

# Corporate Services Committee

## Report

13th Meeting of the Corporate Services Committee  
June 19, 2018

PRESENT: Councillors J. Helmer (Chair), J. Morgan, P. Hubert, M. van Holst, J. Zaifman, Mayor M. Brown  
ALSO PRESENT: Councillor H.L. Usher, M. Hayward, B. Baar, A.L. Barbon, B. Card, I. Collins, B. Coxhead, M. Daley, J. DeVito, A. Dunbar, J. Edmunds, J.M. Fleming, P. Foto, J. Freeman, S. Khan, G. Kotsifas, J. Logan, L. Marshall, S. Miller, D. O'Brien, M. Ross, L. Rowe, C. Saunders, T. Wellhauser and R. Wilcox

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

### 1. Disclosures of Pecuniary Interest

None.

### 2. Consent

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

That Items 2.1, 2.3, 2.4, 2.6, 2.7, 2.8 and 2.11 BE APPROVED.

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

### Motion Passed (6 to 0)

#### 2.1 Council Policy - Public Access During Council and Standing Committee Meetings

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

That, on the recommendation of the City Clerk and the Division Manager, Corporate Security and Emergency Management, with the concurrence of the Managing Director, Corporate Services and Chief Human Resources Officer and the Managing Director, Corporate Services and City Solicitor, the proposed by-law appended to the staff report dated June 19, 2018 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on June 26, 2018 to establish a new policy pertaining to public access during Council and Standing Committee meetings.

### Motion Passed

#### 2.3 Appointment of Hearings Officers to Conduct Hearings Under Various City of London By-laws

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

That, on the recommendation of the City Clerk, the following actions be taken with respect to appointment of Hearings Officers to conduct Hearings under various City of London by-laws:

- a) the proposed by-law appended to the staff report dated June 19,

2018 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on June 26, 2018 to amend By-law No. A.-6653-121 being "A by-law to establish the positions of Hearings Officer" by removing the requirement that a Hearings Officer be a resident of London and by removing the term of appointment; and,

b) subject to a), above, the proposed by-law appended to the staff report dated June 19, 2018 as Appendix "B" BE INTRODUCED at the Municipal Council meeting to be held on June 26, 2018 to approve the appointment of Hearings Officers in accordance with By-law A.-6653-121, as amended, being "A by-law to establish the positions of Hearings Officer".

**Motion Passed**

#### 2.4 Infrastructure Canada's Smart Cities Challenge Update

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the Director, Community & Economic Innovation, the staff report dated June 19, 2018, including the City of London Smart Cities Challenge Application appended thereto, BE RECEIVED for information.

**Motion Passed**

#### 2.6 Capital Budget Realignment – Bus Rapid Transit

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the staff report dated June 19, 2018, with respect to realignment of the capital budget for the Bus Rapid Transit project, BE RECEIVED for information.

**Motion Passed**

#### 2.7 Request for Prequalification 18-06 - Vendor of Record List for Interior Renovations

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to award of contracts for the Vendor of Record for interior renovations:

a) the prequalification responses submitted by the following vendors BE ACCEPTED:

i) Bronnenco Construction Ltd., 1885 Blue Heron Drive, Unit 1 , London, ON, N6H 5L9;

ii) Elgin Contracting and Restoration Ltd., 10 Barrie Blvd., St. Thomas, ON, N5P 4B9;

iii) K & L Construction (Ontario) Ltd., 27-1615 North Routledge Park,

London, ON, N6H 5N5;

iv) michael + clark construction, 6447 Westminster Drive, London, ON, N6P 1N5;

v) Tradition Construction Inc., 523 Bathurst Street, London, ON, N6B 1P5; and

vi) Van Boxmeer Construction Co. Ltd., 13466 Elginfield Rd, Lucan, ON, N0M 2J0;

b) the Civic Administration BE AUTHORIZED to undertake all the administrative acts that are necessary in connection with these purchases; and

c) approval hereby given BE CONDITIONAL upon the Corporation entering into formal contracts or having a purchase order, or contract records relating to the subject matter of this approval.

**Motion Passed**

## 2.8 Procurement of Goods and Services Policy Revisions

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the proposed by-law appended to the staff report dated June 19, 2018 as Appendix "1" BE INTRODUCED at the Municipal Council meeting to be held on June 26, 2018 to amend Schedule "C" - Procurement of Goods and Services Policy to By-law No. A.-6151-17, being "A By-law to establish policies for the sale and other disposition of land, hiring of employees, procurement of goods and services, public notice, accountability and transparency, and delegation of powers and duties, as required under section 270(1) of the *Municipal Act, 2001*".

**Motion Passed**

## 2.11 Update: Harassment and Discrimination - Third Party Review

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the City Manager and Managing Director, Corporate Services and Chief Human Resources Officer, the staff report dated June 19, 2018, providing an update on the third party review with respect to harassment and discrimination, BE RECEIVED for information.

**Motion Passed**

## 2.2 Designation of Municipally Significant Events

Moved by: J. Zaifman

Seconded by: M. van Holst

That, on the recommendation of the City Clerk, with the concurrence of the Managing Director, Corporate Services and City Solicitor, the proposed by-law included as Appendix "A" to the staff report dated June 19, 2018 **BE INTRODUCED** at the Municipal Council meeting to be held on June 26, 2018 to implement a new policy entitled "Designation of Municipally Significant Events Policy".

Yeas: (4): J. Morgan, M. van Holst, J. Zaifman, and Mayor M. Brown

Nays: (1): J. Helmer

Absent: (1): P. Hubert

**Motion Passed (4 to 1)**

## 2.5 Southwestern Integrated Fibre Technology (SWIFT) Network Project

Moved by: J. Zaifman

Seconded by: J. Morgan

That, on the recommendation of the Director of Information Technology Services, and the Director of Community and Economic Innovation, with the concurrence of the Managing Director, Corporate Services & City Treasurer, Chief Financial Officer, the following actions be taken with respect to the Southwestern Integrated Fibre Technology (SWIFT) Network project:

a) the proposed by-law appended to the staff report dated June 19, 2018 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on June 26, 2018 to:

i) authorize and approve an Agreement between The Corporation of the City of London and Southwestern Integrated Fibre Technology Inc. to facilitate the construction and interconnection of an ultra-high-speed, open access fibre optic network;

ii) authorize the Mayor and the City Clerk to execute the Agreement noted in part a) i) above; and

iii) direct the City Clerk to give written notice of this by-law to the Minister of Finance pursuant to subsection 110(5) of the *Municipal Act, 2001*.

b) the financing for the project BE APPROVED in accordance with the "Sources of Financing Report" appended to the staff report dated June 19, 2018 as Appendix "B";

c) the Civic Administration BE AUTHORIZED to undertake all administrative acts that are necessary in connection with this Agreement; and

d) approval hereby given BE CONDITIONAL upon The Corporation of the City of London entering into a formal contract and having an agreement relating to the subject matter of this approval.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

## 2.9 Taxation of Railway Rights of Way - High Tonnage

Moved by: M. van Holst

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the Minister of Finance BE REQUESTED to impose a high tonnage rate for railway rights of way in the City of London where such a rate is appropriately based on

the data available to the Minister, and the City Clerk BE DIRECTED to forward the Municipal Council's request to the Minister of Finance on or before June 29, 2018.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

#### 2.10 Update: Workplace Diversity and Inclusion

Moved by: J. Zaifman

Seconded by: Mayor M. Brown

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the staff report dated June 19, 2018, providing a Workplace Diversity and Inclusion update, BE RECEIVED for information.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

### 3. Scheduled Items

#### 3.1 Tax Adjustment Agenda

Moved by: J. Zaifman

Seconded by: Mayor M. Brown

That the recommendations contained in the Tax Adjustment Agenda appended to the June 19, 2018 agenda of the Corporate Services Committee, BE APPROVED; it being noted that the following members of the public were in attendance to speak before the Corporate Services Committee with respect to the Tax Adjustment Agenda:

a) F. Ibrahim, regarding the property located at 76 Clarke Road - expressing concern with the property assessment given the timing and completion of the demolition of the building on the property; it being noted that Mr. Ibrahim was advised that the Municipal Property Assessment Corporation (MPAC) is responsible for property assessments, not the City of London, so he should more properly direct his concerns to the MPAC.

b) H. Kazimme, regarding the property located at 505 Adelaide Street North - expressing concern with the amount of taxes; it being noted that Mr. Kazimme was advised that taxes were based on assessment and that the Municipal Property Assessment Corporation (MPAC) is responsible for property assessments, not the City of London, so he should more properly direct his concerns to the MPAC if he wished to appeal the assessed value of the property.

c) L. Foster-Gosnell, regarding the property located at 675 Country Club Drive - expressing concern with the length of time it took to process a tax refund and assessment reduction as a result of loss due to fire, and lack of communication regarding the process; also indicating dissatisfaction with the length of time it is taking to refund taxes paid that are no longer owing and enquiring when and how she will receive a refund of taxes; it being noted that the Manager, Customer Service and Assessment advised of the process and when and how a refund would be forthcoming.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

Moved by: J. Zaifman

Seconded by: M. van Holst

Motion to open the meeting to the public for comment.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

Moved by: Mayor M. Brown

Seconded by: M. van Holst

Motion to close the meeting to the public for comment.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

#### **4. Items for Direction**

##### **4.1 Covent Garden Market**

Moved by: J. Zaifman

Seconded by: Mayor M. Brown

That representatives of the Covent Garden Market BE INVITED to work with the City of London's Facilities and Transportation staff to investigate possible improvements to access points and procedures for garbage collection and the delivery of goods at the Covent Garden Market.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

##### **4.2 Confirmation of Appointment to the Transportation Advisory Committee and the London Housing Advisory Committee**

Moved by: Mayor M. Brown

Seconded by: J. Morgan

That Danny Chang BE APPOINTED as a Non-Voting Post-Secondary Student Representative to the Transportation Advisory Committee and the London Housing Advisory Committee, for the term ending February 28, 2019.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

- 4.3 Request for Delegation Status at the July 17, 2018 Corporate Services Committee - Ontario Federation of Agriculture - Producing Prosperity in Ontario

Moved by: J. Zaifman

Seconded by: J. Morgan

That the request by Crispin Colvin, Director, Ontario Federation of Agriculture, for delegation status at the July 17, 2018 Corporate Services Committee (CSC) meeting, with respect to the Ontario Federation of Agriculture - Producing Prosperity in Ontario, BE APPROVED for the July 17, 2018 CSC meeting.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

**5. Deferred Matters/Additional Business**

None.

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

Moved by: J. Zaifman

Seconded by: J. Morgan

That the Corporate Services Committee convene in closed session with respect to the following matters:

6.1.

Land Acquisition/Solicitor-Client Privileged Advice

A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a proposed acquisition of land; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; reports or advice or recommendations of officers and employees of the Corporation pertaining to a proposed acquisition of land; commercial and financial information supplied in confidence pertaining to the proposed acquisition the disclosure of which could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of the Corporation, result in similar information no longer being supplied to the Corporation where it is in the public interest that similar information continue to be so supplied, and result in undue loss or gain to any person, group, committee or financial institution or agency; commercial, information relating to the proposed acquisition that belongs to the Corporation that has monetary value or potential monetary value; information concerning the proposed acquisition whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed acquisition whose disclosure could reasonably be expected to be injurious to the financial interests of the Corporation; and instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the Corporation concerning the proposed acquisition.

6.2.

Land Acquisition/Solicitor-Client Privileged Advice

A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a proposed acquisition of land; advice that is subject to

solicitor-client privilege, including communications necessary for that purpose; reports or advice or recommendations of officers and employees of the Corporation pertaining to a proposed acquisition of land; commercial and financial information supplied in confidence pertaining to the proposed acquisition the disclosure of which could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of the Corporation, result in similar information no longer being supplied to the Corporation where it is in the public interest that similar information continue to be so supplied, and result in undue loss or gain to any person, group, committee or financial institution or agency; commercial, information relating to the proposed acquisition that belongs to the Corporation that has monetary value or potential monetary value; information concerning the proposed acquisition whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed acquisition whose disclosure could reasonably be expected to be injurious to the financial interests of the Corporation; and instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the Corporation concerning the proposed acquisition.

### 6.3.

#### Land Acquisition/Solicitor-Client Privileged Advice

A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a proposed acquisition of land; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; reports or advice or recommendations of officers and employees of the Corporation pertaining to a proposed acquisition of land; commercial and financial information supplied in confidence pertaining to the proposed acquisition the disclosure of which could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of the Corporation, result in similar information no longer being supplied to the Corporation where it is in the public interest that similar information continue to be so supplied, and result in undue loss or gain to any person, group, committee or financial institution or agency; commercial, information relating to the proposed acquisition that belongs to the Corporation that has monetary value or potential monetary value; information concerning the proposed acquisition whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed acquisition whose disclosure could reasonably be expected to be injurious to the financial interests of the Corporation; and instructions to be applied to any negotiations carried on or to be carried on by or on behalf of the Corporation concerning the proposed acquisition.

### 6.4.

#### Litigation/Potential Litigation/Solicitor-Client Privileged Advice

A matter pertaining to an identifiable individual; employment-related matters; litigation or potential litigation affecting the municipality; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; advice or recommendations of officers and employees of the Corporation, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Corporation.

### 6.5.

#### Personal Matters/Identifiable Individual



A matter pertaining to personal matters involving identifiable individuals who are municipal employees with respect to employment related matters and advice and recommendations of officers of the Corporation including communications necessary for that purpose.

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

Absent: (1): P. Hubert

**Motion Passed (5 to 0)**

The Corporate Services Committee convened in camera from 2:45 PM to 3:25 PM with respect to the above-noted matters.

**7. Adjournment**

The meeting adjourned at 3:26 PM.