

A meeting of the **Executive Committee** of Council is held this day commencing at 6:00 o'clock p.m. in Council Chambers there being present the following members:

Mayor Francis
Councillor Dilkens
Councillor Gignac
Councillor Halberstadt
Councillor Hatfield
Councillor Jones
Councillor Maghnieh
Councillor Payne
Councillor Sleiman
Councillor Valentinis

Absent:
Councillor Marra

1. **Call to Order**

Mayor Francis calls the meeting of the Executive Committee of Council to order at 6:00 o'clock p.m.

2. **Disclosure of Pecuniary Interest and the General Nature Thereof**

None disclosed.

3. **Requests for Deferrals, Referrals and/or Withdrawals**

None requested.

4. **Adoption of the Minutes**

Moved by Councillor Maghnieh, seconded by Councillor Jones

That the minutes of the meeting of the Executive Committee held June 28, 2011

BE ADOPTED as presented.

Moved by Councillor Maghnieh, seconded by Councillor Jones

That the minutes of the meeting of the Executive Committee held July 25, 2011

BE ADOPTED as presented.

Moved by Councillor Maghnieh, seconded by Councillor Jones

That the minutes of the meeting of the Executive Committee held July 27, 2011

BE ADOPTED as presented.

5. Business Items**Item 1 Project Management Methodology Policy and Procedure**

Moved by Councillor Hatfield, seconded by Councillor Maghnieh,
EC27/2011 That City Council **APPROVE** the Project Management Methodology Policy and Procedure *attached* as Schedule B.

Carried.

Livelinek 15454 APM/7057

Item 2 Building Department Assumption of Water Service Inspections from Windsor Utilities Commission (WUC)

Moved by Councillor Maghnieh, seconded by Councillor Gignac,
EC28/2011 That the City of Windsor **ENTER INTO AN AGREEMENT** with Windsor Utilities Commission (WUC) to provide the certification and inspection of water service installations on private property, effective January 1, 2012.

Carried.

Livelinek 15250 MU2011

Item 3 Delegation of Authority Semi-Annual Status Report for period January 1, 2011 through June 30, 2011

Moved by Councillor Maghnieh, seconded by Councillor Valentinis,
EC29/2011 **THAT** the Executive Standing Committee receive **FOR INFORMATION** the Delegation of Authority Status Report for the first half of 2011 (January 1, 2011 to June 30, 2011); and

THAT City Council **APPROVE** the addition of *Short Term Use of Facilities* to the list of items the Chief Administrative Officer, or designate, is authorized to approve through the Delegation of Authority By-law.

Carried.

Livelinek 15456 AS/7748

Item 4 Memorandum of Understanding for Service Delivery Collaboration

Moved by Councillor Maghnieh, seconded by Councillor Valentinis,
EC30/2011 That the City Clerk and CAO **BE AUTHORIZED** to sign the attached Memorandum of Understanding between the City of Windsor and Service Ontario for Service Delivery Collaboration; Subject to approval as to form by the City Solicitor and Corporate Leader Economic Development and Public Safety as to Content by the Executive Director of IT.

Carried.

Livelink 15439 GP2011

Item 5 Relief from Property Taxation

Moved by Councillor Halberstadt, seconded by Councillor Maghnieh,
EC31/2011 THAT City Council **APPROVE** the changes to the guidelines for the provision of tax relief for under Section 357(1) (d.1) of the Ontario Municipal Act, 2001:

Extreme Poverty

- *Completion of a financial disclosure statement which includes family income, savings and assets*
- *Full tax relief would be approved if*
 - *Income levels for the family unit are at or below that which has been determined as low-income cut offs for purposes of social assistance*
 - *Liquid and non-registered financial savings/assets of the family unit at December 31st of the tax year are equal to or below the amount of the property taxes*
 - *Property assessment value is equal to or less than \$150,000*
- *Partial tax relief would be approved if*
 - *Income levels for the family unit exceed that which has been determined as low-income cut offs for purposes of social assistance. That is, income above the threshold would be deducted first from the property taxes payable. The balance of taxes, if any, would be considered for tax relief purposes.*
 - *Liquid and non-registered financial savings/assets of the family unit at December 31st of the tax year are above the amount of the property taxes. That is, savings/assets above the threshold would be deducted first from the property taxes payable. The balance of taxes, if any, would be considered for tax relief purposes.*
 - *Property assessment value is greater than \$150,000. That is, the assessed value above the threshold would be deducted first from the property taxes payable. The balance of taxes, if any, would be considered for tax relief purposes.*
- *Family unit for purposes of determining family income is defined as all registered owners, spouses and any occupants 18 years of age or older. Children below the age of 18 in full time attendance at a qualifying educational institution are excluded.*
- *Ontario Property Tax grants are included in determining tax relief. That is, grants received as a result of claiming the property taxes as a personal tax deduction is deducted from tax relief provided under the program*
- *Applications would be accepted for a period not to exceed two years (consecutive or otherwise)*

THAT City Council **ACCEPT** Administration's recommendation with regards to approval of 37 applications for total tax relief of \$56,101.81 and;

THAT City Council **APPROVE** the continuation of the tax relief program under the revised guidelines for 2011 and;

THAT City Council **AUTHORIZE** the carry forward of \$32,627.31 from the 2010 tax relief program to the 2011 tax relief program and;

THAT City Council **AUTHORIZE** an additional \$47,372.69 to be allocated from the Budget Stabilization Reserve for purposes of providing the tax relief program for 2011.

THAT all appeals **BE FORWARDED** to the Community Development and Health Commissioner for review and recommendations and further forwarded to Council for final decision.

Carried.

Livelihood 15445 AF2011

Item 6 Proposed Building Permit Fee Reserve Deficit Reduction Action Plan

Moved by Councillor Hatfield, seconded by Councillor Sleiman,

A.

EC32/2011 THAT Council **APPROVE** each of the following proposed Building Permit Fee Reserve Deficit Reduction Recommendations:

#	Action Plan Item	(Reduction)/ Increase to Draw on Reserve	(Reduction)/ Increase to Tax Levy Funded Portion of Budget	Budget Year
(1)	Adjustment to Building Department Costs Apportionment (Property Standards Enforcement)	\$ (341,394)	\$ 341,394	2012
(2)	In-Camera Item	(69,678)	(17,420)	2012
(3)	In-Camera Item	(71,152)	(30,980)	2012
(4)	Revenue from adopted Water Service Inspections	(15,000)		2012
(5)	In-Camera Item	(116,534)	(12,948)	2012
(6)	In-Camera Item		(87,785)	2012
(7)	Additional permit revenue at proposed new minimum permit fee of \$125 instead of former fee of \$75	(70,000)		2012
(8)	In-Camera Item	(353,962)	16,448	2013/14
(9)	Retain levy savings as contingency from items 2, 3, 5, 6 (only if accepted)	(149,132)	149,132	2012
(10)	Adjust Building Dept. Revenue Budget to Reflect Projected Actuals	400,000	-	2012
TOTAL PROPOSED NET COST (REDUCTIONS) / INCREASES *		\$ (786,853)	\$ 357,842	

* Total savings assumes that all recommendations (1) through (10) receive approval.

B.

THAT Council **APPROVE** the establishment of an independent contra reserve fund (offsetting placeholder) to the Building Permit Fee Reserve fund to be funded from future Corporate Reserve Enhancement Funding for the purpose of mitigating the reported deficit balance in the Building Permit Fee Reserve until such time that it returns to a positive balance.

Carried.

Livelihood 15110 SB2011

Item 7 Capital Project Variance Report as at June 30, 2011

Moved by Councillor Gignac, seconded by Councillor Dilkens,
EC33/2011 THAT Council **RECEIVE FOR INFORMATION** the 2011 Life-to-Date Capital Project Variance Report as at June 30, 2011 from the Chief Financial Officer and City Treasurer.

Carried.

Councillors Valentinis and Payne voting nay.

COMMITTEE REPORTS

Report No. 59 of the Audit Committee meeting held July 27, 2011

Moved by Councillor Gignac, seconded by Councillor Dilkens
EC34/2011 That the Status Report on Compliance with Applicable Laws and Regulations, 2nd Quarter of 2011 dated July 15, 2011 **BE RECEIVED** for information and further, that the report **BE FORWARDED** to City Council.

Carried.

AF2011

Report No. 60 of the Audit Committee meeting held July 27, 2011

Moved by Councillor Gignac, seconded by Councillor Dilkens,
EC35/2011 That the Audited Consolidated Financial Statements for the year ended December 31, 2010 including the City of Windsor Trust Fund Statements and Sinking Fund Statements **BE RECEIVED AND ACCEPTED** and further, that the Audited Consolidated Financial Statements including Trust Fund Statements and Sinking Fund Statements **BE FORWARDED** to City Council for approval.

Carried.

AF2011

7. DATE OF NEXT MEETING

The next meeting of the Executive Committee of Council will be held on September 26, 2011 at 6:00 o'clock p.m. in Council Chambers.

8. ADJOURNMENT

There being no further business, the meeting is adjourned at 7:43 o'clock p.m.



CHAIR



CITY CLERK