

**11TH REPORT OF THE**  
**CORPORATE SERVICES COMMITTEE**

Meeting held on April 8, 2014, commencing at 1:04 PM, in the Council Chambers, Second Floor, London City Hall.

**PRESENT:** Mayor J.F. Fontana (Chair), Councillors J.P. Bryant, B. Polhill, J.B. Swan and H.L. Usher and L. Rowe (Secretary).

**ALSO PRESENT:** A. Zuidema, B. Baar, J.P. Barber, J. Braam, S. Corman, B. Coxhead, K. Dawtrey, A. Dunbar, J. Freeman, M. Hayward, G.T. Hopcroft, L. Livingstone, V. McAlea Major, D. Mounteer, L. Palarchio, R. Paynter, M. Ribera, A. Ripepi, C. Saunders, J. Senese, J. Smout, M. Turner, and B. Warner.

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**I. CALL TO ORDER**

1. Disclosures of Pecuniary Interest

Recommendation: That it BE NOTED that no pecuniary interests were disclosed.

**II. CONSENT ITEMS**

2. 2014 Debenture Issuance

Recommendation: That the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer BE AUTHORIZED to proceed with the issuance of debentures to provide permanent financing for capital works in an amount not to exceed \$30,000,000 (Appendix A, as appended to the staff report dated April 8, 2014) through debentures in the capital markets, with the flexibility to postpone the issuance due to unfavourable market conditions.

Motion Passed

YEAS: J.F. Fontana, J.P. Bryant, B. Polhill, H.L. Usher (4)

NAYS: J.B. Swan (1)

3. 2013 Operating Budget Status - Fourth Quarter Report

Recommendation: That the following actions be taken with respect to the 2013 Operating Budget Status – Fourth Quarter Report for the General Budget (Property Tax Supported referred to in Appendix A of the staff report dated April 8, 2014), Water Budget and Wastewater and Treatment Budget;

a) the staff report dated April 8, 2014 BE RECEIVED for information; it being noted that:

i) there was \$7.3 million in net savings in the General (Property Tax Supported) Budget, as identified by Civic Service Areas and Boards & Commissions; it being noted that the year-end savings are \$0.4 million higher than projected in the 2013 Operating Budget Status – 3rd Quarter Report and the \$7.3 million Operating surplus was contributed to the Operating Budget Contingency Reserve, consistent with Council direction; it being further noted that the \$7.3 million net savings has been allocated in accordance with Council direction relative to the 2014 Budget, as follows:

A) \$3.8 million to the Economic Development Reserve Fund to be reinvested into Industrial Land Development initiatives;

- B) \$2.3 million to the City Facilities Reserve Fund in order to provide a “potential” source of funding for facility related initiatives such as Ontario Works Decentralization;
  - C) \$0.5 million as a funding source for the Veterans Memorial Parkway noise wall capital project;
  - D) \$0.4 million as a funding source for Enhanced Animal Welfare capital projects;
  - E) \$0.2 million to St. Joseph’s Hospice for one-time capital funding;
  - F) \$0.1 million to the Grand Theatre for one-time capital funding;
- ii) there was \$2.9 million in net savings for the Water rate supported budget; it being noted that the year-end surplus is \$0.8 million less than projected in the 2013 Operating Budget Status – 3rd Quarter Report; it being further noted that the \$2.9 million in savings has been contributed to the Water Works Capital Reserve Fund and will assist in funding future capital expenditures, consistent with Council direction;
  - iii) there was \$0.7 million in net savings for the Wastewater and Treatment rate supported budget; it being noted that the year-end surplus is \$1.1 million less than projected in the 2013 Operating Budget Status – 3rd Quarter Report; it being further noted that the \$0.7 million savings has been contributed to the Sewage Works Reserve Fund, consistent with Council direction; and
  - iv) the Civic Administration contributed \$2,907,800 (\$2,483,521 – property tax supported; \$295,652 – wastewater; and \$128,627 – water) to the Efficiency, Effectiveness and Economy reserves in 2013; and
- b) NO ACTION BE TAKEN to utilize the Operating Budget Contingency Reserve as the source of funding for the London Police Service operational deficit of \$0.3 million.

Voting Record:

Motion to take no action with respect to using the Operating Budget Contingency Reserve as the source of funding for the London Police Service operational deficit:

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, B. Polhill, H.L. Usher (4)

NAYS: J.P. Bryant (1)

Motion to approve part a:

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

4. 2013 Capital Budget Status - Fourth Quarter Report

Recommendation: That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the 2013 Capital Budget Status - Fourth Quarter Report BE RECEIVED for information.

Motion Passed

YEAS: J.F. Fontana, J.P. Bryant, B. Polhill, H.L. Usher (4)

5. 2013 Compliance Report in Accordance with the Procurement of Goods and Services Policy

Recommendation: That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the report dated April 8, 2014 regarding the status of the 2013 Compliance Report required in accordance with the Procurement of Goods and Services Policy BE RECEIVED for information.

Motion Passed

YEAS: J.F. Fontana, J.P. Bryant, B. Polhill, H.L. Usher (4)

6. Procurement of Goods and Services Policy Revisions

Recommendation: 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 April 8, 2014, to amend Schedule "C" 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", BE INTRODUCED at the Municipal Council meeting on April 15, 2014 in order to revise the Procurement of Goods and Services Policy to:

- a) add "Investment Management Services" to the Procurement of Goods and Services Policy in Schedule "B" as Item 3.x;
- b) move "Employee Group Benefits" in Schedule "B" from Item 8.v to Item 3.xi and reword as "Employee Group Benefits, Compensation, Programs, Consulting and Reviews";
- c) move "Legal Services" and "Labour Relations Services" in Schedule "B" from Item 8. ii and ix, to create a new Item 12 with a \$250,000 limit;
- d) add construction relocations as approved by the City Utilities Co-ordination Committee to Schedule "B" as a new Item 13;
- e) add services provided for City construction projects within a railway right-of-way as required by the rail authority having jurisdiction to Schedule "B" as a new Item 14; and
- f) remove wording related to Dispute Forms under Section 18.2 Program Administration, Audit and Monthly Reconciliation for Purchasing Cards.

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

7. Advance Voting Days for the 2014 Municipal Election

Recommendation: That, on the recommendation of the City Clerk, the proposed by-law (Appendix "A"), appended to the staff report dated April 8, 2014, BE INTRODUCED at the Municipal Council meeting to be held on April 15, 2014 to establish the following advance voting dates and times:

- Saturday October 11, 2014 from 10:00 AM to 8:00 PM
- Tuesday October 14, 2014 to Saturday, October 18, 2014, inclusive, from 10:00 AM to 8:00 PM;

it being noted that the Corporate Services Committee heard a verbal overview, from the City Clerk, with respect to the various enhancements that have been identified and will be, or have already been, undertaken by the City Clerk's Office with respect to voter and candidate engagement for the 2014 Election.

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

8. Apprenticeship Training Tax Credit

Recommendation: That, on the recommendation of the Director of Intergovernmental and Community Liaison, the following actions be taken with respect to the changes to the Apprenticeship Training Tax Credit:

- a) Mayor Fontana BE REQUESTED to send a letter to Ontario Premier Kathleen Wynne expressing concern regarding the impact of the changes of the Apprenticeship Training Tax Credit on London contact centres; and
- b) Mayor Fontana BE REQUESTED to continue to collaborate with the task force established by Mayor Tony Van Bynen of Newmarket, and other forums, on this issue.

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

9. Report of the Federation of Canadian Municipalities Board of Directors Meeting - Thunder Bay, ON - March 3-8, 2014

Recommendation: That the communication dated March 19, 2014 from Councillor H.L. Usher and Councillor J.L. Baechler regarding the Federation of Canadian Municipalities Board of Directors meeting held on March 3-8, 2014 in Thunder Bay, Ontario BE RECEIVED for information.

Motion Passed

YEAS: J.F. Fontana, J.P. Bryant, B. Polhill, H.L. Usher (4)

**III. SCHEDULED ITEMS**

10. PUBLIC PARTICIPATION MEETING - Application for Tourism Exemption - Retail Business Holiday Act, R.S.O. 1990, c.R.30 - Labatt Breweries of Canada LP

Recommendation: That the attached revised proposed by-law to exempt Labatt Breweries of Canada LP's London brewery and the associated retail store located at 150 Simcoe Street, London, Ontario under section 4(1) of the Retail Business Holidays Act, R.S.O. 1990, Chapter R.30, to permit the brewery and the associated retail store to be opened on Victoria Day, Canada Day, Labour Day and Thanksgiving Day, from 11 AM to 6 PM, BE INTRODUCED at the Municipal Council meeting to be held on April 15, 2014; it being noted that the Corporate Services Committee took into consideration the criteria for such an exemption;

it being pointed out that at the public participation meeting associated with this matter Mr. Chris Morley, Senior Director, Corporate Affairs, Labatt, reiterated the basis for the request and how the request meets the legislated criteria for such an exemption, as detailed in his communication dated January 24, 2014, appended to the associated staff report.

**Voting Record:**

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

Motion to close the Public Participation Meeting:

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

**IV. ITEMS FOR DIRECTION**

11. Spam Legislation

Recommendation: That the update from the Director, Communications, with respect to legislation regarding "spam" messaging, BE RECEIVED for information; it being noted that the City has a staff working group reviewing and developing a plan for addressing the legislation, including appropriate training as may be required.

Motion Passed

YEAS: J.F. Fontana, J.B. Swan, J.P. Bryant, B. Polhill, H.L. Usher (5)

**V. DEFERRED MATTERS/ADDITIONAL BUSINESS**

None.

**VI. CONFIDENTIAL**

*(See Confidential Appendix to the 11th Report of the Corporate Services Committee enclosed for Members only.)*

The Corporate Services Committee convened in camera from 2:30 PM to 3:48 PM after having passed a motion to do so, with respect to the following matters:

- C-1. A matter pertaining to personal matters about identifiable individuals, including municipal or local board employees, and advice and recommendations of officers and employees of the Corporation and communications necessary for that purpose, and advice subject to solicitor-client privilege, including communications necessary for that purpose.
- C-2. ADDED - A matter pertaining to the purpose of 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.

**VII. ADJOURNMENT**

The meeting adjourned 3:49 PM.