



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Minutes

Date: December 5, 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, Nick Anastasopoulos, Kevin Arjoon, Joan Ford, Sheila Jones, Chad MacDonald, Allan Magi, Karen Roche, Brynn Nheiley, Enrico Scalera, Nancy Shea-Nicol, Catherine Baldelli, Mark Simeoni, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Georgie Gartside (Clerk)

1. Declarations of Interest:

None

2. Delegation(s):

2.1 Myles Rusak representing Burlington Sound of Music Festival, and Brent Paszt and Jay Bridle representing Canada's Largest Ribfest, shared concerns about the increase to park rental fees regarding 2023 rates and fees (F-24-22)

3. Consent Items:

3.1 Investigation report from Burlington Ombudsman MUN-16507-0222 (CL-38-22)

Moved by Councillor Sharman

Receive and file office of the city clerk report CL-38-22 regarding the investigation from the Ombudsman, file MUN-16507-0222.

CARRIED

3.2 Investment Policy (F-10-22)

Moved by Councillor Sharman

Approve the updated Investment Policy as outlined in Appendix A of finance department report F-10-22.

CARRIED

3.3 Expenses excluded from the budget (F-39-22)

Moved by Councillor Sharman

Receive and file finance department report F-39-22 regarding expenses excluded from the budget to meet the requirements of Regulation 284/09 Municipal Act, 2001.

CARRIED

3.4 2022 to 2023 Group Benefits Renewal (HR-10-22)

Moved by Councillor Sharman

Renew Sun Life as the provider for the city's group benefits plan including extended health, dental, long-term disability and life insurance for the benefit year December 1, 2022 to November 30, 2023.

CARRIED

4. Regular Items:

4.1 Corporate project status reporting – July, Aug, Sept, Oct, Nov 2022 (CM-29-22)

Moved by Councillor Sharman

Receive and file city manager's office report CM-29-22 providing status reports for designated corporate projects for the period July through November 2022 as detailed in Appendix A.

CARRIED

4.2 Financial status report as at September 30, 2022 (F-40-22)

Moved by Mayor Meed Ward

Receive and file finance department report F-40-22, the financial status report as at September 30, 2022.

CARRIED

4.3 Proposed Roads Parks Forestry and Transit Campus Master Plan (EICS-21-22)

Moved by Mayor Meed Ward

Receive the options presented in environment, infrastructure and community services report EICS-21-22 regarding the expansion of the Roads Parks and Forestry /Transit Master Plan and direct the Executive Director of Environment Infrastructure and Community Services to report back in Q2, 2023 with additional design considerations and costing for accommodating the city's long term operational needs at this location; and

Direct the Chief Financial Officer to incorporate the proposed 10-year financial investments required to accommodate the proposed expansion to the Municipal Operations Campus on Harvester Road as part of the city's long term Multi-year Community Investment Plan (MCIP); and

Authorize the Mayor and City Clerk to execute the necessary agreements and other related documents or by-laws between the City of Burlington and the Government of Ontario, in relation to the Investing in Canada Infrastructure Program (ICIP) – Transit Stream, should our application for funding towards the initial phase of the transit facility expansion be successful, to the satisfaction of the Executive Director of Legal Services and Corporation Counsel; and

Direct the Manager of Realty to report back to committee as required on related property leasing and/or purchase opportunities consistent with the long-term needs as per the Municipal Operations Campus Study.

CARRIED

4.4 Appointments to standing committees, boards, committees, agencies and Deputy Mayors (MO-03-22)

Moved by Mayor Meed Ward

Approve the appointments for the 2022-2026 term of office for committee Chairs and Vice Chairs; Deputy Mayor with portfolio; Deputy Mayor for ceremonial and emergencies; and to local agencies, boards and committees as outlined in office of the mayor report MO-03-22; and

Direct the City Clerk to amend Schedule C of Procedure By-law 31-2021, as amended, to reduce the Council composition on the Audit Committee from three members of Council to two members of Council, and bring forward an amending by-law to the Council meeting of December 13, 2022; and

Direct the City Clerk to draft appropriate amendments to the Procedure By-law 31-2021, as amended, regarding changes to the Deputy Mayor portfolios and election of Chairs and Vice Chairs of standing committees, and report back to the Corporate Services, Strategy, Risk & Accountability Committee by Q1 2023.

CARRIED

4.5 2023 calendar of meetings for Council and standing committees (CL-39-22)

Moved by Mayor Meed Ward

Approve the **revised** 2023 calendar of meetings for Council and standing committees attached as **Appendix B** to office of the city clerk report CL-39-22.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Replace Appendix B with a revised 2023 calendar of meetings.

CARRIED

4.6 Burlington Lands Partnership Update #2 (CM-28-22)

Moved by Councillor Galbraith

Direct the Chief Financial Officer to consider one-time funding of \$200,000 as part of the 2023 budget to support the 2023 external due diligence and project management needs of the Burlington Lands Partnership; and

Direct the City Manager and the Director of Community Planning to schedule a Council Workshop for Q2-2023 on attainable housing and partnership options; and

Direct the City Manager and the Executive Director of Legal Services and Corporation Counsel to report back in Q4-2023 with a Strategic Land Policy and strategy that includes a municipal policy directive on surplus school sites which will inform the multi-year community investment plan.

CARRIED

4.7 2023 rates and fees (F-24-22)

Moved by Councillor Sharman

Approve the 2023 rates and fees as outlined in finance department report F-24-22, effective January 1, 2023 unless otherwise indicated **with the removal of the new park fees outlined on page 20 of the Rates and Fees Schedule and keeping the base park fees for 2023**; and

Approve By-Law 83-2022, attached as Appendix A to finance department report F-24-22 and repeal By-Law 61-2021 and Amending By-Laws 20-2022, 28-2022, 41-2022, 60-2022, and 74-2022.

CARRIED

Amendment:

Moved by Councillor Sharman

Remove the new park fees outlined on page 20 of the Rates and Fees Schedule and keep the base park fees for 2023.

CARRIED

4.8 Review of staff direction list (CL-37-22)

Moved by Mayor Meed Ward

Pursuant to section 40 (4) of Procedure By-law 31-21 as amended, Council brings forward staff directions 1-33 attached as Appendix A to office of the city clerk report CL-37-22 to be actioned in the 2022-2026 term of Council.

CARRIED

4.9 Proposed new by-law compliance department (BB-15-22)

Moved by Councillor Sharman

Receive and file building and by-law department report BB-15-22 providing background information for upcoming 2023 budget requests.

CARRIED

5. Confidential Items:

5.1 Confidential status report on the contingency reserve fund as at September 30, 2022 (F-34-22)

Moved by Mayor Meed Ward

Receive and file finance department report F-34-22 providing the status of the reserve for contingencies as at September 30, 2022.

CARRIED

5.2 Confidential legal report - triannual litigation update (L-33-22)

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

5.3 Confidential legal report - lease for roads, parks, forestry and transit facility (L-48-22)

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

- 5.4 Confidential legal update on a litigation matter re Millcroft Greens, 2155 Country Club Dr. and 4274 Dundas St. (L-49-22)

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

- 5.5 Confidential legal update on a litigation matter, 40-70 Plains Road East (L-50-22)

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

6. Procedural Motions:

- 6.1 Motion to waive the rules

Moved by Mayor Meed Ward

Waive section 10.1 of Procedure By-law 31-2021, as amended, to remove the requirement for the Clerk to conduct an election of Chairs and Vice Chairs of standing committees.

CARRIED

- 6.2 Motion to proceed into closed session

Moved by Councillor Galbraith

Proceed into closed session in accordance with the following provisions under the Municipal Act:

Section 239(2)(e), litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding confidential legal report - triannual litigation update (L-33-22), confidential legal update on a litigation matter re Millcroft Greens, 2155 Country Club Dr. and 4274 Dundas St. (L-49-22), and confidential legal update on a litigation matter, 40-70 Plains Road East (L-50-22); and

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 and Section 239(2)(c), a proposed or pending acquisition or disposition of land by the municipality or local board regarding confidential legal report - lease for roads, parks, forestry and transit facility (L-48-22).

CARRIED

7. Information Items:

Moved by Councillor Kearns

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

CARRIED

- 7.1 Delegation material from Brent Paszt regarding 2023 rates and fees (F-24-22)
- 7.2 Staff presentation regarding proposed Roads Parks Forestry and Transit Campus Master Plan (EICS-21-22)
- 7.3 Staff presentation regarding proposed new by-law compliance department (BB-15-22)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

11:01 a.m. (recessed), 11:11 a.m. (reconvened), 12:11 p.m. (recessed), 1:14 p.m. (reconvened), 1:20 p.m. (closed), 2:49 p.m. (recessed), 2:56 p.m. (reconvened), 4:45 p.m. (public), 4:50 p.m. (recessed), 6:31 p.m. (reconvened)

Chair adjourned the meeting at 8:25 p.m.