

# **Corporate Services Committee**

## **Report**

13th Meeting of the Corporate Services Committee  
May 28, 2019

PRESENT: Councillors J. Morgan (Chair), J. Helmer , P. Van Meerbergen,  
A. Kayabaga, S. Hillier  
ABSENT: Mayor E. Holder  
ALSO PRESENT: Councillor S. Lehman; M. Hayward, A.L. Barbon, I. Collins, B.  
Coxhead, L. Livingstone, D. Mounteer, K. Murray, S. Oldham, C.  
Saunders, K. Scherr, C. Smith, S. Spring and B. Westlake-  
Power.

The meeting is 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: S. Hillier

Seconded by: A. Kayabaga

That items 2.3 to 2.5, BE APPROVED.

Yeas: (5): J. Morgan, J. Helmer, P. Van Meerbergen, A. Kayabaga, and S. Hillier

Absent: (1): E. Holder

**Motion Passed (5 to 0)**

#### **2.3 City of London Days at the Budweiser Gardens – Canada's Walk of Fame**

Moved by: S. Hillier

Seconded by: A. Kayabaga

That, on the recommendation of the City Clerk, the request from Canada Walk of Fame to hold the Hometown Star recognition ceremony for Tessa Virtue and Scott Moir on August 7, 2019, BE APPROVED as a City of London Day at the Budweiser Gardens; it being noted that two days remain for 2019, with no other requests pending.

**Motion Passed**

#### **2.4 Employee Absenteeism 2018**

Moved by: S. Hillier

Seconded by: A. Kayabaga

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the staff report dated May 28, 2019 with respect to employee absenteeism 2018 BE RECEIVED for information purposes.

**Motion Passed**

2.5 Reduced Hours of Operation (Holiday Closure)

Moved by: S. Hillier

Seconded by: A. Kayabaga

That, on the recommendation of the Managing Director, Corporate Services and Chief Human Resources Officer, the following actions be taken with respect to Reduced Hours of Operation:

- a) the staff report dated May 28, 2019 BE RECEIVED for information; and,
- b) the Holiday Closure Period BE APPROVED for 2019 - 2023.

**Motion Passed**

2.1 Provincial Budget and Recent Proposed Legislative Changes with Financial Impacts

Moved by: P. Van Meerbergen

Seconded by: S. Hillier

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 Provincial Budget and Recent Proposed Legislative Changes with Financial Impacts:

- a) the staff report dated May 28, 2019 BE RECEIVED for information; it being noted that the Civic Administration will continue to provide updates on financial impacts resulting from the provincial budget and other legislative changes through the semi-annual budget monitoring process and will evaluate, develop mitigation plans to control costs and incorporate impacts to the City of London's budget as appropriate during development of the 2020-2023 Multi-Year Budget; and
- b) the Civic Administration BE DIRECTED to continue advocacy efforts to inform the provincial government of the potential impacts of the proposed legislative changes on the City and to work with the Province of Ontario to identify innovative solutions to shared challenges including providing adequate lead time to allow municipalities to plan for changes prior to implementation.

Yeas: (5): J. Morgan, J. Helmer, P. Van Meerbergen, A. Kayabaga, and S. Hillier

Absent: (1): E. Holder

**Motion Passed (5 to 0)**

2.2 Council Policy Manual

Moved by: A. Kayabaga

Seconded by: J. Helmer

That, on the recommendation of the City Clerk, the following actions be taken with respect to the "Policy for the Establishment and Maintenance of Council Policies":

- a) the proposed by-laws appended to the staff report dated May 28, 2019 as Appendices B1 and B2 BE INTRODUCED at the Municipal Council meeting to be held on June 11, 2019, to provide for the following new Council Policies:
  - i) Municipal Service and Financing Agreements Policy;

ii) Part-Lot Control Exemption Policy

b) the proposed by-laws appended to the staff report dated May 28, 2019 as Appendices C1 to C9 BE INTRODUCED at the Municipal Council meeting to be held on June 11, 2019, to amend the following Council Policies:

- i) "Accessibility Policy" to be amended to provide for additional language to clarify that provision of accessible services, includes services for employees as well as the public and to include reference to The Integrated Accessibility Standards".
- ii) "Annual Retirement Dinner, 25-Year Club Dinner and Other Civic Dinners Policy" to be amended to rename the Policy "Receptions and Dinners for Retirement, 25-Year Club and other Civic Occasions" and to clarify the type of events to be held.
- iii) "City of London Community Suite Policy" to be amended to include the requirement for the user groups to provide proof of insurance.
- iv) "City of London Records Management Policy" to be amended to clarify that City records include those that have been received or created by the City, and to update the Policy to reflect current practices.
- v) "Flags at City Hall Policy" to be amended to rename the Policy "Flags at City Hall" and to add reference and provisions with respect to the flags located at the back entrance of City Hall.
- vi) "Free of Fear Services for All Policy" to be amended to provide for annual reporting and to clarify that the Policy applies to all City services.
- vii) "Review of Ward Boundaries Policy" to be amended to provide for the review to be undertaken as required.
- viii) "Special Assistance and Supplementary Aid" Policy to be amended to rename the Policy "Discretionary Benefits".
- ix) "Urban Design Awards" to be amended to provide for three specific awards categories.

c) the proposed by-laws appended to the staff report dated May 28, 2019 as Appendices D1 to D3 BE INTRODUCED at the Municipal Council meeting to be held on June 11, 2019, to repeal the following Council Policies:

- i) "Public Notification Policy for Construction Projects" to be repealed and be replaced with an Administrative Procedure as directed by Municipal Council.
- ii) "Affordable Housing Reserve Fund Implementation Policy" to be repealed as the Policy is no longer required.
- iii) "Purchase Services Agreements" to be repealed as the Policy is outdated and no longer required; and,

d) the Civic Administration BE DIRECTED to report back to the Corporate Services Committee with respect to the potential of a new policy whereby the City of London would host an annual event to recognize Black History month.

Yeas: (5): J. Morgan, J. Helmer, P. Van Meerbergen, A. Kayabaga, and S. Hillier

Absent: (1): E. Holder

**Motion Passed (5 to 0)**

**3. Scheduled Items**

None.

**4. Items for Direction**

None.

**5. Deferred Matters/Additional Business**

None.

**6. Adjournment**

The meeting adjourned at 1:00 PM.