



Municipal Shared Services Committee REGULAR MEETING MINUTES

**A meeting of the Municipal Shared Services Committee was held at 1:30 p.m.
on Thursday, March 21, 2024
Hosted Electronically by the City of Stratford**

Where appropriate, motions contained in the Municipal Shared Services Committee Minutes are considered recommendations to the affected municipalities.

Committee Members Present:

Mayor Martin Ritsma, City of Stratford (Chairperson)
Councillor Bonnie Henderson, City of Stratford
Councillor Mark Hunter, City of Stratford
Councillor Sue Orr, County of Perth
Councillor Dean Trentowsky, County of Perth
Warden Rhonda Ehgoetz, County of Perth
Mayor Al Strathdee, Town of St. Marys
Councillor Rob Edney, Town of St. Marys

Staff Present:

Brent Kittmer – CAO, Town of St. Marys
Karmen Krueger – Director of Corporate Services/Treasurer, City of Stratford
Annette Diamond – Director of Legal/Corporate Services, County of Perth
Vicky Hamilton – Manager of Court Services, County of Perth
Tyler Sager, Manager of Legislative Services/Clerk, County of Perth
Mike Adair – Chief of Paramedic Services, County of Perth
Kim McElroy - Director of Social Services, City of Stratford
Jeff Wilson – Manager of Housing, City of Stratford
Shannon Archer – Business and Integration Manager, City of Stratford
Andre Morin – Director of Finance/Treasurer, Town of St. Marys

Corey Bridges – Manager of Finance/Treasurer, County of Perth
Casey Riehl - Recording Secretary, City of Stratford

Also Present:

Julie Pauli – Director of Corporate Services, HPPH

1. Call to Order

The Regular Meeting of the Municipal Shared Services Committee with quorum present was called to order by Committee Chair, Mayor Martin Ritsma at 1:30 p.m.

Mayor Ritsma requested a moment of silent reflection in memory of Annabell Thomson.

2. Declarations of Pecuniary Interest and the General Nature Thereof

None declared.

3. Confirmation of the March 21, 2024 Agenda

Moved by Mayor Strathdee

Seconded by Councillor Trentowsky

THAT the Municipal Shared Services Committee Agenda for the March 21, 2024 meeting be approved as circulated.

Carried.

4. Adoption of the Previous Minutes – December 21, 2023

Moved by Councillor Hunter

Seconded by Warden Ehgoetz

THAT the Municipal Shared Services Committee minutes dated December 21, 2023 be approved as printed.

Carried

5. Business Arising from the Previous Minutes

None noted.

6. Social Services – 4th Quarter Update for the Social Services Department (2023)

Kim McElroy – Director of Social Services, provided an overview of the 4th Quarter Update and was available for questions.

Councillor Orr inquired if for the ECE's obtaining their diploma, there is any reassurance that they will stay and work in the area? Ms. McElroy explained that in this cohort, the individuals are already working in the local day care centres and do not currently have their ECE diplomas. This training will allow them to attain the certification to move to a higher grid wage. However, there is still no guarantee that they will stay and work at their current locations.

Councillor Orr inquired if the investment for renewal or repair involves Woodland Towers? Jeff Wilson outlined the funding is directed to the Perth and Stratford Housing Corporation.

Mayor Strathdee inquired if there was a comprehensive study held regarding the housing recommendations or will there need to be further steps taken? Does it bring everything up to date? Kim McElroy, stated that no, these are aging assets and there will be ongoing repairs. This will lighten the burden and look at energy efficiencies. They do have BCA's being updated this year that will give them a better analysis and see what housing soft repairs will look like. Staff is reviewing buildings that range from 1953-1979. Mayor Strathdee recommended a 5-10 year plan to help from a planning perspective. Jeff Wilson stated that this year they will be updating the building condition assessments to get a better picture of immediate and long-term capital needs.

Moved by Councillor Hunter

Seconded by Councillor Henderson

THAT the 4th Quarter Update for the Social Services Department (2023) be accepted as circulated.

Carried

7. Stratford Perth Archives – Activities Update Report

Annette Diamond – Director of Legal/Corporate Services, provided an overview of the Activities Update Report and was available for questions.

Moved by Councillor Orr

Seconded by Warden Ehgoetz

THAT the Stratford-Perth Archives Activities Update Report be accepted as circulated.

Carried

8. Perth Paramedic Services – Perth Paramedic Services 2023 Final Report

Mike Adair - Chief of Operations, provided an overview of the Perth Paramedic Services 2023 Final Report and was available for questions.

Councillor Hunter inquired about the sudden cardiac arrest data chart and the non-sharing of data with the Fire Department. Are there any software issues or do they use the same software to record data and it can be easily integrated? Or will that require some software purchases? Is there a formal agreement in place to share that data?

Mike Adair explained that it is a manual process currently. They would have to link data from the Fire Department manually and connect the patients from the call and make the list that way. The correct numbers reflected in the chart are only for Paramedic Services. They do have an agreement in principle for a shared response agreement.

Moved by Councillor Edney

Seconded by Councillor Trentowsky

THAT the Perth Paramedic Services 2023 Final Report be accepted as circulated.

Carried

9. Provincial Offences – POA Court Services 2023 Year-End Report

Vicky Hamilton – Manager of Court Services, provided an overview of the POA Court Services 2023 Year-End Report and was available for questions.

Councillor Hunter inquired if once the new Justices of the Peace are hired, will it bring the numbers up to full compliment? Ms. Hamilton stated that they will be fully staffed with all courts up and running.

Moved by Councillor Henderson

Seconded by Warden Ehgoetz

THAT the POA Court Services 2023 Year-End Report be accepted as circulated.

Carried

10. New Business

None noted.

11. Date of Next Meeting – June 20, 2024 at 1:30 p.m. (County of Perth hosts)

12. Adjournment

Moved by Councillor Hunter

Seconded by Mayor Stratthdee

THAT the March 21, 2024 Municipal Shared Services Committee meeting adjourn.

Carried

START TIME: 1:30 P.M.

END TIME: 1:58 P.M.