



Corporation of the County of Grey Committee Minutes

Corporate Services Committee Minutes May 8, 2012 – 10:00 a.m.

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

Present: Chair Kevin Eccles; Councillors Dwight Burley, Norman Jack, Paul McQueen, Bob Pringle, Francis Richardson, Bob White, Arlene Wright and Warden Duncan McKinlay.

Staff

Present: Lance Thurston, Chief Administrative Officer; Sharon Vokes, Director of Council Services/County Clerk; Kevin Wepler, Director of Finance; Grant McLevy, Director of Human Resources; Geoff Hogan, Director of Information Technology; Rod Wyatt, Director of Housing; Randy Scherzer, Director of Planning and Development and Merrylynn Henry, Recording Secretary.

Call to Order

Chair Eccles called the meeting to order at 10:00 a.m.

Declaration of Pecuniary Interest

There was none.

Minutes of Meetings

Corporate Services Committee Minutes dated April 10, 2012

These minutes are for information only as they were adopted by Grey County Council on May 1, 2012.

Reports – Clerk’s

CCR-CS-30-12 – Update of Notice Policy

Mrs. Vokes presented Report CCR-CS-30-12 that recommends an update of the County’s Notice Policy in the newly adopted format. The policy deals with matters that legislatively require notice as well as provides parameters for staff where notice is desired but has not been defined as required in legislation. The update of the policy includes the removal of items no longer legislated and do not apply to the upper tier. Of significance, notice of the adoption of the budget has been changed to when standing committees are considering their respective

segments of the budget instead of Council's approval of the budget. Notice requirements with respect to Planning Act applications have been added.

Discussion was held on the design of notices that would engage the interest of stakeholders was discussed.

CS64-12 Moved by: Councillor White Seconded by: Councillor Richardson

THAT Report CCR-CS-30-12 concerning the updating of the County's Notice Policy be received;

AND THAT Notice Policy and Procedure G-GEN-004 and G-GEN-004-001 respectively are hereby endorsed as recommended in Report CCR-CS-30-12;

AND FURTHER THAT Policy ADM-08-08 is hereby rescinded;

AND FURTHER THAT a by-law endorsing G-GEN-004 and G-GEN-004-001 be brought forward for the consideration of County Council.

Carried

Closed Meeting Matters

The Chair advised that the Committee will go into closed meeting at 10:20 a.m. for consideration of the matters noted below.

CS65-12 Moved by: Councillor Pringle Seconded by: Councillor Wright

THAT Corporate Services Committee do now go into closed session to:

- i) discuss staffing and functional realignment as set out in the Chief Administrative Officer's Confidential Report CAOR-CS-09-12; and**
- ii) adopt the Corporate Services Committee Closed Session minutes of January 24, 2012.**

AND THAT the following staff members remain in attendance: Lance Thurston, Sharon Vokes, Kevin Wepler, Grant McLevy, Geoff Hogan, Randy Scherzer, Rod Wyatt, Mike Kelly and Merrylynn Henry, Recording Secretary.

Carried

Mrs. Vokes left during the closed meeting.

CS66-12 Moved by: Councillor Richardson Seconded by: Councillor Burley

THAT the Committee do now return to open session at 11:05 a.m.

Mr. Hogan presented the Information Technology Summary of Five Year Capital noting the addition of Tower Replacement funding which responsibility has been delegated to the Information Technology Department from Transportation Services. This will provide future planning funds for replacement of towers.

Mr. Wyatt addressed the Property - Administration Five Year Capital Summary noting that it contained no major capital items and acknowledged the amendment regarding the Property – POA Building – Debenture payment scheduling.

Mrs. Vokes rejoined the meeting at 11:50 a.m.

Mrs. Vokes provided the Committee with the background and benefits of the request by Provincial Offences to supply each of its court rooms with video conferencing equipment.

CS69-12 Moved by: Councillor Pringle

Seconded by: Councillor White

THAT Report FR-CS-18-12 regarding the draft Five Year Capital Forecasts for 2013 to 2017 for the Corporate Services operations be received as amended, and forwarded for inclusion in the corporate Five Year Capital Forecast for consideration by County Council.

Carried

Correspondence

There was none.

Other Business

Traditional Invitation to Representative MP's and MPP's to attend August Council Meeting

Mrs. Vokes asked Committee for its direction as to whether or not they wish to continue the practice of inviting representative MP's and MPP's to attend the August Council meeting session. Following discussion, the County Clerk and the Warden will address this matter.

Request by Mr. Peter Ferguson to appear before Council on June 5, 2012

Warden McKinlay advised the Committee of a request by Peter Ferguson to appear before Council on June 5, 2012. Following discussion the Warden will follow-up on this request.

Next Meeting Dates

- Tuesday, May 22, 2012 at 10:00 a.m.

On motion by Councillor White, the meeting adjourned at 12:05 p.m.

Corporate Services Committee
May 8, 2012

Kevin Eccles, Chair