



**The Corporation of the City of Guelph
Corporate Administration, Finance and Enterprise Committee
Monday March 11, 2013 at 5:30 p.m.**

Attendance

Members: Chair Hofland, Mayor Farbridge, Councillors Kovach, Laidlaw and Wettstein

Councillors: Councillors Bell, Findlay, Furfaro and Van Hellemond

Staff: Mr. A. Horsman, Executive Director, Finance & Enterprise/Treasurer; Mr. M. Amorosi, Executive Director, Corporate & Human Resources; Mr. B. Labelle, City Clerk; and Ms. D. Black, Council Committee Coordinator

Call to Order (5:30 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 Mayor Farbridge
Seconded by Councillor Kovach

That the open and closed meeting minutes of the Corporate Administration, Finance and Enterprise Committee held on February 11, 2013 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted from Corporate Administration, Finance and Enterprise Committee March 11, 2013 Consent Agenda:

- | | |
|--------------------|---|
| CAFE-2013.3 | Development Charge Exemption Policy |
| CAFE-2013.4 | Capital Renewal Reserve Fund |
| CAFE-2013.5 | Property Tax Receivables and Collections |
| CAFE-2013.7 | 2012 Delegation of Authority Report |

Balance of Consent Items

2. Moved by Mayor Farbridge
Seconded by Councillor Laidlaw

That the balance of the Corporate Administration, Finance and Enterprise Committee March 11, 2013 Consent Agenda, as identified below, be adopted:

CAFE-2013.6 Renegotiation of the Elliott Promissory Note Agreement

1. That Report FIN-13-07 "Renegotiation of The Elliott Promissory Note Agreement" be approved;
2. That Council authorizes the Treasurer to renegotiate the Promissory Note Agreement in accordance with the terms as outlined in the staff recommended option and with the direction that all reissuance costs incurred in 2011 be recovered.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Extracted Consent Items

CAFE-2013.3 Development Charge Exemption Policy

Mr. A. Horsman, Executive Director, Finance and Enterprise provided a synopsis of the Development Charge Exemption Policy.

Questions about timing of exemptions, operating dollars of the reserve and budget contributions for 2012 and 2013 were raised.

3. Moved by Mayor Farbridge
Seconded by Councillor Wettstein

1. That the Development Charge Exemption Policy report FIN-13-10 dated March 11, 2013, be received;
2. That the Development Charge Exemption Policy, attached as Appendix 1 to report FIN-13-10, be approved and adopted by by-law.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

CAFE-2013.4 Capital Renewal Reserve Fund

Mr. A. Horsman, Executive Director, Finance and Enterprise provided a summary of the Capital Renewal Reserve Fund.

Staff provided clarification of eligible projects for the capital renewal reserve fund and said funds would be from the disposition of significant assets and not from the operating budget.

4. Moved by Mayor Farbridge
Seconded by Councillor Laidlaw

1. That the Capital Renewal Reserve Fund report FIN-13009 dated March 11, 2013, be received.
2. That the Capital Renewal Reserve Fund Policy, attached as Appendix 1 to report FIN-13-09, be approved and adopted by by-law.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

CAFE-2013.5 Property Tax Receivables and Collections

Members commended staff for the noted increase in collected tax receivables. Staff advised collection arrangements for the majority of properties eligible for registration for tax arrears have been completed.

5. Moved by Councillor Kovach
Seconded by Mayor Farbridge

That Finance Report FIN-13-08 dated March 11, 2013 be received for information.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

CAFE-2013.7 2012 Delegation of Authority Report

Mr. M. Amorosi, Executive Director, Corporate & Human Resources, said the reporting process with respect to Delegation of Authority from Council has been modified as annual reports will now be presented to each respective Standing Committee.

6. Moved by Councillor Kovach
Seconded by Mayor Farbridge

That the report dated March 11, 2013 entitled "2012 Delegation of Authority Report" with respect to delegated authority under the purview of Corporate and Human Resources and Finance and Enterprise Services be received.

VOTING IN FAVOUR: Mayor Farbridge, Councillors Hofland, Kovach, Laidlaw and Wettstein (5)
VOTING AGAINST: (0)

CARRIED

Review of Draft Meeting Flow Guide

This item was added to the agenda at at the leave of the Committee.

The Committee reviewed and provided feedback on a draft meeting flow guide developed in accordance with the recently established Standing Committee Terms of Reference.

Adjournment (6:13 p.m.)

7. Moved by Councilor Kovach
Seconded by Mayor Farbridge

That the March 11, 2013 meeting of the Corporate Administration, Finance and Enterprise Committee be adjourned.

CARRIED

Blair Labelle - City Clerk