

# Special City Council Meeting Agenda



**Consolidated as of December 1, 2017**

**Tuesday, December 5, 2017 – 2:00 p.m.**  
**Council Chambers, Guelph City Hall, 1 Carden Street**

Please turn off or place on non-audible all electronic devices during the meeting.

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Changes to the original agenda have been highlighted. Please note that changes to the order of items have also been made.

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**Open Meeting– 2:00 p.m.**

**Disclosure of Pecuniary Interest and General Nature Thereof**

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**Special Council - Council Deliberation and Approval of Tax Supported Operating Budget**

**CON-2017.50 2018 Tax Supported Operating Budget**  
(Referred from the November 8, 2017 Special Council Meeting – Presentation of the 2018 Tax Supported Operating Budget and the November 27, 2017 Council Meeting)  
**(presentation)**

**Recommendation:**

1. That the Executive Team recommended Tax-Supported Operating Budget, as amended, with a net levy requirement of \$231,356,303 or 1.74 per cent above the 2017 net tax levy operating budget be approved, including:
  - i. That the proposed user fees (Tab 9) be approved;
  - ii. A base operating budget, including reserve and reserve fund transfers (Tab 8), user fee increases, and assessment growth, totaling a net levy requirement of \$230,512,103 or 1.37 per cent above last year;
  - iii. That Non-Union compensation adjustment in the amount of \$465,595 be approved for 2018 to maintain Non-Union salaries at the 56.4<sup>th</sup> percentile of the City's comparator group; and

- iv. Impacts from other levels of government and regulatory compliance totaling a net levy requirement of \$844,200 or 0.37 per cent above last year.

That the following budget submissions be considered:

2. Local Board expansions totaling a net levy requirement of \$567,409 or 0.25 per cent;
3. City department budget expansions totaling a net levy requirement of \$3,194,028 or 1.40 per cent;
4. The 2018 Downtown Guelph Business Association budget with gross expenditures of \$655,410 and a total levy of \$605,000; and
5. An additional contribution towards the City's long-term goal of sustainable capital funding in the form of the Dedicated Infrastructure Levy of 1.00 per cent of the overall 2018 net levy.

**CON-2017.52            Budget Impacts per Ontario Regulations 284/09  
and Budget Public Sector Accounting Standards  
Reconciliation**

**Recommendation:**

That report CS-2017-80 Budget Impacts per Ontario Regulation 284/09 and Budget Public Sector Accounting Standards Reconciliation dated December 5, 2017 be approved.

**CON-2017.51            2018 Local Boards and Shared Services Budgets  
(Referred from the November 15, 2017 Special Council  
Meeting – Presentation of Local Boards and Shared Services  
Budgets)**

**Recommendation:**

That subject to the approval of the 2018 operating budget on December 5, 2017, a new reserve entitled Social Housing Contingency be created as outlined in report CS-2017-33 titled "2018 Local Boards and Shared Services Budgets" and reflected in Appendix A of the General Reserve and Reserve Fund Policy.

**By-laws**

Resolution to adopt the By-laws (Councillor Bell)

"That By-law Numbers (2017)-20231 to (2017)-20233, inclusive, are hereby passed."

(2017)-20231	A By-law to impose user fees or charges for services or activities relating to Public Services, Infrastructure, Development and Enterprise Services, Corporate Services and the Office of the Chief Administrative Officer.
(2017)-20232	A By-law to adopt the budget for all sums required during the year 2018 for the purposes of the Municipality of the City of Guelph.
(2017)-20233	A by-law to confirm the proceedings of the meeting of Guelph City Council held December 5, 2017.

## Adjournment



2018  
**recommended  
budget**

# Recommendation

1. That the Executive Team recommended Tax-Supported Operating Budget with a net levy requirement of \$231,356,303 or 1.74 per cent above the 2017 net tax levy operating budget be approved, including:
  - i. That the proposed user fees (Tab 9) be approved;
  - ii. A base operating budget, including reserve and reserve fund transfers (Tab 8), user fee increases, and assessment growth, totaling a net levy requirement of \$230,512,103 or 1.37 per cent above last year;
  - iii. That Non-Union compensation adjustment in the amount of \$465,595 be approved for 2018 to maintain Non-Union salaries at the 56.4<sup>th</sup> percentile of the City's comparator group;
  - iv. Impacts from other levels of government and regulatory compliance totaling a net levy requirement of \$844,200 or 0.37 per cent above last year;

# Councillor Intentions (Amendments)

- Expansions to ET recommended budget

# Amendment to Main Motion be considered

2. Local Board expansions totaling a net levy requirement of \$567,409 or 0.25 per cent.

# Amendment to Main Motion be considered

3. City department budget expansions totaling a net levy requirement of \$3,194,028 or 1.40 per cent.

# Expansions – Our People (Alphabetical order)

Expansion Request	Benefit	Risk	FTE	2017 investment	page
Career Path Program	Increases Employee engagement and retention	Reduce momentum gained on workforce planning, engagement and performance development	n/a	\$135,000	10-2
Corporate Recognition and Diversity & Inclusion Training	Support City obligations as an employer under the Human Rights Code and Accessibility Act	Exposure to legal action and human rights complaints	n/a	\$60,000	10-4
Council Training	Support Council training and attend municipal governance oriented conferences	Potentially undermines the Council being appropriately informed	n/a	\$9,050	10-6
Learning and Development Coordinator	Provide a coordinated systematic approach to corporate learning and development	Non-compliance with legislated training may increase health and safety issues and injuries	1	100,300	10-7

# Expansions – Our People (Alphabetical order continued)

Expansion Request	Benefit	Risk	FTE	2017 investment	page
WSIB Claims & Disability Coordinator	Optimization of absence management and return to work programs	Penalties from WSIB for late payments and filings, short term disability claims experience will continue to increase	1	\$100,300	10-9

# Expansions – Our Resources (Alphabetical order)

Expansion Request	Benefit	Risk	FTE	2017 investment	page
Analyst, Corporate Asset Management	Support improved asset management	Insufficient resources – asset management progress limited to current staffing capacity	1	\$123,900	10-12
Financial Analyst – Environmental Services	Development of tools and spreadsheet models to track and forecast complex revenues and expenditures	Financial Risk - delayed analysis in significant revenue forecasting shortfalls	1	\$117,500	10-15
Manager of Financial Strategy	Support organization in complex business decisions Alleviate capacity pressures related to strategic financial support	Delays critical process improvements and long-term financial plan work	1	\$158,900	10-17
Senior Purchasing Agent	Increase level of service and efficiencies by providing a dedicated purchasing agent for each service area	Delays in response times, with issuing RFPs and tenders, and with implementing purchasing audit recommendations	1	\$129,100	10-19

# Expansions – Our Services (Alphabetical order)

Program of work	Benefit	Risk	FTE	2017 investment	page
Affordable Housing Financial Incentive Program	Assist the city in the implementation of the Affordable Housing Strategy	May not address the affordable housing shortage as quickly as planned	n/a	\$322,900	10-21
Business Service Reviews	Provide industry specific expertise	Inability to meet deadlines	n/a	\$100,000	10-23
Internal Auditor	Will provide risk management, controls and governance processes recommendations	Unidentified potential risks may have significant financial, reputational and operational impact to the City	1	\$142,000	10-25
Multi-Residential Waste Collection	Expands collection service to Multi-Res properties	Negative impact on waste diversion rates	1	\$524,700	10-27
Paramedics – Additional Guelph Shift	Will increase service to one extra day shift in Guelph enabling quicker access to emergency medical and transport services	Will increase delays of responses to critically ill patient and reduce effectiveness of programs	4	\$399,200	10-29

# Expansions – Our Services (Alphabetical order continued)

Program of work	Benefit	Risk	FTE	2017 investment	page
Paramedics Field Superintendent	Increase capacity of supervisor coverage in the North zone	Increased health and safety risks and cause non-compliance with MOHLTC legislation	1	\$87,900	10-31
Parks Seasonal Staff Sportsfields and Trails	Maintains levels of service	Potential loss of revenue at sportsfields	n/a	\$46,878	10-33
Public Service Operators	Proper screening of all materials	receiving unacceptable materials	n/a	\$50,100	10-34
Security Guards	Proactive patrol and security response to city facilities /properties and allow Bylaw staff to focus on bylaw matters	Increased response times to Bylaw calls	2	\$49,500	10-36
Waste Collection Operator	Maintains level of service	loss of public confidence	1	\$78,800	10-38

# Expansions – Our Services (Alphabetical order continued)

Program of work	Benefit	Risk	FTE	2017 investment	page
Yard Waste Collection	Improves service levels and reduces wait times	increased traffic and wait times at the Public Drop Off	n/a	\$458,000	10-40

# Status Update

The 2018 property tax levy net of assessment growth is X.XX%

# Councillor Intentions (Amendments)

- Reductions

# Status Update

The 2018 property tax levy net of assessment growth is X.XX%

# Final Vote on Main Motion as Amended

# Recommendation

4. The 2018 Downtown Guelph Business Association budget with gross expenditures of \$655,410 and a total levy of \$605,000.
5. An additional contribution towards the City's long-term goal of sustainable capital funding in the form of the Dedicated Infrastructure Levy of 1 per cent of the overall 2018 net levy.

# Recommendation

6. That report CS-2017-80 Budget Impacts per Ontario Regulation 284/09 and Budget Public Sector Accounting Standards Reconciliation dated December 5, 2017 be approved.
7. That subject to the approval of the 2018 operating budget on December 5, 2017, a new reserve entitled Social Housing Contingency be created as outlined in report CS-2017-33 titled "2018 Local Boards and Shared Services Budget" and reflected in Appendix A of the General Reserve and Reserve Fund Policy.

# Recommendation

## 8. Resolution to adopt the By-laws (Councillor Bell)

“That By-law Numbers (2017)-20231 to (2017)-20233, inclusive, are hereby passed.”



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