



Committee of the Whole

Minutes

Date: July 7, 2025
Time: 9:30 am
Location: Council Chambers, City Hall, second floor

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

Staff Present: Blake Hurley, Commissioner, Legal and Legislative Services/City Solicitor (Acting CAO)
Curt Benson, Commissioner, Development and Growth Management
Jacqueline Johnson, Commissioner, Community Services
Scott Hamilton, Commissioner, Public Works
Sue Evfremidis, Chief Human Resources Officer
Craig Millar, Chief Financial Officer
Chad MacDonald, Chief Information Officer
Suzanne Gillies, Committee Clerk
Jo-Anne Rudy, Committee Clerk
David Thompson, Specialist, Digital Communications
Richard Bellemare, Specialist, Digital Communications

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

Approve the agenda as presented.

CARRIED

Moved by Councillor Stolte

Suspend the rules for section 46.8 of the Procedure By-law 59-2024, as amended, to allow an extension of delegation speaking time beyond the 10-minute maximum for Katie Lebel.

CARRIED

Moved by Councillor Galbraith

Suspend the rules for section 46.8 of the Procedure By-law 59-2024, as amended, to allow an extension of delegation speaking time beyond the 10-minute maximum for Luca Chandler.

CARRIED

Moved by Councillor Stolte

Suspend the rules for section 45.2 of the Procedure By-law 59-2024, as amended, to allow an extension of presentation time beyond the 10-minute maximum for the 2025 Corporate Asset Management Plan.

CARRIED

4. Declarations of Interest

None

5. Presentations

None

6. Delegations

- 6.1 Vincent Sowa, representing Burlington Agricultural & Rural Affairs Advisory Committee, spoke regarding Burlington Agricultural Action Plan (DGM-47-25)

- 6.2 Katie Lebel, Burlington Aquatic Devilrays, spoke regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)
- 6.3 Piers Allington, Burlington Aquatic Devilrays, spoke regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)
- 6.4 Kimberly Calderbank, Burlington Aquatic Devilrays, spoke regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)
- 6.5 Cody Bradt, Golden Horseshoe Aquatic Club, spoke regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)

7. Consent Items

- 7.1 2025 capital variance and project closure (FIN-19-25) (CCS)

Note: this item was moved to the Community and Corporate Services Regular Items

- 7.2 Appointment to Downtown BIA Board of Directors (LLS-38-25) (CCS)

Moved by Councillor Stolte

Appoint the following member to the Burlington Downtown Business Association (BDBA) Board of Directors for a term to expire July 2033 or upon appointment of their successor:

- Kimberley Nadherny

CARRIED

- 7.3 Appointments to the Burlington School Traffic Safety and Mobility Advisory Committee (LLS-39-25) (CCS)

Moved by Councillor Stolte

Approve the appointments to the Burlington School Traffic Safety and Mobility Advisory Committee, as contained in confidential Appendix A to legislative services report LLS-39-25; and

Publish the appointees' names following approval by Council at their meeting to be held July 15, 2025.

CARRIED

- 7.4 Transit Youth Loyalty Pilot Program (CSS-11-25) (CCS)

Moved by Councillor Stolte

Authorize the Director of Transit to implement the Youth Loyalty Pilot Program to cap paid transit rides for Youth at 20 paid rides per month between September 1, 2025, to June 30, 2026; and

Authorize the Director of Transit to prepare, for consideration, amendment to Rates and Fees By-law 70-2024 reflecting changes approved through report CSS-11-2025, in the form satisfactory to the Commissioner, Legal and Legislative Services / City Solicitor, or delegate; and

Authorize the Chief Financial Officer to offset the estimated \$46,000 cost of the pilot from the Provincial Gas Tax Reserve Fund.

CARRIED

7.5 Red Tape Red Carpet (RTRC) 2025 update (DGM-51-25) (GM)

Moved by Councillor Stolte

Receive for information the Red Tape Red Carpet (RTRC) 2025 update contained in development and growth management report DGM-51-25.

CARRIED

7.6 Proposed public access easement encroachment – 419 Brant Street (DGM-60-25) (GM)

Note: this item was moved to Growth Management Regular Items

8. Community and Corporate Services

8.1 2026 financial forecast (FIN-24-25)

Moved by Councillor Nisan

Receive for information finance department report FIN-24-25 regarding the 2026 financial forecast as a budget reference document; and

Request the Mayor and Members of Council to consider the contents of the 2026 Financial Forecast including **revised** Appendix A when preparing and reviewing the 2026 Proposed Budget.

CARRIED

8.2 Motion memorandum regarding budget 2026 (COW-12-25)

Moved by Mayor Meed Ward

Endorse the attached Mayoral Decision on the 2026 budget, directing staff to prepare a budget with a target tax of 3.5% inclusive as outlined in Appendix A **and a City of Burlington budget increase of 5.8% or less.**

CARRIED

Moved by Mayor Meed Ward

Endorse the attached Mayoral Decision eliminating the veto period as outlined in Appendix B.

CARRIED

Amendment:

Moved by Councillor Nisan

Amend the first paragraph by adding 'and a City of Burlington budget increase of 5.8% or less'.

CARRIED

8.3 2025 capital variance and project closure (FIN-19-25)

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

Moved by Councillor Bentivegna

Receive for information finance department report FIN-19-25 regarding the 2025 capital variance and project closure.

CARRIED

9. Confidential Items and Closed Meeting

Proceed into closed session on Monday July 7, 2025 at 1:16 p.m. in accordance with the following provisions under the Municipal Act:

Pursuant to Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board regarding **Item 9.2**; and

Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose for Items **9.2 and 9.3**; and

Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding **Item 9.3**; and

Section 239(2) (b) personal matters about an identifiable individual, including municipal or local board employees regarding **Item 9.4**

CARRIED

9.1 Confidential Appendix A to legislative services report LLS-39-25 regarding appointments to the Burlington School Traffic Safety and Mobility Advisory Committee (LLS-39-25)

9.2 Confidential legal report regarding provincial facilitation for Millcroft Golf Course (LLS-41-25)

Moved by Councillor Bentivegna

Direct the Commissioner of Development & Growth Management, or his designate, to attend the facilitation led by the Provincial Land and Development Facilitator regarding the Millcroft Golf Course and report back to Committee and Council to provide updates on the facilitation process and obtain instructions as required.

CARRIED

9.3 Confidential legal report regarding potential litigation for aquatics procurement (LLS-42-25)

Moved by Councillor Stolte

Direct the Commissioner of Legal and Legislative Services and City Solicitor or his designate to proceed in accordance with the instructions as directed by committee regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25) and report back to Council.

CARRIED

9.4 Confidential verbal update on a human resources matter (HRS-06-25)

10. Rise and Report

Committee reconvened into open session on July 7, 2025 at 5:16 p.m.

In closed session Committee received a confidential verbal update from staff regarding a human resources matter (HRS-06-25). No votes were taken in closed session.

11. Public Works

Note: [view July 8, 2025 video](#) for discussion of Items 11.1 to 11.3

11.1 Electric Vehicle Charging Policy and fee options (PWS-02-25)

Moved by Councillor Nisan

Refer public works report PWS-02-25 regarding Electric Vehicle Charging Policy and fee options to the July 15, 2025 Council meeting.

CARRIED

11.2 Bromley Road area minor reconstruction – additional storm sewer works (PWS-31-25)

Moved by Councillor Sharman

Approve additional storm sewer replacement scope for Bromley Road area minor reconstruction (RD-RR-1635) project, including additional funding in the amount of \$900,000 from Infrastructure Renewal Reserve Fund, increasing the total project budget to \$18,225,254 (net HST).

CARRIED

11.3 2025 Corporate Asset Management Plan (PWS-30-25)

Moved by Mayor Meed Ward

Approve the City's 2025 Asset Management Plan, attached to public works report PWS-30-25 as Appendix 'A', and

Endorse the approved asset levels of service strategy, as outlined in the 2025 Asset Management Plan; and

Direct the Chief Financial Officer to incorporate the financial requirements identified in the 2025 Asset Management Plan - specifically the recommended 10-year capital investment scenario - into the planned 2027 future Long-Term Financial Plan update, to ensure alignment between asset levels of service and long-range fiscal planning; and

Direct the Director of Engineering Services to publish the 2025 Asset Management Plan on the City's website to ensure transparency and public

accessibility, and to notify the Ontario Ministry of Infrastructure in accordance with the requirements of Ontario Regulation 588/17 under the Infrastructure for Jobs and Prosperity Act.

CARRIED

12. Growth Management

Note: [view July 8, 2025 video](#) for discussion of Items 12.1 and 12.2

12.1 Burlington Agricultural Action Plan (DGM-47-25)

Moved by Councillor Bentivegna

Approve the proposed Burlington Agricultural Action Plan, as provided in Appendix A of development and growth management report DGM-47-25; and

Direct the City Clerk to consider the request of the Burlington Agricultural and Rural Affairs Advisory Committee to include a representative from Burlington Economic Development & Tourism as part of the committee's composition, during the forthcoming terms of reference review for all city advisory committees.

CARRIED

12.2 Proposed public access easement encroachment – 419 Brant Street (DGM-60-25)

Note: this item was moved from Consent Items and was discussed before Item 12.1

Moved by Councillor Sharman

Conditionally approve three (3) private encroachments (two [2] permanent and one [1] seasonal) into the City's 128 square metre public access easement located at the north-east corner of Brant Street and James Street, as set out in development and growth management report DGM-60-25; and

Instruct the Commissioner, Legal and Legislative Services to draft and execute an encroachment and consent agreement between the proponent and the City to establish the terms of use for that space; **and**

Direct the Commissioner of Development and Growth Management to incorporate the following terms of use into the proposed agreement:

- the use would be limited between May 1st – October 31st;
- the use would only be permitted between 7am – 10pm, 7 days a week;
- the space would be publicly accessible. Limited physical encumbrances to beautify the space (i.e. planter boxes) may be permitted provided that such encumbrances do not restrict public access or prevent or hinder public access;
- flexibility is provided to allow the City to use the space as needed, given that sufficient notice has been provided to the user to allow them time to vacate the space, as required.

CARRIED

Amendment:

Moved by Councillor Sharman

Amend the second paragraph of the recommendation by removing the words "and register".

CARRIED

Amendment:

Moved by Councillor Sharman

Direct the Commissioner of Development and Growth Management to incorporate the following terms of use into the proposed agreement:

- the use would be limited between May 1st – October 31st;
- the use would only be permitted between 7am – 10pm, 7 days a week;
- the space would be publicly accessible. Limited physical encumbrances to beautify the space (i.e. planter boxes) may be permitted provided that such encumbrances do not restrict public access or prevent or hinder public access;

- flexibility is provided to allow the City to use the space as needed, given that sufficient notice has been provided to the user to allow them time to vacate the space, as required.

CARRIED

13. Statutory Public Meetings

Note: [view July 8, 2025 video](#) for discussion of Items 13.1 to 13.2

13.1 Official Plan and Zoning By-law Amendments for 35 Plains Road East (DGM-40-25)

Note: this item was considered at the Special Council meeting immediately following the July 8, 2025 Committee of the Whole meeting.

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 13-25 on July 8, 2025, regarding Official Plan and Zoning By-law Amendments for 35 Plains Road East. Having considered the oral and written comments received from staff and the public, the Committee of the Whole approved the recommendation contained in development and growth management report DGM-40-25.

Moved by Councillor Galbraith

Approve the applications, as modified by staff, for an Official Plan Amendment and a Zoning By-law Amendment submitted by KFA Architects + Planners Inc., on behalf of property owner 2816544 Ontario Inc. for the development of a 13-storey mixed use building consisting of ground floor retail and service commercial uses with 161 residential units above; and

Approve Official Plan Amendment No. 162 to the City of Burlington Official Plan 1997, as outlined in Appendix D of development and growth management report DGM-40-25, to amend the designation at the lands located at 35 Plains Road East as “Mixed Use Corridor – Commercial Corridor” with site-specific policies; and

Deem that the Official Plan Amendment No. 162 is consistent with The Planning Act; and

Instruct the City Clerk to prepare the necessary by-law adopting Official Plan Amendment No. 162 as outlined in Appendix D to development and growth management report DGM-40-25 to be presented for approval at

the same time as the associated by-law to amend Zoning By-law 2020, as amended, for the development proposal; and

Approve Zoning By-law 2020.507, attached as **revised** Appendix E to development and growth management report DGM-40-25, to rezone the “MXC-470” zone to “H-MXC-565” as amended for the lands at 35 Plains Road East; and

Deem that Zoning By-law 2020.507 will conform to the Halton Region Official Plan, the 1997 Official Plan of the City of Burlington and the 2020 Official Plan once Official Plan Amendment No. 162 are adopted; and

State that the amending zoning by-law will not come into effect until Official Plan Amendment No. 162 is adopted.

CARRIED

- a. Luca Chandler, KFA Architects & Planners, spoke regarding Official Plan and Zoning By-law Amendments for 35 Plains Road East (DGM-40-25)
- b. Staff presentation regarding Official Plan and Zoning By-law Amendments for 35 Plains Road East (DGM-40-25)
- c. Delegation material from Luca Chandler, KFA Architects & Planners, regarding Official Plan and Zoning By-law Amendments for 35 Plains Road East (DGM-40-25)

13.2 Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street (DGM-52-25)

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 14-25 on July 8, 2025, regarding Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street. Having considered the oral and written comments received from staff and the public, the Committee of the Whole referred development and growth management report DGM-52-25 to Council.

Moved by Councillor Nisan

Refer development and growth management report DGM-52-25 regarding Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street to the July 15, 2025 Council meeting.

CARRIED

- a. Evan Sugden, The Biglieri Group, spoke regarding Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street (DGM-52-25)
- b. Staff presentation regarding Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street (DGM-52-25)
- c. Delegation material from Evan Sugden, The Biglieri Group, regarding Zoning By-law Amendment for 1510 and 1515 North Service Road and 2202-2208 Industrial Street (DGM-52-25)

14. Information Items

Moved by Councillor Stolte

Receive and file the following 6 items, having been given due consideration by the Committee of the Whole.

CARRIED

- 14.1 Correspondence from representatives of the Burlington Aquatic Devilrays (BAD) regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)
- 14.2 Correspondence from Amy Schnurr, Burlington Green, regarding Electric Vehicle Charging Policy and fee options (PWS-02-25) and Burlington Agricultural Action Plan (DGM-47-25)
- 14.3 Supplemental information memo and revised Appendix A regarding 2026 financial forecast (FIN-24-25)
- 14.4 Staff presentation regarding 2025 Corporate Asset Management Plan (PWS-30-25)
- 14.5 Delegation material from Katie Lebel, Burlington Aquatic Devilrays, regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)
- 14.6 Delegation material from Cody Bradt, Golden Horseshoe Aquatic Club, regarding confidential legal report on potential litigation for aquatics procurement (LLS-42-25)

15. Staff Remarks

16. Committee Remarks

17. Adjournment

11:03 a.m. (recessed), 11:14 a.m. (reconvened), 12:23 p.m. (recessed), 1:15 p.m. (reconvened), 1:16 p.m. (closed), 3:02 p.m. (recessed), 3:10 p.m. (reconvened), 5:16 p.m. (open), 5:30 p.m. (recessed)

Meeting was reconvened on July 8, 2025 at 9:30 a.m.

10:04 a.m. (recessed), 10:12 a.m. (reconvened), 11:17 a.m. (recessed), 11:27 a.m. (reconvened), 12:00 p.m. (recessed), 1:02 p.m. (reconvened), 2:16 p.m. (recessed), 2:27 p.m. (reconvened)

Note: Councillor Galbraith left the meeting at 1:57 p.m.

Chair adjourned the meeting at 2:40 p.m.