



Minutes of Committee of the Whole Meeting

**November 2, 2020, 2:00 p.m.
Remote meeting live streamed
on guelph.ca/live**

Council:

- Mayor C. Guthrie
- Councillor P. Allt
- Councillor B. Bell
- Councillor C. Billings
- Councillor C. Downer
- Councillor D. Gibson
- Councillor R. Goller
- Councillor J. Gordon
- Councillor J. Hofland
- Councillor M. MacKinnon
- Councillor D. O'Rourke
- Councillor M. Salisbury

Absent:

- Councillor L. Caron

Staff:

- S. Stewart, Chief Administrative Officer
- C. Clack-Bush, Deputy Chief Administrative Officer, Public Services
- K. Dedman, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services
- T. Lee, Deputy Chief Administrative Officer, Corporate Services
- K. Hutchinson, General Manager, Internal Audit
- T. Baker, General Manager, Finance/City Treasurer
- D. Godfrey, General Manager, Operations
- R. Jelacic, Internal Audit Specialist
- S. O'Dwyer, Manager, Financial Reporting and Accounting
- M. Silva, Acting Manager, Corporate Assets and Project Management
- G. Clark, Manager, Financial Strategy, Long Term Planning

K. Nelson, Financial Analyst
S. O'Brien, General Manager, City Clerk's Office/City Clerk
J. da Silva, Council and Committee Assistant
D. Tremblay, Council and Committee Coordinator

Also Present: Matthew Betik, KPMG LLP

2. Call to Order - Mayor

Mayor Guthrie called the meeting to order. (2:01 p.m.)

2.1 Disclosure of Pecuniary Interest

There were no disclosures.

3. Staff Recognitions

Mayor Guthrie introduced and presented the following staff recognitions:

Nicole Borics, Learning and Development Coordinator, Human Resources was recognized for receiving the Adult Education and Staff Training Certificate from Seneca College.

Joanne Oliver, Talent and Organizational Development Specialist, was recognized for receiving her Leadership and Inclusion Certificate from Centennial College.

5. Consent Agenda - Audit

5.1 Fleet Parts Inventory Audit Report - 2020-158

Moved By Councillor Allt
Seconded By Councillor Hofland

That report titled 'Fleet Parts Inventory Audit Report' dated November 2, 2020 be received.

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

Carried (12 to 0)

6. Items for Discussion - Audit

6.1 2020 External Audit Plan - 2020-160

Matthew Betik, KPMG LLP, provided a summary of the 2020 External Audit Plan.

Moved By Councillor Allt

Seconded By Councillor Hofland

1. That KPMG LLP's 2020 External Audit Plan be received for information.

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

Carried (12 to 0)

9. Consent Agenda - Governance

9.1 City of Guelph Staff Nomination to AMO Board of Directors - Large Urban Caucus Staff Vacancy - 2020-186

Moved By Councillor Downer

Seconded By Councillor Billings

1. That Council support the Expression of Interest of Stephen O'Brien, General Manager, City Clerk's Office / City Clerk, to serve as a municipal employee member of the Large Urban Caucus of the Association of Municipalities of Ontario's Board of Directors for the 2020-2022 Board term.
2. That the City assume the costs of staff participation on the Association of Municipalities of Ontario's Board should the Expression of Interest be successful.
3. That Council direct Intergovernmental Services staff to support the City Clerk's participation if selected to serve on the Association of Municipalities of Ontario's Board.
4. That staff be directed to provide a letter indicating Council's support as part of the Expression of Interest to be sent to the Association of Municipalities of Ontario.

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

Carried (12 to 0)

12. Consent Agenda - Corporate Services

12.1 Corporate Records Retention By-Law Amendment - 2020-156

Moved By Councillor MacKinnon
Seconded By Councillor Hofland

1. That the amended Corporate Records Retention By-law dated November 2, 2020, included as Attachment-2 to this report, be approved.

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

Carried (12 to 0)

15. Items for Discussion - Infrastructure, Development and Enterprise Services

15.1 2020 Corporate Asset Management Plan and Progress Report - 2020-161

Monica Silva, Acting Manager, Corporate Assets and Project Management and Greg Clark, Manager, Financial Strategy, Long Term Planning, summarized the 2020 Corporate Asset Management Plan including a summary of the Strategic Asset Management Policy and legislative updates. The asset management maturity, levels of service, financial update, long term capital strategy and project management capacity.

Moved By Councillor Gibson
Seconded By Councillor Hofland

1. That the 2020 Corporate Asset Management Plan dated November 2, 2020 be approved.

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

Carried (12 to 0)

17. Adjournment

Moved By Councillor Billings
Seconded By Councillor Salisbury

That the meeting be adjourned at 3:54 p.m.

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

Carried (12 to 0)

Mayor Guthrie

Stephen O'Brien - City Clerk