



Committee of the Whole

Minutes

Date: December 1, 2025
Time: 9:30 am
Location: Council Chambers, City Hall, second floor

Members Present: Councillor Angelo Bentivegna (Chair)
Councillor Kelvin Galbraith
Councillor Lisa Kearns
Councillor Rory Nisan
Councillor Shawna Stolte
Councillor Paul Sharman
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
Stephen Robichaud, Commissioner, Development and Growth Management
Scott Hamilton, Commissioner, Public Works
Sue Evfremidis, Chief Human Resources Officer
Craig Millar, Chief Financial Officer
Emilie Cote, Director, Recreation Community and Culture
David Thompson, Specialist, Digital Communications
Richard Bellemare, Specialist, Digital Communications
Suzanne Gillies, Committee Clerk
Jo-Anne Rudy, 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 Mayor Meed Ward

Approve the agenda as presented.

CARRIED

4. Declarations of Interest

4.1 Councillor Galbraith - Housing Accelerator Fund update (DGM-91-25)

The Councillor owns property in close proximity of the development being discussed. His conflict includes Confidential Appendix B.

5. Presentations

None

6. Delegations

None

7. Consent Items

7.1 Temporary Borrowing By-law (FIN-34-25) (CCS)

Moved by Councillor Galbraith

Approve the by-law substantially in the form attached as Appendix A to finance department report FIN-34-25, to authorize the temporary borrowings of monies from the Royal Bank of Canada and Scotiabank to meet the ordinary expenditures of the corporation for the 2026 fiscal year; and

Authorize the Mayor and City Clerk to execute the security agreement attached as Appendix B to finance department report FIN-34-25, subject to the satisfaction of the Commissioner, Legal and Legislative Services/City Solicitor.

CARRIED

7.2 Financial status report as at September 30, 2025 (FIN-21-25) (CCS)

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

7.3 2026 Interim Tax Levy By-law (FIN-40-25) (CCS)

Moved by Councillor Galbraith

Approve the by-law substantially in the form attached as Appendix A to finance department report FIN-40-25 which provides for the levy of the 2026 Interim taxes.

CARRIED

- 7.4 Appointments to Appeals Committee and appointment extensions to Advisory Committees and Pipeline to Permit Standing Committee (LLS-55-25) (CCS)

Moved by Councillor Galbraith

Approve the appointments to the Appeals Committee, as identified in Confidential Appendix A to legislative services report LLS-55-25, for a term ending December 31, 2026, to align with the term of Council; and

Extend the appointments of the Pipeline to Permit Committee members for one year, for a term ending December 31, 2026 to align with the term of Council, as identified in Appendix B to legislative services report LLS-55-25; and

Extend the terms of advisory committee members whose appointments expire at the end of 2025 for the Heritage Burlington Advisory Committee, Burlington Agricultural & Rural Affairs Advisory Committee, Burlington Accessibility Advisory Committee, Mundialization Committee, Integrated Transportation Advisory Committee, Burlington Cycling Advisory Committee, and Burlington Sustainable Development Committee as listed in Appendix B to legislative services report LLS-55-25, for one additional year to align with the end of Council's term; and

Make the Appeals Committee appointee names public following Council approval at the meeting of December 9, 2025.

CARRIED

- 7.5 Amendment to Traffic By-law 86-2007 to permit electric kick-scooters on Centennial Trail (PWS-45-25) (PW)

Note: this item was moved to Public Works Regular Items

- 7.6 Emergency and Continuity Management Program By-law update (PWS-32-25) (PW)

Moved by Councillor Galbraith

Approve the by-law, substantially in the form attached as Appendix A to public works report PWS-32-25, to establish an Emergency and Continuity Management Program; and

Repeal By-law 69-2024.

CARRIED

7.7 Assumption of Alton Village West Subdivision (PWS-39-25) (PW)

Moved by Councillor Galbraith

Assume the Alton Village West Subdivision, registered as Plan 20M-1193, File 510-03/03; and

Accept all works and services under the jurisdiction of the city within the subdivision to become the property of the City of Burlington; and

Direct the City Clerk to notify Halton Region of this assumption; and

Direct the City Clerk to notify Conservation Halton of this assumption; and

Authorize the City Solicitor to prepare any necessary documents and authorize the Mayor and City Clerk to sign them; and

Direct the City Clerk to present the necessary by-law to Council to accept all works and services of the said plan of subdivision and assume the following streets as public highways:

STREET PARCEL PIN NUMBER

Palladium Way 20M-1193 071950350

Tufgar Crescent 20M-1193071950351

Everila Road 20M-1193071950352

Thomas Alton Boulevard 20M-1193071950353

Goodyear Road 20M-1193071950354

Lula Road 20M-1193071950355

Leonardo Street 20M-1193071950356

Michelangelo Road 20M-1193071950357

Lodi Road 20M-1193 071950358

Guernsey Lane 20M-1193071950359

Koenig Road 20M-1193071950360

Koenig Road 20M-1193071950361; and

Authorize the City Solicitor or their designate, to amend the parcel designation in the bylaw, if necessary, upon registration of the by-law.

CARRIED

8. Community and Corporate Services

8.1 Council Remuneration Working Group recommendation report (LLS-54-25) (SD)

Moved by Mayor Meed Ward

Direct staff to provide additional analysis and options on the following recommendations identified in the Council Remuneration Working Group report attached as Appendix A to LLS-54-25, noting that any changes arising from this direction would not take effect until the 2026–2030 term of Council:

- a reasonable stipend to reflect the additional work performed when assuming Deputy Mayor responsibilities; and
- a flexible health spending account (non-taxable) and/or wellness spending account (taxable); and
- review of the Special Initiatives Reserve Fund, including parameters for a potential maximum fund size and an envelope specifically for mailers; and

Report back to Committee of the Whole in Q1 of 2026; **and**

Direct staff to provide additional analysis and options for the use of the Corporate Student Intern Program for the office or the mayor or council.

CARRIED

Amendment:

Moved by Councillor Kearns

Direct staff to provide additional analysis and options for the use of the Corporate Student Intern Program for the office or the mayor or council.

CARRIED

- 8.2 Endorsement of partnership agreement for temporary dome structure at Corpus Christi High School (CSS-27-25)

Moved by Councillor Sharman

Direct the Director of Recreation, Community and Culture to negotiate and finalize a supported dome operating agreement with Halton Catholic District School Board (HCDSB) as outlined in community services report CSS-27-25; and

Direct the Director of Recreation, Community and Culture to initiate a procurement process, in accordance with the City's procurement by-law, to secure an operator responsible for the design, construction, operation, and ongoing maintenance of the dome facility; and that the procurement include provisions to ensure broad community access and the implementation of equitable and affordable pricing structures; and

Authorize staff to take all steps necessary to negotiate, approve and enter into a long-term lease and subsequent sub-lease of the dome at Corpus Christi High School, with content satisfactory to the Manager of Realty Services, and in a form satisfactory to the Commissioner of Legal and Legislative Services/City Solicitor.

CARRIED

- 8.3 Next steps for music festival in Burlington (CCS-29-25)

Moved by Mayor Meed Ward

Receive and file for information community services report CSS-29-25 regarding Waterfront Music Festival: results of call for applications and recommended next steps with the outcome of the Waterfront Music Festival call for applications process, including the identification of MRG Live Ltd. *as the top applicant through the Festivals and Events Strategy Team (FEST)*, in accordance with the City's Festivals and Events Policy; and

Direct the Director of Recreation, Community and Culture to bring forward an information report in Q1 2026, providing event details for the Waterfront Music Festival scheduled at Spencer Smith Park on Father's Day weekend, June 19–21, 2026.

CARRIED

8.4 Financial status report as at September 30, 2025 (FIN-21-25)

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

Moved by Councillor Sharman

Receive for information finance department report FIN-21-25, financial status report as at September 30, 2025.

CARRIED

9. Confidential Items and Closed Meeting

Moved by Councillor Sharman

Proceed into closed session on Monday December 1, 2025 at 10:20 a.m. in accordance with the following provision under the Municipal Act:

Pursuant to Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose **regarding Item 8.3**

CARRIED

Moved by Mayor Meed Ward

Proceed into closed session on Monday December 1, 2025 at 1:04 p.m. in accordance with the following provisions under the Municipal Act:

Pursuant to Section 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board **regarding items 9.2 and 9.5; and**

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

Pursuant to Section 239(2)(c) a proposed or pending acquisition or disposition or land by the municipality or local board **regarding item 9.5.**

CARRIED

9.1 Confidential human resources report regarding a labour issue (HRS-09-25)

Moved by Councillor Sharman

Receive for information confidential Human Resources report HRS-09-25 providing an update on a labour relations matter.

CARRIED

- 9.2 Confidential legal report regarding LaSalle Park (LLS-52-25)
- 9.3 Confidential legal update on litigation matter regarding 4641 Cornerstone Drive appeal of Committee of Adjustment decision (LLS-56-25)
- 9.4 Confidential Appendix A to legislative services report LLS-55-25 regarding appointments to the Appeals Committee (LLS-55-25)
- 9.5 Confidential Appendix B to development and growth management report DGM-91-25 regarding Housing Accelerator Fund update (DGM-91-25)

10. Rise and Report

Committee reconvened into open session on December 1, 2025 at 11:05 a.m.

In closed session Committee discussed Item 8.3 Next Steps for music festival in Burlington (CCS-29-25). This item was voted on in open session.

Committee reconvened into open session on December 1, 2025 at 3:23 p.m.

In closed session Committee discussed and provided instructions to staff on the following confidential items:

- Confidential legal report regarding LaSalle Park (LLS-52-25)
- Confidential legal update on litigation matter regarding 4641 Cornerstone Drive appeal of Committee of Adjustment decision (LLS-56-25)

In closed session Committee discussed Confidential Appendix B to development and growth management report DGM-91-25 regarding Housing Accelerator Fund update (DGM-91-25). This item was voted on in open session.

11. Public Works

11.1 Public Tree By-law update (PWS-22-25)

Moved by Councillor Stolte

Approve the Public Tree By-law substantially in the form attached as Appendix A to public works report PWS-22-25 and repeal Public Tree By-law 68-2013; and

Approve the amendment to Forestry Reserve Fund By-law 105-2015, substantially in the form attached as Appendix C to public works report PWS-22-25; and

Approve the amendment to Private Tree By-law 40-2022, substantially in the form attached as Appendix D to public works report PWS-22-25.

CARRIED

- 11.2 Amendment to Traffic By-law 86-2007 to permit electric kick-scooters on Centennial Trail (PWS-45-25)

Note: this item was moved from Consent Items and was discussed before Item 11.1

Moved by Councillor Nisan

Direct the City Solicitor to prepare, for the approval of Council, the necessary by-law to amend Traffic By-law 86-2007 to permit and regulate the use of electric kick-scooters (e-scooters) on the Centennial Trail, in accordance with the provincial pilot project (O. Reg. 389/19); and

Approve housekeeping amendments to update the definition of “bicycle” to include a “power-assisted bicycle” and use the term “cycling facility” instead of “bicycle route”.

CARRIED

12. Growth Management

- 12.1 Housing Accelerator Fund update (DGM-91-25)

Councillor Galbraith declared a conflict on this item. (The Councillor owns property in close proximity of the development being discussed. His conflict includes Confidential Appendix B.)

Moved by Councillor Sharman

Endorse the use of city-owned land, as identified in Confidential Appendix B to development and growth management report DGM-91-25, for non-profit affordable rental housing to meet the Housing Accelerator Fund (HAF) target deadline of December 31, 2026; and

Approve a non-Community Improvement Plan (CIP) Affordable Housing Pre-Development Grant with an upset limit of \$100,000 to advance the

land for investment readiness as outlined in Confidential Appendix B to development and growth management report DGM-91-25 and report back to Council in Q2 2026 with updates; and

Request support from Halton Region for the project identified in Confidential Appendix B to development and growth management report DGM-91-25; and

Authorize the Director of Community Planning to approve, execute and administer, on behalf of the Corporation of the City of Burlington, forgivable loan agreements in connection with the Additional Residential Unit (ARU) incentive program described in development and growth management report DGM-91-25, in a form satisfactory to the Commissioner of Legal and Legislative Services.

CARRIED

13. Statutory Public Meetings

Note: [view December 2, 2025 video](#) for discussion of Items 13.1 and 13.2

13.1 Zoning By-law Amendment for 1881 Fairview Street (DGM-93-25)

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 19-25 on December 2, 2025, regarding a Zoning By-law Amendment for 1881 Fairview Street. 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-93-25.

Moved by Councillor Kearns

Approve the application for a Zoning By-law Amendment, submitted by A.J. Clarke and Associates Ltd. on behalf of Amalie Holdings Limited, proposing supermarket and grocery stores as permitted uses at 1881 Fairview Street; and

Approve Zoning By-law 2020.513, attached as Appendix D to development and growth management report DGM-93-25, to amend the special exception Mixed Use Corridor – Commercial Corridor zone (MXC-405); and

Deem that Zoning By-law 2020.513 conforms to the Halton Region Official Plan, the 1997 Official Plan of the City of Burlington and the 2020 Official Plan and that there are no applications to alter the Official Plans with respect to the subject lands.

CARRIED

- a. Franz Kloibhofer, A.J. Clarke and Associates, spoke to Zoning By-law Amendment for 1881 Fairview Street (DGM-93-25)
- b. Staff presentation regarding Zoning By-law Amendment for 1881 Fairview Street (DGM-93-25)

13.2 Burlington Avenue - Ontario Street Heritage Conservation District Plan and Guidelines (DGM-68-25)

The Committee of the Whole, in accordance with the Planning Act, held Public Meeting No. 20-25 on December 2, 2025, regarding Burlington Avenue - Ontario Street Heritage Conservation District Plan and Guidelines. 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-68-25.

Moved by Councillor Stolte

Receive for information the draft Burlington Avenue - Ontario Street Heritage Conservation District Plan attached to development and growth management report DGM-68-25 as Appendix B; and

Direct the Director of Community Planning to consider the comments provided by the public and Council on the draft Heritage Conservation District Plan as part of a subsequent recommendation to Council.

CARRIED

- a. Staff presentation regarding Burlington Avenue - Ontario Street Heritage Conservation District Plan and Guidelines (DGM-68-25)

14. Information Items

Moved by Mayor Meed Ward

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

CARRIED

14.1 Legislative Services forecast for standing committee reports (COW-18-25)

15. Staff Remarks

16. Committee Remarks

17. Adjournment

10:20 a.m. (closed), 11:05 a.m. (open), 11:59 a.m. (recessed), 1:00 p.m. (reconvened), 1:04 p.m. (closed), 3:23 p.m. (open), 3:40 p.m. (recessed)

Meeting was reconvened on December 2, 2025 at 9:30 a.m.

9:39 a.m. (recessed), 9:46 a.m. (reconvened), 10:07 a.m. (recessed), 10:15 a.m. (reconvened)

Chair adjourned the meeting at 10:31 a.m.