



**Corporate Services, Strategy, Risk and Accountability Committee Meeting
Minutes**

Date: February 25, 2021
Time: 9:30 am
Location: Council Chambers - members participating remotely

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

Staff Present: Tim Commisso, Kwab Ako-Adjei, Nick Anastasopoulos, Kevin Arjoon, Laura Boyd, Joan Ford, Chris Glenn, Heather MacDonald, Allan Magi, Nancy Shea-Nicol, Christine Swenor, Enrico Scalera, Vito Tolone, 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 2021 operating budget review and approval (F-04-21-1) (SD-07-21)

Note: This item was referred from the [February 23, 2021 Corporate Services, Strategy, Risk and Accountability Committee meeting](#). View the video from the Feb. 23 meeting for the majority of the discussion on the Budget Action Review Form items.

This item will be the subject of a Special Council meeting on March 3, 2021.

Moved by Councillor Sharman

Approve the 2021 operating budget including any budget amendments approved by the Corporate Services, Strategy, Risk and Accountability Committee to be applied against the proposed net tax levy amount of **\$182,276,388; and**

Direct the Chief Financial Officer to include the 2021 budgeted one-time draw from the tax rate stabilization reserve fund in the amount of \$450,000 as an expense for future reporting/applications to the province on safe restart. (SD-07-21)

CARRIED

- a. City Manager Sustainable Savings

Moved by Mayor Meed Ward

Include a City Manager sustainable expenditure savings target of \$250,000 in the operating budget.

CARRIED

- b. Loose Leaf Collection Program

Moved by Councillor Bentivegna

Reduce the loose leaf collection tipping fee by \$97,000 under the roadway and sidewalk maintenance service in the operating budget.

CARRIED

- c. Free Transit for Seniors

Moved by Mayor Meed Ward

Reduce the operating budget by \$116,700 and continue with the free transit for seniors pilot program for 2021.

CARRIED

- d. Provision for Contingency

Staff requested to go into closed session for this item and it was moved to the end of the list.

- e. Electricity Savings
Moved by Councillor Kearns
Reduce hydro costs by \$300,000 under city services in the operating budget.
CARRIED
- f. Corporate Strategy Budget
Moved by Councillor Galbraith
Reduce the corporate strategy service operating budget by \$20,000.
CARRIED
- g. Advisory Committees
Moved by Councillor Bentivegna
Reduce advisory committees by \$10,000 under the legislative services service in the operating budget.
LOST
- h. Council Events
Moved by Councillor Kearns
Reduce council events by \$15,000, which includes a reduction of \$2,500 per ward, under the office of the councillors in the operating budget.
LOST
- i. Provision for Culture Initiatives
Moved by Councillor Bentivegna
Remove \$25,000 from the provision for culture initiatives under corporate expenditures in the operating budget.
LOST

j. Provision for Insurance

Moved by Mayor Meed Ward

Reduce the provision for insurance by \$75,000 under corporate expenditures in the operating budget.

LOST

Moved by Councillor Galbraith

Reduce the provision for insurance by \$50,000 under corporate expenditures in the operating budget.

CARRIED

k. Parking Levy

Moved by Councillor Kearns

Reduce the downtown parking levy by \$30,420, representing a 10 percent reduction, under the parking management service.

CARRIED

l. Pole Rental Cost

Moved by Councillor Sharman

Remove \$109,100 for pole rental costs under the traffic operations management service in the operating budget.

CARRIED

m. Statutory Holiday Pay

Moved by Councillor Galbraith

Reduce statutory holiday pay by \$100,000 under the fire emergency response service in the operating budget.

CARRIED

n. Debt Charges

Moved by Councillor Kearns

Reduce debt charges by \$100,000 under corporate expenditures in the operating budget.

CARRIED

o. Provision for Strategic Land Acquisition

Moved by Councillor Sharman

Reduce the provision for strategic land acquisition by \$120,000 under corporate expenditures in the operating budget.

CARRIED

p. Supplementary Tax Revenues

Moved by Councillor Bentivegna

Increase supplementary tax revenues by \$50,000 under corporate revenues in the operating budget.

CARRIED

q. Hydro Reserve Fund Contribution

Moved by Mayor Meed Ward

Increase the Hydro reserve fund contribution to operating by \$75,000 under corporate revenues in the operating budget.

LOST

Moved by Councillor Sharman

Increase the Hydro reserve fund contribution to operating by \$50,000 under corporate revenues in the operating budget.

CARRIED

r. Leaf Pick-up Program

Moved by Councillor Bentivegna

Reduce the leaf program by \$40,500, to one pick-up per ward, under the road and sidewalk maintenance service in the operating budget.

LOST

s. Council Compensation

Moved by Councillor Stolte

Remove the annual adjustment provision for city council compensation in the amount of \$3,400 under the office of the mayor and councillors in the operating budget.

LOST

Moved by Councillor Stolte

Reduce city council compensation by \$54,600, representing a ten percent salary reduction for nine months, under the office of the mayor and councillors in the operating budget.

LOST

t. Confidential closed session item 1 - budget reduction related to compensation

Moved by Councillor Stolte

Approve a budget reduction related to compensation in the amount of \$1,466,000, as outlined in the BAR form submitted in closed session.

LOST

u. Confidential closed session item 2 - budget reduction related to compensation

This item was withdrawn by Councillor Stolte.

- v. Confidential closed session item 3 - risk mitigation measure - staffing request

This item was withdrawn by Councillors Galbraith, Kearns, Nisan and Bentivegna.

- w. Confidential closed session item 4 - risk mitigation measure - staffing request

Moved by Councillor Bentivegna

Remove staffing request 2021-078, for one community engagement position from the operating budget.

LOST

Note: this item required a two-third vote to carry.

Moved by Mayor Meed Ward

Notwithstanding the Budgeting for New Staff policy, approve staffing request 2021-078, for one community engagement position, from contract to full-time and fund \$22,500 in 2021.

CARRIED

- x. Forestry Staff

Moved by Councillor Bentivegna

Remove staffing request 2021-076 for three Arborists in the amount of \$293,087 under the tree management service in the operating budget.

LOST

y. Road Maintenance Staff

Moved by Councillor Kearns

Remove staffing request 2021-077 for three Heavy Equipment Operators in the amount of \$227,183 under the road and sidewalk maintenance service in the operating budget.

LOST

Moved by Councillor Stolte

Reduce staffing request 2021-077 by \$75,000 by removing one Heavy Equipment Operator under the road and sidewalk maintenance service in the operating budget.

LOST

z. Legal Staff for Community Planning

Based on advice from City Manager Tim Commisso, committee consented to defer this item to the end of the meeting, and that it will be dealt with in closed session.

aa. AV Specialist

This item was withdrawn by Councillor Stolte.

ab. City Contribution to Local Boards

This item was withdrawn by Councillor Bentivegna.

ac. Winter Sidewalk Maintenance

Moved by Councillor Bentivegna

Reduce the level of service for winter control on residential sidewalks from 5 to 7.5 centimeters for 2021 under the road and sidewalk maintenance service in the operating budget.

LOST

ad. CMMP Capital Works

This item was withdrawn by Councillor Stolte.

ae. Heritage Property Tax Rebate Program

Moved by Mayor Meed Ward

Add \$15,000 for a commercial heritage property tax rebate program in the operating budget.

CARRIED

af. Legal Staff for Community Planning

Note: this item was discussed at the February 25, 2021 meeting and required a two-third vote to carry.

Moved by Councillor Sharman

Notwithstanding the Budgeting for New Staff policy, approve staffing request 2021-074 for legal staff for community planning full-time and fund \$77,735 in 2021.

CARRIED

ag. Provision for Contingency

Note: this item was discussed at the February 25, 2021 meeting.

Moved by Mayor Meed Ward

Reduce the provision for contingency by \$265,000 under corporate expenditures in the operating budget.

LOST

Moved by Councillor Nisan

Reduce the provision for contingency by \$100,000 under corporate expenditures in the operating budget.

LOST

ah. Staff Direction SD-07-21

Moved by Councillor Sharman

Direct the Chief Financial Officer to include the 2021 budgeted one-time draw from the tax rate stabilization reserve fund in the amount of \$450,000 as an expense for future reporting/applications to the province on safe restart. (SD-07-21)

CARRIED

5. Confidential Items:

5.1 Confidential insurance report (L-04-21)

Note: this item was approved at the Special Council meeting of February 25, 2021.

Moved by Mayor Meed Ward

Receive and file confidential legal department report L-04-21 providing a status update on 2020/2021 asset valuations and the 2021 insurance renewal.

CARRIED

5.2 Confidential legal update on a litigation matter (L-08-21)

Note: this item was approved at the Special Council meeting of February 25, 2021.

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 L-08-21.

CARRIED

5.3 Confidential Appendix D to 2021 operating budget review and approval (F-04-21-1)

See Item 4.1 for the approved motion on this item.

6. Procedural Motions:

6.1 Motion to proceed into closed session

Moved by Councillor Galbraith

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 Item #4 of Appendix C, budget action request related to the provision for contingency and Item #24 of Appendix C, budget action request regarding legal staff for community planning from finance department report F-04-21-1, 2021 operating budget review and approval.

CARRIED

6.2 Motion to proceed into closed session

Moved by Councillor Stolte

Move into closed session in accordance with the following provision 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 confidential legal department report L-08-21 providing a confidential legal update on a litigation matter.

CARRIED

6.3 Motion to reconsider items

NOTE: The Committee Clerk advised that motions to revisit previously dealt with items at the February 23, 2021 or the February 25, 2021 meetings would require a motion of reconsideration, with a simple majority.

Moved by Councillor Nisan

Reconsider Item #1 of Appendix C, budget action request related to the City Manager sustainable savings from finance department report F-04-21-1, 2021 operating budget review and approval.

LOST

Moved by Councillor Nisan

Reconsider Item #15 of Appendix C, budget action request related to the provision for strategic land acquisition from finance department report F-04-21-1, 2021 operating budget review and approval.

LOST

7. Information Items:

Moved by Councillor Kearns

Receive and file item 7.1, having been given due consideration by the Corporate Services, Strategy, Risk and Accountability Budget Committee.

CARRIED

7.1 Confidential legal department memorandum regarding a reduction to the provision for contingency (L-09-21)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

9:41 a.m. (closed), 11:10 a.m. (public), 11:48 a.m. (recessed), 12:54 p.m. (reconvened), 1:10 p.m. (closed), 1:25 p.m. (public)

Chair adjourned the meeting at 1:40 p.m.