



GENERAL GOVERNMENT SERVICES COMMITTEE MINUTES **Wednesday, January 25, 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 (arrived at 4:01 pm)
Councillor Warren Maycock

Members Absent: Councillor Jeremy Williams

Staff Present: Sonya Pritchard, Chief Administrative Officer
Pam Hillock, Clerk/Director of Corporate Services
Alan Selby, Treasurer
Tom Reid, Chief Paramedic Service
Steve Hett, IT Manager
Michelle Dunne, Deputy Clerk

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

DECLARATION OF PECUNIARY INTEREST BY MEMBERS

Warden White declared a pecuniary interest in Item # 12 – Community Grants for the 1849 Lorne Scots RC (Army) Cadets application, as he is member of the organization. He declared that he would take no part in the voting or discussion on this matter and would vacate the room during discussion and voting.

PUBLIC QUESTION PERIOD

There were no questions from the members of the public.

Councillor Gardhouse arrived (4:01 p.m.)

DELEGATIONS

1. **GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #1**
Headwaters Tourism Association – Investing in Regional Tourism

Ms. Michele Harris, Executive Director, Headwater Tourism Association addressed the Committee on the activities of the Association. She provided an overview of the economic impact of tourism in Dufferin County. She explained

how the Association is taking a regional approach to tourism which drives and supports the economic vitality of the region.

Moved by Councillor Maycock, seconded by Warden White

THAT the presentation from the Headwaters Tourism Association Executive Director on Investing in Regional Tourism, be received.

-Carried-

2. **GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #2**
Dufferin County Emergency Response – County Wide Interoperable System

Mr. Kevin McNeily addressed the Committee with respect to a funding request for a county wide interoperable radio system supported by the Township of Amaranth, the Town of Grand Valley & District Fire Department – Fire Board, the Rosemont Fire Board, and the Shelburne & District Fire Department.

Moved by Warden White, seconded by Councillor Maycock

THAT the request for a county wide interoperable radio system supported by the Township of Amaranth, the Town of Grand Valley & District Fire Department – Fire Board, the Rosemont Fire Board, and the Shelburne & District Fire Department, be received;

AND THAT staff be directed to report back to the committee with a suggested implementation plan.

-Carried-

REPORTS

3. **GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #3**
Tax Ratios 2017

A report by the Treasurer, dated January 25, 2017, to confirm tax policy for tax Ratios and Tax Sub-Class Rate Reductions for 2017.

Moved by Councillor Gardhouse, seconded by Warden White

THAT report, 2017 Tax Policy Decisions, from the Treasurer, dated January 25, 2017, be received;

AND THAT the Tax Ratios for 2017 remain unchanged from 2016;

AND THAT the Tax Ratios By-law, and also the Tax Rates By-law, for the year 2017 be brought forward to the February 2017 County Council meeting for adoption.

-Carried-

4. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #4
Municipal Property Assessment Corporation (MPAC) Data

A report by the Treasurer, dated January 25, 2017, to share with Members the recent summary data received from MPAC, related to the 2016 re-assessment, taking effect in 2017.

Moved by Councillor Maycock, seconded by Councillor Gardhouse

THAT the report, Assessment Data from MPAC, from the Treasurer, dated January 25, 2017, be received.

-Carried-

5. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #5
Hurricane Clip Rebate Program Update

A report by the Chief Building Official/Director of Property, dated January 25, 2017 to advise both Committee and Council of the progress made towards the implementation of the Hurricane Clip Rebate Program.

Moved by Councillor Maycock, seconded by Warden White

THAT the report of the Chief Building Official, dated January 25, 2017, with respect to the Hurricane Clip Rebate Program – Update, be received.

-Carried-

6. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #6
Provincial Offences Act Administration (POA) Court Space

A report by the Clerk/Director of Corporate Services dated January 25, 2017, to provide Committee with information regarding the use of Courtroom #103 at 55 Zina Street, Orangeville. The Clerk provided an oral report on a meeting held earlier in the day with Regional Senior Justice of the Peace and Caledon Staff.

Moved by Councillor Maycock, seconded by Councillor Gardhouse

THAT the report of the Clerk/Director of Corporate Service, dated January 25, 2017, regarding Provincial Offences Courtroom 103, be received.

-Carried-

7. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #7
Out of Province Conference

A report by the Clerk/Director of Corporate Services, dated January 25, 2017, to inform the Committee of an upcoming opportunity for the Clerk and Deputy Clerk to attend the International Institute of Municipal Clerks conference in Montreal, Quebec on May 21 to 24, 2017.

Moved by Warden White, seconded by Councillor Maycock

THAT the report from the Clerk/Director of Corporate Services regarding Educational Opportunities – Corporate Services Department, dated January 25, 2017, be supported and that staff provide Committee with a report of the conference highlights.

-Carried-

**8. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #8
Record Retention By-law Update**

A report by the Clerk/Director of Corporate Services, dated January 25, 2017, to seek approval to amend By-law 2006-43, Records Retention, to reflect recent updates to legislation, case law, and current practices.

Moved by Councillor Gardhouse, seconded by Warden White

THAT the report of the Director of Corporate Services/Clerk, dated January 25, 2017, with respect to amendments to the records retention by-law, be received;

AND THAT a by-law be presented to amend Schedule A of by-law 2006-43 to reflect the required retention periods in recent updates in legislation, case law, and current practices.

-Carried-

**9. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #9
Fees By-law**

A report by the Clerk/Director of Corporate Services, dated January 25, 2017, to recommend changes to user fees charged within the Dufferin County Museum & Archives, Dufferin Oaks Long Term Care Home, and the Public Works Department.

Moved by Councillor Maycock, seconded by Councillor Gardhouse

THAT the report of the Director of Corporate Services/Clerk, dated January 25, 2017, with respect to an amendment to the User Fee By-law, be received;

AND THAT the fee adjustments on Schedule A, Schedule B, and Schedule C as outlined in the report be approved;

AND THAT the necessary by-law be enacted.

-Carried-

10. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #10
Economic Development Funding

A report by the Chief Administrative Officer dated January 25, 2017, to provide follow up information from committee budget discussions regarding the funds provided annually for economic development activities to partner organizations.

Moved by Councillor Maycock, seconded by Warden White

THAT the report of the Chief Administrative Officer, dated January 25, 2017, Economic Development Funding, be received;

AND THAT funding to the Small Business Enterprise Centre of \$33,060 for 2017 be approved.

-Carried-

11. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #11
Procurement of GIS Software

A report from the Clerk/Director of Corporate Services, dated January 25, 2017, to seek authorization to sole-source procure GIS (Geographic Information System) software from ESRI Canada Limited.

Moved by Councillor Gardhouse, seconded by Warden White

THAT the report by Clerk/Director of Corporate Services, dated January 25, 2017, be received;

AND THAT in accordance with Procurement By-Law 2012-26 Section 11.2 (a) a sole-source procurement of GIS software from ESRI Canada Limited be approved;

AND THAT Dufferin County staff be approved to continue discussions with local municipal staff to enter into an Enterprise License Agreement with ESRI Canada Limited for GIS software and maintenance renewals for municipalities.

-Carried-

12. GENERAL GOVERNMENT SERVICES – January 25, 2017 – ITEM #12
Community Grant Applications

A summary of the 2017 grant applications was circulated with the agenda. The Shelburne District Agricultural Society application was circulated on desk.

Moved by Councillor Gardhouse, seconded by Warden White

THAT the following amounts be approved for the 2017 grant allocation:

GRANTS PREVIOUSLY APPROVED BY COUNCIL FOR 2017	
Organization	Amount
Orangeville District Secondary School (County of Dufferin Leadership Award)	\$300
Centre Dufferin Secondary School (County of Dufferin Leadership Award)	\$300
West Side Secondary School (County of Dufferin Leadership Award)	\$300
Robert F. Hall Catholic Secondary School (County of Dufferin Leadership Award)	\$300
Dufferin County Scholarship Program (Five \$2,500 onetime scholarships)	\$12,500
Food for Thought Grant	\$10,000
Total Amount Approved by Council from the 2017 Grant Budget	\$23,700

REMAINING ALLOCATION FOR 2017	
Organization	Amount
Dufferin County Cultural Resource Centre	\$5000
Big Brothers, Big Sisters of Dufferin and District	\$8000
Dufferin Parent Support Network	\$8000
Highland Youth for Christ	\$8000
Alzheimer Society – Dufferin County	\$3000
Hospice Dufferin	\$8000
Theatre Orangeville	\$5000
Caledon Dufferin Victim Services	\$5000
Headwaters Food and Farming Alliance	\$2500
Shelburne District Agricultural Society	\$2000
Rotary Club of Orangeville	\$1500
Family Transition Place	\$2000
Orangeville Blues and Jazz Festival	\$2500
Orangeville Agricultural Society	\$2000
Orangeville Community Band	\$1000
Rotary Club of Shelburne	\$1500
Dufferin Town and County Farm Tour	\$1000
Grand Valley Lions Club	\$1500
Shelburne and District Horticultural Society	\$250
Grand Valley and District Horticultural Society	\$250
Orangeville and District Horticultural Society	\$250
Dufferin-Peel District Women's Institute	\$200
Total Amount	\$68,450

-Carried-

Warden White declared a pecuniary interest in the application for funding for the Lorne Scots Cadets and left the Committee room (5:47 p.m.).

The Committee discussed the applications that did not meet the criteria and directed staff to contact the Lorne Scots Cadets for clarification on their budget.

Warden White returned (5:51 p.m.)

OTHER BUSINESS

Councillor McGhee informed the Committee that he will not be available for the next General Government Services meeting and that the Warden will chair the meeting.

ADJOURNMENT

The meeting adjourned at 6:02 p.m.

NEXT MEETING: February 22, 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