The Corporation of the County of Perth
Council Special Meeting
Date of Meeting: April 30, 2014
Time of Meeting: 9:00 AM
Perth County Council Chambers
1 Huron St., Stratford

Agenda

PRESENT:
Warden Wilhelm
Councillor Forrest
Councillor McMillan
Councillor Behrns
Councillor Aitcheson
Councillor Schneider
Councillor French
Councillor Ehgoetz
Councillor McKenzie
Councillor Judge

Staff Present:
Bill Arthur, CAO
Linda Rockwood, Director of Emergency Services
Allan Rothwell, Director of Planning & Development
Matt Ash, Director of Public Works
Corey Bridges, Acting Director of Corporate Services
Kerri Ann O'Rourke, Clerk
Pauline Walkom, Administrative Support Clerk/Recording Secretary
Ann McKnight Duralia, Human Resources Manager

Member Municipality Chief Administrative Officers: Kriss Snell, Municipality of North Perth; Tim Ivanyshyn, Township of Perth South; Glen Schwendinger, Township of Perth East; Will Jaques, Municipality of West Perth

1. Call to Order

The Special Meeting of Perth County Council with Quorum present was called to order at 9:00 A.M.

2. Moment of Reflection

The Special meeting of Perth County Council commenced with a moment of silent reflection.

3. Confirmation of the Agenda

2014-118
Moved By: Councillor Ehgoetz
Seconded By: Councillor Aitcheson

THAT the Council agenda for April 30, 2014 be approved;

Carried

4. Disclosure of Pecuniary Interest

No Disclosure of Pecuniary Interest stated.

5. Special Business

The Warden recommended to Perth County Council that the Rules of Order be suspended in accordance with Section 25.5.1 and 29.1 of the Perth County Procedure By-law in order to permit extended debate.

5.1   Joint Service Delivery Review Final Report

5.1.1 Additional Information Requested by Council
A report prepared by the CAO outlines additional information and clarification provided by Oscar Poloni, KPMG as requested by County Council.

5.1.2 Lower Tier Decisions
A report prepared by the County Clerk provides County Council with a summary of resolutions passed by member municipality Councils, subsequent to receiving the presentation of the Final Report by KPMG.

5.1.3 Sharing Opportunities for Consideration in Report

Bill Arthur, CAO noted that the Chief Administrative Officers from the member municipalities, City of Stratford and Town of St. Marys meet quarterly to discuss

a variety of shared municipal issues. It has been suggested that this group of seven CAOs formalize their organization and develop a Terms of Reference. Glen Schwendinger, CAO explained that the group would be referencing a model from the York Region which formally meets to address common issues. The process of formalizing this group will be undertaken separately from the Joint Services Delivery Review.

Bill Arthur informed Council that the County had recently surveyed the four member municipalities to obtain detailed information about the level of service expected for the existing shared County positions (i.e. CEMC, Economic Development, Accessibility Coordinator etc). The information will be used to develop formal service delivery agreements between all parties.

Bill Arthur noted that the KPMG Final Report recommends the formation of "transition teams" to research any sharing opportunities being pursued by the County and member municipalities. The CAOs recommend that the terminology used will be "Working Group".

Shared Administrative Functions

Summary of Comments:
1. Discussed bulk purchasing in the past but no action

Shared Fire Service Administration

Summary of Comments:
1. Perth East and West Perth are in process of implementing a three year Fire Service Agreement. Partners in this Agreement would like an opportunity to work within the Agreement before it is expanded to other partners.
2. North Perth would like research to be undertaken in advance so that if the Department's situation changes (i.e. key position retirement) then the option to join is available immediately. Would like this opportunity researched in the next year or two.

Enhanced Coordination of Building Inspection Services

Summary of Comments:
1. Not all shared employees need to work out of the same office
2. Different sharing models are available for consideration
3. Use similar model as the Planning Department
4. Would be helpful if the rules in all of the municipalities were the same. Easier for residents to understand.
5. Include By-law Enforcement in the review.
6. Any shared employees should have an awareness of various cultural groups in the County.
7. Need to ensure the residents get the same level of service (i.e. no waiting for building inspections)
8. Include Animal Control in the review (By-law Enforcement)

Councillor Judge arrived at 9:20AM.

County-wide Approach to Drainage Superintendent

Summary of Comments:
1. There are two different service models are currently used by members:
    Engineering Firm as Drainage Superintendent
    Municipal Staff as Drainage Superintendent
2. Acknowledge that this is a very labour intensive activity and requires sufficient resources to ensure level of service remains the same.
3. Use Perth East and North Perth to compare drain maintenance costs as they utilize different service models.
4. Drainage Superintendent requires local knowledge.
5. May require two Drainage Superintendents.

Coordination of Road Maintenance

Bill Arthur noted that the KPMG report recommends the formation of the County-wide one-tier Road Department and inquired if Council was in favour of this model. The comments made by Council generally indicated that there is not support for a one-tier Department but that there are many opportunities for sharing that should be researched and considered.

Summary of Comments:
1. North Perth expressed concerns with the level of service on Perth County Roads in the north (winter maintenance).
2. When contracting out maintenance, staff should review the levels of service being provided by contractors on a regular basis.
3. Member municipality Road Department are currently sharing in a number of areas.
4. The majority of capital and operating budgets are expended in Public Works. This opportunity to share should be researched extensively.
5. Winter Maintenance – organize winter maintenance routes with member municipalities to improve services and cost effectively.
6. Acknowledgement of different levels of winter maintenance service on member municipality roads.
7. Road Construction – Municipal partners have varying abilities to undertake road construction projects (ie bridges, culverts etc).
8. Possible phase in of coordination of Public Works activities so that the project is manageable. For example, focus on winter maintenance first and have a plan in place for the next snow season.
9. Ensure that traffic volumes provide proof that a roadway warrants the level of service it receives.
10. Review ownership of roadways (i.e. by upper or lower tier). Look at lower tier roadways that have the same or more volume as highways or county roads. Recommended that the Middlesex County model of roadway ownership be considered.

County-wide Approach to Landfill Operations

Summary of Comments:
1. Generally little support for researching a county-wide approach to landfills.
2. Research may show that they are some savings operationally if some review of this opportunity is pursued (i.e. engineering costs, monitoring, and compactors).
3. Opportunity to research handling of Hazardous Waste.

Shared Fleet Maintenance

Summary of Comments:
1. Geographically, centralization will not work for Perth County but there may be opportunities for savings and efficiencies in joint purchasing.
2. Discussion about the ability of in-house mechanics to maintain light versus heavy machinery (i.e. software).
3. Experience with Ambulance maintenance – bringing general maintenance in-house resulted in cost decreases as the internal shop rate is lower.

5.1.4 Existing Sharing Arrangements

CAOs will be developing Service Agreements that will reflect the sharing arrangements by member municipalities.

Recess was taken at 10:09 AM
Council reconvened at 10:25 AM

Review of Final List of Opportunities – 14 items outlined in KPMG Report

The Warden reviewed the "Summary of Opportunities" chart from page 25 of the final KPMG Report. Council was asked to identify any sharing opportunities not recommended by KPMG, which should have further research.

Additional Opportunities for Research:

1. **Upper Tier Delivery of Police Services**
   Summary of Comments:
   - Impact of new OPP funding model will necessitate review of options for policing (i.e. county-wide contract with OPP, no contract with OPP, contracting with City of Stratford Police).

2. **Water/Wastewater Services**
   Summary of Comments:
   - It was suggested that the County of Oxford model be considered.

2014-119
Motion by: **Councillor Behrns**
Seconded by: **Councillor Forrest**

THAT County Council recommends the five CAO's to review the following 9 sharing opportunities:

1. Administrative Functions
2. Fire Service Administration
3. Building Inspection and By-law Enforcement
4. Drainage Superintendent
5. Road Maintenance
6. Landfill Operations
7. Fleet Maintenance
8. Policing
9. Water/Wastewater

And report back to all five Councils with an implantation plan and time frame for consideration (set priorities) by August 14, 2014;

Carried

Bill Arthur, Perth County CAO advised that discussion is being held with County of Huron regarding sharing services for CEMC Inspections. A report will be prepared for Council.

6. Confirmatory By-law

2014-120
Moved By: **Councillor Schneider**
Seconded By: **Councillor Judge**

> THAT By-law 341-2014, being a By-law to confirm the Proceedings of the Council of the Corporation of the County of Perth at its regular meeting held on April 30, 2014 be read a first, second and third time;

Carried

7. Adjournment

2014-121
Moved By: **Councillor McMillan**
Seconded By: **Councillor Ehgoetz**

> THAT the meeting adjourn at 10:48 AM;

Carried

_____   _____
Warden Robert Wilhelm   Kerri Ann O'Rourke, Clerk