

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:

Councillor Dilkens
Councillor Halberstadt (Acting Chair)
Councillor Jones
Councillor Payne
Councillor Sleiman
Councillor Valentinis

Absent: Mayor Francis (city business)
Councillor Gignac
Councillor Marra

1. **Call to Order**

Councillor Halberstadt, Acting Chair 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. **Adoption of the Minutes**

Moved by Councillor Sleiman, seconded by Councillor Jones,
THAT the minutes of the meeting of the Executive Committee held July 29, 2013 **BE ADOPTED** as presented.
Carried.

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

None requested.

5. **Communications**

Item 3 Status Report – Compliance with Applicable Laws and Regulations, 3rd Quarter 2013

Moved by Councillor Sleiman, seconded by Councillor Gignac,
THAT the report authored by the Executive Initiatives Coordinator dated October 11, 2013 entitled "Communication – Status Report – Compliance with Applicable Laws and Regulations, 3rd Quarter 2013" **BE RECEIVED** for information.
Carried.

Item 4 CRA Audit-Donation Tax Receipts

Moved by Councillor Dilkens, seconded by Councillor Sleiman

THAT the report authored by the Deputy Treasurer-Financial Accounting dated October 3, 2013 entitled "Communication – CRA Audit Donation Tax Receipts" **BE RECEIVED** for information.

Carried.

Livelihood #16793, AF2013

Item 7 2012 OMBI Performance Benchmarking Report

Moved by Councillor Dilkens, seconded by Councillor Jones

THAT the report authored by the Manager of Performance Measurement and Financial Administration dated October 9, 2013 entitled "Communication – 2012 OMBI Performance Benchmarking Report" **BE RECEIVED** for information.

Carried.

Livelihood #16795, GP/10264

6. Presentations and Delegations**Item 5 Internal Audit Quarterly Status Report – October 2013****Jacqueline Peterson, Partner, and Kristen Maodus, PriceWaterhouse Coopers LLP**

Jacqueline Peterson, Partner and Kristen Maodus, PriceWaterhouse Coopers LLP appear before Council to provide an update on the internal audit quarterly status report, specifically regarding activity status, percentage completion of the annual plan, delivery target times including days elapsed, prior audit findings resolution (as of June 30, 2013), inbound notices and summary allocation of unallocated effort deployment.

Moved by Councillor Sleiman, seconded by Councillor Payne

THAT the report authored by the Executive Initiatives Coordinator dated October 11, 2013 entitled "Communication – Internal Audit Quarterly Status Report – October 2013" **BE RECEIVED** for information.

Carried.

Livelihood #16791, AF2013

7. Committee Matters**Minutes of Transit Windsor and Windsor Chartabus Inc., meetings held August 27, 2013 AND October 8, 2013****Penny Williams, General Manager, Transit Windsor**

Penny Williams, General Manager, Transit Windsor, appears before the Executive Committee and is available for questions pertaining to the minutes of Transit Windsor board meeting held October 8, 2013, specifically regarding the Salary Market Comparison for the Non-Union Group.

Moved by Councillor Dilkens, seconded by Councillor Jones

THAT the minutes of the Transit Windsor Board of Directors and Windsor Chartabus Inc., meetings held August 27, 2013 **BE ADOPTED**; and further

THAT the minutes of the Transit Windsor Board of Directors and Windsor Chartabus Inc., meetings held October 8, 2013 **BE ADOPTED**, save and except the portions dealing with "T.W. 77/2013: Salary Market Comparison – Non-Union Group" and "T.W. 78/2013: Salary Market Comparison – General Manager", which are to **BE REFERRED** to the 2014 budget deliberations of Council for consideration, along with all relevant reports on this matter.

Carried.

Councillor Sleiman voting nay.

MT2013

8. Administrative Items

Item 1 Update on Elder College Course on Municipal Administration and Management

Moved by Councillor Dilkens, seconded by Councillor Jones,

THAT Council **RECEIVE** the report of the Chief Administrative Officer dated October 3, 2013 entitled "Update on ElderCollege Course on Municipal Administration and Management"; and

THAT such initiatives with various community service providers **BE RECOGNIZED** as an opportunity for public engagement and staff development; and

THAT Administration **CONTINUE TO PARTICIPATE** in such type of public engagement activities as may be permitted by competing priorities and available resources.

Carried.

Livelihood #16778, ME2013

Item 2 External Auditor Contract 2014-2016

Moved by Councillor Dilkens, seconded by Councillor Jones,

THAT consistent with the provisions of Request for Proposal Number 21-07, Windsor City Council **APPROVE**:

The continuation of KPMG as the External Auditors for the City of Windsor including Agencies, Boards and Commissions for the years 2014 through 2016 in accordance with the following:

- a. costs for 2014, 2015 and 2016 to be at the 2011 rate based on the existing scope of work;
- b. KPMG to provide the City a credit of \$2,500 annually, which may be carried forward if not used, towards additional tax, advisory, or assurance services in each of 2014, 2015 and 2016.

Carried.

Livelihood #16789, AF2013

Item 6 2013 Third Quarter Operating Budget Variance Report

Bruce Montone, Fire Chief, City of Windsor

Bruce Montone, Fire Chief, City of Windsor, appears before the Executive Committee and is available for questions pertaining to the 2013 Third Quarter Operating Budget Variance Report, specifically as it relates to Windsor Fire and Rescue Services.

Moved by Councillor Dilkens, seconded by Councillor Valentinis

THAT Council **RECEIVE FOR INFORMATION** the 2013 Third Quarter Operating Budget Variance Report dated October 9, 2013 from the Chief Financial Officer & City Treasurer; and

THAT the CAO in concert with the Chief Financial Officer & City Treasurer **BE DIRECTED** to continue monitoring the 2013 Operating Budget and Actuals and pro-actively take steps to mitigate any significant variance projected by year end.

Carried.

Livelinek #16792, AFB/11544

9. DATE OF NEXT MEETING

The next meeting of the Executive Committee of Council will be held on November 25, 2013 at 6:00 o'clock p.m. in Council Chambers.

10. ADJOURNMENT

Moved by Councillor Dilkens, seconded by Councillor Jones,
There being no further business, the meeting is adjourned at 6:52 o'clock p.m.
Carried.



ACTING CHAIR



CITY CLERK