

**31ST REPORT OF THE**  
**CORPORATE SERVICES COMMITTEE**

Meeting held on November 21, 2017, commencing at 12:32 PM, in the Council Chambers, Second Floor, London City Hall.

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

**ABSENT:** Councillor H.L. Usher.

**ALSO PRESENT:** Councillor M. van Holst; M. Hayward, R. Armistead, B. Baar, A.L. Barbon, B. Card, I. Collins, B. Coxhead, S. Khan, J. Logan, S. Miller, D. Popadic, C. Saunders, S. Swance and B. Warner.

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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. City of London Days at the Budweiser Gardens - Parkinson Society Southwestern Ontario

That, on the recommendation of the City Clerk, notwithstanding Council Policy – 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 25, 2018 BE APPROVED as a City of London Day at the Budweiser Gardens; it being noted that only one other request has been approved to date for 2018.

Motion Passed

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

3. Data Collection for New Employees

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the following actions be taken with respect to demographic information for new hires at the City of London:

- a) pursuant to section 13.6 of the Council Procedure By-law, the actions of the Municipal Council taken at its meeting of May 16, 2017 related to the adoption of clause 4b) of the 18th Report of the Corporate Services Committee, concerning a process for the collection of demographic information for new hires at the City of London, BE RECONSIDERED; and,
- b) subject to the approval of a), above, the Civic Administration BE DIRECTED to report back to the Corporate Services Committee, every six months commencing February 2017, with demographic information for new hires at the City of London; it being noted that based upon consultation with the external vendor, who is responsible for capturing the new hire demographic data, quarterly reporting of new hire demographics would not provide sufficient data for reporting given the low number of participants and the need to ensure anonymity.

Motion Passed

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

#### 4. Vacant Unit Rebate and Vacant/Excess Land Subclass Tax Reduction

That the following actions be taken with respect to vacant unit tax rebates and vacant/excess land subclass reductions in the commercial and industrial property classes:

- a) the Managing Director, Corporate Services and City Treasurer/Chief Financial Officer BE DIRECTED to change the vacancy rebate program in accordance with Option 1, as detailed in the staff report dated November 21, 2017;
- b) the City Clerk BE DIRECTED to send the resolution adopted by Municipal Council to the Minister of Finance with the request that the Minister issue the necessary regulations to put into effect the Option approved in a), above;
- c) NO ACTION BE TAKEN with respect to the vacant/excess land subclass reductions until a later date when it is clear as to what decisions are being made in other municipalities in Ontario with respect to this issue;
- d) the communications from the London Chamber of Commerce, Old East Village BIA, Downtown London, Argyle BIA and the Architectural Conservancy Ontario - London Region Branch BE RECEIVED; and
- e) the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer BE DIRECTED to report back on options for utilizing the savings from phasing out the Rebate Program.

Voting Record:

Motion to Approve parts a) and b).

Motion Passed

YEAS: M. Brown, J. Helmer, J. Morgan, T. Park (4)

NAYS: P. Hubert (1)

Motion to Approve parts c), d) and e).

Motion Passed

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

#### 5. Request for Write-Off of Miscellaneous Accounts Receivable

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the Civic Administration BE AUTHORIZED to write-off the outstanding Accounts Receivable, appended to the staff report dated November 21, 2017 as Appendix "A", in accordance with Council Policy, being the Accounts Receivable and Collections Policy.

Motion Passed

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

#### 6. Request for Write-Off of Provincial Offences Act (POA) Accounts Receivable

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the Civic Administration BE AUTHORIZED to write-off the outstanding Provincial Offences Act (POA) Accounts Receivable, appended to the staff report dated November 21, 2017 as Appendix "B", in accordance with the Ministry of the Attorney General (MAG) Write-Off Directive and Council Policy, being the Accounts Receivable and Collections Policy.

Motion Passed

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

7. Licence Agreement Renewal - Management of Elsie Perrin Williams Estate

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, the proposed by-law appended to the staff report dated November 21, 2017 as Appendix "B" BE INTRODUCED at the Municipal Council meeting to be held on November 28, 2017 to authorize and approve a Licence Agreement between the City and the Heritage London Foundation (HLF) for the management of the Elsie Perrin Williams Estate located at 101-137 Windermere Road, and to authorize the Mayor and the City Clerk to execute the Agreement.

Motion Passed

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

8. Licence Agreement Renewal - Management of Grosvenor Lodge - 1017 Western Road

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, the proposed by-law appended to the staff report dated November 21, 2017 as Appendix "B" BE INTRODUCED at the Municipal Council meeting to be held on November 28, 2017 to authorize and approve a Licence Agreement between the City and the Heritage London Foundation (HLF) for the management of Grosvenor Lodge located at 1017 Western Road, and to authorize the Mayor and the City Clerk to execute the Agreement.

Motion Passed

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

**III. SCHEDULED ITEMS**

None.

**IV. ITEMS FOR DIRECTION**

9. Consideration of Appointment to the Accessibility Advisory Committee

That the following individuals BE APPOINTED to the Accessibility Advisory Committee (ACCAC) as Voting Members, for the term ending February 28, 2019:

Natalie Judges - Persons with a Disability  
Penny Moore - Persons with a Disability;

it being noted that the Corporate Services Committee deferred consideration of appointments of Members-at-Large to the ACCAC until its next meeting;

it being further noted that the appointments of N. Judges and P. Moore were made in accordance with the attached ranked ballot.

Voting Record:

Motion to Approve the appointment of Natalie Judges and Penny Moore to the ACCAC as Voting Members for the term ending February 28, 2019.

Motion Passed

YEAS: P. Hubert, J. Helmer, J. Morgan (3)

Motion to Approval the deferral of the Member-at-Large appointments to the ACCAC to the next meeting of the Corporate Services Committee.

Motion Passed

YEAS: P. Hubert, J. Helmer, J. Morgan (3)

10. Consideration of Appointment to the Trees and Forests Advisory Committee

That the following BE APPOINTED to the Trees and Forests Advisory Committee as Voting Members, for the term ending February 28, 2019:

Marg Szabo - Member-at-Large  
Kaitlin Richardson – Active Community Planting Group

Motion Passed

YEAS: P. Hubert, J. Helmer, J. Morgan (3)

11. Consideration of Appointment to the Diversity, Inclusion and Anti-Oppression Advisory Committee

That the following BE APPOINTED to the Diversity, Inclusion and Anti-Oppression Advisory Committee as Voting Members-at-Large, for the term ending February 28, 2019:

Mphatso Mlotha  
Marilynn Prefontaine  
Shobhita Sharma

it being noted that the above individuals were appointed in accordance with the attached ranked ballot.

Motion Passed

YEAS: P. Hubert, J. Helmer, J. Morgan (3)

12. Confirmation of Appointment to the Town and Gown Committee

That Deputy Chief Jack Burt BE APPOINTED to the Town and Gown Committee as a Non-Voting Representative of the City of London Fire Services, for the term ending February 28, 2019.

Motion Passed

YEAS: P. Hubert, J. Helmer, J. Morgan (3)

**V. DEFERRED MATTERS/ADDITIONAL BUSINESS**

None.

**VI. CONFIDENTIAL**

(See Confidential Appendix to the 31st Report of the Corporate Services Committee enclosed for Members only.)

The Corporate Services Committee convened in camera from 1:56 PM to 2:35 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 lease 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 lease 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 lease whose disclosure could reasonably be expected to prejudice the economic interests of the Corporation or its competitive position; information concerning the proposed lease 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 land.

- C-2. A matter pertaining to litigation with respect to the partial expropriation of property located at 1600-1622, 1634, 1648, and 1656 Hyde Park Road, including matters before administrative tribunals, affecting the municipality or local board, OMB file No. LC 150013; advice that is subject to solicitor-client privilege, including communications necessary for that purpose, in connection with the expropriation of property located at 1600-1622, 1634, 1648, and 1656 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 1600-1622, 1634, 1648, and 1656 Hyde Park Road.
- C-3. A matter pertaining to personal matters, including information regarding identifiable individuals, 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; and advice subject to solicitor-client privilege, including communications necessary for that purpose.

## **VII. ADJOURNMENT**

The meeting adjourned at 2:36 PM.