



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

### Minutes

Date: November 10, 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, Scott Hamilton, Sheila Jones, Heather MacDonald, Allan Magi, Angela Morgan, Karen Roche, Nancy Shea-Nicol, 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:**

None.

**4. Regular Items:**

- 4.1 Council Remuneration Review Working Group recommendations (CL-33-21) (SD-35-21)

Moved by Councillor Stolte

Approve the recommendations from the Council Remuneration Review Working Group on council compensation, expense limits and resources attached as appendix A to office of the city clerk report CL-33-21; **and**

**Direct the City Clerk to report back to the Corporate Services, Strategy, Risk and Accountability Committee with a timeline for each of the Council Remuneration Review Working Group recommendations, including an implementation plan. (SD-35-21)**

**CARRIED**

**Staff Direction SD-35-21:**

Moved by Councillor Stolte

Direct the City Clerk to report back to the Corporate Services, Strategy, Risk and Accountability Committee with a timeline for each of the Council Remuneration Review Working Group recommendations, including an implementation plan.

**CARRIED**

4.2 Information Management Strategy (CL-13-21)

Moved by Councillor Sharman

Receive and file the information management report from Ergo Group Inc. attached as appendix A, and the information management strategy attached as appendix B to office of the city clerk report CL-13-21.

**CARRIED**

4.3 Information Management Policy (CL-27-21)

Moved by Mayor Meed Ward

Approve the Information Management (IM) Policy attached as appendix A to office of the city clerk report CL-27-21; and

Repeal the Records Management (RM) Policy attached as appendix B to office of the city clerk report CL-27-21.

**CARRIED**

4.4 Public Appointment Policy and committee review update (CL-26-21)

**Note: This item was approved at the November 10, 2021 Special Council meeting.**

Moved by Mayor Meed Ward

Rescind the Appointments to Boards and Recruitment of Citizens for Committees Policy attached as appendix A to office of the city clerk report CL-26-21; and

Approve the Public Appointment Policy attached as appendix B to office of the city clerk report CL-26-21.

**CARRIED**

4.5 2022 calendar of meetings for Council and standing committees (CL-31-21)

Moved by Councillor Sharman

Approve the 2022 calendar of meetings for Council and standing committees attached as appendix A to office of the city clerk report CL-31-21, **with the following amendments:**

- **move the September cycle of standing committee meetings to the week of September 12, 2022 and City Council to September 20, 2022;**
- **schedule an additional City Council meeting on November 8, 2022; and**

Enact an amendment to Procedure By-law 31-2021, attached as appendix C to office of the city clerk report CL-31-21, amending section 21 of Procedure By-law 31-2021 regarding the inaugural meeting of Council.

**CARRIED**

**Amendment:**

Moved by Mayor Meed Ward

Move the September cycle of standing committee meetings to the week of September 12, 2022 and City Council to September 20, 2022; and

Schedule an additional City Council meeting on November 8, 2022.

**CARRIED**

4.6 2022 municipal election planning and advocacy (CL-32-21)

**Note: This item was approved at the November 10, 2021 Special Council meeting.**

Moved by Councillor Bentivegna

Request the Halton District School Board and Halton Catholic District School Board schedule a Professional Development Day on Municipal and School Board Election Day, October 24, 2022; and

Forward a copy of this resolution to the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Lecce, Minister of Education; the Association of Municipal Clerks and Treasurers of Ontario; the Association of Municipalities of Ontario; Region of Halton; Town of Halton Hills; Town of Milton and Town of Oakville.

**CARRIED**

4.7 Hybrid Council and standing committee meeting strategy (CL-39-21)

Moved by Councillor Nisan

Refer office of the city clerk report CL-39-21 regarding the hybrid Council and standing committee meeting strategy to the November 23, 2021 City Council meeting.

**CARRIED**

4.8 2022 Rates and Fees (F-35-21)

Moved by Councillor Kearns

Approve the 2022 rates and fees as outlined in finance department report F-35-21, effective January 1, 2022 unless otherwise indicated, **with the following amendment:**

- **reflect a cost recovery basis for the Adult 55 plus breakfast at the bistro and Adult 55 plus dinner at the bistro items; and**

Approve By-Law 61-2021, attached as appendix A to finance department report F-35-21 and repeal By-Law 92-2020 effective January 1, 2022.

**CARRIED**

**Amendment:**

Moved by Councillor Kearns

Amend the Adult 55 plus breakfast at the bistro and Adult 55 plus dinner at the bistro items in the rates and fees schedule to reflect a cost recovery basis.

**CARRIED**

**5. Confidential Items:**

5.1 Confidential labour relations update (HR-06-21)

Moved by Councillor Bentivegna

Receive and file confidential human resources department report HR-06-21 providing a labour relations update.

**CARRIED**

5.2 Confidential update on a litigation matter (L-31-21)

Moved by Councillor Galbraith

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-31-21.

**CARRIED**

5.3 Confidential real estate matter (CM-25-21)

Moved by Councillor Sharman

Receive and file confidential city manager's office report CM-25-21 regarding a real estate matter.

**CARRIED**

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

Moved by Mayor Meed Ward

Receive and file confidential legal department report L-26-21 providing an update on a real estate matter.

**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 provision under the Municipal Act:

Section 239(2)(c), a proposed or pending acquisition or disposition of land by the municipality or local board, with respect to confidential city manager's office report CM-25-21 and confidential legal department report L-26-21 regarding real estate matters.

**CARRIED**

6.2 Motion to proceed into closed session

Moved by Councillor Galbraith

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

Section 239(2)(c), a proposed or pending acquisition or disposition of land by the municipality or local board, with respect to confidential legal department report L-26-21 regarding a real estate matter.

**CARRIED**

**7. Information Items:**

7.1 Correspondence from Jim Young regarding Public Appointment Policy and committee review update (CL-26-21)

7.2 Correspondence from Kevin Arjoon to Jim Young regarding Public Appointment Policy and committee review update (CL-26-21)

7.3 Supplemental memorandum regarding 2022 rates and fees (F-35-21-1)

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

10:58 a.m. (recessed), 11:06 a.m. (reconvened), 12:01 p.m. (recessed), 1:00 p.m. (reconvened), 1:02 p.m. (closed), 3:58 p.m. (public), 4:01 p.m. (recessed), 6:30 p.m. (reconvened), 6:31 p.m. (closed), 7:24 p.m. (public)

Councillor Sharman was absent from 9:45 a.m. to 10:20 a.m.

Councillor Galbraith was in attendance until 7:45 p.m.

Chair adjourned the meeting at 8:15 p.m.