

COUNCIL ADDENDUM

Thursday, December 17, 2020 at 2:00 p.m.

Video Conference

5. PRESENTATION AND CONSIDERATIONS OF REPORTS

5.1. Acting Treasurer's Presentation – Impact of the Strategic Action Plan on the 2021 Budget

Listed on
the Agenda

A presentation from the Acting Treasurer, dated December 17, 2020, to present the impact of the Strategic Action Plan on the 2021 Budget.

5.2. Chief Administrative Officer's Report – Appointment of a Clerk and Deputy Clerk

Not Listed
on the
Agenda

A report from the Chief Administrative Officer, dated December 17, 2020 to recommend to Council the appointment of a Clerk and Deputy Clerk.

THAT the report of the Chief Administrative Officer regarding the Appointment of the Clerk and Deputy Clerk, dated December 17, 2020, be received;

AND THAT Michelle Dunne be appointed Clerk of the County of Dufferin;

AND THAT Rebecca Whelan be appointed Deputy Clerk of the County of Dufferin;

AND THAT the necessary bylaws be enacted.

5.3. Chief Administrative Officer's Report - 911 Central Emergency Reporting Bureau Contract

A report from the Chief Administrative Officer, dated December 17, 2020 to seek direction from Council regarding the provision of a Central Emergency Reporting Bureau (CERB).

Not Listed
on the
Agenda

THAT the report of the Chief Administrative Officer dated December 17, 2020, regarding 911 Central Emergency Reporting Bureau Contract, be received;

AND THAT the current contract with Northern911 for provision of the Central Emergency Reporting Bureau be extended until July 2022.

6 BY-LAWS

Not Listed
on the
Agenda

2020-75 A by-law to appoint a Clerk for the Corporation of the County of Dufferin and repeal By-law #2007-34.
Authorization: December 17, 2020

Not Listed
on the
Agenda

2020-76 A by-law to appoint a Deputy Clerk for the Corporation of the County of Dufferin and repeal by-law 2011-55.
Authorization: December 17, 2020

Strategic Action Plan and 2021 Budget

Opening Position

1.5%

Budget Summary

Adjustments	2021	2022	2023	2024
Paramedic Contract	\$12,500	\$12,750	\$13,005	\$13,265
Committee Structure	1,500	1,500	1,500	1,500
Assistant Director of Care	121,300	139,880	145,475	151,294
Rescue Calls	-140,000	-140,000	-140,000	-140,000
Insurance	-150,000	-150,000	-150,000	-150,000
Total Adjustments	-\$154,700	-\$135,870	-\$130,020	-\$123,941

Budget Summary

	2021	2022	2023	2024
Opening Position - Status Quo	\$39,458,817	\$41,478,821	\$42,606,365	\$44,147,465
Approved Adjustments	-154,700	-135,870	-130,020	-123,941
Courthouse Rent Revenue	-250,000	-500,000	-500,000	-500,000
Strategic Action Plan Impact	1,685,120	4,951,100	1,950,000	1,635,200
Transfer from Reserves	-790,000	-2,920,000	-	-
Government Transfers	-	-315,000	-	-
Revised Budget	\$39,949,237	\$42,559,051	\$43,926,345	\$45,158,724

Budget Summary

	2021	2022	2023	2024
Revised Budget	\$39,949,237	\$42,559,051	\$43,926,345	\$45,158,724
Percent Increase	2.72%	6.53%	3.21%	2.81%
Estimated Growth	-1.62%	-1.5%	-1.5%	-1.5%
Tax Levy Increase	1.10%	5.03%	1.71%	1.31%

Economic Vitality

**Promote an Environment for Economic Growth and
Development**

Economic Vitality

EV 1 Improve Broadband Access

EV 2 Support Economic Development Issues

EV 3 Implement Tourism Strategy

EV 4 Planning

EV 1 - Improve Broadband Access

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks	Community Services			Consultants

EV 1.1 Participate in SWIFT 2.0

- Work with WOWC and SWIFT Board to have a voice through the planning stage
- Commit requested funds
- Support Procurement Process

Estimated Cost	\$2,000,000
Funding Source	Broadband Reserve/Tax Levy
Timeline	2022

EV 1 - Improve Broadband Access

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		External Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	
Dufferin Oaks		Community Services		Consultants

EV 1.2 Identify other potential partnerships for additional broadband expansion

Estimated Cost	Unknown
Funding Source	
Timeline	Ongoing

EV 2 – Support Economic Development Initiatives

CAO Office of the CAO	Human Resources	Planning	Economic Development	Council
	Communications	Tourism	Museum of Dufferin	Community
Clerks Corporate Services	Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	Public Works	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services	Housing Services	External Partners
		Community Services		Consultants

EV 2.1 Business support programs

- Continue Shop Local
- Hold networking events, roundtables
- Resource sharing
- Support online platforms: website, social media, Shopify

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Ongoing

EV 2 – Support Economic Development Initiatives

		Development & Tourism	
		Tourism	Museum of Dufferin
			Community
Clerks	Finance	Climate & Energy	Federal/Provincial Partners
Corporate Services		Public Works	
Procurement	Information Technology	Engineering	Municipal Partners
		Operations	
Long Term Care	Community Support Services	Childrens Services	External Partners
Dufferin Oaks		Housing Services	
		Community Services	Consultants

EV 2.2 Build local and regional partnerships

- Work with WOWC Economic Development
- Work with local Economic Development committees and staff
- Work with local business sector reps

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Ongoing

EV 2 – Support Economic Development Initiatives

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism	Economic Development Museum of Dufferin	Council Community
Clerks Corporate Services	Finance Information Technology	Climate & Energy Public Works	Facilities Operations	Federal/ Provincial Partners Municipal Partners
Procurement		Engineering		
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

EV 2.3 Update Economic Development Strategic Plan

- Engage consultant
- Stakeholder engagement
- Action focused

Estimated Cost	\$70,000
Funding Source	Economic Development Reserve
Timeline	2022

EV 2 – Support Economic Development Initiatives

				Community
Clerks	Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
Corporate Services		Public Works		
Procurement	Information Technology	Engineering	Operations	Municipal Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

EV 2.4 Talent Attraction and Workforce Availability

- Undertake labour force analysis
- Implement targeted campaign including education

Estimated Cost	\$10,000
Funding Source	Within Current Budget
Timeline	Ongoing

EV 2 – Support Economic Development Initiatives

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism	Economic Development Museum of Dufferin	Council Community
Clerks Corporate Services	Finance Information Technology	Climate & Energy Public Works	Facilities Operations	Federal/ Provincial Partners Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

EV 2.5 Business Attraction, Retention and Expansion

- Undertake BR+E projects
- Complete meat processing study
- Handle inquiries

Estimated Cost	\$2,000 per project
Funding Source	Within Current Budget
Timeline	Ongoing

EV 3 – Implement Tourism Strategy

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin MoD	Community
Clerks Corporate Services	Corporate Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	County Forest Engineering	Public Works Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners
				Consultants

EV 3.1 Invest in Tourism Assets

- Enhance County-owned assets (ie. Forest, MoD)
- Upgrade current MoD for more multi-purpose tourism activities

Estimated Cost	To Be Determined
Funding Source	To Be Determined
Timeline	2022-2023

EV 3 – Implement Tourism Strategy

CAO Office of the CAO	Human Resources	Planning	Economic Development	Council
	Communications	Tourism	Museum of Dufferin	Community
Clerks Corporate Services	Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	Public Works	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services	Housing Services	External Partners
		Community Services		Consultants

EV 3.2 Brand and Market the County

- Build and implement annual tourism marketing plan
- Develop interactive tourism marketing products
- Create tourism website

Estimated Cost	\$2,000
Funding Source	Within Current Budget
Timeline	Ongoing

EV 3 – Implement Tourism Strategy

CAO Office of the CAO	Human Resources Communciations	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Community
Clerks Corporate Services Procurement	Finance Information Technology	Climate & Energy Public Works Engineering	Facilities Operations	Federal/ Provincial Partners Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

EV 3.3 Business Support Programs (creating tourism-ready assets)

- Create "toolkit" for local businesses
- Develop new tourism experiences
- Provide training programs

Estimated Cost	\$2,000
Funding Source	Within Current Budget
Timeline	Q2 2021 (Toolkit)

EV 3 – Implement Tourism Strategy

<p>CAO Office of the CAO</p> <p>Human Resources Communications</p>	<p>Planning Development & Tourism</p> <p>Tourism</p> <p>Economic Development Museum of Dufferin</p>	<p>Community</p>
<p>Clerks Corporate Services</p> <p>Procurement Information Technology</p> <p>Finance Information Technology</p>	<p>Climate & Energy Public Works</p> <p>Engineering Operations</p> <p>Facilities Operations</p>	<p>Federal/ Provincial Partners</p> <p>Municipal Partners</p>
<p>Long Term Care Dufferin Oaks</p> <p>Community Support Services</p>	<p>Childrens Services Community Services</p> <p>Housing Services</p>	<p>External Partners</p> <p>Consultants</p>

EV 3.4 Build local and regional partnerships

- Central Counties Tourism
- Local communities and staff
- Create Tourism Advisory Group

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Ongoing

EV 3 – Implement Tourism Strategy

CAO Office of the CAO	Human Resources	Planning Development & Tourism	Economic Development Museum of Dufferin	Council
	Communications	Tourism		Community
Clerks Corporate Services	Finance	Climate & Energy Public Works	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	Engineering	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners
				Consultants

EV 3.5 Link Tourism Experiences Together

- Implementation of wayfinding program, including signs
- Develop reciprocal arrangements

Estimated Cost	\$1,000,000
Funding Source	Tax Levy or Reserves
Timeline	Phased in 2022 – 2025

EV 4 – Planning

CAO Office of the CAO Communications	Human Resources	Planning	Development	Community
	Communications	Development & Tourism	Museum of Dufferin	
Clerks Corporate Services Procurement	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
	Information Technology	Public Works	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services	Housing Services	External Partners
		Community Services		Consultants

EV 4.1 Update County Official Plan

- Complete the Municipal Comprehensive Review
- Implement policies of updated County Official Plan
- Work with local municipalities on attainable housing policies

Estimated Cost	Included in MCR Budget
Funding Source	Within Current Budget
Timeline	Q3 2022

EV 4 – Planning

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

EV 4.2 Streamline planning processes and improve public access

- Enhance usage of Cityview to include planning
- Update County website as central repository for official plans, application processes and land use maps for all Dufferin municipalities

Estimated Cost	\$25,000 - \$50,000
Funding Source	Rate Stabilization Reserve
Timeline	Q4 2021

Good Governance

**Ensure Transparency, Clear Communications,
Prudent Financial Management**

Good Governance

GG 1 Review/Update Committee Structure

GG 2 Improve Communications

GG 3 Employee Well Being Initiatives

GG 4 Recruitment Process

GG 1 – Review/Update Committee Structure

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Works	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement	Community Support Services	Childrens Services	Housing Services	External Partners
Long Term Care	Dufferin Oaks	Community Services		Consultants

GG 1.0 Update committee structure and reporting model to ensure all departments are incorporated

- Create a fourth committee for Development and Tourism
- All Councillors to participate in 2 standing committees

Estimated Cost	\$1,500
Funding Source	Tax Levy
Timeline	Immediate

GG 2 – Improve Communications

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement	Community Support Services	Engineering	Housing Services	External Partners
Long Term Care	Dufferin Oaks	Childrens Services	Community Services	Consultants

GG 2.1 Consolidate team under CAO

- Add Communications Manager
- Update strategy to clarify objectives, target audience and ensuring consistent brand and messaging

Estimated Cost	\$120,000
Funding Source	Tax Levy
Timeline	Q1 2021

GG 2 – Improve Communications

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement	Community Support Services	Childrens Services	Housing Services	External Partners
Long Term Care	Dufferin Oaks	Community Services		Consultants

GG 2.2 Create communications strategy for internal and external communications and corresponding policies

- Streamline social media/technology

Estimated Cost	TBD
Funding Source	Dependent on Hiring Communications Manager
Timeline	Q3 2021

GG 2 – Improve Communications

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Community
Clerks Corporate Services Procurement	Finance Information Technology	Climate & Energy Public Works Engineering	Facilities Operations	Federal/ Provincial Partners Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

GG 2.3 Update corporate, economic development and tourism website(s)

Estimated Cost	\$50,000
Funding Source	Rate Stabilization Reserve
Timeline	Q3 2021

GG 3 – Employee Well-Being Initiatives

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement	Community Support Services	Childrens Services	Housing Services	External Partners
Long Term Care	Dufferin Oaks	Community Services		Consultants

GG 3.1 Build a shared and unified culture

- Engage HR specialist on contract to lead initiative

Estimated Cost	\$50,000 - \$100,000
Funding Source	Rate Stabilization Reserve
Timeline	Q2 2021

GG 4 – Recruitment Process

CAO	Human Resources	Planning	Economic Development	
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

GG 4.1 Formally define and document recruitment process

- Acquire recruitment software as part of HRIS project (see SV 1)

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Q2 2021

Sustainable Environment and Infrastructure

Protect Assets Both in the Natural and Built Environment

Sustainable Environment and Infrastructure

SEI 1 Advance Climate Action Policies and Planning

SEI 2 Invest in Climate Education & Engagement

SEI 3 Implement Climate Action Plan Initiatives

SEI 4 Maintain Infrastructure

TBD
TBD

SEI 1 – Advancing Climate Change Policies and Planning

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement	Dufferin Oaks	Childrens Services	Housing Services	External Partners
Long Term Care	Community Support Services	Community Services		Consultants

SEI 1.1 Apply a climate lens to all policy and decision making

Estimated Cost	TBD
Funding Source	TBD
Timeline	Ongoing

Staff	Priority	SDR
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SEI 1 – Advancing Climate Change Policies and Planning

	Planning	Economic Development	
	Development & Tourism		
	Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Federal/Provincial Partners
Corporate Services		Public Works	
Procurement	Information Technology	Engineering	Municipal Partners
		Operations	
Long Term Care	Community Support Services	Childrens Services	External Partners
Dufferin Oaks		Housing Services	
		Community Services	Consultants

SEI 1.2 Create Corporate Climate Action Plan

- Update and expand existing Energy Conservation & Demand Management Plan
- Conduct corporate climate risk assessment

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Q1 2021

SEI 1 – Advancing Climate Change Policies and Planning

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Fleet Management		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SEI 1.3 Develop Electric Vehicle Policy/bylaw for public, staff and fleet vehicles

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Q2 2021

SEI 2 – Invest in Climate Action Education and Engagement

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Council Community
Clerks Corporate Services Procurement	Finance Information Technology	Climate & Energy Engineering	Facilities Public Works Operations	Federal/ Provincial Partners Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

SEI 2.1 Community engagement strategy

- Hire Climate Engagement Specialist
- Develop targeted sector-specific education initiatives
- Maintain online presence on platforms: social media, website
- Hold virtual events, exhibits, trainings

Estimated Cost	\$75,500
Funding Source	Tax Levy
Timeline	2021

SEI 2 – Invest in Climate Action Education and Engagement

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SEI 2.2 Develop climate action education strategy for training for staff

- Education on climate change
- Energy efficiency training

Estimated Cost	\$10,000
Funding Source	Tax Levy
Timeline	Q2 2021

SEI 3 – Implement Dufferin Climate Action Plan

Medium Cost
Medium Impact

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Community
Clerks Corporate Services	Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	Engineering	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

SEI 3.1 Invest in community energy retrofit and efficiency program

- Complete feasibility study regarding housing stock and market analysis for program uptake
- Evaluate internal capacity and policies to take on program
- Investigate funding opportunities and external partnerships to ease potential capacity issues

Estimated Cost	\$600,000
Funding Source	Tax Levy / External Funding
Timeline	Q4 2021 to 2025

Staff Priority SDR

SEI 3 – Implement Dufferin Climate Action Plan

Medium Cost
Medium Impact

CAO	Human Resources	Planning	Economic Development	
Office of the CAO		Development & Tourism		
	Communications	Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services		Public Works		
Procurement	Information Technology	Fleet Management	Operations	Municipal Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SEI 3.2 Support electrification of transportation

- Install, evaluate and monitor use of *Charge Up in Dufferin* public EV station network
- Explore enhancement of electrical vehicle network within the County and regionally
- Conversion of fleet to electric vehicles to align with future capital work plan
- Develop EV educational campaign

Estimated Cost	\$215,000
Funding Source	Gas Tax & Govt Contributions
Timeline	Q4 2022

Staff Priority SDR

SEI 3 – Implement Dufferin Climate Action Plan

CAO Office of the CAO	Human Resources Communications		Economic Development Development & Tourism Museum of Dufferin	Community
Clerks Corporate Services Procurement	Finance Information Technology	Climate & Energy Engineering	Facilities Public Works Operations	Federal/ Provincial Partners Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

SEI 3.3 Support conservation and rehabilitation of ecological systems

- Develop Natural Asset Inventory and valuation of Municipal Natural Assets
- Support flood mitigation projects

Estimated Cost	\$2,500
Funding Source	Within Current Budget
Timeline	Q2 2021

SEI 3 – Implement Dufferin Climate Action Plan

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SEI 3.4 Develop education partnership with agricultural community/partners to support long-term climate friendly practices and knowledge sharing

- Partner with community organizations to deliver targeted projects

Estimated Cost	Minimal
Funding Source	Dependent on Additional Staff
Timeline	Q3 2021

SEI 4 – Maintain Infrastructure

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Council Community
Clerks Corporate Services	Corporate Finance Information Technology	Climate & Energy Public Works	Facilities Operations	Federal/ Provincial Partners Municipal Partners
Procurement		Engineering		
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

SEI 4.1 Implement Asset Management plan

- Develop inventory of all assets
- Define roles and responsibilities
- Update processes to ensure ongoing maintenance and long term replacement of assets

Estimated Cost	\$50,000
Funding Source	Asset Management Reserve, Rate Stabilization Reserve
Timeline	Q2-Q3 2021

Service Efficiency and Value

Determine the Right Services for the Right Price

Service Efficiency and Value

SV 1 Enhance Technology Across the Organization

SV 2 Streamline and Improve IT Services

SV 3 Improve Fleet Management

SV 4 Optimize Winter Control resources

SV 5 Development of KPIs and SLAs

SV 6 Review Facilities Management Service Model

SV 7 Identify Future Space and Property Needs

SV 8 Streamline and Improve Procurement Services

SV 1 – Enhance Technology Across Organization

CAO Office of the CAO	Human Resources	Planning	Economic Development	Community
	Communications	Development & Tourism	Museum of Dufferin	
Clerks Corporate Services	Corporate Finance	Climate & Energy	Facilities	Federal/Provincial Partners
	Procurement	Information Technology	Public Works Engineering Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services	Housing Services	External Partners
		Community Services		Consultants

SV 1.1 Review and summarize the current state of existing financial and human resource related systems, including asset management and determine technical requirements

Estimated Cost	\$80,000 - \$100,000
Funding Source	Municipal Modernization Funding
Timeline	Q1-Q2 2021

SV 1 – Enhance Technology Across Organization

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Corporate Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		External Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	
Dufferin Oaks		Community Services		Consultants

SV 1.2 Development of Request for Proposal

Estimated Cost	\$20,000
Funding Source	Rate Stabilization Reserve
Timeline	Q3 2021

SV 1 – Enhance Technology Across Organization

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Corporate Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		External Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	Consultants
Dufferin Oaks		Community Services		

SV 1.3 Purchase and implementation of new software solutions including updating processes and training of new system(s)

Estimated Cost	\$600,000 - \$800,000
Funding Source	Municipal Modernization Fund
Timeline	2022

SV 2 – Streamline and Improve IT Services

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 2.1 Invest in resources to mitigate cyber risks

- Complete security review
- Hire IT Security Analyst
- Implement and update security prevention tools

Estimated Cost	\$126,000
Funding Source	Tax Levy
Timeline	Q2 2021

SV 2 – Streamline and Improve IT Services

CAO Office of the CAO	Human Resources	Planning	Economic Development	Community
	Communications	Development & Tourism	Museum of Dufferin	
Clerks Corporate Services	Finance	Climate & Energy	Facilities	Federal/ Provincial Partners
	Procurement	Information Technology	Public Works Engineering Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services	Housing Services	External Partners
		Community Services		Consultants

SV 2.2 Streamline County IT services with local municipalities/organizations supporting

- Update agreements
- Increase service cost revenues
- Hire additional IT Technician

Estimated Cost	Cost Neutral
Funding Source	Cost Neutral
Timeline	Q3 2021

Low Cost
Medium Impact

SV 3 – Improve Fleet Management

Office of the CAO	Development & Tourism	Council
		Community
Corporate Services	Public Works	Federal/ Provincial Partners
		Operations Municipal Partners
Dufferin Oaks	Community Services	External Partners
		Consultants

SV 3.1 Consolidate fleet management of all vehicles under Public Works

- Standardize maintenance requirements/schedules
- Coordinate and optimize usage
- Implement Fleet software

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	Q1 2021

Staff Priority SDR

SV 4 – Optimize Winter Control Resources

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 4.1 Hire an Operations Technician

- Collect and analyze traffic and collision data to propose road safety remedies
- Contract management of annual contracts
- Fleet management support
- Risk management in relation to insurance claims
- Succession planning for anticipated future retirements

Estimated Cost	\$101,700
Funding Source	Tax Levy
Timeline	Q1 2021

SV 5 – Development of KPIs and SLAs

CAO Office of the CAO	Human Resources Communications	Planning Development & Tourism Tourism	Economic Development Museum of Dufferin	Council Community
Clerks Corporate Services	Finance	Climate & Energy Public Works	Facilities	Federal/ Provincial Partners
Procurement	Information Technology	Engineering	Operations	Municipal Partners
Long Term Care Dufferin Oaks	Community Support Services	Childrens Services Community Services	Housing Services	External Partners Consultants

SV 5.1 Specifically Engineering and Facilities Divisions

- Identify specific areas of focus
- Develop indicator concepts
- Define targets
- Track progress and report back on results

Estimated Cost	\$25,000 - \$50,000
Funding Source	Rate Stabilization Reserve
Timeline	Q3 2021

SV 6 – Review Facilities Management Service Model

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Corporate Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Housing	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 6.1 Review existing scope of services provided and identify which, if any, could be provided through alternative means, allowing Facilities staff to focus on greater value-add services. Areas of review include:

- Renovations
- Janitorial services
- Winter and Summer maintenance
- Housing superintendents
- Building maintenance
- In-Suite & corporation maintenance
- Resident monitoring
- Asset management
- Security and monitoring
- Dufferin Oaks campus reactive vs proactive maintenance

Estimated Cost	\$25,000
Funding Source	Rate Stabilization Reserve
Timeline	Q3 2021

SV 7 – Identify Future Space and Property Needs

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SEI 7.1 Complete review of facility and property inventory to assess for future use

- Museum (expanded tourism use)
- Courthouse
- Edelbrock Centre
- Mel Lloyd Centre
- Second Operations Centre
- Coordination with Orangeville

Estimated Cost	\$50,000 - \$100,000
Funding Source	Rate Stabilization Reserve
Timeline	Q2 2021

SV 8 – Streamline and Improve Procurement Services

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 8.1 Update Team Structure

- Address capacity issues to ensure timely and effective purchasing

Estimated Cost	\$125,000 - \$150,000
Funding Source	Tax Levy
Timeline	Q1 2021

SV 8 – Streamline and Improve Procurement Services

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 8.2 Update Procurement By-Law and Procedures

Estimated Cost	\$30,000 - \$75,000
Funding Source	Rate Stabilization Reserve
Timeline	Q3 2021

SV 8 – Streamline and Improve Procurement Services

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

SV 8.3 Training for the Broader Organization on Updated Structure, Policy, and Procedures

Estimated Cost	\$25,000
Funding Source	Rate Stabilization Reserve
Timeline	Q4 2021

Inclusive and Supportive Community

**Support Efforts to Address Current and Future Needs for a
Livable Community**

Inclusive and Supportive Community

ISC 1 Apply Diversity, Equity and Inclusion Lens

ISC 2 Address Gaps in Seniors' Services

ISC 3 Improve Access to Affordable Housing

ISC 4 Implement Options for Public Transit Options

ISC 5 Improve Access to Childcare Programs

ISC 1 – Apply Diversity, Equity and Inclusion Lens

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		
Long Term Care	Community Support Services	Childrens Services	Housing Services	External Partners
Dufferin Oaks		Community Services		Consultants

ISC 1.1 Improve collaboration with the community

- Create a Diversity, Equity, and Inclusion community advisory committee
- Develop a Diversity and Inclusion Plan in consultation with the committee

Estimated Cost	\$20,000
Funding Source	Within Current Budget
Timeline	Q2 2021

ISC 1 – Apply Diversity, Equity and Inclusion Lens

CAO	Human Resources	Planning	Economic Development	Council
Office of the CAO	Communications	Development & Tourism	Museum of Dufferin	Community
Clerks	Finance	Climate & Energy	Facilities	Federal/Provincial Partners
Corporate Services	Information Technology	Public Works	Operations	Municipal Partners
Procurement		Engineering		External Partners
Long Term Care	Community Support Services	Childrens Services	Housing Services	
Dufferin Oaks		Community Services		Consultants

ISC 1.2 Support staff initiatives to improve diversity, equity and inclusion

- Increase education and training opportunities
- Ensure opportunities for safe spaces and conversation
- Expand recognition of traditions, holidays and special events
- Complete an employee survey to establish diversity and inclusion baseline state

Estimated Cost	\$60,000
Funding Source	Tax Levy
Timeline	Q1 2021

ISC 1 – Apply Diversity, Equity and Inclusion Lens

CAO			Council
Office of the CAO		Development & Tourism	Community
			Federal/ Provincial Partners
Corporate Services		Public Works	Municipal Partners
Procurement			External Partners
	Dufferin Oaks	Community Services	Consultants

ISC 1.3 Review policies and practices to ensure they are equitable and inclusive and apply a D&I lens

Estimated Cost	\$50,000
Funding Source	Rate Stabilization Reserve
Timeline	2021 - 2022

ISC 2 – Address Gaps in Seniors’ Services

Office of the CAO	Development & Tourism	Council
		Community
Corporate Services	Public Works	Federal/ Provincial Partners
		Municipal Partners
Dufferin Oaks	Community Services	External Partners
		Consultants

- ISC 2.1** Implement recommendations from Older Adults Strategy and Seniors Services Review
- Consult with community partners to streamline services
 - Increase older adults’ awareness of programs available with targeted communications (requires support from Communications Manager)
 - Enhance older adults engagement
 - Enhance older adult transportation options

Estimated Cost	Minimal Upfront
Funding Source	Future Impact TBD
Timeline	Q2 2021

ISC 2 – Address Gaps in Seniors’ Services

Office of the CAO	Human Resources	Development & Tourism	Council
			Community
Corporate Services		Public Works	Federal/ Provincial Partners
			Municipal Partners
Dufferin Oaks	Long Term Care	Community Services	External Partners
			Consultants

ISC 2.2 Review Long Term Care Needs

- Address staffing needs at Dufferin Oaks
- Increase direct care staffing to 4 hours/day

Estimated Cost	\$500,000
Funding Source	Tax Levy / Provincial Funding
Timeline	Q2 2021

ISC 2 – Address Gaps in Seniors’ Services

Office of the CAO	Development & Tourism	Council
		Community
Communications	Public Works	Federal/ Provincial Partners
Procurement		Municipal Partners
Corporate Services		External Partners
Dufferin Oaks	Community Services	Consultants

ISC 2.3 Assess community requirement for additional LTC beds and identify options

- Include seniors supportive housing options
- Build cost to be determined at a later date if deemed feasible but likely to be in excess of \$40 million for a campus of care model

Estimated Cost	\$25,000
Funding Source	Rate Stabilization Reserve
Timeline	2022

ISC 3 – Improve Access to Affordable Housing

Office of the CAO	Development & Tourism	Council
		Community
Corporate Services	Public Works	Federal/ Provincial Partners
		Municipal Partners
Dufferin Oaks	Community Services	Housing Services
		External Partners
		Consultants

ISC 3.1 Improve programs to support increased access to affordable housing:

- Financial Allowances/Benefits
- Housing Supports

Estimated Cost	\$200,000
Funding Source	Govt Subsidies / Tax Levy
Timeline	2022

ISC 3 – Improve Access to Affordable Housing

Office of the CAO	Development & Tourism	Council
		Community
Corporate Services	Public Works	Federal/ Provincial Partners
		Municipal Partners
Dufferin Oaks	Community Services	Housing Services
		External Partners
		Consultants

ISC 3.2 Investigate feasibility of a new Supportive/ Community Housing Project:

- New Build
- Housing Supports

Estimated Cost	Include in LTC Assessment
Funding Source	See ISC 2.3
Timeline	2022

ISC 4 – Implement Options for Public Transit

Office of the CAO	Development & Tourism	Council
		Community
Concrete Services	Public Works	Federal/ Provincial Partners
		Municipal Partners
Procurement		
Dufferin Oaks	Community Services	External Partners
		Consultants

ISC 4.1 Review and assess demand/options

Estimated Cost	\$50,000 - \$100,000
Funding Source	Rate Stabilization Reserve
Timeline	Q1 2021

ISC 4 – Implement Options for Public Transit

Office of the CAO	Human Resources	Development & Tourism	Council
			Community
Concrete Services	Procurement	Public Works	Federal/ Provincial Partners
			Municipal Partners
Dufferin Oaks		Community Services	External Partners
			Consultants

ISC 4.2 Create and Implement transit strategy

- Hire Transit Coordinator (2021 cost)
- Develop long term service plan including start up costs and ongoing costs
- Additional consulting work will likely be required
- Support partnerships

Estimated Cost	\$100,000
Funding Source	Tax Levy
Timeline	TBD

ISC 4 – Implement Options for Public Transit

CAO			Council
Office of the CAO	Development & Tourism		Community
Corporate Services	Public Works	Federal/ Provincial Partners	Municipal Partners
Dufferin Oaks	Community Services	External Partners	Consultants

ISC 4.3 Transit Hub Edelbrock Centre

- In consultation with Town of Orangeville

Estimated Cost	Minimal
Funding Source	Within Current Budget
Timeline	2021

ISC 5 – Improve Access to Child Care Programs

Office of the CAO		Development & Tourism		Council
				Community
Corporate Services	Corporate Finance	Public Works		Federal/ Provincial Partners
				Municipal Partners
Dufferin Oaks	Childrens' Services	Community Services		External Partners
				Consultants

ISC 5.1 Financial Support/Child Care Subsidy to local families to assist with childcare costs

- Redistribution of child care funds

Estimated Cost	Redistribution of Funds
Funding Source	Within Current Budget
Timeline	Q1 2021

ISC 5 – Improve Access to Child Care Programs

Office of the CAO	Development & Tourism	Council
		Community
Corporate Services	Public Works	Federal/ Provincial Partners
		Municipal Partners
Dufferin Oaks	Childrens' Services	External Partners
	Community Services	Consultants

ISC 5.2 Financial Support to local Child Care operators (General Operating Grants)

- Redistribution of child care funds

Estimated Cost	Redistribution of Funds
Funding Source	Within Current Budget
Timeline	Q1 2021

ISC 5 – Improve Access to Child Care Programs

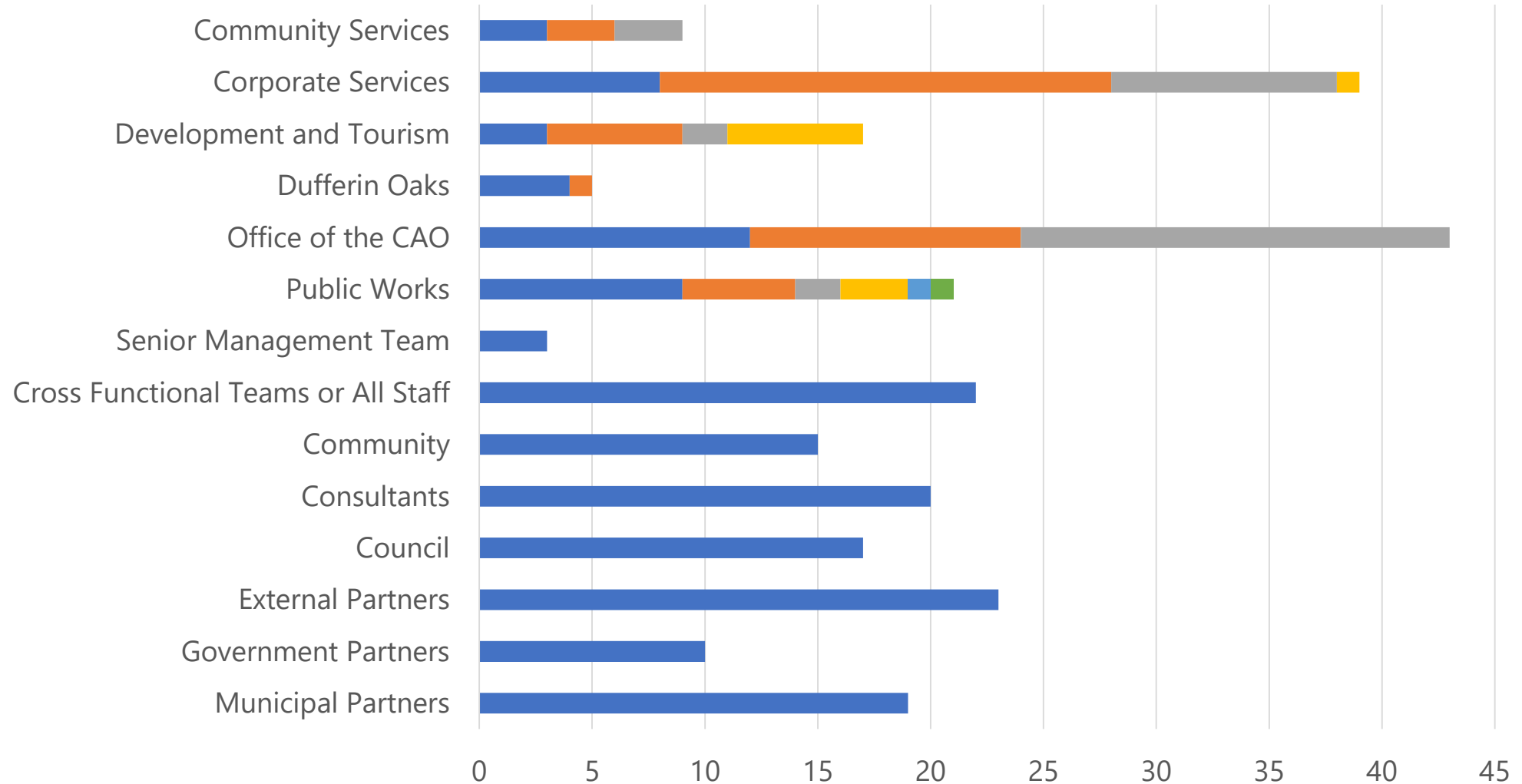
Office of the CAO		Development & Tourism	Council
			Community
Corporate Services	Corporate Finance	Public Works	Federal/ Provincial Partners
			Municipal Partners
Dufferin Oaks	Childrens' Services	Community Services	External Partners
			Consultants

ISC 5.3 Special Needs Resourcing (iCAN)

- Redistribution of child care funds

Estimated Cost	Redistribution of Funds
Funding Source	Within Current Budget
Timeline	Q1 2021

Strategic Action Plan Task Participation



Budget Summary

	2021	2022	2023	2024
Revised Budget	\$39,949,237	\$42,559,051	\$43,926,345	\$45,158,724
Percent Increase	2.72%	6.53%	3.21%	2.81%
Estimated Growth	-1.62%	-1.5%	-1.5%	-1.5%
Tax Levy Increase	1.10%	5.03%	1.71%	1.31%

Budget Summary

	2021	2022	2023	2024
Revised Budget	\$39,949,237	\$42,559,051	\$43,926,345	\$45,158,724
Increase to Capital Contribution	\$156,692	-	-	-
Total Revised	\$40,105,929	\$42,559,051	\$43,926,345	\$45,158,724
Percent Increase	3.12%	6.12%	3.21%	2.81%
Estimated Growth	-1.62%	-1.5%	-1.5%	-1.5%
Tax Levy Increase	1.50%	4.62%	1.71%	1.31%



REPORT TO COUNCIL

To: Warden White and Members of Council

From: Sonya Pritchard, Chief Administrative Officer

Date: December 17, 2020

Subject: **Appointment of Clerk and Deputy Clerk**

In support of Strategic Plan Priorities and Objectives

Good Governance - ensure transparency, clear communication, prudent financial management

Purpose

The purpose of this report is to recommend to Council the appointment of a Clerk and Deputy Clerk.

Background & Discussion

With the recent retirement of the Director of Corporate Services/Clerk and the recent realignment of the Corporate Services Department, there was a need to update the Clerk and Deputy Clerk job descriptions. Many of the duties previously assigned to the Director/Clerk role have been distributed among other positions. Many of the Clerk specific duties were previously performed by the Deputy Clerk and the job description has been modified to capture all of the clerk responsibilities and is now the Clerk position. In order to ensure there is back up in the absence of the Clerk, the Information Management Coordinator position has been modified to meet this need and will take on the added responsibility of Deputy Clerk.

Staffing, Financial, IT, and Legal Considerations

As a result of the restructuring outlined above it is recommended that Michelle Dunne be appointed Clerk and Rebecca Whelan be appointed Deputy Clerk. There will be a slight increase to both rates of pay as they have been evaluated by the third party job evaluation consultant and will each increase one grade on the County pay grid.

Recommendation

THAT the report of the Chief Administrative Officer regarding the Appointment of the Clerk and Deputy Clerk, dated December 17, 2020, be received;

AND THAT Michelle Dunne be appointed Clerk of the County of Dufferin;

AND THAT Rebecca Whelan be appointed Deputy Clerk of the County of Dufferin;

AND THAT the necessary bylaws be enacted.

Respectfully submitted,

Sonya Pritchard, CPA, CMA
Chief Administrative Officer



REPORT TO COUNCIL

To: Warden White and Members of Council

From: Sonya Pritchard, Chief Administrative Officer

Date: December 17, 2020

Subject: **911 Central Emergency Reporting Bureau Contract**

In Support of Strategic Plan, Priorities and Objectives:

Good Governance - ensure transparency, clear communication, prudent financial management

Purpose

The purpose of this report is to seek direction from Council regarding the provision of a Central Emergency Reporting Bureau (CERB).

Background & Discussion

The County of Dufferin has been providing the 911 Central Emergency Reporting Bureau (CERB) service since the inception of the 911 service in Dufferin County in the late 1990's. The current contract for service is with Northern911 and was a three-year term with two optional one-year extensions. (July, 2016 to July, 2021). Both of the one-year extensions were approved by Council, which extended the service to July of 2021. The contract with Northern911 requires a 180-day notification period if we will be terminating the agreement.

Given the recent local decisions to transition policing to the OPP staff are recommending that the contract with Northern911 be extended until July 2022. Such an extension would be contrary to the County's procurement by-law. Permitting this variance will provide an opportunity for the policing transition to be completed before potentially introducing additional changes to the overall public safety program throughout Dufferin County.

This additional time will also allow for all stakeholders to complete any necessary work that is required as part of the national shift to Next Generation 9-1-1. The CRTC extended the June 2020 deadline until March 2021 due to the COVID-19 pandemic. A more detailed report on Next Generation 9-1-1 and the implications for Dufferin County will be forthcoming.

Financial Impact

The annual cost for provision of the CERB for 2020 is \$31,012.80 and Northern911 has committed to honour this rate through July 2022. This amount is included in the operating budget.

Recommendation

THAT the report of the Chief Administrative Officer, dated December 17, 2020, regarding 911 Central Emergency Reporting Bureau Contract, be received;

AND THAT the current contract with Northern911 for provision of the Central Emergency Reporting Bureau be extended until July 2022.

Respectfully submitted,

Sonya Pritchard
Chief Administrative Officer

Prepared by:
Steve Murphy
Emergency Management & Communications Coordinator

CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2020-75

A BY-LAW TO APPOINT A CLERK FOR THE CORPORATION OF THE COUNTY OF DUFFERIN AND REPEAL BY-LAW #2007-34.

WHEREAS Section 228 of the Municipal Act, S.O. 2001 c. M.25, and amendments thereto provides that a municipality shall appoint a clerk, who shall have all the powers and duties prescribed under this Act and any other Act;

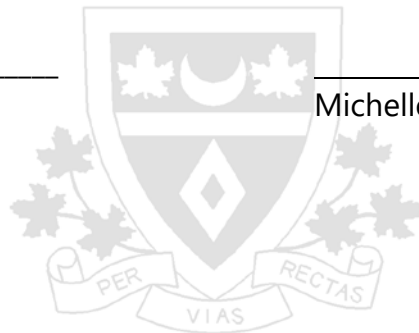
NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. THAT Michelle Dunne be hereby appointed Clerk of the Corporation of the County of Dufferin.
2. THAT By-law #2007-34 is hereby repealed.
2. THAT this by-law shall come into force and take effect on the day of its final passing.

READ a first, second and third time and finally passed this 17th day of December, 2020.

Darren White, Warden

Michelle Dunne, Deputy Clerk



CORPORATION OF THE COUNTY OF DUFFERIN

BY-LAW NUMBER 2020-76

A BY-LAW TO APPOINT A DEPUTY CLERK FOR THE CORPORATION OF THE COUNTY OF DUFFERIN AND REPEAL BY-LAW 2011-55.

WHEREAS Section 228 (2) of the Municipal Act, 2001, c. 25, the Council of the Municipality may appoint a Deputy Clerk who shall have all the powers and duties of the Clerk under the Municipal Act and every other Act;

AND WHEREAS the Council of the Corporation of the County of Dufferin deems it expedient to appoint a Deputy Clerk;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. THAT Rebecca Whelan be hereby appointed Deputy Clerk of the Corporation of the County of Dufferin.
2. THAT By-Law #2011-55 is hereby repealed.
3. THAT this by-law shall come into force and take effect on the day of its final passing.

READ a first, second and third time and finally passed this 17th day of December, 2020.

Darren White, Warden

Michelle Dunne, Deputy Clerk

