

Corporate Services Committee

June 10, 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, Harley Greenfield and Arlene Wright; and Warden Brian Milne; Councillor Duncan McKinlay was also in attendance on behalf of Councillor Ellen Anderson

Regrets: Councillors Kevin Eccles, Norman Jack, Bob White, Ellen Anderson

Staff

Present: Lance Thurston, Chief Administrative Officer; Kevin Weppler, Director of Finance; Rod Wyatt, Director of Housing; Grant McLevy, Director of Human Resources; Doug Johnston, Financial Analyst 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 May 13, 2014

These minutes are for information only as they were adopted by Grey County Council as presented on June 3, 2014.

Deputations

Victoria Watson, Senior Manager and Traci Smith, Partner BDO

Victoria Watson and Traci Smith attended the meeting to present the Year End Report and Financial Statements ending December 31, 2013.

Kevin Wepler thanked the auditors and staff for their diligent work on preparing the reports and statements.

CS56-14 Moved by: Councillor Burley Seconded by: Councillor Fitzgerald

THAT the Financial Statements for the year ending December 31, 2013 be received;

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

Carried

CAO Recruitment Process

Grant McLevy addressed the Committee on the CAO recruitment process. Mr. McLevy noted that the process used in the past has worked well and consisted of a small committee being formed to move through the process.

Mr. McLevy noted that a posting can be issued immediately if that is the wish of the Committee. Direction is needed on when to start the recruitment process.

Discussion occurred on whether a new CAO needs to be hired before the next budget is passed. Staff noted that it is anticipated the 2015 budget will be passed later than usual due to the impending municipal election.

CS57-14 Moved by: Councillor McKinlay Seconded by: Councillor Wright

THAT a committee consisting of the Warden and the four standing committee chairs be appointed to make recommendations to Council with the assistance of the Human Resources Director on the recruitment of the CAO and on the management of the interim time period.

Carried

Reports – Finance

FR-CS-17-14 Ontario Municipal Insurance Exchange 2014 Supplemental Assessment

Kevin Wepler addressed the above report requesting authorization to make payment to the Ontario Municipal Insurance Exchange (OMEX) in the amount of \$137, 689 from the Insurance Reserve to cover the supplemental assessment due to OMEX.

CS58-14 Moved by: Councillor Greenfield Seconded by: Warden Milne

THAT Report FR-CS-17-14 regarding the Ontario Municipal Insurance Exchange (OMEX) 2014 Supplemental Assessment for the underwriting periods of 2002 through to 2012 be received;

AND WHEREAS the County of Grey has received a 2014 Supplemental Assessment in the amount of \$137,689, plus PST;

NOW THEREFORE BE IT RESOLVED 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 THAT the funds required in the amount of \$137,689, plus PST be allocated from the County's Insurance Reserve.

Carried

FR-CS-18-14 Corporate Services 2015 -2019 Draft Five year Capital Forecast

Kevin Wepler presented the above report. Mr. Wepler outlined each of the summaries and noted the items new to the plan.

CS59-14 Moved by: Warden Milne Seconded by: Councillor Burley

THAT Report FR-CS-18-14 regarding the Corporate Services 2015-2019 Draft Five Year Capital Forecast be received as presented and forwarded for inclusion in the corporate Five Year Capital & Extra-Ordinary Expenditures Forecast for consideration by County Council.

Carried

FR-CS-19-14 Tax Capping and Establishing Decrease Limits for 2014

Kevin Wepler addressed the above report regarding tax capping. Mr. Wepler provided an outline of the capping process and noted that the County needs to review the Commercial property class and examine possible strategies to mitigate capping shortfalls if they arise.

CS60-14 Moved by: Councillor Wright Seconded by: Councillor Greenfield

THAT Report FR-CS-19-14 regarding Tax Capping and Establishing Decrease Limits for 2014 be received;

AND THAT the appropriate by-laws be prepared and presented to County Council.

Carried

FR-CS-21-14 2013 Development Charges Reserve Fund Statement

Kevin Wepler spoke to the above report regarding the status of the County's Development Charges Reserve Fund. The report is required under the Development Charges Act.

CS61-14 Moved by: Warden Milne Seconded by: Councillor Burley

THAT Report FR-CS-21-14 regarding the 2013 Development Charges Reserve Fund Statement be received;

AND THAT the 2013 Development Charges Reserve Fund Statement, prepared in accordance with the provisions of the Development Charges Act, 1997, be received for information purposes;

AND FURTHER THAT the 2013 Development Charges Reserve Fund Statement be forwarded to the Minister of Municipal Affairs and Housing.

Carried

FR-CS-22-14 City of Owen Sound – Request to Increase Commercial Tax Ratio

Kevin Wepler addressed the above report, brought forward as a result of a request from the City of Owen Sound.

Staff are recommending that the request for the County to increase its commercial tax

ratio be considered with local municipal staff during the 2015 review of established tax policies.

CS62-14 Moved by: Councillor Burley Seconded by: Warden Milne

WHEREAS the County of Grey has in place established tax policies;

AND WHEREAS it is the responsibility of the upper-tier municipality to pass by-laws relating to tax policy decisions;

AND WHEREAS the City of Owen Sound has requested that the County of Grey increase the Commercial Tax Ratio;

AND WHEREAS the 2014 tax policies were endorsed by County Council on February 4, 2014 per Resolution CC24-14;

NOW THEREFORE BE IT RESOLVED THAT Report FR-CS-22-14 regarding the City of Owen Sound's request to Increase the Commercial Tax Ratio be received;

AND THAT the Director of Finance in establishing tax policies for 2015, share this request with the local municipal treasurers and staff to receive their input and recommendations;

AND FINALLY THAT the City of Owen Sound's request be shared and considered with local municipal treasurers and staff, as part of the County's 2015 review of established tax policies.

Carried

Reports - Housing

HDR-CS-10-14 Energy Management Plan

Rod Wyatt presented the above report regarding the Energy Management Plan. The overarching goal is to reduce energy consumption and also make staff aware of conserving energy and incorporating that awareness into decision making and operating practices.

CS63-14 Moved by: Councillor Burley Seconded by: Councillor Greenfield

WHEREAS The Green Energy Act 2009, Regulation 397/11 prescribes that designated public agencies, including every municipality;

prepare, publish, make available to the public and implement energy conservation and demand management plans for July 1, 2014;

AND WHEREAS the County of Grey has been monitoring and storing data on energy consumption, cost and greenhouse gas emissions, as required by the Green Energy Act 2009, since 2011;

AND WHEREAS the Energy Management Plan outlines a strategy for the County of Grey to move forward with energy conservation measures until July 1, 2019 when measurements and targets are required to be submitted and published to reduce energy consumption and greenhouse gas emissions and a report on actual results achieved;

NOW THEREFORE BE IT RESOLVED THAT Report HDR-CS-10-14 regarding the Energy Management Plan be received;

AND THAT the Energy Management Plan for the County of Grey be available on the County of Grey website for public information.

Carried

Correspondence

The Library Motion Regarding County Wide Library Services May 22, 2014

CS64-14 Moved by: Warden Milne Seconded by: Councillor McKinlay

THAT the correspondence dated May 22, 2014 from the Owen Sound and North Grey Union Public Library regarding the Integrated Library System (ILS) and library memberships, be received for information.

Carried

City of Owen Sound Request for County to Consider Participation in Heritage Property Tax Relief Program

CS65-14 Moved by: Councillor McKinlay Seconded by: Councillor Fitzgerald

THAT the correspondence from the City of Owen Sound regarding a request for the County to consider participating in the Heritage Property Tax Relief Program be received for information.

Carried

Receive for Information

Rod Wyatt noted that staff will prepare a new lease for G and B House and will report on this matter at an upcoming meeting.

CS66-14 Moved by: Councillor McKinlay Seconded by: Councillor Wright

THAT the following correspondence be received for information:

- **Correspondence from G and B House (Morrison House) Request for Lease Agreement Renewal**
- **Correspondence from the Ontario Municipal Insurance Exchange forum on 2014 Assessment meeting**
- **Ice Storm Assistance Program Information – Ministry of Municipal Affairs and Housing**

Carried

Other Business

There will be a meeting arranged as soon as possible to deal with the CAO recruitment matter.

Next Meeting Dates

Tuesday, July 15, 2014 at the Grey County Administration Building

On motion by Councillor Burley the meeting adjourned at 11:56 AM.

Bob Pringle, Chair