

5TH REPORT OF THE
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE

Meeting held on February 6, 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: Councillor H.L. Usher, T. Dobbie, J. Braam, R.L. Fair, M. Hayward, J.P. Barber, P. Christiaans, J.M. Fleming, D. Hack, G.T. Hopcroft, J. Jackson, T.A. Johnson, V. McAlea Major, M. McErlain, R. Pelletier, C. Saunders, J. Tansley, M. Turner and B. Warner.

I. DISCLOSURES OF PECUNIARY INTEREST

1. No pecuniary interests are disclosed.

II. CONSENT ITEMS

2. 2012 General Insurance Renewal

Recommendation: That, on the recommendation of the City Solicitor, on the advice of the Manager, Risk Management, the general insurance coverage with OMEX for 2012, as detailed in the February 6, 2012 report from the City Solicitor, **BE CONTINUED** for a total annual premium of \$2,200,639.48, inclusive of sales tax, with no changes on behalf of The Corporation of the City of London, Covent Garden Market Corporation, London Convention Centre Corporation, London Police Services Board, London Public Library Board, Museum London, Tourism London and the Middlesex-London Health Unit. (2012-L10-00)

3. Reporting of Statements of Claim

Recommendation: That, on the recommendation of the Manager, Risk Management, the report dated February 6, 2012 detailing statements of claim for the period of July 16, 2011 to January 31, 2012 **BE RECEIVED** for information.

4. Victoria Park Bandshell Renovation Project No. P006-RC2201 - Tender No. 12-05

Recommendation: That, on the recommendation of the Managing Director – Corporate Assets:

- a) the bid submitted by SDI Builders Ltd., 224 Riverside Drive, London Ontario, N6H 1E6 at its tendered price of \$223,900.00 (HST excluded) for the Victoria Park Bandshell Renovation **BE ACCEPTED**; it being pointed out that the bid submitted by SDI Builders Ltd., was the lowest bid received and meets the City's specifications and requirements in all areas;
- b) the financing for this project **BE APPROVED** as set out in the Source of Financing Report appended to the staff report dated February 6, 2012, 2012, with respect to this matter;
- c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts which are necessary in connection with this project; and
- d) the approval given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the contractor for the work. (2012-E06-00)

5. Declare Property Surplus and Sale of Closed Lane

Recommendation: That, on the recommendation of the Managing Director - Corporate Assets, on the advice of the Manager Realty Services, with respect to the City-owned closed lane between 495 and 497 Oakridge Drive, on the east

side of Oakridge Drive, south of Amberley Avenue, described as lane between Lots 5 and 116, Plan 784, containing an area of approximately 668 square feet, as shown on Schedule "A" attached, the following actions be taken:

- a) the subject property **BE DECLARED** surplus;
- b) the offer from Oakridge Heights Developments Inc. to purchase the subject lands from the City, for the sum of \$3,100.00 **BE ACCEPTED**; and
- c) the attached proposed by-law **BE INTRODUCED** at the Municipal Council meeting to be held on February 21, 2012 to approve the sale and to authorize the Mayor and the City Clerk to execute the Agreement of Purchase and Sale. (2012-L15-01)

6. Declare Property Surplus - 2253 Trafalgar Street

Recommendation: That, on the recommendation of the Managing Director - Corporate Assets, on the advice of the Manager Realty Services, with respect to the vacant City-owned parcel of land municipally known as 2253 Trafalgar Street, further described as Part Lot 2, Concession B, being all of Part 5, Plan 33R-8059, measuring approximately 66' x 173' and containing an area of 11,418 square feet, as shown on Schedule "A" attached, the following action be taken:

- a) the subject property **BE DECLARED** surplus to the needs of the municipality; and
- b) the subject property **BE DISPOSED** of in accordance with City Policy. (2012-L15-01)

7. RFP11-47 JD Edwards Enterprise Resource Planning (ERP) System Implementation Partner

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer:

- a) the proposal submitted by Syntax Systems Limited, #105-95 Mural St., P.O. Box 16, Richmond Hill, ON L4B 3G2 for the provision of JD Edwards Implementation Partner Consulting Services in accordance RFP11-47, at a total estimated cost of \$984,368 HST extra, **BE ACCEPTED**;
- b) the financing for this purchase **BE APPROVED** as set out in the Source of Financing Report appended to the staff report dated February 6, 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) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract for this purchase; and
- e) the Mayor and the City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations. (2012-F02-00)

8. Changes to Council Policies 28(1) and 28(2) - Travel and Expense Policy and Council Members' Expense Account Policy

Recommendation: That the following actions be taken with respect to the February 6, 2012 report from the City Treasurer, Chief Financial Officer with respect to amendments to Council Policy 28(1) and Council Policy 28(2) related to the Travel and Expense Policy and the Council Members' Expense Account Policy, respectively:

- a) the report **BE REFERRED** back for further refinement and report back at a future meeting; and
- b) the Civic Administration **BE REQUESTED** to address the following considerations in the further report noted in a), above:

- i) how general “wear and tear” expenses with respect to the use of personal vehicles for City business might be eligible for reimbursement; and
- ii) a cap on the purchase of souvenirs and other such purchases, based upon the annual average spent on such items by Council Members in the last few years, less the highest and lowest expenditures. (2012-G01-00)

9. DC Rate Monitoring - 2011 Year End Report

Recommendation: That, on the recommendation of the Director, Development Finance, the following actions be taken with respect to the DC Rate Monitoring – 2011 Year-End Report:

- a) for the 2014 DC study, in an effort to continually improve the accuracy of DC rate setting, staff and consultants **BE DIRECTED** to have due regard to:
 - i) the City experience related to large favourable and unfavourable variances between 2009 DC study estimates and actual experience; and
 - ii) accurately defining project scope when estimating DC study rates; and
- b) staff **BE DIRECTED** to incorporate a financial feasibility component into future GMIS reviews prior to providing recommendations to Council, such review to have regard for growth-related debt levels;

it being noted that Administration is nearing completion in establishing individual budgets and individual records of actual expenditures for SWM ponds, all recorded through the corporate accounting system; and the Transportation Division is in the process of completing a review of recent trends in arterial road construction costs to explain recent history in prices, and near term expectations, and relate the findings to budget and development charge amounts, consistent with a resolution arising from the July, 2011 DC Monitoring Report. (F06-00)

10. Team London Trade Scoping Mission to China - November 2011

Recommendation: That, on the recommendation of the Director of Intergovernmental and Community Liaison, the following actions be taken with respect to the information report dated February 6, 2012 on the Team London trade scoping mission to China, November 2011:

- a) the information report **BE RECEIVED**; and
- b) the Director of Intergovernmental and Community Liaison **BE REQUESTED** to report back with respect to the expectations that are being set by the City of London through its participation in trade scoping missions, including all aspects such as Memorandums of Understanding, reciprocal hosting, funding, etc. (2012-M16-00)

11. Annual Pre-Budget Submission to the Provincial Standing Committee on Finance and Economic Affairs

Recommendation: That, on the recommendation of the Director of Intergovernmental and Community Liaison, the revised annual pre-budget submission to the Ontario Minister of Finance, our local MPPs, and the Ontario Standing Committee on Finance and Economic Affairs **BE SUPPORTED**; it being noted that the Finance and Administrative Services Committee made the following amendments to the original draft submission from the Director of Intergovernmental and Community Liaison:

- a) inclusion of a reference to the need for a provincial increase in ODSP rates to provide for a transportation allowance; and
- b) inclusion of a reference, in the introduction, about the unsustainability of the present funding model;

it being noted that the Civic Administration will continue to refine the content to reflect any new information and emerging issues that arise prior to the submission deadline. (2012-F05-00)

12. Upgrade to the Computer-Aided Dispatch System - London Fire Department

Recommendation: That, on the recommendation of the Fire Chief, with the concurrence of the Executive Director of Community Services, the following actions be taken with respect to the Upgrade of the Computer-Aided Dispatch System:

- a) the quotation submitted by Intergraph Canada Ltd, 250 – 770 Mississauga Road, Mississauga, ON L5N 7G2 for the upgrade of software for the upgrade of software for Computer Aided Dispatch at their proposed price of \$65,173, HST extra, **BE ACCEPTED**; it being noted that funding for this acquisition is included in the 2012 Budget of the Fire Department; it being further noted that implementation of the upgrade is time sensitive;
- b) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase; and
- c) the 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. (2012-P09-00)

13. Master Purchase Agreement with Intergraph Canada Ltd.

Recommendation: That, on the recommendation of the Fire Chief, with the concurrence of the Executive Director of Community Services, the attached proposed by-law (Appendix A) **BE INTRODUCED** at the Municipal Council meeting of February 21, 2012 to:

- a) approve a Master Purchase Agreement with Intergraph Canada Ltd., attached as Schedule A, for the purposes of establishing the parameters that will govern the purchase of software products in the future; and
- b) authorize the Mayor and the City Clerk to sign the agreement. (L03-00)

III. SCHEDULED ITEMS

IV. ITEMS FOR DIRECTION

14. Request for Delegation Status re Indemnification and Defence of Members of Council Against Liability Incurred while Acting on Behalf of the Municipality

Recommendation: That the Committee Secretary **BE REQUESTED** to make contact with Mr. Oliver Hobson, 45 Evergreen Avenue, in order to make arrangements for him to appear as a delegation at the next meeting of the Finance and Administrative Services Committee, in response to his request for delegation status regarding the indemnification and defence of Members of Council against liability incurred while acting on behalf of the municipality.

15. Resignation from the Environmental and Ecological Planning Advisory Committee

Recommendation: That the communication dated January 12, 2012, from Shane O'Neill, resigning his appointment to the Environmental and Ecological Planning Advisory Committee, **BE ACCEPTED** and the Mayor **BE ASKED** to forward a letter of appreciation to Mr. O'Neill. (2012-G03-00)

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

16. 2013 World Figure Skating Championships

Recommendation: That, at the request of Tourism London, consideration of the letter dated January 18, 2012, from B. Rice, President, London Tourism Inc., **BE DEFERRED** until the next meeting of the Finance and Administrative Services Committee. (2012-M09-00)

17. Emergent Matter - Electro-Motive Diesel in London Ontario

Recommendation: That the following actions be taken regarding the closure of Electro-Motive Diesel (EMD):

- a) the Mayor **BE ASKED** to liaise with the Executive Director of Community Services, in order to prepare and immediately issue a letter to the appropriate Federal and Provincial Ministries, encouraging them to take any steps they can to mitigate negative financial impacts on the affected EMD workers; and
- b) the Executive Director of Community Services **BE REQUESTED** to compile a list of the various ways that the Civic Administration and the London community can help the affected EMD workers in coping with their recent job losses, and to communicate that information to both the Civic Administration and the London community to guide them in their efforts. (2012-M16-00)

VI. CONFIDENTIAL

(See Confidential Appendix to the 5th Report of the Finance and Administrative Services Committee enclosed for Members only.)

The Finance and Administrative Services Committee convened in camera from 2:00 PM to 2:55 PM after having passed a motion to do so, with respect to the following matters:

- C-1. A matter pertaining to outstanding litigation commenced by Shlimon Malakismail affecting the municipality, Superior Court of Justice Court file 5871/11 and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- C-2. A matter pertaining to reports, advice and recommendations of officers and employees of the Corporation concerning labour relations or employee negotiations regarding employment related matters with municipal employees and union groups; and financial information supplied in confidence pertaining to contract negotiations the disclosure of which could reasonably be expected to, prejudice the contractual or other negotiations of the Corporation, and whose disclosure could reasonably be expected to prejudice the economic interest of the Corporation or its competitive position.
- C-3. A matter pertaining to personal information about identifiable individuals, 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, for the purpose of providing instructions and directions to officers and employees of the Corporation.
- C-4. A matter pertaining to personal matters, including information regarding identifiable individual(s), 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.

VII. ADJOURNMENT

The meeting adjourned at 2:56 PM.