Regular Council Agenda published March 6, 2026
Addendum published March 9, 2026
Revised Agenda published March 9, 2026

Date: March 10, 2026
Time: 9:30 am
Location: Council Chambers, City Hall, second floor

Pages

1. Call to Order

2. 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 acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

3. National Anthem

4. Roll Call

5. Approval of the Agenda

6. Declarations of Interest

7. Proclamations

7.1 World Primary Immunodeficiency Week April 22 - 29, 2026

8. Recognition and Achievements

8.1 Staff Recognitions

9. Presentations

10. Motion to approve Council Minutes

Confirm the minutes of the following meetings of Council:

10.1 Regular Council meeting minutes of February 17, 2026

10.2 Special Council meeting minutes of March 2, 2026

11. Delegations

In order to speak at a Council meeting, Individuals must register as a delegation no later than noon the business day before the meeting. To register, complete the online application at www.burlington.ca/delegation or by submitting a written request by email to the Legislative Services at clerks@burlington.ca

If you do not wish to delegate, but would like to submit feedback, please email your comments to clerks@burlington.ca by noon the business day before the meeting. Your comments will be circulated to Council members in advance of the meeting and will be attached to the minutes, forming part of the public record.

11.1 Leah Logan and Sylvia Harris, Indwell, regarding real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26)

11.2 Leah Logan and Sylvia Harris, Indwell, regarding City land for affordable housing (DGM-11-26)

11.3 Jim Young regarding regarding real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26) *1 - 1*

11.4 Jim Young regarding regarding City land for affordable housing (DGM-11-26)

11.5 Rev. Cara DeHaan, Faith Christian Reformed Church regarding City land for affordable housing (DGM-11-26)

11.6 Rev. Cara DeHaa, Faith Christian Reformed Church regarding real estate matter declaring intent to lease Waterdown Road properties (LLS-16-26)

11.7 Homer Lensink regarding regarding City land for affordable housing (DGM-11-26) *2 - 2*

12. Petitions

13. Recommendations from Standing Committees:

13.1 Committee of the Whole

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

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.

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

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.

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

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.

d. Burlington Economic Development & Tourism – Destination Stewardship Plan (TRN-02-26)

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

e. Appointment of Livestock Valuers and Weed Inspectors (DGM-20-26)

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.

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

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.

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

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.

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

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.

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

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.

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

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.

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

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.

13.2 Audit Committee

a. Status of Management Action Plans (AUD-01-26)

Receive for information office of the city auditor report AUD-01-26 regarding status of Management Action Plans for Q1 2026.

b. Quarterly dashboard for the office of the city auditor (AUD-02-26)

Receive for information office of the city auditor report AUD-02-26 regarding quarterly dashboard for the office of the city auditor as of Q1 2026.

c. Resourcing for office of the city auditor (AUD-06-26)

Receive for information office of the city auditor report CA-06-26 regarding resourcing for office of the city auditor.

d. Performance Management process for the City Auditor (AUD-04-26)

Approve the Performance Management process and goals for the City Auditor identified in office of the city auditor report AUD-04-26.

e. Risk to our objectives – the corporate compass (TRN-01-26)

Receive for information transformation office report TRN-01-26 regarding risk to our objectives – the corporate compass.

f. 2026 annual audit plan for office of the city auditor (AUD-03-26)

Approve the 2026 annual audit plan for the office of the city auditor attached in Appendix-A of office of the city auditor report AUD-03-26.

g. Aquatics space allocation audit (AUD-05-26)

Receive for information office of the city auditor report AUD-05-26 regarding aquatics space allocation audit.

13.3 Pipeline to Permit Committee

a. Staff presentation regarding Faster, Smarter, Simpler: Transforming the Site Plan Process (PP-04-26)

Receive for information staff presentation regarding Faster, Smarter, Simpler: Transforming the Site Plan Process (PP-04-26)

b. Staff presentation regarding Burlington's New Residential Zoning By-law (PP-06-26)

Receive for information staff presentation regarding Burlington's New Residential Zoning By-law (PP-06-26)

c. Concierge Service 2025 operational update (DGM-14-26)

Receive for information development and growth management report DGM-14-26 regarding high-impact Concierge Service 2025 operational updates.

14. Motion to Approve Standing Committee Minutes

Approve the following minutes:

14.1 Committee of the Whole meeting minutes of March 3 and 5, 2026 3 - 15

14.2 Audit Committee meeting minutes of March 4, 2026 16 - 19

14.3 Pipeline to Permit Committee meeting minutes of March 5, 2026 20 - 22

15. Urgent Business

15.1 City land for affordable housing (DGM-11-26) 23 - 32

Endorse the Indwell project concept for 1022, 1028 and 1030 Waterdown Road, as outlined in development and growth management report DGM-11-26 Appendix A, subject to final design, applicable planning approvals, securing required funding and financing, and Council approval of the disposition of City lands by way of a long-term land lease in accordance with legal services report LLS-16-26; and

Direct the Commissioner of Development, Growth and Management to initiate a city-led site-specific zoning by-law amendment for 1022, 1028 and 1030 Waterdown Road to permit the approved Indwell project concept, as outlined in development and growth management report DGM-11-26 Appendix A, subject to final design; and

Delegate authority to the Commissioner of Development, Growth and Management, in consultation with the Chief Financial Officer (CFO), to reallocate the HAF budget, as may be required during 2026, to ensure the City meets its Housing Accelerator Fund housing targets by December 31, 2026, including capital funding, incentives, land acquisitions, or other opportunities that may arise; and

Authorize the Director of Community Planning, in consultation with the City Solicitor, to approve, execute, and administer, on behalf of The Corporation of the City of Burlington, all agreements and documentation necessary to implement the recommendations of this report or throughout the year 2026; and

Direct the Director of Community Planning to engage with Halton Region to explore opportunities to prioritize Burlington residents, where feasible and consistent with Regional policies, within the applicant selection process for the Indwell / Waterdown project.

15.2 Real estate matter declaring intent to lease Waterdown Road properties 33 - 38

(LLS-16-26)

Declare intent to enter into a long-term land lease on 1022-1030 Waterdown Road, a rectangular-shaped parcel of land having an approximate land area of 2,670 square metres, to Indwell as per development and growth management report DGM-11-26 to develop an affordable housing project; and

Consider the long-term land lease of these lands at the Committee of the Whole meeting of April 13, 2026, and the Council meeting of April 21, 2026; and

Provide notice by regular mail to all properties within 120 metres of the subject lands and publicize the resolution in the Council minutes on the City's website.

15.3 Electric Vehicle Charging Policy and pricing options (PWS-06-26) 39 - 62

Approve the Electric Vehicle Charging Stations on City Property Corporate Policy attached as Appendix A to public works report PWS-06-26; and

Approve option 4 of the pricing strategy as outlined in public works report PWS-06-26; and

Report back with the necessary amendments to the Rates and Fees By-law as well as the Parking and Idling By-law for approval by City Council to implement the fees in Q2 2026.

15.4 New Site Plan Control By-law (DGM-12-26) 63 - 77

Repeal By-law 35-2017, being a by-law to establish site plan control and designate all lands in the City of Burlington as a site plan control area; and

Enact the new Site Plan Control By-law, substantially in the form attached as Appendix A to development and growth management report DGM-12-26.

15.5 Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road (DGM-13-26) (GM) 78 - 109

Approve the application submitted by Walkers Green Residences Ltd. to draft approve a vacant land condominium plan consisting of three (3) vacant land units at 4030 and 4050 Upper Middle Road, as shown in Appendix A of report DGM-13-26, subject to the conditions contained in Appendix B of the report.

16. Confidential Items and Closed Meeting

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

16.1 Motion to Confirm Confidential minutes

a. Confidential closed Council meeting minutes of February 17, 2026

b. Confidential closed Committee of the Whole meeting minutes of March 3 and 5, 2026

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

Pursuant to Section 239(2)(f) advice that is subject to solicitor – client privilege including communications necessary for that purpose.

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

Pursuant to Section 239(2)(f) advice that is subject to solicitor – client privilege including communications necessary for that purpose.

17. Rise and Report

18. Motions of Members

19. Council Information Package

19.1 Council Information Package February 20, 2026

19.2 Council Information Package February 27, 2026

19.3 Council Information Package March 6, 2026

20. Motion to Receive and File Information Items

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

20.1 Supplemental memo regarding draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road (DGM-13-26) 110 - 115

Note: This item provides supplemental information regarding Item 15.5

Note: Appendix B has been revised to include the most current version of the conditions of draft plan approval.

20.2 Supplemental memo regarding remuneration and expenses paid to Council and appointees for 2025 (FIN-03-26) 116 - 118

Note: This item provides supplemental information regarding Item 13.1 (i)

20.3 Correspondence from Chris Emmons regarding City land for affordable housing (DGM-11-26) 119 - 119

20.4 Correspondence from Erin Emmons regarding City land for affordable housing (DGM-11-26) 120 - 120

20.5 Correspondence from James and Sarah Mack regarding City land for affordable housing (DGM-11-26) 121 - 121

20.6 Correspondence from Karen Allin regarding City land for affordable housing (DGM-11-26) 122 - 123

20.7 Correspondence from Tanya Burmaster regarding City land for affordable housing (DGM-11-26) 124 - 125

20.8 Correspondence from Marcee Lane regarding regarding City land for affordable housing (DGM-11-26) 126 - 126

20.9 Correspondence from Rob Schaafsma, Chair of Council, Faith Christian Reformed Church regarding City land for affordable housing (DGM-11-26) 127 - 128

20.10 Correspondence from Melody Ng regarding regarding City land for affordable housing (DGM-11-26) 129 - 129

21. Notice of Motion

22. Motion to Approve By-Laws

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

22.1 13-2026 A by-law to amend By-law Number 32-2023 designating 488 Locust Street, in the City of Burlington' 130 - 133

Report LLS-05-25, amendment approved by Ontario Land Tribunal on April 1, 2025

22.2 14-2026: A by-law to assume City-owned parcels of land in the City of Burlington as Public Highway Registered Plan: 20M-631 134 - 134

Delegated Authority

22.3 15-2026: Appointment of Municipal Livestock Valuers and Municipal Weed Inspectors and repeal the current appointment By-law 31-2022 135 - 137

Report DGM-20-26, Committee of the Whole, March 3 and 5, 2026

22.4 16-2026: Amendment to Bylaw 39-2016 to repeal and replace Schedule 1 138 - 141

Report PWS-11-26, Committee of the Whole, March 3 and 5, 2026

22.5 17-2026: New Site Plan Control By-law and repeal Bylaw 35-2017, being a bylaw to establish site plan control and designate all lands in the City of Burlington as a site plan control area 142 - 146

Report DGM-12-26, Committee of the Whole, March 3 and 5, 2026

22.6 18-2026: A by-law to adopt Official Plan Amendment No. 8 to the Burlington Official Plan, 2020 147 - 152

Report LLS-13-26, Committee of the Whole March 3 and 5, 2026

22.7 19-2026: A by-law to adopt Official Plan Amendment No. 2 to the Burlington Regional Official Plan (BROPA) 153 - 155

Report LLS-13-26, Committee of the Whole March 3 and 5, 2026

22.8 20-2026: A by-law to amend By-law 24-2018, being the adopting by-law for the Burlington Official Plan, 2020 156 - 157

Report LLS-13-26, Committee of the Whole March 3 and 5, 2026

22.9 21-2026 A by-law to amend By-law 71-2023, being a by-law to delegate approvals to staff 158 - 161

Report LLS-13-26, Committee of the Whole, March 3 and 5, 2026

23. Confirmatory By-law 162 - 163

Enact and pass By-law Number 22-2026 being a by-law to confirm the proceedings of Council at its meeting held March 10, 2026 being read a first, second and third time.

24. Statements by Members and Staff

25. Motion to Adjourn

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

Delegation to Council, March 10, 2026. Jim Young.

Agenda Items 15.1 and 15.2

Good morning Mme. Mayor, Members of Council, our Clerk, Members of Staff, fellow residents and in particular the representatives of the Indwell Group.

I delegate today in support of the proposals to endorse the Indwell project concept for 1022, 1028 and 1030 Waterdown Road, as outlined in development and growth management report DGM-11-26 Appendix A, and in support of the intent to enter into a long-term land lease on these three city properties to Indwell, to develop an affordable housing project, again, as per report DGM-11-26.

It seems we endlessly discuss ways to bring affordability in housing to our city and our communities but rarely actually achieve that lofty goal.

This council has devoted lots of time over the past few weeks debating the advisability of forgoing millions of dollars in development charges to some very wealthy developers with little or no guarantee that it will result in any real impact on housing affordability or provide a single affordable home.

In comparison, this particular proposal gives our city a very real opportunity to put money where it will make a measurable impact on affordability, to invest in Indwell's track record of providing affordable housing rather than speculating on affordability outcomes.

As a resident of Aldershot, living within a few hundred metres of the site I cannot imagine a good reason why not to proceed with this proposal. As well as bringing affordability to its potential residents, my understanding is that it will also provide a supportive element to the housing units which makes the proposal all the more attractive and even more essential.

In closing I would like to thank council and staff for displaying the grace to consider such a proposal, thank Indwell for bringing this much needed idea forward and if I may beg council and staff indulgence, I am not familiar with the finer points of city policies on long term leases or how the costs and terms of those leases are determined. In this instance, however I believe it would make Burlington and Aldershot residents proud of their city if this lease could be granted at some form of nominal rent rather than at some bureaucratic determination of a "Market Value". Might this be considered by staff and council?

Thank you for the opportunity to delegate on this important matter.

Jim Young,

March 9, 2026

Reference: **Support for Indwell in Burlington**

Written submission in support of 12.1 City Land for Affordable Housing – For March 3 Committee of the Whole

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by the City of Burlington's 'Development, Growth and Management Committee' recommending use of municipal land in Aldershot for affordable housing development by Indwell.

I write to you as a 30+ year resident of Ward 4 in the City of Burlington, as well as a Board member of Indwell. It is becoming increasingly obvious to all that the City of Burlington and Halton Region, like many Ontario urban areas, has a growing homelessness and affordable housing need. The recent arrival of various small tent encampments around the City of Burlington is painful evidence of this need. As an Indwell Board member, looking at this challenge from the inside out, it is very clear that Indwell's strategies, organizational capacity and effective responses to supportive housing needs in our municipalities have tremendous integrity and should be supported by stakeholders, including the City of Burlington. Having volunteered at several Indwell facilities and toured a number of others in the Golden Horseshoe area, I can say that their strong reputation is well-founded – the City of Burlington will count an Indwell Waterdown Road facility as a good neighbour.

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton alone.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter into a long-term land lease with Indwell on Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community.

Thank you for noting my support as you consider this matter.

Sincerely,

Homer Lensink

[redacted]

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.

Audit Committee

Minutes

Date:	March 4, 2026
Time:	3:30 pm
Location:	Council Chambers, City Hall, second floor

Members Present:	Councillor Lisa Kearns (Chair) Councillor Paul Sharman Michael Di Iuilo Kartik Gupta Mathew Moore Etienne Durafour Mayor Marianne Meed Ward
Staff Present:	Curt Benson, Chief Administrative Officer Craig Millar, Chief Financial Officer Chad MacDonald, Chief Information Officer Leah Bortolotti, Head of Corporate Affairs Maciej Jurczyk, City Auditor Andrew Scott, Chief Transformation Officer 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: Etienne Durafour

Approve the agenda as presented.

CARRIED

4. Declarations of Interest

None

5. Delegations

5.1 Jim Thomson spoke regarding aquatics space allocation audit (AUD-05-26)

5.2 Cody Bradt, Golden Horseshoe Aquatic Club, spoke regarding aquatics space allocation audit (AUD-05-26)

6. Presentations

None

7. Consent Items

7.1 Status of Management Action Plans (AUD-01-26)

Moved by: Councillor Sharman

Receive for information office of the city auditor report AUD-01-26 regarding status of Management Action Plans for Q1 2026.

CARRIED

7.2 Quarterly dashboard for the office of the city auditor (AUD-02-26)

Moved by: Councillor Sharman

Receive for information office of the city auditor report AUD-02-26 regarding quarterly dashboard for the office of the city auditor as of Q1 2026.

CARRIED

7.3 Resourcing for office of the city auditor (AUD-06-26)

Moved by: Councillor Sharman

Receive for information office of the city auditor report CA-06-26 regarding resourcing for office of the city auditor.

CARRIED

8. Regular Items

8.1 Performance Management process for the City Auditor (AUD-04-26)

Moved by: Mayor Meed Ward

Approve the Performance Management process and goals for the City Auditor identified in office of the city auditor report AUD-04-26.

CARRIED

8.2 Risk to our objectives – the corporate compass (TRN-01-26)

Moved by: Councillor Sharman

Receive for information transformation office report TRN-01-26 regarding risk to our objectives – the corporate compass.

CARRIED

8.3 2026 annual audit plan for office of the city auditor (AUD-03-26)

Moved by: Councillor Sharman

Approve the 2026 annual audit plan for the office of the city auditor attached in Appendix-A of office of the city auditor report AUD-03-26.

CARRIED

8.4 Aquatics space allocation audit (AUD-05-26)

Moved by: Councillor Sharman

Receive for information office of the city auditor report AUD-05-26 regarding aquatics space allocation audit.

CARRIED

9. Confidential Items and Closed Meeting

9.1 Confidential Appendix B regarding status of management action plans (AUD-01-26)

10. Rise and Report

11. Information Items

None

12. Staff Remarks

13. Committee Remarks

14. Adjournment

Chair adjourned the meeting at 5:17 p.m.

Pipeline to Permit Committee

Minutes

Date:	March 5, 2026
Time:	9:30 am
Location:	Council Chambers, City Hall, second floor
Members Present:	Mayor Marianne Meed Ward (Co-Chair) Councillor Shawna Stolte (Co-Chair) Councillor Kelvin Galbraith Councillor Paul Sharman Bianca Steer Jason Sheldon Kristen Delong Jim Dunn John Doyle Kellie McCormack Mike Collins-Williams
Member Regrets:	Elisha Vankleef Jackie Isada
Staff Present:	Curt Benson, Chief Administrative Officer Stephen Robichaud, Commissioner, Development and Growth Management Suzanne Gillies, Committee Clerk

1. Entrance

1.1 Call to Order

The Chair called the meeting to order.

1.2 Land Acknowledgement

The Chair read the Land Acknowledgement.

1.3 Approval of the Agenda

Moved by Councillor Sharman

Approve the agenda as presented.

CARRIED

1.4 Declarations of Interest

None

1.5 Written Delegations

None

2. Enlightenment

2.1 Presentations

None

3. N2: News and Numbers

3.1 Pipeline to Permit Report

Click here for the Desktop Pipeline to Permit dashboard
Click here for the Mobile Pipeline to Permit dashboard

3.2 Contextual Updates

4. Enactions

4.1 Next Steps and Action Identification

None

5. Envisions

None

6. Enhancements

6.1 Staff presentation regarding Faster, Smarter, Simpler: Transforming the Site Plan Process (PP-04-26)

Moved by Mike Collins-Williams

Receive for information staff presentation regarding Faster, Smarter, Simpler: Transforming the Site Plan Process (PP-04-26)

CARRIED

6.2 Staff presentation regarding Burlington's New Residential Zoning By-law (PP-06-26)

Moved by Bianca Steer

Receive for information staff presentation regarding Burlington's New Residential Zoning By-law (PP-06-26)

CARRIED

6.3 Concierge Service 2025 operational update (DGM-14-26)

Moved by Councillor Stolte

Receive for information development and growth management report DGM-14-26 regarding high-impact Concierge Service 2025 operational updates.

CARRIED

7. Information Items

Moved by Jason Sheldon

Receive for information the following item, having been given due consideration by the Pipeline to Permit Committee.

CARRIED

7.1 Staff presentation regarding Concierge Service 2025 operational update (DGM-14-26)

8. Staff Remarks

9. Committee Remarks

10. Adjournment

Chair adjourned the meeting at 10:15 a.m.

Recommendation Report Summary

SUBJECT: City land for affordable housing

TO: Committee of the Whole

FROM: Development and Growth Management

Community Planning

Report Number: DGM-11-26

Wards Affected: 1

Date to Committee: March 3, 2026

Date to Council: March 10, 2026

Recommendation

Endorse the Indwell project concept for 1022, 1028 and 1030 Waterdown Road, as outlined in development and growth management report DGM-11-26 Appendix A, subject to final design, applicable planning approvals, securing required funding and financing, and Council approval of the disposition of City lands by way of a long-term land lease in accordance with legal services report LLS-16-26; and

Direct the Commissioner of Development, Growth and Management to initiate a city-led site-specific zoning by-law amendment for 1022, 1028 and 1030 Waterdown Road to permit the approved Indwell project concept, as outlined in development and growth management report DGM-11-26 Appendix A, subject to final design; and

Delegate authority to the Commissioner of Development, Growth and Management, in consultation with the Chief Financial Officer (CFO), to reallocate the HAF budget, as may be required during 2026, to ensure the City meets its Housing Accelerator Fund housing targets by December 31, 2026, including capital funding, incentives, land acquisitions, or other opportunities that may arise; and

Authorize the Director of Community Planning, in consultation with the City Solicitor, to approve, execute, and administer, on behalf of The Corporation of the City of Burlington, all agreements and documentation necessary to implement the recommendations of this report or throughout the year 2026; and

Direct the Director of Community Planning to engage with Halton Region to explore opportunities to prioritize Burlington residents, where feasible and consistent with Regional policies, within the applicant selection process for the Indwell / Waterdown project.

Executive Summary

Purpose of report:

- To seek Council endorsement of the proposed, Indwell affordable rental housing project concept (Appendix A), at 1022, 1028 and 1030 Waterdown Road, subject to final design and applicable planning approvals, to advance progress towards the City's Housing Accelerator Fund (HAF) targets by December 31, 2026.

- To seek Council approval to initiate a City-led site-specific zoning by-law amendment for 1022, 1028 and 1030 Waterdown Road to permit the proposed Indwell affordable rental housing project (Appendix A).

- To seek Council approval for delegated staff authority to reallocate HAF funding in 2026, if required, to advance the City's HAF housing targets, with updates to Council in June and December 2026.

Key findings:

- Indwell has been identified as an affordable housing provided with a proven track record of developing affordable housing projects and Indwell has capacity to develop these lands for a new purpose built building of up to six stories in height and containing approximately 74 affordable rental housing units, subject to final design, on City-owned lands at 1022, 1028 and 1030 Waterdown Road (Appendix A), contributing to the City's HAF Affordable and Housing Supply Growth targets, including the Missing Middle target where buildings are four stories or less.

- The City's contribution is estimated at $5.59M, including $4.15M from the 2026 Council-approved HAF budget, representing land lease value (1022, 1028 and 1030 Waterdown Road), pre-development due diligence, and legal costs.

- Municipal fees for this project will be expensed to the 2026 HAF Municipal Fee Waivers (Non-profit) program that Council approved in December 2025 (DGM-91-25).

- Securing land is a key priority for Indwell to apply or request capital funding or financing from senior levels of government.

Implications:

Financial

An estimated $4.15M of the Council approved a $7.25M HAF budget for “City-land and/or Land Acquisitions for Non-profit Affordable Rental Housing” (DGM-91-25) is being allocated to the Indwell project. The City’s total project contribution, including all land value, is estimated at $5.59M. Given the municipal election implications, delegated authorities will assist in agile responses should the HAF budget reallocation be needed to ensure that the City’s housing targets are met by December 2026.

Human Resources

Staffing expenses where applicable are considered for cost recovery as needed and in alignment with HAF budget and program compliance.

Legal

Support from internal and external legal services will be required for real estate fees, agreement negotiations and have been estimated in the $7.25M City-land and/or Land Acquisitions for Non-profit Affordable Rental Housing Lands HAF 2026 budget.

Climate

The project anticipates building design aligned with senior government funding programs for sustainability, accessibility, speed of construction and maximize Canadian made materials.

Engagement

Public engagement on the proposed project will be led by Indwell in collaboration with the City.

Background

In December 2025, Council approved DGM-91-25 providing support for non-profit affordable rental housing through:

- the use of City-owned land to meet the Housing Accelerator Fund (HAF) targets by December 31, 2026.
- a $7.25M budget City land acquisition and site readiness for non-profit affordable rental housing.
- a $507,602 budget for municipal fee waivers for non-profits.
- requests to Halton Region to explore partnership opportunities for affordable housing.

This report updates Council on the opportunity to partner on affordable rental housing on City-owned lands, retaining City ownership, advancing HAF housing targets, maximizing community benefits, and supporting the City's enabling role under the Council-approved Housing Strategy through the provision of land, planning, and municipal tools.

Analysis

Project Overview

Through a targeted engagement, the City has identified an opportunity to partner with Indwell, a charitable non-profit with extensive development and operating experience building affordable housing leveraging government funding. The proposed project is approximately 74 units of affordable rental housing, up to six stories, with ground-floor program and community space on City-owned lands at 1022, 1028 and 1030 Waterdown Road (Appendix A), subject to final design, or as may be amended through the planning approval or funding process. Capital and/or operating funding is required from senior government.

The subject lands are located within the Aldershot Major Transit Station Area (MTSA). As reported to Committee through staff report DGM-99-25, the Minister of Municipal Affairs and Housing released its decision to approve Official Plan Amendment 2 (OPA 2), with modifications on October 10, 2025. There are three appellants to OPA 2. Many of the policies of OPA 2 have come into effect as of October 30, 2025, by virtue of not being appealed or not being appealable. While work continues to define the extent and scope of appeals staff can confirm that the enabling policies for the Community Planning Permit System (CPPS) have

been appealed and are not in effect. As a result, the anticipated CPPS By-law for MTSAs cannot be approved by Council. The proposed development will therefore require a site-specific zoning by-law amendment and site plan approval to permit the proposed residential use before building permits can be issued. The zoning by-law amendment will be City initiated in alignment with OPA 2 and will consider the approved in principle CPPS.

Alignment with HAF Targets

The anticipated 74 units will add to the City's HAF Affordable Housing target of 228, and the Housing Supply Growth target of 2,724. Units constructed at four stories or less, as shown in the preliminary site plan (Appendix A), may also count towards the Missing Middle housing target, of 1,047, subject to final design approval.

Intergovernmental Coordination

While Halton Region is the designated Service Manager for assisted and supportive housing and is responsible for administering capital and operating funding programs, the City of Burlington plays a critical enabling role in delivering affordable and supportive housing within its boundaries, as set out in the Council-approved Housing Strategy. In the current market environment, private sector developers are not delivering new, deeply affordable rental housing without significant capital funding. As a result, projects that combine City-owned land, non-profit delivery partners, and senior government funding represent one of the few viable pathways to advancing affordable housing supply within required timelines.

Land Readiness and Due Diligence

Environmental Site Assessment (ESA) Phase 1 reports have been completed for 1022, 1028 and 1030 Waterdown Road. ESA Phase 2 reports have been initiated. A Record of Site Condition will be required to secure financing. It is anticipated that the $300k budget approved by Council (DGM-91-25) will be adequate to finish land readiness.

Risk Considerations and Mitigation

The primary risks associated with the proposed project relate to external funding/financing, development approvals, and infrastructure capacity. These are being actively managed through project design alignment to funding programs, early technical due diligence, early engagement with City staff through a "threshold review" to identify any potential project impediments, delegated authority, and scheduled reporting back to Council in June and December 2026.

The project has been assessed for the following risks:

Risk	Issue / Impact	Likelihood	Mitigation
Zoning	Residential uses are not currently permitted; Ontario Land Tribunal (OLT) appeals possible.	Medium - High	City-initiated site-specific ZBA (May 2026) aligned with OPA 2 and Council-endorsed CPPS; project design informed by prior OLT decisions.
Hydro Capacity	Existing single-phase supply may be insufficient; 3-phase expansion required for service.	Medium	Early Burlington Hydro coordination; budget contingency; obtain OEB-based cost estimate. Capacity confirmed prior to final site plan. Burlington Hydro has indicated their commitment to working with the City to advance affordable housing projects.
Planning/Building Approvals - Timing	Delays in these approvals could jeopardize achieving the Dec 31, 2026, HAF housing target deadline and may reduce 2027 funding ($5.2M).	Medium	Early engagement with City/Region; overlap planning and building approvals where feasible; internal cross department coordination; Council updates scheduled for June and December 2026.
Environmental	Contamination or remediation could delay project or increase costs.	Low	ESA Phase 2 underway toward Record of Site Condition; reserve budget contingency.
Regional Funding Approval	Halton Region funding delays could impact timeline	Low	Early engagement with Region; align project with regional priorities; land lease conditional on approvals.
Senior Government Financing	Delayed funding/financing if land lease is not confirmed.	Low	Confirm land tenure; program-aligned design; construction approach aligned with municipal/federal goals; participate in Enbridge “Savings by Design” program.
HAF Compliance	Submitted capital project may not meet CMHC eligibility requirements.	Low	Submit through 2025 HAF Annual Report. Obtain CMHC written confirmation. Delegated reallocation authority: alternative eligible projects identified.
MTSA Land Value	Potential forgone future land value or underdeveloped.	Low	Long-term land lease retains City ownership and future land value, while securing affordable rental housing community benefit advancing Council priorities.

<u>Land Ownership/Disposition</u>

- The long-term land lease model (anticipated up to 55 years) ensures the land remains in public ownership and dedicated to affordable rental housing use, while enabling Indwell to secure external financing and proceed with development.
- This proposed partnership leverages underutilized City assets, supports Regional housing objectives, and advances the City’s Housing Accelerator Fund (HAF) targets within the prescribed federal timelines.
- Upon successful completion of the surplus lands disposition process and Council approval Realty Services will negotiate a long-term land lease with Indwell.

- Land lease is required for Indwell to apply for and/or receive project funding/ financing.
- Staff review of City-owned lands (DGM-08-25) or pending surplus school sites indicated that no other options met the HAF target and deadlines or had the partnership opportunities.

Financial Analysis

The City's total contribution to the Indwell / Waterdown affordable rental housing project at 1022, 1028 and 1030 Waterdown Road is estimated at $5.59 M. This includes land value, pre-development due diligence, and legal fees, averaging approximately $75k per unit (based on the estimated 74 units shown in Appendix A). This falls within the Affordable Rental Community Improvement Plan (ARU) HAF incentive program range of $70k–$95k per unit, while offering deeper affordability and greater tenant security for a longer period.

Of the $5.59 M, $4.15 M comes from the Council-approved 2026 HAF $7.25M budget (DGM-91-25). The value of City-owned land is provided via lease, with ownership retained by the City. The project also benefits from the Council-approved 2026 HAF Municipal Fee Waiver program, which may include building permits, planning fees, and fast-track approvals.

Any remaining HAF funds from DGM-91-25, if available, will be retained for risk mitigation or, if required, reallocated to additional affordable housing projects or incentives. If the Indwell Waterdown project does not proceed or is delivered at a reduced scale due to development, funding, or infrastructure constraints, delegated authority to the Commissioner of Development, Growth & Management, in consultation with the CFO, enables HAF reallocation in 2026 to capital funding, incentive programs, land acquisitions, or other opportunities aligned with the Council-approved HAF Action Plan.

Delegated authority provides flexibility and supports timely alternative actions to meet the City's HAF housing target commitments by December 31, 2026.

Recommendation Details

This project represents a strong opportunity to deliver approximately 74 units of affordable rental housing by leveraging City-owned lands, senior government funding/financing, and Indwell's non-profit housing expertise. The project aligns with the Council-approved Housing Strategy and implements the Council-approved HAF Action Plan, advancing the City's HAF housing targets by December 31, 2026.

Providing the City land through a long-term lease (anticipated up to 55 years) preserves municipal ownership, leverages public assets for near-term capital investments, and provides community value and benefit to those most in need.

Staff have taken significant steps to prepare the lands and advance the partnership. Council will receive updates in June and December 2026 on project progress, risk mitigation, and funding or financing status as the project evolves.

Key Dates & Milestones

- June 2024: Council update on HAF Budget and Indwell / Waterdown project progress.
- April 2026: Council approval to negotiate a long-term land lease (up to 55 years).
- May 2026: Council approval for site-specific Zoning By-law Amendment for 1022-1030 Waterdown Road, aligned with Council endorsed Community Planning Permit System.
- December 2026: CMHC deadline to achieve all HAF housing targets.
- December 2026: Council update on HAF budget, targets, and project progress.
- January 2027: CMHC: submission of 2026 HAF annual report.
- Q1 2027: CMHC assessment and release of final $5.2M HAF funding.
- Q1 2027: Council review and approval of proposed 2027 HAF budget.
- December 2027: CMHC: deadline to spend all HAF funds.

References

LLS-16-26: Real Estate matter declaring intent to Lease Waterdown Road properties – March 2026

DGM-91-25: Housing Accelerator Fund Update – December 2025
DGM-99-25: MTSA Official Plan Amendment No. 2 Notice of Decision – December 2025
DGM-33-25: HAF Implementation and Update - May 2025
DGM-19-25: HAF Implementation Update - February 2025
DGM-08-25: Burlington Lands Partnership Update – February 2025
PL-82-24: HAF Implementation Plan Budget and Update - November 2024
CS-13-23: Council approve HAF Action Plan – July 2023

Strategic Alignment

☑ Designing and delivering complete communities
☑ Providing the best services and experiences
☐ Protecting and improving the natural environment and taking action on climate change
☑ Driving organizational performance

Author:

Jamie Tellier
Director, Community Planning
Jamie.Tellier@burlington.ca

Appendices:

A. Indwell Proposed Preliminary Site Plan: 1022 - 1030 Waterdown Road

Draft By-laws for Approval at Council:

- N/A

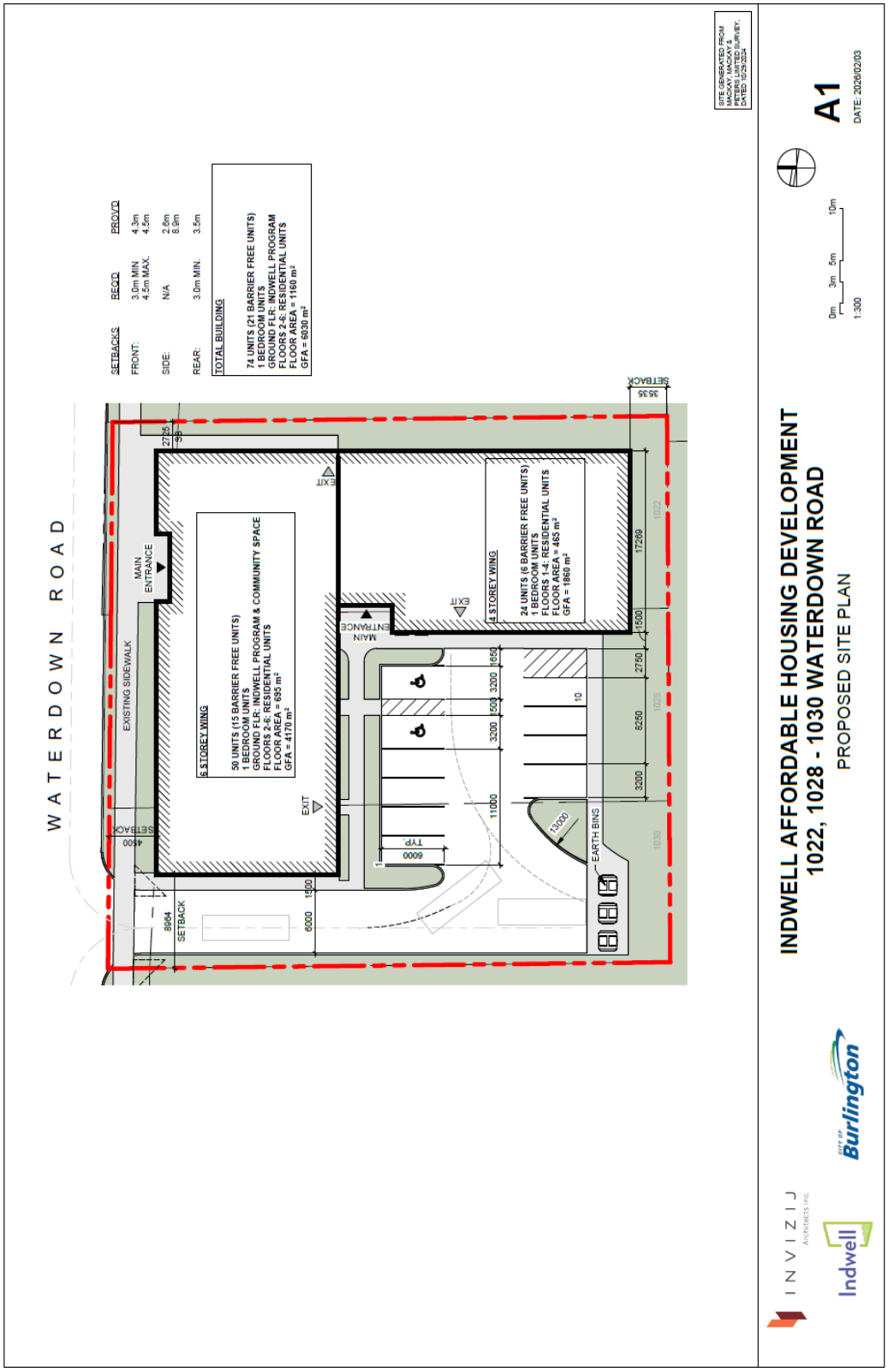
Notifications:

- Regional Clerk, Halton Region
- Alex Sarchuck, Commissioner, Social & Community Services, Halton Region
  Alex.Sarchuk@halton.ca

Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.

Appendix A: Indwell Proposed Preliminary Site Plan: 1022, 1028 and 1030 Waterdown Road



Recommendation Report Summary

SUBJECT: Real estate matter declaring intent to lease Waterdown Road properties

TO: Committee of the Whole

FROM: Legal and Legislative Services

Legal

Report Number: LLS-16-26

Wards Affected: all

Date to Committee: March 3, 2026

Date to Council: March 10, 2026

Recommendation

Declare intent to enter into a long-term land lease on 1022-1030 Waterdown Road, a rectangular-shaped parcel of land having an approximate land area of 2,670 square metres, to Indwell as per development and growth management report DGM-11-26 to develop an affordable housing project; and

Consider the long-term land lease of these lands at the Committee of the Whole meeting of April 13, 2026, and the Council meeting of April 21, 2026; and

Provide notice by regular mail to all properties within 120 metres of the subject lands and publicize the resolution in the Council minutes on the City's website.

Executive Summary

Purpose of report:

- As per Council direction and endorsement of DGM-11-26 staff will proceed with declaring intent to complete a long-term land lease with Indwell for up to 55 years to develop and operate the Waterdown Road Properties with an affordable rental housing project.

Key findings:

- City policy requires that a lease term greater than 20 years on viable city owned property be considered in a two-stage process via public reports and public notice.
- This report represents stage one, which provides public notice and outlines the proposed long‑ term land lease of the subject lands to support the development of affordable rental housing units.
- Waterdown Road Properties
    - 1022 Waterdown Road
    - 1028 Waterdown Road
    - 1030 Waterdown Road

Implications:

- Public Engagement:
    - Committee and Council can receive and consider any public input on April 13, 2026, and/or April 21, 2026.

- Financial:
    - All funding and proceeds will be sourced via the Housing Accelerator Fund (HAF)

Background

In December 2025, Council endorsed and directed staff through DGM-91-25 to:

- use City-owned lands at 1028-1030 Waterdown Road for non-profit affordable rental housing to meet the Housing Accelerator Fund (HAF) target deadline of December 31, 2026.
- explore additional land acquisitions, proximate to 1028-1030 Waterdown Road or elsewhere, to increase affordable housing units and report back by April 2026.
- a budget of up to $7.25M for proposed project on Waterdown Road including the acquisition of additional adjacent lands.

In March 2026, Council was provided the following update through DGM-11-26:

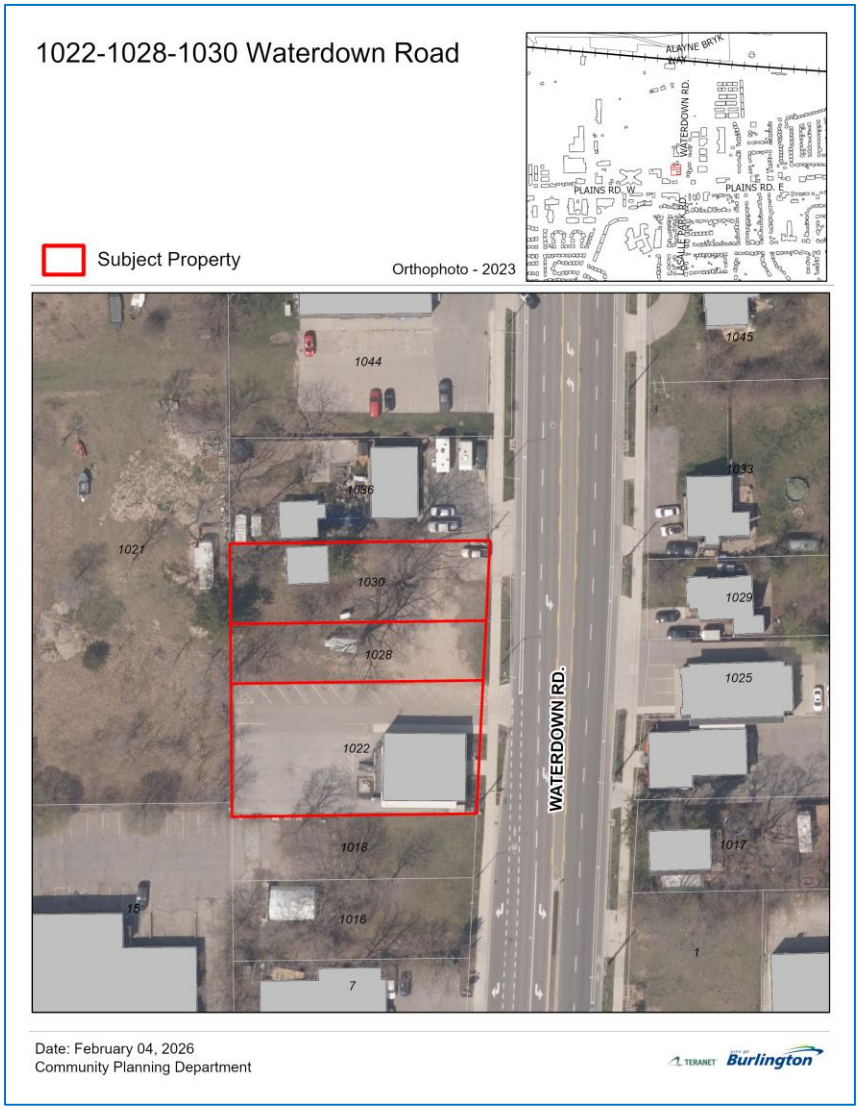
- City-owned lands were expanded to include 1022 Waterdown Road. As a result, a larger site was created and includes 1028-1030 Waterdown Road which were previously endorsed by Council for non-profit affordable rental housing to meet the Housing Accelerator Fund (HAF) target deadline of December 31, 2026. The Waterdown Road properties comprise 3 abutting parcels between 1022 and 1030 Waterdown Road.
- Staff are seeking Council approval on the use of 1022-1030 Waterdown Road to create affordable rental housing. The proposed development as per DGM-11-26 will be constructed and operated by Indwell comprising up to six storeys and approximately 74 affordable rental housing units. The number of units and storeys will be finalized as Indwell completes development due diligence, staff will report back in June 2026.
- As a result of the proposed Indwell development, Realty Services will enter negotiations for a long-term land lease with building operator and developer Indwell.

Analysis

Sale of Real Property Policy (including lease terms greater than 20 years)

The City's Sale of Real Property Policy requires a two‑ stage process when leasing City property for a term greater than twenty (20) years. This report represents Stage One, which provides public notice and outlines the proposed long‑ term lease of the subject lands.

A Stage Two report will be presented to the Committee of the Whole on April 13, 2026, and to Council on April 21, 2026. The second report will restate key information from this report and will include a confidential appendix containing negotiation details, as permitted under the Municipal Act. This two‑ stage approach ensures that Committee and Council can receive and consider any public input on April 13, 2026, and/or April 21, 2026, prior to making a final decision on April 21, 2026.



<u>Waterdown Road Properties:</u>

- 1022 Waterdown Road - PIN 07123-0045 (LT)
  - approximately 0.30 acres or 1,214 square metres
- 1028 Waterdown Road - PIN 07123-0044 (LT)
  - approximately 0.16 acres or 647 square metres

- 1030 Waterdown Road - PIN 07123-0019 (LT)
  - approximately 0.20 acres or 809 square metres

As per Council direction and the endorsement of Report DGM‑ 11‑ 26, staff will proceed with providing notice of the City's intent to enter into a long‑ term land lease with Indwell, for a term of up to fifty‑ five (55) years, to enable the construction and operation of a affordable rental housing project on the Waterdown Road properties.

Staff have no objection to the City moving forward with declaring intent to complete a long-term land lease up to 55 years with Indwell subject to the following:

- Public notice as per the recommendation; and
- Completion of a land lease agreement prepared to the satisfaction of the City Solicitor; and
- All costs associated with delivering the lands to Indwell are funded via HAF.

Recommendation Details

City policy requires that a lease term greater than 20 years on viable city owned property be considered in a two-stage process via public reports and public notice. The proposed land lease with Indwell for up to 55 years is recommended by staff in compliance with the policy.

Key Dates & Milestones

April 2026: Realty Services Council Report

- Approval to negotiate a long-term land lease (up to 55 years) with Indwell will be decided on April 21, 2026.

Implications

<u>Financial Matters:</u>

- Specific financial details will be provided at the next stage of reporting in April in a confidential appendix.
- All funding and proceeds will be sourced via the Housing Accelerator Fund (HAF)

Public Engagement Matters:

As noted in the recommendation, public notice for both matters is recommended as:

- Publication of this resolution in the Council minutes and on the City's website.
- Notification by regular mail to all properties within 120 meters of the subject land.
- Committee and Council can receive and consider any public input on April 13, 2026, and/or April 21, 2026.

References

DGM-91-25 - Housing Accelerator Fund update

DGM-11-26 - City Land for Affordable Housing

Strategic Alignment

☑ Designing and delivering complete communities
☐ Providing the best services and experiences
☐ Protecting and improving the natural environment and taking action on climate change
☐ Driving organizational performance

Author:

Kristen Ljubicic
Manager, Realty Services
905-335-7600 ext. 7581

Notifications:

None

Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.

Recommendation Report Summary

SUBJECT: Electric Vehicle Charging Policy and pricing options

TO: Committee of the Whole

FROM: Public Works

Transportation

Report Number: PWS-06-26

Wards Affected: All

Date to Committee: March 3, 2026

Date to Council: March 10, 2026

Recommendation

Approve the Electric Vehicle Charging Stations on City Property Corporate Policy attached as Appendix A to public works report PWS-06-26; and

Approve option 4 of the pricing strategy as outlined in public works report PWS-06-26; and

Report back with the necessary amendments to the Rates and Fees By-law as well as the Parking and Idling By-law for approval by City Council to implement the fees in Q2 2026.

Executive Summary

Purpose of report:

To recommend a fee structure be implemented for the City's publicly available electric vehicle (EV) chargers and establish a corporate policy for EV charging.

Key findings:

- Report PWS-02-25 EV Charging Policy and Fee Options was presented to City Council in July 2025 and deferred for staff to conduct additional data analysis and engage with the Downtown Parking Advisory Committee.
- Since adopting its 2014 Community Energy Plan, Burlington has significantly expanded EV charging infrastructure through public and private investment, supporting its goal of becoming a net carbon neutral community by 2050.
- Staff found most Ontario municipalities charge $1–$3/hour for Level 2 EV charging, some increase rates after initial hours, and a few offer free charging with parking fees.

- To help manage the increasing inventory of City owned EV charging stations, staff have developed an Electric Vehicle Charging Stations on City Property Policy to provide guidance on the operation, maintenance, monitoring and reporting of the chargers.

Implications:

- The City is facing rising costs for maintenance, repairs, and electricity as its electric vehicle charging infrastructure expands and utilization increases.

Background

In 2014, City Council approved a Community Energy Plan for Burlington that included an action to support electric mobility: Monitor the electric vehicle (EV) market and investigate the feasibility of EV charging stations at City facilities, including downtown parking lots. Supporting electric mobility was further strengthened in the 2020 Climate Action Plan where it was identified as a key program area to help achieve the target to be a net carbon neutral community by 2050.

Since the approval of the Community Energy Plan, the City, institutions, and private businesses have actively invested in charging infrastructure to help support the adoption of EVs in Burlington. Between 2015 and 2022, the City steadily expanded its EV charging network through multiple provincial, federal, and partner funding programs. Installations grew from two stations in 2015 to 49 charging stations (94 charging heads) in 2025. With 20 of those charging stations (37 charging heads) located in the downtown core and the remaining 29 (57 charging heads) at various locations in the community, including the City's only Level 3 chargers, with most available for public use. As a result, from 2021 to 2024 electricity use increased by nearly 400%.

Industry Scan

Staff reviewed online data for municipal charging fees in 22 municipalities located in southwestern/central Ontario. More information can be found in Appendix B.

- Seventeen municipalities (77%) charge an hourly charging fee, ranging from $1.00 - $3.00 per hour (for Level 2 chargers). Eight out of 17 (47%) charge $1.50 - $2.00 per hour.
- Six municipalities implemented a secondary charge, meaning a higher hourly rate is applied following a certain number of either free or a lower hourly rate.
- Four municipalities offer free charging (but parking fees apply where applicable).

Operational and Lifecycle Costs

The cost of ownership of the City EV charging infrastructure has increased with an annual operating cost of approximately $120,000 to cover electricity, licensing fees (cloud plan), maintenance/repairs and replacements. This does not include staff time required to operate and maintain the stations.

The current asset value of the City's charging infrastructure is estimated at just over $1.3 million. The cost of installing a new Level 2 charging station is budgeted at $25,000 and a Level 3 charging station at $50,000 although, this could vary depending on the capacity of the

Level 3 charger. The costs of repairing stations range from $1,000 to $8,000 depending on the severity of the repair.

In 2022, the responsibility to install, operate, maintain and monitor the charging stations was consolidated under the Energy and Emissions staff team. As the EV charging inventory continues to grow, so has the time required to manage the inventory under the existing staff complement.

Downtown Economic Development

One of the consequences of offering free charging at the City's EV charging stations is the disincentive to move a vehicle even after it's fully charged. Data from the City's downtown charging stations indicates that vehicles are left plugged in beyond the four-hour maximum time. There is a four-hour limit for charging in the Parking and Idling Bylaw which is currently enforced on a complaint basis.

The City's Downtown Parking Master Plan (PWS-05-26) highlights that increasing vehicle turnover is correlated with increasing patronage to downtown businesses and optimizing vehicle turnover is a recommended objective of any future changes to the Parking and Idling Bylaw. Introducing an EV charging fee is expected to improve availability at the City's chargers by encouraging drivers to move their vehicles once charging is complete, freeing up spaces for other EV users and reducing the likelihood of fees from extended parking.

In November 2025, staff presented data and the recommended option, less the overnight portion, to the Downtown Parking Advisory Committee. Follow-up material was provided to the Committee in early 2026 and included in Appendix B – "Additional information provided to the downtown parking advisory committee."

Achieving Climate Action Objectives

City Council has supported free EV charging at City owned chargers to incentivize EV ownership in Burlington, to help reduce emissions, and work towards the target to be a net carbon neutral community by 2050. Staff track EV ownership data published by the Ministry of Transportation and since 2019, ownership of battery electric vehicles (full electric) in Burlington has increased by almost 500 percent. Local EV test drive events with Plug'n Drive have also helped to promote the benefits of electric mobility.

Public Feedback/Opinion

Sustainability staff engaged the public to prioritize action areas for the Burlington Climate Plan (PWS-01-26). Support for City owned EV charging stations is low compared to other areas such as walking and cycling, transit, sustainable new building standards, and the Better Homes Burlington program. Providing free charging is seen to serve a small part of the population who can afford EVs and, therefore, is not seen to be equitable.

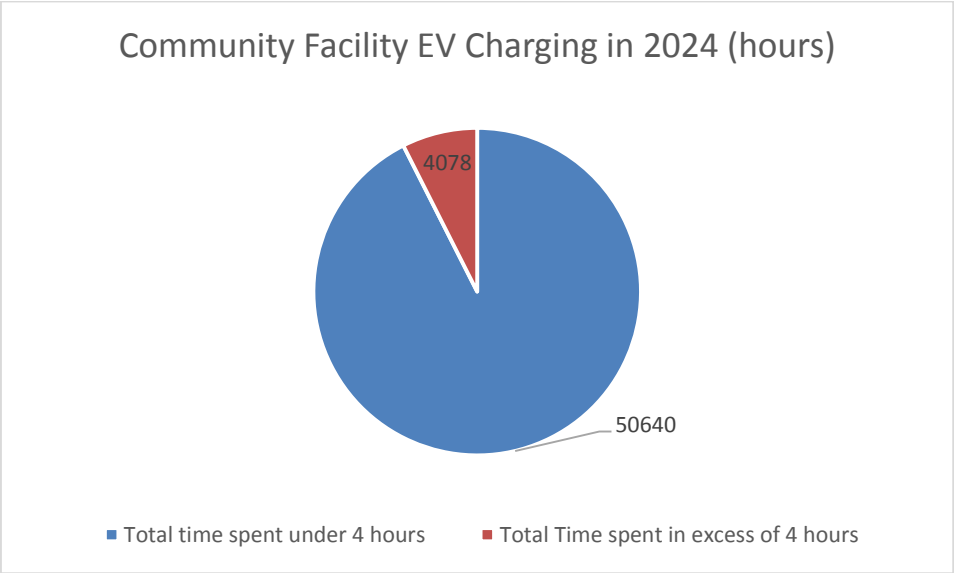
To help manage the increasing inventory of City owned EV charging stations, staff have developed an EV Charging Stations on City Property corporate policy (refer to Appendix A) to provide guidance on the operation, maintenance, monitoring and reporting of the chargers.

Analysis

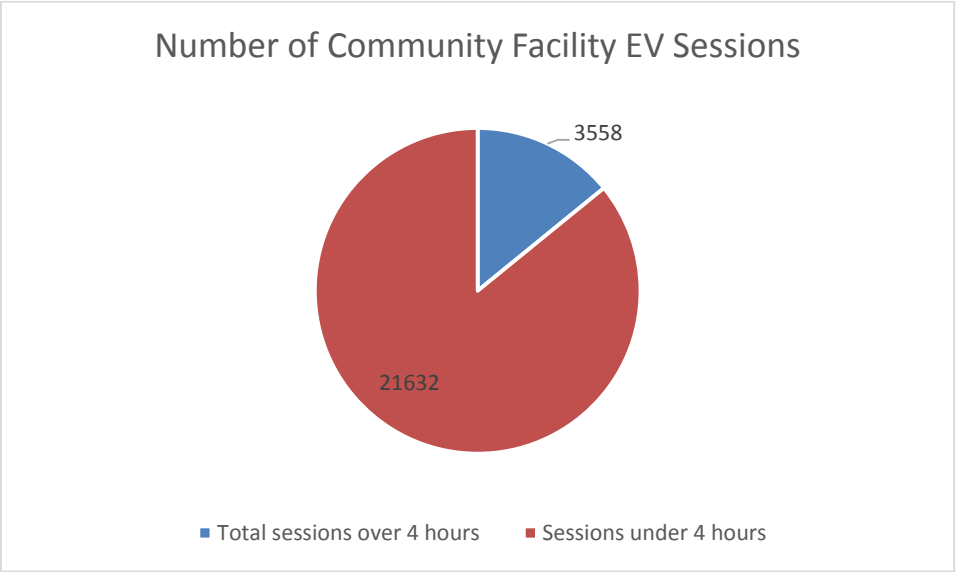
Overstay Data

Below is 2024 data for Level 2 stations at both community facilities and downtown parking lots, excluding chargers where data is not available (City Hall) and City fleet charging sessions.

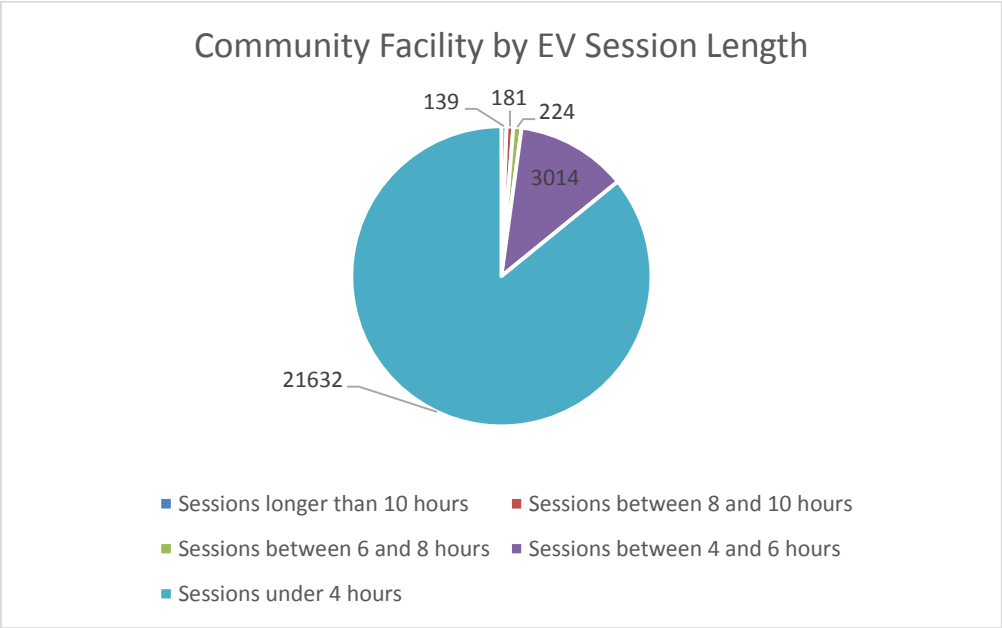
Community Facilities



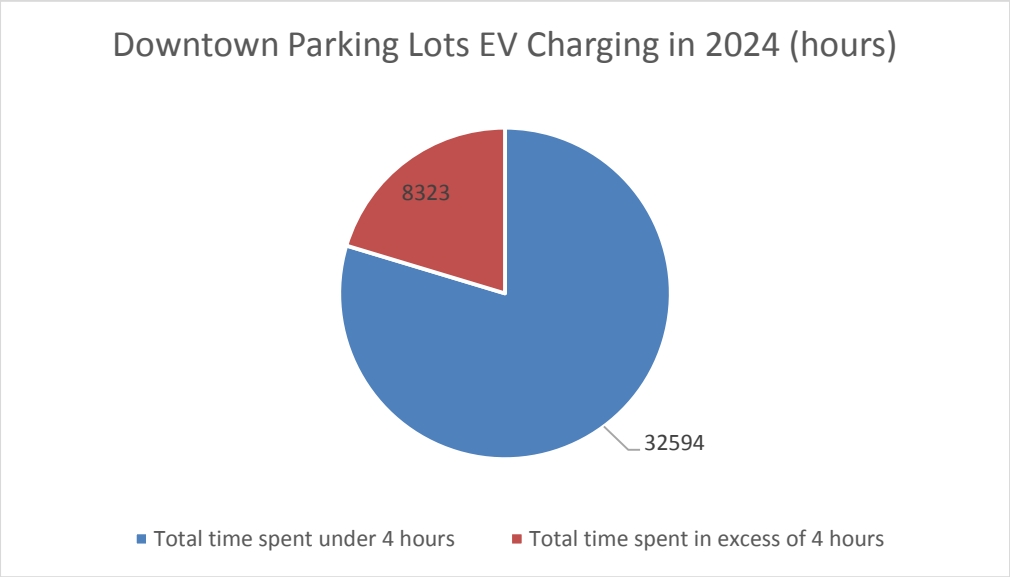
Vehicles plugged in at community facilities for just under 55,000 hours in 2024 with 7.5% of sessions exceeding 4 hours in length. This shows that most of these stations are used appropriately and primarily as a convenience when users are using the amenities on site.



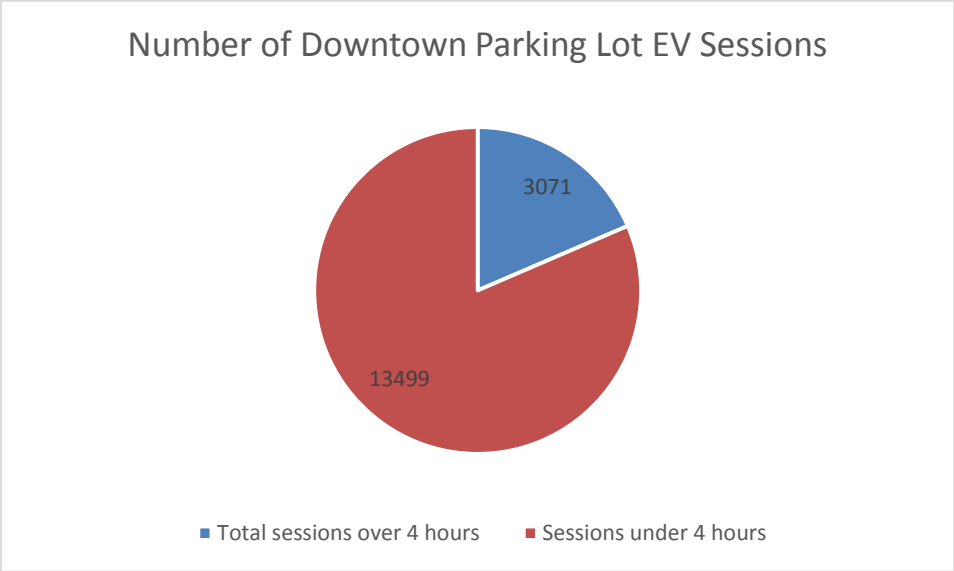
Community facilities had a total of 25,190 charging sessions in 2024. Of those sessions, 3,558 exceeded 4 hours (14.1%) primarily in the range of 4-6 hours as illustrated below.



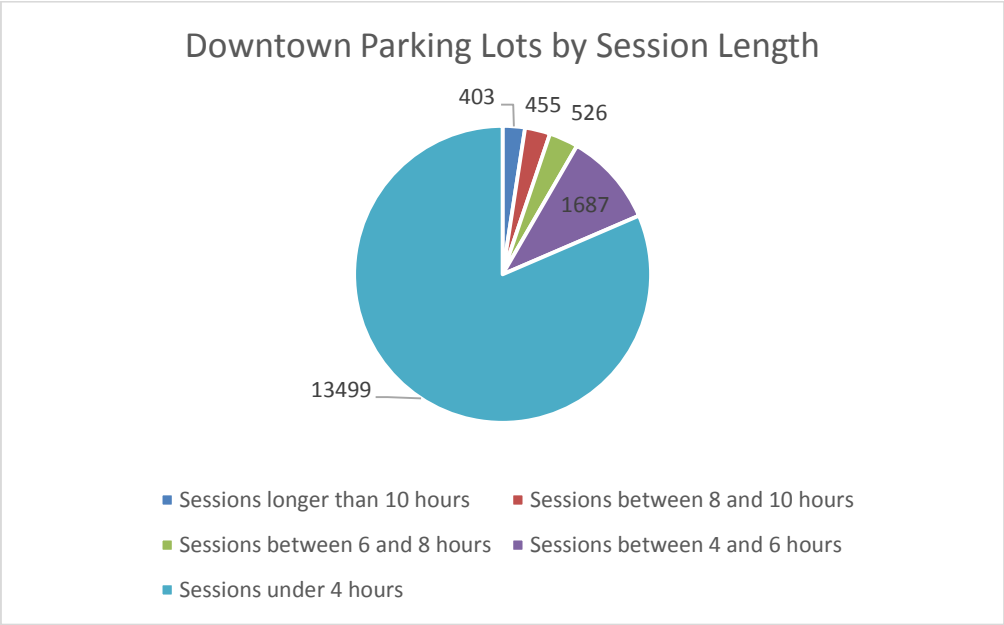
Downtown Facilities



In 2024, vehicles were plugged in at Downtown parking lots for just under 41,000 hours, with 18.5% exceeding 4 hours in length which is more than double the rate experienced at community facilities. This trend may be attributed to limited access to charging infrastructure within downtown high-rise residential and commercial buildings, suggesting that EV charging in the downtown core serves as a necessity rather than a convenience for many users. For this reason, the proposed pricing structures suggested below include a higher hourly rate for downtown locations, aimed at managing demand and encouraging turnover.

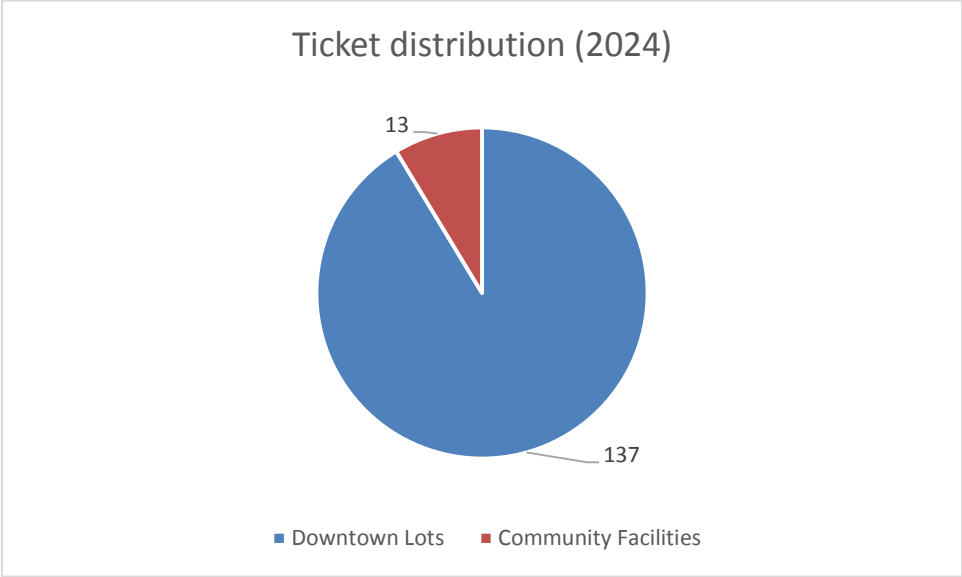


Downtown parking lots saw a total of 16,570 charging sessions in 2024. Of those sessions, 3,071 exceeded 4 hours (18.5%) with a number of these sessions in excess of 6-10 hours, further supporting the overstay issues in the downtown core as mentioned above.



Ticket data

In 2024, 150 tickets were issued for either staying longer than 4 hours at a charging station or parking in a charging station stall without plugging in with the breakdown between community facilities and downtown parking lots shown below.



Recommendation Details

As a result of the data analysis shown above and comments previously received from City Council when presenting report PWS-02-25 EV Charging Policy and Fee Options in July 2025, staff are presenting four fee schedules.

Option 1 – Location based fee schedule

Introduce an hourly charging rate and subsequent higher tiered rate at City owned EV charging stations. The proposed rate for Level 2 chargers would be location based (downtown core versus community facilities) and a third rate for Level 3 chargers. Fees for each location and charging level would be as indicated in the chart below.

	Downtown Chargers	Community Facility Chargers	Level 3 Chargers
First 4 hours	$2.00/hr.	$1.50/hr.	$10.00/hr.
After 4 hours	$4.00/hr.	$4.00/hr.	$10.00/hr.

Option 2 – Free to begin, fee following, location based

Maintain free charging for the first half hour for City owned Level 3 EV Chargers and free charging for the first hour for City owned Level 2 EV Chargers. Introduce an hourly location-based fee as indicated in the chart below after the free period ends.

	Downtown Chargers	Community Facilities	Level 3 Chargers
First 30 minutes	Free	Free	Free
30 minutes – 1 hour	Free	Free	$10.00/hr.
After first hour	$2.00/hr.	$1.50/hr.	$10.00/hr.

Option 3 – Location based fee schedule, higher tiered fee

Like Option 1, but with a lower first 4-hour price and a higher tier fee after 4 hours for both Level 2 and 3 chargers.

	Downtown Chargers	Community Facilities	Level 3 Chargers
First 4 hours	$1.50/hr.	$1.00/hr.	$7.00/hr.
After 4 hours	$6.00/hr.	$6.00/hr.	$15.00/hr.

Option 4 – Location based fee schedule, tiered fee and overnight rate

Like Option 1, but with a lower overnight rate.

	Downtown Chargers	Community Facility Chargers	Level 3 Chargers
First 4 hours	$2.00/hr.	$1.50/hr.	$10.00/hr.
After 4 hours	$4.00/hr.	$4.00/hr.	$10.00/hr.
9pm – 7am	$0.50/hr.	$0.50/hr.	$10.00/hr

Considerations for all options

The City is currently not recovering any of the costs of owning and operating the EV charging network and costs are growing annually. Free charging is resulting in less parking turnover in downtown EV charging stalls and some residents noted that providing 'free' EV charging is not equitable for those who drive traditional vehicles.

When a fee structure has been implemented, the private sector may also be more inclined to install charging stations on private property as they will no longer be competing with free charging.

Introducing a fee may be unpopular with some EV drivers who have become accustomed to free charging. A communication campaign will be required to provide EV drivers adequate notice. The City's EV chargers can warn drivers of the increasing charge rate after four hours via email and/or text.

Any fee structure implemented would still be subject to all other portions of the Parking and Idling Bylaw including during snow events.

The net funds collected would be separated into revenue collected by the downtown chargers and community chargers. These funds would be used to pay for the electricity, maintenance and repair of each group of charging stations. In addition, a portion of the EV charging fee (10%) will be paid to ChargePoint to cover their administrative costs.

In all scenarios a 20-minute grace period would also be implemented before the second level fee would begin at Level 2 stations. A $100 upset limit will also be implemented at all Level 2 stations.

Potential Recovered Funds

Using 2024 data, the potential revenue for Level 2 stations would be as follows for each of the options provided above. It can be expected that usage patterns will change as a result of implementing a fee. It should also be noted that the calculations for Option 4 are more difficult to calculate given the granularity of the data and may not be as accurate as the other options.

Downtown Parking Lots				
	Option 1	Option 2	Option 3	Option 4
Fees collected during base tier pricing*	$ 65,188	$ -	$ 48,891	$ 52,740
Fees collected during higher tier pricing*	$ 33,290	$ 75,484	$ 49,935	$ 19,684
Fees collected overnight	$ -	$ -	$ -	$ 4,189
Downtown Fees Collected	$ 98,478	$ 75,484	$ 98,826	$ 76,613
10% Fee to ChargePoint	$ -9,848	$ -7,548	$ -9,883	$ -7,661
Operating Costs	$ -61,615	$ -61,615	$ -61,615	$ -61,615
Estimated annual capital cost	$ -8,000	$ -8,000	$ -8,000	$ -8,000
Downtown Net Revenue Collected	**$ 19,015**	**$ -1,679**	**$ 19,328**	**$ -663**
Community Facilities				
	Option 1	Option 2	Option 3	Option 4
Fees collected during base tier pricing*	$ 75,960	$ -	$ 50,640	$ 70,422
Fees collected during higher tier pricing*	$ 16,312	$ 80,178	$ 24,468	$ 13,940
Fees collected overnight	$ -	$ -	$ -	$ 2,904
Community Facility Fees Collected	$ 92,272	$ 80,178	$ 75,108	$ 87,266
10% Fee to ChargePoint	$ -9,227	$ -8,018	$ -7,511	$ -8,727
Operating Costs	$ -58,217	$ -58,217	$ -58,217	$ -58,217
Estimated annual capital cost	$ -12,000	$ -12,000	$ -12,000	$ -12,000
Community Facilities Net Revenue Collected	**$ 12,828**	**$ 1,943**	**$ -2,620**	**$ 8,322**
Total Net Revenue Collected	**$ 31,843**	**$ 264**	**$ 16,708**	**$ 7,659**

*In options 1, 3 and 4, higher tier pricing occurs after 4 hours during the day; in option 2 after 1 hour.

The revenue collected from all options is projected to cover the cost of electricity, maintenance, and repair. Staff are recommending Option 4 as it provides both the supplementary higher rate after four hours to incentivize drivers to move their vehicles after charging as well as the additional lower overnight rate which is meant to encourage residents living close to the chargers to be able to continue to use the chargers overnight, so the chargers do not sit idle, and the user is not penalized for leaving the vehicle there for long periods of time.

Examples of charges

Below are examples of charges for each scenario presented above.

Scenario	Option 1	Option 2	Option 3	Option 4
User parks at a downtown charger for 4.5 hours at a Level 2 station	$10.00	$7.00	$9.00	$10.00
User parks at a community facility for 2.5 hours at a Level 2 station	$3.75	$2.25	$2.50	$3.75
User parks at a Level 3 charger for 45 minutes	$7.50	$2.50	$5.25	$7.50
User parks at a downtown Level 2 station from 10pm to 6am	$24.00	$14.00	$30.00	$4.00

Key Dates & Milestones

Pending approval of the recommended option:

- Q2 2026 - Report to amend the Rates and Fees bylaw as well as the Parking and Idling Bylaw
- Q2 2026 - Communications campaign to advise EV charging rates
- Q3 2026 - Implementation date for introduction of hourly charging fee pending approval
- Q2 2027 - Update report one year after implementation

Implications

- Staff will monitor the rates of usage of the EV charging stations and cost recovery from charging fees and report back in a year from the date of implementation to recommend any necessary changes.
- A communications plan will be developed and implemented to engage the community and EV drivers on the new fees, in advance of being introduced.
- It is estimated that just over 500 tonnes of greenhouse gas emissions have been saved through the utilization of the City's EV charging stations.

References

EICS-16-22 Electric Mobility Strategy
PWS-02-25 Electric Vehicle Charging Policy and fee options
Climate Action Plan

Strategic Alignment

- ☑ Designing and delivering complete communities
- ☐ Providing the best services and experiences
- ☑ Protecting and improving the natural environment and taking action on climate change
- ☐ Driving organizational performance

Author:

Tom Pedlar
Supervisor, Energy & Emissions

Appendices:

A. EV Charging Stations on City Property corporate policy
B. Additional information provided to the Downtown Parking Advisory Committee

Draft By-laws for Approval at Council:
Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.

Corporate Policy

Transportation

Electric Vehicle Charging Stations on City Property

Approved by Council on: March 10, 2026

Report Number: PWS-06-26

Effective: March 10, 2026

Reviewed on: March 10, 2026

Amended: N/A

Next Review: March 2027

This corporate policy applies to the future planning, installation, operation, use, and maintenance of electric vehicle (EV) charging stations on City property.

Policy Statement:

The City supports electric mobility through the installation and operation of EV charging stations on City property to support a transition away from the use of fossil fuels in the transportation sector, including City fleet vehicles.

Scope:

The policy applies to:

- Planning for future installation of EV charging stations on City property
- The installation, operation and maintenance of EV charging stations on City property
- Public use of City owned EV charging stations
- Staff use of City owned EV charging stations for personal vehicles (during work hours)
- The implementation of fees and fines for the operation of the EV charging stations
- Barrier free design for the installation of EV charging stations

Objectives:

To work towards the City's climate targets for City operations to be net carbon zero by 2040 and a net carbon neutral community by 2050 by:

- Operating and maintaining EV charging stations on City property to encourage the transition to EVs
- Monitoring and reporting on use and demand for the City's EV charging stations
- Implementing measures to ensure EVs do not stay longer than permitted, such as fees and fines
- Engaging staff and the public on the benefits of electric mobility

Definitions:

For this policy, unless otherwise stated, the following definitions shall apply:

Term	Definition
Electric Mobility	Refers to vehicles and other e-micro mobility options that use electricity (from an external charging source) to fuel the movement of the vehicle either in whole or in part. For vehicles, this means plug-in hybrid electric vehicles (PHEV) and battery electric vehicles (BEV).
Battery Electric Vehicle (BEV)	Runs on an electric motor powered by electricity from an external electric source. The vehicle must be plugged into an outlet or charging station to charge.
Plug-in Hybrid Electric Vehicle (PHEV)	Runs on an electric motor powered by electricity from an external electric source, in addition to support from an internal combustion engine. The vehicle battery can be recharged by plugging into an outlet or charging station as well as through a gas-powered alternator and/or by regenerative braking.
Level 1 Charger	Uses a standard 120V household outlet to full charge in 8 – 20 hours. One hour of charging provides approximately 8 km of driving range and is the slowest speed of charging.
Level 2 Charger	Uses a 240V outlet or connection, like that of a dryer or stove to fully charge in 4 – 6 hours. One hour of charging provides approximately 30 km of driving range

Term	Definition
	and is the most common charger installed in homes and public charging locations.
Level 3 Charger	Also known as 'DC Fast Charger' and provides 80% charge in under an hour for most EVs typically using over 480V DC. One hour of charging provides approximately 300 km of driving range and is typically installed along highways and public charging locations.

Principles:

The following principles will help guide operations, maintenance, monitoring and reporting, as well as planning for future expansion of EV charging stations on City property.

- Encourage EV through the supply of EV charging stations on City property.
- Disincentivize blocking of EV charging stations through fees and/or fines.
- Implement barrier free designs for new EV charging stations where space allows.
- Reduce downtime by proactive monitoring and repairs.
- Expand EV charging stations on City property, when possible, to areas where gaps are identified by monitoring use/demand of existing stations while considering available power and infrastructure accessibility to reduce costs and available staff resources to support additional EV charging stations.
- Planning and operations of EV charging stations to meet the needs of the Corporate Fleet will fall under the Corporate Fleet Policy.
- City staff will use the publicly available charging stations on City property for fleet vehicles.
- City owned fleet vehicles will not be charged for time at City owned EV chargers.

References:

Burlington Electric Mobility Strategy
Burlington Green Fleet Strategy
Corporate Energy and Emissions Management Plan
Burlington Climate Plan: Taking Action to Reduce Community Greenhouse Gas Emissions

Roles:

Accountable:

Commissioner, Public Works

Responsible:

Supervisor, Energy and Emissions

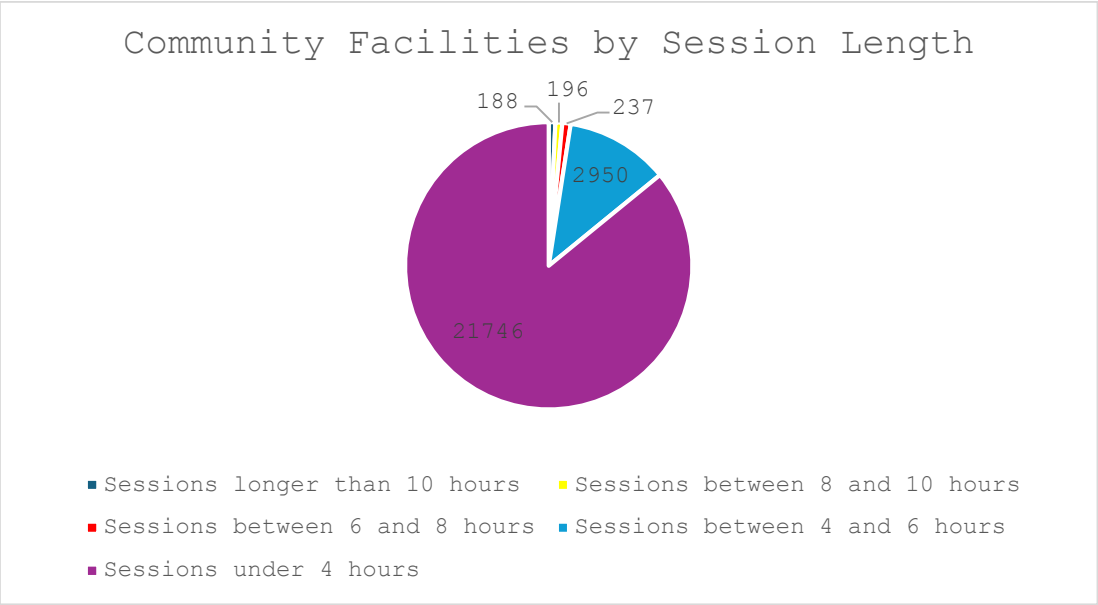
Additional Information on City Owned Electric Vehicle Charging Infrastructure

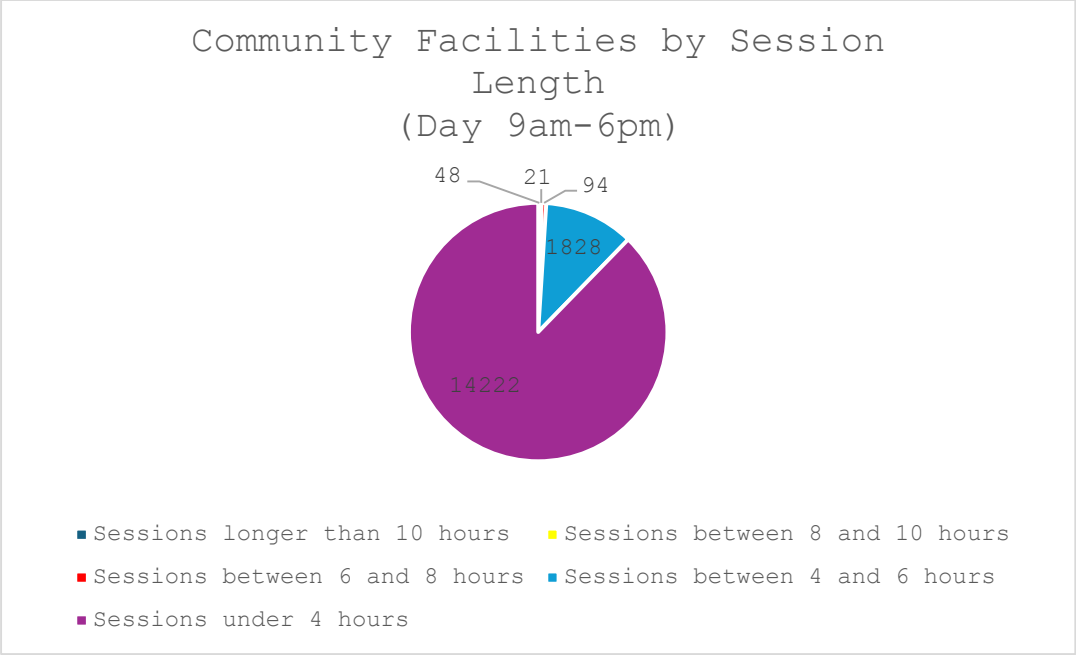
The following information was requested by the Downtown Parking Advisory Committee after the EV Charging Infrastructure presentation at the November 20, 2025, meeting.

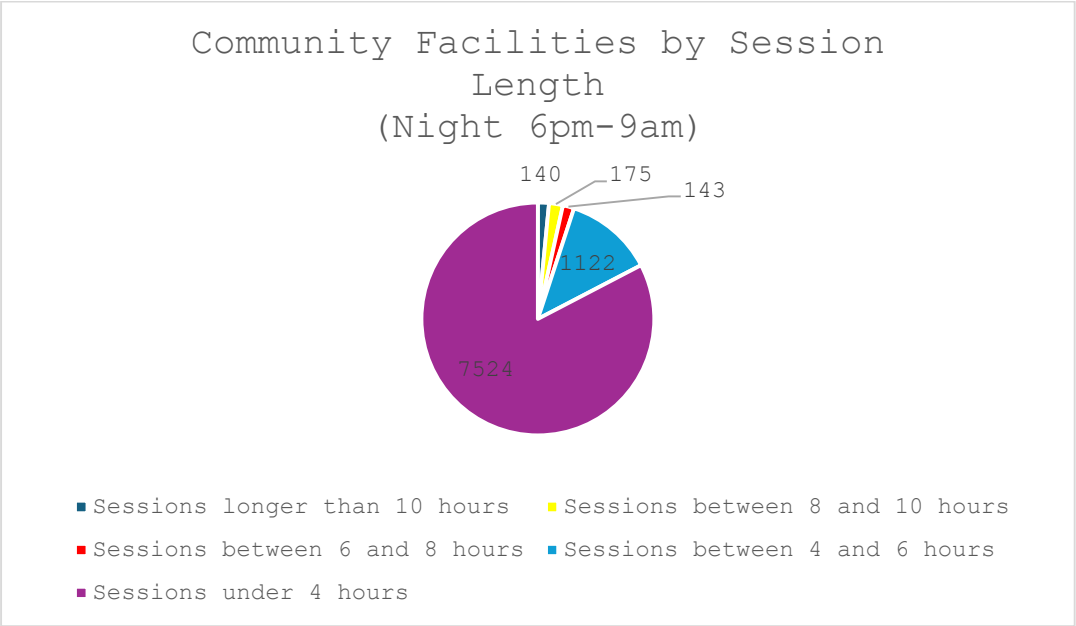
Number of Charges by Time of Day.

The following charts show session data from 2024 for both community and downtown facilities by length of session and if the charge was during the evening/night (6pm-9am) or the day (9am-6pm). Where the wedges are very small, they can be read from left to right: longer than 10 hours, between eight and 10 hours, and between six and eight hours.

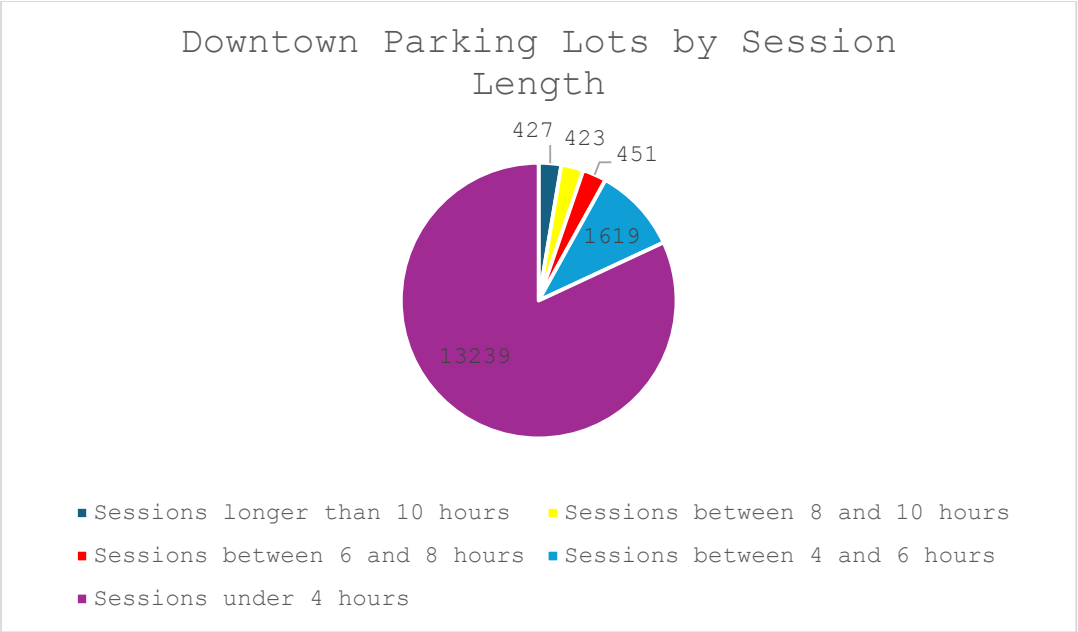
Community Facilities

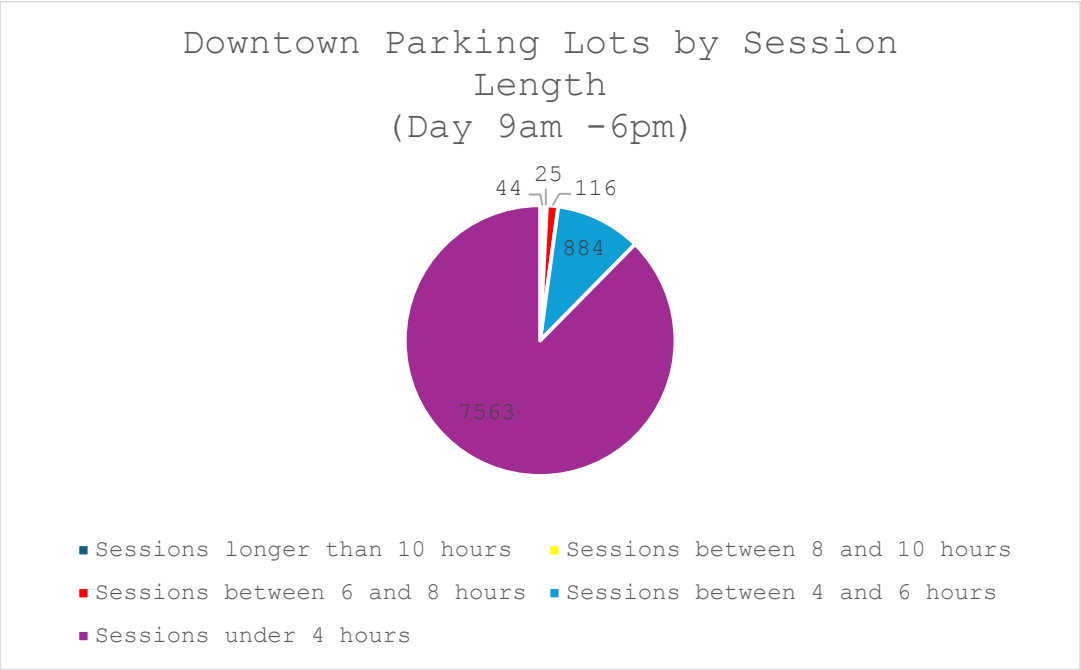


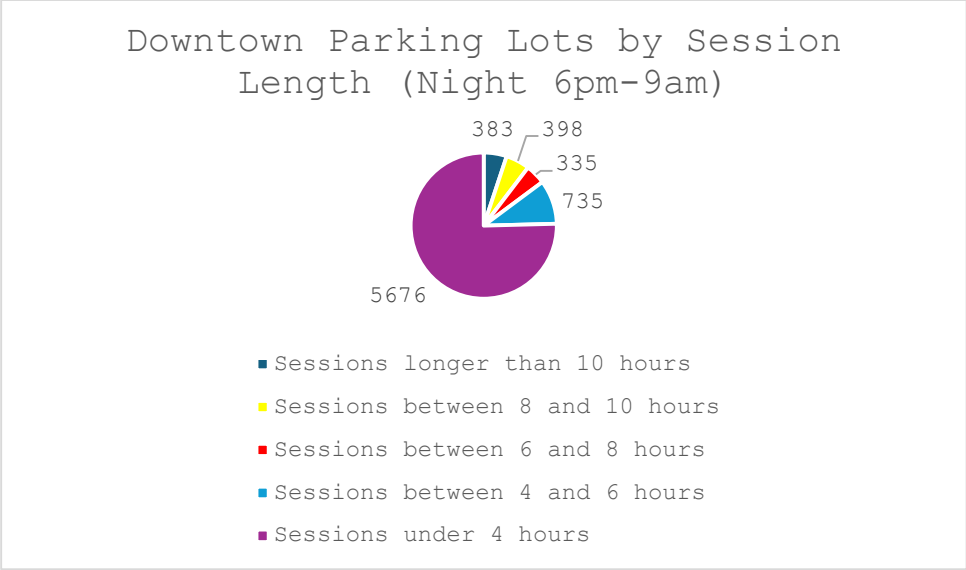

Community Facilities by Session Length
(Day 9am-6pm)
48
21
94
1828
14222
Sessions longer than 10 hours
Sessions between 8 and 10 hours
Sessions between 6 and 8 hours
Sessions between 4 and 6 hours
Sessions under 4 hours


Community Facilities by Session Length
(Night 6pm-9am)
140
175
143
1122
7524
Sessions longer than 10 hours
Sessions between 8 and 10 hours
Sessions between 6 and 8 hours
Sessions between 4 and 6 hours
Sessions under 4 hours

Downtown Facilities

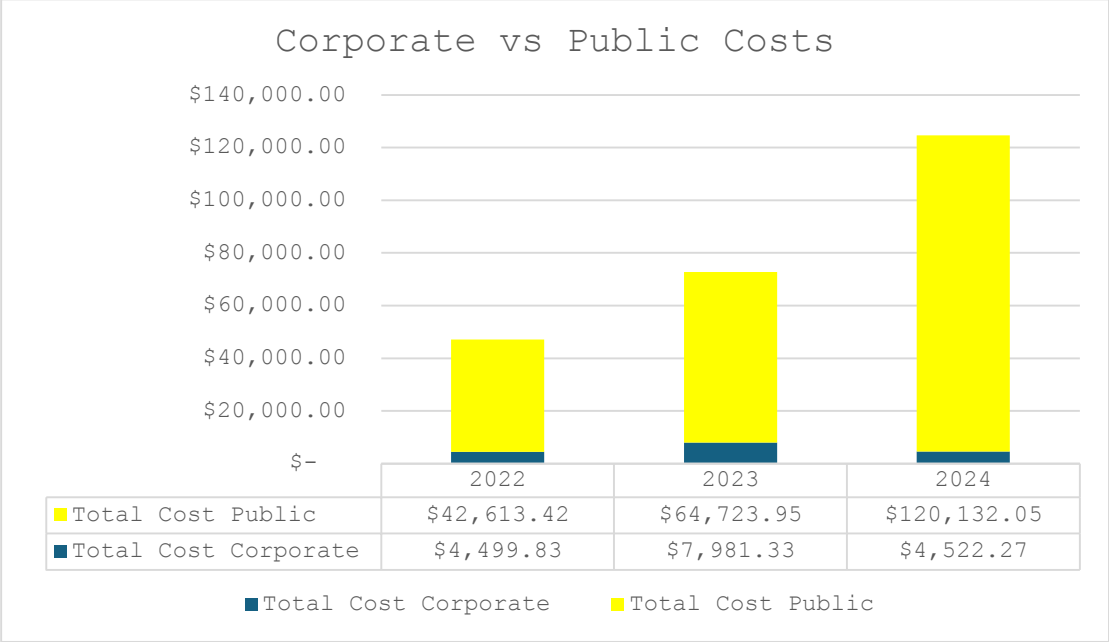






Cost of Charging the City's Corporate Fleet.

Below are the cost differences between public charging and corporate fleet charging.



	2022	2023	2024
Total Cost Public	$42,613.42	$64,723.95	$120,132.05
Total Cost Corporate	$4,499.83	$7,981.33	$4,522.27

Revenue Projections

Below is a description of the fee schedule for Option 1 as well as revenue projections using 2024 data. We do expect usage patterns to change if fees are implemented; however, this does give a general idea of what could be collected.

Location based fee schedule

Introduce an hourly charging rate and subsequent penalty rate at City owned EV charging stations. The proposed rate for Level 2 chargers would be location-based (downtown core versus community facilities) and a third rate for level 3 chargers. Fees for each location and charging level would be as indicated in the chart below.

	Downtown Chargers	Community Facility Chargers	Level 3 Chargers
First 4 hours	$2.00/hr.	$1.50/hr.	$10.00/hr.
After 4 hours	$4.00/hr.	$4.00/hr.	$10.00/hr.

Downtown Lots		
Fees Collected <4 Hours	$	65,188.00
Fees Collected >4 Hours	$	33,290.00
Downtown Subtotal	$	98,478.00
Community Facilities		
Fees Collected <4 Hours	$	75,960.00
Fees Collected >4 Hours	$	16,312.00
Community Facilities Subtotal	$	92,272.00
Total Fees Collected	$	190,750.00
10% administration fees (paid to ChargePoint)	$	19,075.00
Net fees collected	**$**	**171,675.00**

The net funds collected would be divided up and deposited back annually into the operating accounts where the electricity, annual fees and repairs are charged for the individual charging stations. If the stations generated more revenue than costs incurred, transferring those funds into reserve funds to support future expansion or capital replacement of the stations should be implemented.

Municipal Scan

Below are the 2025 charging rates for various municipalities across Ontario.

Municipality or Institution	Charging Rate	Secondary Charging Rate
City of Burlington	Free	N/A
City of Hamilton	$1.00/hour	$4.00/hour after 4 hours
Town of Oakville	$1.50/hour	$5.00/hour after 3 hours
Town of Halton Hills	$2.00/hour	N/A
City of Mississauga (City Hall parking garage)	Free	N/A
City of Brampton	$1.00	$5.00/hour after 3 hours
City of Toronto – City Hall parking garage	Varies: Night 6pm – 7am $6.00/session Day 7am – 6pm $2.00/hour Level 3 charger: $15/hour	N/A
Town of Ajax	$1/hour	$2.00/hour after 2 hours
Town of Whitby	$1.50 activation fee $1.50/hour Level 3 $19/hour	$4.00/hour after 3 hours
City of Oshawa	Free	N/A
City of Peterborough	$1.50/hour Level 3: $15/hour	N/A
City of London	$2.00/hour	N/A

Municipality or Institution	Charging Rate	Secondary Charging Rate
City of Windsor	Free	N/A
Town of Orangeville	$2.50/hour	N/A
Town of Aurora	$2.50/hour	N/A
Town of Newmarket	$2.83/hour	N/A
City of Barrie	$3.00/hour	N/A
Town of Uxbridge	$.25/kWh	N/A
City of Markham	$3.00/hour	N/A
City of Kingston	Level 2 240V AC - $1.90 / Hour Level 2 208V AC - $1.65 / Hour Level 3 $21.35 / Hour	N/A
Town of Caledon	$1.00/hour for Level 2 and $0.20/minute for Level 3	$5.00/hour after 4 hours
City of Guelph	$1.50/hour	N/A

Recommendation Report Summary

SUBJECT: New Site Plan Control By-law

TO: Committee of the Whole

FROM: Development and Growth Management

Community Planning

Report Number: DGM-12-26

Wards Affected: All

Date to Committee: March 3, 2026

Date to Council: March 10, 2026

Recommendation

Repeal By-law 35-2017, being a by-law to establish site plan control and designate all lands in the City of Burlington as a site plan control area; and

Enact the new Site Plan Control By-law, substantially in the form attached as Appendix A to development and growth management report DGM-12-26.

Executive Summary

Purpose of report:

- Burlington's Site Plan Control By-law 35-2017 (the existing Site Plan Control By-law) is nine years old and requires updates to conform to provincial legislation and implement new exemptions from Site Plan Control identified through the Streamlining the Development Applications Project (SDAP). This report provides an overview of the changes and the analysis behind them.

Key findings:

- Since 2022, the provincial government has passed five bills and an Ontario Regulation ("O.Reg") updating the Site Plan Control section of the *Planning Act,* with the goal of expediting housing and other development. Notably, the legislation exempted all undertakings of post-secondary institutions and residential developments of 10-units or less from Site Plan Control.

- Through SDAP, the site plan team identified 12 types of site alterations and building proposals that typically do not advance past the pre-consultation phase, and which could be exempt from Site Plan Control with minimal risk to the City.

Implications:

- The expanded list of minor Site Plan Control exemptions could reduce annual pre-consultation application volumes by 17-20% per year, freeing up staff resources to focus on larger and more substantive applications.

Background

The existing Site Plan Control By-law (By-law 35-2017) is out-of-date and significant changes in provincial legislation and City policies and processes have occurred since it was enacted, creating an opportunity to update and modernize the by-law. The two most significant drivers of change are provincial legislation and SDAP.

Significant Legislative Changes to Section 41- Site Plan Control of the *Planning Act* since 2022:

The provincial government has enacted five bills and one O.Reg that have altered Section 41 of the *Planning Act.* Not all the changes require an amendment to the Site Plan Control By-law.

1. Bill 109- More Homes for Everyone Act, 2022
• Approval of site plan applications delegated to municipal staff from Council; • Extended the timeline to appeal a site plan application for non-decision from 30 days to 60 days; • Required a municipality to refund either 50%, 75% or 100% of a site plan application fee if it failed to issue a site plan approval within 60 days. The refund percentage was based on lateness intervals of 30 days. For example, an approval issued between 61-89 days after receipt of a complete application was eligible for a 50% refund and an approval issued between 90-119 days was eligible for a 75% refund, etc.; and • Limited plans and studies that a municipality could require for a complete site plan application to only those referenced in its official plan.
2. Bill 23- More Homes Built Faster Act, 2023
• Exempted residential developments of 10 units or less from Site Plan Control; • Removed “exterior design” as a matter subject to Site Plan Control, unless it was related to exterior access to a building containing affordable housing units; and • Added a provision stating that the “appearance of the elements, facilities and works on the land or any adjoining highway under a municipality’s jurisdiction is not subject to Site Plan Control, except to the extent that the appearance impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands.”
3. Bill 97- Helping Homebuyers, Protecting Tenants Act, 2023
• Made residential developments of 10 units or less subject to Site Plan Control if they are in areas prescribed by an Ontario Regulation (areas within 300 metres of a

railway line, 120 metres of a wetland, and 120 metres of a shoreline of a lake, river or creek, etc…); and • Delayed commencement of refund provisions of Bill 109 to July 1, 2023 and provided authority to exempt certain municipalities from having to provide fee refunds in future.
4. Bill 185 Cutting Red Tape to Build More Homes Act, 2024
• Repealed the fee refund requirements for site plan applications set out in Bill 109; • Exempted any undertaking by a post-secondary institution from Site Plan Control; • Removed the City's ability to mandate a pre-consultation prior to a site plan application; • Enabled applicants to make a motion for a tribunal decision immediately on whether a site plan application is complete or whether the application requirements are reasonable, rather than waiting for a municipality to first make the determination; and • Authorized municipalities to impose a lapsing date on new site plan approvals stipulating that they will expire if a building permit is not issued within a specified time frame (minimum 3 years, if not otherwise prescribed).
5. Bill 17, the Protect Ontario by Building Faster and Smarter Act, 2025
• Any information or material (plans or studies) that a municipality requires for a complete application, prepared by a person authorized to practice a "prescribed profession" is deemed to meet the complete application requirements; • Altered section 41 (3.4) to state that the plans and studies listed as requirements for a complete site plan application in its Official Plan are "subject to regulations". This section indicates that the province may in future limit what plans and studies a municipality may ask for; and • A municipality must apply to the Ministry of Municipal Affairs and Housing to expand or alter its list of complete application (including site plan applications) requirements in the Official Plan.
6. Ontario Regulation 10/26 (Introduced January 22, 2026)
• Designated professional engineers as a "prescribed profession", and states that any information or material prepared by a professional engineer and required for determining application completeness is "deemed to meet the applicable requirement" for that information or study.

Streamlining Development Applications Project (SDAP)

Beginning in the Q3, 2025, a multi-departmental team of City staff has worked with the consulting firm Lean Agility and the City's Transformation Office to "streamline the site plan process, making it smoother and faster, to improve the quality of the applications, requiring fewer review cycles and resulting in fewer deficiencies…". Introducing Site Plan Control

exemptions for low-risk, small-scale projects emerged as an important “quick win” measure to reduce waste, free up staff resources and improve the customer experience.

Analysis

Staff are proposing multiple types of updates to the Site Plan Control By-law including dividing the document into sections for easier navigation. The proposed sections and updates are summarized below:

- Definitions: New definitions for “Agricultural Use” and “Agriculture- Related Use” have been added to clarify that the exemption for agricultural buildings in the existing Site Plan Control By-law (35-2017) is intended for buildings associated with the growing of crops, raising of livestock etc... Unrelated uses such as event venues and non-agricultural buildings are subject to Site Plan Control. Farm dwellings and housing for farm workers continue to be exempt.
- Area Subject to Site Plan Control: Modified to clarify that Community Planning Permit System areas are not subject to Site Plan Control.
- Authority for Director to Define and Exempt Classes of Development from Site Plan Control: A section has been added giving the Director of Community Planning (the “Director”) authority to exempt a list of minor development types under sections 6 and 7 of the By-law from Site Plan Control.
- Exemptions from Site Plan Control: 12 new exemptions from Site Plan Control have been added for small scopes of work such as adding electric vehicle charging stations to an existing parking lot, outdoor patios where no building permit is required and public park infrastructure.
- Classes of Development Eligible for Exemption if Criteria Met: Five types of development are identified as candidates for an exemption provided the Director confirms one or more key criteria are met such as the absence of health, safety or nuisance impacts to neighbouring properties.
- All Undertakings of Post-Secondary Institutions are Exempt from Site Plan Control: This exemption is found in the *Planning Act* and is included in the By-law for clarity.
- Site Plan Agreements and Financial Securities: Consistent with the *Planning Act,* new provisions have been added, which communicate that the City has authority to require applicants to enter into site plan agreements and require that financial securities be posted to guarantee its construction. However, alternative requirements are proposed for public interest agencies and entities. Staff propose that organizations like the Region of Halton or a local school board be permitted to provide alternatives to financial securities to expedite final approval of a site plan application by several weeks. There is a lower risk of work on public land not being completed as approved. The City can also mitigate this risk through measures like a lease or license agreement.

- Site Plan Complete Application Requirements: A section has been added to clarify that the City may require plans and drawings showing sustainable design elements on any adjoining highway under the City or Region's jurisdiction. This language is already found in the Official Plan, but the *Planning Act* requires that it also be present in the Site Plan Control By-law to be enforceable.
- Minor Changes: A new section has been added clarifying that certain minor revisions or changes to a Site Plan Control approval are permitted without revising the site plan agreement, where written permission is provided by the Director. This is intended to more easily facilitate minor technical changes to an approved project such as when changes arise during the building permit review stage.

Exemptions:

Section 41 of the *Planning Act* gives municipalities the ability to regulate "*Development"* within its boundaries. Development is broadly defined as "the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof", which allows for significant discretion. Over time, patterns have emerged in the type of exemptions the City grants based in part on applicant feedback. There is an opportunity to formalize these exemptions in the new By-law so that applicants and staff have greater certainty and our process is consistent.

There are significant time savings associated with site plan exemptions. As part of SDAP, staff quantified the time spent across all departments at each step of the pre-consultation and site plan process. Each pre-consultation requires 88-93 hours of staff review time under the current process. The team then looked at pre-consultation applications that were exempted from Site Plan Control based on their small scale and low-risk nature. Staff exempted eight applications from Site Plan Control in 2024 (20% of the total) and six in 2025 (19%), although these exempt applications continued to be subject to Zoning By-law requirements for location, setbacks, screening requirements and all other applicable zoning provisions.

Below is a summary of the proposed exemptions and the source:

Source of Exemption	Exemption Type
Planning Act	Portable classrooms (public school board) Residential buildings under 10 units Projects by post-secondary institutions
SDAP	Outdoor Patios Electric Vehicle Charging Stations Portable classrooms (private school board) Building additions with GFA under 30m^2*

	Exterior building alterations Site alterations for outdoor recreation uses* Mixed use buildings under 10 units*
Customer-Service Scenario or Existing Best Practice	Projects listed in *Ontario Regulation 828* Public park infrastructure HVAC equipment and generators Play areas for daycares* Seasonal garden centres*

Approval for exemption required from the Director

Future Changes

In *Bill 17, the Protect Ontario by Building Faster and Smarter Act, 2025,* the Province froze a municipality's list of complete site plan requirements to only what is currently required in its official plan. The Bill removed a municipality's ability to expand or alter this list without MMAH approval. The Province also signaled its intent to standardize complete site plan application requirements across Ontario. In ERO number 025-0462, posted in the summer of 2025, the Province proposed that municipalities may no longer evaluate the following matters through the site plan process:

- Sun/Shadow: information and material related to the impact of shadows cast by a proposed development on the subject land and on surrounding lands including streets.
- Wind: information and material related to the potential impacts of a proposed development on wind conditions in surrounding areas.
- Urban Design: information and material concerning the urban design of a proposed development, including how a proposed development aligns with municipal urban design guidelines or policies.
- Lighting: information and material related to lighting and lighting levels on the site, including the location and type of lighting fixtures proposed on the exterior of the building and on the site

Staff contributed to a consolidated analysis of Bill 17 through "CAF-03-25- Preliminary analysis of Bill 17, Protect Ontario by Building Faster and Smarter Act, 2025". ERO number 025-0462 is on hold and has not advanced past the proposal stage.

The Site Plan Control By-law will also require future updates to ensure it remains aligned with evolving provincial and Official Plan policy related to agricultural uses. Specifically, future amendments will need to reflect updated policy direction by recognizing agriculture, agriculture-related uses, and on-farm diversified uses as distinct land uses.

This work will require direct engagement with the agricultural community to better understand operational needs, emerging trends, and potential impacts, and to ensure the updated provisions are practical, responsive, and informed by on-the-ground experience.

Staff's intention is that the Site Plan Control By-law be a living document that receives more regular updates in response to ongoing SDAP and continuous improvement work, provincial legislation and council direction.

Option 1- Approve the By-law as-is

Benefits: Approval as-is would bring the By-law into conformity with the *Planning Act* and the OP, increase certainty around the City's list of Site Plan Control exemptions; expedite the approvals of public park projects, school board projects and small-scale housing proposals under 10 units.

Considerations: Some proposed site plan exemptions including site alterations for outdoor recreation uses such as tennis, basketball and pickleball courts carry a risk of impacting the public if inappropriate lighting is installed or stormwater is not managed well, but staff have attempted to mitigate this risk by requiring Director approval for this type of exemption. In addition, the City has by-laws that can manage drainage or lighting problems after installation. City of Burlington By-law 17-2018- "A by-law to regulate the drainage of property in the City of Burlington" prevents owners from causing or contributing "to the obstruction of a drain or change the grading and/or the drainage pattern of the Property so as to affect the drainage of another". Similarly, By-law no. 19-2003 "The Nuisance and Noise Control By-law" states "No strong light or moving or twinkling lights shall be used so that an unusual quantity or type of light shines upon the land of others".

Community Engagement and Communications:

- Many proposed exemptions are responses to customer feedback and real-life scenarios in which applicants felt that a site plan application process was not proportionate to the small scale of their project.
- Notice of the new draft Site Plan Control By-law and a copy of the draft site plan By-law was posted to the City website for public comment in February 2026.
- The proposed updates to the Site Plan By-law are considered low-risk, with many updates being necessary to conform to in-force provincial legislation.
- Key internal departments were consulted during the creation of the new By-law.

Option 2- Approve the By-law with Modifications

Council could opt to approve the By-law with modifications.

Benefits: Reduces risk by retaining existing levels of regulation and oversight.

Considerations: The exemptions and other development expediting measures in the By-law are based largely on applicant feedback and existing patterns of decision making on low-risk applications.

Recommendation Details

The proposed changes to the Site Plan Control By-law would modernize the document and align it with the *Planning Act* and customer expectations for the scale of project subject to the Site Plan Control.

Implications

The site plan review team received over 35 pre-consultation applications in 2024 and 2025. The proposed list of Site Plan Control exemptions could reduce pre-consultation application volumes by 17-20% (6-8 applications per year). At the current fee of $2,295, this would reduce application revenues by $13,770-$18,360 per year. However, pre-consultation applications do not operate on a cost recovery basis and are deducted from the applicant's site plan application fee if they apply within one year. Eliminating 6-8 pre-consultations per year would free up an estimated total of approximately 530-745 hours of staff time per year across all departments, which could be re-allocated to higher priority housing and employment generating site plan projects. Other updates to the by-law, such as exempting public authorities from the requirement to submit letters of credit or securities could expedite final approvals of these projects by several weeks.

Strategic Alignment

- ☑ Designing and delivering complete communities
- ☑ Providing the best services and experiences
- ☐ Protecting and improving the natural environment and taking action on climate change
- ☑ Driving organizational performance

Author:

John O'Reilly, MCIP, RPP, CAHP
Supervisor, Site Plan Review
905-335-7600 ext.7693

Appendices:

A. New Site Plan Control Bylaw- March 2026

Draft By-laws for Approval at Council:

- By-law xx-2026, March 10, 2026 Council meeting

Report Approval:

All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.

The Corporation of the City of Burlington By-law ##-2026

City of Burlington By-law ##-2026
A By-law to establish Site Plan Control and designate all lands in the City of Burlington as a site plan control area, and to repeal By-law 35-2017, as amended.

Whereas section 41 of the *Planning Act*, permits the Council of a municipality to designate the whole or any part of the municipality as a Site Plan Control Area where in the Official Plan the area is shown or described as a Site Plan Control Area;

And whereas the City of Burlington Official Plan designates all lands in the City of Burlington as a Site Plan Control Area;

And whereas Council has delegated to the Director of Community Planning, the powers and authority conferred upon the Council under section 41 of the *Planning Act* to declare a site plan application complete or incomplete and refuse to accept incomplete site plan applications; approve site plan applications with or without conditions including a condition to require the approval of minor variances for the project by the Committee of Adjustment becoming final and binding; amend conditions of site plan approval; and grant extensions to site plan approvals, through City delegation by-law 71-2023 “A by-law to delegate approvals to staff and to repeal by-laws 07-2022, 53-2022 and 197-1990”;

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

Definitions

1. Terms used in this By-law have the same meaning as corresponding terms used in the applicable zoning by-laws in effect for the lands.

2. In this By-law:

   (a) **“Agricultural Use”** means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

   (b) **“Agriculture-Related Use”** means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

(c) **"City"** means the Corporation of the City of Burlington;

(d) **"Council"** means the Council of the Corporation of the City of Burlington;

(e) **"Development"** has the same meaning as in subsection 41(1) of the *Planning Act*, R.S.O. 1990, c. P. 13.

(f) **"Director"** means the Director of Community Planning, or any successor to that position, and includes the acting Director of Community Planning or his/her designate.

(g) **"*Planning Act*"** means the *Planning Act*, R.S.O. 1990, c. P.13 as amended from time-to-time.

Area of the City Subject to Site Plan Control

3. The whole of the City of Burlington is hereby designated as a Site Plan Control area, except for any areas subject to an in-force community planning permit system by-law passed under Ontario Regulation 173/16.

Authority for Director to Define and Exempt Classes of Development from Site Plan Control

4. Subject to section 7 and in addition to the exemptions identified in section 6, Council delegates authority to the Director to define any class or classes of Development that may be undertaken without the approval of plans and drawings.

Requirement for Approval

5. Subject to sections 6 and 7 of this By-law, no person shall undertake any Development in the Site Plan Control Area without approval of plans and drawings in accordance with section 41(4) of the *Planning Act,* by the Director.

Exemptions from Site Plan Control

6. The following classes of Development are exempt from the requirement for approval of plans and drawings set out in section 5:

   (a) Any single detached dwelling, duplex dwelling or semi-detached dwelling used solely for residential use;

   (b) Any building or structure accessory to the uses described in subsection 6(a) of this By-law;

   (c) Any agricultural building or structure intended for Agricultural Use or Agriculture-Related Uses, save and except large scale agricultural buildings or structures used for, or in association with food processing and manufacturing;

(d) Projects listed in *Ontario Regulation 828: Development Within the Development Control Area* under the *Niagara Escarpment Planning and Development Act, R.S.O. 1990, c. N.2* within the Niagara Escarpment Planning Area that are exempt from the requirement to obtain a development permit;

(e) *Outdoor patios* on private property where no building permit is required;

(f) Electric vehicle charging stations;

(g) Portable classrooms on a school site of a district school board, or on a school site owned by a private school that meets the requirements set by the *Education Act* but is independent of the Ministry of Education;

(h) Public park infrastructure, including the construction of park structures or facilities by the municipality for the purpose of building, expanding, or renewing public parks, including but not limited to playgrounds, splashpads, recreational trails, shade structures, sports fields, courts, lighting, skateparks, landscape features and other park-related amenities;

(i) Projects that consist solely of the installation or upgrading of mechanical equipment such as emergency generators, HVAC systems and other mechanical equipment;

(j) Exterior building alterations with no increase in gross floor area;

(k) Construction, erection or placing of a residential building on a parcel of land if that parcel of land will contain no more than 10 units; and

(l) Despite subsection 6(k), the approval of plans and drawings in accordance with section 5 is required where the Development falls within prescribed areas under O. Reg. 254/23.

Classes of Development Eligible for Exemption if Criteria Met

7. The classes of Development set out in section 8 may be exempt from the requirement for approval of plans and drawings set out in section 5, if an exemption is granted by the Director. The Director may grant such an exemption if the Director is satisfied that one or more of the following criteria are met:

   (a) There are no health, safety or nuisance impacts to neighbouring properties or future occupants of the property;
   (b) The project does not require a building permit;
   (c) A road widening is not required; or
   (d) The project is not located on a property that contains a portion of the Natural Heritage System or a Conservation Halton regulated area.

8. The classes of Development that may be exempt from site plan control in accordance with section 7 are:

(a) a mixed-use building with 10 residential units or fewer, if in addition to the criteria under section 7, all the following criteria are met:
   i. The non-residential component occupies the ground floor only;
   ii. The non-residential component comprises no more than 50% of the Gross Floor Area of the building; and
   iii. The project is not located in a prescribed area under O. Reg. 254/23.

(b) Play areas, play equipment and fencing associated with daycare uses provided they do not encroach into existing parking areas or drive aisles;

(c) A seasonal garden centre in a parking lot;

(d) Site alterations for outdoor recreation uses such as the construction of trails, walking paths, or open-air recreational facilities and associated infrastructure, such as tennis, basketball or pickleball courts; and

(e) Projects where the gross floor area of the structure or building is the lesser of 5% of the total Gross Floor Area of the building or 30 square metres.

Undertakings of Post-secondary Institutions Exempt from Site Plan Control

9. In accordance with Part VII, section 62.0.2 of the *Planning Act*, any undertaking of a post-secondary institution described in subsection 10 is not subject to Site Plan Control.

10. Section 9 applies to the following post-secondary institutions:

(a) Publicly-assisted universities, as defined in section 1 of the *Ministry of Training, Colleges and Universities Act*, except as otherwise prescribed.

(b) Colleges and universities federated or affiliated with a publicly-assisted university.

Site Plan Agreements and Financial Securities

11. The Director may require an owner enter into a site plan agreement satisfactory to the Director.

12. The Director may require that securities be posted by the owner to the Director's satisfaction, and may permit public interest agencies and entities to provide alternatives to security, where it is appropriate in the Director's opinion.

Site Plan Application Requirements

13. An application for Site Plan Control approval shall include the submission of plans and drawings showing the location of all buildings, structures and related facilities, and all matters applicable to the Development under sections 41(4) and 41(7) of the *Planning Act*, including the following:

(a) the sustainable design elements on any adjoining highway under the City or Region's jurisdiction, including, without limitation, trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities.

Minor Changes

14. Minor revisions or changes to a Development that has received Site Plan Control approval are permitted without revision to an existing site plan agreement where written permission is provided by the Director or designate, and provided the change meets the following criteria:

    (a) The change implements administrative or technical corrections or adjustments to approved plans

Enforcement and Penalties

15. Any person or corporation who uses land contrary to any provision of this By-law and any person who owns land which is used contrary to any provision of this By-law is guilty of an offence.

16. Any person convicted of an offence under any provision of this By-law shall be liable to a penalty as set out in section 67(1) of the *Planning Act*, or its successor, as amended.

17. Any corporation convicted of an offence under any provision of this By-law shall be liable to a penalty as set out in section 67(2) of the *Planning Act*, or its successor, as amended.

Enacted and passed this ##th day of March, 2026

Mayor Marianne Meed Ward

City Clerk Michael De Rond

Recommendation Report Summary

SUBJECT: Recommendation report for Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road

TO: Committee of the Whole

FROM: Development and Growth Management

Community Planning

Report Number: DGM-13-26

Wards Affected: 4

Date to Committee: March 3, 2026

Date to Council: March 10, 2026

Recommendation

Approve the application submitted by Walkers Green Residences Ltd. to draft approve a vacant land condominium plan consisting of three (3) vacant land units at 4030 and 4050 Upper Middle Road, as shown in Appendix A of report DGM-13-26, subject to the conditions contained in Appendix B of the report.

PURPOSE:

Vision to Focus Alignment:

- ☑ Designing and delivering complete communities
- ☐ Providing the best services and experiences
- ☑ Protecting and improving the natural environment and taking action on climate change
- ☐ Driving organizational performance

Executive Summary:

MHBC Planning Consultants, on behalf of the landowner Walkers Green Residences Ltd. at 4030 and 4050 Upper Middle Road (the “Subject Lands”), has submitted a draft plan of vacant land condominium (VLC) application to facilitate the creation of three vacant land units located around the existing 4-storey residential condominium at 4040 Upper Middle Road. 4040 Upper

Middle Road contains driveways and other infrastructure that would become shared “common elements” of the units proposed in this application.

The proposed VLC will implement a conceptual master plan (referred to as Park City) for the site by establishing a land ownership and servicing framework that will support future high-density residential development through subsequent site plan and zoning approvals. The application does not propose any new buildings or physical development at this stage and functions primarily as a legal and planning framework to facilitate orderly phasing, shared access, servicing, and common elements across the broader development.

Planning staff have reviewed the draft plan of VLC application and are of the opinion that the application is consistent with and conforms to provincial planning documents, as well as the Regional Official Plan, Burlington Official Plan, and Zoning By-law. As such, staff are recommending approval of the application subject to conditions.

Background and Discussion:

RECOMMENDATION:	Approval	***Ward:***	4

Application Details	***APPLICANT:***	MHBC Planning Consultants
	OWNER:	Walkers Green Residences Ltd.
	FILE NUMBERS:	525-004/25(25T-25004/B)
	TYPE OF APPLICATION:	Plan of VLC
	PROPOSED USE:	Three (3) vacant land units
Property Details	***PROPERTY LOCATION:***	Park City development on the southeast side of Upper Middle Road and Walkers Line intersection, in between the terminus of Tobyn Drive and Hydro One utility corridor to the north.
	MUNICIPAL ADDRESSES:	4030 and 4050 Upper Middle Road
	PROPERTY AREA:	3.088 hectares
	EXISTING USE:	Vacant land
Documents	***OFFICIAL PLAN (1997) Existing:***	Residential – High Density
	OFFICIAL PLAN (2020):	High-Rise Neighbourhoods (stemming from OPA 3)
	OFFICIAL PLAN Proposed:	No change proposed
	ZONING Existing:	RH4-378 high density residential zone with a site exception #378
	ZONING Proposed:	No change proposed
	APPLICATION DEEMED COMPLETE:	October 14, 2025

Processing Details	***STATUTORY DEADLINE:***	February 11, 2026 (120 days)
	COMMUNITY MEETING:	Not applicable
	PUBLIC COMMENTS:	Summarized under Engagement Matters

The Subject Lands are located in the Park City development, to the southeast of the intersection of Upper Middle Road and Walkers Line, in between the terminus of Tobyn Drive to the south and the Hydro One utility corridor along the north side. Access to the Subject Lands is taken from the Tobyn Drive cul-de-sac with two access easements over the Hydro One utility corridor connecting the subject land to Upper Middle Road.

Surrounding and adjacent land uses are described below, and the applicable zoning of these properties is illustrated on Appendix C (Existing Zoning).

- North: Upper Middle Road, with a townhouse development and a commercial complex located further beyond.
- East: a natural heritage corridor associated with the Shoreacres Creek Valley.
- South: residential uses, including townhouses, stacked townhouses, and the Heritage Place retirement residence.
- West: the lands are adjacent to a commercial plaza containing a Bank of Montreal, Tin Cup Sports Grill, A&W, Rust Bistro Bar, and various other commercial uses.

The Subject Lands have been the subject of multiple planning applications and revisions over approximately 15 years. The VLC proposes to organize the Subject Lands into four development blocks including 4030 Upper Middle Road (Figure 1):

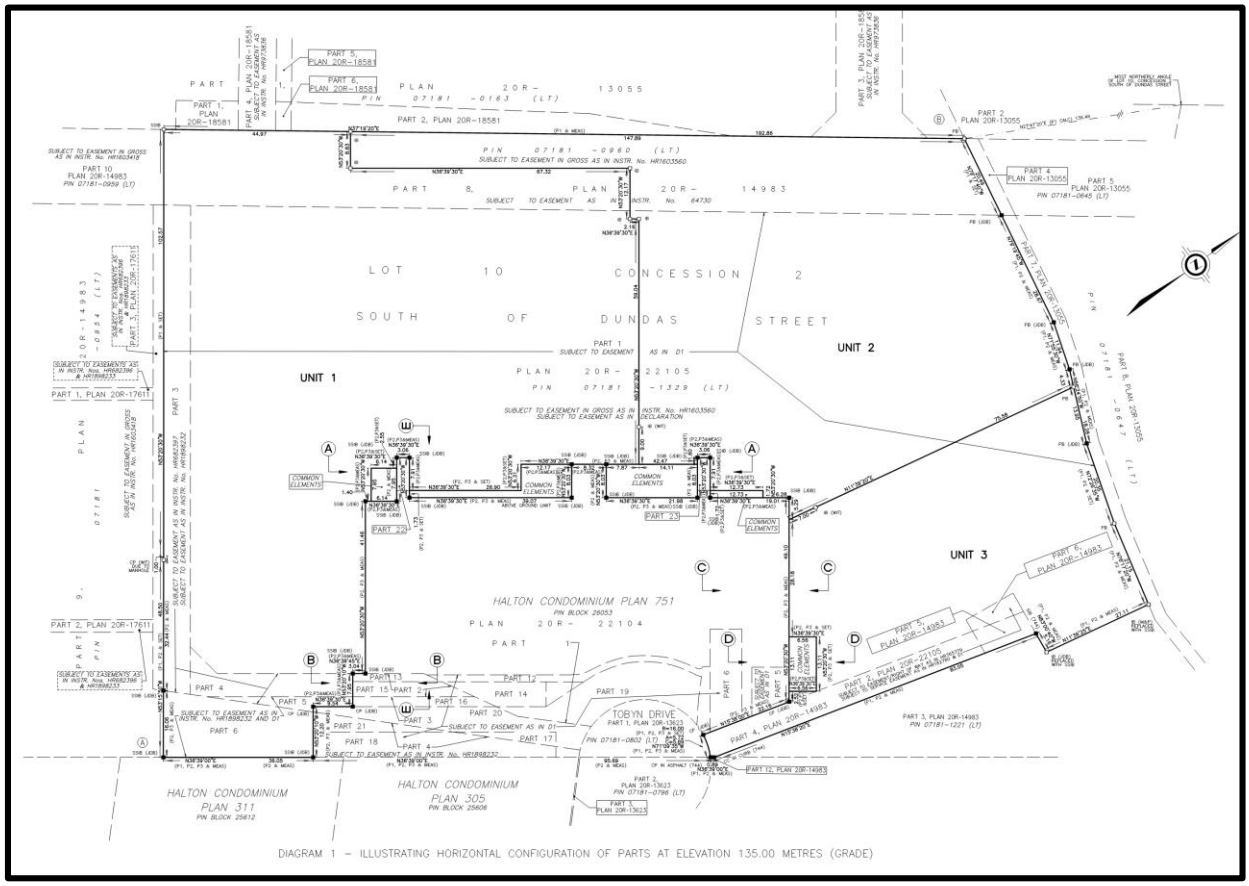


Figure 1

Block Development Summary Table					
Address	**Block**	**Building Type**	**Height**	**Status**	**Units**
4030 Upper Middle Road	Block 1	Residential	8 storeys	Proposed (MM-007/18)	≈240
4040 Upper Middle Road	Block 2	Residential	4 storeys	Constructed	Previously approved
TBD	Block 3	Seniors Residence	12 storeys	Proposed	188
TBD	Block 4	Seniors Residence	8 storeys	Proposed	132

Description of Application

The purpose of the VLC is to allow the developer to create legally conveyable condominium units consisting of land only, prior to any buildings or structures being constructed.

Under the *Condominium Act, 1998*, a VLC is defined as a condominium, in which the units are "not part of a building or structure and do not include any part of a building or structure" at the time of registration (s. 1(1), s. 155(1) and (2)). This form of condominium enables the establishment of legally defined ownership parcels before development occurs, while maintaining a condominium ownership structure.

The *Condominium Act* further requires that the condominium declaration and description identify unit boundaries, common elements, and all construction-related obligations and restrictions that will run with the land (s. 7 and s. 8). These documents establish the legal, servicing, and maintenance framework that will apply to all current and future owners within the condominium. Importantly, while a VLC allows for the early creation and conveyance of land units and the establishment of shared common elements, it does not authorize building construction. Any future development remains subject to separate municipal approvals and must comply with the condominium's governing documents.

The application proposes three vacant land units, abutting common elements of Halton Condominium Plan 751 (4040 Upper Middle Road) to support the larger plan for the site, including the active Site Plan application MM-007/18 at 4030 Upper Middle Road and a forthcoming Zoning By-law Amendment. Proposed Units 1-3 are planned to accommodate future standalone buildings, with the abutting common elements at 4040 Upper Middle Road providing shared access and servicing for overall development. The proposed units do not contain any buildings that are attached to one another, nor are any units situated above another.

Supporting Documents

The applicant has submitted the following materials in support of the subject applications:

- Vacant Land Condo Plan Submission Cover Letter - 2025-10-08, prepared by MHBC, October 8, 2025
- Vacant Land Condo Plan - 2025-12-03, prepared by J.D. Barnes Limited, December 3, 2025
- Vacant Land Condo Plan - Colour Mark-Up - 2025-12-03, prepared by J.D. Barnes Limited, December 3, 2025
- Vacant Land Condo Description Letter - 2025-07-15, prepared by J.D. Barnes Limited, July 15, 2025
- Vacant Land Condo Declaration v9 - 2025-08-20 , prepared by Gowling WLG, August 20, 2025
- Condo Application Form - 2025-06-16, prepared by MHBC, June 16, 2025

Supporting documents have been published on the City's website for the subject application, Walkers Green Residences Ltd. - City of Burlington.

Policy Framework

The proposed Plan of VLC application is subject to review against the Planning Act, Provincial Planning Statement (2024), Region of Halton Official Plan, City of Burlington Official Plan (1997

and 2020), and City of Burlington Zoning By-law 2020, as summarized below. Staff are of the opinion that the proposed application is consistent with and conforms to the applicable policy framework, as discussed below.

Planning Act: Draft Plan of VLC Criteria

Under the *Condominium Act*, *1998* Section 9(2), the provisions of sections 51, 51.1 and 51.2 of the *Planning Act* that apply to a plan of subdivision apply with necessary modifications to a condominium description (plan). The *Condominium Act* states that condominium applications are to be reviewed under the same provisions of the *Planning Act* that subdivision applications are reviewed under. The approval authority must consider the same matters (such as conformity with Official Plan, servicing, access, environmental impacts, etc.) that apply to a draft plan of subdivision under s. 51 of the *Planning Act*.

Section 51(24) of the *Planning Act* outlines criteria that approval authorities are to have regard to when considering a draft plan of VLC, including:

***Planning Act* Consideration**	**Analysis**
Whether the proposed VLC is premature or in the public interest	The proposed VLC establishes new vacant units that can be redeveloped at a scale consistent with the zoning and Official Plan permissions for the lands. The VLC provides a mechanism to establish ownership parcels and common elements in advance of future development, without authorizing building construction. Halton Region and City Engineering Services staff have identified that municipal water and wastewater infrastructure exists in proximity to the subject lands. The adequacy and capacity of servicing, as well as the ability of community infrastructure such as schools and parks to support the ultimate development, will be evaluated and confirmed through the submission and review of detailed technical studies at the rezoning and subsequent site plan stages, in accordance with the draft plan conditions. The future development plan includes establishment of a private road network, including an extension into a cul-de-sac of Tobyn Drive and two access points to Upper Middle Road. The proposed VLC conforms to the RH4-378 High Density Residential Zone and represents an incremental and orderly progression of development within the surrounding neighbourhood. As such, the proposed VLC is not premature and is considered to be in the public interest.

Whether the plan conforms to the Official Plan and adjacent plans of VLC, if any	The proposed VLC conforms to the City's Official Plans (1997 and 2020) and the Regional Official Plan. The lands are designated for high density residential uses, and this VLC application represents an interim step intended to facilitate future land rights and transfers in advance of subsequent approvals and construction, in conformity with the City's Official Plans.
The suitability of the land for the purposes for which it is to be subdivided	Development Engineering will assess the application in accordance with City requirements and will require updates to the Functional Servicing and Stormwater Management Report to confirm that stormwater controls adequately accommodate the private roadway system. As a condition of draft approval, the owner will be required to update all related engineering reports and plans, including the Master Concept, Servicing, Grading, Phasing, and Stormwater Management Plans, address outstanding Site Plan Agreement obligations, provide necessary easements and securities, and implement all recommendations of the final approved reports.
The number, width, location and proposed grades and elevations of highways, and the adequacy of them	The existing access points for the subject lands are not changing. The draft plan of VLC identifies easements in place for shared access and utilities between the proposed units and the abutting condominium development at 4040 Upper Middle Road. Transportation Services staff have reviewed the proposal and have no concerns from a traffic perspective.
The dimensions and shapes of the proposed lots	The overall lot parameters and the proposed units as conveyable interests conform to the Zoning By-law and are appropriately shaped and dimensioned. Zoning By-law 2020 requires a minimum parcel area of 0.2 hectares and a minimum width of 45 metres. Extensive reciprocal access and utility easements traverse the lands, facilitating the functionality of the subject parcel, 4040 Upper Middle Road, and Walker's Plaza as a coordinated master planned development.
Restrictions on the land proposed to be subdivided or adjoining lands	N/A

Conservation of natural resources and flood control	The subject lands are not located within a floodplain and do not contain natural heritage features or areas as defined by the Provincial Planning Statement. Stormwater management and drainage will be assessed and addressed to the satisfaction of Development Engineering.
The adequacy of utilities and municipal services and school sites	Burlington Hydro, Enbridge, Hydro One, Halton Region, City departments, and other utilities have been circulated and have raised no objections. Any required modifications to existing services will be addressed through conditions of draft approval.
Land to be conveyed or dedicated for public purposes	There are no lands proposed to be conveyed to the City, as access is privately owned and will be managed by the future condominium corporation.
Energy efficiency and conservation	The proposed VLC is consistent with the high-density residential policies of the City's Official Plans within a well-serviced area and supports the efficient use of energy and infrastructure. The master planned development internalizes services and enables shared private servicing arrangements.
Interrelationship between the VLC and site plan control matters	The Subject Lands are anticipated to be developed for high density residential and seniors' residential uses. Existing and future site plan applications will address servicing, stormwater management, zoning compliance, parking, landscaping, accessibility, fire access, lighting, and refuse in accordance with Site Plan Guidelines. Engineering conditions require that phasing, servicing, stormwater management, and outstanding site plan matters related to 4040 Upper Middle Road be resolved in advance of VLC registration to demonstrate development feasibility.

Planning Analysis

See Schedule "D"

Technical Comments

The subject applications were circulated to internal staff and external agencies for review. The following comments and conditions have been received by staff and agencies with the required conditions to be fulfilled prior to final approval included as Appendix B.

City Transportation Services – No objections

Enbridge Gas (formerly Union Gas) – No objections

Bell Canada – No objections and standard conditions are to be included

Halton Police – No objections

Rogers – No objections and standard conditions are to be included

Burlington Hydro – No objections

Region of Halton – any revisions required can be addressed through draft conditions.

Urban Forestry and Landscaping staff – Staff have no objections to the draft plan of VLC and relative conditions have been included.

Finance Department – That the standard condition that all taxes are up-to-date be included.

Development Engineering – any revisions required can be addressed through draft conditions.

Financial Matters:

The property will be subject to City, Region, and School Board Development Charges and Park Dedication fees through future applications.

All application fees have been received in accordance with the Development Application Fee Schedule.

Climate Implications:

In February 2020, City Council approved the City of Burlington Climate Action Plan to support the City's path towards a low-carbon future, focusing on mitigating greenhouse gases and reducing energy consumption. The Plan identifies seven implementation programs, including programs to enhance energy performance for new and existing buildings; increase transit and active transportation mode shares; electrify City, personal and commercial vehicles and other currently gas-powered equipment; and support waste reduction and diversion.

The proposed VLC contributes to the intensification of the City's urban area and will lay the groundwork for future applications that will introduce additional residents to a location that is within reasonable proximity to parks, neighbourhood conveniences and transit services. As such, the proposed development supports reduced automobile trip lengths, transit usage, and consequently reduced greenhouse gas emissions.

Furthermore, while the schematic masterplan shows increased amount of impervious surface on the subject site, adequate stormwater managements controls will be implemented through

conditions of draft approval to ensure safe functionality planning of the site and surrounding land uses.

Engagement Matters:

Engagement Matters:

Bill 23, the *More Homes Built Faster Act, 2022*, eliminated the Planning Act's former requirement for municipalities to hold a public meeting for draft plan of subdivision and condominium applications. The Bill repealed subsections 51(20) to 51(21.1), which had previously mandated those meetings. Staff posted information about the application on its website, published notice of the date that a council decision would be made on the website, and notified public bodies of the application.

Bill 23 also limited third-party appeal rights for subdivision/condominium decisions to specified persons (who made written or oral submissions), the applicant, the municipality, and certain public bodies), thereby reducing opportunities for public participation at the appeal stage.

In addition, several inquiries were received from members of the public regarding the proposed Draft Plan of VLC at 4030 and 4050 Upper Middle Road. The inquiries can be summarized as follows:

Commenter / Location	Summary of Inquiry	Staff Response
Residents / Purchasers associated with 4040 Upper Middle Road (two email inquiries and one telephone inquiry received)	Concern that the VLC represents a repurposing of land or a deviation from the original Park City master plan. Fear that the VLC could remove or reduce previously marketed shared amenities, including a central courtyard, which purchasers relied upon when selecting and purchasing their units. Concerns regarding the conduct of the developer, including lack of communication with purchasers, delays in registration of previous buildings, and concerns about misrepresentation.	Staff clarified that the VLC is a legal and ownership framework only and does not authorize new buildings, changes to land use, or removal of approved amenities. It was confirmed that the VLC does not amend or override existing site plan approvals, zoning permissions, or condominium agreements governing 4040 Upper Middle Road. Staff explained that shared amenities remain governed by existing approvals and condominium documents, and

	Requests for clarification on whether the city is enabling the developer to avoid previously approved or promised development obligations.	that overlay drawings are illustrative only. It was noted that any future development on the vacant land units would require separate planning approvals, including site plan approval, at which time matters such as building form, access, servicing, and amenities would be reviewed. Staff advised that the City's current review is limited to conformity with the Official Plan, Zoning By-law, and applicable legislation.
Resident of Tobyn Drive (one inquiry received)	Questions regarding potential future impacts on traffic along Upper Middle Road. Concerns about possible impacts on infrastructure and municipal services. Requests for clarification on the long-term vision for the proposed vacant land units.	Staff advised that the VLC does not generate traffic, authorize construction, or alter access arrangements. A VLC does not regulate land use, and the development and use of the subject lands will be based on the in force and effect zoning. It was explained that any future development would be subject to separate planning applications and technical studies, including traffic and servicing reviews. Staff confirmed that future development would be required to conform with the Official Plan and Zoning By-law and would involve further public processes.
Adjacent property owner	Request for clarification regarding the location of the subject lands	Staff confirmed that the subject lands are located east of

– 4045 Upper Middle Road	relative to 4045 Upper Middle Road.	Walker's Plaza and north of the existing condominium building at 4040 Upper Middle Road.

Conclusion:

Staff's analysis of the VLC application considers the applicable policy framework and the comments submitted by technical agencies and the public. Staff find that the application is consistent with the Provincial Planning Statement and conforms to Regional and City Official Plans, and Zoning By-law 2020.

It is therefore recommended that draft approval be given for a plan of Vacant Land Condominium to facilitate the creation of three vacant land units, subject to the conditions attached as Appendix B to Report DGM-13-26.

Respectfully submitted,

Melissa Gasic, MCIP, RPP
Planner
905-335-7600 Ext. 7463

Appendices:

A. Concept Plan
B. Draft Conditions
C. Zoning Map
D. Planning Analysis
E. Public Comments

Notifications:

Walkers Green Residences Ltd. c/o Robert Kosnik

Jillian Sparrow, MHBC jsparrow@mhbcplan.com

Report Approval:

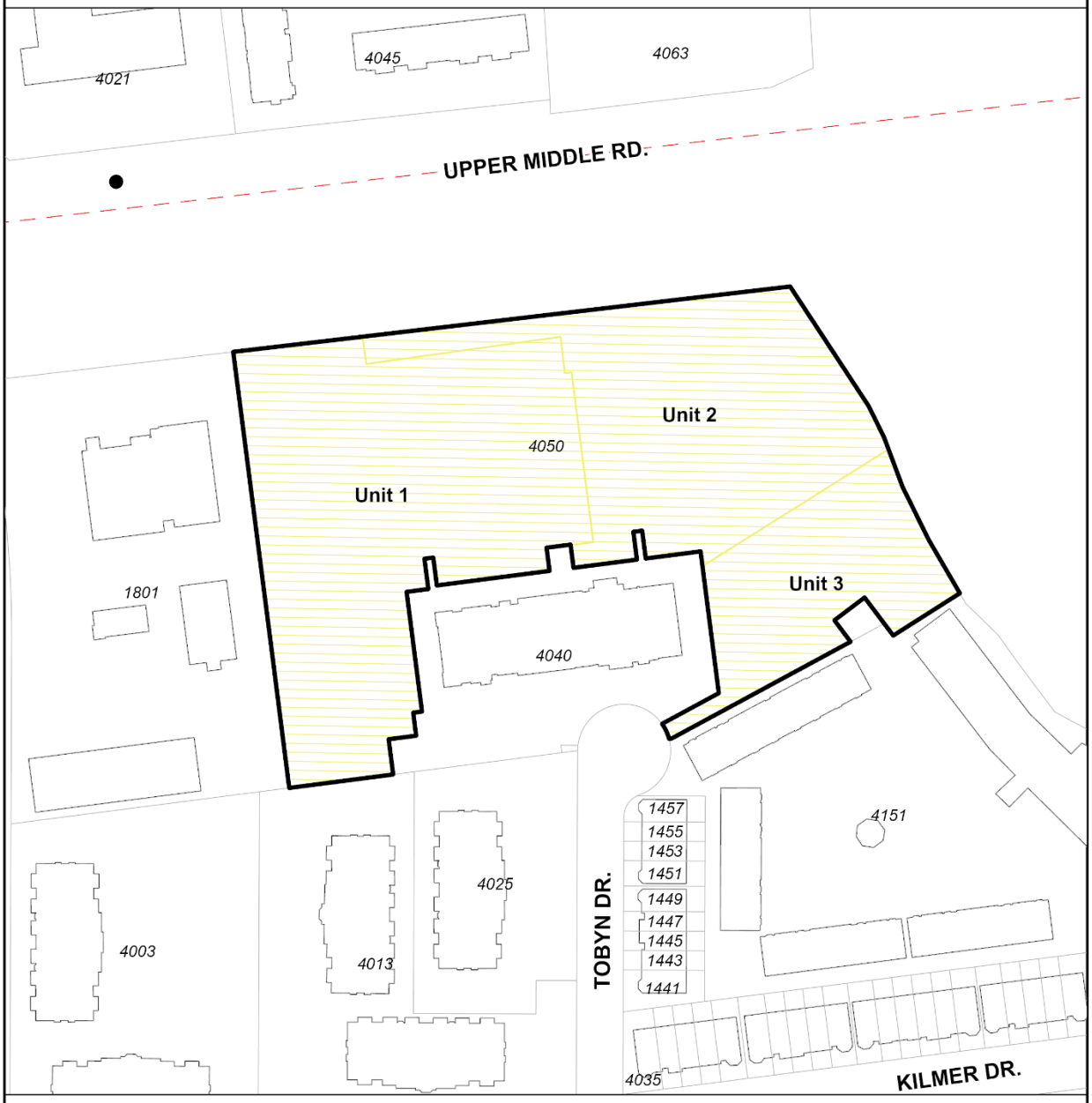
All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.

Sketch No. 1

CONCEPT PLAN

Application for Vacant Land Condominium to establish three (3) vacant land units and associated common elements on Tobyn Park Drive

SUBJECT PROPERTY Bus Stop Bus Route File No. 525-04/25



Date: 10/16/2025

Community Planning Department

0 25 50 75 100 125

Meters

TERANET City of Burlington

CONDITIONS APPLYING TO THE APPROVAL OF THE FINAL PLAN FOR REGISTRATION OF PLAN OF SUBDIVISION BY:

Walkers Green Residences Ltd.

The Conditions which shall be fulfilled prior to final approval of this Plan of Subdivision are as follows:

1. This approval applies to the draft plan of subdivision prepared by R.A. McLaren Limited, Draft Plan of Subdivision Lots 1, 2, 3, 4, 5, 6, and 7, Plan 20M-524 dated July 16, 2024.

   The Owner / Applicant shall complete the following to the satisfaction of the Director of Engineering Services of the City of Burlington**:**

2. Agree to submit an updated Master Concept Plan.

3. Agree to submit an updated Master Servicing and Master Grading Plan.

4. Agree to submit a detailed Phasing Plan outlining the sequencing of construction for all phases, including identification of any temporary or interim construction measures required to ensure that each phase can be completed independently of future phases, including but not limited to underground parking, common elements, landscape features, and site lighting.

5. Agree to submit an updated Stormwater Management Report demonstrating how stormwater quantity and quality controls will be provided in accordance with municipal requirements under interim and ultimate build-out conditions.

6. Agree to satisfy all terms and conditions of the existing Site Plan Agreement (File No. 535-009/12), including the resolution of any outstanding or deficient items. Agree to enter into a Site Plan Agreement for the current Minor Modification application (File No. MM-007/18), including the provision of engineering securities for all proposed and outstanding works.

7. Agree and acknowledge that the details of Units 2 and 3 have not been reviewed as part of any development applications and that Draft Plan of Condominium approval does not constitute development approval for Units 2 and 3. Any future development of Units 2 and 3 will require separate Site Plan approval(s) and Site Plan Agreement(s) to the satisfaction of the City.

8. Agree to submit, at each subsequent Site Plan stage, updated engineering drawings for the applicable phase of development, including any required interim servicing and grading measures, to demonstrate that each phase can be completed without adversely impacting completed phases or relying on incomplete future works, and in conformance with the approved Phasing Plan.

9. Agree to provide the necessary securities for all works, in accordance with all agency requirements and the approved engineering drawings at the Site Plan stage.

10. Agree to submit all required supporting documentation and draft reference plans (R-Plans) for all existing and proposed private easements, including easements required for servicing, access, ingress/egress, and utilities.

11. Regional Servicing Conditions: The Owner must provide draft easement documents that demonstrate, to the satisfaction of the Region's Development Project Manager that permanent mutual private domestic watermain and sanitary sewer easements are to be provided that will ensure that access rights to and the maintenance of the private water and sewer systems in the development and properties are addressed between the multiple property owners. The easements will be required to be described as parts on a reference plan and the transfer documents for the private water and wastewater easements will be required to stand solely on their own, and not part of any other easement or agreement.

12. Regional Transportation Conditions: The conditions from the previous site plan application (from MM-007/18) are still applicable.
    a) The Owner agrees to implement the recommendations of the updated Transportation Impact Study, to the satisfaction of Halton Region.
    b) The Owner agrees to implement the recommendations of the updated Noise Impact Study, to the satisfaction of Halton Region.

13. Regional Access Conditions: Access to the site will continue to be provided from Upper Middle Road currently facilitated through two access easements under Instrument No. HR973836. The eastern access has been built and serves as access to the existing sales centre. The western access is currently gravel and will act as the construction access for the development of Block 1.

14. The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.

15. The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost. Upon receipt of this comment letter, the Owner is to provide Bell Canada with servicing plans/CUP at their earliest convenience to

planninganddevelopment@bell.ca to confirm the provision of communication/telecommunication infrastructure needed to service the development.

16. Prior to registration of the plan of Condominium, the Developer/Owner will, at its own cost, grant all necessary easements and maintenance agreements required by those CRTC-licensed telephone companies and broadcasting distribution companies intending to serve the Condominium (collectively, the "Communications Service Providers"). Immediately following registration of the Plan of Condominium, the Developer/Owner will cause these documents to be registered on title.

17. Prior to registration of the plan of Condominium, the Developer/Owner will, with consultation with the applicable utilities and Communications Service Providers, prepare an overall utility distribution plan that shows the locations of all utility infrastructure for the Condominium, as well as the timing and phasing of installation.

18. Prior to registration, taxes must be paid on parcels associated with this file. This includes all outstanding balances plus current year taxes that have been billed but not yet due.

19. Prior to signing the final plan, the Director of Community Planning shall be advised by the City Engineering Services Department that Conditions 2-10 (inclusive) have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied if applicable.

20. Prior to signing the final plan for each phase, the Director of Community Planning shall be advised by the Region of Halton that Conditions 11, 12 and 13 have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied if applicable.

21. Prior to signing the final plan for each phase, the Director of Community Planning shall be advised by the Bell Canada and Rogers that Conditions 14-17 (inclusive) have been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied if applicable.

22. All of the above conditions shall be satisfied within 3 years of the granting of draft approval, being _____, 2029.

_____ _____

J. Tellier Date
Director of Community Planning

If there are no appeals, Draft Approval is deemed to have been made on

_____

NOTES:

a) The owner is advised that additional fees are required by the City of Burlington and the Region of Halton for each Extension to Draft Approval and for Major Revisions to the draft plan or conditions.

b) The owner, its successors and assigns, is hereby notified that City-wide Development Charges may be payable in accordance with By-law No. 72-2004, as may be amended, upon issuance of a building permit at the rate in effect on the date issued. For further information, the owner is advised to contact the City Burlington Department at 905-335-7731

c) Regional Development Charges and Surcharges are payable in accordance with the applicable Regional Development Charges by-law and are required at the following stages:

Subdivision Agreement: Water and wastewater (including blocks intended for future development at the maximum density permitted under the applicable zoning by-law)

Building Permit Issuance: All remaining Region-wide Development Charges in effect at the date of issue.

NOTE: Any building permits which are additional to the maximum unit yield which is specified by the Subdivision Agreement are subject to all Regional Development Charges (including water, wastewater and surcharges not collected at subdivision agreement) prior to the issuance of the building permit, at the rate in effect at the date of issue.

d) Educational Development Charges are payable in accordance with the applicable Education Development Charge by-law and are required at the issuance of a building permit. Any building permits which are additional to the maximum unit yield which is specified by the Subdivision Agreement are subject to Education Development Charges prior to the issuance of a building permit, at the rate in effect at the date of issuance.

e) At any time prior to final approval of the plan for registration, the City or Region may amend, delete or add to the conditions and this may include the need for amended or new studies in accordance with Section 51 (18) of the Planning Act, 1990

f) An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 – Proximity – of the Regulations for Construction Projects in the *Occupational Health and Safety Act,* requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware,

and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise and lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on the wood poles supporting the conductors stating **"DANGER – Overhead Electrical Wires"** in all locations where personnel and construction vehicles might come in close proximity to the conductors.

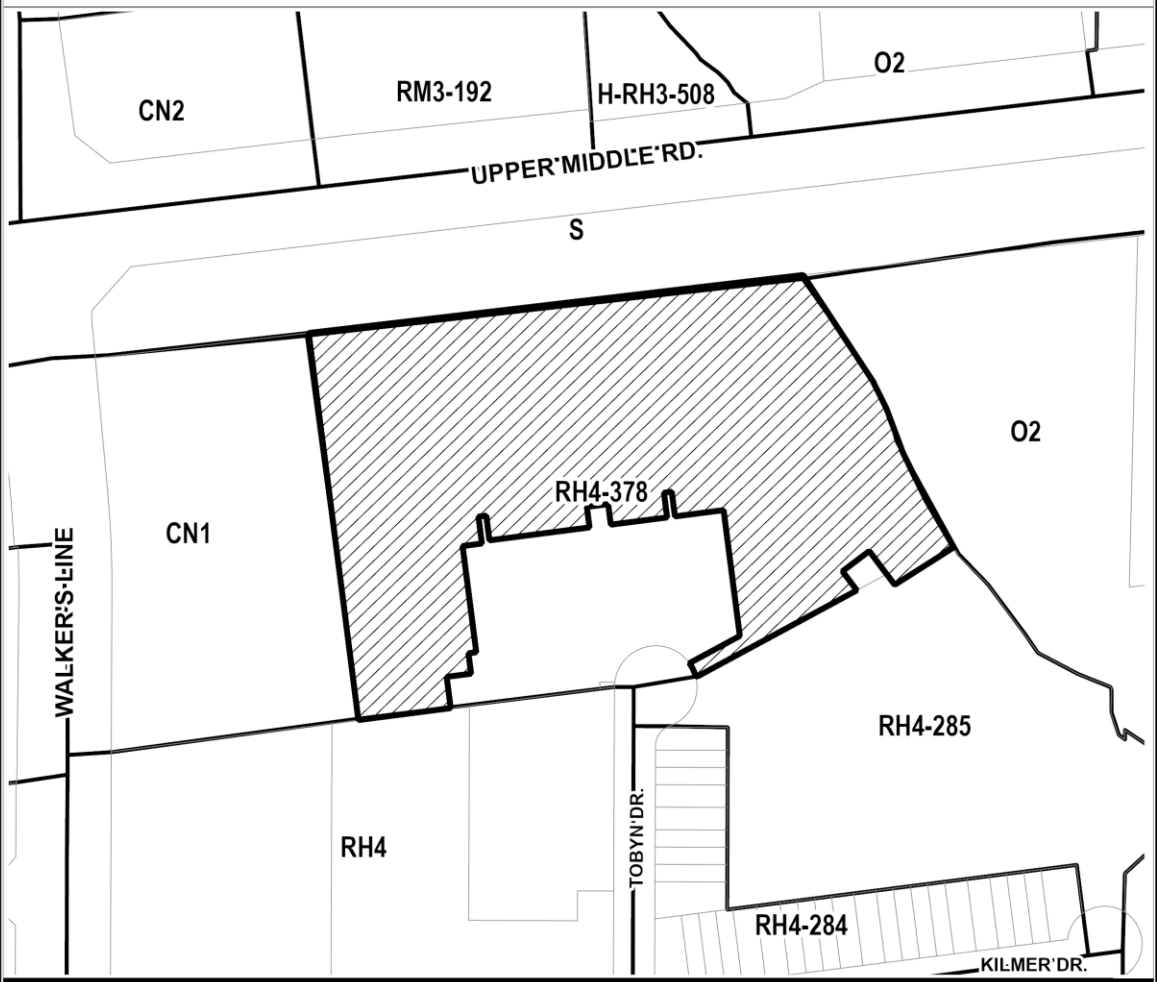
Sketch No. 3

EXISTING ZONING

Application for Vacant Land Condominium to establish three (3) vacant land units and associated common elements on Tobyn Park Drive

SUBJECT PROPERTY

File No. 525-04/25



GENERAL ZONING LEGEND

Low Density	Medium Density	High Density	Mixed Use	Commercial	Employment	Other
	RM3	RH3 RH4		CN1 CN2	GE1	O2 S

Date: October 16, 2025
Community Planning Department

TERANET CITY OF Burlington

Planning Analysis

Provincial Planning Statement, 2024 (PPS, 2024)

The PPS, 2024 provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS, 2024 sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians. Subsection 3(5) of the Planning Act requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

The proposed plan of VLC is consistent with the new PPS, 2024 since the proposal promotes development within a settlement area and provides for various housing types where adequate infrastructure can accommodate the proposal. The VLC is proposed to be located on vacant lands within a built-up residential area within the Park City development. This promotes efficient development as existing community amenities are located within walking distance of the proposed development. There are also existing community and commercial services in the area that can support the proposed residential development (Walkers Plaza). The proposed VLC will support the future intensification of the lands through subsequent planning applications, in accordance with the City's Official Plans and Zoning By-law by providing conveyable land units to facilitate developments.

Halton Region Official Plan, 2006 as amended (ROP)

The ROP outlines a long-term vision for the physical form and community character of Halton. All planning decisions must conform to the ROP.

The subject lands are designated as Urban Area within the ROP.

Lands within the Urban Area designation are locations where urban services (water and wastewater) are or will be made available to accommodate existing and future development. The ROP states that the range of permitted uses and creation of new lots within the Urban Area shall be in accordance with local Official Plans and Zoning By-laws and other policies of the ROP. Overall, the plan of VLC application will be consistent with the PPS and the ROP once conditions have been addressed.

City of Burlington Official Plan (2020)

The subject lands are located within the Urban Area boundary as identified on Schedule A – City System, and within the Urban Growth Centre as shown on Schedule A1 – City System – Provincial Land Use Plan and Designations. Under Schedule B – Urban Structure, the site is designated Residential Neighbourhood Areas and is further identified as an Established Neighbourhood Area on Schedule B1 – Growth Framework.

In accordance with Schedule C – Land Use (Urban Area), the lands are designated Residential – High-Rise Neighbourhoods. Policy 8.3.5(1) permits apartment buildings and a range of ground-oriented and non-ground-oriented residential forms within this designation,

while excluding single-detached and semi-detached dwellings. The maximum height of development is to be established through the implementing Zoning By-law.

Upper Middle Road is identified as a Major Arterial Road on Schedule O1 – Classification of Transportation Facilities – Urban Area and is also designated for a bike lane and boulevard trail on Schedule P – Long Term Cycling Master Plan.

A site-specific policy applies to 1800 Tobyn Drive (currently 4040, 4030 and 4050 Upper Middle Road), permitting a combined floor area ratio of 2.2:1 for apartment buildings and at least one retirement home, and allowing limited accessory ground-floor retail, service commercial, and office uses that support the seniors' residential complex (s. 8.3.5(2)(c)).

Zoning By-law 2020

The Subject Lands are zoned RH4-378, a high-density residential zone with site-specific exception 378. The current VLC application establishes three vacant land units but does not propose any new buildings or physical development.

Zoning staff have confirmed that the VLC application itself does not trigger zoning compliance issues, as it merely establishes a land-ownership framework. Full conformity with the RH4-378 zone will need to be assessed through future development applications, including the active Site Plan Amendment for unit 1 and any forthcoming Zoning By-law Amendment or Site Plan submissions for units 2 and 3

Gasic, Melissa

From: Gasic, Melissa
Sent: Thursday, January 22, 2026 7:17 PM
To: [redacted]
Subject: RE: Site Address Ward 4

Hi [redacted]
The lands are to the east of Walkers Plaza and to the north of the existing condominium building at 4040 Upper Middle Road. I hope this helps.
Best,

Melissa Gasic, MCIP RPP
Planner - Site Plan Review, Community Planning
Development and Growth Management
City Hall | 426 Brant St., PO Box 5013, Burlington ON L7R3Z6
Phone | 905-335-7600 ext.7463 | burlington.ca

Our working hours may be different. You are not obligated to reply outside of your typical working hours and I am asking you not to reply outside of your typical working hours.

From: [redacted]
Sent: Thursday, January 22, 2026 4:17 PM
To: Gasic, Melissa <Melissa.Gasic@burlington.ca>
Subject: Site Address Ward 4

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Melissa

I received a notice in the mail about a property located at 4030 and 4050 Upper Middle Road.

I am located at [redacted] Upper Middle Road and are curious as to where these properties are located in relation to [redacted] Upper Middle Road.

I will wait for your reply.

Regards,
[redacted]

Gasic, Melissa

From: Gasic, Melissa
Sent: Tuesday, January 27, 2026 4:22 PM
To: [redacted]
Subject: RE: Application Submitted Notice - re Walkers Green Residences Ltd.

Hi[redacted]

Thank you for your email and for taking the time to review the Vacant Land Condominium (VLC) application materials. I appreciate you sharing your concerns.
To clarify, the current application does not seek permission to change land use, introduce new buildings, or remove approved amenities. The Draft Plan of Vacant Land Condominium is a legal and ownership framework only. Its purpose is to create three vacant land units to support long-term phasing of development that has already been contemplated through prior planning approvals. No physical changes to the site, including buildings, access, parking, or amenity areas, are proposed or approved through this application.

Importantly, the VLC application does not amend or override any existing site plan approvals, zoning permissions, or condominium agreements that govern the development at 4040 Upper Middle Road. Any shared amenities continue to be governed by the applicable site plan approvals and condominium documents for that development. The VLC process does not remove, reduce, or reassign approved amenity areas.

The overlay drawings you referenced are intended to illustrate future land units for planning purposes only. They do not indicate a change in how existing common elements function or how amenities are allocated. Any future development on the vacant land units would require separate planning approvals, including site plan approval, at which time matters such as building layout, access, servicing, and amenity provision would be reviewed in detail.

At this stage, the City's review is limited to confirming that the proposed VLC framework conforms with the Official Plan, Zoning By-law, and applicable legislation.
I hope this helps clarify the intent and scope of the application. Please feel free to reach out if you have further questions or would like additional clarification.

Kind regards,

Melissa Gasic, MCIP RPP
Planner - Site Plan Review, Community Planning
Development and Growth Management
City Hall | 426 Brant St., PO Box 5013, Burlington ON L7R3Z6
Phone | 905-335-7600 ext.7463 | burlington.ca

Our working hours may be different. You are not obligated to reply outside of your typical working hours and I am asking you not to reply outside of your typical working hours.

From: [redacted]
Sent: Tuesday, January 27, 2026 1:41 PM
To: Gasic, Melissa <Melissa.Gasic@burlington.ca>
Subject: Re: Application Submitted Notice - re Walkers Green Residences Ltd.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for the speedy response Melissa.

I'm certainly no expert so would appreciate any feedback or guidance you could provide.

It looks to me like they are asking for permission to repurpose the land (or at least redraw the property lines)?
My concern is that this looks to be a potential deviation from the initial plans which were promised to buyers like me.

In the original marketing materials, we were sold (at a premium) units that would face inwards towards a 1acre courtyard that would be shared among multiple buildings.
I purposefully chose my unit and paid the premium for this reason. If this new plan removes the need for the builder to provide this amenity, I would be very much opposed to it (and would like to understand if they face any legal repercussions as a result).
Maybe i'm misinterpreting but the overlay drawings look very much like 4040's portion of land is restricted to what's built, while the rest is attributable to the other 'units' with no mention of the initially marketed courtyard.

Are you the person we should be writing these concerns to? If not, could you kindly redirect me, or this email, to the appropriate person(s)?

Appreciate any feedback / guidance you could provide.

Thanks,

[redacted]

On Jan 27, 2026, at 1:02 PM, Gasic, Melissa <Melissa.Gasic@burlington.ca> wrote:

Hi[redacted]
Here is the link for the proposal:
https://www.burlington.ca/en/news/current-development-projects/4030-upper-middle-rd.aspx
Best,

<image001.png>

Melissa Gasic, MCIP RPP
Planner - Site Plan Review, Community Planning
Development and Growth Management
City Hall | 426 Brant St., PO Box 5013, Burlington ON L7R3Z6
Phone | 905-335-7600 ext.7463 | burlington.ca

Our working hours may be different. You are not obligated to reply outside of your typical working hours and I am asking you not to reply outside of your typical working hours.

From: [redacted]
Sent: Tuesday, January 27, 2026 12:52 PM
To: Gasic, Melissa <Melissa.Gasic@burlington.ca>
Subject: Application Submitted Notice - re Walkers Green Residences Ltd.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Melissa,

I received the subject notice in the mail regarding the proposal of Vacant Land Condominium.
The website to get more information listed is not live or available.

www.burlington.ca/en/n

Will there be an update to this site or an alternative site provided to understand what is being asked?

Thanks,
[redacted]esident of 4040 Uppermiddle Road Condo)

This message, including any attachments, is privileged and intended only for the addressee(s) named above. If you are not the intended recipient, you must not read, use or disseminate the information contained in this email/fax. If you have received this email/fax transmission in error, please notify the sender immediately by telephone, fax or email and permanently delete this email from your computer/shred this fax, including any attachments, without making a copy. Access to this email/fax by anyone else is unauthorized. Thank you.

Gasic, Melissa

From: Gasic, Melissa
Sent: Tuesday, January 27, 2026 9:15 AM
To: [redacted]
Subject: RE: Inquiry regarding Planning Application File 525-004/25 (4030 and 4050 Upper Middle Road)

Dear [redacted]

Thank you for reaching out regarding the Draft Plan of Vacant Land Condominium application at 4030 and 4050 Upper Middle Road. I appreciate your interest in understanding how this application may relate to the surrounding neighbourhood.
At this stage, the Vacant Land Condominium (VLC) application is a legal and planning framework only. It does not authorize any new buildings, changes to traffic patterns, or physical construction. The purpose of the VLC is to establish land ownership boundaries to support orderly future development that has already been contemplated through long-term master planning for the site.
With respect to your specific questions:

- Traffic on Upper Middle Road:
  The VLC itself does not generate new traffic or alter existing access points. Any future development on the vacant land units would be subject to separate planning applications (such as site plan approval and, if required, zoning amendments), which would include detailed traffic studies and review by the City's Transportation Services staff at that time.
- Infrastructure and services:
  There are no new infrastructure demands created by the VLC. Future development phases will be required to demonstrate adequate servicing, stormwater management, and infrastructure capacity through technical studies, all of which would be reviewed and approved by the City and Region before construction could proceed.
- Long-term vision for the units:
  The vacant land units are intended to accommodate future residential buildings in accordance with the City's Official Plan and Zoning By-law. Each future building proposal would undergo its own public planning process, including detailed technical review and opportunities for public input, before any development could occur.

Kind regards,

Melissa Gasic, MCIP RPP
Planner - Site Plan Review, Community Planning
Development and Growth Management
City Hall | 426 Brant St., PO Box 5013, Burlington ON L7R3Z6
Phone | 905-335-7600 ext.7463 | burlington.ca

Our working hours may be different. You are not obligated to reply outside of your typical working hours and I am asking you not to reply outside of your typical working hours.

From: [redacted]
Sent: Friday, January 23, 2026 5:46 PM
To: Gasic, Melissa <Melissa.Gasic@burlington.ca>
Subject: Inquiry regarding Planning Application File 525-004/25 (4030 and 4050 Upper Middle Road)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Melissa,

I am writing to you as a homeowner on Tobyn Dr. regarding the planning application submitted by Walkers Green Residences Ltd. for the properties at 4030 and 4050 Upper Middle Road (File: 525-004/25).

I received the notice about the proposal for a Vacant Land Condominium. While I understand that no new buildings are being proposed at this stage, I would like to better understand how this legal reorganization might impact the neighborhood in the future.

Specifically, I have the following questions:
- How will this division into three units affect future traffic flow on Upper Middle Road?
- Are there any anticipated impacts on local infrastructure or services as a result of this phasing?
- What is the long-term vision for these specific units once they are established?

Thank you for your time and for providing more information on this application.

[redacted]

Get Outlook for Android

Gasic, Melissa

From: [redacted]
Sent: Tuesday, February 3, 2026 4:05 PM
To: Gasic, Melissa
Subject: Re: Public feedback: Proposed development at 4030 and 4050 Upper Middle Road

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you very much Melissa!! Really appreciate the clarification on everything.

[redacted]

> On Feb 3, 2026, at 4:02 PM, Gasic, Melissa <Melissa.Gasic@burlington.ca> wrote:
>
> Hi Chris,
> Thank you for your email and for taking the time to review the Vacant Land Condominium (VLC) application materials. I appreciate you sharing your concerns.
> To clarify, the current application does not seek permission to change land use, introduce new buildings, or remove approved amenities. The Draft Plan of Vacant Land Condominium is a legal and ownership framework only. Its purpose is to create three vacant land units to support long-term phasing of development that has already been contemplated through prior planning approvals. No physical changes to the site, including buildings, access, parking, or amenity areas, are proposed or approved through this application.
>
> Importantly, the VLC application does not amend or override any existing site plan approvals, zoning permissions, or condominium agreements that govern the development at 4040 Upper Middle Road. Any shared amenities continue to be governed by the applicable site plan approvals and condominium documents for that development. The VLC process does not remove, reduce, or reassign approved amenity areas.
>
> The VLC plans are intended to illustrate future land units for planning purposes only. They do not indicate a change in how existing common elements function or how amenities are allocated. Any future development on the vacant land units would require separate planning approvals, including site plan approval, at which time matters such as building layout, access, servicing, and amenity provision would be reviewed in detail.
>
> At this stage, the City's review is limited to confirming that the proposed VLC framework conforms with the Official Plan, Zoning By-law, and applicable legislation.
> I hope this helps clarify the intent and scope of the application. Please feel free to reach out if you have further questions or would like additional clarification.
>
> Kind regards,
>

> Melissa Gasic, MCIP RPP
> Planner - Site Plan Review, Community Planning
> Development and Growth Management
>
> City Hall | 426 Brant St., PO Box 5013, Burlington ON L7R3Z6
>
> Phone | 905-335-7600 ext.7463 | burlington.ca
>
> Our working hours may be different. You are not obligated to reply outside of your typical working hours and I am asking you not to reply outside of your typical working hours.
>
> -----Original Message-----
> From:[redacted]
> Sent: Tuesday, February 3, 2026 1:41 PM
> To: Gasic, Melissa <Melissa.Gasic@burlington.ca>
> Subject: Public feedback: Proposed development at 4030 and 4050 Upper Middle Road
>
> CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
>
> Good afternoon Melissa,
>
> I am writing to you in respect to the public's feedback notice i received for this proposed development and want to express my egregious concerns in respect to this vendor/builder's conduct throughout the history of this development site.
>
> The city should be well aware of the history with this site. Walkers Green Residences marketed, sold (collected deposits) and received approvals for a prior development proposal on this site. I am expressing my concerns for not only myself, but more importantly, my brother Cory Dowling, who has an active purchase agreement for a unit he purchased in the prior proposed development back in 2016. I have never before experienced such unprofessional conduct that we have experienced with this builder. There has been zero communication to the affected purchasers of the prior development for several years. In fact, many years. As stated above, Cory still has an active purchase agreement with a deposit held in Trust with this builder. This builder took 3 years to register their first building on this site so i would seriously question their competency as a builder.
>
> It would be a serious injustice to the residences of Burlington and devastating to the affected purchaser's if the City were to approve this proposed development. If this was to be approved, i would simply ask why the City does not hold a builder accountable! I see there is a meeting on March 2nd at 9am in which i will be there on behalf of Cory Dowling to express my concerns to the committee in addition to this email to serve as my letter of objection for this proposal.
>
> Once again, the conduct of this builder has been disgusting and our family would be truly at a loss for words if the City would allow this builder to slip out of their obligations to build anything other than what the city had prior approved and the builder sold. I would deem this as misrepresentation and we would pursue all remedies available to us against this builder. Although misrepresentation may not have been their intent, there is absolutely no excuse for zero communication to their purchasers.
>

> Thank you for your attention to this matter.
>
> Best regards,
>
[redacted]
>
> This message, including any attachments, is privileged and intended only for the addressee(s) named above. If you are not the intended recipient, you must not read, use or disseminate the information contained in this email/fax. If you have received this email/fax transmission in error, please notify the sender immediately by telephone, fax or email and permanently delete this email from your computer/shred this fax, including any attachments, without making a copy. Access to this email/fax by anyone else is unauthorized. Thank you.

Supplemental Staff Memo

SUBJECT: Update to Conditions of Approval for the Draft Plan of Vacant Land Condominium at 4030 and 4050 Upper Middle Road

TO: Council

FROM: Development and Growth Management

Community Planning

Report Number: DGM-13-26

Wards Affected: 4

Date to Council: March 10, 2026

Following the completion of the report review process for Draft Plan for Vacant Land Condominium at 4030 and 4050 Upper Middle Road, staff identified that Appendix B contained an earlier version of the draft plan conditions due to an administrative error during report preparation. The appendix has been revised to include the most current version of the conditions of draft plan approval.

Author:

Melissa Gasic, MCIP, RPP
Planner—Site Plan
Melissa.gasic@burlington.ca

Attachments:

A. Updated Appendix B to DGM-13-26

Memo Approval:
Supplemental staff memos are reviewed and approved by the Commissioner.

CONDITIONS APPLYING TO THE APPROVAL OF THE FINAL PLAN FOR REGISTRATION OF PLAN OF CONDOMINIUM BY:

Walkers Green Residences Ltd.
FILE: 525-004/25 (24CDM-25004/B)

This approval applies to the draft plan of Vacant Land Condominium as prepared by J.D. Barnes Limited, Reference No. 14-16-242-03, for lands described as Units 1-3 PINS 07181-0960 (LT) and 07181-1329 (LT).

The Conditions which shall be fulfilled prior to final approval of this Plan of Condominium are as follows:

1. Prior to final approval, the owner shall enter into a condominium agreement with the City of Burlington, subject to such modifications to reflect these conditions, and any other necessary agreement(s) in effect on the date of signing thereof to satisfy all requirements, financial, servicing and otherwise, of the City of Burlington. Such agreement will apply to and be registered on lands within the draft plan of Vacant Land Condominium.

The Owner / Applicant shall complete the following, prior to final approval, to the satisfaction of the Director of Engineering Services of the City of Burlington:

2. Agree to submit an updated Master Concept Plan.

3. Agree to submit an updated Master Servicing and Master Grading Plan.

4. Agree to submit a detailed Phasing Plan outlining the sequencing of construction for all phases, including identification of any temporary or interim construction measures required to ensure that each phase can be completed independently of future phases, including but not limited to underground parking, common elements, landscape features, and site lighting.

5. Agree to submit an updated Stormwater Management Report demonstrating how stormwater quantity and quality controls will be provided in accordance with municipal requirements under interim and ultimate build-out conditions.

6. Agree to satisfy all terms and conditions of the existing Site Plan Agreement (File No. 535-009/12), including the resolution of any outstanding or deficient items and agree to enter into a Site Plan Agreement for the current Minor Modification application (File No. MM-007/18), including the provision of engineering securities for all proposed and outstanding works.

7. Agree and acknowledge that the details of Units 2 and 3 have not been reviewed as part of any development applications and that Draft Plan of Condominium approval does not constitute development approval for Units 2 and 3. Any future development of Units 2 and

3 will require separate Site Plan approval(s) and Site Plan Agreement(s) to the satisfaction of the City.

8. Agree to submit, at each subsequent Site Plan stage, updated engineering drawings for the applicable phase of development, including any required interim servicing and grading measures, to demonstrate that each phase can be completed without adversely impacting completed phases or relying on incomplete future works, and in conformance with the approved Phasing Plan.

9. Agree to provide the necessary securities for all works, in accordance with all agency requirements and the approved engineering drawings at the Site Plan stage.

10. Agree to submit all required supporting documentation and draft reference plans (R-Plans) for all existing and proposed private easements, including easements required for servicing, access, ingress/egress, and utilities.

The Owner / Applicant shall complete the following, prior to final approval, to the satisfaction of the Region of Halton:

11. Provide draft easement documents that demonstrate, to the satisfaction of the Region's Development Project Manager that permanent mutual private domestic watermain and sanitary sewer easements are to be provided that will ensure that access rights to and the maintenance of the private water and sewer systems in the development and properties are addressed between the multiple property owners. The easements will be required to be described as parts on a reference plan and the transfer documents for the private water and wastewater easements will be required to stand solely on their own, and not part of any other easement or agreement.

12. Agree that conditions from the previous site plan application (from MM-007/18) are still applicable, including the following:

    a) Agree to implement the recommendations of the updated Transportation Impact Study.
    b) Agree to implement the recommendations of the updated Noise Impact Study.

13. Agree that access to the site will continue to be provided from Upper Middle Road currently facilitated through two access easements under Instrument No. HR973836. The eastern access has been built and serves as access to the existing sales centre. The western access is currently gravel and will act as the construction access for the development of Block 1.

The Owner / Applicant shall complete the following to the satisfaction of approval authority indicated in the condition**:**

14. Prior to final approval, acknowledge and agree to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner / Applicant further agrees and acknowledges to convey such easements at no cost to Bell Canada.

15. Prior to final approval, agree that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner /

Applicant shall be responsible for the relocation of any such facilities or easements at their own cost. Upon receipt of this comment letter, the Owner is to provide Bell Canada with servicing plans/CUP at their earliest convenience to planninganddevelopment@bell.ca to confirm the provision of communication/telecommunication infrastructure needed to service the development.

16. Prior to registration of the plan of condominium, the Owner / Applicant will, at its own cost, grant all necessary easements and maintenance agreements required by those CRTC-licensed telephone companies and broadcasting distribution companies intending to serve the Condominium (collectively, the "Communications Service Providers"). Immediately following registration of the Plan of Condominium, the Developer/Owner will cause these documents to be registered on title.

17. Prior to registration of the plan of condominium, the Owner / Applicant will, with consultation with the applicable utilities and Communications Service Providers, prepare an overall utility distribution plan that shows the locations of all utility infrastructure for the Condominium, as well as the timing and phasing of installation.

18. Prior to registration of the plan of condominium, taxes must be paid on parcels associated with this file to the satisfaction of the Director of Finance. This includes all outstanding balances plus current year taxes that have been billed but not yet due.

19. Prior to final approval, the Director of Community Planning shall be advised by the City Engineering Services Department that Conditions 2-10 (inclusive) have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied if applicable.

20. Prior to final approval, the Director of Community Planning shall be advised by the Region of Halton that Conditions 11, 12 and 13 have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied if applicable.

21. Prior to final approval, the Director of Community Planning shall be advised by the Bell Canada and Rogers that Conditions 14-17 (inclusive) have been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied if applicable.

22. Agree that all of the above conditions shall be satisfied within 3 years of the granting of draft approval, being _____, 2029.

_____ _____

J. Tellier Date
Director of Community Planning

If there are no appeals, Draft Approval is deemed to have been made on

_____

NOTES:

a) The owner is advised that additional fees are required by the City of Burlington and the Region of Halton for each Extension to Draft Approval and for Major Revisions to the draft plan or conditions.

b) The owner, its successors and assigns, are hereby notified that City-wide Development Charges may be payable in accordance with By-law No. 72-2004, as may be amended, upon issuance of a building permit at the rate in effect on the date issued. For further information, the owner is advised to contact the City Burlington Department at 905-335-7731

c) Regional Development Charges and Surcharges are payable in accordance with the applicable Regional Development Charges by-law and are required at the following stages:

Condominium Agreement: Water and wastewater (including blocks intended for future development at the maximum density permitted under the applicable zoning by-law)

Building Permit Issuance: All remaining Region-wide Development Charges in effect at the date of issue.

NOTE: Any building permits which are additional to the maximum unit yield which is specified by the Condominium Agreement are subject to all Regional Development Charges (including water, wastewater and surcharges not collected at condominium agreement) prior to the issuance of the building permit, at the rate in effect at the date of issue.

d) Educational Development Charges are payable in accordance with the applicable Education Development Charge by-law and are required at the issuance of a building permit. Any building permits which are additional to the maximum unit yield which is specified by the Condomium Agreement are subject to Education Development Charges prior to the issuance of a building permit, at the rate in effect at the date of issuance.

e) At any time prior to final approval of the plan for registration, the City or Region may amend, delete or add to the conditions and this may include the need for amended or new studies in accordance with Section 51 (18) of the Planning Act, 1990.

f) An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 – Proximity – of the Regulations for Construction Projects in the Occupational Health and Safety Act, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise and lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on the wood poles supporting the conductors stating

“DANGER – Overhead Electrical Wires” in all locations where personnel and construction vehicles might come in close proximity to the conductors.

Supplemental Staff Memo

SUBJECT: Remuneration and expenses paid to Council for 2025

TO: Council

FROM: Finance

N/A

Report Number: FIN-03-26

Wards Affected: All

Date to Council: March 10, 2026

The purpose of this memo is to provide Council with additional information following direction provided at the Committee of the Whole meeting on March 3, 2026:

“Direct staff to provide a supplemental memo containing a revised appendix to FIN-03-26 to add the following sources of income and deductions to arrive at grand total gross and net compensation: salary, benefits, OMERS (voluntarily provided by Councillors), and deductions, for the March 10 Council meeting.”

The original appendix included in report FIN-03-26 reflected the City’s total expenditures related to Councillor remuneration, including amounts paid directly to Members of Council as well as associated employer costs.

In response to Council’s direction for additional clarity, this memorandum includes a supplementary appendix that provides a more detailed breakdown of Councillor compensation. The appendix outlines the components of gross compensation, including base salary and any additional earnings, and identifies related payroll deductions and employer-paid amounts that form part of the overall compensation framework. This additional information is intended to provide greater transparency regarding the distinction between amounts paid directly to Councillors and other compensation-related costs incurred by the City.

Author:

Craig Millar
Chief Financial Officer

Craig.Miller@burlington.ca

Attachments:

A. Breakdown of Councillor Compensation (Gross and Net)

Memo Approval:
Supplemental staff memos are reviewed and approved by the Commissioner.

Appendix A - Breakdown of Councillor Compensation (Gross and Net)

	Mayor	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6
Salary (City & Region)	**213,133**	**125,891**	**125,891**	**125,891**	**125,891**	**125,891**	**125,891**
Addditional Earnings							
Payment in Lieu of Benefits (OMERs) - **Note 1**	-	-	-	-	-	23,282	-
Payment in Lieu of Benefits (LTD) - **Note 1**	-	-	-	-	-	8,938	8,591
Gross Salary	**213,133**	**125,891**	**125,891**	**125,891**	**125,891**	**158,111**	**134,482**
Employer Paid Compensation							
OMERs - Employer Contribution - **Note 2**	27,603	14,772	14,772	14,772	14,772	-	15,732
Benefits (CPP, LTD, EHT, Medical, Dental)	21,152	19,379	19,379	19,379	19,379	13,005	13,625
Total Compensation	**261,887**	**160,043**	**160,043**	**160,043**	**160,043**	**171,115**	**163,839**
Less Deductions and Employer Paid Compensation							
Estimated Statutory Deductions (Income Tax & CPP)	61,110	29,513	29,513	29,513	29,513	47,326	29,509
OMERs - Employee Contribution	27,603	14,772	14,772	14,772	14,772	-	15,732
OMERs - Employer Contribution	27,603	14,772	14,772	14,772	14,772	-	15,732
Benefits (CPP, LTD, EHT, Medical, Dental)	21,152	19,379	19,379	19,379	19,379	13,005	13,625
	137,468	78,437	78,437	78,437	78,437	60,331	74,598
Estimated Net Pay	**124,420**	**81,606**	**81,606**	**81,606**	**81,606**	**110,785**	**89,241**

Note 1 Payments in lieu (OMERs & LTD) include retroactive amounts applicable to the period commencing at the start of the current Council term on December 1, 2022.

Note 2 Employer contributions to OMERS are made on behalf of members of council and are invested within the pension plan to fund future retirement benefits. OMERS is responsible for the pension administration in accordance with the plan's governing rules and applicable legislation.

Re: Support for Indwell in Burlington **March 08, 2026**

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by City of Burlington Community Planning and Legal staff recommending use of municipal land for affordable housing development by Indwell.

I write to you as a resident of Burlington Ward 2 who is concerned about the housing crisis facing the residents of Burlington. I see, all around Burlington, people who are facing housing crisis. Homelessness is not just in urban centres, it is now right here in Burlington. As I know from my connection with NextDoor Social Space and other non-profits, people face homelessness for a variety of reasons and Indwell's model of supportive housing helps people so that they can be successful living on their own and help with the issues that lead to homelessness. As Jimmy Carter said, "The measure of a society is found in how they treat their weakest and most helpless citizens". Let's continue to make Burlington an amazing city by providing our vulnerable members with affordable and supportive housing through Indwell

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton.

Recent data illustrates the scale of the affordable housing crisis in our community. There are 319 individuals experiencing homelessness in emergency shelters, transitional housing, or other temporary accommodation across Halton Region, according to the 2024 Point-in-Time Count, a 10% increase compared to the 2021 enumeration. Halton Region's community housing waiting list has over 8,000 households. Locally, 45% of the 18,000 renter households in Burlington are paying unaffordable rents, according to the 2021 census. Rents are increasingly out of reach for low- and middle-income households, including people receiving social assistance, retail and service workers, seniors, students, and young families.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter into a long-term land lease with Indwell on 1022-1030 Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community. Thank you for noting my support as you consider this matter.

Sincerely,

Chris Emmons

[redacted]

Re: Support for Indwell in Burlington **March 08, 2026**

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by City of Burlington Community Planning and Legal staff recommending use of municipal land for affordable housing development by Indwell.

I write to you as a resident of Burlington Ward 2 who is concerned about the housing crisis facing the residents of Burlington. I see, all around Burlington, people who are facing housing crisis. Homelessness is not just in urban centres, it is now right here in Burlington. As I know from my connection with NextDoor Social Space and other non-profits, people face homelessness for a variety of reasons and Indwell's model of supportive housing helps people so that they can be successful living on their own and help with the issues that lead to homelessness. As Jimmy Carter said, "The measure of a society is found in how they treat their weakest and most helpless citizens". Let's continue to make Burlington an amazing city by providing our vulnerable members with affordable and supportive housing through Indwell

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton.

Recent data illustrates the scale of the affordable housing crisis in our community. There are 319 individuals experiencing homelessness in emergency shelters, transitional housing, or other temporary accommodation across Halton Region, according to the 2024 Point-in-Time Count, a 10% increase compared to the 2021 enumeration. Halton Region's community housing waiting list has over 8,000 households. Locally, 45% of the 18,000 renter households in Burlington are paying unaffordable rents, according to the 2021 census. Rents are increasingly out of reach for low- and middle-income households, including people receiving social assistance, retail and service workers, seniors, students, and young families.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter into a long-term land lease with Indwell on 1022-1030 Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community. Thank you for noting my support as you consider this matter.

Sincerely,

Erin Emmons

[redacted]

DGM-11-26 Council March 10 2026
J and S Mack correspondence

March 8, 2026

Dear Madam Mayor and Councillors,

We are writing in support of the recommendation from City of Burlington Community Planning and Legal staff to use municipal land for affordable housing development by Indwell.

We write as Burlington residents and parents raising our family in downtown Burlington. Like many residents, we have seen firsthand how the housing crisis is becoming more visible in our city. Near our children's school (Central), in shopping areas, and even along our waterfront, we have encountered individuals clearly struggling without stable housing. In one particularly difficult situation outside the school, we attempted to help a man who appeared to be in distress by offering food and water, but the situation escalated and police assistance was ultimately required.

Experiences like this highlight that many people experiencing homelessness are facing complex challenges involving housing, health, and stability. Leaving people to struggle in parks, public spaces, or encampments is neither compassionate nor effective for those individuals or for the broader community.

Before moving to Burlington, we lived in the Kitchener–Waterloo region where we witnessed the consequences of municipalities waiting too long to address housing affordability and homelessness. While organizations such as Indwell now operate there, earlier action could have prevented many of the challenges that communities in that region are now working hard to manage.

Burlington has an opportunity to act earlier and more thoughtfully.

Supportive housing models like those developed by Indwell combine deeply affordable housing with professional on-site supports that help residents rebuild stability in their lives. This approach has been successfully implemented across Southern Ontario and has helped many individuals transition out of homelessness while maintaining safe, well-managed buildings within their communities.

The scale of the need in our region is clear. According to the 2024 Point-in-Time Count, 319 individuals are currently experiencing homelessness across Halton Region, a 10% increase since 2021. At the same time, Halton's community housing waiting list has grown to more than 8,000 households. In Burlington alone, 45% of renter households are paying unaffordable rents according to the 2021 Census.

Given these realities, projects like the proposed development at 1022–1030 Waterdown Road represent an important opportunity for Burlington to respond in a proactive and responsible way. Supportive housing provides stability for vulnerable residents while also contributing to safer, healthier, and more resilient communities for everyone.

For these reasons, we respectfully encourage Council to support the proposal to enter into a long-term land lease with Indwell and to provide funding from the City's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing.

Thank you for your leadership and for considering our comments as you work to address housing needs in Burlington.

Sincerely,

James and Sarah Mack

[redacted]

From: Karen Allin
Sent: Sunday, March 8, 2026 12:36:32 PM
To: Mailbox, Office of the Mayor <mayor@burlington.ca>; Galbraith, Kelvin <Kelvin.Galbraith@burlington.ca>; Kearns, Lisa <Lisa.Kearns@burlington.ca>; Nisan, Rory <Rory.Nisan@burlington.ca>; Stolte, Shawna <Shawna.Stolte@burlington.ca>; Sharman, Paul <Paul.Sharman@burlington.ca>; Bentivegna, Angelo <Angelo.Bentivegna@burlington.ca>
Subject: Safety at Indwell

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mayor Meed Ward and Burlington Council members,

I read that you are considering a partnership with Indwell.

Since December 2023, I have done extensive research on Indwell, including talking to multiple tenants from 5 different cities. Many of the tenants raised concerns about safety.

Through Freedom of Information requests, I obtained police stats for a couple of Indwell's buildings. All 4 buildings are standard support buildings. The buildings in Hamilton are side by side and they share a common courtyard. Feel free to share this information.

Lakeshore Lofts, Mississauga 68 units

383 police calls from February 2022 to June 16, 2025

This includes:

23	Assault and Abuse	36	Assist Agency
16	Threatening	6	Assist Citizen
17	Domestic Violence	1	Assist Police
8	Fight	13	Premise Check
6	Weapons Dangerous		
1	Dangerous Conditions	1	Break and Enter
30	Disturbance	2	Theft Under
		1	Fire
10	Intoxication	2	Property Damage
3	Indecent Acts		
1	Drugs	11	Suspicious Persons or Activity
		22	Trespassing
39	Mental Health Act	22	Unwanted Person
24	Suicide Attempt		
		11	Neighbour Dispute
53	Medical Assist	3	Noise Complaint

Heartwood Apartments, Dairy Lofts and Ain-dah-ing, Hamilton 108 units

336 police calls in 2024 for all 3 buildings

This includes:

143	Ambulance	9	Theft
23	Disturbance	8	Suspicious Person
15	Resident Complaint	8	Trespassing
12	Domestic	6	Assault
11	Neighbourhood Trouble	5	Suicide
10	Fire	5	Wanted
10	Person in Crisis	3	Breach of Probation
10	Threats	3	Drug

Here are some things you need to consider:

1) Will you require Indwell to submit Serious Incident Reports to the City, for serious incidents such as overdoses, deaths due to overdose, suicides, intentional fires and intentional floods? If yes, will it be mandated that the reports be sent within 72 hours of a serious incident?
2) Will you require Indwell to notify the City and/or EMS when they house a tenant with a high risk behaviour involving intentionally setting fires?
3) Who will foot the bill for the potential increase in EMS calls? Do you have the personnel for this potential increase in calls?

Feel free to contact me. I do have a lot more information to share. Also, I can connect you with some former Indwell tenants, if you want to learn more about their firsthand experiences at Indwell.

Thank you for your time,

Karen Allin

Written submission in support of 12.1 City Land for Affordable Housing – For March 10 Committee of the Whole.

Re: Support for Indwell in Burlington

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by City of Burlington Community Planning and Legal staff recommending use of municipal land for affordable housing development by Indwell.

I write to you as a current resident in Aldershot Burlington. Affordable housing helps ensure people in our community are cared for, because everyone deserves a safe place to call home. Our family has witnessed school friends go through difficult times, sometimes even without enough food, and it has opened our hearts to understand the challenges some families face and the importance of taking care of our neighbours. A strong community is one where we look out for each other and make sure everyone has the chance to live with dignity.

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton.

Recent data illustrates the scale of the affordable housing crisis in our community. There are 319 individuals experiencing homelessness in emergency shelters, transitional housing, or other temporary accommodation across Halton Region, according to the 2024 Point-in-Time Count, a 10% increase compared to the 2021 enumeration. Halton Region's community housing waiting list has over 8,000 households. Locally, 45% of the 18,000 renter households in Burlington are paying unaffordable rents, according to the 2021 census. Rents are increasingly out of reach for low- and middle-income households, including people receiving social assistance, retail and service workers, seniors, students, and young families.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter into a long-term land lease with Indwell on 1022-1030 Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community.

Thank you for noting my support as you consider this matter.

Sincerely,

Tanya Burmaster

March 09, 2026

Re: Support for Indwell in Burlington

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by City of Burlington Community Planning and Legal staff recommending use of municipal land for affordable housing development by Indwell.

I write to you as a social worker and volunteer serving Burlington residents through Next Door Social Space in Aldershot. I've seen increasing numbers of people living rough, including seniors and entire families who are living in their vehicles. There is literally nowhere for them to go in Burlington and most of them have no choice except to survive in their cars, pitch a tent, or seek shelter in the Go Stations.

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton.

Recent data illustrates the scale of the affordable housing crisis in our community. There are 319 individuals experiencing homelessness in emergency shelters, transitional housing, or other temporary accommodation across Halton Region, according to the 2024 Point-in-Time Count, a 10% increase compared to the 2021 enumeration. Halton Region's community housing waiting list has over 8,000 households. Locally, 45% of the 18,000 renter households in Burlington are paying unaffordable rents, according to the 2021 census. Rents are increasingly out of reach for low- and middle-income households, including people receiving social assistance, retail and service workers, seniors, students, and young families.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter a long-term land lease with Indwell on 1022-1030 Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community.

Thank you for noting my support as you consider this matter.

Sincerely,

M. Lane

Marcée Lane

[redacted]

FaithChurch
Together on a journey

March 9, 2026

Re: Support for Indwell in Burlington

Dear Madam Mayor and Councillors,

I am writing in support of the reports brought forward by City of Burlington Community Planning and Legal staff recommending use of municipal land for affordable housing development by Indwell.

I write to you as the Chair of Council, at Faith Christian Reformed Church, 2265 Mountainside Dr., Burlington. We are becoming increasingly aware of the growing need in our city for affordable housing as small tent encampments have begun to appear. As a church, we support the mission of Indwell through donations and know this to be a very effective organization providing supportive housing to many in need. In addition, a number of our small group volunteers have supported Indwell by providing meals to their residents on many occasions throughout the past number of years.

Indwell has a strong track record of working with communities across Southern Ontario to create well-designed, long-term affordable housing buildings. Indwell supports 1,300 people in buildings in Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga and St. Thomas. Locally, this includes 550 apartments operated by Indwell in Hamilton.

Recent data illustrates the scale of the affordable housing crisis in our community. There are 319 individuals experiencing homelessness in emergency shelters, transitional housing, or other temporary accommodation across Halton Region, according to the 2024 Point-in-Time Count, a 10% increase compared to the 2021 enumeration. Halton Region's community housing waiting list has over 8,000 households. Locally, 45% of the 18,000 renter households in Burlington are paying unaffordable rents, according to the 2021 census. Rents are increasingly out of reach for low- and middle-income households, including people receiving social assistance, retail and service workers, seniors, students, and young families.

In the context of the overwhelming need for affordable housing, I urge you to support the proposal to enter into a long-term land lease with Indwell on 1022-1030 Waterdown Road and to provide funding from the city's Housing Accelerator Fund to support the development of 75 units of deeply affordable housing. I commend Burlington councillors and staff for your leadership in using all the tools at your disposal to address this pressing need in our community.

Thank you for noting my support as you consider this matter.

Sincerely,

2265 Mountainside Drive Burlington ON L7P 1B6 905-336-5353 info@faithcrc.ca www.faithcrc.ca

FaithChurch
Together on a journey

Rob Schaafsma
Chair of Council
Faith Christian Reformed Church

From: Melody Ng

Re: Support for Indwell Affordable Housing Proposal – 1022–1030 Waterdown Road

Dear Madam Mayor and Members of Council,

I am writing to express my strong support for the recommendation from City of Burlington Community Planning and Legal staff to make municipal land available for an affordable housing development by Indwell.

I am writing as a Burlington-area resident who cares deeply about the future of our community. Burlington is a city many people hope to build their lives in, but the cost of housing has made it increasingly difficult for many residents to remain here. Essential workers, seniors on fixed incomes, young people entering the workforce, and families trying to stay close to their jobs and support networks are all feeling the impact of rising rents and limited housing options. Ensuring that people from a range of incomes can continue to live in Burlington is essential to maintaining a healthy and vibrant community.

Indwell has a well-established track record of creating high-quality, supportive affordable housing across Southern Ontario. The organization currently provides homes and support to approximately 1,300 people in communities including Hamilton, Woodstock, Norfolk County, London, Waterloo Region, Mississauga, and St. Thomas. In our region alone, Indwell operates 550 apartments in Hamilton, demonstrating its experience delivering housing that is thoughtfully designed, well managed, and integrated into the surrounding community.

The need for more affordable housing in Halton Region is clear and urgent. The 2024 Point-in-Time Count identified 319 individuals experiencing homelessness in shelters, transitional housing, or other temporary accommodations across the region—a 10% increase since 2021. At the same time, more than 8,000 households remain on Halton Region's community housing waiting list. In Burlington specifically, census data shows that nearly half of the city's 18,000 renter households are paying an unaffordable portion of their income toward housing.

Given the scale of this challenge, I strongly encourage Council to support the proposal to enter into a long-term land lease with Indwell for the site at 1022–1030 Waterdown Road and to allocate funding from the City's Housing Accelerator Fund to support the creation of 75 units of deeply affordable housing. This project represents a meaningful step toward addressing the housing shortage and helping ensure that Burlington remains a place where people from many different backgrounds and income levels can live.

I believe affordable housing strengthens communities and helps ensure that the people who work, volunteer, and contribute to Burlington can also call it home.I appreciate the efforts of Council and staff to address housing challenges in our city and encourage you to continue demonstrating leadership on this important issue.

Thank you for your time and consideration.
Sincerely,
Melody Ng

The Corporation of the City of Burlington

City of Burlington By-law 13-2026

A by-law to amend By-law Number 32-2023 designating 488 Locust Street, in the City of Burlington, in the Regional Municipality of Halton, to be of cultural heritage value or interest pursuant to the provisions of the *Ontario Heritage Act*, R.S.O. 1990, chapter 0.18, as amended.

File: 501-06
(LLS-05-25 & Amendment Approved by Ontario Land Tribunal on April 1, 2025)

Whereas Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, Chapter O.18, as amended authorizes the Council of a municipality to enact by-laws to designate real property, including all the buildings and structures thereon, to be of cultural heritage value or interest; and

Whereas on June 13, 2023, the Council of The Corporation of the City of Burlington enacted and passed By-law 32-2023 designating the property known as 488 Locust Street, City of Burlington, Regional Municipality of Halton, to be of cultural heritage value or interest pursuant to the provisions of the *Ontario Heritage Act* R.S.O. 1990, Chapter O.18, as amended and;

Whereas the registered Owner appealed the passing of such By-law to the Ontario Land Tribunal (hereinafter called the "OLT"); and

Whereas the City and the Owner entered into Minutes of Settlement with respect to this appeal and the OLT granted its approval of such Settlement and ordered that the Appeal against By-law 32-2023 was allowed in part and the said By-law was to be amended such that Schedule "A" to By-law 32-2023 is deleted and replaced with the amended Schedule "A" attached to the Order. In all other respects, the OLT ordered that the Appeal was dismissed.

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That Schedule "A" attached to By-law 32-2023 enacted and passed by the Council of the City of Burlington on June 13, 2023 be deleted and replaced with Schedule "A" attached hereto.

2. That the City Clerk provide a copy this By-law to the Owner of the property and to the Ontario Heritage Trust, and shall cause this By-law to be registered in the Land Registry Office for Halton; and

3. That in all other respects, By-law 32-2023 is hereby confirmed.

Enacted and passed this 10th day of March, 2026.

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____

Schedule "A"- Amended

Ontario Land Tribunal Decision Dated April 1, 2025

(OLT-23-000706)

Description and Reasons for Designation: 488 Locust Street

488 Locust Street is recommended for designation pursuant to Part IV, Section 29 of the Ontario Heritage Act for its cultural heritage value, and meets Ontario Regulation 9/06 (as amended by Ontario Regulation 569/22), the provincial criteria prescribed for municipal designation under the criteria of design and physical, historical and associative and contextual values as described in the following Statement of Cultural Heritage Value or Interest.

Legal Description:

488 Locust Street (PLAN 74 PT LOT 50); City of Burlington, Regional Municipality of Halton.

Description of Property:

488 Locust Street is located near its intersection with Ontario Street. The property is in the core of the City of Burlington, the historic village of Burlington. It consists of a one-and-a half storey frame Gothic Revival residence, with a cross gable roof, constructed in 1885. The rear elevation has been modified.

Statement of Cultural Heritage Value or Interest:

The property at 488 Locust Street has design/physical value and contextual value and is considered to meet prescribed criteria #1 and #7 under Ontario Regulation 9/06.

Physical/Design Value

488 Locust Street is a representative example of the Gothic Revival style. The one-and a-half storey house has a cross gable roof, large front gable end and central gable peaks which is typical of Gothic Revival structures. The first floor bay window, and arched window openings within the central gable peaks are also typical of the Gothic Revival style. Furthermore, the massing, roofline and fenestration of the structure strongly indicate Gothic Revival origins.

Contextual Value

488 Locust Street is important in supporting the character of a section of Locust Street consisting of a cluster of historic residential properties surrounding the intersection of Locust Street and Ontario Street. Most were built in the 19th century and collectively they have the character of a late 19th century residential streetscape with one- to two- and-a-half storey residential buildings of primarily brick construction and with modest setbacks along the street. The subject

property contributes to the heritage fabric of the streetscape and exhibits setback and massing consistent with the Locust streetscape.

Cultural Heritage Attributes

488 Locust Street is a representative example of the Gothic Revival style. The property contains the following heritage attributes that reflects these values:

- one-and-a-half storey Gothic Revival residence
- large front gable end and central gable peak
- asymmetrical façade with symmetrical elements further described as:
    - placement of central gable peak with arched window opening on the second storey and rectangular window opening and door opening on the first storey;
    - front gable with symmetrical placement of rectangular window openings on the second storey and front elevation bay window on the first storey;
- arched window openings

488 Locust Street is important in supporting the character of a section of Locust Street surrounding the intersection of Locust Street and Ontario Street, which features a cluster of historic properties, most of which were built in the 19th century. The property contains the following heritage attributes that reflect these values:

- One-and-a-half storey Gothic Revival residence
- Height, massing, and setback of the front and side elevations of the building, which contributes to the 19th century streetscape of the Locust Street north and south of Ontario Street*

**Note: The rear additions and elevation are excluded from the list of heritage attributes*

City of Burlington By-law 14-2026

A by-law to assume City-owned parcels of land in the
City of Burlington as Public Highway
Registered Plan: 20M-631
File: 510-02-8/88
Delegated Authority

Whereas pursuant to Section 31(2) of the Municipal Act, S.O. 2001, c. 25, as amended, provides that a municipality may by by-law establish a highway;

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That the parcels of land listed below, and situated in the City of Burlington in the Regional Municipality of Halton be and the same are hereby assumed as part of the public highway; and

2. That this by-law shall take effect on the date of its registration in the Land Registry Office for the Land Titles Division of Halton (No. 20); and

3. That the City Solicitor, or his/her designate, is hereby authorized to amend the parcel designation noted in this by-law, if necessary, upon registration of this by-law.

PARCEL	REGISTERED PLAN	PIN
Block 171	20M-631	07182-2773

Enacted and passed this 10th day of March, 2026.

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____

The Corporation of the City of Burlington

City of Burlington By-law 15-2026

A by-law to appoint Municipal Livestock Valuers and Municipal Weed Inspectors and to repeal By-law 31-2022
File 110-01-1 (DGM-20-26)

Whereas section 4(1) of the *Protection of Livestock and Poultry from Dogs Act* requires that Council appoint one or more persons as municipal valuers of livestock and poultry for the purposes of that Act; and

And Whereas section 8(1) of the *Weed Control Act* authorizes Council to appoint one or more persons as municipal weed inspectors to enforce that Act;

Now therefore the Council of the Corporation of the City of Burlington enacts that:

1. The persons who are employed or contracted by the City or Burlington to the positions named in Schedule A, or any successor positions, are appointed as Municipal Livestock Valuers.
2. The persons who are employed or contracted by the City of Burlington to the positions named Schedule B, or any successor positions, are appointed as Municipal Weed Inspectors.
3. By-law 31-2022 is repealed.
4. This By-law comes into force on the date it is passed.

Passed this 10th day of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Michael de Rond _____

Schedule A
Municipal Livestock Valuers

1. Animal Control Officer
2. Supervisor Animal Services

Schedule B
Municipal Weed Inspectors

1. By-law Enforcement Officer
2. Supervisor By-law Enforcement

The Corporation of the City of Burlington

City of Burlington By-law 16-2026

A by-law to amend By-law 39-2016, being a by-law to regulate parking and idling in the City of Burlington
File: 745-2 (PWS-11-26)

Whereas the Council of The Corporation of the City of Burlington wishes to amend By-law 39-2016, being a by-law to regulate parking and idling in the City of Burlington, to update Schedule “1” thereto;

Now therefore the Council of The Corporation of the City of Burlington hereby enacts as follows:

1. Schedule “1” of By-law 39-2016, as amended, is hereby repealed and Schedule “1” of this by-law is substituted therefore.

2. The provisions of this by-law shall become effective on March 10, 2026.

Enacted and passed this 10th day, of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Michael de Rond _____

THE CORPORATION OF THE CITY OF BURLINGTON
PARKING AND IDLING BY-LAW 39-2016

SCHEDULE "1"

MUNICIPAL PARKING RATES AND FEES

FACILITY	PARKING FEES			FACILITY USE	
Name and Address	Hour	Day	Month	Free Parking	Hourly, Daily & Monthly Permit Parking
Pearl St Lot – Lot 1 431 Elizabeth St	$2.00	$18	n/a	Mon to Sat, 6pm to 9am All Day Sun & Holidays	Mon to Sat, 9am to 6pm Hourly and Daily
Burlington Ave Lot – Lot 2 455 Burlington Ave	n/a	n/a	n/a	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am - 6pm Staff Only Permit
John St North – Lot 3 533 John St	$2.00	$18	$91	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am - 6pm Hourly, Daily & Monthly Permit
Elizabeth St Lot – Lot 4 421 John St	$2.00	$18	n/a	Mon to Sat, 6pm to 9am All Day Sun & Holidays	Mon to Sat, 9am to 6pm Hourly & Daily Permit
Brant St Lot – Lot 5a & 5b 391 Brant St	$2.00	$18	n/a	Mon to Sat, 6pm to 9am All Day Sun & Holidays	Mon to Sat, 9am to 6pm Hourly & Daily Permit
Brock Ave South Lot – Lot 6 430 Brock Ave	$2.00	$18	$91	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Hourly, Daily & Monthly Permit
Locust St Lot – Lot 7 500 Locust St	$2.00	$18	n/a	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Hourly & Daily Permit
Caroline St. Lot – Lot 8 523 Locust St	$2.00	$18	$151	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Hourly, Daily & Monthly Permit
Elgin St Lot – Lot 10 1370 Elgin St	n/a	n/a	n/a		Mon to Fri, 8am to 6pm Staff Only Permit ---------- St. Luke's Church Only Mon to Fri, 6pm - 8am Sat, Sun & Holidays

THE CORPORATION OF THE CITY OF BURLINGTON
PARKING AND IDLING BY-LAW 39-2016

SCHEDULE "1"

MUNICIPAL PARKING RATES AND FEES

Martha St Lot – Lot 11 412 Martha St	n/a	n/a	$151	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Monthly Permit Only
City Hall Lot – Lot 13 – 426 Brant St	$2.00	n/a		Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Hourly Permit Permit for Council Members Only
Brock Avenue North Lot – Lot 15 475 Brock Ave	$2.00	$18	$91	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Daily, Hourly & Monthly Permit
John Street Lot – Lot 16 515 John St	$2.00	$18	n/a	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Hourly and Daily Permit Mobile Payment Only
Sims Square – Lot 17 390 Brant St	$2.00	$6	n/a	Mon to Sat, 6pm to 9am All Day Sun & Holidays	Mon to Sat, 9am to 6pm Hourly – 3 hour maximum *Reserved and Accessible spaces exempt from 3-hour limit*
Parking Garage – 414 Locust St	$2.00	$18	$151	Mon to Fri, 6pm to 9am All Day Sat, Sun & Holidays	Mon to Fri, 9am to 6pm Daily, Hourly & Monthly Permit
Waterfront East 1340 Lakeshore Rd	$2.00	n/a	n/a		7 Days, 9am to 6pm Hourly Permit
Waterfront West 1340 Lakeshore Rd	$2.00	n/a	n/a		7 Days, 9am to 4pm Hourly Permit 4pm to Midnight, Reserved Spaces
Beachway Park Lakeside Lots – 1100 Lakeshore Rd	$2.50	$20	n/a		Saturday, Sunday & Holidays, 8am to 8pm, May (Victoria Day) to September Mobile Payment Only
Beachway Park Overflow Lot – 106 Willow Avenue	$2.50	$20	n/a		Saturday, Sunday & Holidays, 8am to 8pm, May (Victoria Day) to September Hourly, Daily Permit Mobile Payment Only
Lasalle Park Marina Trailer Parking	n/a	$20	n/a		Saturday, Sunday & Holidays, 8am to 8pm, May to September Daily Permit Mobile Payment Only

THE CORPORATION OF THE CITY OF BURLINGTON
PARKING AND IDLING BY-LAW 39-2016

SCHEDULE "1"

MUNICIPAL PARKING RATES AND FEES

Additional Permits and Fees		
Permit Type	Fee	Description
Downtown Street - Hourly Parking	$2.00	Fee per Parking Space per hour, Monday to Saturday, 9am to 6pm Three-hour parking limit per day per Parking Pay Station Zone.
Downtown Lot - Monthly Premium Fee for a Parking Space with Personal Sign	$20	Fee added to monthly permit fee for the particular facility for a specific Parking Space identified with a personal sign.
Lot 3 Reserved Space – per month	$103	Monthly premium fee to have reserved space for local business
Lot 8 Reserved Space – per month	$152	Monthly premium fee to have reserved space for local business
Downtown Street - Temporary Parking Permit to Reserve a Parking Space	$21	Fee per Parking Space per day, Monday-Friday from 9am-6pm.
Downtown Lot - Temporary Parking Permit to Reserve Parking Spaces	$100	Fee per Facility per day, Monday - Saturday after 6pm and all-day Sunday or Holiday.
Alton Community Street Permit - Monthly Residential Parking Fee	$30	Fee per vehicle license plate per month.
Alton Community Street Permit - Annual Residential Parking Fee	$350	Fee per vehicle license plate per year.

Disclaimer: ***Refunds will not be issued due to parking machine operational problems.***

The Corporation of the City of Burlington

City of Burlington By-law 17-2026

A By-law to establish Site Plan Control and designate all lands in the City of Burlington as a site plan control area, and to repeal By-law 35-2017, as amended.

Whereas section 41 of the *Planning Act*, permits the Council of a municipality to designate the whole or any part of the municipality as a Site Plan Control Area where in the Official Plan the area is shown or described as a Site Plan Control Area; and

Whereas the City of Burlington Official Plan designates all lands in the City of Burlington as a Site Plan Control Area; and

Whereas Council has delegated to the Director of Community Planning, the powers and authority conferred upon the Council under section 41 of the *Planning Act* to declare a site plan application complete or incomplete and refuse to accept incomplete site plan applications; approve site plan applications with or without conditions including a condition to require the approval of minor variances for the project by the Committee of Adjustment becoming final and binding; amend conditions of site plan approval; and grant extensions to site plan approvals, through City delegation by-law 71-2023 "A by-law to delegate approvals to staff and to repeal by-laws 07-2022, 53-2022 and 197-1990";

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

Definitions

1. Terms used in this By-law have the same meaning as corresponding terms used in the applicable zoning by-laws in effect for the lands.

2. In this By-law:

   (a) **"Agricultural Use"** means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

   (b) **"Agriculture-Related Use"** means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

(c) **"City"** means the Corporation of the City of Burlington;

(d) **"Council"** means the Council of the Corporation of the City of Burlington;

(e) **"Development"** has the same meaning as in subsection 41(1) of the *Planning Act*, R.S.O. 1990, c. P. 13.

(f) **"Director"** means the Director of Community Planning, or any successor to that position, and includes the acting Director of Community Planning or his/her designate.

(g) **"*Planning Act*"** means the *Planning Act*, R.S.O. 1990, c. P.13 as amended from time-to-time.

Area of the City Subject to Site Plan Control

3. The whole of the City of Burlington is hereby designated as a Site Plan Control area, except for any areas subject to an in-force community planning permit system by-law passed under Ontario Regulation 173/16.

Authority for Director to Define and Exempt Classes of Development from Site Plan Control

4. Subject to section 7 and in addition to the exemptions identified in section 6, Council delegates authority to the Director to define any class or classes of Development that may be undertaken without the approval of plans and drawings.

Requirement for Approval

5. Subject to sections 6 and 7 of this By-law, no person shall undertake any Development in the Site Plan Control Area without approval of plans and drawings in accordance with section 41(4) of the *Planning Act,* by the Director.

Exemptions from Site Plan Control

6. The following classes of Development are exempt from the requirement for approval of plans and drawings set out in section 5:

   (a) Any single detached dwelling, duplex dwelling or semi-detached dwelling used solely for residential use;

   (b) Any building or structure accessory to the uses described in subsection 6(a) of this By-law;

   (c) Any agricultural building or structure intended for Agricultural Use or Agriculture-Related Uses, save and except large scale agricultural buildings or structures used for, or in association with food processing and manufacturing;

(d) Projects listed in *Ontario Regulation 828: Development Within the Development Control Area* under the *Niagara Escarpment Planning and Development Act, R.S.O. 1990, c. N.2* within the Niagara Escarpment Planning Area that are exempt from the requirement to obtain a development permit;

(e) *Outdoor patios* on private property where no building permit is required;

(f) Electric vehicle charging stations;

(g) Portable classrooms on a school site of a district school board, or on a school site owned by a private school that meets the requirements set by the *Education Act* but is independent of the Ministry of Education;

(h) Public park infrastructure, including the construction of park structures or facilities by the municipality for the purpose of building, expanding, or renewing public parks, including but not limited to playgrounds, splashpads, recreational trails, shade structures, sports fields, courts, lighting, skateparks, landscape features and other park-related amenities;

(i) Projects that consist solely of the installation or upgrading of mechanical equipment such as emergency generators, HVAC systems and other mechanical equipment;

(j) Exterior building alterations with no increase in gross floor area;

(k) Construction, erection or placing of a residential building on a parcel of land if that parcel of land will contain no more than 10 units; and

(l) Despite subsection 6(k), the approval of plans and drawings in accordance with section 5 is required where the Development falls within prescribed areas under O. Reg. 254/23.

Classes of Development Eligible for Exemption if Criteria Met

7. The classes of Development set out in section 8 may be exempt from the requirement for approval of plans and drawings set out in section 5, if an exemption is granted by the Director. The Director may grant such an exemption if the Director is satisfied that one or more of the following criteria are met:

   (a) There are no health, safety or nuisance impacts to neighbouring properties or future occupants of the property;
   (b) The project does not require a building permit;
   (c) A road widening is not required; or
   (d) The project is not located on a property that contains a portion of the Natural Heritage System or a Conservation Halton regulated area.

8. The classes of Development that may be exempt from site plan control in

accordance with section 7 are:

(a) a mixed-use building with 10 residential units or fewer, if in addition to the criteria under section 7, all the following criteria are met:
   i. The non-residential component occupies the ground floor only;
   ii. The non-residential component comprises no more than 50% of the Gross Floor Area of the building; and
   iii. The project is not located in a prescribed area under O. Reg. 254/23.

(b) Play areas, play equipment and fencing associated with daycare uses provided they do not encroach into existing parking areas or drive aisles;

(c) A seasonal garden centre in a parking lot;

(d) Site alterations for outdoor recreation uses such as the construction of trails, walking paths, or open-air recreational facilities and associated infrastructure, such as tennis, basketball or pickleball courts; and

(e) Projects where the gross floor area of the structure or building is the lesser of 5% of the total Gross Floor Area of the building or 30 square metres.

Undertakings of Post-secondary Institutions Exempt from Site Plan Control

9. In accordance with Part VII, section 62.0.2 of the *Planning Act*, any undertaking of a post-secondary institution described in subsection 10 is not subject to Site Plan Control.

10. Section 9 applies to the following post-secondary institutions:

(a) Publicly-assisted universities, as defined in section 1 of the *Ministry of Training, Colleges and Universities Act*, except as otherwise prescribed.

(b) Colleges and universities federated or affiliated with a publicly-assisted university.

Site Plan Agreements and Financial Securities

11. The Director may require an owner enter into a site plan agreement satisfactory to the Director.

12. The Director may require that securities be posted by the owner to the Director's satisfaction, and may permit public interest agencies and entities to provide alternatives to security, where it is appropriate in the Director's opinion.

Site Plan Application Requirements

13. An application for Site Plan Control approval shall include the submission of plans and drawings showing the location of all buildings, structures and related facilities, and all matters applicable to the Development under sections 41(4) and 41(7) of the *Planning Act*, including the following:

(a) the sustainable design elements on any adjoining highway under the City or Region's jurisdiction, including, without limitation, trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities.

Minor Changes

14. Minor revisions or changes to a Development that has received Site Plan Control approval are permitted without revision to an existing site plan agreement where written permission is provided by the Director or designate, and provided the change meets the following criteria:

    (a) The change implements administrative or technical corrections or adjustments to approved plans

Enforcement and Penalties

15. Any person or corporation who uses land contrary to any provision of this By-law and any person who owns land which is used contrary to any provision of this By-law is guilty of an offence.

16. Any person convicted of an offence under any provision of this By-law shall be liable to a penalty as set out in section 67(1) of the *Planning Act*, or its successor, as amended.

17. Any corporation convicted of an offence under any provision of this By-law shall be liable to a penalty as set out in section 67(2) of the *Planning Act*, or its successor, as amended.

18. By-law 35-2017 is hereby repealed.

Enacted and passed this 10th day of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Michael De Rond _____

The Corporation of the City of Burlington By-law

City of Burlington By-law 18-2026

A by-law to adopt Official Plan Amendment No. 8 to the Burlington Official Plan 2020 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 (LLS-13-26)

Whereas the Council of the Corporation of the City of Burlington in accordance with the provisions of Section 16 and 17 of the Planning Act, 1990, as amended, approved the recommendation in legislative services report LLS-13-26 at its meeting held on March 10, 2026.

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That Amendment No. 8 to the Burlington Official Plan, 2020 (OPA 8) consisting of the attached amendment is hereby adopted.
2. That this By-law shall come into full force and take effect of the final day of passing thereof.

Enacted and passed this 10th day of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____

OFFICIAL PLAN AMENDMENT

PROPOSED AMENDMENT NO. 8 TO THE OFFICIAL PLAN

OF THE BURLINGTON PLANNING AREA

CONSTITUTIONAL STATEMENT

The Amendment contained in Part "B" of this document constitutes Amendment No. 8 to the Official Plan of the City of Burlington, 2020.

PART A – PREAMBLE

1. PURPOSE OF THE AMENDMENT

The purpose of this Amendment to the Burlington Official Plan, 2020 (BOP, 2020) is to enable the delegation of authority to staff to make technical changes that do not alter the intent, meaning, or substance of the Plan, in accordance with the *Municipal Act* and the City's Delegated Authority By-law. The Amendment will also introduce transitional policies to clarify the interpretation of the BOP, 2020 in response to recent and forthcoming changes to provincial legislation, plans, and policy.

The effect of the proposed Amendment is to add policies to the BOP, 2020 to:

- Establish the authority for staff to make technical changes, without a Plan amendment, that do not alter the intent, meaning, or substance of the Plan, including updates to the names of agencies or public authorities and the removal of obsolete or redundant policies, and;
- Add new transitional policies to the BOP, 2020's interpretation provisions to acknowledge:
    - the transition of upper-tier planning responsibilities in Halton Region to each of Halton's lower-tier municipalities;
    - the revocation of the Provincial Policy Statement, 2020 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe; and
    - the potential consolidation of Ontario's 36 conservation authorities into regional conservation authorities.

2. SITE AND LOCATION

The proposed amendment applies City-wide across the entirety of the City of Burlington subject to the Burlington Official Plan, 2020.

3. BASIS FOR THE AMENDMENT

- The *Municipal Act* and provides municipalities with flexibility in governing their affairs, including the ability to delegate certain powers and duties from Council to a committee or an individual. Matters delegated by Council are typically administrative, technical, or operational in nature and do not involve substantive policy decisions.

- While the BOP, 2020 contains some existing provisions delegating certain authorities to staff, additional policies are required to enable staff to update the names of agencies or public authorities and remove obsolete or redundant policies, without an amendment to the Plan.
- In addition, recent and anticipated changes to provincial legislation, plans, and policy- including the transition of upper-tier planning responsibilities in Halton Region, the revocation of the Provincial Policy Statement, 2020 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe, and potential changes to the conservation authority framework- necessitate the inclusion of transition provisions in the BOP, 2020 to enhance clarity in the interpretation and application of the Plan.
- Further, to aid in clear and consistent interpretation among its three Official Plans during this time of transition, and to acknowledge that Plan modifications often occur during the approval process, the City is proposing the administrative change of referencing an Official Plan by its approval date, as opposed to its Council adoption date.

PART B – THE AMENDMENT

1. DETAILS OF THE AMENDMENT

1.1 Text Change

The amendment includes the changes to the text of the Burlington Official Plan, 2020 as described in the following table:

Item No.	Section	Description of Change
1	**CHAPTER 1 - INTRODUCTION** **SECTION 1.3 JURISDICTION**	Delete section 1.3 Jurisdiction in its entirety and replace it with NEW section 1.3 Jurisdiction, as follows: **1.3 JURISDICTION** This Official Plan, adopted in 2018 and approved in 2020, replaces Burlington's former Official Plan, adopted in 1994 and approved in 1997, as amended. This Plan was prepared to conform and/or be consistent, as applicable, with the Provincial land use plans, regulations, Policy/Planning Statements and Guidelines that were in effect at the time of Plan approval. Burlington's Official Plan policies reflect the *City's* individual community interests within the Provincial planning framework. In this manner, the Plan may be more restrictive than the policies contained in Provincial Government planning documents but is not permitted to conflict with these documents.

Item No.	Section	Description of Change
		External policies and plans that will be referred to in conjunction with any interpretation or amendment of an Official Plan of the City of Burlington are: a) any Provincial Policy/Planning Statement issued by the Province of Ontario, as amended from time to time, subject to requirements under The Planning Act; b) Provincial Land Use and Transportation Plans, including specifically the Niagara Escarpment Plan, the Greenbelt Plan, the Parkway Belt West Plan, the Regional Transportation Plan (The Big Move) and any applicable amendments; and c) other government agencies' policies and plans, where applicable.
2	**CHAPTER 12 – IMPLEMENTATION AND INTERPRETATION** **SECTION 12.2 INTERPRETATION** **SUBSECTION 12.2.2 POLICIES**	Add NEW text to subsection 12.2.2, Policies as follows: **12.2.2 POLICIES** m) [subsection not in use]
3	**CHAPTER 12 – IMPLEMENTATION AND INTERPRETATION** **SECTION 12.2 INTERPRETATION** **SUBSECTION 12.2.2 POLICIES**	Add a NEW policy to subsection 12.2.2, Policies, as follows: **12.2.2 POLICIES** u) On October 20, 2024, the Provincial Policy Statement, 2020 and the Growth Plan for the Greater Golden Horseshoe, 2019 were revoked and a new Provincial Planning Statement was enacted. However, the Provincial Policy Statement and the Growth Plan will continue to apply where the Greenbelt Plan refers to them, to maintain existing protections for the Greenbelt. Until this Plan has been revised to reflect the updated Provincial policy framework, a

Item No.	Section	Description of Change
		reference to the Provincial Policy Statement or the Growth Plan in relation to lands located outside of the Greenbelt Plan area, as shown on Schedule A-1: City System - Provincial Land Use Plans and Designations, of this Plan, *shall* be interpreted in accordance with section 1.3, of this Plan. Within the Greenbelt Plan area, and outside of the Niagara Escarpment Plan area, a reference to the Provincial Policy Statement or the Growth Plan *shall* be interpreted as a reference to the Provincial Policy Statement or the Growth Plan, respectively, as they read immediately before revocation. v) On July 1, 2024, through changes to The Planning Act, the Province identified the Region of Halton as an "upper-tier municipality without planning responsibilities". As a result, the Regional Official Plan is no longer an official plan for the Regional Municipality of Halton. Instead, it has been deemed an official plan of each of the lower-tier municipalities in Halton (City of Burlington, Town of Halton Hills, Town of Milton, and Town of Oakville), until it is revoked or amended by the respective municipality. Until this Plan has been revised to reflect the transition of Regional planning responsibilities, any reference to the Regional Official Plan and its requirements *shall* be interpreted as a reference to an official plan/requirement of the City of Burlington and the two Plans *shall* be read as companion documents. w) On October 31, 2025, the Province announced its intention to consolidate Ontario's 36 conservation authorities into regional conservation authorities. These proposed changes include the potential consolidation of Conservation Halton into the

Item No.	Section	Description of Change
		"Western Lake Ontario Regional Conservation Authority". Until this Plan has been revised to reflect future changes to conservation authority names and boundaries, any reference to Conservation Halton *shall* be interpreted as a reference to the applicable authority name and boundaries established under the Conservation Authorities Act.
3	**CHAPTER 12 – IMPLEMENTATION AND INTERPRETATION** **SECTION 12.1 IMPLEMENTATION** **SUBSECTION 12.1.22(1) OBJECTIVES**	Add a NEW objective to subsection 12.2.2(1), Objectives, as follows: b) To delegate to staff the authority to make certain technical changes to an Official Plan of the City, without an amendment.
4	**CHAPTER 12 – IMPLEMENTATION AND INTERPRETATION** **SECTION 12.1 IMPLEMENTATION** **SUBSECTION 12.1.22 (2) DELEGATED AUTHORITY**	Delete subsection 12.1.22 (2) b) in its entirety and replace it with NEW subsection 12.1.22 (2) b), as follows: b) Authority is delegated to staff to make technical changes, without a Plan amendment, that do not alter intent, meaning, or substance, as follows: (i) alteration of the numbering, arrangement and cross-referencing of provisions; (ii) correction of clerical, grammatical, and spelling errors; (iii) updating of address references; (iv) updating of agency and/or *public authority* names; (v) removal of obsolete and/or redundant policies; (vi) updating of schedules, tables or graphics; and (vii) alteration of format or presentation.

The Corporation of the City of Burlington By-law

City of Burlington By-law 19-2026

A by-law to adopt Amendment No. 2 to the Burlington Regional Official Plan, 1995; to add policies to enable certain technical changes without a Plan amendment (LLS-13-26)

Whereas the Council of the Corporation of the City of Burlington in accordance with the provisions of Section 16 and 17 of the Planning Act, 1990, as amended, approved the recommendation in legislative services report LLS-13-26 at its meeting held on March 10, 2026.

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That Amendment No. 2 to the Burlington Regional Official Plan ,1995 (BROPA 2) consisting of the attached amendment is herby adopted.
2. That this By-law shall come into full force and take effect of the final day of passing thereof.

Enacted and passed this 10th day of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____

OFFICIAL PLAN AMENDMENT

PROPOSED AMENDMENT NO. 2 TO THE REGIONAL OFFICIAL PLAN OF THE BURLINGTON PLANNING AREA

CONSTITUTIONAL STATEMENT

The Amendment contained in Part "B" of this document constitutes Amendment No. 2 to the Regional Official Plan of the City of Burlington, 1995.

PART A – PREAMBLE

1. PURPOSE OF THE AMENDMENT

The purpose of this City-initiated Amendment to the Regional Official Plan, 1995 is to enable the delegation of authority to staff to make technical changes that do not alter the intent, meaning, or substance of the Plan, in accordance with the *Municipal Act* and the City's Delegated Authority By-law.

The effect of the proposed Amendment is to add policies to the Regional Official Plan, 1995 to:

- Establish the authority for staff to make technical changes, without a Plan amendment, that do not alter the intent, meaning, or substance of the Plan, including updates to the names of agencies or public authorities and the removal of obsolete or redundant policies.

2. SITE AND LOCATION

The proposed amendment applies City-wide across the entirety of the City of Burlington subject to the Regional Official Plan, 1995.

3. BASIS FOR THE AMENDMENT

- On July 1, 2024, through changes to the Planning Act, the Province identified the Region of Halton as an "upper-tier municipality without planning responsibilities". As a result, the Regional Official Plan is no longer an official plan for the Regional Municipality of Halton. Instead, it has been deemed an official plan of each of the lower-tier municipalities in Halton (City of Burlington, Town of Halton Hills, Town of Milton, and Town of Oakville), until it is revoked or amended by the respective municipality.
- To distinguish between the versions of the Regional Official Plan as amended by each lower-tier municipality in Halton, the City's version of the Plan will henceforth be referred to as the "Burlington Regional Official Plan, 1995" (BROP, 1995).
- Further, the City has elected to conclude the Region's former Amendment numbering at "Regional Official Plan Amendment No. 48", that being the last Amendment undertaken by

the Region of Halton. To clearly distinguish any changes made by the City, the numbering has been re-started at "Burlington Regional Official Plan Amendment No. 1".

- The *Municipal Act* provides municipalities with flexibility in governing their affairs, including the ability to delegate certain powers and duties from Council to a committee or an individual. Matters delegated by Council are typically administrative, technical, or operational in nature and do not involve substantive policy decisions. While the BROP, 1995 includes some existing provisions delegating certain authorities to staff, additional policies are required to enable staff to update the names of agencies or public authorities and remove obsolete or redundant policies, as well as other technical changes, without an amendment to the Plan.

PART B – THE AMENDMENT

1. DETAILS OF THE AMENDMENT

1.1 Text Change

The amendment includes the changes to the text of the Burlington Regional Official Plan, 1995 as described in the following table:

Item No.	Section	Description of Change
1	**PART I INTRODUCTION** **GUIDE TO THE PLAN SUBSECTION 24.1**	Delete subsection 24.1 in its entirety and replace it with NEW subsection 24.1 as follows: 24.1 Authority is delegated to staff to make technical changes, without a Plan amendment, that do not alter intent, meaning, or substance, as follows: (i) alteration of the numbering, arrangement and cross-referencing of provisions; (ii) correction of clerical, grammatical, and spelling errors; (iii) updating of address references; (iv) updating of agency and/or *public authority* names; (v) removal of obsolete and/or redundant policies; (vi) updating of schedules, tables or graphics; and (vii) alteration of format or presentation.

The Corporation of the City of Burlington By-law

City of Burlington By-law 20-2026

A by-law to amend By-law 24-2018, being a by-law to adopt Grow Bold: Burlington Official Plan (LLS-13-26)

Whereas on April 26, 2018, Council of the City of Burlington enacted By-law 24-2018 to adopt Grow Bold: Burlington Official Plan, a new official plan; and

Whereas on November 30, 2020, the Region of Halton issued a Notice of Decision modifying and approving the Burlington Official Plan; and

Whereas much of the Burlington Official Plan was appealed to the Ontario Land Tribunal, including policy 12.2.2 m); and

Whereas, as a result of the appeals, policy 12.2.2 m) has not come into effect; and

Whereas on June 17, 2025, Council adopted Official Plan Amendment No. 6, introducing equivalent policy 12.1.22(2) b) and rendering policy 12.2.2 m) redundant; and

Whereas on March 10, 2026, Council adopted Official Plan Amendment No. 8, revising equivalent policy 12.1.22(2) b) and rendering policy 12.2.2 m) obsolete; and

Whereas Council of the City of Burlington deems it necessary to amend By-law 24-2018 in order to delete policy 12.2.2 m); and

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That By-law 24-2018, as amended, is hereby further amended by adding the following new section after section 1.3:

   “That the documents entitled, “Grow Bold: Burlington Official Plan” and “Halton Region Notice of Decision re: New Burlington Official Plan” attached as Appendices ‘A’ and ‘B’ hereto, respectively, are hereby amended by deleting therefrom policy 12.2.2 m)”.

2. That this By-law shall come into full force and take effect of the final day of passing thereof.

Enacted and passed this 10th day of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____

The Corporation of the City of Burlington

City of Burlington By-law 21-2026

A by-law to amend By-law 71-2023, to delegate approvals to staff
(LLS-13-26)

Whereas sections 8, 9 and 11 of the *Municipal Act,* S. 0. *2001,* c. 25, as amended (the "*Municipal Act, 2001*"*),* authorize The Corporation of the City of Burlington (the "City") to pass by-laws necessary or desirable for municipal purposes, and in particular, subsection 23.1 specifies that sections 9 and 11 authorize the City to delegate its powers or duties under the *Municipal Act, 2001* or any other Act to City staff, subject to certain restrictions; and

Whereas Council of The Corporation of the City of Burlington passed By-law 71-2023 being the Delegated Authority By-law delegating certain approvals to staff; and

Whereas it is deemed necessary to amend Schedule A of the Delegated Authority By-law to authorize the City Clerk to designate an event as an event of municipal significance for the purpose of obtaining a Special Occasion Permit; and

Whereas it is deemed necessary to amend Schedule B of the Delegated Authority By-law to streamline decision making processes for various planning matters related to part lot control; and

Whereas it is deemed necessary to amend Schedule C of the Delegated Authority By-law to authorize the Director of Community Planning, or their designate, to execute Heritage Conservation Agreements; and

Whereas it is deemed necessary to amend Schedule G of the Delegated Authority By-law to authorize the Director of Engineering Services, or their designate, to approve and execute site alteration agreements; and

Whereas it is deemed necessary to amend Schedule I of the Delegated Authority By-law to improve operational efficiencies; and

Whereas it is deemed necessary to add Schedule M to the Delegated Authority By-law to authorize the Chief Building Official to approve and execute demolition agreements to reduce administrative delays and support timely service delivery; and

Whereas it is deemed necessary to amend By-law 71-2023 to reflect the addition of Schedule M to By-law 71-2023, Building in the listing of schedules throughout By-law 71-2023;

Now therefore the Council of the Corporation of the City of Burlington hereby enacts as follows:

1. That Part 2 – Nature and Scope of Delegation of Powers and Duties, subsection 2.1 (1), be amended by adding the words “Schedule M – Building” immediately following “Schedule L – By-law Compliance”.

2. That Part 2 – Nature and Scope of Delegation of Powers and duties, subsection 2.1 (2) through to (4), section 2.2, and subsection 2.4 (2), be amended by deleting the words “Schedules A through L” and replacing them with words “Schedules A through M”.

3. That Part 3 – Execution and Amendment of Documents, sections 3.1 through to 3.5, be amended by deleting the words “Schedules A through L” and replacing them with words “Schedules A through M”.

4. That Schedule A to By-law No. 71-2023, City Clerk, be amended by adding the following new section immediately following section 6:

7.	Authority to designate an event as an event of municipal significance for the purpose of obtaining a Special Occasion Permit under the Alcohol and Gaming Commission of Ontario, in accordance with the City of Burlington’s Municipal Alcohol Policy.	City Clerk or delegate	

5. That Schedule B to By-law No. 71-2023, Planning, section 17(b), Part Lot Control, be amended by deleting the words “upon receipt of a recommendation from City Council,” in the Delegated Authority column.

6. That Schedule C to By-law No. 71-2023, Heritage, be amended by adding the following new section immediately following section 3 and renumbering the sections that follow:

4.	Authority to execute Heritage Conservation Agreements.	Director of Community Planning or delegate	Consult with the Heritage Burlington Advisory Committee, as needed.

7. That Schedule G to By-law No. 71-2023, Engineering Services, be amended by adding the following new heading and section immediately following section 9:

Site Alteration Agreements			
10.	Authority to approve and execute site alteration agreements.	Director of Engineering Services or delegate	

8. That Schedule I to By-Law No. 71-2023, Recreation, Community and Culture, section 3, Provision of Recreation, Community and Culture Services be amended by adding the words “or designate” immediately following “Director of Recreation, Community and Culture” in the Delegate column.

9. That By-law No. 71-2023 be amended by adding the following new Schedule M to By-law 71-2023, Building, immediately following Schedule L:

SCHEDULE M to By-law 71-2023

Building

No.	Delegated Authority	Delegate	Conditions/Restrictions
1.	Authority to negotiate, execute, administer and discharge demolition agreements, including authority to: (a) enter into, execute, and administer demolition agreements on behalf of the City, where such agreements are required as a condition of issuing a demolition permit under the Ontario Building Code Act or applicable municipal by-laws; (b) collect, hold, and release any securities or deposits associated with demolition agreements; (c) execute any ancillary documents necessary to give effect to the demolition agreement;	Chief Building Official	

	(d) take all actions necessary to enforce the terms of the demolition agreement; (e) enter any building subject to a demolition agreement, at reasonable times and upon reasonable notice where required, for the purpose of securing the site and removing any contents or materials remaining within the building; (f) remove, transport, and store any such contents or materials at the sole cost and expense of the owner, without liability to the City, the CBO, or their agents for loss of or damage to such contents, except in cases of gross negligence or willful misconduct; and (g) authorize the disconnection, termination, or securing of any utility or service to the building, where necessary to carry out or enforce the Demolition Agreement or to address health, safety, or property protection concerns.		

10. Subject to the amendments made in this By-law, in all other respects, By-Law No. 71-2023 is hereby confirmed and remains unchanged.

11. This By-law comes into force on the date of its passing.

Passed this 10th day, of March, 2026

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond_____

The Corporation of the City of Burlington

City of Burlington By-law 22-2026

A by-law to confirm the proceedings of the meeting of Special Council of the Corporation of the City of Burlington held on Tuesday, March 10, 2026

Whereas according to Section 5 of the *Municipal Act*, 2001, c. 25 as it may be amended from time to time, the powers of The Corporation of the City of Burlington are to be exercised by the Council of The Corporation of the City of Burlington and municipal powers are to be exercised by by-law; and

Whereas it is deemed expedient that the actions of the Council of The Corporation of the City of Burlington be confirmed and adopted by by-law;

Now therefore the Special Council of the Corporation of the City of Burlington hereby enacts as follows:

1. The actions of the Council of The Corporation of the City of Burlington in respect of:
   (a) each recommendation in the report of the Committees;
   (b) Each motion, resolution and other action passed and taken by the Council of The Corporation of the City of Burlington at this meeting are hereby adopted and confirmed as if same were expressly included in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Burlington are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Burlington referred to in Section 1.

3. The Mayor, or in the absence of the Mayor, the Deputy Mayor, and the Clerk, or in the absence of the Clerk, the Deputy Clerk,

   a) are authorized and directed to execute all documents necessary to the action taken by Council as described in Section 1, and

   b) Are authorized and directed to affix the seal of The Corporation of the City of Burlington to all such documents referred to in Section 1.

4. This by-law comes into force on the day upon which is enacted by the Council of the Corporation of the City of Burlington.

Enacted and passed this 10th day of March, 2026.

Mayor Marianne Meed Ward _____

City Clerk Mike de Rond _____