



**The Corporation of the City of Guelph
Corporate Services Committee
Monday November 9, 2015 at 2:00 p.m.**

Attendance

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

Councillors: Councillor Bell
Councillor Gordon
Councillor Salisbury
Councillor Van Hellemond
Councillor Wettstein

Staff: Mr. M. Amorosi, Deputy CAO, Corporate & Human Resources
Mr. D. Godwaldt, General Manager Human Resources
Ms. J. Sheehy, General Manager Finance/City Treasurer
Ms. T. Sprigg, General Manager Corporate Communications & Customer Service
Ms. T. Baker, Deputy Treasurer, Manager Finance Reporting & Accounting
Mr. J. Krauter, Manager of Taxation & Revenue
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 Billings
Seconded by Councillor Allt

That the open meeting minutes of the Corporate Services Committee held on October 5, 2015 be confirmed as recorded.

VOTING IN FAVOUR: Mayor Guthrie, Councillors Allt, Billings, Hofland and MacKinnon (5)
VOTING AGAINST: (0)

CARRIED

Consent Agenda

The following items were extracted:

- CS-2015.40 BMA Financial Condition Assessment Report**
- CS-2015.41 Property Tax Policy – Tax Ratios**
- CS-2015.42 Review of Zero Based Budgeting and Other Options**

Extracted Items

CS-2015.40 BMA Financial Condition Assessment Report

Mark Amorosi, Deputy CAO Corporate Services introduced the report.

Tara Baker, Deputy Treasurer, Manager Finance Reporting & Accounting provided a brief review of the background of the BMA Management Consulting Inc. 2014 study. She highlighted the growth and socio-economic indicators and reviewed the actions relating to reserve and reserve funds, capital and debt management and other financial recommendations.

There was discussion relating to reserve funds and various policies.

2. Moved by Councillor Billings
Seconded by Councillor MacKinnon
 1. That Corporate Services Committee receive Report CS-2015-75 'BMA Financial Condition Assessment Report'.
 2. That Corporate Services Committee approve the action plans outlined in Attachment 1 – BMA Condition Assessment Action Plan of Report CS-2015-75.
 3. That pursuant to the Guelph Council Meeting of June 22, 2015, Guelph Police Services be formally notified that Council does not support their request to retain their budget surplus monies or their request to create a police contingency reserve.
 4. That per Report CS-2015-63, subsequent to considering the results of the BMA Study and to ensure highest and best use of City funds, that an additional contribution of \$500,000 to each of the tax rate stabilization reserve and operating contingency reserve be referred to the 2016 tax supported budget.

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

VOTING AGAINST: (0)

CARRIED

CS-2015.41 Property Tax Policy – Tax Ratios

Mark Amorosi, Deputy CAO Corporate Services introduced the report.

James Krauter, Manager of Taxation & Revenue reviewed how tax rates are set and the property tax classes. He advised that re-assessments are currently being conducted by MPAC on a four year schedule and advised of the impacts of re-assessment. He highlighted what a tax ratio is and provided comparison statistics.

There was discussion with respect to multi-residential and industrial tax ratios.

3. Moved by Councillor MacKinnon
Seconded by Councillor Billings

1. THAT Report CS-2015-82 entitled 'Property Tax Policy – Tax Ratios' be received for information.
2. THAT staff prepare a 2016 Tax Policy Report and once the 2017-2020 four year phase in assessment cycle is finalized in 2016 staff bring forward a report analyzing tax shifts and seeking tax policy direction.

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

VOTING AGAINST: (0)

CARRIED

CS-2015.42 Review of Zero Based Budgeting and Other Options

In response to questions, Mark Amorosi, Deputy CAO Corporate Services provided an update on the JDEdwards system.

4. Moved by Mayor Guthrie
Seconded by Councillor Billings

1. THAT CS-2015-71 'Review of Zero Based Budgeting and Other Options' report be received.
2. THAT staff be directed to continue to implement zero line item based budgeting on selected line items in the budget as feasible.

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

VOTING AGAINST: (0)

CARRIED

Authority to Resolve into a Closed Meeting

5. Moved by Councillor Allt
Seconded by Mayor Guthrie

That the Corporate Services Committee now hold a meeting that is closed to the public with respect to Sec. 239(2) (b) of the *Municipal Act* with respect to personal matters about identifiable individuals.

CARRIED

Closed Meeting (4:05 p.m.)

The following matter was considered:

CS-C-2015.2 Citizen Appointments to Committee of Adjustment

CARRIED

Rise from Closed Meeting (4:22 p.m.)

Open Meeting (4:23 p.m.)

Chair Hofland called the meeting to order.

Chair Hofland spoke regarding the matter addressed in closed and identified the following:

CS-C-2015.2 Citizen Appointments to Committee of Adjustment

A recommendation regarding this matter will be forwarded to the November 23, 2015 City Council meeting for deliberation.

Staff Updates and Announcements

There were no staff updates and announcements.

Adjournment (4:25 p.m.)

6. Moved by Councillor Billings
 Seconded by Mayor Guthrie

That the meeting be adjourned.

CARRIED

Joyce Sweeney
Council Committee Coordinator