

Committee Report

To:	Warden Matrosovs and Members of Grey County Council
Committee Date:	December 12, 2024
Subject / Report No:	CCR-CW-20-24
Title:	Committee and Board Appointments
Prepared by:	Tara Warder, Clerk
Reviewed by:	Kim Wingrove, CAO
Lower Tier(s) Affected:	NA

Recommendation

1. That Report CCR-CW-20-24 regarding Committee and Board Appointments be received; and
2. That the Warden's appointment to the Alternative Land Use Services (ALUS) and Clean Energy Frontier Program, be endorsed; and
3. That the Board of Health appointment be for a two year term, expiring at the end of the council term; and
4. That the Terms of Reference for the Urban Roads and Roads Exchange Task Force be amended to require all municipalities be represented on the task force to a maximum of 9 members and that a report be brought forward for further appointments to this task force; and
5. That all other appointments noted in this report be endorsed and elections be held where required; and
6. That Grey County extend the appointment of Brian Milne to the SWIFT Board of Directors for the 2025-2027 term.

Executive Summary

The purpose of this report is to facilitate appointments to the various committees and task forces that require Grey County Council membership, both internal and external. Based on their current Terms of Reference, there are three that do not require appointment at this time, being the Urban Roads and Road Exchange Task Force and Long-term Care Redevelopment Task Force which will maintain the same membership until their respective mandates have been met, or until the term ends. The membership for the Long-term Care Committee of Management will follow the term of County Council. Having said that however, staff are suggesting the Urban Roads and Roads Exchange Task Force would benefit from additional representation which reflects membership from all municipalities. Currently, it is made up of six members plus the Warden.

Background and Discussion

Each year in December, County Council appoints members to its own committees and task forces, and to other bodies that call for a county councillor appointment.

There is no requirement for members to be part of any committee, other than the Warden where the Terms of Reference specifically state. There is also no maximum number of committees a member may be appointed to.

The chart that follows outlines the committee and links to the Terms of Reference documents and speaks to councillor membership, approximate meeting commitment and other relevant information. It also includes the names of members who have expressed interest in sitting on those committees and task forces.

Some bodies do not require an appointment at this time per the terms of reference and/or past resolutions:

1. Urban Road and Road Exchange Task Force – members to remain the same until end of term or mandate has been met.
2. Long-term Care Redevelopment Task Force – members to remain the same until end of term or mandate has been met
3. Long-term Care Committee of Management – term of office of Committee of Management will follow the term of Council.

The Urban Roads and Roads Exchange Task Force has been operating for nearly two years and is now reaching a point where Grey County and member municipalities are receiving feedback on proposed road exchanges. There are some municipalities that are not represented on that task force and the discussions could benefit from that additional representation. If the recommendation is adopted as noted in the report, staff will bring back an amended Terms of Reference document with a recommendation to appoint additional members to the task force.

[CCR-CW-19-24](#) was presented to Committee of the Whole on November 14, 2024 which provided proposed meeting dates for Grey County initiated committees and also contained a recommendation to dissolve the CAO Performance Evaluation Committee. No other changes to the terms of reference for other committees were noted. Meeting dates outlined in this report are subject to change based on availability of members and resources.

In 2022, the Board of Health requested Grey County Council to have appointments to the Board of Health span a two year term, rather than be appointed each year. A two year appointment was made in 2022, so another two year appointment for 2025 and 2026 is being proposed.

The Warden will be appointed to the following by virtue of holding the Warden's position. These include the following:

- Board of Health
- Long-term Care Committee of Management
- Planning and Economic Development Advisory Committee
- Agricultural Advisory Committee
- Community Services Committee
- Urban Road and Road Exchange Task Force
- Alternative Land Use Services (ALUS)

- Long-term Care Redevelopment Planning Task Force
- Clean Energy Frontier Program

The Fixing Long-Term Care Act, 2021 now requires that members of the home's governance structure provide the licensee with a police record check. Members of the Committee of Management will need to fulfill this requirement after being appointed to the committee. Staff will work with committee members to ensure this requirement is met.

For any appointments where more members are running than spots available, an election will be held and votes will be indicated by a show of hands. Voting by secret ballot is only permitted for election of the Warden as per the Municipal Act, 2001.

A name appearing in the chart in bold below indicates that any additional interest by members would result in an election.

Committee	Membership Required and Names of interested members	Commitment	Notes
<u>Agricultural Advisory Committee</u>	Warden and 4 members of Council Brian Milne Shirley Keaveney Paul McQueen Scott Mackey	2 hour meetings quarterly	Typically online meetings
<u>Budget and Finance Committee</u>	Warden and 4 members of Council Brian Milne Scott Greig Dane Nielsen Sue Carleton Scott Mackey Kevin Eccles (election required)	2 hour meetings every other month, approximately	Typically in person meetings
Board of Health	Warden and 3 members of Council Sue Carleton Kevin Eccles (1 vacancy)	Monthly meetings, virtual or in person	Two year appointment proposed
<u>Community Drug and Alcohol Strategy</u>	2 Council members Dane Nielsen Terry McKay	2 hour meetings, quarterly	
<u>Community Services Committee</u>	Warden and 6 members of Council Dane Nielsen Warren Dickert Ross Kentner	2 hour meetings, 4-6 times per year	Typically in person meetings

	Barbara Dobreen Scott Mackey (1 vacancy)		
Grey County Federation of Agriculture	1 member and 1 Alternate Paul McQueen Barbara Dobreen (alt)		
Grey County Joint Accessibility Advisory Committee	1 Council member (vacant)	Meetings are held 4-6 times per year	Typically virtual meetings
Planning and Economic Development Advisory Committee	Warden and 8 members of Council Brian Milne Dane Nielsen Warren Dickert Terry McKay Shirley Keaveney Sue Carleton (2 vacancies – West Grey and Owen Sound)	2 hour meetings, held quarterly	Typically in person meetings Membership must reflect one member from each municipality
Stewardship Grey Bruce	1 Council member (vacancy)		

Legislated Requirements

Grey County is required by provincial legislation to have a Planning Advisory Committee, a Long-term Care Committee of Management, and an Accessibility Advisory Committee.

Grey County's committees and task forces adhere to the municipality's Code of Conduct and are governed by the Procedural By-law and Municipal Act, 2001.

The Board of Health membership is outlined in the Health Protection and Promotion Act, R.S.O. 1990 and its regulations as follows:

The Board of Health of the Grey Bruce Health Unit shall have seven municipal members as follows:

1. Three members to be appointed by the Municipal Council of the County of Bruce
2. Four members to be appointed by the Municipal Council of the County of Grey

Staff report CCR-FP-09-06 from January 24, 2006 resulted in a resolution directing that the fourth appointment for Grey County shall be the Warden. Correspondence received in 2022 from the Grey Bruce Health Unit requested the term of membership span two years, but recognizes that this is to be determined by the participating municipal councils.

Legal Considerations

None

Financial and Resource Implications

Per diems for Grey County committees and task forces are paid by Grey County in accordance with current policies and mileage rate. These costs are contained within the proposed 2025 operating budget. The format of meetings vary per committee, whether they are in person, hybrid, or fully electronic.

Relevant Consultation

- ☐ Internal (list)
 - ☒ AODA Compliance - Grey County has an Accessibility Advisory Committee as per the Accessibility for Ontarians with Disabilities Act (AODA)
 - ☐ Contribution to Climate Change Action Plan Targets (describe)
- ☐ External (list)

Appendices and Attachments

Correspondence from SWIFT – Request for Appointment



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November 1, 2024

Sent VIA Electronic Mail

Warden Brian Milne and Members of Grey County Council.

RE: 2025 SWIFT Board Member Representation

At the October 18th board meeting the SWIFT Board of Directors set the 2025 Annual General Meeting (AGM) date to May 9, 2025. At the end of the 2025 AGM Grey County's representative on the SWIFT board, Brian Milne, will end his current two-year term.

At this time, SWIFT asks that Grey County either reappoint the current SWIFT representative to the SWIFT Board or nominate a member of council for consideration as a WOWC member representative. This appointment is a two-year term ending at the 2027 AGM. As noted in the attached Board of Directors Selection Whitepaper "*If a Director is appointed for a 2-year term and is not re-elected after the municipal election their term will end at the next AGM*".

We respectfully ask that nominee/re-appointee confirm their availability for the May 9, 2025 AGM and Inaugural Board meeting and submit, along with the supporting council resolution, a completed [online application form](#) for SWIFT's consideration.

We ask that Grey County Council confirm support for their council nominee through resolution, and that such supported applications be submitted by January 24, 2025 to SWIFT's Executive Assistant Jen Broos jen.broos@swiftruralbroadband.ca. Please find below important dates for the SWIFT Board of Director selection process:

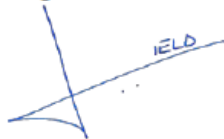
DATE	DESCRIPTION
24-Jan-25	WOWC and Contributing Director Applications due date
14-Feb-25	SWIFT Executive Committee meeting to review applications for eligibility
14-Feb-25	Contributing Member class partner and candidate notified
7-Mar-25	WOWC Caucus meeting and approval of SWIFT Director candidates
16-Apr-25	SWIFT New Directors Orientation
9-May-25	SWIFT AGM and Directors confirmation vote
9-May-25	SWIFT Inaugural Board meeting

Should you have any questions regarding the Director selection process, please contact either myself or Executive Assistant Jen Broos.

The SWIFT Board and staff extend their sincere appreciation for your continued support.

Thank you for your attention to this matter.

Regards,



Barry Field

SWIFT Executive Director

519-319-1112

barry.field@swifturbroadband.ca

Cc:

Brian Milne, SWIFT Board of Director

Kim Wingrove, Grey County CAO

Jen Broos, SWIFT Executive Assistant

Encl:

Board of Directors Terms of Reference

Board of Directors Selection Whitepaper

[Board of Directors Application](#)