

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee
From: Cathy Saunders, City Clerk
Subject: Various By-law Amendments to Implement Organizational Structure Change
Meeting on: November 1, 2021

Recommendation

That on the recommendation of the City Clerk, the following actions be taken with respect to various By-law amendments to implement organizational structure changes:

- a) the attached proposed by-law (Appendix "A") being "A by-law to amend By-law No. A.-7766-366, being "A by-law to approve and adopt a standard form Licence Agreement for the use of recreation spaces and assets; and to authorize the Managing Director, Parks and Recreation or the Managing Director Neighbourhood, Children and Fire Services, or their written designate, to insert information and execute Licence Agreements not exceeding \$10,000, for the use of recreation spaces and assets, which employ this form and to repeal By-law No A.-6690-195 and any amendments thereto" to reflect the current organizational structure", BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021;
- b) the attached proposed by-law (Appendix "B") being "A by-law to amend By-law No. A.-7821-84, being "A by-law to approve the Grant Agreement between The Corporation of the City of London and Grand Theatre; and to authorize the Mayor and the City Clerk to execute the Agreement" to reflect the current organizational structure" BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021;
- c) the attached proposed by-law (Appendix "C") being "A by-law to amend By-law No. A.-7820-83, being "A by-law to approve the Purchase of Service Agreement between London Arts Council and The Corporation of the City of London; and to authorize the Mayor and the City Clerk to execute the Agreement" to reflect the current organizational structure", BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021;
- d) the attached proposed by-law (Appendix "D") being "A by-law to amend By-law No. A.-7834-109, being "A by-law to approve the Purchase of Service Agreement between London Heritage Council and The Corporation of the City of London; and to authorize the Mayor and the City Clerk to execute the Agreement" to reflect the current organizational structure", BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021;
- e) the attached proposed by-law (Appendix "E") being "A by-law to amend By-law No. A.-7332-16 being "A By-law to approve and adopt the standard form Grant Agreement (London Community Grants Program); and to authorize a City Representative to insert information and execute agreements which employ this form; and to authorize a City Representative to insert information and execute agreements which employ this form" to reflect the current organizational structure", BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021;
- f) the attached proposed by-law (Appendix "F") being "A by-law to amend By-law No. A.-6790-81, being "A By-law to approve and adopt the standard form for Purchase of Services Agreements for Community Services" to reflect the current organizational structure" BE INTRODUCED at the Municipal Council meeting to be held on November 16, 2021; and,

g) the attached proposed by-law (Appendix “G”) being A by-law to amend By-law No. A.-6690-195 being “A By-law to approve the standard form for Office/Storage Space Licence Agreements” to reflect the current organizational structure and to repeal By-law No. A.-5962-42 and By-law No. A.-5962(a)-126”, BE INTRODUCED at the Municipal Council Meeting to be held on November 16, 2021.

Executive Summary

As a result of the recently approved organizational structure change, the ongoing review of current By-laws to ensure that the By-laws reflect to current organizational structure has resulted in the need for seven additional By-laws to be amended to reflect organizational change with respect to use of recreational facilities and culture matters matter now falling under Neighbourhood and City-Wide Services.

Analysis

1.0 Background Information

Municipal Council approved a new Corporate structure, which came into effect on May 4, 2021. The resulting changes to service areas and job titles were incorporated into a number of By-law amendments brought forward to the August 30, 2021 Corporate Services Committee for consideration that were subsequently enacted by Municipal Council at the meeting held on September 14, 2021. As noted in the August 30, 2021 staff report, it was and is anticipated that as the implementation of the new Corporate structure continues, additional By-law amendments may be required. As part of this ongoing process, the following seven By-laws require amendments in order to reflect the organizational structure changes to reflect that the responsibility for these matters now lies with the Neighbourhood and City-Wide Services and the Deputy City Manager, Neighbourhood and City-Wide Services:

The Licence Agreement for the Use of Recreation Spaces and Assets By-law No. A.-7766-366

The Grand Theatre Grant Agreement By-law No. A.-7821-84

The London Arts Council Purchase of Service Agreement By-law No. A.-7820-83

The London Heritage Council Purchase of Service Agreement By-law No. A.-7834-109

The Standard Form Grant Agreement By-law No. A.-7332-16 (London Community Grants Program

The Standard Form Purchase of Services Agreement By-law No. A.-6790-81,

The Standard Form Office/Storage Space Licence Agreements By-law No. A.-6690-195

2.0 Financial Impact/Considerations

None.

3.0 Conclusion

As the implementation of the new Corporate structure continues, the Civic Administration will continue to review current By-laws to ensure that all By-laws have been updated appropriately to reflect new Corporate structure.

Prepared and Recommended by:

Cathy Saunders, City Clerk

APPENDIX "A"

Bill No.
2021

By-law No. A-

A by-law to amend By-law No. A.-7766-366, being "A by-law to approve and adopt a standard form Licence Agreement for the use of recreation spaces and assets; and to authorize the Managing Director, Parks and Recreation or the Managing Director Neighbourhood, Children and Fire Services, or their written designate, to insert information and execute Licence Agreements not exceeding \$10,000, for the use of recreation spaces and assets, which employ this form and to repeal By-law No A.-6690-195 and any amendments thereto" to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS section 10 of the *Municipal Act, 2001* provides that the City may provide any service or thing that the City considers necessary or desirable for the public, and may pass by-laws respecting same, and respecting economic, social and environmental well-being of the City, and the health, safety and well-being of persons;

AND WHEREAS the Municipal Council enacted By-law A.-7766-366 on July 24, 2018 to approve and adopt a standard form Licence Agreement for the use of recreation spaces and assets; and to authorize the Managing Director, Parks and Recreation or the Managing Director Neighbourhood, Children and Fire Services, or their written designate, to insert information and execute Licence Agreements not exceeding \$10,000, for the use of recreation spaces and assets, which employ this form;

AND WHEREAS the Council deems it appropriate to amend By-law A.-7766-366 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. By-law No. A.-7766-366 and the License Agreement attached as Schedule A to By-law A.-7766-366, are hereby amended as follows:

i) by deleting all references to the title "Managing Director, Neighbourhood, Children and Fire Services" and by replacing them with the title "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate";

iii) by deleting all references to “Managing Director or designate” and by replacing them with the words “Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate”; and,

iv) by deleting all references to “Managing Director, Parks and Recreation or Managing Director, Neighbourhood, Children, and Fire Services, or delegate” and by replacing them with the words “Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate”.

2. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX "B"

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-7821-84, being "A by-law to approve the Grant Agreement between The Corporation of the City of London and Grand Theatre; and to authorize the Mayor and the City Clerk to execute the Agreement" to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS Grand Theatre is a non-share corporation;

AND WHEREAS section 107 of the *Municipal Act, 2001* provides that, subject to section 106, a municipality may make grants, on such terms as to security and otherwise as the council considers appropriate, to any person, group or body, for any purpose that council considers to be in the interests of the municipality;

AND WHEREAS Council considers it to be in the interests of the municipality to provide a grant to Grand Theatre as provided in the attached Grant Agreement;

AND WHEREAS the Municipal Council enacted By-law A.-7821-84 on March 26, 2019 to approve the Grant Agreement between The Corporation of the City of London and Grand Theatre;

AND WHEREAS the Council deems it appropriate to amend By-law A.-7821-84 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Grand Theatre Grant Agreement By-law No. A.-7821-84, is hereby amended by deleting all references to the titles "Division Manager, Culture, Special Events and Sports Services and the Manager of Culture" and by replacing them with the title "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designates".
2. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX "C"

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-7820-83, being "A by-law to approve the Purchase of Service Agreement between London Arts Council and The Corporation of the City of London; and to authorize the Mayor and the City Clerk to execute the Agreement" to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS the Municipal Council enacted By-law A.-7820-83 on March 26, 2019 to approve the Purchase of Service Agreement between London Arts Council and The Corporation of the City of London;

AND WHEREAS the Council deems it appropriate to amend By-law A.-7820-83 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate is hereby authorized to act as the Culture Manager under the Purchase of Service Agreement between The Corporation of the City of London and London Arts Council regarding the operation and administration of the Community Arts Investment Program (CAIP) and other arts and culture services as set out in the agreement attached as Schedule A to By-law A. -7820-83.
2. The Deputy City Manager, Neighbourhood and Community-Wide Services is authorized to approve and execute an amending agreement required to replace references to "Culture Manager" with the "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate" in the Purchase of Service Agreement between The Corporation of the City of London and London Arts Council approved under section 1 of By-law A. -7820-83
3. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX “D”

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-7834-109, being “A by-law to approve the Purchase of Service Agreement between London Heritage Council and The Corporation of the City of London; and to authorize the Mayor and the City Clerk to execute the Agreement” to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS the Municipal Council enacted By-law A.-7834-109 on April 9, 2019 to approve the Purchase of Service Agreement between London Heritage Council and The Corporation of the City of London;

AND WHEREAS the Council deems it appropriate to amend By-law A.-7834-109 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate is hereby authorized to act as the Culture Manager under the Purchase of Service Agreement between London Heritage Council and The Corporation of the City of London approved under section 1 of By-law A.-7834-109.
2. The Deputy City Manager, Neighbourhood and Community-Wide Services is authorized to approve and execute an amending agreement required to replace references to “Culture Manager” with the “Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate” in the Purchase of Service Agreement between London Heritage Council and The Corporation of the City of London approved under section 1 of By-law A.-7834-109.
3. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX "E"

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-7332-16 being "A By-law to approve and adopt the standard form Grant Agreement (London Community Grants Program); and to authorize a City Representative to insert information and execute agreements which employ this form; and to authorize a City Representative to insert information and execute agreements which employ this form" to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 23.1 of the *Municipal Act, 2001* provides that sections 9 and 10 of that Act authorize a municipality to delegate its powers and duties to a person;

AND WHEREAS the Municipal Council enacted By-law A.-7332-16 on December 8, 2015 to approve and adopt the standards form Grant Agreement (London Community Grants Program);

AND WHEREAS the Council deems it appropriate to amend By-law A.-7332-16 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Standard Form Grant Agreement By-law No. A.-7332-16, is hereby amended by deleting all references to the titles "Managing Director, Corporate Services & City Treasurer, City's Managing Director, Neighbourhood Children and Fire Services" and by replacing them with the titles "City Treasurer and Deputy City Manager, Neighbourhood and Community-Wide Services or their written designates", respectively.
2. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX "F"

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-6790-81, being "A By-law to approve and adopt the standard form for Purchase of Services Agreements for Community Services" to reflect the current organizational structure.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS section 10 of the *Municipal Act, 2001* provides that the City may provide any service or thing that the City considers necessary or desirable for the public, and may pass by-laws respecting same, and respecting economic, social and environmental well-being of the City, and the health, safety and well-being of persons;

AND WHEREAS the Municipal Council enacted By-law A.-6790-81 on March 20, 2012 to approve and adopt the standards form Purchase of Services Agreements for Community Services;

AND WHEREAS the Council deems it appropriate to amend By-law A.-6790-81 to change Civic Administration titles to reflect the current organizational structure;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Standard Form Purchase of Services Agreements By-law No. A.-6790-81 and the Standard Form Purchase of Services Agreement attached to By-law No. A.-6790-81 as Schedule A, are hereby amended as follows:

i) by deleting all references to the title "Executive Director of Community Services" and by replacing them with the title "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate";

ii) by deleting all references to the title "Executive Director" and by replacing them with the title "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate"; and,

iii) by deleting all references to the words "Community Services" and by replacing them with the words "Neighbourhood and Community-Wide Services".

2. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021

APPENDIX "G"

Bill No.
2021

By-law No. A.-

A by-law to amend By-law No. A.-6690-195 being "A By-law to approve the standard form for Office/Storage Space Licence Agreements" to reflect the current organizational structure and to repeal By-law No. A.-5962-42 and By-law No. A.-5962(a)-126.

WHEREAS subsection 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS section 10 of the *Municipal Act, 2001* provides that the City may provide any service or thing that the City considers necessary or desirable for the public, and may pass by-laws respecting same, and respecting economic, social and environmental well-being of the City, and the health, safety and well-being of persons;

AND WHEREAS the Municipal Council enacted By-law A.-6690-195 on July 25, 2011 to approve and adopt the standards form for Office/Storage Space Licence Agreements;

AND WHEREAS the Council deems it appropriate to amend By-law A.-6690-195 to change Civic Administration titles to reflect the current organizational structure;

AND WHEREAS the Council deems it appropriate to repeal By-law No. A.-5962-42 and By-law No. A.-5962(a)-126 also related to standard form for Office/Storage Space Licence Agreements, as they have been replaced by By-law A.-6690-195;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Standard Form Office/Storage Space Licence Agreements By-law No. A.-6690-195 and the Standard License Agreement - Office/Storage Space attached as Schedule A to By-law No. A.-6690-195, are hereby amended by deleting all references to the title "Executive Director of Community Services" and by replacing them with the title "Deputy City Manager, Neighbourhood and Community-Wide Services or their written designate.
2. That By-law No.'s A.-5962-42 and By-law No. A.-5962(a)-126 are hereby repealed.

3. This by-law comes into effect on the day it is passed.

Passed in Open Council on November 16, 2021.

Ed Holder
Mayor

Catharine Saunders
City Clerk

First Reading – November 16, 2021
Second Reading – November 16, 2021
Third Reading – November 16, 2021