



Corporate Services, Strategy, Risk and Accountability Committee Meeting
Minutes

Date: June 7, 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, Scott Hamilton, Sheila Jones, Heather MacDonald, Allan Magi, Karen Roche, Enrico Scalera, Mark Simeoni, Vito Tolone, David Thompson (Audio/Video Specialist), Georgie Gartside (Clerk)

1. Declarations of Interest:

None.

2. Delegation(s):

None.

3. Consent Items:

3.1 Training and onboarding strategy for committee appointees (CL-16-21)

Moved by Councillor Galbraith

Receive and file office of the city clerk report CL-16-21 regarding training and onboarding for committee appointees.

CARRIED

3.2 2021 capital budget variance and project closure (F-17-21)

Moved by Councillor Galbraith

Direct the Chief Financial Officer to proceed with the closure of 67 capital projects identified as being ready for closure in finance department report F-17-21.

CARRIED

3.3 Financial results for Burlington Hydro for the period ended December 31, 2020 (F-23-21)

Moved by Councillor Galbraith

Receive and file finance department report F-23-21 providing financial results for Burlington Enterprises Corporation.

CARRIED

4. Regular Items:

4.1 2021 work plans and budgets for advisory committees (CL-18-21)

Moved by Councillor Nisan

Approve the 2021 advisory committee work plans and budget requests attached as appendix A to office of the city clerk report CL-18-21.

CARRIED

4.2 COVID-19 emergency response verbal update (CSSRA-12-21)

Moved by Councillor Sharman

Receive and file the June 7, 2021 staff presentation providing the COVID-19 emergency response verbal update.

CARRIED

4.3 Service redesign interim modifications and resumptions (CM-15-21)

Moved by Councillor Galbraith

Receive and file **appendices A & B** of city manager's office report CM-15-21 providing interim service delivery modifications approved by the Burlington Leadership Team, Emergency Control Group and/or service leads for beach buoys **and city hall washroom availability** - recreation services; 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

Amendment:

Moved by Councillor Sharman

Add the words "appendices A & B" after "Receive and file" and the words "and city hall washroom availability" after the word "buoys" in the main motion.

CARRIED

4.4 Public Notice Policy (CL-09-21)

Moved by Councillor Bentivegna

Approve the Public Notice Policy attached as appendix A to office of the city clerk report CL-09-21.

CARRIED

4.5 Government relations update (CS-07-21)

Moved by Mayor Meed Ward

Receive and file corporate strategy report CS-07-21 providing an update on the funding, advocacy, monitoring and reporting work of government relations.

CARRIED

4.6 Risk governance and enterprise risk management update (CS-09-21)

Moved by Councillor Sharman

Receive and file corporate strategy report CS-09-21 providing an update on the risk governance and enterprise risk management progress and implementation.

CARRIED

5. Confidential Items:

5.1 COVID-19 emergency response verbal update (if required)

This item was not required.

5.2 Confidential labour relations update (HR-01-21)

Moved by Councillor Stolte

Receive and file confidential human resources department report HR-01-21 providing a labour relations update.

CARRIED

6. Procedural Motions:

None.

7. Information Items:

Moved by Councillor Sharman

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

CARRIED

7.1 CSSRA-12-21 June 7 2021 COVID-19 emergency response update staff presentation

8. Staff Remarks:

Tim Commisso, City Manager, noted that there may be COVID-related items brought to the Environment, Infrastructure and Community Services Committee meeting on Thursday, June 10, 2021 regarding the waterfront.

9. Committee Remarks:

10. Adjournment:

9:51 a.m. (recessed), 12:31 p.m. (reconvened), 2:11 p.m. (recessed), 2:18 p.m. (reconvened)

Chair adjourned the meeting at 2:45 p.m.