

**19TH REPORT OF THE**  
**FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE**

Meeting held on June 18, 2012, commencing at 1:02 PM, in Committee Room No. 3, Second Floor, London City Hall.

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

**ABSENT:** Councillor N. Branscombe.

**ALSO PRESENT:** Councillors W.J. Armstrong and S. Orser; T.L. Dobbie, J.P. Barber, J. Braam, B. Campbell, J. Edward, H. Filger, J. Freeman, E. Gamble, M. Hayward, G.T. Hopcroft, T.A. Johnson, J. Logan, V. McAlea Major, R. Paynter, C. Resendes, C. Saunders, J. Smout, J. Stanford, M. Turner and B. Warner.

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**I. DISCLOSURES OF PECUNIARY INTEREST**

1. That it **BE NOTED** that Councillor P. Hubert disclosed a pecuniary interest in clause 3 of this Report having to do with the 2011 Compliance Report in accordance with the Procurement of Goods and Services Policy, by indicating that he is the Executive Director of a social services agency that has a Purchase of Service Agreement with the City of London.

**II. CONSENT ITEMS**

2. WattsWorth Analysis Inc. - Single Source

Recommendation: That, on the recommendation of the Acting Executive Director of Planning, Environmental & Engineering Services and City Engineer, the following actions be taken:

- a) the proposal submitted by WattsWorth Analysis Inc., 555 Southdale Road East, Suite 201, London, Ontario N6E 1A2 for electricity and natural gas procurement strategy advice and related services at their proposed price of \$3,800 per month, HST extra **BE ACCEPTED**;
- b) approval hereby given **BE CONDITIONAL** upon the Corporation entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval;
- c) Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase; and

it being noted that due to the Single Source of this service, it will be included on the exemption list in section 9 of the Procurement of Goods and Services Policy Schedule B – Goods and /or Services NOT Subject to this Policy. (2012-W12-00)

3. 2011 Compliance Report in Accordance with the Procurement of Goods and Services Policy

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the following actions be taken:

- a) the administrative contract awards, as per Section 8.11 (b) of the Procurement of Goods and Services Policy, which are greater than \$10,000 and less than \$50,000 without a purchase order, decentralized from Purchasing and Supply, that have been reported to the Manager of Purchasing and Supply and have been reviewed for compliance to the Procurement of Goods and Services Policy, **BE RECEIVED** for information (Appendix "A" to the staff report dated June 18, 2012);

- b) as per the Procurement of Goods and Services Policy, Section 8.11 (c), an annual report of total payments required where a supplier has invoiced the City a cumulative total value of \$100,000 or more in a calendar year, **BE RECEIVED** for information (Appendix “B” to the staff report dated June 18, 2012); and
  - c) the administrative contract awards for Professional Consulting Services with an aggregate total greater than \$100,000, as per Section 15.1 (g) of the Procurement of Goods and Services Policy, decentralized from Purchasing and Supply that have been reported to the Manager of Purchasing and Supply and have been reviewed for compliance to the Procurement of Goods and Services Policy, **BE RECEIVED** for information (Appendix “C” to the staff report dated June 18, 2012). (2012-F13-00)
4. Designation of an Improvement Area Under Section 204 of the *Municipal Act, 2001* - Argyle Business Improvement Area (BIA)

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the Civic Administration **BE DIRECTED** to give notice of Municipal Council’s intent to pass the attached proposed by-law (Appendix “A”), to establish an Argyle Business Improvement Area, in accordance with section 210 of the *Municipal Act, 2001*. (2012-D07-00)

5. Letter of Agreement - Provincial Dedicated Gas Tax Funds for Public Transportation Program

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the attached proposed by-law (Appendix “A”) **BE INTRODUCED** at the Municipal Council meeting to be held on June 26, 2012 to authorize the Mayor and the City Treasurer, Chief Financial Officer to execute a Letter of Agreement between the Province of Ontario and the City of London with respect to the Dedicated Gas Tax Funds for Public Transportation Program. (2012-F16-00)

6. Annual Meeting Calendar

Recommendation: That, on the recommendation of the City Clerk, the Municipal Council’s annual meeting calendar **BE AMENDED** as follows:

<u>Committee</u>	<u>Original Meeting Date</u>	<u>Revised Meeting Date</u>
Finance and Administrative Services Committee	August 22 – 1:00 PM	August 20 – 1:00 PM
Planning & Environment Committee	August 22 – 4:00 PM	August 20 – 4:00 PM
Civic Works Committee	August 22 – 4:00 PM	August 21 – 4:00 PM
Community Services Committee (2012-G02-00)	August 22 – 7:00 PM	August 21 – 7:00 PM

7. City of London Website Modernization - Single Source

Recommendation: That, on the recommendation of the Managing Director, Corporate Communications and the Chief Technology Officer, the following actions be taken related to the City of London Website Modernization project:

- a) the Civic Administration **BE AUTHORIZED** to enter into negotiations for a consulting services contract with Infusion Inc. of 276 King Street West, 4th Floor, Toronto, ON, M5V 1J2 to build and implement a SharePoint platform that will result in a new, modern City of London website;
- b) the Sources of Financing **BE APPROVED** as detailed in Appendix “C” of the associated staff report dated June 18, 2012;

- c) the Civic Administration **BE AUTHORIZED** to undertake all the necessary administrative acts in connection with this matter, including the execution of an Agreement; and
  - d) the approval of clause b) above **BE CONDITIONAL** upon the Corporation negotiating prices, terms and conditions with Infusion Inc. to the satisfaction of the Chief Technology Officer and the Manager of Purchasing and Supply.
8. Declare Property Surplus and Sale - Portion of Southeast Corner of Empress Avenue and Wharncliffe Road North

Recommendation: That, on the recommendation of the Managing Director - Corporate Assets, on the advice of the Manager Realty Services, with respect to a portion of the City-owned vacant land on the southeast corner of Empress Avenue and Wharncliffe Road North, measuring approximately 4 metres X 12 metres, containing an area of approximately 45 square metres (480 square feet), being Part 1, Reference Plan 33R-18266, as shown on Schedule "A", the following actions be taken:

- a) the subject property **BE DECLARED** surplus;
- b) the offer from Ian Lave, the owner of the adjacent property, to purchase the subject lands from the City, for the sum of \$2,900.00 **BE ACCEPTED**; and
- c) the attached proposed by-law **BE INTRODUCED** at the Municipal Council meeting to be held on June 26, 2012 to approve the sale and to authorize the Mayor and the City Clerk to execute the Agreement of Purchase and Sale. (2012-L15-01)

9. Tender 12-64 - Elevator Maintenance Services

Recommendation: That on the recommendation of the Managing Director - Corporate Assets, the following actions be taken with respect to Tender 12-64:

- a) the bid submitted by Schindler Elevator Corporation, 4056 Meadowbrook Pl., Unit 115, London, Ontario N6L 1E2 **BE ACCEPTED**, at their tender price of \$548,366.40, HST extra, for a five (5)-year period, it being noted that Schindler Elevator Corporation submitted the lowest bid and meets the City's terms, conditions and specifications of Tender 12-64;
- b) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this contract; and
- c) 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-A09-07)

10. Long-Term Infrastructure Plan - Federation of Canadian Municipalities (FCM) Campaign "Target 2014: Building Our Future"

Recommendation: That, on the recommendation of the Director of Intergovernmental and Community Liaison, the Federation of Canadian Municipalities' Campaign for a long-term federal plan for municipal infrastructure funding: Target 2014: Building our Future **BE SUPPORTED** and the following resolution **BE ADOPTED**:

Development of a new long-term federal plan for municipal infrastructure funding

WHEREAS the Building Canada Plan and a number of important federal-provincial transfer agreements vital to Canada's cities and communities, will expire in March 2014;

AND WHEREAS federal investments over the last few years have helped to slow the decline of our cities and communities, and the Government of Canada has committed to develop a new long-term plan for municipal infrastructure funding in consultation with municipal and provincial/territorial governments;

AND WHEREAS a seamless transition from the Building Canada Plan to a new long-term plan is necessary to ensure that municipalities can continue planning their capital spending effectively;

AND WHEREAS the Federation of Canadian Municipalities (FCM) has launched a campaign to ensure that the new plan reflects municipal priorities across the country and asks its member municipalities to pass a Council resolution supporting the campaign;

AND WHEREAS the City of London has continuing infrastructure needs, such as roads, bridges, water and wastewater, that can only be met with through the kind of long-term planning and investment made possible by a national plan;

AND THEREFORE BE IT RESOLVED that The Corporation of the City of London endorse the FCM campaign and urge the Minister of Transport, Infrastructure and Communities to work with FCM and cities and communities to ensure the new long-term infrastructure plan meets the core infrastructure needs of cities and communities;

AND BE IT FURTHER RESOLVED that The Corporation of the City of London urge the Minister of Transport, Infrastructure and Communities to ensure that the new long-term infrastructure plan is fully in place when existing programs expire in 2014 and prior to adoption of 2014 municipal budgets;

AND BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Minister of Transport, Infrastructure and Communities, to the Ontario Minister of Municipal Affairs and Housing, to MPs Preston, Holder, Truppe and Mathysen, MPPs Bentley, Matthews, Armstrong and Yurek, the Ontario Minister of Infrastructure, the Federation of Canadian Municipalities and the Association of Municipalities of Ontario. (2012-F12-00)

#### 11. Team London Trade Mission to China - April 2012

Recommendation: That, on the recommendation of the Director of Intergovernmental and Community Liaison, the following report on the Team London Trade Mission to China April 2012 **BE RECEIVED** for information.

### III. SCHEDULED ITEMS

#### 12. Tax Adjustment Agenda

Recommendation: That the recommendations in the Tax Adjustment Agenda dated June 18, 2012 **BE APPROVED**; it being noted that at the public hearing associated with this matter there were no members of the public in attendance that wished to speak to the Finance and Administrative Services Committee.

### IV. ITEMS FOR DIRECTION

#### 13. Argyle Business Improvement Association Funding Agreement

Recommendation: That the attached proposed by-law regarding a grant agreement between The Corporation of the City of London and the Argyle Business Improvement Association **BE INTRODUCED** at the Municipal Council meeting to be held on June 26, 2012 to:

- a) approve the grant agreement attached as Schedule "A" to the by-law; and
- b) authorize the Mayor and the City Clerk to execute the agreement noted in a), above;

it being noted that the grant will be funded by the City's approved 2012 budget. (2012-F12-00)

## 14. Resignation from the Middlesex-London Board of Health

Recommendation: That the communication dated May 18, 2012, from Patricia Coderre, resigning her appointment to the Middlesex-London Board of Health, effective Friday, December 14, 2012, **BE ACCEPTED** and the City Clerk **BE REQUESTED** to advertise for applications for the upcoming vacancy. (2012-G03-00)

## 15. Request for Designation of Rock the Road 10K as a Municipally Significant Event

Recommendation: That the Rock the Road 10K to be held in London, Ontario on Sunday, August 19, 2012 **BE DESIGNATED** as a municipally-significant event.

**V. DEFERRED MATTERS/ADDITIONAL BUSINESS**

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

Recommendation: That, notwithstanding the recommendation of the Acting Executive Director, Planning, Environmental & Engineering Services & City Engineer, the following actions be taken:

- a) the tender for the Manufacture and Installation of five (5) Rear Loading Packer Bodies submitted by London Machinery Inc., 15790 Robin's Hill Road, London, ON N5V 0A4, at their tendered price of \$376,150.00 (excluding HST), **BE ACCEPTED**;
- b) the attached Sources of Financing **BE APPROVED**;
- 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.

**VI. CONFIDENTIAL**

*(See Confidential Appendix to the 19th Report of the Finance and Administrative Services Committee enclosed for Members only.)*

The Finance and Administrative Services Committee convened in camera from 2:01 PM to 2:27 PM after having passed a motion to do so, with respect to the following matters:

- C-1. A matter pertaining to personal matters, including information regarding identifiable individuals, including municipal employees, with respect to employment related matters, advice or recommendations of officers and employees of the Corporation including communications necessary for that purpose.
- C-2. A matter pertaining to personal information about identifiable individuals including municipal employees, with respect to employment-related matters and 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.
- C-3. A matter pertaining to advice subject to solicitor-client privilege, including communications necessary for that purpose, as it relates to Tender 12-58 – Manufacture and Installation of Rear Loading Packer Bodies.

**VII. ADJOURNMENT**

The meeting adjourned at 2:35 PM.