



Environment, Infrastructure & Community Services Committee Meeting

Minutes

Date: January 12, 2023
Time: 9:30 am
Location: Hybrid meeting- virtual and Council Chambers, City Hall

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

Staff Present: Tim Commisso, Joan Ford, Allan Magi, Karen Roche, Richard Bellemare (Audio/Video Specialist), Suzanne Gillies (Clerk)

1. Declarations of Interest:

None

2. Delegation(s):

None

3. Consent Items:

3.1 Public tree removal report – 2423 Raymore Drive (RPF-01-23)

Moved by Mayor Meed Ward

Approve the request by the applicant to remove (1) public tree in order to proceed with the proposed two-storey dwelling as outlined in roads, parks & forestry department report RPF-01-23; and

Instruct the applicant, Ron Crickmore to provide compensation for the public tree removal by providing cash-in-lieu of replacement totaling \$500.00; and

Direct that a tree permit be obtained for the public tree removal and pay the associated tree permit fees as outlined in the City's Rates and Fees By-law; and

Direct that all associated costs with respect to the removal of the public tree (including stump removal) will be the responsibility of the applicant. The contractor hired to remove the trees will require approval by the Manager of Urban Forestry or designate.

CARRIED

4. Regular Items:

4.1 Recreation Direct Delivered Program update (RCC-01-23)

Moved by Councillor Bentivegna

Receive and file recreation, community and culture department report RCC-01-23 regarding an update to Recreation Direct Delivered Program.

CARRIED

4.2 Emergency and continuity management program by-law amendment (BFD-01-23)

Moved by Councillor Sharman

Approve By-law 02-2023, a by-law to amend By-law 46-2019, a by-law to provide for an Emergency and Continuity Management Program; and

Appoint the following positions to the Emergency Control Group (ECG):

- Deputy Fire Chief/Alternate CEMC as an EOC Manager
- Mayor and Deputy Mayor (for emergencies) as the Political Liaison Officers
- Fire Chief as an Operations Section Chief
- Chief Information Officer as a Planning Section Chief; and

Appoint the following positions to the Emergency and Continuity Management Program Committee (ECMPC):

- Deputy Mayor (for emergencies)
- Executive Director, Community Relations and Engagement or designate
- Chief Information Officer or designate
- Chief Emergency Management, Halton Region or designate
- Manager, Flood Forecasting & Operations or designate, Conservation Halton
- Emergency Management Coordinator for Halton and Peel or designate,

Canadian Red Cross
-Director, Health and Safety or designate, Burlington Hydro

CARRIED

4.3 Community development/neighbourhood capacity building strategy update (EICS-C-01-23)

Moved by Councillor Sharman

Direct the Director of Recreation, Community and Culture to report back by Q3 2023 on the development and advancement of the City's Community Development/Neighbourhood Capacity Building Strategy including the following elements:

- Vision, purpose, and goals to increase and build overall community capacity for the long-term-benefit of the city. This element should build on work, resourcing and funding that has been ongoing since 2013.
- Clarity of scope including definition of Community Development and Neighbourhood Capacity in relation to events, initiatives, activities etc.
- A proposed organizational design and structure to support the strategy implementation to be integrated into the 2024 and future years Designing and Evolving the Organization (DEOO) process.
- Integration of the goals and outcomes of the strategy into various affected service business plans, business processes and budgets, including but not limited to: Recreation, Arts & Culture, Parks Design and Construction; Community Design and Development Review, By-law Enforcement and Licensing, Corporate Communications & Engagement, and Parks and Open Space - Maintenance. Such changes may also require amendments to various City master plans.
- Through strategy formulation an implementation plan will also be required including but not limited to such areas as:
 - Associated city policies/bylaws to facilitate the strategy implementation. For example, policies/bylaws to include associated park rental and other fees, fee waivers and requirements for staff time chargebacks;

- Review of risk management requirements for neighbourhood events and activities;
- Integration and alignment of the strategy, with city volunteer management program;
- Update on existing and proposed future city grants model and other available funding opportunities (e.g. corporate sponsorships) to support neighbourhood events. In developing options for future city grants, consideration to be given for both startup and ongoing annual events; and

Direct the Executive Director of Environment, Infrastructure and Community Services to provide a brief update for the budget sessions in February 2023 on the requirement for any incremental 2023 one-time funding to support the preliminary work on strategy development (e.g. external consulting support, workshop speakers etc.); **and**

Amend the Rates and Fees By-law to remove charges to event organizers for sports fields that can't be booked, and also can't be used by the event organizers.

CARRIED

5. Confidential Items:

6. Procedural Motions:

6.1 Motion to waive the rules

Moved by Councillor Sharman

Waive section 36.2 of the Procedure By-law 31-2021, as amended, to allow discussion of item 4.2 Community development/neighbourhood capacity building strategy update (EICS-C-01-23) as it was received after the required deadline.

CARRIED

7. Information Items:

Moved by Councillor Kearns

Receive and file the following two items, having been given due consideration by the Environment, Infrastructure and Community Services Committee.

CARRIED

- 7.1 Correspondence from Dave Armstrong, representing the Burlington Eagles Hockey Club, regarding Recreation Direct Delivered Program update (RCC-01-23)
- 7.2 Staff presentation regarding Emergency and continuity management program by-law amendment (BFD-01-23)

8. Staff Remarks:

9. Committee Remarks:

10. Adjournment:

Chair adjourned the meeting at 11:00 a.m.