

# Corporate Services Committee

## Report

7th Meeting of the Corporate Services Committee  
March 20, 2018

PRESENT: Councillors J. Helmer (Chair), J. Morgan, P. Hubert, M. van Holst, J. Zaifman, Mayor M. Brown  
ALSO PRESENT: Councillors T. Park, V. Ridley, M. Salih and H. Usher; M. Hayward, B. Baar, A.L. Barbon, B. Card, I. Collins, B. Coxhead, A. Dunbar, J. Kovacs, L. Livingstone, P. McKague, A. Patis, S. Spring, S. Swance, K. van Lammeren, C. Williamson

The meeting was called to order at 12:30 PM.

### 1. Disclosures of Pecuniary Interest

Councillor P. Hubert discloses a pecuniary interest in Item 2.8 as it relates to the London Community Woodshop by indicating that he is the Executive Director of a social services agency affiliated with the London Community Woodshop.

### 2. Consent

Moved by: P. Hubert  
Seconded by: J. Morgan

That Items 2.4, 2.6 and 2.7 BE APPROVED.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent (1): Mayor M. Brown

**Motion Passed (5 to 0)**

#### 2.4 Hyde Park Business Association 2018 Proposed Budget - Municipal Special Levy

Moved by: P. Hubert  
Seconded by: J. Morgan

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" as appended to the staff report dated March 20, 2018;
- 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 by-law appended to the staff report dated March 20, 2018 as 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.

**Motion Passed**

2.6 2017 Statement of Remuneration and Expenses - Elected and Appointed Officials

Moved by: P. Hubert  
Seconded by: J. Morgan

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 reporting of the remuneration and expenses of elected and appointed officials:

- a) 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) in accordance with the 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) in accordance with the City Council resolution of March 2012, the annual report on the Mayor's Office's expenditures BE RECEIVED for information; and
- d) in accordance with City Council's Travel and Business Expenses Policy, the Statement of Travel Expenses for Senior Administration Staff BE RECEIVED for information.

**Motion Passed**

2.7 Public Sector Salary Disclosure Act Report for Calendar Year 2017

Moved by: P. Hubert  
Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the staff report dated March 20, 2018 regarding the Public Sector Salary Disclosure Act report for the calendar year 2017, BE RECEIVED for information.

**Motion Passed**

2.1 London Downtown Business Association 2018 Proposed Budget - Municipal Special Levy

Moved by: J. Zaifman  
Seconded by: J. Morgan

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" as appended to the staff report dated March 20,

2018;

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 by-law appended to the staff report dated March 20, 2018 as 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.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent (1): Mayor M. Brown

**Motion Passed (5 to 0)**

2.2 Old East Village Business Association 2018 Proposed Budget - Municipal Special Levy

Moved by: J. Zaifman

Seconded by: P. Hubert

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" as appended to the staff report dated March 20, 2018;

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 by-law appended to the staff report dated March 20, 2018 as 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.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

2.3 Argyle Business Improvement Area 2018 Proposed Budget - Municipal Special Levy

Moved by: M. van Holst  
Seconded by: J. Zaifman

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" as appended to the staff report dated March 20, 2018;
- 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 by-law appended to the staff report dated March 20, 2018 as 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.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

2.5 2017 Annual Update on Budweiser Gardens

Moved by: J. Zaifman  
Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the 2017 Annual Report on Budweiser Gardens, appended to the staff report dated March 20, 2018 as Appendix "B", BE RECEIVED for information.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

2.8 Declare Surplus and Sale - 1694 Evangeline Street and 126 Hamilton Road

Moved by: M. van Holst  
Seconded by: J. Zaifman

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, on the advice of the Manager of Realty Services, the following actions be taken 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:

- a) the subject properties BE DECLARED surplus; and
- b) the subject properties (“Surplus Lands”) BE DISPOSED of to fulfil a Council Resolution, from its meeting held on November 14, 2017, directing that 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.

Yeas: (5): J. Helmer, J. Morgan, M. van Holst, J. Zaifman, and Mayor M. Brown  
Recuse: (1): P. Hubert

**Motion Passed (5 to 0)**

**3. Scheduled Items**

**4. Items for Direction**

4.1 Consideration of Appointment to the Transportation Advisory Committee (Requires 1 Voting Member at Large)

Moved by: J. Morgan  
Seconded by: M. van Holst

That Dan Foster BE APPOINTED to the Transportation Advisory Committee as a Voting Member at Large for the term ending February 28, 2019; it being noted that the appointment was made in accordance with the attached ranked ballot comprised of the nominees of the Corporate Services Committee.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

4.2 Consideration of Appointment to the Town and Gown Committee (Requires 1 Voting Member from Ward 13)

Moved by: Mayor M. Brown  
Seconded by: P. Hubert

That Zachery Engel BE APPOINTED to the Town and Gown Committee as a Voting Representative of Ward 13 for the term ending February 28, 2019.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

4.3 Request for Designation of the Forked Fest as a Municipally Significant Event

Moved by: J. Zaifman  
Seconded by: J. Morgan

That the Forked River Fest, to be held on June 9, 2018, at 4-45 Pacific Court, from 11:00 AM to 9:00 PM, BE DESIGNATED as an event of municipal significance in the City of London.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

## **5. Deferred Matters/Additional Business**

### **5.1 ADDED - Workplace Harassment and Discrimination Prevention Policy**

Note: Item 5.1 was dealt with concurrently with Item 5.2 and the associated recommendation is reflected in the motion attached to Item 5.2.

### **5.2 ADDED - Recent Allegations of Harassment**

Moved by: Mayor M. Brown  
Seconded by: J. Morgan

That the following actions be taken with respect to the Workplace Harassment and Discrimination Prevention Policy and recent allegations of harassment:

- a) the Civic Administration BE DIRECTED to undertake a review, with the assistance of a third party, 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;
- d) the Civic Administration BE DIRECTED to undertake a review of the Policy at least once per Council term;
- e) 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, as well as all other areas throughout the Corporation;
- f) the City Manager BE REQUESTED to provide updates to the Corporate Services Committee regarding the above, at the appropriate points in time, with the first update to be received by June 2018;
- g) 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;
- h) the Civic Administration BE INSTRUCTED to share the process improvements that arise from the review of the above-noted matters with

the City's local boards and commissions, and to encourage them to consider making similar adjustments to their own processes, as required; and

i) the Civic Administration BE AUTHORIZED to undertake all necessary actions to complete the above-noted review and process improvements.

Yeas: (6): J. Helmer, J. Morgan, P. Hubert, M. van Holst, J. Zaifman, and Mayor M. Brown

**Motion Passed (6 to 0)**

**6. Adjournment**

The Meeting adjourned at 1:53 PM.