



**The Corporation of the City of Guelph
Corporate Services Committee
Wednesday June 8, 2016 at 2:00 p.m.**

Attendance

Members: Chair Hofland
Mayor Guthrie
Councillor Allt
Councillor Billings
Councillor MacKinnon

Councillors: Councillor Van Hellemond
Councillor Wettstein

Staff: Mr. M. Amorosi, Deputy CAO, Corporate & Human Resources/Public Services
Mr. S. Stewart, Deputy CAO, Infrastructure, Development & Enterprise
Mr. B. Coutts, Acting Deputy CAO Corporate Services/General Manager Court Services
Mr. D. Godwaldt, General Manager, Human Resources
Mr. J. Krauter, Acting City Treasurer
Ms. T. Sprigg, General Manager, Corporate Communications & Customer Service
Mr. S. O'Brien, City Clerk
Ms. J. Sweeney, Acting Deputy Clerk / Council Committee Coordinator

Call to Order (2:00 p.m.)

Chair Hofland called the meeting to order.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Confirmation of Minutes

1. Moved by Councillor MacKinnon
Seconded by Councillor Allt

That the minutes of the Corporate Services Committee meeting held on May 2, 2016 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

CS-2016.17 2016 Capital and Operating Budget Debrief Report

- CS-2016.18 2015 Final Year-End Report on Operating Variance Surplus Allocation and Deficit Funding**
CS-2016.19 Operating Variance Reporting Recommendations
CS-2016.20 Q1 2016 Operating Variance Report
CS-2016.22 10 Carden Shared Space Inc. – Community Bond and Tax Incentive Program Request

Balance of Consent Items

2. Moved by Mayor Guthrie
Seconded by Councillor Allt

That the balance of the Corporate Services Committee June 8, 2016 Consent Agenda, as identified below, be adopted:

CS-2016.21 2016 Q1 Capital Variance Report

That report CS-2016-39 '2016 Q1 Capital Variance Report', be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)
VOTING AGAINST: (0)

CARRIED

Extracted Items

CS-2016.17 2016 Capital and Operating Budget Debrief Report

Mark Amorosi, Deputy CAO Corporate Services/Public Services highlighted the budget debrief survey results and the improvements proposed for the 2017 budget.

3. Moved by Mayor Guthrie
Seconded by Councillor Allt

That report CS-2016-33 '2016 Capital and Operating Budget Debrief Report' be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)
VOTING AGAINST: (0)

CARRIED

CS-2016.22 10 Carden Shared Space Inc. – Community Bond and Tax Incentive Program Request

The following addressed Committee:
Julie Grady
Lise Burcher

4. Moved by Councillor Billings
Seconded by Councillor Allt

That report CS-2016-31 dated June 8, 2016 entitled '10 Carden Shared Space Inc. – Community Bond and Tax Incentive Program Request', be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)
VOTING AGAINST: (0)

CARRIED

5. Moved by Mayor Guthrie
Seconded by Councillor Allt

That staff be directed to report back as soon as possible on a scan of best practices in other downtown areas of municipalities parking relief programs regarding construction and/or renovation for implementation within Guelph.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)
VOTING AGAINST: (0)

CARRIED

Councillor MacKinnon retired from the meeting at 3:35 p.m.

CS-2016.18 2015 Final Year-End Report on Operating Variance Surplus Allocation and Deficit Funding

6. Moved by Councillor Billings
Seconded by Mayor Guthrie

1. That the report CS-2016-40 dated June 8, 2016 entitled '2015 Final Year-End Report on Operating Variance Surplus Allocation and Deficit Funding' be received.
2. That the Tax Supported surplus of \$1,191,823 be allocated to reserves; 198 – Operating Contingency Reserve, and 180 – Tax Rate Stabilization Reserve as follows:

Operating Contingency Reserve (198)	\$177,177
Tax Rate Stabilization Reserve (180)	\$1,014,646
Total allocation	\$1,191,823

3. That the Water surplus of \$397,647 be allocated to reserve 106 – Water Contingency Reserve.
4. That the Wastewater surplus of \$1,342,190 be allocated to reserve 153 – Wastewater Capital Reserve.
5. That the OBC surplus of \$657,816 be allocated to reserve 188 – Building Services Stabilization Reserve.
6. That the Court Services deficit of \$198,534 be funded from reserve 211 – POA Contingency Reserve.

7. That the Treasurer be directed to respond to Guelph Police Services Board on behalf of Council that their request to allocate the police operating surplus of \$725,775 to the police capital reserve for the purpose of funding the Police Headquarter Expansion and Renovation project (PS0033) was not supported.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings and Hofland (4)

VOTING AGAINST: (0)

CARRIED

CS-2016.19 Operating Variance Reporting Recommendations

7. Moved by Mayor Guthrie
 Seconded by Councillor Allt

1. That Report CS-2016.53 dated June 8, 2016 entitled 'Operating Variance Reporting Recommendations' be received for information.
2. That the following operating variance reporting recommendations be approved:
 - a. Operating variance reports will continue to be presented to Council on a quarterly basis;
 - b. Operating variance reports will continue to be presented to Council in the same time frame being Q1 in June, Q2 in September, Q3 in December and Q4 in April of the subsequent year;
 - c. Operating variance reports will be presented at a more detailed department level with enhanced financial data and statistical information to elevate the transparency of reporting and accuracy of projections.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings and Hofland (4)

VOTING AGAINST: (0)

CARRIED

CS-2016.20 Q1 2016 Operating Variance Report

8. Moved by Councillor Allt
 Seconded by Mayor Guthrie

That report CS-2016-38 'Q1 2016 Operating Variance Report', be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings and Hofland (4)

VOTING AGAINST: (0)

CARRIED

Staff Updates and Announcements

Mark Amorosi, Deputy CAO Corporate Services/Public Services advised that James Krauter has been appointed Acting General Manager Finance & City Treasurer and Bill Stewart has been appointed Acting Deputy Treasurer.

Adjournment (4:00 p.m.)

9. Moved by Councillor Billings
Seconded by Mayor Guthrie

That the meeting be adjourned.

CARRIED

Joyce Sweeney
Acting Deputy Clerk