

**30TH REPORT OF THE**  
**FINANCE AND ADMINISTRATION COMMITTEE**

Meeting held on November 30, 2011, commencing at 10:00 AM, in the Council Chambers, Second Floor, London City Hall.

PRESENT: Acting Mayor B. Polhill (Acting Chair), Councillors J.P. Bryant, N. Branscombe, D.G. Henderson and P. Hubert and L. Rowe (Secretary).

ALSO PRESENT: Councillor W. J. Armstrong; J. A Fielding, R. L. Fair, P. McNally, J. P. Barber, D. Baxter, J. Braam, J. M. Fleming, J. Freeman, C. Howard, J. Jackson, T. A. Johnson, B. Kritchker, V. McAlea Major, D. Mounteer, S. Oldham, L. Palarchio, R. Paynter, C. Saunders, P. Sauro, S. Swance, M. Turner, B. Warner, R. Welker and P. White.

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**I. DISCLOSURES OF PECUNIARY INTEREST**

Councillor Hubert disclosed a pecuniary interest in clause 7 of this Report by indicating that he is the Executive Director of a social services agency which has a contract with Ontario Works. Councillor Hubert further disclosed a pecuniary interest in clause C-1 of the Confidential Appendix to the 30th Report of the Finance and Administration Committee by indicating that he is the Executive Director of a social services agency which has a contract with Ontario Works.

**II. SCHEDULED ITEMS**

1. Consolidation of City of London Fees and Charges

Recommendation: That, on the recommendation of the City Clerk, with the concurrence of the City Treasurer, Chief Financial Officer, the revised attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting on December 6, 2011 for the purpose of repealing By-law A-28, being "A by-law to provide for various Community Services Department fees and charges", By-law A-40, being "A by-law to provide for various fees and charges," and By-law WM-27, being "A by-law to provide for imposing fees and charges for the services, activities and use of the waste management system", with a new Fees and Charges By-law that:

- (a) updates and consolidates the fees and charges contained in the Community Services Department Fees and Charges By-law A-28, the Fees and Charges By-law A-40, and the Waste Management System Fees and Charges By-law WM-27;
- (b) removes certain fees and charges that are no longer applicable; and
- (c) adds certain fees and charges for services or activities provided by the City of London;

it being pointed out that there were no submissions made at the public participation meeting held in connection with this matter.

**III. CONSENT ITEMS**

2. Procurement of Goods and Services Policy Revisions

Recommendation: That, on the recommendation of the City Treasurer, Chief Financial Officer, the following actions be taken with respect to the City of London's Procurement of Goods and Services Policy:

- (a) the attached proposed by-law, being a By-Law to amend By-Law No. A.-6151-17, **BE INTRODUCED** at the Municipal Council meeting on December 6, 2011, to revise Schedule "C" to By-Law No. A.-6151-17 being the Procurement of Goods and Services Policy, including;

- (i) the replacement of Chief Administrative Officer with City Manager, the replacement of General Managers with Department Heads and Board of Control with Committees (as amended by City Council), in addition to updates made for other current organizational changes;
  - (ii) the deletion of section 1.5 being replaced in item (iii);
  - (iii) the addition of section 1.5 Sustainable Purchasing and 1.6 Supplier Code of Conduct;
  - (iv) the addition of section 2.13 regarding the responsibility for disclosure of designated substances;
  - (v) the addition of Grouped Consultant Selection process to 15.2 (d);
  - (vi) the addition of 20.2 (v) and 20.3 (d) and (e) regarding Contract Amendments/Extensions;
  - (vii) the additions to Schedule B of section 3) viii) Newspaper Advertising, ix) Retirement Recognition Awards, section 8) v) Employee Group Benefits and Programs, ix) Labour Relations Services and 9) Electrical Inspection Services; and
  - (viii) various other minor “housekeeping” items as required; and
- (b) the City Treasurer/Chief Financial Officer **BE REQUESTED** to report back to the Finance and Administrative Services Committee, within six to twelve months, regarding the results of implementing the above-noted changes, so that the Municipal Council can determine if the changes have been effective in achieving the desired results.
3. Request for Write Off of Miscellaneous and Dearness Home Accounts Receivable

Recommendation: That, on the recommendation of the Deputy City Treasurer, the Civic Administration **BE AUTHORIZED** to write off the outstanding Miscellaneous and Dearness accounts receivable, attached as Appendix A, to the Allowance for Doubtful Accounts, in accordance with the Uncollectible Accounts Receivable Policy.

4. City of London Days - John Labatt Centre

Recommendation: That, on the recommendation of the City Clerk, and in accordance with the policy for City events at the John Labatt Centre, the following events **BE APPROVED** as City of London Days at the John Labatt Centre:

London Celebrates Canada  
 Sunday February 15, 2015 – 50th Anniversary of the Canadian Flag  
 Wednesday February 15, 2017 – Canada’s Sesquicentennial Anniversary of  
 Confederation

5. Contractor-Controlled Insurance Program

Recommendation: That, on the recommendation of the City Solicitor and on the advice of the Risk Manager, the Civic Administration **BE DIRECTED** to amend insurance coverage requirements for construction projects in order to improve coverage consistency and reduce the potential for project insurers to be placed in an adversarial position should claims arise.

6. Expropriation of Lands on the South Side of Dingman Drive and East of Wonderland Road South

Recommendation: That, on the recommendation of the Managing Director - Corporate Assets, with the concurrence of the Executive Director - Planning, Environmental and Engineering Services, on the advice of the Manager Realty Services, approval **BE GIVEN** to the expropriation of lands as may be required for a new project known as the Dingman Creek Erosion Control Wetland Facility,

on the south side of Dingman Drive and east of Wonderland Road South, and that the following actions **BE TAKEN** in connection therewith:

- (a) application be made by The Corporation of the City of London as Expropriating Authority to the Council of The Corporation of the City of London as approving authority for the approval to expropriate the lands required for the Dingman Creek Erosion Control Wetland Facility Project, on the south side of Dingman Drive and east of Wonderland Road South;
- (b) The Corporation of the City of London serve and publish notice of the above application in accordance with the terms of the Expropriations Act;
- (c) The Corporation of the City of London forward to the Chief Inquiry Officer any requests for a hearing that may be received and report such to the Council of The Corporation of the City of London for its information; and
- (d) a By-law be introduced at the appropriate time to authorize the foregoing and direct the Civic Administration to carry out all necessary administrative actions.

#### 7. Ontario Works in the Community Strategy East London

Recommendation: That consideration of the recommendation of the Director of Social and Community Support Services, with the concurrence of the Executive Director of Community Services, with respect to the implementation of the Ontario Works in the Community Strategy in East London, **BE DEFERRED** until the next meeting of the Finance and Administrative Services Committee so that the Civic Administration can provide a further update on this matter.

### IV. ITEMS FOR DIRECTION

#### 8. Proposed Community Facility - Southwest London

Recommendation: That the communication dated September 28, 2011, from A. Soufan, York Developments, with respect to the proposed community facility in Southwest London, **BE REFERRED** to the Civic Administration to report back, as soon after December 7, 2011 as possible, on the opportunities and challenges associated with the proposal made by York Developments, in order to assist the Municipal Council in determining if this is an offer that the City of London should pursue; it being noted that the Finance and Administration Committee heard a verbal delegation from A. Soufan, York Developments, with respect to this matter.

### V. DEFERRED MATTERS/ADDITIONAL BUSINESS

#### 9. Added - Revised By-law - Consolidation of City of London Fees and Charges

Recommendation: See clause #1.

#### 10. Added - Ombudsman Ontario – Open Meeting Inquiry

Recommendation: That the following actions be taken with respect to the attached request of the Ontario Ombudsman, dated November 28, 2011, with respect to the closed session held during the November 7, 2011 Council meeting:

- (a) the City Clerk **BE INSTRUCTED** to withhold or redact the November 7, 2011 closed session minutes and any documents that were considered during the November 7, 2011 closed session, on the basis of solicitor-client privilege; and
- (b) the City Clerk **BE INSTRUCTED** to provide the Ontario Ombudsman with an itemized list of the information and/or documents being withheld, including the date, the nature of the document, and the name of its creator and addressees, as well as the reasons for not disclosing this information.

11. Added – Replacement Pages - Consolidation of City of London Fees and Charges

Recommendation: See clause #1.

12. Added – Agenda Management and Coordination

Recommendation: That the City Manager and the City Clerk **BE REQUESTED** to report back at a future meeting of the Finance and Administrative Services Committee with respect to how committee agendas might be better managed and coordinated, including a reduction in the number of added items.

13. Added – Temperature Concerns – Council Chambers

Recommendation: The Committee Secretary was requested to ask Facilities staff to take the necessary steps to improve the temperature in the Council Chambers, as various Council Members have expressed concern regarding the low temperatures and drafts in the Council Chambers.

**VI. CONFIDENTIAL**

*(Confidential Appendix enclosed for Members only.)*

14. Confidential Matters

The Finance and Administration Committee convened in camera from 11:16 a.m. to 12:49 p.m., after having passed a motion to do so, with respect to the attached matters.

**VII. ADJOURNMENT**

The meeting adjourned at 1:21 p.m.