



Corporate Services, Strategy, Risk and Accountability Committee Meeting

Agenda

Date: November 10, 2021
Time: 9:30 am
Location: Council Chambers - members participating remotely

1. Declarations of Interest:

2. Delegation(s):

Due to COVID-19 this meeting will be conducted as a virtual meeting. Only the chair of the meeting, along with a clerk and audio/visual technician, will be in council chambers, with all other staff, members of council and delegations participating in the meeting by calling in remotely. The meeting will be live webcasted, as usual, and archived on the city website.

Requests to delegate to this virtual meeting can be made by completing the online delegation registration form at www.burlington.ca/delegate or by submitting a written request by email to the Office of the City Clerk at clerks@burlington.ca by noon the day before the meeting is to be held. It is recommended that delegates include their intended remarks, which will be circulated to all members of the standing committee in advance, as a backup to any disruptions in technology issues that may occur.

If you do not wish to delegate, but would like to submit feedback, please email your comments to clerks@burlington.ca. Your comments will be circulated to committee members in advance of the meeting and will be attached to the minutes, forming part of the public record.

3. Consent Items:

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

4. Regular Items:

4.1. Information Management Strategy (CL-13-21)

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.

4.2. Information Management Policy (CL-27-21)

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.

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

Note: This item will be the subject of a Special Council meeting immediately following the November 10, 2021 Corporate Services, Strategy, Risk and Accountability Committee meeting.

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.

4.4. 2022 calendar of meetings for Council and standing committees (CL-31-21)

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; 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.

4.5. 2022 municipal election planning and advocacy (CL-32-21)

Note: This item will be the subject of a Special Council meeting immediately following the November 10, 2021 Corporate Services, Strategy, Risk and Accountability Committee meeting.

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.

4.6. Council Remuneration Review Working Group recommendations (CL-33-21)

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.

5. Confidential Items:

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

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

Pursuant to Section 239(2)(d) of the Municipal Act, labour relations or employee negotiations.

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

Pursuant to Section 239(2)(e) of the Municipal Act, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

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

Pursuant to Section 239(2)(c) of the Municipal Act, a proposed or pending acquisition or disposition of land by the municipality or local board.

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

Pursuant to Section 239(2)(c) of the Municipal Act, a proposed or pending acquisition or disposition of land by the municipality or local board.

6. Procedural Motions:

7. Information Items:

8. Staff Remarks:

9. **Committee Remarks:**

10. **Adjournment:**