



**The Corporation of the City of Guelph
Corporate Administration, Finance and Enterprise Committee
Monday April 7, 2014 at 5:30 p.m.**

Attendance

Members:	Chair Hofland Councillor Laidlaw	Councillor Kovach
Absent:	Mayor Farbridge	Councillor Burcher
Councillors	Councillor Bell Councillor Furfaro	Councillor Piper Councillor Wettstein
Staff:	Mr. M. Amorosi, Executive Director, Corporate & Human Resources Mr. A. Horsman, Executive Director, Finance & Enterprise/Chief Financial Officer Mr. B. Labelle, City Clerk Mr. D. Lubitz, Manager Corporate Applications Mr. Sc. Worsfold, Deputy City Solicitor Ms. T. Agnello, Deputy Clerk Ms. J. Sweeney, 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 Councillor Kovach
Seconded by Councillor Laidlaw

That the open meeting minutes of the Corporate Administration, Finance and Enterprise Committee held on March 3, 2014 be confirmed as recorded.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

CAFE-2014.8 Fair Trade town Status Proposal

- CAFE-2014.9 Legal and Realty Services Annual Report**
- CAFE-2104.10 Annual Report – Information Technology**
- CAFE-2104.11 Annual Report – Clerk’s Department**
- CAFE-2014.12 150-152 Wellington Street East – Downtown Guelph Community Improvement Plan (DGCIIP) – Major Downtown Activation Grant (MDAG) Request**
- CAFE-2104.17 2013 Investment Performance Report**

Balance of Consent Items

- 2. Moved by Councillor Laidlaw
 Seconded by Councillor Kovach

That the balance of the Corporate Administration, Finance and Enterprise Committee April 7, 2014 Consent Agenda, as identified below, be adopted:

CAFE-2014.13 2013 Delegation of Authority Report

- 1. That the report dated April 7, 2014 entitled “2013 Delegation of Authority Report” with respect to delegated authority under the purview of the Corporate Administration, Finance and Enterprise Committee be received.

CAFE-2014.14 2014 Property Tax Policy

- 1. That the 2014 City of Guelph Property Tax Policies as set out in Schedule 1 be approved.
- 2. That the following tax policies be incorporated into the tax ratio, tax rate and capping by-laws and submitted to Council on April 28, 2014:
 - a) That the multi-residential ratio be reduced from 2.1239 to 2.0819;
 - b) That the industrial tax ratio be reduced from 2.5237 to 2.4174;
 - c) That all other class ratios and vacancy discounts remain the same as 2013;
 - d) That the capping parameters used for 2013 be adopted for 2014 (as outlined on Appendix A); and
 - e) That all other tax policies, including optional property classes, graduated tax rates, relief to charities, low income and disabled persons (as detailed in Schedule 1 to Report FIN-14-15) remain the same as 2013.

CAFE-2104.15 2013 Year End Capital Budget Monitoring Report

- 1. That FIN-14-20 “2013 Year End Capital Budget Monitoring Report” be received.

CAFE-2014.16 2013 DC Background Study Update: Capital Budget Funding Reallocation

- 1. That report FIN-14-18 2013 Development Charges Background Study Update – Capital Budget Funding Reallocation dated April 7th, 2014 be received.

2. That Council approve the refinancing of the approved 2013 and 2014 tax-supported and non-tax supported capital budgets so that they align with the Council approved 2013 Development Charges Background Study.
3. That Council receive for information, the 2015-2023 Capital Forecast that was previously received by Council at the meeting of December 5, 2013.

CAFE-2014.18 2013 Preliminary Operating Variance Report (Unaudited)

That report FIN-14-16 "Preliminary Operating Variance Report" be received for information.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

Extracted Items

CAFE-2014.8 Fair Trade Town Status Proposal

Mr. Chris Proctor and Ms. Sarah Martin were present on behalf of Fair Trade Guelph and highlighted what Fair Trade is. They requested that the City pass a resolution in support of Fair Trade, purchase Fair Trade coffee, tea and sugar for all meetings/events at City Hall managed by the City and allocate Fair Trade responsibilities to a member of staff or committee to ensure commitment to Fair Trade status and to liaise with Fair Trade Guelph.

3. Moved by Councillor Laidlaw
Seconded by Councillor Kovach

1. That Guelph City Council supports in principle Fair Trade Guelph's efforts for Guelph to achieve Fair Trade Town Status with Fair Trade Canada.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

CAFE-2014.9 Legal and Realty Services Annual Report

Mr. Mark Amorosi, Executive Director Corporate & Human Resources introduced the annual reports for Legal & Realty Services, Information Technology and Clerk's.

Mr. Scott Worsfold, Deputy City Solicitor provided an overview of the services provided by Legal and Realty Services. He highlighted the dashboard and scorecard.

4. Moved by Councillor Kovach
Seconded by Councillor Laidlaw

1. That the Legal and Realty Services 2013 Annual Report be received for information.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

CAFE-2014.10 Annual Report – Information Technology

Mr. Dan Lubitz, Manager Corporate Applications highlighted the changes in 2013 with respect to the new operations framework (COBIT 5) and the key performance indicators.

5. Moved by Councillor Kovach
 Seconded by Councillor Laidlaw

1. That the Information Technology 2013 Annual Report be received for information.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

CAFE-2104.11 Annual Report – Clerk’s Department

Mr. Blair Labelle, City Clerk highlighted the 2013 accomplishments and the 2014 next steps with respect to Records & Information Management Program; Access and Privacy Program; Open Government Action Plan; 2014 Municipal and School Board Elections; and additional projects to be commended in 2014.

6. Moved by Councillor Kovach
 Seconded by Councillor Laidlaw

1. That the Clerk’s Department 2013 Annual Report be received for information.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

CAFE-2014.12 150-152 Wellington Street East – Downtown Guelph Community Improvement Plan (DGCIP) – Major Downtown Activation Grant (MDAG) Request

Discussion ensued relating to the IMICO property and funds available for its remediation.

Councillor Hofland stepped down from the Chair for the purpose of seconding and voting on this motion and Councillor Kovach assumed the Chair.

7. Moved by Councillor Laidlaw
 Seconded by Councillor Hofland

That the following staff recommendation with respect to 150-152 Wellington Street East – Downtown Guelph Community Improvement Plan (DGCIP) and Mayor Downtown Activation Grant (MDAG) Request, be referred to Council:

1. That \$2,801,339 of Brownfield TIBG Reserve Funds be reallocated to the Downtown TIBG Reserve Funds.

2. That \$1,838,870 of the Heritage Redevelopment Reserve TIBG Funds be reallocated to the Downtown TIBG Reserve Funds.
3. That the application by 150 Wellington Guelph Limited for a Tax Increment-Based Grant pursuant to the Downtown Guelph Community Improvement Plan and applying to 150-152 Wellington Street East, be approved with an upset limit of \$4,640,209.
4. That the remaining TIBG funds be directed to the Heritage Redevelopment Reserve.
5. That staff be directed to finalize Downtown Tax Increment-Based Grant agreements between the City and 150 Wellington Guelph Limited, or any subsequent owner, as described in this report to the satisfaction of the Corporate Manager, Downtown Renewal; the City Solicitor; and the City Treasurer.
6. That the Mayor and Clerk be authorized to execute the agreements.

VOTING IN FAVOUR: Councillors Hofland and Laidlaw (2)

VOTING AGAINST: Councillor Kovach (1)

CARRIED

Councillor Hofland resumed the Chair.

CAFE-2104.17 2013 Investment Performance Report

8. Moved by Councillor Kovach
Seconded by Councillor Laidlaw

1. That Report FIN-14-14 "2013 Investment Performance Report" be received.

VOTING IN FAVOUR: Councillors Hofland, Kovach and Laidlaw (3)

VOTING AGAINST: (0)

CARRIED

Staff Updates and Announcements

There were no staff updates or announcements.

Adjournment (7:45 p.m.)

9. Moved by Councillor Laidlaw
Seconded by Councillor Kovach

That the meeting be adjourned.

CARRIED

Tina Agnello – Deputy Clerk