

4TH REPORT OF THE
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE

Meeting held on January 16, 2012, commencing at 1:00 PM, in Committee Room No. 3, Second Floor, London City Hall.

PRESENT: Mayor J.F. Fontana (Chair), Councillors J.L. Baechler, N. Branscombe, D. Brown and P. Hubert and L. Rowe (Secretary).

ALSO PRESENT: M. Hayward, J.P. Barber, J. Bontje, T. Copeland, T. Dobbie (Tim L. Dobbie Consulting Ltd.), J. Edward, J.M. Fleming, P. Foto, E. Gamble, K. Graham, L. Green, V. Hobson, S. Houde, D. Ikeno, T.A. Johnson, L. Livingstone, J. Logan, I. Mackay, V. McAlea Major, T. McCoomb, L. Palarchio, J. Page, C. Saunders, J. Stanford, M. Turner, B. Warner and B. Whitelaw.

I. DISCLOSURES OF PECUNIARY INTEREST

1. No pecuniary interests were disclosed.

II. CONSENT ITEMS

2. Due Diligence for Site Remediation

Recommendation: That, on the recommendation of the Executive Director, Planning, Environmental and Engineering Services, the Business Planning Unit **BE DIRECTED** to investigate and develop a business case for the creation of a focused brownfield redevelopment function within the Corporation and report back to the Municipal Council for its information. (2012-E02-00)

3. Service London Progress Update

Recommendation: That, on the recommendation of the City Manager, the following actions be taken with respect to the Service London initiative:

- a) the report dated January 16, 2012, and the attached presentation from K. Graham, Manager, Corporate Initiatives providing a progress update on the Service London initiative **BE RECEIVED** for information; it being noted that a three-year implementation plan will be brought forward in the Spring of 2012; and
- b) the Civic Administration **BE DIRECTED** to further explore the possibility of adopting the Business Number (BN), administered by the Canada Revenue Agency (CRA), as a unique nine-digit business identification number in dealing with businesses. (2012-M07-00)

4. Disclosure of Name and Address at Public Participation Meetings

Recommendation: That, on the recommendation of the City Clerk, the City Clerk **BE DIRECTED** to undertake the necessary by-law and administrative changes to not require members of the public to provide their address at meetings held by the City of London in a public forum; it being noted that unless members of the public provide their address by means of a private form obtainable from the Civic Administration, they will not receive further correspondence on the matter they have spoken to. (2012-I00-00)

5. Organizational Review - Finance Department

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the following actions be taken with respect to an organizational review of the Finance Department:

- a) Britta Winther Consulting **BE ENGAGED** to assist the City Treasurer, Chief Financial Officer with his review of the Finance Department, for a period of 6 – 8 months at a cost not to exceed \$50,000; and

- b) the City Treasurer, Chief Financial Officer **BE DIRECTED** to report back to the Finance and Administrative Services Committee (FASC) with a work plan, which includes objectives; and
- c) the City Treasurer, Chief Financial Officer **BE DIRECTED** to report back to the FASC in six months with respect to the outcomes of the organizational review;

it being noted that funding will be accommodated from within the 2012 Operating Budget. (2012-G16-00)

- 6. Assessment Growth for 2012, Changes in Taxable Phase-In Values and Shifts in Taxation as a Result of the 2012 Changes in Taxable Phase-In Values

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the report dated January 16, 2012 on assessment growth for 2012, changes in taxable phase-in values and shifts in taxation as a result of the 2012 changes in taxable phase-in values **BE RECEIVED** for information. (2012-F04-00)

- 7. Ontario Municipal Benchmarking Initiative (OMBI) - 2010 Performance Benchmarking Report

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the report dated January 16, 2012 on the Ontario Municipal Benchmarking Initiative (OMBI) - 2010 Performance Benchmarking **BE RECEIVED** for information. (2012-G10-00)

- 8. RFP 11-37 Corporate Asset Management Process

Recommendation: That, on the recommendation of the Managing Director of Corporate Assets, on the advice of the Division Manager, Corporate Asset Management, the following actions be taken with respect to the Corporate Assets Management Process:

- a) the Request for Proposal submission by CH2M HILL Canada Limited, 255 Consumers Road, Suite 300, Toronto, ON, M2J 5B6 **BE ACCEPTED**;
- b) the funding for Units 1, 2 and 3 of this project at their contract price for an accelerated process of \$170,863 **BE APPROVED** as set out in the Source of Financing Report appended to the staff report dated January 16, 2012 with respect to this matter;
- c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase;
- d) approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval; and
- e) the funding for Units 4 to 7 of this project **BE DEFERRED** to the budget process. (2012-A02-02)

- 9. Summary of the Federation of Canadian Municipalities Board of Directors Meeting held on November 29 - December 3, 2011 in Ottawa, Ontario

Recommendation: That the communication dated December 16, 2011 from Councillor H.L. Usher and Councillor J.L. Baechler on the Federation of Canadian Municipalities Board of Directors meeting held on November 29 - December 3, 2011 in Ottawa, Ontario **BE RECEIVED**. (2012-A02-02)

III. SCHEDULED ITEMS

10. The Finance and Administrative Services Committee met in camera from 1:10 PM to 1:34 PM with respect to a confidential matter pertaining to personal matters about identifiable individuals, including municipal employees, with respect to employment related matters, advice and recommendations of officers and employees of the Corporation concerning employee negotiations, litigation or potential litigation affecting the municipality and advice which is the subject of solicitor client privilege, including communications necessary for that purpose.

(See Confidential Appendix C-1.)

11. City of London Information Technology Strategy

Recommendation: That, on the recommendation of the Chief Technology Officer, with the concurrence of the City Manager, the report dated January 16, 2012 and the attached presentation on the City of London Information Technology Strategy **BE RECEIVED** for information; it being noted that the Finance and Administrative Services Committee heard a verbal delegation from the Chief Technology Officer with respect to this matter. (2012-L06-00)

IV. ITEMS FOR DIRECTION

12. Customer Service at London City Hall

Recommendation: That the communication dated January 3, 2012, from Councillor P. Hubert, with respect to the provision of counter service on non-statutory days during the holiday season **BE REFERRED** to the Civic Administration for review and report back as to what counter services should be continued at City Hall on non-statutory days during the holiday season and the costs associated therewith. (2012-M07-00)

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

13. Cable Service to Businesses Southwest of Hyde Park Road and Fanshawe Park Road

Recommendation: That the London Economic Development Corporation **BE REQUESTED** to liaise with Rogers Cable to seek the extension of Internet service to the businesses just southwest of Hyde Park Road and Fanshawe Park Road, as they are lacking much-needed access to cost efficient, quality Internet service to support their business operations; it being noted that there are a number of businesses without cable and DSL is allegedly not a viable alternative as the phone lines in the area are 40-50 years old and cannot handle the load, and the cost of satellite Internet is cost prohibitive.

14. Council Procedure By-law – Reconsideration of Decided Matters of Council

Recommendation: That the City Clerk **BE REQUESTED** to review and report back to the Finance and Administrative Services Committee with respect best practices regarding the period of time that must expire before a motion for reconsideration regarding a decided matter of Council is no longer required.

15. City of London Indemnification By-laws

Recommendation: That the Indemnification By-laws of the City of London **BE INTERPRETED** to also apply to any investigations held in keeping with the *Canada Evidence Act*.

VI. CONFIDENTIAL

(See Confidential Appendix to the 4th Report of the Finance and Administrative Services Committee enclosed for Members only.)

The Finance and Administrative Services Committee convened in camera from 1:10 PM to 1:34 PM, and from 3:05 PM to 3:50 PM, from 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 employees, with respect to employment related matters, advice and recommendations of officers and employees of the Corporation concerning employee negotiations, litigation or potential litigation affecting the municipality and advice which is the subject of solicitor client privilege, including communications necessary for that purpose.
- C-2. A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a lease amendment; 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 lease amendment; commercial and financial information supplied in confidence pertaining to the proposed lease amendment, 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 lease amendment whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed lease amendment 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 lease amendment.
- C-3. 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.
- C-4. A matter pertaining to personal matters about an identifiable individual, including municipal employees with respect to employment related matters, advice or recommendations of officers and employees of the Corporation including communications necessary for that purpose.
- C-5. A matter pertaining to personal matters about an identifiable individual, including municipal employees; instructions and directions to officers and employees of the Corporation; advice that is subject to solicitor client privilege, including communications for that purpose.

- C-6. A matter pertaining to personal matters about an identifiable individual, including a municipal employee with respect to employment related matters, advice or recommendations of officers and employees of the Corporation including communications necessary for that purpose and for the purpose of providing instruction and direction to officers and employees of the Corporation.

- C-7. A matter pertaining to advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and for the purpose of giving directions or instructions to officers, employees or agents of the municipality, as necessary, with respect to the request from the Ontario Ombudsman dated January 11, 2012 to interview certain members of Council and the Civic Administration identified by the Ontario Ombudsman in connection with his investigation regarding a closed meeting of Municipal Council held on November 7, 2011 with respect to Occupy London.

VII. ADJOURNMENT

The meeting adjourned at 3:50 PM