

**27TH REPORT OF THE**  
**CORPORATE SERVICES COMMITTEE**

Meeting held on October 11, 2017, commencing at 12:30 PM, in the Council Chambers, Second Floor, London City Hall.

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

**ALSO PRESENT:** Councillors M. Cassidy, V. Ridley and M. van Holst; M. Hayward, A.L. Barbon, B. Card, I. Collins, S. Corman, B. Coxhead, G. Kotsifas, L. Livingstone, S. MacDonald, T. Purdy, M. Ribera, C. Saunders, K. Scherr, A. Thompson, B. Warner, T. Wellhauser, R. Wilcox and J. Wills.

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**I. CALL TO ORDER**

1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

**II. CONSENT ITEMS**

2. Single Source Award of Contract for Phase 6 Facility Renewal and Energy Retrofit Program

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, with the concurrence of the Manager of Purchasing and Supply, the following actions be taken with respect to the Phase 6 – 2017 Facility Renewal and Energy Retrofit Program:

- a) the proposal appended to the staff report dated October 11, 2017 as Schedule A (to Appendix “B”) submitted by Ameresco Canada Inc., 90 Sheppard Avenue East, 7th Floor, Toronto, ON, M2N 6X3, to undertake the Phase 6 – 2017 Facility Renewal and Energy Retrofit Program at an upset limit of \$3,200,000 excluding HST BE ACCEPTED on a single source basis in accordance with section 14.4 (d) of the Procurement of Goods and Services Policy;
- b) the financing for this project BE APPROVED as set out in the Sources of Financing Report appended to the staff report dated October 11, 2017 as Appendix “A”;
- c) the proposed by-law appended to the staff report dated October 11, 2017 as Appendix “B” BE INTRODUCED at the Municipal Council meeting on October 17, 2017 to:
  - i) approve an agreement between The Corporation of the City of London and Ameresco Canada Inc., for Phase 6 - 2017 Facility Renewal and Energy Retrofit Program at an upset limit of \$3,200,000; and
  - ii) authorize the Mayor and the City Clerk to execute the agreement forming Schedule “A” to the by-law appended hereto as Appendix “B”.

Motion Passed

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

3. City of London 2018 Provincial and Federal Budget Submissions

That, on the recommendation of the Director, Community & Economic Innovation, the following actions be taken with respect to the City of London's 2018 Budget Submissions:

- a) the Civic Administration BE DIRECTED to submit the City of London 2018 Provincial Budget Submission to the Government of Ontario as part of the provincial pre-budget submission process;
- b) the Civic Administration BE DIRECTED to submit the City of London 2018 Federal Budget Submission to the Government of Canada as part of the federal pre-budget submission process; and,
- c) the staff report dated October 11, 2017 BE RECEIVED for information.

Motion Passed

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

4. Declare Surplus - Portion of Oxford Street West - Operations Centre at 1410-1450 Oxford Street West

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, on the advice of the Manager of Realty Services, with the concurrence of the Director, Environment, Fleet and Solid Waste Management and Division Manager, Transportation and Roadside Operations, the following actions be taken with respect to the easterly 44 feet in perpendicular width of the City-owned land located at 1410 - 1450 Oxford Street West, described as Concession 1, Part Lots 27 and 28, Geographic Township of London, containing an area of approximately 33,002 square feet (3,066 square meters):

- a) the subject property BE DECLARED surplus; and
- b) the subject property ("Surplus Lands") BE DISPOSED of by direct sale to Matthews Hall, the abutting land owner, at market value in accordance with the City's Sale and Other Disposition of Land Policy as it pertains to disposition of land to abutting owners.

Motion Passed

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

5. Annual Report Risk Management Services

That, on the recommendation of the Manager III, Risk Management and the Managing Director, Corporate Services & City Solicitor, the staff report dated October 11, 2017, regarding the annual report for Risk Management Services, BE RECEIVED for information.

Motion Passed

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

6. City of London - Experience with New Hours of Service

That, on the recommendation of the City Manager, the staff report dated October 11, 2017 regarding the City of London experience with new hours of service BE RECEIVED for information.

Motion Passed

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

7. Report of the Federation of Canadian Municipalities Board of Directors Meeting - Wood Buffalo, AB, September 12-15, 2017

That the communication dated September 28, 2017 from Councillor H.L. Usher and Councillor T. Park, regarding the Federation of Canadian Municipalities Board of Directors meeting held September 12 - 15, 2017 in Wood Buffalo, AB, BE RECEIVED for information.

Motion Passed

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

### III. SCHEDULED ITEMS

None.

### IV. ITEMS FOR DIRECTION

8. Review of Code of Conduct for Employees

The City Manager BE DIRECTED to take the necessary actions to initiate a review and report back as to how the Codes of Conduct for Employees could be amended to include the following:

- a) the provision of an independent third party, appointed by Municipal Council to receive and process complaints launched against the City Manager, Intake Administrator, Managing Director or Chief Human Resources Officer who will report their findings directly to Municipal Council;
- b) the provision of the ability for the complainant(s) and the individual(s), subject to an investigation, to seek support during and after the completion of the process without being in breach of confidentiality and therefore be found to be in violation of the Code of Conduct for Employees;
- c) the establishment of a written process as to how, when and under what authority an investigation is launched; and,
- d) any other amendments deemed to be appropriate.

Motion Passed

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

9. Establishment of Policy - Concerns of Potential Fraud, Waste and Misuse of Assets and Resources of the Municipality

The City Manager BE DIRECTED to review and report back with a recommended process and policy to provide residents and employees of the City of London with an avenue to bring forward concerns with respect to potential fraud, waste and misuse of assets and resources of the municipality that will ensure that the concerns are received by an independent third party that would report directly to Municipal Council.

Motion Passed

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

10. Tequila Expo Show 2017 - Request for Designation as a Municipally Significant Event

That the Tequila Expo Show 2017, to be held on November 18, 2017 at Budweiser Gardens from 3:00 PM to 12:00 AM, BE DESIGNATED as an event of municipal significance in the City of London.

Motion Passed

YEAS: M. Brown, P. Hubert, J. Helmer, J. Morgan, T. Park (5)

NAYS: H.L. Usher (1)

11. Confirmation of Appointments to the Town and Gown Committee (Requires 1 Voting Representative from 1 of Westerns University's Affiliated Colleges and 1 Voting Representative from Fanshawe Student Union)

That the following individuals BE APPOINTED to the Town and Gown Committee as Voting Members for the term ending February 28, 2019:

Joe Henry representing King's University College  
Morganna Sampson representing Fanshawe Student Union

Motion Passed

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

12. Confirmation of Appointments to the Community Safety and Crime Prevention Advisory Committee (Requires 1 Alternate Voting Representative from the Thames Valley Council of Home & School Associations and 1 Alternate Voting Member from the Thames Valley District School Board)

That the following individuals BE APPOINTED as Alternate Voting Members to the Community Safety and Crime Prevention Advisory Committee for the term ending February 28, 2019:

Robin Harvey representing Thames Valley Council of Home & School Associations  
Ruth Tisdale representing Thames Valley District School Board

Motion Passed

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

13. Request for Bus Rapid Transit to be put on the 2018 Municipal Election Ballot

That the request from Mr. Scott Jackson to put the question of whether or not the public wishes the City of London to proceed with Bus Rapid Transit on the 2018 ballot BE NOTED AND FILED.

Motion Passed

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

**V. DEFERRED MATTERS/ADDITIONAL BUSINESS**

None.

**VI. CONFIDENTIAL**

(See Confidential Appendix to the 27th Report of the Corporate Services Committee enclosed for Members only.)

The Corporate Services Committee convened in camera from 1:30 PM to 2:42 PM after having passed a motion to do so, with respect to the following matter:

- C-1. 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-2. A matter pertaining to litigation with respect to the partial expropriation of property located at 1186 Fanshawe Park Road East, including matters before administrative tribunals, affecting the municipality or local board, OMB file No. LC 160034; advice that is subject to solicitor-client privilege, including communications necessary for that purpose, in connection with the expropriation of property located at 1186 Fanshawe Park Road East; 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 1186 Fanshawe Park Road East.
- C-3. ADDED - A matter pertaining to instructions and directions to officers and employees of the Corporation pertaining to a lease of office space; 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 lease 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 lease of office space.
- C-4. ADDED - A matter pertaining to personal matters, including information regarding an identifiable individual, 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 instructions and directions to officers and employees of the Corporation.

## VII. ADJOURNMENT

The meeting adjourned at 2:43 PM.