



## Corporate Services, Strategy, Risk and Accountability Committee Meeting

### Minutes

Date: October 6, 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, Sheila Jones, Heather MacDonald, Allan Magi, Karen Roche, Nancy Shea-Nicol, Mark Simeoni, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Georgie Gartside (Clerk)

**1. Declarations of Interest:**

None.

**2. Delegation(s):**

None.

**3. Consent Items:**

3.1 Election symposium update (CL-29-21)

Moved by Councillor Galbraith

Approve the cancellation of the October 2021 election symposium as set out in office of the city clerk report CL-29-21; and

Direct the City Clerk to report back in Q1 2023 on hosting an election symposium event to solicit feedback from the public on their voting experience.

**CARRIED**

3.2 Audit and Accountability Fund – Intake 3 (CS-12-21)

Moved by Councillor Galbraith

Direct the Government Relations Manager to submit an expression of interest to the Ministry of Municipal Affairs and Housing regarding the Audit and Accountability Fund Intake 3 for a web architecture and modernization review and a land management database platform review, by the October 28, 2021 deadline; and

Authorize the Mayor and City Clerk, should the funding be approved, to execute the necessary transfer payment agreements, along with any other related documents or by-laws between the City of Burlington and Province of Ontario with respect to the Audit and Accountability Fund Intake 3, to the satisfaction of the Executive Director of Legal Services and Corporation Counsel; and

Authorize the Chief Financial Officer to single source a third-party consultant to complete each review project should the City of Burlington's request for funding be approved by the Ministry of Municipal Affairs and Housing.

**CARRIED**

**4. Regular Items:**

4.1 Lobbyist Registry implementation (CL-28-21)

Moved by Councillor Nisan

Approve the Lobbyist Registration Policy attached as appendix A to office of the city clerk report CL-28-21.

**CARRIED**

4.2 Burlington Lands Partnership update 1 (CM-22-21) (SD-29-21)

Moved by Mayor Meed Ward

Receive and file city manager's office report CM-22-21 providing Burlington Lands Partnership update; and

Approve one-time funding of \$250,000 funded from the Strategic Plan Reserve Fund for year 2 operations of the Burlington Lands Partnership; and

Direct the City Manager to report back to the Corporate Services, Strategy, Risk and Accountability Committee in Q1 2022 on multi-year strategic land priorities, as well as options and recommendations for proposed funding sources, in conjunction with finalizing the strategic opportunities filter; and

Direct the City Manager to report back by Q1 2022 with a proposed strategic lands strategy for the acquisition and community use of current and potential surplus school sites that includes the following elements:

- a current practise review of former school site uses in other municipalities, including opportunities for attainable housing;
- a complete review of existing federal and provincial housing support programs, in coordination with the work underway via the housing strategy;
- opportunities for housing, parkland and community uses on these sites, in partnership with other agencies, non-profit organizations and levels of government, including Halton Region, and coordinated with the work of the Burlington Lands Partnership;
- budgetary implications for known and potential sites that may come available;
- a community engagement strategy on potential uses for these sites; and
- communication to the four school boards (English public and catholic, French public and catholic) that the city has an interest in considering any school sites that may become available, and requests regular communication from all boards about their long-term plans. (SD-29-21)

**CARRIED**

**Staff Direction SD-29-21:**

Moved by Mayor Meed Ward

Direct the City Manager to report back by Q1 2022 with a proposed strategic lands strategy for the acquisition and community use of current and potential surplus school sites that includes the following elements:

- a current practise review of former school site uses in other municipalities, including opportunities for attainable housing;

- a complete review of existing federal and provincial housing support programs, in coordination with the work underway via the housing strategy;
- opportunities for housing, parkland and community uses on these sites, in partnership with other agencies, non-profit organizations and levels of government, including Halton Region, and coordinated with the work of the Burlington Lands Partnership;
- budgetary implications for known and potential sites that may come available;
- a community engagement strategy on potential uses for these sites; and
- communication to the four school boards (English public and catholic, French public and catholic) that the city has an interest in considering any school sites that may become available, and requests regular communication from all boards about their long-term plans.

**CARRIED**

4.3 COVID-19 Vaccination Policy for city volunteers (CC-04-21)

Moved by Councillor Nisan

Approve the COVID-19 Volunteer Vaccination Policy, attached as appendix A to corporate communications and engagement department report CC-04-21.

**CARRIED**

**5. Confidential Items:**

5.1 Confidential insurance report (L-21-21)

Moved by Councillor Stolte

Receive and file confidential legal department report L-21-21 providing the status update on the 2022-2023 insurance renewal.

**CARRIED**

- 5.2 Confidential update on a litigation matter (L-24-21)

**Note: This item was approved at the October 6, 2021 Special Council meeting.**

Moved by Councillor Sharman

Instruct the Executive Director of Legal Services and Corporation Counsel or their designate to proceed in accordance with the instructions sought in confidential legal department report L-24-21.

**CARRIED**

- 5.3 Confidential update on a real estate matter (L-26-21)

This item was withdrawn.

- 5.4 Confidential update on a litigation matter (L-28-21)

Moved by Councillor Bentivegna

Refer confidential legal department report L-28-21 to the October 19, 2021 Council meeting.

**CARRIED**

- 5.5 Confidential Appendix B to Burlington Lands Partnership update (CM-22-21)

Refer to Item 4.2 for the approved motion on this matter.

**6. Procedural Motions:**

- 6.1 Motion to proceed into closed session

Moved by Councillor Sharman

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

Section 239 (2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, with respect to confidential appendix B of city manager's office report CM-22-21 regarding Burlington Lands Partnership update 1.

**CARRIED**

6.2 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)(a) the security of the property of the municipality or local board, with respect to confidential legal department report L-21-21 providing an update on insurance; and

Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, with respect to confidential legal department reports L-24-21 and L-28-21 providing updates on litigation matters.

**CARRIED**

**7. Information Items:**

None.

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

10:30 a.m. (closed), 11:01 a.m. (public), 11:03 a.m. (recessed), 11:10 a.m. (reconvened), 11:53 a.m. (recessed), 1:00 p.m. (reconvened), 1:03 p.m. (closed), 3:17 p.m. (recessed), 3:22 p.m. (reconvened), 4:18 p.m. (public)

Councillor Stolte was in attendance until 4:18 p.m.

Chair adjourned the meeting at 4:22 p.m.