



Corporate Services Committee Meeting

Monday, February 4, 2019

Committee Meeting Room, Council Building

9:30 a.m.

Agenda

Notice to Correspondents:

The personal information contained in your correspondence to Oshawa City Council or its Committees is collected under the Municipal Act, 2001. Any personal information you choose to disclose in your correspondence will be used to receive your views on relevant issues to enable the City to make its decision on the matter. This information will become part of the public record.

The City of Oshawa is committed to providing services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have accessibility needs and require alternate formats or other accommodations please contact City Clerk Services at 905-436-3311; email: clerks@oshawa.ca or in-person.

Agendas and minutes can be found at: <http://calendar.oshawa.ca/Meetings>.

Corporate Services Committee

The Corporate Services Committee is made up of five members. Mayor Carter is an Ex Officio member of all Standing Committees

Below are the members of the Corporate Services Committee:

Councillor Marks, Chair
Councillor Hurst, Vice-Chair
Councillor Giberson, Member
Councillor Neal, Member
Councillor Nicholson, Member
Mayor Carter, Ex Officio

The Corporate Services Committee is responsible for providing advice and recommendations to Council resulting from matters under the authority of the Corporate Services Department including City Clerk Services, Corporate Communications, Facilities Management Services, Information Technology Services, Municipal Law Enforcement & Licensing Services, and any outside agencies reporting to Council on matters similar to matters listed under the authority of the Corporate Services Committee. Corporate Services Committee meetings are held at 9:30 a.m. on the following dates in 2019:

January 14, 2019
February 4, 2019
February 25, 2019
March 25, 2019
April 15, 2019
May 6, 2019
May 27, 2019

June 17, 2019
September 9, 2019
September 30, 2019
October 21, 2019
November 18, 2019
December 9, 2019

Members of the public may address the Committee concerning an item under its purview by submitting a written request to City Clerk Services before 4:30 p.m. on the Tuesday preceding the Monday meeting.

Please Note

All personal electronic devices must be turned to an inaudible function during the meeting.

The City of Oshawa maintains a scent free policy. Please refrain from wearing or using perfumes, colognes or other scented products at this meeting.

Video recording and photography during Committee meetings is permitted in the area designated in the Committee Meeting Room.

Corporate Services Committee

February 4, 2019

Matters Requiring Direction

Additional Agenda Items

(As may be presented at the meeting.)

Declarations of Pecuniary Interest

(As may be presented by Members of Council)

Presentations

None

Delegations

None

Correspondence Requiring Action

None

Referrals from Council and Standing Committees

CORP-19-14 Amendment to Procedure By-law to Permit All Councillors to Add Items to Regular Standing Committee Agendas

“That CORP-19-09 concerning an amendment to the Procedure By-law to add items to regular Standing Committee agendas be referred to the Corporate Services Committee for further review and examination:

1. That Council's rules of procedure be amended to permit any Member of Council to add matters to regular Standing Committee agendas under 'Items introduced by Councillors' by giving written notice to the Standing Committee Chair and Clerk, regardless of whether they are a Member of the Standing Committee or not, subject to the Clerk's agenda publishing deadline; and,
2. That Council's rules of procedure be amended to permit any Member of Council to request a matter be added to the 'Items introduced by Councillors' section of regular Standing Committee agendas, regardless of whether they are a Member of the Standing Committee or not, should the Member miss the Clerk's agenda publishing deadline by giving written notice to the Standing Committee Chair and Clerk at the meeting; and,
3. That Council's rules of procedure be amended to permit discussion of matters included in the 'Items introduced by Councillors' section of regular Standing Committee agendas only, without requiring a motion

be put on the floor first and not for the balance of items on a Standing Committee agenda; and,

4. That for clarity, only Standing Committee Members be permitted to make a motion at Standing Committee meetings; and,
5. That the two-week notice to the public as set out in Notice By-law 147-2007 be waived."

CORP-19-15 Termination of Administrative or Procedural Directions

"That administrative or procedural directions given by a Council without passage of a motion at City Council shall terminate at the end of the term of Council."

CORP-19-16 Removal of Watermarks on Confidential Material

"That staff be directed to remove all watermarks from future City Council and Standing Committee documents and that confidential pages continue to be printed on purple pages to delineate their status to members of Council."

CORP-19-17 Information Trail on the Purchase of 199 Wentworth Street East

"That the full information trail on the purchase of 199 Wentworth Street East provided to previous Council, including all legal reports, opinions, appraisals and confidential reports be provided to current members of Council upon their written request."

CORP-19-18 Amendment to Council's Procedure By-law Concerning Section 26.10: Motion to Reconsider

"That section 26.10 of the Council's Procedural Bylaw be amended to read as follows:

26.10 Motion to Reconsider

- a) No Motion may be considered by Council or by a Committee where, in the Chair's determination in consultation with the Clerk, the subject matter of the Motion (the "Matter") has been decided within the twelve (12) month period immediately preceding the Meeting, except pursuant to this section 26.10. The 12 month restriction does not apply to those motions passed by a previous Council which may be reconsidered by a new Council upon their election.
- b) A Member may introduce a Motion to reconsider a Matter.
- c) A Motion to reconsider requires a Two-Thirds Majority Vote, unless the reconsideration is on a matter passed by a previous Council wherein a simple majority of a subsequently elected is sufficient to reconsider the matter. If the reconsideration Motion carries, the Matter is then reopened in its entirety unless the reconsideration Motion specifies otherwise.

- d) A Motion to reconsider is debatable only to the extent of the rationale for reconsidering the Matter and no debate of the Matter itself will be allowed unless the Motion to reconsider carries."

CORP-19-19 Amendments to Council's Procedure By-law Concerning Sections 6.2 and
6.6: Correspondence and Delegations

- "1. That section 6.2. (c) Of Procedural Bylaw 111-17 which currently reads as:

- 'c) Correspondence that, in the Clerk's determination, relates to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda or considered by Council or a Committee and will be referred to staff. Council or the Committee to which the correspondence was addressed will be advised of the Clerk's determination. '

Be amended to read as follows:

- "c) Correspondence that, in the Clerk's determination, relates to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda of Council or a Committee and will be referred under separate cover to the relevant Council or Committee to which the correspondence was addressed along with a report from the Clerk outlining his reasons as to why the correspondence should be referred to staff and not to Council or Committee. Council or Committee shall determine if the discussion regarding the correspondence shall occur in open or closed session. The final decision as to the disposition of the correspondence shall reside with the Council or Committee.

2. That section 6.6. (c) of Procedural Bylaw 111-17 which currently reads as:

- "c) Delegations that or who, in the Clerk's determination, relate to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda or considered by Council or a Committee and will be referred to staff. Council or the Committee to which the Delegation was intended, as applicable, will be advised of the Clerk's determination."

Be amended to read as follows:

- "c) Delegations that or who, in the Clerk's determination, relate to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda of Council or a Committee but will be referred under separate cover to the relevant Council or Committee to which the request to appear as a delegation was intended along with a report from

the Clerk outlining his reasons as to why the delegation request should be referred to staff and not to Council or Committee. Council or Committee shall determine if the discussion regarding the delegation request shall occur in open or closed session. The final decision as to the disposition of the delegation request shall reside with the Council or Committee."

3. In the event that motion 2 is not successful, it is my intent to introduce the following:

That section 6.2. (c) of Procedural Bylaw 111-17 Be amended to read as follows:

"c) Correspondence that, in the Clerk's determination, relates to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda or considered by Council or a Committee and will be referred to staff. Council or the Committee to which the correspondence was addressed will be advised of the Clerk's determination. In the event that a person sending correspondence to Council or Committee disagrees with the determination of the Clerk, that person may appeal the Clerk's decision, may attend at the Council or Committee to support their appeal and the final decision as to the disposition of the correspondence shall reside with the Council or Committee."

4. In the event that motion 3 is not successful, it is my intent to introduce the following:

That section 6.6. (c) of Procedural Bylaw 111-17 Be amended to read as follows:

"c) Delegations that or who, in the Clerk's determination, relate to staff performance, labour relations, ongoing legal proceedings or solicitation of business will not be placed on an agenda or considered by Council or a Committee and will be referred to staff. Council or the Committee to which the Delegation was intended, as applicable, will be advised of the Clerk's determination. In the event that a person making a delegation request to Council or Committee disagrees with the determination of the Clerk, that person may appeal the Clerk's decision, may attend at the Council or Committee to support their appeal and the final decision as to the disposition of the delegation request shall reside with the Council or Committee."."

Reports from Advisory Committees

None

Reports/Motions Requiring Action

None

Public Consent Agenda

Correspondence

None.

Reports

CORP-19-02 Updated Media Relations Guidelines Manual and Media Events, Groundbreaking, Grand Opening and Opening Ceremonies Guidelines Manual

[This item was deferred to the February 4, 2019 Corporate Services Committee meeting.]

(See Pages 1 to 65)

Recommendation

That the Corporate Services Committee recommend to City Council:

1. That City Council reconsider its decision of September 24, 2018 concerning the Media Relations Guidelines Manual and the Media Events, Groundbreaking, Grand Opening and Opening Ceremonies Guidelines Manual; and,
2. That the updated Media Relations Guidelines Manual and Media Events, Groundbreaking, Grand Opening and Opening Ceremonies Guidelines Manual, asset out in Attachments 1 and 2 respectively to Report CORP-19-02, dated January 9, 2019, be endorsed.

CORP-19-11 Review of Durham Region's Proposed Updated Smoke-Free By-law

(See Pages 66 to 83)

Recommendation

That the Corporate Services Committee recommend to City Council:

1. That Council forward a copy of Report CORP-19-11 "Review of Durham Region's Proposed Updated Smoke-Free By-law" providing the City's comments on the Region's Proposed Updated Smoke-Free By-law to the Region for consideration; and,

2. That should the Region's Proposed Updated Smoke-Free By-law be approved:
 - a. That the City support the Region's efforts by collaborating on communicating the applicable regulatory changes to the public; and,
 - b. That City of Oshawa No Smoking By-law 92-2010 be repealed.

CORP-19-13 Municipal Freedom of Information and Protection of Privacy Act Overview and Status Report concerning Freedom of Information Requests

(See Pages 84 to 107)

Recommendation

That the Corporate Services Committee recommend to City Council:

That Report CORP-19-13 concerning an overview of the Municipal Freedom of Information and Protection of Privacy Act, a status report related to the 2018 Freedom of Information requests and update on the Freedom of Information requests related to the purchase of 199 Wentworth Street East be received for information.

Discussion Agenda

Matters Excluded From Consent Agenda

Items to Be Introduced By Councillors

Closed Consent Agenda

Closed Correspondence

None.

Closed Reports

CORP-18-12 Corporate Security at City Facilities and Security Incidents

Closed Pursuant to Section 239 (2)(a) of the Municipal Act

(See Pages C108 to C119)

Recommendation

That the Corporate Services Committee recommend to City Council:

That Report CORP-19-12 "Corporate Security at City Facilities and Security Incidents" dated January 29, 2019 be considered as part of the 2019 Operating Budget.

Closed Discussion Agenda

Matters Excluded from Closed Consent Agenda

Items requiring Committee Action or Decision

Adjournment

Additonal Agenda Items

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CORP-19-20

Jeff Davis Submitting Comments in Opposition to Report
CORP-19-13 regarding M.F.I.P.P.A. Overview and Freedom of
Information Requests
