



GENERAL GOVERNMENT SERVICES COMMITTEE AGENDA

Thursday, February 22, 2024 at 11:00 am

W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville ON

The meeting will be live streamed on YouTube at the following link:

<http://www.youtube.com/@DufferinOne>

Land Acknowledgement Statement

We would like to begin by respectfully acknowledging that Dufferin County resides within the traditional territory and ancestral lands of the Tionontati (Petun), Attawandaron (Neutral), Haudenosaunee (Six Nations), and Anishinaabe peoples.

We also acknowledge that various municipalities within the County of Dufferin reside within the treaty lands named under the Haldimand Deed of 1784 and two of the Williams Treaties of 1818: Treaty 18: the Nottawasaga Purchase, and Treaty 19: The Ajetance Treaty.

These traditional territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

Roll Call

Declarations of Pecuniary Interest by Members

PUBLIC QUESTION PERIOD

Members of the public in attendance are able to ask a question. If you unable to attend and would like to submit a question, please contact us at info@dufferincounty.ca or 519-941-2816 x2500 prior to 4:30 pm on February 21, 2024.

REPORTS

1. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #1
Emergency Management Workshop – Wildfires

A report from the Manager – Preparedness, 911 and Corporate Projects, dated February 22, 2024, to outline an upcoming emergency management workshop focused on wildfires.

Recommendation:

THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Emergency Management Workshop – Wildfires, dated February 22, 2024, be received.

2. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #2
2023 Investment Activity

A report from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, to provide an annual report on investment activity and returns, as required per Policy #3-6-9 Investments.

Recommendation:

THAT the report on 2023 Investment Activity, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

3. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #3
2023 Council Remuneration

A report from the Manager of Finance, Treasurer, dated February 22, 2024, to present the Remuneration and Expenses paid to Members of Council, required by Section 284 (1) of the Municipal Act, 2001, for 2023.

Recommendation:

THAT the report on 2023 Statement of Council Remuneration and Expenses Paid, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

NOTICE OF MOTIONS

Next Meeting

Thursday, March 28, 2024

W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville ON



A community that grows together

Report To: Chair Creelman and Members of the General Government
Services Committee

Meeting Date: February 22, 2024

Subject: 2024 Emergency Management Workshop – Wildfires

From: Steve Murphy, Manager of Preparedness, 911 & Corporate Projects

Recommendation

THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Emergency Management Workshop – Wildfires, dated February 22, 2024, be received.

Executive Summary

Beginning in March 2023 a record-setting wildfire season kicked off in Canada. A wildfire season that would result in more hectares of land burned than in any previous year anywhere in North America.

To address the increasing risk of wildfires senior and elected officials from across Dufferin County and the surrounding area are being asked to attend an emergency management workshop focused on the ongoing adaptation to our changing climate and the rapidly growing risks that climate change is placing on the population.

Background & Discussion

Throughout 2023, there were 6,651 wildfires across the country burning 184,961 square kilometres (45,705,000 acres). This represents a 600% increase over the long-term average of area burned by wildfire on an annual basis.

Smoke from the wildfires across the country had an impact on Dufferin County and resulted in air quality advisories being issued by Environment Canada and public health officials. On June 28, 2023, the air quality in the greater Toronto area ranked among the worst in the world, a ranking that had severe implications for anyone with underlying

respiratory or chronic health conditions. The frequency, intensity, and timing of wildfires in Canada have changed over time. In general, since the 1970s and 1980s, the total annual number of wildfires has decreased but the area burned in Canada has increased.

In late May 2023, the province of Nova Scotia experienced two major wildfires that resulted in mass evacuations and the loss of more than 200 homes. With assistance from the Canadian military and resources from the US and Costa Rica these fires burned out of control for seven (7) days.

Due to climate change, wildfire risk is expected to increase in municipalities not often threatened by this hazard.

Staff are working with stakeholders to host a workshop focused on mitigating the impacts of wildfires across Dufferin County. This workshop is scheduled for April 12, 2024, and will feature speakers from provincial ministries, law enforcement, public health, and emergency management. The workshop will culminate with a simulated wildfire response to reinforce the principals and practices that make up the emergency response plan.

Staff are also working with FireSmart Canada to provide resources and advice to residents attending the Lions Home and Garden Show on the weekend of April 5 – 7, 2024. FireSmart introduces the concept of the wildland urban interface and how residents can mitigate the risks to homes and properties from wildfire.

Financial, Staffing, Legal, or IT Considerations

There is adequate funding in the emergency management budget to support this initiative.

In Support of Strategic Plan Priorities and Objectives

Climate & Environment – establish the County as a leader in Climate Action

Community - support community well-being and safety through collaboration and partnerships

Respectfully Submitted By:

Steve Murphy
Manager of Preparedness, 911 and Corporate Projects

Reviewed by: Sonya Pritchard, Chief Administrative Officer



A community that grows together

Report To: Chair Creelman and Members of General Government Services
Committee

Meeting Date: February 22, 2024

Subject: 2023 Investment Activity

From: Aimee Raves, Manager of Corporate Finance, Treasurer

Recommendation

THAT the report on 2023 Investment Activity, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

Executive Summary

The purpose of this report is to provide an annual report on investment activity and returns, as required per Policy #3-6-9 Investments. At the end of 2023, the County held over \$46 million in investments. Interest rates remained high throughout 2023, which contributed to over \$1.7 million in investment interest.

Background & Discussion

In accordance with the Municipal Act, municipalities may invest cash on hand to maximize the return on funds. Only instruments deemed eligible under Ontario Regulation 43/18 and 655/07 are permitted, all of which are considered “safer” thereby helping to minimize the risk to the municipality. The length of time the funds are invested will depend on where the funds come from (general, reserve funds, trust funds or obligatory reserve funds) and when those funds may be required in the future.

Throughout 2023 the County had approximately \$37 million invested at any given time in a variety of savings, short term and longer-term instruments. A total of 50 different instruments were held during 2023 and were held with eight different organizations including investment companies, brokers and banks. Most investments were either GICs, bonds, bank notes or instruments known as step ups which are similar to GICs but pay increasing amounts of interest the longer the funds are held. Funds held with the ONE Fund also include equity and corporate bond accounts which are for longer term periods.

A total of 22 investments with a combined value of \$42,911,040 were redeemed in 2023 with 16 new investments being made with a combined value of \$47,545,881. Of the amounts redeemed and reinvested, nearly \$20 million is the same \$5 million in cashable GICs being redeemed early and reinvested to take advantage of higher interest rates. The table below provides a summary of the beginning and ending balances of investments per fund:

	December 2023	December 2022
General Funds	\$36,261,561	\$36,423,623
Trust Funds	\$800,000	\$700,000
Reserve Funds	\$3,385,527	\$2,734,989
Obligatory Reserve Funds	\$6,241,306	\$6,950,473

Investing involves finding the right balance between the level of cash required on hand and the amount that can be invested for greater returns. The level of General Funds invested, which includes operating reserves and capital asset fund reserves, has remained relatively consistent. With no significant planned expenditures in the near term for Museum Trust monies, an additional amount was invested in 2023. The Museum trust fund is made up primarily of past donations. Reserve Funds include the investments for the WSIB and Bank Loan Retirement (BLR) Reserve Funds. Additional BLR funds were invested to maximize investment interest prior to redemption, these funds will be completely expended in 2024. Obligatory Reserve Funds which include Development Charges, Gas Tax and Building Reserve Fund has decreased over 2022 in order for sufficient funds be available for 2024.

Financial Impact

Due to the sheer volume of instruments and the varying times interest is paid it is difficult to provide a report that outlines the actual returns per investment, thus for the purpose of this report staff will outline the total investment interest earned per different fund.

The chart below provides a summary of the average funds invested throughout the year, the ending investment amount and the total investment interest earned. The final column provides the average annual return which is the total interest earned divided by the average 2023 balance. This is not a precise calculation as it does not take into consideration the fact that normally longer-term investments often yield a higher rate of return, however it does provide an idea of the average rate of return on funds invested.

	December 31 Ending Balance	Average 2022 Balance	Investment Interest Earned/Gains on Investment	Average Return
General Funds	\$36,242,639	\$34,925,881	\$1,432,947	4.1%
Museum Trust	\$800,000	\$716,667	\$36,422	5.1%
WSIB RF	\$1,785,527	\$1,713,727	\$78,328	4.6%
BLR RF	\$1,600,000	\$1,270,843	\$52,195	4.1%
DC ORF	\$2,474,991	\$2,856,209	\$35,980	1.2%
Roads DC ORF	\$654,471	\$929,173	\$42,048	4.5%
Building ORF	\$3,111,843	\$3,061,827	\$76,637	2.5%
Totals	\$46,669,471	\$45,474,327	\$1,754,557	3.9%

Note: RF means Reserve Funds, ORF = Obligatory Reserve Funds, BLF = Bank Loan Retirement and DC = Development Charges.

The numbers included in this report are unaudited and thus subject to change.

It was anticipated that the average rate of return for 2023 would be between 3.0% and 3.5%. This was exceeded with the average being 3.9% as shown above. Interest rates on current investments range between 1.5% to 6.35%. The lower rates are longer term investments which were made while interest rates were still low. Wherever possible, staff are taking advantage of higher interest rates reinvesting funds as they mature into higher yielding instruments. Due to interest rates continuing to climb, the past strategy has been to invest in short term instruments, now that we are more confident that interest rates will start decreasing the focus will be to lock in investments for longer periods of time.

For 2024, it is anticipated that returns will be between 4% and 4.5% as we continue to take advantage of higher interest rates.

In Support of Strategic Plan Priorities and Objectives

Governance - identify opportunities to improve governance and service delivery/
improve the County's internal and external communication

Respectfully submitted,

Aimee Raves, CPA CMA
Manager of Corporate Finance, Treasurer

Reviewed by: Sonya Pritchard, Chief Administrative Officer



A community that grows together

Report To: Chair Creelman and Members of General Government Services
Committee

Meeting Date: February 22, 2024

Subject: 2023 Statement of Council Remuneration and Expenses Paid

From: Aimee Raves, Manager of Corporate Finance, Treasurer

Recommendation

THAT the report on 2023 Statement of Council Remuneration and Expenses Paid, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

Executive Summary

The purpose of this report is to present to Council the Statement of the Treasurer of the Remuneration and Expenses paid to Members of Council, required by Section 284 (1) of the Municipal Act, 2001, for 2023.

Background & Discussion

The Table summarizes amounts paid to, or on behalf of, Members of County Council in 2023.

Financial Impact

In 2018 Council adopted Policy #1-3-7, for payment of conference costs of Councillors, excluding the member who sits as the Warden (paid from a separate Warden's budget). The Policy sets a limit of \$3,000 per year per member of Council over the term of Council, for a total limit of \$12,000. The exception is the Warden whose expenses are tracked separately. Staff track the expenses annually to ensure adherence to the policy.

**Statement of Council Remuneration and Expenses Paid as Required by Section
284(1) of the Municipal Act, 2001**

For the Year 2023

Council Members	Remuneration Taxable	Mileage	Other Expenses	Total Paid
John Creelman	\$26,622.96	\$317.80	-	\$26,940.76
Guy Gardhouse	\$25,122.96	\$219.92	\$1,573.20	\$26,916.08
Chris Gerrits	\$26,622.96	\$242.03	\$870.05	\$27,735.04
Shane Hall	\$25,122.96	\$244.28	\$834.43	\$26,201.67
Earl Hawkins	\$25,122.96	\$320.97	-	\$25,443.93
Janet Horner	\$26,622.96	\$432.28	\$1,418.63	\$28,473.87
Gail Little	\$25,122.96	\$373.26	\$2,207.55	\$27,703.77
James McLean	\$25,122.96	\$217.51	\$1,991.64	\$27,332.11
Wade Mills	\$76,509.00	\$494.56	\$4,406.85	\$81,410.41
Fred Nix	\$25,122.96	\$167.78	-	\$25,290.74
Lisa Post	\$25,122.96	\$82.74	\$2,643.73	\$27,849.43
Philip Rentsch	\$25,122.96	\$313.40	\$1,852.32	\$27,288.68
Steve Soloman	\$25,122.96	\$170.11	-	\$25,293.07
Todd Taylor	\$25,122.96	\$160.31	\$1,598.85	\$26,882.12
Darren White	\$31,269.52	\$753.95	\$5,916.96	\$37,940.43
2023 Totals	\$438,877.00	\$4,510.90	\$25,314.21	\$468,702.11

Other Expenses include registration fees for conferences, even though the fees are paid directly to the conference organizers, and are not paid to the member of Council, but rather paid on behalf of the member attending. Also included are expenses for accommodations and travel by means other than by using personal vehicle, for which mileage is paid.

Common conferences are ROMA, OGRA, AMO, FCM. Warden's Expenses include all items charged to the Warden's budget, thus items other than conference costs may be included.

All payments during 2023 were made pursuant to By-Law 2022-30.

Council Member Attendance 2023

	Council	General Govt Services	Health and Human Services	Infrastructure and Environment	Community Development and Tourism	Absences
Total Meetings	17	7	8	6	9	-
Creelman	16	6	-	-	8	3
Gardhouse	17	7	8	-	-	0
Gerrits	16	7	-	6	-	1
Hall	11	5	-	5	-	9
Hawkins	15	-	7	-	9	3
Horner	12	-	-	6	9	5
Little	16	-	7	-	9	2
McLean	15	-	7	6	-	3
Mills	17	6	7	5	9	3
Nix	17	-	7	5	-	2
Post	16	-	7	-	7	4
Rentsch	15	6	8	-	-	3
Soloman	14	6	-	5	-	5
Taylor	17	7	-	6	-	0
White	16	-	8	-	9	1

There were 11 regular Council meetings in 2023 and 6 Special Council meetings.

In Support of Strategic Plan Priorities and Objectives

Governance - identify opportunities to improve governance and service delivery/
improve the County's internal and external communication

Respectfully submitted,

Aimee Raves, CPA CMA
Manager of Corporate Finance, Treasurer

Reviewed by: Sonya Pritchard, Chief Administrative Officer