

25TH REPORT OF THE
CORPORATE SERVICES COMMITTEE

Meeting held on October 18, 2016, commencing at 12:01 PM, in the Council Chambers, Second Floor, London City Hall.

PRESENT: Councillor J. Morgan (Acting Chair); Acting Mayor P. Hubert; and Councillors J. Helmer, T. Park, V. Ridley and H.L. Usher and L. Rowe (Secretary).

ALSO PRESENT: Councillors M. Salih and M. van Holst, A. Zuidema, A.L. Barbon, L. Bruni, K. Dawtrey, A. Hagan, M. Hayward, J. Kobarda, L. Livingstone, V. McAlea Major, D. Munteer, D. O'Brien, C. Saunders, J. Saunders (Outside Counsel), S. Spring, B. Warner and T. Wellhauser.

I. CALL TO ORDER

1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

II. CONSENT ITEMS

2. STAFF REPORT - City of London Days - Budweiser Gardens

That, on the recommendation of the City Clerk, the City of London Day at the Budweiser Gardens for the London Celebrates Canada 50th Anniversary of the Canadian Flag, originally approved by the Municipal Council to be held on Wednesday, February 15, 2017, BE CANCELLED at the request of London Celebrates Canada.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

3. STAFF REPORT - City of London Days - Budweiser Gardens - Parkinson Society Southwestern Ontario

That, on the recommendation of the City Clerk, and notwithstanding Council Policy 3(8) – City of London Days at the Budweiser Gardens, which restricts a group from having more than two event days over a five year consecutive period, the request from the Parkinson Society Southwestern Ontario to host a Charity Lunch Event featuring local restaurants on June 5, 2017 BE APPROVED as a City of London Day at the Budweiser Gardens.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

4. STAFF REPORT - Email Access - Council Members' Temporary Contract Assistants

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and the City Clerk, on the advice of the Director, Information Technology Services, the following actions be taken with respect to the provision of access to Council Members' email messages, calendars, contacts and other associated items in the Elected Official's Microsoft Exchange account by temporary contract assistants:

- a) the Director, Information Technology Services, BE AUTHORIZED to take the necessary steps to provide access to an Elected Official's email messages, calendars, contacts and other associated items in the Elected Official's Microsoft Exchange account, by their respective temporary contract assistant, using non-corporate devices, through the Outlook Web Application (OWA), over public Wi-Fi; and

- b) the process appended to the staff report dated October 18, 2016 as Appendix "A" BE APPROVED for Council Members to authorize access to their email messages, calendars, contacts and other associated items in the Elected Official's Microsoft Exchange account, by their respective temporary contract assistants; and
- c) the proposed template appended to the staff report dated October 18, 2016 as Appendix "B", for Council Members' agreements with individuals for the provision of contract assistance in carrying out the Council Members' duties as a Member of Council BE APPROVED; it being noted that the proposed template recognizes the requirement for assistants under contract to a Council Member to ensure they utilize OWA, and the information obtained through the use of OWA, for the sole purpose of carrying out work directly related to a Council Member's role, in accordance with applicable legislation and City of London policies and procedures; it being further noted that the responsibility for ensuring that contract assistants conduct themselves in a manner that complies with applicable legislation and City of London policies and procedures shall rest entirely with the Council Member who has engaged the contract assistant.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

5. STAFF REPORT - Tender 16-84 Irregular Bid for Stronach Arena Dehumidification Lifecycle Replacement

That, on the recommendation of the Manager Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to award of contract for the Delivery, Supply and Installation of Arena Dehumidification Equipment;

- a) the tender submitted by Cimco Refrigeration, A Division of Toromont Industries LTD., 651 Wilton Grove Road, London, ON N6N 1N7 at their contract price of \$149,690.00 (HST extra) BE ACCEPTED; it being noted that Cimco Refrigeration was the only bid received and meets the City's terms, conditions and specifications;
- 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 records relating to the subject matter of this approval.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

6. STAFF REPORT - Tender 16-97 Supply, Delivery and Installation of Steelcase Inc., Tender 16-98 Supply, Delivery and Installation of DIRT Wall Systems, Tender 16-99 Supply, Delivery and Installation of Herman Miller Inc. Irregular Results

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 Supply, Delivery and Installation of Office Furniture (Steelcase Inc. and Herman Miller Inc.) and the Supply, Delivery and Installation of DIRT Wall Systems:

- a) the bids submitted by the following proponents BE ACCEPTED; it being noted that the bids submitted by POI Business Interiors, Verto360 and Facility Resources were irregular results (only one bid received for each tender), however the bids meet the City's terms, conditions and specifications:

- i) POI Business Interiors (T16-97), 201 Queens Ave., Suite 2, London, ON N6A 1J1;
 - ii) Verto360 (T16-98), 476 Richmond St., 2nd floor, London, ON N6A 3E4; and
 - iii) Facility Resources (T16-99), 1535 North Routledge Park, London, ON N6H 5L6; and
- b) the Civic Administration BE AUTHORIZED to undertake all the administrative acts that are necessary in connection with these purchases; and
 - c) the approval hereby given BE CONDITIONAL upon the Corporation entering into formal contracts or having purchase orders, or contract records relating to the above-noted purchases.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

7. STAFF REPORT - Lease Agreement - City and Thames Valley District School Board - London Environmental Education Centre Wellington Road Tourist Information Centre Location

That, on recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, on the advice of the Manager of Realty Services, the following actions be taken with respect to the London Environmental Education Centre at the Wellington Road Tourist Information Centre location:

- a) the Lease Agreement attached as Appendix "B" to the staff report dated October 18, 2016, between the City of London and the Thames Valley District School Board (TVDSB), for a term of five (5) years, covering the TVDSB's use of an area behind the City's Wellington Road Tourist Information Centre building at 696 Wellington Road South, where two portable classrooms are currently located, BE APPROVED subject to the following conditions:
 - i) the subject lands being used as a London Environmental Education Centre;
 - ii) the TVDSB agreeing to pay the City a rental rate of \$7,200.00 per annum plus utilities;
 - iii) the TVDSB having the use of the washrooms in the Wellington Road Tourist Information Centre; and
 - iv) the TVDSB having periodic use of the meeting room in the Wellington Road Tourist Information Centre, at an additional charge of \$100.00 per half day; and
- b) the proposed by-law appended to the staff report dated October 18, 2016 as Appendix "A" BE INTRODUCED at the Municipal Council meeting on October 25, 2016, to authorize and approve the Lease Agreement between the City of London and the Thames Valley District School Board, and to authorize the Mayor and the City Clerk to execute the Lease Agreement.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

8. STAFF REPORT - 2016-2019 Tax Calculator Web Tool

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the staff report dated October 18, 2016 regarding the launch of the City of London's 2016-2019 online tax calculator tool BE RECEIVED for information; it being noted that a link to the website will be included in the May 2017 tax bill mail-out; it being further noted that the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer provided a brief demonstration of the online tax calculator tool.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

9. COUNCIL MEMBER SUBMISSION - Report of the Federation of Canadian Municipalities Board of Directors Meeting - Oakville, ON, September 13-16, 2016

That the communication dated September 29, 2016 from Councillor H.L. Usher, regarding the Federation of Canadian Municipalities Board of Directors meeting held September 13-16, 2016, in Oakville, Ontario, BE RECEIVED for information.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

III. SCHEDULED ITEMS

10. DELEGATION - Mike Woods, Chief Operating Officer and Kris Dinel, Chief Business Development Officer, Western Fair District

That it BE NOTED that the Corporate Services Committee (CSC) heard a presentation, as appended to the Corporate Services Committee Agenda, from Mike Woods, Chief Operating Officer and Kris Dinel, Chief Business Development Officer, Western Fair District, with respect to the activities of the Western Fair District and how those activities align with the City of London's Strategic Plan.

Motion Passed

YEAS: J. Morgan, V. Ridley, H.L. Usher, T. Park, J. Helmer, P. Hubert (6)

IV. ITEMS FOR DIRECTION

11. PUBLIC SUBMISSION - Request for Delegation Status - Jason Timlick, President, London Professional Fire Fighters' Association

That it BE NOTED that the Corporate Services Committee considered a delegation request from the London Professional Fire Fighters' Association.

Voting Record:

That the delegation request from the London Professional Fire Fighters' Association BE APPROVED on the understanding that this is not a question and answer opportunity and that Council Members will not engage in discussions given collective bargaining is a responsibility that has been delegated to the Civic Administration.

Motion Failed

YEAS: J. Morgan, V. Ridley, T. Park (3)

NAYS: H.L. Usher, J. Helmer, P. Hubert (3)

Motion to Approve “That the following actions be taken with respect to the request dated September 21, 2016, from J. Timlick, President, LPFFA, Local 142, for delegation status to address a Committee of Council in order to provide the Association’s perspective on the ongoing labour dispute between the City of London and the London Professional Firefighters’ Association:

- a) the London Professional Fire Fighters’ Association (LPFFA) BE INVITED to submit, in writing, its perspective on the ongoing labour dispute between The Corporation of the City of London and the LPFFA, to the Managing Director, Corporate Services and Chief Human Resources Officer; and”.

Motion Failed

YEAS: J. Morgan, V. Ridley, T. Park (3)

NAYS: H.L. Usher, J. Helmer, P. Hubert (3)

- b) Motion to Approve “b) upon receipt of the written submission requested in a), above, the Managing Director, Corporate Services and Chief Human Resources Officer BE DIRECTED to transmit the LPFFA’s written submission, invited in a), above, unedited and in its entirety, under appropriate cover report from the Civic Administration to the Strategic Priorities and Policy Committee.”

Motion Failed

YEAS: V. Ridley (1)

NAYS: J. Morgan, H.L. Usher, T. Park, J. Helmer, P. Hubert (5)

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

None.

VI. CONFIDENTIAL

(See Confidential Appendix to the 25th Report of the Corporate Services Committee enclosed for Members only.)

The Corporate Services Committee convened in camera from 12:43 PM to 1:20 PM after having passed a motion to do so, with respect to the following matters:

- C-1. A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a proposed disposition 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 disposition of land; commercial and financial information supplied in confidence pertaining to the proposed disposition 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 disposition that belongs to the Corporation that has monetary value or potential monetary value; information concerning the proposed disposition whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed disposition 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 disposition.

- C-2. 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 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and advice which is subject to solicitor-client privilege, including communications necessary for that purpose.

VII. ADJOURNMENT

The meeting adjourned at 2:10 PM.