



**The Corporation of the City of Guelph  
Corporate Services Committee  
Tuesday April 7, 2015 at 2:00 p.m.**

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**Attendance**

Members: Chair Hofland Councillor Billings  
Councillor Allt Councillor MacKinnon

Absent: Mayor Guthrie

Councillors: Councillor Bell Councillor Van Hellemond  
Councillor Downer

Staff: Mr. M. Amorosi, Deputy CAO, Corporate Services  
Mr. A. Horsman, Deputy CAO, Infrastructure, Development & Enterprise Services  
Mr. B. Coutts, General Manager Court Services  
Ms. T. Sprigg, General Manager Communications & Customer Service  
Mr. S. Worsfold, Deputy City Solicitor  
Ms. J. Sheehy, General Manager Finance/Treasurer  
Mr. S. O'Brien, City Clerk  
Ms. J. Sweeney, Council Committee Coordinator

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**Call to Order (2:00 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 Billings  
Seconded by Councillor Allt

That the open meeting minutes of the Corporate Services Committee held on March 2, 2015 be confirmed as recorded.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*  
*VOTING AGAINST: (0)*

CARRIED

**Consent Agenda**

The following items were extracted:

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|                    |   |
|--------------------|---|
| <b>CS-2015.7</b>   | <b>2014 Court Services Annual Report</b>                      |
| <b>CS-2015.8</b>   | <b>City Clerk's Office 2014 Annual Report</b>                 |
| <b>CS-2015.9</b>   | <b>Legal &amp; Realty Services Annual Report</b>              |
| <b>CS-2015. 10</b> | <b>2014 Preliminary Operating Variance Report (Unaudited)</b> |
| <b>CS-2015.12</b>  | <b>2015 Property Tax Policy</b>                               |

### **Balance of Consent Items**

2. Moved by Councillor Billings  
Seconded by Councillor Allt

That the balance of the Corporate Services Committee April 7, 2015 Consent Agenda, as identified below, be adopted:

### **CS-2015.11 2014 Year End Investment Performance Report**

That Report CS-2015-24 "2014 Year End Investment Performance Report", be received.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*

*VOTING AGAINST: (0)*

CARRIED

### **Extracted Items**

Mr. Mark Amorosi, Deputy CAO, Corporate Services introduced Ms. Janice Sheehy the City's new General Manager Finance/Treasurer.

Mr. Mark Amorosi, Deputy CAO, Corporate Services introduced the 2014 annual reports contained in the agenda.

### **CS-2015.7 2014 Court Services Annual Report**

Mr. Brad Coutts, General Manager Court Services briefly reviewed the Court Services organizational structure and the key initiatives undertaken in 2014. He highlighted the Court Services dashboard and the scorecard results relating to public access to justice, community impact, local justice system and business and service excellence. He also highlighted the initiatives planned for 2015 and beyond.

3. Moved by Councillor Billings  
Seconded by Councillor MacKinnon

That the 2014 Court Services Annual Report, be received for information.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*

*VOTING AGAINST: (0)*

CARRIED

### **CS-2015.8 City Clerk's Office 2014 Annual Report**

Mr. Stephen O'Brien, City Clerk provided information on the Clerk's Office organizational structure and the key initiatives undertaken in 2014. He highlighted the dashboard and

scorecard results with respect to access to information, service excellence, legislated compliance and business excellence. He also highlighted the initiatives planned for 2015 and beyond.

In response to questions, Mr. Blair Labelle, General Manager Technology and Innovation provided the rationale for the transference of Committee of Adjustment from Building to Clerk's.

4. Moved by Councillor Allt  
Seconded by Councillor Billings

That the City Clerk's Office 2014 Annual Report, be received for information.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*

*VOTING AGAINST: (0)*

CARRIED

#### **CS-2015.9            Legal and Realty Services Annual Report**

Mr. Scott Worsfold, Deputy City Solicitor reviewed the department's organizational structure and the 2014 key initiatives. He highlighted the dashboard and scorecard relating to cost control, effectiveness and efficiency. He provided information on the 2015 and beyond initiatives.

Councillor Hofland stepped down from the Chair at 3:20 p.m. and Councillor Billings assumed the Chair.

Council Hofland resumed the Chair at 3:21 p.m.

5. Moved by Councillor MacKinnon  
Seconded by Councillor Billings

That the Legal and Realty Services 2014 Annual Report, be received for information.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*

*VOTING AGAINST: (0)*

CARRIED

#### **CS-2105.10            2014 Preliminary Operating Variance Report (Unaudited)**

Mr. Al Horsman, Deputy CAO Infrastructure, Development & Enterprise Services, provided clarification on the final budget variance. He advised that the 2014 County shared services budgets were exceeded which contributed to the variance.

6. Moved by Councillor Allt  
Seconded by Councillor Billings

That report CS-2015-22, "2014 Preliminary Operating Variance Report", be received for information.

*VOTING IN FAVOUR: Councillors Allt, Billings, Hofland and MacKinnon (4)*

VOTING AGAINST: (0)

CARRIED

**CS-2015.12      2015 Property Tax Policy**

Ms. Janice Sheehy, General Manager Finance/Treasurer advised that the recommended tax policies for 2015 continue the movement to bring multi-residential and industrial ratios closer to tax equity.

7.      Moved by Councillor MacKinnon  
          Seconded by Councillor Allt

1.      That the 2015 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 27, 2015:
  - a)      That the multi-residential ratio be reduced from 2.0819 to 2.0399;
  - b)      That the industrial tax ratio be reduced from 2.4174 to 2.3111;
  - c)      That all other class ratios and vacancy discounts remain the same as 2014;
  - d)      That the capping parameters used for 2014 be adopted for 2105; 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, remain the same as 2014.

VOTING IN FAVOUR: Councillors Allt, Hofland and MacKinnon (3)

VOTING AGAINST: Councillor Billings (1)

CARRIED

**Staff Updates and Announcements**

Mr. Mark Amorosi, Deputy CAO Corporate Services thanked staff of the departments who presented their annual reports at this meeting.

**Adjournment (3:50 p.m.)**

8.      Moved by Councillor Billings  
          Seconded by Councillor Allt

That the meeting be adjourned.

CARRIED

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Joyce Sweeney  
Council Committee Coordinator