

CITY OF VAUGHAN
REPORT NO. 11 OF THE
FINANCE, ADMINISTRATION AND AUDIT COMMITTEE

*For consideration by the Council
of the City of Vaughan
on September 16, 2015*

The Finance, Administration and Audit Committee met at 9:34 a.m., on September 8, 2015.

Present: Regional Councillor Gino Rosati, Chair
 Hon. Maurizio Bevilacqua, Mayor
 Regional Councillor Michael Di Biase
 Regional Councillor Mario Ferri
 Councillor Marilyn Iafrate
 Councillor Rosanna DeFrancesca
 Councillor Sandra Yeung Racco
 Councillor Alan Shefman

The following items were dealt with:

1 INTERNAL AUDIT REPORT – AUDIT OF ROAD OPERATIONS

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015, be approved; and**
- 2) That the presentation by the Audit Project Manager and the Director of Transportation Services, Parks and Forestry Operations and C2, presentation material titled “*Road Operations Audit*”, dated September 8, 2015, be received.**

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Audit of Road Operations be received.

2 INTERNAL AUDIT REPORT – AUDIT OF HIRING PRACTICES

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015, be approved; and**

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

- 2) That the presentation by the Audit Project Manager and the Acting Commissioner of Strategic and Corporate Services and C3, presentation material titled "*Hiring Practices Audit*", dated September 8, 2015, be received.

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Audit of Hiring Practices be received.

3 INTERNAL AUDIT REPORT – ANONYMOUS REPORTING SYSTEM ANNUAL REPORT

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015, be approved; and
- 2) That the presentation by the Audit Project Manager and C4, presentation material titled "*Anonymous Reporting System – Annual Report*", dated September 8, 2015, be received.

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Anonymous Reporting System Annual Report be received.

4 INTERNAL AUDIT REPORT – ANONYMOUS REPORTING SYSTEM AWARENESS SURVEY - 2015

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015, be approved; and
- 2) That the presentation by the Audit Project Manager and C4, presentation material titled "*Anonymous Reporting System – Annual Report*", dated September 8, 2015, be received.

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Anonymous Reporting System Awareness Survey – 2015 be received.

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

**5 2015 - 2018 INTERNAL AUDIT RISK BASED WORK PLAN – CURRENT STATUS AND
 REVISIONS**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015:

Recommendation

The Director of Internal Audit recommends:

1. That the 2015 - 2018 Internal Audit Risk Based Work Plan – Current Status and Revisions be approved.

6 INTERNAL AUDIT REPORT – STATUS OF MANAGEMENT ACTION PLANS

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Director of Internal Audit, dated September 8, 2015:

Recommendation

The Director of Internal Audit recommends:

1. That the Internal Audit Report on the Status of Management Action Plans be received.

**7 AWARD AMENDMENT RFP14-071- CONTRACT ADMINISTRATION AND INSPECTION
 SERVICES FOR THE VAUGHAN HEALTHCARE CENTRE PRECINCT
 WARD 1**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015, be approved; and
- 2) That the presentation by the Director of Capital Delivery and Asset Management and C5, presentation material titled “*Vaughan Healthcare Centre Precinct – moving forward with the site of our new hospital*” dated September 8, 2015, be received.

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics, recommend:

1. That the award amount for Part B of RFP14-071 to Cole Engineering Group Ltd., to provide Contract Administration and Inspection Services for Contract 2 of the Vaughan Healthcare Centre Precinct, be increased by \$512,000.00 funded from Capital Project CO-0054-09 – Vaughan Hospital Precinct Development, plus administration recovery and applicable taxes.

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

**8 AWARD AMENDMENT RFP14-070- FOR PROJECT CONTROL AND RISK MITIGATION
CONSULTING SERVICES FOR THE VAUGHAN HEALTHCARE CENTRE PRECINCT
WARD 1**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015, be approved; and
- 2) That the presentation by the Director of Capital Delivery and Asset Management and C5, presentation material titled “*Vaughan Healthcare Centre Precinct – moving forward with the site of our new hospital*” dated September 8, 2015, be received.

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics, recommend:

1. That the award amount for RFP14-070 to p2i Strategies Ltd. to provide Project Control and Risk Mitigation Consulting Services for the Vaughan Healthcare Centre Precinct be increased by \$309,720.00 funded from Capital Project CO-0054-09 – Vaughan Hospital Precinct Development plus applicable taxes and administration recovery.

**9 BUDGET AMENDMENT CAPITAL PROJECT CO-0074-14 - CULVERT WORK ON
MAJOR MACKENZIE AND AWARD AMENDMENT T14-072 VAUGHAN HEALTHCARE
CENTRE – CONTRACT 1
WARD 1**

The Finance, Administration and Audit Committee recommends:

- 1) That the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015, be approved; and
- 2) That the presentation by the Director of Capital Delivery and Asset Management and C5, presentation material titled “*Vaughan Healthcare Centre Precinct – moving forward with the site of our new hospital*” dated September 8, 2015, be received.

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics recommend:

1. That the award amount for ConDrain Company (1983) Limited be increased by \$1,588,000.00 plus applicable taxes and administration recovery as follows:
 - a. \$1,138,000.00 for Capital Project CO-0054-09 – Vaughan Hospital Precinct Development;
 - b. \$450,000.00 for Capital Project CO-0074-14 – VHPD Culvert Work on Major Mackenzie Drive;

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

2. That a budget amendment to Capital Project CO-0074-14 in the amount of \$450,000.00 plus applicable taxes and administration recovery be approved for the Vaughan Hospital Precinct Development and be funded from the City's Wastewater Reserve;
3. That the inclusion of this matter on a Public Committee or Council agenda with respect to amending Capital Budget CO-0074-14 – VHPD Culvert Work on Major Mackenzie Drive is deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002 as amended; and
4. That the Mayor and City Clerk be authorized to sign the appropriate documents.

**10 BUDGET AMENDMENT CAPITAL PROJECT DP-9545-15 – VAUGHAN HEALTHCARE
CENTRE PRECINCT STREETSCAPE AND AWARD OF TENDER T15-230
VAUGHAN HEALTHCARE CENTRE – CONTRACT 2 - SITE SERVICING
WARD 1**

The Finance, Administration and Audit Committee recommends:

- 1) **That the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015, be approved, subject to amending recommendation 6. a. to read as follows:**
 6. a. **The long term noise exemption be approved from October 1, 2015 through to September 30, 2016; and**
- 2) **That the presentation by the Director of Capital Delivery and Asset Management and C5, presentation material titled “*Vaughan Healthcare Centre Precinct – moving forward with the site of our new hospital*” dated September 8, 2015, be received.**

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with the Director of Purchasing Services and the Director of Financial Planning and Analytics recommend:

1. That Tender T15-230, Vaughan Healthcare Centre – Contract 2 – Site Servicing, be awarded to Con Drain Company (1983) Limited in the amount of \$21,144,290.32, funded from Capital Project CO-0054-09 – Vaughan Hospital Precinct Development, plus applicable taxes and administration recovery;
2. That a contingency allowance in the amount of \$3,172,000.00, plus applicable taxes, be approved within which the Commissioner of Public Works or his designate is authorized to approve amendments to the contract;
3. That a budget amendment in the amount of \$3,750,000.00 funded from City-wide Development Charges - Engineering be approved for Capital Project CO-0054-09 Vaughan Hospital Precinct Development;
4. That \$1,250,000.00 from Capital Project DP-9545-15 Vaughan Healthcare Centre Precinct Streetscape be reallocated to Capital Project CO-0054-09 Vaughan Hospital Precinct Development;
5. That the inclusion of this matter on a Public Committee or Council agenda with respect to the amendment to Capital Project DP-9545-15 Vaughan Healthcare Centre Precinct Landscape be deemed sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002 as amended;

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

6. That Con Drain Company (1983) Limited and its agents be granted a long term noise exemption in accordance with the City's Noise By-law 96-2006, whereby:
 - a. The long term noise exemption be approved from October 1, 2015 through to June 30, 2017;
 - b. Construction communication notices be sent to surrounding residents and business owners;
 - c. Measures are taken to minimize idling of construction vehicles, avoid unnecessary revving of engines/use of airbrakes and to maintain equipment in good working order (including muffling devices and noise attenuation where appropriate) to minimize noise impacts; and
7. That the Mayor and City Clerk be authorized to sign the appropriate documents.

**11 BUDGET AMENDMENT AND SELECTION OF ENGINEERING CONSULTANT
RFP15-109
CONSULTING SERVICES FOR INTEGRATION OF UNDERGROUND UTILITIES WITH
PAVEMENT MANAGEMENT SYSTEM**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Public Works and the Director of Capital Delivery and Asset Management, dated September 8, 2015:

Recommendation

The Commissioner of Public Works and the Director of Capital Delivery and Asset Management, in consultation with Director of Financial Planning & Analytics and the Director of Purchasing recommend:

1. That RFP15-106 to provide consulting services for the integration of underground utilities with the City's Pavement Management System be awarded to AECOM Canada Ltd. in the amount of \$181,330.00, plus applicable taxes;
2. That a contingency allowance in the amount of \$18,000.00, plus applicable taxes be approved within which the Commissioner of Public Works, or his designate is authorized to approve amendments to this contract;
3. That the amounts identified in the above recommendations, including all contingency allowances, applicable taxes and administration recovery be funded from Capital Projects EN-1778-10 Water/Sewer Management System and EN-1671-17 Cross Asset Optimization and the following budget amendment resulting in an overall increase of \$26,647.14 be approved:
 - a. Transfer of \$3,721.99 from Water Reserve to Capital Project EN-1778-10
 - b. Transfer of \$3,721.99 from Sewer Reserve to Capital Project EN-1778-10
 - c. Transfer of \$19,203.16 from Roads Reserve to Capital Project EN-1671-07;
4. That the inclusion of this matter on a Public Committee or Council agenda with respect to amending the capital budget identified as Budget Amendment and Selection of Engineering Consultant RFP15-109 Consulting Services For Integration Of Underground Utilities With Pavement Management System be deemed as sufficient notice pursuant to Section 2(1)(c) of By-Law 394-2002; and
5. That the Mayor and City Clerk be authorized to sign the appropriate documents.

14 ENDING JUNE 30, 2015 – CONSOLIDATED QUARTERLY REPORT

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Finance & City Treasurer, the Director of Financial Planning & Analytics and the Director of City Financial Services/Deputy Treasurer, dated September 8, 2015:

Recommendation

The Commissioner of Finance & City Treasurer, the Director of Financial Planning & Analytics and the Director of City Financial Services/Deputy Treasurer recommend:

1. That the 2015 Consolidated Second Quarter Variance Report be received.

15 TENDERS AWARD REPORT UNDER CONSOLIDATED PURCHASING POLICY

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Finance and City Treasurer and Director of Purchasing Services, dated September 8, 2015:

Recommendation

The Commissioner of Finance and City Treasurer and Director of Purchasing Services in consultation with the Financial Planning and Analytics Department recommend:

1. That the following report regarding the award of tenders by the Director of Purchasing Services under the Authority of the City of Vaughan Consolidated Purchasing Policy No. PS-003 section 6.4, be received.

**16 NORTH MAPLE REGIONAL PARK
PROCUREMENT PLAN AND STRATEGIC USE OF PPP LANDS
WARD 1**

The Finance, Administration and Audit Committee recommends approval of the recommendation contained in the following report of the Commissioner of Planning and the Director of Parks Development, dated September 8, 2015:

Recommendation

The Commissioner of Planning and the Director of Parks Development, in consultation with the Commissioner of Finance & City Treasurer and the Interim Commissioner of Legal and Administrative Services/City Solicitor recommend:

1. That a 2-Stage Public-Private-Partnership procurement process as outlined in this report be approved to identify potential interest in the North Maple Regional Park project and that staff report back at the completion of Stage 1 for Council's consideration of all options for the future strategic use of the PPP lands along the Keele Street frontage and long-term go-forward plan for the park.

**REPORT NO. 11 OF THE FINANCE, ADMINISTRATION AND AUDIT COMMITTEE
FOR CONSIDERATION BY COUNCIL, SEPTEMBER 16, 2015**

- 6. ONTARIO MUNICIPAL BOARD HEARING
ZONING BY-LAW AMENDMENT Z.14.038
SITE PLAN APPLICATION DA.14.071
8204 & 8210 PINE VALLEY DRIVE
WARD 2** (litigation or potential litigation)
- 7. PROPERTY MATTER
ONTARIO MUNICIPAL BOARD HEARING
VOP 2010 VOLUME 2
VAUGHAN METROPOLITAN CENTRE SECONDARY PLAN
WARD 4** (acquisition or disposition of land)
- 8. ONTARIO MUNICIPAL BOARD HEARING
TORONTO JEWISH ACADEMY OHR MENACHEM
7608 YONGE STREET
WARD 5** (litigation or potential litigation)
- 9. PROPERTY MATTER
FORMER VAUGHAN LANDFILL
WARD 1** (acquisition or disposition of land)

Regional Councillor Ferri declared an interest with respect to Items 7 and 8, as his son is a solicitor employed by the firm representing one or more of the applicants involved in the subject matters, and was not present when the matters were under consideration.

=====

The meeting adjourned at 12:29 p.m.

Respectfully submitted,

Regional Councillor Gino Rosati, Chair