



Committee of the Whole

Minutes

Date: March 3, 2026
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: Curt Benson, Chief Administrative Officer
Blake Hurley, Commissioner, Legal and Legislative Services/City Solicitor
Jacqueline Johnson, Commissioner, Community Services
Scott Hamilton, Commissioner, Public Works
Sue Evfremidis, Chief Human Resources Officer
Craig Millar, Chief Financial Officer
Stephen Robichaud, Commissioner, Development and Growth Management
Leah Bortolotti, Head of Corporate Affairs
Mike de Rond, City Clerk/Director, Legislative Services
Andrew Scott, Chief Transformation Officer
Jamie Tellier, Director, Community Planning
Craig Kummer, Director, Transportation Services
Jo-Anne Rudy, Committee Clerk
Suzanne Gillies, Committee 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

Approve the agenda with the following changes in order of discussion:

- 11.1 - Strategic parking framework for downtown Burlington (PWS-06-26) - immediately following Consent Items
- 8.3 - City of Burlington Community Strategic Plan - Horizon 2050 (TRN-03-26) - immediately following Item 11.1
- 12.2 - City land for affordable housing (DGM-11-26) - following Item 8.1

CARRIED

4. Declarations of Interest

Councillor Galbraith declared an interest with item 8.3 - Real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26) and Item 12.2 - City land for affordable housing (DGM-11-26), as he owns property within close proximity to the land being discussed.

5. Presentations

None

6. Delegations

- 6.1 Leah Logan and Sylvia Harris, Indwell, spoke regarding real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26)
- 6.2 Leah Logan and Sylvia Harris, Indwell, spoke regarding city land for affordable housing (DGM-11-26)
- 6.3 Garth Brown spoke regarding City land for affordable housing (DGM-11-26)
- 6.4 Brian Dean, Beth Norton, Barry Glazier and Kimberley Nadherny, Burlington Downtown Business Association, spoke regarding strategic parking framework for downtown Burlington (PWS-05-26)
- 6.5 Anita Cassidy and Claire Green, Burlington Economic Development and Tourism, spoke regarding Burlington Economic Development & Tourism – Destination Stewardship Plan (TRN-02-26)

- 6.6 Anita Cassidy, Burlington Economic Development and Tourism, spoke regarding City of Burlington Community Strategic Plan - Horizon 2050 (TRN-03-26)
- 6.7 Amy Schnurr, BurlingtonGreen Environmental Association, spoke regarding City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)
- 6.8 Amy Schnurr, BurlingtonGreen Environmental Association, spoke regarding strategic parking framework for downtown Burlington (PWS-05-26)
- 6.9 Amy Schnurr, BurlingtonGreen Environmental Association, spoke regarding Electric Vehicle Charging Policy and pricing options (PWS-06-26)
- 6.10 Jim Thomson spoke regarding Use of Corporate Resources During an Election Policy review (LLS-12-26)
- 6.11 Jim Thomson spoke regarding confidential legal advice regarding a breach of solicitor-client privileged information - Millcroft Golf Course (LLS-20-26)

7. Consent Items

- 7.1 Building Vibrant Communities – updates to recreation, community and culture grant programs and policy (CSS-04-26) (CCS)

Moved by Councillor Galbraith

Approve the revised Corporate Community Investment Policy, as outlined in Appendix A of community services report CSS-04-26, and formally repeal the previous version.

CARRIED

- 7.2 Remuneration and expenses paid to Council and appointees for 2025 (FIN-03-26) (CCS)

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

- 7.3 2026 proposed budget and tax levy for the Burlington Downtown Business Improvement Area (FIN-12-26) (CCS)

Moved by Councillor Galbraith

Approve the 2026 proposed budget for the Burlington Downtown Business Improvement Area (BIA) as presented in Appendix A of finance department report FIN-12-26 incorporating a Burlington Downtown BIA members' levy of \$1,097,062; and

Authorize the Chief Financial Officer to incorporate the resulting Burlington Downtown BIA tax rates into the 2026 Tax Levy By-Law.

CARRIED

- 7.4 2026 proposed budget and tax levy for the Aldershot Village Business Improvement Area (FIN-13-26) (CCS)

Moved by Councillor Galbraith

Approve the proposed 2026 budget for the Aldershot Village Business Improvement Area (ABIA) as presented in Appendix A of finance department report FIN-13-26 incorporating an Aldershot Village BIA members' levy of \$295,420; and

Authorize the Chief Financial Officer to incorporate the resulting Aldershot Village BIA tax rates into the 2026 Tax Levy By-Law.

CARRIED

- 7.5 Burlington Economic Development & Tourism – Destination Stewardship Plan (TRN-02-26) (CCS)

Moved by Councillor Galbraith

Receive for information transformation report TRN-02-26 regarding Burlington Economic Development & Tourism - Destination Stewardship Plan.

CARRIED

- 7.6 Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road (DGM-13-26) (GM)

Note: this item was moved to Growth Management Regular Items

- 7.7 Appointment of Livestock Valuers and Weed Inspectors (DGM-20-26) (GM)

Moved by Councillor Galbraith

Direct the Commissioner, Legal and Legislative Services/City Solicitor to prepare, for the approval of Council, the necessary by-law to appoint Municipal Livestock Valuers and Municipal Weed Inspectors and repeal the current appointment By-law 31-2022 as outlined in development and growth management report DGM-20-26.

CARRIED

- 7.8 Assumption of municipal parking operations at 390 Brant Street - SIMS Square – Lot 17 (PWS-11-26) (PW)

Moved by Councillor Galbraith

Approve public works report PWS-11-26 regarding the assumption of municipal parking operations at 390 Brant Street – SIMS Square – Lot 17; and

Repeal and replace Schedule 1 of the Parking and Idling By-law 39-2016 with the revised schedule attached in Appendix B.

CARRIED

8. Community and Corporate Services

Note: [view March 5, 2026 video](#) for discussion of Items 8.1 and 8.2

- 8.1 Use of Corporate Resources During an Election Policy review (LLS-12-26)

Moved by Councillor Sharman

Approve the updated Use of Corporate Resources During an Election Policy, substantially in the form attached as Appendix A to legislative services report LLS-12-26.

CARRIED

- 8.2 Real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26)

Moved by Councillor Stolte

Refer legal services report LLS-16-26 regarding real estate matter declaring intent to lease Waterdown Road properties to the March 10, 2026 Council meeting.

CARRIED

- 8.3 City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)

Note: this item was discussed before item 8.1

Moved by Councillor Galbraith

Endorse the Horizon 2050 Strategic Plan as a replacement to Vision 2040 attached as Appendix A to transformation office report TRN-02-26; and

Instruct staff to consider Horizon 2050 in future land planning policy, service delivery, advocacy and budget planning; and

Instruct staff to share the Horizon 2050 strategic plan and supportive research with community partners for consideration in their future service planning.

CARRIED

- 8.4 Remuneration and expenses paid to Council and appointees for 2025 (FIN-03-26) (SD)

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

Moved by Councillor Nisan

Receive for information finance department report FIN-03-26 regarding remuneration and expense paid to Council and appointees for 2025; **and**

Direct the Chief Financial Officer to provide a supplemental memo containing a revised appendix to finance report FIN-03-26 to add the following sources of income and deductions to arrive at grand total gross and net compensation for salary, benefits, OMERS (voluntarily provided by councillors), and deductions, for the March 10, 2026 Council meeting.

IN FAVOUR: (5): Councillor Kearns, Councillor Galbraith, Councillor Nisan, Councillor Stolte, and Mayor Meed Ward

OPPOSED: (2): Councillor Sharman, and Councillor Bentivegna

CARRIED

Amendment:

Moved by Councillor Nisan

Direct the Chief Financial Officer to provide a supplemental memo containing a revised appendix to finance report FIN-03-26 to add the following sources of income and deductions to arrive at grand total gross and net compensation for salary, benefits, OMERS (voluntarily provided by councillors), and deductions, for the March 10, 2026 Council meeting.

CARRIED

9. Confidential Items and Closed Meeting

Moved by Councillor Stolte

Proceed into closed session on Thursday March 5, 2026 at 2:09 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 8.2**; and

Pursuant to Section 239(2)(f) advice that is subject to solicitor – client privilege including communications necessary for that purpose **regarding Items 12.2, 8.2 and 9.1.**

CARRIED

9.1 Confidential legal advice regarding a breach of solicitor-client privileged information - Millcroft Golf Course (LLS-20-26)

Moved by Councillor Galbraith

Refer confidential legal advice regarding a breach of solicitor-client privileged information - Millcroft Golf Course (LLS-20-26) to the March 10, 2026 Council meeting.

CARRIED

10. Rise and Report

Committee reconvened into open session on March 5, 2026 at 4:36 p.m.

In closed session Committee discussed the following items:

12.2 City land for affordable housing (DGM-11-26)

8.2 Real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26)

9.1 Confidential legal advice regarding a breach of solicitor-client privileged information - Millcroft Golf Course (LLS-20-26)

No votes were taken in closed session.

11. Public Works

Note: [view March 5, 2026 video](#) for discussion of Item 11.2

11.1 Strategic parking framework for downtown Burlington (PWS-05-26) (SD)

Note: this item was discussed before item 8.1

Moved by Councillor Nisan

Approve the Downtown Parking Plan as attached as Appendix A to public works report PWS-05-26; and

Endorse a phased implementation approach, prioritizing short-term, staff-led policy and program initiatives; and

Endorse the advancement of targeted medium-term investments in parking technology and system improvements, subject to future budget approval; and

Direct the Commissioner of Public Works to continue planning and monitoring conditions for longer-term, capital-intensive parking initiatives, including potential parking expansion, in a manner that ensures responsible stewardship of the Downtown Parking Reserve and supports the needs of existing businesses, customers, residents, and visitors; **and**

Direct the Chief Administrative Officer to conduct a detailed financial analysis to confirm long-term affordability, reserve capacity and overall sustainability of the downtown parking system in order to support the potential expedited planning design and construction of a new parking off-street facility east of Brant Street and report back by Q3 to inform budget considerations regarding facility design and construction schedule for the Budget 2027, and undertake a feasibility study to support housing, commercial and public service uses (such as a fire station) on the same site, by Q2 2027.

CARRIED

Amendment:

Moved by Councillor Kearns

Direct the Chief Administrative Officer to conduct a detailed financial analysis to confirm long-term affordability, reserve capacity and overall sustainability of the downtown parking system in order to support the potential expedited planning design and construction of a new parking off-street facility east of Brant Street and report back by Q3 to inform budget considerations regarding facility design and construction schedule for the Budget 2027, **and undertake a feasibility study to support housing, commercial and public service uses (such as a fire station) on the same site, by Q2 2027.**

CARRIED

Amendment:

Moved by Councillor Nisan

Add the following at the end of the amendment - "and undertake a feasibility study to support housing, commercial and public service uses (such as a fire station) on the same site, by Q2 2027."

CARRIED

11.2 Electric Vehicle Charging Policy and pricing options (PWS-06-26)

Moved by Councillor Sharman

Refer public works report PWS-06-26 regarding Electric Vehicle Charging Policy and pricing options to the March 10, 2026 Council meeting.

CARRIED

12. Growth Management

Note: [view March 5, 2026 video](#) for discussion of Items 12.1 to 12.3

12.1 New Site Plan Control By-law (DGM-12-26)

Moved by Councillor Stolte

Refer development and growth management report DGM-12-26 regarding New Site Plan Control By-law to the March 10, 2026 Council meeting.

CARRIED

12.2 City land for affordable housing (DGM-11-26)

Note: this item was discussed before item 8.2

Moved by Councillor Sharman

Refer development and growth management report DGM-11-26 regarding city land for affordable housing to the March 10, 2026 Council meeting.

CARRIED

12.3 Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road (DGM-13-26)

Note: this item was moved from Consent Items

Moved by Councillor Bentivegna

Refer development and growth management report DGM-13-26 regarding Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road to the March 10, 2026 Council meeting.

CARRIED

13. Statutory Public Meetings

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 04-26 on March 3, 2026, regarding Delegated Authority By-law amendments and enabling Official Plan Amendments. 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 LLS-13-26.

13.1 Delegated Authority By-law amendments and enabling Official Plan Amendments (LLS-13-26)

Moved by Councillor Nisan

Adopt Amendment No. 8 to the Burlington Official Plan, 2020 ("OPA 8"), as provided in Appendix A of legislative services report LLS-13-26, to add policies to enable certain technical changes without a Plan amendment and to add policies to assist in the interpretation of the City's Official Plans; and

Adopt Amendment No. 2 to the Burlington Regional Official Plan, 1995 ("BROPA 2"), as provided in Appendix B of legislative services report LLS-

13-26, to add policies to enable certain technical changes without a Plan amendment; and

Deem that OPA 8 and BROPA 2 are in compliance with *The Planning Act*; and

Instruct the City Clerk to prepare the necessary by-laws adopting OPA 8 and BROPA 2, substantially in the form attached as Appendix A and Appendix B of legislative services report LLS-13-26, respectively; and

Approve the withdrawal of Subsection 12.2.2 m), in its entirety, from the BOP, 2020; and

Instruct the City Clerk to prepare the necessary by-law to amend By-law No. 24-2018, being the adopting by-law for the BOP, 2020, to delete Subsection 12.2.2 m) in its entirety; and

Authorize the Commissioner, Legal & Legislative Services/City Solicitor, or his designate, to advise the Ontario Land Tribunal of the withdrawal of Subsection 12.2.2 m) of the BOP, 2020; and

Approve the proposed new delegations of authority provided in legislative services report LLS-13-26; and

Enact the amending by-law substantially in the form attached as Appendix C to legislative services report LLS-13-26, to amend By-law 71-2023, being a by-law to delegate authorities to staff; and

Direct the City Clerk to bring forward a further amending by-law to By-law 71-2023 to delegate the additional authorities introduced through OPA 8 and BROPA No. 2 once the amendments are in full force and effect.

CARRIED

- a. Staff presentation regarding Delegated Authority By-law amendments and enabling Official Plan Amendments (LLS-13-26)

14. Information Items

Moved by Councillor Stolte

Receive and file the following 15 items, having been given due consideration by the Committee of the Whole.

CARRIED

- 14.1 Legislative Services forecast for standing committee reports (COW-07-26)

- 14.2 Correspondence from Maria V. Fortunato, Hamilton Halton Brant Regional Tourism Association, regarding Burlington Economic Development & Tourism – Destination Stewardship Plan (TRN-02-26)
- 14.3 Correspondence from Aldershot Village Business Improvement Area and Burlington Downtown Business Association regarding Burlington Economic Development and Tourism - Destination Stewardship Plan (TRN-02-26)
- 14.4 Staff presentation regarding City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)
- 14.5 Correspondence from Adam Millar, Bay Area Climate Change Committee, regarding City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)
- 14.6 Correspondence from Mathew McAuley, Burlington Sustainable Development Advisory Committee, regarding City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)
- 14.7 Correspondence from Mike Collins-Williams, West End Home Builders' Association, regarding Strategic parking framework for downtown Burlington (PWS-05-26)
- 14.8 Correspondence from Adam Millar, Bay Area Climate Change Committee, regarding Strategic parking framework for downtown Burlington (PWS-05-26)
- 14.9 Correspondence from Adam Millar, Bay Area Climate Change Committee, regarding Electric Vehicle Charging Policy and pricing options (PWS-06-26)
- 14.10 Correspondence from Cathy Greven, Faith Communities of Halton, regarding City land for affordable housing (DGM-11-26)
- 14.11 Correspondence from Jerry Fairbridge, Burlington East Community Church, regarding City land for affordable housing (DGM-11-26)
- 14.12 Correspondence from Mary Kay Aird regarding City land for affordable housing (DGM-11-26)
- 14.13 Delegation material from Anita Cassidy and Claire Green, Burlington Economic Development and Tourism regarding Burlington Economic Development & Tourism – Destination Stewardship Plan (TRN-02-26)

14.14 Delegation material from Anita Cassidy, Burlington Economic Development and Tourism, regarding City of Burlington Community Strategic Plan – Horizon 2050 (TRN-03-26)

14.15 Delegation material from Brian Dean, Beth Norton, Barry Glazier, Kimberley Nadherny, Burlington Downtown Business Association, regarding strategic parking framework for downtown Burlington (PWS-05-26)

15. Staff Remarks

16. Committee Remarks

17. Adjournment

9:44 a.m. (recessed), 9:50 a.m. (reconvened), 12:13 p.m. (recessed), 1:00 p.m. (reconvened), 4:15 p.m. (recessed), 4:20 p.m. (reconvened), 4:34 p.m. (recessed)

Meeting was reconvened on March 5, 2026 at 1:00 p.m.

1:58 p.m. (recessed), 2:08 p.m. (reconvened), 2:09 p.m. (closed), 4:36 p.m. (open)

Councillor Nisan joined the meeting from 2:08 p.m. to 3:07 p.m. and from 3:50 p.m. to 4:10 p.m. on March 5, 2026

Chair adjourned the meeting at 4:42 p.m.