



## **Minutes of Committee of the Whole Meeting**

**January 10, 2023, 2:00 p.m.  
Council Chambers  
Guelph City Hall, 1 Carden Street**

**Council:** Mayor C. Guthrie  
Councillor P. Allt  
Councillor C. Billings  
Councillor L. Busuttil  
Councillor L. Caron  
Councillor E. Caton  
Councillor K. Chew  
Councillor C. Downer  
Councillor R. Goller  
Councillor C. Klassen  
Councillor D. O'Rourke  
Councillor M. Richardson

**Absent:** Councillor D. Gibson

**Staff:** S. Stewart, Chief Administrative Officer  
C. Clack-Bush, Deputy Chief Administrative Officer, Public Services  
J. Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services  
T. Lee, Deputy Chief Administrative Officer, Corporate Services  
S. O'Dwyer, Acting General Manager, Finance/City Treasurer  
S. O'Brien, General Manager, City Clerk's Office/City Clerk  
E. Barber, Board and Committee Coordinator  
J. da Silva, Council and Committee Coordinator  
C. Murray-Sprague, Council and Committee Coordinator

**1. Call to Order - Mayor Guthrie**

**1.1 Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

**2. Staff Recognitions**

**2.1 Engineering and Transportation Services**

Councillor O'Rourke recognized the following staff:

**PMP (Project Management Professional Certification) from Project Management Institute**

Crystal Kaminski, Administrative Assistant, Engineering and Transportation Services

**C.Tech Designation (Certified Technician) from Ontario Association of Certified Engineering Technicians & Technologists**

Louis De Jong, Development Technologist, Engineering and Transportation Services

**P.Eng Designation (Professional Engineer) from Professional Engineers Ontario**

Ethan Barrand, Development Engineer, Engineering and Transportation Services

**National Parking Professional of the Year from the Canadian Parking Association**

Marg Lemoine, Parking Coordinator, Engineering and Transportation Services

**Brownie Award received from Canadian Brownfields Network under the category 'REPROGRAM: Legislation, Policy and Program Initiatives' - Guidance for On-Site and Excess Soil Management**

Kyle VanderMeer, Environmental Engineer, Engineering and Transportation Services

Prasoon Adhikari, Supervisor, Environmental Engineering

**Economic Development Council (IEDC) Gold Award of Excellence for The Guelph Shops Holiday Wish Book**

The centerpiece of the 2021 Guelph Shops holiday campaign - a prime

opportunity to promote Guelph as a top visitor and business destination during the holiday season

## **2.2 Economic Development Council (IEDC) Gold Award of Excellence for The Guelph Shops Holiday Wish Book**

Councillor O'Rourke recognized the following staff:

Kurtis Wells, Economic Development Officer, Economic Development and Tourism

## **2.3 Ontario Cultural Days - Collaborative Programming Award**

Councillor Downer recognized Museums and Culture staff, in the department of Culture and Recreation.

## **2.4 Public Works Week Award**

Councillor Downer recognized the following staff:

Raven Rise, Administrative Assistant, Operations

Stephanie Shouldice, Environmental Program and Planning

Coordinator, Environmental Services

Heather Yates, Project Manager, Environmental Services

Mari MacNeil, Manager, Compliance and Performance, Environmental Services

Samantha Dupre, Community Stewardship Coordinator, Parks

Dave Beaton, Program Manager, Forestry and Sustainable Landscapes, Parks

Sally Drew, Administrative Assistant, Environmental Services

Alan MacDonald, Fleet Safety and Efficiency Trainer, Operations

Judi Prigione, Administrative Assistant, Guelph Transit

Donna Tremblay, Program Manager, Operations

Glen Inglis, Public Works Supervisor, Operations

Kyle Gagne, Public Works Supervisor, Operations

Pat Cole, Public Works Supervisor, Operations

Courtney McDonald, Manager, Transit Business Services

Crystal Kaminski, Administrative Assistant, Engineering and Transportation Services

## **3. Service Area - Audit**

Councillor Allt assumed the role of Chair.

## **4. Items for Discussion - Audit**

### **4.1 2022 External Audit Plan - 2023-03**

Matthew Betik, Partner, KPMG LLP, presented the Audit Planning Report for the year ended December 31, 2022.

Moved By Councillor Goller

Seconded By Councillor Downer

1. That KPMG LLP's 2022 External Audit Plan be received for information.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, Councillor O'Rourke, and Councillor Richardson

Carried (12 to 0)

## **6. Service Area - Governance**

Mayor Guthrie assumed the role of Chair.

## **7. Items for Discussion - Governance**

### **7.1 2022-2026 Council Appointments**

Mayor Guthrie provided opening remarks on the item and explained the recommendations put forward.

#### **Vice-chair for Audit**

Moved By Councillor Allt

Seconded By Councillor Goller

That Councillor Richardson replace Councillor Busuttil as Vice-Chair of Audit for a term ending November 15, 2024.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, Councillor O'Rourke, and Councillor Richardson

Carried (12 to 0)

#### **Vice-chair for Governance**

Moved By Councillor Allt

Seconded By Councillor Klassen

1. That the Committee of the Whole terms of Reference be updated to include the appointment of a vice-chair for Governance.
2. That Councillor Busuttil be appointed as the Committee of the Whole Governance vice-chair for a term ending November 15, 2024.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, Councillor O'Rourke, and Councillor Richardson

Carried (12 to 0)

### **Committee of Management for the Elliott**

Moved By Councillor Allt

Seconded By Councillor Klassen

That Councillor Downer be appointed as the Committee of Management for the Elliott chair for a term ending November 15, 2024.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, Councillor O'Rourke, and Councillor Richardson

Carried (12 to 0)

### **Committee of Management for the Elliott**

Moved By Councillor O'Rourke

Seconded By Councillor Busuttil

That Councillor Klassen be appointed as the Committee of Management for the Elliott vice-chair for a term ending November 15, 2024.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, Councillor O'Rourke, and Councillor Richardson

Carried (12 to 0)

**9. Adjournment**

Moved By Councillor Billings

Seconded By Councillor O'Rourke

That the meeting be adjourned. (2:54 p.m.)

Carried

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Mayor Guthrie

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Stephen O'Brien - City Clerk