



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

### Minutes

Date: April 6, 2022  
Time: 9:30 am  
Location: Council Chambers - members participating remotely

Members Present: Rory Nisan (Chair), Paul Sharman, Kelvin Galbraith, Lisa Kearns, Shawna Stolte, 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, Allan Magi, Karen Roche, Enrico Scalera, Nancy Shea-Nicol, Richard Bellemare (Audio/Video Specialist), Georgie Gartside (Clerk)

**1. Declarations of Interest:**

None.

**2. Delegation(s):**

2.1 Dave Meslin spoke in support of option 2 for the campaign contribution rebate program for the 2022 municipal election. (CL-12-22)

**3. Consent Items:**

3.1 2022 municipal election – administrative approvals (CL-13-22)

Moved by Councillor Kearns

Approve By-law 37-2022 attached as appendix A to office of the city clerk report CL-13-22, being a by-law to authorize the use of optical scan vote tabulators and internet voting as an alternative voting method for the 2022 municipal election, and repeal By-law 57-2016.

**CARRIED**

**4. Regular Items:**

4.1 2021 Treasurer's statement for reserve funds (F-14-22)

Moved by Councillor Sharman

Receive and file finance department report F-14-22, 2021 Treasurer's statement for development charges reserve fund, park dedication reserve fund and the public benefits reserve fund.

**CARRIED**

4.2 2022 work plans and budgets for advisory committees (CL-10-22)

Moved by Councillor Galbraith

Approve the 2022 advisory committee work plans and budget requests attached as appendix A to office of the city clerk report CL-10-22; and

Receive and file the 2021 advisory committee annual reports attached as appendix B to office of the city clerk report CL-10-22.

**CARRIED**

4.3 Health, safety and wellness presentation (HR-04-22)

Moved by Mayor Meed Ward

Receive and file human resources department presentation HR-04-22 providing an update on health, safety and wellness.

**CARRIED**

4.4 Civic recognition update (CL-02-22) (SD-11-22)

Moved by Mayor Meed Ward

Direct the City Clerk to report back in Q3 2022 on potential (draft) criteria, a formal process for nominating community members to be recognized and a plan for a recognition event to take place in 2023; and

Direct the City Clerk to work with the Manager of Engagement and Volunteers to plan and implement an engagement campaign regarding civic recognition in Q2 2022; **and**

**Direct the City Clerk to implement the working group model, as utilized for the council compensation process, in conjunction with other models of citizen engagement by the end of Q3 2022 to ensure robust community input in regard to the important re-establishment of a Burlington civic recognition program for 2023. (SD-11-22)**

**CARRIED**

**Amendment (SD-11-22):**

Moved by Councillor Stolte

Direct the City Clerk to implement the working group model, as utilized for the council compensation process, in conjunction with other models of citizen engagement by the end of Q3 2022 to ensure robust community input in regard to the important re-establishment of a Burlington civic recognition program for 2023.

**CARRIED**

4.5 Campaign contribution rebate program for the 2022 municipal election (CL-12-22)

Moved by Mayor Meed Ward

Approve option **2** to establish the contribution rebate program formula for the City of Burlington **with a minimum \$50 contribution and maximum \$100 contribution and excluding candidates contributing to other candidates from the program;** and

Direct the City Clerk to prepare a by-law to authorize the provisions of the rebate program based on the approved formula at the April 6, 2022 Corporate Services, Strategy, Risk and Accountability Committee meeting for final approval at the April 19, 2022 Council meeting; **and**

**Direct the City Clerk to explore the following items for the 2022 municipal election and report back at the April 19, 2022 City Council meeting:**

- 1. City wide distribution of marketing material profiling all candidates;**
- 2. City led “Meet the Candidates” events; and**

3. **Any additional financial and/or marketing opportunities that the office of the city clerk can identify to support and encourage the registration of new candidates.**

**CARRIED**

**Amendment:**

Moved by Councillor Stolte

**Direct the City Clerk to explore the following items for the 2022 municipal election and report back at the April 19, 2022 City Council meeting:**

1. **City wide distribution of marketing material profiling all candidates;**
2. **City led “Meet the Candidates” events; and**
3. **Any additional financial and/or marketing opportunities that the office of the city clerk can identify to support and encourage the registration of new candidates.**

**CARRIED**

- 4.6 Multi-year community investment plan 2023-2030 (CM-03-22)

Moved by Councillor Sharman

Receive and file city manager’s office report CM-03-22 providing a preliminary overview of the city’s multi-year community investment plan (2023 – 2030) - interim report; and

Direct the City Manager and Chief Financial Officer to report back in Q2 of 2023 with an updated multi-year community investment plan, subject to the completion and approval of relevant master plans, and strategies by Council, as identified in the report.

**CARRIED**

- 4.7 COVID-19 emergency response verbal update (CSSRA-03-22)

Moved by Councillor Kearns

Receive and file the April 6, 2022 staff presentation providing the COVID-19 emergency response verbal update.

**CARRIED**

**5. Confidential Items:**

- 5.1 Confidential update on a real estate matter - Robert Bateman High School (L-17-22)

Moved by Councillor Sharman

Proceed with next steps as outlined in confidential legal department report L-17-22; and

Authorize the Mayor and City Clerk to execute documents in connection with this matter, in a form satisfactory to the Executive Director of Legal Services and Corporation Counsel and with content satisfactory to the City Manager.

**CARRIED**

- 5.2 Confidential construction mobility management plan (L-12-22)

Moved by Councillor Stolte

Receive and file confidential legal department report L-12-22 regarding construction mobility management plan.

**CARRIED**

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

This item was not required.

**6. Procedural Motions:**

- 6.1 Motion to suspend the rules of procedure

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

Moved by Councillor Sharman

Suspend the rules of procedure to allow a delegate to speak regarding a campaign contribution rebate program for the 2022 municipal election, in accordance with Procedure By-law 31-2021 s. 46.1.

**CARRIED**

**7. Information Items:**

Moved by Councillor Bentivegna

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

**CARRIED**

- 7.1 Report projections for May 2022 standing committees
- 7.2 Staff presentation regarding multi-year community investment plan 2023-2030 (CM-03-22)
- 7.3 Staff presentation regarding COVID-19 emergency response verbal update (CSSRA-03-22)
- 7.4 Correspondence from Shannon Gillies regarding campaign contribution rebate program for the 2022 municipal election (CL-12-22)

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

10:28 a.m. (recessed), 10:38 a.m. (reconvened), 11:17 a.m. (recessed), 11:25 a.m. (reconvened), 12:01 p.m. (recessed), 1:01 p.m. (reconvened), 2:57 p.m. (recessed), 3:06 p.m. (reconvened)

Chair adjourned the meeting at 4:14 p.m.