



Committee of the Whole Meeting

Minutes

Date: September 9, 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, Shawna Stolte, Paul Sharman, Angelo Bentivegna

Staff Present: Hassaan Basit, Blake Hurley, Sue Evfremidis, Curt Benson, Jacqueline Johnson, Chad MacDonald, Samantha Yew, Enrico Scalera, Jamie Tellier, Craig Millar, Scott Hamilton, Mark Vytvytsky, Karen Roche, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Jo-Anne Rudy (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 Bentivegna

Approve agenda as presented.

Note: Item 8.2 Closed meeting investigation report (CL-19-24) was withdrawn by staff in advance of the meeting.

CARRIED

4. Declarations of Interest

Councillor Sharman declared an interest with:

- Item 9.2 Confidential motion memorandum regarding a personnel matter (COW-21-24), as he is personally involved.

5. Delegation(s)

- 5.1 Anne and Dave Marsden spoke regarding the Procedure By-Law update (CL-01-24)
- 5.2 Anne and Dave Marsden spoke regarding the Transmittal of ADR Ombudsman (ADRO) investigation report (CL-20-24)
- 5.3 Jim Thomson spoke regarding the Transmittal of ADR Ombudsman (ADRO) investigation report (CL-20-24)
- 5.4 Jim Thomson spoke regarding the Procedure By-law update (CL-01-24)

6. Consent Items

- 6.1 Enhancing the building permit and application process with technology (BDS-04-24) (CSSRA)

Note: this item was moved to CSSRA Regular Items.

- 6.2 Trench Rescue Services Agreement (BFD-05-24) (EICS)

Moved by Councillor Sharman

Approve the City of Burlington continuing with the agreement with the City of Mississauga for Trench Rescue emergency services as outlined in fire department report BFD-05-24; and

Authorize the Fire Chief to approve and execute the Trench Rescue Agreement, including this amendment and any future amendments in a form satisfactory to the Commissioner, Legal and Legislative Services/City Solicitor.

CARRIED

- 6.3 Amendments to the Heritage Property Tax Rebate By-law to update the rebate payment method (PL-65-24) (CPRM)

Moved by Councillor Sharman

Approve the amendments to the Heritage Property Tax Rebate By-law, as set out in community planning department report PL-65-24; and

Approve enactment of the by-law to amend By-law 61-2016, substantially in the form attached hereto as Appendix A to community planning department report PL-65-24; and

Direct the Director of Community Planning to notify owners of designated heritage properties about the changes to the Heritage Property Tax Rebate By-law.

CARRIED

7. Presentation(s)

None

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

8.1 Procedure By-Law update (CL-01-24)

Moved by Councillor Kearns

Defer the consideration of CL-01-24 to the **September 17, 2024** Council meeting.

CARRIED

Amendment:

Moved by Mayor Meed Ward

Change the date from October meeting cycle to September 17, 2024 Council meeting.

CARRIED

8.2 Closed meeting investigation report (CL-19-24)

Note: this item was withdrawn by staff.

8.3 Transmittal of ADR Ombudsman (ADRO) investigation report (CL-20-24)

Moved by Councillor Nisan

Accept the findings and recommendations of the ADRO investigation report dated August 27, 2024 attached as Appendix A to legislative services report CL-20-24.

CARRIED

8.4 Vacant Home Tax (F-27-24)

Moved by Councillor Kearns

Direct the Chief Financial Officer to advise Halton Region that the City of Burlington would like to be excluded from the by-law(s) that would implement a Vacant Home Tax within the municipality; and

Direct the City Clerk to forward a copy of the City of Burlington's resolution along with finance department report F-27-24 to the Region of Halton, Town of Oakville, Town of Milton and the Town of Halton Hills.

CARRIED

8.5 Enhancing the building permit and application process with technology (BDS-04-24)

Note: this item was moved from Consent Items and was discussed before Item 8.1.

Moved by Councillor Kearns

Approve the sole source procurement of the eCheck Automated Compliance solution as our fast-tracking online building permit assessment platform to Archistar Pty Ltd. ("Archistar") for an initial term of up to five (5) years at total cost of \$1,680,944 before HST for acquisition and ongoing licensing; and

After the initial term, authorize the Chief Information Officer to deem the software legacy should they see fit; and

Authorize the Manager of Procurement Services to approve change orders to the original contract value for necessary license or software expansion, pending such change orders are within budget; and

Authorize the Chief Financial Officer to incorporate the ongoing maintenance cost of this software into the multi-year budget simulation for 2026, and

Authorize the Manager of Procurement Services to execute any required agreement(s), with content satisfactory to the Commissioner, Legal & Legislative Services/City Solicitor and issue any required Purchase Order(s).

CARRIED

9. Confidential Items and Closed Session

Moved by Councillor Galbraith

Proceed into closed session on **September 9, 2024 at 1:02 p.m.** in accordance with the following provision under the Municipal Act:

Pursuant to Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, regarding **Item 9.2.**

CARRIED

9.1 Confidential labour update regarding collective bargaining with CUPE 44 (HR-06-24)

9.2 Confidential motion memorandum regarding a personnel matter (COW-21-24)

10. Rise and Report

Committee reconvened into open session on September 9, 2024 at 1:25 p.m.

In closed session, Committee provided instructions to staff on the following:

- Confidential motion memo regarding a personnel matter (COW-21-24)

Moved by Councillor Sharman

Receive human resources department report HR-06-24 regarding a confidential labour update on collective bargaining with CUPE 44.

CARRIED

11. Environment, Infrastructure & Community Services Regular Items

None

12. Community Planning, Regulation & Mobility Regular Items

12.1 Official Plan Amendment to increase housing options – preferred approach (PL-66-24)

Moved by Councillor Kearns

Direct the Director of Community Planning to implement the preferred approach identified in community planning department report PL-66-24 and in Appendix A attached to this report in order to advance the work identified in Council Motion ADM-17-23 to:

“Engage with the community to implement four units as-of-right and other

actions identified in the Housing Strategy including implementing opportunities to increase the range of housing options available.”

CARRIED

12.2 Provincial Planning Statement, 2024 (PL-76-24)

Moved by Councillor Galbraith

Direct the Director of Community Planning to prepare and submit comments on PPS, 2024 transition guided by the content of this report and subject to discussion at Committee of the Whole and Council, in advance of the submission deadline of October 4, 2024; and

Direct the Director of Community Planning to prepare both a strategic and operational approach for consolidating the City’s three Official Plans into a comprehensive community vision within the Burlington Official Plan, 2020, to facilitate efficient implementation of the new PPS alongside a whole range of new local planning responsibilities to support the creation of new housing as discussed in this report.

CARRIED

13. Statutory Public Meeting

None

14. Procedural Motions

None

15. Information Items

Moved by Mayor Meed Ward

Receive and file the following 5 items, having been given due consideration by the Committee of the Whole.

CARRIED

15.1 Legislative Services forecast of standing committee reports (COW-20-24)

15.2 Delegation material from Anne and Dave Marsden regarding the Procedure By-law update (CL-01-24)

15.3 Delegation material from Jim Thomson regarding the Procedure By-law update (CL-01-24)

15.4 Delegation material from Jim Thomson regarding Transmittal of ADR Ombudsman (ADRO) investigation report (CL-20-24)

15.5 Staff presentation regarding Procedure By-law update (CL-01-24)

16. Staff Remarks

17. Committee Remarks

18. Adjournment

10:25 a.m. (recessed), 10:36 a.m. (reconvened), 11:55 a.m. (recessed), 1:00 p.m. (reconvened), 1:02 p.m. (closed), 1:25 p.m. (public)

Note: Councillor Nisan was absent from 1:25 p.m. to 1:33 p.m.

Chair adjourned the meeting at 1:33 p.m.