

# Agenda

## Corporate Services Committee

13th Meeting of the Corporate Services Committee

August 10, 2020, 12:00 PM

Virtual Meeting - during the COVID-19 Emergency

City Hall is open to the public, with reduced capacity and physical distancing requirements.

Meetings can be viewed via live-streaming on YouTube and the City website.

Members

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

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To make a request specific to this meeting, please contact [CSC@london.ca](mailto:CSC@london.ca)

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

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

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

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6.4 Labour Relations/Employee Negotiations / Solicitor-Client Privileged Advice

A matter pertaining to reports, advice and recommendations of officers and employees of the Corporation concerning labour relations and employee negotiations in regard to one of the Corporation's unions and advice which is subject to solicitor-client privilege and communications necessary for that purpose and for the purpose of providing directions to officers and employees of the Corporation.

6.5 Labour Relations/Employee Negotiations / Solicitor-Client Privileged Advice

A matter pertaining to reports, advice and recommendations of officers and employees of the Corporation concerning labour relations and employee negotiations in regard to one of the Corporation's associations or unions and advice which is subject to solicitor-client privilege and communications necessary for that purpose and for the purpose of providing directions to officers and employees of the Corporation.

6.6 Solicitor-Client Privileged Advice

A matter pertaining to advice subject to solicitor-client privilege, including communications necessary for that purpose, and advice with respect to litigation with respect to various personal injury and property damage claims against the City.

**7. Adjournment**

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee  
**From:** Gregg Barrett  
Director, City Planning and City Planner  
**Subject:** Lorne Avenue Public School Redevelopment Summary  
**Meeting on:** August 10, 2020

## Recommendation

That, on the recommendation of the Director, City Planning and City Planner, the report dated August 10, 2020 entitled “Lorne Avenue Public School Redevelopment Summary” **BE RECEIVED.**

## Executive Summary

The purpose of this report is to summarize the City of London and the Old East Village community’s efforts to redevelop the former Lorne Avenue Public School property after the school’s closure by the Thames Valley District School Board. The subject property is proposed to be redeveloped into a new park and in-fill housing compatible with the neighbourhood and the Old East Village Heritage Conservation District Guidelines.

## Previous Reports Pertinent to this Matter

Corporate Services Committee – Lorne Ave Public School Update – March 24, 2015

Corporate Services Committee – Lorne Ave Public School Update – June 20, 2017

Corporate Services Committee – Lorne Ave Public School Request for Proposals Update and Next Steps – February 21, 2017

Planning and Environment Committee – Request for Demolition of Heritage Designated Property at 723 Lorne Avenue (Lorne Avenue Public School) By City – August 28, 2017

Planning and Environment Committee – Zoning Application – September 24, 2018

Corporate Services Committee – Declare Surplus Portion of City Owned Property at 723 Lorne Avenue – April 2, 2019

## Background

### 1.0 School Closure

The former Lorne Avenue Public School occupied the site at 723 Lorne Avenue since 1875, with the original building being replaced by a new building constructed in 1969-1970.

In July 2014, the Thames Valley District School Board (TVDSB) notified the City of London that the Lorne Avenue Public School had been declared surplus to the Board’s needs and would be offered for sale to public bodies.

A portion of this site was previously declared surplus by the TVDSB.

### 2.0 Purchase of School Property

The City of London, as a public body, was eligible to submit an offer to purchase the property at fair market value from the TVDSB.

The City of London had until September 29, 2014 to act in the context of contemplating and/or putting forth an Offer of Purchase.

On October 15, 2014, the City of London entered into an Agreement of Purchase and Sale with the TVDSB to acquire the Lorne Avenue Public School property for \$550,000, subject to several conditions. The source of financing the purchase of the site was the Land Acquisition Reserve Fund.

The City of London took possession of the property from the TVDSB on October 28, 2016.

### **3.0 RFP / Unsolicited Proposals for Re-use of the Building**

In March 2015, the Municipal Council endorsed a two scenario process with respect to the redevelopment of the site including engagement with the local community and seeking private sector interest and opportunities in retaining the school building. This process was to seek a purchaser for the existing school building and build a park behind the building (Scenario “A”). If an eligible purchaser could not be found, the school building would be demolished, the park built at the corner of Lorne Avenue and English Street, and the remainder of the site would be available for residential in-fill (Scenario “B”).

The Request for Proposals (RFP) entitled “Adaptive Re-use Opportunity: Lorne Avenue Public School Building” was released in February 2016 for six weeks. The RFP did not result in an eligible submission for review by the Evaluation Committee.

In February 2017, the Civic Administration recommended to the Municipal Council to move forward with the demolition of the school building. The Municipal Council directed the Civic Administration to report back with a plan for demolition, to re-engage the local community, and in the event that the Civic Administration felt there would be a viable opportunity for retention of the building that comes forward prior to its demolition, to bring that opportunity forward to the Municipal Council for consideration.

The February 2017 Corporate Services Committee report and the resulting media attention around the proposed demolition of the building resulted in additional interested parties approaching the Civic Administration seeking further information on acquiring the building.

In response to this interest and to be able to fairly and transparently review unsolicited proposals to determine if a viable opportunity for retaining the building existed, the Civic Administration developed the *Guidelines for Evaluating Unsolicited Proposals for the Lorne Avenue Public School Building*.

Interested parties were given eight weeks to submit a proposal. However, no proposals were deemed viable and the Civic Administration continued to move forward with preparing the building and site for demolition.

### **4.0 Building Demolition**

An RFP to retain a consultant to demolish the former school building was issued and closed in May 2017.

Prior to the demolition of the school building, Stage 1 and 2 archaeological assessments were undertaken.

As the property is located in the Old East Village Heritage Conservation District and is designated under Part V of the *Ontario Heritage Act*, a formal demolition process, including consultation with the LACH, a public participation meeting before the Planning and Environment Committee was held in August 2017, with a final decision being made by the Municipal Council.

Mobilization and demolition of the former Lorne Avenue Public School site began in January 2018 and was certified complete in September 2018.

## Community Consultation and Vision for the Site

### 5.0 Community Consultation

The local community's involvement in the Lorne Avenue Public School has been ongoing and extensive. The Old East Village Community Association has been a key partner in the acquisition, rezoning, and creating a new vision for the site from the very beginning.

On April 23, 2015, the City of London and the Old East Village Community Association co-hosted a Community Information Meeting in the Lorne Avenue Public School gymnasium to discuss the City's purchase of the property to create a neighbourhood park, to share the RFP process for finding a purchaser for the building, and to learn about the community's vision for the site and parkland.

On June 27, 2017, the City of London hosted a Community Information Meeting and Workshop to assist with guiding the City-initiated change in zoning of the former school property. The local community's comments were considered by the Civic Administration in preparing a draft Zoning By-law Amendment to permit the reuse and redevelopment of a portion of the property for a park and a potential range of new land uses that would be complementary to the neighbourhood.

A third Community Information Meeting was held on May 23, 2018 where the Civic Administration presented the learnings to date from previous community consultations and presented the proposed development concepts and draft Zoning By-law Amendment to the community for feedback.

### 6.0 Zoning By-law Application and Park Dedication

The staff report and accompanying proposed By-law to rezone the subject property to a Residential R1 Special Provision Zone and Open Space Zone was introduced at a September 2018 Planning and Environment Committee meeting and subsequently enacted by the Municipal Council. The approved zoning was to implement the "Preferred Development Concept" illustrated below, including a park in the northeast corner occupying approximately 45% of the site, a new public road bisecting the site extending Queens Place to Lorne Avenue, and single detached homes on the western and southeastern portion of the site.

#### Preferred Development Concept:



## 7.0 Lorne Avenue Park Design Concept

Concurrently with the Zoning By-law Application, the Parks Planning and Design Team began preparing concepts for Lorne Avenue Park. Upon enactment of the Zoning By-law Amendment which confirmed the size of the park, a Community Information Meeting was held in November 2018 to introduce the park concepts, design ideas, and to host a charrette allowing the local community to provide input into the design of the proposed park and rank ideas for the final design concept.

An additional Community Information Meeting was held in February 2019 to confirm what was heard at the earlier meeting and to introduce the proposed refined concept for Lorne Avenue Park for public comment.

The preparation of construction drawings and the tender to build the proposed park was completed in fall 2019 and winter 2020. The park is now under construction.



## Residential Development Procurement Process

### 8.0 Request for Qualifications / Request for Proposals

In April 2019, the Municipal Council resolved that the portion of the former school site that was zoned for residential uses be declared surplus and disposed of via a RFP process to implement the “Preferred Development Concept”. The Municipal Council also resolved that the RFP was to include evaluation criteria for determining the successful proponent to ensure the design of development is consistent with the Design Guidelines of New Buildings in the Old East Heritage Conservation District – Conservation and Design Guidelines.

As a result of this direction, the City of London undertook a two stage procurement process to find a potential developer.

The Request for Qualifications was released in October 2019 to allow the City of London to identify developers that demonstrated interest and capacity to repurpose the subject site for single detached dwellings. Interested applicants were required to demonstrate a capacity to undertake this Project in a timely manner and demonstrate adherence to the “Preferred Development Concept” in a way that established compatibility with the Old East Heritage Conservation District and compliance with the

Zoning By-law permissions that apply to the site. Proponents that successfully qualified were invited to participate in a subsequent RFP.

The RFP was issued to the qualified proponents in late March 2020 and closed at the end of May 2020. The contents of a proponent's submission was evaluated against numerous criteria including: compliance with the existing zoning, development vision and design concept, affordable housing elements, previous project experience, and the potential purchase price for the property.

## **9.0 Eligible RFP Submissions**

Eligible submissions were received by the City of London following the RFP. These submissions have been evaluated and this information, including the financial offers for the purchase of the residential portion of the property will be presented at the Closed Session of the August 10, 2020 Corporate Services Committee meeting.

## **Next Steps**

### **10.0 Lorne Avenue Park Construction and Subdivision Development**

Phase 1 construction of the Lorne Avenue Park, including accessible walkways with benches, an entry plaza at the corner of Lorne Avenue and English Street, a playground made of wood with a sensory garden, a central plaza with a community stage, rain gardens, and an ecolawn has begun.

A second phase of the Park, subject to additional budget being available and English Street Infrastructure work being completed, includes the multi-use court, the porch seating and gardens along English Street, and park lighting.

Additionally, the pathway connecting to the extended Queen's Place and related tree planting will be added once the new residential development is constructed.

Upon the purchase of the land from the City of London, the successful proponent will be required to undertake a Plan of Subdivision approval process to facilitate their development concept, and a new public road will be constructed connecting Lorne Avenue to Queens Place as part of the development.

## **Conclusion**

The City of London purchased the Lorne Avenue Public School property in 2014 and took possession of the site in 2016. The City of London has been working with the community to re-envision the subject site for a park and new residential development. The subject property was rezoned and the procurement process has concluded, including an Offer to Purchase. The Lorne Avenue Park is under construction and the next steps will be a subdivision process to develop the new homes and street connection from Queens Place.

<b>Prepared by:</b>	<b>Graham Bailey, MCIP, RPP Planner II, Urban Regeneration</b>
<b>Submitted by:</b>	<b>Britt O'Hagan, MCIP, RPP Manager, City Building and Design</b>
<b>Recommended by:</b>	<b>Gregg Barrett, AICP Director, City Planning and City Planner</b>
<p>Note: The opinions contained herein are offered by a person or persons qualified to provide expert opinion. Further detail with respect to qualifications can be obtained from City Planning</p>	

July 28, 2020  
GB/gb

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<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING OF AUGUST 10, 2020</b>
<b>FROM:</b>	<b>LYNNE LIVINGSTONE CITY MANAGER AND ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT</b>	<b>STRATEGIC PLAN PROGRESS VARIANCE</b>

**RECOMMENDATION**

That, on the recommendation of the City Manager and the Managing Director of Corporate Services and City Treasurer, Chief Financial Officer, the following report on the Strategic Plan Progress Variance **BE RECEIVED** for information.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

- Strategic Priorities and Policy Committee (SPPC): November 25, 2019, June 23, 2020.

**BACKGROUND**

On April 23, 2019, Council set the 2019-2023 Strategic Plan for the City of London. This is a critical document that identifies Council’s vision, mission, and the strategic areas of focus for 2019-2023. It identifies the specific outcomes, expected results and strategies that Council and Civic Administration will deliver on together over the next four years.

The Strategic Plan also includes a commitment to report regularly to Londoners on the implementation of the Strategic Plan, demonstrating progress being made and how this work is having an impact in the community.

As part of the Strategic Plan reporting cycle, variance reports are completed for any actions identified as ‘caution’ or ‘below’ plan in the Semi-Annual Progress Report. These reports are submitted to the appropriate Standing Committee following the tabling of the May and November Progress Reports.

**DISCUSSION**

This report outlines the actions corresponding to the Corporate Services Committee that, as of May 2020 that were identified as caution or below plan. This report covers 10 milestones that were flagged as caution.

**Overall Strategic Plan Progress**

As of May 2020, 462 (88.0%) of all actions are complete or on target. 46 (7.9%) actions were marked as ‘caution’ (actions behind by one quarter or three months or actions that are in progress or not yet started that are flagged as possibly not being completed by the target end date). There were no actions that were noted as below plan.

## Variance Explanations

### Strengthening Our Community – Caution

Strategy	Action	Rationale & Implications	New Timeline
<p><b>Outcome:</b> Londoners are engaged and have a sense of belonging in their neighbourhoods and community.</p> <p><b>Expected Result:</b> Strengthen relationships with post-secondary institutions that promote positive, proactive and meaningful dialogue.</p>			
Create opportunities for regular dialogue with post-secondary institutional partners.	<p>Explore opportunities for increased dialogue with post-secondary institutional partners.</p> <p><b>Action owner:</b> CMO <b>End date:</b> 9/30/20</p>	<p>Progress on this strategy has been delayed by the impacts of COVID-19.</p> <p>There are no implications with this delay. Regular dialogue has continued through the focused work on unsanctioned street gatherings.</p>	The new target end date is 12/31/20.

### Creating a Safe London for Women and Girls - Caution

Strategy	Action	Rationale & Implications	New Timeline
<p><b>Outcome:</b> London has enhanced the potential for women and girls to live safe lives.</p> <p><b>Expected Result:</b> Decrease male violence against women and girls who are subjected to abuse, assault and non-state torture in their intimate relationships; sex trafficking; sexual assault; and workplace harassment.</p>			
Develop policies, by-laws and programs that make the safety of women and girls a priority, including policies and procedures that ensure workplace harassment is addressed appropriately with sanctions against harassers and supports for victims.	<p>Update template for Annual Report to City Council and update metrics.</p> <p><b>Action owner:</b> CMO <b>End date:</b> 12/31/19</p>	<p>Given that the introduction of the Respectful Workplace Policy occurred in March, 2020, a subsequent decision was made to complete the updated Report Template to be used for the 2020 Annual Report.</p> <p>The additional time to complete the updated Report Template will allow consideration of activities under the Respectful Workplace Policy and how best to capture them in the Updated Report Template.</p>	The new end date for this action is 12/31/20.
Implement mandatory comprehensive training on male violence against women and girls in their intimate relationships; sex trafficking, workplace and sexual harassment; non-state torture; and sexual	<p>Review current “I Step Forward” and “It Starts With Me” training to update the intimate partner violence and sexual violence sections and include sex trafficking and non-state torture.</p> <p><b>Action owner:</b> CMO <b>End date:</b> 3/31/20</p>	<p>Additional time required to review and validate I Step Forward Program with community partners, including London Abused Women’s Centre, and those with lived experience.</p> <p>The additional time to update the Program will delay the start of training. However, it will</p>	The new end date for this action is 12/31/20.

Strategy	Action	Rationale & Implications	New Timeline
violence for all City employees and encourage all London's agencies, boards and commissions to also implement the training.		ensure that community partners and those with lived experience have an opportunity to provide effective feedback regarding the updated Program.	
	Deliver updated "I Step Forward" and "It Starts With Me" training.  <b>Action owner:</b> CMO <b>End date:</b> 3/31/20	Additional time required to complete in part due to COVID-19 minimal operations/restrictions. Delivery of "I Step Forward" program to commence Q4 2020, with a completion date of 12/31/21, and ongoing thereafter.	The new end date for this action is 12/31/21.

 Leading in Public Service – Caution

Strategy	Action	Rationale & Implications	New Timeline
<b>Outcome:</b> The City of London is trusted, open, and accountable in service of our community. <b>Expected Result:</b> Increase opportunities for residents to be informed and participate in local government.			
Develop and deliver a corporate communications strategy, including staff training and tools to enhance communications and public engagement.	Develop a comprehensive Corporate Communications Strategy through research, consultation, and engagement.  <b>Action owner:</b> CMO <b>End date:</b> 12/31/20	Communications resources have been focused on COVID-19 related initiatives since this emerged as an issue at the beginning of 2020.  There are no implications. We continue to deliver strategic communications in the absence of an articulated framework.	The new target end date is 6/30/20.
<b>Outcome:</b> The City of London is trusted, open, and accountable in service of our community. <b>Expected Result:</b> Build relationships with Indigenous peoples that are respectful, transparent, responsive, and accountable.			
This strategy must be developed in partnership with Indigenous peoples, including local First Nations.	Hire an Indigenous Relations position.  <b>Action owner:</b> CMO <b>End date:</b> 6/30/20	All hiring has been delayed as a result of COVID-19. When recruitment resumes, this will be a priority.	The new target end date is 12/31/20.
	Develop an internal mechanism to identify and track City-led initiatives supporting reconciliation.  <b>Action owner:</b> CMO <b>End date:</b> 12/31/20	An internal working group held a meeting in March, 2020 to begin the process of monitoring progress being made across the organization. Formalizing this, and developing tools to support this group has been delayed by COVID-19.	No new end date proposed at this time, however, flagging that progress and current end date of 12/31/20 may be impacted and delayed as a result of COVID-19. Further updates to be provided during the November Semi-Annual Progress Report.

Strategy	Action	Rationale & Implications	New Timeline
<p><b>Outcome:</b> The City of London is a leader in public service as an employer, a steward of public funds, and an innovator of service.</p> <p><b>Expected Result:</b> Attract and retain a talented workforce.</p>			
<p>Develop and implement a People Plan.</p>	<p>Develop and finalize People Plan and metrics.</p> <p><b>Action owner:</b> CMO <b>End date:</b> 3/31/20</p>	<p>Progress has been made on this action, including: completion of quantitative and qualitative data collection; completion of data analysis; identification of, and framework to validate, identified areas of focus, expected results and actions.</p> <p>To create a People Plan reflective of employee input, additional time is required to ensure that areas of focus, expected results and actions are communicated effectively to employees prior to employee validation.</p>	<p>The new target end date is 12/31/20.</p>
<p><b>Outcome:</b> The City of London is trusted, open, and accountable in service of our community.</p> <p><b>Expected Result:</b> Maintain a safe and healthy workplace.</p>			
<p>Develop and implement a People Plan.</p>	<p>Develop and implement a People Plan.</p> <p><b>Action owner:</b> CMO <b>End date:</b> 3/31/20</p>	<p>Progress has been made on this action, including: completion of quantitative and qualitative data collection; completion of data analysis; identification of, and framework to validate, identified areas of focus, expected results and actions.</p> <p>To create a People Plan reflective of employee input, additional time is required to ensure that areas of focus, expected results and actions are communicated effectively to employees prior to employee validation.</p>	<p>The new target end date is 12/31/20.</p>
<p><b>Outcome:</b> The City of London is trusted, open, and accountable in service of our community.</p> <p><b>Expected Result:</b> Maintain London's finances in a transparent and well-planned manner to balance equity and affordability over the long term.</p>			
<p>Develop tax policy to align with Council priorities of the Strategic Plan.</p>	<p>Develop future tax policy objectives.</p> <p><b>Action owner:</b> F&amp;CS <b>End date:</b> 6/30/20</p>	<p>On March 25, 2020, the Ministry of Finance announced that as part of Ontario's Action Plan: Responding to COVID-19, the planned property tax reassessment for 2021 was postponed. Knowing the impacts of</p>	<p>The new target end date is 6/30/22.</p>

Strategy	Action	Rationale & Implications	New Timeline
		<p>the reassessment will be key to determining future tax policy objectives. It is anticipated that new reassessment values will apply beginning with the 2022 taxation year, however, the new valuation base year has not yet been decided as of July 15, 2020.</p> <p>Given COVID-19 and its impact on the economy, it is reasonable to delay the setting of future tax policy as one of the City of London's tax policy principles is economic development. This delay will better inform the areas of focus for economic development through tax policy and ensure a thorough understanding of the impacts on each class as a result of any proposed changes.</p>	

**CONCLUSION**

The Semi-Annual Progress Report is an important tool that allows the community, Council and Administration to track progress and monitor the implementation of Council's Strategic Plan. In some cases actions have been delayed due to shifting priorities or emerging circumstances. The Strategic Plan Variance Reports are intended to provide Council with a more in-depth analysis of these delays. Information included in this report can support Council in strategic decision making and inform the work of Civic Administration.

<b>RECOMMENDED BY:</b>	<b>RECOMMENDED BY:</b>
<b>ANNA LISA BARBON  MANAGING DIRECTOR CORPORATE SERVICES, CITY TREASURER, CHIEF FINANCIAL OFFICER</b>	<b>LYNNE LIVINGSTONE  CITY MANAGER</b>

- cc. Strategic Leadership Team
- Strategic Thinkers Table

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE  MEETING ON AUGUST 10, 2020</b>
<b>FROM:</b>	<b>ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>
<b>SUBJECT:</b>	<b>DECLARE SURPLUS AND TRANSFER PART OF PURSER STREET</b>

<b>RECOMMENDATION</b>
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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, with respect to the closed portion of road publicly described as Purser Street, located north of Benjamin Drive, more specifically shown as Part 6 and Part 7, Reference Plan 33R-17289, containing an area of approximately 5,685 square feet (528.2 square metres) together with the reserve being Block 60 on Plan 33M-443, the following actions **BE TAKEN:**

- a) the subject property **BE DECLARED SURPLUS**; and
- b) the subject property **BE TRANSFERRED** to Drewlo Holdings Inc.

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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February 26, 2007 – Environment and Transportation Committee – Closing of Roadway on Registered Plan 91(C).

<b>BACKGROUND</b>
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**Property Background**

Historically, the subject lands were not publically travelled but used by City operations as a formal laneway to access a water well and chlorine building. Both the water well and chlorine building have been decommissioned and the lands are no longer required and considered surplus to the City's needs.

Transferring Reserve Block 60 on Plan 33M-443 to Drewlo Holdings Inc. for incorporation into a residential lot in the new plan of subdivision eliminates the problem of creating an 0.3 metre wide orphan parcel between two residential lots and ensures all lands are optimally utilized.

Council approved a recommendation that the City close the lane on Registered Plan 91(C) as public highway as a prelude to conveying a portion of the easterly lands to Drewlo Holdings Inc. in exchange for equal amount of parkland related to Drewlo's subdivision development at 1522 Highbury Avenue North.

The subject lands were officially closed as a public highway by Council on March 5, 2007 (as per By-Law No.S.5030-63). The conveyance would also be subject to any necessary utility easements.

**Surplus Declaration and Transfer**

The developer, Drewlo Holdings Inc., has received an Approved Draft Plan of Subdivision to develop the adjacent lands on February 10, 2012 (File No. 39T-05505). In accordance with the conditions of the approved Plan of Subdivision, the subject lands would be transferred to Drewlo Holdings Inc., to construct and realign the new portion for the Purser Street extension. The lands will be transferred to Drewlo Holdings Inc., at nominal consideration, and be incorporated into the new Plan of Subdivision. Once the plan is registered, that portion of Purser Street will come back to the City as a dedicated road allowance. The street will be built out by the developer along with the public works as in the subdivision agreement.

**Conclusion**

Declaring the land surplus and transferring the property to the developer will provide a new access to the development which adheres to conditions found in the approved Plan of Subdivision.

A location map, subdivision map, and reference plan are attached for the Committee's information.

<b>PREPARED BY:</b>	<b>SUBMITTED BY :</b>
<b>ADAM OSTROWSKI MANAGER II, REALTY SERVICES</b>	<b>BILL WARNER MANAGER OF REALTY SERVICES</b>
<b>RECOMMENDED BY:</b>	
<b>ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER</b>	

July 21, 2020  
Attach.

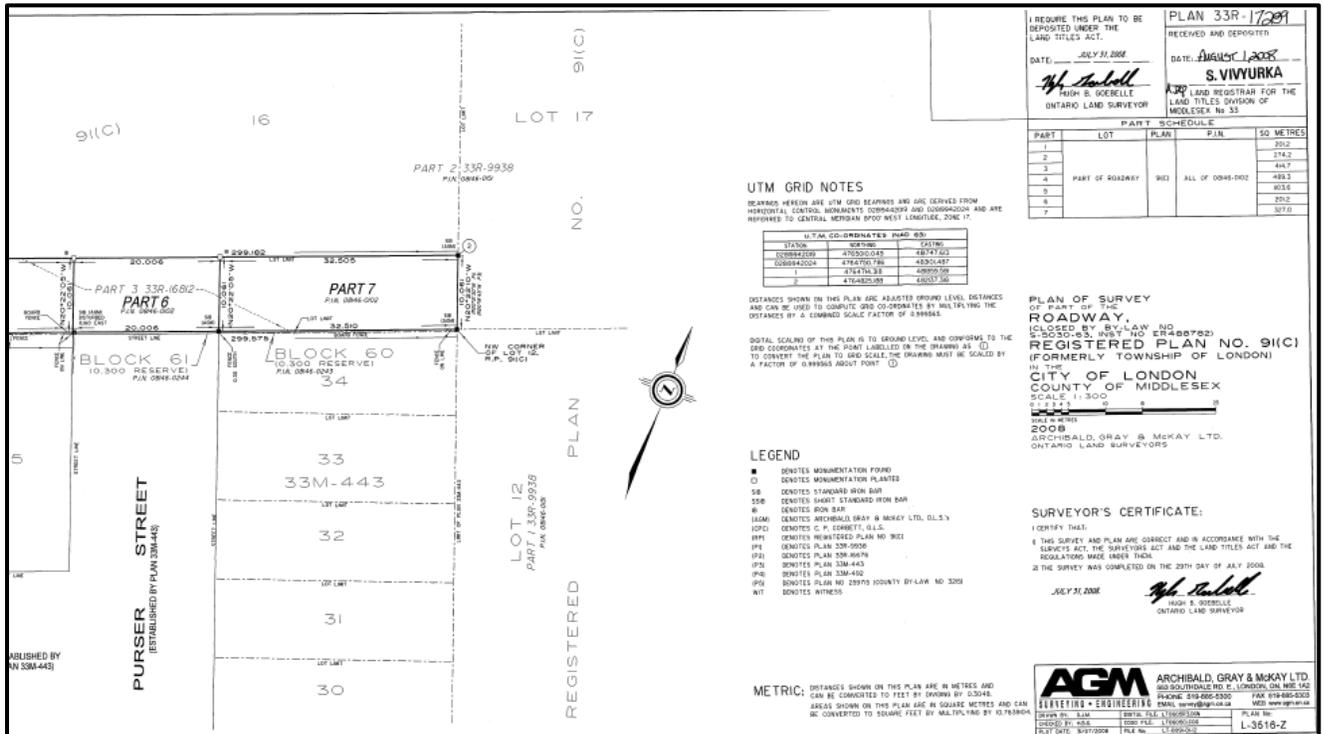
File No.P-2559

cc: Gary Irwin, Division Manager and Chief Surveyor, Geomatics  
David G. Munteer, Assistant City Solicitor  
Kelly Scherr, Managing Director, Environmental & Engineering Services and City Engineer

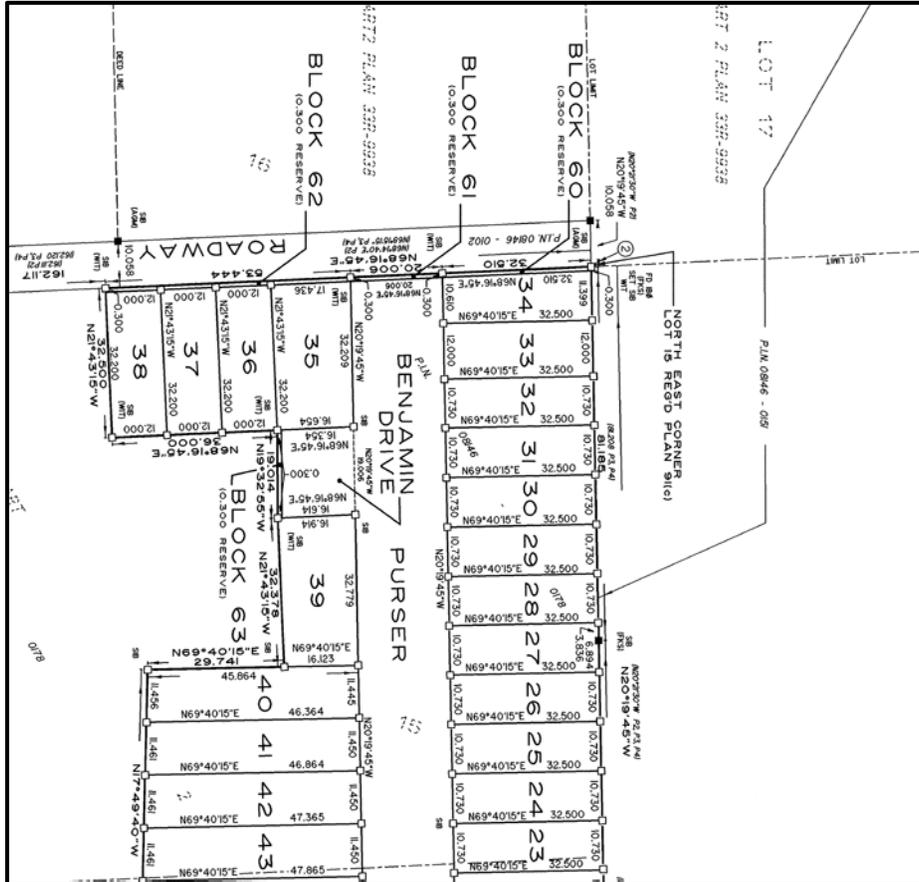
## Location Map



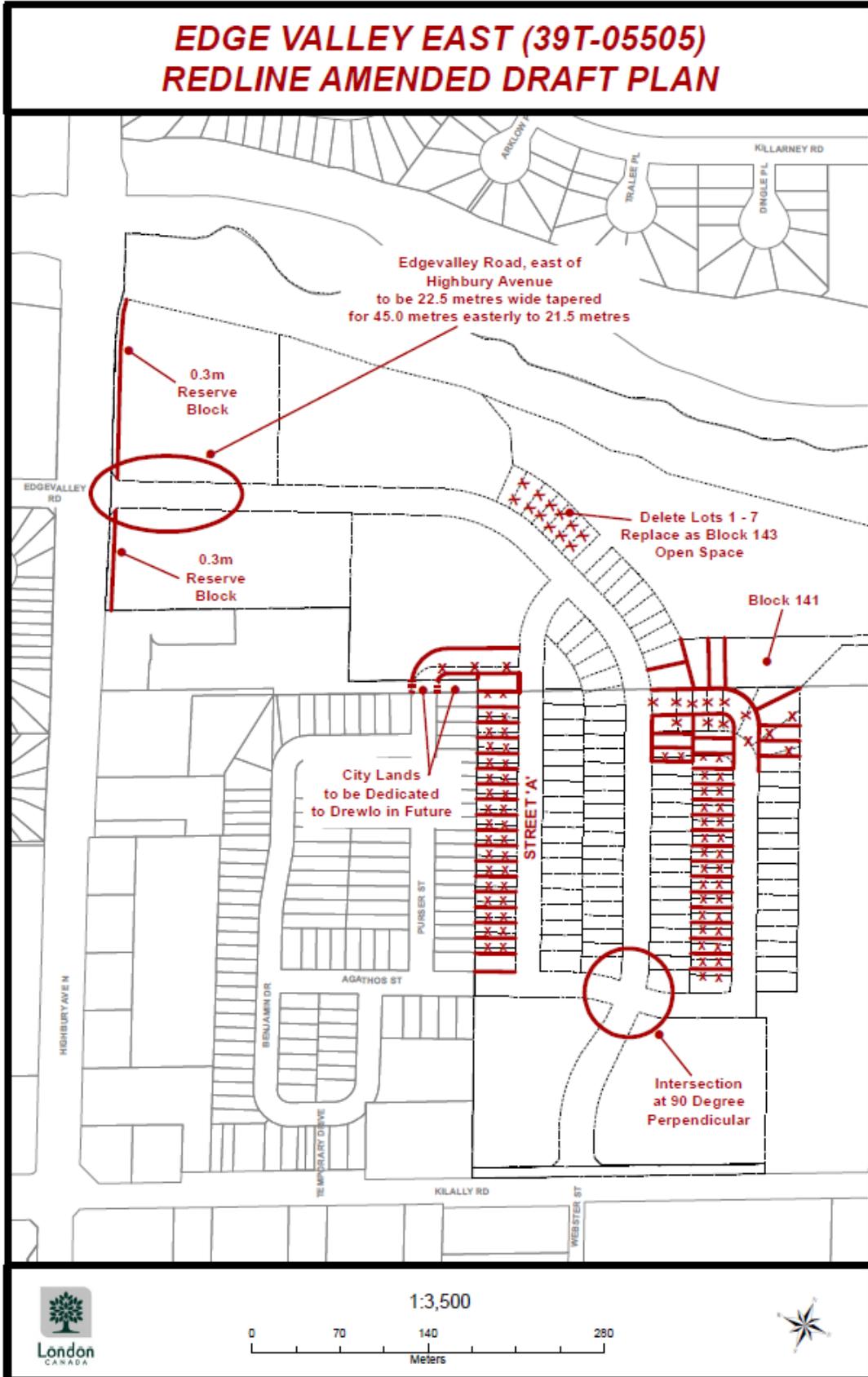
**Subject Property shown Firstly as: Part 6 and Part 7 in Plan 33R-17289**



**Subject Property Shown Secondly As: Reserve Being Block 60 in 33M-443**



**Subdivision Map File No. 39T-05505**



LOCATION: \\c:\file1\giswork\Planning\Projects\_DABU\redline\_subdivisions\39T-05505\39T-05505\_redline\_subdivision\_map\_8x14.mxd

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING AUGUST 10, 2020</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>CONSENT FOR NAME REGISTRATION MIDDLESEX LONDON PARAMEDIC SERVICE</b>

**RECOMMENDATION**

That, on the recommendation of the City Clerk, the Mayor and the City Clerk BE AUTHORIZED to execute the attached consent for registration of "Middlesex London Paramedic Service" under the *Business Names Act, R.S.O. 1990, c. B17*.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

None.

**BACKGROUND**

The County of Middlesex has provided the attached staff report to County Council, outlining a request to authorize the name registration application for the "Middlesex London Paramedic Service". In order to complete this registration, the Consent of the City of London is also required.

**DISCUSSION**

The attached Consent from The Corporation of the City of London is recommended for approval in order to complete name registration.

**PREPARED AND RECOMMENDED BY:**

**CATHY SAUNDERS  
CITY CLERK**



## County Council

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**Meeting Date:** December 17, 2019

**Submitted by:** Neal Roberts, Chief, Middlesex-London Paramedic Service and Director, Emergency Services

**SUBJECT:** CONSENT FOR NAME REGISTRATION APPLICATION FOR MIDDLESEX LONDON PARAMEDIC SERVICE

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### **BACKGROUND:**

During the October 24, 2017 County Council meeting a report was tabled dealing with Trademark applications on behalf of Middlesex-London Paramedic Service. The service in preparation of this report worked with the County Treasury to address these issues and through legal advice from Lerner's it was determined that the most prudent course of action would be for the County of Middlesex to file a trademark application for the words "Middlesex-London Paramedic Service" and to file a separate trademark design application for the Middlesex-London Paramedic Service crest in addition to signing by-laws confirming MLEMS' rights to these trademarks.

It was also recommended that at this time the Middlesex-London EMS Authority file a trademark application for the words "Middlesex-London EMS Authority" as this name has been in use since 2011.

During that Council meeting Council approved "That the County of Middlesex file the three aforementioned trademark applications, and that Middlesex County Warden and Clerk authorize the execution of the necessary by-laws".

### **ANALYSIS**

Since the approval by County Council and the filing of the appropriate paperwork with the appropriate federal department overseeing this process (Innovation, Sciences and Economic Development, we now have received notice of concern regarding the prior approved application.

After careful review by Legal Counsel (Lerners), it was recommended that rather than continue to deal with the Trademarks Office, one option might be to register under the Business Names Act. This is less restrictive and more cost effective than a trademark but is a registration nonetheless.

There is a restriction on registering names that may be associated with a municipality but it is permitted if the applicable municipalities consent. See the section of the applicable regulation below:

- 10. (1) Subject to subsection (2), a name shown in a registration must not include a word or expression that suggests that the business or activity of the registrant is connected with,*
- (a) the Crown in right of Canada or in right of a province;*
  - (b) the Government of Canada, of a territory or of a province;*
  - (c) a municipality; or*
  - (d) an agency of the Crown, government or municipality.*
- (2) If the registrant obtains the written consent of the applicable Crown, government, municipality or agency, a name shown in a registration may include a word or expression described in subsection (1).*

Accordingly, Lerners have requested completion of the attached documents by Middlesex County and the City of London. Middlesex County Clerk will be following up with the City of London Clerk to obtain their consent and execution of the attached document (pertaining to the City of London).

**RECOMMENDATION:**

That the County of Middlesex authorize the Warden and County Clerk to execute the attached document on behalf of the County of Middlesex and request that the County Clerk work with the City of London Clerk to follow up on the associated document on behalf of the City of London.

Attachment

CONSENT

TO: Middlesex London Emergency Medical Services Authority

RE: Registration of "Middlesex London Paramedic Service" name under the Business Names Act  
(Ontario)

WHEREAS Middlesex London Emergency Medical Services Authority ("MLEMS") provides emergency medical services within the geographic boundaries of the County of Middlesex and the City of London;

AND WHEREAS MLEMS wishes to register the name "Middlesex London Paramedic Service" under the Business Names Act (Ontario), as amended;

AND WHEREAS there is a restriction on the registration of names that may be associated with a municipality unless the subject municipality consents under Ontario Regulation 122/91;

AND WHEREAS the undersigned wishes to confirm its consent to the registration of the name "Middlesex London Paramedic Service" under the Business Names Act (Ontario);

NOW THEREFORE WITNESSETH THAT the undersigned hereby consents to the use of the word and place "Middlesex" in the name "Middlesex London Paramedic Service" as required under Section 10 of Ontario Regulation 122/91 and hereby consents to the registration of the aforesaid name under the Business Names Act (Ontario).

This document may be executed and delivered by telecopier, facsimile or any other electronic transmission, including a scanned version in pdf format, and the telecopier, facsimile or any electronic transmission of a signature to another party or parties (or to their respective solicitors) shall be of the same force and effect as the delivery of an original signature.

Dated this      day of December, 2019.

The Corporation of the County of Middlesex

\_\_\_\_\_  
Warden

\_\_\_\_\_  
Clerk

We have authority to bind the Corporation.

8866048.1

CONSENT

TO: Middlesex London Emergency Medical Services Authority

RE: Registration of "Middlesex London Paramedic Service" name under the Business Names Act  
(Ontario)

WHEREAS Middlesex London Emergency Medical Services Authority ("MLEMS") provides emergency medical services within the geographic boundaries of the County of Middlesex and the City of London;

AND WHEREAS MLEMS wishes to register the name "Middlesex London Paramedic Service" under the Business Names Act (Ontario), as amended;

AND WHEREAS there is a restriction on the registration of names that may be associated with a municipality unless the subject municipality consents under Ontario Regulation 122/91;

AND WHEREAS the undersigned wishes to confirm its consent to the registration of the name "Middlesex London Paramedic Service" under the Business Names Act (Ontario);

NOW THEREFORE WITNESSETH THAT the undersigned hereby consents to the use of the word and place "London" in the name "Middlesex London Paramedic Service" as required under Section 10 of Ontario Regulation 122/91 and hereby consents to the registration of the aforesaid name under the Business Names Act (Ontario).

This document may be executed and delivered by telecopier, facsimile or any other electronic transmission, including a scanned version in pdf format, and the telecopier, facsimile or any electronic transmission of a signature to another party or parties (or to their respective solicitors) shall be of the same force and effect as the delivery of an original signature.

Dated this      day of December, 2019.

The Corporation of the City of London

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk  
We have authority to bind the Corporation.

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING ON AUGUST 10, 2020</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>COUNCIL PROCEDURE BY-LAW</b>

**RECOMMENDATION**

That, on the recommendation of the City Clerk, the following actions be taken with respect to Council Procedure By-law:

- a) the attached proposed by-law (Appendix “A”) being “A by-law to amend By-law A-50, as amended, being “A by-law to provide for the Rules of Order and Procedure for the Council of The Corporation of the City of London” to facilitate Members of Council electronic participation in meetings and to amend the Terms of Reference from the Strategic Priorities and Policy Committee to include “anti-racism, diversity, inclusion and anti-oppression” in the Committee’s mandate, BE INTRODUCED at the Municipal Council meeting to be held on August 25, 2020; and
- b) subject to the approval of a) above, the attached proposed by-law (Appendix “B”) being a by-law to enact a Council Policy entitled “Electronic Participation of Council Members at Council and Standing Committee meetings” BE INTRODUCED at the Municipal Council meeting to be held on August 25, 2020.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

None.

**BACKGROUND**

**Council Members – Electronic Participation**

Section 238(2) of the *Municipal Act, 2001*, provides that every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings.

On March 17, 2020, the Provincial Government issued a Declaration of Emergency pursuant to section 7.0.1 of the *Emergency Management and Civil Protection Act* related to Novel Coronavirus (COVID-19). On March 19, 2020, the Provincial Government passed Bill 187 which put in place amendments to the *Municipal Act, 2001* to provide a municipality with the ability to amend their Procedural By-law to permit meetings to be held electronically during an emergency declared pursuant to the *Emergency Management and Civil Protection Act*. In response to this, the Municipal Council enacted By-law No. A.-50-20007, being “A by-law to provide for the Rule of Order and Procedure for the Council of The Corporation of the City of London” to provide for electronic participation of Members of Council at Council and Standing Committee meeting during a period of a declared emergency” at the meeting held on March 24, 2020.

Bill 187, permitted electronic participation of Council Members which would count towards quorum and provide for the Council Members to vote and participate in both open and closed sessions of the meeting during a declared emergency.

On July 21, 2020, the Provincial Government gave Royal Assent to Bill 197 “An act to amend various statutes in response to COVID-19 and to enact, amend and repeal various statute”. This Bill included further amendments to the *Municipal Act, 2001* to allow for electronic participation of Council Members at meetings without a declaration of an emergency being required.

Council and Standing Committee meetings currently being held are hybrid in nature with some Council Members physically in attendance and some participating remotely. Given the current direction of the Medical Officer of Health to maintain a physical distance of 2 metres (6 feet) from another individual, it would be difficult to accommodate 15 Council Members and City Clerk’s staff in the Council Chambers. It is recommended that the Civic Administration (with the exception of City Clerk’s staff and Information Technology staff) continue to be in remote attendance at meetings until such time as physical distance requirements are lifted.

In response to this legislative change, the Civic Administration recommends that the previous amendments to the Council Procedure By-law put in place by By-law No. A.-50-20007 remain in place should future Declarations of Emergency occur. In addition, due to the physical limitations of the Council Chambers while maintain physical distancing, the Civic Administration recommends that the attached proposed by-law (Appendix “A”) to amend the Council Procedure By-law to facilitate Members of Council electronic participation in meetings outside of a Declaration of Emergency be enacted. The Civic Administration is also recommending that the corresponding Council Policy attached as Appendix “B” to this report be approved.

### **Council Member – Proxy Voting**

Bill 197 also permits a municipality to choose to allow a member of Council to appoint another member of Council to as a proxy in their place if they are unable to attend a meeting subject to the following conditions:

1. A member shall not appoint a proxy unless the proxy holder is a member of the same council as the appointing member.
2. A member shall not act as a proxy for more than one member of Council at any one time.
3. The member appointing the proxy shall notify the clerk of the appointment in accordance with the process established by the clerk.
4. For the purpose of determining whether or not a quorum of members is present at any point in time, a proxy holder shall be counted as one member and shall not be counted as both the appointing member and the proxy holder.
5. A proxy shall be revoked if the appointing member or the proxy holder requests that the proxy be revoked and complies with the proxy revocation process established by the clerk.
6. Where a recorded vote is requested under section 246, the clerk shall record the name of each proxy holder, the name of the member of council for whom the proxy holder is voting and the vote cast on behalf of that member; and
7. A member who appoints a proxy for a meeting shall be considered absent from the meeting for the purposes of determining whether the office of the member is vacant under section 259(1)(c).

The Civic Administration does not recommend moving forward with changes related to proxy voting at this time as this matter warrants further review and discussion.



## APPENDIX "A"

Bill No.  
2020

By-law No.

A by-law to amend By-law A-50, as amended, being "A by-law to provide for the Rules of Order and Procedure for the Council of The Corporation of the City of London" to facilitate Members of Council electronic participation in meetings and to amend the mandate of the Strategic Priorities and Policy Committee to include "anti-racism, diversity, inclusion and anti-oppression" in the Committee's mandate.

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 the Municipal Council enacted the Council Procedure By-law (By-law No. A-50) on May 31, 2016 to provide for the rules of order and procedure for the Council of The Corporation of the City of London;

AND WHEREAS on July 21, 2020 the Province of Ontario enacted Bill 197 "An Act to amend various statutes in response to COVID-19 and to enact, amend and repeal various statutes, including amendments to the *Municipal Act, 2001* to permit meetings to be held electronically on an ongoing basis outside an emergency declared pursuant to the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9;

AND WHEREAS the Council of The Corporation of the City of London considers the protection of the health and safety of the public to be a paramount concern;

AND WHEREAS The Corporation of the City of London considers it desirable to be able to provide for the electronic participation of Council Members at Council and Standing Committee meetings when it is deemed necessary to do so;

AND WHEREAS the Council of The Corporation of the City of London deems it desirable to make anti-racism a strategic priority;

AND WHEREAS The Corporation of the City of London considers it desirable to demonstrate the Corporation's commitment to end racism by amending the mandate of the Strategic Priorities and Policy Committee to include "anti-racism, diversity, inclusion and anti-oppression" as a new bullet point under Strategic Initiatives;

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

1. Section 5.0 MEETINGS is hereby amended by adding the following new subsection:

**5.12 Meetings – Electronic Participation**

A Council or standing committee meeting may include electronic participation of members in accordance with Council Policy "Electronic Participation of Council Members at Council and Standing Committee meetings".

2. Section 15.0 COUNCIL – IN CLOSED SESSION, is hereby amended by adding the following new subsection:

**15.12 – Meeting In Closed Session – Electronic Meeting Participation**

Any part of a meeting held in closed session shall allow for electronic meeting participation by members in accordance with Council Policy “Electronic Participation of Council Members at Council and Standing Committee meetings”.

3. Part 4 – STANDING COMMITTEES, is hereby amended by adding the following new subsection, to Section 26 – MEETINGS:

**26.5 – Meetings – Electronic Meeting Participation**

All provisions of Sections 5.11 and 15.12 shall apply to Standing Committee Meetings.

4. Schedule “E” – Mandate – Strategic Priorities and Policy Committee, is hereby amended by adding the following matters under “Economic Strategies, Initiatives and Emerging Issues:

- ❖ Anti-racism
- ❖ Diversity
- ❖ Inclusion
- ❖ Anti-oppression

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

PASSED in Open Council on August 25, 2020.

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – August 25, 2020  
Second Reading – August 25, 2020  
Third Reading – August 25, 2020

APPENDIX "B"

Bill No. \_\_\_\_  
2020

By-law No. CPOL.-\_\_\_\_\_

A by-law to enact a Council Policy entitled  
"Electronic Participation of Council  
Members at Council and Standing  
Committee meetings."

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 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Council of The Corporation of the City of London wishes to enact a Council Policy entitled "Electronic Participation of Council Members at Council and Standing Committee meetings" to set out the parameters for the electronic participation of Council Members at Council and Standing Committee meetings, for both open and closed sessions as provided for in the *Municipal Act, 2001*;

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

1. The policy entitled "Electronic Participation of Council Members at Council and Standing Committee meetings", attached hereto as Schedule "A" is hereby adopted.
2. This by-law shall come into force and effect on the date it is passed.

PASSED in Open Council on August 25, 2020

Ed Holder  
Mayor

Catharine Saunders  
City Clerk

First Reading – August 25, 2020  
Second Reading – August 25, 2020  
Third Reading – August 25, 2020



London  
CANADA

**Policy Name: Electronic Participation of Council Members at Council and Standing Committee meetings**

**Legislative History: n/a**

**Last Review Date: August 10, 2020**

**Service Area Lead: City Clerk**

**1. Policy Statement**

1.1 This policy sets out the parameters for the electronic participation of Council Members at Council and Standing Committee meetings, for both open and closed session. The Council Procedure By-law sets out the parameters for the electronic participation of Elected Officials at Council and Standing Committee meetings during a period of a declared state of emergency.

**2. Definitions – in accordance with the Council Procedure By-law**

2.1 **Electronic Participation** – shall mean the participation of a Council member remotely, via electronic means including telephone, who shall have the same rights and responsibilities as if the Member was in physical attendance.

2.2 **Closed Session** – shall mean any portion of a Council or Standing Committee meeting that is not open to the public, and held in accordance with Section 239 of the *Municipal Act 2001*.

2.3 **Member** – shall mean a member of the Council.

2.4 **Meeting** – shall mean a regular, special or other meeting of the Council or standing committee and shall include meetings in closed session.

**3. Applicability**

3.1 This policy applies to Council Members.

**4. The Policy**

4.1 Members may be permitted to participate in Council and Standing Committee by electronic participation, when they are unable to attend the meeting in person.

a) A member requiring to participate electronically shall be required to provide the City Clerk with a minimum of 24 hours' notice of their intention.

b) The meeting Chair shall not be permitted to participate electronically.

c) The permitted participation in meetings electronically shall include closed session for Council and Standing Committees.

d) Meeting record(s) shall reflect which members attended electronically and which members attended physically.

4.2 The administration of electronic participation shall be at the discretion of the City Clerk, recognizing that technology and requirements will vary from time-to-time. This shall include the means by which Members shall vote.



## Office of the Warden

County of Middlesex, 399 Ridout Street North, London Ontario N6A 2P1

[cburghardtjesson@middlesex.ca](mailto:cburghardtjesson@middlesex.ca)

July 17, 2020

Mayor Ed Holder  
The Corporation of the City of London  
300 Dufferin Avenue, P.O. Box 5035  
LONDON ON N6A 4L9  
[mayor@london.ca](mailto:mayor@london.ca); and [hmachel@london.ca](mailto:hmachel@london.ca)

Dear Mayor Holder:

Middlesex County Council received London City Council's resolution dated June 30, 2020 in regard to your request for parity on the MLPS Authority Board. After careful consideration, County Council determined that they would not provide parity on the Board.

In the event that City Council has an interest in having a seat on the Authority Board, I would encourage your Council to make that request to County Council at your earliest convenience as per the recommendation of the City / County Liaison Committee meeting.

Sincerely,

Cathy Burghardt-Jesson, Warden  
Middlesex County

cc: Cathy Saunders, City Clerk

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING AUGUST 10, 2020</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>APPLICATION – ISSUANCE OF PROCLAMATION TERRY FOX RUN LONDON</b>

**RECOMMENDATION**

That, the Civic Administration BE ADVISED as to how Municipal Council wishes to proceed with the attached (Appendix “A”) Proclamation request.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Corporate Services Committee – December 3, 2019  
Corporate Services Committee – January 6, 2020

**BACKGROUND**

The Issuance of Proclamations Policy is attached as Schedule “A” for information purposes.

**CONCLUSION**

The Civic Administration is seeking direction from the Municipal Council as to how they wish to proceed with the attached (Appendix “A”) proclamation request received on July 7, 2020 from Terry Fox Run London requesting the week of September 13 – 20, 2020 be proclaimed “Terry Fox Week”.

The following sets out the review process for Applications for proclamations:

- The cause or event must contribute to the economic, social and cultural fabric of the City of London
- Proclamations will not be issued for the following:
  - i. Matters of political controversy, ideological or religious beliefs or individual conviction
  - ii. Events or organizations with no direct connection to the city
  - iii. Campaigns or events contrary to City of London policies or by-laws
  - iv. National, Independence or Republic Days
  - v. Campaigns or events intended for profit-making purposes
  - vi. Recognition of individuals
  - vii. Recognition of events or organizations that espouse discrimination, hatred, violence or racism
  - viii. Matters attempting to influence government policy
  - ix. Matters designed to incite hatred or disorder

The Civic Administration is seeking direction from Municipal Council with respect to this matter.

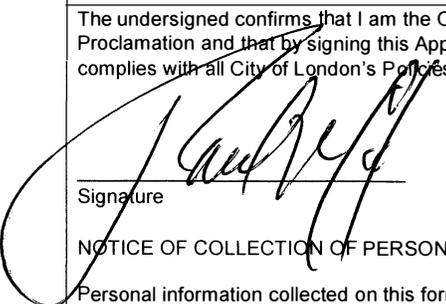
<b>SUBMITTED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>

# Appendix "A"

## Proclamation Request Form

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

### Request details

Name of Organization <i>Terry Fox Run London</i>	
Date Proclamation Required <i>September 13 to 20, 2020</i>	
Proclamation Name <i>Terry Fox Week</i>	
Proclamation Type (day), (week), (month) <i>week</i>	
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) <i>charitable fundraising campaign</i>	
Requester Name <i>Paul Cox</i>	
Requester Telephone Number	
Requester Email Address <i>terryfoxrunlondon@gmail.com</i>	
Required Supporting Documents <ul style="list-style-type: none"><li>• Detail information on the Organization</li><li>• Detail information on the Event</li><li>• Confirmation of authorization from the Organization to submit the request</li></ul>	
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.	
 Signature	<i>July 7, 2020</i> Date
NOTICE OF COLLECTION OF PERSONAL INFORMATION	
Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: <a href="mailto:csaunder@london.ca">csaunder@london.ca</a>	

Because 2020 is the 40<sup>th</sup> anniversary of Terry Fox's Marathon of Hope, the organizing committee of the London Terry Fox Run (Terry Fox Run London, or TFRL) would like to have this special anniversary acknowledged by having the city declare the week of September 13 to 20 "Terry Fox Week" (to include the day of the 40<sup>th</sup> Annual Terry Fox Run, Sunday, September 20).

As requested by the application form, we suggest the following wording for the declaration:

"In recognition of the important contribution of Terry Fox to the fight against cancer, the special connections that Terry Fox has with the city of London, and the 40<sup>th</sup> anniversary of Terry Fox's Marathon of Hope, the City of London hereby declares the week of September 13<sup>th</sup> to September 20<sup>th</sup> Terry Fox Week."

*Detailed information on the Organization:*

The Terry Fox Run has been held annually in London, across Canada, and around the world since 1981, following Terry Fox's passing as a result of cancer. His legacy continues to inspire people of all ages and backgrounds to contribute in many different ways to raise funds to support cancer research. The Terry Fox Run and the money raised by this event is administered by the Terry Fox Foundation, details of which can be found on the website <https://terryfox.org/>. The organizing committee of the London Terry Fox Run (Terry Fox Run London, or TFRL) works year-round to organize the local Run at Springbank Gardens. Terry Fox Runs are also held at Western University and at most elementary and secondary schools in each of the London school boards.

Terry Fox, one of the best-known Canadians of all time, also has several unique connections with the city of London and area. Terry is the youngest inductee of the Canadian Medical Hall of Fame, which is located in London. Terry Fox's Marathon of Hope was named, sanctioned, and organized in large part by the late Mr. Ron Calhoun, Special Events Coordinator for the Canadian Cancer Society, in response to a letter from Terry Fox. Terry's run was documented in photographs by Mr. Bill Vigars, and both gentlemen were natives of St. Thomas. Because of these ties to our area, Terry Fox went out of his way to run to London to address a crowd of followers and admirers at Victoria Park on July 17, 1980. Upon Terry's tragic passing in 1981, as a commemorative "Terry Fox Run" was being organized on a national basis, popular Londoner and former city councillor, the late Ted Wernham, organized the first Terry Fox Run in London that year, and there has been a Run held in the city every year since, raising more than \$3.5 million for cancer research (this is complemented by the UWO and school Runs, which have also contributed more than \$3 million to this cause).

TFRL is working closely with the City of London in designing and erecting signage along Dundas and Richmond Streets to commemorate the route that Terry Fox ran on the day that he visited London ("Terry Fox Route 1980") and addressed thousands at Victoria Park.

*Detailed information on the Event:*

The Terry Fox Run is organized totally by volunteers, without corporate sponsorship (a guideline set forth by Terry Fox himself), although numerous London businesses freely donate services and food to help make the Run a successful family event. In a normal year, the "Run" is open to almost any type of locomotion, barring motorized vehicles. Participants can walk, run, bicycle, roller-blade, wheel a wheel-chair, or ride in a stroller on the totally accessible route, covering distances of 2 km, 5 km, or 10 km. There is no entry fee, and no requirement for minimum funds raised. All money raised goes directly to the Terry Fox Foundation to support cancer research. The Run site, Springbank Gardens, is rented for the day from the City of London, using private money. However, this year, owing to the pandemic, the Terry Fox Run is being held virtually.

As authorized representatives of Terry Fox Run London (TFRL), we hereby submit this request on behalf of the organizing committee of the 2020 London Terry Fox Run.

Respectfully,



Peter J. Ferguson

Member - TFRL

The Terry Fox Run - Charitable Registration Number 10809 9979 RR0001



Paul Cox  
Chair - TFRL



## Issuance of Proclamations Policy

**Policy Name:** Issuance of Proclamations Policy

**Legislative History:** Adopted September 19, 2017 (By-law No. CPOL.-115-367);  
Amended July 24, 2018 (By-law No. CPOL.-115(a)-418)

**Last Review Date:** January 6, 2020

**Service Area Lead:** City Clerk

### 1. Policy Statement

1.1 This policy sets out the requirements for the issuance of proclamations.

### 2. Definitions

2.1 Not applicable.

### 3. Applicability

3.1 This policy shall apply to any request for the issuance of proclamations on behalf of the City of London.

### 4. The Policy

4.1. Proclamations are ceremonial documents issued and signed by the Mayor on behalf of City of London Council that officially recognizes public awareness campaigns; charitable fundraising campaigns; and arts and cultural celebrations of organizations that reside/operate within the City of London. The requester must clearly identify the significance and connection of the proclamation to the mandate and goals as set out in the City of London's Strategic Plan. A proclamation does not constitute a personal or civic endorsement.

#### Application Process

- a) Proclamations requests are to be submitted on the City of London Application form to the City Clerk's Office at least six (6) weeks in advance of the requested issuance date.
- b) The Application must provide sufficient background information about the organization, cause or event being proclaimed and the proposed text for inclusion in the proclamation. The proposed text is subject to approval by the City of London to ensure compliance with City of London's policies and by-laws.
- c) Upon receipt of the Application, the City Clerk's Office will review the Application in accordance with this Policy and if the Application appears to be in compliance with the Policy, the Application will be placed on the next available Corporate Services Committee meeting for consideration.
- d) The Corporate Services Committee will review the Application and provide a recommendation to the Municipal Council for consideration with respect to the disposition of the Applications.

Administration of Policy:

- e) The cause or event must contribute to the economic, social and cultural fabric of the City of London.
- f) Repeat requests must be submitted on an annual basis.
- g) An organization may request one proclamation per calendar year.
- h) Organization do not have exclusive rights to the day, week, or month being proclaimed.
- i) Proclamations of a similar topic will be issued on a first come first served basis.
- j) The City of London will not incur any expenses relating to the advertising or promotion of a proclamation. Recipients are responsible for the promotion of the proclamation, organization of related activities and for all associated costs.
- k) Proclamations will not be issued for:
  - Matters of political controversy, ideological or religious beliefs or individual conviction.
  - Events or organizations with no direct connection to the City of London.
  - Campaigns or events contrary to City of London policies or by-laws.
  - National, Independence or Republic Days.
  - Campaign or events intended for profit-making purposes.
  - Recognition of individuals.
  - Recognition of events or organizations that espouse discrimination, hatred, violence or racism.
  - Matters attempting to influence government policy.
  - Matters designed to incite hatred or disorder.
- l) The City of London reserves the right to refuse to issue a proclamation.

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING AUGUST 10, 2020</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>APPLICATION – ISSUANCE OF PROCLAMATION WORLD PATIENT SAFETY DAY</b>

**RECOMMENDATION**

That, the Civic Administration BE ADVISED as to how Municipal Council wishes to proceed with the attached (Appendix “A”) Proclamation request.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Corporate Services Committee – December 3, 2019  
Corporate Services Committee – January 6, 2020

**BACKGROUND**

The Issuance of Proclamations Policy is attached as Schedule “A” for information purposes.

**CONCLUSION**

The Civic Administration is seeking direction from the Municipal Council as to how they wish to proceed with the attached (Appendix “A”) proclamation request received on July 28, 2020 from Patients for Patient Safety Canada requesting September 17, 2020 be proclaimed “World Patient Safety Day”.

The following sets out the review process for Applications for proclamations:

- The cause or event must contribute to the economic, social and cultural fabric of the City of London
- Proclamations will not be issued for the following:
  - i. Matters of political controversy, ideological or religious beliefs or individual conviction
  - ii. Events or organizations with no direct connection to the city
  - iii. Campaigns or events contrary to City of London policies or by-laws
  - iv. National, Independence or Republic Days
  - v. Campaigns or events intended for profit-making purposes
  - vi. Recognition of individuals
  - vii. Recognition of events or organizations that espouse discrimination, hatred, violence or racism
  - viii. Matters attempting to influence government policy
  - ix. Matters designed to incite hatred or disorder

The Civic Administration is seeking direction from Municipal Council with respect to this matter.

<b>SUBMITTED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>

# APPENDIX "A"

## Proclamation Request Form

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

### Request details

Name of Organization Patients for Patient Safety Canada
Date Proclamation Required Sept. 17, 2020
Proclamation Name World Patient Safety Day
Proclamation Type (day), (week), (month)  Type- Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) Public Awareness
Requester Name Kathy Rylett
Requester Telephone Number  249-527-4000
Requester Email Address  kylett@patientsforpatientsafety.ca
Requester Address  1000 Wellington Street West London, ON N5X 2Z5

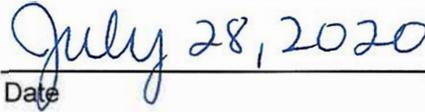
Required Supporting Documents

- Detail information on the Organization
- Detail information on the Event
- Confirmation of authorization from the Organization to submit the request

The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.



Signature



Date

NOTICE OF COLLECTION OF PERSONAL INFORMATION

Personal information collected on this form is collected under the authority of the *Municipal Act, 2001, S.O. 2001, c. 25* and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: [csaunder@london.ca](mailto:csaunder@london.ca)



## World Patient Safety Day- September 17, 2020

### Sponsoring Organization- Patients for Patient Safety Canada

Patients for Patient Safety Canada (PPSC) is a patient-led program of the Canadian Patient Safety Institute (CPSI) and the Canadian arm of World Health Organization's (WHO) Patients for Patient Safety global network. PPSC members have contributed their unique experiences and perspective to patient safety efforts since 2006. While many members have personal stories of heartache, loss, grief and frustration due to unsafe care, they are able to look beyond personal events, draw from their experience, and partner with the people who work in the healthcare system in a shared mission of ***Every Patient Safe***.

From the very beginning, PPSC played a key role in supporting global efforts in patient engagement and patient safety. As the Canadian arm of the World Health Organization's (WHO) Patients for Patient Safety Program PPSC with support from CPSI, we have contributed to many initiatives that advance safe care both in Canada and around the world. WHO recognizes [PPSC as a global leader](#) as well as many [in Canada](#) as we hear from different evaluations.

PPSC members work collaboratively with others to contribute to the healthcare system at all levels by:

- Sharing our experiences, observations, and perspectives
- Representing the patient and family perspective in committees and working groups
- Identifying, initiating, sharing, and leading patient safety projects

<https://www.patientsafetyinstitute.ca/en/About/Programs/PPSC/Pages/default.aspx>

### Proclamation Event- World Patient Safety Day

On 17 September 2020, the World Health Organization, international partners and all countries will celebrate World Patient Safety Day.

The World Patient Safety Day (WPSD) objective is to enhance global understanding of patient safety. This year COVID-19 poses one of the biggest threats to face world humanity and has produced a crisis in patient safety around the world. There is now unprecedented pressure on health systems worldwide. The theme this year for WPSD is **'Health Worker Safety: A Priority for Patient Safety'**; the slogan is **'Safe Health Workers, Safe Patients'** and the Tagline is **'Speak Up for Health Worker Safety!'**

Frontline healthcare workers are under sustained high stress to meet the needs of all patients with and without COVID-19. In all countries they have faced safety risks like being infected or having limited access to personal protective equipment. At times health workers are being stigmatized related to their higher risk for infection. This enduring stress can lead to patient safety incidents. A strong partnership between patients, families and healthcare workers can help to lessen this stress and ensure safety in healthcare for everyone.

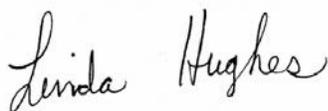
During these unprecedented times, a combination of virtual and other activities is being planned by WHO to observe and celebrate the Day in September. The signature mark of the global campaign is to **light up iconic monuments, landmarks, and public places in orange colour**, in collaboration with local authorities. This will also be a gesture of respect and gratitude to all health workers.

**PFPSA has adopted the WHO WPSD slogan of ‘Safe Health Workers, Safe Patients’.**

PFPSA feels that this slogan underlines the needed mutually supportive partnership between patients, families, LTC Residents and front-line health workers to achieve high standards of patient safety.

<https://www.who.int/news-room/events/detail/2020/09/17/default-calendar/world-patient-safety-day-2020>

PFPSA has authorized its members to request proclamations from Canadian Municipalities in recognition of World Patient Safety Day. Specifically in (location), (PFPSA Member) will be making a Proclamation Request.



Linda Hughes  
Co-Chair PFPSA



Allison Kooijman  
Co-Chair PFPSA



Theresa Malloy Miller  
Co-Chair PFPSA



**Issuance of Proclamations Policy**

**Policy Name:** Issuance of Proclamations Policy

**Legislative History:** Adopted September 19, 2017 (By-law No. CPOL.-115-367); Amended July 24, 2018 (By-law No. CPOL.-115(a)-418)

**Last Review Date:** January 6, 2020

**Service Area Lead:** City Clerk

**1. Policy Statement**

1.1 This policy sets out the requirements for the issuance of proclamations.

**2. Definitions**

2.1 Not applicable.

**3. Applicability**

3.1 This policy shall apply to any request for the issuance of proclamations on behalf of the City of London.

**4. The Policy**

4.1. Proclamations are ceremonial documents issued and signed by the Mayor on behalf of City of London Council that officially recognizes public awareness campaigns; charitable fundraising campaigns; and arts and cultural celebrations of organizations that reside/operate within the City of London. The requester must clearly identify the significance and connection of the proclamation to the mandate and goals as set out in the City of London's Strategic Plan. A proclamation does not constitute a personal or civic endorsement.

Application Process

- a) Proclamations requests are to be submitted on the City of London Application form to the City Clerk's Office at least six (6) weeks in advance of the requested issuance date.
- b) The Application must provide sufficient background information about the organization, cause or event being proclaimed and the proposed text for inclusion in the proclamation. The proposed text is subject to approval by the City of London to ensure compliance with City of London's polices and by-laws.
- c) Upon receipt of the Application, the City Clerk's Office will review the Application in accordance with this Policy and if the Application appears to be in compliance with the Policy, the Application will be placed on the next available Corporate Services Committee meeting for consideration.
- d) The Corporate Services Committee will review the Application and provide a recommendation to the Municipal Council for consideration with respect to the disposition of the Applications.

#### Administration of Policy:

- e) The cause or event must contribute to the economic, social and cultural fabric of the City of London.
- f) Repeat requests must be submitted on an annual basis.
- g) An organization may request one proclamation per calendar year.
- h) Organization do not have exclusive rights to the day, week, or month being proclaimed.
- i) Proclamations of a similar topic will be issued on a first come first served basis.
- j) The City of London will not incur any expenses relating to the advertising or promotion of a proclamation. Recipients are responsible for the promotion of the proclamation, organization of related activities and for all associated costs.
- k) Proclamations will not be issued for:
  - Matters of political controversy, ideological or religious beliefs or individual conviction.
  - Events or organizations with no direct connection to the City of London.
  - Campaigns or events contrary to City of London policies or by-laws.
  - National, Independence or Republic Days.
  - Campaign or events intended for profit-making purposes.
  - Recognition of individuals.
  - Recognition of events or organizations that espouse discrimination, hatred, violence or racism.
  - Matters attempting to influence government policy.
  - Matters designed to incite hatred or disorder.
- l) The City of London reserves the right to refuse to issue a proclamation.

<b>TO:</b>	<b>CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING AUGUST 10, 2020</b>
<b>FROM:</b>	<b>CATHY SAUNDERS CITY CLERK</b>
<b>SUBJECT:</b>	<b>APPLICATION – ISSUANCE OF PROCLAMATION MITOCHONDRIAL DISEASE AWARENESS WEEK</b>

**RECOMMENDATION**

That, the Civic Administration BE ADVISED as to how Municipal Council wishes to proceed with the attached (Appendix “A”) Proclamation request.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Corporate Services Committee – December 3, 2019  
Corporate Services Committee – January 6, 2020

**BACKGROUND**

The Issuance of Proclamations Policy is attached as Schedule “A” for information purposes.

**CONCLUSION**

The Civic Administration is seeking direction from the Municipal Council as to how they wish to proceed with the attached (Appendix “A”) proclamation request received on July 30, 2020 from MitoCanada requesting the week of September 13 – 19, 2020 be proclaimed “Mitochondrial Disease Awareness Week”.

The following sets out the review process for Applications for proclamations:

- The cause or event must contribute to the economic, social and cultural fabric of the City of London
- Proclamations will not be issued for the following:
  - i. Matters of political controversy, ideological or religious beliefs or individual conviction
  - ii. Events or organizations with no direct connection to the city
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The Civic Administration is seeking direction from Municipal Council with respect to this matter.

<b>SUBMITTED BY:</b>
<b>CATHY SAUNDERS CITY CLERK</b>

## Proclamation Request Form

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### Request details

Name of Organization <b>MitoCanada</b>
Date Proclamation Required <b>September 13<sup>th</sup> – 19<sup>th</sup></b>
Proclamation Name <b>Mitochondrial Disease Awareness Week</b>
Proclamation Type (day), <b>(week)</b> , (month) <b>Week</b>
Category (public awareness campaigns), <b>(charitable fundraising campaigns)</b> , (arts and cultural celebrations) <b>charitable fundraising campaigns</b>
Requester Name Anthony Nahas
Requester Telephone Number <b>587-889-1454</b>
Requester Email Address <b>Anthony.nahas@mitocanada.org</b>
Requester Address <b>176 signature close SW</b>
Required Supporting Documents <ul style="list-style-type: none"> <li>• Detail information on the Organization</li> <li>• Detail information on the Event</li> <li>• Confirmation of authorization from the Organization to submit the request</li> </ul>
The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.  Anthony Nahas _____ Signature
_____ Date <b>07/30/2020</b>
NOTICE OF COLLECTION OF PERSONAL INFORMATION  Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: <a href="mailto:csaunder@london.ca">csaunder@london.ca</a>

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**Foundation Name:** MitoCanada Foundation

**Details on organization:** The MitoCanada Foundation is Canada's only not-for-profit organization focused on mitochondrial disease. Our charitable organization was formed in 2010 by a group of passionate Canadian parents whose previously happy, healthy children were given a diagnosis of mitochondrial disease. MitoCanada is a charitable foundation that strives to help raise awareness and funds for mitochondrial disease. Mitochondrial diseases result from failures of the mitochondria, specialized compartments present in every cell of the body except for the red blood cells. The foundation helps to raise awareness through their website and through the events TEAMMito participates in.

**Details on the Event:** Mitochondrial Disease Awareness Week will occur from September 13<sup>th</sup> to the 19<sup>th</sup>, 2020. Throughout this week, there will be events and activities taking place all over the country with the goal of raising money and awareness for mitochondrial disease. As of right now there is no cure and the money raised will go towards funding transformational research, with the hope of eventually discovering a cure.

Mitochondrial diseases result from failures of the mitochondria, specialized compartments present in every cell of the body except red blood cells. Mitochondria are responsible for creating more than 90 per cent of the energy needed by the body to sustain life and support growth. Symptoms may include loss of motor control, muscle weakness and pain, gastrointestinal disorders and swallowing difficulties, poor growth, cardiac disease, liver disease, diabetes, respiratory complications, seizures, visual/hearing problems, lactic acidosis, development delays and susceptibility to infection.

WHEREAS: Approximately 9000 Canadians have definitive mitochondrial disease; and

WHEREAS: MitoCanada Foundation strives to find a cure for mitochondrial disease through the research we fund; and

WHEREAS: There will be running, and walking, and other events in honor of those who have mitochondrial diseases and can't run or walk; and

WHEREAS: Mitochondrial disease awareness will be achieved and more people can be educated on a disease that affects many Canadians all over the world.

THEREFORE: I, Mayor Ed Holder, do hereby proclaim September 13<sup>th</sup> to the 19<sup>th</sup>, as Mitochondrial Disease Awareness Week in the City of London, ON.

Dated this XX day of month/year.



## **Issuance of Proclamations Policy**

**Policy Name:** Issuance of Proclamations Policy

**Legislative History:** Adopted September 19, 2017 (By-law No. CPOL.-115-367); Amended July 24, 2018 (By-law No. CPOL.-115(a)-418)

**Last Review Date:** January 6, 2020

**Service Area Lead:** City Clerk

### **1. Policy Statement**

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  - Matters attempting to influence government policy.
  - Matters designed to incite hatred or disorder.
- l) The City of London reserves the right to refuse to issue a proclamation.

**DEFERRED MATTERS**

**CORPORATE SERVICES COMMITTEE  
(as of July 31, 2020)**

<b>FILE No.</b>	<b>SUBJECT</b>	<b>REQUEST DATE/ CLAUSE NO.</b>	<b>REQUESTED/ EXPECTED REPLY DATE</b>	<b>PERSON RESPONSIBLE</b>	<b>STATUS</b>
1.2	<p>That on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and Managing Director, Housing, Social Services and Dearness Home, the following actions be taken with respect to the City of London Housing Service Review:</p> <p>f) the Civic Administration BE DIRECTED to report back to Corporate Services Committee on the feasibility of using the same approach taken for affordable housing to reduce the effective tax rate for London Middlesex Community Housing (LMCH) buildings to be equivalent to the residential tax rate, including any amendments that may be necessary to the Municipal Housing Facilities By-law to do so;</p>	2019/09/17 4.1/18/SPPC	Sept. 30, 2020	A. L. Barbon / S. Datars Bere	Delayed by Covid emergency and potential impacts for long term tax policy strategy.