



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Minutes

Date: September 14, 2022
Time: 9:30 am
Location: Hybrid meeting- virtual and Council Chambers, City Hall

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

Staff Present: Tim Commisso, Kwab Ako-Adjei, Nick Anastasopoulos, Kevin Arjoon, Laura Boyd, Joan Ford, Sheila Jones, Allan Magi, Karen Roche, Brynn Nheiley, Enrico Scalera, Nancy Shea-Nicol, Richard Bellemare (Audio/Video Specialist), Georgie Gartside (Clerk)

1. **Declarations of Interest:**

None

2. **Delegation(s):**

- 2.1 Anne and Dave Marsden spoke regarding 2022 Community Benefits Strategy and Bylaw (F-31-22)
- 2.2 Stephen White, representing Burlington & Oakville Coyote Management (BOCM), spoke regarding City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)
- 2.3 Lesley Sampson, representing Coyote Watch Canada, spoke regarding City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)

3. Consent Items:

- 3.1 Investigation report from Burlington Ombudsman MUN-14027-0621 (CL-35-22)

Moved by Councillor Galbraith

Receive and file office of the city clerk report CL-35-22 regarding the investigation from the Ombudsman, file MUN-14027-0621.

CARRIED

- 3.2 Vision to Focus integrated reporting update as of June 30, 2022 (CS-10-22)

Moved by Councillor Galbraith

Receive and file the Vision to Focus (V2F) integrated reporting update as of June 30, 2022 as contained in Appendix A of corporate strategy report CS-10-22.

CARRIED

- 3.3 Financial status report as at June 30, 2022 (F-29-22)

Moved by Councillor Galbraith

Receive and file finance department report F-29-22, financial status report as at June 30, 2022.

CARRIED

- 3.4 Mid-year 2022 operating budget performance report (F-30-22)

Moved by Councillor Galbraith

Direct the Chief Financial Officer to report back on the city's year-end strategy upon confirmation of the 2022 year-end actual.

CARRIED

4. Regular Items:

4.1 Appointment to Aldershot Business Improvement Area Board (CL-33-22)

Moved by Mayor Meed Ward

Appoint Lorna Hainsworth-Popper to the Aldershot Business Improvement Board of Management for a term to expire on November 14, 2022, or upon appointment of their successor.

CARRIED

4.2 2022 Community Benefits Strategy and Bylaw (F-31-22)

Note: This item was approved at the September 14, 2022 Special Council meeting.

Moved by Councillor Kearns

Adopt the Community Benefits Charge (CBC) approach to calculate the charges on a uniform city-wide basis; and

Approve the capital project listing set out in chapter 4 of the CBC Strategy dated August 17, 2022, subject to further annual review during the capital budget process; and

Approve the creation of a Community Benefits Charges reserve fund which will contain all CBC monies collected, with associated bylaw as per Appendix D of finance department report F-31-22 to be brought forward to Council for approval; and

Impose the CBC of \$488 per apartment with 2 or more bedrooms and \$362 per bachelor and one bedroom apartment dwelling unit on the day before a building permit is issued; and

Approve the CBC strategy final report dated August 17, 2022 attached as Appendix A to finance department report F-31-22; and

Approve the CBC By-law as set out in Appendix B of the CBC Strategy dated August 17, 2022 with an effective date of September 14, 2022.

CARRIED

4.3 Halton Digital Access Strategy implementation (CM-21-22)

Moved by Councillor Bentivegna

Receive and file city manager's office report CM-21-22 providing an update regarding the Halton Digital Access Strategy review; and

Approve, in principle, an implementation plan for a one-window plan to support the implementation of 5G technology in Burlington, as part of a region-wide approach, "Halton Digital Access Strategy Implementation Plan"; and

Delegate authority to the City Manager to negotiate and present for future Council consideration, the governance framework, associated multiyear financial plan, including incremental net revenue forecast, and related operating and other agreements in consultation with the Executive Director of Legal Services and Corporation Counsel and the Chief Financial Officer; and

Forward a copy of this report to the Town of Halton Hills, the Town of Milton, Town of Oakville, Halton Region and Burlington Hydro, for their information.

CARRIED

4.4 City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)

Note: This item was approved at the September 14, 2022 Special Council meeting.

Moved by Mayor Meed Ward

Receive city manager's office report CM-26-22 - City of Burlington Coyote Response Strategy update and, with regard to the City's immediate response to the recent serious coyote attacks on Burlington residents, endorse the actions taken by staff under established authority as outlined in the report at an estimated 2022 one-time cost of \$22,850; and

Approve the single source of a Certified Wildlife Professional (CWP) and authorize the Manager of Procurement Services to sign a multi-year agreement with the CWP for the remainder of 2022 and the duration of 2023, with the option to renew for three (3) additional one (1) year terms; and

Direct the Director of Building and By-law to proceed immediately with the design and implementation of a new two-year Coyote Action and Awareness Program specifically directed at delivering enhanced coyote response services based on the program scope outlined in city manager's office report CM-26-22; and

Direct the Chief Financial Officer to report back to City Council directly on September 20, 2022 with options and recommendations for funding the new Coyote Action and Awareness Program; and

Direct the Executive Director of Community Planning, Regulation and Mobility to report back in Q1 2023 in conjunction with City Council's 2023 budget consideration on the establishment of the proposed new By-Law Compliance Department (as recommended in companion report CM-24-22 in this agenda) inclusive of an enhanced coyote response model as part of the Animal Services function; and

Direct the Executive Director of Community Planning, Regulation and Mobility, following the hiring of a new Director of By-law Compliance, to undertake a full review and update of the current City of Burlington Animal Services By-law (By-law 60-2005) and Coyote Response Strategy by Q4 2023; and

Direct the City Manager, with respect to the February 2022 report, specifically the recommendations of the community association – Burlington & Oakville Coyote Management (BOCM) as outlined in Appendix B of city manager's office report CM-26-22, to proceed with the implementation of the staff recommendations and next steps and report back on the status in Q1 2023; and

Direct the City Manager to initiate meetings, as required, with the Chief Administrative Officer of the Town of Oakville and senior staff of both Burlington and Oakville to develop and implement a coordinated workplan related to both the BOCM recommendations as well as other City/Town coyote response initiatives including, but not limited to, joint procurement of external professional wildlife management services, joint coyote related data collection, research and analysis and public educational and awareness programs and possible mutual coyote response service agreements; and

Direct the City Manager and Chief Financial Officer to include for consideration in the 2023 proposed budget the recommended resources to fully address all of the above noted service delivery requirements for an enhanced coyote action and awareness program; **and**

Authorize the Director of Roads, Parks and Forestry to procure and install lids for non-decorative garbage cans in the immediate area of coyote concern, to an upset limit of \$15,000 in 2022; and

Direct the Director of Building and By-law to adopt a pro-active coyote response strategy model inclusive of adding two additional contract By-law Enforcement Officers, and engage appropriate coyote specialist resources to assist with investigations, canid response team, training staff and members of the public; and

Direct the Executive Director of Community Planning, Regulation and Mobility to review waste receptacles identified in various urban design guidelines, starting with Downtown Streetscape Guidelines, to ensure that those identified are secure and enclosed, and to report to CPRM Committee in Q4 2022; and

Director the Chief Financial Officer to include information regarding expenses incurred related to the Coyote Response Strategy when reporting on the 2022 year-end financial position and bring forward any amendments in the 2023 budget; and

Direct the Mayor and Government Relations Manager to connect with the Ministry of Natural Resources and Forestry, and other Ministries as needed, to formally request emergency funding, and staffing support, to help us respond to coyote attacks in Burlington; and

Direct the Executive Director of Legal Services and Corporation Counsel and the Director of Building and By-law to review the current fine structure for illegal dumping contained in the Lot Maintenance By-law 49-2022 and fines contained in City's Animal Control By-law 60-2005 relating to feeding of wildlife and bring back options to increase the fines for ticketing offences (Part I) and the maximum fine for Part III offences for the feeding of wildlife, including any required by-law amendments for consideration by Council on September 20, 2022; and

Direct the Director of Corporate Communications & Engagement to distribute a city-wide mail drop/social media communication plan by September 30, 2022 and focused solely on the fact that the recent crisis of aggressive wildlife attacks is the direct result of illegal dumping and/or feeding of wildlife and clearly communicating increases in Part I Offence ticketing and Part III Offence fines to be considered by Council on September 20, 2022; and

Direct the City Manager to include targeted cutting back of vegetation on public lands as part of the risk mitigation actions to be considered in the updated coyote response strategy.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Authorize the Director of Roads, Parks and Forestry to procure and install lids for non-decorative garbage cans in the immediate area of the coyote concern, to an upset limit of \$15,000 in 2022; and

Direct the Director of Building and By-law to adopt a pro-active coyote response strategy model inclusive of adding two additional contract By-law Enforcement Officers, and engage appropriate coyote specialist resources to assist with investigations, canid response team, training staff and members of the public; and

Direct the Executive Director of Community Planning, Regulation and Mobility to review waste receptacles identified in various urban design guidelines, starting with Downtown Streetscape Guidelines, to ensure that those identified are secure and enclosed, and to report to CPRM Committee in Q4 2022; and

Director the Chief Financial Officer to include information regarding expenses incurred related to the Coyote Response Strategy when reporting on the 2022 year-end financial position and bring forward any amendments in the 2023 budget.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Direct the Mayor and Government Relations Manager to connect with the Ministry of Natural Resources and Forestry, and other Ministries as needed, to formally request emergency funding, and staffing support, to help us respond to coyote attacks in Burlington.

CARRIED

Amendment:

Moved by Councillor Stolte

Direct the Executive Director of Legal Services and Corporation Counsel and the Director of Building and By-law to review the current fine structure for illegal dumping contained in the Lot Maintenance By-law 49-2022 and fines contained in City's Animal Control By-law 60-2005 relating to feeding of wildlife and bring back options to increase the fines for ticketing offences (Part I) and the maximum fine for Part III offences for the feeding of wildlife, including any required by-law amendments for consideration by Council on September 20, 2022.

CARRIED

Amendment:

Moved by Councillor Stolte

Direct the Director of Corporate Communications & Engagement to distribute a city-wide mail drop/social media communication plan by September 30, 2022 and focused solely on the fact that the recent crisis of aggressive wildlife attacks is the direct result of illegal dumping and/or feeding of wildlife and clearly communicating increases in Part I Offence ticketing and Part III Offence fines to be considered by Council on September 20, 2022.

CARRIED

Amendment:

Moved by Councillor Kearns

Direct the City Manager to include targeted cutting back of vegetation on public lands as part of the risk mitigation actions to be considered in the updated coyote response strategy.

CARRIED

- 4.5 Designing and evolving our organization – updated department functional design and management structures (CM-24-22)

Moved by Mayor Meed Ward

Receive and file city manager's office report CM-24-22, regarding designing and evolving our organization – updated department functional design and management structures.

CARRIED

5. Confidential Items:

- 5.1 Confidential legal report - Committee of Adjustment appeal regarding 5002 DesJardines Drive (L-28-22)

The committee provided instructions to legal department staff in closed session for this item.

- 5.2 Confidential legal report - update regarding 5111 New Street (L-42-22)

Moved by Councillor Sharman

Instruct the Executive Director of Legal Services and Corporation Counsel or her designate to proceed in accordance with the instructions sought in confidential legal department report L-42-22.

CARRIED

6. Procedural Motions:

- 6.1 Motion to proceed into closed session

Moved by Mayor Meed Ward

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, with respect to confidential legal department report L-28-22 regarding Committee of Adjustment appeal regarding 5002 DesJardines Drive.

CARRIED

7. Information Items:

Moved by Mayor Meed Ward

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

CARRIED

- 7.1 Delegation material from Anne and Dave Marsden regarding 2022 Community Benefits Strategy and Bylaw (F-31-22)

- 7.2 Delegation material from Stephen White, representing Burlington & Oakville Coyote Management (BOCM), regarding City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)
- 7.3 Delegation material from Lesley Sampson, representing Coyote Watch Canada, regarding City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)
- 7.4 Staff presentation regarding City of Burlington Coyote Response Strategy update and response to recent serious attacks on city residents (CM-26-22)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

11:09 a.m. (recessed), 11:18 a.m. (reconvened), 11:54 a.m. (recessed), 1:02 p.m. (reconvened), 3:11 p.m. (recessed), 3:24 p.m. (reconvened), 3:39 p.m. (closed), 4:20 p.m. (public)

Councillor Nisan was in attendance until 11:43 a.m. and returned at 2:17 p.m.

Councillor Sharman chaired the meeting from 11:43 a.m. until 2:37 p.m.

Councillor Kearns was in attendance until 4:14 p.m.

Councillor Stolte was in attendance until 4:15 p.m.

Chair adjourned the meeting at 4:23 p.m.