

# Agenda Including Addeds

## Corporate Services Committee

3rd Meeting of the Corporate Services Committee

February 5, 2024

1:00 PM

Council Chambers - Please check the City website for additional meeting detail information. Meetings can be viewed via live-streaming on YouTube and the City Website.

The City of London is situated on the traditional lands of the Anishinaabek (AUh-nish-in-ah-bek), Haudenosaunee (Ho-den-no-show-nee), Lūnaapéewak (Len-ah-pay-wuk) and Attawandaron (Add-a-won-da-run).

We honour and respect the history, languages and culture of the diverse Indigenous people who call this territory home. The City of London is currently home to many First Nations, Métis and Inuit today.

As representatives of the people of the City of London, we are grateful to have the opportunity to work and live in this territory.

Members

Councillors H. McAlister (Chair), P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen

The City of London is committed to making every effort to provide alternate formats and communication supports for meetings upon request. To make a request specific to this meeting, please contact [CSC@london.ca](mailto:CSC@london.ca) or 519-661-2489 ext. 2425.

Pages

**1. Disclosures of Pecuniary Interest**

**2. Consent**

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2.2 Federation of Canadian Municipalities Advocacy Days and Board Meeting 7

**3. Scheduled Items**

**4. Items for Direction**

**5. Deferred Matters/Additional Business**

5.1 *(ADDED) Application - Issuance of Proclamation - Multiple Myeloma Awareness Month* 9

5.2 *(ADDED) Application - Issuance of Proclamation - BGC Club Day* 10

**6. Confidential (Enclosed for Members only.)**

6.1 Solicitor-Client Privileged Advice / Litigation/Potential Litigation

A matter pertaining to advice subject to solicitor-client privilege, including communications necessary for that purpose, and advice with respect to litigation with respect to various personal injury and property damage claims against the City.

**7. Adjournment**

## Report to Corporate Services Committee

**To:** Chair and Members,  
Corporate Services Committee

**From:** Anna Lisa Barbon, Deputy City Manager, Finance Supports

**Subject:** Single Source SS-2024-032 Argyle Arena Refrigeration  
Condensing Unit Replacement

**Date:** February 5, 2024

## Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the procurement of a refrigeration condensing unit:

- a) in accordance with Section 14.4(g) of the Procurement of Goods and Services Policy, Civic Administration **BE AUTHORIZED** to single source the supply and installation of a refrigeration condensing unit at Argyle Arena from CIMCO Refrigeration, valued at \$330,000, including contingency, excluding HST.
- b) the approval a) above, **BE CONDITIONAL** upon The Corporation of the City of London's satisfactory review and confirmation of quoted pricing, terms, conditions, and entering a contract with CIMCO Refrigeration to supply and install the required condensing unit.
- c) The financing for this procurement **BE APPROVED** as set out in the Sources of Financing Report attached hereto as Appendix A;
- d) that Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with the authorization set out in parts a) and b) above.

## Executive Summary

This report seeks the Council's approval for the single-source procurement of the supply and installation of the refrigeration condensing unit at Argyle Arena. The procurement will be conducted through the LAS Canoe Procurement Group of Canada ("Canoe").

The condensing unit for the refrigeration plant at Argyle Arena has reached the end of life. CIMCO Refrigeration is the current refrigeration services provider for the City of London. Entering into this agreement will allow them to replace the condenser in conjunction with previously scheduled work. This creates cost efficiencies and will help to minimize facility downtime and avoid any potential conflicts with different contractors doing work. The LAS Canoe Procurement Group of Canada provides a cooperative purchasing program that creates savings and allows us to manage the impact of market increases. This work will ensure that the arena refrigeration assets continue to operate in a reliable, safe and efficient manner, while reducing our environmental impacts.

## Linkage to the Corporate Strategic Plan

### Well-Run City

The City of London is a leader in public service.

3.3 The City of London has effective facilities and infrastructure management.

- Build, maintain and operate facility assets to provide expected levels of service and optimize reliability and functionality.

## Analysis

### 1.0 Background Information

#### 1.1 Previous Reports Related to this Matter

- Corporate Services Committee – September 11, 2023 - SS-2023-215 – Facilities Maintenance and Operations Single Source Refrigeration Services Provider.

#### 1.2 Argyle Arena Condensing Unit Background

Argyle Arena has been in operation since 1973 and offers Londoners seasonal access to two refrigerated ice pads. The refrigeration system was originally installed in 1973 and previous rehabilitation work was completed in 1997. The two major components of a refrigeration system include the condensing unit and the compressors.

CIMCO Refrigeration is the largest industrial refrigeration contractor in North America. With a company history of over a hundred years, CIMCO has played a pivotal role in the industry, constructing more than half of the world's ice rinks. Serving the City of London for several years, CIMCO has successfully maintained the Refrigeration Services contract. As part of our current contract (C23-081) CIMCO is scheduled to perform significant work on the Argyle Arena refrigeration system, including the rebuilding of three refrigeration screw compressors in the summer of 2024.

The Argyle Arena condensing unit was installed during the 1997 arena upgrades and has come to end of life expectancy and needs replacement. Replacing the refrigeration condensing unit concurrently with the refrigeration compressor rebuilds offers several advantages for an efficient and cost-effective system upgrade.

This work aligns with the direction received from Council regarding the Climate Emergency Action Plan; specifically in accordance with Area of Focus 7, 6b. It involves the implementation of incremental energy efficient upgrades and resiliency measures.

These include increased thermal transfer capabilities provided by the new coils, as well as upgrading to premium efficiency motors that will reduce energy consumption and enhance the overall system's performance and longevity. Aligning this work ensures a streamlined installation process, reducing downtime and minimizes the impact to the facility. Furthermore, it establishes compatibility between the condensing unit and compressors, optimizing both performance and efficiency. Coordinating this work will ensure comprehensive system testing and commissioning for the seamless operation of the new condensing unit.

Ultimately, the simultaneous replacement of the condensing unit and compressor rebuilds not only maximizes the long-term advantages of the investment but also optimizes the functionality and energy efficiency of the refrigeration system.

This work will commence during summer 2024, with the work being completed prior to the 2024 season.

### 2.0 Key Issues and Considerations

#### 2.1 Case for Single Source Procurement via Cooperative Purchasing

The Canoe Procurement Group is a cooperative purchasing program that helps municipalities purchase products and services they regularly use. By combining forces under the Canoe Procurement Group, municipalities can access high-quality, competitively priced goods and services, and free up staff time.

Local Authority Services (LAS) is a preferred provider of innovative and creative programs for Ontario municipalities and the broader public sector. LAS was created in 1992 by the Association of Municipalities of Ontario (AMO). LAS is incorporated as a not-for-profit organization under the laws of Canada and is mandated to work with Ontario

municipalities, as well as organizations from the broader public sector, to help realize lower costs, higher revenues, and enhanced staff capacity, through co-operative procurement efforts and innovative training, programs, and services. LAS is a founding partner in the Canoe Procurement Group.

The benefits of using a cooperative procurement program include:

- Cost savings: By pooling resources, goods and services can be purchased at bulk prices.
- Improved purchasing power: Group buying provides more leverage in negotiations with suppliers, allowing them to secure better prices and terms.
- Streamlined procurement process: Group buying can simplify the procurement process, making it more efficient and reducing the workload for administrative staff while still complying with local by-laws, policies, and provincial legislation.
- Standardization: Group buying allows for standardization of equipment and supplies, which can improve operations and reduce costs overall; and,
- Improved quality: Group buying can help ensure that the vendor provides high-quality goods and services by leveraging the purchasing power of the group to negotiate better terms.

All offerings through Canoe have undergone a formal competitive bid process ensuring full compliance with procurement by-laws and trade agreements. Through Canoe, the current contract in place for refrigeration/arena services is valid until January 8, 2025, after which one (1) option year can be negotiated until Canoe repeats the formal competitive bid process.

To pursue the advantages of this cooperative purchasing program, Civic Administration seeks to enter a contract with CIMCO Refrigeration for the supply and installation of a new refrigeration condensing unit, utilizing the single source procurement clause as outlined in section 14.4(g) of the Procurement of Goods and Services Policy.

#### Section 14.4(g) of the Procurement of Goods & Services Policy

##### 14.4 Single Source

Single Source means that there is more than one source of supply in the open market, but only one source is recommended due to predetermined and approved specifications. The procurement may be conducted using a Single Source process if the goods and/or services are available from more than one source, but there are valid and sufficient reasons for selecting one supplier.

g) It is advantageous to the City to acquire the goods or services from a supplier pursuant to the procurement process conducted by another public body or a Group Procurement Organization (GPO);

## **2.2 Market and Industry Conditions**

Parts and materials used in the refrigeration industry continue to be affected by supply chain disruptions. Refrigeration systems and components, including condensing units and compressors, have long lead times for delivery, up to six months.

Utilizing the purchasing influence of the Canoe Procurement Group and tapping into the services provided by CIMCO, the largest supplier of recreational refrigeration services in North America, allows us to minimize supply-related risks. This approach ensures the operational readiness of the facility for the upcoming Fall 2024 arena season.

## **3.0 Financial Impact/Considerations**

The project budget for the replacement of the condensing unit is \$330,000 including contingency and is accommodated within the existing approved Recreation Facilities Life

Cycle Capital Plan. Funding for the project is confirmed in the attached Appendix A – Sources of Financing Report.

## **Conclusion**

The condensing unit for the Argyle Arena refrigeration plant has reached the end of life. Entering into this agreement will allow the condensing unit replacement to be completed together with preventative maintenance work scheduled this summer. This creates cost efficiencies and will help to minimize facility downtime and avoid any potential constructor issues. This work will ensure that the arena refrigeration assets continue to operate in a reliable, safe, and efficient manner. Work will commence summer 2024, completion prior to the 2024 season.

In adherence to Section 14.4(g) of the Procurement of Goods and Services Policy, opting for an efficient cooperative purchasing agreement with CIMCO Refrigeration aligns with the City of London's commitment to obtaining good financial value. This choice leverages the services of a reputable refrigeration contractor that has held the Refrigeration Services contract for maintaining City of London arena assets for years.

**Prepared by:** Val Morgado, Senior Manager Facilities, Finance Supports

**Submitted by:** Lynda Stewart, Director Fleet and Facilities, Finance Supports

**Recommended by:** Anna Lisa Barbon, Deputy City Manager, Finance supports

**Appendix "A"**

#24018

February 5, 2024

(Award Contract)

Chair and Members  
Corporate Services Committee

RE: SS-2024-032 Argyle Arena Refrigeration Condensing Unit Replacement  
(Work Order 2592011)  
Capital Project RC220121 - Recreation Facilities  
CIMCO Refrigeration - \$330,000.00 (excluding HST)

**Finance Supports Report on the Sources of Financing:**

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Finance Supports, the detailed source of financing is:

<b>Estimated Expenditures</b>	<b>Approved Budget</b>	<b>Committed to Date</b>	<b>This Submission</b>	<b>Balance for Future Work</b>
Engineering	195,093	195,093	0	0
Construction	4,030,920	812,133	330,000	2,888,787
City Related Expenses	1,375	1,375	0	0
Contingency	237,806	17,408	0	220,398
<b>Total Expenditures</b>	<b>\$4,465,194</b>	<b>\$1,026,009</b>	<b>\$330,000</b>	<b>\$3,109,185</b>

**Sources of Financing**

Capital Levy	2,129,855	1,026,009	330,000	773,846
Drawdown from City Facilities Renewal Reserve Fund	808,283	0	0	808,283
Drawdown from Capital Infrastructure Gap Reserve Fund	1,527,056	0	0	1,527,056
<b>Total Financing</b>	<b>\$4,465,194</b>	<b>\$1,026,009</b>	<b>\$330,000</b>	<b>\$3,109,185</b>

**Financial Note:**

Contract Price	330,000
Add: HST @13%	42,900
Total Contract Price Including Taxes	372,900
Less: HST Rebate	-42,900
Net Contract Price	\$330,000

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Jason Davies  
Manager of Financial Planning & Policy

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300 Dufferin Avenue  
P.O. Box 5035  
London, ON  
N6A 4L9

London  
CANADA

Jan 15, 2024

Dear Colleagues,

In November 2023 I attended the Federation of Canadian Municipalities (FCM) Advocacy Days and Board meeting in Ottawa. This report highlights the important direct advocacy work that FCM is doing to represent the needs of municipalities across Canada, including London.

I personally met with 5 MP's out of the 100 MP meetings to advocate for a new municipal growth framework for London and cities across Canada. We also discussed items like rising infrastructure costs, homelessness, climate change and how all levels of government can work together to address affordability. During this week, FCM published new research that estimates that, on average across the country, the cost of the municipal infrastructure required to support new housing is in the range of \$107,000 per home. See links in the report for details.

Please take a moment to read through, and I am happy to answer any questions regarding the work. As well, if you ever have a specific resolution that you'd like me to take to the FCM Board to garner their support and elevate to the national stage, please reach out to chat as I'd love to work with you on it.

Thank you for your continued support of London's federal advocacy efforts,

Sincerely,

Skylar Franke  
Ward 11 City Councillor  
FCM Board Member



## FCM's Advocacy Days and November 2023 Board Meeting: Report to Council

- This November's Board of Directors meeting took place in Ottawa ON, on November 24, 2023, right on the heels of FCM's annual Advocacy Days event.
- Taking place from November 21-23, FCM's Advocacy Days was another huge success this year, returning to a fully in-person edition on Parliament Hill. Over 100 advocacy meetings took place between our Board members and MPs across government and opposition benches. Local government leaders focussed on key municipal priorities ahead of the next federal budget including housing and homelessness, investment in the next generation of infrastructure and the need for a new Municipal Growth Framework.  
[Read more: Municipal leaders wrap-up a week of advocacy ahead of Budget 2024](#)
- The Fall Economic Statement (FES) was released November 21, Day One of our Advocacy Days. FCM responded to the federal announcement with a **detailed response by President Scott Pearce**. Despite welcoming some steps to improve housing affordability, FCM was concerned that the FES does not reflect the scale of infrastructure investment required to meet the national housing supply gap. FCM underlined that we will be looking to Budget 2024 for a comprehensive, ambitious investment in community infrastructure that matches the record-breaking population growth currently underway in Canada.  
[Read more: FCM reacts to the 2023 Fall Economic Statement](#)
- Also during Advocacy Days, on November 23, **FCM President Scott Pearce** and the **Chair of FCM's Big City Mayors' Caucus and Halifax Mayor Mike Savage** announced new research commissioned by FCM that estimates that, on average across the country, the cost of the municipal infrastructure required to support new housing is in the range of \$107,000 per home. When considering the 5.8 million homes that the federal and provincial governments are directing municipalities to approve by 2030, the scale of the gap could reach an equivalent of \$600 billion in municipal infrastructure investment. With municipalities facing limited options to pay for growth, FCM is calling for a national discussion on a new Municipal Growth Framework that links municipal funding with economic and population growth—and which would help unlock municipal capacity and a better quality of life for all Canadians.  
[Read more: New research: Canada's housing challenge is also an infrastructure challenge](#)
- In conjunction with the FCM Board of Directors meeting on November 24, directors participated in peer-led orientation on their role and responsibilities as directors of a national not-for-profit corporation and were also provided with deeper insight into the work currently being carried out by the Green Municipal Fund. During the board meeting, directors also approved a new Code of Ethical Conduct and a Conflict of Interest policy. FCM's President and CEO provided their reports to the board, while no policy committee resolutions were presented during this board meeting.

## Proclamation Request Form

Request for the issuance of proclamations is governed by Council Policy. Requests are recommended **2 months** in advance of the requested issuance date and may be emailed [ClerksApprovalRequests@london.ca](mailto:ClerksApprovalRequests@london.ca) or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> London and District Myeloma Support Group
<u>Proclamation Name</u> Multiple Myeloma Awareness Month
<u>Date of Proclamation Requested</u> March 2024
<u>Proclamation Type</u> (day, week or month) Month
<p><b>Organization's Direct Connection to London</b> (provide specific details)</p> <p>Our myeloma support group is local to the London and district area supporting myeloma patients most often receiving medical care from LHSC at the London Regional Cancer Program. We are a chapter of Myeloma Canada.</p> <p>Our website is <a href="http://www.myelomalondon.ca">www.myelomalondon.ca</a> and our local chapter is referenced on the Myeloma Canada Website as well. Hoping this is acceptable for supporting documents.</p>
<p><u>Required Supporting Documents:</u></p> <p><input type="checkbox"/> Detail information on the Organization</p> <p><input type="checkbox"/> Detail information on the Event</p> <p><input type="checkbox"/> Confirmation of authorization from the Organization to submit request</p>
<p><u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations)</p> <p>public awareness campaign</p>
<p><u>Requester Name</u></p> <p>Lisa Bowden</p>
<p><u>Requester Address</u></p> <p>London Ontario N6C2G9</p>
<p><u>Requester Phone Number and Email</u></p>
<p>The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;">  <p>_____ Signature</p> </div> <div style="width: 45%;"> <p>January 29 2024</p> <p>_____ Date</p> </div> </div> <p style="font-size: small; margin-top: 10px;">                 Notice of collection of personal information                  Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i>, S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590, email: <a href="mailto:eskalski@london.ca">eskalski@london.ca</a>.             </p>

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<u>Name of Organization</u> BGC London
<u>Proclamation Name</u> BGC Club Day
<u>Date of Proclamation Requested</u> June 7th 2024
<u>Proclamation Type</u> (day, week or month) Day
<b>Organization's Direct Connection to London</b> (provide specific details)  BGC London was founded in London On in 1956. Today we continue to enhance program offerings in London and neighbouring communities.
<u>Required Supporting Documents:</u> <input type="checkbox"/> Detail information on the Organization <input type="checkbox"/> Detail information on the Event <input type="checkbox"/> Confirmation of authorization from the Organization to submit request
<u>Category</u> (public awareness campaigns, charitable funding campaigns, arts and cultural celebrations) Public awarness campaign
<u>Requester Name</u> Susana Martinez
<u>Requester Address</u> 184 Horton Street E. London, ON N6B 1K8
<u>Requester Phone Number and Email</u> (519) 434 9115 ext 225 smartinez@bgclondon.ca
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Susana Martinez</b> <small>Digitally signed by Susana Martinez Date: 2024.02.01 13:23:58 -05'00'</small></p> <hr/> <p>Signature</p> </div> <div style="width: 45%; text-align: right;"> <p><b>February 1st, 2024</b></p> <hr/> <p>Date</p> </div> </div>
<p><small>Notice of collection of personal information                  Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001</i>, S.O. 2001, c. 25 and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to Manager, Records and Information Services, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489 ext. 5590, email: <a href="mailto:eskalski@london.ca">eskalski@london.ca</a>.</small></p>



February 1<sup>st</sup>, 2024

Dear City Council,

BGC London is a community organization providing activities for children and youth during the evenings and the day for adults 55 years old and over.

By promoting physical health, mental health, and emotional well-being, our programs help young people succeed in school, form positive relationships, and mature into healthy, responsible, and caring adults. We are committed to helping children and youth reach their full potential.

Our programs are not limited to our London location. We have an outreach program to provide education support at the Family Centre Westmount and operate an after-school program in a neighbourhood in Pond Mills. Also, we've created partnerships in communities like Ilderton and Thorndale to offer youth and families fun recreation programs and a drop-in youth program.

BGC London is part of a Federation, BGC Canada, and nationally we are celebrating BGC Club Day on June 7<sup>th</sup>. This is a day we acknowledge BGC Clubs' work across the country.

At BGC London, BGC Club Day is part of an awareness campaign called "Opportunity Changes Everything." The goal is to share with our community the impact of our programs in children, youth, and seniors who participate in our programs and activities.

This proclamation request is for Friday, June 7<sup>th</sup>, and as mentioned before, this will help raise awareness about the great work we do in London and neighbouring communities. We request that you raise BGC Club flag, and we will use the photos on our social media on June 7<sup>nd</sup>, and during that weekend.

Thank you for considering our request. If you have any questions, don't hesitate to contact me,

Kind regards,

A handwritten signature in blue ink that reads "Susana Martinez".

Susana Martinez  
Manager of Fund Development and  
Communications

