



Committee Minutes

Corporate Services Committee

May 26, 2015 – 10:00 AM

The 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, John McKean and Warden Kevin Eccles

Staff

Present: Kevin Wepler, Director of Finance; Grant McLevy, Director of Human Resources; Geoff Hogan, Director of Information Technology; Mike Muir, Director of Paramedic Services; Heather Morrison, Deputy Clerk / Records Manager; Mike Alguire, Purchasing Manager; Rob Hatten, Communications Officer and Tara Warder, Committee Coordinator

Call to Order

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

Adoption of the Agenda

CS54-15 Moved by: Warden Eccles Seconded by: Councillor Burley

THAT the Corporate Services Committee agenda dated May 26, 2015 be adopted as presented.

Carried

Declaration of Pecuniary Interest

There was none.

Minutes of Meetings

Accessibility Advisory Committee Minutes dated April 14th, 2015; Building Task Force minutes dated May 5, 2015

The minutes were reviewed.

CS55-15 Moved by: Councillor Jack Seconded by: Councillor Greenfield

THAT the minutes of the Accessibility Advisory Committee dated April 14, 2015 and the Building Task Force dated May 5, 2015 be adopted as presented.

Carried

Business Arising from the Minutes

Corporate Services Committee minutes dated April 14, 2015

These minutes are for information only as they were adopted by Grey County Council on May 5, 2015.

Reports – Clerk’s

CCR-CS-16-15 Social Media Policy

Rob Hatten addressed the Committee on the above report, recommending that the proposed Social Media Policy be adopted. The importance of using social media properly was cited. The policy does address the personal use of social media for employees as well.

CS56-15 Moved by: Councillor McKean Seconded by: Councillor McQueen

WHEREAS social media platforms such as Facebook and Twitter have become a valuable tool and an anticipated method for municipalities to share and communicate with the public;

AND WHEREAS Grey County currently operates more than 10 social media accounts over a variety of platforms;

AND WHEREAS a social media policy is needed to strengthen corporate communication and provide guidance to staff managing these platforms on the County’s behalf to protect the County’s public image;

AND WHEREAS a social media policy will help to empower and encourage staff’s personal use of social media and establish criteria for responsible use;

NOW THEREFORE BE IT RESOLVED THAT Report CCR-CS-16-15 regarding a social media policy be received;

AND THAT Policy A-GEN-007 being the Social Media Policy be endorsed.

Carried

Deputations

2014 County of Grey Financial Statements – Victoria Watson and Traci Smith, BDO

Victoria Watson and Traci Smith attended the meeting to present the Year End Report and Financial Statements ending December 31, 2014. The financial statements require approval by Council. The consolidated statements of the County's financial position were detailed.

The auditors and staff addressed questions from the Committee regarding capital assets, amortization, and replacement of assets. The status of the County's reserves were also outlined.

Kevin Wepler thanked the auditors and staff for their work in preparing for the audit, reports and statements.

CS57-15 Moved by: Councillor Burley Seconded by: Councillor Wright

THAT the financial statements for the year ending December 31, 2014 be received;

AND THAT the Treasurer be hereby authorized to approve and sign the Financial Statements.

Carried

The Committee recessed and then reconvened.

CCR-CS-17-15 One Third Taxable Allowance for Councillors

Heather Morrison addressed the Committee on the above report as required by the Municipal Act each Council term.

Mrs. Morrison noted that a by-law was passed in 2004 that provided for 1/3 of Councillor income to be taxable. A review of the by-law is required during each term of Council and a public meeting must be held.

If Council rescinds the by-law, it cannot be enacted again at a later date.

The Committee requested additional information on other proposed options and respective costs. The Human Resources Department will prepare additional information

for the Committee at the next meeting.

CS58-15 Moved by: Councillor Greenfield Seconded by: Councillor Jack

THAT Report CCR-CS-17-15 regarding the one third taxable allowance for Councillors be deferred until the June 23, 2015 Corporate Services Committee meeting.

Carried

Reports – Human Resources

HRR-CS-07-15 Memorandum of Agreement – OPSEU Paramedic Services

Grant McLevy presented the subject report and noted that the negotiations were positive. The wage increase is consistent with the increases in the long-term care facilities.

Mr. McLevy spoke to the new language in the contract related to part-time employees' work schedule.

Staff addressed questions and comments from the Committee.

CS59-15 Moved by: Councillor Wright Seconded by: Councillor McKean

THAT in accordance with the terms of the Memorandum of Agreement, as outlined in Report HRR-CS-07-15, the Collective Agreement between the County of Grey and Paramedic Services OPSEU Local 250 is hereby ratified.

Carried

Reports – Information Technology

ITR-CS-07-15 Single Source Broadband Contractor

Geoff Hogan addressed the Committee on the above, recommending the single sourcing of Campbell Patterson Communications to assist in developing a plan for broadband improvements in Grey County.

CS60-15 Moved by: Councillor Hicks Seconded by: Warden Eccles

WHEREAS improving resident and business access to broadband is an important priority for Grey County;

AND WHEREAS the 2015 approved budget includes \$50,000 to hire a contractor to work with the IT Director to create a plan to improve

broadband connectivity in Grey County that aligns with the Western Ontario Wardens' Caucus (WOWC) SWIFT proposal;

AND WHEREAS Campbell Patterson Communications is the consultant on the WOWC SWIFT project and has completed phase one of the broadband plan for Grey County;

NOW THEREFORE BE IT RESOLVED THAT report ITR-CS-07-15 be received;

AND THAT Campbell Patterson Communications be single sourced to assist with the development of the plan to improve broadband in Grey County.

Carried

ITR-CS-08-15 SWIFT Network Funding Update

Geoff Hogan presented the above noted report. The Western Ontario Warden's Caucus (WOWC) has requested an advance \$20,000 contribution from all WOWC members to assist in funding outreach work that the Ministry of Economic Development, Employment and Infrastructure requested be undertaken. It was noted that funding has been set aside in the County of Grey's budget for SWIFT initiatives.

CS61-15 Moved by: Warden Eccles Seconded by: Councillor Burley

WHEREAS the 2015 approved budget included \$216,000 for the South West Integrated Fibre Technology (SWIFT) project;

AND WHEREAS the Western Ontario Warden's Caucus (WOWC) requires a draw of \$20,000 to continue activities to get the project funded;

NOW THEREFORE BE IT RESOLVED THAT report ITR-CS-08-15 be received;

AND THAT Grey County continues to fully support the SWIFT project and forwards the requested payment of \$20,000 to the WOWC.

Carried

ITR-CS-09-15 Bring Your Own Device (BYOD) Policy

Geoff Hogan addressed the Committee on the above report, recommending that the proposed Bring Your Own Device (BYOD) Policy be endorsed. Some staff wish to use their own device for use at work, instead of having both a personal cell phone and a

corporate cell phone. Further, some employees who do not have a corporate device wish to have the ability to connect to corporate email system from their personal device.

Mr. Hogan spoke to the advantages of the practice, which include corporate savings and convenience for employees. Grey County will not need to maintain, procure or dispose of the corporate devices under this policy.

CS62-15 Moved by: Councillor Hicks Seconded by: Councillor McKean

WHEREAS Grey County employees, contractors and Council members (users) may prefer to use their own smartphone (device) over a corporately provided device to access corporate resources;

AND WHEREAS Grey County has the monitoring and security tools in place to be able to allow users to safely bring their own device;

NOW THEREFORE BE IT RESOLVED THAT report ITR-CS-09-15 be received;

AND THAT Grey County adopt policy A-IT-004 Bring Your Own Device (BYOD).

AND FURTHER THAT users that are eligible for reimbursement be reimbursed at \$35 / month;

AND FURTHER THAT the rate be reviewed at the end of the current term of the corporate mobility provider.

Carried

Correspondence

Haldimand County – Municipal Levy Apportionments Conservation Authority

The Committee requested that the correspondence be distributed to the lower tier municipalities in Grey County.

CS63-15 Moved by: Councillor Burley Seconded by: Councillor Greenfield

THAT the correspondence from Haldimand County regarding Municipal Levy apportionments for the Conservation Authority be received for information.

Carried

Other Business

There was none.

Next Meeting Dates

Tuesday, June 23, 2015 at the Grey County Administration Building

On motion by Councillor Burley, the meeting adjourned at 11:58 AM.

Bob Pringle, Chair