

BURLINGTON AGRICULTURAL & RURAL AFFAIRS COMMITTEE 2025 WORK PLAN

Item	Details	Budget
Official Plan Targeted Realignment	<p>Action</p> <ul style="list-style-type: none"> • Advance the rural and agricultural policies of the Burlington Official Plan, 2020 and identify where changes should be considered to conform to Provincial policies, while also representing the community's long-term vision for Burlington <p>Deliverables</p> <ul style="list-style-type: none"> • To be determined 	
Building Rural Resiliency	<p>Action</p> <ul style="list-style-type: none"> • Support the implementation of Red Tape Red Carpet recommendations RT2, RT8 and RT9 by gathering business start-up/expansion case studies & documenting inter-agency approvals processes for agricultural, agriculture-related and on-farm diversified uses • Explore available data & metrics for measuring progress • Liaise with key City departments (e.g. Transportation) and partner agencies (e.g. Burlington Hydro) to elevate the profile of rural infrastructure needs (i.e. broadband, electricity etc.) • Liaise with Economic Development to elevate a focus on rural economic development and agricultural system management. <p>Deliverables</p> <ul style="list-style-type: none"> • Support the preparation of an “Agricultural Action Plan”, including: <ul style="list-style-type: none"> ○ companion “State of Agriculture” report summarizing the 2021 Census of Agriculture data relevant to the City of Burlington ○ identification of priority metrics/indicators for Burlington ○ relevant Burlington case studies, and potentially peer case studies ○ an approvals process map 	

BURLINGTON AGRICULTURAL & RURAL AFFAIRS COMMITTEE 2025 WORK PLAN

	<ul style="list-style-type: none">Identify any rural-specific needs that could be flagged for annual City budget consideration in November	
Advocacy	<p>Action</p> <ul style="list-style-type: none">Participate in community events and other opportunities which enable BARAAC to share and advance its priorities more broadly. <p>Deliverables</p> <ul style="list-style-type: none">Build City-wide awareness around the story of the rural community, including environmental and cultural stewardship efforts.	\$1,000 for learning & development opportunities (i.e. conferences or workshops) and participation in community events
Total Budget		\$1,000

Item	Details	Budget
IDENTIFY & PROTECT Heritage Properties Heritage Trees	<ul style="list-style-type: none"> Review and research properties currently on the Register as well as previously listed properties. Identify the ones most relevant for designation. <ul style="list-style-type: none"> Engage with owners to determine their views on potential designation. Continue to work with staff on shortlisting properties on the Register. Work with Forestry staff to determine potential ways to identify and protect trees of significant heritage value in the city. 	\$250 (incidental expenses – e.g. gas, parking, etc.)
EDUCATE The Public	<ul style="list-style-type: none"> Ongoing communication/support with designated/potential heritage property owners as required. Collect and provide content to the City to support public engagement through social and other media and Get Involved webpages. Provide financial assistance on initiatives that inform and stimulate interest of the public in historical, architectural, archaeological, and other cultural heritage matters. Explore opportunities for historic/heritage signage on private properties. 	\$1,500 for maintenance of HB website (hosting, domain, updates) \$3,500
CELEBRATE Our heritage and culture	<ul style="list-style-type: none"> Work collaboratively with other local and regional stakeholders, and organizations such as the Burlington Historical Society, Burlington Museums, Burlington Public Library, Tourism Burlington and the Burlington Performing Arts Centre, Freeman Station, Indigenous community, etc., on the common goals of preserving, showcasing, and promoting Burlington's heritage. (i.e. 	\$4,000 for Heritage Week (printing, prizes, videos, honorariums, etc.)

Heritage Burlington Advisory Committee 2025 Work Plan

	Heritage Week celebrations) (Assistance from Communications is required.)	
PROFESSIONAL DEVELOPMENT	<ul style="list-style-type: none">• Liaise with local municipal heritage committees to share and collaborate about heritage matters and designation strategies.	\$500
Total Budget	From Advisory Committee Budget	\$9,750

2025 Workplan		
Objective	Action	Budget
Provide advice to staff and council on issues impacting Seniors in Burlington.	<p>BSAC will receive information about city and regional planning, policies, services, projects and initiatives pertaining to Seniors and will provide advice to ensure issues affecting Seniors are considered.</p> <p>Provide feedback on the City of Burlington dedicated website for Seniors and Older Adults</p>	
<p>Increase communication to Burlington Seniors and enhance awareness of BSAC.</p> <p>Enhance active representation for a of higher proportion of Burlington Seniors.</p>	<p>Connect with each councillor to request inclusion in their newsletter to ward members on committee initiatives, senior resources and feedback opportunities.</p> <p>Develop a social media communication strategy to increase awareness of BSAC, how to access information relevant to seniors and how to provide feedback.</p> <p>Assemble tool kit/resource documents/reference sheet/FAQ document for update- to- date resources for seniors.</p> <p>Develop feedback strategy and tools (ex. feedback card, paper survey etc) to document feedback received from citizens during community events. BSAC members to do outreach in different areas of the city at Naturally Occurring Retirement Communities to increase information to and feedback from Burlington Seniors.</p> <p>Attend events for Seniors and feedback issues important to seniors to staff and councillors: Breakfast at Bistro, Farmer's Market, Food for Feedback, Active Living Fair, High Volume NORC's,</p>	<p>\$1,500.00</p> <p>Circulation of material to locations across the municipality</p> <p>Printing and promotional material</p> <p>Travel expense, register fees for events within the city.</p> <p>Supplies for Lunch and learn events. Creating survey material.</p> <p>Cost of creating a tool kit, with resources for seniors in the community.</p>



<p>Celebrate Seniors in Burlington- Senior's Month (June) and Senior's Day (October)</p>	<p>Provide advice to the Recreation, Community and Culture Department on social media and general promotion of June as Seniors Months</p> <p>Promote senior's month by offering weekly lunch and learn events at a wide range of locations in the city.</p> <p>Register for Mayor's proclamation, National Seniors Day flag raising and Brant St. Pier lights dedication.</p> <p>Identify the National Seniors Day theme.</p> <p>Provide feedback to the Recreation, Community and Culture Department on social media and general promotion of October 1st as Seniors Day.</p>	
<p>Establish partnerships to improve effectiveness and efficiency of committee objectives.</p>	<p>Explore and expand connections with local service clubs that also share interest in supporting our senior population Ex. Probus, Kinsmen, Rotary, Lion's Club, CARP.</p> <p>Explore meet and greet with other City of Burlington Advisory Groups to build capacity and to support common advocacy opportunities.</p> <p>Work with Burlington Public Library to identify opportunities to provide access to library services for Naturally Occurring Retirement Communities</p>	<p>\$ 200.00 (delivery of service and networking)</p>

Total: \$1,700.00



Integrated Transportation Advisory Committee

burlington.ca/ITAC



2025 Work Plan and Budget

Item	Expected Involvement	Estimated Budget
City Plans, Projects, Policy and Initiatives feedback	<ul style="list-style-type: none"> • Provide comments on City policies, initiatives, plans, and projects with transportation components as they relate to integrated transportation. • Create a repository of ideas generated at ITAC meetings for staff consideration. 	
Micro mobility	<ul style="list-style-type: none"> • Research and advocate around policies for use of personal e-bikes and e-scooters. • Request a staff presentation to provide an update. 	
Cycling Advisory Committee Coordination on Active Transportation Initiatives	<ul style="list-style-type: none"> • Support Cycling Committee on actions/programs they are implementing. • Collaborate with the Cycling Committee regarding an activity for cycling month. 	\$200
Major Transit Station Areas (MTSAs)	<ul style="list-style-type: none"> • Provide feedback on MTSA work as it relates to integrated transportation. • Request a staff presentation to provide an update. 	
Transit Planning	<ul style="list-style-type: none"> • Provide feedback on the Transit Business Plan as it relates to integrated transportation. • Provide feedback on changes to transit service. 	
Projects from Transportation Organizations	<ul style="list-style-type: none"> • Review and comment, as needed, on projects, plans, and initiatives from various external transportation organizations that include, but aren't limited to: <ul style="list-style-type: none"> ○ Metrolinx ○ Canadian Urban Transit Assoc. ○ MTO ○ Ontario Public Transit Assoc. ○ Ontario Traffic Council • Monitor social media of these organizations to keep abreast of their directions, actions and standards. 	

Community Outreach and Education	<ul style="list-style-type: none"> • Participate in community outreach (with surveys, public education) at Food for Feedback in Sept. 2025 and other events. • Safe cyclist and pedestrian behaviour communication (including to school boards) • BurlingtonGreen initiatives 	\$500
Burlington for Accessible Sustainable Transport (BFAST) Coordination	<ul style="list-style-type: none"> • Support Bfast as a stakeholder voting member on the ITAC committee. • Develop strategies to engage BFAST and collaborate on both ITAC and BFAST initiatives. • Have outreach table at BFAST Transit Forum in 2025. 	\$200
Safe Streets Halton	<ul style="list-style-type: none"> • Continue relationship with Safe Streets Halton, a community group, through regular touchpoints. • Collaborate on initiatives. • Provide feedback on Halton Region Plans impacting Burlington. • Request a presentation to provide an update. 	
Sustainable Transportation	<ul style="list-style-type: none"> • Provide feedback to support the transition to electric mobility, a key program area identified in the Climate Action Plan necessary to achieve the target to become a net carbon neutral community by 2050. • Request a presentation from staff to provide an update. 	
Technology Monitoring	<ul style="list-style-type: none"> • Monitor publications and information on new technology relating to transportation. • Alternative mobility • CUTRIC (Canadian Urban Transit Research & Innovation Consortium) 	
Meeting Expenses		\$300
Total 2025 ITAC Budget		\$1,200



2025 Burlington Inclusivity Advisory Committee Workplan

BIAC OUTCOMES	
I	Provide advice to Staff and Council on Equity, Diversity, and Inclusion (EDI) in City of Burlington policies, programs, and services
II	Advocate on the creation and implementation of an EDI Plan at City level
III	Foster relationships to inform committee members, staff and council on community concerns
IV	Enhance awareness within Burlington about EDI and communication channels
V	Community engagement and foster relationships with other committees, organizations and groups to inform and advance inclusivity

TACTICS	KEY PERFORMANCE INDICATORS	OUTCOMES	BUDGET
1. Provide advice to Staff and Council on Equity, Diversity, and Inclusion (EDI) in City of Burlington policies, programs, and services (a) Research and proactively provide advice to staff/council on EDI best practices. Ongoing (b) Delegations from BIAC, meet with each councilor bi-annually to strengthen relationships and discuss specific or general inclusivity issues. Fall 2025	% of councillors met: # of councillors who report increase awareness of inclusivity concerns identified by residents; # of proactive EDI recommendations, # of proactive recommendations, advice, improvement adopted by city	I,II,III	\$0
2. COB EDI plan + initiatives Building the knowledge & provide insights on EDI framework at the City of Burlington. Burlington Inclusivity Advisory Committee requests that the city provide a		II,IV,V	\$0



presentation on the inclusivity initiatives they have undertaken. This presentation would help us better understand the progress made, current challenges, and future plans related to inclusivity in Burlington. It is important for BIAC to build the knowledge of the City's policies and programs, as well as reviewing the Inclusion Lens material from past BIAC initiatives. Understanding what is already in place is essential. Additionally, we can invite relevant City staff to BIAC meetings to discuss and provide insights on these policies and programs.			
3. Pride Month (2025) & Black History Month (2026) a) Invite other citizen advisory committee members to attend flag raising b) Invite Under represented community groups to attend flag raising c) Engage in promoting creation of displays at City Hall d) Proactively collaborates with the City of Burlington and civic partners to promote and highlight equity-deserving individuals across all levels of municipal service.	% Increase in number participants invited to event; increase in # of councillors at event	IV,V	\$100.00
4. Outreach Activities a) Identify key organizations or URGs in the community to engage with b) Organize meet and greet with organizations.	Number of organizations invited to events; Number of organizations that participated in events.	IV,V	\$100.00
5. Food for Feedback Fall 2025 Develop a survey/ feedback tool that provides timely feedback on key EDI elements and successes/needs/issues Participate with booth	Survey results provided to BIAC within 1 months after event; Survey results used to build 2026 BIAC Work Plan	I,II,III,IV,V	\$500.00



Utilize feedback results to identify tactics as appropriate			
6. Liaise and participate with other citizen advisory committees Spring 2025 Organize networking/meet and greet (i.e., Market place) with other advisory committee members. Share tables at community engagement events, as appropriate Invite other advisory committee members to events promoted/sponsored by BIAC	# Volunteer hours on; other citizen advisory committees, organizational outreach, resident engagement and F4F	V	\$100.00
		Total:	\$800.00

Burlington Accessibility Advisory Committee 2025 Workplan and Budget

Item	Working Group	Budget
1. Provide advice to staff and council on accessibility in City of Burlington bylaws, programs, services and facilities <ul style="list-style-type: none"> Research and proactively provide advice to staff/council on accessibility best practices (e.g. Design of Public spaces; Play spaces; customer service etc.) Spring, Fall Winter Delegations from BAAC, meet with each councilor bi-annually to strengthen relationships and discuss specific or general accessibility issues. Provide report back to BAAC. Spring/Fall 2025 All Committee members continue to provide ad-hoc advice to city staff/council on various accessibility issues as identified. 	Sona, David O., Jill, Garth	
2. Accessibility Award (Named after Ron Baliko) Spring 2025	Emily	\$750
3. National Access Ability Week (NAAW) May 25 - 31 <ul style="list-style-type: none"> Invite other citizen advisory committees to Flag raising. Story time at Library. 	Deb, Emily, Amy, David Q.	\$250
4. International Day of Persons with Disabilities Dec 3, 2025 <ul style="list-style-type: none"> Invite other citizen advisory committee members to attend flag raising Invite other accessibility community groups to attend flag raising Engage in promoting creation of displays at City Hall 	Emily	\$250
5. Outreach Activities <ul style="list-style-type: none"> Identify other accessibility organizations in the community to engage with Organize meet and greet with organizations. Consider installation/partnership with Art Gallery of Burlington (AGB), Performing Arts center and/or Botanical Gardens (RBG) etc. (e.g. with disability theme.) 	Deb, Amy, Garth	\$1,000
6. Food for Feedback Fall 2025 <ul style="list-style-type: none"> Develop a survey/ feedback tool that provides timely feedback on key accessibility successes/needs/issues Participate with booth 	Deb, Jill	\$250

<ul style="list-style-type: none"> Utilize feedback results to identify tactics as appropriate 		
7. Connections with residents <ul style="list-style-type: none"> Identify 5 outreach venues (e.g. Farmer's Market, festivals, community events) 	David O., Jill, Lucy, Garth	\$250
8. Accessible Trick or Treat Fall 2025 <ul style="list-style-type: none"> Continue to provide lawn signs at community outreach events Partner other community group(s) to distribute signs. (e.g. ROC) Engage City communication's digital team to promote distribution of lawn signs Provide councillors with article on accessibly Halloween for their consideration to include in their newsletters 	Garth	
9. Support Transportation staff with Respect the Space <ul style="list-style-type: none"> Distribute brochures to parking enforcement to use as an educational tool Distribute brochures to key outlets, other advisory committee members Ensure brochures are available at BAAC events 	Lucy, Garth	
10. Populate Access now with accessibility. Part of NAAW May 2025 <ul style="list-style-type: none"> Host a mapping event (possible time frame May 2025) Engage City communication's digital team to promote app Provide councillors with article on app for their consideration in newsletters 	Deb, Emily, Amy, David Q.	
11. Liaise and participate with other citizen advisory committees Spring 2025 <ul style="list-style-type: none"> Organize networking/meet and greet (i.e. Market place) with other advisory committee members Share 2025 work plan with other committees Share tables at community engagement events, as appropriate Invite other advisory committee members to events promoted/sponsored by BAAC (e.g. Flag raising) 	Suzanne, Garth, David O.	\$500
Total Budget		\$3,250

Cycling Advisory Committee
2025 Workplan

Strategy:

- Celebrate cycling in the community
- Promote and encourage cycling with all ages
- Raise awareness about cycling in community and with city officials and staff
- Provide fun focused events that will draw more people year after year

Item	Details	Interested members	Budget
Provide feedback into city plans/studies	<ul style="list-style-type: none"> ● Cycling Infrastructure projects ● North Burlington Active Transportation Strategy ● Integrated Mobility Plan ● MTSA plan ● Budget feedback – cycling infrastructure 	All	\$0
Library Seminars	<ul style="list-style-type: none"> ● To promote and encourage cycling with all ages. Could be done virtually. ● Ex. How to tune up your bike programs, partnerships with local cycling shops for bike maintenance 101, road safety. ● Partnering with bike shops to bring in speakers/experts 	Laura	\$50 for any communication materials
Social Media Promotion	<ul style="list-style-type: none"> ● Create standard messaging that can be used on the city's Facebook and Twitter accounts semi-monthly. Create specific messaging for: Bike to School Week and Bike Month in June. ● Post social media links to bike safety information ● Promote service request page on city website to report potholes ● Celebrate successes and progress with the cycling master plan ● Promotion of the bike rack request program 	Katherine	\$0

Item	Details	Interested members	Budget
Cycling Outreach event attendance and Giveaways	<ul style="list-style-type: none"> Attend events and identify other means to promote cycling <ul style="list-style-type: none"> Food for Feedback Burlington Green Bike to work day Community/ward rides Develop standardized surveys or other tools to solicit feedback from the community. Work with social media promotion team on new ideas/giveaways Keep an eye out for new products that could be available for future giveaways. 	Jon Ellie Laura Herb	\$100 for outreach materials
Create a new cycling promotional video	<ul style="list-style-type: none"> Work with Communication staff to update the video currently on the City of Burlington website Video of new protected bike lanes and other new infrastructure 	Katherine	\$0
Road/cycling safety	<ul style="list-style-type: none"> Develop and promote safe road initiatives Sharing tool for cyclists and drivers to follow in case of collision. 	Jon	\$100 for outreach materials
Attend 2025 Ontario Bike Summit (www.sharetheroad.ca)	<ul style="list-style-type: none"> Q1 or Q2 of 2025 Registration for one or two members to attend and share information at subsequent committee meeting. 	Herb Ellie	\$1,600 (Two members @ \$800 per person)
Partner with schools	<ul style="list-style-type: none"> Promote cycling and cycling safety in schools. Work with ITAC to support bike bus initiative. 	Ellie	\$50 for any communication materials
Information sharing	<ul style="list-style-type: none"> Coordinate information sharing opportunities with neighbouring city's cycling councils/committees, such as Hamilton and Oakville ARC (Toronto) 	Corey Ellie	
Bike Month	<ul style="list-style-type: none"> Bike to Work Day (confirm if in June) Promote Bike Month – potential partnership with schools Community rides Open streets – weekend or Saturday, community building, 	Jon Murray Corey Ellie	

	closing the street for cycling/walking		
Bike Rack	<ul style="list-style-type: none">• Overseeing/delivery of the bike rack request program	Ellie	
Total Budget			\$1,900

Burlington Mundialization Committee

2025 Workplan and Budget

Item	Details	Budget
Ongoing Mundialization Committee initiatives	<ul style="list-style-type: none"> Maintain the city's twin city relationships. Continue to develop twinning criteria for potential new partnership/relationship. Evaluate and update Mund webpage on the City of Burlington website. Investigate and create new ways to engage with the community, including but not limited to virtual events, engagements, and online tools. 	
Apeldoorn Sub-committee initiatives	<ul style="list-style-type: none"> Canada Netherlands Friendship Day (May 24) and celebration of 20th Anniversary of twinning (Rental of venue, advertising, refreshments, decorations, audio visual, honorariums, printing, piano rental) 	\$4,500
	<ul style="list-style-type: none"> Elementary school exchange activities - pen pal programs, art exchanges (3 schools, 4-5 classes, grades 4/5 and 7/8) 	\$100
	<ul style="list-style-type: none"> Citizen exchange to Apeldoorn (May 2025), 17 citizens – lanyards, pins, swag, host gifts 	\$250
	<ul style="list-style-type: none"> Partnership with youth soccer – sponsor orange shirts and armbands and create marketing materials to highlight twinning relationship with Apeldoorn for youth and their families 	\$1,500
	<ul style="list-style-type: none"> Administration costs - printer cartridges, paper 	\$200
Itabashi Sub-committee initiatives	<ul style="list-style-type: none"> Sakura Festival (includes rental of BPAC and performer fees) 	\$7,100
	<ul style="list-style-type: none"> Cultural and library event honorariums 	\$300
	<ul style="list-style-type: none"> Student art exchange 	\$100
	<ul style="list-style-type: none"> High School pen pal program 	\$100
UN Sub-committee initiatives	<ul style="list-style-type: none"> Model UN day high school student conference around Oct. 24 	\$1,500
	<ul style="list-style-type: none"> Flag raising at City Hall on Oct. 24 (honorariums and refreshments). Possible separate event/location 	\$300

	<ul style="list-style-type: none"> Shadi Salehian Memorial Model UN Youth Leadership Awards presentation (monetary awards and refreshments) 	\$1,300
	<ul style="list-style-type: none"> Youth – local council meetings to enhance engagement and interest in local government matters. Work with students and committee members to engage with and promote UN initiatives. 	
Total Budget		\$17,250

Burlington Sustainable Development Advisory Committee (SDC)

2025 Workplan and Budget

Item	Details	Budget
Committee of the Whole objectives	<ul style="list-style-type: none">• Effectively engage with our network of contacts including City staff, alumni and other organizations to:<ul style="list-style-type: none">✓ Communicate events we undertake;✓ Draw on their expertise and experience;✓ Develop support for initiatives we undertake or ideas we are pursuing such as zero waste, net carbon zero community and improving transportation• Actively participate in various external committees and groups, and bring findings back to the committee, staff and Council• To increase awareness and understanding invite City staff and representatives from various external organizations, (e.g. other municipal sustainability committees, local environmental organizations, etc.), to speak about their plans, strategies and/or initiatives.• Encourage committee members to share information about a topic, issue, book or organization for the purpose of educating other members• Participate in engagement activities to support the development of the updated Strategic Plan for Council to ensure the Principles and Objectives of Sustainable Development are considered through the process• Support the city's efforts to take action on climate change through mitigation and adaptation initiatives and support collaborative efforts by nominating representatives to participate on the Bay Area Climate Change Council and the Burlington Climate Action Stakeholder Team• Actively participate in sustainable development training opportunities, conferences, trade shows, and learning opportunities	\$1,000

<p>Policy & Development (P&D) subcommittee objectives</p>	<ul style="list-style-type: none"> • Provide input on policy, planning and development items sent to the Subcommittee for. Monitor comments from staff and/or applicants on our reviews and dialogue with them when appropriate. Continue to refine response times for proposals for comment. • Promote our Principles & Objectives and guidelines at all stages of development with a clear message that Burlington is a Sustainable Development community. • Support the implementation of various COB strategies, plans, or policies in ways that are appropriate for the P&D Committee (e.g. as applied through relevant development applications): <ul style="list-style-type: none"> ○ Climate Action Plan ○ Climate Resilient Burlington ○ Electric Mobility Strategy ○ Integrated Mobility Plan • Promote our Principles & Objectives and guidelines by providing input, feedback, and participating in municipal, regional, and provincial planning and policy development affecting COB, as appropriate. For example: Promote our <i>Principles & Objectives</i> and guidelines by participating in public meetings and stakeholder committees. • Provide education and training to SDC members: <ul style="list-style-type: none"> ○ Invite guest speakers to provide education and information on topics of interest; ○ Review P&D material with the Subcommittee; ○ Investigate new technologies; ○ Provide yearly training on planning knowledge and the Principles & Objectives. • Upgrade, maintain and grow the shared P&D One Drive directory. 	
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