



Committee Minutes

Corporate Services Committee

February 9, 2016 – 10:00 AM

The Corporate Services Committee met on the above date at the County Administration Building with the following members in attendance:

Present: Councillors Bob Pringle, Dwight Burley, Paul McQueen, Selwyn Hicks, Harley Greenfield, Norm Jack and John McKean; and Warden Alan Barfoot

Regrets: Councillors Arlene Wright and Kevin Eccles

Staff

Present: Kim Wingrove, Chief Administration Officer; Sharon Vokes, County Clerk/Director of Council Services; Kevin Weppler, Director of Finance; Grant McLevy, Director of Human Resources; Sandra Shipley, Human Resources Manager; Heather Morrison, Deputy Clerk/Records Manager; Marlene McLevy, Claims Manager; Geraldine Cole, Health and Safety Manager; Lisa Kean, Disability Manager and Tara Warder, Committee Coordinator

Call to Order

Vice Chair Greenfield called the meeting to order at 10:00 AM.

Adoption of the Agenda

CS20-16 Moved by: Councillor Jack Seconded by: Councillor Burley

THAT the Corporate Services Committee agenda dated February 9, 2016 be adopted as presented.

Carried

Declaration of Pecuniary Interest

There was none.

Minutes of Meetings

Grey County Building Task Force – Administration Building minutes dated January 12, 2016 and January 21, 2016

The minutes were reviewed.

CS21-16 Moved by: Warden Barfoot Seconded by: Councillor McQueen

THAT the minutes of the Grey County Building Task Force dated January 12, 2016 and January 21, 2016 be adopted as presented.

Carried

Business Arising from the Minutes

Corporate Services Committee minutes dated January 12, 2016

These minutes are for information only as they were adopted by Grey County Council on February 2, 2016.

Deputations

IMPACT! Youth Summit and Request for Financial Support

Brandon Koebel addressed the Committee regarding the upcoming IMPACT! Youth Summit and to request financial support to assist in the costs of holding the summit.

Mr. Koebel provided information on the Youth Roots organization, noting that it is an organization that works to provide youth with supports and life skills. Mr. Koebel noted that 500 youth from across the Province are expected to attend the event which will be focused on leadership skills, and creating mental health and wellbeing awareness. The target age range is 14-18 years. Youth Roots is requesting that the County contribute \$2,000 to the event.

Mr. Koebel addressed questions from the Committee. It was noted that attempts are being made to network with as many youth organizations as possible. Organizers are working with the school boards and visiting classrooms to promote the event. It was noted that John Diefenbaker Secondary School has been booked out for the weekend for accommodations.

The Committee inquired as to where the funds would come from if the funding request was approved. Mr. Wepler noted that if savings were realized in the Corporate Services budget, it could be funded from those savings. If no savings were realized, funding could come from the Conference/Sponsorships reserve.

CS22-16 Moved by: Councillor McQueen Seconded by: Councillor Burley

THAT the County of Grey contribute \$2,000 in support of the 2016 IMPACT! Youth Summit;

AND THAT funds be taken from any savings realized in the Corporate Services budgets, and that if insufficient savings exist, the funds be taken from the Conference/Sponsorships reserve.

Carried

Reports – Finance

FR-CS-09-16 Tax Policy Items

Kevin Wepler provided an overview of the tax policies report, required to be presented annually. The lower tier municipalities have had opportunity to comment on the proposed policies. It was noted that it is the upper tier's responsibility to pass bylaws to enact each of the tax policies.

No changes are being recommended for 2016. Mr. Wepler outlined the rationale for maintaining the current policies.

The Province's proposed enhancements to the capping program have not been quantified at this time as the pending legislation only provides the broad framework for the changes, and the details need to be ratified via regulation. A future report will be provided regarding options for the Business Property Tax Capping Program for 2016 with a recommendation on the capping tools to be utilized by the County of Grey for 2016.

CS23-16 Moved by: Warden Barfoot Seconded by: Councillor Pringle

WHEREAS the County of Grey has in place established tax policies;

NOW THEREFORE BE IT RESOLVED THAT Report FR-CS-09-16 regarding 2016 property tax policies be received;

AND THAT the 2015 tax policies remain the same for 2016 for:

- **Tax Ratios**
- **Tax Reductions for Mandated Subclasses of Vacant Lands**
- **Tax Reductions for Farmland Awaiting Development Subclasses**
- **Lower Limit for New Construction Properties**
- **Optional Classes of Property**

AND FURTHER THAT the necessary By-laws be drafted for Council's consideration and approval;

AND THAT a future report be provided to the Corporate Services Committee regarding the proposed additional options to Business Property Tax Capping Program for 2016 with a recommendation on the capping tools to be utilized by the County of Grey for 2016.

Carried

FR-CS-11-16 2015 Treasurer's Statement and Council Remuneration and Expenses

Kevin Wepler presented the above noted report as required by the Municipal Act.

CS24-16 Moved by: Councillor McKean Seconded by: Councillor Jack

THAT Report FR-CS-11-16 and the attached 2015 Treasurer's Statement – Council Remuneration and Expenses be received, and the Statement be forwarded to Council as required under the Municipal Act.

Carried

FR-CS-12-16 2015 Cost Sharing by Population – Health Unit and POA

Kevin Wepler presented the above noted report, recommending that the Statistics Canada population data be utilized to determine the proportion of expenses related to the operations of the Grey Bruce Health Unit and Provincial Offences operations.

CS25-16 Moved by: Councillor Burley Seconded by: Councillor McKean

WHEREAS Grey and Bruce Counties share in the expenses of the operations of the Grey Bruce Health Unit and Provincial Offences Operations;

AND WHEREAS the share paid by Grey and Bruce shall be calculated as the percentage of the population that each of Grey and Bruce have as a proportion of the total population of Grey and Bruce combined;

NOW THEREFORE IT BE RESOLVED THAT Report FR-CS-12-16 regarding Grey and Bruce Counties cost sharing by population for the Grey Bruce Health Unit and the Provincial Offences be received;

AND THAT the population of Grey and Bruce be based on the latest population data as published by Statistics Canada rather than the less accurate Municipal Directory data;

AND THAT the cost sharing of expenses of the Health Unit and Provincial Offences operations utilize the latest Statistics Canada population data and that this commence for the 2017 budget year upon the approval of Grey and Bruce County Councils;

AND FURTHER THAT the necessary By-law and Agreement be drafted for Council's consideration and approval.

Carried

The Committee briefly recessed, then reconvened.

Deputations (continued)

Benefit Renewal and Marketing Results

Abigail O'Neill from Mosey and Mosey addressed the Committee on the benefit renewal and marketing results. Ms. O'Neill provided the Committee with a breakdown of annual premiums paid for benefits. It was noted that Health, Short Term Disability and dental premiums are dependent on the number of claims received.

Ms. O'Neill then provided an outline of how premiums are calculated and highlighted the marketing results. It was noted that it is important to consider the carrier's expenses related to processing claims, as this has an impact on costs.

A summary of the options were provided. It is Mosey and Mosey's and staff's recommendation to renew the insurance policies with AIG Insurance and Sun Life

Financial at the proposed premium level.

Reports – Human Resources

HRR-CS-02-16 Group Benefit Renewal

Sandra Shipley presented the above noted report, recommending that the insurance policies with AIG insurance and Sun Life Financial be renewed for 2016.

Staff noted that a further report will follow in the future on benefits.

Ms. O'Neill spoke to the presence of biologics in the drug industry and their typically high cost. Municipalities should be prepared for the entrance of biologics into the industry.

CS26-16 Moved by: Warden Barfoot Seconded by: Councillor Burley

THAT Report HRR-CS-02-16 regarding the 2016 employee group benefit program renewal be received;

AND THAT the insurance policies with AIG Insurance and Sun Life Financial be renewed for the period of January 1 to December 31, 2016 at the proposed premium level.

Carried

Verbal Report – Managing Health, Safety and Disability

Geraldine Cole and Lisa Kean addressed the Committee on managing health, safety and disability in the County. Ms. Cole and Ms. Kean spoke to the benefits of having a job hazard analysis (JHA) and Physical Demands Analysis (PDA) in order to control or reduce the hazards to workers, and provide interested parties with data about the physical requirements of specific positions. It was noted that the Ministry of Labour does order workplaces to complete JHAs. Staff feel it is in the best interests of the County to complete these before an order is received from the Ministry.

Further information regarding WSIB Claims, modified duties and early and safe return to work processes were outlined.

Kim Wingrove noted that staff hope to be able to share the completed JHA and PDA with the lower tier municipalities if they wish.

HRR-CS-01-16 2016 WSIB Insurance Renewal

Sandra Shipley presented the above noted report regarding Workplace Safety and

Insurance Board (WSIB) insurance renewal. Ms. Shipley noted the benefits of the PDAs for WSIB purposes.

CS27-16 Moved by: Councillor McKean Seconded by: Warden Barfoot

THAT Report HRR-CS-01-16 regarding Workplace Safety Insurance Board (WSIB) Insurance be received;

AND THAT the following insurance policies through Jardine Lloyd Thompson of Canada be approved for 2016:

- **Chubb Insurance Company for occupational accident insurance at a premium of \$58,099.68 including provincial sales tax, and**
- **Chubb Insurance Company for excess indemnity insurance at a premium of \$164,243.16 including provincial sales tax.**

Carried

Reports – Clerk's

CCR-CS-08-16 Emergency Management Plan

Marlene McLevy presented the above noted report regarding proposed changes to the Emergency Management Plan.

CS28-16 Moved by: Councillor Jack Seconded by: Councillor Hicks

WHEREAS the Emergency Management and Civil Protection Act, R.S.O. 1990 requires that every municipality shall every year review and, if necessary, revise its emergency plan;

NOW THEREFORE BE IT RESOLVED THAT report CCR-CS-08-16 be received and the revisions as recommended in Report CCR-CS-08-16 be endorsed;

AND THAT the appropriate by-law be prepared for Council's consideration.

Carried

Correspondence

Receive for Information – Provincial Offences Act Update

Sharon Vokes spoke to the difficulties of the proposed Administrative Monetary Penalties system and the need to continue to advocate to the Province for more tools to address the level of accounts receivable with POA fines.

CS29-16 Moved by: Councillor Pringle Seconded by: Councillor McQueen

THAT the correspondence regarding the Modernization of the Provincial Offences Act Update dated January 14, 2016 be received for information.

Carried

Other Business

There was none.

Next Meeting Dates

March 22, 2016 (Tentative) at the Grey County Administration Building

April 12, 2016 at the Grey County Administration Building

On motion by Councillor Pringle, the meeting adjourned at 12:09 PM.

Harley Greenfield, Vice Chair