



**GENERAL GOVERNMENT SERVICES COMMITTEE MINUTES  
Thursday, August 23, 2018 at 3:00 p.m.**

The Committee met at 3:00 p.m. in the Sutton Room, 55 Zina Street, Orangeville

Members Present: Councillor Ken McGhee (Chair)  
Warden Paul Mills  
Councillor Guy Gardhouse  
Councillor Warren Maycock

Members Absent: Councillor Jeremy Williams (prior notice)

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

Chair McGhee called the meeting to order at 3:00 p.m.

**DECLARATIONS OF PECUNIARY INTEREST**

**PUBLIC QUESTION PERIOD**

There were no questions from the public.

**REPORTS**

1. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #1  
2019 Tax Ratios Review

A report from the Treasurer, dated August 23, 2018, to respond to a March 2018 request from the Township of Amaranth, to analyze and reconsider all Tax Ratios prior to discussions on the 2019 County Budget.

**Moved by Warden Mills, seconded by Councillor Gardhouse**

**THAT the Report, 2019 Tax Ratios Review, from the Treasurer, dated August 23, 2018, be received;**

**AND THAT the tax ratio information be circulated to local municipalities, the Dufferin Federation of Agriculture, and Dufferin Board of Trade for comment.**

**-Carried-**

2. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #2  
Council Policy Update

A report from the Director of Corporate Services/Clerk, dated August 23, 2018, to make recommendations for repealing and updating Council policies to reflect current business practices.

**Moved by Councillor Maycock, seconded by Councillor Gardhouse**

Amended at  
 Sept 13/18  
 Council

**THAT the report from the Director of Corporate Services/Clerk, dated August 23, 2018, with respect to Council policy updates be received;**

**AND THAT Policy 1-2-03 Notice of Provision Schedule A be amended as follows:**

| Subject                       | Public Meeting Requirement | Provision of Notice                            | Time of Notice   |
|-------------------------------|----------------------------|--|--|
| <b>Regulatory</b>             |                            |  |  |
| Sale of Land (By-Law 2007-49) | No                         | Post on website and at the discretion of Clerk | Within two (2) weeks of Council declaring the land surplus |

**AND THAT the following policies be repealed:**

- Policy 1-3-10 – Expenses Related to Fundraising for Approved County Projects**
- Policy 1-3-11 Expenditure Control and Authorization**
- Policy 1-3-12 Reporting and Invoicing by Consultants Hired by Dufferin County Council**
- Policy 2-7-2 Computer Media Diskettes**
- Policy 2-7-3 Security Guidelines on PC's**
- Policy 2-7-4 Equipment Used Offsite**
- Policy 2-7-05 Donated Computer Equipment**
- Policy 3-3-9 Manual Cheques**
- Policy 3-8-3 Museum and Archives Building Project**
- Policy 3-8-4 Sale of County-owned Timber**
- Policy 4-2-8 Amateur Radio Emergency Service**
- Policy 4-2-7 Ontario Disaster Relief Assistance Program**
- Policy 4-2-6 Central Emergency Reporting Bureau**
- Policy 4-2-5 Severe Weather Watch Program**
- Policy 4-2-4 Incident Reporting and Follow-Up**
- Policy 4-2-3 Rural Civic Addressing Program**
- Policy 4-2-2 Emergency Planning**
- Policy 4-2-1 Mission Statement.**

**-Carried-**

3. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #3  
Family First Aid Training

A report from the Director of Corporate Services/Clerk, dated August 23, 2018, to advise Committee and Council of a joint initiative between Dufferin Paramedic Service and Dufferin Emergency Management to provide free first aid and CPR/AED training to local families.

**Moved by Councillor Maycock, seconded by Warden Mills**

**THAT the report of the Director of Corporate Services/Clerk, dated August 23, 2018, regarding Family First Aid Training be received.**

**AND THAT this program be provided in different locations throughout the County in the next year.**

**-Carried-**

4. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #4  
Emergency Sheltering Memorandum of Understanding (MOU)

A report from the Director of Corporate Services/Clerk, dated August 23, 2018, to update Committee and Council of designated emergency shelters in Dufferin County.

**Moved by Councillor Gardhouse, seconded by Councillor Maycock**

**THAT the report of the Director of Corporate Services/Clerk, dated August 23, 2018, regarding the Emergency Sheltering Memorandum of Understanding be received;**

**AND THAT the Warden and Clerk be authorized to sign the Emergency Sheltering Memorandum of Understanding (MOU) for all existing and future Emergency Shelter locations.**

**-Carried-**

5. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #5  
Provincial Offences Administration Space Update – Report #7

A report from the Director of Corporate Services/Clerk, dated August 23, 2018, to provide Committee with an update on the Provincial Offences Space.

**Moved by Councillor Gardhouse, seconded by Councillor McGhee**

**WHEREAS the County acknowledges an impasse with the Town of Caledon with respect to discussions on space requirements and delivering the Provincial Offences Administration services in Dufferin County;**

**AND WHEREAS** there are ongoing concerns about the delivery of the service to best meet the needs the residents of the Dufferin County;

**THEREFORE BE IT RESOLVED** that staff be directed to contact the Ministry of the Attorney General to discuss the possibility of transferring authority for Dufferin County Provincial Offences Administration from the Town of Caledon to the County of Dufferin.

**-Carried-**

**CORRESPONDENCE**

6. GENERAL GOVERNMENT SERVICES – August 23, 2018 – ITEM #6  
Grand River Conservation Authority

Correspondence from the Grand River Conversation Authority providing an update on the Dufferin Rural Water Quality Program.

**Moved by Councillor Gardhouse, seconded by Warden Mills**

**THAT** the correspondence from the Grand River Conservation Authority, dated July 11, 2018, providing an update on the Dufferin Rural Water Quality Program, be received.

**AND THAT** an additional \$20,000 be remitted to the Grand River Conservation Authority for the Dufferin Rural Water Quality Program in 2018;

**AND THAT** the expense be funded from the Rate Stabilization reserve.

**-Carried-**

**ADJOURNMENT**

The meeting adjourned at 4:18 pm

**NEXT MEETING:** Thursday, September 27, 2018 at 3:00 p.m.  
Sutton Room, 55 Zina Street, Orangeville

Respectfully submitted,

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Councillor Ken McGhee, Chair  
General Government Services Committee