



Minutes

Corporate Services Committee

September 23, 2021, 5:30 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS

PRESENT: Chair Travis Dodd
Mayor Ian Boddy
Member Jean Paul Caron
Councillor Brock Hamley
Councillor Marion Koepke
Member Stephanie Sas
Councillor John Tamming
Member Bobb Todd

MEMBERS

ABSENT/REGRETS: Member Adriana Londono

STAFF PRESENT: Tim Simmonds, City Manager
Kate Allan, Director of Corporate Services
Michelle Palmer, Senior Manager of Strategic Initiatives and Operational Effectiveness
Kristan Shrider, Senior Manager of Corporate and Facility Services
Briana Bloomfield, City Clerk
Kristen Van Alphen, Manager of Legislative Services
Crystal Moffatt, Tax Collector
Staci Landry, Customer Service Facilitator

1. CALL TO ORDER

Chair Dodd called the meeting to order at 5:30 p.m.

2. CALL FOR ADDITIONAL BUSINESS

2.a Councillor Tamming Re: Parking for Non-Residents

2.b Mayor Boddy Re: Fireworks By-law

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Corporate Services Committee meeting held on July 22, 2021

The Director of Corporate Services advised that she has not yet followed up with Fire Chief Barfoot on the question that was raised at the last Committee meeting respecting the Firefighters Association Union and an additional job responsibility but will do so prior to the next Committee meeting.

CR-210923-001

Moved by Member Caron

"THAT the Corporate Services Committee approves the minutes of the meeting held on July 22, 2021."

Carried.

5. DEPUTATIONS AND PRESENTATIONS

There were no depositions or presentations.

6. PUBLIC QUESTION PERIOD

There were no questions from the public.

7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

8. REPORTS OF CITY STAFF

8.a General

8.a.1 Report CR-21-094 from the Director of Corporate Services Re: Update Regarding Actions for Strategic Plan Key Results for Corporate Services Committee

The Director of Corporate Services provided an overview of the report.

In response to a question from Committee, the City Manager noted that City Council approved declaring September 30th as a statutory holiday for City Hall staff. There will be an event at the Reconciliation Garden at Kelso Beach and both Council and staff have been invited to attend and participate in the event.

"THAT in consideration of Staff Report CR-21-094 respecting an update on the actions for the Strategic Plan Key Results for Corporate Services Committee, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.a.2 Report CM-21-014 from the Senior Manager of Strategic Initiatives and Operational Effectiveness Re: Employee Engagement Survey

The Senior Manager of Strategic Initiatives and Operational Effectiveness provided a PowerPoint presentation with an overview of the report.

In response to a question from Committee, the Senior Manager of Strategic Initiatives and Operational Effectiveness advised that Council approved a budget of \$25,000 through the Municipal Modernization Grant funding. The contract to Metrics@Work was awarded at \$17,900 and there were some additional costs related to prizes and incentives for staff to participate in the survey as well as a recording of the all staff sessions so that those staff who were unable to attend one of the sessions will be able to have the same overview of the results.

The Senior Manager of Strategic Initiatives and Operational Effectiveness noted that Metrics@Work has completed a similar study with 39 other municipalities and where we asked the same questions, we have the comparable results built into the results that we have received from Metrics@Work and we have this overview. We did receive detailed results and summary results and these are at the division level, department level, and at the Owen Sound level as a whole. The comparable results were not included in the staff report as staff are still working through these results and they have been distributed to staff. The City Manager noted that the detailed results would need to be shared with Council through a closed session.

In response to a question from Committee, the Senior Manager of Strategic Initiatives and Operational Effectiveness advised that a score of below 50% is where the organization needs to focus its efforts, anything in between 50% and 75% is a good score, and anything over 75% is great.

CR-210923-003

Moved by Councillor Tamming

"THAT in consideration of Staff Report CM-21-014 respecting Employee Engagement Survey, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.b Taxes and Revenue

8.b.1 Report CR-21-091 from the Tax Collector Re: Proactive Assessment Base Management

The Tax Collector provided an overview of the report.

In response to questions from Committee, the Director of Corporate Services advised that in the region, there is a benefit to municipalities doing assessment-based management because when you bring assessment that is missing on to the tax roll, it shifts the burden off the existing taxpayer. For municipalities, there is an accountability to each other within Grey County to undertake these practices to ensure that the County levy is being fairly distributed.

CR-210923-004

Moved by Member Caron

"THAT in consideration of Staff Report CR-21-091 respecting Proactive Assessment Base Management, the Corporate Services Committee recommends that City Council direct staff to:

- 1. Bring forward a report respecting a draft assessment base management policy for review; and**
- 2. Move forward with the Municipal Tax Equity (MTE) Assessment Roll Audit."**

Carried.

8.c Corporate and Facility Services

8.c.1 Report CR-21-085 from the Senior Manager of Corporate and Facility Services Re: City Hall Renovation Plaque

The Senior Manager of Corporate and Facility Services provided an overview of the report.

CR-210923-005

Moved by Councillor Koepke

"THAT in consideration of Staff Report CR-21-085 respecting City Hall Renovation Plaque, the Corporate Services Committee recommends that City Council:

- 1. Approve the wording of the new plaque for the City Hall renovation as presented in Attachment 1 to the report; and**
- 2. Approve the proposed locations of the previously installed plaques at City Hall."**

Carried.

8.d Clerks

8.d.1 Report CR-21-083 from the Manager of Legislative Services Re: Election Sign By-law

The Manager of Legislative Services provided an overview of the report.

Committee members noted that it would be more difficult for new candidates to get their name out into the community if they cannot put their election signs on public property - this would likely be more advantageous for incumbents who already have name recognition in the community.

In response to a question from Committee, the Manager of Legislative Services advised that staff provide candidates with a nomination package that includes the Sign By-law. The current Sign By-law contains regulations on the 2-metre setback from the roadway as well as that you cannot place signs adjacent to Greenwood Cemetery.

CR-210923-006

Moved by Councillor Hamley

"THAT in consideration of Staff Report CR-21-083 respecting an Election Sign By-law, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Defeated.

CR-210923-007

Moved by Councillor Koepke

"THAT in consideration of Staff Report CR-21-083 respecting an Election Sign By-law, the Corporate Services Committee recommends that City Council direct staff to draft a stand-alone Election Sign By-law that maintains the current regulations regarding election signs."

Carried.

8.d.2 Report CR-21-081 from the City Clerk Re: Council Composition

The City Clerk provided an overview of the report.

In response to questions from Committee, the City Clerk advised that if the composition of Council were reduced, it could be increased again by following a similar process. Staff would need to conduct a Council remuneration review mid-way through the Council term.

Several Committee members were not in favour of reducing the composition of Council as it was noted that it is important to increase inclusiveness and diversity within our community and on Council.

CR-210923-008

Moved by Councillor Koepke

"THAT in consideration of Staff Report CR-21-081 respecting Council Composition, the Corporate Services Committee recommends that City Council direct staff to move forward with the public process as outlined in the communication section of the report."

Defeated.

CR-210923-009

Moved by Councillor Hamley

"THAT in consideration of Staff Report CR-21-081 respecting Council Composition, the Corporate Services Committee recommends that City Council receive the report for information purposes."

Carried.

8.e Accounting

None.

8.f Fire

None.

8.g Human Resources

None.

8.h Information Technology

None.

8.i Parking and By-law Enforcement

None.

9. MATTERS POSTPONED

There were no matters postponed.

10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN

There were no motions for which notice was previously given.

11. CORRESPONDENCE PROVIDED FOR INFORMATION

11.a Correspondence from the Deputy Clerk, Town of Blue Mountains re: Grey County Audit of Tax Rolls

CR-210923-010

Moved by Member Caron

"THAT in consideration of correspondence provided for information purposes listed on the September 23, 2021 Corporate Services Committee agenda, the Corporate Services Committee recommends that City Council receive Item 11.a for information purposes."

Carried.

12. DISCUSSION OF ADDITIONAL BUSINESS

12.a Parking for Non-Residents

Councillor Tamming inquired when the staff report would come forward regarding charging non-residents for parking at certain City facilities. The City Manager advised that staff plan to bring forward a report to Council in January with an overview of what paid parking as a non-taxation revenue might mean. Following that report, if Council wants to continue to move forward, then staff would prepare a follow up report.

12.b Fireworks By-law

Mayor Boddy noted that he received a letter in the summer from a concerned citizen respecting fireworks in the City. The City's 2013 Fireworks By-law permits small fireworks to be shot off between 7:00 p.m. and 11:00 p.m. on 17 days throughout the year - Friday, Saturday, and Sunday of four long weekends and New Year's Eve. The By-law also contains information on the sale of fireworks

and the person that is selling them needs to have a sign posted that includes the City's rules around fireworks. For the City's By-law Division to enforce the By-law, they would need to be there while the fireworks are being set off and this is very hard to enforce. Mayor Boddy would like to have a discussion around the Fireworks By-law and whether the Committee would be interested in requesting a staff report to review the By-law and implement any changes.

The Director of Corporate Services advised that City staff will consult with Fire Services staff if Committee wishes to bring forward a review and update to the Fireworks By-law.

CR-210923-011

Moved by Councillor Hamley

"THAT the Corporate Services Committee waive the Notice of Motion requirement and deal with the Fireworks By-law immediately."

Carried.

CR-210923-012

Moved by Councillor Koepke

"THAT the Corporate Services Committee recommends that City Council direct staff to bring forward a report to a future Corporate Services Committee meeting respecting a review of the Fireworks By-law which will include:

- 1. By-law enforcement;**
- 2. Permitted dates;**
- 3. Special exemptions;**
- 4. Comparatives to neighbouring municipalities;**
- 5. Review of the effects on animals;**
- 6. Associated fines; and**
- 7. Consideration of banning fireworks outside of the current permitted holidays."**

Carried.

13. NOTICES OF MOTION

There were no notices of motion.

14. ADJOURNMENT

The business contained on the agenda having been completed, Chair Dodd adjourned the meeting at 7:08 p.m.