



GENERAL GOVERNMENT SERVICES COMMITTEE MINUTES Wednesday, June 28, 2017

The Committee met at 4:00 p.m. in the Sutton Room, 55 Zina Street, Orangeville.

Members Present: Councillor Ken McGhee (Chair)
Warden Darren White
Councillor Guy Gardhouse
Councillor Warren Maycock
Councillor Jeremy Williams

Staff Present: Alan Selby, Treasurer
Pam Hillock, Director of Corporate Services/Clerk
Cheri French, Human Resources Manager
Michelle Dunne, Deputy Clerk

Chair McGhee called the meeting to order at 4:00 p.m.

Declarations of Pecuniary Interest by Members – none

PUBLIC QUESTION PERIOD

Members of the public will be provided an opportunity to ask questions of the Committee during this time. (Limited to 10 minutes)

The Chair informed the Committee that the Dufferin County Scholarship Selection Committee met to select the recipients of the Scholarship. Members of the committee included Ken McGhee, Pam Hillock, Ken Topping from the Dufferin Arts Committee, and Michael Horton, from Robert F. Hall Catholic Secondary School. He announced the following recipients were chosen:

Ian Fraser from Orangeville District Secondary School for the Business and Social Sciences stream.

Chany Ahn from Orangeville District Secondary School for the Science and Technology stream.

Jacqueline Vandervaart from Westside Secondary School for the Arts stream.

The recipients of the Scholarship Awards will be attending the July 13, 2017 Council meeting for an official photo opportunity. Each student will be awarded \$2500 towards their school tuition.

REPORTS

1. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #1
2016 Health and Safety Review

A report by the Human Resources Manager, dated June 28, 2017, to provide an update of the Health and Safety activities for 2016 and an overview of initiatives for the current year.

Moved by Councillor Maycock, seconded by Councillor Williams

THAT the report of the Human Resources Manager dated June 28, 2017, regarding the 2016 Health and Safety Review, be received.

-Carried-

2. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #2
2017 Procurement Policy Update

A report by the Treasurer, dated June 28, 2017, to present for approval an update of the County's policies for Procurement and Disposal of Assets.

Moved by Councillor Williams, seconded by Councillor Gardhouse

THAT the Report, 2017 Procurement Policy Update, from the Treasurer, dated June 28, 2017, be received;

AND THAT the draft By-law "To Establish Policies for the Procurement of Goods and Services" be presented to County Council for adoption;

AND THAT the Policy for Disposal of Assets be approved.

-Carried-

3. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #3
Tax Assistance Policy for 2017

A report by the Treasurer, dated June 28, 2017, to confirm the policies for 2017 property tax assistance programs.

Moved by Councillor Maycock, seconded by Councillor Williams

THAT the Report, Tax Assistance for 2017, from the Treasurer, dated June 28, 2017, be received;

AND THAT the eligibility threshold for tax assistance be kept constant, namely any tax increases above \$50.00, for 2017;

AND THAT the Tax Assistance Bylaw for Low-Income Seniors be presented to County Council in July.

-Carried-

- 4. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #4**
Response to Provincial Regulation 013-0551

A report by the Treasurer, dated June 28, 2017, to suggest making a formal response to the Province, within the time limits set, from the County of Dufferin, regarding the proposed Regulation on asset management planning.

Moved by Councillor Maycock, seconded by Councillor Gardhouse

THAT the Report, Response to Provincial Regulation 013-0551, dated June 28, 2017, be received;

AND THAT the points raised in the Report be submitted, on behalf of Dufferin County, to the Province by the Comment Period deadline of July 24, 2017;

AND THAT the report be circulated to the lower tier municipalities.

-Carried-

- 5. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #5**
New Website Project

A report by the Clerk/Director of Corporate Services, dated June 28, 2017, to seek permission to move ahead with a new County website.

Moved by Councillor Williams, seconded by Councillor Gardhouse

THAT the report of the Director of Corporate Services, Clerk dated June 28, 2017, regarding the New Website Project, be received;

AND THAT staff be directed to commence a Request for Proposal process for a new County of Dufferin website;

AND THAT funds for the project be withdrawn initially from the Rate Stabilization Reserve.

-Carried-

6. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #6
IIMC Conference Attendance – May 21 to May 24, 2017

A report by the Clerk/Director of Corporate Services, dated June 28, 2017, to provide information about staff's attendance at the recent IIMC (International Institute of Municipal Clerks) conference in Montreal.

Moved by Councillor Maycock, seconded by Councillor McGhee

THAT the report dated June 28, 2017, from the Clerk/Director of Corporate Services regarding IIMC Conference Attendance –May 21 to 24, 2017, be received.

-Carried-

7. GENERAL GOVERNMENT SERVICES – June 28, 2017– ITEM #7
Mutual Assistance Agreement – Town of Caledon

A report by the Clerk/Director of Corporate Services, dated June 28, 2017, to request that Council authorize staff to enter into a Mutual Assistance Agreement with the Town of Caledon in relation to municipal emergency response and recovery.

Moved by Councillor Maycock, seconded by Councilor Gardhouse

THAT the report of Pam Hillock, Director of Corporate Services/Clerk dated June 28, 2017, Mutual Assistance Agreement – Town of Caledon be received;

THAT the Mutual Assistance Agreement with the Town of Caledon, in a form substantially attached hereto, be approved;

AND THAT the necessary by-law be enacted.

-Carried-

ADJOURNMENT

The meeting adjourned at 4:47 p.m.

NEXT MEETING: August 23, 2017 at 4:00 p.m.

Sutton Room, 55 Zina Street, Orangeville

Respectfully submitted,

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Councillor Ken McGhee, Chair
General Government Services Committee