



**The Corporation of the County of Wellington**  
**Administration, Finance and Human Resources Committee**  
**Minutes**

November 29, 2022  
County Administration Centre  
Guthrie Room

Members: Warden Andy Lennox  
Councillor Chris White (Chair)  
Councillor Earl Campbell  
Councillor Steve O'Neill

Regrets: Councillor James Seeley

Also Present: Councillor Matthew Bulmer  
Councillor Campbell Cork  
Councillor Jeff Duncan

Staff: Susan Aram, Deputy Treasurer  
Andrea Brossault, Asset Management Programme Manager  
Donna Bryce, County Clerk  
Simon Burgess, Operating Budget and Cash Manager  
Ken DeHart, County Treasurer  
Susan Farrelly, Director, Human Resources  
Jackie Lee Macchuisi, Capital Budget and Accounting Manager  
Jackie Osti, Manager of Purchasing and Risk Management Services  
Brendan Ridgeway, Manager of Human Resources - Employee Services  
Scott Wilson, CAO

---

**1. Call to Order**

At 1:00 pm, the Chair called the meeting to order.

**2. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

**3. Administration**

3.1 Re-Appointment of Integrity Commissioner

1/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Warden Lennox

That Guy Giorno, Partner, Fasken Martineau be re-appointed as the County's Integrity Commissioner effective January 1, 2023 for a four-year term; and

That the Warden and Clerk be authorized to enter into an agreement with Mr. Giorno; and

That the appropriate by-law be presented to Council.

**Carried**

**4. Human Resources**

4.1 Accessibility Policy Report

2/10/22

**Moved by:** Warden Lennox

**Seconded by:** Councillor O'Neill

That the report titled Accessibility Policy be received for information.

**Carried**

**5. Closed Meeting**

3/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Councillor O'Neill

That the Administration, Finance and Human Resources Committee move into a closed meeting for the purposes of considering personal matters about an identifiable individual.

**Carried**

**6. Finance**

6.1 Corporate Financial Statements as of October 31, 2022

4/10/22

**Moved by:** Warden Lennox

**Seconded by:** Councillor O’Neill

That the Corporate Financial Statements as of October 31, 2022 be approved.

**Carried**

6.2 Revised Strategic Asset Management Policy

5/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Councillor O’Neill

That the revised Strategic Asset Management Policy (TR-22-02) be approved and updated on the County of Wellington website.

**Carried**

6.3 Tender Award – Lighting Retrofit

6/10/22

**Moved by:** Warden Lennox

**Seconded by:** Councillor Campbell

That County of Wellington Project No. CW2022-055 a tender for lighting retrofits at the Administration Centre and Courthouse as specified be awarded to MJM Electric of Ariss, Ontario at the total tendered amount of \$142,010.00 excluding H.S.T. @ 13%; and

That the funding for this project be approved as set out in the financial schedule; and

That staff be authorized to issue the Purchase Order for the contract.

**Carried**

6.4 Solid Waste Services Roll-off Trucks

7/10/22

**Moved by:** Warden Lennox

**Seconded by:** Councillor O’Neill

That staff be authorized to issue purchase orders for two (2) chassis as specified from BI & I Truck Centres of Barrie, Ontario at the total price of \$372,000.00 and for two roll- off hoists from Universal Parts Plus Inc. of Burlington Ontario at the total price of \$183,370.00 exclusive of HST @ 13%; and

That funding for the 2022 project be approved as set out in the schedule; and

That the 2023 capital budget be updated accordingly.

**Carried**

6.5 Renewal of County Insurance Programme 2023

8/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Warden Lennox

That the 2023 insurance programme renewal submitted by Intact Public Entities be accepted at the quoted premium of \$1,265,681; and

That the 2023 insurance programme renewal for housing submitted by Marsh be accepted at the total quoted premium of \$307,031; and

That staff be authorized to bind insurance as required.

**Carried**

6.6 Administration 2023 User Fees and Charges

9/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Councillor O’Neill

That the 2023 User Fees and Charges for Administration be approved.

**Carried**

6.7 County-Wide 2023 User Fees and Charges

10/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Warden Lennox

That the County-Wide 2023 User Fees and Charges be approved.

**Carried**

6.8 Ontario Municipal Partnership Fund Allocation - 2023

11/10/22

**Moved by:** Councillor O'Neill

**Seconded by:** Warden Lennox

That the County Treasurer's report regarding the Ontario Municipal Partnership Fund Allocation - 2023 be received for information.

**Carried**

6.9 Bill 23, More Homes Built Faster Act, 2022 Changes to Development Charges

12/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Councillor O'Neill

That the report Bill 23, More Homes Built Faster Act, 2022 – Changes to the Development Charges Act be received for information by County Council.

**Carried**

6.10 Repayment of Internal Loans from Development Charge Reserves

13/10/22

**Moved by:** Councillor Campbell

**Seconded by:** Warden Lennox

That Council approve the repayment of internal loans from Tax-Supported Reserves in the amount \$5.43 million from the Development Charge Reserve

Funds as outlined in this report; and

That previously approved capital project funding sources be updated as required in the report.

**Carried**

6.11 County's Preliminary Ten-Year Plan 2023-2032

14/10/22

**Moved by:** Warden Lennox

**Seconded by:** Councillor Campbell

That the County's Preliminary Ten-Year Plan 2023-2032 be endorsed and forwarded to County Council.

**Carried**

**7. Adjournment**

At 3:08 pm, the Chair adjourned the meeting until January 17, 2023 or at the call of the Chair.

---

Chris White  
Chair

Administration, Finance and Human Resources Committee