

Corporate Services Committee October 13, 2015 – 9:00 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, Paul McQueen, Selwyn Hicks, Harley Greenfield, Arlene Wright, Norm Jack and John McKean; and Warden Kevin Eccles

Staff

Present: Kim Wingrove, Chief Administrative Officer; Kevin Weppler, Director of Finance; Geoff Hogan, Director of Information Technology; Sharon Vokes, County Clerk / Director of Council Services; Grant McLevy, Director of Human Resources; Anne Marie Shaw, Director of Housing; Heather Morrison, Deputy Clerk / Records Manager and Tara Warder, Committee Coordinator

Call to Order

Chair Pringle called the meeting to order at 9:02 AM.

Adoption of the Agenda

CS98-15 Moved by: Warden Eccles Seconded by: Councillor Burley

THAT the Corporate Services Committee agenda dated October 13, 2015 be adopted as presented.

Carried

Declaration of Pecuniary Interest

There was none.

Business Arising from the Minutes

Corporate Services Committee minutes dated August 11 and 25, 2015

These minutes are for information only as they were adopted by Grey County Council on September 1, 2015.

Reports – Finance

FR-CS-34-15 Corporate Budget Overview and Background

Kevin Wepler presented the above noted report. The purpose of the report is to provide the Committee with where the overall draft budget stands. Mr. Wepler outlined the levy requirements for each committee and anticipated funding to be received from new assessment growth and the Ontario Works Benefit Upload. Significant impacts on the budget were highlighted. It was noted that staff will not have a finalized figure from the Municipal Property Assessment Corporation on new assessment growth until the roll is returned in December.

Staff addressed questions from the Committee regarding the proposed Administration building addition / renovation.

CS99-15 Moved by: Warden Eccles Seconded by: Councillor Greenfield

THAT Report FR-CS-34-15 regarding the 2016 Corporate Budget Overview and Background be received for information.

Carried

FR-CS-33-15 Draft Corporate Services Budget Overview

Kevin Wepler presented the above noted report regarding the draft Corporate Services budget and outlined each of the budgets under the Corporate Services Committee's portfolio. Staff addressed questions from the Committee regarding the draft budget.

The Committee briefly recessed, then reconvened.

Staff will prepare a report for the next meeting regarding the costing and phasing in of the job hazard and physical demands analysis. It was noted that this money is proposed to be funded from reserves so it will not have an impact on the levy.

CS100-15 Moved by: Councillor Wright Seconded by: Councillor Burley

THAT Report FR-CS-33-15 regarding the Draft 2016 Corporate Services Budget be received;

AND THAT the 2016 Corporate Services Budget be forwarded to County Council as amended, by adding \$25,000 in supplementary assessment to the draft budget for County Council's consideration.

Carried

Reports – Information Technology

ITR-CS-14-15 Phone System Warranty Renewal

Geoff Hogan addressed the above noted report, noting that the warranty for the current phone system expires in 2015. Staff are recommending that the warranty with Shoretel be renewed.

CS101-15 Moved by: Councillor McQueen Seconded by: Councillor Burley

WHEREAS the corporate phone system's 5 year prepaid warranty expires in 2015;

AND WHEREAS the County depends on the reliable operation of the corporate phone system for all departments;

AND WHEREAS the IT Department has a telephone reserve and a software reserve with a projected combined 2015 year-end balance of \$323,752;

AND WHEREAS purchasing a five (5) year pre-paid warranty contract will save \$29,836 over 5 years;

NOW THEREFORE BE IT RESOLVED THAT report ITR-CS-14-15 be received;

AND THAT \$60,000 be transferred from the telephone reserve and \$37,094 plus the non-recoverable portion of HST be transferred from the Information Services Planned Software Purchase Reserve to fund the \$97,094 purchase of a five (5) year prepaid Shoretel warranty;

AND FURTHER THAT the purchase be sole sourced to On Target Communications as they are the Shoretel partner of record for the County.

Carried

Correspondence

AMO Support for Syrian Refugee Crisis – Call to Action

CS102-15 Moved by: Councillor Hicks Seconded by: Councillor McQueen

THAT the correspondence from AMO regarding support for Syrian Refugees be received;

AND THAT the County of Grey donate \$100 to support the cause;

AND THAT the funds come from the Disaster Relief Reserve Fund.

Lost

Western Ontario Warden's Caucus (WOWC) – Moving Ontario Forward Submission

CS103-15 Moved by: Warden Eccles Seconded by: Councillor McQueen

THAT the County of Grey endorse the Western Ontario Warden's Caucus submission to the Government of Ontario regarding the "Moving Ontario Forward Consultation Process".

Carried

Receive for Information

Councillor McQueen provided the Committee with an AMO update.

CS104-15 Moved by: Councillor Greenfield Seconded by: Councillor McQueen

THAT the following correspondence be received for information:

- **Health Funding Review Report and Funding Allocation Announcement**
- **Ministry of Municipal Affairs and Housing Legislation Review – AMO Makes Initial Submission**

Carried

Other Business

Appoint an Authorized Representative for the South West Economic Alliance (SWEA) Municipal Membership

Sharon Vokes noted that the County no longer has a SWEA appointment. There is a Special Meeting being held by SWEA to consider disbanding SWEA and the County does not have a representative to attend.

CS105-15 Moved by: Councillor Burley Seconded by: Councillor Jack

THAT Warden Eccles be appointed as the Southwest Economic Alliance (SWEA) authorized representative;

AND THAT this appointment be confirmed prior to County Council approval as per Section 24.13 (b) of Procedural By-law 4876-14, as amended.

Carried

Next Meeting Dates

Tuesday, November 10th, 2015 at the Grey County Administration Building

On motion by Councillor Burley, the meeting adjourned at 11:29 AM.

Bob Pringle, Chair