

# Corporate Services Committee

## Report

14th Meeting of the Corporate Services Committee  
July 17, 2018

PRESENT: Councillors J. Helmer (Chair), J. Morgan, P. Hubert, M. van Holst, J. Zaifman  
ABSENT: Mayor M. Brown  
ALSO PRESENT: Councillor A. Hopkins; M. Hayward, A. Anderson, M. Balogun, A.L. Barbon, G. Barrett, D. Bordin, B. Card, M. Daley, J. Davies, A. DiCicco, M. Galczynski, M. Henderson, P. Kokkoros, G. Kotsifas, R. Lamon, M. Ribera, C. Saunders, M. Schulthess, B. Warner, B. Westlake-Power and P. Yeoman.

The meeting was called to order at 12:30 PM.

### 1. Disclosures of Pecuniary Interest

That it BE NOTED that no pecuniary interests were disclosed.

### 2. Consent

Moved by: P. Hubert  
Seconded by: J. Morgan

That Items 2.1, 2.2, 2.4 and 2.7 BE APPROVED.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

#### 2.1 Strategic Plan Progress Variance

Moved by: P. Hubert  
Seconded by: J. Morgan

That, on the recommendation of the City Manager, with the concurrence of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the staff report dated July 17, 2018, entitled "Strategic Plan Progress Variance" BE RECEIVED for information.

**Motion Passed**

#### 2.2 Council Policy - Issuance of Technology Equipment to Council Members

Moved by: P. Hubert  
Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and the City Clerk and with the concurrence of the Director, Information Technology Services, the proposed by-law appended to the staff report dated July 17, 2018 as Appendix "A" BE INTRODUCED at the Municipal Council meeting to be held on July 24, 2018 to amend By-law No. CPOL.-68-300 being "Issuance of Computer Equipment to Council Members" to: rename the Policy "Issuance of Technology Equipment to Council Members"; identify standard equipment guidelines for the upcoming Council term; provide for

a review of the corporate standards for computer equipment and software to be issued to Council Members prior to the commencement of any new Council term; to provide greater clarity within the Policy; reformat into the new Council Policy template; and review with the gender equity lens.

**Motion Passed**

2.4 Reserve and Reserve Fund Policy Report

Moved by: P. Hubert

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the proposed by-law appended to the staff report dated July 17, 2018 as Appendix A BE INTRODUCED at the Municipal Council meeting on July 24, 2018 to enact a Reserve and Reserve Fund Policy.

**Motion Passed**

2.7 New Entryway Signage for City-Owned Industrial Parks

Moved by: P. Hubert

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, and on the advice of the Manager of Realty Services, the Civic Administration BE DIRECTED to proceed with a Request for Proposal (RFP) to construct new entryway signage at Innovation Park.

**Motion Passed**

2.3 2017 Investment Report

Moved by: M. van Holst

Seconded by: J. Morgan

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the 2017 Investment Report dated July 17, 2018:

a) the 2017 Investment Report, providing a summary of the performance of the City of London's investment portfolio, BE RECEIVED for information;

b) the update on amendments to the *Municipal Act, 2001* and Ontario Regulation 438/97, including the Prudent Investor Standard, BE RECEIVED for information; and

c) the proposed by-law appended to the staff report dated July 17, 2018 as Appendix "B" BE INTRODUCED at the Municipal Council meeting on July 24, 2018, to amend By-law CPOL.-39-235 entitled "Investment Policy" to revise the investment term limitations and change to investment term targets, revise the delegation of authority and authorization to reflect the City's current organizational structure, reformat into the new Council Policy template and review with the gender equity lens.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

2.5 FCM Grant Funding Agreement & RFP 18-23 Award for Corporate Asset Management Plan and Policy

Moved by: M. van Holst  
Seconded by: P. Hubert

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, with the advice of the Manager III, Corporate Asset Management, the following actions be taken with respect to the Corporate Asset Management Plan and Policy:

- a) the proposed by-law appended to the staff report dated July 17, 2018 as Appendix B BE INTRODUCED at the Municipal Council meeting to be held on July 24, 2018 to approve the Grant Funding Agreement between The Corporation of the City of London and the Federation of Canadian Municipalities, and authorize the Mayor and the City Clerk to execute the Funding Agreement; it being noted that this will assist with expenditures related to the creation of the 2018 City of London Corporate Asset Management Plan and Strategic Asset Management Policy, in accordance with Ontario Regulation 588/17 – Asset Management Planning for Municipal Infrastructure;
- b) the Mayor and the City Clerk BE AUTHORIZED to execute any contract, statement of work or other documents, if required, to give effect to these recommendations;
- c) the proposal submitted by GM BluePlan Engineering Limited, Royal Centre, 3300 Highway No.7, Suite 402, Vaughan, ON L4K 4M3, for the provision of professional services with respect to Corporate Asset Management Plan and Policy at their proposed fees of \$163,989 excluding HST, BE ACCEPTED;
- d) the Civic Administration BE AUTHORIZED to undertake all the administrative acts that are necessary in connection with the submitted proposal; and,
- e) the approval hereby given BE CONDITIONAL upon the City of London entering into a formal contract or having a purchase order, or contract record relating to the subject matter of this approval.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

2.6 Industrial Land Development Strategy Annual Monitoring and Pricing Report - City-Owned Industrial Land

Moved by: M. van Holst  
Seconded by: P. Hubert

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 respect to the City of London's Industrial Land Development Strategy, the following actions be taken with respect to the annual monitoring and pricing of City-owned industrial lands:

- a) the proposed by-law appended to the staff report dated July 17,

2018 as Appendix “A” BE INTRODUCED at the Municipal Council meeting to be held on July 24, 2018 to amend By-law No. A.-6151-17, as amended, 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” by deleting Attachment “B” to Schedule “A” – Sale and other Disposition of land Policy of the By-law and by replacing it with a new Attachment “B” to Schedule “A” to amend the current pricing for City-owned serviced industrial land in Innovation Park, Skyway Industrial Park, River Road Industrial Park, Cuddy Boulevard Parcels and Trafalgar Industrial Park as follows:

Innovation Park, Skyway Industrial Park, River Road Industrial Park, and Cuddy Blvd Parcels:

- Lots up to 3.99 acres from \$75,000 per acre to \$80,000.00 per acre
- 4.00 acres and up from \$65,000 per acre to \$70,000.00 per acre

Pricing for serviced industrial land in Trafalgar Industrial Park:

- All lot sizes – from \$55,000 per acre to \$65,000.00 per acre;

b) the staff report dated July 17, 2018 entitled “Industrial Land Development Strategy Annual Monitoring and Pricing Report – City-Owned Industrial Land”, BE RECEIVED.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

### **3. Scheduled Items**

#### **3.1 Tribunal - Development Charge Complaint - 84 Dennis Avenue**

Moved by: P. Hubert

Seconded by: J. Zaifman

That, after convening as a tribunal under section 27 of Part IV of By-law C.P.-1496-244 to hear a complaint under section 20 of the *Development Charges Act 1997, S.O. 1997, c. 27*, by Janice and Patrick Greenside, the owners of the property located at 84 Dennis Avenue, regarding the development charges being appealed, for the erection of a new single detached dwelling on the subject property, as detailed in the attached Record of Proceeding, on the recommendation of the Tribunal, the complaint BE DISMISSED on the basis that the Tribunal finds that the amount of the development charge being applied were correctly determined and no error occurred in the application of the Development Charges By-law.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

Additional Votes:

Moved by: P. Hubert

Seconded by: M. van Holst

That the Corporate Services Committee now convene as a tribunal under section 27 of Part IV of By-law C.P.-1496-244 to hear a complaint under section 20 of the *Development Charges Act, 1997* and provide the complainant an opportunity to make representations.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

3.2 Crispin Colvin, Director, Ontario Federation of Agriculture - Ontario Federation of Agriculture - Producing Prosperity in Ontario

Moved by: J. Zaifman

Seconded by: P. Hubert

That the presentation from Crispin Colvin, Director, Ontario Federation of Agriculture, Ontario Federation of Agriculture with respect to Producing Prosperity in Ontario, as included on the public agenda, BE RECEIVED.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

#### **4. Items for Direction**

4.1 Confirmation of Appointment to the Community Safety and Crime Prevention Advisory Committee (Requires 1 Non-Voting Representative from Active & Safe Routes to School)

Moved by: P. Hubert

Seconded by: J. Zaifman

That Tara MacDaniel BE APPOINTED as a Non-Voting Representative from Active & Safe Routes to School to the Community Safety and Crime Prevention Advisory Committee for the term ending February 28, 2019.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

4.2 Daytime Schedule

Moved by: J. Zaifman

Seconded by: J. Morgan

That the communication dated July 8, 2018, from Councillor M. van Holst BE RECEIVED; it being noted that there will be a Public Participation Meeting related to the proposed meeting calendar at a future meeting of the Corporate Services Committee.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

**5. Deferred Matters/Additional Business**

None.

**6. Confidential (Enclosed for Members only.)**

The Corporate Services Committee convened as the Tribunal, In Closed Session, from 2:01 PM to 2:10 PM, to consider the following:

**6.3 (ADDED) - Solicitor-Client Privileged Advice**

A matter pertaining to advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding a complaint made by Janice and Patrick Greenside under Part IV of By-law C.P.-1496-244, as amended, the Development Charges By-law, in respect of the development charge imposed by The Corporation of the City of London in connection with development on the land known as 84 Dennis Avenue.

Moved by: J. Zaifman

Seconded by: M. van Holst

That Corporate Services Committee convene in closed session for the purpose of considering the following matters:

**6.1 Solicitor-Client Privileged Advice/Litigation/Potential Litigation**

A matter pertaining to advice subject to solicitor-client privilege, including communications necessary for that purpose, and advice with respect to litigation with respect to various personal injury and property damage claims against the City.

**6.2 Personal Matters/Identifiable Individual/Litigation/Potential Litigation/Solicitor-Client Privileged Advice**

A matter pertaining to personal matters, including information regarding identifiable individuals, with respect to employment-related matters; litigation or potential litigation affecting the municipality; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 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.

Yeas: (5): J. Helmer, J. Morgan, P. Hubert, M. van Holst, and J. Zaifman

Absent: (1): Mayor M. Brown

**Motion Passed (5 to 0)**

The Corporate Services Committee convened in closed session from 2:57 PM to 3:08 PM.

**6.1 Solicitor-Client Privileged Advice/Litigation/Potential Litigation**

**6.2 Personal Matters/Identifiable Individual/Litigation/Potential Litigation/Solicitor-Client Privileged Advice**

**7. Adjournment**

The meeting adjourned at 3:09 PM.