



**Regular Meeting of Council
Agenda**

Date: March 25, 2019
Time: 5:30 pm
Location: Council Chambers Level 2, City Hall

NOTE: The first hour of this meeting will be in closed session to discuss confidential legal department report regarding litigation update (Oct. 1 to Dec. 31, 2018) (L-02-19)

Pages

1. **Call to Order:**
2. **National Anthem:**
3. **Regrets:**
4. **Proclamations:**
 - 4.1 School Crossing Guard Week - March 18-22, 2019
 - 4.2 World Autism Awareness Day - April 2, 2019
 - 4.3 Gift from the Heart Day - April 6
 - 4.4 Human Values Day - April 24, 2019
 - 4.5 Burlington Horticulture Society 100th Anniversary Day - April 27, 2019
 - 4.6 National Volunteer Week - April 7 - 13, 2019
 - 4.7 Public Safety Telecommunicators Week - April 14 - 20, 2019
 - 4.8 Limb Loss Awareness Month - April 2019
 - 4.9 Dig Safe Month - April 2019
 - 4.10 National Poetry Month - April 2019
 - 4.11 Oral Health Month - April 2019

4.12 Parkinson's Awareness Month - April 2019

5. Presentations:

- 5.1 The Trumpeter Swan Coalition will present winning family day photo to City Council.

6. Motion to Approve Council Minutes:

- 6.1 Regular meeting of Council February 25, 2019

- 6.2 Special meeting of Council March 5, 2019

7. Declarations of Interest:

8. Delegations:

In order to speak at a Council meeting, individuals must register as a delegation no later than 12:00 noon on the day of the meeting. To register, complete the online application at www.burlington.ca/delegation, email cityclerks@burlington.ca or phone 905-335-7600 ext. 7805.

9. Recommendations from Standing Committees:

- 9.1 Planning and Development meeting of February 27, 2019 1 - 3
- a. Submission related to the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017 (PB-18-19)
- 9.2 Committee of the Whole - Budget meeting of February 28, 2019 4 - 15
- a. Approval of 2019 operating budget (F-02-19-3)
 - b. 2018 retained savings (F-16-19)
 - c. 20 year budget driver forecast (F-03-19)
 - d. Burlington Museum (SD-04-19)
 - e. Consolidation of bylaw services (SD-05-19)
 - f. Handi-van operations (SD-06-19)
 - g. Bike share program (SD-07-19)

- h. Workshop on budget process (SD-08-19)
- i. Space allocation for mobility hubs team (SD-09-19)
- j. Workshop on recreation services (SD-10-19)
- k. Leash free parks (SD-11-19)
- l. Traffic management strategies (SD-12-19)
- m. Road safety improvements (SD-13-19)
- n. Road conditions (SD-14-19)

9.3 Committee of the Whole meeting of March 4, 2019 16 - 20

- a. Financial status report as at December 31, 2018 (F-05-19)
- b. Remuneration and expenses paid to Council and appointees for 2018 (F-08-19)
- c. 2019 – 2023 Multi-Year Accessibility Plan (CW-01-19)
- d. LaSalle Park Marina wave break (CM-01-19)
- e. Direction regarding winter operations (SD-15-19)
- f. Direction regarding pathway at Brant Hills Community Centre (SD-16-19)
- g. Confidential finance department report regarding reserve for contingencies as at Dec. 31, 2018 (F-06-19)
- h. Confidential legal department report regarding LaSalle Park Marina (L-01-19)

9.4 Planning and Development meeting of March 5, 2019 21 - 29

- a. Information report for proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue (PB-13-19)
- b. Information report for proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street (PB-17-19)
- c. Amendment to Sign By-law 34-2007 (PB-07-19)

- d. Milton Animal Shelter services (PB-08-19)
- e. Technology-based traffic enforcement (TS-01-19)
- f. Mid-Rise Building Design Guidelines (PB-10-19)
- g. Proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East (PB-15-19)

9.5 Committee of the Whole - Workshop meeting of March 7, 2019 30 - 31

There are no recommendations for this meeting.

9.6 Committee of the Whole - Workshop meeting of March 18, 2019 32 - 33

There are no recommendations for this meeting.

10. Motion to Approve Standing Committee Minutes:

10.1 Planning and Development Committee meeting of February 27, 2019

10.2 Committee of the Whole - Budget meeting of February 28, 2019

10.3 Committee of the Whole meeting of March 4, 2019

10.4 Planning and Development meeting of March 5, 2019

10.5 Committee of the Whole - Workshop meeting of March 7, 2019

10.6 Committee of the Whole - Workshop meeting of March 18, 2019

11. Reports of Municipal Officers:

11.1 Confidential legal department report regarding litigation update (Oct. 1 to Dec. 31, 2018) (L-02-19)

Note: This item was previously distributed for the COW meeting held March 4, 2019. The report was then referred to Council at that meeting.

11.2 Sole Source Procurement – Gypsy Moth Control Program (RPF-02-19) 34 - 38

11.3 Memorandum from Councillor Lisa Kearns regarding Santa 5K Road Race 2019 Date (ADM-3-19) 39 - 39

12. Notices of Motion:

13. Motions:

14. Motion to Receive and File Council Information Packages:

14.1 Council Information Package February 25, 2019

14.2 Council Information Package March 1, 2019

14.3 Council Information Package March 15, 2019

15. Motion to Receive and File Information Items:

15.1 Memorandum from Joan Ford, Director of Finance regarding 2019
Operating Budget Impacts on Reserve Funds (ADM-2-19)

40 - 41

16. Motion to Consider Confidential Items:

17. Motion to Approve By-Laws:

17.1 12-2019: A by-law to authorize a request for the issuing of debentures by the Regional Municipality of Halton for the Arterial Road Resurfacing (Cedar Springs Road).

17.2 13-2019: A by-law to authorize a request for the issuing of debentures by the Regional Municipality of Halton for the Joseph Brant Museum Expansion.

17.3 14-2019: A by-law to amend Sign By-law 34-2007, being a by-law to regulate the size, use, location and maintenance of signs and advertising devices within the City of Burlington.

17.4 15-2019: A by-law to adopt Official Plan Amendment No. 114 to add a site specific policy to permit a townhouse development without other forms of housing at 1335-1355 Plains Road East .

17.5 16-2019: A by-law to establish reserve funds for the accumulation of monies received through development agreements for Future Services and works.

17.6 17-2019: A by-law to establish a reserve fund for the accumulation of monies received through the city's ownership in Burlington Hydro Electric Inc. (BHEI)

17.7 18-2019: A by-law to establish a reserve fund for capital renewal and operation of 390 Brant Street, Sims Square.

17.8 19-2019: A by-law to establish a reserve fund for the accumulation of

monies to stabilize planning and development revenues.

17.9 20-2019: A by-law to establish guidelines for the utilization of the Tax Rate Stabilization reserve fund.

17.10 2020.406: Zoning amendment for 1335-1355 Plains Road East.

18. Motion to Confirm Proceedings of the Council Meeting:

19. Statements by Members:

20. Motion to Adjourn:



Planning and Development Committee Meeting

Minutes

Date: February 27, 2019

Time: 1:00 pm

Location: Council Chambers Level 2, City Hall

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

Staff Present: Tim Commisso, Mary Lou Tanner, Allan Magi, David Thompson (Audio/Video Specialist), Jo-Anne Rudy (Clerk)

1. Declarations of Interest:

None

2. Statutory Public Meetings:

None

3. Delegation(s):

None

4. Consent Items:

None

5. Regular Items:

5.1 Submission related to the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017 (PB-18-19)

Moved by Councillor Kearns

Receive and file department of city building report PB-18-19 and its appendices regarding the City of Burlington Submission on the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017; and

Direct the Director of City Building to submit the appendices, **as amended**, to department of city building report PB-18-19 as the City of Burlington Submission on the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017 by the comment submission deadline of February 28, 2019; and

Direct the Director of City Building to provide any additional comments to the Province, if any, upon Council approval on March 25, 2019; **and**

Direct the Director of City Building to include the following in the City's submission to the Province related to the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017:

City of Burlington Council endorses and reinforces that Regional growth targets are calculated across the Region, which allows for individual municipality variations; and

Intensification and density targets applications will continue to be fully examined through the Region's municipal comprehensive review to ensure its implementation fully reflects local contexts and conditions; and

Notwithstanding that the growth forecasts and density targets are minimums and municipalities are encouraged to go beyond them, the forecasts and targets are relevant to planning and must guide planning decisions given their relationship to infrastructure planning and development charge calculations among other community planning considerations; and

Municipalities should be considered compliant with provincial legislation when meeting the forecasts and targets, and any decisions to go beyond minimums should be a municipal decision based on local circumstances; and

Once a municipality has met their forecasts and targets in a defined area, or across the municipality, or both, they can only be altered through a five year Official Plan Review; and

In addition to Best Planning Estimates, local municipal planning estimates outside of designated greenfield areas must be incorporated into infrastructure, population and employment service planning.

CARRIED

6. Confidential Items:

None

7. Procedural Motions:

None

8. Information Items:

Moved by Councillor Nisan

Receive and file the following two items, having been given due consideration by the Planning and Development Committee.

CARRIED

8.1 Staff presentation regarding the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017 (PB-18-19)

8.2 Correspondence from Kelly Martel, MHBC, regarding the Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe, 2017 (PB-18-19)

9. Staff Remarks:

10. Committee Remarks:

11. Adjournment:

2:35 p.m. (recessed), 2:45 p.m. (reconvened)

Chair adjourned the meeting at 3:25 p.m.



Committee of the Whole - Budget Meeting

Minutes

Date: February 28, 2019

Time: 9:30 am

Location: Council Chambers Level 2, City Hall

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

Staff Present: Tim Commisso, Laura Boyd, Sue Connor, Joan Ford, Chris Glenn, Sheila Jones, David Lazenby, Allan Magi, Angela Morgan, Nancy Shea-Nicol, Christine Swenor, Mary Lou Tanner, Vito Tolone, David Thompson (Audio/Video Specialist), Lisa Palermo (Clerk)

1. Declarations of Interest:

None.

2. Delegation(s):

2.1 Jim Young spoke regarding approval of 2019 operating budget and inquired about budget figures related to free transit for seniors (F-02-19)

3. Consent Items:

None.

4. Regular Items:

4.1 Approval of 2019 operating budget (F-02-19-3)

Moved by Mayor Meed Ward

Approve the 2019 operating budget including any budget amendments approved by the Committee of the Whole - Budget to be applied against the proposed net tax levy amount of \$165,960,609.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Reduce the Corporate Management service budget by \$235,000.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Reduce the Office of the Councillors and Office of the Mayor service budget by \$40,983.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Eliminate remaining vacancy rebate budget of \$100,000 from Corporate Expenditures.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve \$200,000 of one time funding to reduce the annual provision for Randle Reef by \$100,000.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Reduce the Road and Sidewalk Maintenance service budget by \$21,994.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Direct the City Manager to report back by May 31, 2019 with recommendations for addressing the following corporate priorities pertaining the services provided by the City Manager's Office:

Enhanced focus on corporate strategic planning, management and strategy execution including ongoing implementation and reporting on City Council's 4 year work plan.

Establishment of Corporate Innovation and Performance Improvement function including but not limited to an ongoing continuous improvement program (e.g. Lean Six Sigma)

Development and Implementation of a City Manager led multi-year City Service Review Process focused on identifying and recommending for Council consideration in conjunction with the annual budget process, proposed changes to City services resulting in sustainable operational efficiencies and annual net budget savings.

Establishment of an Organizational Transformation Function focused on strategic oversight and execution of major strategic initiatives and projects including citizen-centred digital service delivery.

Development and implementation of regular corporate performance reporting on measurable outcomes related to major strategic initiatives and projects and ongoing service review efficiencies including cumulative net budget savings.

Direct the City Manager to undertake with the Director of Finance an internal review and realignment of 2019 proposed budget resources in the City Manager's Office to accommodate the above noted priorities while incorporating a net budget reduction of \$235,000; and

Direct the City Manager to report back on multi-year budgeting.

CARRIED

Amendment:

Moved by Paul Sharman

Defer the hiring of four additional transit drivers in 2019 subject to approval of a thorough and complete Transportation Business Plan.

LOST

Amendment:

Moved by Paul Sharman

Add \$156,000 of Provincial Gas Tax funding to the operating budget.

CARRIED

Amendment:

Moved by Councillor Stolte

Approve \$35,000 of one-time funding for a city-wide home fire safety program pilot and report back on outcomes prior to the 2020 budget.

CARRIED

Amendment:

Moved by Paul Sharman

Approve \$173,000 of one time funding for staffing for the Joseph Brant Museum Expansion.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve \$345,000 of one time funding for tree planting, \$100,000 for woodland maintenance and \$120,000 for gypsy moth maintenance from the Forestry Reserve Fund; and

Direct the Director of Roads, Parks and Forestry to bring forward a business case for 2020 budget with options for future tree management.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve \$111,137 for a second additional by-law enforcement officer funded from within the existing human resources budget.

CARRIED

Amendment:

Moved by Councillor Galbraith

Approve \$35,000, funded from the Capital Purpose Reserve Fund for the purchase of a new vehicle for the new second additional by-law enforcement officer.

CARRIED

Amendment:

Moved by Councillor Nisan

Approve additional resources in the amount of \$114,463 for enhancing recreation programming for Adult /55+ funded from within the existing human resources budget allotment.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve \$200,000 to contract external planning services for development application processing to meet legislated time frames with funding from the Planning Fee Stabilization Reserve Fund; and

Direct the Director of Finance to bring forward an amendment to the Planning Fee Stabilization Reserve Fund by-law to permit use of funds for surge in workload.

CARRIED

Amendment:

Moved by Paul Sharman

Approve \$600,000, (subject to future confirmation), from the Policy Initiatives Reserve Fund for Official Plan related work such as a housing strategy, subject to the Director of City Building reporting back with a progress update on the Official Plan work plan.

CARRIED

Amendment:

Moved by Paul Sharman

Add \$67,000 to increase maintenance of Burloak Park consistent with the higher standard for this type of park facilities.

CARRIED

Amendment:

Moved by Councillor Stolte

Approve \$100,000 in one-time funding to update the Urban Forestry Management Plan; and

Add \$100,000 towards increasing the urban tree canopy and implementing initiatives within the Urban Forestry Management Plan.

CARRIED

Amendment:

Moved by Councillor Nisan

Increase the Burlington Arts and Culture Fund funding by \$25,000.

CARRIED

Amendment:

Moved by Paul Sharman

Add free transit, at all times Burlington Transit operates, for people who qualify for a Split pass at a cost of \$108,200, funded from Provincial Gas Tax; and

Add free transit for seniors Monday to Friday, 9 a.m. to 2:30 p.m. to the end of 2020 as a pilot project commencing June 2019 at a cost of \$235,800 funded from Provincial Gas Tax; and

Direct the Director of Transit to monitor progress of the pilot project with a working group including council representation, citizen representation and transit staff and report back to the Committee of the Whole; and

Direct the Director of Transit to work with the Halton District School Board, Halton Catholic District School Board, Conseil Scolaire Viamonde and Conseil scolaire catholique Mon Avenir on a potential transit fare strategy to increase ridership of students while mitigating associated risks; and

Direct the Director of Transit to work with Halton Region to increase the number of people eligible to obtain Split passes and seek 100% funding towards Split passes from the Region.

CARRIED

Amendment:

Moved by Paul Sharman

Approve \$30,000 per annum in one-time funding to extend the Plumbing Permit Fee Grant Program effective January 1, 2019 for as long as the Region of Halton maintains their subsidy program.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Remove \$130,000 for Randle Reef from the base budget.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve funding of \$500,000 for Randle Reef with reserve fund source to be determined by the Director of Finance.

CARRIED

Amendment:

Moved by Paul Sharman

Approve \$35,000 funded from the Capital Purposes Reserve Fund for the purchase of a new vehicle for the Supervisor of By-law Enforcement.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Approve \$75,000 from Tax Rate Stabilization Fund.

CARRIED

4.2 2018 retained savings (F-16-19)

Moved by Paul Sharman

Direct the Director of Finance to allocate the 2018 retained savings based on the strategy outlined in finance department report F-16-19.

CARRIED

4.3 20 year budget driver forecast (F-03-19)

Moved by Paul Sharman

Receive and file finance department report F-03-19 regarding the 20 year budget driver forecast.

CARRIED

4.4 Burlington Museum (SD-04-19)

Moved by Mayor Meed Ward

Direct the Executive Director of Burlington Museums to report back to council prior to the 2020 budget on the amount that can be raised from events to cover staffing costs, and include the balance as a business case for the 2020 budget.

CARRIED

4.5 Consolidation of bylaw services (SD-05-19)

Moved by Councillor Bentivegna

Direct the Director of City Building to investigate efficiencies of consolidating bylaw services and report back to council with a proposal for the 2020 budget.

CARRIED

4.6 Handi-van operations (SD-06-19)

Moved by Paul Sharman

Direct the Director of Transit to consider re-organization of Handi-van operations to provide increased service to older adults.

CARRIED

4.7 Bike share program (SD-07-19)

Moved by Councillor Galbraith

Direct the Director of Transportation to review and report back to council as part of the integrated transportation plan an assessment of adding a bike share program, and provide costing for the 2020 budget.

CARRIED

4.8 Workshop on budget process (SD-08-19)

Moved by Councillor Bentivegna

Direct the Director of Finance to schedule a committee workshop focusing on how to retool, rethink and reinvent the capital and operating budget process, management and delivery.

CARRIED

4.9 Space allocation for mobility hubs team (SD-09-19)

Moved by Mayor Meed Ward

Direct the City Manager to investigate alternate space locations for the mobility hubs staff team.

CARRIED

4.10 Workshop on recreation services (SD-10-19)

Moved by Councillor Nisan

Direct the Director of Parks and Recreation to conduct a workshop for council that provides an overview of current practices and opportunities in recreation services with a focus on youth and people with special needs and report back with opportunities for the 2020 budget.

CARRIED

4.11 Leash free parks (SD-11-19)

Moved by Paul Sharman

Direct the Director of Parks and Recreation and the Executive Director of Capital Works to report back to council by Q4 2019 with proposed changes to the leash free implementation criteria through public engagement.

CARRIED

4.12 Traffic management strategies (SD-12-19)

Moved by Mayor Meed Ward

Direct the Director of Transportation Services to report back by September 2019 with an update on the ongoing and planned traffic management strategies aimed at improving traffic congestion on Burlington's road network.

CARRIED

4.13 Road safety improvements (SD-13-19)

Moved by Mayor Meed Ward

Direct the Director of Transportation Services to report back by Q3 2019 on recommended road safety improvements for intersections along James Street between Brant Street and Martha Street and on Brant Street from Caroline Street to Lakeshore Road.

CARRIED

4.14 Road conditions (SD-14-19)

Moved by Mayor Meed Ward

Direct the Executive Director of Capital Works to report to council with an update on road condition including PQI, life cycle position, age, status of related underground rehabilitation needs, timing and recommended proposed treatment strategies for the 2020 budget.

CARRIED

5. Confidential Items:

None.

6. Procedural Motions:

None.

7. Information Items:

7.1 Delegation material from Jim Young regarding approval of 2019 operating budget (F-02-19)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

11 a.m. (recessed), 11:15 a.m. (reconvened), 12:30 p.m. (recessed), 1:03 p.m. (reconvened)

Chair adjourned the meeting at 3:15 p.m.



Committee of the Whole Meeting

Minutes

Date: March 4, 2019
Time: 1:00 pm
Location: Council Chambers Level 2, City Hall

Members Present: Lisa Kearns (Chair), Kelvin Galbraith, Rory Nisan, Shawna Stolte, Angelo Bentivegna, Mayor Marianne Meed Ward
Member Regrets: Paul Sharman
Staff Present: Tim Commisso, Mary Battaglia, Joan Ford, Chris Glenn, Allan Magi, Nancy Shea-Nicol, David Thompson (Audio/Video Specialist), Lisa Palermo (Clerk)

1. **Declarations of Interest:**

None.

2. **Council Orientation:**

2.1 Roads, Parks and Forestry staff provided a presentation on winter operations (COW-02-19)

3. **Delegation(s):**

3.1 Douglas Bryant, Burlington Sailing & Boating Club spoke in support of the report recommendation regarding the LaSalle Park Marina wave break (CM-01-19)

3.2 Gary Hicks spoke in support of the report recommendation regarding LaSalle Park Marina wave break (CM-01-19)

3.3 John Birch, LaSalle Park Marina Association spoke in support of the report recommendation regarding LaSalle Park Marina wave break (CM-01-19)

3.4 James Thomson spoke in opposition to the report recommendation regarding LaSalle Park Marina wave break (CM-01-19)

4. **Consent Items:**

4.1 Financial status report as at December 31, 2018 (F-05-19)

Moved by Councillor Galbraith

Receive and file finance department report F-05-19 providing financial status report as at December 31, 2018.

CARRIED

- 4.2 Remuneration and expenses paid to Council and appointees for 2018 (F-08-19)

Moved by Councillor Galbraith

Receive and file finance department report F-08-19 regarding remuneration and expenses paid to Council and appointees for 2018.

CARRIED

5. Regular Items:

- 5.1 2019 – 2023 Multi-Year Accessibility Plan (CW-01-19)

Moved by Councillor Stolte

Approve the 2019 – 2023 Multi-Year Accessibility Plan attached as Appendix “A” to capital works department report CW-01-19.

CARRIED

- 5.2 LaSalle Park Marina wave break (CM-01-19)

Moved by Councillor Galbraith

Direct the Interim City Manager to implement Option A regarding the future operation of the Marina at LaSalle Park as outlined in report CM-01-19; and

Direct the Executive Director of Capital Works to proceed with the Request for Proposal for the acquisition of a new floating wave break and report back on the results of the Request for Proposal (Option A); and

Direct the Director of Parks and Recreation to continue negotiations with the LaSalle Park Marina Association for a long-term license agreement for the operation of the Marina at LaSalle Park and report back on the results (Option A); and

Direct the Interim City Manager to report back on alternative governance and operating models and the process for continuance of a community-

based public Marina at LaSalle Park and report back to Committee of the Whole on or before July 8, 2019; and

Direct the Director of Parks and Recreation to explore alternative funding options for the Marina at LaSalle Park.

CARRIED

5.3 Direction regarding winter operations (SD-15-19)

Moved by Mayor Meed Ward

Direct the Director of Roads, Parks and Forestry to complete a review of winter operations and provide recommendations to Committee of the Whole for 2020 budget considerations including the following:

- Improvements to sidewalk, pathway and bike lane clearing in accordance with recent revisions to the Minimum Maintenance Standards; and
- Increased management oversight of winter operations on shifts; and
- Increased oversight of contracted services; and
- Consideration of changes to equipment and service provision for plowing (10 year contract preparations are commencing); and
- Options for enhanced service on residential roads; and
- Options for enhanced service on laneways and pathways; and
- Options for changes to the Windrow Program; and
- Options for enhanced communications; and
- Options for salt boxes in neighbourhoods near pathways; and
- Consultation with citizen advisory committees for service level suggestions; and
- Review of road prioritization / service levels for snow removal; and
- Options to purchase a grader or to secure a contract for the operation of a grader, including analysis of the value proposition of those options; and
- Report back at a workshop before the 2020 budget.

CARRIED

5.4 Direction regarding pathway at Brant Hills Community Centre (SD-16-19)

Moved by Councillor Nisan

Direct the Director of Roads, Parks and Forestry to add the path adjacent to the Brant Hills Community Centre to the route of the sidewalk plow, to be plowed with the same priority as sidewalks on a primary route, including salting (consistent with current service standards) for the remainder of winter 2019.

CARRIED

6. Confidential Items:

- 6.1 Confidential legal department report regarding freedom of information requests (L-04-19)

Moved by Councillor Galbraith

Direct the City Solicitor to proceed in accordance with the instructions contained in legal department report L-04-19 regarding freedom of information requests.

CARRIED

- 6.2 Confidential finance department report regarding reserve for contingencies as at Dec. 31, 2018 (F-06-19)

Moved by Councillor Stolte

Receive and file finance department report F-06-19 regarding reserve for contingencies as at December 31, 2018.

CARRIED

- 6.3 Confidential legal department report regarding litigation update (Oct. 1 to Dec. 31, 2018) (L-02-19)

Moved by Councillor Galbraith

Refer legal department report L-02-19 regarding litigation update (Oct. 1 to Dec. 31, 2018) to the March 25, 2019 council meeting.

CARRIED

- 6.4 Confidential legal department report regarding LaSalle Park Marina (L-01-19)

Moved by Councillor Bentivegna

Receive and file legal department report L-01-19 regarding LaSalle Park Marina.

CARRIED

7. Procedural Motions:

7.1 Motion to proceed into closed session

Moved by Councillor Galbraith

Move into closed session in accordance with the following provisions under the Municipal Act:

- Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to legal department report L-01-19 regarding LaSalle Park Marina.
- Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, with respect to legal department report L-02-19 regarding a litigation update.

CARRIED

8. Information Items:

8.1 Staff presentation regarding winter control (COW-02-19)

8.2 Delegation presentation from John Birch, LaSalle Park Marina Association regarding LaSalle Park Marina wave break (CM-01-19)

8.3 Delegation presentation from Douglas Bryant, Burlington Sailing & Boating Club regarding LaSalle Park Marina wave break (CM-01-19)

9. Staff Remarks:

10. Committee Remarks:

11. Adjournment:

3:06 p.m. (closed), 4:32 p.m. (open), 4:34 p.m. (recessed), 6:30 p.m. (reconvened)

Chair adjourned the meeting at 8:31 p.m.



Planning and Development Committee Meeting

Minutes

Date: March 5, 2019
Time: 1:00 pm
Location: Council Chambers Level 2, City Hall

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

Member Regrets: Paul Sharman

Staff Present: Tim Commisso, Heather MacDonald, Nancy Shea-Nicol, Vito Tolone, David Thompson (Audio/Video Specialist), Jo-Anne Rudy (Clerk)

1. **Declarations of Interest:**

None

2. **Statutory Public Meetings:**

2.1 Information report for proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue (PB-13-19)

The Planning and Development Committee, in accordance with Section 34 of the Planning Act, as amended, held Public Meeting No. 4-19 on March 5, 2019 to receive the proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue. Having considered the oral and written comments received from staff and delegations, the Planning and Development Committee received PB-13-19 for consideration.

Moved by Councillor Stolte

Receive and file department of city building report PB-13-19 regarding a plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue.

CARRIED

- a. Victor Labreche, Labreche Patterson & Associates Inc., provided information on the proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue. (PB-13-19)
- b. Randa Sabbagh, Appleby United Church, spoke in support of the proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue and noted that the church wants to continue to thrive and contribute to the community. (PB-13-19)
- c. Staff presentation regarding report for proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue (PB-13-19)
- d. Correspondence from Anthony Van Veen, Appleby United Church, regarding report for proposed plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue (PB-13-19)
- e. Correspondence from Modeno Homes regarding report for plan of subdivision and zoning by-law amendment for 4407 and 4417 Spruce Avenue (PB-13-19)

2.2 Information report for proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street (PB-17-19)

The Planning and Development Committee, in accordance with Section 34 of the Planning Act, as amended, held Public Meeting No. 5-19 on March 5, 2019 to receive the proposed official plan and zoning by-law amendments for 2082, 2086, 2090 James Street. Having considered the oral and written comments received from staff and delegations, the Planning and Development Committee received PB-17-19 for consideration.

Moved by Councillor Stolte

Receive and file department of city building report PB-17-19 regarding proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street.

CARRIED

- a. Don Wilson expressed concern with the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street as it relates to height, setbacks, traffic and proximity to multi-use pathway. (PB-17-19)

- b. Scott Snider, representing Mattamy Homes, provided information on the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street. (PB-17-19)
- c. Robert Glover, Bousfields Inc., provided information on the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street (PB-17-19)
- d. Perry Bowker, representing the Lions Club, expressed concern with the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street as it relates to lack of parking, traffic and over intensification. (PB-17-19)
- e. Lynn Crosby, representing Gary Scobie, expressed concern with the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street as it relates to density and over intensification. (PB-17-19)
- f. Bob Hilton expressed concern with the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street as it relates to parking, overdevelopment and channelization of Rambo Creek. (PB-17-19)
- g. James McLaughlin spoke to the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street and noted the importance of the applicant and community working together to achieve the best result. (PB-17-19)
- h. Staff presentation regarding report for proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street (PB-17-19)
- i. Delegation material from Scott Snider, Turkstra Mazza Associates, regarding proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street. (PB-17-19)
- j. Correspondence from the Burlington Lions Club regarding the proposed official plan and zoning by-law amendments for 2082, 2086, 2090 James Street. (PB-17-19)
- k. Correspondence from Gary Scobie regarding the proposed official plan and zoning by-law amendments for 2082, 2086 and 2090 James Street. (PB-17-19)

3. Delegation(s):

- 3.1 Brenda Khes, GSP Group Inc., provided information on the proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East. (PB-15-19)
- 3.2 James Patrick expressed concern with the proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East as it relates to setbacks, density and shadowing. (PB-15-19)
- 3.3 Paul Demczak, Amico Properties Inc., expressed concern with the Interim Control By-law and requested an exemption to allow seniors care facilities. (PB-36-19)

4. Consent Items:

- 4.1 Amendment to Sign By-law 34-2007 (PB-07-19)

Moved by Councillor Kearns

Approve amending By-law 14-2019 which deletes Section 9 Variances from Sign By-law 34-2007 in its entirety and replaces it with Appendix "A" to department of city building report PB-07-19.

CARRIED

- 4.2 Milton Animal Shelter services (PB-08-19)

Moved by Councillor Kearns

Approve the proposed contract extension for the use of the Burlington Animal Shelter by the Town of Milton; and

Authorize the Mayor and City Clerk to execute the agreement between the Town of Milton and the City of Burlington and any other documentation required to the satisfaction of the City Solicitor.

CARRIED

5. Regular Items:

- 5.1 Technology-based traffic enforcement (TS-01-19)

Moved by Mayor Meed Ward

Direct the Director of Transportation Services to complete a detailed assessment of intersections and report back with a business case for the implementation of Red Light Cameras including recommended

intersections, program costs and an implementation plan by Q2 of 2020;
and

Direct the Director of Transportation Services to continue to participate in the Ontario Traffic Council Automated Speed Enforcement (ASE) working group and report back as program details are available.

CARRIED

5.2 Mid-Rise Building Design Guidelines (PB-10-19)

Moved by Councillor Kearns

Approve the design guidelines for mixed-use and residential mid-rise buildings (Mid-Rise Building Guidelines), included as Appendix A to department of city building report PB-10-19.

CARRIED

5.3 Proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East (PB-15-19)

Moved by Mayor Meed Ward

Approve the application submitted by DVLP Property Group Inc., 1 Kawana Road, Brampton ON, L6Y 6A8, to amend the Official Plan and Zoning By-law at 1335-1355 Plains Road East to permit a 34 unit townhouse development; and

Approve Amendment No. 114 to the City of Burlington Official Plan, attached as Appendix B of department of city building report PB-15-19, to add a site specific policy for the lands at 1335-1355 Plains Road East to permit a townhouse development; and

Deem that Section 17(21) of The Planning Act has been met; and

Instruct the City Clerk to prepare the necessary by-law adopting Official Plan Amendment No. 114 as contained in Appendix B of department of city building report PB-15-19; and

Enact the draft amending Zoning By-law 2020.406, contained in Appendix C of department of city building report PB-15-19, to rezone lands at 1335-1355 Plains Road East from “Mixed Use Corridor – General (MXG)” to “Mixed Use Corridor – General with Site Specific Exception (H-MXG-494)”; and

Deem that Zoning By-law 2020.406 conforms to the Official Plan of the City of Burlington; and

Approve the request by GSP Group Inc., on behalf of DVLP Property Group Inc. to remove one (1) city tree adjacent to 1335-1355 Plains Road East; and

Instruct GSP Group Inc., on behalf of DVLP Property Group Inc. to obtain a Tree Permit to remove the city tree and to provide compensation for the tree removal by providing replanting in the municipal right-of-way or cash-in-lieu, with a total value of \$4,825.00 at the time of Site Plan Approval; and

Deem that the amending zoning by-law will conform to the Official Plan for the City of Burlington once Official Plan Amendment No. 114 is adopted; and

State that the amending zoning by-law will not come into effect until Official Plan Amendment No. 114 is adopted; **and**

Undelegate site plan approval from the Director of City Building to Council.

CARRIED

5.4 Interim Control By-law (PB-36-19)

Note: The following motion was approved at the Special Council meeting of March 5, 2019

Moved by Councillor Bentivegna

Receive and file department of city building report PB-36-19 regarding an interim control by-law for the lands identified on Schedule 'A' of Appendix A; and

Approve an Interim Control By-law, as recommended by staff in department of city building report PB-36-19 attached as Appendix A, to restrict the use of all lands identified on Schedule 'A' of Appendix A (the "Study Area"), for a period of one year, pending completion of the following land use study (the "Study") that will:

1. Assess the role and function of the downtown bus terminal and the Burlington GO Station as Major Transit Station Areas, including assessing the existing and long range planned transit service for the Study Area and the connections between the two respective MTSAs;

2. Examine the planning structure, land use mix, and intensity for the lands identified on Schedule 'A' of Appendix A; and
3. Update the Official Plan and Zoning By-law regulations, as needed, for the lands identified on Schedule 'A' of Appendix A; and

Direct the Director of City Building to immediately initiate and complete a land use study, as described above, for the lands identified on Schedule 'A' of Appendix A; and

Deem that Section 38 of *The Planning Act* has been met; and

Instruct the City Clerk to prepare the necessary notice adopting the Interim Control By-law, as contained in Appendix A of department of city building report PB-36-19; and

Delegate authority to the City Manager in conjunction with the Director of Finance, the ability to single source or sole source work for this initiative that may exceed \$100,000.

CARRIED

6. Confidential Items:

None

7. Procedural Motions:

7.1 Suspend the rules of procedure

Moved by Mayor Meed Ward

Suspend the rules of procedure to allow a non-registered delegation to speak regarding department of city building report PB-36-19, in accordance with procedure by-law 64-2016 s. 37.

CARRIED

7.2 Proceed beyond adjournment hour

Moved by Councillor Stolte

Suspend the rules of procedure to allow the meeting to proceed beyond the hour of 10 p.m., in accordance with procedure by-law 64-2016 s. 26.

CARRIED

8. Information Items:

Moved by Mayor Meed Ward

Receive and file the following 11 items, having been given due consideration by the Planning and Development Committee.

CARRIED

- 8.1 Memo from staff regarding technology-based traffic enforcement (TS-01-19)
 - 8.2 Staff presentation regarding Mid-Rise Building Design Guidelines (PB-10-19)
 - 8.3 Staff presentation regarding proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East (PB-15-19)
 - 8.4 Delegation material from Brenda Khes, GSP Group Inc., regarding proposed official plan and zoning by-law amendments for 1335 and 1355 Plains Road East. (PB-15-19)
 - 8.5 Correspondence from Tom Muir regarding the Interim Control By-law. (PB-36-19)
 - 8.6 Correspondence from David Bronskill, Goodmans, on behalf of Core Development Group Limited regarding the Interim Control By-law. (PB-36-19)
 - 8.7 Correspondence from David Bronskill, Goodmans, on behalf of Vrancor Group regarding the Interim Control By-law. (PB-36-19)
 - 8.8 Correspondence from David Bronskill, Goodmans, on behalf of Reserve Properties regarding the Interim Control By-law. (PB-36-19)
 - 8.9 Correspondence from Jeremy Skinner regarding the Interim Control By-law. (PB-36-19)
 - 8.10 Correspondence from Suzanne Mammel, Hamilton-Halton Home Builders' Association, regarding the Interim Control By-law. (PB-36-19)
 - 8.11 Correspondence from Tyler Grinyer, Bousfields Inc., on behalf of Spruce Partners and Amico Properties Inc., regarding the Interim Control By-law. (PB-36-19)
9. **Staff Remarks:**
 10. **Committee Remarks:**
 11. **Adjournment:**

3:06 p.m. (recessed), 3:11 p.m. (reconvened), 4:05 p.m. (recessed), 6:30 p.m. (reconvened), 8:55 p.m. (recessed), 9:00 p.m. (reconvened)

Chair adjourned the meeting at 10:05 p.m.



Committee of the Whole - Workshop Meeting

Minutes

Date: March 7, 2019
Time: 1:00 pm
Location: Council Chambers Level 2, City Hall

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

Member Regrets: Paul Sharman

Staff Present: Tim Commisso, Mary Battaglia, Sue Connor, Joan Ford, Chris Glenn, Sheila Jones, Heather MacDonald, Christine Swenor, Mary Lou Tanner, David Thompson (Audio/Video Specialist), Suzanne Gillies (Clerk)

1. Declarations of Interest:

None.

2. Council Orientation:

2.1 Government Relations

3. Delegation(s):

None.

4. Consent Items:

None.

5. Regular Items:

None.

6. Confidential Items:

None.

7. Procedural Motions:

None.

8. Information Items:

Moved by: Councillor Kearns

Receive and file the following item, having been given due consideration by the Committee of the Whole workshop committee.

CARRIED

8.1 Government Relations

9. Staff Remarks:

10. Committee Remarks:

11. Adjournment:

Chair adjourned the meeting at 3:05 p.m.



Committee of the Whole - Workshop Meeting

Minutes

Date: March 18, 2019
Time: 1:00 pm
Location: Council Chambers Level 2, City Hall

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

Member Regrets: Lisa Kearns

Staff Present: Tim Commisso, Mary Battaglia, Laura Boyd, Sue Connor, Heather MacDonald, Allan Magi, Nancy Shea-Nicol, Christine Swenor, Mary Lou Tanner, Vito Tolone, David Thompson (Audio/Video Specialist), Suzanne Gillies (Clerk)

1. Declarations of Interest:

None.

2. Delegation(s):

None.

3. Consent Items:

None.

4. Regular Items:

4.1 Workplan to re-examine the policies of the adopted Official Plan

5. Confidential Items:

None.

6. Procedural Motions:

None.

7. Information Items:

Moved by: Mayor Meed Ward

Receive and file the following 2 items, having been given due consideration by the Committee of the Whole workshop.

7.1 Staff presentation regarding the workplan to re-examine the policies of the adopted Official Plan (COW-W-05-19)

7.2 Memo from Mayor Meed Ward regarding background on Downtown motions for Official Plan review workshop (COW-W-06-19)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

2:23 p.m. (recessed), 2:34 p.m. (reconvened)

Chair adjourned the meeting at 3:56 p.m.



SUBJECT: Sole Source Procurement – Gypsy Moth Control Program

TO: Select a recipient

FROM: Roads, Parks and Forestry Department

Report Number: RPF-02-19

Wards Affected: Ward 1 and Ward 3

File Numbers: 820-03

Date to Committee: March 25, 2019

Date to Council: March 25, 2019

Recommendation:

That Council approve the sole source procurement for the aerial application of the biological pesticide *Bacillus thuringiensis* 'Kurstaki' ("Btk") in spring 2019. The services, provided by Zimmer Air Services, 9742 Blenheim Road, Blenheim, Ontario N0P 1A0 are quoted at a purchase price of \$985.00 per hectare (Ha). Total contract value is estimated at \$120,000.00.

Purpose:

In order to comply with Procurement By-law 19-2014, Section 14.8, Council approval is required for purchases with a value of \$100,000 or more. The purpose of this report is to seek approval to proceed with a sole source purchase agreement for the aerial application of the biological pesticide *Bacillus thuringiensis* 'Kurstaki' ("Btk") in the areas identified in Appendix A to report XXX for the control of Gypsy Moth.

The nature of the work is very specialized with stringent requirements in place by Transport Canada and the Ministry of the Environment, Conservation & Parks. As a result, Zimmer Air is the only known qualified firm to be able to undertake this work.

A Healthy and Greener City

- Environmental and Energy Leadership

An Engaging City

- Good Governance

Background and Discussion:

Transport Canada Aviation Regulations require a twin-engine helicopter be used for the low-altitude flight work needed to spray pesticide over urban/suburban areas. In addition to the unique qualifications required for the operation of the low-flying twin engine helicopter, there is complexity to the aerial application. Canadian Aviation Regulations requires the air operator to submit an application for Aerial Work with a detailed work plan. This application must be submitted to Transport Canada officials at least 21 days prior to initiating the operation. Upon approval, the air operator is granted Ministerial Authorization through a Special Flight Operations Certificate for Aerial Work. The pesticide must be applied between mid-May to early-June. This specialty in terms of equipment and expertise limits the applicators that are able to complete this work

Strategy/process

History

In 2008, the City of Burlington implemented an aerial spray program to treat five parks and one golf course for Gypsy Moth. In the six Burlington blocks, a total of 89.4 ha were treated with two applications of Foray 48B with an active ingredient: *Bacillus thuringiensis* var. *kurstaki* (Btk). At that time Zimmer Air Services was hired to conduct the aerial application of Btk. Follow up analysis indicated that the program was effective at achieving program goals.

Gypsy Moth (*Lymantria dispar dispar*) is a non-native invasive species that was introduced to North America around 1869. It is a tree defoliator; most damaging in its larval (caterpillar) stage, a full-grown caterpillar can ingest up to .10m² of foliage per day. Gypsy moth was first discovered in Ontario on Wolfe Island around 1969. Since that time, Gypsy Moth has continued to have a cyclical impact with high population occurring approximately every 10 years.

Integrated Pest Management Approach

Using an integrated pest management approach (IPM), staff have focused on monitoring pest populations over time and determining whether populations are growing or declining; concentrating or dispersing. Further, action thresholds are established which identify the number of pests before requiring some mitigating action. In the case of gypsy moth, the action threshold is identified as 2,500 egg masses per hectare.

When Gypsy Moth populations reach or exceed this point, it is anticipated that notable defoliation will occur, which results in increased stress to urban trees. When cycles of defoliation occur several years in a row, nutrient stores are depleted to dangerous levels and trees will start to decline, and in some cases die.

Pesticide Use - Btk

The purpose of an integrated pest management program is to implement a control to reduce pest populations to a tolerable level, rather than eradicating them altogether. For Gypsy Moth, the most economical way to control expansive populations of Gypsy Moth is via aerial application of *Bacillus thuringiensis* 'Kurstaki' (Btk).

Btk is a bacterium that is found naturally in the soil. Btk is applied to the leaves of trees while caterpillars are in the early instar (immature) stage of development. Once ingested, the bacteria disrupt the digestive system of the caterpillars within 24-48 hours, leading to mortality shortly thereafter. In order to be effective, Btk relies on an alkaline gut environment. As a result, Btk does not impact birds, bees, people, or pets.

Btk has low residual qualities in the natural environment, persisting for a short period of time of 1 to 4 days after application, as sunlight and fungi deteriorate it, and rain washes it away. Due to the narrow window of application due to insect development stages, coupled with low-residual qualities of the product, Btk has very low impacts to other species of butterflies and moths.

Annual Monitoring

City staff have been monitoring the cyclical increase in Gypsy Moth populations since 2017. In 2018, in addition to an egg mass survey program, staff engaged a contractor to ground spray significant trees at Mountainside Park with moderate success.

In January of 2019, Forestry staff completed egg mass surveys in various pre-determined locations throughout the City. During that time, approximately 121 hectares were identified as exceeding an action threshold of 2,500 egg masses per hectare. Treatment areas are shown on Appendix A.

Table 1 below, identifies the treatment locations in relation to ward and size of area to be treated:

Table 1: Recommended Treatment Areas

Proposed Treatment Block	Approximate Egg Masses per Hectare	Defoliation Forecast	Area (hectares)	Affected Wards

Lowville Park	5,894	Severe	21.9	3
Mountainside Park	9,379	Severe	10.5	3
Forestvale Park & Kerncliff Park	10,727	Severe	66.3	1
LaSalle Park	2,157	Moderate	22.3	1
Total:			121 Ha	

Determining Application Date:

The final date selection for spraying requires significant analysis of both larval development of the insect and the stage of leaf growth of the trees.

Options considered

Staff considered continuation of the monitoring of Gypsy Moth population over the next year, with no control options implemented. This option is not recommended as the monitoring data indicates that the population is growing, by comparing new and old egg masses, as well as relative egg mass size. Gypsy moth populations are known to be cyclical, approximately every 10 years. As a result, it is estimated that the City is in year 2 or 3 of the cycle, suggesting that the population is in a growth phase. Without implementing a control program, it is anticipated that the insect population will continue to grow, trees will undergo a subsequent season of defoliation and there is a higher likelihood to partial or whole tree mortality.

Financial Matters:

Funding

Committee of the Whole recommended a one-time funding of \$120,000.00

Source of Funding

Funding

Committee of the Whole recommended a one-time funding of \$120,000.00 to be funded from the Forestry Reserve Fund.

Other Resource Impacts

Not applicable

Public Engagement Matters:

Summarize any public notification or engagement initiatives.

Conclusion:

Urban Forestry in consultation with Procurement Services has concluded that Zimmer Air Services is the only vendor qualified to perform the highly specialized work of this type

Respectfully submitted,

Steve Robinson
Manager of Urban Forestry
905-333-6166, ext. 6167

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.

To: Mayor and Members of Council
From: Councillor Lisa Kearns
Date: March 18, 2019
Re: Santa 5 K Road Race 2019 Date

In 2018 the previous council and staff as well as our downtown partners and businesses shared in discussions related to finding a suitable date that worked well for the Santa 5k Road Race organizer and participants.

These discussions resulted in a staff direction, to direct the Director of Parks and Recreation to consult with downtown churches and businesses, the event organizer and past race participants to determine future race dates and report back in November 2018. (SD-23-18).

This staff direction, then resulted in a survey that in turn resulted in staff reporting back to Committee of the Whole on November 5, 2018 with report PR-05-18. At Council on November 12, 2019 Council approved the Santa 5k road race to occur on an annual basis in the downtown on the second Saturday in December with race time to commence prior to 9:00 a.m.

Due to further discussions with the Downtown Business Improvement Area and consultation with the members of the BIA, the concerns around the Santa 5k being held on a Saturday rather than a Sunday continue, and after participating in the 2018 Santa 5K Road Race, as well as the 2018 Santa Clause Parade event, I would like to propose the following staff direction:

Direct the Director of Parks and Recreation to work with the Santa 5K Road Race organizer to hold the 2019 event on the same day as the Santa Clause Parade in 2019, Sunday December 1, 2019 and for staff and the Downtown Business Improvement Area to report back with evaluation following the 2019 event to re-evaluate next steps.

Thank you

Lisa Kearns
Councillor
Ward 2

To: Members of the Committee of the Whole - Budget

From: Joan Ford, Director of Finance

Cc: Tim Commisso, Interim City Manager

Date: March 19, 2019

Re: 2019 Operating Budget Impacts on Reserve Funds

At the Committee of the Whole – Budget meeting of February 28, 2019, Committee requested a summary of the one-time funding from reserve funds used to support the 2019 Proposed Operating Budget as amended.

Subsequently, there has also been a request from a member of council to provide the total value of one-time funding from reserve funds used to support items in the 2018 Operating Budget.

In total, the amended 2019 operating budget uses \$3,883,800 of one-time funding from reserve funds. (see Appendix A)

The 2018 Operating Budget used \$548,100 of one-time funding from reserve funds.

2019 Budget - Amendments and Reserve Fund Impacts

Originally Proposed Net Tax Levy:

	City	Overall
Originally Proposed Net Tax Levy:	\$ 167,556,586 3.99%	2.45%

Updated Net Tax Levy :

Updated Net Tax Levy :	\$ 165,960,609 2.99%	1.94%
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Item Description	Proposed Cost	One time funding							Total One time	Net tax levy impact
		Tax Rate Stabilization Reserve Fund	Provincial Gas Tax	Policy Initiatives	Planning Fee Stabilization	Forestry	Randle Reef	Capital Purposes		
December 31/18 Balance (uncommitted)		\$ 4,174,615	\$ 1,822,461	\$ 1,089,717	\$ 3,706,352	\$ 580,011	\$ 950,242	\$ 4,841,923		
2018 Retained Savings		\$ 1,687,510					\$ 200,000		\$ 1,887,510	
Staff Initiated amendments	\$ (497,977)									\$ (497,977)
Staff Recommended Business Cases (one time funded)										
ERP Project team	1,500,000	(1,500,000)							(1,500,000)	-
Integrated Mobility Plan Staffing	300,000			(300,000)					(300,000)	-
Subtotal Staff Recommended Business Cases (one time funded)	\$ 1,800,000	\$ (1,500,000)		\$ (300,000)	\$ -	\$ -	\$ -	\$ -	\$ (1,800,000)	\$ -
Council Initiated amendments										
Amendments to Capital Budget funding	(929,000)								-	(929,000)
Increase funding for Burloak Park maintenance	67,000								-	67,000
Increase funds available for Arts and Culture in Burlington	25,000								-	25,000
Fire Safety Program - 1 year pilot	35,000	(35,000)							(35,000)	-
Eliminate provision for Randle Reef from the base. Fund \$500,000 one-time	(130,000)								-	(130,000)
Funding for Randle Reef (transfer between Reserve Funds)		(500,000)					500,000		-	-
Free transit for seniors Monday to Friday 9-2:30 (pilot June 2019-December 2020)	235,800		(235,800)						(235,800)	-
Free transit for SPLIT passes	108,200								-	108,200
Add Provincial Gas Tax Funding for free SPLIT pass	(108,200)								-	(108,200)
Add Provincial Gas Tax Funding to the Operating Budget	(156,000)								-	(156,000)
Museum Staffing (one time)	173,000	(173,000)							(173,000)	-
One time funding - \$345K for planting, \$100K for woodlots, and \$120K for gypsy moth	565,000					(565,000)			(565,000)	-
Implement initiatives within the Forestry Master Plan with focus on the urban tree canopy and one time funding for an update to the Urban Forest Management Plan	200,000	(100,000)							(100,000)	100,000
By-law Vehicle Supervisor funded from Capital Purposes Reserve Fund	35,000							(35,000)	(35,000)	-
Vehicle for Second By Law officer funded from Capital Purposes Reserve	35,000							(35,000)	(35,000)	-
Extend Plumbing Permit Grant Program	30,000	(30,000)							(30,000)	-
Official Plan related work such as a housing strategy, subject to the Director of City Building reporting back with a progress update on the OP work plan.	600,000			(600,000)					(600,000)	-
Contract external planning services for development application processing to meet legislated time frames (funded from Planning Fee Stabilization Reserve Fund)	200,000				(200,000)				(200,000)	-
Draw \$75K from the Tax Rate Stabilization Reserve Fund		(75,000)							(75,000)	(75,000)
Subtotal Council Initiated amendments	\$ 985,800	\$ (913,000)	\$ (235,800)	\$ (600,000)	\$ (200,000)	\$ (565,000)	\$ 500,000	\$ (70,000)	\$ (2,083,800)	\$ (1,098,000)
Grand Total	\$ 2,287,823	\$ (2,413,000)	\$ (235,800)	\$ (900,000)	\$ (200,000)	\$ (565,000)	\$ 500,000	\$ (70,000)	\$ (3,883,800)	\$ (1,595,977)
Adjusted Reserve Fund Balance (after Budget amendments)		\$ 3,449,125	\$ 1,586,661	\$ 189,717	\$ 3,506,352	\$ 15,011	\$ 1,650,242	\$ 4,771,923		