



# Corporate Services Committee Meeting

**Monday, November 30, 2020**

**Electronic Meeting**

**9:30 a.m.**

## Agenda

In accordance Council's Procedure By-law 111-2017, as amended, during the COVID-19 Pandemic Emergency and in order to maintain the Provincial guidelines regarding limiting attendance at public gatherings, the Committee Chair (or designate), the Council Committee Coordinator, City Clerk Services support staff and Information Technology Services staff will be permitted in the Council Chamber. All other Members of Council and City staff will participate electronically from their offices or an alternate private location to maintain required physical distance in accordance with Provincial orders.

In addition, in-person attendance by the public will not be permitted. The Municipal Act, 2001 requires that, subject to the provisions in Section 239, all meetings be open in order for members of the public to observe the meetings. In order to comply with these provisions, members of the public may still view open meeting web streams online live and following the meeting as archived on the City's website.

Members of the public may request to address Committee as a delegation through remote electronic access regarding an item printed on the Agenda and received by City Clerk Services a minimum of two business days prior to the meeting. Members of the public may submit written correspondence regarding an item on the agenda up to 2 hours prior to the meeting for Council's consideration. The Clerk will e-mail the correspondence to all members of Council.

## **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](mailto: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 the operations of 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 2020: January 13, February 3, March 2, April 6, May 11, June 8, September 14, October 5, November 9, and November 30.

## **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.

All who attend meetings in the Council Chamber and Committee Room do so voluntarily and as a result of their attendance at these meetings may be photographed/videotaped.

# Corporate Services Committee

November 30, 2020

## 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

None

### Correspondence Requiring Action

#### **CORP-20-45**

Oshawa PUC Services Inc. Submitting Correspondence Concerning  
Public Wi-Fi at Lakeview Park (INFO-20-217)

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(See Pages 1 to 2)

*[Pulled from the Information Package of November 17, 2020 at the request of Councillor McConkey to be received for information.]*

### Referrals from Council and Standing Committees

None

### Reports from Advisory Committees

None

### Reports/Motions Requiring Action

#### **CORP-20-43**

Meeting Management Software Implementation

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(See Pages 3 to 16)

Recommendation

That the Corporate Services Committee recommend to City Council:

That in accordance with Report CORP-20-43, dated November 25, 2020, concerning the Meeting Management Software implementation:

1. That the Corporate Services Committee select a Council Chamber technology option for Participant Displays as set out in Section 5.4.1 of Report CORP-20-43; and,
2. That the Corporate Services Committee select a Council Chamber technology option for Vote Manager Public Displays as set out in Section 5.4.2 of Report CORP-20-43; and,
3. That Item CORP-19-06, 'Electronic Voting in the Council Chamber' be lifted from the table and removed from the Corporate Services Committee Outstanding Items List.

## Public Consent Agenda

### Correspondence

None

### Reports

CORP-20-41      Increase to Tiered and Escalating Penalty Amounts for Accessible Parking Infractions

#### Recommendation

That the Corporate Services Committee recommend to City Council:

Whereas at its June 24, 2019 meeting, City Council approved Report CORP-19-60 which outlined proposed tiered and escalating administrative penalties for accessible parking infractions as follows: Tier 1 \$300; Tier 2 \$320; and, Tier 3 \$340; and,

Whereas at its June 22, 2020 meeting, City Council passed By-law 63-2020 to establish tiered and escalating Administrative Monetary Penalties (A.M.P.) for parking infractions including accessible parking infractions as outlined in CORP-19-60; and,

Whereas at its November 9, 2020 meeting, the Corporate Services Committee ("Committee") considered Report CORP-20-39 "Accessible Parking Enforcement" which provided information on the effectiveness of the City's accessible parking enforcement activities in response to Committee's February 3, 2020 direction relating to the enforcement of accessible parking regulations; and,

Whereas Committee expressed a desire to further enhance the enforcement of the illegal use of accessible parking spaces by repeat offenders; and,

Whereas pursuant to Ontario Regulation 333/07, A.M.P.s established by a municipality shall not be punitive in nature and shall not exceed the

amount reasonably required to promote compliance with a designated by-law; and,

Whereas a municipal comparison of penalty amounts conducted in CORP-20-39 found that the penalties for accessible parking infractions ranged between \$300 to \$400; and,

Whereas it is proposed that the tiered and escalating penalty for accessible parking infractions be established at \$50 increments per tier (detailed in **Table 1**) to be aligned with Durham Lakeshore municipalities and other municipalities in the Greater Toronto Area;

**Table 1 Proposed Tiered and Escalating Penalties for Accessible Parking Infractions**

<b>Infraction</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
Stopped/Parked in Accessible Persons parking Space	\$300	\$350	\$400

Therefore be it resolved that Traffic and Parking By-law 79-99, as amended, be further amended to establish the following tiered and escalating Administrative Penalties for the offence Stopped/Parked in Accessible Persons Parking Space: Tier 1: \$300, Tier 2: \$350, Tier 3: \$400.

**CORP-20-42**

**Corporate Services Committee Outstanding Items Status Report –  
Fourth Quarter 2020**

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(See Pages 17 to 24)

**Recommendation**

That the Corporate Services Committee recommend to City Council:

That in accordance with Report CORP-20-42, being the Corporate Services Committee's Outstanding Items Status Report for the Fourth Quarter 2020:

1. Whereas at its February 18, 2020 meeting, Council adopted the recommendation of the Corporate Services Committee ("Committee") which directed staff to investigate the effectiveness of current accessible parking regulations and enforcement and report back on potential amendments to both; and,

Whereas in addition to the enforcement of accessible parking regulations, Committee identified additional accessible parking issues including:

- Signage;
- Pavement markings;
- Curbs around spaces;
- On-street availability;
- Location of parking spaces;
- Legislative requirements for parking spaces; and,
- Design and layout of parking spaces; and,

Whereas at its November 23, 2020 meeting, City Council considered Report CORP-20-39 “Accessible Parking Enforcement” which provided information on the effectiveness of the City’s accessible parking enforcement activities in response to the February 18, 2020 direction relating to the enforcement of accessible parking regulations; and,

Whereas the aforementioned additional accessible parking issues are within the purview of the Community Services Committee;

Therefore be it resolved that the additional accessible parking issues regarding parking regulations be removed from the Corporate Services Committee’s Outstanding Items Status Report and transferred to the Community Services Committee for a report back to the Community Services Committee; and,

2. That the remainder of the Corporate Services Committee’s Outstanding Items Status Report – Fourth Quarter 2020 be received for information.

**CORP-20-44**      Naloxone Training for City Staff and Naloxone Kits in City Facilities

(See Pages 25 to 29)

Recommendation

That the Corporate Services Committee recommend to City Council:

That CORP-20-44 dated November 25, 2020, concerning Naloxone Training for City Staff and Naloxone Kits in City Facilities 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**

None

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

None

### **Adjournment**