

11TH REPORT OF THE
CORPORATE SERVICES COMMITTEE

Meeting held on March 7, 2017, commencing at 12:00 PM, in the Council Chambers, Second Floor, London City Hall.

PRESENT: Councillor P. Hubert (Chair) and Councillors J. Morgan, T. Park and H.L. Usher and C. Saunders (Acting Secretary).

ABSENT: Councillor J. Helmer.

ALSO PRESENT: Councillors M. van Holst and J. Zaifman; M. Hayward, A.L. Barbon, G. Belch, L. Bruin, A. Dunbar, T. Gaffney, K. Graham, J. Kovacs, A. Macpherson, V. McAlea Major, D. Munteer, L. Palarchio, D. Popadic, A. Ripepi, J. Senese, S. Spring, S. Swance, B. Warner, B. Westlake-Power and P. Yeoman.

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 Community Suite - Fanshawe Foundation Request

That, on the recommendation of the City Clerk, and notwithstanding Council Policy 22(3) – City of London Community Suite Policy, pertaining to the use of the Community Suite for private events, the request from the Fanshawe Foundation to have use of the Community Suite for its 50th Year Celebration Event on September 9, 2017 BE APPROVED; it being noted that the Fanshawe Foundation will be required to meet all insurance, deposit, and administrative requirements outlined in the policy.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

3. STAFF REPORT - Mayors of Southwest Ontario (MOSO) Update

That, on the recommendation of the Director, Community & Economic Innovation, the staff report dated March 6, 2017 entitled “Mayors of Southwest Ontario (MOSO) – Update”, BE RECEIVED for information.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

4. STAFF REPORT - Asset Review: Sale of Major Assets Policy and Future Asset Review Timelines

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager the following actions be taken with respect to the proposed “Sale of Major Assets Policy”:

- a) the proposed by-law appended to the staff report dated March 7, 2017 BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 to approve and adopt a new Council policy entitled “Sale of Major Assets Policy”; and,

- b) the timelines for future reviews of municipal assets as identified in Appendix "B" to the staff report dated March 7, 2017, BE ENDORSED; it being noted that the Managing Director, Corporate Services & City Treasurer, Chief Financial Officer will be responsible for initiating future updates; and,
- c) the City Treasurer BE DIRECTED to report back annually with respect to the disposition(s) of surplus lands/assets, including details of the proceeds and allocations of said proceeds.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

5. STAFF REPORT - Old East Village Business Improvement Area - 2017 Proposed Budget - Municipal Special Levy

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the following actions be taken with respect to the Old East Village Business Improvement Area:

- a) the Old East Village Business Improvement Area proposed 2017 budget submission in the amount of \$217,488, as outlined in Schedule "A" to the staff report dated March 7, 2017, BE APPROVED;
- b) the amount to be raised by The Corporation of the City of London for the 2017 fiscal year for the purposes of the Old East Village Business Improvement Area and pursuant to subsection 208(1) of the *Municipal Act, 2001* BE FIXED at \$15,781;
- c) a special charge BE ESTABLISHED for the amount referred to in part b), above, by a levy in accordance with By-law CP-1, as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*; and
- d) the by-law included as Schedule "B" to the staff report dated March 7, 2017, with respect to municipal special levy for the Old East Village Business Improvement Area, BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

6. STAFF REPORT - London Downtown Business Association - 2017 Proposed Budget - Municipal Special Levy

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the following actions be taken with respect to the London Downtown Business Association:

- a) the London Downtown Business Association proposed 2017 budget submission in the amount of \$1,793,833, as outlined in Schedule "A" to the staff report dated March 7, 2017, BE APPROVED;
- b) the amount to be raised by The Corporation of the City of London for the 2017 fiscal year for the purposes of the London Downtown Business Association and pursuant to subsection 208(1) of the *Municipal Act, 2001* BE FIXED at \$1,877,833;
- c) a special charge BE ESTABLISHED for the amount referred to in part b), above, by a levy in accordance with By-law CP-2, as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*; and

- d) the by-law included as Schedule “C” to the staff report dated March 7, 2017, with respect to municipal special levy for the London Downtown Business Improvement Area, BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

- 7. STAFF REPORT - Argyle Business Improvement Area - 2017 Proposed Budget - Municipal Special Levy

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the following actions be taken with respect to the Argyle Business Improvement Area:

- a) the Argyle Business Improvement Area proposed 2017 budget submission in the amount of \$170,728 as outlined in Schedule “A” to the staff report dated March 17, 2017, BE APPROVED;
- b) the amount to be raised by The Corporation of the City of London for the 2017 fiscal year for the purposes of the Argyle Business Improvement Area and pursuant to subsection 208(1) of the *Municipal Act, 2001* BE FIXED at \$144,496;
- c) a special charge BE ESTABLISHED for the amount referred to in part b), above, by a levy in accordance with By-law A.-6873-292, as amended; it being noted that the special charge shall have priority lien status and shall be added to the tax roll pursuant to subsection 208(7) of the *Municipal Act, 2001*; and,
- d) the by-law included as Schedule “B” to the staff report dated March 7, 2017, with respect to municipal special levy for the Argyle Business Improvement Area, BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

- 8. STAFF REPORT - Reserve Funds Housekeeping - Woodland Acquisition and Management Reserve Fund

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the proposed by-law included as Appendix B to the staff report dated March 7, 2017, BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 to establish the Woodland Acquisition and Management Reserve Fund and to repeal and replace By-law A.-5638-98, entitled “A by-law to establish the Woodlot/Parkland Acquisition Reserve Fund”.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

- 9. STAFF REPORT - Reserve Funds Housekeeping - Parkland Acquisition Reserve Fund

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the proposed by-law included as Appendix B to the staff report dated March 7, 2017 BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 to establish the Parkland Reserve Fund and to repeal and replace By-law A.-4968-17, entitled “A by-law to establish a reserve fund for Parklands”.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

10. STAFF REPORT - Reserve Fund Housekeeping - Community Investment Reserve Fund

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the proposed by-law included as Appendix A to the staff report dated March 7, 2017 BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 to establish a Community Investment Reserve Fund.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

11. STAFF REPORT - Amendment to Council Policy Pertaining to "Accounts Receivable and Collections Policy"

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the proposed by-law included as Appendix "A" to the staff report dated March 7, 2017 BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 to repeal By-law No. CPOL.-2-27 and to adopt a new Council Policy entitled "Accounts Receivable and Collections Policy".

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

12. STAFF REPORT - Procurement of Goods and Services Policy Revision

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the proposed by-law included as Appendix "A" to the staff report dated March 7, 2017 BE INTRODUCED at the Municipal Council meeting to be held on March 21, 2017 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*".

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

13. STAFF REPORT - 2016 Statement of Remuneration and Expenses - Elected and Appointed Officials

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, the following actions be taken with respect to the reporting of the remuneration and expenses of elected and appointed officials:

- a) the report of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer & Acting City Manager, dated March 7, 2017, entitled "2016 Statement of Remuneration and Expenses Elected and Appointed Officials", BE RECEIVED;
- b) in accordance with Section 284 of the *Municipal Act, 2001*, the Statement of Remuneration and Expenses for Elected and Appointed Officials included as Appendix "A" and Appendix "B", respectively, to the staff report dated March 7, 2017, BE RECEIVED for information; and
- c) in accordance with the Travel and Business Expenses Policy, the Statement of Travel Expenses for Senior Administrative Officials Boards and Commissions and Senior Administrative Officials, included as Appendix "C" and Appendix "D", respectively, to the staff report dated March 7, 2017, BE RECEIVED for information.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

14. STAFF REPORT - Audio Recording of Municipal Council and Standing Committee In Closed Session Meetings

That the Ontario Ombudsman BE REQUESTED to advocate for increased protections for municipalities, similar to those provided in other jurisdictions, for municipalities who wish to record their in camera/closed session meetings; it being noted that the Corporate Services Committee received a report entitled "Audio Recording of Municipal Council and Standing Committees In Closed Session Meetings".

Voting Record:

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

Motion to Approve the adoption of a new Council Policy with respect to the audio recording of Municipal Council and Standing Committee In Closed Session meetings.

Motion Failed

YEAS: J. Morgan, T. Park (2)

NAYS: P. Hubert, H.L. Usher (2)

III. SCHEDULED ITEMS

None.

IV. ITEMS FOR DIRECTION

None.

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

15. ADDED - PUBLIC SUBMISSION - Ombudsman Investigation Letter

That the communication dated March 1, 2017 from M. Bird, Counsel, Ombudsman Ontario, regarding a complaint received with respect to the City of London's decision to move City services to Citi Plaza, and the in-camera discussion about the move, BE RECEIVED.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

16. ADDED - COUNCIL MEMBER SUBMISSION - Canadian Coalition of Municipalities Against Racism and Discrimination

That the application of Councillor H.L. Usher to the Canadian Coalition of Municipalities Against Racism and Discrimination (CCMARD) for its two-year pilot project of an Advisory Committee for the organization, BE SUPPORTED by the Municipal Council; it being noted that there are no anticipated costs for the municipality related to membership on this Advisory Committee.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

17. ADDED – COUNCIL MEMBER SUBMISSION - VERBAL – Start Time of Corporate Services Committee Meetings

That the City Clerk BE DIRECTED to bring forward the necessary amendments to the Council Procedure By-law A-50, as amended, to amend the start time for future regularly scheduled meetings of the Corporate Services Committee to 12:30 PM, instead of the current 12:00 PM.

Motion Passed

YEAS: P. Hubert, J. Morgan, T. Park, H.L. Usher (4)

VI. CONFIDENTIAL

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

The Corporate Services Committee convened in closed session from 12:43 PM to 1:15 PM, after having passed a motion to do so, with respect to the following matters:

- C-1. ADDED - A matter pertaining to advice that is subject to solicitor-client privilege, including communications necessary for that purpose, in connection with the implementation of audio recording of Municipal Council, Standing Committees in closed session meetings.
- C-2. ADDED - A matter pertaining to litigation or potential litigation with respect to the expropriation of a property located at 1175 Hyde Park Road, including matters before administrative tribunals, affecting the municipality or local board; advice that is subject to solicitor-client privilege, including communications necessary for that purpose, in connection with the expropriation of a property located at 1175 Hyde Park Road and directions and instructions to officers and employees or agents of the municipality regarding settlement negotiations and conduct of litigation in connection with the expropriation of a property located at 1175 Hyde Park Road.

VII. ADJOURNMENT

The meeting adjourned at 1:29 PM.