

## Corporate Services Committee

October 14, 2014 – 10:00 AM

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

Present: Chair Bob Pringle; Councillors Dwight Burley, Wayne Fitzgerald, Bob White, Arlene Wright, Norman Jack, Ellen Anderson and Kevin Eccles; and Warden Brian Milne

Regrets: Councillor Harley Greenfield

### Staff

Present: Kevin Weppler, Director of Finance; Grant McLevy, Director of Human Resources; Geoff Hogan, Director of Information Technology; Heather Morrison, Deputy Clerk / Records Manager and Tara Warder, Recording Secretary

## Call to Order

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

## Declaration of Pecuniary Interest

There was none.

## Business Arising from the Minutes

*Corporate Services Committee minutes dated October 14, 2014*

These minutes are for information only as they were adopted by Grey County Council on October 7, 2014.

## Reports – Finance

### *FR-CS-32-14 Rural Ontario Municipal Association – Special Underwriting Group – 2014 Supplemental Assessment for the Underwriting Periods of 1998 Through to 2004*

Kevin Wepler addressed the Committee on the above report requesting authorization to submit payment in the amount of \$33,902 plus tax to the Ontario Municipal Insurance Exchange (OMEX) for the Rural Ontario Municipal Association (ROMA) Special Underwriting Group 2014 supplemental assessment. It was noted that there are no known claims currently pending, however it is possible future claims may come forward.

CS84-14      Moved by: Warden Milne                      Seconded by: Councillor Burley

**WHEREAS the County of Grey has received a 2014 Supplemental Assessment in the amount of \$33,902, plus applicable taxes;**

**NOW THEREFORE BE IT RESOLVED THAT Report FR-CS-32-14 regarding the Rural Ontario Municipal Association (ROMA) – Special Underwriting Group - 2014 Supplemental Assessment for the underwriting periods of 1998 through to 2004 be received;**

**AND THAT the Director of Finance be authorized to submit payment to OMEX for the County of Grey's share of this 2014 Supplemental Assessment;**

**AND FURTHER THAT the funds required in the amount of \$33,902, plus applicable taxes be allocated from the County's Insurance Reserve.**

Carried

## Reports - Clerk

### *CCR-CS-31-14 Updating Closed Meeting Procedure G-GEN-002-005*

Heather Morrison updated the Committee on the above report, recommending a number of changes to closed meeting procedure G-GEN-002-005. Mrs. Morrison provided details on the proposed changes, including a proposal to adopt closed meeting minutes in open session.

Staff addressed questions and comments from the Committee.

CS85-14 Moved by: Councillor Eccles Seconded by: Councillor Wright

**WHEREAS Council has approved a procedure to govern the municipality's use of closed meetings;**

**AND WHEREAS this procedure is in need of amendments and updates to reflect current best practices;**

**NOW THEREFORE BE IT RESOLVED THAT G-GEN-002-005, being Council's Closed Meeting Procedure, is hereby amended as recommended in Report CCR-CS-31-14.**

Carried

*CCR-CS-33-14 Recommended Update to Procedural By-law*

Heather Morrison presented the Committee with the recommended updates to the Procedural By-law. The Committee noted that it would be beneficial to address additional items within the procedural by-law such as procedures relating to tape or video recordings, placing limits on the use of placards, banners and disguises. These items will be incorporated into the by-law for Council's consideration as discussed by the Committee.

Discussion occurred on the Warden's Committee and whether the name is accurate and if it should continue to be referenced in the procedural by-law.

CS86-14 Moved by: Councillor Anderson Seconded by: Councillor Jack

**WHEREAS Council and its committees are guided by the Procedural By-Law;**

**AND WHEREAS it is beneficial to review and amend the Procedural By-Law from time to time to reflect current best practices;**

**NOW THEREFORE BE IT RESOLVED THAT Report CCR-CS-33-14 be received and the recommended revisions to the County's Procedural By-Law contained in the report and additional changes as discussed by the Committee be incorporated into a new Procedural By-Law for Council's consideration.**

Carried

Other Business

Kevin Wepler updated the Committee on the allocation notice received from the Ministry of Agriculture, Food and Rural Affairs in regards to the Ontario Community Infrastructure Fund – Formula-Based Funding. The allocation notice for the Formula-based Component states that the County of Grey’s annual grant allocation (2014-2016) will be \$324,315.

In relation to the Small Communities Fund Infrastructure Funding application based programs and the expressions of interest that had been submitted, staff will request the Director of Transportation to clarify to the Transportation and Public Safety Committee the role of engineer staff and external consultants.

Discussion occurred on the possibility of Transportation Services and Economic Development staff meeting frequently to devise collaborative and consistent plans dealing with such matters as cycling routes and bicycle friendly surfaces. Staff noted that collaborative work is being done on this matter at the County level.

Further discussion occurred on paved shoulders and cycle routes throughout the County.

Kevin Wepler noted that he has been approached by the Ministry of Municipal Affairs and Housing to participate as a member of the Municipal Budgeting and Long Term Financial Planning Action Group. The purpose of the Action Group is to establish a forum where municipal stakeholders can collaborate on practical and actionable ideas that will assist municipalities to strengthen budgeting, asset management and long-term financial planning practices.

CS87-14      Moved by: Councillor Eccles                      Seconded by: Councillor Jack

**THAT the Corporate Services Committee supports the Director of Finance’s appointment to the Municipal Budgeting and Long Term Financial Planning Action Group.**

Carried

## Next Meeting Dates

**Tuesday, November 18, 2014 at the Grey County Administration Building**

On motion by Councillor Burley, the meeting adjourned at 11:17 AM.

Bob Pringle, Chair