

COMMITTEE AGENDA



TO **Corporate Services Committee**

DATE Thursday March 3, 2016

LOCATION Council Chambers, Guelph City Hall, 1 Carden Street

TIME 2:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

CONFIRMATION OF MINUTES – February 1, 2016 open and closed meeting minutes

PRESENTATIONS (Items with no accompanying report)

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Corporate Services Committee Consent Agenda will be approved in one resolution.

ITEM	CITY PRESENTATION	DELEGATIONS	TO BE EXTRACTED
CS-2016.3 2015 Delegation of Authority Report (Legal, Realty & Risk Services)			
CS-2016.4 2015 Delegation of Authority Report (Corporate Services)			
CS-2016.5 Outstanding Motions of the Corporate Services Committee			
CS-2016.6 Tax Ratios - 2016			

Resolution to adopt the balance of the Corporate Services Committee Consent Agenda.

ITEMS EXTRACTED FROM CONSENT AGENDA

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

STAFF UPDATES AND ANNOUNCEMENTS

ADJOURN

NEXT MEETING – April 4, 2015



**The Corporation of the City of Guelph
Corporate Services Committee
Monday February 1, 2016 at 2:00 p.m.**

Attendance

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

Councillors: Councillor Bell Councillor Salisbury
Councillor Downer Councillor Van Hellemond
Councillor Gordon

Staff: Ms. A. Pappert, Chief Administrative Officer
Mr. M. Amorosi, Deputy CAO, Corporate & Human Resources
Mr. D. Godwaldt, General Manager Human Resources
Ms. J. Sheehy, General Manager Finance/City Treasurer
Ms. T. Sprigg, General Manager Corporate Communications & Customer Service
Ms. T. Baker, Deputy Treasurer, Manager Financial Reporting & Accounting
Mr. J. Krauter, Manager Taxation & Revenue
Mr. S. O'Brien, City Clerk
Ms. J. Sweeney, 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 Billings
Seconded by Councillor MacKinnon

That the open meeting minutes of the Corporate Services Committee held on December 1, 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 item was extracted:

CS-2016.1 Infrastructure Environment and Funding Options

Balance of Consent Items

2. Moved by Mayor Guthrie
Seconded by Councillor Allt

That the balance of the Corporate Services Committee February 1, 2016 Consent Agenda, as identified below, be adopted:

CS-2016.2 Outstanding Property Tax Receivables and Collections

That Report CS-2016-01 'Outstanding Property Tax Receivables and Collections' be received.

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

VOTING AGAINST: (0)

CARRIED

Extracted Items

CS-2016.1 Infrastructure Environment and Funding Options

Mr. Amorosi, Deputy CAO Corporate Services introduced the report.

Ms. Sheehy, General Manager Finance/City Treasurer provided an overview on the purpose of the report. She highlighted the recommendations from the BMA Financial Condition Assessment Report and how comparator municipalities are funding infrastructure.

There was discussion on the infrastructure funding gap.

A point of order was called on the questions posed by Councillor Bell.

The Chair ruled Councillor Bell was out of order.

The following spoke to this issue:

Marianne Walker, President and CEO of Guelph General Hospital
Kithio Mwanzia, President and CEO of Guelph Chamber of Commerce

3. Moved by Councillor Billings
Seconded by Councillor Allt

That Report No. CS-2015.101 entitled 'Infrastructure Environment and Funding Options' be received for information.

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

VOTING AGAINST: Mayor Guthrie (1)

CARRIED

4. Moved by Mayor Guthrie
Seconded by Councillor Billings

That staff be directed to work with the Guelph General Hospital on potential funding for upcoming renovations/expansions and to report back by the end of 2016 Q3 to Committee for further consideration.

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

VOTING AGAINST: (0)

CARRIED

5. Moved by Mayor Guthrie
Seconded by Councillor Billings

That staff report back to Committee within 2016 Q2 on options for internal operational savings.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Billings and MacKinnon (3)

VOTING AGAINST: Councillors Allt and Hofland (2)

CARRIED

Staff Updates and Announcements

None

Adjournment (3:55 p.m.)

6. Moved by Councillor Billings
Seconded by Mayor Guthrie

That the meeting be adjourned.

CARRIED

Joyce Sweeney
Council Committee Coordinator

**CORPORATE SERVICES COMMITTEE
CONSENT AGENDA**

March 3, 2016

Members of the Corporate Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Corporate Services Committee Consent Agenda will be approved in one resolution.

Reports from Administrative Staff

REPORT	DIRECTION
<p>CS-2016.3 2015 Delegation of Authority Report</p> <p>That report number CAO-LR-1602, dated March 3, 2016 entitled "2015 Delegation of Authority Report", with respect to delegated authority under the purview of the Corporate Services Committee by Legal, Realty and Risk Services Staff be received.</p>	Receive
<p>CS-2016.4 2015 Delegation of Authority Report</p> <p>That the report dated March 3, 2016 entitled "2015 Delegation of Authority Report", with respect to delegated authority exercised by Corporate Services staff under the purview of the Corporate Services Committee be received.</p>	Receive
<p>CS-2016.5 Outstanding Motions of the Corporate Services Committee</p> <ol style="list-style-type: none"> 1. That the report dated March 3, 2016, regarding outstanding motions of the Corporate Services Committee be received. 2. That the items marked completed by removed. 3. That the item: December 5/13 (Council) That Finance & Enterprise staff conduct a comprehensive review of the City's strategic real estate needs and report back in Q2 2014 with a policy framework supporting the creation and administration of a Strategic Real Estate Reserve. be referred to Deputy CAO, Infrastructure, Development & 	Approve

Enterprise Services to report to Infrastructure, Development & Enterprise Committee.

CS-2016.6 Tax Ratios – 2016

Report will be included on the addendum.

attach.

Approve

COMMITTEE REPORT



TO **Corporate Services Committee**

SERVICE AREA Office of the Chief Administrative Officer
Legal, Realty and Risk Services

DATE March 3, 2016

SUBJECT 2015 Delegation of Authority Report

REPORT NUMBER CAO-LR-1602

SUMMARY

PURPOSE OF REPORT:

To advise of staff action with respect to Council's delegated authority in 2015 relating to those services under the jurisdiction of this standing committee from Legal, Realty and Risk Services Staff.

KEY FINDINGS

This report is an annual report back to Committee and Council on how authority, which has been delegated to staff, has been exercised.

FINANCIAL IMPLICATIONS

As this is an annual reporting mechanism, there are no financial implications.

ACTION REQUIRED

To recommend that Committee receive the information contained in the report.

RECOMMENDATION

1. That report number CAO-LR-1602, dated March 3, 2016 entitled "2015 Delegation of Authority Report", with respect to delegated authority under the purview of the Corporate Services Committee by Legal, Realty and Risk Services Staff be received.

BACKGROUND

The *Municipal Act* provides Council with the authority to delegate its powers to a person or body subject to some noted restrictions. Over the years, Council has delegated their authority on various matters either by way of a resolution of Council or through a specific by-law. By-law (2013)-19529 regarding "Delegated authority with respect to a variety of routine administrative functions which are considered to

be minor in nature” is the principal reference related to Council’s existing delegations of authority under the purview of the Corporate Services Committee.

REPORT

The delegation of authority from Council contributes to the efficient management of the City while still adhering to the principles of accountability and transparency. The following is a summary of the actions taken in 2015 with respect to authority delegated by Council to Legal, Realty and Risk Services Staff.

By-law (2013)-19529	
Schedule “AA” Section 3 – General Delegation	Description
<u>Delegate:</u> <i>City Solicitor</i>	17 Cork Street West v. City – Responded to Application
	Reid’s Heritage Homes v. City – Responded to Motion
	Williamson v. City – Responded to Claim
	Davis v. City – Responded to Appeal
	Fava v. City – Responded to Application
	City v. Teknos – City commenced Application
	Schedule “AA” Section 7 - Realty Services
<u>Delegate:</u> <i>City Solicitor, or staff appointed by the City Solicitor from time to time to act in their stead</i>	Land Exchange Agreement / Agreement of Purchase and Sale – Guelph Grangehill Developments Limited and Granite Homes East Inc.
	Permission to Enter Agreement – Elizabeth Street
	Release of Subdivision, Development and Sewer Agreements
	Encroachment Agreement – 32 Gordon Street
	Offer to Sell Agreement and Transfer of Easement – 22 Sullivan Crescent
	Encroachment Agreement – 128 Kingsmill
	Maintenance/License Agreement – GRCA
	Encroachment Agreement – 91 Wyndham Street North
	Encroachment Agreement – 22 Carden Street
	Encroachment Agreement – 59 Duke Street
	Offer to Sell Agreement and Transfer of Easement – Arboretum property
	Encroachment Agreement – 50 Yarmouth and 123-127 Norfolk
	Encroachment Agreement – 38-40 Carden Street
	Encroachment Agreement – 375 Southgate Drive
	Encroachment Agreement – 1219 Gordon Street
	Encroachment Agreement – 358 Gordon Street
	Encroachment Agreement – 5 Gordon Street
	Lease Amending Agreement – 355 Elmira Road North
Offer to Sell Agreement and Transfer of Easement – 20 Sullivan Crescent	

	License Agreement – Pollinator Park
	Lease Agreements – Election Polling Stations
	Easement – 1291 Gordon
	Land Exchange Agreement / Agreement of Purchase and Sale – Hawkins Drive
	Lease Agreement – 614 York Road
	Encroachment Agreement – 199 Woolwich Street
	Encroachment Agreement – 55 MacDonell Street
	Public Trail Easement – 53 Arthur Street
	Offer to Sell and Agreement of Purchase and Sale – 264 Woodlawn Road
	Offer to Sell and Agreement of Purchase and Sale – 145 Grange Road
	Offer to Sell and Agreement of Purchase and Sale – 24 Sullivan Crescent
	Agreement of Purchase and Sale – 485 Silvercreek Parkway North
Schedule “AA” Section 8 – Risk Management <i>Delegate: City Solicitor (formerly under Manager of Procurement and Risk Management)</i>	Claims Settlement under deductible in 2015
	Settled 29 claims at a total cost of \$68,555.44 consisting of: 3 Miscellaneous 19 Property Damage 2 Pot holes 4 Loss of Balance 1 Automobile Accident

CORPORATE STRATEGIC PLAN

- Organizational Excellence: 1.3 Build robust systems, structures and frameworks aligned to strategy
- Innovation in Local Government: 2.3 Ensure accountability, transparency and engagement

DEPARTMENTAL CONSULTATION

Not Applicable

COMMUNICATIONS

Information regarding the Delegation of Authority policy is available from the City's "[Accountability and Transparency](#)" webpage.



Submitted and Recommended By

Donna Jaques

City Solicitor

X 2288

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COMMITTEE REPORT



TO **Corporate Services Committee**

SERVICE AREA Corporate Services
DATE March 3, 2016

SUBJECT 2015 Delegation of Authority Report
REPORT NUMBER CS-2016-18

SUMMARY

PURPOSE OF REPORT:

To advise of staff action with respect to Council's delegated authority in 2015 relating to those services provided by Corporate services staff under the jurisdiction of this standing committee.

KEY FINDINGS

This report is an annual report back to Committee and Council on how authority, which has been delegated to staff, has been exercised.

FINANCIAL IMPLICATIONS

As this is an annual reporting mechanism, there are no financial implications.

ACTION REQUIRED

To recommend that Committee receive the information contained in the report.

RECOMMENDATION

1. That the report dated March 3, 2016 entitled "2015 Delegation of Authority Report", with respect to delegated authority exercised by Corporate Services staff under the purview of the Corporate Services Committee be received.

BACKGROUND

The *Municipal Act* provides Council with the authority to delegate its powers to a person or body subject to some noted restrictions. Over the years, Council has delegated their authority on various matters either by way of a resolution of Council or through a specific by-law. By-law (2013)-19529 regarding "Delegated authority with respect to a variety of routine administrative functions which are considered to

be minor in nature” is the principal reference related to Council’s existing delegations of authority under the purview of the Corporate Services Committee.

REPORT

The delegation of authority from Council contributes to the efficient management of the City while still adhering to the principles of accountability and transparency. The following is a summary of the actions taken by Corporate Services staff in 2015 with respect to authority delegated by Council.

By-law (2013)-19529		
Schedule “B” Software Licensing Agreements	Company Name	Maintenance & Updates - Coverage
<u>Delegate:</u> <i>General Manager Technology & Innovation</i>	The Active Networks	Class Software (Program Registration/FacilitiesBooking) and Payment Manager. Yearly Maintenance. (Renewal)
	Dell	MS Select – 3 year from 2007 (RFP: MGS-RFP-MSLAR-2007)/ MS Select Agreement 75S61590. (Renewal)
	Cherwell	IT Service Management Software. Yearly Maintenance. (New)
	CSDC	Amanda System (Licensing, Building Permits, Planning). Yearly Maintenance. (Renewal)
	ESRI	GIS – Global Positioning Software Yearly Maintenance. (Renewal)
	Insight	Adobe Yearly Maintenance. (Renewal)
	Geoware Inc	Solid Waste – Weight and Scale Software. Yearly Maintenance. (Renewal)
	JBS – Jacobs Business Systems	Guelph Wellington EMS. Work Scheduling Software. Yearly Maintenance. (Renewal)
	Kronos	Time, Attendance, Scheduling and Payroll Software. Yearly Maintenance. (Renewal)
	Mid-Range	Reports Now Software (JDE and AMANDA Reporting utility) (Renewal)
	Oracle	Oracle Database Support and Licensing (Renewal)
	Oracle – ECM	Oracle Document Management Utility Yearly Maintenance and Support. (Renewal)
	Oracle - JDE	Oracle Financial, Human Resource and Payroll Software. Yearly Maintenance and Support. (Renewal)
	Oracle Utilities and WAM	Oracle Procurement and Work and Asset Management Software. Yearly Maintenance and Support. (Renewal)
	Oracle – Global Knowledge	Oracle Education and Training Utility Yearly Maintenance and Support. (Renewal)
	Parksmart	Parking Ticket Software. Yearly Maintenance.
Q Software	JDE Security Management	

		Yearly Maintenance and Support. (Renewal)	
	Quest Software	Oracle advanced database and application Utility. Yearly Maintenance and Support. (Renewal)	
	Salesforce.com	CRMS – Customer Management - Application Service Provider (Economic Development) Yearly Maintenance and Support. (Renewal)	
	Schedule Masters	Transit Scheduling Software Yearly Maintenance and Support. (Renewal)	
	Solialmentum	Mindmixer – 5 Year Subscription Fee. (New)	
	Solid CAD	Engineering CAD Software support. Yearly Maintenance. (New)	
	Solution Q	Eclipse Project Management and Resource Tracking system Yearly Maintenance. (Renewal)	
	Team Cain	JD Edwards - Form creation Utility Yearly Maintenance. (Renewal)	
	Tix Hub	Ticket Software (Riverrun) Yearly Maintenance and Support. (Renewal)	
	Soft Choice Corp	Telephone System Software and Utilities. Yearly Maintenance. (Renewal)	
	Vailtech	JD Edwards Tax Software – Support (Renewal)	
	Vertex	JD Edwards Payroll Utility. (Renewal)	
	Interdev iMedic	Guelph Wellington e-Patient Care Recording-Reporting System. (Renewal)	
Schedule “E” Committee of Adjustment Agreement Approvals Under the Planning Act	Application Number	Property	Agreement
<i>Delegate: City Clerk</i>			
<i>Consents</i>	B-10/14	39 Wheeler Avenue	Storm Sewer
	B-10/14	39 Wheeler Avenue	Development
	B-7/14	196 Grove Street	Storm Sewer
	B-7/14	196 Grove Street	Development
	B-30/13 to B-33/13	170-178 Elizabeth Street	Development
	B-30/13 to B-33/13	170-178 Elizabeth Street	Storm Sewer
	B-20/14	15 Armstrong Avenue	Development
	B-20/14	15 Armstrong Avenue	Storm Sewer
	B-1/15	55 Law Drive	Development
	B-2/15	52 Law Drive	Development
Schedule “M” Community Festivals & Special Occasion permits	Event	Location	Date
	Sacred Heart Annual Outdoor Parish Bazaar	Sacred Heart School 125 Huron Street	June 26, 27
	Guelph Horseshoe Club Tournament	Guelph Legion, 57 Watson Pkwy S.	Aug 28-30

<u>Delegate:</u> <i>City Clerk</i>	and Scottish Festival		
	Wellington County Brewery 30 th Anniversary celebration	Wellington County Brewery 950 Woodlawn Road West	Sept 25-27
Schedule "P" Tax Write Offs <u>Delegate:</u> <i>Manager of Taxation & Revenue</i> <i>Definitions:</i> Became Exempt - Property now Exempt from taxation due to ownership or occupancy change Gross/Manifest Error - A clerical or factual error in nature in the return of the assessment roll Property Class Change- Change in use of property from a higher to lower tax class; example: Commercial to Residential Razed by Fire/Demolition - Structure damaged by fire/demolition or otherwise Swimming Pool Removed - Removal of or filling in of Swimming Pool	Address	Reason	\$Amount
	2 DEERPATH DR	Razed by Fire/Demolition	-4,594.89
	172 NISKA RD	Razed by Fire/Demolition	-830.71
	221 ELMIRA RD S	Became Exempt	-6,053.41
	279 STEPHANIE DR	Became Exempt	-4,434.94
	614 SILVERCREEK PKY N	Became Exempt	-2,042.87
	501 IMPERIAL RD N	Became Exempt	-9,557.56
	111 HADATI RD	Razed by Fire/Demolition	-15.07
	48 CAMM CRES	Gross/Manifest Error	-288.87
	67 JEFFREY DR	Became Exempt	-94.42
	510 STARWOOD DR	Became Exempt	-183.75
	518 STARWOOD DR	Became Exempt	-1,218.25
	595 WATSON PKY N	Became Exempt	-38,954.08
	178 ELIZABETH ST	Razed by Fire/Demolition	-2,828.48
	8-16 MACDONELL ST	Property Class Change	-5,054.43
	186 GOODWIN DR	Property Class Change	-207.29
	9 VALLEY RD	Property Class Change	-419.68
	186 SAMUEL DR	Property Class Change	-376.17
	33 YARMOUTH ST	Property Class Change	-1,368.62
	604 SILVERCREEK PKY N	Property Class Change	-347.75
	223 SUFFOLK ST W	Razed by Fire/Demolition	-330.52
	194 EDINBURGH RD N	Razed by Fire/Demolition	-913.94
	60 DEAN AVE	Razed by Fire/Demolition	-858.34
	123 DAWN AVE	Razed by Fire/Demolition	-675.23
	20 DURHAM ST	Gross/Manifest Error	-266.66
	70 UPLANDS PL	Swimming Pool Removed	-38.46
	46 DRONE CRES	Became Exempt	-954.31
	48 CAMM CRES	Gross/Manifest Error	-60.98
29-37 YARMOUTH ST	Razed by Fire/Demolition	-11,076.72	
0 STARWOOD DR	Became Exempt	-2,633.76	
1 STARWOOD DR	Became Exempt	-44,744.73	
46 HILL TRAIL	Gross/Manifest Error	-307.48	
Schedule "AA" Section 9 – Provincial Offences Court <u>Delegate:</u> <i>Manager of Court Services</i>	Agreement Description		\$Amount
	Equifax Canada Co. - for credit reporting services related to fine collection		\$615.00
	Teranet Real Estate Information Solutions - for GoeWarehouse property information service related to fine collection		\$3,295.00
	Province of Ontario- Ministry of Transportation -for driver information related to fine collection		\$0.00
	Regional Municipality of Niagara - for Court Administration Management System related to fine collection		\$1,800.00
	Quick Connect – for automated telephone call system related to fine collection		\$163.00

	Spacesavers Inc. – for data entry service related to the upload of Provincial Offence Notice data to the provincial database for fine collection	\$5372.00
	DATA Group of Companies – for preparation of legislated Notices of Fine and Due Date for provincial offence cases (joint procurement with other municipalities)	\$9474.57
	DATA Group of Companies – for printing of Provincial Offence Notice ticket books and court forms (joint procurement with other municipalities)	\$1070.35
Schedule “CC” Municipal Freedom of Information and Protection of Privacy Act <u>Delegate:</u> <i>The City Clerk or a designate</i>	Description	Amount
	Number of Freedom of Information (FOI) requests processed	157
	Number of FOI requests processed in the initial 30 timeline	152
	Number of FOI requests processed with an extended timeline	5
	Number of appeals received from the Information and Privacy Commissioner (IPC) of Ontario & processed	0
	Number of privacy complaints received from the IPC and resolved	1
	Number of privacy complaints received from the IPC and are ongoing	1

CORPORATE STRATEGIC PLAN

- Organizational Excellence: 1.3 Build robust systems, structures and frameworks aligned to strategy
- Innovation in Local Government: 2.3 Ensure accountability, transparency and engagement

DEPARTMENTAL CONSULTATION

Corporate Services staff taking action with respect to a delegated authority in 2015 were canvassed in the preparation of the report. Corporate Services continues to work with staff to capture and document this ongoing action as well as to pursue further opportunities for delegated authority where appropriate.

COMMUNICATIONS

Information regarding the Delegation of Authority policy is available from the City's "[Accountability and Transparency](#)" webpage.

Prepared By:

Tina Agnello
Deputy City Clerk

"signed by Stephen O'Brien"

Reviewed By:

Stephen O'Brien
City Clerk
Corporate Services
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519 822-1260 X 5644

"signed by Tara Sprigg, Acting"

Recommended By:

Mark Amorosi
Deputy Chief Administrative
Officer
Corporate Services
mark.amorosi@guelph.ca
519 822-1260 X 2281

STAFF REPORT



TO Corporate Services Committee

SERVICE AREA Corporate Services

DATE March 3, 2016

SUBJECT Outstanding Motions of the Corporate Services Committee

REPORT NUMBER **CS-2016-13**

EXECUTIVE SUMMARY

PURPOSE OF REPORT

To advise the Corporate Services Committee of the status of all outstanding Committee resolutions pertaining to Corporate Services.

KEY FINDINGS

Staff are continuing to plan work required to address outstanding motions previously passed by the Committee.

Staff have reviewed all outstanding motions and have provided updated as applicable.

FINANCIAL IMPLICATIONS

None

ACTION REQUIRED

To be advised of the status/timing of all outstanding Corporate Services Committee motions pertaining to Corporate Services and to update the outstanding motion list.

RECOMMENDATION

That the report dated March 3, 2016, regarding outstanding motions of the Corporate Services Committee, be received; and

That it items marked completed be removed; and

That the item:

Dec. 5/13 Council	That Finance & Enterprise staff conduct a comprehensive review of the City's strategic real estate needs and report back in Q2 2014 with a policy framework supporting the creation and administration of a Strategic Real Estate Reserve.
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be referred to Deputy CAO, Infrastructure, Development and Enterprise Services to report to IDE Committee.

STAFF REPORT

BACKGROUND

For some time, with input from the Clerk's Department, a record of outstanding motions of Committee has been maintained. The Executive Team has decided to bring to each Committee of Council an update of all outstanding motions. The biannual report may include recommendations, where appropriate, to eliminate from the list any outstanding motions that may no longer be of priority to the Committee.

REPORT

Included for information is the outstanding motion for the Corporate Services Committee, including the status of the work and the timing, when available, for when the work may be completed.

Date	Resolution	Lead	Status
Corporate Services			
May 25, 2009	AND THAT staff report back on the financial impact of the final decision of the appeal to ascertain Council's commitment to offset the impact on staff. (Canada Revenue Agency)	Human Resources	Ongoing report scheduled for early May 2016
Dec 5, 2013 Council	That the Chief Administrative Officer report back to the Corporate Administration, Finance & Enterprise Committee with a review of the value of introducing additional zero-base budgeting processes.	Finance	Completed CS-2015-71
Dec 5, 2013 Council	That the Chief Administrative Officer report back to the Corporate Administration, Finance & Enterprise Committee regarding the incorporate of a productivity/continuous improvement measure into the budget formula.	Finance	Completed CS-2015-46
Dec. 5/13 Council	That Finance & Enterprise staff conduct a comprehensive review of the City's strategic real estate needs and report back in Q2 2014 with a policy framework supporting the creation and administration of a Strategic Real Estate Reserve.		Referred to IDE Committee
May 26/14 Council	AUD-2014.11 Internal Audit Report – Legal & Realty Services Follow Up Audit 1. That the Governance Committee address the lack of policy to ensure internal audit results are tabled with the appropriate standing committee of Council. 2. That the Legal & Realty Services Follow Up Audit be referred to the Corporate Administration, Finance & Enterprise Committee to consider the status of the recommendations. 3. That future budgets identify any projects related to an internal audit recommendation that are not being recommended for funding.	Audit Legal Finance	Completed Addressed - Council Report in 2015 To be completed Q2 2016 Completed – Integrated as part of 2016 budget process
July 7, 2014	That staff be directed to create a corporate policy regulating advertisements on city assets consistent with current applicable provincial and federal legislation, and in line with the <i>Canadian Code of Advertising Standards</i> as created and administered by Advertising Standards Canada	Communications	Q1 – 2016 target completion date
Nov. 23/15 Council	CS-2015.41 Property Tax Policy – Tax Ratios That once the 2017-2020 four year phase in assessment cycle is finalized in 2016 staff bring forward a report analyzing tax shifts and seeking tax policy direction.	Finance	Dependent on receipt of data from MPAC, committee report in late in 2016.

STAFF REPORT



CORPORATE STRATEGIC PLAN

Innovation in Local Government

2.3 Ensure accountability, transparency and engagement.

DEPARTMENTAL CONSULTATION

Corporate Services – Clerks Department, Finance Department

COMMUNICATIONS

N/A

ATTACHMENTS

None

Prepared by

Mary Stoddart,
Executive Assistant

A handwritten signature in cursive script that reads "Mark Amorosi".

Approved and Recommended By

Mark Amorosi, Deputy CAO

Corporate Services

519.822.1260 ext 2281

Mark.Amorosi@guelph.ca