



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Minutes

Date: June 11, 2020
Time: 9:30 am
Location: Council Chambers - members participating remotely

Members Present: Rory Nisan (Chair), Paul Sharman, Kelvin Galbraith, Lisa Kearns, Shawna Stolte, Angelo Bentivegna, Mayor Marianne Meed Ward

Staff Present: Tim Commisso, Kwab Ako-Adjei, Kevin Arjoon, Mary Battaglia, Laura Boyd, Joan Ford, Karen Roche, Chris Glenn, Jeff Thompson, Sheila Jones, Heather MacDonald, Allan Magi, Angela Morgan, Nancy Shea-Nicol, Christine Swenor, David Thompson (Audio/Video Specialist), Georgie Gartside (Clerk)

1. Declarations of Interest:

None.

2. Delegation(s):

None.

3. Consent Items:

None.

4. Regular Items:

4.1 Annual report of the Integrity Commissioner (CL-12-20)

Moved by Councillor Kearns

Receive and file clerks department report CL-12-20 providing the annual report from Principles *Integrity*, Integrity Commissioner for the City of Burlington.

CARRIED

4.2 COVID-19 emergency response update (CSSRA-04-20) (SD-10-20)

Moved by Councillor Kearns

Receive and file the June 11, 2020 staff and Burlington Hydro presentations providing updates on the COVID-19 emergency response; and

Direct the Chief Financial Officer to present the 2021 Budget Framework Report at the September CSSRA meeting including budget timelines to reflect a budget approval in Q1 2021. (SD-10-20)

CARRIED

4.3 Service re-design interim modifications and resumptions (CM-16-20)

Note: This item was approved at a Special Council meeting on June 11, 2020.

Moved by Mayor Meed Ward

Direct the City Manager to proceed with the interim service delivery program recommendations as outlined in Appendices A, B, and C of city manager's office report CM-16-20 related to arenas - recreation services, aquatics – recreation services and summer youth programming – recreation services **and, at the discretion of the City Manager, add inventory and expedite as needed to meet demand for arenas, aquatics and summer youth programming in accordance with provincial guidelines to an upset limit of \$300,000 in total**; and

Receive and file Appendix D of city manager's office report CM-16-20 providing interim service delivery modifications approved by the Burlington Leadership Team, Emergency Control Group and/or service leads for sport fields - recreation services; and

Receive and file Appendix E of city manager's office report CM-16-20 providing interim service delivery modifications approved by the Library Board for the Burlington Public Library; and

Direct the Chief Financial Officer to track and monitor the financial implications of the above service delivery program changes in the ongoing COVID-19 financial impact reporting to Council.

CARRIED

- 4.4 Financial results for Burlington Hydro for the period ended December 31, 2019 (F-24-20)

Moved by Councillor Bentivegna

Receive and file finance department report F-24-20 providing financial results for Burlington Enterprises Corporation.

CARRIED

- 4.5 Debt policy review (F-15-20)

Moved by Councillor Sharman

Approve the City of Burlington's amended debt policy as per Appendix A of finance department report F-15-20.

CARRIED

- 4.6 Reserve and reserve fund review (F-28-20)

Moved by Mayor Meed Ward

Receive and file finance department report F-28-20, reserve and reserve fund review; and

Repeal by-laws 092-1991, 072-1992, 061-1993, 089-1995, 26-1998, 062-1999, 061-2002, 062-2002, 3-2007, 45-2008 and 077-2013, as described in F-28-20; and

Authorize the Chief Financial Officer to transfer fund balances as outlined in F-28-20; and

Approve the establishment of new and or renamed reserve funds as outlined in F-28-20 with associated by-laws to be brought forward to Council for approval.

CARRIED

- 4.7 Corporate project governance and status updates (CM-10-20)

Moved by Mayor Meed Ward

Receive and file city manager's office report CM-10-20 providing an overview of the governance for corporate projects and status reports as provided in Appendix A.

CARRIED

4.8 Consideration of property tax relief extension (CSSRA-02-20)

Moved by Mayor Meed Ward

Direct the Chief Financial Officer to report back to the June 22, 2020 council meeting outlining what Burlington, Oakville, Milton, Halton Hills and the Region of Halton are providing in terms of further property tax relief, **and identify the options available to Burlington.**

CARRIED

5. Confidential Items:

NOTE: There was an error in the publishing of the agenda referencing an incorrect closed session item. The Chair and Clerk provided clarification.

5.1 Confidential verbal update on an organizational matter

5.2 Confidential real estate matters (L-14-20)

Moved by Councillor Stolte

Approve the recommendations contained in confidential legal department report L-14-20; and

Authorize the Mayor and City Clerk to execute any documents in connection with this matter, subject to the satisfaction of the Executive Director of Legal Services and Corporation Counsel.

CARRIED

6. Procedural Motions:

6.1 Motion to proceed into closed session

Moved by Mayor Meed Ward

Move into closed session in accordance with the following provision under the Municipal Act, section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees, with respect to a confidential verbal update on an organizational matter.

CARRIED

7. Information Items:

Moved by Councillor Sharman

Receive and file the following four items, having been given due consideration by the Corporate Services, Strategy, Risk and Accountability Committee.

CARRIED

- 7.1 Presentation from Burlington Hydro regarding the COVID-19 emergency response verbal update (CSSRA-04-20)
- 7.2 Staff presentation regarding the COVID-19 emergency response verbal update (CSSRA-04-20)
- 7.3 Staff presentation regarding Corporate project governance and status updates (CM-10-20)
- 7.4 Correspondence from the Region of Halton regarding consideration of property tax relief extension (CSSRA-02-20)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

10:44 a.m. (recessed), 10:50 a.m. (reconvened), 12:18 p.m. (recessed), 1:22 p.m. (reconvened), 2:35 p.m. (recessed), 2:43 p.m. (reconvened), 4:37 p.m. (closed), 5:05 p.m. (public)

Chair adjourned the meeting at 5:10 p.m.