

General Committee Minutes

Meeting Number: 6
March 25, 2019, 9:30 AM - 3:00 PM
Council Chamber

Roll Call	Mayor Frank Scarpitti Deputy Mayor Don Hamilton Regional Councillor Jack Heath Regional Councillor Joe Li (arrived at 9:50 AM) Regional Councillor Jim Jones Councillor Keith Irish Councillor Alan Ho	Councillor Reid McAlpine Councillor Karen Rea Councillor Andrew Keyes Councillor Amanda Collucci Councillor Khalid Usman Councillor Isa Lee
Staff	Andy Taylor, Chief Administrative Officer Trinela Cane, Commissioner of Corporate Services Brenda Librecz, Commissioner of Community & Fire Services Arvin Prasad, Commissioner Development Services Catherine Conrad, City Solicitor and Acting Director of Human Resources	Joel Lustig, Treasurer Bryan Frois, Chief of Staff Kimberley Kitteringham, City Clerk Martha Pettit, Deputy City Clerk Josh Machesney, Elections & Committee Coordinator

1. CALL TO ORDER

The General Committee meeting convened at the hour of 9:37 AM with Regional Councillor Jack Heath in the Chair.

2. DISCLOSURE OF PECUNIARY INTEREST

Councillor Karen Rea expressed a disclosure of pecuniary interest with respect to item 7.1 "Indemnification of Employees and Members of Council" (Subject of pending litigation). (See item 7.1).

3. APPROVAL OF PREVIOUS MINUTES

3.1 MINUTES OF THE MARCH 4, 2019 GENERAL COMMITTEE (16.0)

Moved by Deputy Mayor Don Hamilton
Seconded by Councillor Alan Ho

1. That the minutes of the March 4, 2019 General Committee meeting be confirmed.

Carried

4. DEPUTATIONS

There were no deputations.

5. PETITIONS

There were no petitions.

6. CONSENT REPORTS - FINANCE & ADMINISTRATIVE ISSUES

6.1 MINUTES OF THE NOVEMBER 28, 2018 BOARD OF MANAGEMENT UNIONVILLE BUSINESS IMPROVEMENT AREA (UBIA) (16.0)

Moved by Councillor Isa Lee
Seconded by Councillor Khalid Usman

1. That the minutes of the November 28, 2018 Board of Management Unionville Business Improvement Area Committee meeting be received for information purposes.

Carried

6.2 MINUTES OF THE FEBRUARY 19, 2019 SENIORS ADVISORY COMMITTEE (16.0)

Moved by Councillor Isa Lee
Seconded by Councillor Khalid Usman

1. That the minutes of the February 19, 2019 Seniors Advisory Committee meeting be received for information purposes.

Carried

**6.3 042-T-15 CATHODIC PROTECTION OF IRON WATERMAINS –
CONTRACT EXTENSION (7.12)**

Moved by Councillor Isa Lee

Seconded by Councillor Khalid Usman

1. That the report entitled “042-T-15 Cathodic Protection of Iron Watermains – Contract Extension” be received; and,
2. That contract # 042-T-15 Cathodic Protection of Iron Watermains, awarded to 1460973 Ontario Limited O/A C.P. Systems (C.P. Systems), be extended for three (3) additional years at the same itemized pricing; and,
3. That the tendering process for the Cathodic Protection of Iron Watermains be waived in accordance with Purchasing By-Law 2017-8, Part II, Section 11.1 (c); which states that “when the extension of an existing Contract would prove more cost-effective or beneficial”; and,
4. That the annual amount of \$289,283.33, inclusive of HST, be awarded for 2019; and,
5. That a 8% contingency in the amount of \$23,142.67 be established to cover any additional construction costs and that authorization to approve expenditures of this contingency amount up to the specified limit be in accordance with the Expenditure Control Policy; and,
6. That the award in the amount of \$312,426.00 be funded from the capital project 053-6150-19241-005 “Cathodic Protection of Iron Watermains”; and,
7. That the remaining funds of \$65,374.00 in project #19241 “Cathodic Protection of Iron Watermains” be returned to the original funding source; and,
8. That the contract services award (inclusive of 8% contingency) for:
 - a. Year 2020 in the amount of \$328,900.12 (\$304,537.15 + \$24,362.97),
 - b. Year 2021 in the amount of \$443,098.05 (\$410,275.97 + \$32,822.08), be requested as part of the 2020 and 2021 capital budget process, subject to Council approval; and further,
9. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

**6.4 AWARD OF CONTRACT 126-R-18 REAL ESTATE BROKERAGE
SERVICES (7.12)**

Moved by Councillor Isa Lee

Seconded by Councillor Khalid Usman

1. That the report entitled “Award of Contract 126-R-18 Real Estate Brokerage Services” be received; and,
2. That the contract for Real Estate Brokerage Services be awarded to the highest ranked/lowest priced bidder, Cushman & Wakefield Ltd.; and,
3. That Contract 126-R-18 for Real Estate Brokerage Services be awarded to the highest ranked bidder, Cushman & Wakefield Ltd., for a one (1) year term with the City having an option to renew for four (4) additional years, with the following commission rates payable to them upon closing of the property transaction for five years (exclusive of HST);

Years 1 - 5	Commission rates
Sale of property	1.00%
Purchase of property*	1.00%
Lease of property	
a) Residential (% of 1-month rent)	50.00%
b) Industrial (% of 1 st year net rent)	1.00%
c) Industrial (% of each of the remaining years of the initial lease term)	1.00%
d) Office (\$ per square foot)	\$0.20

*When it is disclosed at the beginning of a transaction that the Vendor/Landlord will not pay a commission to the broker, the City shall pay the commission at the rate as outlined on the above chart; and,

4. That bidder Cushman & Wakefield Ltd. be designated as the preferred vendor of the City’s Real Estate Brokerage Services needs for a one year term with the City Solicitor having the authority to renew successive one year terms to a maximum of five years; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

7. REGULAR REPORTS - FINANCE & ADMINISTRATIVE ISSUES

**7.1 INDEMNIFICATION OF EMPLOYEES AND MEMBERS OF COUNCIL
(2.0)**

Councillor Karen Rea declared a conflict on this item and did not participate in the discussion or vote on the matter. (Subject of pending litigation.)

Catherine Conrad, City Solicitor & Acting Director of Human Resources, introduced the item and explained the purpose of enacting an indemnification by-law and spoke to various sections of the proposed by-law.

There was discussion about the application of the proposed by-law.

Moved by Councillor Isa Lee

Seconded by Regional Councillor Joe Li

1. That the report entitled “Indemnification of Employees and Members of Council”, dated March 25, 2019, be received; and,
2. That Attachment “A”, the proposed Indemnification of Employees and Members of Council By-law, be enacted; and,
3. That the contract for the City’s Integrity Commissioner be amended to include the responsibilities set out in the By-law attached as Attachment “A”; and,
4. That the Chief Administrative Officer and the City Clerk be authorized to enter into indemnification/reimbursement agreements with eligible persons where the Integrity Commissioner has authorized indemnity, in a form satisfactory to the City Solicitor; and further,
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried

8. MOTIONS

There were no motions.

9. NOTICES OF MOTION

There were no notices of motions.

10. NEW/OTHER BUSINESS

There was no new / other business.

11. ANNOUNCEMENTS

There were no announcements.

12. CONFIDENTIAL ITEMS

Moved by Councillor Amanda Collucci
Seconded by Councillor Andrew Keyes

That, in accordance with Section 239 (2) of the Municipal Act, General Committee resolve into a confidential session to discuss the following matters (10:43 AM):

Carried

12.1 FINANCE & ADMINISTRATIVE ISSUES

**12.1.1 BOARD OF MANAGEMENT UNIONVILLE BUSINESS
IMPROVEMENT AREA COMMITTEE CONFIDENTIAL
MINUTES - DECEMBER 3, 2018 (16.0) [Section 239 (2) (b) (d)]**

General Committee confirmed the December 3, 2018 Board of Management Unionville Business Improvement Area Committee confidential meeting minutes.

Carried

**12.1.2 PERSONAL MATTERS ABOUT AN IDENTIFIABLE
INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD
EMPLOYEES (REPORT OF INTEGRITY COMMISSIONER
REGARDING CODE OF CONDUCT COMPLAINT ABOUT
WARD 4 COUNCILLOR KAREN REA) (16.23) [Section 239 (2) (b)]**

General Committee referred this item directly to the April 2, 2019 Council meeting for consideration without any discussion.

12.2 LAND, BUILDING & PARKS CONSTRUCTION ISSUES

**12.2.1 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION
OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD
2) (8.6) [Section 239 (2) (c)]**

General Committee consented to placing this item on the April 2, 2019 Council agenda for consideration.

**12.2.2 A PROPOSED OR PENDING ACQUISITION OR DISPOSITION
OF LAND BY THE MUNICIPALITY OR LOCAL BOARD (WARD
6) (8.6) [Section 239 (2) (c)]**

General Committee consented to placing this item on the April 2, 2019 Council agenda for consideration.

13. ADJOURNMENT

The General Committee meeting adjourned at 12:01 PM.

Moved by Councillor Amanda Collucci

Seconded by Councillor Andrew Keyes

That General Committee be adjourned.

Carried