

**The Corporation of the City of Guelph
Corporate Administration, Finance, and Emergency Services
Committee
Monday July 11, 2011, 5:00 p.m.**

A meeting of the Corporate Administration, Finance and Emergency Services Committee was held on Monday July 11, 2011 in the Council Chambers at 5:00 p.m.

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

Also Present: Councillors Bell, Findlay and Furfaro

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Mr. M. Amorosi, Executive Director of Corporate & Human Resources; Ms. A. Pappert, Executive Director of Community & Social Services; Mr. D. McCaughan, Executive Director of Operations & Transit; Ms. S. Aram, Acting Treasurer; Ms. T. Agnello, Acting Clerk; and Ms. J. Sweeney, Council Committee Co-ordinator

Councillor Wettstein declared a possible pecuniary interest with regards to the Letter of Credit Policy because he sits on the Board of a major financial institution and did not discuss or vote on the matter.

1. Moved by Councillor Dennis
Seconded by Mayor Farbridge

THAT the minutes of the Corporate Administration, Finance and Emergency Services Committee meeting held on June 13, 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

Consent Agenda

The following items were extracted from Corporate Administration, Finance & Emergency Services Committee July 11, 2011 Consent Agenda:

CAFES-2011 A.29 Letter of Credit Policy

CAFES-2011 A.30 General Operating and Capital Budget Policy

CAFES-2011 A.31 Impacts on the 2012 Budget

2. Moved by Councillor Kovach
Seconded by Councillor Dennis

THAT the balance of the Corporate Administration, Finance & Emergency Services Committee July 11, 2011 Consent Agenda, as identified below, be adopted:

a) **Business Licence By-law: Amendments**

REPORT

THAT a by-law to amend the business licensing by-law for the purpose of the following changes be forwarded to Council for approval:

- a. To change the name of the Appeals Committee from Finance, Administration and Corporate Services to Corporate Administration, Finance and Emergency Services Committee.
- b. To allow as an option to membership in an association, the acceptance of a diploma which includes as part of the curriculum a holistic modality, from an educational institution as recognized by the Ministry of Training, Colleges and Universities.
- c. To require that no Application for Inspections, Application for Business Licence and Application for Renewal be accepted unless overdue Provincial Offence fines pursuant to the Business Licensing By-law are paid or in a payment schedule.

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

VOTING AGAINST: (0)

Carried

Letter of Credit Policy

3. Moved by Mayor Farbridge
Seconded by Councillor Kovach

REPORT

THAT the Letter of Credit Policy, attached as Appendix 1, be approved and adopted by by-law.

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

VOTING AGAINST: (0)

Councillor Wettstein vacated his seat and did not vote or participate in discussion due to his declared possible pecuniary interest.

Carried

General Operating and Capital Budget Policy

Staff were requested to clarify Section 5.10.3 prior to going to Council.

REPORT

4. Moved by Mayor Farbridge
Seconded by Councillor Dennis
THAT the General Operating and Capital Budget Policy, attached as Appendix 2, be approved and adopted by by-law.

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

VOTING AGAINST: (0)

Carried

Impacts on the 2012 Budget

Staff were requested to change "Income & Employment Services" under Shared Services to read "Social Services".

REPORT

5. Moved by Mayor Farbridge
Seconded by Councillor Wettstein
THAT the report 'Impacts on the 2012 Budget' be received;

AND THAT City Council establish a budget guideline as part of the annual budget process;

AND THAT a 2012 guideline be set at 3% or less without using funding from the tax stabilization reserves and excluding any proposed expansions.

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

VOTING AGAINST: Kovach (1)

Carried

Councillor Furfaro's Notice of Motion re Promotion of Market Square Area

Mr. I. Panabaker

6. Moved by Councillor Wettstein
Seconded by Mayor Farbridge
THAT Councillor Furfaro's Notice of Motion which was passed by City Council July 4, 2011 be received and referred to staff.

July 11, 2011

VOTING IN FAVOUR: Councillors Hofland, Kovach, Wettstein and Mayor Farbridge (4)

VOTING AGAINST: Councillor Dennis (1)

Carried

Closed Meeting

7. Moved by Mayor Farbridge

Seconded by Councillor Wettstein

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

Citizen Appointments to the Downtown Coordinating Committee

Sec. 239(2)(b) Personal matters about identifiable individuals.

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

VOTING AGAINST: (0)

Carried

The remainder of the meeting was held in closed session.

8. Moved by Mayor Farbridge

Seconded by Councillor Kovach

THAT staff be given direction with respect to citizen appointments to the Downtown Coordinating Committee.

REPORT TO COUNCIL
IN CLOSED SESSION

Carried

The meeting adjourned at 6:05 p.m.

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Chairperson