
Corporate Services Committee

August 25, 2015 – 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, Paul McQueen, Selwyn Hicks, Harley Greenfield, John McKean, Norm Jack, and Warden Kevin Eccles

Regrets: Councillor Arlene Wright

Staff

Present: Sharon Vokes, Acting CAO and Clerk; Kevin Wepler, Director of Finance; Grant McLevy, Director of Human Resources; Anne Marie Shaw, Director of Housing; Heather Morrison, Deputy Clerk/Records Manager; Marg Graham, Manager of Provincial Offences Administration; and Kathie Nunno, Recording Secretary

Call to Order

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

Adoption of the Agenda

CS91-15 Moved by: Councillor Jack Seconded by: Councillor Burley

THAT the Corporate Services Committee agenda dated August 25, 2015 be adopted as presented.

Carried

Declaration of Pecuniary Interest

There was none.

Minutes of Meetings

Corporate Services Committee minutes dated August 11, 2015

The Corporate Services Committee minutes were reviewed.

CS92-15 Moved by: Councillor Greenfield Seconded by: Councillor Hicks

THAT the minutes of the Corporate Services Committee dated August 11, 2015 be approved as presented.

Carried

Grey County Building Task Force minutes dated August 11, 2015

The Grey County Building Task Force minutes were reviewed.

CS93-15 Moved by: Warden Eccles Seconded by: Councillor Hicks

THAT the minutes of the Grey County Administration Building Task Force meeting dated August 11, 2015 be approved as presented.

Carried

Deputation

Administration Building: Dennis Vass and Catia DeSilva, Ventin Group

Dennis Vass, Managing Partner, Ventin Group, and Catia DeSilva, Architect, Ventin Group, addressed the Committee on the administration building addition/renovation focusing on addition location, function and flow options.

During the schematic review, site analysis and building analysis, several factors contributed to exploring the option of an addition to the front of the property instead of a rear addition. It was identified that should the addition occur at the back of the building, significant additional expenses would be incurred relating to excavation as well as recently legislated requirements for new parking space and storm water treatment. With the front addition scenario, only 68 new parking spaces would have to be built while 162 spaces would be required for a rear addition. The location of hydro, water and gas services are directly at the back of the existing building which has also posed a challenge for rear expansion.

Discussion ensued regarding other potential options. Additional considerations mentioned were side expansion and utilization of community schools. Mr. Vass stated that a two-wing addition would always cost more than a one-wing addition. There are services at the south and north ends of the building as well as along the back.

Investigation of utilization of community schools was suggested to support the economic stability of a community whose school is slated for closure. Mr. Vass also noted that renovations of schools would include bringing the older buildings up to date for items such as insulation, air exchange and other capital items. There is an alliance group in Ontario looking at ways to keep schools viable in their communities including exploring other uses. Grey County has a councillor who is a member of this group.

Catia DeSilva confirmed that the goal is to get the best value for the money of the project and that the mandate of the project included providing a one-stop-shop place for the public, to encourage staff collaboration, and to inspire a sense of community. Ms. DeSilva noted that decentralized operations increase the space required by 25 – 40%. Mr. Vass remarked that an addition to the current administration building will provide energy efficiencies. For a decentralized operation, there will be additional expenses/staffing required for such things as information technology, finance and reception. Synergies between functions may be lost.

Discussion ensued regarding members of the public arriving via Owen Sound Transit. The front addition would allow for a closer entrance. The option of changing the bus route to come onto County property was mentioned and it was noted that the City of Owen Sound is responsible for the bus schedule and routes.

Chair Pringle thanked the presenters. The Committee directed that this presentation be made at the September 1, 2015 session of Grey County Council.

The Committee recessed briefly and then reconvened.

*Resolution for Fairness in Provincial Infrastructure Funds and Oxford
County Moving Ontario Forward Program Resolution*

The Committee considered the correspondence.

CS94-15 Moved by: Councillor McKean Seconded by: Councillor McQueen

THAT the County of Grey receive the resolution for fairness in provincial infrastructure funds correspondence from Randy Pettapiece, Member of Provincial Parliament and the Oxford County resolution regarding the Moving Ontario Forward program.

Carried

Reports – CAO

CAOR-CS-05-15 Use of Electronic Signatures

Sharon Vokes presented the above noted report regarding the acceptance of electronic signatures for submission of documentation to Grey County.

CS95-15 Moved by: Councillor McKean Seconded by: Councillor Jack

WHEREAS Grey County is desirous of promoting improved methods of communication with its residents and streamlining processes;

AND WHEREAS the Electronic Commerce Act, 2000 provides for the submission of certain documents using electronic signatures;

NOW THEREFORE BE IT RESOLVED THAT where possible, Grey County Council supports the implementation of electronic signatures for submission of documentation to the County.

Carried

Correspondence (Continued)

Receive for Information

The Province has advised municipalities that it is increasing certain costs it charges to Provincial Offences Administration (POA). It is estimated that the proposed costs for judicial costs and monitoring will increase the 2016 budget by approximately \$52,000. The Court Managers' Association has noted the importance of the Province implementing recommendations such as the late payment fee to assist municipalities with the effective operation of POA and collection of outstanding fines.

Marg Graham provided some information regarding the increase in municipal POA court cost recovery. Grey County utilizes the services of an outside collection agency which is having some success. POA staff also work toward outstanding fine collection. Although there has been some success with outstanding fine collection, the current fines going into collection increase routinely. Volumes have picked up somewhat in 2015, having declined for 2014 and 2013.

CS96-15 Moved by: Councillor Hicks Seconded by: Councillor Burley

THAT the following correspondence be received for information:

- **AMO Communication – Municipal POA Courts Cost Recovery Ministry of Attorney General Announces 50% Increase**
- **Municipal Court Managers' Association of Ontario Letter of Concern Regarding the Ministry of Attorney General's Plan to Increase the Cost of Monitoring and Adjudication Services**
- **Ministry of Attorney General – Increase in Provincial Offences Act Courts Cost Recovery Rates**

Grant McLevy spoke about the proposed Ontario Registered Pension Plan contribution and the impact on Grey County part-time and contract staff members. Updates will be provided as this moves forward.

CS97-15 Moved by: Warden Eccles Seconded by: Councillor McQueen

THAT the following correspondence be received for information:

- **MEPCO Update – Comparable Pension Plan Exemptions for the Ontario Registered Pension Plan Announced**

Carried

Other Business

Councillor McQueen noted that the Association of Municipalities of Ontario (AMO) is assembling two one-year task forces for a long-term care and age-friendly community. Grant McLevy expressed an interest in learning more about this task force and will also share the information with Lynne Johnson who may also express an interest as both Mr. McLevy and Ms. Johnson sit on a long-term care task force currently.

Warden Eccles noted that endorsement by resolution from County Council through the Social Services Committee would be required to support such participation.

Next Meeting Dates

Tuesday, September 8, 2015 at the Grey County Administration Building

On motion by Councillor Burley, the meeting adjourned at 11:36 AM.

Bob Pringle, Chair