



Corporate Services Committee Minutes

May 4, 2023

Council Chambers

County Administration Centre, Walkerton

Present	Chris Peabody, Warden (Chair)	Steve Hammell, Councillor
	Luke Charbonneau, Councillor	Milt McIver, Councillor
	Kenneth Craig, Councillor	Garry Michi, Councillor
	Mark Goetz, Councillor	Don Murray, Councillor
Staff	Derrick Thomson, Chief Administrative Officer	Sean Morphy, Director, Human Resources
	Edward Henley, Director of Corporate Services	Steve Schaus, Director of Paramedic Services
	Claire Dodds, Director of Planning and Development	Linda White, Clerk
	Megan Garland, Director, Long Term Care and Senior Services	Darlene Batte, Deputy Clerk
	Christine MacDonald, Deputy Chief Administrative Officer	Lynn Hatten, Deputy Treasurer
	Derek McCaughan, Director, Transportation and Environmental Services	Adam Ferguson, Corporate Communications Specialist
	Brooke McLean, Director of Library Services	Matthew Meade, Corporate Strategic Initiatives Specialist
	Tina Metcalfe, Director of Human Services	Jaron Kerr, Infrastructure and Operations Manager
		Maria Canton, Business Services Manager
		Jenn Smith, Purchasing Manager
Guests	Traci, Smith, BDO	

1. Call to Order

The meeting was called to order at 9:49 a.m.

The minutes were recorded by the Deputy Clerk.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Action Items

a. 2022 Audited Consolidated Financial Statements

Ms. Traci Smith, Managing Partner, BDO joined Committee to present the 2022 Audited Consolidated Financial Statements.

Moved by Councillor Mark Goetz

Seconded by Councillor Luke Charbonneau

That the 2022 Audit Report as presented by BDO & Company LLP be accepted and received for information; and,

That the 2022 Audited Consolidated Financial Statements be approved.

Carried

b. Reserves and Reserve Fund Analysis 2022 Actual and 2023 Projection

Moved by Councillor Don Murray

Seconded by Councillor Steve Hammell

That the Reserves and Reserve Fund Analysis 2022 Actual and 2023 Projection report be received for information; and

That the 2023 budget be amended to reflect the transfer of the 2022 Krug Reserve balance plus interest earned in 2023 to BMO Trust Company as per the January 13, 2023 court order.

Carried

c. Asset Management Support & Plan Development Services

Moved by Councillor Kenneth Craig

Seconded by Councillor Milt McIver

That the Asset Management Support & Plan Development Services be single sourced to PSD Citywide due to the continued use of PSD Citywide software and services for multiple aspects of the Asset Management Development process; and,

That the Director of Corporate Services and Deputy Treasurer be authorized to sign the contract covering the period up to July 2025.

Carried

d. 2024 Annual Business Plan and Budget Timetable

Moved by Councillor Luke Charbonneau

Seconded by Councillor Don Murray

That the 2024 Budget and Annual Business Plan Timetable be approved; and,

That October 12th and November 2nd be reserved to receive the 2024 Annual Business Plans and Operational and Capital Budgets.

Carried

4. Information Items

The following reports were received for information:

- a. Working Fund Reserve 2022 Activity and 2023 Projection
- b. Tax Stabilization Reserve 2022 Activity and 2023 Projection
- c. Summary of Purchasing Policy Suspension Approvals - Q1 2023
- d. Summary of Awarded Tenders - Q1 2023

5. Act on Recommendations

Moved by Councillor Mark Goetz

Seconded by Councillor Milt McIver

That in accordance with the Procedure By-law, staff be authorized and directed to give effect to the actions of the Corporate Services Committee in respect of all resolutions passed during the May 4, 2023 meeting.

Carried

6. Next Meeting

The next meeting of the Corporate Services Committee will take place on June 1, 2023 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

7. Adjournment

Moved by Councillor Steve Hammell

That the meeting of the Corporate Services Committee adjourn at 10:10 a.m.

Warden Chris Peabody, Chair
Corporate Services Committee