



Regular Council

Minutes

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

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

Staff Present: Blake Hurley, Commissioner, Legal and Legislative Services/City Solicitor
Curt Benson, Chief Administrative Officer
Sue Evfremidis, Chief Human Resources Officer
Craig Millar, Chief Financial Officer
Scott Hamilton, Commissioner Public Works
Stephen Robichaud, Commissioner, Development and Growth Management
Craig Kummer, Director, Transportation Services
Emilie Cote, Director, Recreation Community and Culture
David Thompson, Specialist, Digital Communications
Richard Bellemare, Specialist, Digital Communications
Debbie Hordyk, Administrative Assistant to the City Clerk
Lisa Palermo, Manager, Committee Services/Deputy Clerk

1. **Call to Order**
2. **Land Acknowledgement**
3. **National Anthem**
4. **Roll Call**

5. Approval of the Agenda

Moved by: Councillor Bentivegna
Seconded by: Councillor Sharman

Approve the agenda for Tuesday, December 9, 2025

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

6. Declarations of Interest

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

The Councillor owns property in close proximity of the development being discussed.

7. Proclamations

7.1 International Day for Persons with Disabilities December 3, 2025

7.2 International Volunteer Day December 5, 2025

8. Recognition and Achievements

8.1 Staff Recognition

9. Presentations

10. Motion to approve Council Minutes

Moved by: Councillor Galbraith
Seconded by: Councillor Nisan

Confirm the minutes of the following meetings of Council:

CARRIED

10.1 Regular Council meeting minutes of November 18, 2025

10.2 Special Council meeting minutes of December 2, 2025

11. Delegations

None

12. Petitions

None

13. Recommendations from Standing Committees:

13.1 Committee of the Whole meeting of December 1 and 2, 2025

Items a, b, c, d, e, f, g, h, i, j, k, m, n, o, p and q were voted upon by way of one consent vote.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

a. Temporary Borrowing By-law (FIN-34-25) (CCS)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CARRIED

- j. Public Tree By-law update (PWS-22-25)

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

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

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

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

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

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

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

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

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

CARRIED

- p. Confidential legal report regarding LaSalle Park (LLS-52-25)
- Authorize the Chief Administration Officer or his designate to proceed in accordance with instructions given and proceed with next steps as outlined in confidential legal department report LLS-52-25

CARRIED

- q. Confidential legal update on litigation matter regarding 4641 Cornerstone Drive appeal of Committee of Adjustment decision (LLS-56-25)

Instruct the Commissioner, Legal and Legislative Services/City Solicitor, or his designate, to proceed in accordance with the instructions sought in Confidential Report LLS-56-25.

CARRIED

- l. 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.)

The vote for this item was taken in two parts.

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

IN FAVOUR: (4): Mayor Meed Ward, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

OPPOSED: (2): Councillor Kearns, and Councillor Stolte

Absent (1): Councillor Galbraith

CARRIED (4 to 2)

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.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Galbraith

CARRIED (6 to 0)

13.2 Audit Committee meeting December 3, 2025

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

a. Status of Management Action Plans (AUD-11-25)

Receive for information office of the city auditor report AUD-11-25 regarding status of Management Action Plans for Q4 2025 attached as Appendix A and Confidential Appendix B.

CARRIED

- b. Quarterly dashboard for the office of the city auditor (AUD-12-25)
Receive for information office of the city auditor report AUD-12-25 regarding quarterly dashboard for the office of the city auditor as of Q4 2025 attached as Appendix A.

CARRIED

- c. Whistleblower Policy & Program update (AUD-15-25)
Receive for information office of the city auditor report AUD-15-25 regarding an update about the Whistleblower Policy & Program identified in the 2025 Annual Audit Plan.

CARRIED

- d. Financial highlights for the period ended September 30, 2025 (FIN-37-25)
Receive for information finance department report FIN-37-25 regarding the financial highlights for the period ended September 30, 2025.

CARRIED

- e. Evaluation of the External Auditors and Audit Fee Summary (FIN-39-25)
Receive for information finance department report FIN-39-25 regarding evaluation of the external auditors and audit fee summary.

CARRIED

- f. External audit plan for the fiscal year ended December 31, 2025 (FIN-38-25)
Approve the external audit plan for the fiscal year ended December 31, 2025, as presented by Deloitte LLP at the Audit Committee meeting of December 3, 2025 and attached as Appendix A to finance department report FIN-38-25.

CARRIED

- g. Automated Vehicle Location (AVL) Performance Audit (AUD-13-25)
Receive for information the AVL Performance Audit attached as Appendix A to office of the city auditor report AUD-13-25.

CARRIED

- h. Motion memorandum regarding audit of space allocation for competitive swimming (COW-15-25) (SD)
Direct the City Auditor to perform an audit of the allocation process of pool time for competitive swimming programs and report back to the Audit Committee by March 4, 2026.

CARRIED

- i. City Auditor performance evaluation 2025 (CAF-05-25)
Direct the Audit Committee Chair and the Head of Corporate Affairs to deliver the Audit Committees' final performance rating and feedback from Committee discussions to the City Auditor, ensuring the information is submitted to Human Resources for inclusion in the merit program, where applicable, contained in Confidential Appendix A to corporate affairs report CAF-05-25.

CARRIED

13.3 Pipeline to Permit Committee meeting of December 4, 2025

- a. Staff presentation providing a Housing Accelerator Fund/Community Improvement Plan/Additional Residential Unit Program update (PP-17-25)

Receive for information staff presentation providing a Housing Accelerator fund/Community Improvement Plan/Additional Residential Unit Program update.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

14. Motion to Approve Standing Committee Minutes

Moved by: Councillor Kearns

Seconded by: Councillor Galbraith

Approve the following minutes:

CARRIED

14.1 Committee of the Whole meeting minutes of December 1 and 2, 2025

14.2 Audit Committee meeting minutes of December 3, 2025

14.3 Pipeline to Permit Committee meeting minutes of December 4, 2025

14.4 Budget Committee meeting minutes of November 24, 2025

15. Urgent Business

15.1 Opportunity for Burlington to Participate in the FIFA World Cup Experience (CSS-30-25)

Moved by: Councillor Sharman

Seconded by: Councillor Bentivegna

Direct the Director of Recreation, Community and Culture to proceed with collaborating with FWC26 Canada Football Ltd. (FIFA26 Canada) to bring FIFA Canada's Caravan, a nationwide fan experience celebrating the FIFA World Cup 26, to Burlington, and to formalize the partnership through an agreement outlining respective roles, responsibilities, and financial contributions, as described in report CSS-30-25; and

Authorize the Chief Financial Officer to make a one-time contribution of \$160,000 to the Cultural Initiatives Reserve Fund, funded through 2025 retained savings. These funds will support the FIFA Canada's Caravan as outlined in report CSS-30-25. Any unspent funds following the event shall remain in the Cultural Initiatives Reserve Fund for future use in enhancing City-initiated cultural programs, in accordance with the Reserve Fund by-law.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

16. Confidential Items and Closed Meeting

Moved by: Councillor Nisan

Seconded by: Councillor Sharman

That Council proceed into closed session at 10:17 a.m. regarding item 16.2 Confidential report regarding Strategic Land Acquisition - RCC (LLS-57-25) and Item 16.3 Confidential Strategic Land Acquisition - RPF and Transit (LLS-58-25)

In accordance with Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board; and

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. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

IN FAVOUR: (6): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Stolte

CARRIED (6 to 0)

16.1 Motion to confirm Confidential minutes

- a. Confidential closed Council meeting minutes of November 18, 2025
- b. Confidential closed Committee of the Whole meeting minutes of December 1, 2025
- c. Confidential closed Audit Committee meeting minutes of December 3, 2025

16.2 Confidential report regarding Strategic Land Acquisition - RCC (LLS-57-25)

Moved by: Councillor Sharman

Seconded by: Councillor Nisan

Instruct the Manager of Realty Services to proceed in accordance with the instructions sought in confidential legal department report LLS-57-25

IN FAVOUR: (6): Mayor Meed Ward, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Galbraith

CARRIED (6 to 0)

16.3 Confidential Strategic Land Acquisition - RPF and Transit (LLS-58-25)

Moved by: Councillor Stolte

Seconded by: Councillor Bentivegna

Instruct the Manager of Realty Services to proceed in accordance with the instructions sought in confidential legal department report LLS-58-25

IN FAVOUR: (6): Mayor Meed Ward, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

Absent (1): Councillor Galbraith

CARRIED (6 to 0)

17. Rise and Report

See item 16.2 and 16.3

18. Motions of Members

None

19. Council Information Package

19.1 Council Information Package November 21, 2025

19.2 Council Information Package November 28, 2025

19.3 Council Information Package December 5, 2025

20. Motion to Receive and File Information Items

Moved by: Councillor Kearns

Seconded by: Councillor Nisan

Receive and file Information items, having been considered by Council:

CARRIED

20.1 Correspondence from Mihail Markovic representing Force Soccer Academy regarding opportunity for Burlington to Participate in the FIFA World Cup Experience (CSS-30-25)

21. Notice of Motion

None

22. Motion to Approve By-Laws

Moved by: Councillor Nisan
Seconded by: Councillor Stolte

Enact and pass the following by-laws which are now introduced, entitled and numbered as indicated below:

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

CARRIED (7 to 0)

- 22.1 94-2025: A by-law to authorize the temporary borrowings of monies from the Royal Bank of Canada and Scotiabank.
- 22.2 95-2025: A by-law to levy 2026 interim taxes and establish penalty and interest rates.
- 22.3 96-2025: A by-law to amend By-law 86-2007 the Traffic By-law to update certain definitions and to permit electric kick-scooters on the Centennial Trail.
- 22.4 97-2025: A by-law to repeal By-law 69-2024 and adopt an Emergency and Continuity Management Program.
- 22.5 98-2025: A by-law to prohibit and regulate the destruction and injury of trees on public property and to regulate the planting and maintenance of trees on or affecting public property within the City of Burlington and to repeal By-law No. 68-2013.
- 22.6 99-2025: A by-law to amend By-law 105-2015, being a by-law to establish a reserve fund and guidelines for the utilization of the Forestry Reserve.
- 22.7 100-2025: A By-law to amend By-law 40-2022, the Private Tree By-law.
- 22.8 101-2025: A by-law to assume parcels of land in the City of Burlington as Public Highway.
- 22.9 2020.513: A by-law to amend By-law 2020, as amended; 1881 Fairview Street.

23. Confirmatory By-law

Moved by: Councillor Bentivegna
Seconded by: Councillor Sharman

Enact and pass By-law Number 102-2025 being a by-law to confirm the proceedings of Council at its meeting held December 9, 2025 being read a first, second and third time.

IN FAVOUR: (7): Mayor Meed Ward, Councillor Galbraith, Councillor Kearns, Councillor Nisan, Councillor Stolte, Councillor Sharman, and Councillor Bentivegna

CARRIED (7 to 0)

24. Statements by Members and Staff

25. Motion to Adjourn

Moved by: Councillor Stolte

Seconded by: Councillor Nisan

10:17 a.m. (closed meeting), 10:57 a.m. (open meeting) 10:57 a.m. (recess)

11:05 a.m. (reconvene)

Councillor Stolte arrived at 10:32 a.m.

Councillor Galbraith left the meeting at 10:57 a.m. and returned to the meeting at 11:12 a.m.

Adjourn this Council now to meet again at the call of the Mayor.

11:30 a.m.

CARRIED

Lisa Palermo

Deputy City Clerk

Marianne Meed Ward

Mayor