February 4th. However, Chair Bradley pointed out that the City is still working on finalizing its budget and it was an especially difficult year. Therefore, the N.D.C.A. has to wait for final word on its 2003 general operations levy request.

P. Sajatovic distributed information to members related to the capital project request to the City and the funding option outlined in their 2003 Capital budget. Chair Bradley reported that this issue would be dealt with soon and is hopeful that the municipality will be able to fund the request in order to allow the N.D.C.A. to continue with the Junction Creek flood control works.

6. New Business

The next General Board meeting is scheduled for Wednesday, March 19, 2003 at 7:00 p.m., Room C-11, Tom Davies Square.

No other business was transacted.

7. Adjournment

Resolution 2003-22

Rogers - Dalcourt

That we do now adjourn.

Carried.

16th MEETING OF THE BOARD OF DIRECTORS OF SUDBURY METRO CENTRE

Sudbury Metro Centre Board Room

Tuesday, November 26, 2002

A REGULAR MEETING OF THE BOARD HELD AT 6:00 P.M.

M. PETRYNA IN THE CHAIR.

PRESENT

R. de la Riva, R. Hirani, A. Davey, J. Jackson, J. Fiorino, G. Robicheau

ALSO PRESENT

M. Luoma - Executive Director

C. Salazar - City Liaison

REGRETS

J. Rutherford, S. Nacinovic-Flamand

DECLARATIONS OF CONFLICT

None declared

PART I - CONSENT AGENDA

02-142 Jackson - Davey

THAT items C-1 to C-4 inclusive, contained in the Consent Agenda, as duplicated and circulated, be hereby accepted.

CARRIED

ADOPTION OF MINUTES

C-1 Board Meeting

02-143 Davey - Jackson

THAT the minutes of the 15th Meeting of the Board of Directors of Downtown Sudbury, dated Tuesday, September 24, 2002, as duplicated and circulated, be hereby accepted.

CARRIED

C-2 Executive Committee

02-144 Davey - Robicheau

THAT the minutes of the Executive Committee meetings, dated Monday, October 7, Wednesday, November 6, and Tuesday, November 26, 2002, as duplicated and circulated, be hereby accepted.

CARRIED

C-3 Downtown Security Work Group

02-145 Davey - Robicheau

THAT the minutes of the Downtown Security Work Group meetings, dated Wednesday, October 2 and Thursday, October 31, 2002, as duplicated and circulated, be hereby accepted.

CARRIED

C-4 Promotion/Marketing Work Group

02-146 Jackson - Davey

THAT the minutes of the Promotion/Marketing Work Group meetings, dated Wednesday, October 9, Wednesday, November 6 and November 13, 2002, as duplicated and circulated, be hereby accepted.

CARRIED

...2

M-44 ①

*Note Copies of notes from 'Informal Meeting' of the Board, October 15th, were also previously circulated for information.

PART 2 - REGULAR AGENDA

HOUSEKEEPING

H-1 Chair's Report

M. Petryna noted that various items will be discussed throughout the meeting.

H-2 Executive Director's Report

Previously circulated, outlining activities to the end of October. M. Luoma expanded upon November activities ... Christmas program, budget, etc. (as per regular 'Updates' circulated). The following resolution was then presented:

02-147 Davey - Jackson

THAT the Executive Director's Reports, as previously circulated, on activities of the Board to the end of October 2002, be accepted.

CARRIED

Further to previous discussion re 2001 Financial Statements, the following resolution was presented:

02-148 Davey - Robicheau

THAT the 2001 Financial Statements, as previously circulated and presented by E. Reilly (FCR), be accepted.

CARRIED

H-3 Market Manager's Report

Dated November 12th ... previously circulated (via mail). Motion to accept Deferred as a number of Directors did not have the opportunity to peruse.

Directors discussed current status of Market leading up to Christmas - Advisory Committee to meet to further discuss.

REGULAR BUSINESS

R-1 Promotion/Marketing

Information previously circulated and an updated on Christmas and 2003 provided - as per the Work Group's discussions.

R-2 Development

New Economy Sudbury.com ... M. Luoma advised that she and C. Salazar will be attending a 'Lessons Learned' meeting in Toronto, hosted by OCCCR (one of the funding partners) and will be making a presentation on this initiative. A. Davey reiterated the importance of making a presentation to Council (as a partner in this project) to update on the initiative, its accomplishments, etc.

R. Hirani advised Directors of the status of various renovation/construction projects at **Rainbow Outlet Centre**, including the development of the 'lay by'.

R-3 Security

As per previously circulated Work Group minutes.

R-4 Other/Updates

Elgin Street Mission ... Directors were advised that discussions with Elgin Street businesses, the Mission, and the City are progressing and have been very positive ... a resolution to this issue is expected in the near future.

Correspondence ...

Copy of correspondence to T. Mowry, re increase in number of Directors was circulated for information.

Copy of correspondence re Strategic Plan - Downtown Parking was circulated for information.

NEW BUSINESS

N-1 2003 Program & Budget

Detailed information package was distributed.

M. Luoma advised of Executive Committee discussion, followed by a presentation of the proposed program and budget.

Discussion highlights included:

Cinefest ... Directors expressed desire to develop partnership for expanded Downtown presence for both Cinefest and Cine+ and questioned the future plans for both. It was agreed that the owner of the Cine+ building be invited to a future Board meeting (January) and that representatives from Cinefest be invited to a Promotion/Marketing Work Group meeting (January).

Office Space ... Directors were reminded that ... ① current lease expires in June 2003 ② a resolution was passed earlier this year reaffirming the intent to locate the Board's offices at Market Square (Vesta Pasta Building).

Following discussion it was agreed that, through the City, specific details be acquired as to required renovations, costs, timelines, etc. - by the end of January. At that time, the Board will review and be in a position to make a decision on office location in 2003.

The following resolution was then presented:

02-149 Fiorino - Davey

THAT the Board supports the recommendation of the Executive Committee that the following be approved in principle as presented, as it relates to the 2003 Program & Budget process:

- that the 2003 Operating Budget be \$410,000
- that the 2003 Levy to property owners be maintained at the same level of 2002, that being \$400,000
- that \$10,000 of any 2002 Operating surplus be carried over to the 2003 Operating Budget
- that any further 2002 Operating Surplus be placed in the Special Projects Reserve Fund

AND FURTHER THAT the final budget details will be presented for final approval to the Board at the January 2003 meeting, followed by presentation and approval by the General Membership in February 2003.

CARRIED

...4

N-2 Personnel

Directors moved 'In Camera' to discuss a Personnel matter, further to which the following resolution was passed:

02-150 Fiorino - Robicheau

WHEREAS staff has not received a salary adjustment, other than annual cost-of-living, since 1999;

AND WHEREAS the previous adjustment to that date was 1989;

BE IT THEREFORE RESOLVED THAT the Board supports the Executive Committee recommendation of a salary adjustment of 3% for 2002, effective January 1, 2002;

AND FURTHER THAT this includes the Executive Director, Program Co-ordinator and Administrative Assistant.

CARRIED

NEXT MEETING

TUESDAY, JANUARY 15, 2003 ... 6 P.M.

ADJOURNMENT

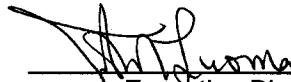
02-151 Davey - Robicheau

THAT we do now adjourn. Time 8:00 p.m.

CARRIED



Chair



Executive Director

MINUTES OF THE TENDER OPENING COMMITTEE

Committee Room C-13A
Tom Davies Square
2003-03-04

Commencement: 2:30 pm.
Adjournment: 2:47 p.m.

DARRYL MATHÉ, MANAGER OF SUPPLIES & SERVICES, IN THE CHAIR

Present

D. Belisle, General Manager of Public Works; A. Sweetman, Sewer and Water Engineer; C. Mathieu, Manager of Waste Management Services; C. Salazar, Manager of Corporate Strategy and Policy Analyst; K. Lessard, Law Clerk; C. Stewart, Seniors Consultant; L. Lesar, Secretary to the Manager of Supplies & Services

RFP for Waste Optimization Study

Proposals for a Waste Optimization Study (estimated at a cost between \$100,000.00 and \$250,000.00) were received from the following bidders:

BIDDERS

Trow Consulting Engineers
Dillon Consulting
Earth Tech (Canada) Inc.

The foregoing tenders were turned over to the Manager of Waste Management for review and recommendation to the General Manager of Public Works who would report to City Council.

RFP for Environmental Assessment

Proposals for an Environmental Assessment were received from the following bidders:

BIDDERS

J.L. Richards & Associates Ltd.
Earth Tech (Canada) Inc.
Dennis Consultants, A Division of RV Anderson Associates Limited

The foregoing tenders were turned over to the Manager of Sewer and Water for review and recommendation to the General Manager of Public Works who would report to City Council.

RFP for Consulting
Services for an Aging
Population

Proposals for Consulting Services for an Aging Population
{estimated at a cost of between \$75,000.00 and \$90,000.00} were
received from the following bidders:

BIDDERS

C.A.I. Corporate Affairs International
SHS Inc.
Price Waterhouse Coopers LLP
IBM Business Consulting
Oracle Poll Research Ltd.
Summit Consulting
Morcom Consultants

The foregoing tenders were turned over to the for review and
Manager of Corporate Policy and Strategy Analyst for
recommendation to the General Manager of Corporate Services who
would report to City Council.

Adjournment

The meeting adjourned at 2:47 p.m.

Chairman

Secretary