



The Corporation of the City of Guelph
Governance Committee Minutes
Tuesday, May 6, 2014 at 3:00 p.m.

Attendance:

Members: Chair Farbridge Councillors Dennis (arrived 3:03 p.m.)
Councillor Findlay Councillor Hofland

Regrets: Councillor Bell

Councillors: Councillor Furfaro Councillor Wettstein

Staff: Ms. A. Pappert, Chief Administrative Officer
Mr. A. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer
Mr. D. Thomson, executive Director, Community & Social Services
Mr. D. McCaughan, Executive Director, Operations, Transit & Emergency Services
Mr. M. Amorosi, Executive Director, Corporate & Human Resources
Ms. D. Jaques, General Manager of Legal and Realty Services / City Solicitor
Mr. B. Labelle, City Clerk / General Manager of Information Technology
Ms. G. van den Burg, Council Committee Coordinator
Ms. J. Sweeney, Council Committee Coordinator

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

Chair Farbridge called the meeting to order.

Disclosure of Pecuniary Interest and General Nature Thereof:

There were no disclosures.

Confirmation of Minutes:

1. Moved by Councillor Findlay
Seconded by Councillor Hofland

That the open meeting minutes of the Governance Committee held on April 9, 2014 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Findlay, Hofland (3)

VOTING AGAINST: (0)

CARRIED

Consent Agenda:

The following four items were extracted:

- GOV-2014.1 COMMITTEE OF ADJUSTMENT REVIEW
- GOV-2014.7 ELECTRONIC DEVICE POLICY – AMENDMENT
- GOV-2014.9 COUNCIL REMUNERATION
- GOV-2014.10 INTERNAL AUDIT

Balance of Consent Items:

- 2. Moved by Councillor Findlay
Seconded by Councillor Hofland

That the balance of the Governance Committee, May 6 2014 Consent Agenda, as identified below, be adopted:

GOV-2014.8 ETHICS AND EFFICIENCY HOTLINE (“TIP LINE”)

- 1. That report CAO-A-1408, Ethics and Efficiency Hotline be received; and
- 2. That no further action be taken at this time.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Findlay, Hofland (3)
VOTING AGAINST: (0)

CARRIED

Presentations:

Mr. Blair Labelle, General Manager of Information Technology, provided an overview of the benefits and corporate advancements on the Open Government initiative. He highlighted the various tools and forthcoming forums that will enable the community to share ideas, engage residents, and increase the communication and transfer of information between the city and the public. In addition, Mr. Labelle outlined the project status of the Open Government Action Plan.

Mark Amorosi offered some general comments regarding a meeting with staff at the City of Toronto regarding Open Data Strategies and how successful Guelph has been in implementing initiatives to facilitate open government.

Extracted Items/Recommendations:

GOV-2014.9 COUNCIL REMUNERATION

Greg Sayer, Chair of the Citizen’s Review Committee, outlined the methodology underlying the Committee’s recommendations for increasing the salaries for the Mayor and Councillors. Mr. Sayer explained that the Committee reviewed comparative municipalities’ remuneration for Mayors and Councillors and concluded that the recommended salary increase and benefits would fall within the 55th percentile.

3. Moved by Councillor Hofland
Seconded by Councillor Dennis

1. That Council approve the revised Guiding Principles reducing the competitive position from 60th to the 55th percentile for establishing the salary for the Mayor and Members of Council as outlined in Appendix A; and
2. That Council approve the municipal Comparator Group used for the purposes of determining Council Remuneration (contained in this report); and
3. That the salary for the position of Mayor for the Council term commencing December 1, 2014 be set at \$105,393 (a one-time adjustment of \$10,000); and
4. That the salary for the position of Mayor be increased by \$3,611 each year on December 1st for the years 2015, 2016 and 2017 as a phased approach to migrate the Mayor's salary to the 55th percentile by the end of the term of Council; and
5. That the Mayor be provided with an RRSP matching the Mayor's contribution amount not to exceed 3% based on the taxable portion only; and
6. That the Mayor be provided with an automobile allowance equal to \$425.00 per month; and
7. That the salary for the position of City Councillor for the Council term commencing 2015 be set at \$33,433; and
8. That Members of Council (excluding the Mayor) who serve as a Chair of a Standing Committee be provided an additional 5% of the total compensation amount paid to a Member of Council.
9. That no changes be made to the current benefits provided to the Mayor and Members of Council.
10. That for the Mayor and Members of Council, attending conferences, workshops, etc. they will be provided with a meal allowance of \$70.00 for a full day event and \$35.00 for a half day event.
11. That compensation adjustments for the Mayor and Members of Council be equal to the Consumer Price Index (All Ontario, All Items from September to September) or the Non-union increase whichever is lower effective January 1st of each year for the next term of Council.
12. That the current policy of conducting a formal market review for Council every four years and the continued engagement of a Citizen's Review Committee during the last year of Council's term of office be maintained.
13. That the Citizen Review Committee for Council Remuneration further recommends that Council direct staff to explore the feasibility of going to a full-time Council and give consideration to the compensation of the structure in terms of number of Councillors.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Dennis, Findlay, Hofland (4)

VOTING AGAINST: (0)

CARRIED

GOV-2014.1 COMMITTEE OF ADJUSTMENT REVIEW

Donna Kelly, Chair of the Committee of Adjustment (CofA), explained an example of an application that was recommended for approval by staff and refused by the Committee of Adjustment. The Committee's decision was subsequently appealed to the Ontario Municipal Board (OMB). The Committee of Adjustment requests that the Governance Committee grant the CofA an opportunity to present its reasons for the decision to Council prior to the OMB hearing.

Donna Jaques clarified that the Committee of Adjustment's reasons for their decisions on an application need not to be presented to Council and noted that this is the practice of municipalities.

4. Moved by Councillor Findlay
Seconded by Councillor Hofland

1. That By-law (1983)-11242 be repealed and replaced with the new By-law, in accordance with Attachment 1 to the report of Legal Services dated April 9, 2014; and
2. That Council approve the Terms of Reference for the Committee of Adjustment, as set out in the report dated April 9, 2014; and
3. That Council approve the Code of Conduct for the Committee of Adjustment, as set out in the report dated April 9, 2014; and
4. **That Staff be directed to prepare an amendment to the Delegation of Authority By-law relating to Staff appearing before the Committee of Adjustment on behalf of the City and present the amendment to the Governance Committee at a future meeting.**

VOTING IN FAVOUR: Mayor Farbridge, Councillors Dennis, Findlay, Hofland (4)

VOTING AGAINST: (0)

CARRIED

GOV-2014.7 ELECTRONIC DEVICE POLICY - AMENDMENT

4. Moved by Councillor Hofland
Seconded by Councillor Findlay

1. That report CAO-C-1402 be received; and
2. That the following resolutions be added to the City of Guelph Electronic Devices Policy and for inclusion in the City's Procedural Bylaw, to provide clarity specific to Closed Meetings of Council or Committees:

- a. That all electronic devices must be turned off throughout Closed Meetings of Council or Committees with the exception of 'on call/on duty' medical or emergency services personnel (Council or employees); and
- b. That medical or emergency services personnel (Council or employees) who are on scheduled 'on call/on duty' while attending a Closed Meeting of Council or Committees, at the start of the meeting they shall advise the Chair, place their electronic devices in the 'loud' position in order to notify, and upon notification, that they leave the room to respond.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Findlay, Hofland (3)

VOTING AGAINST: Councillor Dennis (1)

CARRIED

GOV-2014.10 INTERNAL AUDIT

6. Moved by Councillor Hofland
Seconded by Councillor Dennis

- 1. That the City of Guelph Internal Auditor report to the Committee of the Whole for the remainder of the 2010-2014 Council term; and**
- 2. That the Governance Committee review the reporting relationship for the Internal Auditor on an on-going basis commencing with the next term of Council; and**
- 3. That Mayor Farbridge be directed to prepare a report for the May 26th Council meeting outlining the reasons for modifying the reporting relationship of the Internal Auditor.**

VOTING IN FAVOUR: Mayor Farbridge, Councillors Dennis, Findlay, Hofland (4)

VOTING AGAINST: (0)

CARRIED

Authority to Resolve into a Closed Meeting (4:40 p.m.):

7. Moved by Councillor Findlay
Seconded by Councillor Dennis

That the Governance Committee now hold a meeting that is closed to the public with respect to Sec. 239(2)(d) of the *Municipal Act* with respect to labour relations or employee negotiations related to Report GOV-C-2014.1 Non-Union Management Employee – Overtime Policy Changes.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Dennis, Findlay, Hofland (4)

VOTING AGAINST: (0)

CARRIED

Closed Meeting:

The following matter was considered:

GOV-C-2014.1 NON-UNION MANAGEMENT EMPLOYEE – OVERTIME POLICY CHANGES.

Adjournment: (4:53 p.m.)

8. Moved by Councillor Dennis
Seconded by Councillor Findlay

That the Committee meeting be adjourned.

CARRIED

Joyce Sweeney – Designate Clerk