



## Committee of the Whole Meeting

### Minutes

Date: June 10, 2024  
Time: 9:30 am  
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Mayor Marianne Meed Ward (Chair), Kelvin Galbraith, Lisa Kearns, Rory Nisan (absent Tuesday, June 11, 2024), Shawna Stolte (absent Monday, June 10, 2024), Paul Sharman (absent Monday, June 10, 2024), Angelo Bentivegna

Staff Present: Hassaan Basit, Blake Hurley, Sue Evfremidis, Craig Kummer, Jacqueline Johnson, Allan Magi, Chad MacDonald, Catherine Baldelli, Emilie Cote, Kerry Davren, Jamie Tellier, Scott Hamilton, Oanh Kasperski, Karen Roche, Enrico Scalera, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Jo-Anne Rudy (Clerk), Lisa Palermo (Clerk)

#### 1. **Call to Order**

The Chair called the meeting to order.

#### 2. **Land Acknowledgement**

The Chair read the Land Acknowledgement.

#### 3. **Approval of the Agenda**

Moved by Councillor Nisan

Motion to suspend the rules for section 34.2 of the Procedure By-law 31-2021, as amended, to reorder the agenda. Confidential Items and Closed Session will follow the Statutory Public Meetings and item 11.1 Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24) will follow the Closed Session.

**CARRIED**

Moved by Councillor Bentivegna

Motion to suspend the rules for section 46.1 of the Procedure By-law 31-2021, as amended, to permit a delegate who registered past the prescribed deadline. Deborah Bartucci, Burlington pickleball association, would like to speak regarding item 11.1 Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24)

**CARRIED**

Moved by Councillor Galbraith

Approve the agenda as amended.

**CARRIED**

**4. Declarations of Interest**

4.1 Councillor Galbraith - Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24, SD-12-24)

The Councillor's property is within the MTSA.

**5. Delegation(s)**

5.1 Terry Caddo, Burlington Chamber of Commerce spoke regarding Motion Memorandum regarding lease rate reduction for Not for Profit groups (COW-16-24) (CSSRA)

5.2 Lydia Thomas spoke regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24) (CSSRA)

5.3 Doreen Sebben spoke regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24) (CSSRA)

5.4 Jim Young, Partnering Aldershot spoke regarding Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24) (EICS)

5.5 Harsh Singh, Halton Cricket Club, spoke regarding Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24) (EICS)

- 5.6 Amy Schnurr, BurlingtonGreen Environmental Association, spoke regarding Greening the Crosstown Trail (RPF-04-24) (EICS)
- 5.7 Deborah Bartucci, Burlington Pickleball Association, spoke regarding Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24)

## **6. Consent Items**

- 6.1 Ontario Integrated Vehicle Safety Inspection Program update - DriveON (RPF-06-24) (EICS)

Moved by Councillor Bentivegna

Approve the City of Burlington's enrollment in the new DriveON program to permit the City to continue providing internal motor vehicle safety inspections and certifications for Corporate Fleet, Transit and Fire as outlined in roads, parks and forestry department report RPF-06-24; and

Authorize the Director of Roads, Parks and Forestry to execute on behalf of the City Burlington the performance contract and any associated agreements or amendments, between City or Burlington and the Province of Ontario or any third-party vendors approved or required by the Province of Ontario in connection with the DriveON program, including any equipment purchase agreement(s) and/or pre-authorized payment agreements required for the DriveON Program, to the satisfaction of the Chief Financial Officer, the Manager of Procurement Services, and the Executive Director of Legal Services and Corporation Counsel.

**CARRIED**

- 6.2 Amendment to Business Licensing By-law 42-2008 (BL-05-24) (CPRM)

Moved by Councillor Bentivegna

Approve the amendment to By-law 42-2008, a by-law to provide for the licensing, regulating and governing of various businesses in the City of Burlington, in order to clarify powers of inspection related to enforcement, as attached as Appendix A to by-law compliance department report BL-05-24, in a form satisfactory to the Director of Legal Services and Corporation Counsel.

**CARRIED**

- 6.3 2024 Integrated Halton Planning System Memorandum of Understanding (PL-47-24) (CPRM)

Moved by Councillor Bentivegna

Receive and file community planning department report PL-47-24 regarding 2024 Integrated Halton Planning System Memorandum of Understanding.

**CARRIED**

**7. Presentation(s)**

None.

**8. Corporate Services, Strategy, Risk & Accountability Regular Items**

- 8.1 Motion Memorandum regarding lease rate reduction for Not for Profit groups (COW-16-24)

Moved by Councillor Galbraith

Authorize and direct the Executive Director of Legal Services and Corporation Counsel to prepare and present to Council for enactment a by-law amending By-law 71-2023, the Delegated Authority By-law, Schedule F, Legal Services & Real Estate, Section 14 Leases and Licenses, to permit a rental rate reduction of 20% of fair market value for office leases and licenses with qualifying not-for-profit Team Burlington tenants within 414 Locust Street to the satisfaction of Legal, Realty Services, and Recreation Services.

**CARRIED**

- 8.2 Multi-Year Community Investment Plan – financing plan update report (F-24-24)

Moved by Councillor Galbraith

Endorse in principle the 10-year financial strategy presented in finance department report F-24-24; and

Direct the Chief Financial Officer to report back as part of the annual budget process, as required on updates to the Multi-Year Community Investment Plan, subject to the availability of future funding opportunities and significant changes in infrastructure needs.

**CARRIED**

- 8.3 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)

Moved by Councillor Bentivegna

Receive the 2025 Financial Forecast as a budget reference document;  
and

Request the Mayor and Members of Council to consider the contents of the 2025 Financial Forecast including related appendix when preparing and reviewing the 2025 Proposed Budget.

**CARRIED**

**9. Confidential Items and Closed Session**

Moved by Mayor Meed Ward

Proceed into closed session on **June 11, 2024 at 1:23 p.m.** in accordance with the following provisions under the Municipal Act:

Pursuant to Section 239(2)(k), a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding Item **9.2; and**

Pursuant to Section 239(2)(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them, regarding Item **9.3; and**

Pursuant to Section 239(2)(e) of the Municipal Act, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding Items **9.4.**

**CARRIED**

- 9.1 Confidential real estate matter - property lease and management (L-12-24)

- 9.2 Confidential real estate matter property update (L-22-24)

- 9.3 Confidential post secondary attraction update (CM-08-24)

- 9.4 Confidential triannual litigation update report (L-20-24)

9.5 Confidential status report on the Contingency Reserve - April 30, 2024 (F-18-24)

## 10. Rise and Report

Committee reconvened into open session on June 11, 2024 at 1:52 p.m.

In closed session Committee provided instructions to staff on the following confidential report(s):

- Confidential real estate matter property update (L-22-24)
- Confidential post-secondary attraction update (CM-08-24)

Moved by Councillor Bentivegna

Instruct the Manager of Realty Services to proceed in accordance with the instructions sought in confidential legal department report L-12-24.

**CARRIED**

Moved by Councillor Galbraith

Direct the Executive Director of Legal Services or his designate to proceed in accordance with the instructions sought in matters 15, 17, 29, 30, 37, 41, 44, 45, and 47 and that the balance of L-20-24 be received and filed.

**CARRIED**

Moved by Councillor Bentivegna

Receive confidential finance department report F-18-24 providing the status report on the contingency reserve – April 30, 2024.

**CARRIED**

## 11. Environment, Infrastructure & Community Services Regular Items

11.1 Live and Play Plan – recommendations for future recreation infrastructure needs (RCC-12-24)

**Note: view the [COW June 11, 2024 video](#) for the discussion of this item.**

Moved by Mayor Meed Ward

Endorse in principle the Live and Play Plan as presented in Appendix A of recreation, community, and culture department report RCC-12-24 as the

guiding document for the future development of park, recreation, and cultural facilities; and

Direct the Director of Recreation, Community and Culture to update the plan every five years by way of a council report; and

Direct the Director of Recreation, Community and Culture to report back on an implementation plan for the recommendations in recreation, community and culture department report RCC-12-24, a partnership policy and funding options in Q3 2024.

**CARRIED**

11.2 Approval of a Festivals and Events Policy (RCC-13-24)

Moved by Mayor Meed Ward

Approve the Festivals and Events Policy in Appendix A of recreation, community and culture department report RCC-13-24; and

Direct the Director of Recreation, Community and Culture to apply the Festivals and Events Policy and phased implementation of the event selection criteria as listed in recreation, community and culture department report RCC-13-24; and

**Amend the Festival and Events Policy in appendix A to recreation, community and culture department report RCC-13-24 to add “and the Festival Events Strategy Team (FEST)” to section three, Application Review under the Application Process and Timelines section on page 5 of the policy.**

**CARRIED**

**Amendment:**

Moved by Mayor Meed Ward

**Amend the Festival and Events Policy in appendix A to recreation, community and culture department report RCC-13-24 to add “and the Festival Events Strategy Team (FEST)” to section three, Application Review under the Application Process and Timelines section on page 5 of the policy.**

**CARRIED**

11.3 Greening the Crosstown Trail (RPF-04-24)

Moved by Mayor Meed Ward

Direct the Director of Roads, Parks and Forestry to proceed with a pilot program for Greening the Crosstown Trail from Guelph Line to Fisher Ave, as detailed within Option 1 of roads, parks and forestry department report RPF-04-24; and

Authorize the Director of Roads, Parks, and Forestry to pursue a grant application through the Canadian Wildlife Federation to offset any and all project related costs; and

Direct the Acting Chief Financial Officer to allocate \$40,750 from capital account PR0122 and \$75,000 from the Tree Establishment and Enhancement Reserve to cover implementation costs for the pilot program.

**CARRIED**

**Amendment:**

Moved by Mayor Meed Ward

**Direct the Director of Roads, Parks and Forestry to consider options for community gardens in this location as part of the city's community garden strategy.**

**LOST**

**12. Community Planning, Regulation & Mobility Regular Items**

None

**13. Statutory Public Meeting**

**Note: view the [COW June 11, 2024 video](#) for the discussion of items 13.1 and 13.2.**

**13.1 Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24, SD-12-24)**

Councillor Galbraith declared a conflict on this item. (The Councillor's property is within the MTSA.)

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 7-24 on June 11, 2024, regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law. Having considered the oral and written comments received from staff and the public, the Committee of the Whole approved community planning department report PL-03-24.

Moved by Councillor Sharman

Adopt Official Plan Amendment No. 2 to the City of Burlington Official Plan, 2020, substantially in the form provided in Appendix A of community planning department report PL-03-24; and

Instruct the City Clerk to prepare the necessary by-law adopting Official Plan Amendment No. 2; and

Deem that Section 17(21) of the Planning Act has been met; and

Approve, **in principle**, the Major Transit Station Area Community Planning Permit By-law provided in Appendix B of community planning department report PL-03-24; and

Direct staff to make the necessary refinements to the Major Transit Station Area Community Planning Permit By-law, including any changes to reflect any modifications as a result of Ministerial approval; **and**

**Direct the Director of Community Planning to report back at the July cycle of COW regarding the Community Improvement Plan (CIP) terms of reference as it relates to reflect the City's unit mix endorsed in the Housing Strategy (*three bedroom units*). (SD-12-24)**

**CARRIED**

**Amendment:**

Moved by Councillor Kearns

Direct the Director of Community Planning to report back at the July cycle of COW regarding the Community Improvement Plan (CIP) terms of reference as it relates to reflect the City's unit mix endorsed in the Housing Strategy (*three bedroom units*). (SD-12-24)

**CARRIED**

**Amendment:**

Moved by Councillor Sharman

Remove the following words in paragraph 2: "to be presented for approval at the same time as the associated Major Transit Station Area Community Planning Permit By-law".

In paragraph 4, add the words "in principle" after "Approve" and remove the words "substantially in the form".

Remove paragraphs six and seven in their entirety.

**CARRIED**

- a. Sarah Turney, Fasken Martineau DuMoulin LLP, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- b. Martin Quarcoopome, Weston Consulting, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- c. Michelle Diplock, West End Home Builders' Association, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- d. Adam Layton, Goldberg Group, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- e. Arun Anand, Infinity Development Group, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- f. Scott Beedie and Matt Johnson, Urban Solutions, spoke to Major Transit Station (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- g. Amy Shepherd, Arcadis, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- h. Brandon Simon, The Planning Partnership, spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)

- i. David Faletta, Bousfields Inc., spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - j. Nancy Adie spoke to Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - k. Staff presentation regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - l. Correspondence from Noah MacLaren, MHBC Planning, regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - m. Additional comments received from the Community Planning Department regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - n. Additional items received by the Office of the City Clerk regarding Major Transit Station (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - o. Delegation material from Sarah Turney, Fasken Martineau DuMoulin LLP, regarding Major Transit Station (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - p. Delegation material from Martin Quarcoopome, Weston Consulting, regarding Major Transit Station (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - q. Delegation material from Adam Layton, Goldberg Group, regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
  - r. Delegation material from Scott Beedie and Matt Johnson, Urban Solutions, regarding Major Transit Station Area (MTSA) Official Plan Amendment 2 and Community Planning Permit By-law (PL-03-24)
- 13.2 City-initiated amendment to Zoning By-law 2020 – residential parking standards for Fairview Street / Plains Road and Appleby Line corridors (PL-45-24)

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 8-24 on June 11, 2024, regarding City-initiated

amendment to Zoning By-law 2020 - residential parking standards for Fairview Street/Plains Road and Appleby Line corridors. Having considered the oral and written comments received from staff and the public, the Committee of the Whole approved community planning department report PL-45-24.

Moved by Councillor Kearns

Approve the proposed amendments to Zoning By-law 2020 as provided in revised Appendix A of community planning department memo to report PL-45-24; and

Enact By-law 2020.478 as contained in revised Appendix A of community planning department memo to report PL-45-24; and

Deem that the amending Zoning By-law will conform to the Official Plan for the City of Burlington.

**CARRIED**

- a. Staff memo regarding City-initiated amendment to Zoning By-law 2020 – residential parking standards for Fairview Street / Plains Road and Appleby Line corridors (PL-45-24)
- b. Revised Appendix A to City-initiated amendment to Zoning By-law 2020 – residential parking standards for Fairview Street / Plains Road and Appleby Line corridors (PL-45-24)
- c. Correspondence from Nick Morrison, Safe Streets Halton, regarding City-initiated amendment to Zoning By-law 2020 – residential parking standards for Fairview Street / Plains Road and Appleby Line corridors (PL-45-24)
- d. Correspondence received by Tina Doyle regarding city-initiated amendment to Zoning By-law 2020 - residential parking standards for Fairview Street/Plains Road and Appleby Line corridors (PL-45-24)
- e. Correspondence from West End Home Builder Association regarding City-initiated amendment to Zoning By-law 2020 - residential parking standards for Fairview Street/Plains Road and Appleby Line corridors (PL-45-24)

**14. Procedural Motions**

**15. Information Items**

Moved by Councillor Bentivegna

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

**CARRIED**

- 15.1 Office of the City Clerk forecast of standing committee reports (COW-17-24)
  - 15.2 Staff presentation regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)
  - 15.3 Correspondence from Cecilia Bailey and Mike Labancz regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)
  - 15.4 Correspondence from Ivan Furlich regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)
  - 15.5 Correspondence from Michael Baron regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)
  - 15.6 Correspondence from Siegfried Hoffman regarding 2025 financial needs and multi-year forecast (Financial Forecast) (F-25-24)
  - 15.7 Staff presentation regarding, Live and Play Plan - recommendations for future recreation infrastructure needs (RCC-12-24)
  - 15.8 Correspondence from Nick Morrison, Safe Steets Halton regarding Greening the Crosstown Trail (RPF-04-24)
16. **Staff Remarks**
  17. **Committee Remarks**
  18. **Adjournment**

**Meeting was called to order on June 10, 2024 at 9:32 a.m.**

11:28 a.m. (recessed), 11:36 a.m. (reconvened), 12:45 p.m. (recessed), 12:52 p.m. (reconvened), 1:29 p.m. (recessed)

Note: Councillor Nisan left the meeting at 10:30 a.m.

**Meeting reconvened on June 11, 2024 at 9:30 a.m.**

10:45 a.m. (recessed), 10:56 a.m. (reconvened), 11:45 a.m. (recessed), 11:55 a.m. (reconvened), 12:07 p.m. (recessed), 1:02 p.m. (reconvened), 1:17 p.m.

(recessed), 1:21 p.m. (reconvened), 1:23 p.m. (closed), 1:52 p.m. (public), 1:55 p.m. (recessed), 1:59 p.m. (reconvened)

Note: Mayor Meed Ward left the meeting at 1:45 p.m.

Chair adjourned the meeting at 2:34 p.m.