



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Minutes

Date: August 13, 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, Kevin Arjoon, Laura Boyd, Joan Ford, Chris Glenn, Sheila Jones, Heather MacDonald, Allan Magi, Jamie Tellier, Vito Tolone, David Thompson (Audio/Video Specialist), Suzanne Gillies (Clerk)

1. **Declarations of Interest:**

Councillor Galbraith declared an interest with:

- L-11-20 confidential update on a litigation matter; and

as his home residence is within 50 metres of the subject matter. Councillor Galbraith previously declared a conflict on this matter and as such, did not receive report L-11-20.

2. **Delegation(s):**

- 2.1 Roland Tanner spoke regarding voting options for 2022 and ranked ballots (CL-06-20)
- 2.2 David Jones spoke regarding service re-design interim modifications and resumptions (CM-20-20)
- 2.3 Anthony Miele and Ted Puccini, Wave Hockey, spoke regarding service re-design interim modifications and resumptions (CM-20-20)
- 2.4 Gareth Williams spoke regarding voting options for 2022 and ranked ballots (CL-06-20)

3. Consent Items:

- 3.1 Investigation report from Burlington Ombudsman MUN-463-0719 (CL-15-20)

Moved by Councillor Sharman

Receive and file clerks department report CL-15-20 containing the investigation report regarding file MUN-463-0719 from ADR Chambers, Ombudsman for the City of Burlington.

CARRIED

- 3.2 Financial status report as at June 30, 2020 (F-29-20)

Moved by Councillor Sharman

Receive and file finance department report F-29-20 providing the financial status as at June 30, 2020.

CARRIED

- 3.3 Award of contract - job evaluation implementation (HR-01-20)

Moved by Councillor Sharman

Authorize the award of the contract for consulting services related to job evaluation implementation to Gallagher Benefits Services (Canada) Group Inc. ("Gallagher McDowall Associates"), 181 University Avenue, Suite 1200, Toronto, Ontario, M5H 3M7 for \$205,660 including HST; and

Authorize the Manager of Procurement Services to issue a purchase order and/or sign any associated agreements with the bidder named above, subject to the approval of the Executive Director of Legal Services and Corporation Counsel; and

Approve the total cost of \$185,203.20 (Net HST) to be charged to the Human Resources Operating Budget.

CARRIED

4. Regular Items:

- 4.1 Establishment of a lobbyist registry (CSSRA-06-20) (SD-14-20)

Moved by Councillor Kearns

Direct the City Clerk to bring forward a staff report to implement a Lobbyist Registry for the City of Burlington, in accordance with the *Municipal Act* section 223.9.

CARRIED

4.2 COVID-19 emergency response verbal update (CSSRA-07-20) (SD-15-20)

Receive and file the August 13, 2020 presentation providing an update on the COVID-19 emergency response; and

Direct the City Manager to report back to the September 17, 2020 Corporate Services, Strategy, Risk and Accountability Committee regarding the status of the state of emergency declaration due to COVID-19 including but not limited to the criteria adopted from the Province; and

Direct the Executive Director of Environment, Infrastructure and Community Services to report back to the August 24, 2020 Council meeting with costs and options to complete weed clearing in medians.

CARRIED

Amendment:

Moved by Councillor Kearns

Direct the City Manager to report back to the September 17, 2020 Corporate Services, Strategy, Risk and Accountability Committee regarding the status of the state of emergency declaration due to COVID-19 including but not limited to the criteria adopted from the Province.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Direct the Executive Director of Environment, Infrastructure and Community Services to report back to the August 24, 2020 Council meeting with costs and options to complete weed clearing in medians.

CARRIED

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

Direct the City Manager to proceed with implementing the interim service delivery program recommendations as outlined in Appendix A and B of city manager's office report CM-20-20 outlining recreation & community facilities and use of indoor pools – recreation services, respectively, **while considering potential partnerships with the private sector to provide potential cost savings**; and

Receive and file Appendix C of city manager's office report CM-20-20 providing an update to the interim service delivery modifications for Halton Court Services – legal services and City Hall/Sims Square public & staff re-entry; and

Receive and file Appendices D, E, F and G of city manager's office report CM-20-20 providing interim service delivery modifications for Tourism Burlington, the Museums of Burlington, the Art Gallery of Burlington and Burlington Public Library, respectively; 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; and

Direct the Executive Director of Environment, Infrastructure and Community Services to provide a 25% reduction in fees for all city rental users, to include both for-profit and not-for-profit organizations, for the fall season with the opportunity for review and extension prior to the winter season as a COVID-19 emergency response; and

Direct the Executive Director of Environment, Infrastructure and Community Services to add \$25,000 to the fee assistance program for individuals, and report back prior to the winter season on the balance of the funding available.

CARRIED

Amendment:

Moved by Councillor Sharman

Direct the Executive Director of Environment, Infrastructure and Community Services to provide a 25% reduction in fees for all city rental users, to include both for-profit and not-for-profit organizations, for the fall season with the opportunity for review and extension prior to the winter season as a COVID-19 emergency response; and

Direct the Executive Director of Environment, Infrastructure and Community Services to add \$25,000 to the fee assistance program for individuals, and report back prior to the winter season on the balance of the funding available.

CARRIED

Amendment:

Moved by Councillor Stolte

Amend the first paragraph to include the following wording at the end 'while considering potential partnerships with the private sector to provide potential cost savings'

CARRIED

4.4 Voting options for 2022 and ranked ballots (CL-06-20)

Moved by Councillor Stolte

Defer clerks department report CL-06-20 regarding voting options for 2022 and ranked ballots to the September 17, 2020 Corporate Services, Strategy, Risk and Accountability Committee meeting.

CARRIED

4.5 Bill 197 and electronic meetings occurring past a declared emergency (CL-16-20)

Moved by Mayor Meed Ward

Approve the amendment to Procedure By-law 04-2020, as amended, outlined in Appendix A, to allow for electronic meetings to occur without a declaration of an emergency.

CARRIED

- 4.6 Supplementary information and directions regarding subdivision agreement extension for Garden Trails Subdivision (PL-48-20)

Moved by Mayor Meed Ward

Receive community planning department report PL-48-20 regarding supplementary information with respect to a proposed extension of subdivision approval for the Garden Trails Subdivision located at 550 Genista Drive; and

Refuse the request to extend Draft Plan Approval for the Garden Trails subdivision (24T099005/B) at 550 Genista Drive, as recommended in community planning department report PL-31-20.

CARRIED

Motion:

Moved by Councillor Galbraith

Approve the request to extend Draft Plan Approval for the Garden Trails subdivision (24T099005/B) at 550 Genista Drive to December 31, 2020.

LOST

5. Confidential Items:

- 5.1 Confidential legal update on a litigation matter (L-12-20)

Moved by Councillor Stolte

Authorize the Executive Director of Legal Services or their designate to proceed in accordance with the instructions given in confidential legal department report L-12-20.

CARRIED

- 5.2 Confidential legal matter (L-19-20)

This item was discussed at the Community Planning, Regulation and Mobility Committee meeting on August 11, 2020.

- 5.3 Confidential update on a litigation matter (L-11-20)

Moved by Mayor Meed Ward

Defer confidential legal department report L-11-20 regarding a confidential update on a litigation matter to the September 17, 2020 Corporate Services, Strategy, Risk and Accountability Committee meeting.

CARRIED

6. Procedural Motions:

Moved by Councillor Bentivegna

Move into closed session in accordance with the following provisions under the Municipal Act, sections 239 (2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, with respect to legal department report L-12-20 regarding a confidential legal update on a litigation matter.

7. Information Items:

Moved by Councillor Sharman

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

- 7.1 Correspondence from Roland Tanner regarding establishment of a lobbyist registry (CSSRA-06-20)
- 7.2 Staff presentation regarding COVID-19 emergency response verbal update (CSSRA-07-20)
- 7.3 Correspondence from Peter Hodgson regarding voting options for 2022 and ranked ballots (CL-06-20)
- 7.4 Correspondence from Andrew Dummond regarding voting options for 2022 and ranked ballots (CL-06-20)
- 7.5 Correspondence from Roland Tanner regarding voting options for 2022 and ranked ballots (CL-06-20)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

11:22 a.m. (recessed), 11:29 a.m. (reconvened), 12:00 p.m. (recessed), 1:00 p.m. (reconvened), 3:30 p.m. (recessed), 3:38 p.m. (reconvened), 7:58 p.m.

(recessed), 8:05 p.m. (reconvened), 8:10 p.m. (closed session), 8:51 p.m. (public session)

Chair adjourned the meeting at 8:58 p.m.