



# REPORT

To: ONE Joint Investment Board  
From: Heather Douglas, Partner, WeirFoulds LLP  
Date: September 14, 2021  
Re: Municipal Act – Mandated Policies  
Report: ONE JIB-017-21

---

## 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 that constitutes a local board of each Participating Municipality, ONE JIB is subject to certain requirements of the Act, which include the requirement to adopt and maintain policies in respect of matters described in subsection 270(2) of the Act. At its meeting of July 14, 2021, the Board deferred this report to its meeting of September 14, 2021, to settle the wording of the policies. In particular, the wording of the policy that deals with land is to provide that the Board is not permitted to purchase, acquire, sell or other dispose of land and the policy that deals with employees is to provide that the Board is not permitted to hire employees.

## 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. The attached policy reflects the Board's direction that it is not permitted to purchase, acquire, sell

or other dispose of land. This policy will be reviewed in five years.

### **Policy with respect to employees**

ONE JIB has no employees and does not expect to hire any employees in the foreseeable future. The attached policy reflects the Board's direction that it is not permitted to hire employees. This policy will be reviewed in five years.

### **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. The attached policy reflects the Board's direction that 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.

## **5. CONCLUSION**

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

Drafted by: Heather Douglas, Partner, WeirFoulds LLP

Approved for submission by: Judy Dezell and Donna Herridge - Co-Presidents/CEO