



Pipeline to Permit Committee

Minutes

Date: November 7, 2024
Time: 9:30 am
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Mayor Marianne Meed Ward (Co-Chair), Shawna Stolte (Co-Chair), Kelvin Galbraith, Paul Sharman, Bianca Steer, Elisha Vankleef, Jackie Isada, Jason Sheldon, Jim Dunn, John Doyle, Kellie McCormack, Mike Collins-Williams, Kristen Delong

Staff Present: Hassaan Basit, Curt Benson, Craig Millar, Nick Anastasopoulos, Chad MacDonald, Jamie Tellier, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Lisa Palermo (Clerk)

1. Entrance

1.1 Call to Order

The Chair called the meeting to order at 9:30 a.m.

1.2 Land Acknowledgement

The Chair read the land acknowledgement.

1.3 Approval of the Agenda

Moved by John Doyle

Approve the agenda as presented.

CARRIED

1.4 Declarations of Interest

None.

2. Enlightenment

2.1 Presentations

- a. Lee Anne Jones, Director of Infrastructure Planning, Halton Region provided a presentation regarding Master Servicing Plan review

3. N2: News and Numbers

3.1 Pipeline to Permit Report

Jamie Tellier, Director of Community Planning and Nick Anastasopoulos, Director, Building Services & Chief Building Official reviewed the City's Pipeline to Permit Self-Serve Dashboard that shows the City's progress in hitting building permit and planning approval targets.

[Click here for the Desktop Pipeline to Permit dashboard](#)

[Click here for the Mobile Pipeline to Permit dashboard](#)

3.2 Collaboration with Canada Mortgage and Housing Corporation (CMHC) to ensure alignment in housing start data (BB-06-24)

Moved by Jason Sheldon

Receive for information building department report BB-06-24 regarding collaboration with the Canada Mortgage and Housing Corporation (CMHC) to ensure alignment in housing start data.

CARRIED

Moved by Councillor Sharman

Endorse the Pipeline to Permit Committee Co-Chairs to share building and by-law department report BB-06-24 regarding collaboration with Canada Mortgage and Housing Corporation (CHMC) to ensure alignment in housing start data, as well as any additional insights to the Minister of Municipal Affairs and Housing and copy relevant officials.

CARRIED

3.3 Resubmission of building permits (BB-05-24)

Moved by Kristen Delong

Receive for information building department report BB-05-24 regarding the resubmission of building permits, in response to staff direction SD-14-24.

CARRIED

3.4 Contextual Updates

4. Enactions

4.1 Pay-On-Demand Development Bonds Policy (F-28-24)

Moved by Mike Collins-Williams

Approve the Pay-On-Demand Surety Bond Policy and the Pay-On-Demand Surety Bond Template attached as Appendix A to finance department report F-28-24; and

Approve the amended Letters of Credit Policy and Letter of Credit template attached as Appendix B to finance department report F-28-24; and

Authorize the Chief Financial Officer to make amendments to Appendix A and the attachment thereto if required to comply with provincial legislation; and

Authorize the Commissioner of Legislative Services and City Solicitor to amend any contractual language in development agreements related to the acceptable forms of security if required to comply with provincial legislation.

CARRIED

4.2 Next Steps and Action Identification

4.3 Information Items

Moved by Jason Sheldon

Receive and file the following three items, having been given due consideration by the Pipeline to Permit Committee.

CARRIED

- a. Presentation regarding Integrated Master Plan, Halton Region (PP-26-24)
- b. Staff memo regarding Pipeline to Permit dashboard (PP-25-24)

- c. Staff presentation regarding resubmission of building permits (BB-05-24)

4.4 Adjournment

The Chair adjourned the meeting at 11:45 a.m.

Jackie Isada attended the meeting from 9:45 a.m. to 11:14 a.m., Jim Dunn left the meeting at 11:20 p.m., and Mayor Meed Ward left the meeting at 11:19 p.m.