



## **Committee of the Whole Meeting**

### **Minutes**

Date: September 9, 2019  
Time: 9:30 am  
Location: Council Chambers Level 2, City Hall

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

Staff Present: Tim Commisso, Mary Battaglia, Laura Boyd, Sue Connor, Joan Ford, Chris Glenn, David Lazenby, Heather MacDonald, 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 Myles D. Rusak, Executive Director, Sound of Music spoke regarding the Sound of Music Festival and requested that the position of council appointed ex officio member of the Sound of Music Board be reinstated. (COW-11-19)
- 2.2 Ed Dorr, Chair of the Mundialization Committee's 2018 annual report. (CL-07-19)
- 2.3 Brian Dean, Executive Director, Burlington Downtown Business Association spoke regarding the construction and mobility management policy and presented recommendations for consideration regarding parking, noise, cleanliness and communication. (CW-27-19)
- 2.4 Lorn Newton, LaSalle Park Marina Association spoke in support of the report recommendation regarding the marina governance and operating model. (CM-17-19)

- 2.5 James Thomson spoke regarding the marina governance and operating model. (CM-17-19)
- 2.6 Sarina Sarraf, Resource Coordinator, Positive Space Network - Reach Out Centre for Kids (ROCK) spoke in support of the installation of rainbow crosswalks. (COW-13-19)
- 2.7 Ron Danielsen, President, Friends of Freeman Station spoke regarding Freeman Station steam locomotive and rail cars. (MO-15-19)

**3. Consent Items:**

- 3.1 Burlassic Park – Raptors viewing party (PR-04-19)

Moved by Councillor Sharman

Receive and file parks and recreation department report PR-04-19 regarding the Burlassic Park – Raptors viewing party.

**CARRIED**

- 3.2 Enterprise Resource Planning (ERP) program update (IT-04-19)

Moved by Councillor Sharman

Receive and file information technology services report IT-04-19 providing an update on the Enterprise Resource Planning (ERP) program.

**CARRIED**

- 3.3 Burlington Mundialization Committee 2018 annual report (CL-07-19)

Moved by Councillor Sharman

Receive and file clerks department report CL-07-19 providing the Burlington Mundialization Committee's 2018 annual report and 2019 work plan.

**CARRIED**

- 3.4 Assumption of 1429 Plains Road West subdivision (CW-49-19)

Moved by Councillor Sharman

Assume the 1429 Plains Road West Subdivision, registered as Plan 20M-1169, File 510-01/13; and

Direct the City Clerk to notify the Region of Halton of this assumption; and

Authorize the City Solicitor to prepare any necessary documents and authorize the Mayor and City Clerk to sign them; and

Direct the City Clerk to present the necessary by-law to Council to accept all works of the said plan of subdivision; and

Authorize the City Solicitor or her designate, to amend the parcel designation in the by-law, if necessary, upon registration of the by-law.

**CARRIED**

3.5 Operating budget performance report as at June 30, 2019 (F-39-19)

Moved by Councillor Sharman

Direct the Director of Finance to report back on the city's retained savings strategy upon confirmation of the 2019 year-end actual.

**CARRIED**

3.6 Association of Municipalities of Ontario (AMO) conference update (MO-13-19)

Moved by Councillor Sharman

Receive and file Mayor's Office report MO-13-19 regarding activities undertaken at the 2019 Association of Municipalities of Ontario (AMO) Conference held in August 2019.

**CARRIED**

**4. Regular Items:**

4.1 Myles D. Rusak, Executive Director, Burlington Sound of Music Festival (COW-11-19)

Refer Committee of the Whole item COW-11-19 regarding Burlington Sound of Music to the Planning and Development Committee meeting on September 10, 2019.

4.2 Financial status report as at June 30, 2019 (F-37-19)

Moved by Councillor Sharman

Receive and file finance department report F-37-19 providing the financial status as at June 30, 2019.

**CARRIED**

4.3 2020 rates and fees (F-33-19)

Moved by Councillor Sharman

Approve the 2020 rates and fees as outlined in finance department report F-33-19, effective January 1<sup>st</sup>, 2020 unless otherwise indicated and;

Approve By-Law X-2019 and repeal By-Law 51-2018 effective January 1, 2020; and

**Waive sec. 41 of Procedure By-Law 64-2016 to allow council to amend rates and fees during the 2020 budget deliberations.**

**CARRIED**

Amendment:

Moved by Mayor Meed Ward

**Waive sec. 41 of Procedure By-Law 64-2016 to allow council to amend rates and fees during the 2020 budget deliberations.**

**CARRIED**

4.4 Open air burning permit areas (MO-09-19)

Moved by Mayor Meed Ward

Direct the Fire Chief to investigate revising the City of Burlington open air burn permit areas to consider including rural areas south of Dundas Street and report back to Committee of the Whole with options by December 2019.

**CARRIED**

4.5 Stormwater management update (CW-10-19)

Moved by Mayor Meed Ward

Approve the establishment of a 50% grant up to a maximum of \$250 for third party assessments for Home Flood Protection Program inspections; and

Fund the recommendation of \$5,000 annual cost from account SD0113 Storm Drainage Climate Change Adaptation.

**CARRIED**

4.6 Construction and mobility management policy (CW-27-19)

Moved by Councillor Stolte

Approve a Construction and Mobility Policy, which defines the requirements for a Construction and Mobility Management Plan, to regulate construction and mobility impacts on a public road allowance resulting from land development within the City of Burlington; and

Approve the effective date of the Construction and Mobility Management Policy to be the date the policy receives approval at council; and

Direct the Director of Transportation to include the applicable fees in the City's Rates and Fees By-law to support the Construction and Mobility Policy proposed in capital works department report CW-27-19; and

**Refer the comments received from the Burlington Downtown Business Association (BDBA) at the September 9, 2019 Committee of the Whole meeting regarding capital works department report CW-27-19, construction management policy to the Executive Director of Capital Works; and**

**Direct the Executive Director of Capital Works to meet with the Executive Director of the BDBA and report back to the Committee of the Whole on any proposed amendments to the construction management policy; and**

Amend schedule A to appendix A of the proposed construction and mobility management policy by changing the word "may" to "**shall**" in the 11th and 17th bullet items under section 1.1 Construction Management.

**CARRIED**

Amendment:

Moved by Councillor Kearns

**Refer the comments received from the Burlington Downtown Business Association (BDBA) at the September 9, 2019 Committee of the Whole meeting regarding capital works department report CW-**

**27-19, construction management policy to the Executive Director of Capital Works; and**

**Direct the Executive Director of Capital Works to meet with the Executive Director of the BDBA and report back to the Committee of the Whole on any proposed amendments to the construction management policy.**

**CARRIED**

Amendment:

Moved by Mayor Meed Ward

Amend schedule A to appendix A of the proposed construction and mobility management policy by changing the word "may" to "**shall**" in the 11th and 17th bullet items under section 1.1 Construction Management.

**CARRIED**

**4.7 Strategic Asset Management Policy (CW-30-19)**

Approve the City of Burlington's Strategic Asset Management Policy, included as Appendix A to capital works department report CW-30-19.

**CARRIED**

**4.8 Consideration for free transit for students (MO-14-19)**

Moved by Mayor Meed Ward

Direct the Mayor and Director of Transit to develop a **draft report** including a Memorandum of Understanding (MOU) regarding free transit for Burlington students, outlining the program, costs, **revenue impacts**, eligibility, and commitments in more detail, in partnership with Halton Region and the four school boards that serve Halton students: Halton District School Board, Halton Catholic District School Board, and the two French school boards, Conseil scolaire Viamonde and Conseil scolaire catholique MonAvenir, and report back to council for a decision.

**CARRIED**

**4.9 Marina governance and operating model (CM-17-19)**

Moved by Councillor Galbraith

Direct the Director of Parks and Recreation to finalize a long-term licence agreement with the LaSalle Park Marina Association for the operation of the Marina at LaSalle Park substantially in accordance with confidential Appendix B based on Council's approval of the purchase of a new floating wave break (capital works department report CW-31-19) and approval of a preferred operating model for the Marina at LaSalle Park (city manager's office report CM-17-19); and

Authorize the Mayor and City Clerk to sign the licence agreement with the LaSalle Park Marina Association prepared to the satisfaction of the City Solicitor, Director of Parks and Recreation and Director of Finance for the operation of the Marina at LaSalle Park; and

Direct the Director of Finance to issue refunds from the City held LaSalle Park Marina reserve fund to charter members and undepreciated senior members on a pro-rata basis; and

**Direct the Senior Manager of Government Relations and Strategic Communications to develop updated web/other communications outlining and highlighting key elements of the license agreement with the LaSalle Park Marina Association.**

**CARRIED**

4.10 New Skyway Community Centre (CW-48-19)

Moved by Mayor Meed Ward

Refer capital works department report CW-48-19 regarding Skyway Community Centre to the Planning and Development Committee meeting on September 10, 2019.

**CARRIED**

4.11 Rainbow Crosswalk (COW-13-19)

Moved by Mayor Meed Ward

Refer memo regarding rainbow crosswalks to the Planning and Development Committee meeting on September 10, 2019.

**CARRIED**

4.12 Freeman Station steam locomotive and rail cars (MO-15-19)

Moved by Mayor Meed Ward

Refer mayor's office report MO-15-19 regarding Freeman Station steam locomotive and rail cars to the Planning and Development Committee meeting on September 10, 2019.

**CARRIED**

**5. Confidential Items:**

- 5.1 Confidential verbal update regarding a human resource matter
- 5.2 Confidential appendix B regarding marina governance and operating model (CM-17-19)
- 5.3 Confidential verbal update regarding a parks and recreation human resource matter

**6. Procedural Motions:**

- 6.1 Proceed beyond the adjournment hour

Moved by Councillor Sharman

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**

- 6.2 Proceed into closed session

Moved by Councillor Stolte

Move into closed session in accordance with the following provisions under the Municipal Act, section 239 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose, with respect to appendix B to city manager's office report CM-17-19 regarding the marina governance and operating model, and section 239 (b) personal matters about identifiable individuals, including municipal or local board employees regarding a confidential verbal update on a parks and recreation human resource matter and a confidential verbal update from the City Manager on a human resource matter.

**CARRIED**

**7. Information Items:**

Moved by Councillor Stolte

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

**CARRIED**

- 7.1 Staff presentation regarding storm water management update (CW-10-19)
  - 7.2 Consultant presentation from Todd MacDonald, Performance Concepts Consulting and Darla Campbell, Dillon Consulting, regarding provincial audit and accountability fund, service delivery review project (COW-12-19)
  - 7.3 Correspondence from Conservation Halton to the Premier of Ontario and Minister of Environment regarding Association of Municipalities of Ontario conference update (MO-13-19)
  - 7.4 Delegation material from Brian Dean, Executive Director, Burlington Downtown Business Association, regarding construction and mobility management policy (CW-27-19)
  - 7.5 Correspondence from Ron Danielson, Friends of Freeman Station, regarding Freeman Station steam locomotive and rail cars (MO-15-19)
  - 7.6 Delegation material from Lorn Newton, LaSalle Park Marina Association regarding the marina governance and operating model (CM-17-19)
- 8. **Staff Remarks:**
  - 9. **Committee Remarks:**
  - 10. **Adjournment:**

11:05 a.m. (recessed), 11:15 a.m. (reconvened), 12:00 p.m. (recessed), 1:00 p.m. (reconvened), 1:02 p.m. (closed), 3:55 p.m. (public), 4:02 p.m. (recess), 6:30 p.m. reconvened, 9:13 p.m. (recess), 9:22 p.m. (reconvened)

Chair adjourned the meeting at 10:33 p.m.