



## Regular Meeting of Council

### Minutes

Date: October 19, 2020  
Time: 1:09 pm  
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, David Thompson (Audio/Video Specialist), Ashwin Bajpai, Debbie Hordyk, Kevin Arjoon (Clerk)

Note: Due to COVID-19 and public health concerns public attendance was not permitted at this meeting. The Mayor was present in Council Chambers while Councillors participated remotely.

**1. Call to Order:**

**2. National Anthem:**

**3. Regrets:**

**4. Proclamations:**

4.1 World Polio Day: October 24, 2020

4.2 Rett Syndrome Awareness Month: October 2020

4.3 Taoist Tai Chi Arts 50th Anniversary Day: November 7, 2020

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

Moved by: Councillor Galbraith

Seconded by: Councillor Kearns

Confirm the minutes of the following meeting of Council:

**CARRIED**

5.1 Regular meeting of Council September 28, 2020

5.2 Special meeting of Council October 7, 2020

**6. Declarations of Interest:**

None.

**7. Delegations:**

None.

**8. Recommendations from Standing Committees:**

8.1 Environment, Infrastructure and Community Services meeting of October 5, 2020

All items were voted on by way of one consent vote.

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

a. Little free libraries (RS-08-20)

Receive and file recreation services report RS-08-20 regarding an update on free little libraries.

**CARRIED**

b. Naming of three multi-use recreational trails (CW-26-20) (SD-19-20)

Approve Crosstown Trail as the name for the multi-use recreational trail located north of the QEW between the North Service Road and Berwick Drive, extending to Dundas Street in the future; and

Approve Maple Trail as the name for the multi-use recreational trail located east of Maple Avenue between Ontario Street and Graham's Lane; and

Approve Palmer Trail as the name for the multi-use recreational trail located east of Centennial Drive between Upper Middle Road and Heathfield Drive, extending to Mainway in the future; and

Direct the Director of Corporate Communications and Government Relations to amend the Naming of Corporate Assets Policy to support a broader sense of social and community values, our history and heritage for Council approval. (SD-19-20)

**CARRIED**

- c. 2020 Emerald Ash Borer management program update (RPF-27-20) (SD-20-20)

Receive and file roads, parks, and forestry department report RPF-27-20 regarding an update on the 2020 Emerald Ash Borer management program; and

Direct the Director of Roads, Parks and Forestry to work with the Chief Financial Officer and bring forward a business case for council consideration during the 2021 budget discussions to accelerate tree planting as part of the Emerald Ash Borer Program. (SD-20-20)

**CARRIED**

8.2 Community Planning, Regulation and Mobility meeting of October 6, 2020

All items were voted on by way of one vote.

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

- a. December Free P Parking Program (TS-24-20)

Approve the amendment to By-law 39-2016, otherwise known as the "Parking and Idling By-law", to discontinue December free parking in all downtown parking facilities effective December 1<sup>st</sup>, 2020.

**CARRIED**

- b. Response to Staff Direction – Nelson Quarry (PL-52-20)

Receive and file community planning department report PL-52-20 providing a response to staff direction SD-29-19 regarding the Nelson Quarry expansion.

**CARRIED**

c. Advancing a Municipal Development Corporation (CM-29-20)

Receive and file Appendix A of city manager's office report CM-29-20 - report of urbanMetrics - Burlington MDC Review & Strategic Real Estate Analysis; and

With respect to Appendix B of city manager's office report CM-29-20 - report on Strategic Land Priorities and Business Model Framework Options:

Direct the City Manager to proceed as follows to affirm and enable the City of Burlington's focus on strategic lands related to the following key priorities:

- maximize business development opportunities and advance future economic growth and job creation.
- implement major city building projects that enhance the quality of life for all citizens.
- deliver increased supply of affordable housing through proactive long-term strategies and innovative partnerships.
- Establish in principle a new corporate structure for a Burlington Lands Partnership (BLP) including consideration and approval by City Council of a comprehensive terms of reference, governance and decision-making framework, operating model including financial plan, 2021/2022 Proposed Business Plan including strategic goals and key performance indicators and communications plan.
- Include for consideration by Council in the proposed 2021 Operating Budgets a detailed business case for a one-time funding provision of \$250,000 to support the Year 1 operation of the Burlington Lands Partnership including, but not limited to, external service due diligence service providers (e.g. Strategic Land economic analysis, professional services – architectural/urban design, engineering, legal, financial/fiscal impact etc.). Proposed one-time BLP Funding for 2022 to be

considered based on future consideration of status report in Q4 2021 with separate business case as required.

- Report back to Council, in Q3 2022, with a status update on the Burlington Lands Partnership including overall Business Plan performance, detailed financial report including both operating and capital budget related and recommendations for future consideration Strategic Land management options; and

Direct the City Manager to engage further with the Burlington Economic Development Corporation and key City staff in the development of the Burlington Lands Partnership Terms of Reference and the Proposed 2021/2022 Business Plan and report back for Council consideration and approval in December 2020.

**CARRIED**

- d. Confidential update on an MOU (BEDC-08-20)

Instruct the Mayor and Clerk to proceed in accordance with the direction contained in confidential Burlington Economic Development Corporation report BEDC-08-20.

**CARRIED**

8.3 Corporate Services, Strategy, Risk and Accountability meeting of October 8, 2020

All items were voted on by way of one consent vote.

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

- a. Small Claims Court – claim limit increase to \$35,000 (L-23-20)

Authorize the Executive Director of Legal Services & Corporation Counsel or their designate to commence, defend, and/or settle claims in the Small Claims Court, as deemed necessary and advisable by the Executive Director of Legal Services & Corporation Counsel or their designate, for claims up to the Small

Claims Court jurisdiction limit of \$35,000, with such matters being reported in all future litigation reports; and

Authorize the Executive Director of Legal Services & Corporation Counsel or their designate to sign any agreements, releases, indemnities, minutes of settlement and other documents required for the settlement of any Small Claims Court claims, actions or other proceedings commenced by or against the City of Burlington up to the Small Claims Court jurisdiction limit of \$35,000 plus interest and costs.

- b. COVID-19 emergency response verbal update (CSSRA-10-20)

Receive and file the October 8, 2020 staff presentation providing an update on the COVID-19 emergency response.

- c. Corporate project status updates (CM-30-20)

Receive and file city manager's office report CM-30-20 providing status reports for designated corporate projects detailed in Appendix A and an overview of change management as provided in Appendix B.

- d. Confidential verbal update on phase 2 evolving the organization (CSSRA-11-20)

Approve the complement increase of 2 full-time equivalent and direct the Executive Director of Human Resources to proceed with the recruitment of the Director of Capital Works and the Director of Community Planning and include the total financial impact in the 2021 proposed operating budget.

- e. Confidential insurance reporting (L-13-20)

Receive and file legal department report L-13-20 providing a status update on 2020 asset valuations and the 2021 insurance renewal.

- f. Confidential legal update on a litigation matter (L-28-20)

Instruct the Executive Director of Legal Services and Corporation Counsel or their designate to proceed in accordance with the instructions sought in confidential legal department report L-28-20.

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

Moved by: Councillor Galbraith

Seconded by: Councillor Stolte

Approve the following minutes:

**CARRIED**

- 9.1 Environment, Infrastructure and Community Services meeting minutes of October 5, 2020
- 9.2 Community Planning, Regulation and Mobility meeting minutes of October 6, 2020
- 9.3 Corporate Services, Strategy, Risk and Accountability meeting minutes of October 8, 2020

**10. Reports of Municipal Officers:**

- 10.1 Service Re-design Interim Modifications and Resumptions (CM-28-20)

Moved by: Councillor Sharman

Seconded by: Councillor Bentivegna

Direct the City Manager to proceed with implementing the interim service delivery program recommendations as outlined in Appendix A of city manager's office report CM-28-20 outlining Park Washrooms – Winter Operations (Roads, Parks & Forestry);and

Direct the Chief Financial Officer to track and monitor the financial implications of the above service delivery program changes in the ongoing COVID-19 financial impact reporting to Council.

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

- 10.2 Interest Allocation Policy

Moved by: Councillor Sharman

Seconded by: Councillor Bentivegna

Approve the allocation of interest policy as presented in Municipal Officers report F-48-20.

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

**11. Notices of Motion:**

None.

**12. Motions:**

None.

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

Moved by: Councillor Galbraith

Seconded by: Councillor Kearns

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

**CARRIED**

13.1 Council Information Package October 1, 2020

13.2 Council Information Package October 8, 2020

13.3 Council Information Package October 15, 2020

**14. Motion to Receive and File Information Items:**

None.

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

Moved by: Councillor Stolte

Seconded by: Councillor Sharman

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

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

Absent (1): Councillor Nisan

**CARRIED (6 to 0)**

15.1 79-2020: A By-law to amend By-law 39-2016 being a by-law to regulate parking and idling in the City of Burlington.



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

Moved by: Councillor Bentivegna  
Seconded by: Councillor Sharman

Note: Councillor Nisan arrived 1:28 pm

Enact and pass By-law Number 80-2020, being a by-law to confirm the proceedings of Council at its meeting held Monday, October 19, 2020, being read a first, second and third time.

**CARRIED**

**17. Statements by Members:**

**18. Motion to Adjourn:**

Moved by: Councillor Stolte  
Seconded by: Councillor Kearns

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

1:43 pm

**CARRIED**

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Kevin Arjoon

City Clerk

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Marianne Meed Ward

Mayor