

CITY OF VAUGHAN
REPORT NO. 3 OF THE
FINANCE, ADMINISTRATION AND AUDIT COMMITTEE

*For consideration by the Council
of the City of Vaughan
on March 21, 2017*

The Finance, Administration and Audit Committee met at 9:36 a.m., on March 6, 2017.

Present: Regional Councillor Michael Di Biase, Chair
 Regional Councillor Mario Ferri
 Regional Councillor Gino Rosati
 Councillor Marilyn Iafrate
 Councillor Tony Carella
 Councillor Sandra Yeung Racco

The following items were dealt with:

1 SERVICE EXCELLENCE STRATEGIC INITIATIVE: PROCUREMENT MODERNIZATION – UPDATE

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Chief Financial Officer & City Treasurer and the Director of Procurement Services, dated March 6, 2017, be approved;**
- 2) That the following be approved in accordance with Communication C3, from the Chief Financial Officer and City Treasurer and the Director, Environmental Services, dated March 3, 2017:**
 - 1. That this Communication be received.**
- 3) That the following Communications be received:**
 - C4 Mr. Richard Lorello, dated March 3, 2017;**
 - C5 Integrity Commissioner, dated March 3, 2017; and**
 - C7 Presentation material titled “Procurement Modernization”, dated March 6, 2017.**

Recommendation

The Chief Financial Officer & City Treasurer and Director of Procurement Services, in consultation with the Director for Environmental Services and the Senior Management Team recommend:

- 1. That Council adopts the proposed Procurement Policy, as set out in Attachment #2 of this report and repeal the existing Consolidated Procurement Policy, effective April 1, 2017.**

**REPORT NO. 3 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, MARCH 21, 2017**

2 PROCUREMENT ACTIVITY REPORT – Q4 AND YEAR TO DATE ENDING DECEMBER 31, 2016

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Chief Financial Officer & City Treasurer and the Director of Procurement Services, dated March 6, 2017:

Recommendation

The Chief Financial Officer & City Treasurer and the Director of Procurement Services, in consultation with the City Manager and Director of Financial Planning and Development Finance & Deputy City Treasurer recommend:

1. That the Procurement Activity Report be received.

3 INTERNAL AUDIT REPORT – SOCIAL MEDIA

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated March 6, 2017, be approved; and
- 2) That Communication C8, presentation material titled “Social Media Audit”, dated March 6, 2017, be received.

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Audit of Social Media be received.

**4 MICROSOFT ENTERPRISE AGREEMENT – MICROSOFT SOFTWARE VOLUME LICENSING
AND SUBSCRIPTIONS**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Chief Information Officer, dated March 6, 2017, be approved; and
- 2) That the following be approved in accordance with Communication C6 from the Director of Financial Planning and Development Finance, Deputy City Treasurer, dated March 3, 2017:
 1. The Director of Financial Planning and Development Finance, Deputy City Treasurer, recommends that recommendation #2 in the report be replaced with the following new recommendation #2:

 “2. That a contingency for growth totalling \$89,770 plus applicable taxes be approved within which the Chief Information Officer or his delegate is authorized to approve amendments to the contract.”

Recommendation

The Chief Information Officer, in consultation with the Director of Financial Planning & Development Finance, Deputy City Treasurer and Director of Procurement Services recommends:

**REPORT NO. 3 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, MARCH 21, 2017**

1. That the contract to directly purchase all Microsoft Licenses and Software Assurance be awarded to Microsoft Canada for a period of 3 years at a yearly cost of \$646,471 CDN plus applicable taxes commencing May 1, 2017.
2. That a contingency for growth totaling \$90,505 plus applicable taxes be approved within which the Chief Information Officer or his delegate is authorized to approve amendments to the contract.
3. That the Mayor and City Clerk be authorized to sign the necessary documents.

5 STATEMENT OF REMUNERATION AND EXPENSES FOR MEMBERS OF COUNCIL AND COUNCIL APPOINTMENTS TO BOARDS AND OTHER BODIES FOR THE YEAR 2016

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Chief Financial Officer/City Treasurer and the Director of Financial Planning and Development Finance/Deputy City Treasurer, dated March 6, 2017, be approved; and
- 2) That the following be approved in accordance with Communication C2 from the Chief Financial Officer/City Treasurer and the Director of Financial Planning and Development Finance/Deputy City Treasurer, dated March 6, 2017:
 1. That the table in this communication replace the first table on page 1 of Attachment 1.

Recommendation

The Chief Financial Officer/City Treasurer and the Director of Financial Planning and Development Finance/Deputy City Treasurer recommend:

1. That the following report be received.

6 CAPITAL BUDGET AMENDMENT AND AWARD OF CONTRACT RFP17-017 CONSULTING SERVICES FOR THE DEVELOPMENT OF A PEDESTRIAN AND CYCLING STRATEGY CITY-WIDE

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning and Growth Management and the Director of Development Engineering and Infrastructure Planning, dated March 6, 2017:

Recommendation

The Deputy City Manager, Planning and Growth Management and the Director of Development Engineering and Infrastructure Planning, in consultation with Director of Procurement Services and Director of Financial Planning & Development Finance and Deputy City Treasurer recommends:

1. That the contract for RFP17-017 for Consulting Services for the Development of a Pedestrian and Cycling Strategy for the City of Vaughan, be awarded to CIMA Canada Inc., in the amount of \$399,945.00, plus applicable taxes;

**REPORT NO. 3 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, MARCH 21, 2017**

2. That a contingency allowance in the amount of \$60,000.00, plus applicable taxes, be approved within which the Director of Development Engineering and Infrastructure Planning, or his designate, is authorized to approve amendments to the contract;
3. That Capital Budget DT-7097-14 Pedestrian and Cycle Strategy be increased by \$68,000.00 with funding from City-wide Engineering Development Charges;
4. That the amounts identified in the above recommendations including all contingency allowances, applicable taxes and administration recovery, be funded from Capital Project DT-7097-14 Pedestrian and Cycle Strategy;
5. That the inclusion of this matter on a Public Committee or Council agenda with respect to amending the capital budget identified as Capital Budget Amendment and Award of Contract RFP17-017 Consulting Services for the Development of a Pedestrian and Cycling Strategy for the City of Vaughan is deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002; and
6. That the Mayor and City Clerk be authorized to sign the appropriate documents associated with this project.

7 VACANCY REBATE PROGRAM – COMMERCIAL AND INDUSTRIAL PROPERTIES

The Finance, Administration and Audit Committee recommends:

- 1) **That consideration of this matter be deferred to the Finance, Administration and Audit Committee meeting of April 3, 2017; and**
- 2) **That Communication C1 from the Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy City Treasurer, dated February 24, 2017, be received.**

Recommendation

The Chief Financial Officer and City Treasurer and the Director of Financial Services/Deputy Treasurer, in consultation with the Manager of Property Tax & Assessment recommend:

1. THAT Council provide direction to staff on whether to communicate a preference for elimination or modification of the Vacancy Rebate Program to York Region staff for input into York's position paper to the Minister of Finance;
2. THAT staff be directed to participate in the ongoing discussions, and
3. THAT staff report back to Council on the final recommendations that will be made to Regional Council, and if approved, sent to the Province for regulatory authority.

8 OTHER MATTERS CONSIDERED BY THE COMMITTEE

8.1 CONSIDERATION OF AD HOC COMMITTEE REPORT

The Finance, Administration and Audit Committee recommends:

That the following Ad Hoc Committee report be received:

1. **Cycling and Pedestrian Advisory Task Force meeting of February 8, 2017 (Report No. 2).**

**9 COMMITTEE OF THE WHOLE (CLOSED SESSION) RESOLUTION
MARCH 6, 2017**

The following resolution was passed to enable Committee of the Whole (Closed Session) to resolve into closed session for the purpose of discussing the following:

- 1) **CIVIC HERO AWARD – WARD 5**
(personal matters about identifiable individuals)
- 2) **ONTARIO MUNICIPAL BOARD HEARING
VAUGHAN OFFICIAL PLAN 2010
VAUGHAN METROPOLITAN CENTRE SECONDARY PLAN
SITE-SPECIFIC PARKLAND DEDICATION APPEAL
ROYAL 7 DEVELOPMENTS LTD.
WARD 4**
(litigation or potential litigation)
- 3) **ONTARIO MUNICIPAL BOARD HEARING
DUFFERIN VISTAS LTD.
230 GRAND TRUNK AVENUE
DRAFT PLAN OF SUBDIVISION FILE 19T-16V001
ZONING BY-LAW AMENDMENT FILE Z.16.016
WARD 4 - VICINITY OF DUFFERIN STREET AND RUTHERFORD ROAD**
(litigation or potential litigation)
- 4) **LITIGATION MATTER
RICHMOND HILL V. ELGINBAY CORPORATION ET AL.
ALL WARDS**
(litigation or potential litigation)
- 5) **ONTARIO MUNICIPAL BOARD HEARING

OFFICIAL PLAN AMENDMENT FILE OP.07.001
ZONING BY-LAW AMENDMENT FILE Z.09.038
CASERTANO DEVELOPMENT CORPORATION
WARD 4 - WEST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD

OFFICIAL PLAN AMENDMENT FILE OP.09.006
ZONING BY-LAW AMENDMENT FILE Z.09.037
SANDRA MAMMONE
WARD 4 - WEST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD

OFFICIAL PLAN AMENDMENT FILE OP.05.020
ZONING BY-LAW AMENDMENT FILE Z.07.029
SITE PLAN APPROVAL FILE DA.14.037
TESMAR HOLDINGS INC.
WARD 4 – EAST SIDE OF JANE STREET, SOUTH OF RUTHERFORD ROAD

OFFICIAL PLAN AMENDMENT FILE OP.06.028
ZONING BY-LAW AMENDMENT FILE Z.06.075
RUTHERFORD LAND DEVELOPMENT CORPORATION
WARD 4 – SOUTH-EAST CORNER OF JANE STREET AND RUTHERFORD ROAD**

**REPORT NO. 3 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, MARCH 21, 2017**

**VAUGHAN MILLS CENTRE SECONDARY PLAN
OFFICIAL PLAN AMENDMENT 2
WARDS 3 & 4**

(litigation or potential litigation)

Regional Councillor Ferri declared an interest with respect to Item 2 of the Committee of the Whole (Closed Session) resolution as his son is a partner of the firm that represents the applicant, and did not take part in the discussion or vote on the matter.

The meeting adjourned at 12:05 p.m.

Respectfully submitted,

Regional Councillor Michael Di Biase, Chair