

17TH REPORT OF THE
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE

Meeting held on May 28, 2012, commencing at 1:01 PM, in Committee Room No. 3, Second Floor, London City Hall.

PRESENT: Mayor J.F. Fontana (Chair), Councillors J.L. Baechler and P. Hubert and L. Rowe (Secretary).

ABSENT: Councillors N. Branscombe and D. Brown.

ALSO PRESENT: M. Hayward, J.P. Barber, M. Bushby, B. Campbell, I. Collins, E. Gamble, A. Hagan, G.T. Hopcroft, T.A. Johnson, A. Macpherson, V. McAlea Major, J. Purser, C. Saunders, R. Sharpe, J. Stanford, M. Turner, B. Warner, B. Westlake-Power and P. White.

I. DISCLOSURES OF PECUNIARY INTEREST

1. That it **BE NOTED** that no pecuniary interests were disclosed.

II. CONSENT ITEMS

2. *Municipal Freedom of Information and Protection of Privacy Act - 2011 Annual Report*

Recommendation: That, on the recommendation of the City Clerk, the 2011 Annual Report regarding the *Municipal Freedom of Information and Protection of Privacy Act* **BE RECEIVED** for information. (2012-I05-00)

3. City of London Days - John Labatt Centre - United Way of London and Middlesex

Recommendation: That, on the recommendation of the City Clerk, notwithstanding Council Policy 3(8) - Policy for City Events at John Labatt Centre, which restricts a group from having more than two event days over a five-year consecutive period, the request from the United Way Campaign to host the annual United Way Campaign Launch & 3M Harvest Lunch on September 11, 2012 **BE APPROVED** as a City of London Day at the John Labatt Center; it being noted that only one other request has been received for 2012. (2012-A09-07)

4. City of London Days - John Labatt Centre - Tourism London

Recommendation: That, on the recommendation of the City Clerk, and in accordance with the policy for City events at the John Labatt Centre, the following event **BE APPROVED** as a City of London Day at the John Labatt Centre:

Ontario Tourism Marketing Partnership Corporation Annual Summit Conference October 22, 2012. (2012-A09-07)

5. Lambeth Soccer Field Lighting - Project No. PRK209-TS3093-11/TS6217 - Tender No. 12-54

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

- a) the bid submitted by Harold Stecho Electric Ltd., 100 Rankin Street, Waterloo, Ontario, N2V 1V9 at its tendered price of \$159,283.00 (HST excluded) for the Lambeth Soccer Field Lighting **BE ACCEPTED**; it being pointed out that the bid submitted by Harold Stecho Electric Ltd. was the lowest bid received and meets the City's specifications and requirements in all areas;

- b) the Sources of Financing **BE APPROVED** as detailed in Appendix "A" of the associated staff report dated May 28, 2012;
 - 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)
6. Arena Lighting Upgrades - Project No. PRK101-TS6217/TS1650-12 - Tender No. 12-53

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

- a) the bid submitted by St. Clair Electrical Inc., 2963 Brigden Road, Brigden ON N0N 1B0 at its tendered price of \$284,000.00 (HST excluded) for the Arena Lighting Upgrades **BE ACCEPTED**; it being pointed out that the bid submitted by St. Clair Electrical Inc., was the lowest bid received and meets the City's specifications and requirements in all areas;
- b) the Sources of Financing **BE APPROVED** as detailed in Appendix "A" of the associated staff report dated May 28, 2012;
- 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-A09-01)

7. Council Member Indemnification By-law

Recommendation: That, on the recommendation of the City Solicitor, the attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting on June 12, 2012 for the purpose of amending By-law No. A-5 entitled "A by-law to provide for the Indemnification and Defence of Members of Council against liability incurred while acting on behalf of the Municipality" to delete references to the "Board of Control" and substitute the "Finance and Administrative Services Committee" and to delete references to "City Administrator" and substitute "City Manager". (2012-G05-00)

8. Tender 12-57 - Supply and Delivery of Cab and Chassis

Recommendation: That, on the recommendation of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer, the following actions be taken regarding Tender 12-57 – Supply and Delivery of Cab and Chassis:

- a) the tender for the supply and delivery of five (5) Cab & Chassis submitted by Team Truck Centers London (Ltd.), 795 Wilton Grove Road, London, Ontario N6N 1N7 at their tendered price of \$504,500.00 (excluding HST), **BE ACCEPTED**;
- b) the Sources of Financing **BE APPROVED** as detailed in Appendix "A" of the associated staff report dated May 28, 2012;
- c) the Civic Administration **BE AUTHORIZED** to undertake all administrative acts which are necessary in connection with this award; and
- d) approvals hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or issuing a purchase order relating to the subject matter of this approval. (2012-V04-00)

9. Tender 12-58 - Manufacture and Installation of Rear Loading Packer Bodies

Recommendation: That, on the recommendation of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer, the following actions be taken with respect to Tender 12-58 – Manufacture and Installation of Rear Loading Packer Bodies:

- a) the tender for the Manufacture and Installation of five (5) Rear Loading Packer Bodies submitted by Fanotech Enviro, 50 Keith Road, Box 690, Bracebridge, Ontario P1L 1T9 at their tendered price of \$371,780.00 (excluding HST), **BE ACCEPTED**;
- b) the Sources of Financing **BE APPROVED** as detailed in Appendix “A” of the associated staff report dated May 28, 2012;
- c) the Civic Administration **BE AUTHORIZED** to undertake all administrative acts which are necessary in connection with this award; and
- d) approvals hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or issuing a purchase order relating to the subject matter of this approval. (2012-V04-00)

10. Navistar Original Equipment Manufacturer Replacement Parts Single Source

Recommendation: That, on the recommendation of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer, the following actions be taken with respect to the supply and delivery of Navistar Original Equipment Manufacturer replacement parts:

- a) approval hereby **BE GIVEN** to enter into negotiations for a one (1) year contract with an option to renew for four (4) additional one (1) year periods for the supply and delivery of Navistar Original Equipment Manufacturer (OEM) replacement parts;
- b) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this contract;
- c) approval hereby given **BE CONDITIONAL** upon the Corporation entering into negotiations for satisfactory prices, terms and conditions with Navistar Canada Incorporated to the satisfaction of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer; and
- d) approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order relating to the subject matter of this approval. (2012-V04-00)

11. 2011 Downtown Parking Study Update

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, MMM Group **CONTINUE TO BE RETAINED** to provide an update on the Downtown London Parking Study, at a total budget of \$140,000, subject to the provision of additional detail regarding the expenditure; it being noted that the Source of Financing for this project was appended to the staff report dated May 28, 2012 with respect to this matter. (2012-S04-00)

12. Agreement Between the City of London and the London Economic Development Corporation (LEDC)

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, on the advice of the City Solicitor and in accordance with the City of London Procurement of Goods and Services Policy, Section 14 Single Source, the attached revised proposed by-law (Appendix “A”) **BE INTRODUCED** at the Municipal Council meeting to be held on June 12, 2012 to:

- a) approve an agreement between The Corporation of the City of London (City) and the London Economic Development Corporation (LEDC) (attached as Schedule "A") to the by-law; and
- b) authorize the Mayor and the City Clerk to execute the agreement approved in a), above. (See revised report attached.) (2012-L03-00)

13. 2012 Debenture Issuance

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the following actions be taken with respect to the 2012 debenture issuance:

- a) the City Treasurer, Chief Financial Officer **BE AUTHORIZED** to proceed with the issue of debentures to provide permanent financing for capital works in an amount not to exceed \$70,000,000 (Appendix A) through public debentures in the capital markets; and
- b) the City Treasurer, Chief Financial Officer, **BE GIVEN THE AUTHORITY** to issue a fraction of the total noted above, or postpone the issue, until such time as market conditions are favourable, and that the City Treasurer, Chief Financial Officer report back to Council on the market for the issue from time to time. (2012-F08-00)

III. SCHEDULED ITEMS

None.

IV. ITEMS FOR DIRECTION

14. Fund Consideration for South East Summer Fest

Recommendation: That the request from Councillor White for a \$5000 contribution towards the 2012 South East Summer Fest **BE REFERRED** to the City of London's grant process for consideration, in accordance with established guidelines.

15. Request for Reimbursement - FCM Board Campaign Expenses

Recommendation: That Councillor H. L. Usher **BE REIMBURSED**, outside of his annual expense allocation, in an amount of up to \$774.00, upon provision of supporting receipts, for his campaign materials with respect to running for a position on the Board of Directors of the Federation of Canadian Municipalities. (2012-F07-00)

16. Amendments to Council Members' Expense Account Policy 28(2)

Recommendation: That the following actions be taken with respect to the Council Members' Expense Account Policy 28(2):

- a) pursuant to section 13.8 of the Council Procedure By-law, the actions of the Municipal Council taken at its meeting of April 10 and 11, 2012, related to the adoption of clause 5 of the 11th Report of the Finance and Administrative Services Committees, concerning the Council Members' Expense Account Policy 28(2) to address expenses related to "sponsorship" and "event" (ticket) purchases **BE RECONSIDERED**; and
- b) subject to the approval of a), above, the City Clerk **BE DIRECTED** to bring forward a further by-law amendment that would establish an additional category for "community event sponsorship and ticket purchases" so that these types of expenses are not subject to the annual cap established for gifts and souvenirs, as previously approved by the Municipal Council. (2012-G01-00)

17. Association of Municipalities of Ontario Board of Directors

Recommendation: That, the following actions be taken with respect to the Association of Municipalities of Ontario (AMO) Board of Directors:

- a) **NO ACTION BE TAKEN** with respect to the request of Councillor D. Brown for nomination to the AMO Board of Directors; it being noted that Councillor D. Brown indicated she wished to withdraw her request; and
- b) on the recommendation of the Director of Intergovernmental and Community Liaison, the nomination of Grant Hopcroft, Director of Intergovernmental and Community Liaison, to the 2012-2014 Association of Municipalities of Ontario (AMO) Board of Directors – Secretary-Treasurer **BE SUPPORTED**. (2012-A02-01)

V. DEFERRED MATTERS/ADDITIONAL BUSINESS

18. Letter of Support – OLG Slots at Western Fair Charity Event

Recommendation: That the following actions be taken in response to a request by J. Simmons of the Slots at the Western Fair District, regarding an upcoming charitable fundraising event:

- a) the Mayor **BE REQUESTED** to immediately write a letter expressing the City of London's support for the OLG Slots and Casino's application to the AGCO for a lottery licence to run a raffle and 50/50 draw at its upcoming charity golf tournament on June 25, 2012 at Tamarack Ridge, being hosted by the Slots at the Western Fair District; it being noted that this is a fundraising initiative for Federated Health Charities, which is a Public Service Ontario umbrella that was established to assist its members in donating to 16 charitable health organizations; it being further noted that the letter being sought is time sensitive given the application deadline; and
- b) the actions stated in part a), above, **BE CONFIRMED** by the Municipal Council.

VI. CONFIDENTIAL

(See Confidential Appendix to the 17th Report of the Finance and Administrative Services Committee enclosed for Members only.)

The Finance and Administrative Services Committee convened in camera from 1:57 PM to 2:05 PM after having passed a motion to do so, with respect to the following matter:

- C-1. A matter pertaining to labour relations and employee negotiations, litigation or potential litigation and recommendations of officers and employees of the Corporation, including communications necessary for that purpose.

VII. ADJOURNMENT

The meeting adjourned at 2:06 PM.