

# **INFORMATION ITEMS**

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**Week Ending March 15, 2013**

## **REPORTS**

1. Guelph 2013 Canada Water Week Celebration (March 18-24)
2. 2012 Council Remuneration Report

## **CORRESPONDENCE**

1. Guelph Municipal Holdings Inc. – March 12, 2013 Report to Council

## **ITEMS AVAILABLE IN THE CLERK'S OFFICE**

1. GRCA Minutes – March Issue

# INFORMATION REPORT



TO City Council

SERVICE AREA Planning, Building, Engineering and Environment

DATE March 14, 2013

**SUBJECT Guelph 2013 Canada Water Week Celebration (March 18-24)**

REPORT NUMBER

## EXECUTIVE SUMMARY

### SUMMARY OF REPORT

To share with City Council planned events and activities as part 2013 Canada Water Week.

### KEY FINDINGS

Canada Water Week (March 18 to 24) will focus on the theme of "I Love my Water Body: Engaging Communities for Living Waters" with this engagement campaign lead by Living Lakes Network Canada, the Canadian Freshwater Alliance, the Walter and Duncan Gordon Foundation and World Wildlife Fund Canada. Events and activities aimed at encouraging the public's participation in Canada Water Week include:

- The H<sub>2</sub>O GO Festival;
- Ideas That Hold Water Social Media Campaign;
- Water Wednesdays Educational Events;
- Healthy Landscapes Speaker Series, and;
- Promotion of other community lead events.

### FINANCIAL IMPLICATIONS

Funding for the City's Water Conservation Program and Canada Water Week event promotion is included within the Council-approved 2013 Water and Wastewater Enterprise Operating Budget.

## BACKGROUND

Canada Water Week is a national, week-long celebration of water held annually in the third week of March to coincide with the United Nation's World Water Day (March 22). Individuals, organizations and governments across the country are encouraged to get involved by organizing, participating in, and promoting fun and educational events focused on one of our most precious resources – water.

2013 Canada Water Week (March 18 to 24) will focus on the theme of "I Love my Water Body: Engaging Communities for Living Waters". In 2013, Living Lakes

# INFORMATION REPORT



Network Canada is partnering with Canadian Freshwater Alliance to lead the Canada Water Week campaign, with additional support from the Walter and Duncan Gordon Foundation and World Wildlife Fund Canada.

Through their web portal, Canada Water Week is encouraging municipalities to demonstrate their commitment to water awareness and water literacy in their respective communities by showcasing the City of Guelph's 2012 efforts and award.

## REPORT

During Canada Water Week staff will be working with community partners (including residents, local business, academia and local community non-profit organizations) to offer information-based educational and engagement activities focused on water.

In consultation with City's Water Conservation and Efficiency Public Advisory Committee, staff has developed the following events and activities aimed at encouraging the public's participation in Canada Water Week:

### **H<sub>2</sub>O GO Festival: An Engaging Celebration of Water:**

The City in partnership with the University of Guelph's School of Engineering is hosting a celebration of water through the H<sub>2</sub>O GO Festival. This new festival will be held on Saturday, March 23 within the atrium of Guelph City Hall from 9 a.m. to 3 p.m. and feature a free family-friendly program including interactive displays, information booths, children's activities, live performances, and skating (weather permitting). Engaging and interactive workshops will also be offered at the event by community leaders to share knowledge on innovative water conservation approaches such as rainwater harvesting, greywater reuse and water efficient landscaping.

Further community based environmental events are planned within the downtown core on Saturday March 23, 2013. These activities include Transition Guelph's Resilience 2013 Festival as well as Guelph Environmental Leadership's (GEL) 2013 EcoMarket, taking place at St. George's Anglican Church and the Old Quebec Street Mall respectively. To maximize public participation staff have been working closely with event leads at Transition Guelph and GEL to create cross promotion and awareness campaigns. For further information regarding the Transition Guelph's Resilience 2013 Festival or Guelph Environmental Leadership's (GEL) 2013 EcoMarket please visit [www.transitionguelph.org](http://www.transitionguelph.org) or [www.guelphenvironmentalleadership.org](http://www.guelphenvironmentalleadership.org).

### **Ideas That Hold Water Social Media Campaign:**

In recognition of Canada Water Week and World Water Day (March 22), Water Services will be launching a week-long social media conversation about water – protection, conservation and enjoyment.

Social media blasts through the City's Facebook and Twitter accounts will be used as a tool to start the conversation asking community members for their thoughts,



# INFORMATION REPORT

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philosophies and ideas on water-related topics throughout the week. An artistic display of the week's thoughts will also be on display at the H<sub>2</sub>O GO Festival, with participants encouraged to further contribute to this discussion at the event.

Contributions gathered throughout the week will inform the development of a statement supporting the importance water in our community; a Guelph water ethic. This initiative is being led by members of the City's Water Conservation and Efficiency Public Advisory Committee with further information on the Water Ethic to be shared in late 2013 following further consultation with the Committee.

## **Water Wednesdays Educational Events:**

Over the course of four weeks starting March 13, City of Guelph and Guelph Public Library staff will partner to host 'Water Wednesday' at a number of library branches around the City. This series of events will offer water-themed educational programming for all ages. Participants will learn through games and activities how Guelph receives and purifies its drinking water, as well as ways to conservation and protect our water resources. Listed below are the dates and locations of the upcoming Water Wednesday events:

- Wednesday, March 13  
2:30 - 3:30 p.m. Main Library Branch (100 Norfolk Street)
- Wednesday, March 20  
6:30 - 7:30 p.m. West End Branch (21 Imperial Road South)
- Wednesday, March 27  
6:30 - 7:30 p.m. Westminster Square Branch (100-31 Farley Drive)
- Wednesday, April 3  
6:30 - 7:30 p.m. East Side Branch (1 Starwood Drive)

## **Healthy Landscapes Speaker Series – Food and Water Presentation:**

Throughout March and April, a speakers series will be hosted by the Healthy Landscapes program on a variety of outdoor water efficiency related topics. During Canada Water Week, the speaker series includes a session entitled "Food and Water" with a guest speaker share approaches to water efficiency through home-scale agriculture. This presentation will take place on March 20 at 7:00 p.m. at Victoria Park East Golf Club (1096 Victoria Road South).

## **Other Community Events:**

Leading up to and throughout Canada Water Week, Water Services staff will be encouraging partners in the Guelph community to host and promote community water-related events. Organizations are encouraged to register their initiatives with the Canada Water Week website events calendar ([canadawaterweek.com](http://canadawaterweek.com)) as the information portal for local activities. The City will promote this Calendar of Events in all promotional material as well as in a web banner to be posted to the Ours to Conserve website starting March 18 to help direct community members to where further information on these events may be found.

# INFORMATION REPORT

## CORPORATE STRATEGIC PLAN

- 1.2 Develop collaborative work teams and apply whole systems thinking to deliver creative solutions.
- 2.3 Ensure accountability, transparency and engagement.
- 3.1 Ensure a well designed, safe, inclusive, appealing and sustainable City.
- 3.3 Strengthen citizen and stakeholder engagement and communications.

## DEPARTMENTAL CONSULTATION

The 2013 Canada Water Week calendar of events was developed and completed in cooperation with the following departments:

- Community and Social Services;
- Corporate Communications;
- Corporate Building Maintenance;
- Guelph Public Library;
- Legal Services;
- Wastewater Services, and;
- Water Services.

## COMMUNICATIONS

A detailed 2013 Canada Water Week communications plan has been developed in consultation with Corporate Communications.

## ATTACHMENTS

N/A

### Report Author

Heather Yates, HBESfcon  
Water Conservation Program  
Coordinator  
519-822-1260 x 2831  
heather.yates@guelph.ca

### Report Author

Wayne Galliher, A.Sc.T.  
Water Conservation Project Manager  
519-822-1260 x 2831  
wayne.galliher@guelph.ca



### Approved By

Peter Busatto  
General Manager  
Water Services  
519-822-1260 x 2165  
peter.busatto@guelph.ca



### Recommended By

Janet Laird, Ph.D.  
Executive Director  
Planning, Building, Engineering  
and Environment  
519-822-1260 x 2237  
janet.laird@guelph.ca

# INFORMATION REPORT



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TO City Council

SERVICE AREA Finance & Enterprise Services

DATE March 14, 2013

**SUBJECT 2012 Council Remuneration Report**

REPORT NUMBER FIN-13-11

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## EXECUTIVE SUMMARY

### PURPOSE OF REPORT

To provide Council, as per section 284 of the Municipal Act, with a statement of the 2012 remuneration and expenses paid to members of Council and members of the public serving on local boards.

### KEY FINDINGS

This report is in compliance with section 284 of the Municipal Act and outlines each Council member's remuneration and amount of related expense reimbursement for the fiscal year ending December 31, 2012. It further provides a summary of honorarium and mileage expenses provided to Councillors and members of the public appointed to local boards.

### FINANCIAL IMPLICATIONS

There are no financial implications resulting from this report.

### ACTION REQUIRED

Council receive the report for information.

## BACKGROUND

The Municipal Act, Sec. 284 requires the City of Guelph Treasurer to file with Council each year by the 31st of March, a statement of total remuneration and expenses paid in the previous year to members of Council in respect of his or her services as a member of Council or any other body. The Act also requires the City Treasurer to report on payments to members of the public appointed by the municipality to serve on a local board.

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## REPORT

### AUTHORIZATION OF PAYMENTS

Sec. 284 (2), of the Municipal Act states that municipalities shall identify the by-law under which the remuneration or expenses were authorized to be paid. The 2012 salaries, expenses and benefits for Mayor and Council were authorized by Council resolutions dated July 17, 2006 and September 18, 2006 - confirmed through By-laws (2006)-18097 and (2006)-18143 respectively.

The Province of Ontario, through the Municipal Act, delegates Guelph City Council the authority to set its remuneration. Council's practice is to delegate the task of reviewing the level of remuneration for members of Council to a Citizens Review Committee for Council Compensation. This review is done every four years (i.e. once a Council term). The recommendations of the Citizen Review Committee are applied to the incoming term of Council (i.e. after the municipal election, not before). This group's report can be found in the May 25, 2010 Council minutes.

The 2010 Citizens' Committee established the remuneration for members of Council for the term starting in 2011 as:

- Mayor                      \$88,984
- Councillor                \$29,706

In non-election years, the remuneration for the Mayor and Members of Council is adjusted by the same percentage increase received by the City's management staff. Per the recommendation of the 2010 Citizens Review Committee, a formal market review will be conducted for Council every four years during the last year of the Council's term of office.

Benefits provided to Council are:

- Group Life Insurance
- Dependant Life Insurance
- Accidental Death and Dismemberment
- Extended Health Benefits
- Dental Benefits
- Mileage Reimbursement
- Lodging and meals per diem (reasonable and customary and as outlined in the Policy on Councillor Attendance at Municipal Government Events)

Expenses (e.g. mileage, lodging and meals) are only reimbursed based on actual costs with the submission of appropriate receipts.



# INFORMATION REPORT

- The maximum amounts to be reimbursed for each Councillor is \$3,250 per annum.
- The Council approved budget for the Mayor's Office related to travel, conferences, and training is \$13,200 per annum. This budget is inclusive of professional development and training for employees of the Mayor's office.

## **CORPORATE STRATEGIC PLAN**

The reporting of Council Remuneration is in accordance with the sec 284 of the Municipal Act and also section 2.3 of the Corporate Strategic Plan – *Ensure accountability, transparency and engagement.*

## **DEPARTMENTAL CONSULTATION**

The following departments were consulted in the preparation of this report:

- Clerks Department
- Mayor's Office
- Human Resources
- Local Boards

## **COMMUNICATIONS**

Communications has been made aware of the content of this report.

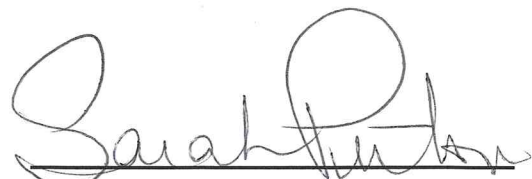
## **ATTACHMENTS**

Appendix 1 – Council's Statement of Remuneration 2012

  
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**Report Author:**

Colm Lynn  
Senior Corporate Analyst  
519-822-1260 ext 2321  
E. colm.lynn@guelph.ca

  
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**Approved By:**

Sarah Purton  
Manager Financial Planning & Budgets  
519-822-1260 ext. 2325  
E. sarah.purton@guelph.ca

  
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**Recommended By**

Al Horsman  
Executive Director Finance & Enterprise and Treasurer  
519-822-1260 ext. 5606  
E: al.horsman@guelph.ca



**Council's Statement of Remuneration 2012****Bylaw (2006) - 18097**

<b>Guelph City Council</b>			<b>Sundry</b>	
<b>Member</b>	<b>Honorarium*</b>	<b>Benefits</b>	<b>Expenses</b>	<b>Total</b>
BELL, BOB	\$ 30,454.97	\$ 4,885.33		\$ 35,340.30
BURCHER, LISE	30,454.97	4,885.33	2,776.21	38,116.51
DENNIS, TODD	30,454.97	4,885.33		35,340.30
FARBRIDGE, KAREN	91,226.33	5,284.25	7,955.39	104,465.97
FINDLAY, IAN	30,454.97	4,885.33		35,340.30
FURFARO, VINCENZO	30,454.97	4,885.33	2,107.99	37,448.29
GUTHRIE, CAM	28,796.82	4,872.50		33,669.32
HOFLAND, JUNE	30,454.97	4,885.33	327.70	35,668.00
KOVACH, GLORIA	30,454.97	1,984.85		32,439.82
LAIDLAW, MAGGIE	30,454.97	4,885.33	295.10	35,635.40
PIPER, LEANNE	30,454.97	4,885.33	2,708.00	38,048.30
VAN HELLEMOND, ANDY	30,454.97	4,885.33		35,340.30
WETTSTEIN, KARL	30,454.97	5,314.63		35,769.60

\*1/3 of the Councillors Honorarium is tax exempt

**Local Boards**

<b>Grand River Conservation Authority</b>	<b>Honorarium</b>	<b>Mileage</b>	<b>Total</b>
BELL, BOB	\$ 1,620.00	\$ 302.88	\$ 1,922.88
BRENNAN, JOHN	2,458.00	1,365.12	3,823.12
LAIDLAW, MAGGIE	1,620.00	270.72	1,890.72

<b>Wellington Dufferin Guelph Health Unit</b>	<b>Honorarium</b>	<b>Mileage</b>	<b>Total</b>
BURCHER, LISE	\$ -	\$ 254.40	\$ 254.40
PERRON, KEITH	1,190.00	400.68	1,590.68
ABBINK, MARGARET	405.00	377.04	782.04
SULLIVAN, NANCY	170.00	48.76	218.76
HOFLAND, JUNE	-	28.62	28.62
WETTSTEIN, KARL	-	519.40	519.40

<b>Guelph Police Service</b>	<b>Honorarium</b>	<b>Mileage</b>	<b>Total</b>
FARBRIDGE, KAREN	\$ 4,500.00	\$ -	\$ 4,500.00
GIFFITHS, LEN	4,500.00	270.00	4,770.00
GILES, PAT	4,500.00	270.00	4,770.00
PIPER, LEANNE	4,500.00	-	4,500.00
SORBARA, JUDITH	5,500.00	394.00	5,894.00

<b>Committee of Adjustment</b>	<b>Honorarium</b>	<b>Mileage</b>	<b>Total</b>
HILLEN, JEFF	\$ 1,040.00	\$ -	1,040.00
BIRDELL, BILL	910.00	-	910.00
DIAMOND, ANTOIN	715.00	-	715.00
ANDREWS, JIM	1,040.00	-	1,040.00
FUNNELL, RAY	975.00	-	975.00
MCNAIR, LYLE	1,200.00	-	1,200.00
KELLY, DONNA	875.00	-	875.00



Guelph City Council  
1 Carden Street  
Guelph, Ontario  
N1H 3A1

March 12, 2013

Members of Guelph City Council,

Guelph Municipal Holdings Inc. (GMHI) held its most recent Board meeting on February 20, 2013. Momentum continues to build internally with the development of a Governance Subcommittee, strengthened records management and the pursuit of Shareholder endorsed strategic goals.

In addition, information sharing, planning and collaboration between GMHI and Guelph Hydro Inc. (GHI) continues to further excellence in asset management for the benefit of the Guelph community.

#### ***Governance, Records and Project Management***

Board strength in the area of governance is critical and positively correlated to a high functioning organization. The board of GMHI has matured to a point where this subcommittee is warranted. Appointed members include Jasmine Urisk, Karl Wettstein and Ted Sehl. Terms of Reference have been completed and approved. A 2013 work plan for the Governance Subcommittee will be received by the Board at its next meeting.

Excellence in records and project management also remains as a priority to help ensure a high level of performance. Approved work plan actions for the first quarter of 2013 include the following:

- hiring of a Business Development Manager;
- creation of a scope, branding and communications strategy;
- development of stakeholder reporting mechanisms;
- establishment of board job descriptions; and
- initiation of internal marketing of GMHI to leadership groups.

#### ***Additional Information***

Consistent with the approved Shareholder Declaration, Guelph Hydro presented

GUELPH MUNICIPAL HOLDINGS INC.

the 2012 Report of Individual Director Compensation and Expenses. The report is included as Attachment 1 for information.

The Board will be recommending to the City at GMHI's Annual Meeting in June that Deloitte and Touche LLP, be appointed as the GMHI auditor for the 2013 fiscal year. This same firm has been appointed to serve the City.

***Next Steps***

On April 2, 2013, the Boards of GMHI and Guelph Hydro Inc. will meet to review the strategic and business plans of GHI for 2013. It is anticipated that the discussion will centre on proposed key areas of focus by GHI for 2013 and options for moving forward that best meet the needs of GHI, the ratepayers and the Guelph community. Key actions stemming from the meeting will be reported to the Shareholder consistent with the ongoing commitment to open and regular communications.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Farbridge', written in a cursive style.

Karen Farbridge  
Chair, Guelph Municipal Holdings Inc.

**Attachments:**

1. Guelph Hydro Inc. 2012 Board Compensation Report



Jasmine Urisk  
Board Chair

January 24, 2013

Mayor Karen Farbridge  
Chair, Guelph Municipal Holdings Inc.  
City Hall  
1 Carden Street  
Guelph, ON N1H 3A1

Dear Mayor Farbridge:

Pursuant to sub-section 6.8(c) of the Shareholder Declaration I am now pleased to provide a report of compensation for each member of the Guelph Hydro Inc. ("GHI") Board and Subsidiaries of GHI for the calendar year 2012. Please note that the external auditor has not completed the audit of financial statements of GHI and its subsidiaries but we are confident that the amounts set forth in the report are accurate and there is little likelihood of any material corrections which might be required as a result of the audit.

To assist in interpretation, I would like to bring your attention to the following specific elements of the attached report:

- Individual directors and their periods of service during 2012 are identified at the top of each column of the report. Board composition was stable throughout 2012 with no changes compared to 2011 following re-appointment of several directors whose terms of office had expired.
- Most of our directors serve on more than one Board of our group of companies but, apart from meeting fees, receive just a single Board stipend for their service.
- Directors are regularly engaged throughout the course of the year in numerous activities related to company affairs which are not *per se* formal meetings and, except in special circumstances in accordance with our Board Compensation policy, receive no additional compensation for time spent.

Finally, you will recall that certain material was provided to the GMHI Board in advance of its December 7, 2012 meeting, namely confirmation that the GHI Board Compensation Policy remains materially unchanged compared to 2011. As well we have recently initiated a survey of a cross section of Ontario LDCs to assess our Board compensation policy and practices against peers. Results will not be available and collated until the end of the first quarter and will be provided once available. We submit that this material satisfies our obligation pursuant to sub-section 6.8(b) of the Declaration to provide a compensation plan together with any studies or surveys on which such compensation plan was based.

I trust you will find all in order and would sincerely appreciate any comments you may have in regard to this matter.

Yours very truly,

A handwritten signature in blue ink, appearing to read "J. Urisk", is written over the typed name.

Jasmine Urisk  
Board Chair  
Guelph Hydro Inc.



**PRIOR TO EXTERNAL AUDIT**  
**REPORT OF INDIVIDUAL DIRECTOR COMPENSATION AND EXPENSES**  
**GUELPH HYDRO ELECTRIC SYSTEMS INC. ("GHESI") AND GUELPH HYDRO INC. ("GHI")**  
**CALENDAR YEAR 2012**

	Jane Armstrong GHESI/GHI/ ENVIDA (3) Jan - Dec 2012	Jan Carr GHI/ENVIDA Jan - Dec 2012	Brian Cowan GHESI/GHI/ ENVIDA (3) Jan-Dec 2012	Rob Fennell GHESI Jan-Dec 2012	Judy Fountain GHESI/GHI/ ENVIDA (3) Jan-Dec 2012	Bob Huggard GHESI Jan-Dec 2012	Margaret Kelch GHESI Jan-Dec 2012	Bill Koorstra GHI/ENVIDA Jan-Dec 2012	Barbara Leslie GHESI Jan-Dec 2012	Rick Thompson GHESI/GHI/ ENVIDA (3) Jan-Dec 2012	Jasmine Urisk GHESI/GHI/ ENVIDA (3) Jan-Dec 2012	Total
Total Stipend (1)	\$ 7,996	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,996	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,996	\$ 9,600	\$ 83,988
Meeting Fees (GHI)	\$ 1,750	\$ 2,500	\$ 1,500	\$ -	\$ 1,750	\$ -	\$ -	\$ 2,750	\$ -	\$ 1,750	\$ 1,750	\$ 13,750
Meeting Fees (GHESI)	\$ 1,250	\$ -	\$ 1,000	\$ 1,750	\$ 1,250	\$ 1,500	\$ 1,750	\$ -	\$ 1,500	\$ 1,250	\$ 1,250	\$ 12,500
FAC	\$ -	\$ 1,750	\$ 1,750	\$ -	\$ 1,500	\$ 1,750	\$ -	\$ 1,750	\$ -	\$ -	\$ 1,500	\$ 10,000
Governance	\$ 1,250	\$ -	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 1,250	\$ 1,250	\$ 5,750
HRCC	\$ 3,250	\$ 250	\$ -	\$ 1,750	\$ -	\$ -	\$ 3,250	\$ -	\$ -	\$ 3,250	\$ 3,000	\$ 14,750
Nominating	\$ 750	\$ -	\$ 250	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 250	\$ -	\$ 500	\$ 2,250
Other Compensable Activities	\$ 3,250	\$ 1,500	\$ 2,000	\$ 2,000	\$ 3,750	\$ 1,000	\$ 1,000	\$ 2,500	\$ 1,000	\$ 5,250	\$ 5,750	\$ 29,000
Education and Training Internal (fees)	\$ 750	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 13,250
Education and Training External (expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99	\$ 99
Conferences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ 350	\$ 1,521	\$ 350	\$ 822	\$ 1,859	\$ 1,910	\$ 1,894	\$ 350	\$ 1,107	\$ 462	\$ 3,339	\$ 13,964
<b>Total</b>	<b>\$ 20,596</b>	<b>\$ 15,971</b>	<b>\$ 16,550</b>	<b>\$ 14,772</b>	<b>\$ 19,355</b>	<b>\$ 15,110</b>	<b>\$ 16,344</b>	<b>\$ 15,800</b>	<b>\$ 13,057</b>	<b>\$ 22,458</b>	<b>\$ 29,288</b>	<b>\$ 199,301</b>
Total Compensable Meetings 2012	33	18	23	14	18	15	20	18	10	30	37	
Total Compensable Activities 2012	3	6	8	8	15	4	4	10	4	21	23	

Note 1: The annual stipend is paid only once, regardless of how many Boards an individual sits on.  
Note 2: Board Chair and Committee Chairs receive a slightly higher stipend.  
Note 3: ENVIDA Board members do not receive compensation for sitting on Envinda Board.  
Note 4: Compensation rate (stipend and meeting fees) is lower than the Local Distribution Company average.

**STIPENDS (2)**

Chair of the Board	\$9,600 per year
Committee Chair	\$8,000 per year
Board Vice Chair	\$7,200 per year
Director	\$7,200 per year

Please note: Figures have been rounded.