**Agenda – Council – November 16, 2016**

**Report – Executive Policy Committee – November 9, 2016**

**Item No. 5 Letter of Agreement – The Manitoba Public Insurance Corporation and The City of Winnipeg for Vehicle Standards and Inspections Officers Training**

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On November 9, 2016, the Executive Policy Committee concurred in the recommendation of the Winnipeg Public Service and submitted the following to Council:

1. That the City enter into, execute and deliver a Letter of Agreement with The Manitoba Public Insurance Corporation (MPI), allowing the Winnipeg Police Service (WPS) to deliver vehicle standards and Inspections Officers training to MPI employees, and such other agreements as determined necessary by the Director of Legal Services and City Solicitor to implement the intent of the foregoing (the "Ancillary Agreements").

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the Letter of Agreement and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all future similar agreements with MPI, in accordance with this report and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

**Report – Executive Policy Committee – November 9, 2016**

DECISION MAKING HISTORY:

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On November 9, 2016, the Executive Policy Committee concurred in the recommendation of the Winnipeg Public Service and submitted the matter to Council.

# ADMINISTRATIVE REPORT

**Title:** **Letter of Agreement between The Manitoba Public Insurance Corporation and The City of Winnipeg for Vehicle Standards and Inspections Officers Training**

**Critical Path:** **Executive Policy Committee – Council**

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| M. Musgrove | Acting Chief Arthur G. Stannard | M. Ruta | D. McNeil |

## EXECUTIVE SUMMARY

The Letter of Agreement provides an outline of the responsibilities between the WPS and MPI with respect to the four (4) day training course that was delivered to MPI employees on July 5 through July 8, 2016.

## RECOMMENDATIONS

1. That the City enter into, execute and deliver a Letter of Agreement with The Manitoba Public Insurance Corporation (MPI), allowing the Winnipeg Police Service (WPS) to deliver vehicle standards and Inspections Officers training to MPI employees, and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (the “Ancillary Agreements”).

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the Letter of Agreement and the Ancillary Agreements, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all future similar agreements with MPI, in accordance with this report and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

## REASON FOR THE REPORT

Council approval is required to enter into the Letter of Agreement with MPI.

## IMPLICATIONS OF THE RECOMMENDATIONS

The WPS provided the training under the terms and conditions in the Letter of Agreement.

## HISTORY

A Letter of Agreement regarding the Vehicle Standards and Inspections Officers Training has been drafted to address the respective obligations of MPI and the WPS. The term of the Agreement commenced on July 5 and concluded on July 8, 2016.

During the term of the Agreement, the Service provided MPI employees with the training required. As stated in the Agreement, MPI agreed to fund the costs associated with the instruction.

On October 13, 2016 the Winnipeg Police Board received this report from the Winnipeg Police Service for review and consideration. On October 13, 2016, through communication from the Executive Director, the Winnipeg Police Board advised that it accepted this report for information, and indicated that the Winnipeg Police Service may proceed with the submission of this report, as it is administrative in nature and within the authority of the chief of police.

## FINANCIAL IMPACT

**Project Name:** **First Year of Program** **2016**

MPI Vehicle Standards Training

| | 2016 | 2017 | 2018 | 2019 | 2020 |
|---|---|---|---|---|---|
| **Capital** | | | | | |
| Capital Expenditures Required | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budgeted Costs | - | - | - | - | - |
| Additional Capital Budget Required | $ - | $ - | $ - | $ - | $ - |
| **Funding Sources:** | | | | | |
| Debt - Internal | $ - | $ - | $ - | $ - | $ - |
| Debt - External | - | - | - | - | - |
| Grants (Enter Description Here) | - | - | - | - | - |
| Reserves, Equity, Surplus | - | - | - | - | - |
| Other - Enter Description Here | - | - | - | - | - |
| Total Funding | $ - | $ - | $ - | $ - | $ - |
| Total Additional Capital Budget Required | $ - | | | | |
| Total Additional Debt Required | $ - | | | | |
| **Current Expenditures/Revenues** | | | | | |
| Direct Costs | $ - | $ - | $ - | $ - | $ - |
| Less: Incremental Revenue/Recovery | 12,000 | - | - | - | - |
| Net Cost/(Benefit) | $ (12,000) | $ - | $ - | $ - | $ - |
| Less: Existing Budget Amounts | - | - | - | - | - |
| Net Budget Adjustment Required | $ (12,000) | $ - | $ - | $ - | $ - |

**Additional Comments: Training is provided during regular work schedules so there is no overtime. Additional expenses are insignificant.**

*original signed by Ron Smolik Sept 20/16*

Manager of Finance
Winnipeg Police Service

## CONSULTATION

**In preparing this report there was consultation with:**

Legal Services Department (as to legal issues)

## OURWINNIPEG POLICY ALIGNMENT

**01-2a COLLABORATE TO MAKE SAFE COMMUNITIES**
Direction 1: Provide a visible and effective community police presence.

## SUBMITTED BY

| | |
|---|---|
| Department: | Winnipeg Police Service |
| Division: | Organizational Development and Support, Division 32 |
| Prepared by: | M. Musgrove |
| Date: | October 14, 2016 |
| File No. | ODS 16 - 329 |