



# Corporate Services Committee Meeting

**Monday, February 25, 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.

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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 25, 2019**

## **Matters Requiring Direction**

### **Additional Agenda Items**

(As may be presented at the meeting)

### **Declarations of Pecuniary Interest**

(As may be presented by Committee Members)

### **Presentations**

None

### **Delegations**

Jeff Davis requesting to address the Corporate Services Committee concerning an M.F.I.P.P.A. Overview and Freedom of Information Requests.

### **Correspondence Requiring Action**

**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

**[This item was tabled at the Corporate Services Committee meeting of  
February 4, 2019]**

(See pages 1 to 8)

### **Referrals from Council and Standing Committees**

CORP-19-15 Termination of Administrative or Procedural Directions

**[This item was deferred to the February 25, 2019 Corporate Services  
Committee meeting.]**

“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.”

### **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

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**[This item was deferred to the February 25, 2019 Corporate Services Committee meeting.]**

(See Pages 9 to 73)

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-19-22** Downed Elevators and Municipal Response

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(See Pages 74 to 112)

Recommendation

That the Corporate Services Committee recommend to City Council:

1. That pursuant to Report CORP-19-22 dated February 20, 2019, the Provincial Government be requested to proclaim into force the remaining elements of Bill 8 related to elevating devices in all building stock.
2. That pursuant to Report CORP-19-22 dated February 20, 2019, the Provincial Government be requested to amend the Technical Standards and Safety Act, 2000, as necessary, to:
  - a) Authorize the Technical Standards and Safety Authority inspectors to impose timelines to complete repairs/replacements to elevators in buildings whether subjected to a Technical

Standards and Safety Authority order or not and to impose appropriate penalties if there is a non-compliance; and

- b) Authorize the Technical Standards and Safety Authority inspectors to impose conditions requiring the owner to provide an alternate mechanical means of access above the ground floor when a repair to the single elevator in a building is being undertaken whether such repair is by an order of the Technical Standards and Safety Authority or not and to impose penalties if there is a non-compliance.
3. That pursuant to Report CORP-19-22 dated February 20, 2019, the Provincial Government be requested to amend the Ontario Building Code to require new single elevator buildings to provide an alternative mechanical means of access above the ground floor or consider requiring multi-level buildings to have two elevators as appropriate and to consult with the building and development industry during the process.
  4. That a copy of Report CORP-19-22 and the related Council resolution be sent to:
    - All Region of Durham Municipalities
    - Durham Region Members of Parliament and Members of Provincial Parliament
    - Federation of Canadian Municipalities
    - Association of Municipalities of Ontario
    - Local Health Integration Network
    - Oshawa's Accessibility Advisory Committee
    - Durham Regional Accessibility Advisory Committee
    - Large Urban Mayor's Caucus of Ontario
    - Technical Standards and Safety Authority
    - Advocacy Centre for the Elderly
    - Federal/Provincial/Territorial Ministers for Seniors
    - United Senior Citizens of Ontario
    - Oshawa Senior Citizens Centres
    - Ministry of Municipal Affairs and Housing

- Ministry of Government and Consumer Services
- The City's Building Industry Liaison Team including Durham Region Homebuilder's Association and Building Industry and Land Development Association
- Ontario Building Officials Association

**CORP-19-25** Property Standards By-law Modernization Review and Proposed Stakeholder Consultation Process

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(See Pages 113 to 118)

Recommendation

That the Corporate Services Committee recommend to City Council:

That pursuant to Report CORP-19-25 dated February 20, 2019 concerning the Property Standards By-law modernization review and proposed stakeholder consultation process, staff be authorized to review Property Standards By-law 01-2002 and schedule a public meeting to be held by the Corporate Services Committee in addition to other stakeholder consultation opportunities as detailed in Section 5.2 of the report in the second quarter of 2019.

**CORP-19-23** Removal of Provisions Related to the Procedure By-law from the Public Notice By-law

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(See Pages 119 to 134)

Recommendation

That the Corporate Services Committee recommend to City Council:

That Report CORP-18-23 dated February 20, 2019 concerning the removal of provisions related to the Procedure By-law from the Public Notice By-law be received for information

**CORP-19-24** Bill 68 Implementation Matters

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(See Pages 135 to 164)

Recommendation

That the Corporate Services Committee recommend to City Council:

1. That Council reconsider Parts 3, 4 and 5 of CORP-18-21, approved by Council on April 30, 2018 to provide that:
  - a) The Manager, Purchasing Services be authorized to execute the required documents to piggy-back on the Region of Durham's contract for Integrity Commissioner Services, to

include investigation and advisory work, effective on the date of the contract's execution and in accordance with the Purchasing By-Law; and,

- b) That staff report back with a recommended procedure and form for Members of Council and directors of the Downtown Oshawa Business Improvement Area (B.I.A.) Board of Management ("B.I.A. Board") to access Integrity Commissioner advisory services; and,
  - c) That staff report back with a recommended public complaint procedure and form regarding alleged contraventions of the Municipal Conflict of Interest Act by Members of Council and directors of the B.I.A. Board; and,
- 2. That staff report back with any recommended amendments to the Council Code of Conduct (By-law 51-2015, as amended) as a result of Bill 68 amendments to the Municipal Act, or for housekeeping purposes; and,
  - 3. That the draft Pregnancy and Parental Leave for Members of Council Policy, included in Report CORP-19-24 as Attachment 5 be approved as presented.

**CORP-19-26** Corporate Services Committee Outstanding Items List – First Quarter 2019

(See Pages 165 to 171)

Recommendation

That the Corporate Services Committee recommend to City Council:

That Report CORP-19-26, dated February 20, 2019 being the Corporate Services Committee's Outstanding Items List for the first quarter of 2019 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**

None

## **Closed Discussion Agenda**

### **Matters Excluded from Closed Consent Agenda**

### **Items requiring Committee Action or Decision**

None

### **Adjournment**