



Committee Report

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| To: | Warden McQueen and Members of Grey County Council |
| Committee Date: | June 11, 2020 |
| Subject / Report No: | CAOR-CW-09-20 |
| Title: | Award of Municipal Modernization Projects |
| Prepared by: | Kim Wingrove, CAO |
| Reviewed by: | Kevin Wepler, Director Corporate Services |
| Lower Tier(s) Affected: | |
| Status: | Recommendation adopted by Committee as presented; Endorsed by County Council June 25, 2020 per Resolution CC61-20; |

Recommendation

1. **That Council receive report CAOR-CW-09-20 Award of Municipal Modernization Projects for information**

Executive Summary

Grey County is undertaking an organizational review of the Finance and Human Resource functions with the support of the province's Municipal Modernization program. BDO has been retained to complete the finance review. Pesce and Associates will complete the Human Resources Review. Both projects will begin immediately, and reports and recommendations are due from the consultants by September 2020.

Background and Discussion

Grey County made application to the Municipal Modernization program in December 2019. Municipal Affairs and Housing advised in March 2020 that Grey County's proposal had been accepted for funding in the amount of \$90,000. A transfer payment agreement with the province was executed in March 2020.

A stated goal within the Grey County Corporate Strategic Plan is to "Deliver Excellence in Governance and Service". The County is leveraging the Municipal Modernization Program to help achieve the objectives set out in this goal, in particular, the priority outcome of "greater operational efficiency".

Financial Services Organizational Review

BDO was singled sourced to complete the review of the County's financial operations for a fee of \$39,600 plus HST. They will complete an assessment of financial operations, the County's use of technology and the structure of the finance team. They will make recommendations regarding enhancements to internal controls, process optimization and opportunities to automate procedures as well as ways to better balance the workload across the department and the corporation.

Human Resources Organizational Review

Pesce and Associates were the successful respondents to RFP-CAO-02-20. They will review Grey County's existing human resource policies, procedures, strategies and use of technology to assess their effectiveness and efficiency in delivering all aspects of the human resource function. The consultants have planned extensive stakeholder engagement. The report will include recommendations on the implementation and successful integration of structural and process improvements. The cost of the project is \$40,600 plus HST.

Legal and Legislated Requirements

A Transfer Payment Agreement with the Province of Ontario was executed in March 10, 2020. The TPA requires Grey County to submit the Independent Third-Party Reviewer's Report(s) to the Province and publish the report on the website by September 18, 2020.

The report(s) will summarize the reviewer's findings and identify specific, actionable recommendations based on the analysis and findings that aim to identify cost savings and improved efficiencies.

Financial and Resource Implications

The province has provided a grant of \$90,000 for this work which is sufficient to cover the cost of the projects.

Relevant Consultation

- Internal – Kevin Weppler, Finance and HR staff
- External – Saif Sumbal, Charlotte Caza MMAH

Appendices and Attachments

[Letter from Minister Clark confirming project funding](#)