

A meeting of the **Executive Committee** is held this day commencing at 5:00 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 Marra
Councillor Payne
Councillor Sleiman
Councillor Valentinis

1. **Call to Order**

Mayor Francis calls the meeting of the Executive Committee of Council to order at 5:00 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. **Presentations**

Air Cargo Development at Windsor International Airport: Project Update
Christopher Schmacke, Senior Consultant - Air Cargo, Thilo Girsche, Consultant -
Air Cargo, and Federica Nazzani, President and CEO, Your Quick Gateway
(Windsor) Inc.

Christopher Schmacke, Senior Consultant-Air Cargo, Thilo Girsche, Consultant- Air Cargo, and Federica Nazzani, President and CEO, Your Quick Gateway (Windsor) Inc., appear before the Executive Committee of Council, to provide an update on the Air Cargo Development at Windsor International Airport, outlining next steps; Reasons for Selection of Area; Air Cargo Forecast and Planning Parameters; Criteria for Concept Planning; The Terminal Concept; Terminal Flexibility and Accessibility; Important Infrastructural Elements; Requirements for Terminal Positioning; Operating Result till 2034; Major Achievements and Next Steps; and Strategic Alignment to Regional Economic Roadmap.

Moved by Councillor Marra, seconded by Councillor Hatfield,
EC7/11 That the presentation by Lufthansa Consulting pertaining to the Air Cargo Development at Windsor International Airport: Project Update and Next Steps **BE RECEIVED FOR INFORMATION.**

Carried.

Councillors Dilkens and Maghnieh were absent from the meeting when the vote was taken on this matter.

MT/10466

Corporate Opportunities

Mike Mueller and Helga Reidel, Chief Administrative Officer

Mike Mueller and Helga Reidel, Chief Administrative Officer, appear before the Executive Committee of Council to present information on Corporate Opportunities, outlining Timelines; Background; Corporate Initiatives Considered; Corporate Efficiency Assessment; Success of Council to Date; Challenges Ahead; Strategic Pillars of Council; Recommended Study Opportunities; Alternative Service Delivery; Recommendations; and Projected Timing of Implementation.

Moved by Councillor Marra, seconded by Councillor Gignac,
EC8/11 That City Council **APPROVE** an expanded study of shared service delivery for the five identified initiatives (Fleet, Purchasing, Communications and Call Centre, Facility Management, and Technology Infrastructure); and

That City Council **DIRECT** Administration, in conjunction with Michael Mueller, to:

- **COMPLETE** the Step 3 review of the Corporate Opportunities project; and
- **REPORT BACK** to Council findings of the five studied initiatives as they become available; and
- **RECOMMEND** additional business processes established within the initiatives list for improvement to service delivery.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

5. Business Items

Item 1 2011 Tax Policy and Rates – Update Report to Council

Moved by Councillor Jones, seconded by Councillor Sleiman,
EC9/11 THAT City Council **RECEIVE** the 2011 Tax Rates for Municipal purposes (which are based on the budget and ratios previously approved by Council) as provided in Table 1 of the report and also the 2011 capping/clawback percentages as provided in Table 3 of the report; and

THAT City Council **APPROVE** the 2011 Business Improvement Area rates as provided in Table 4 of the report which are based on the BIA budgets previously approved by Council.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Report Number 15347 AF2011 1

Item 3 ISF/RInC Capital Project Updates – as at April 30, 2011

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC11/11 THAT Council **RECEIVE FOR INFORMATION** the financial capital project status update on the Infrastructure Stimulus Funding (ISF)/Recreation Infrastructure Canada (RInC) initiatives; and

THAT Council **APPROVE** the transfer of \$2,181,098 in funds from the Capital Contingency– 5 Year Plan project #7095000 to the various capital projects as identified and highlighted in Appendix A, leaving a total favourable variance of approximately \$14.7 million.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Report Number 15097 SW/10464 3

Item 4 Chief Administrative Officer Objectives for 2011

Moved by Councillor Sleiman, Seconded by Councillor Marra,
EC12/11 THAT City Council **APPROVE** the general objectives of the Chief Administrative Officer as contained in this report; and

THAT the Executive Director of Human Resources **INTEGRATE** these objectives into the performance appraisal tool of the Chief Administrative Officer; and

THAT City Council **AUTHORIZES** and **RATIFIES** the appointment of the Chief Administrative Officer to the Mediation Services Board and to the Labour Relations Secretariat's Employer Advisory Committee as required by CR1211/85.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Report Number 15354 GM2011 4

Item 5 Chief Administrative Officer Performance Evaluation – 2011

Moved by Councillor Jones, Seconded by Councillor Marra,
EC13/11 That the Executive Standing Committee **APPROVE** in principle the proposed 2011 CAO Performance Evaluation Process, attached as **Appendix B**. This report complements the report authored by the Chief Administrative Officer (CAO) to the Executive Standing Committee on June 28, 2011, regarding the CAO's goals and objectives.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Item 2 Corporate Payroll Business Process Review

Moved by Councillor Jones, seconded by Councillor Sleiman,
EC10/11 That City Council **AUTHORIZE** administration to proceed with a Payroll Business Process Review project at an estimated cost of \$418,500; and

That capital funding in the amount of \$418,500 **BE TRANSFERRED** from the Program and Service Based Budget Capital Project #7093905 to the Payroll Business Process Review Capital Project to allow for this project to proceed; and

That the project team **BE AUTHORIZED** to issue an RFP in compliance with the City's Purchasing Bylaw for the necessary consulting services relating to this project; and further,

That upon completion of the Business Process Review Project, that a report **BE BROUGHT FORWARD** to City Council identifying the preferred recommendations and any required funding necessary for implementing changes to the Corporate Payroll Business Process and the related Payroll and HR system improvements that may be required for the Corporation.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Report Number 15291 AF2011 2

Audit Committee Report No. 53

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC14/11 That the Audit Committee **RECEIVE FOR INFORMATION** the Status Report on Compliance with Applicable Laws and Regulations, 3rd and 4th Quarters 2010; and

That the Status Report on Compliance with Applicable Laws and Regulations template **BE AMENDED** in accordance with departmental comment for 2011; and

That the Committee Coordinator and City Clerk **FORWARD** this report to City Council for information.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Report Number 15286 AF2011

Audit Committee Report No. 54

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC15/11 That the Audit Committee **RECEIVE FOR INFORMATION** the Status Report on Compliance with Applicable Laws and Regulations, 1st Quarter 2011; and

That the Committee Coordinator and City Clerk **FORWARD** this report to City Council for information.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Audit Committee Report No. 55

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC16/11 That the Audit Committee **RECEIVE FOR INFORMATION** the Report of Management regarding the Audit Committee Objectives for the 3rd and 4th Quarter of 2010 and the 1st Quarter of 2011.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Audit Committee Report No. 56

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC17/11 That the Audit Planning Report to the Audit Committee for the year ended December 31, 2010 prepared by KPMG LLP, Chartered Accountants **BE RECEIVED** for information.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Audit Committee Report No. 57

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC18/11 That the Report entitled "2011 Auditor General's Office ("AGO") Status Update" dated May 16, 2011, **BE RECEIVED** for information.

Carried.

Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

Service Delivery Review Steering Committee Minutes

Moved by Councillor Sleiman, Seconded by Councillor Maghnieh,
EC19/2011 That the Minutes of the Service Delivery Review Steering Committee of their meeting held April 4, 2011 **BE ADOPTED** as presented.

Carried.

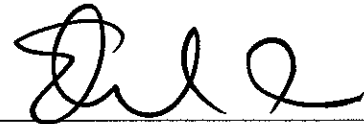
Councillor Dilkens was absent from the meeting when the vote was taken on this matter.

6. DATE OF NEXT MEETING

The next meeting of the Executive Committee will be held on July 25, 2011 at 6:00 o'clock p.m. in Council Chambers.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 7:13 o'clock p.m.



CHAIR



CITY CLERK