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## Corporate Services Committee

January 12, 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 Dwight Burley, Kevin Eccles, Harley Greenfield, Selwyn Hicks, Norman Jack, John McKean, Paul McQueen, Bob Pringle, Arlene Wright; and Warden Alan Barfoot

### Staff

Present: Kim Wingrove, Chief Administrative Officer; Sharon Vokes, County Clerk/Director of Council Services; Kevin Wepler, Director of Finance; Geoff Hogan, Director of Information Technology; Grant McLevy, Director of Human Resources; Anne Marie Shaw, Director of Housing; Heather Morrison, Deputy Clerk/Records Manager; and Kathie Nunno, Recording Secretary

## Call to Order

Sharon Vokes called the meeting to order at 10:02 AM.

## Election of Chair and Vice Chair

Mrs. Vokes called for nominations for Chair of the Corporate Services Committee for 2016.

CS01-16      Moved by: Councillor Wright      Seconded by: Councillor Greenfield

**THAT Councillor Eccles be nominated Chair of the Corporate Services Committee for 2016.**

Carried

On motion by Warden Barfoot, nominations closed.

Councillor Eccles accepted the nomination and was acclaimed Chair of the Corporate Services Committee for 2016.

Mrs. Vokes then called for nominations for Vice Chair of the Corporate Services Committee for 2016.

CS02-16 Moved by: Councillor Eccles Seconded by: Councillor Wright

**THAT Councillor Greenfield be nominated Vice Chair of the Corporate Services Committee for 2016.**

Carried

On motion by Councillor Pringle, nominations closed.

Councillor Greenfield accepted the nomination and was acclaimed Vice Chair of the Corporate Services Committee for 2016.

Councillor Eccles then assumed the Chair.

## Adoption of the Agenda

CS03-16 Moved by: Councillor McQueen Seconded by: Councillor Burley

**THAT the Corporate Services Committee agenda dated January 12, 2016 be adopted as amended, by adding correspondence from the Blue Mountain Ratepayer's Association.**

Carried

## Declaration of Pecuniary Interest

There was none.

## Minutes of Meetings

*Accessibility Advisory Committee minutes dated November 13, 2015*

The minutes were reviewed.

CS04-16 Moved by: Councillor Wright Seconded by: Councillor Greenfield

**THAT the minutes of the Accessibility Advisory Committee minutes dated November 13, 2015 be approved as presented:**

**AND THAT the following recommendations contained therein be endorsed:**

**WHEREAS accessible facilities are important in an accessible community;**

**AND WHEREAS it would be helpful to identify accessible municipal buildings within Grey County;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-AAC-33-15 be received;**

**AND THAT Grey County staff be directed to work with staff from the Municipality of Meaford on an accessible mapping project for municipal buildings in Grey County.**

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**WHEREAS Grey County has a Multi-Year Accessibility Plan to help meet the accessibility standards set out in the Accessibility for Ontarians with Disabilities Act (AODA);**

**AND WHEREAS the Multi-Year Accessibility Plan is to be reviewed and updated annually to accurately represent the County's accessibility progress;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-AAC-26-15 be received;**

**AND THAT the Multi-Year Accessibility Plan be endorsed as presented.**

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**WHEREAS 2015 marks the 10<sup>th</sup> Anniversary of the *Accessibility for Ontarians with Disabilities Act* (AODA) and the halfway point towards the goal of an accessible Ontario by 2025;**

**AND WHEREAS the Ministry of Economic Development, Employment and Infrastructure has released a new action plan to build on the progress made through the AODA;**

**NOW THEREFORE BE IT RESOLVED THAT the report on the Accessibility Action Plan be received for information.**

Carried

## Business Arising from the Minutes

### *Corporate Services Committee minutes dated November 10, 2015*

These minutes are for information only as they were adopted by Grey County Council on November 24, 2015.

## Sub-Committee Appointments

CS05-16      Moved by: Councillor Pringle                      Seconded by: Councillor McQueen

**THAT Councillor Burley be nominated as member of the  
Accessibility Advisory Committee.**

Carried

Councillor Burley agreed to let his name stand and was acclaimed a member of the Accessibility Advisory Committee.

Nominations were then opened for the Board of Health appointment. Three County Councillors plus the Warden will be appointed to this board.

Moved by: Councillor Jack

**THAT Councillor Wright be nominated as a member of the Board of  
Health.**

Moved by: Warden Barfoot

**THAT Councillor Halliday be nominated as a member of the Board of  
Health.**

Moved by: Councillor Wright

**THAT Councillor Pringle be nominated as a member of the Board of  
Health.**

Moved by: Councillor Eccles

**THAT Councillor Bell be nominated as a member of the Board of  
Health.**

Moved by: Warden Barfoot

**THAT Councillor Eccles be nominated as a member of the Board of  
Health.**

Discussion ensued regarding which members of Council would be eligible for appointment to the Board of Health and other sub-committees. Prior communication from the Board of Health mentioned a benefit to having the appointments be for the term of Council.

Chair Wright then left the meeting.

Councillor Pringle withdrew his name from the Board of Health nominations.

Councillors Wright, Greenfield and Eccles let their names stand for the one-year appointment to the Board of Health. As earlier conveyed to Chair Eccles, Councillor Bell supported having his name be presented for consideration as a member of the Board of Health. As earlier conveyed to Warden Barfoot, Councillor Halliday supported having his name be presented for consideration as a member of the Board of Health.

Sharon Vokes outlined the voting process. Warden Barfoot and Sharon Vokes were the scrutineers. The voting occurred with Councillors Wright, Eccles and Halliday being elected as members of the Board of Health for 2016.

CS06-16 Moved by: Councillor McQueen

**THAT Councillor McKean be nominated as member of the Owen Sound Advisory Committee for Georgian College.**

Moved by: Councillor Pringle

**THAT Warden Barfoot be nominated as member of the Owen Sound Advisory Committee for Georgian College.**

Warden Barfoot consented to let his name stand. Councillor McKean withdrew his name.

Warden Barfoot was acclaimed as a member of the Owen Sound Advisory Committee for Georgian College.

Councillor Wright re-entered the meeting.

CS07-16 Moved by: Warden Barfoot                      Seconded by: Councillor Burley

**THAT a staff report be brought forward to the Corporate Services Committee regarding the terms for sub-committee and advisory committee appointments.**

Carried

CS08-16 Moved by: Councillor Burley

**THAT Councillor Eccles be nominated as member of the Non-Union**

**Job Evaluation Committee.**

Moved by: Warden Barfoot

**THAT Councillor Wright be nominated as member of the Non-Union Job Evaluation Committee.**

Moved by: Councillor Pringle

**THAT Councillor Hicks be nominated as member of the Non-Union Job Evaluation Committee.**

Councillor Hicks let his name stand. Councillor Wright withdrew her name. Councillor Eccles let his name stand.

Councillors Hicks and Eccles were acclaimed as members of the Non-Union Job Evaluation Committee.

CS09-16 Moved by: Councillor McKean Seconded by: Councillor Jack

**THAT the following appointments be confirmed for 2016:**

**Accessibility Advisory Committee: Councillor Dwight Burley**

**Board of Health: Councillors Arlene Wright, Kevin Eccles, Stewart Halliday and Warden Alan Barfoot**

**Owen Sound Community Advisory Committee for Georgian College: Warden Alan Barfoot**

**Non-Union Job Evaluation Committee: Councillor Selwyn Hicks and Councillor Kevin Eccles**

Carried

Chair Eccles declared a brief recess following which the committee resumed.

Councillor Hicks then left the meeting.

## Reports – Finance

*FR-CS-01-16 Annual Indexing of Development Charges Effective January 1, 2016*

Kevin Wepler presented the above report describing the way development charges are increased to capture increased cost of construction and plan for capital funding.

CS10-16 Moved by: Councillor Wright Seconded by: Councillor Burley

**THAT Report FR-CS-01-16 regarding the updated development charge rates effective January 1, 2016 be received for information.**

Carried

Councillor Hicks re-entered the meeting.

*FR-CS-08-16 Corporate Services Financial Report and Treatment of Year-End Surplus-Deficit Position*

Kevin Weppler presented the above report with recommendations for the treatment of year end surplus/deficit. Mr. Weppler provided an overview of factors resulting in various departmental surplus/deficits.

CS11-16 Moved by: Councillor Greenfield Seconded by: Councillor McQueen

**THAT Report FR-CS-08-16 regarding the Corporate Services Financial Report and the Treatment of Year-End Surplus/ (Deficit) Positions be received;**

**AND THAT any function under the control of the Corporate Services Committee ending the year with a deficit be funded from those Corporate Services Departmental budget functions ending the year with a surplus;**

**AND THAT the following outstanding 2015 budgeted capital projects be included in the 2016 budgeted capital program and the funds for these projects, where applicable, be transferred to the respective reserve(s) for use in the 2016 budget as follows:**

- **\$29,164 for Corporate website redevelopment (transfer to reserve)**
- **\$42,000 for replacement of heating, ventilation and air conditioning (HVAC) units in the County Administration Building (transfer to reserve)**
- **\$20,000 for installation of humidifiers in County Administration Building (transfer to reserve)**
- **\$10,000 for panic system upgrades in the County Administration Building (budgeted from reserve in 2015)**

**AND THAT any surplus funds generated from the Provincial Offences budget be transferred to the Administration/POA Building Reserve;**

**AND FINALLY THAT any remaining surplus be transferred to the One-Time Funding Reserve to fund any 2015 operating budget deficits within the Grey County Housing, Long Term Care, and Paramedic Services operations, and for any future one-time funding requirements.**

Carried

## Reports – Clerk's

### *CCR-CS-02-16 Update on Bill 8- Public Sector and MPP Accountability Act*

Sharon Vokes presented the above report summarizing the impact on municipal government due to Bill 8. Bill 8 and its associated regulations came into force on January 1, 2016.

CS12-16 Moved by: Councillor Jack Seconded by: Councillor Burley

**THAT Report CCR-CS-02-16 regarding an update on Bill 8, the Public Sector and MPP Accountability and Transparency Act, 2014 be received;**

**AND THAT Grey County utilize the services of the Ontario Ombudsman for investigating concerns about the municipality.**

Carried

### *CCR-CS-04-16 Records Retention Schedule Update*

Heather Morrison presented the above report requesting updates to the County's records retention by-law.

CS13-16 Moved by: Warden Barfoot Seconded by: Councillor Hicks

**WHEREAS the County of Grey recognizes the value of its corporate records for their historical and functional importance to the County;**

**AND WHEREAS there have been recent updates to several pieces of legislation that required an amendment to the records retention schedule;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-CS-04-16 be received;**



**AND THAT a by-law to amend Schedule 'A' of By-law 4481-08 being the County's Record Retention By-law be brought forward to County Council for its consideration.**

Carried

*CCR-CS-05-16 One Member One Vote*

Heather Morrison presented the above report in response to prior direction from County Council. Mrs. Morrison noted that a triple majority is required for Council to change the weighting of recorded votes. Any change made would not take effect until after the next municipal election.

Councillor Wright advised that changes to the weighted voting or structure of Council could be in contravention of the agreement with the City of Owen Sound to rejoin the County. Staff noted that the Municipal Act does not include restrictions on councils post amalgamation for structure changes. Staff will seek legal opinion. Discussion ensued regarding municipal amalgamations. Methodology for ensuring representation by population was also briefly addressed.

CS14-16      Moved by: Councillor Pringle                      Seconded by: Councillor Burley

**WHEREAS Grey County currently has a weighted vote system in place during requested recorded votes at County Council of one vote for every 1,000 electors or part thereof;**

**AND WHEREAS staff were directed at the June 23, 2015 Corporate Services Committee to bring back a report on a "one member one vote" system for recorded votes at County Council;**

**AND WHEREAS a democratic process whereby electors' voices are heard through their elected representatives must be maintained;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-CS-05-16 be received;**

**AND THAT in order to maintain proportional representation of votes for council members to number of electors per municipality, the current weighted vote system in Grey County, being one vote per 1,000 electors or part thereof be maintained.**

Carried

Councillor Pringle then left the meeting.

*CCR-CS-06-16 Security Camera Procedure*

Heather Morrison presented the above report discussing the best practices for security cameras from the Information and Privacy Commissioner's Office.

CS15-16 Moved by: Warden Barfoot Seconded by: Councillor McKean

**WHEREAS the safety and security of the public, property and assets needs to be balanced with an individual's right to privacy;**

**AND WHEREAS Section 28(2) of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) provides that a municipality may install security cameras and collect personal information for safety and security purposes only;**

**AND WHEREAS a procedure is necessary to provide consistent direction, implementation, security and access to video footage captured through security cameras;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-CS-06-16 be received;**

**AND THAT G-GEN-001-003 being the Security Camera Procedure be endorsed.**

Carried

Councillor Pringle then re-entered the meeting.

## Correspondence

*News Update from the Blue Mountain Ratepayers' Association*

Kim Wingrove introduced the correspondence received from Mr. Leckie who is a Director of the Association. Ms. Wingrove opened the opportunity for further discussion with the Association. Discussion ensued regarding change of municipal structure. There was also discussion about studies and research needed for the roads jurisdiction pilot project.

CS16-16 Moved by: Warden Barfoot Seconded by: Councillor Pringle

**THAT the County of Grey receive for information the update from the Blue Mountain Ratepayer's Association.**

Carried

*Municipality of Brockton and City of Owen Sound – Support the Board of Health for the Grey Bruce Health Unit and Oppose New Funding Model*

CS17-16 Moved by: Councillor Pringle Seconded by: Councillor Jack

**THAT the County of Grey support the Municipality of Brockton and the City of Owen Sound’s resolution regarding opposition to a new funding model for the Grey Bruce Health Unit.**

Carried

*Township of Oro-Medonte – Municipal Freedom of Information and Protection of Privacy Act Fees*

CS18-16 Moved by: Warden Barfoot Seconded by: Councillor McKean

**THAT the County of Grey support the resolutions from the Township of Oro-Medonte regarding the Municipal Freedom of Information and Protection of Privacy Act Fees.**

Carried

*Receive for Information*

Kevin Weppler spoke about the Ministry of Finance’s proposed legislative amendments to property tax, noting that work is being done on tax capping.

CS19-16 Moved by: Councillor Burley Seconded by: Councillor Pringle

**THAT the following correspondence be received for information:**

- **Ministry of Finance – Proposed Legislative Amendments to Property Tax and the Request for Reconsideration Process**
- **Local Authority Services (LAS) Natural Gas Program 2013-2014 Reserve Fund Rebate**
- **POA Default Fees Doubled – Association of Municipalities of Ontario**

Carried

## Other Business

Grey County is being audited for compliance with accessibility requirements. The response to the audit request is nearing completion and will be submitted well within the fifteen-day requirement.

## Next Meeting Dates

**Tuesday, February 9, 2016 at the Grey County Administration Building**

On motion by Councillor Burley, the meeting adjourned at 12:30 PM.

Kevin Eccles, Chair