



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Minutes

Date: January 11, 2021
Time: 9:30 am
Location: Council Chambers - members participating remotely

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

Staff Present: Tim Commisso, Kwab Ako-Adjei, Kevin Arjoon, Laura Boyd, Joan Ford, Chris Glenn, Sheila Jones, Heather MacDonald, Allan Magi, Karen Roche, Nancy Shea-Nicol, Enrico Scalera, Jamie Tellier, David Thompson (Audio/Video Specialist), Georgie Gartside (Clerk)

1. Declarations of Interest:

None.

2. Delegation(s):

None.

3. Consent Items:

3.1 Mayor's virtual conferences for 2021 (MO-01-21)

Moved by Councillor Bentivegna

Receive and file Mayor's office report MO-01-21 as information on the Mayor's planned conference attendance and potential travel in 2021 on behalf of the City of Burlington.

CARRIED

4. Regular Items:

4.1 COVID-19 emergency response verbal update (CSSRA-01-21)

Note: this item was approved at the Special Council meeting of January 11, 2021.

Digital Main Street Program:

Moved by Mayor Meed Ward

Whereas the Digital Main Street Program has been a critical support to local main street businesses during COVID-19; and

Whereas as part of the program Burlington has benefitted from hiring two Digital Service Squad members who have reached out to over 1000 businesses and supported over 130 businesses to date in growing their digital presence and tools. In addition, qualifying businesses have been able to access a \$2,500 Digital Transformation Grant to implement digital tools within their business; and

Whereas current funding for our Digital Service Squad members end in February 2021; and

Whereas when the province of Ontario went into lockdown on December 26th online and digital channels became the primary method for main street businesses to interact with customers and generate revenues; and

Whereas many businesses have reached out to Burlington's Digital Service Squad team for support in how to engage with customers, update their website and use social channels to promote curb side pickup and takeaway, in line with provincial lockdown restrictions placed on business; and

Whereas as of December 31st 2020 applications for both the \$2,500 Digital Transformation Grant and new applications for Digital Service Squad support have been closed to new applications awaiting renewal of funding.

Therefore be it resolved that:

City Council, in partnership with the Burlington Economic Recovery Network (BERN) and Team Burlington, call on the provincial and federal governments to:

- renew and expand funding to the Digital Main Street program as soon as possible to help our businesses to survive the provincial lockdown and reopening of the economy in the future;

- renew the \$2,500 Digital Transformation Grant and Digital Service Squad support;
- expand the Digital Main Street Transformation Grant to be available to main street businesses that are located outside of BIAs as the initial program restricted applicants to BIA member businesses only; and
- commit to a minimum 2-year funding extension to the Digital Main Street program;

Further be it resolved that:

The Mayor and Council representative on the BERN be directed to write a letter, jointly with BERN and Team Burlington members, advocating the extension and expansion of the Digital Main Street Program and Digital Transformation Grant to the Provincial Minister of Municipal Affairs and Housing, Minister Economic Development, Job Creation & Trade and Minister of Small Business and Red Tape Reduction, and the Federal Minister of Economic Development and Official Languages and Minister of Small Business, Export Promotion and International Trade; and

The City Clerk be directed to send a copy of the letter and resolution, once approved, to:

- Burlington Ministers of Parliament including Minister Karina Gould, MP Pam Damoff and MP Adam Van Koeverden;
- Burlington Members of Provincial Parliament including MPP Jane McKenna, MPP Effie Triantafilopoulos and MPP Parm Gill;
- Halton Regional Council;
- Members of the Towns of Milton, Halton Hills and Oakville Councils;
- Federation of Canadian Municipalities (FCM);
- Association of Municipalities of Ontario (AMO);
- Ontario Big City Mayor's Caucus (OBCM);
- Mayors and Regional Chairs of Ontario (MARCO);
- GTHA Mayors and Chairs;
- Ontario Business Improvement Area Association (OBIAA);
- Toronto Association of Business Improvement Areas (TABIA);
- Tourism Industry Association of Ontario (TIAO);
- Ontario Restaurant, Hotel and Motel Association (ORHMA);
- Ontario Chamber of Commerce (OCC);
- Milton Chamber of Commerce;
- Halton Hills Chamber of Commerce;
- Oakville Chamber of Commerce;

- Team Burlington (Burlington Economic Development, Burlington Chamber of Commerce, Tourism Burlington, Burlington Downtown Business Association and Aldershot Village BIA); and
- Burlington Economic Recovery Network (BERN).

CARRIED

Synthetic Ice Rinks:

Moved by Councillor Sharman

Direct the Director of Recreation, Community and Culture to implement the appropriate COVID measures for the safe operations of the new synthetic ice rinks for the winter season with an expense of \$60,000 to be included in the 2021 variance reporting.

CARRIED

4.2 Update on accountability and transparency initiatives (CL-01-21)

Moved by Councillor Stolte

Receive and file office of the city clerk report CL-01-21 providing an update on accountability and transparency initiatives.

CARRIED

5. Confidential Items:

5.1 COVID-19 emergency response verbal update

This item was not required.

5.2 Confidential legal update on a litigation matter (L-37-20)

Moved by Councillor Galbraith

Instruct the Executive Director of Legal Services or their designate to proceed in accordance with the instructions sought in confidential legal department report and supplemental memorandum L-37-21.

CARRIED

- 5.3 Confidential legal update on a litigation matter (L-05-21)

Note: this item was approved at the Special Council meeting of January 11, 2021.

Moved by Councillor Bentivegna

Instruct the Executive Director of Legal Services or their designate to proceed in accordance with the instructions sought in confidential legal department memorandum (L-05-21).

CARRIED

6. Procedural Motions:

- 6.1 Motion to proceed into closed session

Moved by Councillor Nisan

Move into closed session in accordance with the following provisions under the Municipal Act:

Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, and Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding Items 5.2 and 5.3, Confidential legal update on litigation matters (L-37-20) and (L-05-21).

CARRIED

7. Information Items:

Moved by Mayor Meed Ward

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

CARRIED

- 7.1 Staff presentation regarding COVID-19 emergency response verbal update (CSSRA-01-21)
- 7.2 Resolution to extend Digital Main Street program funding regarding COVID-19 emergency response verbal update (CSSRA-01-21)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

11:31 a.m. (recessed), 11:40 a.m. (reconvened), 11:42 a.m. (closed), 12:39 p.m. (public)

Chair adjourned the meeting at 1:04 p.m.