



Corporate and Finance Services Committee

Minutes

**March 2, 2026, 9:30 a.m.
Council Chamber**

Present: Councillor Giberson
Councillor Marks
Councillor Marimpietri
Councillor McConkey
Councillor Neal
Mayor Carter

Also Present Councillor Chapman
S. Prodenzino, Council-Committee Coordinator
S. Sinnott, Commissioner, Corporate and Finance Services
J. Kelloway, Council-Committee Coordinator

Public Meeting

Councillor Giberson called the meeting to order and stated that all members of the Committee were participating from the Chamber except Mayor Carter who participated electronically.

Also in attendance was Councillor Chapman.

Land Acknowledgement

The City of Oshawa is situated on lands within the traditional and treaty territory of the Michi Saagiig and Chippewa Anishinaabeg and the signatories of the Williams Treaties, which include the Mississaugas of Scugog Island, Curve Lake, Hiawatha and Alderville First Nations, and the Chippewas of Georgina Island, Rama and Beausoleil First Nations.

We are grateful for the Anishinaabeg who have cared for the land and waters within this territory since time immemorial.

We recognize that Oshawa is steeped in rich Indigenous history and is now present day home to many First Nations, Inuit and Métis people. We express gratitude for this diverse group of Indigenous Peoples who continue to care for the land and shape and strengthen our community.

As a municipality, we are committed to understanding the truth of our shared history, acknowledging our role in addressing the negative impacts that colonization continues to have on Indigenous Peoples, developing reciprocal relationships, and taking meaningful action toward reconciliation.

We are all Treaty people.

Additional Agenda Items

None

Declarations of Pecuniary Interest

None

Presentations

None

Delegations

None

Referrals from Council

None

Reports from Advisory Committees

None

Items Requiring Direction

None

Public Consent Agenda

Moved by Councillor Marks

That all items listed under the Public Consent Agenda for the March 2, 2026 Corporate and Finance Services Committee meeting be adopted as recommended except for Report CF-26-10

Carried

Correspondence with recommendations

Staff Reports/Motions with recommendations

CF-26-08 - Appointments to the Oshawa Accessibility Advisory Committee and Oshawa Animal Care Advisory Committee (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

That in accordance with Report CF-26-08 dated February 25, 2026, concerning appointments to the Oshawa Accessibility Advisory Committee and the Oshawa Animal Care Advisory Committee, the applicants to the Oshawa Accessibility Advisory Committee as listed in Confidential Attachment 1 be appointed for the remainder of the term ending November 14, 2026.

CF-26-09 - Outstanding Items List - First Quarter 2026 (All Wards)

That the Corporate and Finance Services Committee recommend to City Council:

That Report CF-26-09 dated February 25, 2026, being the Corporate and Finance Services Committee Outstanding Items Status Report for the First Quarter of 2026, be received for information.

Public Discussion Agenda

Matters Excluded from the Consent Agenda

CF-26-10 - Updates to Records Retention Schedules (All Wards)

Moved by Councillor Marks

That the Corporate and Finance Services Committee recommend to City Council:

Whereas Section 255 of the Municipal Act, 2001, S.O. 2001, c.25 (“Municipal Act”) sets out specific requirements for the retention of municipal records, including provisions for the municipality to establish record retention periods; and,

Whereas at its meeting of March 29, 2021 Council passed an updated Records Retention By-law (By-law 32-2021) and approved associated schedules, setting out retention periods for various types of records; and,

Whereas in 2025, staff began a project to move corporate records into SharePoint, the City’s new electronic data management system; and,

Whereas during this work, various branches have identified the need to revise the Records Retention Schedules to add classifications or amend retention timelines for some record types to ensure compliance with other legislation or accommodate business practices; and,

Whereas amendments to the Schedules must be completed promptly to ensure proper classifications and retention periods are applied in the electronic data management system;

Therefore that based on Item CF-26-10 dated February 25, 2026, concerning updates to the Schedules attached to Records Retention By-law 32-2021, Delegation of Authority By-law 29-2009, as amended be further amended to provide the Director, Legislative Services/City Clerk or their designate the authority to update the schedules with respect to the types of records or length of time required for retention in order to ensure the City is in compliance with legislation.

Carried

Items Introduced by Council Members

None

Items Pulled from the Information Package

None

Closed Consent Agenda

Correspondence with recommendations

None

Staff Reports/Motions with recommendations

None

Closed Discussion Agenda

Matters Excluded from the Consent Agenda

None

Items Requiring Direction

None

Matters Tabled

None

Adjournment

Moved by Councillor Marks

That the meeting adjourn.

Carried

The meeting adjourned at 9:46 a.m.