



**REGIONAL MUNICIPALITY OF NIAGARA  
POLICE SERVICES BOARD**

**ACCOMMODATIONS STEERING COMMITTEE  
PUBLIC MINUTES**

**Thursday, March 9, 2017**

**Niagara Regional Police Service  
Community Room 1<sup>st</sup> Floor, 5700 Valley Way, Niagara Falls, Ontario**

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**CALL TO ORDER**

The Accommodations Steering Committee Meeting commenced at 10:16 am.

**ROLL CALL**

**PSB MEMBERS:**

Mr. K. Gansel, Committee Chair  
Mr. B. Gale, Board Chair  
Mr. D. Barrick  
Mr. T. Bonham  
Mr. A. Caslin  
Mr. B. Marshall  
Mr. V. Stewart

Ms. D. Reid, Executive Director

**NRPS MEMBERS:**

Chief J. McGuire  
Deputy Chief B. MacCulloch, Operational Support  
A/Deputy Chief G. Bench, Support Services  
Mr. A. Askoul, Director of Information and Technology  
Mr. T. Roome, Public Safety Radio System Manager  
Mr. J. Sanders, Manager, Video Unit  
Mr. J. Ohlman, Video Producer, Video Unit

**RMON:**

Mr. J. Burgess, A/Commissioner of Corporate Services  
Ms. M. Cluckie, Director of Facilities Management  
Mr. M. Koren, Project Manager  
Mr. M. Strba, Colliers Project Leaders

**NRPA:**

Mr. P. McGilly, Vice-President, Niagara Region Police Association

**OTHER:**

Mr. R. McGuire, Citizen

**DECLARATIONS OF CONFLICT/PECUNIARY INTEREST**

There were no declarations of conflict or pecuniary interest.

## MINUTES OF PREVIOUS MEETINGS

### 1. Minutes of the Accommodation Steering Committee Meeting held October 13, 2016.

Moved by: B. Gale  
Seconded by: A. Caslin

That the information be received.

Carried.

### 2. Minutes of the Special Public Board Meeting held November 10, 2016.

Moved by: T. Bonham  
Seconded by: V. Stewart

That the information be received.

Carried.

## NEW BUSINESS

### 3. NRPS 1 District (St. Catharines) Facility Project – 1 District Options

The Committee considered a presentation and memo dated March 7, 2017 from Ms. Marnie Cluckie, Niagara Region, providing the Committee with a status update report in regards to the November 10, 2016 Board direction *"That the Chief of Police report back to the Board with all options for the 1 District Facility Project to fit within the \$18.2 million funding envelope."*

In his introductory comments, Chief McGuire advised that the Headquarters/2 District and 1 District were budgeted and approved at a cost of \$83.1 million. The most recent report from the Region shows that the Headquarters/2 District portion has come in below budget. He stated that in itself is an admirable feat for the largest capital project ever budgeted for in the Region, particularly when that budget was set many years ago with no allowance for inflation.

The remaining funds available for the construction of 1 District from that original budget are about \$17.2 million. In addition to that budgeted money, another \$2.25 million in capital funding has been budgeted for the building of the Communications 911 Back-up Centre. Two years ago, on March 26<sup>th</sup> 2015, the Board passed the following motion regarding the building of the required Communications Unit Back-Up:

*"That the Board initiate \$1 million of the \$2.5 million allocated for Capital Project#ZP00411 Communications Unit Back-Up, subject to the discretion of the Police Service to select a location at either the new 1 District (St Catharines) facility or to retrofit the Emergency Services facility located at 2 Cushman Road, St. Catharines."*

The Board motion authorized the Service to only consider two sites. Chief McGuire advised that the Service did extensive work and have informed the Board that only one of those sites is suitable and that is the new 1 District site. The capital money has been budgeted in the amount of \$2.25 million and this money is outside the \$17.2 million that remains in the original Headquarters/2 District and 1 District for the 1 District site.

Chief McGuire stated that the new back-up site must be up and running before the decommissioning of the old site at 68 Church Street. He said continued delays of the construction of the new 1 District facility and the Communications Back-up site will continue to negatively impact the safety of the citizens and police officers of the Niagara Region.

On November 10, 2016, the Board passed the following motion:

*"That the Chief of Police report back to the Board with all options for the 1 District Facility Project to fit within the \$18.2 million funding envelope."*

Since that time, the Joint Steering Committee has worked closely with expert staff at the Region. Representation included Chief McGuire, Deputy Chief MacCulloch, Inspector Frayne and Vice Chair Gansel as an observer. The Regional representatives have been Marnie Cluckie, Mislav Koren and Jason Burgess.

The Region experts contracted with experts from the firm Colliers to examine the options for the 1 District site. Those experts have advised that the only option is to remain on the Welland and Geneva site that was purchased almost three years ago. This site has \$4 million of sunken costs already. Included in the sunken costs are the \$1.8 million cleanup of the dirty soil and that alone is 10.5% of the \$17.2 million budget. This site was not the choice of the Board and as far back as September 2014 the Board has made it known that the cleanup costs should not be deducted from the capital money set aside to build the 1 District facility and passed a motion to that effect and communicated it to the Region.

Chief McGuire advised that an operationally functional building for the future, including the 911 back-up facility, can be built extremely close to budget if the \$1.8 million cleanup costs are not attributed to the project and are assumed by the Region and the full \$2.25 million capital money is committed to the 911 Centre. Regional experts have indicated that the only suitable option is to remain at the Welland and Geneva site and there is no option to look elsewhere including renovating or rebuilding 68 Church Street.

The 1 District building was to have been built simultaneously with the Headquarters/2 District building. The Service broke ground on the Headquarters/2 District portion in November 2013, almost 3.5 years ago. The Region has owned the property at Welland and Geneva for about three years and the cleanup has been complete for more than a year. The site now sits ready to build with a fence around it. Chief McGuire respectfully submitted that continued delay is not acceptable and stated that it will negatively impact public and officer safety while the financial costs continue to rise and the value of the budgeted money continues to decline.

Ms. Marnie Cluckie then spoke to her report and suggested the Board seriously consider the Service's recommendation to move forward with the operationally functional proposal identified as Option 1A in the report.

Mr. Mark Strba, Colliers Project Lead, provided a presentation on the three options and their variations, along with a status update on their investigation and analysis. The options reviewed included Option 1 – Welland Site (1A – 39,116 square foot program, 1B – 35,617 square foot program), Option 2 – Alternate Sites, and Option 3 – 68 Church Street (3A – renovation of existing building, 3B – demolition and new build). It was summarized that none of the options investigated so far meet budget guidance and that Option 1B is the option that comes closest to meeting budget guidance with an approximate negative variance of \$400,000, if the 911 Back-Up Centre was fully funded. However, the NRPS have indicated that the reduction of the proposed facility in Option 1B will not meet police operational requirements. The Region also advised that additional options for the 1 District facility project to fit within the \$18.2 million funding envelope can be investigated but this will have an impact on the schedule and budget.

The Committee entered into a lengthy discussion with respect to the 1 District project budget, including the need to recognize inflationary factors, the Regional responsibility to pay for clean-up costs, the square footage increases since 2011, the need for a building condition assessment and to explore other options for a 911 back-up Centre.

Committee Chair Gansel requested that a tour of the 1 District facility at 68 Church Street be arranged for Board members within the next two to three weeks so the Board members can see the building condition and the current 911 back-up centre.

The Chief outlined the Service concerns for operational suitability of Option 1B. He stated that there are absolutely no storage capabilities or room for growth. There are options but they are not palatable for the future of policing or the City of St. Catharines, such as the reallocation of square footage through the elimination of the Community Room.

Other specific concerns were outlined including the reduction of square footage for the Staff Sergeant's office, no space allocated for meeting rooms, no room for future expansion of the Street Crime Unit and the Patrol Sergeant's office, property room does not meet space requirements to process property and evidence seized, compression of the building reduces room to store police bicycles and equipment, Clerk's office only allows for workstation area with no storage for equipment, the lunch room is too small, the prisoner transfer area only has one cell and there needs to be two for gender and youth reasons, the breathalyzer testing room has been eliminated and hallways reduced to six feet wide which is problematic for officers mobility given the equipment that is worn, as well as locker rooms reduced to minimal future expansion and the issues identified with the 911 call centre.

The Committee requested the Service provide a report to outline their concerns with a 4,500 square foot reduction as outlined in Option 1B for and how these concerns could be addressed to deal with any shortcomings.

The Board's Executive Director was also asked to confirm if the Board received the 'staff report' that was referenced in the Region's November 6, 2014 memorandum.

Moved by: A. Caslin  
Seconded by: B. Gale

**That the option for site selection be deferred until staff have the ability to:**

- 1. Inspect the 68 Church Street facility to ensure its suitability of continuing function and sustain the back-up 911 facility while other options for a 911 back-up center can be investigated;**
- 2. Staff project team investigate other options for the 911 back-up centre outside of the District 1 station including shared services with Hamilton and other possible services;**
- 3. That staff project team provide an option that meets the available budget of approximately \$17.2 million not including the \$1 million allocated for the 911 center; and**
- 4. If escalation costs are to be included in the options presented then the offsetting deferred cost benefit should also be included.**

**Carried.**

**4. NRPS Headquarters/2 District (Niagara Falls) Facility – RMON Project Update**

The Committee considered a verbal submission from Ms. Marnie Cluckie, Director of Facilities Management and Mr. Mislav Koren, Project Manager, Niagara Region, providing the Committee with a verbal status report for the Headquarters/2 District Facility for September 2016.

Mr. Koren provided a brief update advising that the Project Team is working through the last remaining deficiencies. They have set up a task force with the Police and Region, which meets weekly to track deficiencies so they can be addressed as quickly as possible. He anticipates that the deficiencies should be cleared up in short order and one those have been addressed a close-out report will be issued to the Board and Region on the final statistics of the project.

With respect to additional parking, the Region is in the preliminary stages of the investigation and has developed a conceptual design. A separate report will come forward regarding the additional parking.

**Motion 1:**

Moved by: B. Gale  
Seconded by: T. Bonham

**That the information be received.**

**Carried.**

**Motion 2:**

Moved by: B. Gale  
Seconded by: T. Bonham

**That the Committee defer any expenditures on additional parking for the Headquarters/2 District facility until the total assessment on the budget of the 1 District facility project is completed.**

**Carried.**

**OTHER NEW BUSINESS**

**5. Board Letter to Regional Chair & Council – NRPS 1 District Facility Notice of Additional Costs from Site Selection by Regional Council**

The Committee considered a copy of a confidential letter that was sent from former Board Chair Henry D'Angela to former Regional Chair Gary Burroughs and Members of Council on October 9, 2014 advising of the Board's concern with respect to additional costs as a result of the site selected by Regional Council for the new 1 District facility and a copy of a memorandum from former Niagara Region Commissioner Lewis to Regional Council dated November 6, 2014 about the Board's correspondence.

Moved by: B. Gale  
Seconded by: A. Caslin

**That the Committee authorize the public release of the letter.**

**Carried.**

**NEXT MEETING**

The next meeting is scheduled for Thursday, April 13, 2017 at 8:30 am, NRPS Headquarters, Community Room, 1<sup>st</sup> Floor, 5700 Valley Way, Niagara Falls.

**ADJOURNMENT**

The Accommodation Steering Committee adjourned at 11:42 am.

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Bob Gale, Chair

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Deb Reid, Executive Director