



Burlington Sustainable Development Advisory Committee Meeting
Agenda

Date: November 17, 2021
Time: 7:00 pm
Location: Virtual

Pages

1. Land Acknowledgement:

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee, and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history. The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes.

We would like to acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

2. Declarations of Interest:

3. Approval of Minutes:

3.1. Approve the minutes from the meeting held October 20, 2021

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4. Delegation(s):

None.

5. Consent Agenda (Items for approval):

6. Regular Items:

6.1. Council and staff updates:

- a. Councillor Sharman
- b. Lynn Robichaud - Sustainability
- c. John Stuart/Laura Ross - Community Planning

6.2. Policy and Development subcommittee updates:

6.3. Awareness subcommittee updates:

6.4. Reports from external groups and conferences:

a. Bay Area Climate Change Council (Dave B)

b. Halton Climate Collective (Lynn)

c. ITAC (Tim)

7. Other Business:

7.1. 2022 Work plan and budget

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2021 Work plan and budget attached for reference

7.2. December meetings?

8. Adjournment:



Burlington Sustainable Development Advisory Committee Meeting

Minutes

Date: October 20, 2021
Time: 7:00 pm
Location: Virtual

1. Members Present:

Tim Park (Chair), Susan Mattine, Dave Rokosh, Dave Bourn, Chris Ariens, Tom Krumins, Jim Adam, Anne Hammill, Rafiq Dhanji, Adria Cehovin, Guy Sheppard, Laura Di Paolo

2. Member Regrets:

Mathew McAuley, Paul Fletcher, Fahim Hoque, Niki Walton, Jose Henao

3. Others Present:

John Stuart (Planner), Councillor Sharman, Suzanne Gillies (Clerk), Dianne and Michelle (Observers)

4. Land Acknowledgement:

5. Declarations of Interest:

None.

6. Approval of Minutes:

6.1 Approve the minutes from the meeting held September 15, 2021

On motion the minutes from the meeting held September 15, 2021 were approved as presented.

7. Delegation(s):

None.

8. Consent Agenda (items for approval):

8.1 Oval Court comments

On motion the Oval Court comments were approved as presented.

8.2 407 Martha Street comments

On motion the 407 Martha Street comments were approved as amended.

9. Regular Items:

9.1 Council and staff updates:

a. Councillor Sharman

Councillor Sharman provided the following updates:

- advised/reminded the committee of the role of statutory public meeting and the 120 day timeline that city council has to make a decision on a file, with the large complex files being brought before council with out all the information needed to make a decision council direct staff to continue to work with the applicant. Members of Council can not show any bias towards an application prior to a recommendation report from staff
- advised the committee of the sheer volume of applications that staff are dealing with, the ICBL stopped applications from being able to proceed, but not from being submitted, and with the ICBL being lifted south of Fairview Street work has resumed on applications in the area free from the ICBL
- the new Official Plan is at the region and still needs to be approved
- there are still lots of unknowns currently with the Urban Growth Centre being moved

b. Lynn Robichaud - Sustainability

Lynn was unable to attend the meeting - Suzanne provided her updates as follows:

- encourage members to participate in the October 27th event with David Phillips related to Climate Resilient Burlington (see Get Involved Burlington for details)
- homeowner survey for the Home Energy Retrofit Program, also on Get Involved Burlington

c. Laura Ross/John Stuart - Community Planning

John provided the following updates:

- Major Transit Station Areas (MTSA) - some public information sessions are on going, residents can provide feedback on Get Involved Burlington until November 5, 2021, the final public information session is on November 2, 2021
- Housing Strategy - there is an open house for feedback planned on November 29, 2021 and staff are targeting an update report for the Community Planning, Regulation and Mobility Committee meeting in December
- Oval Court - Councillor Sharman is hosting a Ward 5 meeting regarding the Oval Court application on October 27, 2021, anyone who would like to participate needs to preregister, registration information is on the Ward 5 webpage. The second statutory public meeting for this development application is on November 9, 2021

9.2 Policy and Development subcommittee updates:

Dave provided the following updates from the subcommittee meeting:

- Waterfront Hotel proposal was discussed as the proposal being circulated is very different from the original concepts, no official application has been submitted for the this location but the committee will work on this development and keep close tabs on it
- Oval Court - the committee discussed the application and provided feedback that has been approved at this meeting
- 407 Martha Street - the committee discussed the application and provided feedback that has been approved at this meeting
- Housing Strategy - the committee is committed to monitoring what is going on with the study and providing feedback where appropriate

9.3 Awareness subcommittee updates:

Susan provided the following updates:

- there will not be a fall webinar on single use plastics as BurlingtonGreen is doing one on the same topic and we felt we could collaborate with them, targeting January 2022 for the session
- the Bird Friendly initiative and Halton Region Solid Waste Strategy comments have taken priority so other initiatives previously discussed have been paused

a. Support for Burlington becoming a Bird Friendly City

The committee agreed that they should move forward with the Bird Friendly Initiative, the next steps are to review and draft a resolution for Council, the Bird Friendly team has a template for resolutions.

b. Invitation from BurlingtonGreen to collaborate on reviewing and commenting on Halton Region's Waste Management Strategy

The committee agreed that they should move forward with teaming up with BurlingtonGreen to provide comments. The Awareness subcommittee will draft comments and bring them to the Committee of the Whole for approval once completed.

9.4 Reports from external groups and conferences:

a. Bay Area Climate Change Council (Dave B)

Dave provided the following updates to the committee:

- BACCC has received funding for the theory of change work, focusing on goals and targets, drilling down and ensuring the goals and targets are measurable
- Bianca is working on the HERO program, looking at who can help implement, looking to work with a not-for-profit organization
- the Transportation Implementation Team is working on a report over the next few months with a focus on transportation in the Bay area and how it can be safer, more reliable and convenient
- the preference for the 2022 annual forum is to be in-person, therefore the date has been postponed to October 2022 in the hopes that COVID restrictions will allow for an in-person event at this time
- the committee continues its outreach efforts with a focus on Indigenous outreach initiatives

b. Halton Climate Collective (Lynn)

Lynn was unable to attend the meeting and did not provide an update.

c. ITAC (Tim)

Tim provided the following updates:

- Kalyn Edgcumbe - Manager of Integrated Mobility with the City of Burlington provided a recap of the Integrated Mobility Plan project including what stage the project is in now, project timelines and next steps

10. Other Business:

10.1 2022 Workplan

Suzanne reminded the committee that the 2022 work plan and budget need to be completed and approved at the January meeting.

10.2 Upcoming meetings:

- a. Policy and Development subcommittee - November 3 at 7:00 p.m. - zoom
- b. Awareness subcommittee - November 10 at 7:00 p.m. - zoom
- c. Committee of the Whole - November 17 at 7:00 p.m. - zoom

11. Adjournment:

Chair adjourned the meeting at 8:37 p.m.

Burlington Sustainable Development Advisory Committee (SDC)
2021 Workplan

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 • Invite representatives from various external organizations, (e.g. other municipal sustainability committees), to speak about the goals and objectives of their groups. Follow up on recommendations and proposals presented • Encourage committee members to share information about a topic, issue, book or organization for the purpose of educating other members • Support the city's efforts to take action on climate change through mitigation and adaptation initiatives and continue to collaborate with other municipalities and organizations to have a collective impact • Actively participate in sustainable development training opportunities, conferences, trade shows, etc. 	\$1,000
Policy & Development (P&D) subcommittee objectives	<ul style="list-style-type: none"> • Monitor progress on the City's Official Plan review and key supporting documents and provide input as appropriate • Work with COB planning department to update the P&D protocol for development reviews to assist P&D in becoming more nimble in its review and responses to policy, planning and development items. Provide 	

	<p>input on policy, planning and development items sent to the Sub-committee for comment per the new P&D protocol. Monitor comments from staff on our reviews and dialogue with them when appropriate. Review criteria for preparing detailed comments. Develop a “short form” response template for developments that do not meet the criteria for a full review</p> <ul style="list-style-type: none"> • Promote our Principles & Objectives and guidelines at the pre-consultation stage with a clear message that Burlington is a Sustainable Development community. Work with City staff on applying the principles of sustainable neighbourhood and site design (such as those found in LEED Neighbourhood Development, COB Sustainable Building and Development Guidelines and similar standards) to urban design and other guidelines, secondary plans, and major development applications • Support the Climate Action Plan (CAP) as it moves into the implementation stage. The CAP is currently focused on mitigation and prioritizes deep energy building retrofits, electrification of vehicles and the creation of a new renewable energy cooperative. Support the development of detailed metrics and milestones in the plan. Contribute to the update of the Sustainable Building and Development Guidelines as described in the CAP (to strengthen or make them mandatory). Support the development of the adaptation component of the CAP • Promote our Principles & Objectives and guidelines by providing input and participating in municipal, regional and provincial planning and policy such as: <ul style="list-style-type: none"> ✓ Metrolinx Regional Transportation Plan ✓ Greater Golden Horseshoe Regional Transportation Plan (including Highway 413) ✓ Halton Region OP Review, and, Integrated Growth Management Strategy ✓ Integrated Mobility Plan (COB) ✓ Cycling Master Plan, and, Rural Active Transportation Strategy (COB) ✓ Transit Master Plan (COB) ✓ MTSA’s (COB) ✓ Parks Master Plan (COB) 	
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	<ul style="list-style-type: none"> ✓ Urban Forest Master Plan (COB) ✓ Waterfront Plan (COB) ✓ Housing Strategy (COB) ✓ Downtown Urban Design Guidelines (COB) • Promote our Principles & Objectives and guidelines by participating in public meetings and stakeholder committees • Provide education and training to SDC members including: <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 • Set expectations and effectively utilize and recognize the unique talents of Subcommittee members • Upgrade, maintain and grow the P&D shared directory. Continue to use SharePoint for document sharing for both commenting on development proposals and City and Regional policies • Promote opportunities to increase the supply of affordable/assisted housing and the adoption of universal design principles in the COB. Engage with local stakeholders on these issues. 	<p>\$1,000</p>
<p>Awareness Subcommittee objectives</p>	<ul style="list-style-type: none"> • Support the City’s sustainability initiatives, such as the Climate Action Plan (CAP) as it moves into the implementation stage • Co-host, with the Burlington Public Library, one event in the spring/summer pertaining to a sustainability issue • When/if the pandemic restrictions are lifted, participate in relevant community events such as BurlingtonGreen’s Clean Up Green Up event, Appleby Line Street Festival, etc • Assist the City to engage and educate the community to take action on climate change 	<p>\$500</p> <p>\$500</p>

	<ul style="list-style-type: none"> • Employ social media to promote SDC events. Recommend topics for the “Take Action Burlington” blog • When/if the pandemic restrictions are lifted, plan an educational field trip for membership. 	
Total Costs		3,000