

**MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE  
OF THE CITY OF GREATER SUDBURY**

**Council Chamber  
Tom Davies Square**

**Tuesday, September 17, 2013  
Commencement: 4:00 p.m.**

**COUNCILLOR TERRY KETT, IN THE CHAIR**

**Present**

Councillors Cimino; Berthiaume; Dutrisac; Dupuis; Kilgour, Craig; Caldarelli; Mayor Matichuk

**City Officials**

Catherine Matheson, General Manager of Community Development acting as the Chief Administrative Officer; Tony Cecutti, General Manager of Infrastructure Services; Paul Baskcomb, Acting General Manager of Growth & Development/ Planning Director; Tim Beadman, Chief of Emergency Services; Caroline Hallsworth, Executive Director, Administrative Services/City Clerk; Lorella Hayes, Chief Financial Officer/City Treasurer; Barbara Dubois, Co-ordinator of Budgets; Carolyn Salem, Acting Community Emergency Management Co-ordinator; Shannon Dowling, Communications/Media Relations Officer; Franca Bortolussi, Council Assistant; Danielle Wicklander, Legislative Compliance Co-ordinator

**DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None declared.

**CONSENT AGENDA**

The following recommendation was presented:

FA2013-35 Matichuk/Berthiaume: THAT the City of Greater Sudbury approve Finance and Administration Committee Consent Agenda Item C-1 and receive Item C-2 for information only.

**CARRIED**

The following are the Consent Agenda Items:

**ROUTINE MANAGEMENT REPORTS**

Item C-1  
2013 Capital Budget  
Variance Report - June

Report dated September 6, 2013 from the Chief Financial Officer/City Treasurer regarding 2013 Capital Budget Variance Report - June.

FA2013-36 Matichuk/Berthiaume: THAT the City of Greater Sudbury accept the Capital Variance Report for completed capital projects from the period of April 1, 2013 to June 30, 2013 from the Chief Financial Officer dated September 6, 2013.

**CARRIED**

## **ROUTINE MANAGEMENT REPORTS (cont'd)**

Item C-2  
2012 Municipal  
Performance  
Measurement Program  
(MPMP) Results

Report dated September 10, 2013 from the Chief Financial Officer/City Treasurer regarding 2012 Municipal Performance Measurement Program (MPMP) Results.

FA2013-37 Matichuk/Berthiaume: THAT the City of Greater Sudbury receive the report September 10, 2013 from the Chief Financial Officer/City Treasurer regarding 2012 Municipal Performance Measurement Program (MPMP) Results for information only.

**CARRIED**

## **REGULAR AGENDA**

### **MANAGERS' REPORTS**

Item R-1  
Update on 2014 Budget  
Public Input Options

Report dated September 10, 2013 from the Chief Financial Officer/City Treasurer regarding Update on 2014 Budget Public Input Options.

The following recommendation was presented:

Matichuk/Berthiaume: WHEREAS a Public Input Session for the 2014 Budget was held on June 18th, 2013 and the submissions received are summarized in the report dated September 10, 2013 from the Chief Financial Officer/City Treasurer, which has been reviewed by Finance and Administration Committee and City Staff;

THEREFORE BE IT RESOLVED THAT the City of Greater Sudbury accept the said report outlining the next steps and actions plans for the public input submissions.

### **Amendments**

The following amendments to the recommendation were presented:

Cimino/Berthiaume: THAT the City of Greater Sudbury direct staff to move the request from the Sudbury Coalition Against Poverty from Appendix B to Appendix A for presentation of an option during budget deliberations.

**CARRIED**

Dupuis/Caldarelli: THAT the City of Greater Sudbury direct staff to move the requests regarding cycling infrastructure from the Sudbury Cyclist Union from Appendix B to Appendix A for presentation of an option during budget deliberations.

**CARRIED**

The main motion was presented as amended:

**MANAGERS' REPORTS (cont'd)**

Item R-1  
Update on 2014 Budget  
Public Input Options  
(cont'd)

Main Motion  
(as amended)

FA2013-38 Matichuk/Berthiaume: WHEREAS a Public Input Session for the 2014 Budget was held on June 18th, 2013 and the submissions received are summarized in the report dated September 10, 2013 from the Chief Financial Officer/City Treasurer, which has been reviewed by Finance and Administration Committee and City Staff;

THEREFORE BE IT RESOLVED THAT the City of Greater Sudbury accept the said report, as amended (by moving the requests from the Sudbury Coalition Against Poverty and from the Sudbury Cyclist Union from Appendix B to Appendix A for presentation of options during budget deliberations), outlining the next steps and actions plans for the public input submissions.

**CARRIED**

Item R-2  
Budget Enhancement  
for Arts & Culture Grants

Report dated September 9, 2013 from the Acting General Manager of Growth & Development/Planning Director regarding Budget Enhancement for Arts & Culture Grants.

The following recommendation was presented:

FA2013-39 Craig/Berthiaume: THAT the City of Greater Sudbury direct staff to prepare a budget option for Option #2 (\$47,563 to both Major and Community Arts & Culture Grant Streams) as outlined in the report dated September 9, 2013 from the Acting General Manager of Growth & Development/Planning Director regarding Budget Enhancement for Arts & Culture Grants for consideration during the 2014 budget deliberations;

AND THAT the City of Greater Sudbury designate the Major and Community Arts & Culture grant funding envelopes as eligible for automatic inflationary increases in future budget years.

**CARRIED**

Item R-3  
Junction Creek  
Stewardship Committee  
(NDCA) Budget Option

Report dated September 5, 2013 from the Acting General Manager of Growth & Development/Planning Director regarding Junction Creek Stewardship Committee (NDCA) Budget Option.

The following recommendation was presented:

FA2013-40 Craig/Cimino: THAT the City of Greater Sudbury consider the annual funding to the Nickel District Conservation Authority for the Junction Creek Stewardship Committee in the amount of \$30,000 per year for 4 years for a total of \$120,000 and direct staff to prepare a budget option for consideration during the 2014 budget deliberations.

**CARRIED**

**MANAGERS' REPORTS (cont'd)**

Item R-4  
GSERV (Greater  
Sudbury Emergency  
Response Volunteer  
Registry) Program  
Budget Enhancement

Report dated September 10, 2013 from the Chief of Emergency Services regarding GSERV (Greater Sudbury Emergency Response Volunteer Registry) Program Budget Enhancement.

The following recommendation was presented:

FA2013-41 Cimino/Craig: THAT the City of Greater Sudbury direct staff to prepare a budget option to provide a one-time funding grant to the GSERV Program in the amount of \$20,000 covering a two-year period (2014-2015) funded through the Human Resources Management Reserve Fund.

**CARRIED**

Item R-5  
Procurement Contract  
Administration Policy

Report dated September 11, 2013 from the Chief Financial Officer/City Treasurer regarding Procurement Contract Administration Policy.

The following recommendation was presented:

FA2013-42 Cimino/Craig: WHEREAS the City of Greater Sudbury ensures value for tax payers' dollars when suppliers deliver goods, construction and/or services in accordance with the terms and conditions of contracts;

AND WHEREAS a documented procurement contract administration framework and policy will be a valuable tool to heighten staff's awareness and accountability to effectively manage and administer contracts;

THEREFORE BE IT RESOLVED THAT the City of Greater Sudbury accept the report dated September 11, 2013 from the Chief Financial Officer/City Treasurer regarding Procurement Contract Administration Policy.

**CARRIED**

Adjournment

Matichuk/Craig: THAT this meeting does now adjourn. Time: 5:23 p.m.

**CARRIED**

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Councillor Terry Kett, Chair

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Caroline Hallsworth, Executive Director,  
Administrative Services/City Clerk