



**Minutes of Committee of the Whole Meeting  
Held in the Council Chambers, Guelph City Hall on  
February 4, 2019 at 2:13 p.m.**

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**Attendance**

Council: Mayor Guthrie  
Councillor P. Allt  
Councillor B. Bell  
Councillor C. Billings  
Councillor C. Downer  
Councillor R. Goller  
Councillor J. Gordon  
Councillor J. Hofland  
Councillor M. MacKinnon  
Councillor D. O'Rourke  
Councillor L. Piper  
Councillor M. Salisbury

Absent: Councillor D. Gibson

Staff: Ms. C. Clack, Deputy CAO, Public Services  
Mr. T. Lee, Deputy CAO, Corporate Services  
Ms. T. Baker, General Manager, Finance/City Treasurer  
Ms. H. Flaherty, General Manager, Parks and Recreation  
Ms. K. Newland, Manager, Finance Client Services  
Ms. J. Surgeoner, Manager, Financial Reporting and Accounting  
Mr. E. Pool, Supervisor, Programs and Community Development  
Ms. C. Spence, Internal Auditor  
Mr. S. O'Brien, General Manager, City Clerk's Office/City Clerk  
Ms. L. Cline, Council and Committee Coordinator

Also Present: Mr. M. Betik, Audit Partner, KPMG LLP

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**Call to Order (2:13 p.m.)**

Councillor MacKinnon called the meeting to order.

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

There were no disclosures.

**Staff Recognitions**

Timea Filer, Urban Forestry Field Technologist, was recognized for becoming a Registered Professional Forester through the Ontario Foresters Association.

**Items for Discussion – Corporate Services**

**CS-2018-27 2018 Third Quarter Operating Variance**

1. Moved by Mayor Guthrie  
Seconded by Councillor Billings

1. That the purpose and target balance of the Environment and Utility Contingency Reserve #198 be expanded to include mitigating the Environmental Services' commodity pricing volatility risk in accordance with recommendation nine from Solid Waste Service Review and that Appendix A of the General Reserve and Reserve Fund Policy be updated accordingly; and

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (12)

**Voting Against:** (0)

Carried

2. Moved by Mayor Guthrie  
Seconded by Councillor Billings

That the following be referred to the finalized year-end variance report for further consideration:

2. That \$400,000 of the Environmental Services' projected favourable variance be transferred to the Environment and Utility Contingency Reserve #198 to be used to mitigate against commodity pricing budget volatility.

**Voting in Favour:** Mayor Guthrie, Councillors Bell, Billings, Goller, MacKinnon, O'Rourke, Piper and Salisbury (8)

**Voting Against:** Councillors Allt, Downer, Gordon and Hofland (4)

Carried

### **Maintaining the Voters' List for Municipal Elections**

3. Moved by Councillor Downer  
Seconded by Councillor Piper

- a) That the Council of the City of Guelph supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
- b) That Council requests an update to be provided from this Voters' List Working Group on the transformational solutions being discussed;
- c) That representatives from MPAC be invited to a future Council meeting to hear the City of Guelph's concerns and advise the City of what steps MPAC will be taking in the future;
- d) That a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forward to the Ombudsman's Office; and
- e) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

## **Amendment**

4. Moved by Councillor O'Rourke  
Seconded by Councillor Billings
- a) That the Council of the City of Guelph supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
  - b) That Council requests an update to be provided from this Voters' List Working Group on the transformational solutions being discussed;
  - c) That representatives from MPAC be invited to a future Council meeting to hear the City of Guelph's concerns and advise the City of what steps MPAC will be taking in the future; and
  - d) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (12)

**Voting Against:** (0)

Carried

## **Main Motion as Amended**

5. Moved by Councillor Downer  
Seconded by Councillor Piper
- a) That the Council of the City of Guelph supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
  - b) That Council requests an update to be provided from this Voters' List Working Group on the transformational solutions being discussed;
  - c) That representatives from MPAC be invited to a future Council meeting to hear the City of Guelph's concerns and advise the City of what steps MPAC will be taking in the future; and
  - d) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (12)

**Voting Against:** (0)

Carried

## **Items for Discussion – Public Services**

Councillor Hofland assumed the Chair.

### **PS-2019-03      Healthy Kids Community Challenge Final Report**

Colleen Clack, Deputy CAO of Public Services, provided an introduction to the Healthy Kids Community Challenge.

Eric Pool, Supervisor, Programs and Community Development, outlined the various initiatives and achievements that resulted from the Healthy Kids Community Challenge and Energize Guelph.

The following delegates spoke regarding this item:

Brendan Johnson, Guelph Neighbourhood Support Coalition

Glenna Banda, The Children's Foundation of Guelph and Wellington

6.      Moved by Mayor Guthrie  
          Seconded by Councillor Allt

That Council receive the final report of the Healthy Kids Community Challenge.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (12)

**Voting Against:** (0)

Carried

Councillor MacKinnon left the meeting at 3:40 p.m.

## **Consent Agenda – Audit**

Councillor Allt assumed the Chair.

The following items were extracted:

**CAO-2019-01      Internal Audit Work Plan 2019-2021**

**CAO-2019-02      Internal Audit Charter Update**

**CAO-2019-03      Status of Outstanding Management Action Plans Q2 2018**

Councillor Allt presented the balance of the Audit Consent Agenda.

7.      Moved by Councillor Billings  
          Seconded by Mayor Guthrie

That the balance of the February 4, 2019 Audit Consent Agenda as identified below, be adopted:

## **CAO-2019-04 River Run Centre Cash Handling Audit Report**

That report CAO-2019-04 River Run Centre Cash Handling Audit Report, dated February 4, 2019 be received.

**Voting in Favour:** Mayor Guthrie, Councillors Alt, Bell, Billings, Downer, Goller, Gordon, Hofland, O'Rourke, Piper and Salisbury (11)

**Voting Against:** (0)

Carried

Councillor MacKinnon returned at 3:43 p.m.

Councillor Piper left the meeting at 3:45 p.m.

## **Items for Discussion – Audit**

### **CS-2019-29 2018 Year-end External Audit Plan**

Matthew Betik, Audit Partner, KPMG LLP, provided an overview of the 2018 Year-end External Audit Plan.

8. Moved by Councillor O'Rourke  
Seconded by Councillor Billings

That report titled 2018 Year-end External Audit Plan and numbered CS-2019-29 be received.

**Voting in Favour:** Mayor Guthrie, Councillors Alt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

### **CAO-2019-02 Internal Audit Charter Update**

9. Moved by Councillor Hofland  
Seconded by Councillor Mackinnon

That report CAO-2019-02 Internal Audit Charter Update, dated February 4, 2019 be approved.

**Voting in Favour:** Mayor Guthrie, Councillors Alt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

### **CAO-2019-01 Internal Audit Work Plan 2019-2021**

10. Moved by Councillor Hofland  
Seconded by Mayor Guthrie

That report CAO-2019-01 Internal Audit Work Plan 2019-2021, dated February 4, 2019 be approved.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

**CAO-2019-03      Status of Outstanding Management Action Plans Q2-2018**

11.    Moved by Mayor Guthrie  
      Seconded by Councillor Hofland

That report CAO-2019-03 Status of Outstanding Management Action Plans Q2-2018, dated February 4, 2019 be received.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

12.    Moved by Mayor Guthrie  
      Seconded by Councillor Hofland

That Council ask the Chair of Audit to explore with staff different reporting structures to inform Council of Outstanding Management Action Plans and that it be reported back to Committee for further consideration.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

**Adjournment** (4:30 p.m.)

19.    Moved by Councillor Goller  
      Seconded by Mayor Guthrie

That the meeting be adjourned.

Carried

Minutes to be confirmed on Monday, February 25, 2019.

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Mayor Guthrie

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Stephen O'Brien - City Clerk