



**The Corporation of the City of Guelph
Governance Committee
Tuesday October 6, 2015 at 3:00 p.m.**

Attendance

Members: Chair Guthrie
Councillor Bell
Councillor Downer

Councillor Hofland
Councillor Wettstein

Councillors: Councillor Gordon
Councillor MacKinnon

Councillor Salisbury
Councillor Van Hellemond

Staff: Ms. A. Pappert, Chief Administrative Officer
Mr. M. Amorosi, Deputy Chief Administrative Officer – Corporate Services
Ms. B. Swartzentruber, Executive Director Intergovernmental Relations, Policy & Open Government
Mr. A. Best, Program Manager, Open Government
Mr. B. Labelle, General Manager Technology Innovation
Mr. S. O’Brien, City Clerk
Ms. J. Sweeney, Council Committee Coordinator

Call to Order (3:00 p.m.)

Chair Guthrie called the meeting to order.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Confirmation of Minutes

1. Moved by Councillor Downer
Seconded by Councillor Hofland

That the open meeting minutes of the Governance Committee held on July 27 and August 4, 2015 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

Open Guelph Progress Report

Barbara Swartzentruber, Executive Director Intergovernmental Relations, Policy & Open Government advised that the purpose of the presentation was to provide an update on Open Guelph.

Andy Best, Program Manager, Open Government, outlined the problems we're solving and provided a brief history of Open Guelph. He advised that the project is being co-led by the Office and of the CAO and Information Technology, and highlighted the accomplishments to date.

Brad Van Horn, member of a focus group, outlined his experience on the project.

Blair Labelle, General Manager Technology Innovation advised that myGuelph will meet the growing expectations of citizens.

Andy Best briefly outlined the 2015-16 projects and the next steps.

Consent Agenda

The following items were extracted:

| | |
|--------------------|------------------------------------------------------------------------------------------------------|
| GOV-2015.15 | Bill 8 Overview and Status of Integrity Commissioner and Ombudsman Positions |
| GOV-2015.16 | <i>Municipal Act and Municipal Conflict of Interest Act Review, Consultation and Comments</i> |
| GOV-2015.17 | Process for Preparing Budgets: Mayor's Office & Council |
| GOV-2105.18 | New Policy: Mayor and Council Mobile Device use Policy |

Balance of Consent Items

2. Moved by Councillor Bell
Seconded by Councillor Hofland

That the balance of the Governance Committee October 6, 2015 Consent Agenda, as identified below, be adopted:

GOV-2015.12/ AUD2015.13 Revisions to the Internal Audit Charter

That the revisions to the Internal Audit Charter, dated August 4, 2015 be approved.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Extracted Items

GOV-2015.16 *Municipal Act and Municipal Conflict of Interest Act Review, Consultation and Comments*

Martin Collier urged the endorsement of staff's recommendation and advised he supports the recommendation with respect to the potential for provisions for highway tolls being included in the legislation.

3. Moved by Councillor Bell
Seconded by Councillor Hofland
1. That Report GOV-2015-95 entitled "*Municipal Act and Municipal Conflict of Interest Act Review, Consultation and Comments*" dated October 6, 2015 regarding the 2015 Ontario municipal legislative review, be received.
 2. That response included as Attachment 1 be endorsed and that staff be directed to submit to the Ministry of Municipal Affairs and Housing by the October 31, 2015 deadline.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

GOV-2015.15 Bill 8 Overview and Status of Integrity Commissioner and Ombudsman Positions

Stephen O'Brien, City Clerk, provided clarification of the jurisdiction of the Integrity Commissioner and an Ombudsman.

Main Motion

4. Moved by Councillor Hofland
Seconded by Councillor Downer
1. a) That staff be directed to proceed with the issuance of an RFP for the purpose of retaining an Integrity Commissioner, pursuant to the accountability and transparency provisions of the *Municipal Act*; and,
b) That a by-law be brought forward to Council for the appointment of same.
 2. a) That staff be directed to work with area municipalities in the issuance of a joint RFP for the purpose of retaining a joint Ombudsman, pursuant to the accountability and transparency provisions of the *Municipal Act*; and,
b) That a by-law be brought forward to Council for the appointment of same; and,
c) That the costs of an Ombudsman's services be referred to the 2016 budget process.
 3. That staff report back to a subsequent Governance Committee meeting on the details of an internal complaint resolution procedure.

Amendment

5. Moved by Councillor Wettstein
Seconded by Councillor Hofland

That the CAO be directed to review and report back on the opportunity, benefits and costs of introducing the "Lobbyist Registrar" for Guelph.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

Main Motion as Amended

It was requested that the clauses be voted on separately.

6. Moved by Councillor Hofland
Seconded by Councillor Downer

1. a) That staff be directed to proceed with the issuance of an RFP for the purpose of retaining an Integrity Commissioner, pursuant to the accountability and transparency provisions of the *Municipal Act*; and,
- b) That a by-law be brought forward to Council for the appointment of same.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Downer, Hofland and Wettstein (4)

VOTING AGAINST: Councillor Bell (1)

CARRIED

7. Moved by Councillor Hofland
Seconded by Councillor Downer

2. a) That staff be directed to work with area municipalities in the issuance of a joint RFP for the purpose of retaining a joint Ombudsman, pursuant to the accountability and transparency provisions of the *Municipal Act*; and,
- b) That a by-law be brought forward to Council for the appointment of same; and,
- c) That the costs of an Ombudsman's services be referred to the 2016 budget process.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

8. Moved by Councillor Hofland
Seconded by Councillor Downer

3. That staff report back to a subsequent Governance Committee meeting on the details of an internal complaint resolution procedure.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

9. Moved by Councillor Hofland
Seconded by Councillor Downer

That the CAO be directed to review and report back on the opportunity, benefits and costs of introducing the "Lobbyist Registrar" for Guelph.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

GOV-2015.17 Process for Preparing Budgets: Mayor's Office & Council

Ann Pappert, CAO provided clarification on Councillor's participation in the preparation of the budgets.

10. Moved by Councillor Hofland
Seconded by Councillor Bell

That Council approve the accountabilities and procedures as outlined in Report CAO-C-1508 entitled "Process for Preparing Budgets: Mayor's Office and Council"; regarding the preparation, sign off, submission and presentation of budgets related to the Office of the Mayor and City Council.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Bell, Downer, Hofland and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

GOV-2015.18 New Policy: Mayor and Council Mobile Device Use Policy

Mayor Guthrie advised that there is no policy for the Mayor and Council's use of mobile devices. He advised that other municipalities are starting to report Council's expenses relating to mobile devices use.

There was discussion on the use of various mobile devices.

11. Moved by Councillor Downer
Seconded by Councillor Bell

That the Policy with respect to Mayor and Council Mobile Device Use be referred back to staff to survey Councillors regarding current IT uses, needs and options, and to circulate the draft policy to members of Council for their feedback.

CARRIED

Authority to Resolve into a Closed Meeting

12. Moved by Councillor Bell
Seconded by Councillor Hofland

That the Governance Committee now hold a meeting that is closed to the public with respect to Sec. 239(2)(b) of the *Municipal Act* with respect to personal matters about identifiable individual.

CARRIED

Closed Meeting (4:40 p.m.)

The following matters were considered:

GOV-C-2015.2 CAO Performance Appraisal Process

Rise from Closed Meeting (5:36 p.m.)

13. Moved by Councillor Hofland
Seconded by Councillor Downer

That the Governance Committee rise from its closed meeting.

CARRIED

Open Meeting (5:37 p.m.)

Mayor Guthrie reported that staff were given direction with regard to the closed item GOV-C-2015.2: CAO Performance Appraisal Process.

Adjournment (5:39 p.m.)

14. Moved by Councillor Bell
Seconded by Councillor Downer

That the meeting be adjourned.

CARRIED

Joyce Sweeney
Council Committee Coordinator