



**The Corporation of the City of Guelph
Corporate Services Committee
Monday May 4, 2015 at 2:00 p.m.**

Attendance

Members: Chair Hofland Councillor Allt
Mayor Guthrie Councillor MacKinnon

Absent: Councillor Billings

Councillors: Councillor Bell Councillor Salisbury
Councillor Downer Councillor Van Hellemond

Staff: Mr. A. Horsman, Deputy CAO, Infrastructure, Development & Enterprise
Mr. D. Thomson, Deputy CAO, Public Services
Mr. D. Godwaldt, General Manager Human Resources
Ms. J. Sheehy, General Manager Finance/Treasurer
Ms. T. Sprigg, General Manager Communications & Customer Service
Ms. S. Tousignant, Manager Projects and Service MMT
Mr. S. O'Brien, City Clerk
Ms. J. Sweeney, Council Committee Coordinator

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 Allt
Seconded by Councillor MacKinnon

That the open meeting minutes of the Corporate Services Committee held on April 7, 2015 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

CS-2015.13 Corporate Communications 2014 Annual Performance

- CS-2015.14 Information Technology 2014 Annual Report**
- CS-2015.15 Finance Department's 2014 Annual Report**
- CS-2015.16 Report of the Returning Officer in the 2014 Municipal Election**
- CS-2015.19 Budget Impacts per Ontario Regulation 284/09 & 2015 Budget PSAB Reconciliation**

Balance of Consent Items

- 2. Moved by Councillor MacKinnon
Seconded by Councillor Allt

That the balance of the Corporate Services Committee May 4, 2015 Consent Agenda, as identified below, be adopted:

CS-2015.17 2014 Delegation of Authority Report

That the report dated May 4, 2015 entitled "2014 Delegation of Authority Report", with respect to delegated authority under the purview of the Corporate Services Committee, be received.

CS-2015.18 2014 Year End Capital Variance Report

That report CS-2015-30 dated May 4, 2015 and entitled "2014 Year End Capital Variance Report", be received.

CS-2015.20 2014 Development Charge Reserve Fund Statement

That report CS-2015-29 dated May 4, 2015, entitled "2014 Development Charge Reserve Fund Statement", be received for information.

CS-2015.21 Special Motion – Councillor Findlay 2014

That report CS-2015-27 dated May 4, 2015 and entitled "Special Motion – Councillor Findlay 2014", be received and that no further action be taken.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

Extracted Items

CS-2015.19 Budget Impacts per Ontario Regulation 284/09 & 2015 Budget PSAB Reconciliation

Ms. Janice Sheehy, General Manager Finance/Treasurer, advised that municipalities are required to place contributions into reserves for post employment benefit, and are experiencing a shortfall. She advised the City is closing the gap somewhat with the 2015 contribution.

- 3. Moved by Mayor Guthrie
Seconded by Councillor Allt

That Council approve compliance report CS-2015-32, Budget Impacts per Ontario Regulation 284/09 and 2015 Budget PSAB Reconciliation included in Table 1 and Attachment 2 respectively.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

Mr. David Godwaldt, General Manager Human Resources introduced the Corporate Services three annual reports included on the agenda.

CS-2015.13 Corporate Communications 2014 Annual Performance

Ms. Tara Sprigg, General Manager Communications & Customer Service, outlined the key initiatives undertaken in 2014 relating to corporate priorities, operational communications and City of Guelph Communications Plan. She highlighted the departmental and organizational scorecards.

4. Moved by Mayor Guthrie
Seconded by Councillor Allt

That the Corporate Communications 2014 Annual Performance Report be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

CS-2015.14 Information Technology 2014 Annual Report

Ms. Sasha Tousignant, Manager Projects and Service MMT, briefly reviewed the IT current service model, the 2015 future service model and the evolution of IT. She highlighted the 2014 work plan accomplishments, the dashboard and the 2015 strategic priorities.

5. Moved by Councillor MacKinnon
Seconded by Mayor Guthrie

That the Information Technology 2014 Annual Report be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

CS-2105.15 Finance Department's 2014 Annual Report

Ms. Janice Sheehy, General Manager Finance/Treasurer, reviewed the department's organizational structure and highlighted the key initiatives undertaken in 2014 and the performance dashboard. She briefly provided information on the 2015 and beyond initiatives.

6. Moved by Mayor Guthrie

Seconded by Councillor MacKinnon

That report CS-2015-31 dated May 4, 2015 entitled "Finance Department's 2014 Annual Report", be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

CS-2015.16 Report of the Returning Officer on the 2014 Municipal Election

Mr. Stephen O'Brien, City Clerk, advised that the report summarizes the 2014 municipal election activities undertaken, the challenges and future considerations. In response to questions, he provided clarification on MPAC and their provision of the voters list.

7. Moved by Councillor Allt
Seconded by Mayor Guthrie

That the report of the Returning Officer for the 2014 Municipal Election be received for information.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Hofland and MacKinnon (4)

VOTING AGAINST: (0)

CARRIED

Authority to Resolve into a Closed Meeting

8. Moved by Mayor Guthrie
Seconded by Councillor Allt

That the Corporate Services Committee now hold a meeting that is closed to the public with respect to Sec. 239(2) (a) of the *Municipal Act* with respect to security of the property of the municipality.

CARRIED

Closed Meeting (3:05 p.m.)

The following matter was considered:

CS-C-2015.1 Security of the Property

Rise from Closed Meeting (4:05 p.m.)

9. Moved by Mayor Guthrie
Seconded by Councillor MacKinnon

That the Corporate Services Committee rise from its closed meeting.

CARRIED

Open Meeting (4:06 p.m.)

Adjournment (4:08 p.m.)

10. Moved by Mayor Guthrie
Seconded by Councillor MacKinnon

That the meeting be adjourned.

CARRIED

Joyce Sweeney
Council Committee Coordinator