



**The Corporation of the City of Guelph  
Corporate Services Committee  
Monday July 6, 2015 at 2:00 p.m.**

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**Attendance**

Members: Chair Hofland Councillor Billings  
Mayor Guthrie Councillor MacKinnon  
Councillor Allt

Councillors: Councillor Bell Councillor Gordon  
Councillors Downer Councillor Wettstein

Staff: Ms. A. Pappert, Chief Administrative Officer  
Mr. M. Amorosi, Deputy CAO, Corporate & Human Resources  
Mr. D. Thomson, Deputy CAO, Public Services  
Mr. D. Godwaldt, General Manager, Human Resources  
Mr. B. Labelle, General Manager, Information Technology  
Ms. J. Sheehy, General Manager Finance/City Treasurer  
Ms. T. Sprigg, General Manager, Communications & Customer Service  
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 Allt  
Seconded by Mayor Guthrie
  1. That the open meeting minutes of the Corporate Services Committee held on June 1, 2015 be amended to reflect Councillor Billings and Councillor MacKinnon being the mover and seconder for resolution #1;
  2. That the open meeting minutes of the Corporate Services Committee held on June 1, 2015 be confirmed as amended.

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)*

*VOTING AGAINST: (0)*

CARRIED

## **Consent Agenda**

The following items were extracted:

- CS-2015.29      Budget Formula City Guideline**
- CS-2105.30      Councillor Allt's Motion from Council February 23, 2015 re:  
Reinstatement of the Long Form Census**
- CS-2105.31      Capital Renewal Reserve Fund: Urbacon Settlement**

## **Balance of Consent Items**

2.      Moved by Councillor Billings  
          Seconded by Mayor Guthrie

That the balance of the Corporate Services Committee July 6, 2015 Consent Agenda, as identified below, be adopted:

### **CS-2015.27      Learning and Development Audit Progress Update**

That the July 6, 2015 report titled "Learning and Development Audit - Progress Update", be received.

### **CS-2015.28      Print Shop Audit – Status of Actions Taken**

That the report of the City Clerk regarding "Print Shop Audit – Status of Actions Taken", dated July 6, 2015, be received.

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)*

*VOTING AGAINST: (0)*

CARRIED

## **Extracted Items**

### **CS-2015.29      Budget Formula City Guideline**

Ms. J. Sheehy, General Manager Finance/City Treasurer briefly introduced the report.

Mr. M. Amorosi, Deputy CAO Corporate Services advised that the formula is a guideline to staff and that staff have presented budgets below the recommended guideline.

Chair Hofland stepped down from the Chair, and Mayor Guthrie assumed the Chair.

## **Main Motion**

3.      Moved by Councillor Allt  
          Seconded by Councillor Hofland

1.      That the Corporate Services Committee receive Report CS-2015-46 "Budget Formula City Guideline".

2. That Corporate Services Committee approve the use of the following budget formula to guide staff budget development:

*(5-year average for Ontario CPI) + (5-year average of MPAC's Market Change) + Investment Factor*

Councillor Hofland resumed the Chair.

#### **Amendment**

4. Moved by Mayor Guthrie  
Seconded by Councillor Billings

That budget formula in Clause 2 be amended to read: *5-year average for Ontario CPI*

*VOTING IN FAVOUR: Mayor Guthrie and Councillors Billings, (2)*

*VOTING AGAINST: Councillors Allt, Hofland and MacKinnon (3)*

DEFEATED

#### **Amendment**

5. Moved by Mayor Guthrie  
Seconded by Councillor Billings

That the investment factor be removed from the budget formula.

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Billings and MacKinnon (3)*

*VOTING AGAINST: Councillors Allt and Hofland (2)*

CARRIED

#### **Main Motion as Amended**

6. Moved by Councillor Allt  
Seconded by Councillor Hofland

1. That the Corporate Services Committee receive Report CS-2015-46 "Budget Formula City Guideline".
2. That Corporate Services Committee approve the use of the following budget formula to guide staff budget development:

***(5-year average for Ontario CPI) + (5-year average of MPAC's Market Change)***

*VOTING IN FAVOUR: Councillors Allt, and MacKinnon (2)*

*VOTING AGAINST: Mayor Guthrie, Councillors Billings and Hofland (3)*

DEFEATED

7. Moved by Councillor Allt  
Seconded by Councillor MacKinnon

That the budget formula city guideline be referred to the July 20, 2015 Council meeting for consideration.

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)*

*VOTING AGAINST: (0)*

CARRIED

**CS-2015.30 Councillor Allt's motion from Council February 23, 2015 re:  
Reinstatement of the Long Form Census**

**Main Motion**

8. Moved by Councillor Allt  
Seconded by Mayor Guthrie

1. That the City of Guelph affirm its support for the reinstatement of the long form census.
2. That this resolution be forwarded to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Large Urban Mayors Caucus of Ontario (LUMCO) and the Minister of Industry.

**Amendment**

9. Moved by Mayor Guthrie  
Seconded by Councillor Allt

That clause 2 be amended to direct the Mayor to write a letter in support.

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

*VOTING AGAINST: Councillor MacKinnon (1)*

CARRIED

**Main Motion as Amended**

10. Moved by Councilor Allt  
Seconded by Councillor MacKinnon

1. That the City of Guelph affirm its support for the reinstatement of the long form census.
2. **That the Mayor send a letter** to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Large Urban Mayors Caucus of Ontario (LUMCO) and the Minister of Industry.

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

*VOTING AGAINST: Councillor MacKinnon (1)*

CARRIED

### **CS-2015.31 Capital Renewal Reserve Fund: Urbacon Settlement**

Ms. J. Sheehy, General Manager Finance/City Treasurer provided a brief history of the Urbacon funding.

Ms. A. Pappert, Chief Administrative Officer, outlined the history of the issue and advised there is no clear direction from Council to repay the Capital Renewal Reserve and it is difficult for staff to recommend repayment to the Reserve until the BMA review of the current funding levels of all reserves has been received.

#### **Main Motion**

11. Moved by Mayor Guthrie  
Seconded by Councillor Allt
  1. That report CS-2015.63 "Capital Renewal Reserve Fund: Urbacon Settlement", be received.
  2. That staff be directed not to repay the amount transferred from the Capital Renewal Reserve Fund to fund the Urbacon Settlement and unfunded legal and project costs.
  3. That Council approve a one-time exemption from the Capital Renewal Reserve Fund Policy as established by By-law Number (2013)-19536 related to the requirement to repay funding to the reserve.
  4. That staff include a recommendation in the 2016 budget related to the Capital Renewal Reserve Fund as part of the consideration of the findings of the BMA Financial Condition Assessment, thereby ensuring highest and best use of the funding of reserves.

#### **Amendment**

12. Moved by Councillor Billings  
Seconded by Mayor Guthrie

That the BMA Financial Condition Assessment, reviewing the current funding level of all reserves be brought forward to the Corporate Services Committee meeting of October 5, 2015.

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)*

*VOTING AGAINST: (0)*

CARRIED

#### **Main Motion as Amended**

13. Moved by Mayor Guthrie  
Seconded by Councillor Allt
  1. That report CS-2015.63 "Capital Renewal Reserve Fund: Urbacon Settlement", be received.

2. That staff be directed not to repay the amount transferred from the Capital Renewal Reserve Fund to fund the Urbacon Settlement and unfunded legal and project costs.
3. That Council approve a one-time exemption from the Capital Renewal Reserve Fund Policy as established by By-law Number (2013)-19536 related to the requirement to repay funding to the reserve.
4. That staff include a recommendation in the 2016 budget related to the Capital Renewal Reserve Fund as part of the consideration of the findings of the BMA Financial Condition Assessment, thereby ensuring highest and best use of the funding of reserves.
- 5. That the BMA Financial Condition Assessment, reviewing the current funding level of all reserves be brought forward to the Corporate Services Committee meeting of October 5, 2015.**

*VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)*

*VOTING AGAINST: (0)*

CARRIED

### **Staff Updates and Announcements**

Ms. Sheehy introduced Liam Gott who will be replacing Sarah Purton during her maternity leave as Manager of Financial Planning & Budgeting.

### **Adjournment (4:00 p.m.)**

14. Moved by Mayor Guthrie  
Seconded by Councillor Allt

That the meeting be adjourned.

CARRIED

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Joyce Sweeney  
Council Committee Coordinator