

Agenda

Corporate Services Committee

6th Meeting of the Corporate Services Committee

March 25, 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 or 519-661-2489 ext. 2425.

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5. Deferred Matters/Additional Business

6. Confidential (Enclosed for Members only.)

6.1 Land Acquisition / Solicitor-Client Privileged Advice / Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations

A matter pertaining to the proposed or pending acquisition of land by the municipality, including communications necessary for that purpose; advice that is subject to solicitor-client privilege; commercial and financial information, that belongs to the municipality and has monetary value or potential monetary value and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.

6.2 Litigation/Potential Litigation / Solicitor-Client Privileged Advice

A matter pertaining to litigation or potential litigation and advice that is subject to solicitor-client privilege, including communications necessary for that purpose and directions and instructions to officers and employees or agents of the municipality.

7. Adjournment

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee
From: Michael Schulthess, City Clerk
Subject: City of London Days at Budweiser Gardens – United Way
Elgin and Middlesex
Meeting on: March 25, 2024

Recommendation

That, on the recommendation of the City Clerk and in accordance with Council's City of London Days at Budweiser Gardens Policy, the request from the United Way Elgin & Middlesex to host the annual Stairclimb on November 13, 2024, **BE APPROVED** as a City of London Day at Budweiser Gardens, notwithstanding Council's policy which restricts groups from having more than two event days over a consecutive five-year period.

Executive Summary

Municipal Council may grant up to five rent-free days per year to community organizations wishing to use Budweiser Gardens, subject to the conditions of Council's Policy. United Way of Elgin & Middlesex has requested a City of London Day at Budweiser Gardens. The organization was granted a rent-free day in 2022 and 2023 for the United Way Stairclimb.

Given that five City of London Days remain in 2024, the Civic Administration recommends approval, notwithstanding Council's policy that restricts organizations to two event days over a 5-year consecutive period (4.2 c)).

Analysis

1.0 Background Information

1.1 Previous reports related to this matter

- Corporate Services Committee – May 7, 2013
- Corporate Services Committee – March 25, 2014
- Corporate Services Committee – February 3, 2015
- Corporate Services Committee – February 2, 2016
- Corporate Services Committee – February 7, 2017
- Corporate Services Committee – February 6, 2018
- Corporate Services Committee – April 16, 2019
- Corporate Services Committee – May 9, 2022
- Corporate Services Committee – July 17, 2023

1.2 Agreement between City of London and Budweiser Gardens

The City of London agreement with the London Civic Centre (LP) provides for five community days annually for community use at the Budweiser Gardens. The agreement makes the following provisions:

“The Landlord and the Tenant acknowledge and agree that each of them shall permit the City to have exclusive use of the Project (excluding areas over which the London Knights or other subtenants or licensees have exclusive possession) on five (5) days in each calendar year on sixty (60) days' notice prior to the Tenant and the Landlord on an entirely rent-free basis, except as set out in this subsection, for the purpose of community events which are primarily “not for profit” in nature, on dates which do not conflict or compete with events previously arranged or booked by the

Tenant for the Project. The City shall be entitled to all ticket revenue and any revenue generated by special concession at such events, and all other revenue normally derived from the Project, such as from the food and beverage facilities, shall be included in Gross Revenue. The City shall pay for all out-of-pocket direct costs incurred by the Tenant for such occasion, such as the costs of staffing, security, janitorial and maintenance services. However, the City shall not be required to pay costs that the Tenant would have incurred anyway even if the City's event had not been held. For these purposes, "community events" means events which are primarily for civic purposes, high school, university or college sports and events, celebrations or charity events and shall include without limitation, high school and college graduations, community banquets and receptions and speaker programs but shall not include any events which have previously used the Project in accordance with normal rental or use arrangements"

2.0 Discussion and Considerations

2.1 Request from United Way of Elgin & Middlesex

On behalf of the United Way of Elgin & Middlesex, Taylor Walker has submitted the attached correspondence, requesting a "rent-free" day at the Budweiser Gardens for the annual United Way Stairclimb on November 13, 2024. This is the United Way of Elgin & Middlesex's third request to hold the Stairclimb as a City of London Day at Budweiser Gardens and it is the only request it will make in 2024.

Budweiser Gardens has been identified as an ideal location for the 27th annual Stairclimb, as an alternative to the pre-COVID location of One London Place. The attached letter from Kelly Ziegner, President & Chief Executive Officer, explains the advantages of this venue, which include accessibility, adequate ventilation, access by public transit, and the safe accommodation of school buses.

The United Way of Elgin & Middlesex has held fundraising events using the City of London Days at Budweiser Gardens annually since 2009. Council's City of London Days at the Budweiser Gardens Policy makes an exception for the United Way Harvest Lunch and Campaign Kick-Off to the clause in the policy that restricts groups from having more than two event days over a consecutive five-year period.

Council's policy exempts the Harvest Lunch and Campaign Kick-off from the limits of the policy. However, the organization, the United Way of Elgin & Middlesex, is still subject to the limits.

This request for Stairclimb is the third request in a 5-year period made by the United Way of Elgin & Middlesex for a City of London Day at Budweiser Gardens that is not an exempt event.

Therefore, the request requires an exemption to be approved by the Municipal Council due to unique circumstances.

2.2 Other requests received for 2024

Five City of London Days remain to be granted for 2024, and no other requests are pending for the use of a City of London Day at the Budweiser Gardens.

3.0 Financial Impact/Considerations

3.1 No financial impact or consideration

The current agreement with Budweiser Gardens provides for up to five rent free days, so there is no financial impact or consideration.

4.0 Key Issues and Considerations

4.1. Council Policy: City of London Days at Budweiser Gardens

The policy for City events at the Budweiser Gardens is attached as Schedule “A” for information purposes.

5.0 Conclusion

The Civic Administration recommends that Municipal Council approve an exemption, and approve the request to use a City of London Day at the Budweiser Gardens for the United Way Stairclimb on November 13, 2024, notwithstanding Council’s policy.

Prepared, submitted and recommended by: Michael Schulthess, City Clerk



City of London Days at Budweiser Gardens Policy

Please refer to the "City of London Days at Budweiser Gardens" Council Policy on page 2 for related guidelines. Requests may be mailed to: City Clerk, PO Box 5035, London, ON, N6A 4L9 or emailed to ClerksApprovalRequests@london.ca. Phone enquiries should be directed to the City Clerk's Office at (519) 661-2489 Ext. 4937.

Organization information

Organization Name United Way Elgin Middlesex	Charitable registration number (if applicable) 11926 0503 RR0001	Request Date (YYYYMMDD) 2024-02-26
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Contact information

Contact name Taylor Walker	Title Special Events Coordinator	
Address 409 King Street, London ON N6B 1S5		
Telephone number 229-235-5833	/ extension	E-mail address twalker@unitedwayem.ca

Event details

Event Name StairClimb for United Way	Date of event (YYYYMMDD) 2024-11-13
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Event description (maximum 1,000 characters, attach additional details if needed)

For almost 3 decades, every November, thousands of people from hundreds of workplaces, organizations and schools come together to take on the challenge of climbing over 450 stairs to show their local love. Teams have a great time while participating in the largest single fundraiser for social services in our region, to help local people get through tough times and improve their lives. Over the years, StairClimb has raised over \$3 million for vital programs in our community.

We are requesting, once again, to relocate this event from One London Place to Budweiser Gardens (in exchange for our Harvest Lunch event now being held elsewhere). Budweiser Gardens is not only more exciting for participants, but also offers a fully accessible experience, able to accommodate wheelchairs and walkers within the event space. Our workplace and school partners also continue to have high expectations for health and safety, and show concerns for air quality. The arena at Budweiser Gardens is the only central space in our community that offers an indoor venue that is safe, accessible, ventilated, and spacious enough to be fully inclusive for this key event.

We are excited to welcome 1,500+ participants in fun pre-climb activities, a high energy warm-up, live radio broadcasting, and a "choose your own adventure" challenge while climbing the lower bowl stairs.

Event eligibility

- City of London sponsored event
- Not-for-profit sporting event of provincial or national significance
- Major community-wide, not-for-profit civic event
- Major community-wide, not-for-profit charity event

Confirmations

- This event has not previously used the facility in accordance with normal rental or use arrangements
- Budweiser Gardens has confirmed that this date is available

February 26, 2024

Anastasia Bush, Administrative Assistant
City Clerk's Office
City of London
300 Dufferin Avenue
London, ON N6A 4L9

Re: Corporate Services Committee – City of London Day

Dear Committee Members,

On behalf of United Way Elgin Middlesex, I thank you for the wonderful support of the City of London for our annual community campaign. As part of that support, the City has generously granted United Way Elgin Middlesex (UWEM) an annual City of London Day usage of Budweiser Gardens since 2003.

Prior to COVID-19, we have used our City of London Day to hold our annual Harvest Lunch and campaign kick-off at Budweiser Gardens. However, during COVID-19 restrictions we were unable to hold the Harvest Lunch.

Last year, we had the opportunity to continue the tradition of holding an annual United Way community event at Budweiser Gardens under the provisions of the City of London Day exemption, outlined in policy CPOL.-27(b)-42 , by moving the City's generous support to United Way's Stairclimb event.

Budweiser Gardens is a perfect place for the Stairclimb as is it fully accessible; enabling people using walkers or wheelchairs and people with visual impairments, to fully participate in the same space as the stair-climbers. It also allows for safe ventilation, access on public transit, and has capacity to safely accommodate school buses - all while being in a central downtown location with a strong community identity.

We have connected with the Spectra team at Budweiser Gardens. They have had a good experience working with us and are very supportive of our return and have already tentatively booked us the date of November 13th 2024, pending the decision of the committee.

This event, now in its 27th year, welcomes about 1,500 people with teams from both school boards (from elementary and secondary schools), all the major local employers (Western University, Fanshawe College, LHSC, Canada Life, TD, 3M, StarTech.com, Enbridge Gas, GDLS-C, etc.) as well as from London Fire Service, London Police Service, the RCMP, the OPP, and the London Lightning – making this a truly community-wide event. This event traditionally generates over \$100,000 for the United Way Community Fund; funds that are needed by our local agencies, now even more than ever.

We recognize the amazing in-kind support the City of London provides by allowing us the annual use of the facilities at Budweiser Gardens and we do not take this support for granted.

The social services sector continues to face significant challenges in meeting the growing needs in our community, and United Way continues to work hard to ensure that services can help meet the needs of our community's most vulnerable members. This is one positive and inclusive way that we can support the amazing work of our funded agency partners and enable all local people have a fair shot at a good life.

We hope that you can help us to help meet community needs again this year, through an adapted use of the City of London Day provision for one more year.

Thank you for your thoughtful consideration of our request.

Sincerely,



Kelly Ziegner
President & Chief Executive Officer



London
CANADA

City of London Days at the Budweiser Gardens Policy

Policy Name: City of London Days at the Budweiser Gardens Policy

Legislative History: Adopted June 13, 2017 (By-law No. CPOL.-27-223); Amended July 24, 2018 (By-law No. CPOL.-27(a)-397), January 28, 2020 (By-law CPOL.-27(b)-42)

Last Review Date: July 25, 2023

Service Area Lead: City Clerk

1. Policy Statement

- 1.1 This policy establishes the general guidelines for utilization of up to five (5) City of London Days at the Budweiser Gardens for community-sponsored events on a “rent-free basis” provided the City or event sponsor pay for all direct and out-of-pocket expense incurred by the London Civic Centre Corporation.

2. Definitions

- 2.1 Not applicable.

3. Applicability

- 3.1 This policy applies to event(s) which meet the eligibility criteria set out in this policy.

4. The Policy

4.1 Eligible Events

The following types of events will be eligible:

- a) City of London-sponsored events such as opening ceremonies for sporting events and major community celebrations, which have not previously used the facility in accordance with normal rental or use arrangements.
- b) Major not-for-profit, sporting or civic events which are events of a local, community-wide nature and have a direct benefit to the London community.

4.2 Maximum Event Days

- a) The City is limited to five event days each calendar year.
- b) No group or organization can have more than one event day per calendar year.
- c) No group or organization can have more than two event days over a five-year consecutive period, with the exception of the annual United Way Harvest Lunch and Campaign Kick-Off, unless an exemption is approved by the Municipal Council due to unique circumstances.

4.3 Event Dates

The City of London shall provide sixty (60) days prior notice to Budweiser Gardens for use of the facility for a community-sponsored event, and the date of the event may not conflict or compete with events previously arranged or booked by Budweiser Gardens.

4.4 Requirements of User Groups

- a) The user group will be responsible for all direct and out-of-pocket expenses which are incurred.

- b) The user group organization will be responsible for entering into an agreement with the Budweiser Gardens for use of the facility and all obligations arising from that agreement.
- c) The user group or organization will be responsible for all advertising, sponsorship and ticketing for the event subject to any conditions set out by the Budweiser Gardens.

4.5 Administration of Policy

The City Clerk will administer the City of London Days at the Budweiser Gardens Policy, with the exception of those circumstances outlined in section 4.2 c) of this Policy.

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

Subject: 2024 Debenture Issuance

Date: March 25, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports:

- a. Civic Administration **BE AUTHORIZED** to proceed with the issuance of debentures in the capital markets upon suitable market conditions to provide permanent financing for capital works in an amount not to exceed \$30,000,000;
- b. Civic Administration **BE INSTRUCTED** to schedule and convene an appropriately timed special Corporate Services Committee meeting upon successful placement of the City's debt in the capital markets to ensure adequate time for Council approval while adhering to the necessary financial settlement requirements.

Executive Summary

The City typically issues debentures, with the support of a fiscal agent, in the capital markets for complete projects, substantially complete projects or projects for which a significant milestone has been achieved and which have authorized debt as an element of their capital financing. Civic Administration is recommending a 10-year serial debenture issuance in the amount of \$30,000,000 representing the City's 2024 issuance. The purpose of this report is to obtain authorization to proceed with the issuance and a second report will follow to enact the issuance of the debenture and associated by-law upon successful placement in the capital markets.

Linkage to the Corporate Strategic Plan

Council's 2023-2027 Strategic Plan for the City of London identifies 'Londoners experience good stewardship, exceptional and valued service' as an outcome of the strategic area of focus "Well Run City". Adhering to the City of London's limit on authorized debt contributes to maintaining London's finances in a transparent, sustainable, and well-planned manner while incorporating intergenerational equity and affordability over the long term. The 2024 Debenture Issuance report ensures that the proper mechanisms are in place to fund major capital projects while supporting intergenerational equity.

Analysis

1.0 Background Information

As prescribed within the Municipal Act, a municipality may issue debt for long-term borrowing to provide financing for capital works. Municipalities may fund current operating expenses with temporary borrowing until taxes are collected and other revenues are received but may not fund operating expenditures through debt issuance in the same way that the federal and provincial governments do.

The Debt Management Policy (<https://london.ca/council-policies/debt-management-policy>) is the foundation of the City of London's borrowing program. The City typically

issues debentures on projects that are complete, substantially complete or projects for which a significant milestone has been achieved. All projects included in the debt issuance have debt previously authorized as a capital financing source, typically through the budget process. The City reviews capital project status reports regularly and this analysis along with cash flow requirements, budget considerations and market conditions determine the amount and timing of debentures issued each year. The City typically performs only one debt issuance per year. Debt issuances of the City of London are denominated in Canadian Dollars. As outlined in the City's Debt Management Policy, the 2024 proposed debt issuance is aligned with a term preference of 10 years to minimize the cost of borrowing while balancing intergenerational equity. The City's Aaa credit rating (maintained for 47 consecutive years) enables the City to issue debentures at the lowest rate possible based on the City's credit profile.

1.1 Previous Reports Related to this Matter

Corporate Services Committee, October 3, 2023, Agenda Item 2.1, City of London's Credit Rating

<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=103304>

2.0 Discussion and Considerations

A review of approved capital projects indicates that projects meeting the required criteria for long-term debenture financing total \$30,000,000 in 2024. The details of these projects are listed in **Appendix A**.

Over the past five years, the City has issued a total of approximately \$150.9 million in long-term debt as follows:

Issuance Date	Amount of Issuance (\$)	Term (years)	All in Rate of Borrowing*
1-May-2023	21,500,000	10	3.88%
9-May-2022	21,000,000	10	3.56%
16-April-2021	23,000,000	10	1.82%
5-Jun-2020	36,000,000	10	1.67%
2-Apr-2019	49,380,000	10	2.66%
Total	150,880,000		

*All-in rate includes fees

As part of the debenture issuance process, the City's fiscal agents provide advice on the form and timing of the issuance. The three main types of debenture issuances are:

1. Serial debentures - debt instrument that matures in installments over a period of time. In effect, a \$30,000,000, 10-year serial debenture would mature in approximate equal amounts of \$3,000,000 annually with unique coupon (interest) rates for each year.
2. Amortizing debentures - debt instrument where the principal is paid down over the life of the debenture according to an amortization schedule, typically through equal payments and one coupon rate.
3. Bullet debentures - debt instruments whose entire principal value is paid all at once on the maturity date, as opposed to periodic principal payments over the life of the debenture. These types of debentures are best suited for municipalities issuing greater than \$75 million and are structured so that a sinking fund is established to cover the principal value upon maturity. Furthermore, these structures tend to be longer term, such as 20 years.

Toronto-Dominion Bank (TD) (as the lead on the City’s 2024 debenture issuance) will launch and price the City’s debenture issuance deal in the capital markets upon suitable market conditions. A report will be brought forward to a special Corporate Service Committee meeting to approve the debenture issuance and the associated by-law, with Council approval to follow. Timing of the City’s debenture pricing will be dependent on market conditions. It is anticipated that the City’s debenture issuance deal will be brought to Committee and Council in late April 2024.

3.0 Financial Impact/Considerations

The financial impact of this debenture issuance has been included in the 2024 to 2027 Multi-Year Budget and will also be incorporated in future Multi-Year Budget submissions. Furthermore, proceeds from our debt issuance will represent a cash injection to the City to aid in managing cash flows and maintaining a positive liquidity position.

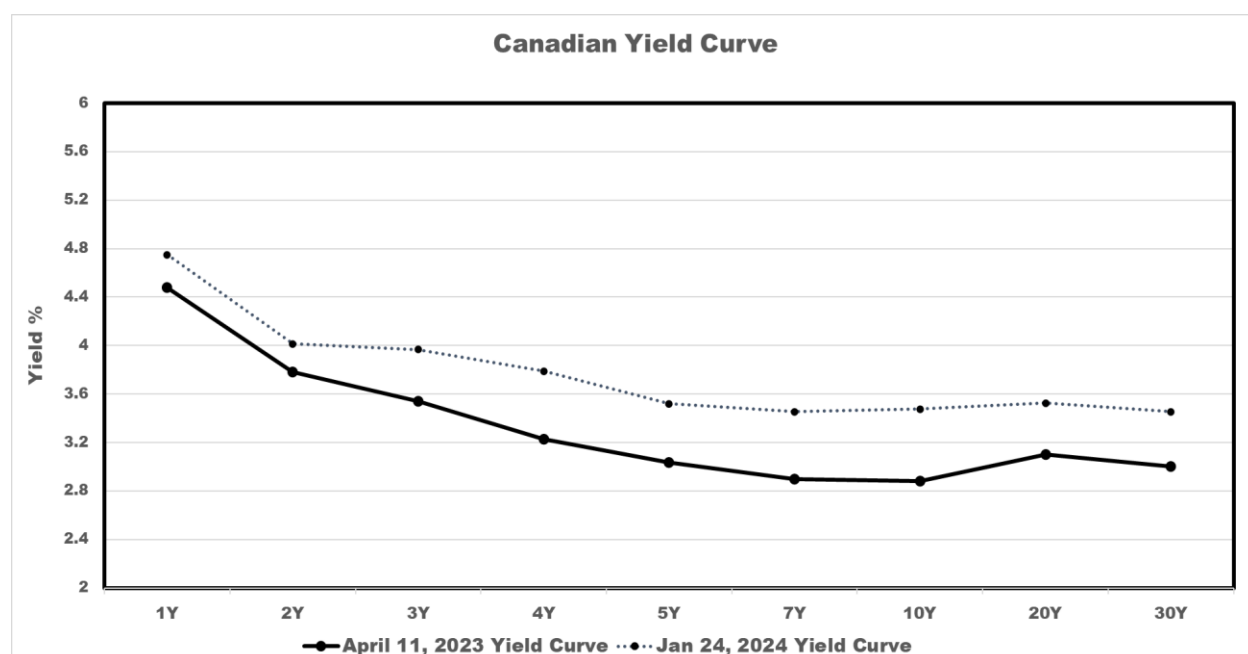
4.0 Key Issues and Considerations

4.1. Current Market Conditions

Investor demand for municipal debenture issuance remains strong. We have seen several issuances in the municipal space early in 2024, with issuances from City of Montreal and Municipal Finance Authority of British Columbia being completed in the capital markets. Civic administration is continually in touch with its fiscal agents to monitor the evolving markets and impacts to the City’s upcoming debt issuance.

The Bank of Canada (BOC) increased the overnight rate, which is currently at 5%, ten times from March 2, 2022 to July 13, 2023 and has maintained the current level since then. The overnight rate is the rate at which major financial institutions borrow and lend one-day (or "overnight") funds among themselves. Changes in this rate and associated expectations of short-term rates into the future influences the Canadian “yield curve” (which is a graphical representation of the varying interest rates across different terms). The City’s issuance is priced based on spreads added to the Government of Canada yield curve as a starting point. As bond yields rise with rising interest rates, the City’s anticipated issuance rate increases. Civic administration continues to monitor market expectations regarding the future path of the BOC overnight rate as this may impact the City’s borrowing rates in future years.

The following is a summary of the Canadian yield curve at the last rate announcement of the BOC compared to the timing of the City’s last issuance.



Source: Refintiv

Conclusion

The City's 2024 planned debt issuance will provide the required long-term funding for the identified projects within Appendix A and aligns with the City's Debt Management Policy. This approval will provide the authorization to issue debentures in the capital markets.

Prepared by: Folakemi Ajibola, CTP, ACMA, CGMA, Manager,
Financial Modelling, Forecasting and Systems Control
(Treasury)

Submitted by: Kyle Murray, CPA, CA, Director, Financial Planning and
Business Support

Recommended by: Anna Lisa Barbon, CPA, CGA, Deputy City Manager,
Finance Supports

Appendix “A”

Capital Projects for Issuance

Project Number	Project Title	Amount to be Financed (\$)	By-Law #
Property Tax Supported			
FS1089	Capital costs in connection with the Quint - Station 15 Vehicle	512,204	W.-5691-79
TS1306	Capital costs in connection with the Adelaide Street Grade Separation Canadian Pacific Railway (CPR) tracks	14,470,964	W.-5600-57 W.-5600(a)-47 W.-5600(b)-167 W.-5600(c)-131
TS1308	Capital costs in connection with the Highway 401 Interchanges	933,440	W.-5535-98
TS1336	Capital costs in connection with the Intersection - Southdale - Colonel Talbot (Roundabout)	786,299	W.-5684-134 W.-5684(a)-96
TS1746	Capital costs in connection with the Dingman Dr - Highway 401 Bridge to Wellington Road	641,664	W.-5669-63 W.-5669(a)-143
	Property Tax Supported Subtotal	17,344,571	
Non-Rate Supported (City Services Reserve Funds)			
FS1089	Capital costs in connection with the Quint - Station 15 Vehicle	356,563	W.-5691-79
FS1043	Capital costs in connection with the Aerial Company - Central London	1,995,327	W.-5690-78
TS1336	Capital costs in connection with the Intersection - Southdale - Colonel Talbot (Roundabout)	4,004,099	W.-5684-134 W.-5684(a)-96
TS1746	Capital costs in connection with the Dingman Dr - Highway 401 Bridge to Wellington Road	4,304,112	W.-5669-63 W.-5669(a)-143
RT1430-1B	Capital costs in connection with the Wellington Gateway - Land Rapid Transit	1,995,328	W.-5689-65 W.-5689(a)-25
	Non-Rate Supported (City Services Reserve Funds) Subtotal	12,655,429	
	Total 2024 Debenture Issuance	30,000,000	

Amounts are subject to rounding.

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports

Subject: Hyde Park Business Improvement Association Request for Five Year Payment Plan for Amounts Owing

Date: March 25, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, in accordance with section 6.2 (b) of Municipal By-Law No. C.P.-1519-490, the following actions be taken with respect to the Hyde Park Business Improvement Association (BIA):

- a) The request from the Hyde Park Business Improvement Association (Appendix A) to repay their amounts owing due to tax reductions in the net amount of \$155,423 over a period of five years, from 2024 to 2028, in equal installments **BE APPROVED**; and,
- b) Interest on the outstanding amounts owing due to tax reductions **BE WAIVED** during the period of the repayment plan.

Linkage to the Corporate Strategic Plan

Council's 2023 to 2027 Strategic Plan for the City of London identifies "Economic Growth, Culture, and Prosperity" as a strategic area of focus. This involves working better together for economic growth with Business Improvement Areas (BIA's) of London and continuing to build strong working relationships with such community partners. In line with these areas of focus, the City provides guidance to the BIAs in regard to establishment and ongoing business and financial operations.

Analysis

1.0 Background Information

1.1 Hyde Park Business Improvement Situation

On January 22, 2024, the Hyde Park Business Improvement Association (HPBIA) received notice from the City of London of a significant tax reduction approved by the Assessment Review Board which resulted in a net decrease to the amounts collected on behalf of the HPBIA of \$155,422.99. This reduced amount is now owed to the City of London. The net amount owing resulted primarily from tax reductions on three commercial properties in the HPBIA, based on Minutes of Settlement for assessment appeals, some dating back to 2018.

Assessment appeals are filed by the property owner or their agent (the appellant) when the current value assessment provided by MPAC is contested. Once the appellant and MPAC agree on a revised assessment, Minutes of Settlement (MOS) are signed by both parties and a representative of the municipality. The MOS identify the revised current value assessment and reductions in assessment result in a write-off for municipal, education, and BIA taxes. The adjustment is reflected in the 2024 assessment so there should be no further changes during the current assessment cycle for these properties which remain part of the HPBIA. The amount payable from the HPBIA to the City represents the special levy collected by the City on behalf of the

HPBIA for prior years for these properties that had to be refunded when the MOS were received and processed by the City. The City refunded the applicable property owners by the end of 2023.

BIA’s typically budget for the impact of some property reassessments, but the value in this case far exceeds expectations due to the larger size of the impacted properties and the longer period of retroactivity. The only source of funding for the HPBIA to pay the amount owing is from the special levy charged to their member properties. If the HPBIA is required to pay the full amount of monies owing in 2024, this would significantly impact their ability to deliver on their approved operational plan in 2024. A five year interest free repayment arrangement would allow the HPBIA to maintain the majority of their operational plans while spreading out the necessary increased special levy to their members over multiple years.

1.2 Municipal By-Law: C.P.-1519-490

Municipal By-Law C.P.-1519-490, as amended, was passed to designate an area as an improvement area and to establish the board of management for the purpose of managing the Hyde Park Business Improvement Area. Section 6.0 of the By-Law speaks to Financial Items, where section 6.2 specifically identifies that

- 6.2 The Board of Management shall not:
 - (b) incur any indebtedness extending beyond the current year without the prior approval of the Council;

Based on the request brought forward by the Hyde Park Business Improvement Area, Municipal Council would need to approve the plan put forward to repay the City.

2.0 Financial Impact/Considerations

The notice of net amount owing received by the HPBIA in the amount of \$155,422.99 represents approximately 26% of their 2024 annual budget. The HPBIA is requesting a payment plan for the total reduction to be paid in equal instalments over a five year period. They are also requesting that interest on the outstanding balance be waived over the five year period to avoid compounding the financial impact.

Repayment Schedule	
May 2024	\$31,084.60
May 2025	\$31,084.60
May 2026	\$31,084.60
May 2027	\$31,084.60
May 2028	\$31,084.60
Total	\$155,423.00

The financial impact to the City of London related to this request would be a waiver of the normal interest charges on overdue accounts, as well as a slight reduction in interest earned on the City's working capital.

Conclusion

As requested by the HPBIA, Civic Administration recommends that the Hyde Park BIA be granted a five year repayment plan for amounts owing in the amount of \$155,422.99 and furthermore that interest for this amount outstanding be waived.

Prepared by: Dylan Dubois, CPA, Financial Business Administrator
Alan Dunbar, CPA, CGA, Manager, Financial Planning and Policy

Submitted by: Kyle Murray, CPA, CA, Director, Financial Planning and Business Support

Recommended by: Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports



February 29, 2024

City of London
300 Dufferin Avenue
London ON N6A 4L9

Attn: **Corporate Services Committee**
Re: **Request to Approve a Five-Year Repayment Plan without Interest
for Supplementary Taxes Owing**

To Whom it May Concern:

On January 22, 2024, the Hyde Park Business Improvement Association received an unexpected notice from the City of London regarding supplementary taxes owing in the amount of \$155,422.99 resulting from tax reductions due to property value reassessments determined by MPAC, some dating back to 2018.

The amount reflects approximately 26% of our BIA's total 2024 special levy and was not something that had been reasonably planned or budgeted for. As a BIA, past advice was to set aside about \$10,000 in a budget year to cover supplementary taxes, however a bill of this magnitude was not expected, and not something the Hyde Park BIA can immediately pay.

Given the significance of the amount owed, OBIAA (Ontario Business Improvement Area Association) was consulted with a recommendation that we request a 5-year repayment plan without interest (\$31,084.60 annually over five years) so that the amount can be recovered from our members and repaid to the City of London in full, while minimizing the impact on the BIA's operational needs.

Understanding that legislation governing BIA's states they are unable to incur any indebtedness extending beyond the current year without the prior approval of Council, and in light of the circumstances the Hyde Park BIA Board of Management is facing, we are respectfully seeking approval that a five-year repayment plan without interest be supported.

We appreciate your consideration, and kind regards,

Donna Szpakowski
CEO & General Manager
1124 Gainsborough Rd, unit 2
London ON N6H 5N1
P: (226) 636-0622 ext. 101

Tom Delaney
Chair; Hyde Park BIA Board of Management
Oxford Dodge Chrysler Jeep Ram
1249 Hyde Park Road
London ON N6H 5K6

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

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

Subject: Elected Officials and Appointed Citizen Members 2024
Remuneration

Date: March 25, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports, the report dated March 25, 2024 entitled “Elected Officials and Appointed Citizen Members 2024 Remuneration” BE RECEIVED for information.

Executive Summary

On April 12, 2022, Municipal Council resolved that for this term of Council, the annual compensation for serving as a Ward Councillor BE SET at the 2020 median full-time employment income for Londoners as determined from the 2021 Census data. Further, the annual adjustment for Council compensation be based on the average annual variation in median full-time employment income determined from published Census data over the most recent census period (2021 Census data) as opposed to the Labour Index or CPI. The adjustment factor is 3.505%.

Remuneration for the City of London’s appointed citizen members of local boards and commissions, where stipends are paid for 2024, will be adjusted annually as set out in the ‘Remuneration for Elected Officials and Appointed Citizen Members Policy’ adopted by By-law No. CPOL.-70-302. In accordance with this policy, 2024 remuneration for appointed citizen members will increase by 2.36% over 2023 effective January 1, 2024. This reflects the lesser of the Labour Index, or the Consumer Price Index, Ontario.

Finally, on January 23, 2024, Council resolved that the Deputy Mayor and the Budget Chair receive a 12.5% pay increase effective January 2024 applied to the annual base Councillor salary.

Analysis

1.0 Background Information

1.1 Background

In 2021, a Council Compensation Task Force was established which produced a final report that was presented to Council in April 2022. Municipal Council adopted a number of recommendations, noting that one of the recommendations was to set the annual compensation for serving as a Ward Councillor at the 2020 median full-time employment income for Londoners as determined from the 2021 Census data and that the method for annual adjustments be changed.

“...the Municipal Council, at its meeting held on April 12, 2022 resolved:

That the following actions be taken with respect to Council compensation:

- a) consistent with current practice, and effective with the commencement of the next term of Council, the annual compensation for serving as a Ward Councillor BE SET at the 2020 median full-time employment income for Londoners as determined from the 2021 Census data, it being noted that while 2021 data will

not be available until July 2022, it will be available well prior to the effective date of adjustment;

b) the current formula for adjusting Council compensation on annual basis BE AMENDED to be based on the average annual variation in median full-time employment income determined from published Census data over the most recent census period (2021 Census data) as opposed to the Labour Index or CPI;

Although the 2021 Council Compensation Task Force addressed Council compensation and indexing, the Task Force did not address appointed citizen members. As such, the 'Remuneration for Elected Officials and Appointed Citizen Members Policy' still applies and sets out the formula for how the annual remuneration is adjusted for appointed citizen members of local boards and commissions whose remuneration is paid by the City of London.

Stipends for appointed citizen members of local boards and commissions are to be adjusted annually on January 1st by the percentage increase reflected in the Labour Index, on the understanding that:

- if such an index reflects a negative percentage, the annual adjustment to the salaries of the appointed citizen members will be 0%;
- on the further understanding that if the Labour Index has increased by a percentage greater than the Consumer Price Index, Ontario, the annual percentage increase in the salaries and honorariums of the appointed citizen members will be no greater than the increase in the Consumer Price Index, Ontario; and
- the escalator for annual adjustment purposes shall not be applied in those years where the non-union staff wages are frozen.

1.2 Previous Reports Related to this Matter

- Strategic Priorities and Policy Committee, April 5, 2022, 2021 Council Compensation Review Task Force Final Report, Items for Direction # 4.1
- Corporate Services Committee, July 17, 2023, Elected Officials and Appointed Citizen Members 2023 Remuneration, Consent Item # 2.2
- Strategic Priorities and Policy Committee, January 16, 2024, Mayor J. Morgan – Deputy Mayor and Budget Chair Positions, Items for Direction # 4.4

2.0 Discussion and Considerations

2.1 2024 Council Compensation Adjustment

In accordance with recommendations from the 2021 Council Compensation Task Force, the annual stipend for ward councillors for this term of Council is \$60,800^a which is based on the median full-time income for Londoners as identified in the 2021 Census. In applying the annual adjustment factor as set out by the Council Compensation Task Force, which was based on the 2021 Census Data when compared to 2016 Census Data, the annual adjustment for Council would be set at 3.505%.

Based on the application of the 2021 Council Compensation Task Force annual adjustment method, the table below outlines the impact of the 3.505% on the 2024 remuneration which took effect January 1, 2024.

^a Statistics Canada. 2023. (table). *Census Profile*. 2021 Census of Population. Statistics Canada Catalogue no. 98-316-X2021001. Ottawa. Released March 29, 2023.

Elected Official	2023 Remuneration	2024 Remuneration as adjusted
Mayor	\$ 152,323	\$ 157,662
Councillor	\$ 62,931	\$ 65,137

2.2 Deputy Mayor and Budget Chair

On January 23, 2024, Municipal Council resolved the following:

That, with respect to the Deputy Mayor and Budget Chair positions, the Civic Administration BE DIRECTED to undertake the necessary actions to implement the following:

- a) *a pay increase of 12.5% to the annual base Councillor salary for the Deputy Mayor position effective January 2024;*
- b) *a pay increase of 12.5% to the annual base Councillor salary for the position of Budget Chair effective January 2024;*

Based on that direction, the impact on the Deputy Mayor and Budget Chair remuneration in 2024 is determined as follows:

Elected Official	2024 Remuneration	2024 Remuneration as amended
Deputy Mayor	\$ 65,137	\$ 73,279
Budget Chair	\$ 65,137	\$ 73,279

In future years, the Deputy Mayor and Budget Chair remuneration will be indexed consistently with the Mayor and Councillors, at 3.505%.

2.3 2024 Adjustment Appointed Citizen Members

For 2024, non-union staff wages are not frozen, so the compensation adjustment for appointed citizen members of local boards and commissions, where a stipend is paid, will follow the 'Remuneration for Elected Officials and Appointed Citizen Members Policy'.

As at the end of December 2023, the Labour Index increased by 2.36%^b over the prior year whereas the Consumer Price Index, Ontario increased by 3.79%^c. Appointed Citizen members compensation will be indexed by 2.36%, which is the lower of the Consumer Price Index, Ontario and the Labour Index.

2.4 Review of Policy

As part of Municipal Council's direction to increase the remuneration for the Deputy Mayor, and Budget Chair, Municipal Council directed the following:

- c) *the Governance Working Group BE DIRECTED to review this as part of its larger review of Remuneration for Elected Officials and Appointed Citizen Members Policy on its Deferred Matters list, and provide any recommendations on further changes to the Strategic Priorities and Policy Committee in order to allow for implementation in the 2026-2030 term of Council*

^b Statistics Canada. [Table 14-10-0213-01 Fixed weighted index of average hourly earnings for all employees, by industry, monthly](#). Release date: 2024-02-28

^c Statistics Canada. [Table 18-10-0005-01 Consumer Price Index, annual average, not seasonally adjusted](#). Release date 2024-01-16

3.0 Financial Impact/Considerations

The calculated increases for 2024 have been accommodated within the 2024-2027 Multi-year Operating Budget.

Conclusion

In accordance with Council direction, Ward Councillors and the Mayor received their annual adjustment of 3.505% to their stipend on January 1st, 2024. The increased remuneration for the Deputy Mayor and Budget Chair was implemented in February with a retro back to January 1st, 2024. For appointed citizen members to local boards and commissions, where stipends are paid, a 2.36% increase in remuneration will be applied (retroactively) effective January 1, 2024.

Prepared and submitted by: **Ian Collins, CPA, CMA, Director, Financial Services**

Recommended by: **Anna Lisa Barbon, CPA, CGA, Deputy City Manager, Finance Supports**

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee

From: John Paradis, Deputy City Manager, Enterprise Supports

Subject: Employee Attendance 2023

Date: March 25, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Enterprise Supports, the following Report BE RECEIVED for information purposes.

Executive Summary

On March 19, 2008, the then Board of Control endorsed the recommendation from Civic Administration to provide regular reporting on employee absenteeism and attendance to Council.

The purpose of this report is to provide an overview of the City of London's level of attendance in 2023, as well as outline processes involved to ensure employees have safe and early return to work following an absence from the workplace.

Linkage to the Corporate Strategic Plan

Council's 2023-2027 Strategic Plan for the City of London (the "City") identifies several strategic areas of focus including "The City as a leader in Public Service". Supporting employee attendance is one indicator of 'safe, respectful, diverse, and healthy workplace'.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- [Corporate Services Committee – March 20, 2023 – Employee Attendance 2022](#)
- [Corporate Services Committee – May 9, 2022 – Employee Attendance 2021](#)
- [Corporate Services Committee – May 10, 2021 – Employee Absenteeism 2020](#)
- [Corporate Services Committee – July 13, 2020 – Employee Absenteeism 2019](#)
- [Corporate Services Committee – May 28, 2019 – Employee Absenteeism 2018](#)

Additional Annual reports to Corporate Services Committee (2009 to 2018).

2.0 Discussion and Considerations

2.1 Overview of Paid Benefits

The Corporation is committed to maintaining a high standard of attendance, recognizing that it is an expectation of employment that all employees are responsible for their prompt and regular attendance at work. To support staff in times of illness or injury, the Corporation provides paid time off through:

- Paid Sick Time
- Short term disability (STD)
- Long term disability (LTD)
- Workplace Safety Insurance Board (WSIB)
- Pandemic Related Absence (for 2020, 2021, 2022 & 2023)

2.2 Workplace Wellness

Civic Administration works collaboratively with employees, Unions/Association, and insurers to implement supports and resources to provide employees a safe and healthy workplace. Historically these initiatives have included mental health strategy, flu clinics, lunch and learns, training, Employee Assistance Program, medical surveillance programs, online wellness information library, wellness Wednesdays, screensavers etc.

Civic Administration continues to build and expand upon these initiatives with a focus on wellness and mental health. Additional focus continues to be upon needs related to supporting a hybrid model as we continue to pilot more permanent alternate work strategies.

2.3 Claims Management

Civic Administration works together with employees regarding applying for Sick, STD, LTD and WSIB benefits. This includes meeting with employees to ensure they understand the process and making sure they provide the appropriate documentation to the applicable party and/or insurer for determination of eligibility for benefits.

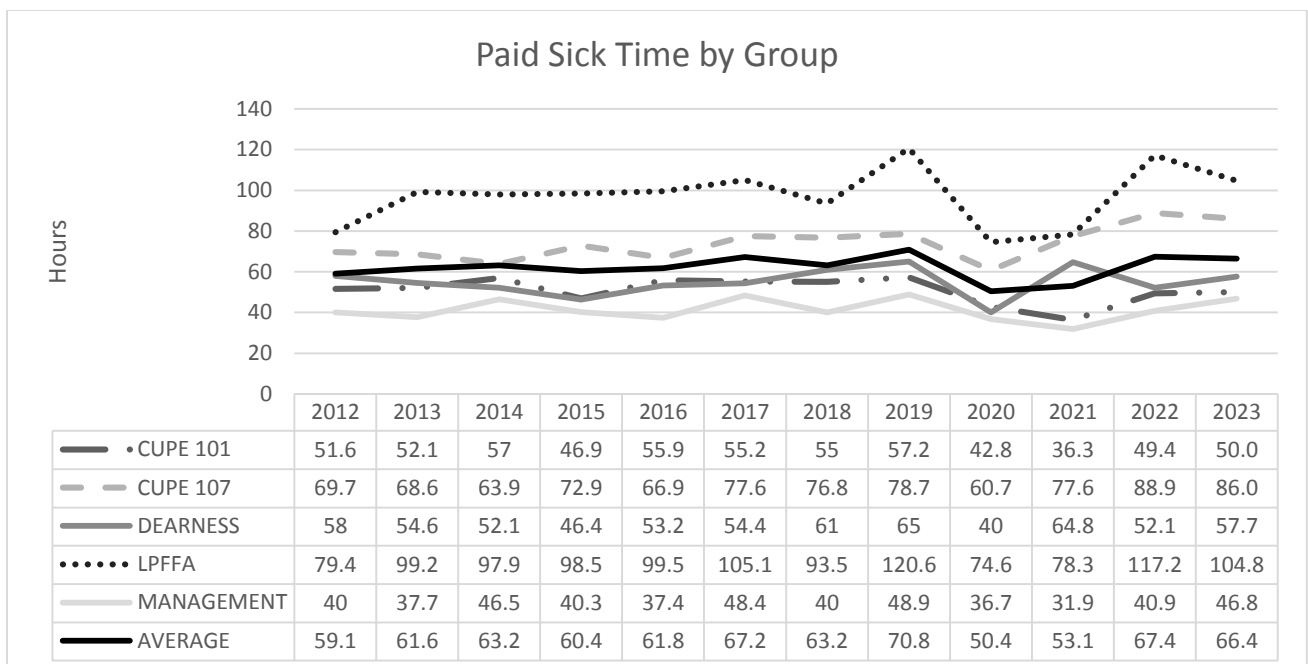
During the lifetime of a claim, Civic Administration maintains regular communication with the employee, manager, and insurer (if applicable) to ensure:

- ongoing medical documentation is provided to support the absence and ongoing benefit entitlement.
- the employee is referred to the appropriate health care provider.
- the employee is seeking and adhering to the recommended treatment plan.
- appropriate benefits are issued in accordance with the *Workplace Safety and Insurance Act ('WSIA')*, contracts of insurance, applicable collective agreements, and applicable policies and/or procedures; and,
- modified work is offered, as required.

2.4 Paid Sick Time

Most full-time employees and some part time employees are eligible for paid sick leave. Sick leave is payable at 100 percent of an employee's regular earnings to the extent of their sick leave credits. Sick leave earning provisions vary across employee groups. Eligibility for sick leave is dependent on an employee providing medical documentation in accordance with the applicable collective agreement and/or relevant policies and procedures.

During 2020, 2021, 2022 and 2023, sick time was influenced by both the COVID19 pandemic and transitioning many employees working remotely. 2023 was the first year where COVID 19 had less impact upon attendance based upon change to public health guidelines other than in the Dearness Home. The Corporation's average lost hours due to paid sick leave decreased from 67.4 hours in 2022 to 66.4 hours in 2023. In 2023, CUPE 101, Dearness, and Management have experienced an increase in sick hours. The 2023 overall average decreased slightly and remains lower than the average pre-pandemic of 70.8 from 2019.



Note: Management Employees paid sick and STD benefits are combined into one Program and reported collectively under Paid Sick.

2.5 Employee Attendance Support Plan

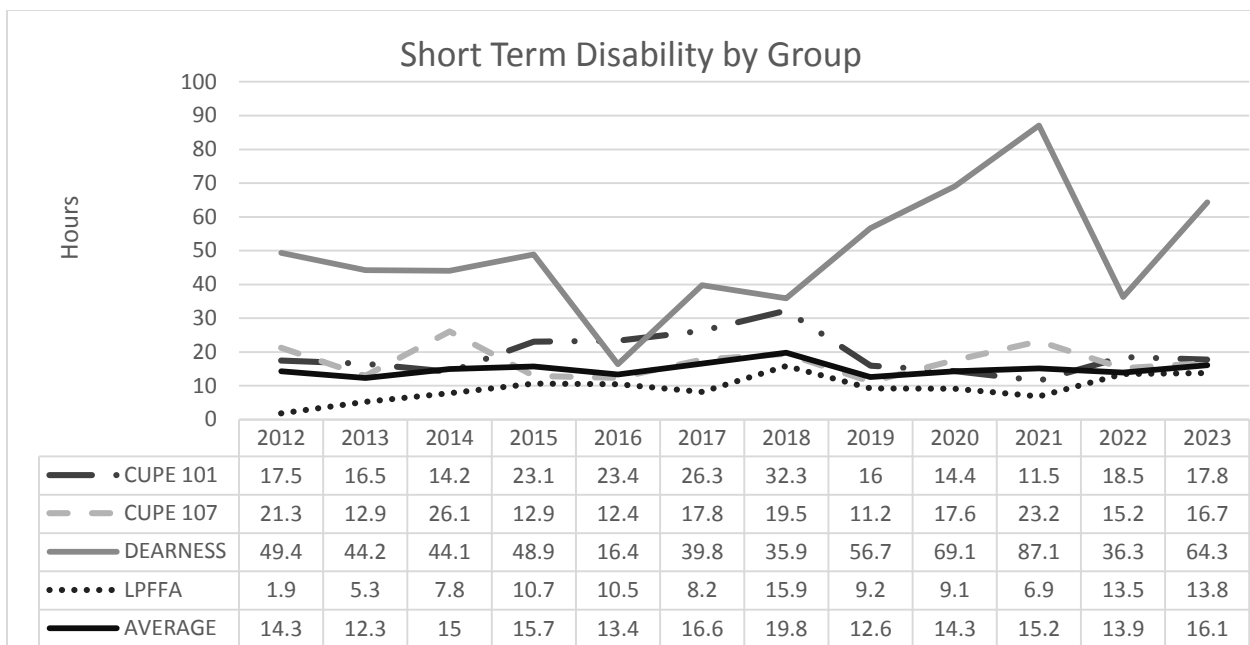
The Employee Attendance Support Plan was implemented to promote and maintain standards of attendance for all employees and to provide supports to employees to achieve regular and improved attendance.

The Plan deals with non-culpable (non-blameworthy) absences, specifically absences arising from injury or illness that do not arise from a disability. The Plan ensures that attendance is managed through consistent non-disciplinary intervention strategies across the Corporation’s work groups to assist employees in achieving regular and improved attendance. Due to the pandemic, Civic Administration placed the program on hold to support public health messages to stay home when presenting symptoms of COVID-19. As a result, the City’s program has not been formally active since 2020. Staff who have required additional supports to attend the workplace in person or remotely have been assisted on a case-by-case basis. The Employee Attendance Support Plan was re-launched on January 1, 2024.

2.6 Short Term Disability (‘STD’)

Within the Corporation there are several STD plans that vary based on employee group. Typically, this benefit commences upon exhaustion of sick time or a five-day waiting period and pays between 60 to 75 percent of the employee’s pre-disability earnings. Medical documentation is provided by the employee to the insurer to determine if the employee qualifies for STD benefits in accordance with the relevant contract of insurance. Generally, if approved, STD benefits are payable for up to 26 weeks at which time the employee may be entitled to make application for LTD. During the STD period, medical documentation is required to determine ongoing entitlement.

The Corporation’s average lost hours due to STD claims has increased from 13.9 hours in 2022 to 16.1 hours in 2023. Employees in CUPE 107, Dearness, and Fire experienced an increase in the average time on STD. As the medical system continues to adjust to address aspects such as surgical back logs, we have seen some increase in STD that may be attributed to medical interventions that were delayed and are now occurring. STD claim types across groups have mental health claims as the top contributor followed by muscle skeletal and connective tissue injuries, which supports Civic Administration’s continued focus on wellness and health and safety programs.



Note: Management Employees paid sick and STD benefits are combined into one Program and reported collectively under Paid Sick

2.7 Return to Work Program

The Corporation has a pro-active Return to Work Program based on a “functional” model. This model focuses on the employee’s abilities and capabilities, rather than their specific medical condition.

Generally, when the Corporation is notified of an employee’s illness or injury, the employee is contacted and provided documentation to take to their health care practitioner so their capabilities can be identified, and applicable supports can be provided. Civic Administration contacts the employee’s manager to identify potential modified work options, if appropriate. Civic Administration also maintains a list of potential suitable modified work options that are available across the organization. If an employee cannot be accommodated in their pre-disability position, alternative work may also be explored with the appropriate Union/Association – Management Return to Work Committee, where applicable.

Reasonable attempts are made to ensure employees, who are medically fit to return to work, do so in a timely manner. Employee progress is monitored with the objective of returning the employee to their pre-disability position. If this is not possible, permanent accommodation outside their pre-disability position is considered.

It should be noted that the Corporation’s Claims Management and Return to Work Programs have been successful in ensuring employees an early and safe return to work and closing 86 of 103 active claims during 2023. Civic Administration has noted an increase in Short Term Disability claims in 2023.

Short Term Disability – Opened and Closed Claims

Year	Total New Claims Opened in Year	Total Claims Closed/RTW in Year*
2012	78	81
2013	67	63
2014	79	76
2015	76	81
2016	89	79
2017	105	91
2018	109	107
2019	90	75
2020	86	79
2021	102	81

2022	89	80
2023	103	86

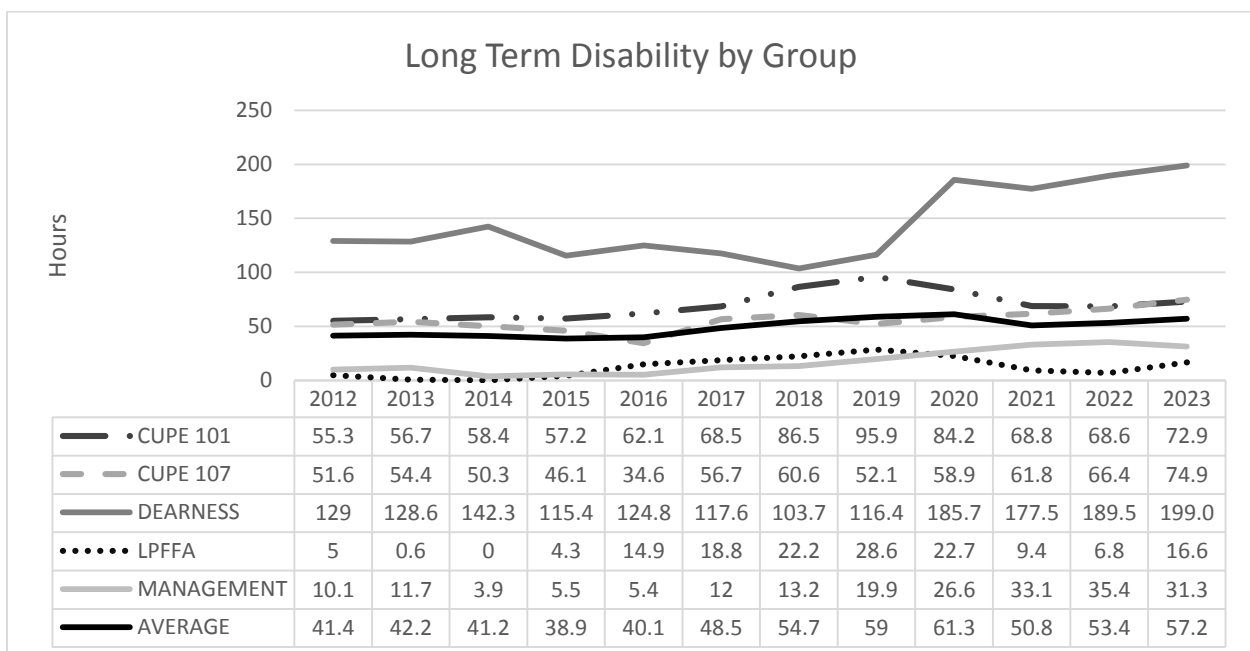
*Total Claims Closed/RTW in Year may include claims opened in prior years.

2.8 Long Term Disability Claims ('LTD')

Upon exhaustion of STD benefits, or sick leave benefits for those employee groups who do not have STD benefits, employees may be entitled to apply for LTD benefits. LTD benefits typically pay between 66 to 75 percent of an employee's pre-disability earnings. Further medical documentation is required to determine if the employee qualifies for LTD benefits in accordance with the relevant contract of insurance. If approved, the first two years of LTD benefits are assessed based on an employee's ability to perform their own job. Generally, after two years, LTD benefits are assessed based on an employee's ability to perform any job.

The Corporation's average lost hours due to LTD claims has increased from 53.4 hours in 2022 to 57.2 hours in 2023.

Similar to STD claims, for LTD claim types across groups have mental health claims as the top contributor followed by muscle skeletal and connective tissue injuries, which supports Civic Administration's continued focus on wellness and health and safety programs.



The Corporation has approximately 47 employees on LTD whom the insurance carrier has deemed “unlikely to ever to return to work.” These are claims in which there is no reasonable likelihood that the employee will ever return to work with or without active claims management.

Long Term Disability – Opened and Closed Claims

Year	Total New Claims Opened in Year	Total Claims Closed/RTW in Year*
2012	80	23
2013	75	22
2014	75	24
2015	79	24
2016	75	24

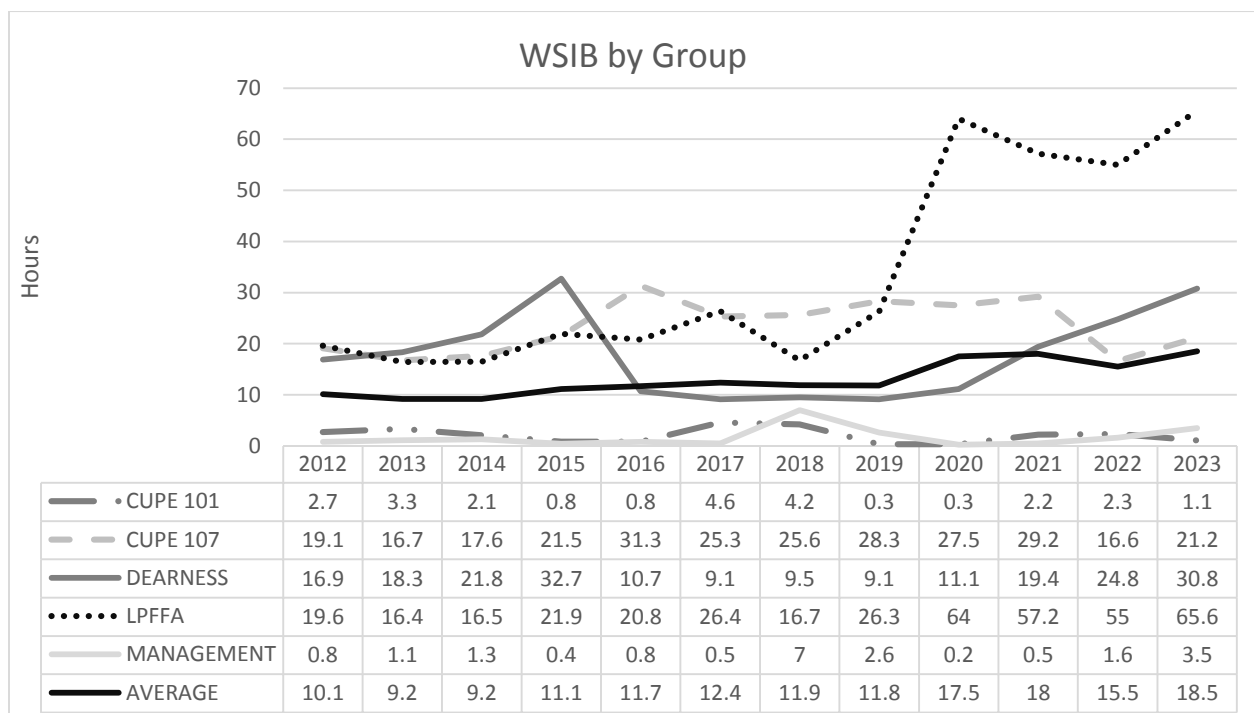
2017	86	19
2018	111	35
2019	104	26
2020	109	33
2021	103	29
2022	110	25
2023	118	26

*Total Claims Closed/RTW in Year may include claims opened in prior years.

2.9 Workplace Safety and Insurance Board Claims ('WSIB')

WSIB benefits are payable to any employee who is deemed to have incurred a workplace injury or illness as determined by WSIB. To qualify for WSIB loss of earning benefits, employees are required to submit medical documentation to authorize any absence. WSIB loss of earning benefits are typically paid at 85 percent of an employee's pre disability net earnings. It is important to note that Fire is the only area that has claims for presumptive post-traumatic stress disorder (PTSD) and other illnesses including 19 types of cancers with 31 specific cancer diagnosis deemed presumptive by WSIB. Presumption allows for faster access to WSIB benefits, resources, and timely treatment. As an example, once a first responder is diagnosed with PTSD by either a psychiatrist or a psychologist, the claims process to be eligible for WSIB benefits will be expedited, without the need to prove a causal link between PTSD and a workplace event.

The Corporation's average lost hours due to WSIB claims has increased from 15.5 hours in 2022 to 18.5 hours in 2023.



The Corporation has approximately 8 employees on WSIB whom the insurance Carrier has deemed “unlikely to ever to return to work.” These are claims in which there is no reasonable likelihood that the employee will ever return to work with or without active claims management.

The Corporation's Claims Management and Return to Work Program focuses on ensuring employees an early and safe return to work. This has resulted in a return-to-work rate of approximately 95% in 2023.

WSIB – Returned to Work %

Year	Claims	Returned to Work	% Returned to Work
2012	247	245	99%
2013	225	224	100%
2014	234	232	99%
2015	265	263	99%
2016	207	205	99%
2017	237	234	99%
2018	244	240	98%
2019	265	256	97%
2020	217	197	91%
2021	214	211	99%
2022	192	177	92%
2023	246	233	95%

Note: this chart reflects the number of claims opened during a year and how many of those same claims have returned to work

2.10 Paid Pandemic

To reduce the spread of COVID-19 in the workplace during 2020, 2021, 2022 and 2023, the City of London provided applicable employees with one pandemic incident. In 2023, employees were provided with up to 5 calendar days if they were required to self isolate under Provincial guidelines. This program was ended January 1, 2024.

The number of incidents decreased from 973 in 2022 to 511 in 2023. In 2023, the average number of hours per employee paid was 6.1 hours, which decreased from 15.5 hours 2022.

Paid Pandemic – Average Lost Hours 2020 – 2023

Employee Group	2020		2021		2022		2023	
	# of Incidents	Average Hours	# of Incidents	Average Hours	# of Incidents	Average Hours	# of Incidents	Average Hours
CUPE 101	124	7.1	46	1.5	231	8.3	110	3.1
CUPE 107	93	8.1	95	5.9	320	24.9	199	12.3
DEARNESS	34	5.2	31	5.3	85	20.3	37	5.7
LPFFA	109	13.2	134	15.1	249	31.2	127	10.9
MANAGEMENT	71	7	11	0.8	88	4.2	38	1.3
Total Number of Incidents	431		317		973		511	
Average Hours per Employee		8.2		4.8		15.5		6.1

Note: Pandemic Pay began in 2020 at commencement of COVID-19 Pandemic

Conclusion

Civic Administration remains committed to working with employees and Unions/ Association with respect to attendance. Together, we have taken steps to improve the level of attendance in the workplace. As previously discussed, fluctuations in attendance levels are expected and will occur over time due to a variety of factors. Civic Administration monitors these fluctuations to determine whether any long-term concerns exist, and actions are required.

Furthermore, as part of the People Plan, efforts are underway to consider the impacts of mental health on employee attendance. Working with employees to identify strategies to assist will be key in the years moving forward. This is part of the larger strategy being undertaken by Civic Administration to develop a renewed and shared vision for a safe workplace.


Prepared by: Cathy Stark,
Manager, Health, Safety and Wellness

Recommended by: John Paradis
Deputy City Manager, Enterprise Supports

Proclamation Request Form

Requests for the issuance of proclamations are governed by Council Policy (excerpted below). Requests must be received at least six (6) weeks in advance of the requested issuance date and may be emailed to the City Clerk at ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 LONDON, ON, N6A 4L9.

Request details

Name of Organization Ink Stained Wretches
Date Proclamation Required May 3, 2024
Proclamation Name World Press Freedom Day
Proclamation Type (day, week or month) Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) Public Awareness Campaign
Requester Name Celeste Laube Benini
Requester Telephone Number
Requester Email Address
Requester Address Summit Avenue London, ON N6H 2G5
Provide details of your Organization's Connection to London Ink-stained Wretches is a grassroots volunteer advocacy group formed in March 2020 by former newsroom workers at the Waterloo Region Record newspaper. They currently work with Journalism students from Western University to get proclamations passed around Canada. Western University is located in London, Ontario.
Required Supporting Documents <ul style="list-style-type: none">• Detail information on the Organization• Detail information on the Event• Confirmation of authorization from the Organization to submit the request
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 Signature  Date Feb, 23 2024
NOTICE OF COLLECTION OF PERSONAL INFORMATION Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> 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 the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: csaunder@london.ca



Friday, Feb. 23, 2024

Dear, Clerk.

Please accept this letter as confirmation that Celeste Laube, a student in the Master of Media in Journalism and Communication program at Western University, is submitting this application for the proclamation of World Press Freedom Day (May 3, 2024) in London, Ont., on behalf of [Ink-stained Wretches](https://ink-stainedwretches.org).

If you require further confirmation, please feel free to contact me at ink.stained.campaign@gmail.com

Thank you for your consideration.

Mirko Petricevic

Co-ordinator

[Ink-stained Wretches](https://ink-stainedwretches.org)

-30-



Organization name: Ink-stained Wretches

Website: ink-stainedwretches.org

Address: Summit Ave. London, Ontario

Contact name: Celeste Laube

Title: London Member, Ink-stained Wretches

Phone:

Email:

Event name: UN World Press Freedom Day

Date: May 3, 2024

History and background of event/organization and how this event will be used to benefit the organization and/or cause:

Background of United Nations World Press Freedom Day

This year marks the 31st anniversary since the United Nations General Assembly proclaimed May 3 as World Press Freedom Day. The theme for 2024 is “A Press for the Planet: Journalism in the face of the Environmental Crisis”

The following description is from the UNESCO World Press Freedom Day [website](#):
“3 May acts as a reminder to governments of the need to respect their commitment to press freedom and is also a day of reflection among media professionals about issues of press freedom and professional ethics. Just as importantly, World Press Freedom Day is a day of support for media which are targets for the restraint, or abolition, of press freedom. It is also a day of remembrance for those journalists who lost their lives in the pursuit of a story.”

Background of our organization

[Ink-stained Wretches](#) is a grassroots volunteer advocacy group formed in March 2020 by former newsroom workers at the Waterloo Region Record newspaper. Long concerned with the decline in robust local journalism in their municipality and across Canada, the group is working to build a culture of appreciation for quality journalism. Last year, 28 municipalities recognized World Press Freedom Day in one way or another — mostly through mayoral proclamations. For a full list of participating municipalities, view the [campaigns web page](#).

Helping our group’s cause

ink-stainedwretches.org

World Press Freedom Day – May 3, 2024



Building a culture of appreciation for journalism in Canada will take many acts over many years. Each civic recognition adds a solid brick to this long-term building project.

Lighting

If your municipality would like to display colours for the occasion, please use United Nations white and blue. *According to the [UN quick style guide](#), blue is **R 0 G158 B 219** or Hex: **#009edb***

-30-

Proclamation
World Press Freedom Day
May 3, 2024

WHEREAS, a healthy, professional news media is essential for the proper functioning of civil society and democracy at the local, regional, federal and international levels, and

WHEREAS, The United Nations has proclaimed “World Press Freedom Day” as an annual observance each May 3rd; and

WHEREAS, according to the [Local News Research Project](#), 516 news outlets in 345 communities across Canada have closed or merged from 2008 to December 2023 (compared to the opening of 215 in 152 communities), and

WHEREAS, **London** is among [29 municipalities](#) — home to more than 13 million people in nine provinces across Canada — that have passed motions since 2020 voicing support for journalism in aid of democracy, and

WHEREAS, **London** was among 28 municipalities in one territory and nine provinces across Canada that recognized World Press Freedom Day in 2023, and

WHEREAS, the theme for World Press Freedom Day 2024 is “A Press for the Planet: Journalism in the face of the Environmental Crisis,”

THEREFORE, I, **Josh Morgan**, Mayor of **London**, do hereby proclaim May 3rd, 2024, as World Press Freedom Day.

XXXXXXXXXX, Mayor

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 or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> APRAXIA KIDS CANADA
<u>Proclamation Name</u> APRAXIA AWARENESS DAY
<u>Date of Proclamation Requested</u> MAY 14 TH
<u>Proclamation Type</u> (day, week or month) DAY
Organization's Direct Connection to London (provide specific details) APRAXIA KIDS supports individuals and their families within London by raising awareness for this very misunderstood and very challenging speech disorder. By issuing this proclamation you will not only be showing that you support all your constituents, but you will also help to raise awareness for a complicated speech disorder that affects 1 in 1,000 children, including my daughter.
<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 AWARENESS - ADVOCACY
<u>Requester Name</u> TIFFANY PAOLIN for AVA PAOLIN
<u>Requester Address</u> [REDACTED] CUDMORE CRESCENT, LONDON, ON N6M 1M3
<u>Requester Phone Number and Email</u> [REDACTED] [REDACTED]
The undersigned confirms that I am the Official Representative of the Organization requesting

2024 Proclamation Request

February 28, 2024

To whom it may concern,

I am writing to request that you proclaim May 14th as Apraxia Awareness Day. Childhood apraxia of speech is a very misunderstood and very challenging speech disorder, and our kids need your help.

Now going into its twelfth year, Apraxia Awareness Day on May 14th aims to unite community members, children with childhood apraxia of speech, and their friends and family to be an unstoppable, united force advocating for children with childhood apraxia of speech.

By issuing this proclamation you will not only be showing that you support all your constituents, but you will also help to raise awareness for a complicated speech disorder that affects 1-in-1,000 children.

I am a volunteer with Apraxia Kids, the nation's only 501(c)(3) dedicated to childhood apraxia of speech. This organization does many things here in London to try to raise awareness and understanding about childhood apraxia of speech, and we hope you will issue a proclamation to help us further the cause of raising awareness.

For your convenience, a sample proclamation is attached. Please feel free to contact me with any questions, or to confirm that you will proclaim May 14th as Apraxia Awareness Day.

Warmest regards,

Tiffany Paolin

2024 SAMPLE PROCLAMATION FOR APRAXIA AWARENESS DAY

Whereas, May 14, 2024, marks Childhood Apraxia of Speech Day during which awareness will be raised throughout London about childhood apraxia of speech, an extremely challenging speech disorder that affects 1-in-1,000 children.

Whereas, childhood apraxia of speech (CAS) causes children to have significant difficulty learning to speak and is among the most severe speech deficits in children.

Whereas, the act of learning to speak comes effortlessly to most children, those with apraxia require early, appropriate, and intensive speech therapy, often for many years to learn to speak.

Whereas, without appropriate speech therapy intervention, children with apraxia will have diminished communication skills, but are also placed at high risk for secondary impacts in reading, writing, spelling, and other school-related skills.

Whereas, that such primary and secondary impacts diminish future independence and employment opportunities and challenge the ability to become productive, contributing citizens if not resolved or improved.

Whereas, public awareness about childhood apraxia of speech in London is essential for families of children with this neurological disorder and the professionals who support them to achieve the needed services for those learning to use their own voice.

Whereas, our highest respect goes to these children, as well as their families, for their effort, determination, and resilience in the face of such obstacles.

Let it be resolved, that May 14, 2024, is “Apraxia Awareness Day” and citizens of London and surrounds are encouraged to work within their communities to increase awareness and understanding of childhood apraxia of speech.

Apraxia Kids is the leading nonprofit that strengthens the support systems in the lives of children with apraxia of speech. Please visit www.apraxia-kids.org for more information.



March 8th, 2024

To Whom It May Concern,

This letter is to confirm that Apraxia Kids gives authorization to Tiffany Paolin to request a proclamation indicating that May 14, 2024, is Apraxia Awareness Day. Using the templates provided by our organization, they have permission to submit those documents and obtain the proclamation once ready.


Apraxia Kids is the leading non-profit that strengthens the support systems in the lives of children and those with apraxia of speech. To learn more, please visit www.apraxia-kids.org.

Sincerely,
Amy Salera
Community Engagement Manager
Apraxia Kids

Proclamation Request Form

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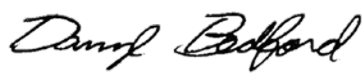
Request details

Name of Organization
The City of London's Indigenous Employee Resource Group (ERG)
Date Proclamation Required
Friday, May 5 th , 2024
Proclamation Name
National Day of Awareness for Missing & Murdered Indigenous Women & Girls & Two-Spirit People
Proclamation Type (day, week or month)
Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations)
Public Awareness
Requester Name - Indigenous ERG
Requester Telephone Number
Requester Email Address
IndigenousERG@london.ca
Requester Address
300 Dufferin Ave, London, ON N6B 1Z2
Provide details of your Organization's Connection to London
The Indigenous ERG is an internal City of London led resource group for Indigenous employees.
Required Supporting Documents
<ul style="list-style-type: none">• Detail information on the Organization• Detail information on the Event• Confirmation of authorization from the Organization to submit the request
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
Signature  Date March 04, 2024
NOTICE OF COLLECTION OF PERSONAL INFORMATION
Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> 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 the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: csaunder@london.ca

Proclamation Request Form

Requests for the issuance of proclamations are governed by Council Policy (excerpted below). Requests must be received at least six (6) weeks in advance of the requested issuance date and may be emailed to the City Clerk at ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 LONDON, ON, N6A 4L9.

Request details

Name of Organization GBS-CIDP Foundation of Canada
Date Proclamation Required May 2024
Proclamation Name GBS and CIDP Awareness Month
Proclamation Type (day, week or month) Month
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) Public awareness campaign, charitable fundraising campaign (on May 11, 2024)
Requester Name Darryl Bedford
Requester Telephone Number [REDACTED]
Requester Email Address dbedford@gbscidp.ca
Requester Address [REDACTED] Chesley Avenue, London, ON N5Z 2C1
Provide details of your Organization's Connection to London I am a resident of London and President of the Foundation. See attached letter.
Required Supporting Documents <ul style="list-style-type: none">• Detail information on the Organization• Detail information on the Event• Confirmation of authorization from the Organization to submit the request
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
Signature  Date March 7, 2024
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 the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: csaunder@london.ca



GBS/CIDP Foundation of Canada

Guillain-Barré Syndrome/Chronic Inflammatory Demyelinating Polyneuropathy
Support, Education, Research, Advocacy

Honorary Board

Larry Brenneman (*deceased*)
Tom Feasby, MD
Angelika Hahn, MD
Susan Keast, *Founder*
Serge Payer
Kenneth Shonk, MD

Executive Director

Donna Hartlen

Officers

Darryl Bedford
President
Holly Gerlach
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Howard Huss
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Rami Massie, MD
Elizabeth Pringle, MD
Zaeem Siddiqi, MD
Jiri Vajsar, MD
Chris White, MD
Douglas Zochodne, MD

March 7, 2024

City Clerk
City of London
PO Box 5035
London, ON
N6A 4L9

Sent by e-mail: ClerksApprovalRequests@london.ca

This letter is in support of our application to proclaim May 2024 as GBS and CIDP Awareness Month in the City of London.

Connections to London

The proclamations that City Council issued in 2020 through 2023 have helped us build awareness and given hope to our patient groups.

I'm pleased to announce that we will be holding our **2nd Annual London Walk and Roll** event on **Saturday, May 11** at Springbank Gardens. We'll be starting our walk at the Guy Lombardo Pavilion, walking along the Maurice Chapman Parkway, and back to the Pavilion for a total distance of one kilometre. We'd love to have you join us!

Why do I walk in the Walk and Roll? Nearly 20 years ago, things had been going well for me. Then gradually, strange things started to happen. I'd feel tingling in both feet as though they were asleep. I'd shake them, but that made no difference. Gradually the tingling and numbness worked their way up both my feet, both my legs, both my hands, both my arms, and from the top of my spine down. Over many months, walking became more difficult. My legs felt stiff. If I was down on the floor, it was difficult to get up and I needed to grasp furniture or something else solid to steady myself. I could not grip jar lids or bottle caps. It took two hands to turn a key.

Over about a year, I went for test after test and waited patiently to get into University Hospital's neurology department which has a very long wait list. When I finally did get in, I was given an EMG and the technician said: "I've seen this pattern before. I think I know what this is. But I can't diagnose you, the neurologist will come in and tell you." Then I had my answer: Chronic Inflammatory Demyelinating Polyneuropathy (CIDP).

I consider myself fortunate because my body responds well to IVIG (immunoglobulin) as a treatment. To this day, I still go into the hospital once

Canadian charity registration number: 887327906RR0001

3100 Garden Street, PO Box 80060 RPO Rossland Garden, Whitby, Ontario, L1R 0H1
PH:1-647-560-6842 gbscidp.ca

every 6 weeks for IVIG. It's allowed me to live a full life. It's what allowed me to walk, run, and skate again and I'm happy for it. My CIDP is hidden to the rest of the world. I look healthy but you can't see the treatments, the occasional fatigue, and some of the other issues that sometimes still arise from this chronic disease.

I am fortunate because all those years ago I went to my doctor with these strange symptoms, and he believed me. *But it isn't hasn't been that way for everyone with CIDP.* That's why we need the GBS-CIDP Foundation to continue to raise awareness in the medical community and to support patients. *That is why I walk in the Walk and Roll.*

1) Detailed Information on the Organization

The GBS/CIDP Foundation of Canada is a national, not-for-profit patient organization that supports patients and families afflicted with Guillain-Barre Syndrome, Chronic Inflammatory Demyelinating Polyneuropathy, and variants such as Multifocal Motor Neuropathy. These are rare autoimmune disorders where the body's immune system attacks the myelin sheath that protects the periphery nerves.

GBS has a sudden onset of symptoms, which can cause complete paralysis within a day. With an early diagnosis and prompt treatment, patients can recover, but are generally left with varying residual effects. Recovery and rehabilitation can take months or longer. CIDP is the chronic form of the condition with a slower progression that requires long term treatment for patients to reduce the chances of permanent nerve damage.

The Foundation serves patients through support, education, research, and advocacy. Visit our website gbscidp.ca for further information. Attached to this letter is sample language that you are welcome to adapt for your resolution.

2) Detailed information on the Event

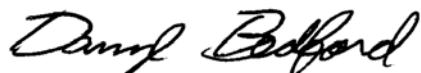
Through our Walk and Roll events and other activities in May, are working to raise awareness of these rare conditions so that future patients get help sooner and will know that our organization is here to provide hope. We provide support and information through trained volunteers, our website, materials provided to hospitals, and organize local and online peer-to-peer support meetings. We provide patient educational events and build awareness within the medical community. We advocate for access to diagnosis and appropriate treatment. And we support Canadian researchers working to improve the quality of life of GBS, CIDP, and MMN patients.

3) Confirmation of Authorization to Submit the Request

As President of the Board of Directors, I am authorized to submit this application on behalf of the Foundation.

Once again, we wish to thank City Council for their previous proclamations. We look forward to the City's continued support of our activities.

Sincerely,



Darryl Bedford
President, Board of Directors
GBS-CIDP Foundation of Canada

Sample Resolution Language

You are welcome to use or adapt the following WHEREAS clauses in your motion:

WHEREAS, the Month of May has been internationally designated as "GBS and CIDP Awareness Month" to educate the public and to focus attention on Guillain-Barré Syndrome (GBS) and Chronic Inflammatory Demyelinating Polyneuropathy (CIDP), rare, paralyzing and potentially catastrophic disorders of the peripheral nerves; and

WHEREAS Guillain-Barré Syndrome (GBS), Chronic Inflammatory Demyelinating Polyneuropathy (CIDP), and their variants such as Multifocal Motor Neuropathy (MMN), are rare conditions which are paralyzing and potentially catastrophic inflammatory disorders of the peripheral nerves, which can be characterized by rapid onset of weakness and, often, paralysis of the legs, arms, breathing muscles and face, in some cases leading to complete paralysis and requiring life-sustaining hospital care, and

WHEREAS the cause of GBS, CIDP, and MMN is unknown, and these conditions can develop in any person, regardless of age, gender, or ethnic background, and

WHEREAS GBS, CIDP, and MMN have a slow and unpredictable recovery, patients, and their families face an uncertain future, usually requiring months of hospital care without knowing if or when they will recover, or whether they will face long-term disabilities. Earlier diagnosis, treatment, and access to rehabilitation services can improve the chances of avoiding permanent lifelong residual damage of the nerves, and

WHEREAS in 2003, GBS/CIDP Foundation of Canada, a patient organization was founded to provide support, education, research, and advocacy, was founded so that no patient or family would go through GBS, CIDP, MMN or their variants alone,

THEREFORE BE IT RESOLVED that...

Proclamation Request Form

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Request details

Name of Organization Sickle Cell Awareness Group of Ontario (SCAGO)
Date Proclamation Required June 19, 2024
Proclamation Name World Sickle Cell Awareness Day, Ontario Sickle Cell Awareness Day
Proclamation Type (day, week or month) Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) Public Awareness; Health Promotion
Requester Name Chloe Jang
Requester Telephone Number [REDACTED]
Requester Email Address communication@sicklecellanemia.ca
Requester Address [REDACTED] Tribalwood Street, London, ON, N6G 0R4
Provide details of your Organization's Connection to London SCAGO provides support to patients and families affected by Sickle Cell Disease a cross Ontario, but in particular we have a London hub and have a strong relationship with the LHSC Hemoglobinopathy Lifespan Clinic
Required Supporting Documents <ul style="list-style-type: none">• Detail information on the Organization• Detail information on the Event• Confirmation of authorization from the Organization to submit the request
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 Signature <i>Chloe Jang</i> Date March 8, 2024
NOTICE OF COLLECTION OF PERSONAL INFORMATION Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> 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 the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: csaunder@london.ca

SCAGO

Sickle Cell Awareness Group of Ontario

London City Hall,

P.O. Box 5035

London ON

N6A 4L9

Subject: Proclamation Request for World Sickle Cell Awareness Day, Ontario Sickle Cell Awareness Day

Dear City of London,

I hope this letter finds you well. I am writing on behalf of the Sickle Cell Awareness Group of Ontario (SCAGO), a provincial organization dedicated to optimizing the lives of families affected by Sickle Cell Disease (SCD) and reducing the incidence of new SCD births. Our mission aligns with the broader goal of advancing health equity and well-being for communities in Canada.

I am excited to inform you about World Sickle Cell Day, an annual event celebrated on June 19 recognized by the United Nations since 2008 and federally acknowledged in Canada in 2015. This event encourages national and international awareness and action towards sickle cell disease, shedding light on the challenges faced by individuals and families affected by this inherited disorder.

Sickle Cell Disease is the most common genetically inherited disease in Canada, with over 6500 affected individuals nationwide, of which more than 3500 reside in Ontario. As a provincial organization with members across Ontario, the SCAGO is committed to implementing patient-centered programs, including disease management and psychosocial initiatives, public awareness and outreach programs, and support for SCD research and advocacy initiatives.

Our initiative aims to raise awareness about the significant disparities in healthcare outcomes for individuals with SCD, particularly those within the Black community, who constitute 93.4% of affected individuals. We believe that by addressing these disparities, we can contribute to the creation of a more equitable healthcare and social system for those affected by SCD, promoting better health outcomes and overall well-being.

We seek the support from the City of London for our initiative through proclamation and illumination requests. I am pleased to confirm that SCAGO has received authorization to submit this request.

Best regards,

Lanre Tunji-Ajayi

CEO/ President, Sickle Cell Awareness Group of Ontario

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 or mailed to City Hall, P.O. Box 5035 London, ON N6A 4L9.

<u>Name of Organization</u> Home Children Canada
<u>Proclamation Name</u> National British Home Child Day
<u>Date of Proclamation Requested</u> September 28, 2024
<u>Proclamation Type</u> (day, week or month) Day
Organization's Direct Connection to London (provide specific details) See attached.
<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 Awareness Campaign
<u>Requester Name</u> Donna M. Graham-Addis UE
<u>Requester Address</u> [REDACTED] Wexford Ave. London, ON N5V 1M2
<u>Requester Phone Number and Email</u> [REDACTED]
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="text-align: right;">March 11, 2024</div> <hr/> <div style="display: flex; justify-content: space-between;">SignatureDate</div>
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: eskalski@london.ca .

September 28th is National British Home Children Day. Home Children Canada is a government registered Canadian charity whose purpose is to raise awareness for this important piece of Canadian history and to offer free family history research and education.

Between 1869 and 1948 over 100,000 children of all ages were brought to Canadian shores from the UK. These children were not brought to Canada for love or protection, they were sent to work on Canadian farms and in Canadian households. This is a significant part of the history of Canada and the United Kingdom, yet it is still vastly unknown.

Over ten percent of the current Canadian population are descendants of the Home Children, although many are still unaware of their heritage. This is one of the many reasons why the Home Children and their determination and perseverance deserve to have their huge contribution to the founding of our nation recognized and their stories heard.

Personally, my great grandmother, Annie (Standing) Graham was sent to Canada at the age of 6 years old from Folkestone, Kent, England. She arrived in Canada in 1892 and was sent to work as a domestic servant for a family in Napier, Middlesex, Ontario. My husband's grandfather was also a BHC. He came to Canada from Newport, Monmouthshire, Wales in 1909 at the age of 11. **He was placed as a farm labourer in Woodstock, Ontario, and moved to the City of London by 1931 where he lived until his death in 1974. He is buried at Forest Lawn Cemetery on Dundas Street East.**

Many cities across Canada will be honouring the BHC and their descendants on September 28th for National British Home Child Day. Some cities have issued Official Proclamations while some will be lighting various buildings in blue, white, and red. Others have informative displays set up in various locations, and some will simply display the "Sunflower" which is the flower chosen to represent the British Home Children.

Parkwood Institute in London, Ontario is the home of Sir George Beardshaw. Mr. Beardshaw is the last living British Home Child in Canada and a World War II Veteran.

You can find more information about Home Children Canada at:

<https://www.britishhomechildren.com/>

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Animal Welfare Community Advisory Committee**

Contact Information

Name: **Michael Rist**

Phone Number:

Address:

City: **London**

Province: **ON**

Postal Code: **N6G 2G8**

E-mail Address:

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have no previous experience on a London Advisory Committee, however I have had previous private sector experience participating in Corporate Committees, and have led various corporate initiatives, meetings, etc.

An example of my corporate committee experience would be serving on a National Technical Steering Committee for a large national IT Services corporation between 2007 and 2011. We audited, reviewed and made recommendations for improvements to the organizations systems, procedures and policies. We also maintained some oversight over various corporate initiatives.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I currently have two dogs myself and make daily use of London's Offleash Dog Parks and services. I hoping to learn about upcoming initiatives that impact London Dog Owners and perhaps play a role in contributing to future initiatives.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am at the early stages in organizing a group of local dog owners. Since the dissolution of the London Dog Owners Association, there is no real advocacy group that can speak on behalf of local dog owners. I am hoping, alongside a growing group of local dog owners, that I can help facilitate communication partnership with the city.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

Back in 2017, my family moved back to London from overseas. My wife was born and raised in London, and her family still lives in here, so this was more of a homecoming. Since our return, we have set down roots in the community. We have child in the local school system, my wife is a professor at Western and we purchased a home. I have come to know a number of enthusiastic, long-time dog owners that show up daily at my local dog park (Greenway). My fondness for my daily visit to park has grown over time and

inspired me to become more involved in this aspect of community life. Over the past 20 years, as a dog owner, I have lived in a number of different communities (both in Canada and in Europe), each with different approaches, attitudes and policies towards dog ownership and its associated services. I have experienced first hand how these different approaches and policies impact the dogs, owners and the broader community. I believe these experiences provide me with a unique perspective that can enhance my efforts through this Community Advisory Committee.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

-I have previous experience working with government (municipal and regional) remediating heritage / archaeological sites and participating in the associated public education programs... although this is from quite some time ago.
-I have over 20 years of dog ownership experience.
-I have more than a decade of progressive management and leadership experience (IT service company). Also serving on committees.
-I have recently completed Masters studies at Western in Computer Science. These studies have honed my general research abilities, which I believe can assist my efforts as a member of any Advisory committee. Also, during this time I worked as a TA (teaching assistant), leading student learning and instructional activities, which has further enhanced my communication, organization and collaboration skills.

Attach resume or other document here, if needed: **Mike_Rist_CV_Committee.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity: (optional): **City Website**

If you selected 'Other', please specify:

Submitted on: **2/29/2024 12:03:37 PM**

MICHAEL RIST

IT PROFESSIONAL

London, Ontario N6G 2G8

SKILLS SNAPSHOT

- Java, C/C++, Python, SQL, HTML, CSS, PHP, JavaScript
- Eclipse, IntelliJ, VIM, VisualStudio, PyCharm,
- UML, SysML, EMF, MOF, Papyrus
- GitHub, Bitbucket, Git Bash,
- JupyterLabs, IBM Cloud / WATSON STUDIO, SCIKIT-Learn, SCIPY, NUMPY
- MySQL, SQL, MongoDB, ElasticSearch, ER Diagrams, JSON / YAML, XML
- Linux, Unix, Windows, Oracle VM Virtual Box
- Mininet, Wireshark, Floodlight SDN Controller / Master, D-ITG
- Docker, Kubernetes, Powershell
- ITIL v4, MS Visio, Jira, Trello, MS Teams
- Adobe Creative Suite (CC), WordPress, KomPozer, Cascade CMS
- R, R Studio
- ARM Assembly, Keil µVision, RTL

HIGHLIGHTS OF QUALIFICATIONS

- More than 12 years of progressively senior positions within IT Services, as well as Recruitment and Staffing (IT, Technology, Engineering, Accounting/ Finance, Sales/Marketing and Management).
- 13 years of progressive experience in Business Operations, Account / Client Relationship Management and Service Delivery.
- Successful record of delivering high priority projects and operational improvements.
- Innovative problem solver – Adept at obtaining resolution through negotiation and mediation.
- Persuasive, collaborative and transparent – Able to navigate the organization to advance initiatives.
- Excellent verbal and written communication skills – Skillful at distilling and explaining the complex.
- Respected people manager / coordinator – Capable of effective prioritization and decision making in complex, fast-paced environments.
- Analytical, Academic - Proficient at learning about new and emerging technologies.

EXPERIENCE

Western University (UWO)

2020 – Current

TA (Teaching Assistant) and M.Sc. Studies— London, Canada

- TA for CS 4471/CS 9541 Software Design and Architecture, CS 3307 Object Oriented Design and Analysis, CS 2208 Computer Organization and Architecture.
- For the Software Design and Architecture course, I coordinated and supervised a major group-based project assignment spanning the entire term. Responsibilities included: Guiding, mentoring, tracking and evaluating groups through project phases and deliverables (including proposal, architecture, development, implementation and demonstration); Provided project lead-up lectures on the use of cloud platforms, using IBM cloud as an exemplar.
- For the OOD course, I held regularly scheduled office hours each week, for the purpose of meeting with individual students and groups to assist them in addressing course and project specific questions and concerns; I organized group specific code reviews to help address group project challenges; Tracked and evaluated group projects through project lifecycle (ie: using Jira) to provide ongoing performance feedback to students and the professor.
- For the Computer Organization and Architecture course, I managed weekly lab sessions, which included instruction and hands-on demonstration of various technologies and associated techniques; Assisted students

with lab / assignment related questions; Graded lab assignments, project work, and assisted in proctoring / grading course examinations.

- Tools used as TA included (but not limited to): C/C++, Python, Java, Assembly, JavaScript, HTML/CSS, Apache Kafka, ARM, ARM Instruction Set Architecture, JSON, SQL, MySQL, IBM Cloud / IBM Cloud Services (Kubernetes, Event Streams, CCR), Docker, Jira, Trello, MS Project, MS Visio, Eclipse Modeling Tools, MS Office Suite.
- Overarching graduate studies and hands-on experience have encompassed Software Architecture, Design and Development; Relational and NoSQL Database Development; Unstructured Data Analysis; Computer Organization / Architecture, Cyberphysical Systems, MBSE (Model-Based Software Engineering), Multimedia Design, Network Design / Analysis, Machine Learning / Deep Learning / NN.

Schulich School of Medicine & Dentistry, Western University

June 2019 – Sept 2019

Web Designer / Developer - London, Canada

- Completed MD Program (UME) web refresh project, which entailed a complete redesign of website navigation and skeleton.
- Collaborated with stakeholders to gather requirements, validate content, and complete initial user acceptance testing; Provided weekly updates to management on website progress, including the use of site mock-ups to elicit ongoing feedback on final state;
- In addition to the UME site redevelopment, I also assisted with the course content library site for fall 2019; I also assisted with the adoption and multimedia design for a new learning management system (Elentra), which was intended to replace the Schulich's use of OWL and One45 systems.
- Tools used included: Adobe XD, Photoshop; Cascade CMS, HTML, CSS, JavaScript, Trello (Kanban board), MS Visio

Procom

February 2004 – July 2016

Client Service Manager - Global – Den Haag, Netherlands

August 2011 – July 2016

- While continuing to provide principal support to a number of existing enterprise clients in Canada and the United States (revenues exceeding 10 million annually), I was further tasked with providing information and ongoing insights into the European Marketplace; Provided consultation on EU workforce / staffing regulations and general practices; Gathered market intelligence, requirements for staffing operations in the Netherlands, related information on temporary agency workers (TAW) and the relevant collective bargaining agreement.
- Business Development and Client Relationship Management activities, including: Conducting full – cycle resourcing for clients (including requirement analysis); Developing and Contributing to new Tenders and Proposals; Managing contractors on client premises, along with handling of workplace issues, contract administration and payroll related issues.
- Delivery of “Client Connections”, a novel Procom program which focused on the recapture and redeployment of the client's proven former resources back into the client organization; This program has a high degree of emphasis on quality and high levels of engagement with both the client managers and program candidates; This program delivered in excess of \$1 million in additional annual revenue to my individual client portfolio.

Branch Manager - Vancouver, Canada

June 2010 – August 2011

- Managed operations in the Province of British Columbia, which included both an IT / Technology Services and Staffing Division as well as a new Pilot Division for Accounting and Finance Staffing; Led marketing and delivery of Procom's services to existing and prospective clients, with an additional Strategic focus on cross-marketing IT / Technology, Engineering and Accounting/Finance services; increased annual branch revenues from just under \$5 million to over \$25 million annually.

- Branch and Individual level performance management, review, coaching and goal setting; Managed branch-level workflow distribution, the establishment of a local sub-vendor network, as well as branch participation in large networking and industry related events; Worked with Account Executives to source new opportunities, as well as conduct and execute account planning; Worked with Recruiters and Resource Managers to effectively manage consultant redeployment and the development of candidate benches.
- Participated as a member of a senior management committee in steering national corporate initiatives and policies.
- Managed Vancouver office relocation, including new office design, furnishing, and lease negotiation.

Director, Recruiting Services (Western Canada) – Calgary, Canada

January 2007 – June 2010

- Regional management of recruiters across 3 separate offices in Western Canada; managed workflow distribution, performance management, coaching, development and delivery of new training materials, as well as the hiring of new recruiters and recruitment assistants; Worked directly with Account / Client Service Managers to ensure the consistent, high quality delivery of Procom's recruitment services
- Participated, as stakeholder and SME, in a large scale corporate system migration, replacing existing Applicant Tracking System, CRM System (MS CRM), and Exchange (Email) System, with a single external web based system.
- Managed several large enterprise client relationships, including (HP) Hewlett-Packard, IBM, Telus Communications, Compucom Systems, Cenovus / Encana (O&G), Trican Well Services (Energy and Technology), City of Calgary (Government & Services), and the Government of Alberta. I was also part of the national team working with the Government of Canada (Agriculture, Defense R&D, Health); included contract management of on-site consultants, as well as the identification and proactive analysis of upcoming client requirements.
- Managed development and delivery of tenders to a variety of regional, national and international clients; Participated as a member of a senior management committee, steering new corporate initiatives and policies.
- Managed Calgary office relocation, including the coordination of design, furnishing, and lease negotiation; Assisted in establishing standardized corporate office design template for Branch Offices.

Account Manager / Senior Recruiter – Calgary, Canada

Jan 2006 – Jan 2007

- Marketing and Delivery of Procom's services to new and prospective clients.
- Managed local client relationships and worked as part of larger national teams on large enterprise accounts.
- Meeting with clients to review current and future resourcing needs, taking job requirements, reviewing shortlisted candidates with clients, and conducting follow up reviews on placed consultants.
- Recruiting on resource requests (IT and Engineering), and the continuation of general recruitment responsibilities.
- Training, coordination and mentorship of recruitment assistants / junior recruiters.

Technical Recruiter – Calgary, Canada

Jan 2004 – Jan 2006

- Managing and maintaining ongoing relationships with existing consultants and potential candidates.
- Networking with candidates, user groups, IT professional associations, as well as developing new networks and relationships with untapped candidates and candidate associations.
- Managed Full-Cycle recruitment of consultants for Procom's client requirements, including sourcing, screening and interviewing, rate negotiations, presentation development, placement, and relocation if necessary; Provided resume / CV development and career planning services, creating preferred relationships with consultants.
- Proactively recruiting for future client requirements and marketing candidates to companies with relevant skill sets. This provided high value candidates and additional value to clients.

- Conducting new contract sign-ups, orientations and ongoing consultant support, as well as coordinating consultant redeployment. The high levels of consultant support and ongoing relationship management led to increased consultant satisfaction and loyalty, often providing additional opportunities within existing and prospective clients.

Clarica / Sunlife Financial

Sept 2002 – Jan 2004

Sunlife Financial is a financial services company providing financial planning, life insurance, health insurance, investments and more. Clarica was a financial services company offering similar services, and was ultimately purchased by Sunlife Financial.

Advisor – Calgary, Canada

- Creating and coordinating comprehensive financial plans with personal, corporate and small business clients.
- Expanding sales into new markets, while continuously building on existing relationships.
- Use of in-depth problem solving, interpersonal, and communication skills (liaison between various parties).
- Coordinated processing of confidential legal documentation and applications.
- Extensive use of office software and client management systems.

Alberta Treasury Branches

2001 - 2002

Alberta Treasury Branches (ATB Financial) is a financial institution and crown corporation owned by the Province of Alberta. ATB Financial provides financial services to nearly 700,000 Albertans and Alberta-based businesses. ATB has 172 branches and 135 agencies, serving a total of 243 communities in Alberta.

Loans Administration Officer – Calgary, Canada

- General maintenance and servicing of commercial and business loans.
- Drafting and handling of legal documentation (Land Mortgages, Promissory Notes, Commitment Letters, Land Titles, etc..)
- Liaison between various in-house departments as well as external financial / accounting institutions.
- Extensive use of office software packages (excel, word, outlook, rdars, LTO/PPR, Synergy, numerous additional databases).

University of Calgary, Department of Archaeology

1997 - 2001

Laboratory Instructor – Calgary, Canada

2000-2001

- Instruction and supervision of undergraduate archaeological students.
- Creating and implementing course curriculum.
- Semi-weekly lecturer. Extensive use of presentation aids (ie. Powerpoint, slideshows and hands on demonstrations).
- Grading assignments and interacting with individual students on course material.
- Extensive use of MS Office software packages, GIS, excel, access

Archaeological Excavator – West Indies & Calgary, Canada

(In Conjunction with Universiteit Leiden, Faculty of Archaeology, Netherlands)
1999-2000

- Applied advanced methods in survey, excavation and analysis.
- Planning and logistical responsibilities surrounding large-scale, open-pit excavation.
- Daily demonstration and lecture presentations

Tuscany Archaeological Project – Calgary, Canada
1997 - 1998

- Responsible for cataloguing and sorting paleobotanical remains.
- Database entry, descriptive measurement and report writing.
- WHMIS (Workplace and Hazardous Materials Information System) certified.

EDUCATION

2020-current **Western University (UWO), London Ontario**

- Graduate (M.Sc.) Studies - Computer Science
 - All coursework completed – TDO status
 - Cumulative gpa 4.0

2017-2020 **Western University (UWO), London Ontario**

- Undergraduate Studies - Computer Science
- Courses and experience encircling the use of varying Data structures and Architecture, Software Development, Database design and Development, Multimedia Design, Web Development, and Applied Mathematics. This is combined with courses in systems management and security.
- Dean's Honor List

2006 **University of Calgary Management Program**

- Behavioral Interviewing
- General Management (Organizational Structures; General Finance, Operations, and Marketing; Leadership; Planning)

1995-2000 **University of Calgary, Alberta**

B.Sc. Bachelors of Science *sp.* Science and Human Ecology (Archaeology).

- Studies Encompassed: human ecology and anthropological sciences, physical sciences, mathematics, earth sciences, and general humanities.

ADDITIONAL CERTIFICATIONS

- Neural Networks and Deep Learning – Cred. ID. SVMCARKUECAW
- IBM Machine Learning with Python – Cred. ID. SNH8K3RUJW5Q
- ITIL 4 Foundation – Exam Prep – Cred. ID. K8Q464VGMK72
- Recruitment Training – Procom
- Morgan Consulting – Recruitment Training
- Level 1 Licensed (LI); A & S Licensed ; CAIFA (Canadian Investment and Financial Advisor Association) 101 and 102.)

ADDITIONAL TOOLS

- MS Office software; In-house database (Cits), BH; Financial and activity reporting systems; Social Media, Professional Networking Sites; SharePoint; Technical support tools; Time tracking systems; Web based ATS/CRM/email (Bullhorn), MS CRM; Accounting and contract systems (Costanza); External job boards, client management systems, External VMS systems

INTERESTS

- Technology, Science and Antiquity, Sailing, Camping, Travel, Gardening