

# Corporate Services Committee

## Report

15th Meeting of the Corporate Services Committee  
October 7, 2024

**PRESENT:** Councillors H. McAlister (Chair), P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen, Mayor J. Morgan

**ALSO PRESENT:** Councillors J. Pribil and E. Peloza; S. Datars Bere, A. Abraham, A. Barbon, M. Barnes, D. Bordin, I. Collins, D. Escobar, M. Feldberg, A. Hagan, T. Macbeth, S. Mathers, K. Murray, J. Paradis, T. Pollitt, K. Scherr, J. Senese, C. Smith, E. Skalski

Remote attendance: M. Daley, J. Davies, K. Dickins, M. Galczynski, E. Hunt, B. Warner

The meeting is called to order at 1:00 PM; it being noted that Councillor P. Van Meerbergen was in remote attendance

### 1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

### 2. Consent

Moved by: P. Cuddy

Seconded by: S. Stevenson

That Consent Items 2.1 to 2.4 BE APPROVED with the exception of item 2.3

Yeas: (6): H. McAlister, P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen, and Mayor J. Morgan

**Motion Passed (6 to 0)**

#### 2.1 SS-2024-291 Single Source Print Contract

Moved by: P. Cuddy

Seconded by: S. Stevenson

That on the recommendation of the Deputy City Manager, Enterprise Supports the following actions be taken, with respect to Enterprise Print Services:

a) approval hereby BE GIVEN to enter into an agreement between the City of London and Ricoh Canada Inc. through Vendor of Record (VOR # 11359), Province of Ontario Agreement, as appended to the staff report as Appendix "A" for a five (5) year term;

b) the proposed by-law, as appended to the staff report dated October 7, 2024 as Appendix "B" BE INTRODUCED at the Municipal Council meeting to be held on Tuesday, October 15, 2024 to:

i) the Deputy City Manager, Enterprise Supports BE AUTHORIZED to approve a buyer master agreement between The Corporation of the City of London and Ricoh Canada Inc. from November 1, 2024 to October 31, 2029; and

ii) the Mayor and City Clerk BE AUTHORIZED to execute the buyer master agreement;

- c) the Civic Administration BE AUTHORIZED to undertake all the administrative acts that are necessary in connection with this matter;
- d) Information Technology Services BE AUTHORIZED to increase or decrease the quantity of machines and related supplies and services based on terms and conditions established in the contract, coincident with the needs of the various departments in future as numbers of users change due to increase in staff, relocation of work units or copy requirements change and subject to budget availability; and
- e) approval hereby given BE CONDITIONAL upon the Corporation negotiating the maintaining of satisfactory prices, terms and entering a formal contract, agreement or having a purchase order relating to the subject matter of this approval.

**Motion Passed**

2.2 City of London's Credit Rating

Moved by: P. Cuddy  
 Seconded by: S. Stevenson

That, on the recommendation of the Deputy City Manager, Finance Supports, the City of London's Credit Rating Report, providing a summary of Moody's Investors Service Credit Opinion of the City of London, BE RECEIVED for information.

**Motion Passed**

2.4 2024 Mid-Year Capital Budget Monitoring Report

Moved by: P. Cuddy  
 Seconded by: S. Stevenson

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2024 Mid-Year Capital Budget Monitoring Report:

- a) the 2024 Mid-Year Capital Budget Monitoring Report BE RECEIVED for information, it being noted that the life-to-date capital budget represents \$4.3 billion with \$2.3 billion committed and \$2 billion uncommitted; it being further noted that the City Treasurer, or designate, will undertake the housekeeping budget adjustments identified in the report, in accordance with the Multi-Year Budget Policy;
- b) the status updates of active 2021 life-to-date capital budgets (2021 and prior) having no future budget requests, as appended to staff report as Appendix "B", BE RECEIVED for information;
- c) the following actions be taken with respect to the completed capital projects identified in Appendix "C", as appended to the staff report, which have a total of \$7.73 million of net surplus funding:
  - i) the capital projects included in Appendix "C" BE CLOSED;
  - ii) the following actions be taken with respect to the funding associated with the capital projects approved for closure in b) i), above:

Rate Supported

- A) pay-as-you-go funding of \$7.8 thousand BE TRANSFERRED from capital receipts;
- B) authorized debt financing of \$69 thousand BE RELEASED resulting in a reduction of authorized, but unissued debt;

C) uncommitted reserve fund drawdowns of \$1.0 million BE RELEASED back into the reserve funds which originally funded the projects;

Non-Rate Supported

D) uncommitted reserve fund drawdowns of \$1.9 million BE RELEASED back into the reserve funds which originally funded the projects;

E) authorized debt financing of \$4.6 million BE RELEASED resulting in a reduction of authorized, but unissued non-rate supported debt;

F) other net non-rate supported funding sources of \$113 thousand BE ADJUSTED in order to facilitate project closings.

**Motion Passed**

### 2.3 2024 Mid-Year Operating Budget Monitoring Report

Moved by: P. Cuddy

Seconded by: C. Rahman

That, on the recommendation of the Deputy City Manager, Finance Supports, the following actions be taken with respect to the 2024 Mid-Year Operating Budget Monitoring Report:

a) the 2024 Operating Budget Mid-Year Monitoring Report for the Property Tax Supported Budget, Water Budget, and Wastewater and Treatment Budget BE RECEIVED for information. An overview of the corporate projections are outlined below, noting the year-end positions include the reserve and reserve fund contributions listed in recommendation b) and Tables 1, 2, and 3, while noting actual results could fluctuate based on factors beyond the control of the Civic Administration:

- i) Property Tax Supported Budget projected to be balanced at year-end;
- ii) Water Rate Supported Budget projected surplus of \$0.4 million; and
- iii) Wastewater and Treatment Rate Supported Budget projected to be balanced at year-end;

it being noted that any reported Property Tax, Water, and Wastewater & Treatment Budget surplus will be allocated in accordance with the Council Approved Surplus/Deficit Policy;

b) the contribution of year-end Property Tax Supported, Water Rate Supported and Wastewater and Treatment Rate Supported Budget surplus to the applicable Contingency Reserve in accordance with the Council approved Surplus/Deficit Policy BE RECEIVED for information:

- i) \$15.1 million to the Operating Budget Contingency Reserve, noting the balance remains under its target;
- ii) \$1.2 million to the Water Budget Contingency Reserve, noting the balance remains under target; and
- iii) \$0.6 million to the Wastewater and Treatment Budget Contingency Reserve, noting the balance remains under its target;

it being noted that the contributions to the respective budget contingency reserves are being made to replenish these reserves that will be utilized to finance the 2024 projected cost of statutory development charges exemptions and discounts resulting from recent legislative changes that are in excess of budgeted amounts and otherwise unfunded.

Yeas: (6): H. McAlister, P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen, and Mayor J. Morgan

**Motion Passed (6 to 0)**

**3. Scheduled Items**

None.

**4. Items for Direction**

None.

**5. Deferred Matters/Additional Business**

None.

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

Moved by: P. Cuddy

Seconded by: C. Rahman

That the Corporate Services Committee convenes In Closed session to consider the following:

**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 Labour Relations/Employee Negotiations**

A matter pertaining to labour relations and employee negotiations in regard to one of the Corporation's association or unions, advice and recommendations of officers and employees of the Corporation including communications necessary for that purpose.

Yeas: (6): H. McAlister, P. Cuddy, S. Stevenson, C. Rahman, P. Van Meerbergen, and Mayor J. Morgan

**Motion Passed (6 to 0)**

The Corporate Services Committee convenes In Closed Session from 2:16 PM to 2:25 PM.

**7. Adjournment**

Moved by: C. Rahman

Seconded by: S. Stevenson

That the meeting BE ADJOURNED.

**Motion Passed**

The meeting adjourned at 2:27 PM.