



MINUTES
For the Special Meeting of the
Committee of the Whole of the Municipality of
West Grey – Strategic Planning/Service Delivery
Review
Held on Friday, September 16, 2016 at 10:00 p.m.
At the Durham Arena Warming Room

<u>Council</u>	Mayor Kevin Eccles, Deputy Mayor John A. Bell, Councillor Bev Cutting, Councillor Doug Hutchinson, Councillor Carol Lawrence, Councillor Don B. Marshall, Councillor Rob Thompson
<u>Staff</u>	Larry C. Adams, CAO/Deputy Clerk; Mark Turner, Clerk; Kerri Mighton, Director of Finance/Treasurer; Brent Glasier, Director of Infrastructure and Public Works; Phil Schwartz, Fire Chief, Kim Storz, Chief Librarian/CEO.

Declarations of Pecuniary Interest and General Nature Thereof
- None

Service Delivery Review

The CAO/Deputy Clerk defined what a Service Delivery Review is, being, an evaluation process with specific municipal services that are reviewed to determine the most appropriate way to deliver the identified services.

The CAO/Deputy Clerk indicated the Municipality needs to determine the process, establish the set level of service, understand the value and efficiency of current services, and provide for public input.

Council and staff identified the core services provided by the municipality, including Fire (also includes Health & Safety, Emergency Measures); Police; Public Works (also includes Waste Management); Library; Recreation; Administration (also includes Building/By-law Enforcement/Property Standards; Planning; Economic Development); and Joint Services (including Saugeen Municipal Airport, Saugeen Conservation, Building Services, Saugeen Mobility and Regional Transit, Elmwood Community Centre, Elmwood Fire Department, Source Water Protection, Hanover/West Grey employment lands).

The Director of Finance/Treasurer reported on the net tax levies for each service that is provided by West Grey. Public Works and Police are the two largest municipal services impacting the tax levy.

(2) September 16, 2016

The Director of Infrastructure and Public Works reported on the different functions within the Public Works Department, including Waste Management/Recycling, noting weigh scales are being placed at the Bentinck Landfill Site; Roads/Bridges – traffic counts currently being conducted; Water/Wastewater – contracted work vs. internal work being assessed; Equipment – inventory and use of equipment being assessed; and Housing – analysis of current public works buildings underway.

The Committee of the Whole discussed the merits of initiating an initial service delivery review in a particular department. The Committee of the Whole determined that the Public Works Department will be the initial department to undertake a service delivery review given the work already completed or underway by in that Department, and given the percentage of the overall West Grey budget that the Public Works Department consumes.

The Committee of the Whole noted some delivery service reviewed is already occurring with regards to the West Grey Police Service, and that it would be premature to undertake a full service delivery review of the West Grey Police Service given the currently vacant Police Chief position.

The Committee of the Whole temporarily adjourned for lunch at 12:30 p.m., and reconvened at 1:15 p.m.

The Committee of the Whole identified the West Grey Public Library service as an additional service to undergo a service delivery review at the same time as the service delivery review of the Public Works Department. The Committee of the Whole noted an analysis of the original Elmwood Public Library building is already underway, and the re-location of the Durham Public Library building is in process.

The Committee of the Whole set the following Special Committee of the Whole/Service Delivery Review meeting dates: November 4, 2016, 9:00 a.m., West Grey Council Chambers – Public Works Department service delivery update, and West Grey Public Library service delivery update (if ready); and November 18, 9:00 a.m., West Grey Council Chambers – Public Works Department & West Grey Public Library service delivery update.

(3) September 16, 2016

Adjournment

Cutting, Resolved that, we do now adjourn at 1:40 p.m., to meet again on September 26, 2016, 9:00 a.m., or at the call of the Mayor. Carried.

_____(Signed)_____
Kevin Eccles, Mayor

_____(Signed)_____
Larry C. Adams, CAO/Deputy Clerk