

# Agenda Including Addeds

## Corporate Services Committee

9th Meeting of the Corporate Services Committee

May 25, 2020, 12:00 PM

Virtual Meeting - during the COVID-19 Emergency

City Hall is currently closed to the public, please view the meeting via live-streaming (YouTube or the City Website)

Members

Councillors A. Kayabaga (Chair), M. van Holst, J. Helmer, J. Morgan, A. Hopkins, Mayor E. Holder

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<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON May 25, 2020</b>
<b>FROM:</b>	<b>MAT DALEY DIRECTOR, INFORMATION TECHNOLOGY SERVICES</b>
<b>SUBJECT:</b>	<b>SS20-07 SINGLE SOURCE CORPORATE TECHNOLOGY ASSETS</b>

<b>RECOMMENDATIONS</b>
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That, on the recommendation of the Director, Information Technology Services the following actions be taken, with respect to Corporate Technology Assets:

- a) the extension of the existing Single Source contract, the Vendor of Record (VOR OSS-00466131), Province of Ontario Agreement (Schedule A) for an eighteen (18) month term for Desktop Management Products and Services from CompuCom Canada Co., 1830 Matheson Boulevard, Unit, Mississauga, ON, Canada L4W 0B3, **BE APPROVED**; and,
- b) the attached proposed By-law (Appendix A) **BE INTRODUCED** at the Municipal Council meeting to be held on Tuesday, June 2nd, 2020 to:
  - i. approve the Amending Agreement between CompuCom Canada Co. (the "Supplier") and The Corporation of the City of London (the "Buyer") for the "Publicly Funded Organization Agreement" for Desktop Management Services and Products (DMSP-03), forming a part of the By-law and attached as Schedule A; and
  - ii. authorize the Mayor and City Clerk to execute the Agreement
- c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this matter;
- d) the approval hereby given **BE CONDITIONAL** upon the Corporation negotiating the maintaining of satisfactory prices, terms and conditions with CompuCom Canada Co. to the satisfaction of the Director, Information Technology Services; and
- e) the approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract, agreement or having a purchase order relating to the subject matter of this approval.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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1. Corporate Services Committee, October 20, 2015, *SS15-40 Single Source For The Computer Equipment Leasing Services.*
2. Corporate Services Committee, April 12, 2016, *SS16-11 Single Source Corporate Technology Assets*

<b>BACKGROUND</b>
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The City of London currently purchases Personal Desktops, All-In-One Desktops, Mini

Desktops, Workstations, Laptops, Docking Stations and Monitors through CompuCom Canada Co. This service supports procurement and lifecycle management of Information Technology hardware equipment for all Corporate Service Areas as well as a number of Agencies, Boards and Commissions.

## DISCUSSION

### **Purpose**

The purpose of this contract is to ensure that the City of London can continue to purchase Personal Desktops, All-In-One Desktops, Mini Desktops, Workstations, Laptops, Docking Stations and Monitors to support the lifecycle replacement of out of date and obsolete information technology assets.

### **Procurement approach**

Since 2016, Information Technology Services (ITS) has purchased technology assets leveraging the Ontario Ministry of Government and Consumer Services RFP. CompuCom Canada Co. was selected as the registered Vendor of Record (VOR) for the Ministry of Government and Consumer Services (Ontario Master Agreement VOR OSS-00466131). The term of this award was a thirty-one (31) month period, with an optional two (2) additional, one (1) year extensions. Both of the optional extensions have been exercised.

Subsequently, the Province of Ontario has extended this Publicly Funded Organization Agreement to November 7, 2021. Based on the City of London's technology requirements, ITS is seeking approval to continue to leverage the Province of Ontario Master Agreement VOR (OSS-00466131 – Desktop Management Services and Products – DMSP-03) with CompuCom Canada Co. In taking this approach, ITS and the City of London will continue to ensure competitive pricing and cost certainty. Through this procurement strategy, the City of London is able to benefit from the buying power associated with the broader Provincial agreement as well as significantly reduce the labour costs associated with a formal bid process. Under the agreement, the City of London and CompuCom Canada Co. agree to be bound by the provisions of the DMSP-03 agreement and the form of this agreement is attached as (Schedule A).

More than 100 Publicly Funded Organizations (Governments, Health Care Institutions, School Boards, Colleges, Universities and Municipalities) leverage the Ontario Ministry of Government and Consumer Services RFP for technology assets. Current municipal examples include: the City of Mississauga, the Region of Peel and the City of Brampton.

### **Purchasing Process**

The DMSP-03 agreement with CompuCom Canada Co. is in compliance with our Procurement of Goods and Services Policy per section 14.4 Single Source item g) it is advantageous to the City to acquire the goods or services from a supplier pursuant to the procurement process conducted by another public body.

### **Financial Impact**

Through analysis of the pricing available to the City of London from the DMSP-03 agreement with CompuCom Canada Co. it has been acknowledged that the long term purchase of corporate technology assets (Personal Desktops, All-In-One Desktops, Mini Desktops, Workstations, Laptops, Docking Stations, and Monitors), has remained the most cost effective model for procurement of this hardware. The funding to support this initiative has been approved in the Information Technology Services 2020-2023 Multi-Year Budget.

### **Acknowledgments**

This report was prepared with the assistance of Purchasing Services, Legal Services and Information Technology Services.

<b>SUBMITTED BY:</b>	<b>RECOMMENDED BY:</b>
<b>DAN DOBSON</b> <b>MANAGER III, INFORMATION</b> <b>TECHNOLOGY SERVICES</b>	<b>MAT DALEY</b> <b>DIRECTOR, INFORMATION</b> <b>TECHNOLOGY SERVICES</b>

CC: Lisa Karlovec, Financial Business Administrator  
Mary Ma, Procurement Officer

## APPENDIX A

Bill No.  
2020

By-law No.

A By-law to approve the Amending Agreement to the “Publicly Funded Organization Agreement” between The Corporation of the City of London and CompuCom Canada Co; and to authorize the Mayor and City Clerk to execute the Amending Agreement.

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 The Corporation of the City of London and CompuCom Canada Co. entered into an Agreement in 2016 regarding desktop management services and products, under substantially the same terms as an agreement between the Province and CompuCom Canada Co. (DMSP-03);

AND WHEREAS The Corporation of the City of London and CompuCom Canada Co. wish to amend the Agreement;

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

1. The Amending Agreement to the Publicly Funded Organization Agreement entered into between The Corporation of the City of London and CompuCom Canada Co., attached as Schedule “A” to this by-law, is authorized and approved.
2. The Mayor and the City Clerk are authorized to execute the Amending Agreement authorized and approved under section 1 of this by-law.
3. This by-law shall come into force and effect on the day it is passed.

PASSED in Open Council [insert date].

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First reading -  
Second reading -  
Third reading –

**SCHEDULE "A"**

**THIS AMENDING AGREEMENT** made as of May 7, 2020.

**B E T W E E N:**

**COMPUCOM CANADA CO.**  
(the "Supplier")

**- and -**

**THE CORPORATION OF THE CITY OF LONDON**  
(the "Buyer")

**WHEREAS** the Supplier and the Buyer entered into a Publicly Funded Organization Agreement in 2016, regarding desktop management services and products (the "Agreement");

**AND WHEREAS** the Supplier and Her Majesty the Queen in right of Ontario amended the DMSP Agreement, effective November 4<sup>th</sup>, 2019, to *inter alia* establish a new Expiry Date of November 7, 2021;

**AND WHEREAS** the Supplier and the Buyer wish to amend the Agreement;

**NOW THEREFORE THIS AMENDING AGREEMENT WITNESSES** that in consideration of the premises and the mutual covenants contained in the Agreement, and subject to the terms and conditions of this Amending Agreement, the parties agree as follows:

**1.0 AMENDMENTS**

Subparagraph b(iv) on the first page of the Agreement is amended by deleting the date "May 7, 2018" and replacing it with the new termination dated of "November 7, 2021".

**2.0 AGREEMENT BINDING**

- 2.1 Except as amended by this Amending Agreement, the Agreement shall remain binding and in full force and effect.
- 2.2 This Amending Agreement shall be binding on the parties and their respective successors and assigns.

**3.0 EXECUTION**

- 3.1 The Buyer and the Supplier acknowledge that it has each read this Amending Agreement, understands it and agrees to be bound by its terms and conditions.
- 3.2 This Amending Agreement may be executed in counterparts, each of which shall be deemed an original but both of which taken together shall constitute one and the same agreement. The exchange of copies of this Amending Agreement and of signature pages by facsimile or electronic transmission shall constitute effective execution and delivery of this Amending Agreement as to the parties and may be used in lieu of the original Amending Agreement for all purposes. Signatures of the parties transmitted by facsimile or electronic transmission shall be deemed to be their original signatures for all purposes.
- 3.3 The Parties represent and warrant that the execution and delivery of this Agreement have been duly authorized, and when executed and delivered will constitute a legal, valid and binding obligation of the Parties enforceable on its terms.

IN WITNESS WHEREOF the City and the Parties have signed this Amending Agreement by their duly authorized representatives.

**SIGNED, SEALED AND DELIVERED**

**THE CORPORATION OF THE CITY OF LONDON**

Date:

\_\_\_\_\_  
Ed Holder, Mayor

\_\_\_\_\_  
Catharine Saunders, City Clerk

**COMPUCOM CANADA CO.**

Date:

\_\_\_\_\_  
\*Per:  
Name:  
Title:

Date:

\_\_\_\_\_  
\*Per:  
Name:  
Title:  
\*I/We have authority to bind the corporation.

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MAY 25, 2020</b>
<b>FROM:</b>	<b>ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>AMENDMENTS TO PROPERTY TAX BY-LAWS FOR 2020 FINAL TAX BILLING</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer the following actions be taken with respect to amendments to property tax by-laws for the 2020 Final Tax Billing:

- a) the proposed attached by-law (Appendix “A”) **BE INTRODUCED** at the Municipal Council meeting to be held on June 2, 2020 to amend By-Law No. A-8, as amended, being “The Property Tax Collection By-Law” to provide for the tax installment dates for 2020; and
- b) the proposed attached by-law (Appendix “B”) being **BE INTRODUCED** at the Municipal Council meeting to be held on June 2, 2020 to amend By-Law A.-5505-497, as amended, being “A by-law to authorize the implementation of a pre-authorized tax payment plan for The Corporation of the City of London” to provide for pre-authorized tax payment plan dates for the year 2020.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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Property Tax Deferral Options, Corporate Services Committee, April 14, 2020, Consent Item # 2.5

<b>BACKGROUND</b>
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In response to the COVID-19 pandemic, Municipal Council at its meeting on April 21, 2020, approved the following:

*“That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the Civic Administration BE DIRECTED to set final billings for the 2020 taxation year based on Option 1 as outlined in this report with the following due dates:*

- a) *for property tax installments: August 31st, 2020, October 30th, 2020 and December 15th, 2020; and*
- b) *for those property owners on preauthorized payment: August 31st, 2020, September 30th, 2020, October 30th, 2020, November 30th, 2020 and December 15th, 2020. (2.5/7/CSC) (AS AMENDED) (2020-F22A)”*

As a result of this approval, amendments are required to Municipal By-Law No. A.-8, as amended, being “The Property Tax Collection By-law” and By-law No. A.-5505-497, as amended, being “A by-law to authorize the implementation of a pre-authorized tax payment plan for The Corporation of the City of London” in order to implement the above-noted Municipal Council direction which will delay the final property tax installments by 60 days for both the preauthorized payment and the regular installment dates.

<b>PREPARED BY:</b>	<b>CONCURRED BY:</b>
<b>JIM LOGAN, CPA, CA DIVISION MANAGER – TAXATION &amp; REVENUE</b>	<b>IAN COLLINS, CPA, CMA DIRECTOR, FINANCIAL SERVICES</b>

<b>RECOMMENDED BY:</b>
<b>ANNA LISA BARBON, CPA, CGA, MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>

Attachment.

APPENDIX "A"

Bill No.  
2020

By-law No.

A by-law to amend By-law No. A-8, as amended, being "The Property Tax Collection By-law to provide for tax installment dates for 2020.

WHEREAS section 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 307 of the *Municipal Act, 2001* provides for the passing of by-laws for the levying of rates of taxation;

AND WHEREAS section 342 (1)(a) of the *Municipal Act, 2001* provides that a local municipality may pass by-laws providing for the payment of taxes in one amount or by instalments and the date or dates in the year for which the taxes are imposed on which the taxes or instalments are due;

AND WHEREAS the Municipal Council considers it to be in the interest of the municipality to provide for tax installment payment dates for 2020;

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

1. Part 3 of By-law A-8, as amended, being "The Property Tax Collection By-law, is hereby further amended by adding section 3.11 as follows:

3.11 Real property taxes – 3 installments – due dates for the year 2020

Despite any other sections in this by-law, for the year 2020, the final installments of property taxes shall be due in three installments being, August 31<sup>st</sup>, October 30<sup>th</sup> and December 15<sup>th</sup>.

2. This by-law comes into force on the day it is passed.

PASSED in Open Council on June 2, 2020

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – June 2, 2020  
Second Reading – June 2, 2020  
Third Reading – June 2, 2020

APPENDIX "B"

Bill No.  
2020

By-law No.

A by-law to amend By-law No. A.-5505-497, as amended being "A by-law to authorize the implementation of a pre-authorized tax payment plan for The Corporation of the City of London" to provide for pre-authorized tax payment plan dates for the year 2020".

WHEREAS section 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 307 of the *Municipal Act, 2001* provides for the passing of by-laws for the levying of rates of taxation;

AND WHEREAS section 342 (1)(b) of the *Municipal Act, 2001* provides that a local municipality may pass by-laws providing alternative instalments and due dates in the year for which the taxes are imposed other than those established under clause 342 (1)(a) to allow taxpayers to spread the payment of taxes more evenly over the year;

AND WHEREAS the Municipal Council considers it to be in the interest of the municipality to provide for pre-authorized tax payment plan dates for the year 2020;

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

1. Schedule "A" of By-law No. A.-5505-497, as amended, is further amended by adding paragraph 19 as follows:

19. Despite any other section of this by-law, for the year 2020 the last five (5) payments of taxes for property owners on the pre-authorized tax payment plan shall be due on August 31, September 30, October 30, November 30, and December 15.

2. This by-law come into force on the day it is passed.

PASSED in Open Council on June 2, 2020

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – June 2, 2020  
Second Reading – June 2, 2020  
Third Reading – June 2, 2020

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MONDAY, MAY 25, 2020</b>
<b>FROM:</b>	<b>ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>PROCUREMENT IN EMERGENCIES – COVID-19</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, as per section 14.2 of the Procurement of Goods and Services Policy, a report of Emergency non-competitive individual purchases which exceed \$50,000 (pre-taxes), that the City has made up to the date of May 5, 2020 due to COVID-19, **BE RECEIVED** for information, attached as Appendix “A”;

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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COVID-19 Financial Impacts and Additional Measures for Community Relief, Strategic Priorities and Policy Committee, April 28, 2020, Consent Item # 2.1

Homeless Prevention COVID-19 Response and Funding Overview, Community and Protective Services Committee, April 28, 2020, Consent Item # 2.3

<b>BACKGROUND</b>
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The Procurement of Goods and Services Policy (the Policy) outlines the processes Civic Administration is to follow in order to obtain the best value when purchasing goods or contracting services for the Corporation of the City of London. In the event of an “Emergency”, section 14.2 Procurement in Emergencies indicates that Civic Administration is permitted to purchase goods/services under “Emergency” conditions in a non-competitive manner. In this section, “Emergency” means:

*“an event or occurrence that the City Manager or Managing Director deems an immediate threat to:*

- *Public Health;*
- *The maintenance of essential City services; or*
- *The welfare and protection of persons, property, or the environment; and the event or occurrence necessitates the immediate need for goods or services to mitigate the emergency and time does not permit for a competitive procurement process.”*

However, when section 14.2 is used, Civic Administration is required to follow defined protocols and then submit an informational report to Council. This protocol from the Policy is outlined below for reference.

*“Where the procurement cost to mitigate the Emergency is anticipated to exceed \$50,000, there must be a notification sent (e-mail contact is acceptable) to the Manager of Purchasing and Supply (or delegate). The steps taken to mitigate the Emergency must always be clearly documented regardless of amount and where*

*the aggregate costs for a single supplier are in excess of \$50,000, the emergency procurement shall be reported by the responsible Managing Director to Committee and City Council (including the source of financing) at the next scheduled meeting following the event. The Managing Director responsible for the area leading the emergency procurement must forward the appropriate purchase requisition(s) to the Manager of Purchasing and Supply within five (5) business days after the mitigation activities associated with the emergency event have been terminated.”*

The current Pandemic for COVID-19 poses a unique state that continues for an unknown period of time. Although not required by the policy, in order to be fully transparent as the emergency continues, Civic Administration will bring forward regular reports of emergency procurements rather than wait till the end of the event.

Civic Administration has combined a list of the non-competitive purchases greater than \$50,000 (pre-taxes) made across Service Areas as a result of this pandemic. Appendix “A” provides list of procurements made under section 14.2 of the Policy to be received for informational purposes. The procurements made under section 14.2 have been consolidated into one report rather than bringing to Committee and Council multiple reports by Service Area. Procurements initiated by the City Manager’s Office were done corporately noting that goods or services procured would be used and allocated to multiple services areas, i.e. laptops.

**Source of Financing**

As outlined in the report to the Strategic Priorities and Policy Committee “COVID-19 Financial Impacts and Additional Measures for Community Relief” on April 28, 2020, Civic Administration will look to address the unanticipated financial impacts on the City’s 2020 budget through spending restraint, allocation of the 2019 budget surplus to the Operating Budget Contingency Reserve to mitigate COVID-19 costs, limiting assessment growth allocations to only urgent needs, reviewing capital projects and tax supported reserve fund contributions, along with leveraging other funding programs, where available (e.g. Reaching Home Program, Social Services Relief Fund, etc.).

**Scope of Responsibility**

This review is limited to the City of London only and does not include London Health Sciences Centre, Agencies, Boards and Commissions procurements.

**Acknowledgements**

This report was prepared with the assistance of Geoff Smith and Todd Turner.

<b>PREPARED BY:</b>	<b>CONCURRED BY:</b>
<b>JOHN FREEMAN, CSCMP, LSSGB MANAGER, PURCHASING &amp; SUPPLY</b>	<b>IAN COLLINS, CPA, CMA DIRECTOR, FINANCIAL SERVICES</b>
<b>RECOMMENDED BY:</b>	
<b>ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>	

Attachments:

Appendix “A” – List of Emergency Non-Competitive Purchases > \$50K as of May 5, 2020 as a Result of COVID-19 as per Section 14.2 of the Procurement of Goods and

**Appendix “A”**

List of Emergency Non-Competitive Purchases Greater than \$50,000 as of May 5, 2020 as a Result of COVID-19 as per Section 14.2 of the Procurement of Goods and Services Policy

<b>Service Area</b>	<b>Supplier</b>	<b>Total Cost</b>	<b>Description</b>
City Manager’s	CDW	\$113,515	Additional costs (i.e. laptop acquisition) to support remote work to ensure the continuation of essential services.
City Manager’s	Direct Dial	\$117,404	Additional costs (i.e. laptop acquisition) to support remote work to ensure the continuation of essential services.
Housing, Social Services & Dearness Home	Econo Lodge	\$242,252	Provision of temporary housing arrangements for vulnerable individuals including isolation spaces, self-monitoring spaces, etc.
Housing, Social Services & Dearness Home	Quality Inn Suites	\$187,515	Provision of temporary housing arrangements for vulnerable individuals including isolation spaces, self-monitoring spaces, etc.
City Manager’s	Canadian Red Cross Society	\$63,600	Provision of resources (cots) to be used in response to COVID-19.
Neighbourhood, Children, and Fire Services	M & L Supply	\$64,431	Additional medical and other supplies such as personal protective equipment for Fire Services SC805622 01 Twin Quarter Turn Adapter Assembly, SC7422-FE4 Enclosure Cover and Retainer, SC7422-FN5 N-95 Filter Element.
Neighbourhood, Children, and Fire Services	Impact London	\$93,866	Additional costs to support temporary housing arrangements including 24/7 staffing.
City Manager’s	Dental Brands	\$160,000	Acquisitions of personal protective equipment masks for use at Dearness Home, Fire Services, and By-Law Enforcement.
<b>TOTAL</b>		<b>\$1,042,583</b>	<b>Non-Competitive Purchases Greater than \$50,000 as per section 14.2.</b>

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MAY 25, 2020</b>
<b>FROM:</b>	<b>LYNNE LIVINGSTONE CITY MANAGER</b>
<b>SUBJECT:</b>	<b>CANCELLATION – JUNE 18, 2020 25-YEAR CLUB ANNUAL REUNION</b>

**RECOMMENDATION**

That, on the recommendation of the City Manager, the staff report dated May 25, 2020 entitled “Cancellation – June 18, 2020 25-Year Club Annual Reunion”, BE RECEIVED for information.

**BACKGROUND**

Council Policy “Employee Service Recognition Program” states the following with respect to the 25-Year Club Annual Reunion:

- “3.1 This policy shall apply to all employees of the Corporation and employees of the London Police Service who have retired from civic service and those employees with 25 years of continuous service. This policy does not apply to Elected Officials or Members of the London Policy Service Board.”
- “4.3 An annual reunion event will be held by the Corporation for all retired employees and all employees who have achieved 25 years of continuous service.”

The Human Resources Division is responsible for making the necessary arrangements to hold this annual event. The 2020 25-Year Club Annual Reunion is scheduled to be held on June 18, 2020 at the RBC Place London. Given the current circumstances related to the COVID-19 Emergency, the 2020 25-Year Club Annual Reunion is being cancelled. The Civic Administration will ensure that the Unions and impacted employees are advised of the cancellation.

<b>RECOMMENDED BY:</b>
<b>LYNNE LIVINGSTONE CITY MANAGER</b>

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON MAY 25, 2020</b>
<b>FROM:</b>	<b>ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>2020 DEBENTURE ISSUANCE REPORT #2</b>

**RECOMMENDATION**

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

- a) the issuance of serial debentures for a total of \$36,000,000 **BE APPROVED**, noting the average all-in rate is 1.673% over a 10-year term; and
- b) the attached proposed by-law (Appendix A) **BE INTRODUCED** at the Municipal Council meeting on June 2, 2020, to authorize the borrowing upon serial debentures in the aggregate principal amount of \$36,000,000 towards the cost of certain capital works of the Corporation of the City of London.

**LINK TO THE 2019-2023 STRATEGIC PLAN**

Council's 2019-2023 Strategic Plan for the City of London identifies "Leading in Public Service" as a strategic areas of focus. Continuing to ensure the strength and sustainability of London's finances and adhering to the City of London's limit on authorized debt are strategies to maintain London's finances in a well-planned manner to balance equity and affordability over the long term. The 2020 Debenture Issuance report ensures that the proper mechanisms are in place to fund major capital projects while supporting intergenerational equity.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Corporate Services Committee, May 11, 2020, Agenda Item 2.2, 2019 Year-End Capital Monitoring Report  
<https://pub-london.escribemeetings.com/FileStream.ashx?DocumentId=72778>

Corporate Services Committee, April 12, 2020, Agenda Item 2.1, 2020 Debenture Issuance.  
<https://pub-london.escribemeetings.com/FileStream.ashx?DocumentId=72467>

Corporate Services Committee, October 8, 2019, Agenda Item 2.1, City of London's Credit Rating.  
<https://pub-london.escribemeetings.com/filestream.ashx?DocumentId=67685>

**BACKGROUND**

Municipal Council at its session on April 21, 2020 authorized the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer to proceed with the issuance of debentures to provide permanent financing for capital works in an amount not to exceed \$36,000,000.

The week of May 4, 2020, with National Bank Financial Inc. as lead fiscal agent, the Corporation of the City of London launched a serial debenture issuance for \$36,000,000 that is set to close on June 5, 2020. The issuance of serial debentures is structured with coupon rates ranging from 0.800% to 1.850% from one to ten years and a **net all-in rate of 1.673%** (includes fiscal agency fees) over the 10-year term.

Over the past five years, the City has issued a total of approximately \$215.9 million in debentures as follows:

Issuance Date	Amount of Issuance(\$)	Term (years)	All in Rate of Borrowing*	Type	Agency
2-Apr-2019	49,380,000	10	2.66%	Serial/Instalment	Capital Markets-CDS&CO
13-Mar-2018	55,000,000	10	2.98%	Serial/Instalment	Capital Markets-CDS&CO
7-Mar-2017	41,000,000	10	2.48%	Serial/Instalment	Capital Markets-CDS&CO
29-Apr-2016	27,000,000	10	2.25%	Amortizer	Government Agency-FCM-GMF
7-Mar-2016	3,048,000	10	2.30%	Serial/Instalment	Capital Markets-CDS&CO
	30,048,000				
16-Mar-2015	40,500,000	10	1.87%	Serial/Instalment	Capital Markets-CDS&CO
Total	215,928,000				

\*All-in rate includes fees  
CDS& CO- nominee of CDS Clearing and Depository Services Inc  
FCM-GMF- Federation of Canadian Municipalities-Green Municipal Fund

### Authorizing By-Law

The attached by-law, to be introduced at Municipal Council on Tuesday, June 2, 2020, will allow the City to borrow upon serial debentures for the debenture term and amount identified above. It will also authorize the Mayor, City Treasurer and City Clerk to execute all documents and other papers in the name of the Municipality in order to carry out the issuance of the serial debentures and close the issuance on June 5, 2020. The By-Law is attached as **Appendix A** along with its corresponding schedules:

- Schedule A – Listing of projects to be financed by debenture;
- Schedule B – Debenture certificate and legal opinion provided by WeirFoulds LLP; and
- Schedule C – Repayment schedule.

A presentation from National Bank Financial Inc., the lead fiscal agent, providing a summary of the 2020 debt issuance is attached as **Appendix B**.

### Conclusion

The financial impact of this debenture issuance has been included in the 2020–2023 Multi-Year Budget and will also be incorporated in future Multi-Year Budget submissions. Furthermore, proceeds from our debt issuance will represent a cash injection to the City to aid in managing cash flows and maintaining its positive liquidity position.

<b>PREPARED BY:</b>	<b>REVIEWED BY:</b>
<b>FOLAKEMI AJIBOLA, CTP MANAGER, FINANCIAL MODELLING, FORECASTING &amp; SYSTEMS CONTROL (TREASURY)</b>	<b>MARTIN GALCZYNSKI, CPA, CA MANAGER, FINANCIAL PLANNING &amp; POLICY</b>
<b>CONCURRED BY:</b>	<b>RECOMMENDED BY:</b>
<b>KYLE MURRAY, CPA, CA DIRECTOR, FINANCIAL PLANNING &amp; BUSINESS SUPPORT</b>	<b>ANNA LISA BARBON, CPA, CGA MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>

Cc: Ian Collins – Director, Financial Services

## APPENDIX A

Bill No. 180  
2020

BY-LAW NO. D.-● -●

BY-LAW TO AUTHORIZE THE  
BORROWING UPON INSTALMENT  
DEBENTURES IN THE AGGREGATE  
PRINCIPAL AMOUNT OF  
\$36,000,000.00 TOWARDS THE COST  
OF CERTAIN CAPITAL WORKS OF THE  
CORPORATION OF THE CITY OF  
LONDON.

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “Act”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of the City of London (the “City”) authorized each capital work of the City set out in Column (2) of Schedule “A” attached hereto and forming part of this By-law (“Schedule “A””) and the issue of debentures therefor in the respective principal amount specified in Column (3) of Schedule “A” (individually a “Capital Work”, collectively the “Capital Works”);

AND WHEREAS before authorizing each Capital Work and before authorizing any additional cost amount and any additional debenture authority in respect thereof, the Council of the City had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation. Prior to the Council of the City authorizing each Capital Work, each such additional cost amount and each such additional debenture authority, the Treasurer of the City determined that the estimated annual amount payable in respect of each Capital Work, each such additional cost amount and each such additional debenture authority, would not cause the City to exceed the updated limit and that the approval of each Capital Work, each such additional cost amount and each such additional debenture authority by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS to provide long-term financing for the Capital Works it is now deemed to be expedient to borrow money by the issue and sale of instalment debentures of the City in the aggregate principal amount of \$36,000,000.00 payable at the times and bearing interest at the rates hereinafter set forth, as agreed to by the City on May 13, 2020.

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

1. For the Capital Works, the borrowing upon the credit of the City at large of the aggregate principal amount of \$36,000,000.00 and the issue of instalment debentures therefor within the term of 10 years in denominations of \$1,000.00 and any integral multiples thereof, as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the City are hereby authorized to cause any number of instalment debentures in the aggregate principal amount of \$36,000,000.00, as described in section 1 above (the “**Debentures**”), payable in annual instalments of principal (June 5) with semi-annual

instalments of interest thereon (June 5 and December 5, commencing on December 5, 2020) to be issued for such amounts of money as may be required for the Capital Works in global and definitive forms, not exceeding in total the said aggregate principal amount of \$36,000,000.00. The Debentures shall bear the City's municipal seal and the signatures of the Mayor and of the Treasurer of the City, all in accordance with the provisions of the Act. The municipal seal of the City and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs. The Debentures shall initially be issued in global fully registered form as one certificate in the aggregate principal amount of \$36,000,000.00 substantially in the form of Schedule "B" attached hereto and forming part of this By-law (the "**Global Debenture**"). The Global Debenture shall initially be issued in the name of CDS & CO. as nominee of CDS Clearing and Depository Services Inc. ("**CDS**"), and shall provide for payment of principal and interest, electronically in final and irrevocable same-day funds in accordance with the applicable requirements of CDS, so long as the Global Debenture is held by CDS.

3. (1) The Debentures shall all be dated the 5th day of June, 2020, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall mature within the term of years set out in Column (6) of Schedule "A" and the respective amounts of interest or of principal and interest payable in each of the years during the currency of the Debentures shall be as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**"). The Debentures maturing (principal payable) in the year 2021 shall bear interest at the rate of 0.80% per annum, the Debentures maturing (principal payable) in the year 2022 shall bear interest at the rate of 0.90% per annum, the Debentures maturing (principal payable) in the year 2023 shall bear interest at the rate of 1.05% per annum, the Debentures maturing (principal payable) in the year 2024 shall bear interest at the rate of 1.20% per annum, the Debentures maturing (principal payable) in the year 2025 shall bear interest at the rate of 1.35% per annum, the Debentures maturing (principal payable) in the year 2026 shall bear interest at the rate of 1.50% per annum, the Debentures maturing (principal payable) in the year 2027 shall bear interest at the rate of 1.60% per annum, the Debentures maturing (principal payable) in the year 2028 shall bear interest at the rate of 1.70% per annum, the Debentures maturing (principal payable) in the year 2029 shall bear interest at the rate of 1.75% per annum and the Debentures maturing (principal payable) in the year 2030 shall bear interest at the rate of 1.85% per annum.
- (2) Payments in respect of principal and interest on the Debentures shall be made only on a day on which banking institutions in Toronto, Ontario are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day and no further interest shall be paid in respect of the delay in such payment.
4. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable both before and after default and judgment. Any amounts payable by the City as interest on overdue principal or interest in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days, if applicable.
5. In limited circumstances (as agreed to by both the City and CDS) the Global Debenture shall be exchangeable for certificated Debentures in definitive fully registered form in authorized denominations upon surrender

of the Global Debenture to the Treasurer of the City provided that there is at least one definitive Debenture which matures in each of the remaining years of the currency of the Global Debenture. The definitive Debentures shall aggregate the same principal amount as the principal outstanding balance of the Global Debenture as of the record date for such exchange in accordance with the provisions of the Global Debenture, shall bear the same interest rates and maturity dates, shall bear all unmatured interest obligations and shall have the same benefits and be subject to the same terms and conditions as the Global Debenture (except insofar as they specifically relate to the Global Debenture). In issuing definitive Debentures no change shall be made in the amount which would otherwise be payable in each year under the Global Debenture. The definitive Debentures shall be in fully registered form, payable as to principal and outstanding interest in lawful money of Canada at maturity upon presentation and surrender thereof at any specified branch in Canada of the City's bank designated in the definitive Debentures. Prior to maturity, the definitive Debentures shall be payable as to interest by cheque sent by mail to the registered addresses of the registered holders or, if authorized in writing, by electronic transfer.

6. In each year in which a payment of an instalment of interest or of principal and interest becomes due in respect of the Debentures there shall be raised as part of the general municipal levy the amounts of interest or of principal and interest payable in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
7. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
8. The City shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures may be recorded and the City is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
9. The City shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The City shall deem and treat registered holders of the Debentures, including the Global Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the City on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the City. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the City.
10. The Debentures are transferable or exchangeable at the office of the Treasurer of the City upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the City and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative,

whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer of the City shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

11. The Mayor and the Treasurer of the City shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity dates and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen, destroyed or dematerialized, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen, destroyed or dematerialized) furnished the City with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the City in its discretion; and (c) surrendered to the City any mutilated or defaced Debenture in respect of which new Debentures are to be issued in substitution.
12. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity dates and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
13. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the City. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the City shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry the name of the registered holder as directed by the transferor.
14. Subject to an agreement that the City may enter into to the contrary, reasonable fees may be imposed by the City for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen, destroyed or dematerialized and for the replacement of any of the interest cheques that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed. When new Debentures are issued in substitution in these circumstances the City shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
15. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.
16. (1) The Mayor and the Treasurer of the City are hereby authorized to cause the Debentures to be issued, the execution of a purchase letter in respect of the Debentures, dated as at May 13, 2020, by the Treasurer of the City (Managing Director, Corporate Services and City Treasurer, Chief Financial Officer) is hereby ratified, confirmed and approved, one or more

of the Treasurer and the Clerk are hereby authorized to generally do all things and to execute all other documents and papers in the name of the City in order to carry out the sale of the Debentures through CDS's book entry only system and the Treasurer is authorized to affix the City's municipal seal to any of such documents and papers.

- (2) The money received by the City from the sale of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Works, and to no other purpose except as permitted by the Act.
17. The City reserves the right to issue additional instalment debentures of the same maturities, interest rates and terms and conditions.
18. Subject to the City's statement of investment policies and goals and the applicable legislation, the City may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the City may in its discretion determine.
19. This By-law comes into force on the day it is passed.

Passed in Open Council on June 2, 2020

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Ed Holder  
Mayor

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Catharine Saunders  
City Clerk

First Reading – June 2, 2020  
Second Reading – June 2, 2020  
Third Reading – June 2, 2020

**THE CORPORATION OF THE CITY OF LONDON**

**SCHEDULE "A" TO BY-LAW NO. D.-● -●**

(1)	(2)	(3)	(4)	(5)	(6)
By-Law Number	Capital Work Description	Approved Principal Amount to be Financed Through the Issue of Debentures	Principal Amount of Debentures Previously Issued	Principal Amount of Debentures to be Issued	Term of Years
		\$	\$	\$	
W.-1716(g)-168, W.-1716(f)-146, W.-1716(e)-270, W.-1716(c)-176, W.-1716(b)-300, W.-1716(d)-262, W.-1716(a)-299, W.-1716-76; A.-7961-98	Capital costs in connection with the industrial land acquisition project (ID1145)	27,081,282.00	22,700,000.00	2,200,000.00 (Property Tax Supported)	10
W.-1974-654 A.-7961-98	Capital costs in connection with the South East Multi-Purpose Recreation Centre project (RC2758)	1,649,400.00	Nil	1,368,630.00 (Property Tax Supported)	10
W.-5535-98 A.-7961-98	Capital costs in connection with the Highway 401 Interchange project (TS1308)	13,745,004.00	Nil	3,000,000.00 (Property Tax Supported)	10
W.-5550-67 W.-5550(d)-88 A.-7961-98	Capital costs in connection with the Western Road widening project (TS1489)	16,424,198.00	3,000,000.00	600,000.00 (Property Tax Supported) 2,000,000.00	10

**THE CORPORATION OF THE CITY OF LONDON**

**SCHEDULE "A" TO BY-LAW NO. D.-● -●**

(1)	(2)	(3)	(4)	(5)	(6)
By-Law Number	Capital Work Description	Approved Principal Amount to be Financed Through the Issue of Debentures	Principal Amount of Debentures Previously Issued	Principal Amount of Debentures to be Issued	Term of Years
		\$	\$	\$	
				(Non-Tax/Rate Supported)	
W.-5578-93 W.-5578(a)-210 A.-7961-98	Capital costs in connection with the South West Multi-Purpose Recreation Centre project (RC2755)	41,940,465.00	31,789,700.00	800,000.00 (Property Tax Supported)	10
W.-5584-183 W.-5584(c)-89 A.-7961-98	Capital costs in connection with the SWM Facility Dingman Creek North Lambeth No. P9 project (ESSWM-DCNLP9)	5,039,742.00	Nil	3,000,000.00 (Non-Tax/Rate Supported)	10
W.-5593-37 A.-7961-98	Capital costs in connection with the Colonel Talbot pumping station project (ES2204)	12,268,956.00	Nil	6,500,000.00 (Non-Tax/Rate Supported)	10
W.-5598-54 W.-5598(a)-521 A.-7961-98	Capital costs in connection with the East Multi-Purpose Recreation Centre project (RC2756)	22,958,505.00	9,061,000.00	7,031,370.00 (Property Tax Supported) 2,700,000.00	10

**THE CORPORATION OF THE CITY OF LONDON**

**SCHEDULE "A" TO BY-LAW NO. D.-● -●**

(1)	(2)	(3)	(4)	(5)	(6)
By-Law Number	Capital Work Description	Approved Principal Amount to be Financed Through the Issue of Debentures	Principal Amount of Debentures Previously Issued	Principal Amount of Debentures to be Issued	Term of Years
		\$	\$	\$	
				(Non-Tax/Rate Supported)	
W.-5636-41 A.-7961-98	Capital costs in connection with the Greenway Pollution Control Centre expansion and upgrade project (ES2685)	28,861,900.00	25,400,000.00	1,000,000.00 (Non-Tax/Rate Supported)	10
W.-5642-466 A.-7961-98	Capital costs in connection with the Southwest Capacity improvement project (ES5263)	15,006,387.00	Nil	2,300,000.00 (Non-Tax/Rate Supported)	10
W.-5643-22 A.-7961-98	Capital costs in connection with the Industrial Land Development Strategy(ILDS) sanitary servicing trunk and internal oversizing project (ID1057)	5,000,000.00	Nil	3,500,000.00 (Non-Tax/Rate Supported)	10
<b>TOTAL</b>				<b>36,000,000.00</b>	

THE CORPORATION OF THE CITY OF LONDON

Schedule "B" to By-law NO. D.-● -●

Unless this certificate is presented by an authorized representative of CDS Clearing and Depository Services Inc. ("CDS") to The Corporation of the City of London or its agent for registration of transfer, exchange or payment, and any certificate issued in respect thereof is registered in the name of CDS & CO., or in such other name as is requested by an authorized representative of CDS (and any payment is made to CDS & CO. or to such other entity as is requested by an authorized representative of CDS), ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered holder hereof, CDS & CO., has a property interest in the securities represented by this certificate herein and it is a violation of its rights for another person to hold, transfer or deal with this certificate.

No. FRG20-01

\$36,000,000.00

C A N A D A  
Province of Ontario  
THE CORPORATION OF THE CITY OF LONDON

FULLY REGISTERED GLOBAL INSTALMENT DEBENTURE

THE CORPORATION OF THE CITY OF LONDON (THE "ISSUER"), for value received, hereby promises to pay to

CDS & CO.

as nominee of CDS or registered assigns, subject to the Conditions attached hereto which form part hereof (the "Conditions"), by the final maturity date of this global debenture (June 5, 2030), the principal amount of

Thirty-Six Million Dollars  
----- (\$36,000,000.00) -----

by annual payments on the 5th day of June in each of the years 2021 to 2030, both inclusive, in the amounts set forth in the attached Schedule (the "Schedule") in lawful money of Canada, and to pay interest thereon until the final maturity date of this Global Debenture in like money in semi-annual payments from June 5, 2020, or from the last date on which interest has been paid on this Global Debenture, whichever is later, at the rates of interest set forth in the Schedule, in arrears on the 5th day of June and the 5th day of December, in each year, commencing on December 5, 2020 (each, a "Payment Date") in the manner provided in the Conditions. Subject to the Conditions, interest shall be paid on default at the applicable rate set out in the Schedule both before and after default and judgment. The applicable interest rate, the payments of principal and interest and the principal balance outstanding in each year are shown in the Schedule.

This Global Debenture is subject to the Conditions.

DATED at the City of London the 5th day of June, 2020.

IN TESTIMONY WHEREOF and under the authority of the related debenture by-law (Bill No. 180) duly passed by the Council of the Issuer on the 2nd day of June, 2020, pursuant to which this Global Debenture is authorized and issued (the "Debenture By-law"), this Global Debenture is sealed with the municipal seal of the Issuer and signed by the Mayor and by the Treasurer thereof.

Date of Registration: June 5, 2020

\_\_\_\_\_  
Mayor (seal) \_\_\_\_\_  
Treasurer

## SCHEDULE

Year	CUSIP No.	ISIN No.	Interest Rate %	Semi-annual Interest		Principal June 5 \$	Total Annual Payment \$	Principal Balance Outstanding June 5 \$
				June 5 \$	November 5 \$			
2020				-	248,940.00	-	248,940.00	36,000,000.00
2021	541908KJ7	CA541908KJ70	0.80	248,940.00	235,268.00	3,418,000.00	3,902,208.00	32,582,000.00
2022	541908KK4	CA541908KK44	0.90	235,268.00	219,765.50	3,445,000.00	3,900,033.50	29,137,000.00
2023	541908KL2	CA541908KL27	1.05	219,765.50	201,516.50	3,476,000.00	3,897,282.00	25,661,000.00
2024	541908KM0	CA541908KM00	1.20	201,516.50	180,444.50	3,512,000.00	3,893,961.00	22,149,000.00
2025	541908KN8	CA541908KN82	1.35	180,444.50	156,455.00	3,554,000.00	3,890,899.50	18,595,000.00
2026	541908KP3	CA541908KP31	1.50	156,455.00	129,440.00	3,602,000.00	3,887,895.00	14,993,000.00
2027	541908KQ1	CA541908KQ14	1.60	129,440.00	100,192.00	3,656,000.00	3,885,632.00	11,337,000.00
2028	541908KR9	CA541908KR96	1.70	100,192.00	68,614.50	3,715,000.00	3,883,806.50	7,622,000.00
2029	541908KS7	CA541908KS79	1.75	68,614.50	35,557.00	3,778,000.00	3,882,171.50	3,844,000.00
2030	541908KT5	CA541908KT52	1.85	35,557.00	-	3,844,000.00	3,879,557.00	-
				<u>1,576,193.00</u>	<u>1,576,193.00</u>	<u>36,000,000.00</u>	<u>39,152,386.00</u>	

## LEGAL OPINION

We have examined the Debenture By-law of the Issuer authorizing the issue of instalment debentures in the aggregate principal amount of \$36,000,000.00 dated June 5, 2020 and maturing in ten (10) instalments of principal of varying amounts on the 5th day of June in each of the years 2021 to 2030, both inclusive.

The Debenture By-law has been properly passed and is within the legal powers of the Issuer. The instalment global debenture issued under the Debenture By-law (in the aggregate principal amount of \$36,000,000.00), substantially in the within form (the “**Global Debenture**”) is a direct, general, unsecured and unsubordinated obligation of the Issuer. The Global Debenture is enforceable against the Issuer subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*, as amended. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter delivered on the date of the Global Debenture.

Toronto, June 5, 2020

**WeirFoulds LLP**

## CONDITIONS OF GLOBAL DEBENTURE

### Form, Denomination, Ranking and Beneficial Interests in Global Debenture

1. The debentures issued pursuant to the Debenture By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons in denominations of \$1,000.00 and any integral multiples thereof.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Issuer. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Issuer except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is the Global Debenture registered in the name of the nominee of CDS and held by CDS. Beneficial interests in this Global Debenture are represented through book entry accounts, to be established and maintained by CDS, on its records for CDS’s participants (the “Participants”) in accordance with its participant agreement and rules and procedures which are posted on CDS’s website.
4. Except in the limited circumstances described herein, owners of beneficial interests in this Global Debenture will not be entitled to have Debentures registered in their names, will not receive or be entitled to receive physical delivery of Debentures and will not be considered registered holders of Debentures under the Conditions. The Issuer does not have any responsibility or liability for maintaining, supervising or reviewing any records of CDS or Participants relating to payments made or to be made by CDS or any Participant on account of beneficial ownership interests in this Global Debenture.

### Certificated Debentures

5. This Global Debenture is exchangeable, in whole but not in part, for certificated Debentures in definitive form registered in the name of a person other than CDS or its nominee only upon the occurrence of any of the following events: (a) upon 30 days notice by CDS to the Issuer, CDS may discontinue the eligibility of this Global Debenture on deposit, or cease to hold this Global Debenture in respect of the Debentures; or (b) if CDS ceases to be a recognized clearing agency under applicable Canadian or provincial securities legislation and a successor is not appointed; or (c) if the Issuer gives CDS appropriate notice that it is unable or unwilling to continue to have CDS hold this Global Debenture as a book entry only security or that it desires or has processed an entitlement requiring a withdrawal of this Global Debenture, and the Issuer has all right, power, capacity and authority to do so.
6. Debentures issued in exchange for this Global Debenture shall be issued as certificated Debentures in definitive form in authorized denominations, shall have the same benefits and be subject to the same terms and conditions as this Global Debenture (except insofar as they specifically relate to this Global Debenture as such), shall be registered in such names and in such denominations as CDS shall direct and shall be delivered as directed by the persons in whose names such definitive Debentures are to be registered.
7. Upon the exchange of certificated Debentures in definitive form for this Global Debenture, the Issuer shall receive and cancel this Global Debenture, shall reduce the holdings of CDS & CO. on the registry to nil and shall issue or cause to be issued in exchange for this Global Debenture certificated Debentures in definitive form in an aggregate principal amount equal to and in exchange for the Participants’ proportionate interests in this Global Debenture as of the record date for such exchange, as directed by CDS. On or after any such exchange, but only to the extent reasonably practicable in the circumstances, the Issuer shall make all payments in respect of such certificated Debentures in definitive form to the registered holders thereof, notwithstanding such exchange occurred after the record date for any payment and prior to such payment date.

### Registration

8. The Issuer will keep at its designated office in the City of London a registry in which shall be entered the names and addresses of the registered holders of Debentures and particulars of the Debentures held by them respectively and in which transfers, exchanges and substitutions of Debentures may be registered.

### Title

9. The Issuer shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof.

The Issuer shall deem and treat registered holders of Debentures, including this Global Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Issuer on the Debentures to the extent of the amount or amounts so paid.

### **Payments of Principal and Interest**

10. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date, including a maturity date. Principal of and interest on the Debentures are payable by the Issuer to the persons registered as holders in the registry on the relevant record date. The Issuer shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.

11. The Issuer shall make all payments in respect of annual principal and semi-annual interest on the Debentures on the Payment Dates commencing with a payment of semi-annual interest on December 5, 2020 electronically in final and irrevocable same-day funds in accordance with the applicable requirements of CDS, so long as this Global Debenture is held by CDS.

12. In the case that certificated Debentures in definitive form are issued, the Issuer shall make all payments in respect of principal and outstanding interest in lawful money of Canada at maturity upon presentation and surrender thereof at any specified branch in Canada of the Issuer's bank designated in the definitive Debentures, and prior to maturity, shall make payments of interest, by cheque sent by mail to the registered addresses of the registered holders or, if authorized in writing, by electronic transfer.

13. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days, if applicable.

14. Payments in respect of principal of and interest on the Debentures shall be made only on a day on which banking institutions in Toronto, Ontario, are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day and no further interest shall be paid in respect of the delay in such payment.

15. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Issuer.

16. In the case of the death of one or more joint registered holders, despite sections 9 and 15 of the Conditions, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Issuer.

### **Transfers, Exchanges and Substitutions**

17. Debentures are transferable or exchangeable at the office of the Treasurer of the Issuer upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Issuer and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

18. The Issuer shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity dates and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft, destruction or dematerialization, provided that the applicant therefor shall have: (i) paid such costs as may have been incurred in connection therewith; (ii) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen, destroyed or dematerialized Debenture) furnished the Issuer with such evidence (including evidence as to the certificate number of the Debenture in question) and indemnity in respect thereof satisfactory to the Issuer in its discretion; and (iii) surrendered to the Issuer any mutilated or defaced Debenture in respect of which new Debentures are to be issued in substitution.

19. Each Debenture executed and delivered upon any registration of transfer or exchange for or in substitution for any Debenture or part thereof shall carry all the rights to interest, if any, accrued and unpaid which were carried by such Debenture or part thereof and shall be so dated.

20. Subject to an agreement that the Issuer may enter into to the contrary, the Issuer shall not impose any fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the issue of new Debentures in substitution for Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen, destroyed or dematerialized or for the issue of new cheques, in substitution for interest cheques that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed.

### **Purchases**

21. Subject to the investment policies and goals of the Issuer and the applicable legislation, the Issuer may, if not in default under the Debentures, at any time purchase Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Issuer may in its discretion determine.

### **Additional Debentures**

22. The Issuer has reserved the right to issue additional instalment debentures of the same maturities, interest rates and terms and conditions.

### **Notices**

23. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Issuer or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day then such notice may be given on the next following Business Day.

### **Time**

24. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

### **Governing Law**

25. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

THE CORPORATION OF THE CITY OF LONDON

SCHEDULE "C" TO BY-LAW NO. D.-● -●

SCHEDULE

Year	Maturity	Principal 05-Jun \$	Interest Rate %	5-Jun \$	Interest 5-Dec \$	Annual Payments \$
2020				-	248,940.00	248,940.00
2021	06-05-21	3,418,000	0.80	248,940.00	235,268.00	3,902,208.00
2022	06-05-22	3,445,000	0.90	235,268.00	219,765.50	3,900,033.50
2023	06-05-23	3,476,000	1.05	219,765.50	201,516.50	3,897,282.00
2024	06-05-24	3,512,000	1.20	201,516.50	180,444.50	3,893,961.00
2025	06-05-25	3,554,000	1.35	180,444.50	156,455.00	3,890,899.50
2026	06-05-26	3,602,000	1.50	156,455.00	129,440.00	3,887,895.00
2027	06-05-27	3,656,000	1.60	129,440.00	100,192.00	3,885,632.00
2028	06-05-28	3,715,000	1.70	100,192.00	68,614.50	3,883,806.50
2029	06-05-29	3,778,000	1.75	68,614.50	35,557.00	3,882,171.50
2030	06-05-30	<u>3,844,000</u>	1.85	<u>35,557.00</u>	-	<u>3,879,557.00</u>
Total		<u>36,000,000</u>		<u>1,576,193.00</u>	<u>1,576,193.00</u>	<u>39,152,386.00</u>

# City of London Recap: May Debenture Financing

# NBF Case Study

City of London - \$36.0 million 1-10-year Serial Debentures



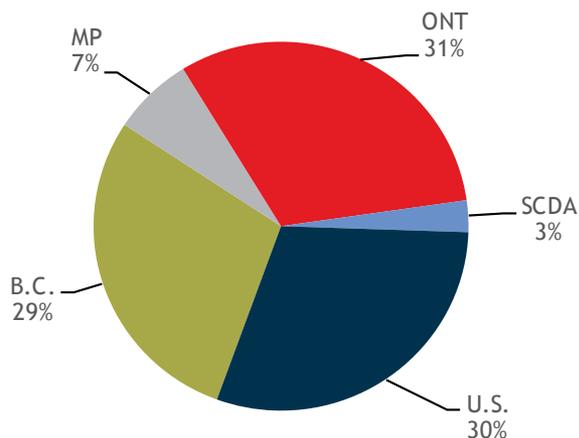
## SUMMARY TERMS

Issuer:	City of London
Pricing date:	May 13, 2020
Settlement date:	June 5, 2020 (T+16)
Size:	C\$36.0 million
Maturity:	June 5, 2021-2030
Term:	1-10 Year (new issue)
Coupons:	0.80% - 1.85%
Spread vs. ONT:	5-year @ +34 bps, 10-year @ +37 bps
All-In Cost of Borrowing:	1.673%
Rating:	Moody's: Aaa
Lead:	National Bank Financial Inc.

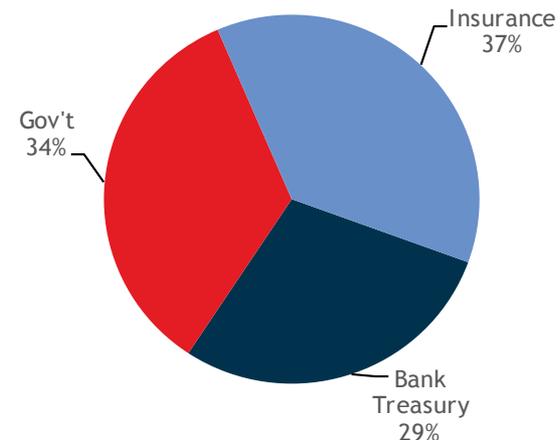
## HIGHLIGHTS

- Deal marks the second syndicated serial bond transaction in 2020
  - Larger than Waterloo's \$13mm 1-10yr deal
- Despite some of the recent volatility in financial markets, London was able to price a successful transaction in a low interest rate environment providing an attractive cost of borrowing for the City
  - City waited out more adverse conditions earlier in the year
  - Flexibility on timing allowed the City to price a serial transaction, which would not have been achievable in March & April
- Cost of borrowing was 98.2 bps lower than the City's last 10-year serial debentures deal in March 2019
  - All-time low cost of borrowing
- NBF sold to 9 different institutional accounts
  - Including one new investor to the serial market

## DISTRIBUTION BY GEOGRAPHY



## DISTRIBUTION BY INVESTOR TYPE



# Historical Yield Levels: Government of Canada 10-yr Bond



## Highly Attractive All-in Cost of Borrowing

- Despite underlying credit spreads moving wider, Gov't of Canada bond yields are hovering at historical record-lows
  - Providing extremely attractive all-in costs of borrowing for issuers

10-yr Government of Canada Yield



## Macro Trends

- Global markets started 2020 with a positive “risk-on” tone, but sentiment deteriorated rapidly in March due to COVID-19
  - Broader market volatility has stabilized, largely as a result of substantive fiscal & monetary stimulus
  - Provincial spreads tighter ~40bps since late March (peak crisis); but remain wider ~20bps relative to pre-crisis levels
- Overnight rates hovering at historic lows; ~0.25% following emergency rate-cuts from the BoC and Fed
  - Longer term rates have also dropped materially as result of risk-off tone throughout March & April
  - No current expectation, as yet, of negative rates in Canada or U.S
- Markets also remain focused on geopolitical backdrop: Emerging U.S & China trade tensions, Energy Sector
  - U.S. & China trade tensions worsening (following phase-one signed in January)
  - Encouraging oil price recovery recently with WTI ~\$32/barrel (Saudi Arabia, Russia, OPEC+ agreement in April)

## Borrower Trends

- Heavy provincial supply in March & April (higher requirements as provinces fund larger borrowing programs)
  - April issuance marks the most active month on record; aggregating ~C\$28 billion
  - Municipal issuers remained more patient throughout pandemic
- As of May 1<sup>st</sup>, we have experienced an influx of municipal issuance with improved investor sentiment
  - 8 Municipal issuers raising over C\$1.7 billion
  - Preferred maturity terms continue to be 10-years & 30-years (saw some 5-year earlier when market access was more difficult; specifically MFA of BC and TransLink)
  - Large bullet municipal issues continue to be well received (secondary & primary)
  - Serials presenting extremely attractive costs of borrowing, but have been more difficult to execute
- Expect public-sector issuance to remain high for the rest of the year

## Investor Trends

- Continued focus on liquidity - preference for bonds with larger sizes outstanding (Bullets > Serials)
  - While serials have been tougher sales, buy & hold investors are seeing value in the incremental spread pickup of serials
- Continue to see expanding ESG (environment, social & governance) mandates from investors which has generated strong demand for green and social bonds
- Stable of municipal investors continues to expand (U.S., Europe and Asia gaining traction) with ongoing municipal investor relations programs
- Muni spreads have recovered from the wides seen in March & April as investors continue looking for safe assets that offer yield enhancement in this low-rate environment
- Several municipalities (typically active purchasers of other municipalities’ bonds) have been reducing their investment activities
  - More of an impact on serial bond deals than bullet bonds



May 7<sup>th</sup> 2020

Mayor Ed Holder and London City Council  
C/O the Clerk's Office  
300 Dufferin Street  
London, Ontario  
ON N6B 1Z2

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**Re: New Commercial Property Tax Rate out of Sync with Current Economic Reality**

**Dear Mayor and Council:**

On behalf of the 19,000 plus small businesses who proudly call London their home and who employ over half of London's employees, I want to express our collective disappointment in Council's decision to increase the Commercial Property Tax Rate by 5.2%, not just for this year, but for the next three years.

Whether this increase will be enough to tip the scales for many of our local businesses who are struggling like never before to simply to keep the doors open, remains to be seen. What is abundantly clear is that an increase of any percentage while so many are fighting for their business lives, is to say the least counterintuitive and unwelcome.

Furthermore, as London's economy attempts to shed the economic devastation caused by COVID 19, a commercial property tax increase of 5.2% will do little to allow businesses to recover in a timely and viable manner.

COVID 19 by itself is predicted to cause the demise of thousands of businesses in Canada with unemployment reaching the millions. Those left will awaken to a significantly contracted economy that some experts say may last for years. Thus, to increase their tax obligations at a time like this will further accelerate closures and damage the ability of those left to fully recover.

The more likely scenario for many, is they will look upon this multi-year increase as just one more reason not to bother operating a business in London with the resultant loss of hundreds if not thousands of jobs. These are the very jobs the Mayor and others having been working so hard to replenish in London.

Since the beginning of the COVID 19 crisis both senior levels of government have been extraordinarily responsive to the needs of business with unprecedented levels of support for both businesses and their employees. In fact it can be argued that they are pulling out all the stops to ensure Canada's and London's economic engine (small business) can survive.

Yet here in London, Council has responded to its business community, the same business community that so generously helps to support the most vulnerable along with scores of charities and not-for-profits, with an unprecedented, multi-year, 5.2% commercial property tax increase.

To be clear, all businesses understand how difficult it is to fairly and equitably distribute the property tax ratios between classes - and at the best of times it's difficult to find the right balance. However, these are not the best of times, in fact they are the worst of times that this generation and several before them have ever seen.

While previously announced efforts of Council in allowing the deferral of tax payments and the voiding of some penalties is certainly helpful, these will fall woefully short for many businesses in helping them to stave off dissolution, especially in light of the commercial property tax increase just passed.

London businesses also welcome the news that Council will again push for Provincial relief in an effort to fairly balance the Business Education Tax (BET) rate for London (presently the highest BET rate in Ontario). This is an issue that the London Chamber has strenuously lobbied three different governments on over the past 12 years and we are more than willing to again add our voice to the efforts of the Mayor and others in seeing London's BET adjusted downward to the provincial average with a potential savings for London businesses in the tens of millions over the next few years. And while this effort holds great promise it may take 2-3 years to see any real benefit accrue to London's business community.

Since the adoption of the new property tax rates in late April 2020, I have fielded numerous calls from concerned businesses about why Council would elect to increase their taxes especially under such enormously trying conditions.

They want to know why Council did not consider lowering their property taxes in lieu of what is happening in the economy. Alternately, they want to know why Council did not consider a one-year freeze on the property tax increase at least until they attempt to recover from the impacts of COVID 19. And they want to know if Council appreciates the fact that while the residential rate only went up 2.5%, most of these residents are employed by London's business community.

I am at a loss to offer them answers to these perplexing questions but I would sincerely appreciate Council's response so I might be able to relay that response to them.

Respectfully,

A handwritten signature in black ink that reads "Gerry Macartney". The signature is written in a cursive, flowing style with a large, sweeping flourish at the end.

Gerry Macartney, CEO  
London Chamber of Commerce

Copy: The Board of Directors, the Government Affairs Committee, the Tax Committee of the Ontario Chamber of Commerce

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London, Ontario, Canada  
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