



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

### Minutes

Date: January 16, 2020  
Time: 9:30 am  
Location: Council Chambers Level 2, City Hall

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

Staff Present: Tim Commisso, Kwab Ako-Adjei, Nick Anastasopoulos, Laura Boyd, Joan Ford, Sheila Jones, Allan Magi, Angela Morgan, Christine Swenor, David Thompson (Audio/Video Specialist), Georgie Gartside (Clerk)

#### 1. **Declarations of Interest:**

None.

#### 2. **Delegation(s):**

2.1 Anne and Dave Marsden shared concerns regarding official delegation to Apeldoorn, the Netherlands (CL-03-20).

2.2 Anne and Dave Marsden shared concerns regarding Procedure By-law update (CL-01-20).

2.3 Ed Dorr and Hassan Raza, representing the Burlington Mundialization Committee, shared information regarding structure for twinning relationships (CL-02-20).

#### 3. **Consent Items:**

None.

#### 4. **Regular Items:**

4.1 Official delegation to Apeldoorn, the Netherlands (CL-03-20)

Moved by Mayor Meed Ward

Authorize travel of an official delegation to Apeldoorn, the Netherlands in May 2020 to celebrate the 15th anniversary of twinning between the City of Burlington and the City of Apeldoorn, comprised of the Mayor, Councillor liaison to the Mundialization Committee, City Manager or designate, a member of Clerks staff, Chair of the Mundialization Committee and the Chair of the Apeldoorn sub-committee to be funded from the Corporate Mundialization Initiatives account and the Mundialization Reserve Fund; and

Approve the purchase of a commemorative gift up to a value of \$2,000 including shipping, as the official gift from Burlington to Apeldoorn on the occasion of the 15th twinning anniversary; and

**Approve the purchase of a key to the city to present to the Mayor of Apeldoorn, funded from the Mundialization Committee's budget.**

**CARRIED**

Amendment

Moved by Mayor Meed Ward

**Approve the purchase of a key to the city to present to the Mayor of Apeldoorn, funded from the Mundialization Committee's budget.**

**CARRIED**

4.2 Structure for twinning relationships (CL-02-20)

Moved by Councillor Sharman

Approve the proposed structure for twinning relationships contained in Appendix A of clerks department report CL-02-20.

**CARRIED**

4.3 Procedure By-law update (CL-01-20)

Moved by Mayor Meed Ward

Approve City of Burlington Procedure By-law 04-2020 attached as Appendix A to clerks department report CL-01-20, **amended as follows:**

- **Remove the wording "(In the event that the EICS Committee meeting goes beyond the hour of 10:30 p.m., the start time of the CPRM Committee meeting will be 10:00 a.m.)" from section 11.1; and**
- **Change section 28.1 to read "All meetings will adjourn when Council, or Committee have completed all business listed on the agenda, or at 10:00 p.m., whichever is earlier. No meeting will proceed beyond the hour of 10:00 p.m."; and**
- **Delete sections 28.2 and 28.3.**

**CARRIED**

Amendment

Moved by Councillor Stolte

**Remove the wording "(In the event that the EICS Committee meeting goes beyond the hour of 10:30 p.m., the start time of the CPRM Committee meeting will be 10:00 a.m.)" from section 11.1; and**

**Change section 28.1 to read "All meetings will adjourn when Council, or Committee have completed all business listed on the agenda, or at 10:00 p.m., whichever is earlier. No meeting will proceed beyond the hour of 10:00 p.m."; and**

**Delete sections 28.2 and 28.3.**

**CARRIED**

4.4 Staff directions from 2020 budget (F-46-19-2) (SD-01-20)

Moved by Mayor Meed Ward

Refer staff directions 65 to 70 from Appendix B of F-46-19-2 to the February 13, 2020 Corporate Services, Strategy, Risk and Accountability Committee.

**CARRIED**

Debt Policy staff direction (SD-01-20)

Moved by Councillor Sharman

Direct the Chief Financial Officer to review the city's Debt Policy taking into consideration commitments and other long-term obligations including those that are financially supported by community groups, partners and/or stakeholders.

**CARRIED**

Moved by Councillor Bentivegna

Direct the Director of Roads, Parks & Forestry to review options for residential property owners to clear snow from sidewalks in front of their property and identify any associated impacts.

**LOST**

Moved by Councillor Bentivegna

Direct the City Manager to consider adding a business license review as a candidate project under the audit and accountability fund.

**LOST**

**5. Confidential Items:**

None.

**6. Procedural Motions:**

None.

**7. Information Items:**

None.

**8. Staff Remarks:**

**9. Committee Remarks:**

**10. Adjournment:**

11:10 a.m. (recessed), 11:15 a.m. (reconvened)

Chair adjourned the meeting at 12:02 p.m.