

Agenda Including Addeds

Corporate Services Committee

7th Meeting of the Corporate Services Committee

March 20, 2018, 12:30 PM

Council Chambers

Members

Councillors J. Helmer (Chair), J. Morgan, P. Hubert, M. van Holst, J. Zaifman, Mayor M. Brown

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TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	LONDON DOWNTOWN BUSINESS ASSOCIATION 2018 PROPOSED BUDGET – MUNICIPAL SPECIAL LEVY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the London Downtown Business Association:

- a. The London Downtown Business Association proposed 2018 budget submission in the amount of \$1,806,490 **BE APPROVED** as outlined in Schedule “A”;
- b. The amount to be raised by The Corporation of the City of London for the 2018 fiscal year for the purposes of the London Downtown Business Association and pursuant to subsection 208(1) of the Municipal Act, 2001 **BE FIXED** at \$1,915,390;
- c. A special charge **BE ESTABLISHED** for the amount referred to in part b, above, by a levy in accordance with By-law CP-2 as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the Municipal Act, 2001; and
- d. The attached by-law (see Schedule “C”) with respect to municipal special levy for the London Downtown Business Improvement Area **BE INTRODUCED** at the Municipal Council meeting on March 27, 2018 for three readings.

LINK TO STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Growing Our Economy” and “Leading in Public Service” as strategic areas of focus. These areas include “Strategic, collaborative partnerships” and “Collaborative, engaged leadership” as strategic priorities. These priorities involve working better together for economic growth with Business Improvement Areas and continuing to build strong working relationship with such community partners. In line with these strategies, the City provides guidance to the Business Improvement Areas of London in regards to establishment and ongoing business and financial operations. The City also acts as the intermediary with respect to collecting the approved levy amounts which fund services to the Business Improvement Area members and thus promote continued growth in London’s economy.

BACKGROUND

The London Downtown Business Association (LDBA) approved its 2018 budget on January 23, 2018 (Schedule “A”).

Under subsection 205(2) of the Municipal Act, 2001, a business improvement area must submit an annual budget to Council that Council may approve in whole or in part, but may not add expenditures to it. The LDBA has met this requirement in Schedule “A”, noting the 2018 expenditure budget is \$1,806,490.

Civic Administration provides the following comments based on our review of the submission:

- a) The LDBA submitted a 2018 budget of \$1,806,490 which represents a \$12,657 or 0.7% increase compared to its 2017 budget of \$1,793,833.

- b) Changes to revenues include a \$37,557 or 2.0% increase in the City of London levy, offset by a decrease in the LDBA reserve drawdown.
- c) Significant changes to expenditures include an increase to salary and wages to cover increased benefits/wages and an increase in the Clean Team program to expand and include two team members. These increases are partially offset by decreases in expenditures due to the discontinuation of the Pigeon Program, cost savings measures being taken for the Annual General Meeting, the Downtown Issues program being transferred to and now encompassed by MainStreet London and the completion of a lease contract for office furniture.

The LDBA also submitted the MainStreet London budget which was approved on January 23, 2018 (Schedule "B"). The following comments are offered based on our review:

- a) MainStreet London submitted a 2018 budget of \$480,500 which represents an increase of \$219,500 or 84.1% compared to its 2017 budget of \$261,000.
- b) Significant changes to revenues include increased funding to the LDBA Sponsorship due to the transfer of the Downtown Issues program to MainStreet London and increased funding being allocated to the expansion of the recruitment program.
- c) Significant changes to expenditures include an increase in recruitment program expenses due to the board approved program expansion and an anticipated increase in associated HST expenses.

At the time of submitting this report, 2017 financial statements were unavailable. Estimates received by the LDBA and MainStreet London indicated that there is an estimated combined year-end surplus of \$129,911 for 2017 (LDBA surplus of \$98,832 and MainStreet surplus of \$31,079). The unaudited December 31, 2017 reserve fund balance reported by LDBA is \$58,977.

The owners of business property within the business improvement area will be responsible for payment of the municipal levy to the City of London. The City of London will pay the LDBA the budgeted special levy amount of \$1,915,390, upon Council approval.

Under subsection 207(1) of the Municipal Act, 2001, a business improvement area must submit to Council its annual financial report for the preceding year. The LDBA meets this requirement each year through the City of London's Annual Financial Report.

PREPARED BY:	REVIEWED AND CONCURRED BY:
CINDY WILLIAMSON, CPA, CGA MANAGER, FINANCIAL MODELLING, FORECASTING AND SYSTEMS CONTROL	ALAN DUNBAR, CPA, CGA MANAGER, FINANCIAL PLANNING & POLICY
RECOMMENDED BY:	
ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

**London Downtown Business Association
2018 Proposed Budget
with 2017 Comparators**

Revenue Overview

LDBA Revenue Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Rev	Increase / (Decrease) over 2017
Total City of London Levy	1,877,833	1,877,833	-	1,915,390		37,557
Tax Write offs	(20,000)	(89,811)	(69,811)	(90,000)		(70,000)
Allowance for Vacancy Rebates	(90,000)	(38,892)	51,108	(20,000)		70,000
Net City of London Levy	1,767,833	1,749,130	(18,703)	1,805,390		37,557
LDBA Reserve Drawdown	25,000	-	(25,000)	-		(25,000)
Interest Income	1,000	2,068	1,068	1,100		100
Total LDBA Revenue	1,793,833	1,751,198	(42,635)	1,806,490	100.0%	12,657

Expenditure Overview

LDBA Expenditure Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Exp	Increase / (Decrease) over 2017
ADMINISTRATION						
Wages and Benefits	418,675	417,675	1,000	435,910		17,235
Telephone	14,900	13,328	1,572	15,000		100
Stationery and Supplies	3,500	3,639	(139)	3,500		-
Insurance	6,600	6,611	(11)	6,700		100
Professional Services	3,600	469	3,131	3,600		-
Purchase and Leasing Equipment	18,900	18,263	637	17,000		(1,900)
Training / Conferences	17,700	17,762	(62)	18,000		300
Subscriptions / Memberships	3,000	4,325	(1,325)	3,000		-
Legal & Audit	5,000	3,946	1,054	5,000		-
Cleaning	7,500	6,877	623	7,700		200
Board Development & Expenses	5,000	4,676	324	5,000		-
Office Furniture	11,000	11,306	(306)	7,300		(3,700)
Miscellaneous Expense	5,000	3,531	1,469	3,590		(1,410)
Total Administration	520,375	512,408	7,967	531,300	29.4%	10,925
RENT						
Rent and Hydro	77,000	67,150	9,850	78,000		1,000
Total Rent	77,000	67,150	9,850	78,000	4.3%	1,000
MEMBER SERVICES						
Graffiti Removal	54,000	52,200	1,800	54,000		-
Pigeon Program	8,000	5,985	2,015	-		(8,000)
Annual General Meeting	20,000	23,566	(3,566)	15,000		(5,000)
Total Member Services	82,000	81,751	249	69,000	3.8%	(13,000)
BUSINESS DEVELOPMENT						
Communications & Marketing	357,000	352,817	4,183	350,000		(7,000)
Promo Downtown Dollars	55,000	55,000	-	55,000		-
MainStreet Sponsorship	56,000	56,000	-	355,500		299,500
MainStreet About Face Sponsorship	125,000	61,260	63,740	125,000		-
Planters	39,000	31,715	7,285	39,100		100
Public Art	-	3,330	(3,330)	10,000		10,000
Clean Team	85,000	84,458	542	143,000		58,000
Downtown Issues	344,000	328,905	15,095	-		(344,000)
Volunteer Recognition	5,000	100	4,900	5,000		-
Miscellaneous	4,358	2,528	1,831	5,090		732
Total Business Development	1,070,358	976,113	94,246	1,087,690	60.2%	17,332
HST	44,100	14,944	29,156	40,500		(3,600)
Total LDBA Expenditure	1,793,833	1,652,366	141,468	1,806,490	100.0%	12,657
Net Surplus / (Deficit)	-	98,832	98,832	-		
Draw from / (Contribution to) Operating Fund	-	(98,832)	(98,832)	-		
Net	-	-	-	-		

All figures subject to audit.

All figures subject to rounding.

**MainStreet London
2018 Proposed Budget
with 2017 Comparators**

Revenue Overview

MainStreet London Revenue Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Rev	Increase / (Decrease) over 2017
London Downtown Business Association (LDBA) Sponsorship	56,000	56,000	-	355,500		299,500
LDBA Sponsorship for About Face	125,000	61,260	(63,740)	125,000		-
Interest Income		1,221	1,221			-
Miscellaneous Income	80,000	109,083	29,083			(80,000)
Total MainStreet London Revenue	261,000	227,564	(33,436)	480,500	100.0%	219,500

Expenditure Overview

MainStreet London Expenditure Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Exp	Increase / (Decrease) over 2017
ADMINISTRATION						
Personnel Costs	92,513	92,514	(1)	92,650		137
Total Administration	5,487	1,150	4,337	11,100	2.3%	5,613
ORGANIZATION / DESIGN / PROMOTION						
About Face	125,000	61,260	63,740	125,000		-
Fiber Optic Program			-			-
Wi-Fi - LAWN	20,000	21,610	(1,610)	21,000		1,000
Business Retention	9,000	10,687	(1,687)	9,400		400
Recruitment	9,000	9,264	(264)	221,350		212,350
Total Organization / Design / Promotion	163,000	102,820	60,179	376,750	78.4%	213,750
HST Write off of 50% at year end	5,487	1,150	4,337	11,100		5,613
Total MainStreet London Expenditure	261,000	196,484	64,515	480,500	100.0%	219,500
Net Surplus / (Deficit)	-	31,079	31,079	-		
Draw from (Contribution to) Operating Fund	-	(31,079)	(31,079)	-		
Net	-	-	-	-		

All figures subject to audit.

All figures subject to rounding.

Schedule “C”

Bill No.
2018

By-law No.
A by-law to raise the amount required for the purposes of the London Downtown Business Association Improvement Area Board of Management for the year 2018 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the *Municipal Act, 2001* as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the *Municipal Act, 2001* as amended provides that a municipality may pass by-law respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10 (1) (paragraph 7);

AND WHEREAS By-law CP-2, as amended, provides for an improvement area to be known as the London Downtown Business Association Improvement Area and to establish a Board of Management for it known as the London Downtown Business Association Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the *Municipal Act, 2001* provides that Council shall annually raise the amount required for the purposes of the London Downtown Business Association Improvement Area Board of Management;

AND WHEREAS section 23 of the *Municipal Act, 2001* provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the *Municipal Act, 2001*;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2018 fiscal year submitted by the London Downtown Business Association Improvement Area Board of Management attached as Schedule “A” is approved.
2. The amount to be raised by the Corporation for the 2018 fiscal year for the purposes of the London Downtown Business Association Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$1,915,390.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law CP-2, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed.

Matt Brown,
Mayor

Catharine Saunders,
City Clerk

First Reading – March 27, 2018
Second Reading – March 27, 2018
Third Reading – March 27, 2018

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	OLD EAST VILLAGE BUSINESS ASSOCIATION 2018 PROPOSED BUDGET – MUNICIPAL SPECIAL LEVY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the Old East Village Business Improvement Area:

- a. The Old East Village Business Improvement Area proposed 2018 budget submission in the amount of \$200,462 **BE APPROVED** as outlined in Schedule “A”;
- b. The amount to be raised by The Corporation of the City of London for the 2018 fiscal year for the purposes of the Old East Village Business Improvement Area and pursuant to subsection 208(1) of the Municipal Act, 2001 **BE FIXED** at \$15,781 (which includes \$14,781 for the City of London levy and an estimated \$1,000 for an allowance for vacancy rebates administered by the City of London on behalf of the Old East Village Business Improvement Area);
- c. A special charge **BE ESTABLISHED** for the amount referred to in part b, above, by a levy in accordance with By-law CP-1 as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the Municipal Act, 2001; and
- d. The attached by-law (see Schedule “B”) with respect to municipal special levy for the Old East Village Business Improvement Area **BE INTRODUCED** at the Municipal Council meeting on March 27, 2018 for three readings.

LINK TO STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Growing Our Economy” and “Leading in Public Service” as strategic areas of focus. These areas include “Strategic, collaborative partnerships” and “Collaborative, engaged leadership” as strategic priorities. These priorities involve working better together for economic growth with Business Improvement Areas and continuing to build strong working relationship with such community partners. In line with these strategies, the City provides guidance to the Business Improvement Areas of London in regards to establishment and ongoing business and financial operations. The City also acts as the intermediary with respect to collecting the approved levy amounts which fund services to the Business Improvement Area members and thus promote continued growth in London’s economy.

BACKGROUND

The Old East Village Business Improvement Area (OEVBIA) approved its 2018 budget on January 31, 2018, (Schedule “A”).

Under subsection 205(2) of the Municipal Act, 2001, a business improvement area must submit an annual budget to Council that Council may approve in whole or in part, but may not add expenditures to it. The OEVBIA has met this requirement in Schedule “A”, noting the 2018 expenditure budget of \$200,462.

Civic Administration provides the following comments based on our review of the submission:

- a) The OEV BIA submitted a 2018 budget of \$200,462 which represents a decrease of \$17,026 or 7.8% compared to its 2017 budget of \$217,488.
- b) Total revenue shows a decrease of \$17,026 or 7.8% due to a reduced draw from accumulated surplus to help cover total expenditures which are anticipated to decrease.
- c) Significant changes to expenditures include a decrease in salary and benefits due to a staff position transitioning from full-time to part-time. The staff change also results in a decrease to telephone expenses as the new part-time position will not require a cell phone. Purchased services are reduced as the new staff position will cover some of the activities that were previously contracted. A notable increase in expenditures is in community consultations due to increased infrastructure development projects.

At the time of submitting this report, 2017 financial statements were unavailable. Estimates received from the OEV BIA indicated that there is a year-end surplus of \$20,757 for 2017, after a reserve fund contribution of \$2,000. The unaudited December 31, 2017 reserve fund balance as reported by OEV BIA, which includes year-end adjustments is \$8,397.

The owners of business property within the business improvement area will be responsible for payment of the amount of \$15,781 to be raised by the Corporation for the 2018 fiscal year for the purposes of OEV BIA and pursuant to subsection 208(1) of the Municipal Act, 2001. The City of London will pay the OEV BIA the budgeted special levy amount of \$14,781, which reflects the allowance for vacancy rebates, upon Council approval.

Under subsection 207(1) of the Municipal Act, 2001, a business improvement area must submit to Council its annual financial report for the preceding year. The OEV BIA meets this requirement each year through the City of London's Annual Financial Report.

PREPARED BY:	REVIEWED AND CONCURRED BY:
CINDY WILLIAMSON, CPA, CGA MANAGER, FINANCIAL MODELLING, FORECASTING AND SYSTEMS CONTROL	ALAN DUNBAR, CPA, CGA MANAGER, FINANCIAL PLANNING & POLICY
RECOMMENDED BY:	
ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

Schedule "A"

Old East Village Business Improvement Area
2018 Proposed Budget
with 2017 Comparators

Revenue Overview

OEVBIA Revenue Detail:	2017 Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Rev	Increase / (Decrease) over 2017
City of London Levy	15,781	15,781	-	15,781		-
Less: Allowance for Vacancy Rebates	(1,000)	(1,000)	-	(1,000)		-
Net City of London Levy	14,781	14,781	-	14,781		-
Interest Revenue	-	66	66	66		66
City of London Funding	141,102	141,202	100	141,102		-
Draw from Accumulated Surplus	60,629	-	(60,629)	44,513		(16,116)
Reserve Drawdown	976	4,271	3,295	-		(976)
Miscellaneous	-	2,242	2,242	-		-
Total OEVBIA Revenue	217,488	162,562	(54,926)	200,462	100.0%	(17,026)

Expenditure Overview

OEVBIA Expenditure Detail:	2017 Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Exp	Increase / (Decrease) over 2017
ADMINISTRATION						
Telephone	1,950	1,427	523	1,500		(450)
Travel	660	335	325	660		-
Operating Supplies and Costs	800	517	283	800		-
Printing and Communications	710	316	394	710		-
Equipment / Building Allowance for Upgrades, Maintenance and Repairs	5,500	202	5,298	5,500		-
Salary & Benefits	21,544	21,544	-	21,817		273
Financial Audits	1,469	1,300	169	1,469		-
Training, Education and Development	240	-	240	240		-
Misc Administration	6,300	5,293	1,007	6,600		300
Total Administration	39,173	30,934	8,239	39,296	19.6%	123
RENT						
Office Rental	12,661	12,661	-	14,461		1,800
Total Rent	12,661	12,661	-	14,461	7.2%	1,800
BUSINESS DEVELOPMENT / MEMBER SERVICES						
Advertising, Marketing and Promotion	1,600	1,375	225	1,500		(100)
Purchased Services	15,860	1,560	14,300	13,300		(2,560)
Capital Purchase (Holiday Pole Decorations)	-	3,780	(3,780)	-		-
Salary & Benefits	133,994	82,997	50,997	118,605		(15,389)
Special Projects	3,000	420	2,580	3,000		-
Beautification	5,000	1,144	3,856	5,000		-
Community Initiatives	4,200	4,204	(4)	5,300		1,100
Total Business Development / Member Services	163,654	95,480	68,174	146,705	73.2%	(16,949)
HST Expense	-	730	(730)	-		-
Reserve Fund Contribution	2,000	2,000	-	-		(2,000)
Total OEVBIA Expenditures	217,488	141,805	75,683	200,462	100.0%	(17,026)
Net Surplus / (Deficit)	-	20,757	20,757	-		-
Draw from/(Contribution to) Operating Fund	-	(20,757)	(20,757)	-		-
Net	-	-	-	-		-

Consistent with prior years, the BIA levy budget specifically relates to the Old East Village BIA Levy District, which encompasses Adelaide Street to Elizabeth Street.

All figures subject to audit.

All figures subject to rounding.

Schedule "B"

Bill No.
2018

By-law No.

A by-law to raise the amount required for the purposes of the Old East Village Business Improvement Area Board of Management for the year 2018 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the *Municipal Act, 2001* as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the *Municipal Act, 2001* as amended provides that a municipality may pass by-law respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10(1) (paragraph 7);

AND WHEREAS By-law CP-1, as amended, provides for an improvement area to be known as the Old East Village Business Improvement Area and to establish a Board of Management for it known as the Old East Village Business Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the *Municipal Act, 2001* provides that Council shall annually raise the amount required for the purposes of the Old East Village Business Improvement Area Board of Management;

AND WHEREAS section 23 of the *Municipal Act, 2001* provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the *Municipal Act, 2001*;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2018 fiscal year submitted by the Old East Village Business Improvement Area Board of Management attached as Schedule "A", which includes a Net City of London Levy in the amount of \$14,781, is approved.
2. The amount to be raised by the Corporation for the 2018 fiscal year for the purposes of The Old East Village Business Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$15,781.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law CP-1, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed.

Matt Brown,
Mayor

Catharine Saunders,
City Clerk

First Reading – March 27, 2018
Second Reading – March 27, 2018
Third Reading – March 27, 2018

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	ARGYLE BUSINESS IMPROVEMENT AREA 2018 PROPOSED BUDGET – MUNICIPAL SPECIAL LEVY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the Argyle Business Improvement Area:

- a. The Argyle Business Improvement Area proposed 2018 budget submission in the amount of \$209,920 **BE APPROVED** as outlined in Schedule “A”;
- b. The amount to be raised by The Corporation of the City of London for the 2018 fiscal year for the purposes of the Argyle Business Improvement Area and pursuant to subsection 208(1) of the Municipal Act, 2001 **BE FIXED** at \$186,720;
- c. A special charge **BE ESTABLISHED** for the amount referred to in part b, above, by a levy in accordance with By-law A.-6873-292 as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the Municipal Act, 2001; and
- d. The attached by-law (see Schedule “B”) with respect to municipal special levy for the Argyle Business Improvement Area **BE INTRODUCED** at the Municipal Council meeting on March 27, 2018 for three readings.

LINK TO STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Growing Our Economy” and “Leading in Public Service” as strategic areas of focus. These areas include “Strategic, collaborative partnerships” and “Collaborative, engaged leadership” as strategic priorities. These priorities involve working better together for economic growth with Business Improvement Areas and continuing to build strong working relationship with such community partners. In line with these strategies, the City provides guidance to the Business Improvement Areas of London in regards to establishment and ongoing business and financial operations. The City also acts as the intermediary with respect to collecting the approved levy amounts which fund services to the Business Improvement Area members and thus promote continued growth in London’s economy.

BACKGROUND

The Argyle Business Improvement Area approved its 2018 budget on February 14, 2018, (Schedule “A”).

Under subsection 205(2) of the Municipal Act, 2001, a business improvement area must submit an annual budget to Council that Council may approve in whole or in part, but may not add expenditures to it. The Argyle Business Improvement Area has met this requirement in Schedule “A”, noting the 2018 expenditure budget of \$209,920.

Civic Administration provides the following comments based on our review of the submission:

- a) The Argyle Business Improvement Area submitted a 2018 budget of \$209,920, which represents an increase of \$39,192 or 23.0% compared to its 2017 budget of \$170,728.

- b) The City of London levy will increase by \$42,224 or 29.2% from \$144,496 to \$186,720. The increase in the City of London levy, as per board and member approval, is to help cover the increase in expenditures.
- c) Significant budget changes to expenditures include an increase to salaries and wages due to the increase in minimum wages, a rent expense increase due to facility renovations being paid by the landlord and reflecting the cost in rent charged, and new office furniture for the newly renovated space. Other increases include an increase in Special Events related to the Kiwanis Park Project program initiatives and the Annual General Meeting due to an election year, extra funds being allocated to additional musical acts for the Santa Clause Parade reflected in the Other Program Initiatives expenditure and an increase in the Planters/Hanging Basket Program due to larger hanging flower basket sizes. These increases are partially offset by a decreased expenditure for HST due to Argyle attaining the Canada Revenue Agency designation of a municipality which entitles them to significant HST rebates.

At the time of submitting this report, 2017 financial statements were unavailable. Estimates received from the Argyle Business Improvement Area indicated that there was a year-end surplus of \$26,000 in 2017. The unaudited December 31, 2017 reserve fund balance as reported by Argyle Business Improvement Area, which includes year-end position adjustments is nil.

The owners of business property within the business improvement area will be responsible for payment of the municipal levy to the City of London. The City of London will pay the Argyle Business Improvement Area the budgeted special levy amount of \$186,720, upon Council approval.

Under subsection 207(1) of the Municipal Act, 2001, a business improvement area must submit to Council its annual financial report for the preceding year. The Argyle Business Improvement Area meets this requirement each year through the City of London's Annual Financial Report.

PREPARED BY:	REVIEWED AND CONCURRED BY:
CINDY WILLIAMSON, CPA, CGA MANAGER, FINANCIAL MODELLING, FORECASTING AND SYSTEMS CONTROL	ALAN DUNBAR, CPA, CGA MANAGER, FINANCIAL PLANNING & POLICY
RECOMMENDED BY:	
ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

**Argyle Business Improvement Area
2018 Proposed Budget
with 2017 Comparators**

Revenue Overview

Argyle Revenue Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Rev	Increase / (Decrease) over 2017
City of London Levy	144,496	144,496	-	186,720		42,224
Interest Revenue	100	121	21	100		-
Draw from Accumulated Surplus	22,132	22,132	-	19,100		(3,032)
Government Student Funding	-	9,993	9,993	-		-
Miscellaneous	4,000	3,250	(750)	4,000		-
Total Argyle Revenue	170,728	179,992	9,264	209,920	100.0%	39,192

Expenditure Overview

Argyle Expenditure Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Exp	Increase / (Decrease) over 2017
ADMINISTRATION						
Salaries and Wages	60,000	56,625	3,375	70,000		10,000
Student Wages and Benefits	-	9,993	(9,993)	-		-
EI and CPP	4,000	4,445	(445)	4,000		-
Bookkeeping, Audit and Professional Fees	8,330	8,798	(468)	8,000		(330)
Utilities	1,600	1,691	(91)	1,700		100
Telephone and Fax and Internet	1,600	1,696	(96)	1,700		100
Insurance	2,000	1,541	459	2,000		-
Repairs and Maintenance	1,500	1,736	(236)	1,500		-
Furniture	-	-	-	8,000		8,000
Travel and Transportation	500	-	500	500		-
Bank Charges	120	-	120	120		-
Memberships - Provincial BIA	400	355	45	400		-
Office Supplies	4,500	6,597	(2,097)	5,500		1,000
Postage and Courier	500	-	500	500		-
Signage/Banner Brackets	1,000	1,119	(119)	1,000		-
Professional Development (Conference)	4,000	1,420	2,580	4,000		-
Website Maintenance and Domain	500	213	287	1,000		500
Total Administration	90,550	96,229	(5,679)	109,920	52.4%	19,370
RENT						
Office Rent	9,855	9,600	255	17,500		7,645
Total Rent	9,855	9,600	255	17,500	8.3%	7,645
MEMBER SERVICES						
Special Events	10,323	375	9,948	15,000		4,677
Quarterly Newsletter	-	-	-	500		500
Total Member Services	10,323	375	9,948	15,500	7.4%	5,177
BUSINESS DEVELOPMENT						
Marketing and Consulting	10,000	8,239	1,761	10,000		-
Other Program Initiatives	20,000	14,219	5,781	30,000		10,000
Planters/Hanging Basket Program	10,000	10,757	(757)	15,000		5,000
Total Business Development	40,000	33,215	6,785	55,000	26.2%	15,000
HST	10,000	1,249	8,751	2,000		(8,000)
Tax Write Offs	10,000	11,994	(1,994)	10,000		-
Allowance for Vacancy Rebates	-	1,330	(1,330)	-		-
Total Argyle Expenditure	170,728	153,992	16,736	209,920	100.0%	39,192
Net Surplus / (Deficit)	-	26,000	26,000	-		
Draw from/(Contribution to) Operating Fund	-	(26,000)	(26,000)	-		
Net	-	-	-	-		

All figures subject to audit.

All figures subject to rounding.

Schedule "B"

Bill No.
2018

By-law No.

A by-law to raise the amount required for the purposes of the Argyle Business Improvement Area Board of Management for the year 2018 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the *Municipal Act, 2001* as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the *Municipal Act, 2001* as amended provides that a municipality may pass by-law respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10(1) (paragraph 7);

AND WHEREAS By-law A.-6873-292, as amended, provides for an improvement area to be known as the Argyle Business Improvement Area and to establish a Board of Management for it known as the Argyle Business Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the *Municipal Act, 2001* provides that Council shall annually raise the amount required for the purposes of the Argyle Business Improvement Area Board of Management;

AND WHEREAS section 23 of the *Municipal Act, 2001* provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the *Municipal Act, 2001*;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2018 fiscal year submitted by the Argyle Business Improvement Area Board of Management attached as Schedule "A" is approved.
2. The amount to be raised by the Corporation for the 2018 fiscal year for the purposes of The Argyle Business Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$186,720.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law A.-6873-292, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed.

Matt Brown,
Mayor

Catharine Saunders,
City Clerk

First Reading – March 27, 2018
Second Reading – March 27, 2018
Third Reading – March 27, 2018

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	HYDE PARK BUSINESS ASSOCIATION 2018 PROPOSED BUDGET – MUNICIPAL SPECIAL LEVY

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the Hyde Park Business Improvement Area:

- a. The Hyde Park Business Improvement Area proposed 2018 budget submission in the amount of \$306,754 **BE APPROVED** as outlined in Schedule “A”;
- b. The amount to be raised by The Corporation of the City of London for the 2018 fiscal year for the purposes of the Hyde Park Business Improvement Area and pursuant to subsection 208(1) of the Municipal Act, 2001 **BE FIXED** at \$306,754;
- c. A special charge **BE ESTABLISHED** for the amount referred to in part b, above, by a levy in accordance with By-law CP-1519-490 as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the Municipal Act, 2001; and
- d. The attached by-law (see Schedule “B”) with respect to municipal special levy for the Hyde Park Business Improvement Area **BE INTRODUCED** at the Municipal Council meeting on March 27, 2018 for three readings.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

Planning and Environment Committee Report – September 25, 2017 – Designation of an Improvement Area under Section 204 of the *Municipal Act, 2001* – Hyde Park BIA.

LINK TO STRATEGIC PLAN

Council’s 2015-2019 Strategic Plan for the City of London identifies “Growing Our Economy” and “Leading in Public Service” as strategic areas of focus. These areas include “Strategic, collaborative partnerships” and “Collaborative, engaged leadership” as strategic priorities. These priorities involve working better together for economic growth with Business Improvement Areas and continuing to build strong working relationship with such community partners. In line with these strategies, the City provides guidance to the Business Improvement Areas of London in regards to establishment and ongoing business and financial operations. The City also acts as the intermediary with respect to collecting the approved levy amounts which fund services to the Business Improvement Area members and thus promote continued growth in London’s economy.

BACKGROUND

The Hyde Park Business Improvement Area approved its 2018 budget on December 13, 2017 (Schedule “A”).

Under subsection 205(2) of the Municipal Act, 2001, a business improvement area must submit an annual budget to Council that Council may approve in whole or in part, but may not add expenditures to it. The Hyde Park BIA has met this requirement in Schedule “A”, noting the 2018

expenditure budget of \$306,754.

Civic Administration provides the following comments based on our review of the submission:

- a) This is the first year of submission for the Hyde Park BIA therefore there are no prior year budget comparators.
- b) Total revenue of \$306,754 is being provided through the City of London Levy.
- c) Significant expenditures include salary and benefits, office rent, the CTV Ad Package and expenses related to Community Beautification Projects. Such expenditures and amounts are in line with standard BIA operational and community project initiative costs. An amount for the repayment of a special City grant to fund partial first year operating costs is also included.

At the time of submitting this report, 2017 financial statements were unavailable. The unaudited December 31, 2017 reserve fund balance as reported by Hyde Park, which includes year-end adjustments is nil.

The owners of business property within the business improvement area will be responsible for payment of the municipal levy to the City of London. The City of London will pay the Hyde Park BIA the budgeted special levy amount of \$306,754, upon Council approval.

Under subsection 207(1) of the Municipal Act, 2001, a business improvement area must submit to Council its annual financial report for the preceding year. The Hyde Park BIA meets this requirement each year through the City of London's Annual Financial Report.

PREPARED BY:	REVIEWED AND CONCURRED BY:
CINDY WILLIAMSON, CPA, CGA MANAGER, FINANCIAL MODELLING, FORECASTING AND SYSTEMS CONTROL	ALAN DUNBAR, CPA, CGA MANAGER, FINANCIAL PLANNING & POLICY
RECOMMENDED BY:	
ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

**Hyde Park Business Improvement Area
2018 Proposed Budget
with 2017 Comparators**

Revenue Overview

Revenue Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Rev	Increase / (Decrease) over 2017
City of London Levy				306,754		306,754
Interest Revenue						-
Draw from Accumulated Surplus						-
Government Student Funding						-
Miscellaneous						-
Total Revenue	-	-	-	306,754	100.0%	306,754

Expenditure Overview

Expenditure Detail:	2017 Approved Budget	2017 Actuals	2017 Surplus (Deficit)	2018 Proposed Budget	% of Total Exp	Increase / (Decrease) over 2017
ADMINISTRATION						
Salary, Wages, MERCS				90,318		90,318
Phone, Internet, Office 365				2,186		2,186
Stationary / Supplies				5,000		5,000
Insurance				2,111		2,111
Bookkeeping, Audit, Professional Fees				9,500		9,500
Office Signage				500		500
Office Furniture				5,000		5,000
Bank Charges				250		250
Subscriptions / Memberships				800		800
Training / Conferences				4,000		4,000
Promotional Marketing Materials				3,000		3,000
Miscellaneous Expense				3,000		3,000
City Repayment				8,430		8,430
Total Administration				134,095	43.7%	134,095
RENT						
Office Rent incl tax				23,526		23,526
Total Rent				23,526	7.7%	23,526
MEMBER SERVICES						
AGM including Postage				10,000		10,000
Member365				3,133		3,133
Q Newsletters / Graphic Design / Content Dev				1,500		1,500
Total Member Services				14,633	4.8%	14,633
BUSINESS DEVELOPMENT						
Monthly Business Networking Meetings				4,000		4,000
Special Events				10,000		10,000
Other Program Initiatives				5,000		5,000
Communications & Marketing				6,000		6,000
OutDoor Piano Project				6,000		6,000
Traffic Calming Program				8,500		8,500
CTV Ad Package				27,000		27,000
Website Dev, Hosting & Maintenance				5,000		5,000
Community Beautification Projects				50,000		50,000
Miscellaneous				3,000		3,000
Total Business Development				124,500	40.6%	124,500
Tax Write Offs						-
Allowance for Vacancy Rebates				10,000		10,000
HST						-
Total Hyde Park Expenditure	-	-	-	306,754	100.0%	306,754
Net Surplus / (Deficit)				-		
Draw from/(Contribution to) Operating Fund				-		
Net	-	-	-	-		

All figures subject to audit.

All figures subject to rounding.

Schedule “B”

Bill No.
2018

By-law No.

A by-law to raise the amount required for the purposes of the Hyde Park Business Improvement Area Board of Management for the year 2018 in accordance with section 208 of the *Municipal Act, 2001*.

WHEREAS subsection 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS subsection 10(1) of the *Municipal Act, 2001* as amended provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS subsection 10(2) of the *Municipal Act, 2001* as amended provides that a municipality may pass by-law respecting; the financial management of the municipality (paragraph 3) and services or things that the municipality is authorized to provide under subsection 10(1) (paragraph 7);

AND WHEREAS By-law CP-1519-490, as amended, provides for an improvement area to be known as the Hyde Park Business Improvement Area and to establish a Board of Management for it known as the Hyde Park Business Improvement Area Board of Management;

AND WHEREAS subsection 208(1) of the *Municipal Act, 2001* provides that Council shall annually raise the amount required for the purposes of the Hyde Park Business Improvement Area Board of Management;

AND WHEREAS section 23 of the *Municipal Act, 2001* provides that without limiting sections 9, 10 and 11 those sections authorize a municipality to delegate its powers under the *Municipal Act, 2001*;

AND WHEREAS it is deemed expedient to pass this by-law;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. That the budget for the 2018 fiscal year submitted by the Hyde Park Business Improvement Area Board of Management attached as Schedule “A” is approved.
2. The amount to be raised by the Corporation for the 2018 fiscal year for the purposes of The Hyde Park Business Improvement Area Board of Management and pursuant to subsection 208(1) of the *Municipal Act, 2001* is \$306,754.
3. A special charge is established for the amount referred to in section 2 of this by-law by a levy in accordance with By-law CP-1519-490, as amended.
4. The special charge referred to in section 3 of this by-law shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*.

5. The administration of this by-law is delegated to the City Treasurer who is hereby authorized and directed to do such things as may be necessary or advisable to carry out fully the provisions of this by-law.

6. This by-law comes into force and effect on the day it is passed.

Matt Brown,
Mayor

Catharine Saunders,
City Clerk

First Reading – March 27, 2018
Second Reading – March 27, 2018
Third Reading – March 27, 2018

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	2017 ANNUAL UPDATE ON BUDWEISER GARDENS

RECOMMENDATIONS

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the 2017 Annual Report on Budweiser Gardens attached as 'Appendix B' **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

Finance and Administration Committee, February 16, 2011, Item #2 – 2010 Annual Update on John Labatt Centre;

Finance and Administration Committee, March 30, 2011, Item #8 – Expenditure and Debt Information Update on John Labatt Centre;

Corporate Services Committee, February 2, 2016, Item #5 - 2015 Annual Update on Budweiser Gardens

Corporate Services Committee, February 21, 2017, Item #3 - 2016 Annual Update on Budweiser Gardens

BACKGROUND

Budweiser Gardens is a multi-purpose entertainment and sports facility. The facility strives to perform a significant role in meeting the needs of the community in its overall programming.

Budweiser Gardens operates as a public private partnership and is designated as a municipal capital facility under the Municipal Act. The Budweiser Gardens completed its fifteenth year of operations in 2017.

Budweiser Gardens is managed by Spectra Venue Management (formerly known as Global Spectrum) on behalf of the partnership, London Civic Centre (LP). Spectra is responsible for the sale of naming rights, advertising, attractions, sale of suites and club seats, and the operation of the facility.

The City's share of the net proceeds from operations does vary over the life of the lease. In years one to five, the City's share was 20%; years six to ten, 45% and years eleven to fifty, 70%.

Budweiser Gardens continues to outperform pre-build expectations. Over 587,000 people attended approximately 134 events last year at the Gardens, more than 50% higher than pre-build expectations.

2016-2017 BUDWEISER GARDENS EVENT HIGHLIGHTS

Budweiser Gardens hosted a wide range of shows and events in 2016-2017, living up to the multi-purpose function that the City invested in when it built the facility including, but not limited to:

- Musical legends such as the Tragically Hip, Elton John, Chicago, Earth, Wind, and Fire, Buddy Guy, and Blue Rodeo.
- Country stars such as Dierks Bentley, Chris Stapleton and Dixie Chicks
- Comedic acts such as Jeff Foxworthy
- Broadway plays such as Elf and Annie
- Family shows have been abundant, including Pepa Pig Live, Disney on Ice Follow Your Heart, Ice Age on Ice,
- Cirque du Soleil: Ovo, and
- Canadian Country Music Week

RANKINGS, ACHIEVEMENTS, AND AWARDS SUMMARY

Budweiser Gardens had another impressive year in 2016/2017. The list below highlights achievements, rankings, and awards received by Budweiser Gardens:

- Ranked 2nd in the world according to the Venues Today Social Media Power 100 rankings (10,001 to 15,000 capacity),
- Pollstar Magazine, the only trade publication covering the worldwide concert industry, released its Year-End Worldwide Ticket Sales for 2017 and Budweiser Gardens was ranked 122nd worldwide and 9th in Canada, and
- Large Business Award at the 2016 Ability First Champions Awards event. The Ability First Champion Awards are designed to recognize and celebrate employers and individuals that motivate and support the hiring and retention of persons with disabilities. These awards are open to all employers and individuals that have successfully hired and retained a person or persons with disabilities.

FINANCIAL HIGHLIGHTS (5-YEAR SNAPSHOT)

At the end of 2017 there was \$9,183,658 remaining on the outstanding debt. The final payment is forecast to be made in 2023.

Appendix “A” (attached) provides a performance summary for the Budweiser Gardens for the last five years, events, paid attendance, incomes, expenses, net income and the City’s net proceeds for both ticket fees and share of net operational income.

Appendix “B” (attached) is the Budweiser Gardens 2017 Annual Report.

SUBMITTED BY:	RECOMMENDED BY:
IAN COLLINS, CPA, CMA DIRECTOR, FINANCIAL SERVICES	ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER

c. M. Hayward

APPENDIX "A"

Budweiser Gardens Performance Summary

	2017 Budget	2017 Actual	2016 Actual	2015 Actual	2014 Actual	2013 Actual
Events	135	134	147	124	155	147
Paid Attendance	592,375	587,020	586,919	669,499	669,497	675,631

		2017 Budget	2017 Actual	2016 Actual	2015 Actual	2014 Actual	2013 Actual
Budweiser Gardens	Total Event Income	\$2,528,799	\$3,228,051	\$2,552,117	\$2,736,299	\$3,310,373	\$2,670,694
	Other Income (1)	\$3,517,060	\$3,470,796	\$3,482,830	\$3,745,666	\$3,590,991	\$3,155,697
	Total Income	\$6,045,859	\$6,698,847	\$6,034,947	\$6,481,965	\$6,901,364	\$5,826,391
	Indirect Expenses	6,013,378	\$6,408,130	\$5,645,886	\$6,224,114	\$6,472,864	\$5,631,434
	Net Income (2)	\$32,481	\$290,717	\$389,061	\$257,851	\$428,500	\$194,957
City's Cash Flow	City Proceeds from Operation	\$50,000	\$258,907	\$243,553	\$456,527	\$772,080	\$454,903
	City Proceeds from Ticket Sales	\$95,425	\$128,005	\$133,961	\$116,168	\$200,867	\$122,444
	Total City Proceeds	\$145,425	\$386,912	\$377,514	\$572,695	\$972,947	\$577,347

Notes: (1) Other Income includes items such as Advertising, Naming/Pouring rights, Luxury Suites etc.
 (2) Net Income is base on Operating Cash Flow for Distribution

BUDWEISER GARDENS
2017
ANNUAL REPORT

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Budweiser Gardens opened in October of 2002 with a seating capacity of 9,090 for hockey and ice events and over 10,000 for concerts, family shows and other events. The venue not only strives to meet the needs of the community through diverse programming, it also stands as a landmark of civic pride and community accessibility, promoting a sense of vibrancy and culture while also providing a wide range of public sports and entertainment.

Constructed in the heart of downtown London, the exterior design of Budweiser Gardens incorporates a replica of the facade of the old Talbot Inn, a 19th Century Inn originally located where the building now stands.

With a reputation and standard of excellence in the industry, Budweiser Gardens is a top stop for fans and performers alike.



MESSAGE FROM GENERAL MANAGER - BRIAN OHL

2016-2017 was an incredible year for Spectra Venue Management at Budweiser Gardens. The year marked the beginning of our fifteenth season of successful operations in London and saw 134 events and over _____ patrons welcomed through our doors!

The 2016-2017 season kicked off with an unforgettable Tragically Hip show on August 8th. The Hip have a long and celebrated history with London, dating back to 1988, and we were very humbled to have Budweiser Gardens included on their final tour. From the moment that the concert was announced until the final note was played, there was an electricity throughout the city surrounding the show and the boys from Kingston did not disappoint.

From September 8-11, the city of London went country as the Canadian Country Music Awards came to London for the first time ever. Budweiser Gardens was heavily involved in the event, hosting four days of outdoor events leading up to the CCMA Awards show, which was broadcast live nationally on CBC and CMT Canada. Many of our Spectra team members played significant roles on the host organizing committee and were crucial to the success of the event. I believe the event showcased how well all of the different entities within the city work together to ensure the best possible experience for fans from throughout Southwestern Ontario. Congratulations to all involved!

The 2016-2017 season saw the return of fan favourites: Elton John, Dierks Bentley, Eric Church, Green Day and the Dixie Chicks who all played to a full house, while first time acts The Lumineers and Chris Stapleton were welcomed to Budweiser Gardens with sold out shows!

As in previous years, local hockey fans were given a chance to get up close and personal with the rising stars of the Toronto Maple Leafs, Montreal Canadiens, Ottawa Senators and Pittsburgh Penguins when the 2016 Rookie Tournament took to the ice at Budweiser

Gardens. This six-game tournament has quickly become a fan favourite and this year's edition didn't disappoint.

The 2016-17 Broadway in London series had it all – family fun with Elf and Annie, soaring acrobatics and gravity defying feats in Shanghai Acrobats and Cirque Dreams Holidayze, and the incredible blend of dance, music and song that is Riverdance.

The London Knights gave fans something to cheer about on Friday nights, however, their crusade to repeat as MasterCard Memorial Cup champions fell just short as the team lost a hard-fought seven game series to the Erie Otters but not before beating out eventual champs and arch rivals, the Windsor Spitfires. The Knights are a storied franchise who consistently provide top level hockey for their fans and continue to play a significant role in the venue's success.

The London Lightning continued their winning tradition by bringing the NBL Canada Championship trophy back to London for the third time in franchise history. The team's continued presence in the community coupled with their success on the hardwood resulted in the team leading the league in attendance for the sixth straight season. Congratulations to the entire franchise for another great year!

The success of the venue over the 2016-2017 season took place not only on the ice, court and stage but also in the community. In support of London and Southwestern Ontario, we provided nearly \$40,000 towards nonprofits and charities throughout the year! All of this was made possible by the great partners that we have within the City of London, including Downtown London, Tourism London and Labatt Canada. On behalf of the entire Spectra team at Budweiser Gardens, I would like to thank you as well as the London and Southwestern Ontario community for your ongoing support. We look forward to welcoming you again soon!



SPECTRA BY COMCAST SPECTACOR

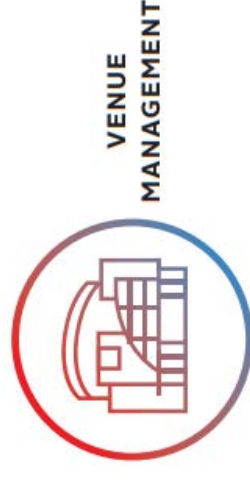


SPECTRA
BY COMCAST SPECTACOR

Spectra, a fully-owned division of Comcast NBCUniversal, is a full-service hospitality firm that is committed to enriching the communities we serve and providing solutions to every aspect of the live event experience.

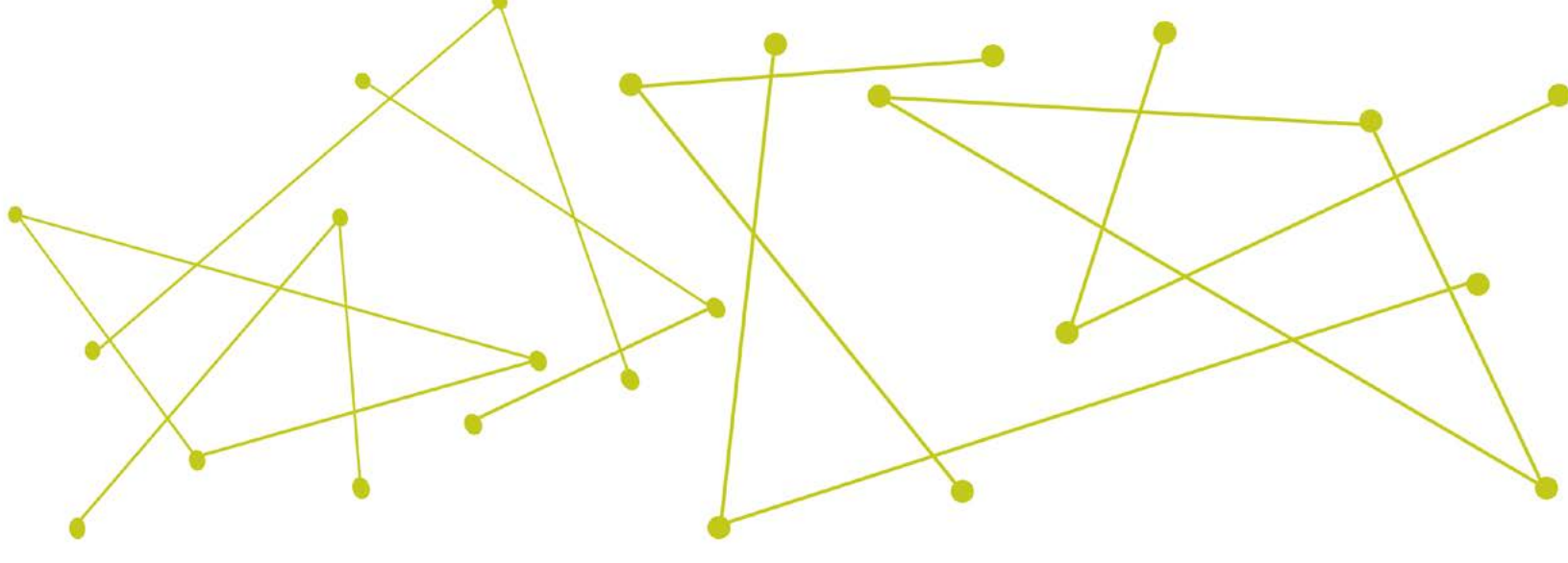
Spectra's holistic approach to the sports and entertainment industry enables its network of integrated services to be efficient, creative, and engaging in creating incremental value, profits and an enhanced customer experience.

Innovation is part of our DNA, and Spectra specializes in creating and executing marketing strategies that engage our communities and developing behind-the-scenes processes that achieve new levels of operational excellence.



Spectra generates excitement for its customers by offering diverse event content, high-quality services and innovative marketing at arenas, stadiums, convention centers, performing art centres, and fairgrounds.

Spectra's expertise brings together all aspects of the live event experience from facility operations, financial support, pre-opening consulting and marketing strategy to create a seamless experience for its customers and guests.



MESSAGE FROM THE CITY OF LONDON



OFFICE
OF MAYOR
MATT BROWN

Budweiser Gardens - Annual Report 2017

On behalf of the City of London, I am pleased to see Budweiser Gardens' annual report for 2017 which highlights another successful year in this venue's history.

Budweiser Gardens has been a staple for entertainment in our downtown core, drawing hundreds of thousands of Londoners and visitors for every event.

This year, Budweiser Gardens hosted the memorable farewell tour for The Tragically Hip along with other sold out shows by Elton John, Green Day and the Dixie Chicks. You did a superb job during Canadian Country Music Week leading up to the Canadian Country Music Association Awards. Finally, the London Knights finished another great season and playoffs while the London Lightning once again were crowned champions of the National Basketball League of Canada.

The work that goes into preparing, hosting, cleaning up and transforming the venue for events is astounding. I would like to thank each and every person who helps make each game, concert and show a success.

Congratulations on another successful year. I look forward to many more.

Sincerely,

Mayor Matt Brown

300 Dufferin Avenue
P.O. Box 5053
London, ON Canada
NGA 4L9

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THE CITY OF LONDON
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Message from Anna Lisa Barbon

To Our Friends at Spectra Venue Management:

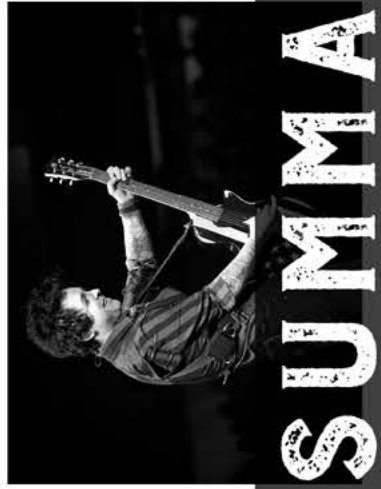
Budweiser Gardens continued to have another very busy year hosting a wide variety of shows and events. Shows ranged from the Broadway in London Series which included Elf, Shanghai Acrobats, Cirque Dreams Holidaze, Annie & Riverdance all the way to a 2016 NHL preseason game. Budweiser Gardens hosted a number of sold out concerts during the year including Elton John, Dierks Bentley, Eric Church, Chris Stapleton, Green Day, The Lumineers, Dixie Chicks as well as the much anticipated Tragically Hip sold out show in August.

Canadian Country Music Week was a first for London featuring outdoor shows on Talbot Street as well as the nationally broadcast Canadian Country Music Awards. In addition to the busy calendar of events, Budweiser Gardens is home to the London Knights who had another great season and playoff run as well as the London Lightning who won the NBL Championship.

Congratulations on another outstanding year for Budweiser Gardens. Budweiser Gardens maintains its status as one of the top venues in the world in its class and supports the economic development and vibrancy of Downtown London. The dedication and professionalism of Spectra Venue Management continues to bring in high quality entertainment and world class acts supporting the City of London Strategic Plan.

Sincerely,

Anna Lisa Barbon
Managing Director, Corporate Services and
City Treasurer, Chief Financial Officer



JULY

**WWE LIVE! SUMMERSLAM
HEATWAVE TOUR:**
JULY 10

DECEMBER

**CIRQUE DREAMS
HOLIDAZE:**
DECEMBER 5



AUGUST

**THE TRAGICALLY HIP:
MAN MACHINE TOUR:**
AUGUST 8

ICE AGE ON ICE:
AUGUST 20-21

PBR CANADA:
AUGUST 27

JANUARY

TIM HICKS:
JANUARY 21

DIERKS BENTLEY:
JANUARY 29



SEPTEMBER

**CANADIAN COUNTRY MUSIC
ASSOCIATION AWARD SHOW:**
SEPTEMBER 11

2016 ROOKIE TOURNAMENT:
SEPTEMBER 16-18

**FIVE FINGER DEATH PUNCH
& PAPA ROACH:**
SEPTEMBER 24

ELTON JOHN:
SEPTEMBER 29

FEBRUARY

MONSTER JAM:
FEBRUARY 11-12

BLUE RODEO:
FEBRUARY 14

BILLY TALENT:
FEBRUARY 26

ERIC CHURCH:
FEBRUARY 28



OCTOBER

**NHL PRESEASON GAME
DALLAS VS. FLORIDA:**
OCTOBER 2

IL DIVO:
OCTOBER 15

FMX WORLD TOUR:
OCTOBER 22

**OUR LADY PEACE &
I MOTHER EARTH:**
OCTOBER 27

**CHICAGO &
EARTH WIND AND FIRE:**
OCTOBER 30

MARCH

**DISNEY ON ICE
FOLLOW YOUR HEART:**
MARCH 2-5

**WWE LIVE!
ROAD TO WRESTLEMANIA:**
MARCH 12

CHRIS STAPLETON:
MARCH 18

GREEN DAY:
MARCH 19

THE LUMINEERS:
MARCH 22

ANNIE:
MARCH 23

**JEFF FOXWORTHY &
LARRY THE CABLE GUY:**
MARCH 25



NOVEMBER

**JUST FOR LAUGHS
STARRING DANE COOK:**
NOVEMBER 2

**ELF THE
BROADWAY MUSICAL:**
NOVEMBER 9

SHANGHAI ACROBATS:
NOVEMBER 28

APRIL

**THE HARLEM
GLOBETROTTERS:**
APRIL 15

DIXIE CHICKS:
APRIL 18

PEPPA PIG LIVE!:
APRIL 22

DEAN BRODY:
APRIL 27

MAY

STARS ON ICE:
MAY 7

**RIVERDANCE: THE 20TH
ANNIVERSARY WORLD TOUR:**
MAY 18

DANIEL O'DONNELL:
MAY 28

JUNE

BUD'S BACKSTAGE EXPERIENCE:
JUNE 1

CIRQUE DU SOLEIL: OVO:
JUNE 14-18

BUDDY GUY:
JUNE 21

EVENT HIGHLIGHTS



TRACKSIDE MUSIC FESTIVAL

Budweiser Gardens in partnership with Live Nation, London Music Hall and the Western Fair District launched the first ever Trackside Music Festival on July 1 & 2, 2016. The two-day country music festival featured performances by popular headliners Florida Georgia Line, Randy Houser and Chris Young, along with many other country stars. The launch of the festival marked the first time all four partners had been involved in an outdoor event of this magnitude. The festival took place on the infield of the raceway track at the Western Fair District. The Budweiser Gardens staff were heavily involved with the event, providing their time and skills to key areas of the event including but not limited to: sponsorship, ticketing, marketing, media relations, operations, event services. The two-day festival had the city buzzing and saw a successful first year with over 12,000+ in attendance daily.

APPENDIX "B"



COUNTRY MUSIC WEEK & CCMA AWARDS

The much anticipated Canadian Country Music Association's Country Music Week took over London this past September. Country music artists, industry executives and fans alike took over the city from September 8-11. Budweiser Gardens had the privilege of hosting the 2016 CCMA Awards Show, which was broadcast live on CBC and GMT Canada. The awards show was the first of its kind for the venue and saw all of country music's finest talent.

Spectra was well represented on the CCMA Host Committee with six Budweiser Gardens employees playing a role on the committee: Marcy Redmond - Vice Chair, Marketing & Communications, Paul Brock - Vice Chair Sponsorship, Brent McNamee - Ticketing Liaison, Erin Douglas - Event Manager Outdoor Activations, Wendell Reis - Event Manager Awards Show, and Patrick McLaughlin - Food and Beverage Outdoor Activations.

The host committee pushed the envelope and creativity of the event by creating a large outdoor space free to the public. The outdoor space was created outside of Budweiser Gardens on Talbot Street and played host to artists performing for three nights in a row. The first of those three nights was the Jack Daniel's Country Music Week Kick-Off Party, which featured 8 performances from some of the top country artists including Tim Hicks. Spectra Food Services and Hospitality worked very hard to add a festival feel with bars and food options available throughout the space.

On Sunday, the outdoor space was transformed for the CCMA Countdown Concert and John Deere Green Carpet. The Green Carpet saw all of the top country stars arrive and interact with their fans before, heading inside to the awards show. The Green Carpet saw an attendance of over 4,000 and the highest in country music week's history. Many comments following the week stated that London had hosted the best Country Music Week in history, a true testament to the hard work by all involved.



CHRIS STAPLETON

Country star Chris Stapleton made his Canadian headlining debut at Budweiser Gardens on March 18th in front of a sell out crowd of more than 8,900 fans and as expected he received a very warm Southwestern Ontario welcome. Stapleton, who is known for his soul, whiskey and blues infused songs, showcased why he is a multi-Grammy and Country Music Association Award winner as he played alongside his wife, Morgane Stapleton. With hits such as Traveller, Tennessee Whiskey, Nobody to Blame and Whiskey and You, fans were treated to an all-star set list that even included a soulful version of You Are My Sunshine with Morgane on lead vocals. We certainly hope that this was the first of many visits to Budweiser Gardens for Chris and Morgane Stapleton.



THE TRAGICALLY HIP

From the moment that The Tragically Hip announced that their Man Machine Poem cross-Canada tour would be their final, fans all over the nation lined up to get tickets and be part of this historical tour. The Tragically Hip have been playing venues around London since 1988 and Budweiser Gardens was honoured to be included on the final tour. Led by frontman, Gord Downie, the band played a varied selection of songs from their extensive catalogue which included fan favourites: Ahead By a Century, Poets, Grace Too and Bobcaygeon, mixed in with lesser known songs such as Opiated, What Blue, and Something On. The show wrapped up with an emotional rendition of Fiddler's Green that left some in attendance in tears, most with goosebumps and all with memories that will last a lifetime.

THE LONDON KNIGHTS

The London Knights had another strong season in 2016-17, finishing the regular season with 99 points, which was good for fourth place in the Ontario Hockey League (OHL). Although they finished fourth, they were a mere four points back of the Erie Otters, who claimed the OHL Title.



SEASON HIGHLIGHTS

Halfway through the season, three London Knights participated in the 2017 World Junior Championships, with Olli Juolevi and Janne Kuokkanen representing Finland, and Tyler Parsons representing the United States. Parsons returned with a gold medal after a stellar performance throughout the tournament.

The Knights had an impressive seven players record over 50 points this past season. Cliff Pu led the charge with 86 points, followed by JJ Piccinich (71), Robert Thomas (66), Janne Kuokkanen (62), Sam Miletic (55), Mitchell Stephens (53) and Mitchell Vande Sompel (53). Cliff Pu's 86 points was good for 8th among OHL scoring leaders.

Tyler Parsons enjoyed a phenomenal season, posting a 23-6-5 record over 34 games. He finished 4th in league goals against average at 2.37, led the league in save percentage at .925, and tied for 2nd for the most shutouts with four.

The Knights closed out the final ten games of the regular season with a 7-3 record, and punched their ticket to the playoffs with a first round matchup against their rival, the Windsor Spitfires. The teams split the first two games of the series before Windsor took a 3-1 lead on March 30th. The Knights wouldn't go down without a fight, and dramatically won three straight games to knock the MasterCard Memorial Cup hosts out of the playoffs.

In the second round, the Knights had the daunting task of facing the OHL leading Erie Otters, who had just come off a clean sweep of the Sarnia Sting. The Knights jumped out an early series lead in game one of the series before the Otters evened the series at one before heading back to London. Erie took a 2-1 series lead in game three, but it didn't last as the Knights tied the series back up in game four. The Otters reclaimed the series lead in a decisive 6-3 win in game five, but the Knights pulled out a 2-1 overtime victory in game six to force game seven.

In game seven, the Knights quickly jumped out to a 3-1 lead in the first period, before Darren Raddysh cut the lead to one goal with just seconds remaining. The score remained 3-2 until Anthony Cirelli evened the score and Alex DeBrincat eventually gave the Otters the lead. Showing immense perseverance, Mitchell Stephens scored with just a minute remaining in the game to even the score at four. The back and forth game would go to overtime, where Warren Foegele managed to get one past Parsons to help the Otters advance to round three. Tyler Parsons stood on his head the entire game, turning aside an impressive 58 shots.

The Knights had four players drafted into the National Hockey League following the season: Robert Thomas – St. Louis Blues, 1st round, 20th overall; Alex Formenton – Ottawa Senators, 2nd round, 47th overall; Brandon Crowley – New York Rangers, 4th round, 123rd overall; Jacob Golden – Minnesota Wild, 5th round, 147th overall.

The Knights continued to be a staple in the community, supporting various causes, including bi-weekly hospital visits, school speeches, and other charitable events. 9,220 teddy bears were donated as a part of the annual Teddy Bear Toss game, and the team was able to raise tens-of-thousands of dollars for charities and non-profit organizations throughout the London area.

The team makes the staff and operators at Spectra Venue Management extremely proud with its outstanding performance and depth in the league. The 2017-2018 season brings much anticipation as the team will look to continue their winning culture.

THE LONDON LIGHTNING

The London Lightning had another impressive season with the National Basketball League of Canada, winning the championship for the third time in franchise history. On Monday, June 5 playing on their home court at Budweiser Gardens, the London Lightning defeated the Halifax Hurricanes 126-116, to complete the winningest season in NBL Canada history. For the sixth straight year, the Lightning led all teams in league attendance and has broken the league attendance record six times.

The Lightning started the 2017 playoffs by sweeping the Orangeville A's in the first round. The team then headed to Windsor for the conference finals where they defeated the rival Windsor Express in yet another sweep. The team then welcomed the Halifax Hurricanes for the final and deciding round. After dropping game two at home and game four in Halifax, the series returned to Budweiser Gardens for the newest NBL Champion to be named.

34 The Lightning also received a number of accolades this year. Royce White was named league MVP. Kyle Julius was awarded Coach of the Year after winning Coach of the Month three times throughout the season and Ryan Anderson was named Playoffs MVP. In addition, the team went on to set four league records, three franchise records and became the winningest team in NBL history.



APPENDIX "B"

VENUE TEAM

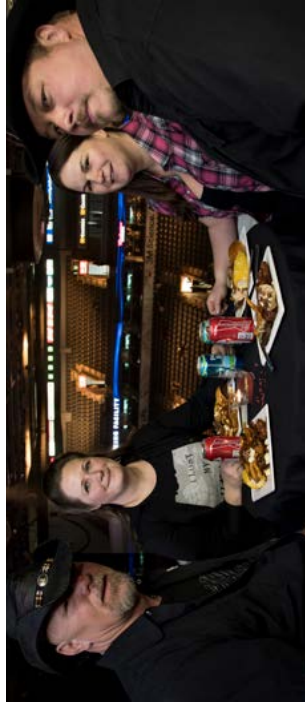


GROUP SALES

Budweiser Gardens Group Sales Department completed another exciting year that saw the successful implementation of new ticketing initiatives, dinner packages and fan experience packages. These initiatives helped us achieve our goals and repeat new levels of operational excellence, enhance the customer experience and drive profitable growth while working seamlessly across departments to operate as one team. Dinner packages, fan experience packages and food & beverage vouchers continued to be our focus in an effort to grow and drive profitable growth. Group Sales continued growing our internal relationships with Spectra Food Services & Hospitality and our Ticketing & Box Office team to create unique dinner packages, fan experience packages and food & beverage Vouchers for a variety of concerts and shows. All packages and vouchers were available for sale online which generated significant revenue through online convenience charges.

The popularity of several must-see concerts again had us hosting secondary dinner packages off-site as we continued our partnership with nearby restaurant, Michael's On The Thames. This year we began hosting third and fourth packages onsite in our King Club and Media Press Box. We also launched for the first time, a Valentine's Day food & beverage "Bubbly Sweet Treat" up-sell for a concert. Additionally in an effort to push food and beverages initiatives, all of our dinner packages included a signature beverage upsell.

Our exclusive fan experience packages saw much success this season. In October, we created a fan experience package for the FMX World Tour called the "FMX Kickstarters Package". This was also the first time a fan experience package which included food & beverage vouchers, was sold online. Then in April we created a similar package for the Harlem Globetrotters called the "Slam Dunk Package". The uniqueness of these fan-



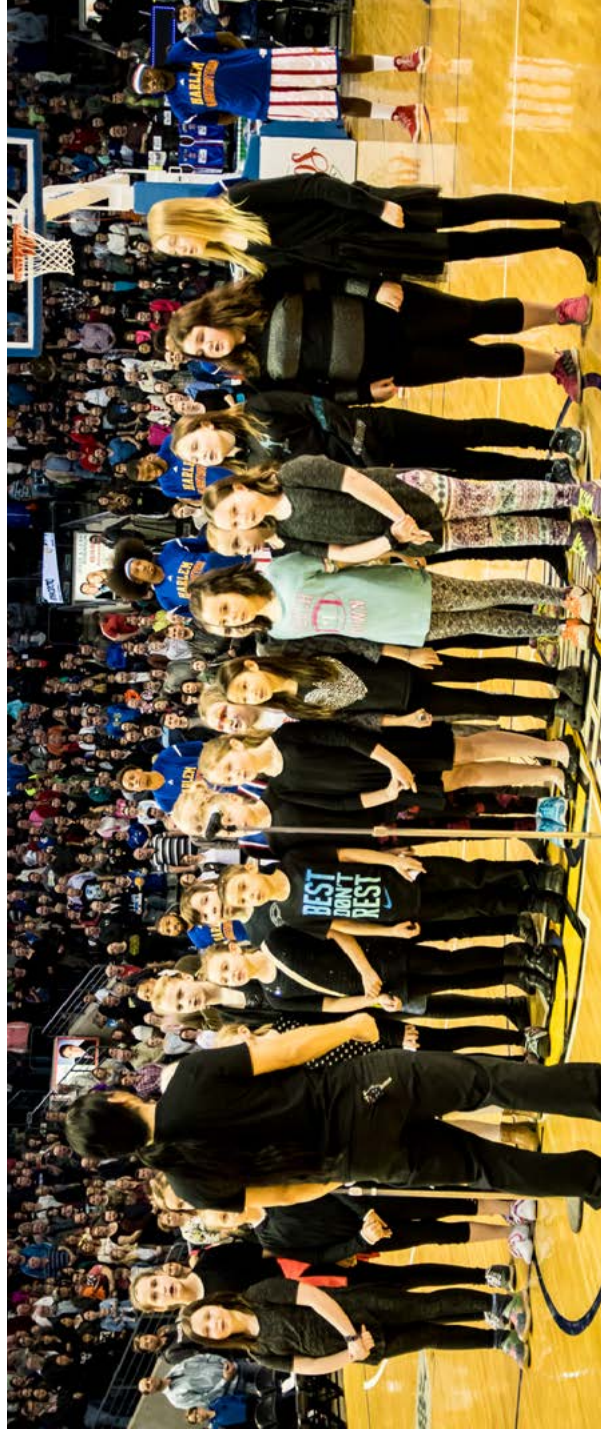
APPENDIX "B"

focused experience packages was the reason both packages sold out to capacity. The FMX package sold out at 159 packages and generated \$5,439.00 in revenue. The Slam Dunk package sold out at 86 packages and generated \$4,983.00 in revenue. It is because of our drive to work with the OneComcast Spectacor way of thinking with our Box office and Marketing Departments, that our FMX Package was recognized internationally, as the "Best Group Sales Package of the Year" at the Spectra Group Sales, Marketing and Box Office Conference in June.

Similarly to previous years, we worked closely with many non-profits, school groups and membership clubs to provide fundraising opportunities through use of exclusive fan experiences for family shows and sporting events. During the Harlem Globetrotters game in April, 100 event tickets and 100 food & beverage vouchers were purchased by a local charity called the TLC Foundation which we helped organize through our Kids Nite Out Program, now in its 7th year at the building. The tickets and vouchers were donated to a not-for-profit basketball association for underprivileged youth.

We worked closely with the TLC Foundation again during Disney On Ice, and helped facilitate the purchase of 60 VIP Tickets, 60 pieces of Disney merchandise and 60 food & beverage vouchers, all of which were donated to several families whose children are patients at our local Children's Hospital.

For Group Sales, 2016-2017 was a year of operational excellence at Budweiser Gardens and we look forward to another successful season in 2017-2018!





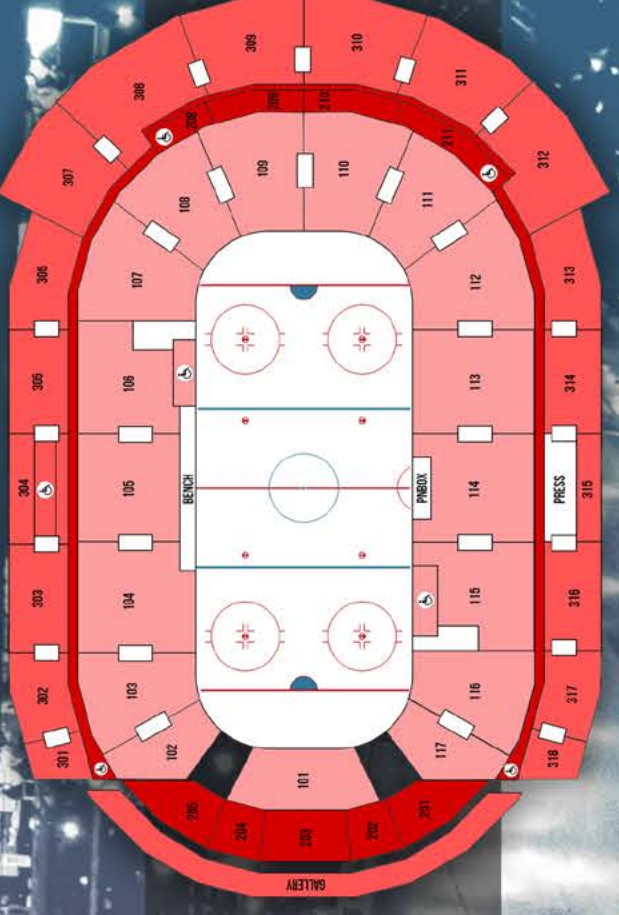
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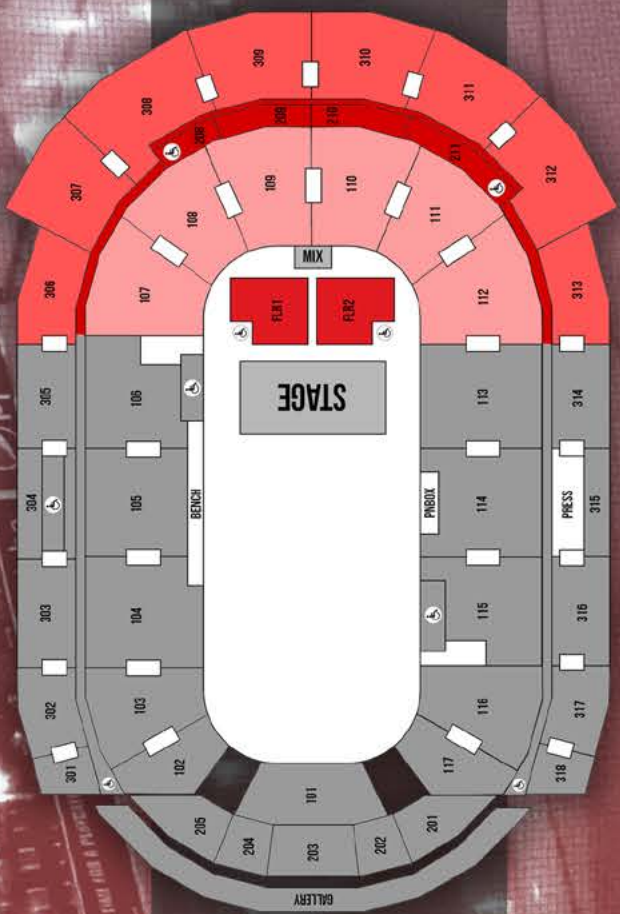
RBC THEATRE
CAPACITY: 2613



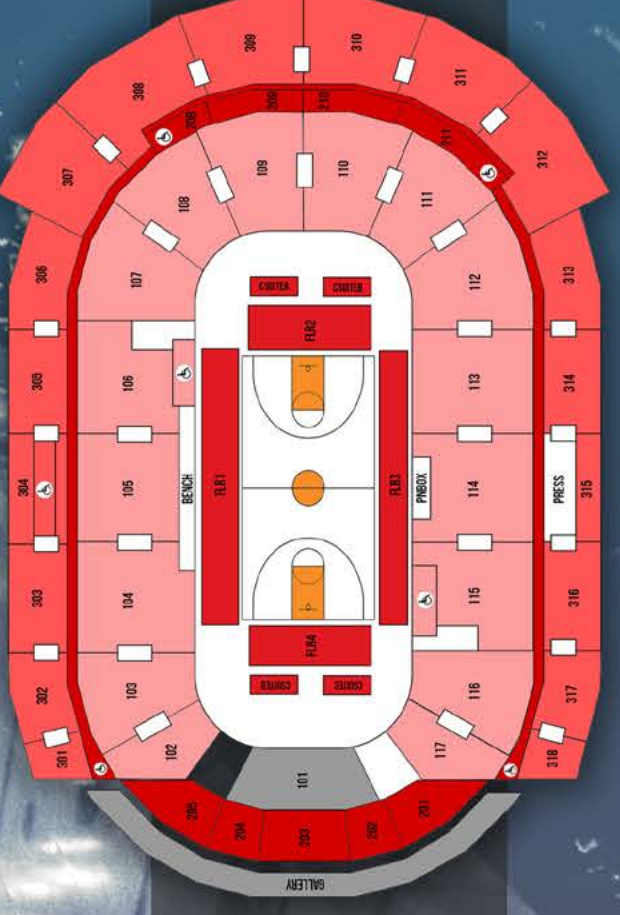
HYBRID
CAPACITY: 6654



HOCKEY
CAPACITY: 9090



**RBC THEATRE
SMALL CONCERT**
CAPACITY: 3933



BASKETBALL
CAPACITY: 8910

PARTNERSHIPS

To ensure the success of Budweiser Gardens, Spectra Venue Management utilizes several partnerships which support and assist staff to maximize the care, control and safe and efficient operation of the facility. These partnerships are made up of both long-term and short-term commitments which are governed by collective agreements or service agreements.

SPECTRA FOOD SERVICES AND HOSPITALITY



At Spectra Food Services & Hospitality, the mantra is its Everything Fresh™ philosophy. This division of Spectra delivers the industry's most innovative and profitable food services and hospitality management solutions. Spectra Food Services & Hospitality continues to provide world class service to the thousands of patrons who visit Budweiser Gardens. With a focus on many areas of service, from the patron attending that evening's show, to the fan at the hockey game, to the performers who perform at Budweiser Gardens. Spectra Food Services & Hospitality creates a memorable experience for each customer through attention to detail and unsurpassed quality.

Spectra Food Services & Hospitality also provide opportunities for groups and organizations such as school groups, dance clubs, minor sports teams and private clubs in the community to grow and expand their fundraising efforts, by partnering with them to help with concessions stand operations at events. Monies raised from concession sales go directly to these organizations to assist them in reaching their goals.

One of the goals within the Spectra Food Services & Hospitality family is to "think green". Spectra has committed to bringing in eco-friendly products, reducing waste and going local with as many purchases as possible. By partnering with industry-leading companies, Spectra Food Services & Hospitality has helped transform Budweiser Gardens into a true "House of Green".

With concentrated efforts on guest satisfaction, Spectra Food Services & Hospitality stays ahead of the industry standard in terms of food quality, presentation and customer service, ensuring that all guests enjoy each and every visit to Budweiser Gardens. The continued advancement of Spectra Food Services & Hospitality as a company has allowed many of its employees at Budweiser Gardens the opportunity to expand their knowledge by traveling and assisting other venues throughout North America.



THE TALBOT BAR AND GRILLE

From dining in The Talbot Bar & Grille to booking a private function in the Cambria Lounge or King Club, Spectra Food Services offers you the opportunity to dine where the action is. Head Chef, Ryan Lerch, continues to make big and delicious improvements to the menus available throughout Budweiser Gardens. Spectra Food Services is committed to giving guests an exceptional experience each time they walk through the doors and continue to exceed expectations.

JOHNSON CONTROL SYSTEMS

Johnson Controls Incorporated provides a widespread Service Plan Agreement which is part of a 25-year term. The agreement is founded on an extensive and comprehensive service plan which includes a full-time operator at Budweiser Gardens.

Johnson Controls Incorporated is charged with many tasks crucial to the day-to-day building operations, including a comprehensive operation and maintenance program for all Heating Ventilation and Air Conditioning (HVAC) equipment.



I.A.T.S.E

I.A.T.S.E. Local 105 provides skilled labour necessary to undertake those functions associated with the arrival, performance and departure of concerts, speaking engagements and/or theatrical performances.

Such skilled labour includes the movement and set up of lighting and sound equipment, set up of props, sets, wardrobe, and rigging of all show-related material/equipment. Labour force requirements are governed by the size and/or specifications associated with the event.

The cost of this service is dependent on the staffing requirements for each event and the number of hours employed. Spectra Venue Management is extremely pleased with the relationship, effort and quality of work provided by I.A.T.S.E.

BEE CLEAN



Janitorial Services throughout Budweiser Gardens are provided by Bee Clean Janitorial Services. Bee Clean provides three major components which comprise the cleaning requirements of the facility.

Non-Event Cleaning is comprised of two full-time weekday cleaners who address the day-to-day and preparatory cleaning requirements of the venue.

Event Cleaning involves an event cleaning crew which, number dependent on the size, type and demographic of the event, addresses all ongoing cleaning requirements during an event to ensure a clean and safe event environment.

Post-Event Cleaning involves a crew which, number dependent on the size, type and demographic of the event, cleans the venue in its entirety upon the completion of an event.

INNOVATIVE SECURITY MANAGEMENT



Innovative Security Management (1998) Inc. provides licensed uniformed contracted security for the venue and its events. Security needs will vary depending on the nature of the event and may include a presence in the following positions: barricade, wings, dressing rooms/back of house, parking lot, moat, mix, roamer, gates for pat downs, smoking areas, and/or other static positions in the venue.

SOCIAL MEDIA

It was another great year for Budweiser Gardens on the social media front, ranking 2nd in the world according to the Venues Today Social Media Power 100 rankings (capacity of 10,001-15,000). A priority was placed on growing the number of followers on each social media platform, which was achieved through a number of initiatives including: in-venue signage, online contesting and social campaigns specifically designed to engage followers.

2016 HOLIDAY FACEBOOK CAMPAIGN

Budweiser Gardens once again executed the 12 Days of Christmas Facebook campaign during the holiday season to help engage followers and create some buzz online. The campaign was a huge success with over 7,000 entries collected over the twelve day period. The engagement soared above previous years with over 4,000 likes, 900 shares and 380 new followers gained. The campaign also saw amazing opt-in numbers for the cyber club, adding 1,009 new email accounts to the database.

2016-2017 SOCIAL MEDIA RESULTS

+9500 TWITTER FOLLOWERS
+5418 FACEBOOK FOLLOWERS
+1766 INSTAGRAM FOLLOWERS
3,188,221 UNIQUE WEBSITE PAGEVIEWS
\$26,646 SOCIAL MEDIA REVENUE



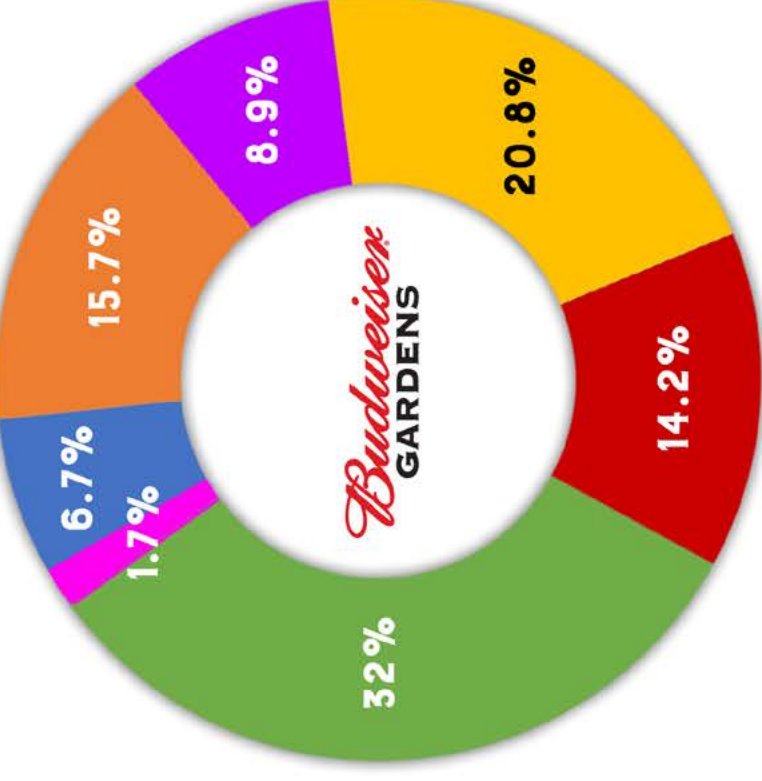
FINANCIAL PERFORMANCE

	ACTUAL	BUDGET	VARIANCE
NUMBER OF EVENTS	134	135	-1
PAID ATTENDANCE	587,020	592,375	-5,355
DIRECT EVENT INCOME	809,735	853,748	-44,013
ANCILLIARY INCOME	2,418,316	1,675,051	743,265
TOTAL EVENT INCOME	3,228,051	2,528,799	699,252
OTHER INCOME	3,470,796	3,517,060	-46,264
TOTAL INCOME	6,698,847	6,045,859	652,988
INDIRECT EXPENSES	6,408,130	6,013,378	-394,752
NET INCOME	290,717	32,481	258,236

MARKET SEGMENTS RESULTS

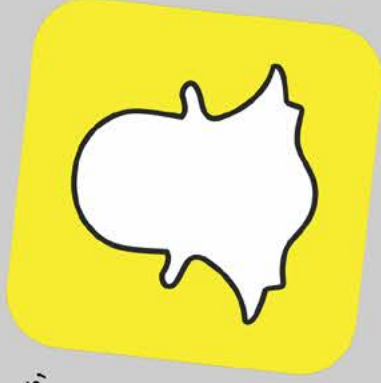
BUDWEISER GARDENS HOSTED A TOTAL OF 134 EVENTS IN THE 2016-2017 FISCAL YEAR

LONDON KNIGHTS
 The London Knights played 43 games (2 preseason, 34 regular season and 7 playoff games) accounting for 32% of the results.



SNAPCHAT GEOFILTERS

Throughout 2016-2017, Budweiser Gardens continued to focus on building its Snapchat presence, utilizing several features including geofilters. Geofilters allow businesses to engage with fans by allowing them to provide filters for those within a geo-fenced area. Fans can then share these filters with their followers to showcase their location. With a focus on growing it's engaged following, the venue successfully launched geofilters for the following shows: The Tragically Hip, Tim Hicks, Dierks Bentley, Eric Church, Green Day, The Lumineers, and Dixie Chicks. The filters resulted in thousands of views, impressions and conversions, helping expose the venue to many Snapchatters.



#BG PLAYLIST MUSIC SURVEY

This year saw the launch of the venues first ever music survey, called the #BGPlaylist. The goal was to facilitate conversation, engage fans and gather valuable data. The survey was pushed out through our Facebook and Twitter platforms as well as to our cyber club email database. The campaign asked the simple question - who do you want to see play Budweiser Gardens? The resulting fan engagement was tremendous. With no incentive or money spent to push the campaign, the results were impressive with over 2,372 responses, 200 new emails collected and over 14,252 organic reach on Facebook.



*Family shows typically occupy the facility for multiple dates with anywhere from one to eight shows during that time. If there were three performances of the same show in one day, then this figure is counted as three events.

MISCELLANEOUS SPORTING EVENTS
 Miscellaneous sporting events accounted for 6.7% of the total events

OTHER EVENTS
 Other events accounted for 2.4% of the total events at Budweiser Gardens. These included such events as Variety Is, The United Way Harvest Lunch and Yoga Shack Gives Back.

IN THE COMMUNITY

Throughout the 2016-17 fiscal year, the Spectra team participated in several community initiatives that included the donation of time and tickets as well as other fundraising efforts. Over \$398,448 worth of donations, goods and services went to numerous charities and community initiatives throughout Southwestern Ontario. This included 6,093 tickets which gave members of the community the opportunity to experience hockey, basketball and live entertainment at Budweiser Gardens.

Bud's Backstage Experience, Yoga Shack Gives Back, Heart & Stroke Big Bike and community clean up days are a few of the other charitable and community events that the Spectra staff supported. We are very lucky to also work with incredible organizations such as the United Way, Children's Health Foundation, Make-A-Wish foundation of Southwestern Ontario, Ronald McDonald House and many more.



OPEN HOUSE SKATE AND TOY DRIVE

This year marked the eighth time that the team at Budweiser Gardens opened its doors to the community for the annual Open House skate in support of the Children's Aid Society. This event brings together families from all over London and Southwestern Ontario and gives people the opportunity to skate on the same ice as their beloved London Knights, while simultaneously helping to make the holiday season better for those in need. This year, we were able to present the Children's Aid Society with over \$5,000 worth of toys and donations! The event, which is organized by Spectra's Premium Seating department, is also supported by a team of full-time employees from every department of the venue who donate their time to ensure a great start to the holiday season.



2017 HUSTLE AWARD

DOUG KINSELLA - CONCESSIONS MANAGER

Doug Kinsella was honoured companywide with the Hustle Award. This award is presented to a Comcast Spectacor employee who goes above and beyond to deliver excellence to customers/co-workers/clients, whether internal or external, and is committed to living out our company's Credo and Goals daily.

Doug has exemplified the spirit of the hustle award in his role at Budweiser Gardens, has approached every task with a "can do" attitude and taken his projects and initiatives to the next level. Doug is a vital part of Spectra Food Services & Hospitality's success at Budweiser Gardens and continues to go above and beyond in his every day work.



2016 ABILITY FIRST AWARD

On Thursday, November 3rd, the Spectra Venue Management and Spectra Food Services and Hospitality teams at Budweiser Gardens were awarded the Large Business Award at the 2016 Ability First Champions Awards breakfast held at the Best Western Plus Lamplighter Inn & Conference Centre. The Ability First Champion Awards are designed to recognize and celebrate employers and individuals that motivate and support the hiring and retention of persons with disabilities. These awards are open to all employers and individuals that have successfully hired and retained a person or persons with disabilities.

Ability First Champions Awards breakfast held at the Best Western Plus Lamplighter Inn & Conference Centre. The Ability First Champion Awards are designed to recognize and celebrate employers and individuals that motivate and support the hiring and retention of persons with disabilities. These awards are open to all employers and individuals that have successfully hired and retained a person or persons with disabilities.

THANK YOU!

Budweiser GARDENS

VOTED LONDON'S FAVORITE LIVE ENTERTAINMENT VENUE



WWW.BUDWEISERGARDENS.COM

FUTURE OUTLOOK

Following a successful 2016-17 year, the Spectra Venue Management team at Budweiser Gardens are looking forward to a great 2017-18 season. The return of Trackside Music Festival will kick off the year on July 1-2 at the Western Fair District. There is an extra special excitement about the festival as it coincides with Canada's 150th birthday. To help celebrate, Trackside will feature eight Canadian artists on the main stage and an all Canadian lineup on the Side-Track stage.

On July 6th, Budweiser Gardens will welcome back Hall of Fame inductee and recent Noble Prize recipient, Bob Dylan as part of his On Tour. This will be the third time that Bob Dylan has played the venue and we certainly hope it won't be his last. Also taking the stage this year is the Beatles tribute show Let It Be and Brit Floyd, the world's greatest Pink Floyd tribute show.

Broadway in London is back for another season and will be bringing an all-new lineup to the RBC Theatre including classics such as: Rodgers & Hammerstein's Cinderella, The Wizard of Oz, Stomp and The Sound of Music. Also included in the series is multi-platinum Irish music sensation, Celtic Woman, Brain Candy Live!, Cirque Musica Holiday – Believe and Harry Potter and the Philosopher's Stone in Concert – featuring London Symphonia.

Budweiser Gardens will also have a different look this season as all the in-bowl lights are being changed over to LED lights as we work to make the venue increasingly environmentally friendly. This conversion will include installing 78 - 695 watt LED light bulbs and will take over 10 business days to complete. The end result should save us an estimated 381,000 kWh.

The 2017-18 season will also include new security measures at the venue. Beginning in August, Budweiser Gardens will be equipped with 14 Garrett PD 6500i walkthrough metal detectors that will be utilized for all ticketed events taking place in the building. The metal detectors are being implemented for the safety and security of our fans, entertainers, players and staff and will also help to ensure that we keep the venue on par with larger facilities in Canada.

The Spectra team at Budweiser Gardens looks forward to welcoming guests from around Southwestern Ontario to our award-winning venue. We will continue to strive to ensure that all guests have a great experience from the time they purchase tickets to when they leave the event. Furthermore, we will continue to utilize our social media channels to engage fans beyond our event dates for a well-rounded entertainment experience.



APPENDIX "B" HEART AND SOUL TOUR 2015

Chicago
AND
EXPERIMENTAL FIRE

elton john
world tour 2015*
Budweiser
Garden
working personnel
London, ON
Nov 2016

WORKING
Nov 2016
WORKING

BILL TALENT
FERRAID OF HEIGHTS
WORK
2/26 END

WORKING
OCT 2
THE TUMBLERS
WORKING
BUD-C
VENUE

JAMES TAYLOR
2016
HIS MAJESTY BAND
WORKING
5/10/16 - 8/10

2016
CANADIAN
COUNTRY
MUSIC
ASSOCIATION
AWARDS
ALL
ACCESS
FACTOR Canada

RILLY PEACE
MOTHER EARTH
FEATURING EDWIN
THE STANDSTILLS
OCT 27
WATER SHOW

BRANTLEY
GILBERT
THE BLACKOUT TOUR
LOCAL CREW
2.13.16 8

APPENDIX "B"



SPECTRA
BY COMCAST SPECTACOR

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	2017 STATEMENT OF REMUNERATION AND EXPENSES ELECTED AND APPOINTED OFFICIALS

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions **BE TAKEN**:

- a) **THAT**, in accordance with Section 284 of the *Municipal Act, 2001*, the Statements of Remuneration and Expenses for Elected and Appointed Officials **BE RECEIVED** for information,
- b) **THAT**, in accordance with City Council resolution of October 2015, the Council compensation and estimated taxable equivalent be included in future reports and as such **BE RECEIVED** for information,
- c) **THAT**, in accordance with City Council resolution of March 2012, the annual report on the Mayor's Office's expenditures **BE RECEIVED** for information, and
- d) **THAT**, in accordance with City Council Travel and Business Expenses Policy, the Statement of Travel Expenses for Senior Administration Staff **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

None.

BACKGROUND

Section 284 of the *Municipal Act, 2001* requires the Treasurer of every municipality, on or before the 31st of March in each year, to submit to the City Council for the preceding year, an itemized statement of remuneration and expenses paid to each member of Council and Council-appointed members of Committees and Sub-committees and local bodies.

Section 284(1) reads as:

The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) *each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;*
- (b) *each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and*
- (c) *each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body. 2001, c. 25, s. 284 (1).*

The attached Appendices have been prepared for the year ending December 31, 2017, in conjunction with this requirement of the *Municipal Act, 2001*, as follows:

- Appendix “A” - Statement of Remuneration and Expenses paid to or on behalf of Elected Officials;
- Appendix “B” - Statement of Remuneration and Expenses paid to or on behalf of Appointed Officials;

Council Compensation and Estimated Taxable Equivalent

On October 28, 2015, Council resolved that, in all future reports and/or publication information related to Council compensation, the equivalent adjusted compensation required to maintain the same net income without the one-third tax exemption, be included in the report.

The 2017 annual remuneration for Elected Officials is listed in the table below, including the estimated taxable equivalent, calculated using the marginal tax rate, based upon the remuneration amount, in accordance with Provincial legislation:

Position	2017 Remuneration with one-third tax exempt provision	Estimated Taxable Equivalent ^{1,2}
Mayor	\$ 104,258	\$ 130,916
Councillor	\$ 33,465	\$ 36,262
Committee Chair	\$ 34,714	\$ 37,615

¹ Estimated taxable equivalent based on marginal tax rates per <https://www.taxtips.ca/priortaxrates/tax-rates-2016-2017/on.htm>

² The taxable equivalent remuneration listed is a calculation to estimate the gross annual remuneration required to result in the same 2017 annual remuneration, if the one-third tax exemption was removed.

Staff have provided the estimated taxable equivalent based on a simplified method, using the marginal tax rate, for information purposes only, as has been historically communicated.

In Appendix “A”, attached, the Elected Officials’ individual 2017 actual remuneration (stipends), benefits and expenses are listed. Council expenses were paid in accordance with Council Policy 28(2) and remuneration was paid in accordance with Council Policy 5(32). Stipends and taxable employer-paid benefits are subject to the one-third exemption. The calculation to determine the taxable equivalent would not affect the amount reported under the Expenses column.

Mayor’s Office

On March 20 and 21, 2012, Council resolved that the Mayor be requested to provide annual reports detailing the Mayor’s Office’s expenditures. The 2017 expenses and a brief description provided by the Mayor’s Office are below. The travel expenses are included in Appendix “A”, attached.

	Total
Hosting/Entertainment Used for hosting dignitaries and guests and special events requiring ticket purchase.	\$2,128.5
Gifts & Souvenirs Purchases include City of London pins and other items - usually from City of London Stores for citizen requests, visitors and dignitaries.	\$3,440.05
Purchased Services Includes services for items such as equipment rentals, production and services.	\$12,767.69
Professional Fees Consultant Consultant to the Mayor for New Year’s Eve in the Park, Newcomer BBQ and the State of the City Address.	\$23,920.00

The details for the above Mayor’s Office expenses can be accessed through the following link: <http://www.london.ca/city-hall/mayors-office/Documents/Mayor-Expenses-2017.pdf>.

Statements of Travel Expenses for Senior Administration

The Council Travel and Business Expenses Policy requires the City Treasurer to submit a list of expenses incurred during the previous calendar year for the Senior Administration of certain local Boards and Commissions as well as Senior Administration of the City of London.

The attached Appendices have been prepared for the year ending December 31, 2017, in conjunction with this requirement of the Council Policy 28(1), as follows:

- Appendix “C” - Statement of Out-of-Town Travel and Expenses as submitted and reviewed by Senior Administrative Officials of:
 - London Transit Commission
 - London Police Services Board
 - London Convention Centre
 - London Public Library

- Appendix “D” - Statement of Out-of-Town Travel and Expenses as submitted and reviewed by Senior Administrative Officials of the City of London.

Acknowledgements

This report was prepared with the assistance of Employee Systems and Financial Services staff.

PREPARED BY:	
SHARON SWANCE MANAGER, ACCOUNTING	JULIE KOVACS MANAGER, EMPLOYEE SYSTEMS
CONCURRED BY:	
IAN COLLINS DIRECTOR, FINANCIAL SERVICES	BILL COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER
RECOMMENDED BY:	
ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

Attach.

Appendix "A"

2017

STATEMENT OF REMUNERATION AND EXPENSES FOR ELECTED OFFICIALS

Appointment(s)	Stipends	Benefits	Expenses ²	Total \$
Mayor - Matt Brown	103,858.30	28,571.53	12,394.80 ¹	<u>144,824.63</u>
Councillor Ward 1 - Michael van Holst	33,336.94	11,122.85	11,555.64	56,015.43
London Hydro - City Council Representative			381.82	381.82
Civic Works Committee Chair	1,168.27			1,168.27
Professional Engineers of Ontario - London Chapter Luncheon ³			35.00	35.00
				<u>57,600.52</u>
Councillor Ward 2 - Bill Armstrong	33,336.94	10,896.02	11,196.43	<u>55,429.39</u>
Councillor Ward 3 - Mo Salih	33,336.94	7,604.35	12,093.60	53,034.89
Community & Protective Services Committee Chair	1,168.27			1,168.27
Town and Gown Association of Ontario Membership			62.50	62.50
				<u>54,265.66</u>
Councillor Ward 4 - Jesse Helmer	33,336.94	10,652.19	8,718.20	52,707.33
Middlesex-London Board of Health - Chair			4,999.14	4,999.14
Corporate Services Committee Chair	76.61			76.61
				<u>57,783.08</u>
Councillor Ward 5 - Maureen Cassidy	33,336.94	10,787.54	5,889.72	50,014.20
Community & Protective Services Committee Chair	76.61			76.61
				<u>50,090.81</u>
Councillor Ward 6 - Phil Squire	33,336.94	10,673.68	4,247.77	<u>48,258.39</u>
Councillor Ward 7 - Josh Morgan	33,336.94	10,428.09	6,022.82	<u>49,787.85</u>
Councillor Ward 8 - Paul Hubert	33,336.94	10,852.88	9,586.22	53,776.04
Corporate Services Committee Chair	1,168.27			1,168.27
				<u>54,944.31</u>
Councillor Ward 9 - Anna Hopkins	33,336.94	10,526.25	9,915.62	<u>53,778.81</u>
Councillor Ward 10 - Virginia Ridley	33,336.94	10,816.10	8,951.82	53,104.86
Civic Works Committee Chair	76.61			76.61
Ontario Good Roads Association Board of Directors			18.01	18.01
				<u>53,199.48</u>
Councillor Ward 11 - Stephen Turner	33,336.94	10,418.49	8,183.24	51,938.67
Planning & Environment Committee Chair	76.61			76.61
				<u>52,015.28</u>
Councillor Ward 12 - Harold Usher	33,336.94	7,018.09	12,649.32	53,004.35
Federation of Canadian Municipalities Board of Directors			8,497.72	8,497.72
National Zero Waste Council Conference and AGM			1,767.47	1,767.47
				<u>63,269.54</u>
Councillor Ward 13 - Tanya Park	33,336.94	10,733.54	7,422.34	51,492.82
Planning & Environment Committee Chair	1,168.27			1,168.27
Town and Gown Association of Ontario Membership			62.50	62.50
Federation of Canadian Municipalities Board of Directors			2,028.87	2,028.87
				<u>54,752.46</u>
Councillor Ward 14 - Jared Zaifman	16,027.38	4,971.54	3,913.07	<u>24,911.99</u>

Notes:

¹ Includes Councillor and staff travel expenses who attended events as guests of or on behalf of the Mayor. Details found on Mayor's 2017 Expense Report, link provided below:

<http://www.london.ca/city-hall/mayors-office/Documents/Mayor-Expenses-2017.pdf>

² Councillors can elect to receive a monthly transportation allowance or a per kilometer rate reimbursement for parking and kilometer usage per Council Policy 28(2) (C) (ix). Although allowances are a taxable benefit and reported on Councillors' T4, the amount has been reported under the Expense column on this appendix to be consistent with the quarterly reporting on the City of London website.

³ Paid for by the Environmental and Engineering Services Division.

Appendix "B"

2017

STATEMENT OF REMUNERATION AND EXPENSES FOR APPOINTED OFFICIALS

Appointment(s)	Stipends	Benefits	Expenses	Total \$
Committee of Adjustment - J. Fyfe-Millar Chair	6,993.96 909.00	371.98		7,365.94 909.00 <u>8,274.94</u>
Committee of Adjustment - G. Barber	6,993.96	136.41		<u>7,130.37</u>
Committee of Adjustment - S. Lewis	6,993.96	309.34		<u>7,303.30</u>
Committee of Adjustment - M. Mendes	6,993.96	309.34		<u>7,303.30</u>
Committee of Adjustment - J. Preston	6,993.96	309.34		<u>7,303.30</u>
Greater London International Airport Authority - B. Graham	15,800.00			<u>15,800.00</u>
Greater London International Airport Authority - M. O'Leary-Pickard	14,800.00			<u>14,800.00</u>
Greater London International Airport Authority - G. Kotsiomitis	16,050.00			<u>16,050.00</u>
Kettle Creek Conservation Authority - B. Mackie	1,205.26		259.44	<u>1,464.70</u>
Kettle Creek Conservation Authority - R. Winfield	688.72		83.66	<u>772.38</u>
London Hydro Inc. - M. Mathur Chair	14,404.00 10,200.00			14,404.00 10,200.00 <u>24,604.00</u>
London Hydro Inc. - P. Johnson	9,480.00			<u>9,480.00</u>
London Hydro Inc. - G. Holburn	5,640.00			<u>5,640.00</u>
London Hydro Inc. - C. Graham	18,120.00			<u>18,120.00</u>
London Hydro Inc. - M. Sinclair	16,920.00			<u>16,920.00</u>
London Hydro Inc. - G. Valente	18,120.00			<u>18,120.00</u>
London Hydro Inc. - J. Smit	18,720.00			<u>18,720.00</u>

Appendix "B"

2017

**STATEMENT OF REMUNERATION AND EXPENSES
FOR APPOINTED OFFICIALS**

Appointment(s)	Stipends	Benefits	Expenses	Total \$
London Police Services Board - P. Paolatto	1,956.14			<u>1,956.14</u>
London Police Services Board - S. Toth	5,236.40		101.76	<u>5,338.16</u>
London Public Library - M. Hamou			1,025.00	<u>1,025.00</u>
London Public Library - H. Rasmussen			215.00	<u>215.00</u>
London Transit Commission - S. Rooth Chair	4,788.96 890.04	218.61	3,459.50	<u>8,467.07</u> <u>890.04</u> <u>9,357.11</u>
London Transit Commission - R.D. Sheppard	4,788.96	157.20		<u>4,946.16</u>
London Transit Commission - E. Southern	4,788.96	157.20		<u>4,946.16</u>
Lower Thames Valley Conservation Authority - S.Caveney			1,333.41	<u>1,333.41</u>
Middlesex London Health Unit - T. Hunter	3,332.78		16.52	<u>3,349.30</u>
Plumbers & Drain Layers - M. Salliss	100.00			<u>100.00</u>
Plumbers & Drain Layers - S. Atchison	100.00			<u>100.00</u>
Plumbers & Drain Layers - D. Brouwer	100.00			<u>100.00</u>
Upper Thames River Conservation Authority - M. Blackie & Source Water Protection Committee Chair			1,931.62 3,350.00	<u>1,931.62</u> <u>3,350.00</u> <u>5,281.62</u>
Upper Thames River Conservation Authority - M. Blosh			744.00	<u>744.00</u>
Upper Thames River Conservation Authority - S. Levin			831.00	<u>831.00</u>
Environmental and Ecological Planning Advisory Committee - S. Sivakumar			90.00	<u>90.00</u>

Appendix "C"

2017

**STATEMENT OF OUT-OF-TOWN TRAVEL AND EXPENSES FOR
SENIOR ADMINISTRATIVE OFFICIALS**

BOARDS AND COMMISSIONS

LONDON TRANSIT COMMISSION

	Position	Total \$
K. Paleczny	General Manager	7,593.70

LONDON POLICE SERVICES BOARD

	Position	Total \$
J. Pare	Chief of Police	3,852.37

LONDON CONVENTION CENTRE

	Position	Total \$
L. Da Silva	General Manager	1,200.84

LONDON PUBLIC LIBRARY

	Position	Total \$
S. Hubbard-Krimmer	Chief Executive Officer	683.00

2017

**STATEMENT OF OUT-OF-TOWN TRAVEL AND EXPENSES FOR
SENIOR ADMINISTRATIVE OFFICIALS
CITY OF LONDON**

	Position	Total \$
A. Zuidema	City Manager	375.18
V. McAlea Major	Managing Director Corporate Services & Chief Human Resources Officer	817.72
D. Mounteer	Managing Director Corporate Services & City Solicitor (Acting)	0.00
B. Card	Managing Director Corporate Services & City Solicitor	294.09
J. Kobarda	Fire Chief	1,259.04
M. Hayward	City Manager	1,933.70
M. Hayward	Managing Director Corporate Services & City Treasurer, Chief Financial Officer	1,236.39
A. Barbon	Managing Director Corporate Services & City Treasurer, Chief Financial Officer	1,486.64
G. Kotsifas	Managing Director Development & Compliance Services, Chief Building Official	2,742.77
K. Scherr	Managing Director Environmental & Engineering Services, City Engineer	7,603.68
J. Fleming	Managing Director Planning & City Planner	4,205.25
S. Datars-Bere	Managing Director Housing, Social Services & Dearness Home	5,069.06
L. Livingstone	Managing Director Neighbourhood, Children & Fire Services	0.00
B. Coxhead	Managing Director Corporate Services & Chief Human Resources Officer	0.00
B. Coxhead	Managing Director Parks & Recreation	0.00
S. Stafford	Managing Director Parks & Recreation	0.00

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	WILLIAM COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER
SUBJECT:	PUBLIC SECTOR SALARY DISCLOSURE ACT REPORT FOR CALENDAR YEAR 2017

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the following Report **BE RECEIVED** for information.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

Report to Corporate Services Committee for its meeting held on March 28, 2017.

BACKGROUND

The Public Sector Salary Disclosure Act, 1996 (PSSDA) was enacted to assure the public disclosure of salary and benefits paid in respect to employment in the public sector. The PSSDA requires organizations in receipt of substantial Provincial funding to disclose the amount of salary and benefits paid to employees to whom the employer paid at least \$100,000 as salary. This reporting amount has remained at this level since instituted in 1996.

The filing with the Province discloses amounts paid to employees as salary and as taxable benefits who earned more than \$100,000 in 2017. An employee's "salary" includes such amounts as salary paid in the calendar year and, if applicable, amounts paid for acting pay, overtime, retroactive payments, settlements or vacation. An employee's "taxable benefits" includes amounts for items such as life insurance, parking, and vehicle allowances. The salary disclosure filing with the Province for Agencies, Boards & Commissions was submitted to the Ontario Ministry of Finance on March 6, 2018.

This summary Report, related to the filing with the Province, refers only to City Service Areas, Tourism London and the London Convention Centre. As it relates to these groups the filing with the Province includes:

- 347 employees who are members of the London Professional Fire Fighters Association ("LPFFA");
- 180 Management employees;
- 5 employees who are members of London Civic Employees Local Union No. 107
- 4 employees who are a member of Service Employees International Union Local 1 Canada
- 1 employee who is a members of CUPE Local 101
- 1 employee from Tourism London; and
- 1 employee from the London Convention Centre.

The salaries listed in the filing with the Province reflect 2017 salaries for all employee groups.

The LPFFA interest arbitration completed in 2017 and this report reflects updated salaries and retroactive payments for this group. The 2011 to 2016 salaries of LPFFA employees were previously understated.

The management employee's data reflects two (2) years (2016/2017) of salary adjustments being processed in a single year (2017). This has increased the number of management employees over the threshold in 2017.

Acknowledgements

This Report was prepared with the assistance of Finance and Corporate Services.

PREPARED BY:	PREPARED BY :
GARY BRIDGE MANAGER, HUMAN RESOURCES AND CORPORATE SERVICES	JULIE KOVACS MANAGER, EMPLOYEE SYSTEMS
RECOMMENDED BY:	
WILLIAM C. COXHEAD MANAGING DIRECTOR, CORPORATE SERVICES AND CHIEF HUMAN RESOURCES OFFICER	

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MARCH 20, 2018
FROM:	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER
SUBJECT:	DECLARE SURPLUS AND SALE 1694 EVANGELINE STREET AND 126 HAMILTON ROAD

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, with the advice of the Manager of Realty Services, with respect to the City owned properties located at 1694 Evangeline Street, described as Part Lot 17, Registered Plan 19 and Lots 110 and 111, Registered Plan 483, containing an area of approximately 0.871 acres and 126 Hamilton Road, described as Part of Lot 24, west side William Street and south side Horton Street, Registered Plan 178, containing an area of approximately 0.059 acres, the following actions **BE TAKEN:**

- a) the subject properties **BE DECLARED SURPLUS**, and
- b) the subject properties ("Surplus Lands") **BE DISPOSED OF** to fulfil a Council Resolution, at its meeting held on November 14, 2017, directing these properties be vested and sold after entering into agreements with creditors having liens on the properties, it being noted that these properties failed to sell at a municipal tax sale and were vested in the name of the City with the intention they be sold in accordance with the City's Sale and Other Disposition of Land Policy.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
--

May 25, 2016 - Confidential Corporate Services Committee - Agreements on Federal interests in Tax Sale properties

November 1, 2016 - Corporate Services Committee - Vesting Properties in the name of the City after a Tax Sale.

November 7, 2017 - Confidential Corporate Services Committee

BACKGROUND

On November 19, 2015, City Staff conducted a tax sale that included the two properties referenced in the recommendation section of this report. Neither of these properties sold at the tax sale.

The City acquired title to both properties through vesting notices registered on October 10, 2017.

Pursuant to Council's resolution, at its meeting held on November 14, 2017, City staff entered into agreements with the Canada Revenue Agency (CRA) c/o the Federal Department of Justice with respect to 126 Hamilton Road and the Federal Business Development Bank (FBDB) with respect to 1694 Evangeline Street. Both agreements approve the sale of the properties by tender and in the event of a successful sale an equal sharing of the proceeds between the City and the CRA and the FBDB. The agreements specify a sale by public tender.

Property Descriptions

126 Hamilton Road

The property is outside the southeast corner of the City's downtown central business district. A quadrilateral shaped site on the northwest corner of Hamilton Road and William Street, it has a frontage on Hamilton Road of 40.00 feet, a flankage on William Street of approximately 90.02 feet, and is level. The site's dimensions convert to a total area of approximately 2,565 square feet (0.059 acres).

The site is improved with a two storey building with a one storey addition at the rear constructed circa 1930/1960. The building contains a total building area of approximately 2,068 square feet and is considered to be in derelict overall condition.

By-Law Z.-1 designates the subject lands as Residential Zone (R8-4) and Arterial Commercial 4 & 5 (AC-4, AC-5) zones.

1694 Evangeline Street

This property is a site of irregular shape on the north side of Evangeline Street, at the northeast corner of the "T" intersection of Evangeline Street and Loverage Street. It has a frontage of about 315 feet on the north side of Evangeline Street, a depth of about 157 feet on the west limit and backs onto the Canadian Pacific Railway corridor. The site is level and its dimensions convert to a total area of approximately 37,954 square feet (0.871 acres).

A single storey industrial building that was constructed circa 1969/1977 is on the site. The structure's footprint covers approximately 47% of the site's surface. The building contains a total area of approximately 14,109 square feet and is considered to be in derelict overall condition.

By-Law Z.-1 designates these lands as both Light Industrial 8 (LI8) and Residential 5-3 (R5-3) Zones.

Conclusion

At the direction of Council, the City acquired title to these two properties through vesting notice. Agreements with the other lien holders to approve an equal sharing of proceeds from a successful sale have been entered into clearing the way for their sale by tender. The method of sale detailed in the memorandums of understanding with the encumbrance holder envisions a public tender.

As such, these properties are surplus to the needs of the City and therefore should be declared surplus and sold at fair market value to an eligible buyer in accordance with the City's Sale and Other Disposition of Land Policy and the terms of the proceeds sharing agreements. As part of these agreements, internal appraisals of the properties were completed to estimate their fair market value, which will be relied upon as reserve prices during disposition. After a sale of the properties, it is expected they will once again be put into productive use and generate tax revenue for the City.

A location map of both properties is attached as Schedule "A" for the Committee's information.

PREPARED BY:	SUBMITTED BY :
CHARLES ABROMAITIS SENIOR PROPERTY APPRAISER & NEGOTIATOR	BILL WARNER MANAGER OF REALTY SERVICES
RECOMMENDED BY:	
ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER	

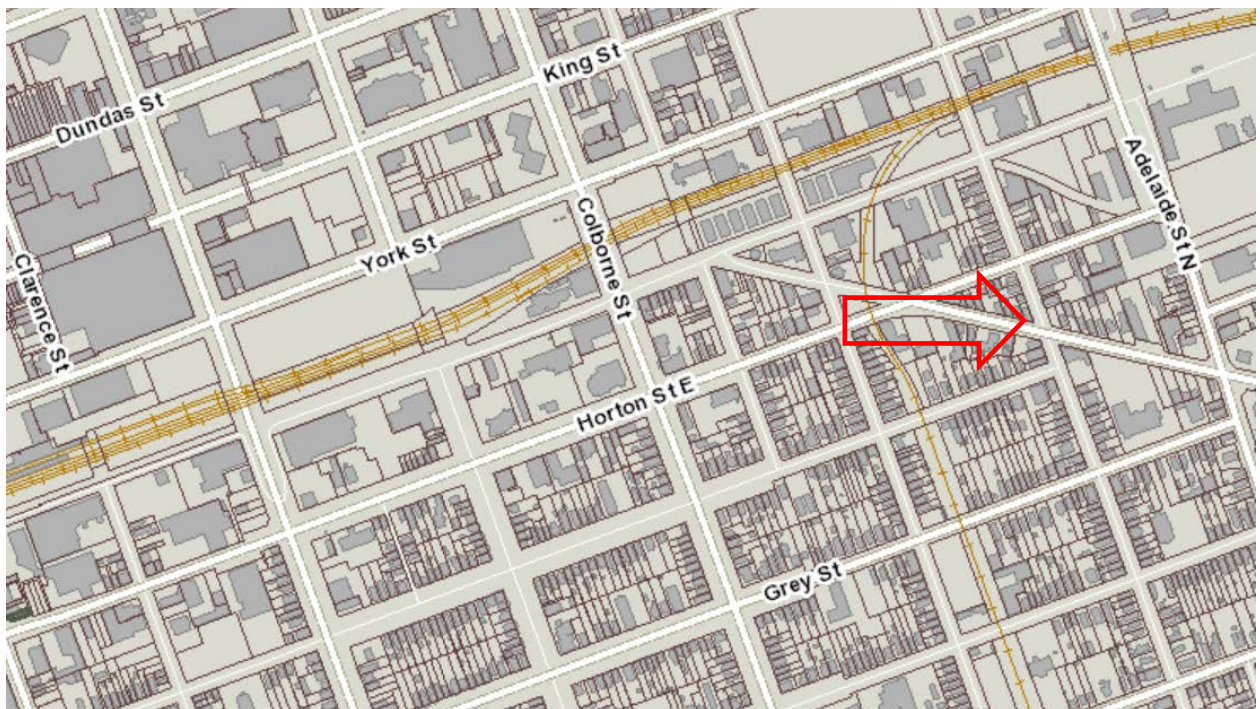
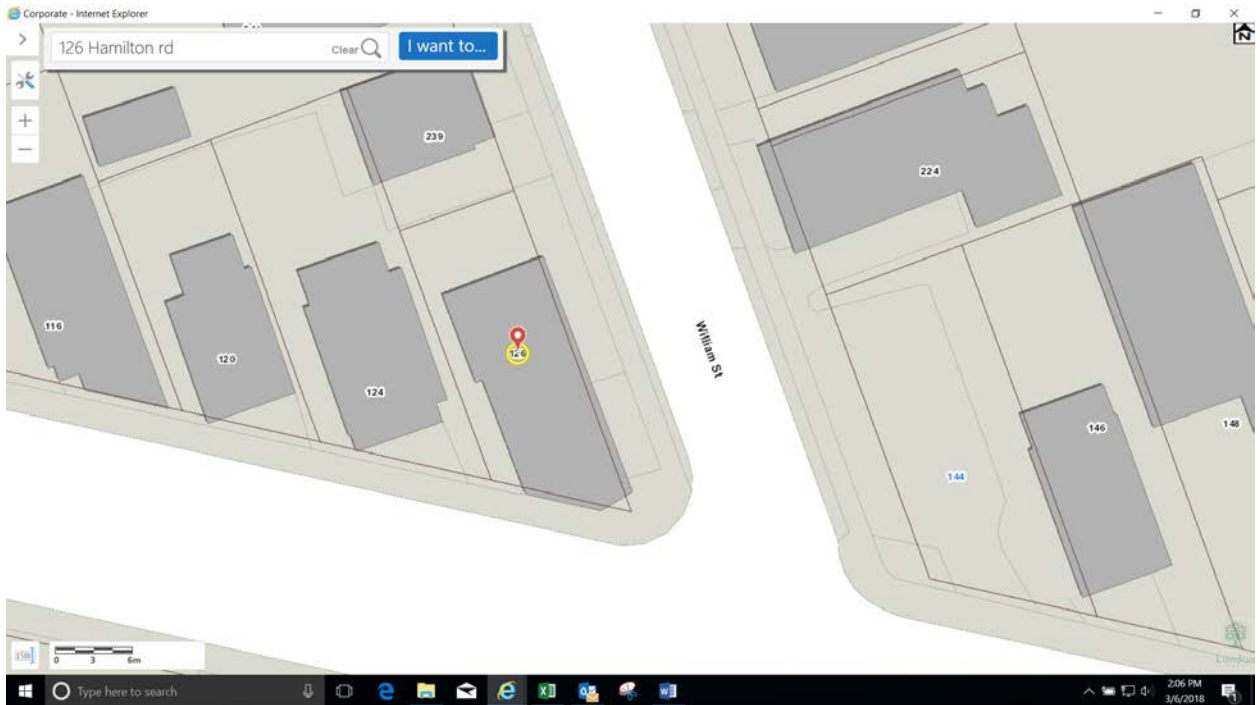
March 5, 2018
Attach.

File No. P-2140 (9) & (15)

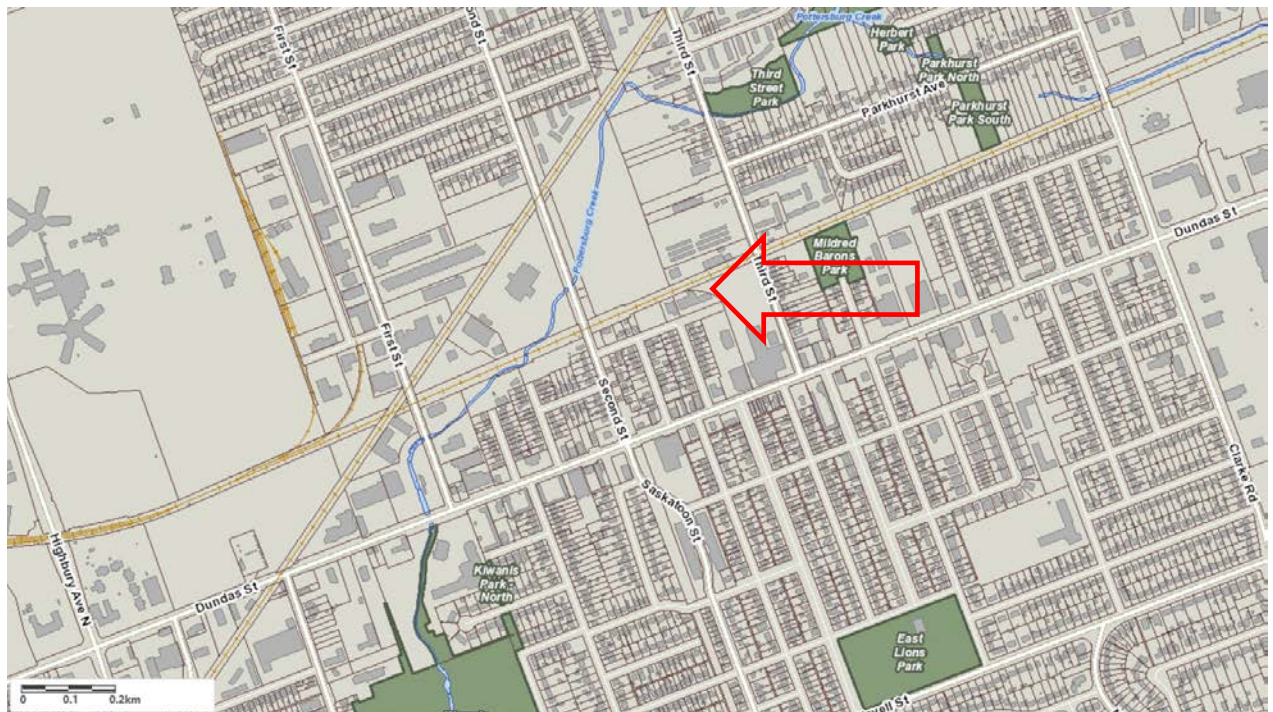
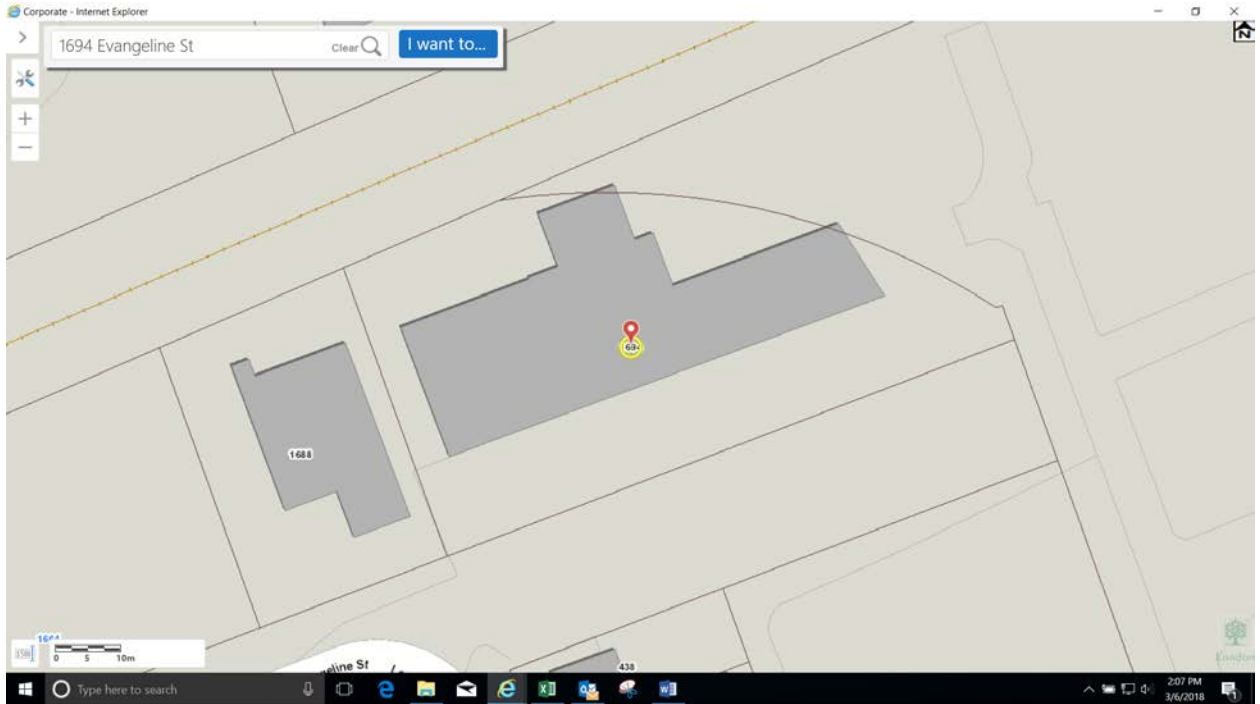
cc: Ian Collins, Director, Financial Services
Jim Logan, Division Manager, Taxation & Revenue
David G. Munteer, Solicitor

Schedule "A" - Location Maps

Panel A: 126 Hamilton Road



Panel B: 1694 Evangeline Street



Committee: **Transportation Advisory Committee**

Organization/Sector represented: **Private Citizen**

Name: **Dan Foster**

Address:

**509-1030 Coronation Drive
London ON N6G0G5**

Occupation:

Work experience: **38 years experience with Canada Post in various Senior Management positions including: - Postmaster Cambridge, Stratford, Orangeville - Plant Manager - Kitchener, Hamilton - Director - Mail Induction - Director - Mail Processing (Parcels) - CPIL C&D Consultant - Libanpost (Beirut) - Project Manager - Retail Automation Project - Project Manager - Money Order Redesign and Process Improvement - Internal Auditor**

Education: **Project Management Professional (PMP) Project Management Institute - 1999 to present Executive Program - Schulich School of Business - York University Executive Development Program - Supply Chain Logistics Management - York University Certified Internal Auditor - Canada Post Control Self Assessment Certification - Institute of Internal Auditors Certificate of QA Management (CQAM) - University of Manitoba**

Skills: **My background in dealing with customers, employees, stakeholders in a senior senior management capacity in a highly unionized crown corporation allow me to assess tactical and strategic issues. My skills relating to project management, process improvement (Lean 6 Sigma), procurement, transportation, logistics and quality assurance afford me insight into the kind issues likely to be raised by this committee.**

Interest reason: **I have retired recently and I would like to contribute something tangible to my new hometown. Following conversations with various knowledgeable civic leaders and considering my background, this committee seemed like a good place to start.**

Contributions: **In addition to the the requisite skills, abilities, knowledge and experience, I bring a highly developed work ethic as well as leadership and team building strengths. The new London City Council has many challenges and will need advisory committees that can forge consensus and support in the new direction.**

Past contributions: **- Finance Committee - Kincardine Recreation Centre - Director - London West Federal Liberal Association - Co-chair - Community Outreach (LWFLA)**

Interpersonal: **- Major Program/Project Management - Stakeholder/Client Management Committees - Industrial Relations and Grievance Administration - Workplace Health and Safety Committees Chair - Certified in Interview Skills and 360 Degree Feedback - Mentoring experience**

Interview interest: **Yes**

Committee: **Transportation Advisory Committee**

Organization/Sector represented:

Name: **Sean M. O'Connell**

Address:

66 Snowdon Crescent

Occupation: **Freelance Photographer**

Work experience: **Currently I am a photographer and volunteer in London. In 2014, I worked for the Ministry of Labour in London Ontario as a Health and Safety Assistant for the construction and mining industry and from 2009-2012 I worked for the House of Commons in the United Kingdom in the House Service.**

Education: **I have a Honours degree in Political Science from the University of Western Ontario. I am educated in policy formation and project management.**

Skills: **I have a wealth of knowledge about transportation issues in European cities specifically in London, UK. I lived there for years and I understand how city transport affected individuals everyday.**

Interest reason: **I have been immensely interested in transportation issues in London as I use them everyday. I was a candidate in the 2014 city elections and transportation was part of my election policies. I wish to change things in the city that will improve upon individuals circumstances.**

Contributions: **I can provide great insight and understanding into how to frame appropriate policies for Londoners. I also possess tact and discretion in dealing with sensitive information.**

Past contributions: **I helped bring direct accountability measures to the House of Commons in the UK. I worked as an integral part of my team to boost morale and achieve integrity for the organisation.**

Interpersonal: **I have been involved with many teams and individuals whether through my work at the House of Commons, in a provincial ministry or with my ten years of customer service experience. I try to be inclusive and respectful in my discussions with all individuals. I have extensive experience in speaking with the residents of London Fanshawe about their concerns from my volunteer activities.**

Interview interest: **Yes**

Committee: **Transportation Advisory Committee**

Organization/Sector represented:

Name: **Elliot Worsfold**

Address:

**103-151 York Street
London, Ontario
N6A1A8**

Occupation: **PhD Candidate**

Work experience: **I have lived in London for the past six years where I have worked as a PhD Candidate and Teaching Assistant at Western in the Department of History. Prior to living in London, I worked for two years with the federal government in Ottawa.**

Education: **I graduated with a BA in History from the University of Ottawa in 2011 and a Masters in History from the University of Waterloo in 2012. I moved to London in 2012 to begin my PhD.**

Skills: **If accepted as member of the Transportation Advisory Committee, I would bring the perspective of one of the many Western students who rely on public transportation as their only mode of transportation. Previous discussions relating to transit at the university have focused on how students can travel to and from Western. This framing ignores that students also rely on public transit for their groceries, jobs, and leisure. I hope to bring the perspective of Western students to the committee. Moreover, as a PhD Candidate and Teaching Assistant, I am accustomed to explaining complex ideas to a diverse audience in easy and understandable ways. I am able to write clearly and effectively under pressure, which may also serve the committee well.**

Interest reason: **I am interested in participating more fully in community life in London after living here for six years. The issue of transportation is important to me, both as an environmentalist as well as someone concerned about urban poverty. Transportation is important economic and environmental issue that I believe deserves London's attention.**

Contributions: **I have participated on several committees at Western and hope to use these existing networks to gather student opinions and share them with committee members.**

Past contributions: **I am currently a member of Western's Society of Graduate Students (SOGS). In the past, I have represented the views of students in the Department of History in previous SOGS events and during periods of important decision making (health care plans, etc.).**

Interpersonal: **As a Teaching Assistant at Western, I lead weekly discussions with undergraduate students about the course material and their assignments. I am accustomed to leading group discussions and ensuring that students are able to share their views in a respectful manner. I pride myself on my ability to guide discussion while making each student feel heard. I have been nominated for several teaching awards at Western as a result of my ability to empathize with and engage students in critical and rewarding discussions.**

Interview interest: **Yes**

Committee: **Town and Gown Committee (Ward 13)**

Organization/Sector represented:

Name: **Zachery Engel**

Address:

332 Richmond Street, Apt. 304

Occupation: **HR Recruiter**

Work experience: - **Human Resources recruitment consultant**

Education: - **Westervelt College: Paralegal Studies - Fanshawe College: Human Resources Management**

Skills: **Having the ability to effectively community with third parties, enhance the corporate relationships, networking**

Interest reason: **I am interested in giving back to the community, making London and Ward 13 the best place to live, work and play.**

Contributions: **Strong, dedicated, passionate about making Ward 13 the best it can be**

Past contributions:

Interpersonal: **I currently sit on the PC Ontario Fund board of directors, have been a member of Toastmasters International and sat on the City of Woodstock Recreation Advisory Committee.**

Interview interest: **Yes**

FORKED RIVER BREWING

UNIT 4-45 PACIFIC COURT, LONDON, ON, N5V 3N4 519-913-2337 FORKEDRIVERBREWING.COM

City of London
Corporate Services Committee
300 Dufferin Ave
London, ON
N6B 1Z2

March 9th, 2018

RE: Request for a Letter/ Resolution declaring an Event of Municipal Significance

To the Chair and Members of the Corporate Services Committee,

First of all, thank you for all the support you have shown us here at Forked River Brewing over the past few years. Our brewery would not have gotten as far as it has without the support of our local city council. This is a request for a Letter/ Resolution declaring our planned event to be one of Municipal Significance.

We want to have a party to celebrate our 5th anniversary on Saturday June 9, 2018, from 11am to 9pm. This event will be called Forked Fest, and we're planning to license off the parking area and grass in front of our retail store and turn that area into our celebratory beer garden. The space is roughly 6000 square feet, with a capacity for roughly 500 people. In order to apply for a Special Occasion Permit to license the area for our beer garden, we need a letter declaring our event to be municipally significant in order to comply with AGCO.

This event will not only draw our local supporters, but also our supporters from the surrounding area. We're planning for it to be family-friendly, so we will be wrist-banding 19+ attendees who plan on drinking. Our target audience is anyone who enjoys good, locally crafted beer, and we will also be showcasing beers from other local craft breweries. We believe that Forked Fest will be a great way to showcase various local beers, the local businesses on Pacific Court and our fantastic city.

I am located at Unit 4-45 Pacific Court, London, ON, N5V 3N4

We are very excited to have this event, and we look forward to hearing back from you.

Yours Sincerely,

David Reed
President and Co-Founder of Forked River Brewing



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

London
CANADA

March 13, 2018

Chair and Members of the
Corporate Services Committee

Re: Workplace Harassment and Discrimination Prevention Policy

Throughout society, we are seeing women come forward with stories of harassment, sexual abuse and gender-based violence in unprecedented ways. The #MeToo and #TimesUp movements, led by women, are driving a much-needed and important conversation about ending these forms of abuse and violence. Everyone who is in a position to make or influence policy has a responsibility to respond to these calls-to-action.

All employees have a right to work in an environment that is free from harassment and discrimination. Council and Civic Administration must work together to ensure that we meet this obligation.

The City of London's Workplace Harassment Discrimination Prevention Policy sets out "Informal" and "Formal" processes to respond to complaints raised under the Policy. As written, the Policy does not provide options to employees in circumstances where an employee does not feel comfortable bringing the complaint forward through the established intake process. We have also heard concerns that the process outlined in the existing policy does not provide the independence that is necessary to carry out a fair review and/or investigation of a complaint.

We believe that a review of the Policy is required in order to ensure that all employees feel safe bringing a complaint forward. Section 13.0 of the Policy states that "the Policy shall be reviewed as required." The undersigned are therefore seeking support of the following recommendation:

"That the following actions be taken with respect to the Workplace Harassment and Discrimination Prevention Policy:

- a) the Civic Administration BE DIRECTED to undertake a review of the Workplace Harassment and Discrimination Prevention Policy and report back to the appropriate standing committee with suggested amendments to enhance the Policy;
- b) the Civic Administration BE REQUESTED to invite all collective bargaining units to participate in this review, along with external stakeholders with experience working with women who have experienced harassment, abuse and gender-based violence;
- c) the Civic Administration BE REQUESTED to bring forward an alternate process for individuals to submit a complaint under the Policy in circumstances where the individual is uncomfortable with bringing the matter forward through the established intake process: and,
- d) the Civic Administration BE DIRECTED to undertake a review of the Policy at least once per Council term.

Respectfully submitted,

Matt Brown
Mayor

Virginia Ridley
Councillor, Ward 10

Jesse Helmer
Councillor, Ward 4



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

London
CANADA

March 14, 2018

Chair and Members
Corporate Services Committee

Re: **Recent Allegations of Harassment**

I find the seriousness of allegations of harassment and abuse being brought forward from an outside organization to be deeply troubling.

This situation is troubling for a number of reasons. Firstly, because some members of staff do not feel safe in their workplaces. Secondly, because these members of staff do not trust the internal and external channels available to employees for reporting harassment and abuse and have had to carve their own path with an external organization to feel heard. Thirdly, despite Council's efforts to address harassment and abuse in the workplace, some staff do not feel as though the culture has changed.

Cultural change within an organization as large as the City of London takes time, but enough time has passed that signals of change should be apparent. It appears that we are seeing a cultural change in some service areas, but not in others.

Any organization can have the most up-to-date policies, but at the end of the day it is the people implementing the policies that make them work, fail, or merely appear as if they're working.

With allegations as serious as this, an audit must be completed to root out the causes of the concerns so that remedial action can be taken.

I therefore respectfully request that the Municipal Council approve the following motion:

"That the following actions be taken in response to recent allegations of harassment and abuse:

- a) the City Manager BE DIRECTED to immediately carry out a third party investigation in the service areas specifically identified by the Executive Director of the London Abused Women's Centre as having an ongoing culture of harassment and abuse; and
- b) the Mayor BE REQUESTED to seek the consent of the individuals whose personal letters were provided to him by the Executive Director of London Abused Women's Centre, to share those letters with the Members of Council and the City Manager so that they may have a better understanding and first-hand account of the concerns being raised by those individuals in order to take appropriate remedial measures in a timely manner."

Best regards,

Tanya Park
Councillor Ward 13
City of London

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