

Agenda Item	Department	Staff Direction	Councillor	Due Date	Status
Consolidation of bylaw services (SD-05-19)	Building and Bylaw	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. (SD-05-19)	Moved by Councillor Bentivegna	Q4-2021	In Progress
Approval of the 2020 budget (F-46-19-2) (SD-36-19) (SD-37-19) (SD-38-19) (SD-39-19)	City Manager's Office	Moved by Councillor Bentivegna Direct the City Manager to include park maintenance operations as part of a future service review in 2020, subject to further audit and accountability funding from the province being announced. (SD-38-19)	Moved by Councillor Bentivegna	Q1-2022	Incomplete
City of Burlington Housing Strategy proposed Terms of Reference (PL-02-21, SD-04-21)	Community Planning	Moved by Councillor Stolte Direct the Director of Community Planning to continue to refine the scope of work in regard to milestones and timelines for delivering concrete, actionable recommendations to Council that can be implemented within this term of Council as set out in Vision to Focus 2018-2022 and report back by early Q2 2021 (SD-04-21); and	Moved by Councillor Stolte	Q2-2021	Incomplete
City of Burlington Housing Strategy proposed Terms of Reference (PL-02-21, SD-04-21)	Community Planning	Moved by Councillor Stolte Direct the Director of Community Planning to coordinate and implement an initial community engagement event intended to introduce the Housing Strategy initiative to residents and key stakeholders in the community in an effort to seek public input as to how the community would like to collaborate on the Housing Strategy, in keeping with Council's commitment to IAP2 and our Community Engagement Charter and report back by early Q2 2021(SD-04-21); and	Moved by Councillor Stolte	Q2-2021	Incomplete
City of Burlington Housing Strategy proposed Terms of Reference (PL-02-21, SD-04-21)	Community Planning	Moved by Councillor Sharman Direct the Director of Community Planning in developing the draft engagement plan for the Housing Strategy, to include collaboration with all levels of government with a role in housing. (SD-04-21)	Moved by Councillor Sharman	Q2-2021	Incomplete

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Taking a Closer Look at the Downtown: Preliminary Preferred Concept (PL-02-20) (SD-02-20) (SD-03-20)	Community Planning	Moved by Mayor Meed Ward Direct the Director of Community Planning, in consultation with Heritage Burlington, to assess the heritage value and appropriate protections (including possible Heritage Act designations) for the potential built heritage resources and potential cultural heritage landscapes identified by ASI in their September 2019 Cultural Heritage Resource Assessment of the Downtown Mobility Hub, with funding source to be determined, and report back to Council with the assessment and associated recommendations by Q4 of 2020. (SD-02-20)	Moved by Mayor Meed Ward	Q3-2021	Incomplete
Amendments to Temporary Use By-law and by-law regulating temporary outdoor patios (PL-44-20)(SD-13-20)	Community Planning	Moved by Councillor Galbraith Direct the Executive Director of Community Planning, Regulation and Mobility to report back in Q1 of 2021 regarding the amendments to the By-law regulating temporary outdoor patios including a review of the implementation process, feedback from the community and stakeholders and outlining options for the 2021 patio season. (PL-44-20) (SD-13-20)	Moved by Councillor Galbraith	Q1-2021	Incomplete
Direction to review character defining elements of St. Luke's and Emerald precincts (SD-18-20)	Community Planning	Moved by Mayor Meed Ward Direct the Executive Director of Community Planning, Regulation and Mobility, through the Cultural Heritage Landscape Study and upcoming Zoning Bylaw Review, to review the character defining elements of St. Luke's and Emerald Precincts and consider creating a downtown zone. (SD-18-20)	Moved by Mayor Meed Ward	Q2-2023	Incomplete
Staff directions from 2020 budget (F-46-19-2) (SD-08-20)	Community Planning	Moved by Councillor Kearns Low-rise Design Guidelines Direct the Acting Director of Community Planning to report back on the feasibility of completing Low-Rise Design Guidelines that address issues of low-rise compatibility and results in low-rise developments that positively contribute to our urban areas. (SD-08-20)	Moved by Councillor Kearns	Q3-2021	Incomplete

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Approval of the 2020 budget (F-46-19-2) (SD-36-19) (SD-37-19) (SD-38-19) (SD-39-19)	Community Planning	Moved by Mayor Meed Ward Direct the Executive Director of Community Planning, Regulation and Mobility to report back in Q2 of 2020 with terms of reference and a communication plan for the proposed housing strategy contained in the Vision to Focus Plan, including the estimated cost and funding source. (SD-39-19)	Moved by Mayor Meed Ward	Q2-2021	In Progress
Terms of Reference update for Housing and Development Liaison Committee (MO-03-20, SD-06-20)	Community Planning	Moved by Councillor Galbraith Direct the Interim Director of Community Planning to review and report back on revised terms of reference for the City's Housing and Development Liaison Committee. (SD-06-20)	Moved by Councillor Galbraith	Q4-2021	Incomplete
Adoption of revised proposed new official plan (PB-04-18) (SD-7-18) (SD-14-18) (SD-15-18) (SD-17-18)	Community Planning and Building and Bylaw	Moved by Councillor Meed Ward Direct the Director of City Building to retain the existing 3 storey height for properties located in Sector 2 (S2) of the Upper Brant Precinct when staff update the Zoning By-law. (SD-14-18)	Moved by Councillor Meed Ward	Q2-2023	Incomplete
Adoption of revised proposed new official plan (PB-04-18) (SD-7-18) (SD-14-18) (SD-15-18) (SD-17-18)	Community Planning and Building and Bylaw	Moved by Councillor Meed Ward Direct the Director of City Building to report back on the feasibility of implementing a bylaw regarding green roofs and other technologies including the review of other municipalities. (SD-15-18)	Moved by Councillor Meed Ward	Q4-2021	Incomplete
Adoption of revised proposed new official plan (PB-04-18) (SD-7-18) (SD-14-18) (SD-15-18) (SD-17-18)	Community Planning and Building and Bylaw	Moved by Councillor Meed Ward Direct the Director of City Building to consider setting a minimum parkland standard (ha/1000 population) and walk distance for the Primary Growth Areas (3 Mobility Hubs and the Downtown) during the Area Specific Plans (SD-17-18)	Moved by Councillor Meed Ward	Q4-2022	Incomplete

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Adoption of revised proposed new official plan (PB-04-18) (SD-7-18) (SD-14-18) (SD-15-18) (SD-17-18)	Community Planning and Building and Bylaw	Moved by Councillor Meed Ward Direct the Director of City Building to ensure through the area-specific planning process, in particular the following properties (747 Appleby Line, 711 Appleby Line, 5041 Fairview and 5091 Fairview) will: Retain employment function on the site; and Through the area-specific plan process should sensitive or residential uses be contemplated they may only be permitted upon demonstration of Land Use Compatibility (D6 Guidelines), including appropriate mitigation and setbacks, protection from overlook, and in partnership with the adjacent employment use. The aim of the work of the area-specific plan is to ensure the continued operation of the existing employment use is not impacted by land use policy decisions on these sites. (SD-7-18)	Moved by Councillor Meed Ward	Q4-2022	Incomplete
Naming of three multi-use recreational trails (CW-26-20) (SD-19-20)	Corporate Communications and Engagement	Moved by Councillor Kearns 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)	Moved by Councillor Kearns	Q2-2021	Incomplete
Update on Skyway Community Centre (EICS-02-21) (SD-01-21)	Environment, Infrastructure and Community Services	Moved by Mayor Meed Ward Direct the Executive Director of Environment, Infrastructure and Community Services and the Chief Financial Officer to report back to Council in Q3 of 2021 on funding options for the Skyway Community Centre project (SD-01-21); and Direct the Mayor and City Manager to continue to pursue, and advocate for funding from the Federal and Provincial levels of Government.	Moved by Mayor Meed Ward	Q3-2021	Incomplete
Veteran Square: naming of the area around Burlington Cenotaph (ADM-13-20) (SD-28-20)	Environment, Infrastructure and Community Services	Moved by Councillor Kearns Name the area around the Burlington Cenotaph as Veteran Square; and Direct staff to erect signage in accordance with this naming; and That all residents have access to an area of significance to honour our veterans, peace keepers, and their families every day of the year. (SD-28-20)	Moved by Councillor Kearns	Q2-2022	Incomplete

Agenda Item	Department	Staff Direction	Councillor	Due Date	Status
2021 operating budget review and approval (F-04-21-1) (SD-07-21)	Finance	Moved by Councillor Sharman Direct the Chief Financial Officer to include the 2021 budgeted one-time draw from the tax rate stabilization reserve fund in the amount of \$450,000 as an expense for future reporting/applications to the province on safe restart. (SD-07-21)	Moved by Councillor Sharman	Q1-2022	Incomplete
Meridian Brick/Aldershot Quarry study review (MO-17-19, SD-32-19)	Legal	Moved by Mayor Meed Ward Direct the Executive Director of Legal Services and Corporation Counsel to retain an environmental lawyer to advise on the municipal role in the Aldershot Quarry, the potential air quality bylaw and any other matters arising. (SD-32-19)	Moved by Mayor Meed Ward	Q2-2020	Incomplete
Feasibility of a city-wide health protection by-law (SD-06-21)	Legal and City Manger's Office	Moved by Mayor Meed Ward Direct the Executive Director of Legal Services to undertake a detailed review of the feasibility of a city-wide health protection by-law to be funded from the contingency reserve fund and report back by Q2 2021. (SD-06-21)	Moved by Mayor Meed Ward	Q2-2021	Incomplete
Taking a Closer Look at the Downtown: Preliminary Preferred Concept (PL-02-20) (SD-02-20) (SD-03-20)	Legal Services and Environment, Infrastructure and Con	Moved by Mayor Meed Ward Direct the Executive Director of Legal Services, working with the Executive Director of Environment, Infrastructure, and Community Services, to report back with options for the future of Lions Park. (SD-03-20)	Moved by Mayor Meed Ward	Q1-2021	Incomplete
Meridian Brick/Aldershot Quarry study review (MO-17-19, SD-32-19)	Mayor's Office	Moved by Mayor Meed Ward Direct the Mayor to: write to the three local MPPs for Burlington, the Ministry of the Environment, Conservation and Parks, and the Ministry of Natural Resources & Forestry to request a meeting to discuss the conditions of the site plan and their oversight and due diligence in ongoing monitoring and studies conducted on the air quality impacts of the quarry activities to ensure the quarry is operating within provincial regulations. establish a Community Council Liaison Committee with representation from Meridian/Aldershot Quarry, local citizens, provincial ministries, city staff and council, and other stakeholders, to provide regular communication among stakeholders, renew monitoring studies, and discuss quarry activities and any emerging/new issues. (SD-32-19)	Moved by Mayor Meed Ward	Q2-2020	Incomplete

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Proposed Council/Committee Changes 2021 (MO-09-20) (SD-29-20)	Mayor's Office	Moved by Mayor Meed Ward Direct the City Manager, Mayor and City Clerk to plan and schedule Council Governance - education and training workshops with council for 2021-2022 as outlined in Mayor's Office report MO-09-20. (SD-29-20)	Moved by Mayor Meed Ward	Q4-2022	Incomplete
Establishment of a lobbyist registry (CSSRA-06-20) (SD-14-20)	Office of the City Clerk	Moved by Councillor Kearns Direct the City Clerk to bring forward a staff report to implement a Lobbyist Registry for the City of Burlington, in accordance with the Municipal Act section 223.9. (SD-14-20)	Moved by Councillor Kearns	Q2-2021	Incomplete
Voting options for 2022 and ranked ballots (CL-06-20) (SD-17-20)	Office of the City Clerk	Moved by Mayor Meed Ward Direct the City Clerk to consult with members of Council, and the public with respect to the municipal elections and any potential policies or enhancements to be considered when preparing for the 2022 City of Burlington election and report back to a future Corporate Services, Strategy, Risk & Accountability Committee meeting with a summary and potential policy options. Direct the City Clerk to keep in mind the need to be representative in the public consultation process. Direct the City Clerk to schedule a Council Workshop by Q3 2021 presenting the outcome of the consultation process, including potential policy changes and other enhancements. (SD-17-20)	Moved by Mayor Meed Ward	Q3-2021	Incomplete

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Procedure By-Law amendment staff direction (EICS-C-03-20) (SD-30-20)	Office of the City Clerk	Moved by Mayor Meed Ward Direct the City Clerk to prepare a staff report with recommended updates to the Procedure By-law on the following items: Add definitions to the Procedure By-law for council memorandums, staff reports, municipal officer reports and resolutions; and Provide guidance on how members of council's items are submitted to standing committees versus straight to council; and Review the notice of motion section to refine and include deadlines (time) for motions to committee and council; and Define an agenda review process for standing committees and council, including the Chair's role; and Provide clarity on items that are provided to Audit Committee versus Corporate Services, Strategy, Risk and Accountability Committee. (SD-30-20)	Moved by Mayor Meed Ward	Q2-2021	Incomplete
Proposed Council/Committee Changes 2021 (MO-09-20) (SD-29-20)	Office of the City Clerk	Moved by Mayor Meed Ward Direct the City Manager, Mayor and City Clerk to plan and schedule Council Governance - education and training workshops with council for 2021-2022 as outlined in Mayor's Office report MO-09-20. (SD-29-20)	Moved by Mayor Meed Ward	Q4-2022	Incomplete
Workshop on recreation services (SD-10-19)	Recreation, Community and Culture	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. (SD-10-19)	Moved by Councillor Nisan	Q4-2021	In Progress
Sherwood Forest soccer domes / Joint Venture Agreement (COW-02-18) (SD-02-18)	Recreation, Community and Culture	Moved by Councillor Sharman Direct the Director of Parks and Recreation to include in the Joint Venture Policy Review consideration of including operating agreements that outline how the community will be served as part of each facility lease agreement. (SD-2-18)	Moved by Councillor Sharman	Q4-2021	In Progress

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Direction regarding pathway at Brant Hills Community Centre (SD-16-19)	Roads, Parks and Forestry	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. (SD-16-19)	Moved by Councillor Nisan	Q4-2021	Incomplete
Approval of the 2020 budget (F-46-19-2) (SD-36-19) (SD-37-19) (SD-38-19) (SD-39-19)	Roads, Parks and Forestry	Moved by Councillor Stolte Direct the Director of Road, Parks and Forestry to create and implement a tree planting initiative for residents. (SD-36-19)	Moved by Councillor Stolte	Q4-2021	In Progress
Direction regarding winter operations (SD-15-19)	Roads, Parks and Forestry	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	Moved by Mayor Meed Ward	Q4-2021	In Progress
Handi-van operations (SD-06-19)	Transit	Moved by Councillor Sharman Direct the Director of Transit to consider re-organization of Handi-van operations to provide increased service to older adults. (SD-06-19)	Moved by Councillor Sharman	Q4-2022	Incomplete

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Maple Avenue cycling facilities (PD-05-19, SD-22-19)	Transportation	Moved by Mayor Meed Ward Direct the Director of Transportation Services to carry out an assessment, including public consultation, of providing improved cycling facilities for Maple Avenue from Lakeshore Road to Fairview Street. This assessment may include the re-purposing or re-configuration of exiting vehicle lanes, for potential implementation following the completion of the QEW works to be undertaken by the Ministry of Transportation in the vicinity of the QEW/Northshore interchange and report back to the Planning and Development Committee. (SD-22-19)	Moved by Mayor Meed Ward	Q2-2022	Incomplete
Bike share program (SD-07-19)	Transportation	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. (SD-07-19)	Moved by Councillor Galbraith	Q1-2021	Incomplete
Direction to examine accessible parking (SD-20-19)	Transportation	Moved by Councillor Bentivegna Direct the Director of Transportation to examine accessible parking (number of spaces, stall dimensions, signage and pavement markings) in consultation with the Burlington Accessibility Coordinator, Burlington Accessibility Advisory Committee, Burlington Seniors' Advisory Committee and Integrated Transportation Advisory Committee and report back to Committee of the Whole in Q4 in 2019.	Moved by Councillor Bentivegna	Q4-2021	Incomplete
Technology-based traffic enforcement (TS-01-19) (SD-17-19)	Transportation	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. (SD-17-19)	Moved by Mayor Meed Ward	Q2-2021	In Progress

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Parking fees waived for 90 min in downtown Burlington (ADM-12-20) (SD-27-20)	Transportation	<p>Moved by Councillor Kearns</p> <p>Direct City Staff to draw from the Downtown Parking District Reserve Fund to offset the impact of the associated loss of revenue; and Direct staff to report back on the metrics with respect to the 90 minutes of waived parking fees, by April 2021; and</p> <p>That metrics from the Burlington Downtown Business Association and Downtown Parking Committee be reported to Council on a regular monthly basis.</p> <p>That the amendment take effect as soon as operationally possible with the understanding that the BDBA and DPC will continue to monitor and review the changing needs of small local business during the declared emergency. (SD-27-20)</p>	Moved by Councillor Kearns	Q2-2021	In Progress