

**The Corporation of the City of Guelph
Corporate Administration, Finance, and Emergency Services
Committee
Monday, June 13, 2011, 5:00 p.m.**

A meeting of the Corporate Administration, Finance and Emergency Services Committee was held on June 13, 2011 in the Council Chambers at 5:00 p.m.

Present: Councillors Hofland, Dennis, Kovach, Wettstein and Mayor Farbridge

Also Present: Councillors Bell, Findlay, Furfaro, Guthrie and Van Hellemond

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Mr. M Amorosi, Executive Director, Corporate and Human Resources, Ms. D. Jaques, General Manager Legal Services and City Solicitor; Ms. T. Agnello, Acting City Clerk; and Ms D. Black, Assistant Council Committee Co-ordinator

There was no disclosure of pecuniary interest.

1. Moved by Mayor Farbridge
Seconded by Councillor Dennis

THAT the minutes of the Corporate Administration, Finance and Emergency Services Committee meeting held on May 9, 2011 be confirmed as recorded and without being read.

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

VOTING AGAINST: (0)

Carried

2. Moved by Councillor Dennis
Seconded by Mayor Farbridge

THAT the Corporate Administration, Finance & Emergency Services Committee now hold a meeting that is closed to the public with respect to:

Proposed Sale of Land

S. 239 (2) (c) Proposed or pending acquisition or disposition of land.

Lease Agreement

S. 239 (2) (c) Proposed or pending acquisition or disposition of land.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach, Wettstein

and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

A meeting of the Corporate Administration, Finance and Emergency Services Committee closed to the public.

Mr. M. Amorosi
Ms. D. Jaques

1. Moved by Councillor Kovach
Seconded by Mayor Farbridge
THAT the report of the Manager of Realty Services dated June 13, 2011 be received for information.

Carried

Mr. M. Amorosi
Ms. D. Jaques

2. Moved by Councillor Dennis
Seconded by Councillor Wettstein
THAT the report of the Manager of Realty Services dated June 13, 2011, be received for information.

Carried

The meeting reconvened in public session at 5:10 p.m.

Consent Agenda

The following items were extracted from Corporate Administration, Finance & Emergency Services Committee June 13, 2011 Consent Agenda:

- CAFES-2011 A.20 Lawn Bowling License Agreement
- CAFES-2011 A.23 Tourism Services – Information on New Website Tools
- CAFES-2011 A.26 2010 Development Charge Reserve Fund Statement
- CAFES-2011 A.27 2010 Operating Budget Variance Report as at December 21, 2010
- CAFES-2011 A.28 Lease Agreement – Kidsability Centre for Child Development – West End Community Centre

1. Moved by Councillor Kovach
Seconded by Councillor Dennis
THAT the balance of the Corporate Administration, Finance & Emergency Services Committee June 13, 2011 Consent Agenda, as identified below, be adopted:

- a) **Joint Emergency Preparedness Program Grant**

Mr. S. Armstrong

THAT the report dated June 13, 2011 with respect to Joint Emergency Preparedness Program (JEPP) grants, be received for information.

Mr. S. Armstrong

- b) **Evacuation Exercise**
THAT the report dated June 13, 2011 with respect to an evacuation exercise, be received for information.

REPORT

- c) **Lease Agreement – The Guelph Humane Society**
THAT the Mayor and Clerk be authorized to execute a lease agreement between the City and The Guelph Humane Society Incorporated for use of part of the land and building located at 500 Wellington Street West as outlined in the report of the Manager of Realty Services dated June 13, 2011 and subject to the final form and terms of the lease being satisfactory to the City Solicitor.

REPORT

- d) **Proposed Sale of Land and Easement Tricar Developments Inc.**
THAT the Mayor and Clerk be authorized to execute an Offer to Purchase and Agreement of Purchase and Sale between Tricar Developments Inc. (for a company to be incorporated) for the lands and easement as outlined in the report of the Manager of Realty Services dated June 13, 2011;

AND THAT staff be authorized to proceed to take all steps necessary to stop-up and close part of Priory Street and bring forward a by-law for Council’s consideration.

Ms. S. Aram

- e) **2010 Capital Project Activity**
THAT Finance Report FIN-11-24 dated June 13, 2011 entitled “2010 Capital Project Activity”, be received for information purposes only.

Ms. S. Aram

- f) **2012 Budget Schedule**
THAT Finance Report FIN-11-22 dated June 13, 2011 with respect to the 2012 Budget Scheduled, be received for information purposes only.

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

VOTING AGAINST: (0)

Carried

Lawn Bowling License Agreement

Mr. Stephen Brancier, co-president of Guelph Lawn Bowling Club provided a brief history of the lawn bowling club and stated the club is at risk due to the lack of funds to maintain the property. He requested \$15,000 a year and a license agreement be renewed through to December 31, 2010.

REPORT

3. Moved by Councillor Kovach
Seconded by Mayor Farbridge

THAT the Mayor and Clerk be authorized to execute a License Agreement between the City and the Guelph Lawn Bowling Club for use of part of the lands comprising Royal City Park, subject to the form and content of the License Agreement being satisfactory to the Manager of Realty Services, the General Manager of Park Maintenance and Development, and the General Manager of Parks and Recreation Programming & Facilities;

AND THAT the Guelph Lawn Bowling Club be funded in the amount of \$12,000 from the 2011 Parks Maintenance Operating Budget.

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

VOTING AGAINST: (0)

Carried

Lease Agreement – Kidsability Centre for Child Development – West End Community Centre

REPORT

4. Moved by Councillor Kovach
Seconded by Mayor Farbridge

THAT the Mayor and Clerk be authorized to execute a Lease Agreement between the City and Kidsability Centre for Child Development space in the West End Community Centre as outlined in the report of the Manager of Realty Services dated June 13, 2011.

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

VOTING AGAINST: (0)

Carried

Tourism Services – Information on New Website Tools

Ms. Sue Trerise, Senior Business Development, provided a demonstration of the features and tools available on the Guelph and Wellington tourism website.

Mr. P. Cartwright

5. Moved by Councillor Dennis
Seconded by Councillor Kovach

THAT the report of the General Manager of Economic Development & Tourism dated June 13, 2011 titled 'Tourism Services – Information on New Website Tools', be received for information.

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

VOTING AGAINST: (0)

Carried

2010 Development Charge Reserve Fund Statement

Ms. Sarah Purton, Senior Corporate Analyst – Budgets, provided a summary of the 2010 Development Charge Reserve Fund.

Ms. S. Aram

6. Moved by Councillor Dennis
Seconded by Councillor Wettstein

THAT Finance Report FIN-11-25 dated June 13, 2011 entitled "2010 Development Charge Reserve Fund Statement", be received for information purposes only.

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

VOTING AGAINST: (0)

Carried

2010 Operating Budget Variance Report as at December 31, 2010

Ms. Peggy Tollett, Senior Corporate Analyst – Financial Planning proved an overview of the 2010 Operating Budget Variance Report as December 31, 2010. She outlined the staff recommendations for the tax supported surplus and user pay surplus.

Ms. S. Aram

7. Moved by Councillor Kovach
Seconded by Mayor Farbridge

THAT staff be directed to report back regarding the City's MPAC submissions and their results.

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

VOTING AGAINST: (0)

Carried

REPORT

8. Moved by Mayor Farbridge
Seconded by Councillor Dennis

THAT the Finance report dated June 13, 2011 entitled "2010 Operating Budget Variance Report as at December 31, 2010", be received;

AND THAT staff be authorized to transfer the year end surplus amounts to reserves/reserve funds as outlined below:

Tax Supported Surplus of \$1,539,039

- \$249,223 be allocated to the Police Relocation reserve
- \$74,029 be allocated to the Library Relocation reserve
- \$300,000 be allocated to the Ontario Municipal Board (OMB) Reserve
- \$300,000 be allocated to the Insurance Reserve
- \$300,000 be allocated to the Operating Contingency Reserve (for unexpected operating impacts such as dramatic energy price variations or severe weather conditions)
- \$315,787 be allocated to the Rate Stabilization Reserve

User Pay Surplus of \$1,705,498

- Water surplus of \$1,038,059 with \$400,000 allocated to the Water Rate Stabilization Reserve and \$638,059 be allocated to the Water Capital Reserve Fund
- Wastewater surplus of \$667,439 be allocated to the Wastewater Capital Reserve Fund.

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

VOTING AGAINST: (0)

Carried

The meeting adjourned at 6:43 p.m.

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Chairperson