



## Regular Meeting of Council

### Minutes

Date: March 25, 2019

Time: 5:36 p.m. recessed 6:25 p.m. - 6:45 p.m.

Location: Council Chambers Level 2, City Hall

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

Staff Present: Tim Commisso, Nancy Shea-Nicol, David Thompson (Audio/Video Specialist), Debbie Hordyk, Angela Morgan (Clerk)

**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 and the Burlington Gazette presented winning family day photo to City Council.

**6. Motion to Approve Council Minutes:**

Moved by: Councillor Galbraith

Seconded by: Councillor Nisan

Confirm the minutes of the following meeting of Council:

**CARRIED**

6.1 Regular meeting of Council February 25, 2019

6.2 Special meeting of Council March 5, 2019

**7. Declarations of Interest:**

None.

**8. Delegations:**

None.

**9. Recommendations from Standing Committees:**

9.1 Planning and Development meeting of February 27, 2019

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

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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

d. Burlington Museum (SD-04-19)

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**

e. Consolidation of bylaw services (SD-05-19)

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**

f. Handi-van operations (SD-06-19)

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

**CARRIED**

g. Bike share program (SD-07-19)

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**

h. Workshop on budget process (SD-08-19)

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**

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

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

**CARRIED**

- j. Workshop on recreation services (SD-10-19)

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**

- k. Leash free parks (SD-11-19)

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**

- l. Traffic management strategies (SD-12-19)

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**

- m. Road safety improvements (SD-13-19)

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**

n. Road conditions (SD-14-19)

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**

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

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; and

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; and

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; and

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

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; 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.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, and Councillor Bentivegna

OPPOSED: (1): Councillor Sharman

**CARRIED (6 to 1)**

b. 2018 retained savings (F-16-19)

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

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

- c. 20 year budget driver forecast (F-03-19)

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

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

### 9.3 Committee of the Whole meeting of March 4, 2019

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

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

**CARRIED**

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

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

**CARRIED**

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

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



**CARRIED**

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

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

**CARRIED**

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

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

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

- d. LaSalle Park Marina wave break (CM-01-19)

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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

e. Direction regarding winter operations (SD-15-19)

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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

#### 9.4 Planning and Development meeting of March 5, 2019

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

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**

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

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**

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

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**

- d. Milton Animal Shelter services (PB-08-19)

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**

- e. Technology-based traffic enforcement (TS-01-19)

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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

- f. Mid-Rise Building Design Guidelines (PB-10-19)

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

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

Moved by: Councillor Kearns

Seconded by: Councillor Stolte

Refer report PB-15-19 from the Planning and Development meeting of March 5, 2019 regarding proposed official plan and zoning by-law amendments for 1335-1355 Plains Road East to the April 23, 2019 meeting of Council.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

There were no recommendations for this meeting.

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

There were no recommendations for this meeting.

**10. Motion to Approve Standing Committee Minutes:**

Moved by: Councillor Galbraith

Seconded by: Councillor Nisan

Approve the following minutes:

**CARRIED**

- 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)

Moved by: Councillor Kearns  
Seconded by: Councillor Galbraith

Direct the City Solicitor or her designate to proceed in accordance with the instructions sought in matters 7, 8, 19, 20, 25 and that the balance of L-2-19 be received and filed.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

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

Moved by: Councillor Kearns  
Seconded by: Councillor Galbraith

Approve 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.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

**CARRIED (7 to 0)**

**12. Notices of Motion:**

None.

**13. Motions:**

13.1 Motion to go into Closed Session

Moved by: Councillor Stolte  
Seconded by: Councillor Bentivegna

Move into closed session at 5:30 p.m. in accordance with the following provisions under the Municipal Act, sections 239 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose, with respect to legal report (L2-19) regarding litigation update.

**CARRIED**

13.2 Motion to move into Open Session

Moved by: Councillor Stolte

Seconded by: Councillor Bentivegna

Move into open session at 6:25 p.m.

**14. Motion to Receive and File Council Information Packages:**

Moved by: Councillor Nisan

Seconded by: Councillor Sharman

Receive and file the following Information Packages, having been prepared and distributed to Council:

**CARRIED**

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:**

Moved by: Councillor Nisan

Seconded by: Councillor Sharman

Receive and file the following item, having been considered by Council:

**CARRIED**

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

**16. Motion to Approve By-Laws:**

Moved by: Councillor Sharman

Seconded by: Councillor Bentivegna

Enact and pass the following by-laws which are now introduced, entitled and numbered as indicated below:

- 16.1 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).
- 16.2 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.
- 16.3 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.
- 16.4 15-2019: A by-law to establish reserve funds for the accumulation of monies received through development agreements for Future Services and works.
- 16.5 16-2019: 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)
- 16.6 17-2019: A by-law to establish a reserve fund for capital renewal and operation of 390 Brant Street, Sims Square.
- 16.7 18-2019: A by-law to establish a reserve fund for the accumulation of monies to stabilize planning and development revenues.
- 16.8 19-2019: A by-law to establish guidelines for the utilization of the Tax Rate Stabilization reserve fund.

**17. Motion to Confirm Proceedings of the Council Meeting:**

Moved by: Councillor Sharman  
Seconded by: Councillor Bentivegna

Enact and pass By-law Number 20-2019, being a by-law to confirm the proceedings of Council at its meeting held Monday, March 25, 2019, being read a first, second and third time.

**CARRIED**

**18. Statements by Members:**

**19. Motion to Adjourn:**

Moved by: Councillor Sharman  
Seconded by: Councillor Bentivegna

Adjourn this Council now to meet again at the call of the Mayor.



7:50 p.m.

**CARRIED**

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Angela Morgan

City Clerk

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Marianne Meed Ward

Mayor