

To: ONE Joint Investment Board
From: Heather Douglas, Partner, WeirFoulds LLP
Date: July 14, 2021
Re: Municipal Act – Mandated Policies
Report: ONE JIB-O16-21

1. RECOMMENDATIONS

It is recommended that the Board:

1. Adopt and maintain policies with respect to the following matters:
 - a. The sale and disposition of land;
 - b. The hiring of employees; and,
 - c. The procurement of goods and services

2. SUMMARY

Subsection 270(2) of the Municipal Act, 2001 (the Act) provides that a local board must adopt and maintain policies that deal with land, employees and goods and services as described in this report.

3. BACKGROUND

As a joint municipal services board ONE JIB is subject to certain requirements of the Act.

4. ANALYSIS

Policy with respect to land

ONE JIB does not own any land and does not expect to acquire any land in the foreseeable future. ONE JIB can adopt a policy with respect to the sale and other disposition of land if and when it acquires land.

Policy with respect to employees

ONE JIB has no employees and does not expect to hire any employees in the foreseeable future. ONE JIB can adopt a policy with respect to the hiring of employees if and when it decides to hire employees, in which case it can adopt such a policy before it hires any employees.

Policy with respect to procurement

Pursuant to the ONE Joint Investment Board Services Agreement made as of July 2, 2020, ONE JIB appointed ONE Investment as its agent to provide such management, secretarial and support services as ONE JIB may require in connection with the provision of the ONE Prudent Investment Program to Ontario municipalities and other eligible investors. ONE Investment has established and is maintaining a procurement policy. So long as ONE Investment continues to act as ONE JIB's agent, ONE Investment's policy with respect to the procurement of goods and services should constitute the procurement policy of goods and services of ONE JIB.

Based on the foregoing it is recommended that the Board adopt the following policies:

Land Policy

If and when ONE JIB acquires land it will adopt and maintain a policy with respect to the sale and disposition of land.

Employee Policy

If and when ONE JIB decides to hire any employees, before it in fact hires any it will adopt and maintain a policy with respect to the hiring of employees.

Procurement Policy

So long as ONE Investment continues to act as ONE JIB's agent pursuant to the ONE Joint Investment Board Services Agreement made as of July 2, 2020, ONE Investment's procurement policy (and any future amendments thereto) with respect to the procurement of goods and services shall be, subject to the approval of ONE JIB, adopted as the policy of ONE JIB.

5. CONCLUSION

Adopting and maintaining policies on land, employees and procurement places ONE JIB in line with its legislative obligations under the Act.