

26TH REPORT OF THE
CORPORATE SERVICES COMMITTEE

Meeting held on September 26, 2017, commencing at 12:30 PM, in the Council Chambers, Second Floor, London City Hall.

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

ALSO PRESENT: Councillors P. Squire, M. van Holst and J. Zaifman; A.L. Barbon, G. Bridge, B. Card, I. Collins, B. Coxhead, M. Daley, S. Datars Bere, K. Dawtrey, A. Hagan, O. Katolyk, C. Kay (Outside Counsel), J. Kobarda, P. Kokkoros, R. Lamon, L. Livingstone, J.P. McGonigle, J. Millson, K. Murray, M. Ribera, A. Ripepi, C. Saunders, K. Scherr, J. Senese, J. Smout, S. Stafford and B. Westlake-Power.

I. CALL TO ORDER

1. Disclosures of Pecuniary Interest

That it BE NOTED that Councillor J. Helmer disclosed a potential pecuniary interest in clause 9 of this Report, having to do with pay equity, in the event that discussions relate specifically to the S.E.I.U. Bargaining Unit, by indicating that his company does work for the S.E.I.U. Bargaining Unit.

II. CONSENT ITEMS

2. City of London's Credit Rating

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the City of London's Credit Rating Report, providing a summary of Moody's Investors Service Credit Opinion of the City of London, BE RECEIVED for information.

Motion Passed

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

3. 2017 Operating Budget Mid-Year Monitoring Report - Property Tax, Water, Wastewater & Treatment Budgets

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to 2017 mid-year monitoring:

- a) the 2017 Operating Budget Mid-Year Monitoring Report for the Property Tax Supported Budget (included as Appendix A to the staff report dated September 26, 2017), Water, and Wastewater & Treatment Budgets BE RECEIVED for information; it being noted that an overview of the net corporate projections are outlined below:
 - i) Property Tax Supported Budget surplus of \$4.2 million as identified by Civic Administration, Boards and Commissions. The year-end position could fluctuate significantly based on factors beyond the control of Civic Administration such as fuel prices and winter maintenance conditions. The projected year-end position includes the contributions to Reserve Funds listed in items b) through d);
 - ii) Water Rate Supported Budget surplus of \$0.6 million; and
 - iii) Wastewater & Treatment Rate Supported Budget surplus of \$2.0 million;
- b) the Civic Administration BE AUTHORIZED to contribute the Housing Development Corporation's year-end operational surplus, if any, to the

Housing Development Corporation Reserve Fund which will be used to support housing initiatives and future work by the Housing Development Corporation;

- c) the Civic Administration BE AUTHORIZED to transfer Ontario Works provincial program funding in the amount of \$848,332, residing on the City's Balance Sheet, to the Social Services Reserve Fund to be used for local priorities that support employment, homelessness, social services improvements and the Ontario Works program;
- d) the Civic Administration BE AUTHORIZED to contribute Information Technology Services year-end operational surplus, if any, to the Technology Services Reserve Fund to be used to support investments in corporate systems;
- e) the Civic Administration BE AUTHORIZED to contribute to, or drawdown from, the Water Capital Reserve Fund to balance year-end operations of the Water Budget should the Budget be in a surplus/deficit position; and
- f) the Civic Administration BE AUTHORIZED to contribute to, or drawdown from, the Wastewater Rate Stabilization Reserve to balance year-end operations of the Wastewater & Treatment Budget should the Budget be in a surplus/deficit position.

Motion Passed

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

4. 2017 Mid-Year Capital Monitoring Report

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to 2017 Mid-Year Capital Monitoring:

- a) the 2017 Mid-Year Capital Monitoring Report BE RECEIVED for information; it being noted that the life-to-date capital budget represents \$1.7 billion with \$1.1 billion committed and \$0.6 billion uncommitted; it being further noted that the City Treasurer, or designate, will undertake the housekeeping adjustments identified in the report, in accordance with the Multi-Year Budget Policy adopted by By-law No. CPOL.-45-241;
- b) the status updates of active 2014 life-to-date capital budgets (2014 and prior) having no future budget requests, attached as Appendix "B" to the staff report dated September 26, 2017, BE RECEIVED for information;
- c) the following actions be taken with respect to the completed Capital Projects identified in Appendix "C" to the staff report dated September 26, 2017, which have a total of \$7.1 million of net surplus funding:
 - i) the Capital Projects included in Appendix "C" to the staff report dated September 26, 2017 BE CLOSED;
 - ii) the following actions be taken with respect to the funding associated with the Capital Projects approved for closure in c)i), above:

Rate Supported

- A) pay-as-you-go funding of \$132,551 BE TRANSFERRED to the capital receipts account;
- B) authorized debt financing of \$457,978 BE RELEASED resulting in a reduction of authorized, but unissued debt;
- C) uncommitted reserve fund draws of \$4,835,336 BE RELEASED from the reserve funds which originally funded the projects;

Non-Rate Supported

- D) authorized debt financing of \$1,121,161 BE RELEASED resulting in a reduction of authorized, but unissued debt;

- E) uncommitted reserve fund draws of \$30,431 BE RELEASED from the reserve funds which originally funded the projects;
- F) other net non-rate supported funding sources of \$520,000 BE ADJUSTED in order to facilitate project closings.

Motion Passed

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

5. Vendor of Record (VOR) OSS-00456717 Telephony Equipment, Maintenance and Support Services

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and the Director, Information Technology Services, the following actions be taken with respect to telephony equipment, maintenance and support services:

- a) the proposed by-law appended to the staff report dated September 26, 2017 as Appendix B BE INTRODUCED at the Municipal Council meeting to be held on October 3, 2017 to:
 - i) authorize and approve the agreement with Eclipse Technology Solutions Inc. (the "Supplier") and The Corporation of the City of London (the "Buyer") for the "Publicly Funded Organization Agreement" for Telephony Equipment, Maintenance and Support Services (Schedule A), it being noted that the estimated cost of this project is \$1,250,000; and
 - ii) authorize the Mayor and the City Clerk to execute the Agreement;
- b) the Civic Administration BE AUTHORIZED to undertake all administrative acts that are necessary in connection with this matter;
- c) approval hereby given BE CONDITIONAL upon the Corporation negotiating prices, terms and conditions to the satisfaction of both the City Treasurer and the Director, Information Technology Services;
- d) approval hereby given BE CONDITIONAL upon the Corporation entering into a formal contract, agreement or having a purchase order relating to the subject matter of this approval;
- e) the financing for this project be BE APPROVED as set out in the Source of Financing Report appended to the staff report date September 26, 2017 as Appendix C; and
- f) the Form of Agreement (included as Appendix A to the staff report dated September 26, 2017) for the Province of Ontario Master Agreement BE RECEIVED for information; it being noted that this Agreement is available to the Broader Public Sector (BPS) for a one-year contract (2017-2018), with an optional one (1) year extension.

Motion Passed

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

6. Council Policy - Use of Corporate Resources During an Election Period

That, on the recommendation of the City Clerk, the proposed by-law appended to the staff report dated September 26, 2017 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on October 3, 2017 to revoke, repeal and replace the Council policy entitled "Use of Corporate Resources During a Municipal Election Year" and replace it with a new Council Policy entitled "Policy for the Use of City of London Resources During a Municipal Election Period".

Motion Passed

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

7. Amendment to the Council Policy By-law - Replacement of Schedule "E" - Public Notice Policy

That, on the recommendation of the City Clerk, the proposed by-law appended to the staff report dated September 26, 2017 BE INTRODUCED at the Municipal Council meeting to be held on October 3, 2017 for the purpose of repealing and replacing Schedule "E"- Public Notice Policy 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", in order to make various changes to include notice for environmental assessment terms of reference, and to update the policy to reflect current practices, titles and Committee references.

Motion Passed

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

8. Update: Employee Absenteeism 2017 Mid-Year Review

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer:

- a) the staff report dated September 26, 2017 regarding the employee absenteeism 2017 mid-year review BE RECEIVED for information; and
- b) the Civic Administration BE DIRECTED to move to an annual review and report on employee absenteeism.

Motion Passed

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

9. Pay Equity Update

That, on the recommendation of the Managing Director, Corporate Services & Chief Human Resources Officer, the staff report dated September 26, 2017 regarding an update on pay equity BE RECEIVED for information.

Motion Passed

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

III. SCHEDULED ITEMS

10. Annual Report of the Integrity Commissioner from May 17, 2016 to August 1, 2017

That the following actions be taken with respect to the Annual Report of the Integrity Commissioner:

- a) the Annual Report of the Integrity Commissioner, as well as the attached written summary of the Work Plan for the Code of Conduct, BE RECEIVED;
- b) a summary document outlining the process and requirements for filing a complaint with the Integrity Commissioner, including an appropriate hyperlink, BE PLACED on the City of London's website;
- c) the Integrity Commissioner BE INVITED to attend a future meeting of the Strategic Priorities and Policy Committee in order to provide an education session on the Code of Conduct and other appropriate matters;
- d) the Integrity Commissioner BE DIRECTED to report back to the Strategic Priorities and Policy Committee at the earliest possible date with an updated Code of Conduct reflecting, amongst other things, the various matters contained in the Work Plan noted in a), above, as well as the

forthcoming regulations associated with Bill 68, to the extent they are known;

- e) the communication dated August 27, 2017, from B. Brock, BE REFERRED to the Integrity Commissioner for consideration when reviewing what changes, if any, should be made to the current Code of Conduct.

Motion Passed

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

IV. ITEMS FOR DIRECTION

None.

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

None.

VI. CONFIDENTIAL

(See Confidential Appendix to the 26th Report of the Corporate Services Committee enclosed for Members only.)

The Corporate Services Committee convened in camera from 2:30 PM to 2:56 PM after having passed a motion to do so, with respect to the following matter:

- C-1. A matter pertaining to reports, advice and recommendations of officers and employees of the Corporation concerning labour relations and employee negotiations in regards to the Corporation's associations and unions, and litigation or potential litigation affecting the municipality, and advice which is subject to solicitor client privilege, including communications necessary for that purpose.

VII. ADJOURNMENT

The meeting adjourned at 2:57 PM.