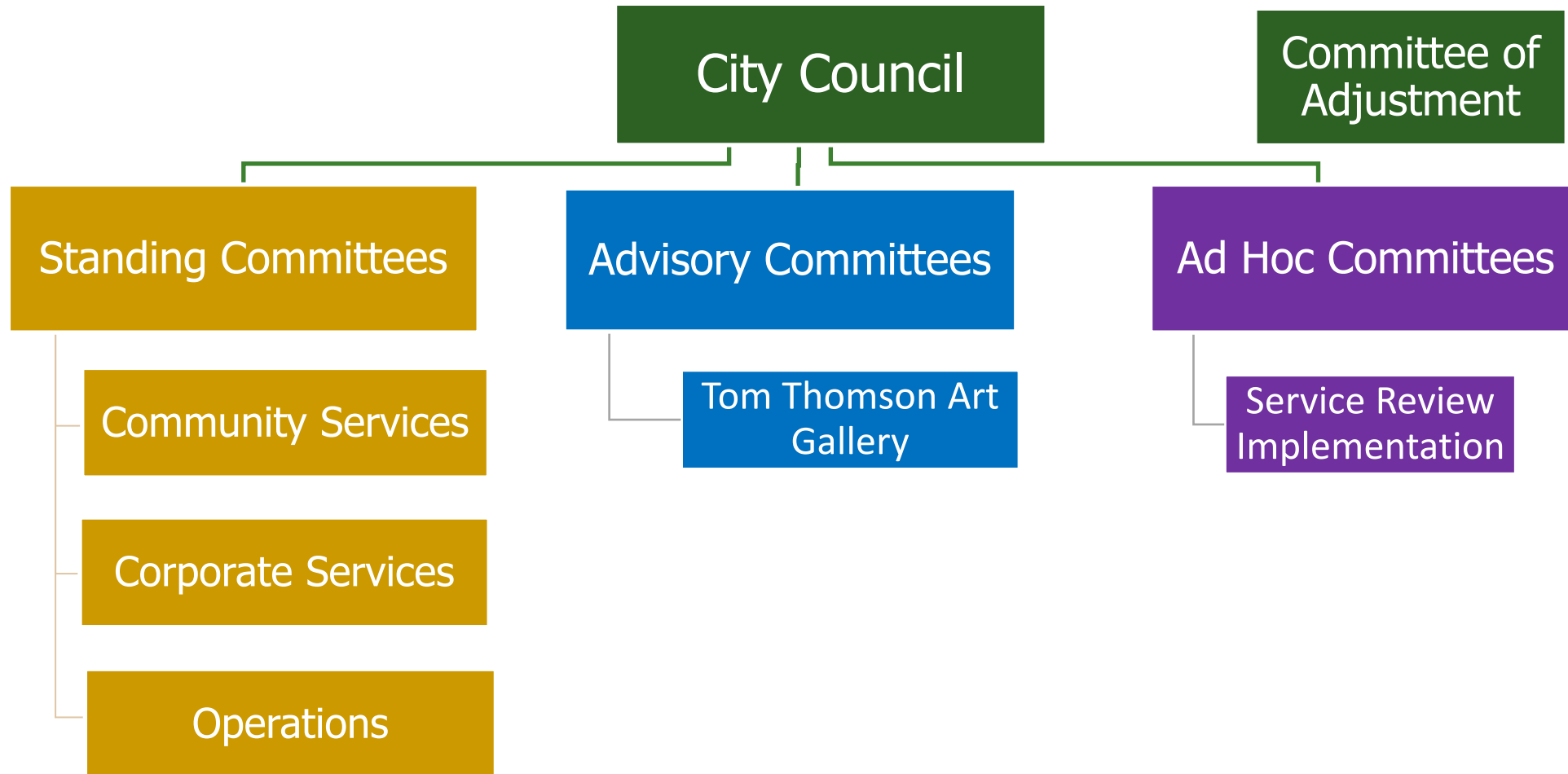




Committee Introduction

Corporate Services Committee

February 12, 2026



- Council:
 - Makes the final decision on all matters.
- Committees:
 - Provide advice and recommendations to Council.
 - Host public meetings or open houses as directed by Council.
 - Monitor and evaluate financial and operational performance of programs and services.

- Corporate Services Committee meets as follows:

Day:	2 nd Thursday of the month
Time:	5:30 p.m.
Location:	Council Chambers

Preparing for a Meeting

- Agendas

- Agendas are published to City's website the Friday before the meeting.
- Recording Secretary (Christina McLean) will send a notification email that the agenda has been published.
- Agendas are to be read prior to the meeting.

- Attendance

- Notify the Recording Secretary if you cannot attend a meeting.
- Approval must be given to be absent from 3 consecutive meetings.
- Provide notice to Recording Secretary if you need to join the meeting electronically via Teams.

Corporate Services Committee Mandate

- Provide advice and recommendations to Council on Department policies, programs and services.
- Provide a forum for the exchange of ideas and action on policy, programs and initiatives.
- Implement and support the work of Council in achieving the vision, goals and objectives of the Strategic Plan and other plans.
- Engage, support and work with partners.
- Review and provide feedback on annual work plans.
- Monitor performance of work plan implementation.

- Divisions in Corporate Services include:
 - Accounting and Finance
 - Capital Planning, Purchasing, Asset and Risk Management and Facility Services
 - Clerks, Legislative Services and By-law Enforcement
 - Human Resources and Payroll
 - Information Technology
- Fire Services and Communications reports also come through the Corporate Services Committee



Kate Allan
Director of Corporate Services



Briana Bloomfield
City Clerk



Bradey Carbert
Manager of Corporate Services



Janet Ashfield
Manager of Human Resources

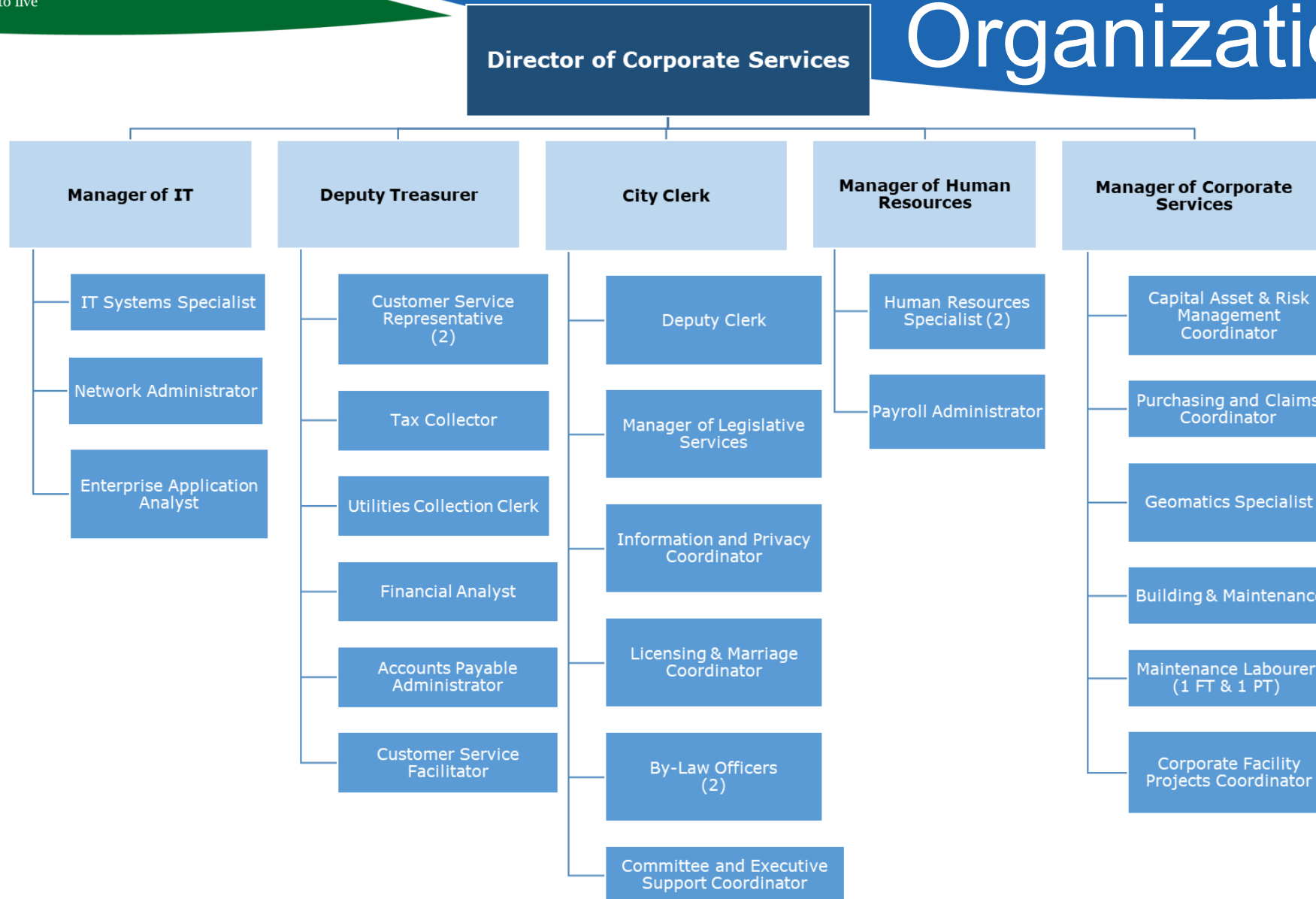


Mark Giberson
Manager of I.T.



David Crane
Deputy Treasurer

Corporate Services Organization Chart



- WSIB Excellence Program – attained a rebate of \$33,000 with the implementation of 3 new Health and Safety programs.
- Developed a new onboarding toolkit for new hire engagement.
- Launched new Employee Choice Awards program with 40 nominations, multiple other municipalities have inquired about the program.
- Developed Leadership Competencies and provided 2 in-house Leadership Training Sessions for all people leaders.
- Completed Tom Thomson Art Gallery HVAC and Building Automation Upgrades.

- Completed the 2025 Asset Management Plan for Core and Non-Core Assets.
- Received a clean audit opinion for the 2024 Financial Statements.
- Substantially completed the Water Meter Replacement Project (approximately 99% completion).
- Continued to enhance and promote additional online service options for existing City services.
- 3 Information Technology Capital Projects were completed.
- Prepared the 2026 Operating Budget, the first budget within the Strong Mayor Powers framework.

2025 Interesting Facts

- 95 Purchase Orders Issued
- 27 Open Bids – totalling approximately \$13.9 million
- 27 Claims against the City (45% handled in-house)
- 2 Claims by the City
- Staff Wellness Day provided 9 sessions for employees to choose from
- 2445 IT Tickets opened, 95% of which have been closed (representing 2574 staff hours)
- 53,491 incoming calls to City Hall
- 27,543 outgoing calls from City Hall

2025 Interesting Facts

- \$14,267,244.94 billed for Water
- 1,845,537m³ of Water Consumption billed
- \$36,364,251.55 total Municipal Tax Revenue
- 211 Marriage Licenses Issued
- 87 Marriages Performed (74 of which were performed on-site)
- 75 Business Licenses Issued (including ownership changes, hawkers' licences and relocations)
- 95 Freedom of Information Requests received

2026 Upcoming Projects

- Implement Digital Timesheets using Pearl (OPR-26-069)
- EUNA Budget Software – Configuration and Implementation (25A.6.1)
- Software Transformation – ERP (26A.6)
- 2025 Financial Audit
- Review of Board and Committee Structure (OPR-26-002)
- Preparation and Execution of 2026 Municipal Election (OPR-26-031) and Council Orientation
- Policy Reviews across Various Divisions
- Purchasing Policy Update (OPR-26-059)

2026 Upcoming Projects

- Disaster Recovery Plan for Information Technology (OPR-26-064)
- Work Order Management System Upgrade to Pearl (25A.4)
- Information Management Governance/Beyond Share Phase 2 (OPR-26-057)
- Operationalization of Asset Management Plan
- Collective Bargaining for CUPE Unions
- Core Competencies for Leaders/Succession Management Phase 1 (OPR-26-017)
- Development of SOP for Overtime (1a4) (OPR-26-020)

Questions?