



**Committee of the Whole**  
**Agenda published April 2, 2026**  
**Addendum published April 10, 2026**

**Date:** April 13, 2026  
**Time:** 9:30 am  
**Location:** Council Chambers, City Hall, second floor

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I'm the Reverend Canon Matthew Griffin and have been the rector of St. Luke's since just the beginning of March this year. I'm glad to have this opportunity to delegate today. One of the things that helped me discern my call to St. Luke's is the Church Avenue project on your consent agenda today—and the enthusiasm in the parish for this opportunity.

St. Luke's is tremendously excited to work with the City of Burlington on transforming the Church Avenue corridor into space that will benefit all who share in downtown Burlington. One of the teachings of Jesus that we will hear in church on April 26<sup>th</sup> is his desire for us to have life, and to have it abundantly. We're meant to fully participate in life together, and to help every human being to flourish. Sharing this window to the lake with the citizens of Burlington and all who visit by creating an inviting space for reflection, contemplation, and celebration will offer deeper and more vibrant opportunities for abundant life together.

Standing with me today are Rosemary Armstrong and Wendy Murray, who both have been serving on our parish committee supporting the Church Avenue project. We are happy to speak to any questions you may have.



April 9, 2026

Mayor Marianne Meed Ward and Members of Burlington City Council  
City of Burlington  
426 Brant Street  
Burlington, ON L7R 3Z6

Subject: Burlington Chamber of Commerce Position on City Staff Recommendation Regarding  
Burlington Economic Development and Tourism

Dear Mayor Meed Ward and Members of Council,

On behalf of the Burlington Chamber of Commerce and our membership, I am writing to express our position in support of the recommendation not to dissolve Burlington Economic Development and Tourism, and for the organization to remain an independent, third-party entity rather than being brought under the City's corporate structure.

The Burlington Chamber of Commerce did not support dissolving Burlington Economic Development and Tourism. We strongly believe that Burlington's Economic Development and Tourism functions most effectively as an independent, third-party organization, rather than as a department within municipal government.

Since Tourism Burlington joined Burlington Economic Development, the department has evolved into one of the best-in-class tourism organizations in the province, providing exceptional value and results for the community. The Municipal Accommodation Tax (MAT) has been managed efficiently under this model, and the majority—if not all—of the hotel funders have expressed satisfaction with how marketing funds are being used to promote Burlington as a tourism destination.

We also wish to note that while the Burlington Chamber of Commerce intends to remain an active participant in Burlington's business ecosystem and ongoing collaboration with Burlington Economic Development and Tourism and city staff, we believe our perspective would have provided valuable insight into the effectiveness of the current structure and the importance of maintaining it.

As an independent organization, Burlington Economic Development and Tourism has demonstrated the ability to collaborate effectively with key community stakeholders, such as the Burlington Chamber of Commerce and many local businesses. A strong example of this collaboration along with city staff to engage all businesses to leverage World Cup opportunities.

Burlington Economic Development and Tourism also plays a vital role as one of the four independent members of Team Burlington, alongside the Burlington Chamber of Commerce, the Downtown Burlington BIA, and the Aldershot BIA. Team Burlington was instrumental during the COVID-19



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pandemic, providing critical support, unified communication, and up-to-date information to help the business community navigate unprecedented challenges. More recently, this partnership has continued to deliver value by supporting businesses affected by current tariff challenges and ensuring timely communication and coordinated advocacy.

Additionally, the Chamber again wishes to clarify that there is no duplication of information between the Burlington Chamber of Commerce and Burlington Economic Development and Tourism. In fact, our two organizations complement each other's work—our respective websites link to one another and provide distinct yet equally important information for Burlington businesses. This collaboration ensures the business community receives comprehensive, accurate, and up-to-date guidance on complex economic issues.

The Chamber commends Council for the decision to not bring Economic Development and Tourism under the City's corporate umbrella—as doing so would have eroded the independence, agility, and business-centered collaboration that have been key to Burlington's economic success—and for reviewing this file, engaging the business community, including the Burlington Chamber of Commerce, and concluding that economic development and tourism should remain at arm's-length governance from the City of Burlington. Maintaining the current model allows for greater responsiveness, stronger engagement with the private sector, and a continued focus on driving investment and growth in our community.

Thank you for your attention and leadership on this important matter. We appreciate your continued commitment to Burlington's economic prosperity and stand ready to work collaboratively toward our shared goal of a thriving, competitive, and sustainable local economy.

Sincerely,



Terry Caddo  
President and CEO  
Burlington Chamber of Commerce



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Burlington Economic Development and Tourism  
April 10, 2026

Mayor Marianne Meed Ward and Members of Council  
City of Burlington  
426 Brant Street  
Burlington, ON

**RE: TRN-04-26 – Governance, Service Agreement Framework and Strategic Alignment**

**Delegation from:**

Ron Laidman, Chair, Board of Directors  
Burlington Economic Development and Tourism (BEDT)  
Leslie Cooke-Bithrey, Chair, HR & Governance Committee

Dear Mayor Meed Ward and Members of Council,

On behalf of the HR & Governance Committee and the Board of Directors of Burlington Economic Development and Tourism (BEDT), we appreciate the opportunity to provide input on Report TRN-04-26.

We would like to acknowledge the significant work undertaken by City staff and the collaborative engagement in achieving the Council direction regarding CAO-06-25. The Board remains committed to a partnership-based, solutions-oriented approach as we work together to strengthen alignment, governance, and service delivery.

This delegation is in support of the staff recommendation to proceed with Option 1 – an Enhanced Service Agreement.

We note that financial analysis, cost assumptions, and risk considerations associated with TRN-04-26 are addressed in detail through the Finance & Risk Committee delegation submitted separately.

This submission focuses on governance, service agreement framework, accountability, and strategic alignment considerations.

## **Governance Model and Partnership Value**

In alignment with staff analysis, we recognize that BEDT is:

- An independent, incorporated not-for-profit organization that does not form part of the Agencies Boards and Committees (ABC) framework
- Governed by an independent Board of Directors
- Operating as a strategic delivery partner to the City

This distinction is foundational and should be clearly reflected in the service agreement and partnership approach. BEDT is not a municipal department or ABC, but rather a partner organization that delivers services on behalf of the City within an aligned governance framework.

The current governance model provides a level of value that is not replicated under an internal structure.

BEDT's Board:

- Is composed of private sector and industry leaders
- Brings direct market insight, sector expertise, and business networks
- Enables credibility and trust with the business community and investors
- Provides the ability to convene partners and respond quickly to economic opportunities and risks

This model supports:

- Stronger alignment between municipal priorities and market realities
- More effective investment attraction and sector development
- Enhanced stakeholder engagement and partnership leverage

Importantly, this structure enables BEDT to:

- Operate with agility and responsiveness
- Deliver programs that are market-informed and outcomes-driven
- Act as a bridge between the City of Burlington and the business community

## **Principles-Based, Strategy-Led Service Agreement**

The board supports the development of a renewed service agreement and recommends that it be structured as:

#### **a) Principles-Based and Strategy-Aligned**

- The agreement should be principles-based at this stage, aligned to Horizon 2050
- It should evolve alongside development of an updated Community Economic Development Strategy, building from:
  - Vision 2040
  - Economic Vision 2025
  - Vision to Focus
  - Red Tape Red Carpet Taskforce
  - BEDT 2023-2026 Strategy
  - Destination Stewardship Plan

This approach ensures scope, KPIs, and performance expectations are grounded in an updated, Council-aligned strategy framework established through the evolution Vision 2040 to Horizon 2050 that will have the flexibility to evolve as strategy is refined.

#### **b) Partnership-Oriented Positioning**

The Board noted that early-stage materials and initial framing for the service agreement may reflect a more transactional tone, which is understandable given the stage of development.

We recognize that:

- Materials at this stage are intended to establish a preliminary position
- The full service agreement will be developed through ongoing collaboration and discussion following council direction

We recommend that the final agreement clearly reflect a partnership model, grounded in shared objectives, aligned strategy, and mutual accountability.

#### **c) Governance, Role Clarity and Accountability**

The service agreement should provide clear definition of:

- The relationship between BEDT, City staff, and Council
- The reporting framework and accountability structure
- BEDT's role as:
  - An independent organization
  - Governed by a Board responsible for oversight
  - Delivering services aligned to Council strategy and direction

Additional clarity is required on:

- The defined scope of services delivered on behalf of the City
- Any rescoping from current service delivery

Ensuring alignment with strategy and defined services while maintaining appropriate operational flexibility and recognizing BEDT's independent status.

### **Strategic Alignment and KPI Framework**

BEDT's work is already grounded in:

- Vision 2040
- Economic Vision 2025
- Vision to Focus implementation
- Red Tape Red Carpet
- Destination Stewardship Plan
- BEDT Strategic Plan 2023-26

These frameworks provide established priorities and defined KPIs aligned with economic and community outcomes that have been approved by council.

The opportunity through TRN-04-26 is to align and modernize these frameworks within a Horizon 2050 context evolving from Vision 2040/Economic Vision 2025 to an updated community economic development strategy, not rebuild from first principles.

### **Context on Findings – MDB, Rubicon and Transition Period**

We would also like to provide important context regarding the framing of findings within TRN-04-26. The report combines findings from the 2020 MDB review and 2025 Rubicon report into a single narrative of persistent challenges. Portions of this context were not fully reflected in the materials provided for the BEDT board review associated with TRN-04-26 and were therefore not reflected in our feedback to staff.

Key Considerations:

The MDB review did not conclude that the external model was less effective, and identified benefits of the model, including the following that are not reflected in TRN-04-26:

- Innovation capacity
- Initiatives such as TechPlace

The Rubicon report reflects a point-in-time assessment, based on:

- Limited business survey responses
- Variable stakeholder engagement with the noted absence of engagement with key business support ecosystem partners
- Mixed and at times conflicting perspectives across interviews

As outlined in the Board's prior delegation on CAO-06-25:

- There were methodological limitations to the Rubicon report, including:
  - Limited engagement with business stakeholders and partners
  - Small sample sizes in survey inputs with primarily small businesses represented
  - Divergent perspectives between City and external stakeholders

It is critical that findings of Rubicon be understood within the context of an active transition period, including:

- The BEDT amalgamation (completed January 2025)
- Ongoing City transformation initiatives
- Changes in reporting structures and governance processes during the period of engagement

Identified gaps should be understood as transitional and structural, not indicative of model failure. We recommend that Council materials:

- Clearly differentiate MDB and Rubicon findings
- Avoid establishing a negative baseline that does not reflect:
  - Recent progress
  - Completed integration work
  - Ongoing alignment efforts

### **Service Delivery and Organizational Considerations**

From an HR & Governance perspective, Option 2 introduces risks related to:

- Staff transition and retention
- Loss of institutional knowledge
- Disruption to stakeholder relationships
- Reduced agility in service delivery

These considerations are particularly important given:

- The recent successful organizational merger
- Current alignment work underway with the City of Burlington

### **Alignment with Staff Recommendation**

The BEDT board supports the staff recommendation to proceed with Option 1 – Enhanced Service Agreement, which provides:

A structured pathway to:

- Clarify governance and roles
- Strengthen accountability
- Formalize alignment mechanisms

The ability to:

- Maintain continuity of service delivery
- Retain governance and stakeholder engagement strengths
- Evolve within a defined and collaborative framework

### **Closing**

The BEDT Board remains committed to working collaboratively with City staff and Council to strengthen governance, alignment, and service delivery.

We believe that:

- The current BEDT service delivery model provides a strong and evolving foundation
- The key opportunity is to formalize and strengthen alignment through a renewed service agreement and an evolved Community Economic Development Strategy, building on Vision 2040 with the integrated Economic Vision 2025
- Proceeding with Option 1 enables this work to be undertaken in a measured, strategic, and partnership-based manner

We appreciate the opportunity to contribute to this process and look forward to continued collaboration.

Respectfully submitted,

Ron Laidman  
Chair, Board of Directors  
Burlington Economic Development and Tourism

Leslie Cooke-Bithrey  
Chair, HR & Governance Committee  
Burlington Economic Development and Tourism

cc:

Curt Benson, Chief Administrative Officer, City of Burlington  
Andrew Scott, Chief Transformation Officer, City of Burlington  
Anita Cassidy, Executive Director, BEDT  
BEDT Board of Directors

# **On-demand transit: Further consideration needed ahead of pilot project**

**SUBMISSION TO BURLINGTON CITY COUNCIL, COMMITTEE OF THE WHOLE**

**APRIL 13, 2026**



**BURLINGTON FOR ACCESSIBLE, SUSTAINABLE TRANSIT**

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# **On-demand transit: Further consideration needed ahead of pilot project**

Submission to Burlington City Council, Committee of the Whole  
April 13, 2026

## **Introduction**

The past number of weeks on the transit front have been interesting to say the least. From the heavy promotion of a private-sector transit provider by city councillors, to the surprise demand by Cllr. Sharman for a "value-for-money" audit of Burlington Transit, to the appearance of Argo Corporation buses picking up current users of specialized transit, discussion about transit has reached a peak of interest not seen since the municipal elections of 2018.

We welcome any debate about the value of transit to our community. But we are concerned that the current discussion, focused as it has been around the Argo Corporation, concentrates too much on the trees and not enough on the forest. It seems that Argo has been promoted more as a cheaper alternative to some of Burlington Transit's operations than as part of a complete transit strategy. As such, it is somewhat of a distraction from the current transit Strategic Plan initiative that has been ongoing for some months now, the report of which should be ready soon.

It is unfortunate that the promoters of the Argo plan seem to have elected not to contribute their ideas to the city's own transit Strategic Plan. It leads one to believe that this new proposal was conceived hurriedly. The lack of participation in the city's transit plan has prevented discussion in the context of a larger vision for transit operations over the next five to 10 years.

The study and pilot project contemplated by the motion will also have to address an important question that could have been a part of the Strategic Plan: how much of our city's transit system should be turned over to a for-profit private enterprise. This question could have been discussed in the public consultation process around the transit plan. It would certainly have generated interest and could have been an important part of the resulting document.

These and other issues surrounding the Argo promotion go far beyond the motion contemplated here. We will, however, limit our comments to the document as presented to the Committee.

## **Motion for Council to Consider**

We find it revealing that the first area of analysis that the motion directs the Director of Transit to consider is to "increase vehicle capacity utilization" rather than to improve transit service. Two of

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the four issues specified for study do not address transit improvements but cost-saving measures.

This goes to our earlier statement about not seeing the forest for the trees. Rather than study how the proposed service could fit city priorities such as the Climate Action Plan, the Integrated Mobility Plan and the city and regional Strategic Plans, which contemplate higher transit use to help reduce congestion, curb expenses related to road maintenance and the environmental degradation caused by over-reliance on private transport, this motion places too much emphasis on budget cuts which will inevitably lead to service cuts.

## **Financial implications**

Cllr. Sharman's Motion Memorandum (COW-10-26) states that "The pilot would be initially examined with the goal of no proposed increase to the municipal tax levy."

The cost of a one-year pilot program, covering a 4km x 4km central area, now underway in Brampton is \$10.9 million. The City of Brampton just signed another on-demand pilot program contract with private operator Argo Corporation that will replace three little-used rural bus routes at a cost to the city of \$3.5 million over 15 months. The province will contribute an additional \$1.1 million.

Given the above, and the size difference between Brampton and Burlington, we might anticipate that the cost for a pilot project of similar duration here would be in the range of \$6-8 million. Provincial and federal funding might reduce the net cost to the City of Burlington to \$5 million.

This is equivalent to more than 20% of the City of Burlington's contribution (roughly \$23 million) to Burlington Transit's current budget. If Burlington Transit were forced to cut its budget by an equivalent amount, the result would be a threat to the entire system.

In fact, we have already seen what happens when the transit budget is cut indiscriminately. Under the watch of the pre-2019 City Council, transit budgets were cut regularly and fares increased. Ridership dropped significantly. Deferred maintenance was on the brink of causing unsafe conditions for both passengers and other road users. Casual employees made up much of the workforce and turnover was high.

Our point here is that a study of the scope proposed by Cllr. Sharman is expensive. Anyone who visits Burlington Transit's Spartan headquarters can readily see that there is no fat left to cut. Perhaps the objective of not increasing municipal taxes to pay for this study can be achieved by some sort of financial engineering. However it is funded, the burden should not fall solely on transit users or on a system that has only now recovered from years of deliberate neglect.

Cllr. Sharman's memo also calls for a focus on "overall subsidy management." It sometimes seems the only time we hear about "subsidies" is when we talk about transit. Subsidies for drivers, such as road construction and maintenance, subsidized parking and (hitherto) free EV charging, do not seem to factor into budget discussions.

If on-demand transit is important to our priorities as a city, it must be treated as an investment. That investment will require funding. It cannot come from a reduction in other areas of transit service. It would not be a mistake to look at the possibility of "reduc[ing] per-trip subsidy over

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time." But pretending that transit can achieve the lofty goals expressed in the "Reason" section of Cllr. Sharman's memo without increased funding is unrealistic.

## **Legal Implications**

If you go to the Apple App Store to download the Argo Transit app, you will see a section called "App Privacy." This section informs you that "identifiers" and usage data will be used to track you, and the following data may be collected and linked to your identity: contact info, identifiers, usage data and diagnostics. This data will be in the hands of a private company.

We believe that Data collection and management should be an important issue in determining which system to use for the on-demand transit pilot. Privacy is of utmost importance and we may need protections that go beyond those mandated by legislation.

## **Communication and Engagement Implications**

We are pleased to see an emphasis on "clear public communication" and "community consultation" for the proposed pilot project. However, the experience of Brampton in this regard should be of interest.

Unfortunately, data from the Brampton trial has not yet been made available, after nearly six months since the start of the project. When a local news organization tried to obtain a copy of the contract with the company, they had to file a Freedom of Information request and when the city complied, more than 90% of the content was redacted. The city claimed it could not release a copy of the \$10.9 million contract because it was a confidential document that would reveal trade information that might damage the interests of the private contractor.

We believe it is important that as many details as possible be made public. True consultation is impossible without information. The information blackout on the financial details of the Brampton contract is an important consideration in the public-vs.-private issue.

## **Climate Implications**

The memo returns to a theme that has been a constant in Cllr. Sharman's critique of transit over the years: "right-sizing vehicles to demand." The theory is that smaller vehicles will result in fewer costs. The reality is that smaller vehicles increase transit costs. The smaller vehicles simply cannot stand up to 250,000 km. per year of city driving.

Several years ago, Burlington Transit bought some buses manufactured by Vicinity, a Canadian company. The buses, which can often be seen on Route 4 today, have proven to be a failure. The rate of repairs is much greater than for larger buses; one of them had to be taken out of service to be cannibalized for parts when the manufacturer went bankrupt.

The Karsen eJEST electric minibuses used by many systems seem to be more reliable. However, they still require their own charging and maintenance infrastructure. And they still require a driver. The fixed costs of operating a transit vehicle do not change with a smaller bus.

We understand the optics of operating smaller vehicles are better in some instances. We don't

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have any principled objections to them, if they are robust enough. They would be environmentally better if they were electric. But it should be understood that smaller vehicles do not necessarily reduce costs and, in certain situations, are not as environmentally friendly as operating standard-sized transit vehicles.

## **Conclusion**

Given the promotional campaign for a private company which seems to have been undertaken by some members of Council, and given the information which continues to come to light, we believe there is a danger that Council could be acting too hastily in approving this motion as it stands. BFAST believes the motion should be tabled for at least a month to allow for further consideration, independent of the promotional efforts that have already been undertaken, to allow Councillors to engage in some of the community consultation the motion favours, examine how this proposal aligns with other city and regional strategic goals, and consider funding possibilities that are not predicated exclusively on budget cuts to the existing transit system.

All of which is submitted with respect.

Burlington for Accessible, Sustainable Transit (BFAST)



# Burlington Community Engagement Charter

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Refreshed for the future

# Background

# Background

## Municipal context

Engagement Charters/Frameworks are common across municipalities

The City of Burlington was an early leader in the creation of an Engagement Charter

The City's current Charter is over 10 years old

Work on the new Charter began on Sept. 16, 2023 at Food for Feedback

# What is the Community Engagement Charter?

The fabric of trust between Council, the City and residents

The City of Burlington Community Engagement Charter is an agreement between Burlington City Council and the residents of Burlington that outlines commitments, responsibilities, and fundamental principles related to resident engagement with City government.

# What to expect with the Charter

## Highlights

Defines proper engagement

Fortifies trust and transparency

Focuses on hearing from all voices

# What's Changed

## 2013

- Short, plain-language policy document (1.5 pages)
- Focused on citizens, rights & responsibilities
- 10 City commitments
- Vision & mission statements
- Engagement spectrum



## 2026

- Expanded framework with roles, responsibilities & accountability
- Added technology options
- Resident replaces “citizen” (updated in 14 places)
- Land acknowledgement and contributor recognition
- Vision & mission updated for inclusivity
- Definitions updated (+7 added)
- Commitments evolved (11 total, new titles & wording)
  - Added Continuous Improvement
  - Renamed Building Capacity → Fostering Participation
  - Updated Clear Language → Communication & Clear Language
  - Delegation Process → Speaking at Council or Committee
- New sections: Opening & closing statements, rules of engagement , planning steps
- Emphasis on collaboration and transparency
- Updated language to increase readability

# Engagement on the Charter

# Engagement on the Charter

## Phase 1

### Five sessions (In-person, virtual)

- Each session had between 5 - 10 people

### Halton Multicultural Council session

- 54 people with 12 languages being translated

# Engagement on the Charter

## Phase 2

Four sessions Five sessions (In-person, virtual)

- Each session had between 5 - 10 people

Halton Multicultural Council session

- 48 people with 12 languages being translated

# Engagement on the Charter

## Food for Feedback

- Both phases of engagement were present at Food for Feedback (2023, 2024)
- Hundreds of residents were engaged each year

## Council

- Engagement staff met with each Advisory Committee
- Individual meetings were held with each Councillor and the Mayor in phase 1

## Staff

- Engagement happened with the original members of the Charter Action Team who helped produce the first Charter
- Staff engagement happened in both phases with 15 - 20 staff participating in each session

# Feedback and Questions



## EMSHIH DEVELOPMENTS INC.

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January 8, 2026

E-mail

City of Burlington  
426 Brant Street  
Burlington, ON L7R 3Z6

Attention: Jo-Anne Rudy, City Clerk

### **RE: Committee of the Whole – Development & Growth Management**

#### **Statutory Public Meeting: City-Initiated Proposed Official Plan Amendment for Employment Area (DGM-01-26)**

Dear Madame Chair and Members of the Committee,

Please accept this letter as a written submission from Emshih Developments Inc. (Emshih) as it relates to Official Plan Amendment 7 (OPA 7). Properties affected by OPA 7 include 901 Guelph Line and 501 North Service Road.

We understand that the City of Burlington is proposing an Official Plan Amendment to the Burlington Official Plan, 2020 and Regional Official Plan, 1995, regarding updated policies to align with the recently updated Provincial Planning Statement, 2024 related to Employment Areas. Emshih is pleased to have the opportunity to work closely with staff through the public engagement process and have had the opportunity to discuss our concerns with staff.

This letter summarizes Emshih's comments and concerns regarding the implications of the PPS 2024 updated definition for Employment Areas on the City of Burlington's employments areas and related policy framework.

- Concern that proposed updates will limit Burlington's competitiveness with new employment attraction and growth
- Employment lands will be limited to manufacturing and warehousing; according to Statistics Canada, manufacturing accounts for approximately 10% of the employment industry in the region
- Limitation on permitted uses will freeze lands from other office and service-related employment uses which make up a larger portion of the employment industry
- Limitation on permitted uses may also constrain existing "non-confirming" uses from expansion; it is unknown if expansions of existing uses will become prohibited as a result of updates to the policy framework

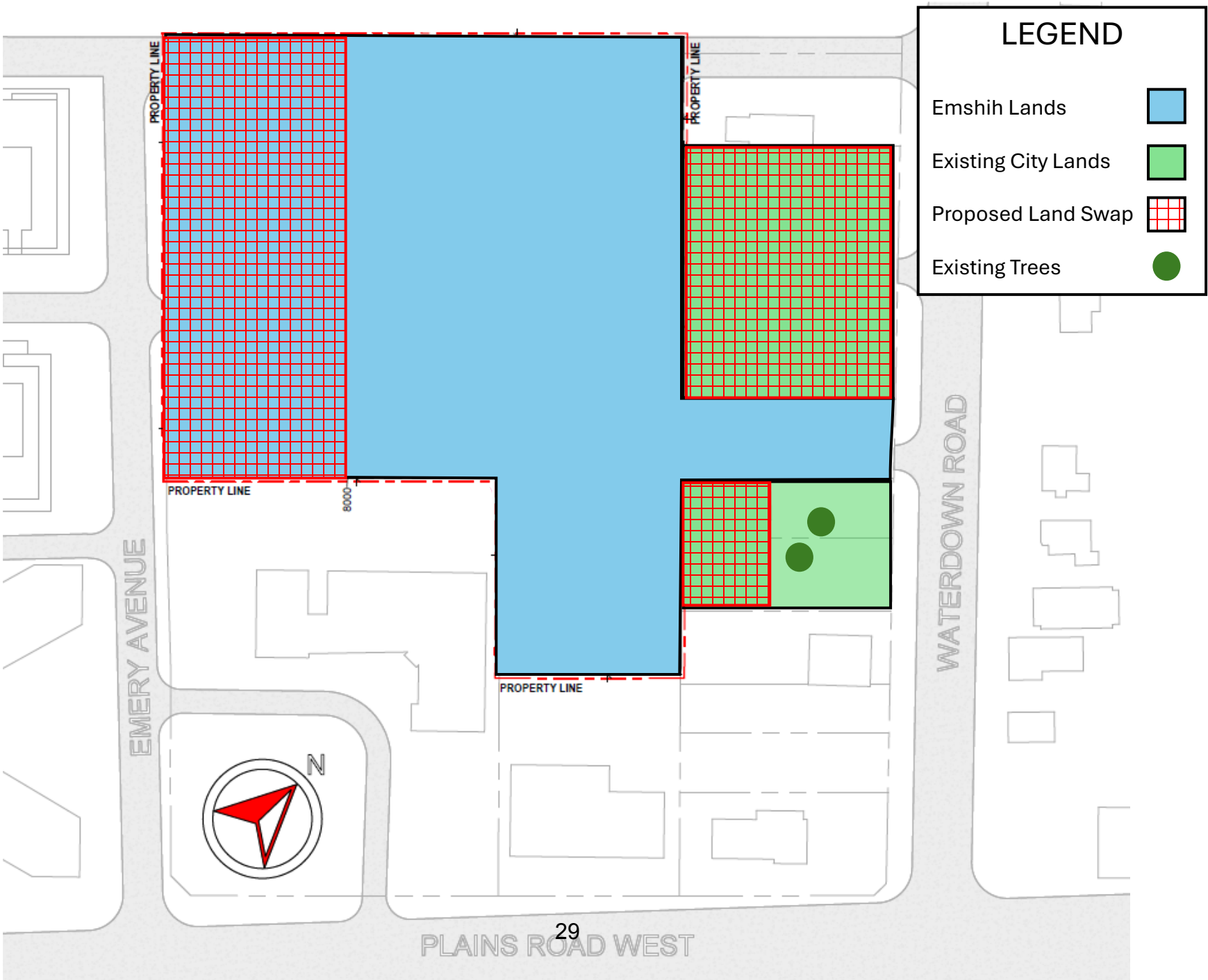
- There are no large swaths of land to support larger scale manufacturing and warehousing uses
- Many lands within the employment area are fragmented or limited by existing sensitive uses (encroach within 300m setback per D6 guidelines etc.) therefore will not be able to support the permitted uses
- Prohibited uses (office, commercial and retail not associated with manufacturing and warehousing) will be directed to mixed-use areas where land is much more expensive; land is fragmented and more difficult to assemble and less financially feasible to development for employment uses

Emshih strongly recommends that Committee and Council consider the implications of the proposed updates to the City of Burlington's employment lands policy framework through proposed OPA 7 and defer approval until more information is available. Staff should work closely with the Burlington Economic Development Corporation and other stakeholders that will be impacted by the proposed changes to the employment areas. The growth and prosperity of Burlington's employment lands will be greatly at stake.

We look forward to continued collaboration amongst the City of Burlington and stakeholders.

Sincerely,

Emshih Developments Inc.



# Economic Development & Tourism Service Delivery

*Considering the future of how Burlington delivers economic development and tourism services*

# Why This Decision Is Before Council

## **Staff Direction Received via CAO-06-25**

Report back on two options for consideration:

- Fully detailed options for integrated economic development and tourism functions within the municipal organizational structure
- A draft Service Agreement that retains an independent entity while permitted a collaborative decision-making relationship with Council

# Foundational to Decision Making

## **Statutory authority**

The City holds the statutory authority for the delivery of economic development and tourism services under the Municipal Act 2001.

# The Two Options Before Council

## Option A · Recommended

### A New Service Agreement

Continue with an external organization to deliver economic development and tourism services — with a clear, more accountable agreement — while the City of Burlington develops its economic development strategy in partnership with BEDT.

*Strategy first — then the right structure will follow.*

## Option B · Alternative

### Transition to In-House

Bring economic development and tourism services inside the City as a new division or department. Staff have developed a transition plan and are prepared to execute this path if Council directs.

*The transition plan is ready. The question is whether it is the right time.*

# The Case for Option A: Strategy Before Structure

Moving in-house today would replicate services we already offer, albeit at a reduced cost, but without a clear sense of purpose or direction.

**1** Without a strategy, we would be creating an in-house model based on like for like service - not purpose would follow

**2** In-house now would create roles certainty and create a cost efficiency, but would lack a clear connection to vision

**3** The strategy will tell us if — and what — in-house looks like

# The In-House Work Has Been Done

If Council wishes to proceed with Option B, staff are ready. A transition plan has been developed and can be activated.

## What the Transition Plan Covers

# What Might a Service Agreement look like?

*Option A does not mean the status quo. The new agreement will close the accountability gaps that have existed.*

**Outcome-Based Targets Tied to Horizon 2050**

**A Cadence of Reporting to City**

**Defined Role Clarity**

**Addresses Corporate Service Risks**

**Formal Evaluation Clause**

# What Happens Next

If Council approves the staff recommendation (Option A), the following steps will follow:



# Proceed with a Service Agreement. Build the Strategy. Decide on Structure in the future with Confidence.

## Option A is recommended

Continue with the external organization through a new service agreement that delivers accountability and a community economic development strategy (with the City as the lead)

## Option B is ready

Staff have developed a full transition plan for an in-house model.

## Either way, clarity comes first

A future focused, community-wide economic development strategy will give Burlington — and Council — the foundation to make the right long-term decision on service delivery.

# Statutory Public Meeting and Recommendation Report

## Applications to amend the Official Plan and Zoning By-law

**Applicant:** Bousfields Inc.

**Owners:** 2735843 Ontario Inc., 2060188 Ontario Inc., 2735841 Ontario Inc., 2059977 Ontario Inc.

**Address:** 1056-1060 Brant Street

**File:** 520-01/26 and 505-01/26

**Date:** April 14, 2026

**Report:** DGM-26-26<sub>39</sub>

# Overview of Development Site



# Application History

- Pre-Consultation Meeting – December 18, 2025
- Pre-Application Community Meeting – May 6, 2025
- Burlington Urban Design Meeting – May 6, 2025
- Application Submitted – January 9, 2026
- Application Deemed Complete – January 21, 2026
- Preliminary Public Notice – January 29, 2026
- Notice of Statutory Public Meeting and Recommendation Report – March 9, 2026
- 120-day timeline – May 9, 2026

# Proposal



- 11 Storey residential building (plus mechanical penthouse)
- 93 residential units
  - 1-bedroom units: 64
  - 2-bedroom units: 20
  - 3-bedroom units: 9
- Floor Area Ratio: 4.5:1
- Amenity Area: 14.2 m<sup>2</sup> / unit
- Parking
  - Occupant: 54 spaces
  - Visitor: 14 spaces
- Reduced setbacks

# Proposed Amendments

## Proposed Official Plan Amendment

- “Mixed Use Corridor – General” with site specific exceptions for floor area ratio and height.

## Proposed Zoning By-law Amendment

- Mixed Use Corridor – General (MXG-XXX) with site specific exceptions for setbacks, floor area ratio, landscape areas, building height, parking (rate and dimensions for parking stackers) and amenity area.

# Staff Recommendation

Refuse the applications for Official Plan Amendment and Zoning By-law Amendment submitted by Bousfields Inc. on behalf of the Owners, proposing an 11 Storey (plus mechanical penthouse) residential building with 93 residential units at 1056-1060 Brant Street.

April 14, 2026

# Committee of the Whole


1056-1060 Brant Street  
City of Burlington




# Surrounding Context

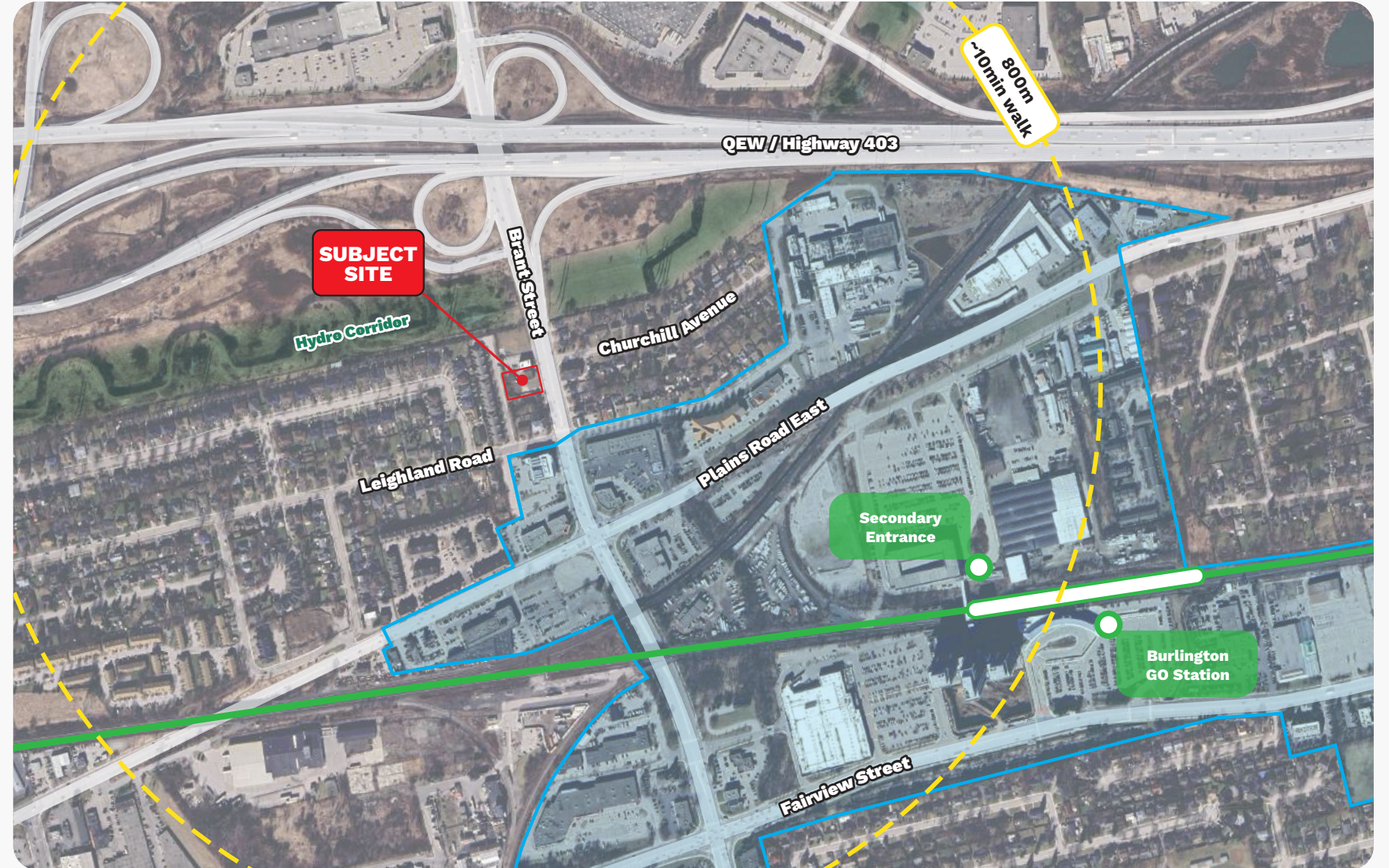
## Aerial Photo

### Legend

 Subject Site

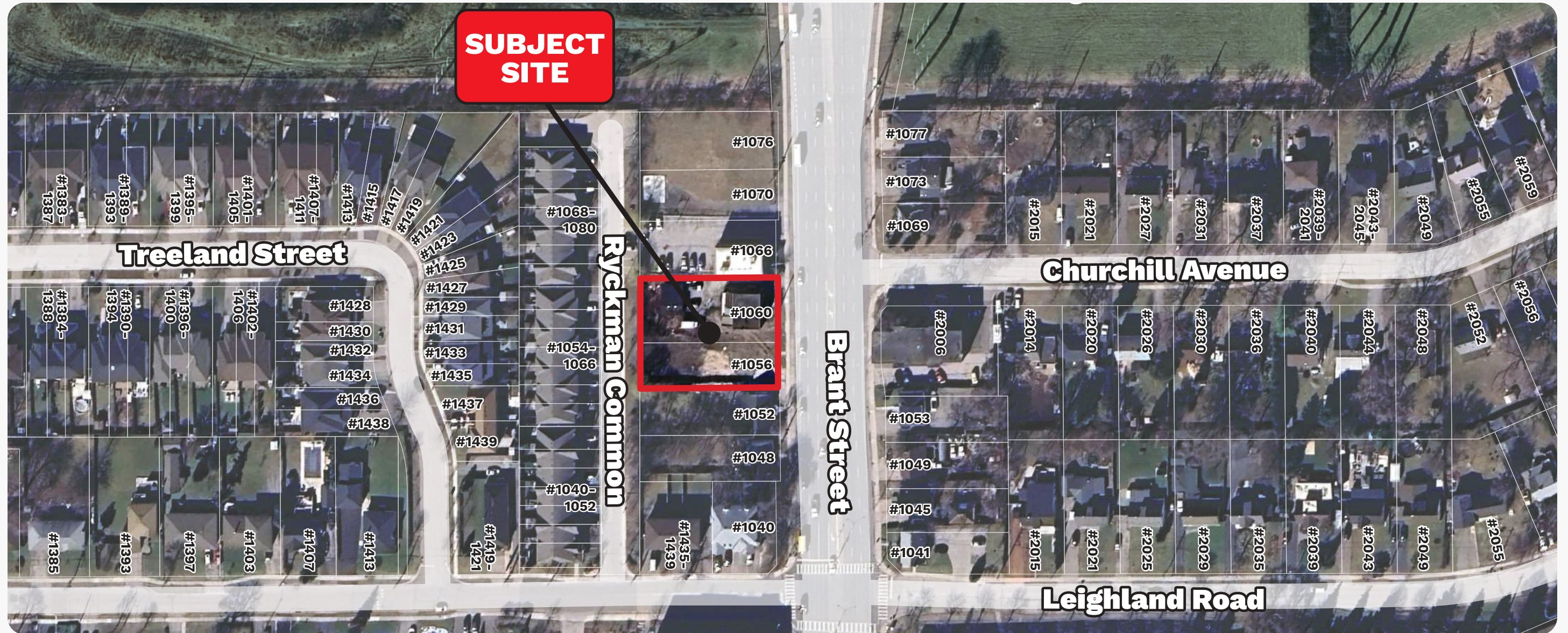
 GO Line

 Downtown Burlington  
UGC / Burlington GO  
MTSA Boundary  
(Under review by the Ministry  
of Municipal Affairs and Housing)



# Site Context

## Aerial Photo



# Subject Site Today





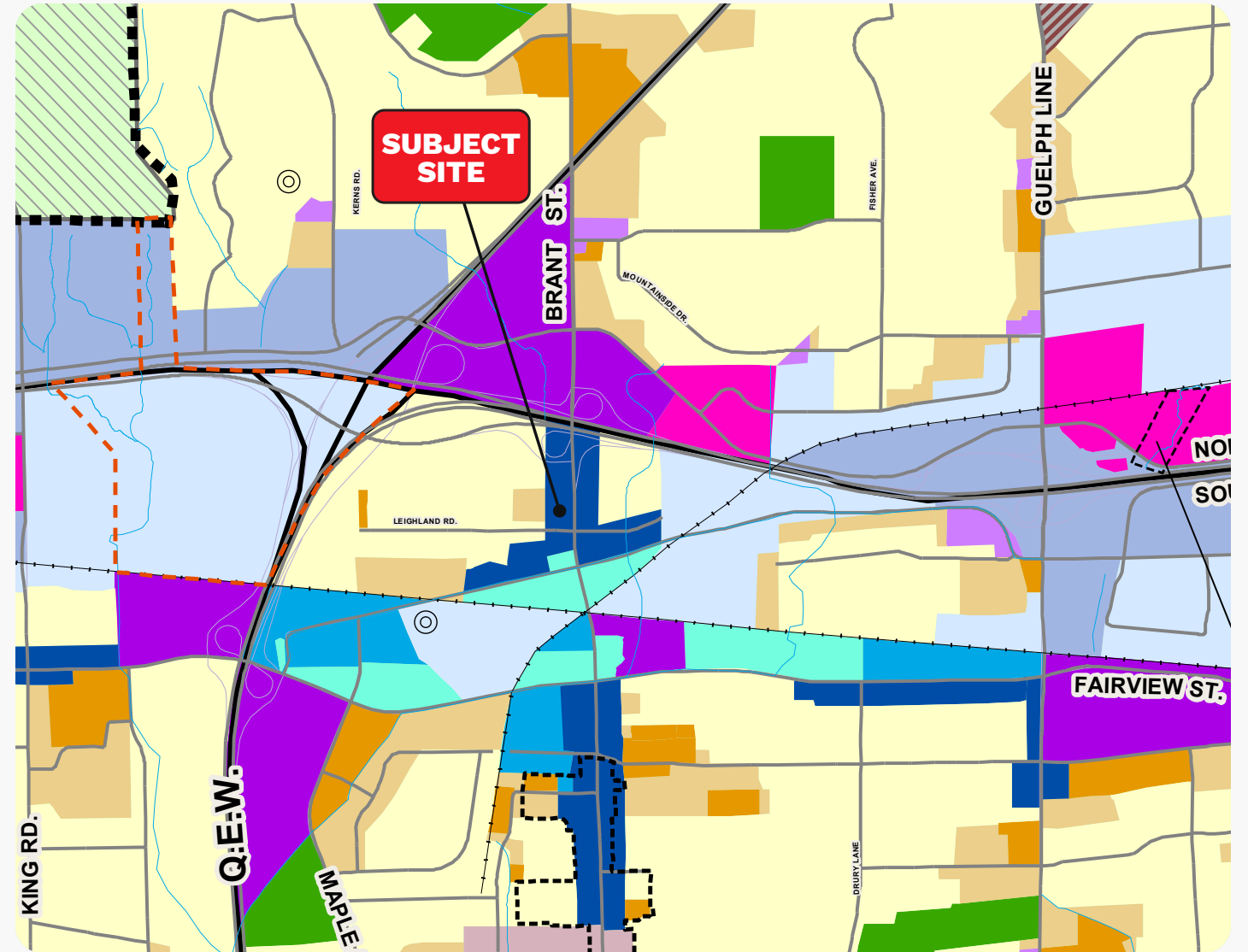
# Comprehensive Land Use

## Burlington Official Plan (1997) Schedule B

- Designated “Mixed Use Corridor - General”
- Encourages a compact built form, higher intensity development, in proximity to transit

### Legend

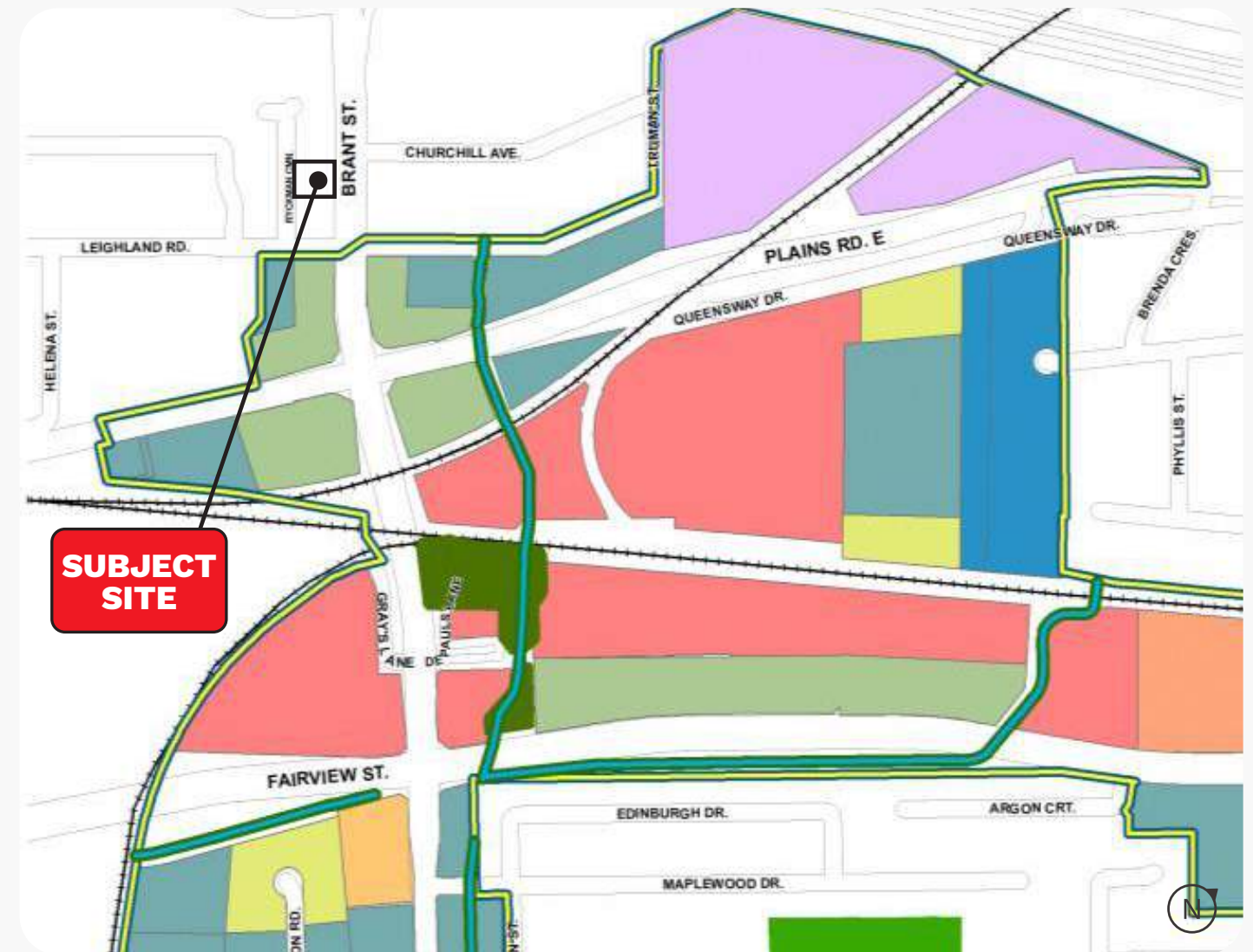
- Residential - Low Density
- Residential - Medium Density
- Residential - High Density
- General Employment
- Business Corridor
- Regional Commercial
- Community Commercial
- Employment Commercial
- Neighbourhood Commercial
- Mixed Use Centre
- Mixed Use Corridor - General
- Mixed Use Corridor - Commercial Corridor
- Mixed Use Corridor - Employment
- Area for future study
- Greenlands
- Major Parks and Open Space
- Natural Heritage System (Refer to Part III, Section 6.5 - For use only in relation to lands which form the area of the Tremaine Dundas Secondary Plan)
- Environmentally Sensitive Area (Note: Boundaries based on Map 1 of the Region of Halton Official Plan (2006))
- Service Area (Refer to Part II, Subsection 3.4.2 h) (ii) - For use only in relation to lands which form the area of the Tremaine Dundas Secondary Plan)
- Parkway Belt Plan Area (Note: All lands within Parkway Belt West Plan Area Subject to Deferral \*9)
- Urban Planning Area Boundary
- Watercourses - Conceptual only, refer to Part III, Section 6.4.2 d
- Former Waste Disposal Site



# Burlington GO MTSA

## Major Transit Station Area Heights

- Permits heights of 19 storeys south of Leighland Road

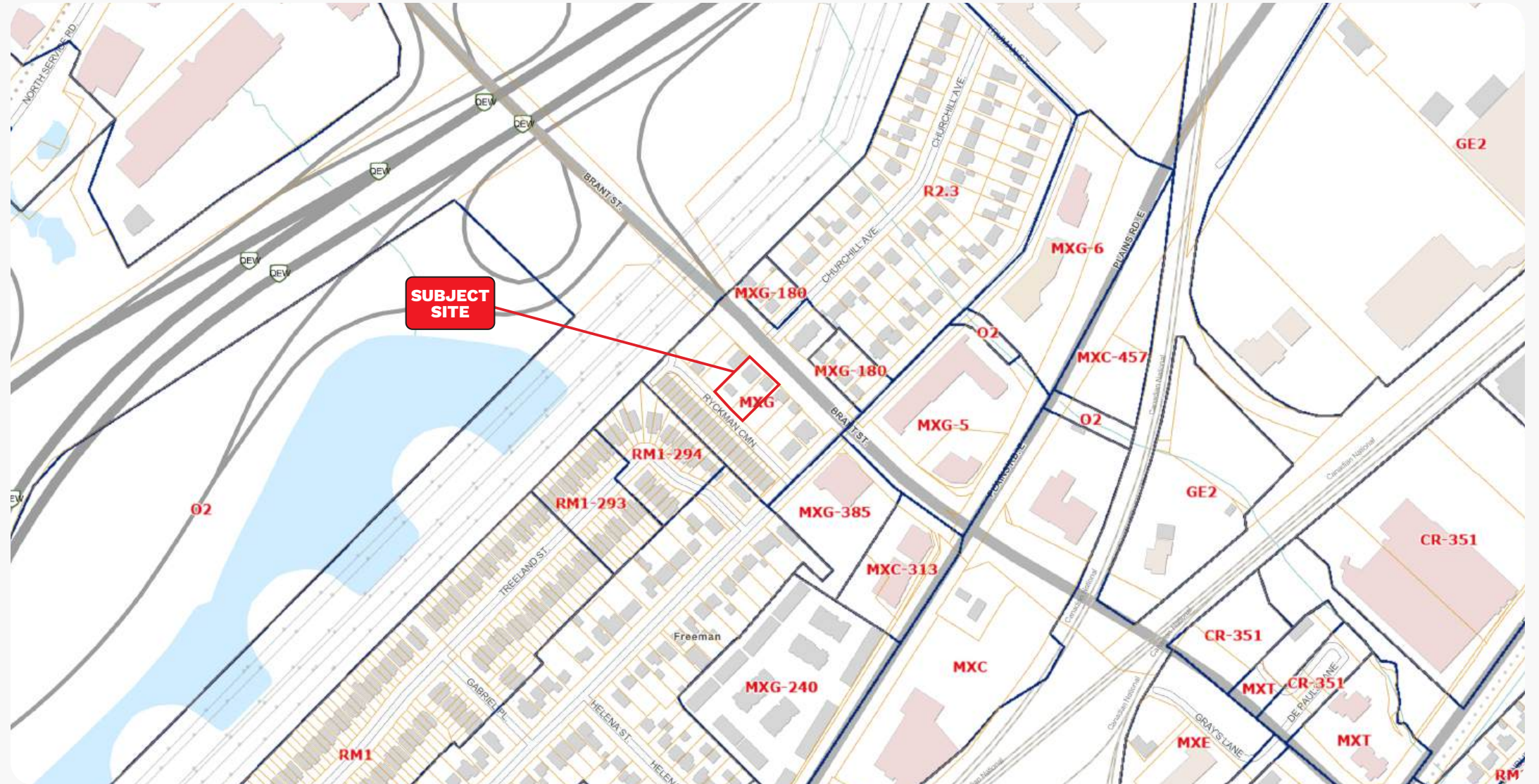


# Zoning

## By-law 2020

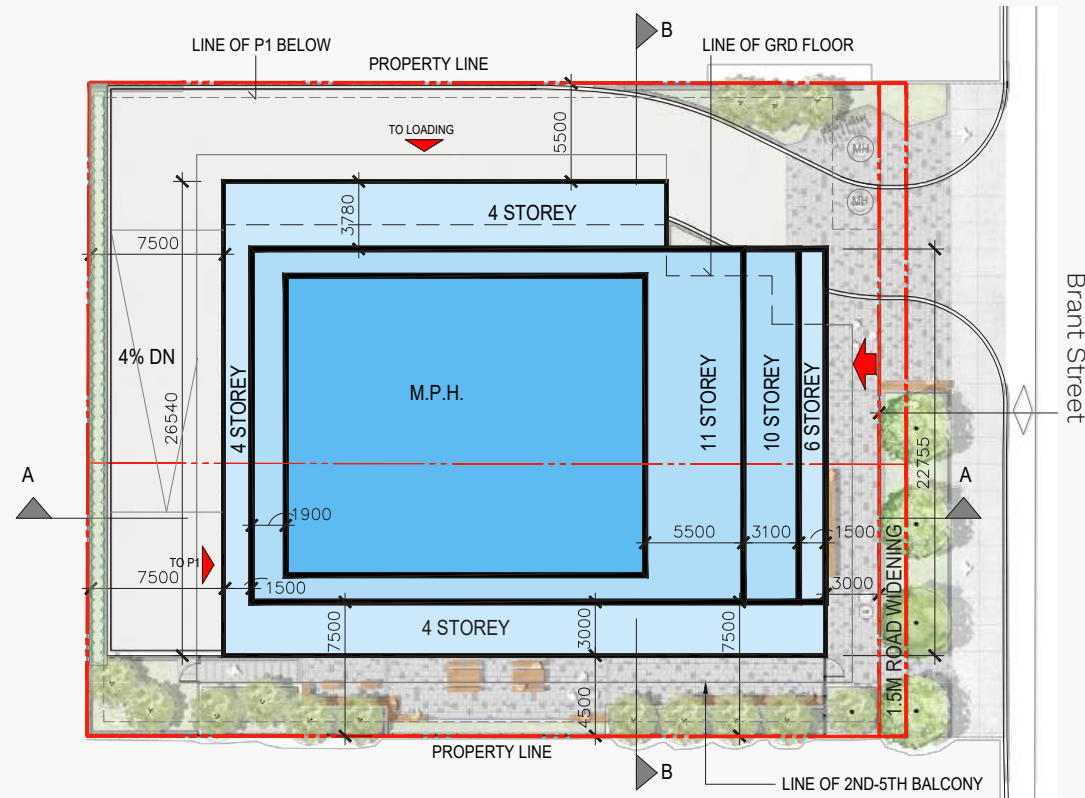
### Zoned “MXG” Mixed Use General

- Permits residential apartment buildings
- Permits up to 1.5x density
- Permits buildings up to 6 storeys
- Townhouse complex shares zoning for mid-rise development

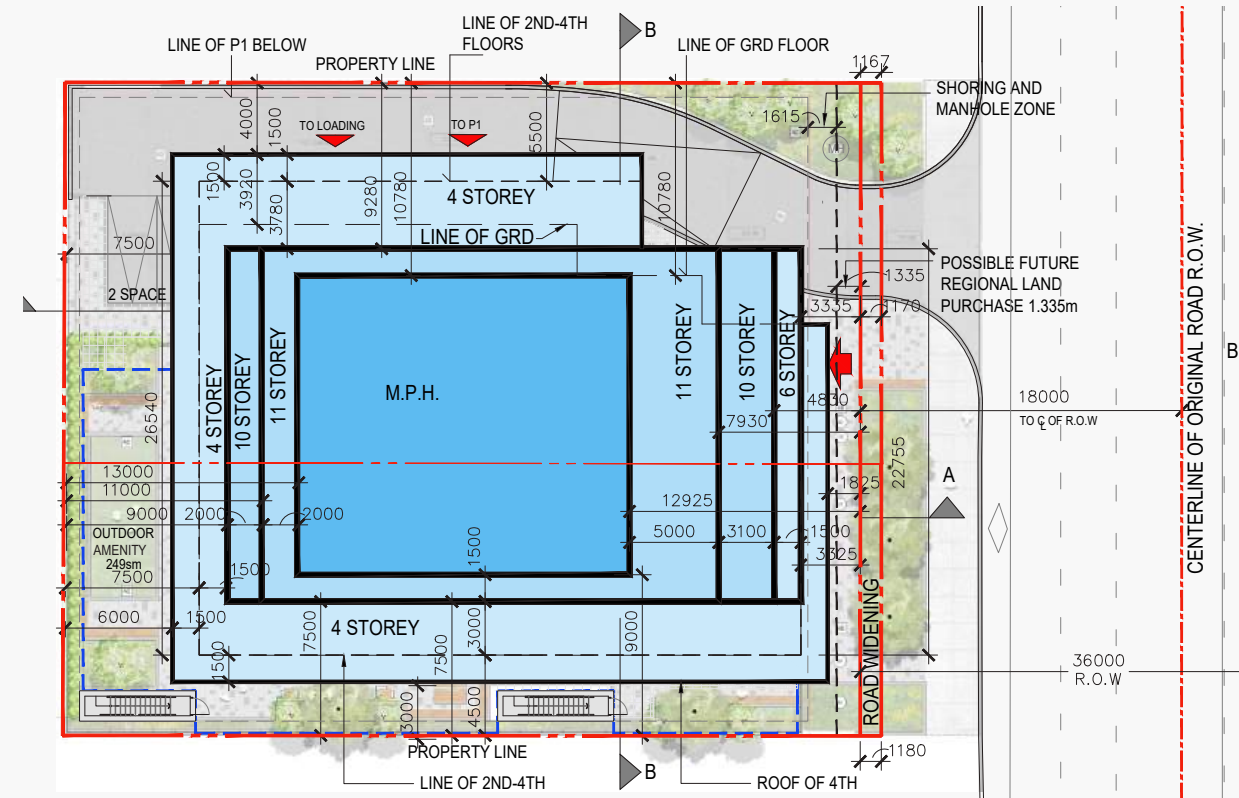


# Changes Made Following Pre-Consultation Process

- Outdoor amenity and landscape buffer added to side and rear of property
- Rear stepping increased
- Parking increased from 22 to 68 spaces
- Driveway reconfigured to reduce paved area
- Bicycle Parking spaces added



Site Plan presented at Community Consultation



Site Plan submitted to City of Burlington

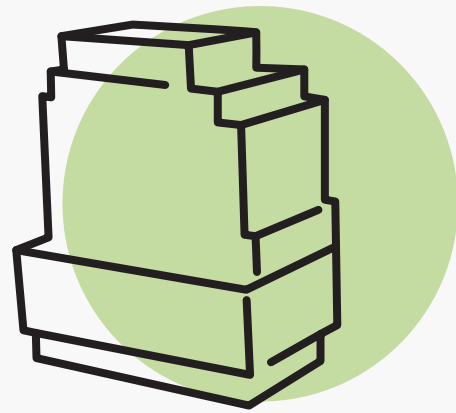




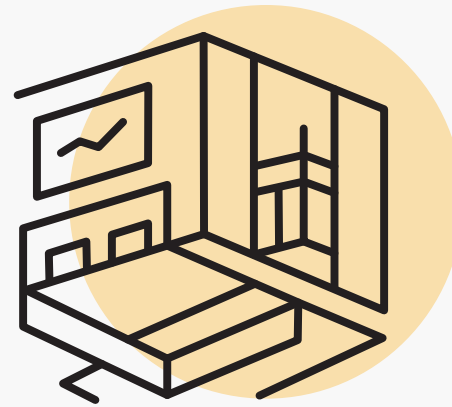


# Project Highlights

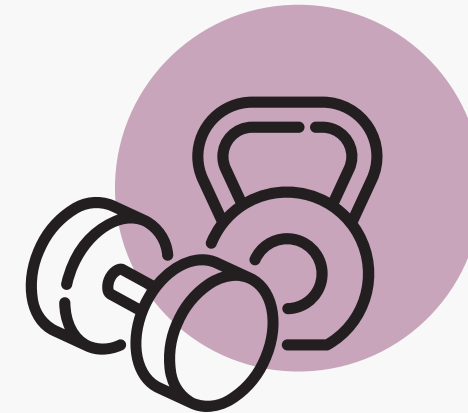
## The Proposal



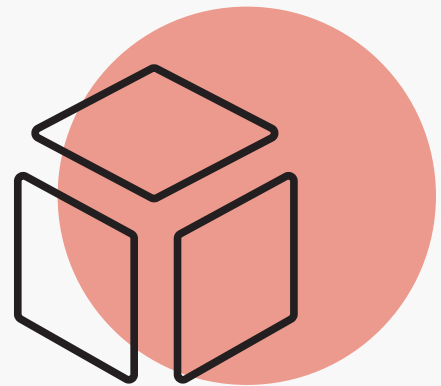
**11-storey**  
Residential  
Development



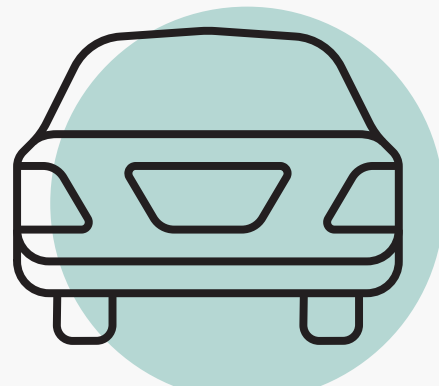
**93 Units**  
3 Studio  
61 1-bed  
20 2-bed  
9 3-bed



**1,325 m<sup>2</sup>**  
Amenity  
Space



**7,182 m<sup>2</sup>**  
Gross Floor  
Area



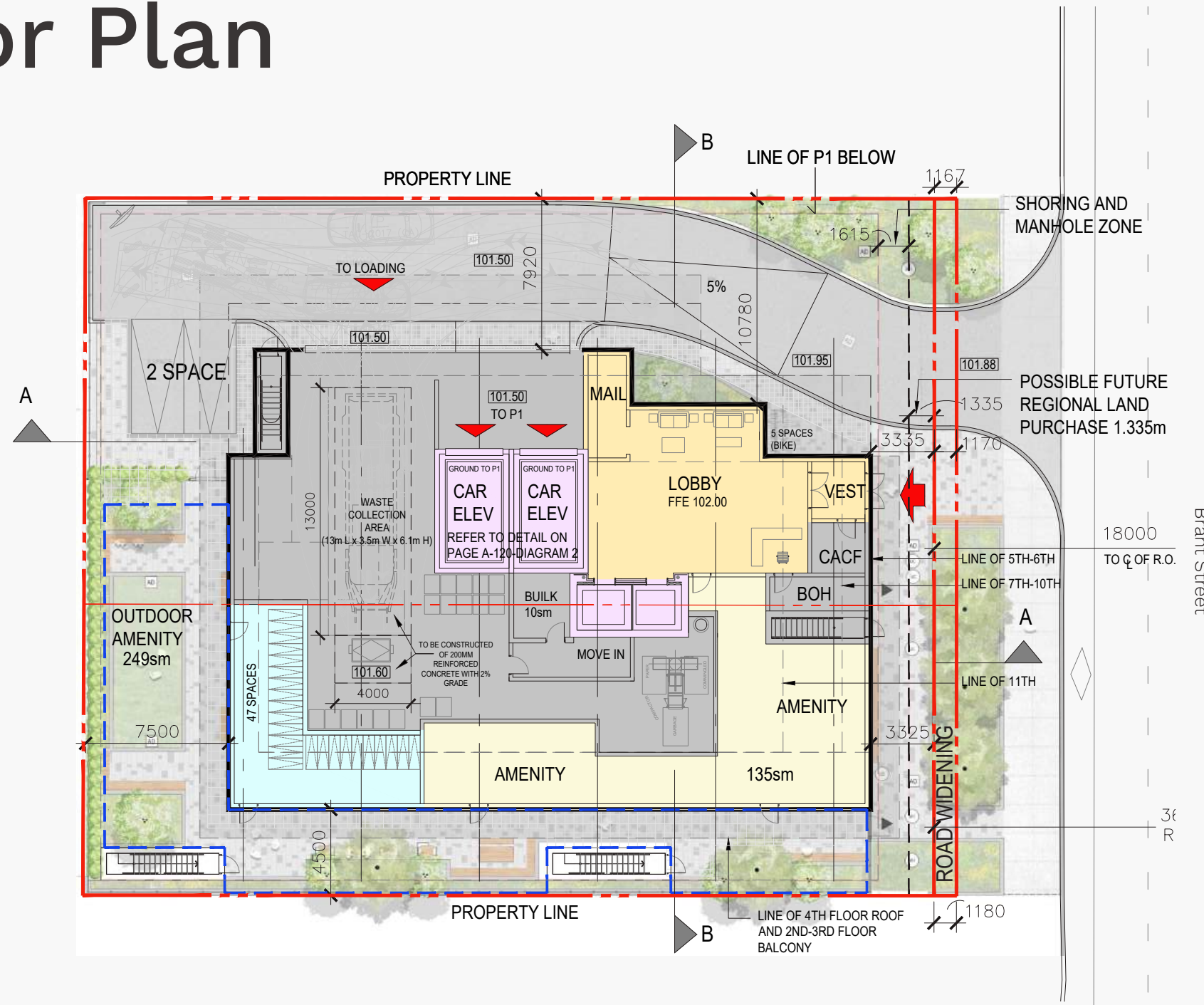
**68**  
Vehicular  
Parking  
Spaces



**52**  
Bicycle  
Parking  
Spaces

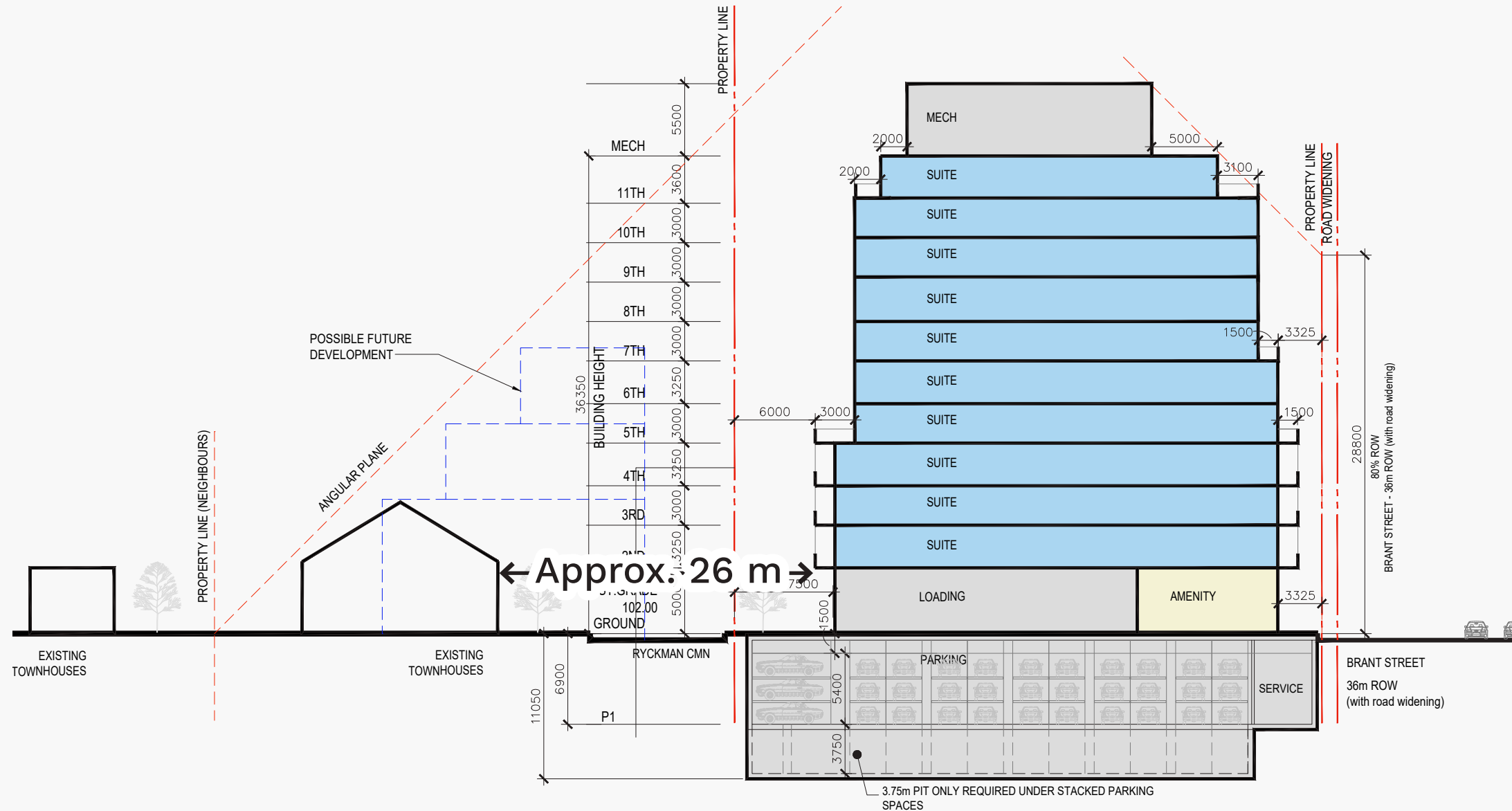
# Ground Floor Plan

## The Proposal



# East-West Building Section

## The Proposal



# Landscape Plan

## The Proposal



# Issues Identified by Staff in April

- Parking supply
- Design of Parking Elevators
- Mix of Uses
- Amenity Area
- Built form Considerations
  - Transition to adjacent properties
  - Redevelopment opportunities

**We Request Deferral of application to work through outstanding issues**

Questions & Comments?

**Thank  
You**



# City's Housing-related Community Improvement Plan (CIP) Proposed Amendment

**Statutory Public Meeting**

Tues. April 14, 2026

[getinvolvedburlington.ca/housingstrategy](https://getinvolvedburlington.ca/housingstrategy)

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## Council Direction

**Option 2b:  
Amend the ARHCIP to  
adjust one or more of  
the existing approved  
programs to address  
opportunities to expand  
the scope of eligibility  
for a temporary time  
period.**

*“Refer report DGM-03-26 regarding Options for the temporary elimination of Development Charges to the Commissioner of Development & Growth Management and the Chief Financial Officer to report back to Committee of the Whole on April 13, 2026 on option 2 b as referenced in the staff report and a new or amended Affordable Rental Housing Community Improvement Plan funded from a source other than property taxes;*

*and*

*That Council offer a binding commitment to the provincial and federal governments that for every dollar of earmarked new funding provided to reduce development charges the City of Burlington shall commit to reduce its development charges by the same amount, up to and including a total elimination of development charges on a permanent basis with matched funding; and that council commit to not make any reductions to development charges without first being made whole through federal or provincial programs, such as the HAF or through other federal, provincial or other level of government programs.”*

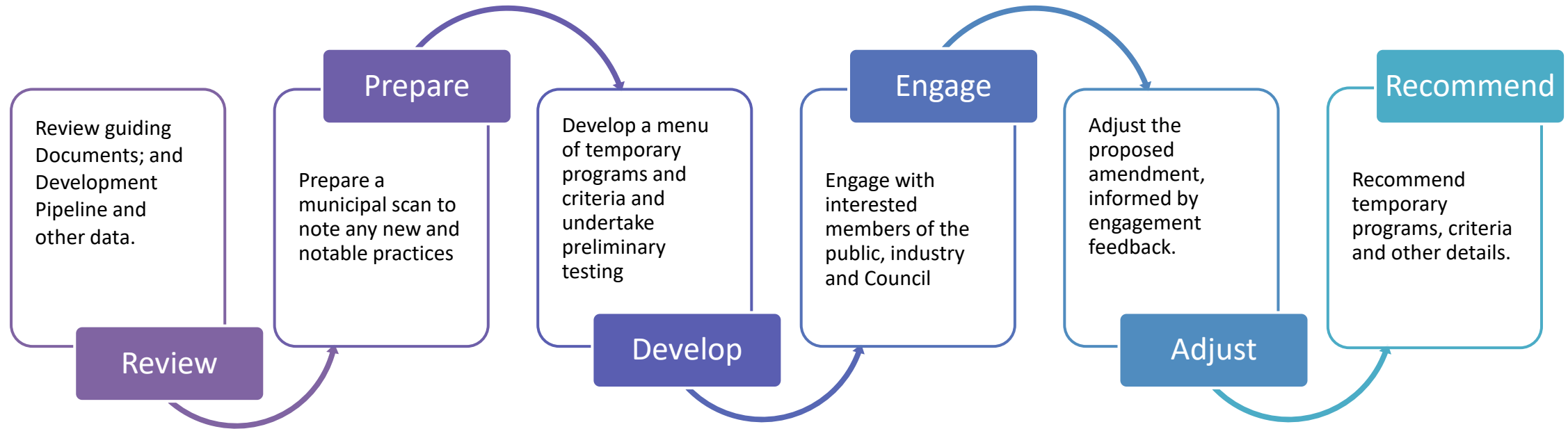


## What are we Considering Amending?

### Affordable Rental Housing CIP

- Approved by Council in 2025
- Focused on Affordable and Rental Housing
- Build on statutory DC exemptions for affordable units
- 10 programs
- ARU forgivable loan program has been implemented

# CIP Amendment Process



## Canada-Ontario Partnership to Build Announcement, March - April 2026

### Federal and Provincial HST Rebate for first-time home buyers

- Eliminates **100%** of the Federal HST (5%) and Provincial HST (8%) for first-time home buyers on a new home valued up to **\$1M** (up to **\$130,000**).
- **Maximum** rebate of **\$130,000** would be maintained for new homes valued between **\$1M and \$1.5M**
- Between **\$1.5M** to **\$1.85M** the maximum rebate is proportionately reduced to (**\$24,000**)
- Timeline: April 1, 2026 to March 31, 2026

### Joint Federal-Provincial funding for Housing-Enabling Infrastructure

- Federal and Provincial governments will jointly provide **\$8.8 Billion** over **10 years** for housing-enabling infrastructure.
- Funding will be prioritized for municipalities that reduce residential DCs by **30–50%** for **three years**.
- The intent is to offset municipal revenue losses from DC reductions while supporting faster housing delivery.
- Municipalities must submit ready-to-build infrastructure projects to access funding.

# Proposed CIP Amendment

01 Rebrand CIP title to be inclusive of ownership tenure and the targeted affordability criteria in the temporary programs

» **Community Improvement Plan for Housing**

02 Setting up new criteria

03 New CIP section with Temporary Programs

» **Draft Temporary Programs**

## Guiding Principles | Temporary Program

- Incentive Options for **Ownership and Rental units**
- Delivery of **affordable units and family-sized units**
- Delivery of **Missing Middle housing** (up to 4 storeys)
- **Short program application submission window (two years)** to incentivize an accelerated building timeline
- Options for **grants funded from the Housing Accelerator Fund (HAF)**; and **Non-HAF grants** through incremental rebates on increased property tax assessment

## Temporary Program Conditions

- **Eligible Unit:** A new residential unit located within a townhouse or multi-residential or mixed-use multi-residential development; not a single or semi-detached or duplex dwelling, or Additional Residential Unit (ARU).
- **Unit mix and minimum unit sizes** - maintained and secured through Site Plan Agreement (SPA)
- Incentives **may be combined with other Temporary CIP Programs**
- **Construction timing** requirements with Above Grade Building Permit to be achieved within 36 months from SPA approval
- **City/Council reserves the right to reject any application**, if determined that the commercial relationship between the City and the applicant has been impaired, e.g. applicant in litigation with the City
- Potential **funding caps**, e.g. by corporation, units, dollar value

# Proposed Temporary CIP Programs



# **A** Development Charge Reduction Program

## **Purpose-Built Rental:**

- Grant for a 100% reduction in Development Charges (DCs)
- Purpose-built rental apartment building of any kind
- Minimum 15-year rental tenure period

## **Ownership:**

- Grant up to 100% of the total Development Charges (DCs), subject to the DC Grant Structure
- Net increase in ownership dwelling units
- Units used for permanent residential occupancy for 3 years

## **Mid-Rise and Tall Buildings (5 storeys +):**

- Minimum of 20 dwelling units
- Minimum unit sizes - 2BR - 750 sq. ft.; 3BR - 950 sq. ft.

## **Low-rise Buildings (up to 4 storeys):**

- Multi-unit built forms: townhouses, row-housing, apartment buildings
- Minimum of 6 dwelling units

**A**

# Options for Ownership Development Charge Reduction

2 Bedrooms (% of units)	3 Bedrooms (% of units)	Development Charges Reduction Grant (%)
40%	15%	For all units - <b>Up to 100%</b> of the total City Development Charges.
50%	10%	For two or more bedroom units - <b>Up to 100%</b> of the City Development Charges.
45%	10%	For two or more-bedroom units - <b>Up to 80%</b> of the City Development Charges.
40%	10%	For two or more-bedroom units - <b>Up to 50%</b> of the City Development Charges.

## **B** Missing Middle Affordable Housing Grant Program

- Affordable missing middle housing: new purpose-built rental / or ownership units
- Project up to 4 storeys; 6 units or more; minimum 15% shall be affordable
- Up to \$400,000 in combined financial incentives per project, through three components (A + B + C combined):

### **Part A: Municipal Fee Waiver**

Up to 100% (max. \$40,000) of eligible application / permit fees waived

### **Part B: Affordable Housing and Design Study Grant**

Up to 100% (max. \$40,000) toward studies, plans or designs

### **Part C: Per-Unit Missing Middle Affordable Housing Grant**

Up to \$10,000, per eligible affordable unit, to a maximum of \$320,000

# C Tax Increment Equivalent Grant (TIEG) Program – Purpose-built Rental

- TIEG up to 100% annually for a period of five (5) years, following project completion/occupancy permit

Temporary TIEG Program for Purpose-Built Rental Buildings – Payout Schedule		
Five Year Duration of TIEG	Rental Building Declining Annual TIEG	Affordable Rental * Building Full Annual TIEG
Year 1	100%	100%
Year 2	80%	100%
Year 3	60%	100%
Year 4	40%	100%
Year 5	20%	100%

- \* The Full Annual TIEG payout schedule applies where a minimum of 15% of the units are “affordable rental units”, as defined in the CIP and:
  - Encourage mix of affordable unit sizes including 2 and 3-bedroom units;
  - Minimum 10-year affordability period.

- Minimum of 10 units; 30% or more of total new units to be 2-bedrooms or greater in size
- Minimum 15-year rental tenure
- Minimum unit sizes: 2BR - 750 sq. ft.; 3BR - 950 sq. ft.
- If stacking temporary program grants - total combined grant funding is not to exceed eligible costs

# Proposed Temporary CIP Programs

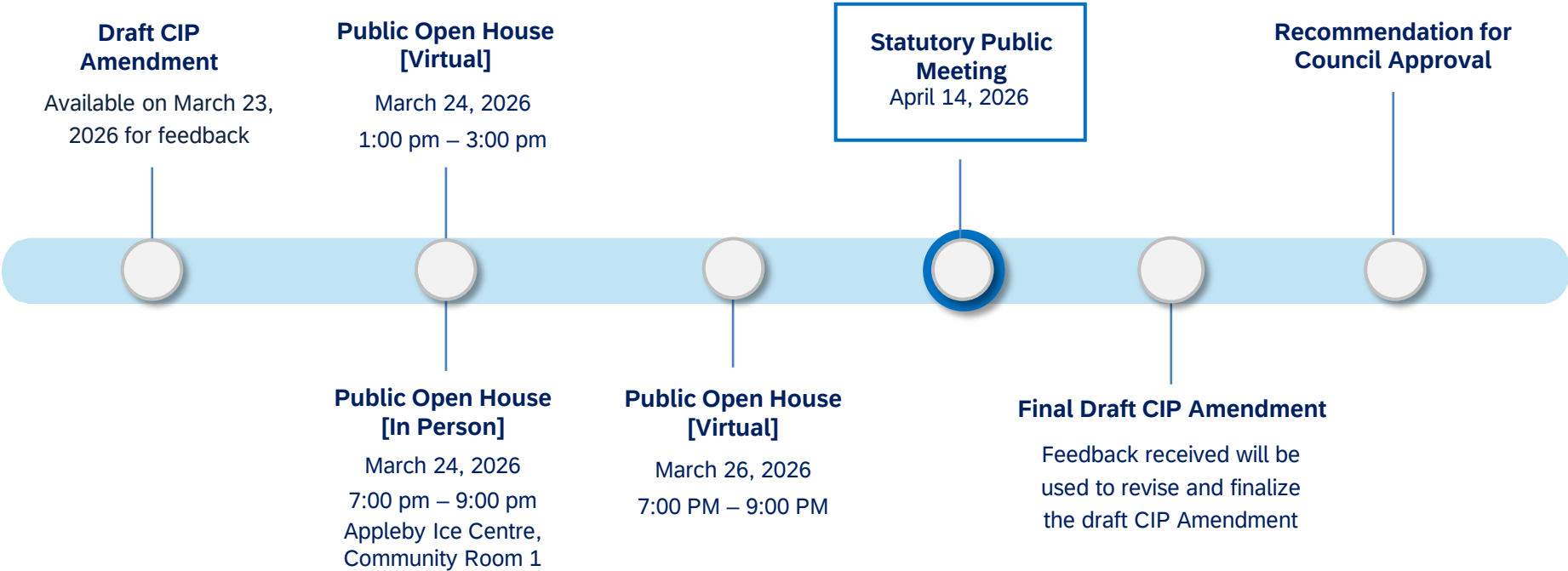
Program	Funding Source	Housing Strategy Objective	Estimated No. Units Incentivized
Rental DC Grant	HAF	✓ Support a Healthy Rental Housing Stock	Between 300 and 500
Ownership DC Grant	HAF	✓ Support a Broad Variety of Housing Types and Forms	Between 300 and 400
Missing Middle Affordable Housing Grant	HAF	✓ Support a Broad Variety of Housing Types and Forms	10 projects 60+ units, 9 affordable units
TIEG	N/A	<ul style="list-style-type: none"> <li>✓ Support a Healthy Rental Housing Stock</li> <li>✓ Support a Broad Variety of Housing Types and Forms.</li> </ul>	N/A

Assumes \$4M in available HAF funding and that only ONE program is funded

# Next Steps

Subscribe to project webpage for updates and engagement notifications.

E-mail [housingstrategy@burlington.ca](mailto:housingstrategy@burlington.ca) with questions and to speak with staff



## Cost of 100% DC Grant Equivalent per Unit

Unit Type	Cost of 100% DC Equivalent Grant Per Unit	
	Rental	Ownership
Single Detached	\$22,474/unit	\$22,474/unit
Apartment, Bachelor & 1 Bedroom	\$ 7,696.75/unit	\$9,055/unit
Apartment, 2 Bedrooms	\$ 9,579.20/unit	\$11,974/unit
Apartment, 3 or more Bedrooms	\$ 8,980.50/unit	\$11,974/unit
Multiples, 1 Bedroom	\$10,914.00/unit	\$12,480/unit
Multiples, 2 Bedrooms	\$10,272.00/unit	\$12,840/unit
Multiples, 3 or more Bedrooms	\$13,371.75/ unit	\$17,829/unit

# HST Rebate and 50% DC Reduction

Unit Type	New Build	HST Rebate	50% DC Grant	Adjusted Price (rounded)	Resale Market
Single	\$1.8M	\$24,000	\$11,373.50	\$1.76M	\$1.2M
Town House*	\$1.1M	\$130,000	\$8,914.5	\$961,100	\$671,300
Apartment**	\$800,000	\$104,000	\$5,987.00	\$690,000	\$535,300

Average sale price in Burlington. December 2025. Source: Altus, Cornerstone Association of Realtors

\* Assumes 3+bedroom townhouse

\*\*Assumes 2-bedroom unit

DGM-27-26: Additional Comments Received by Community Planning



April 6, 2026

**By Email Only**

City of Burlington  
426 Brant Street  
Burlington, Ontario  
L7R 3Z6

To: Alison Enns, Manager of Policy and Community Planning  
City of Burlington

**RE: Draft Amendments to City of Burlington's Community Improvement Plan**

Dear Alison,

Thank you for the opportunity to prepare a written response to the draft amendment proposed to City of Burlington's Community Improvement Plan. National Homes has constructed several hundred homes in Burlington over the last 10 years.

The housing industry is currently in a state of crisis. For-profit developers who are seeking to construct purpose built rental apartments, townhouses, and market condominiums are looking for ways to cut costs to make their projects viable in this serious market downturn. We currently have a future phase of a project on Plains Road with Conditional Site Plan approval and Building Permit applications filed with the City, this project should be able to qualify for the DC relief and potentially the TIEG portion of the City's Temporary CIP program.

While we understand City council's direction to have staff study the CIP option, we believe that a Grant program can be implemented quickly on a time limited basis without being incorporated into a CIP program. On March 30, 2026, the Province announced the Canada-Ontario Partnership to Build (see attachment). The Province notes in their press release that monies in this program will be prioritized for municipalities that reduce and maintain reductions on development charges. In order to qualify for funding, the Province will require a commitment of substantial residential DC reductions between 30 to 50 percent for a duration of 3 years. With this new information available, we request that staff update their recommendations to Council to approve a temporary development charge reduction for 3 years, subject to written confirmation regarding receipt of funding from the Federal and Provincial Government for the program. We believe that this process should apply to all forms of housing and operate outside of the CIP programs detailed requirements.

Please find attached our comments on the portions of the Temporary CIP program most applicable to purpose built rental and condo projects.

As a general comment, while we understand the objectives of the proposed modifications to existing Affordable Housing CIP, we are extremely concerned that there is no mechanism available for existing City applications in queue to apply for this program without modifying their current Site Plan application drawings, and Building Permit drawings to incorporate a revised unit mix so that the application can qualify for the program. This requirement will have the opposite effect by adding potential delays to existing applications which currently are best positioned to proceed to construction. The draft CIP is currently structured to incentivize and support smaller multiplex applications and is currently not designed to support larger mixed uses projects which could have a mixture of apartment building blocks (which may be delivering 2 bed and 3 bed units but not at the mix proposed in the draft CIP) and stacked townhouse blocks (which would have 2 bed/ 3 beds well above the minimum threshold sizes noted but may not be at the mix proposed in the draft CIP).

I would be happy to schedule a meeting with you to explain our specific concerns with you and show you the challenges that we are currently having with the CIP draft as it applies to a larger mixed use project in Burlington's pipeline.

Thanks,



Travis Nolan, VP Development

T. 905 669 9199 | F. 905 660 9894 | C. 647 980 8767  
[tnolan@nationalhomes.com](mailto:tnolan@nationalhomes.com)

291 Edgeley Blvd., Suite 1  
Concord, Ontario  
L4K 3Z4  
nationalhomes.com

Attachments:

- Backgrounder – Details of the Canda-Ontario Partnership to Build, March 30, 2026
- Draft Amendment to CIP – Temporary Programs with National Comments, April 7, 2026

## BACKGROUND

# Details of the Canada-Ontario Partnership to Build

March 30, 2026

[Office of the Premier](#)

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The following co-operative initiatives are being undertaken by the governments of Ontario and Canada to build housing and infrastructure that will benefit both the provincial and national economy:

**Development Charges Reduction:** Ontario and Canada agree to a cost-matched structure to provide a combined \$8.8 billion over 10 years for infrastructure investments in Ontario with Canada's share of the funding flowing through the Build Communities Strong Fund's (BCSF) PT stream. Ontario and Canada agree that the goal of the initiative is to support housing-enabling infrastructure projects in Ontario, and that the funding will be prioritized for municipalities that reduce and maintain reductions on development charges (DCs), which can add hundreds of thousands of dollars to the cost of a new home. This new infrastructure funding will offset much of the financial impact of DC reductions on municipalities. However, municipalities will also be expected to support DC reductions, so that all three levels of government are supporting increased housing supply and affordability. Funding will also be made available for non-DC levying municipalities as well as for infrastructure projects prioritized by Ontario, and across a broader range of asset classes and recipients eligible under the BCSF PT stream.

Canada and Ontario will also agree on a list of priority municipalities where DCs are seen as cost-prohibitive and where growth is essential to support Ontario's future. For these municipalities, Ontario would require a commitment of substantial residential DC reductions (of between 30 to 50 per cent) for a duration of three years. Ontario will work to recognize municipalities that have already reduced their residential DCs provided they maintain the reductions for a minimum three-year period.

Municipalities would work with Ontario to put forward a list of projects that this funding could be used against, which must be ready-to-build and meet any other requirements agreed to between Ontario and Canada. Ontario will also commit to

## 5.9 DRAFT Temporary Programs

The following programs are temporary. Application submissions will be accepted for a two (2) year period from (date to be determined) to (date to be determined).

### General Temporary Program Eligibility

Notwithstanding the General Program Eligibility criteria in subsection 5.3 of this Plan, the Program Eligibility criteria of the Temporary Programs found below shall apply.

Housing projects will be given consideration under this Plan subject to satisfying the following general eligibility criteria, in addition to the program eligibility criteria outlined in Appendix B, Additional Program Details and Eligibility Criteria:

- **Location:** The subject property must be located within the designated CIPA, as shown in Appendix A of this Plan.
- **Eligible Dwelling Unit:** For the purpose of these temporary programs, an Eligible Dwelling Unit means a new residential unit, whether intended for ownership or rental tenure, that is subject to development charges, that meets all of the following criteria:
  - The unit is authorized pursuant to the issuance of a successful building permit for the building superstructure;
  - The unit is located within a townhouse (including street oriented, stacked or back-to-back forms) or multi-residential or mixed-use multi-residential development, or any combination thereof, but does not include single or semi-detached, duplex or Additional Residential units.
- **New Dwelling Unit:** Financial Incentives will only be provided for successful applications that will result in the creation of one or more new housing units as permitted by the Burlington Official Plan and applicable Zoning By-law requirements, and in accordance with the unit minimums in the Program Eligibility Criteria in Appendix B of this Plan.
- **Property Ownership:** Eligibility is restricted to registered or assessed owners of private or public land and buildings and entities within the non-profit sector. Applicants must be in good standing and not have any outstanding property tax arrears or other obligations to the City, or utility payment arrears related to the subject property at the time of application and throughout the duration of the financial incentive agreement.

- **Complete Application:** Applications for a financial incentive(s) in this Plan must be complete and will include application forms and supporting materials as required by the City, which may include work plans, cost estimates and contracts, applicable reports, and any additional information required at the discretion of the City to evaluate the proposal.
- **Multiple Financial Incentives:** Applicants may be eligible for more than one financial incentive program under Section 5.0 of this Plan, including temporary programs, as part of a single application, unless otherwise restricted by a program. Financial incentives may be combined with other City of Burlington programs, as well as with additional programs and funding offered by the Region of Halton or any other levels of government, organizations, or agencies, including the Canada Mortgage and Housing Corporation (CMHC) and the Federation of Canadian Municipalities (FCM).
- **Affordability Criteria:** Specific affordability criteria are established in relevant program details in Appendix B. At its discretion, the City reserves the right to enter into an agreement with an eligible applicant for a time period that differs from the minimum affordability period set out in an incentive program in Appendix B.
- **Approval Requirements:** Housing projects linked to a temporary incentive program application, under section 5.9 of this Plan, shall only proceed after obtaining approval from a site plan application submitted under the *Planning Act* and/or a building permit, along with any other necessary permits; or, at the discretion of the Director of Community Planning, proceed based on alternate agreed upon terms of the City. These projects must also comply with the Ontario Building Code and all other relevant planning policies, by-laws and standards. ~~An application must also be consistent with any other design guidelines or architectural control guidelines or standards, for example, the Sustainable Building and Development Guidelines.~~
- **Incentive Applicability Period:** Costs incurred before the adoption of this CIP will not be considered eligible. Financial incentives will not be retroactively applied to work commenced prior to approval of an application for incentives under this Plan, unless otherwise permitted by a specific program.
- **Legal Agreement:** An agreement between the City and the owner, or entities within the non-profit sector will be required, to the satisfaction of the City, for any of the incentives offered by this Plan. ~~The agreement may require the City to register a mortgage/charge on title to the property.~~ The agreement will indicate the required affordability and/or tenure period. If commitments are not met for the affordability and/or tenure term, full or partial repayment of any grants and loans, together with any applicable costs and interest may be required. Incentives embedded in other agreements, would also be subject to full or partial repayment.

Please elaborate on what this means? A for profit purpose built rental project should qualify simply by applying for Zoning/ Site Plan Approval and not be subject to releasing other information.

This should be deleted due Provincial changes regarding design guidelines.

A charge on title should not be required for private sector Purpose Built Rental or Market Condo Units.

- **Construction Timing Eligibility:** Housing projects must achieve the following to qualify:
  - A Foundation or Shoring and/or Building Excavation Permit is issued within 12 months from Site Plan Approval.
  - Construction starts defined as the commencement of below grade construction including excavation, shoring or foundation work within 12 months of Foundation or Shoring and/or Building Excavation Permit issuance.
  - Above grade building permit is achieved within 36 months from SPA.
  - There is opportunity for limited extensions at the discretion of the Director of Planning, dependent on construction progress reports, project scale and timelines.
- **Tenant Occupancy:** Proof through a lease or other documentation will be required by the applicant to the City in order to demonstrate that the new purpose built rental dwelling unit is occupied by a tenant for the term of any incentive offered by this Plan.
- **Short-Term Accommodation:** TBD.
- **City Discretion:** The City or Council reserves the right to reject any application, regardless of whether the applicant satisfies the Program requirements, if Council determines the commercial relationship between the City and the applicant has been impaired. Grounds for impairment, include, but are not limited to the applicant being involved in litigation with the City. For the purposes of this provision, “applicant” may include, but shall not be limited to: an individual or entity identified in the application form, and where, the applicant is a corporation, any person, or entity holding an interest in that corporation, as determined by the City in its exclusive, absolute, and unfettered discretion.

What is the purpose of this requirement? If building is issued with an Occupancy Building Permit stating that it is a Purpose Built Rental building this should be sufficient for the City's records?

Does this mean that the applicant would forfeit its right to appeal the City's Development Charge Bylaw or CBC bylaw and other Planning Act Appeals?

### 5.9.1 Development Charge Reduction Grant – Purpose Built Rental

Development Charge Reduction Grant - Purpose Built Rental Program	This is a grant for up to 100% equivalent to the City portion of the Development Charges for eligible purpose-built rental units subject to program criteria.
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### 5.9.2 Development Charge Reduction Grant - Ownership

Development Charge Reduction Grant – ownership Program	This is a grant for up to 100% equivalent to the City portion of the Development Charges for eligible ownership units subject to program criteria.
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### 5.9.3 Missing Middle Affordable Housing Grant

Missing Middle Affordable Housing Unit Grant Program	<p>This program offers up to \$400,000 in combined financial incentives per project to support the creation of affordable missing middle housing, through three components.</p> <p><b>Part A – Municipal Fee Waiver:</b> Up to <b>100% (max of \$40,000)</b>, of eligible application and permit fees waived for new affordable rental or ownership housing.</p> <p><b>Part B – Affordable Housing Design and Study Grant:</b> Up to <b>100%</b>, (max of <b>\$40,000</b>) toward studies, plans, or designs for an eligible project.</p> <p><b>Part C – Per-Unit Missing Middle Affordable Housing Grant:</b> Up to <b>\$10,000</b>, per affordable unit (max of <b>\$320,000</b>), based on the number of affordable units at time of Building Permit issuance.</p>
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### 5.9.4 Tax Increment Equivalent Grant (TIEG) – Purpose Built Rental

Tax Increment Equivalent Grant (TIEG) – Purpose Built Rental Building Program	<p>Up to 100% of the City-portion of the tax increment provided annually for a period of five (5) years, following project completion and occupancy permit issuance.</p> <p>Two TIEG payout schedules:</p> <ul style="list-style-type: none"> <li>Rental building: 100% TIEG for Year 1, 20% declining annual TIEG for Year 2 -5</li> <li>Affordable rental building: 100% annual TIEG. Eligibility requirement for a minimum of 15% affordable rental units that remain affordable for a minimum of 10 years</li> </ul>
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TIEG should be automatic for all Purpose Built Rental Buildings that are issues an Occupancy Permit for that use, there shouldn't be additional deliverable to prove it is a Rental Building

A Tax Increment Equivalent Grant (TIEG) provides an annual grant equal to a percentage of the municipal property tax increase generated by a new rental residential building with a minimum of five (5) units. It is intended to help offset the eligible costs of remediating a

brownfield site for housing uses and/or the eligible costs of rental residential building development, redevelopment, adaptive use and major additions.

For affordable rental units, the grant helps offset the revenue loss (i.e. the difference between market and affordable rent) experienced by the housing developer incorporating affordable units in their rental residential building.

DRAFT

## Appendix B – DRAFT AMENDMENT

### Temporary Programs Additional Details and Eligibility Criteria

DRAFT

## Development Charge Reduction Grant – Purpose-Built Rental

This program provides a grant for a 100% reduction in Development Charges to support the development of more purpose-built rental units.

This program forms a part of the Community Improvement Plan and must be read and applied in accordance with the main document.

### Eligibility Criteria

- Must constitute development, redevelopment/adaptive reuse of a property that results in the construction of new purpose built rental units.
- Must be a purpose-built rental apartment building of any kind excluding Additional Residential Units, single detached, semi-detached and duplex dwellings.
- Minimum rental tenure period of 15 years (units cannot be converted to condos or sold individually)
- The program has a city-wide cap of (dollar amount to be determined). Reductions will be allocated on a first-come, first-served basis, determined by the date a building permit application is accepted for review towards issuance of a permit to the satisfaction of the Chief Building Official (CBO). Once this cap is reached, staff will pause intake for the program and report back to Council.
- May be stacked with other programs

We request that this be made retroactive to applications dating back to January 1, 2025? We have an active application that was filed in February, 2025 which is stalled due to housing market conditions.

### Eligible Costs

- Grant for up to 100% of the City portion of the Development Charge for purpose built rental units.

### Payment

- The Grant will be provided upon the successful issuance of a foundation permit ~~or at the discretion of the City~~ ~~or a superstructure permit~~. The Grant will be provided as a credit to cover to 100% of the City portion of the DCs charged for the eligible purpose-built rental units as identified in City's Development Charges By-law and inclusive of the mandatory discounts in the DCA, 1997.
- If at any time the applicant is found to be in breach of the agreement or fails to meet the program criteria, the applicant is required to repay the grant back to the City, in accordance with Grant agreement terms and conditions.

proof needs to be in place for Purpose Built Rental Projects that are applying for financing/ CMHC financing.

## Development Charge Reduction Grant – Ownership

This program provides a financial incentive to support the creation of new ownership units in targeted growth areas.

This program forms a part of the Community Improvement Plan and must be read and applied in accordance with the main document.

### **Eligibility Criteria**

- Must constitute development, redevelopment/adaptive reuse of a property that results in a net increase in ownership dwelling units. Conversions of existing ownership units or demolition of existing rental units without replacement are not eligible.
- All dwelling units must be offered for sale and transferred as ownership housing (e.g., condominium, stacked townhouse, freehold townhouse, or other permitted ownership forms).
- Meets the minimum unit count and size thresholds as established in the CIP.
- A complete Site Plan Application, as defined under the Planning Act and accepted by the City, must be submitted prior to eligibility for this program.
- An application for the Temporary Development Charge Reduction Grant must be submitted at the time a Foundation or Shoring and/or Building Excavation Permit application is made. Applications for the Temporary Development Charge Reduction Grant may be accepted after Foundation Permit issuance but must be received prior to the issuance of an Occupancy Permit by the Building Department.
- Compliance with all applicable requirements shall be demonstrated to the satisfaction of the City prior to execution of a Grant Agreement and shall be maintained for the duration of the agreement.
- ~~Developments that have commenced construction prior to submitting a complete application for the Temporary Development Charge Reduction Grant are not eligible.~~
- For phased developments, lot severances, or staged condominium registrations that divide a single development into multiple parts, each phase must qualify on its own for this program. If a phase does not meet the minimum number of units or the required construction timelines, that phase is not eligible for the program.
- As a condition of receiving the Development Charge Grant, the applicant shall pass the full value of the grant to the purchasers of the eligible ownership units. The applicant must include a disclosure clause in every Agreement of Purchase and Sale confirming the grant amount and how it is applied to the unit. The City may request copies of executed Agreements of Purchase and Sale to verify compliance. Failure to include this disclosure will render the affected units ineligible for the grant.

This conflicts with bullet underlined above.

Can proposed sample APS wording be provided for review?

- Units receiving a Development Charge Grant must be used for permanent residential occupancy and may not be used for short term accommodation for a period of three (3) years from the date of first occupancy. This requirement must be included in all Agreements of Purchase and Sale for eligible units, including any subsequent Agreements of Purchase and Sale entered into within the three year period. Failure to include this disclosure will render the affected units ineligible for the grant.

***Additional Eligibility Requirements for Mid-Rise and Tall Buildings (5 storeys or greater)***

- Must be an apartment building of any kind excluding Additional Residential Units and shall contain a minimum of 20 dwelling units.
- The development shall provide a minimum percentage of two bedroom and three-or-more-bedroom dwelling units in accordance with Table [X]: Development Charges Grant Structure.
- The development must meet the following minimum dwelling unit sizes for two bedrooms and three-or-more-bedrooms:
  - Two-bedroom dwelling units shall have a minimum floor area of 750 square feet.
  - Three-or-more-bedroom dwelling units shall have a minimum floor area of 950 square feet.

Can applications that already have Conditional Site Plan Approval and applied for Building Permit be exempt from this requirement? Would require revising Site Plan Drawings and Building Permit Drawings which would be cost prohibitive.

***Additional Eligibility Requirements for Low-rise Buildings (up to 4 Storeys)***

- Must be an ownership housing development consisting of eligible multi-unit built forms, including townhouse, stacked townhouse and other row-housing configurations, as well as apartment buildings, and excluding Additional Residential Units, single detached and semi-detached dwellings.
- The development shall contain a minimum of 6 dwelling units.

***Eligible Costs***

- Grant for up to 100% of the City portion of Development Charge for eligible low-rise dwelling units.
- Grant of the City portion of Development Charges for mid-rise and high-rise dwelling units in accordance with *Table [X]: Development Charges Grant Structure.*



Table [X]: Development Charges Grant Structure		
2 Bedrooms (% of units)	3 or more Bedrooms (% of units)	Development Charges Reduction Grant (%)
40%	15%	Up to 100% of the total Development Charges applicable to apartment units of any size. Development Charges for bachelor, one-bedroom, and two-bedroom-or-more apartment units are all eligible.
50%	10%	Up to 100% of the Development Charges Fee applicable to apartment units with two or more bedrooms. Development Charges for bachelor and one-bedroom apartment units are not eligible.
45%	10%	Up to 80% of the Development Charges Fee applicable to apartment units with two or more bedrooms. Development Charges for bachelor and one-bedroom apartment units are not eligible.
40%	10%	Up to 50% of the Development Charges Fee applicable to apartment units with two or more bedrooms. Development Charges for bachelor and one-bedroom apartment units are not eligible.

This chart does not consider projects that are currently Conditional Site Plan approved, and submitted for Building Permit, we have a project in this situation and it would have to be completely redesigned to qualify for one of these designations. Active projects with lower percentages of 2 bed and 3 bed in pipeline should be able to qualify for this program without applying to revise Site Plan Approval and Building Permits.

**Payment**

- The Grant will be provided upon the successful issuance of a building permit grade construction or at the discretion of the City. The Grant will be provided equal to the applicable Temporary Development Charges Fee Grant for the dwelling units as identified in City’s Development Charges By-law and including mandatory discounts in the DCA, 1997.
- All required documentation, including proof of unit sizes, unit counts, ownership tenure, and any other materials specified in the Grant Agreement, shall be submitted to the satisfaction of the City prior to the release of any payment.
- Any failure to meet any program criteria or breach of the agreement result in the immediate repayment of the applicable portion of the Development Charge Grant, together with interest on any deferred development charges. Repayment shall be due within 30 days upon written notice from the City. The City may also suspend the applicant’s eligibility for any current or future incentives under this program.

Grant agreement needs to be in place Foundation Permit stage. Grant Monies should be provided when developer pays Development Charges at Occupancy Permit stage per Development Charges Act.

The city will already have the documentation through the Site Plan Approval and Building Permit process, why duplicate?



- Where required by the City, the Grant Agreement shall be registered on title. Where the Grant Agreement is registered on title, the City may enforce repayment against the property, including through legal recovery or addition to the tax roll as provisioned in the DCA
- In the event of the disposition, sale, conveyance, transfer or entering into of any agreement of sale or transfer of the title of all or a portion of the subject property, the City may at its sole discretion require full repayment of any financial incentive provided under this program.
- If a property is sold, in whole or in part, before the grant period lapses, the original owner shall not be entitled to receive any remaining grant payments. Where a Grant Agreement has been registered on title in accordance with Section 28(11) of the Planning Act, the subsequent owner may be eligible to receive the remaining grant payments, subject to continued compliance with all program requirements
- The grant only applies to the City of Burlington's portion of development charges. The grant does not apply to the Regional or Educational portion of applicable development charges.
- Incentives under this program shall not be combined with other CIP programs.
- The program has a city-wide cap of (dollar amount to be determined). Reductions will be allocated on a first-come, first-served basis, determined by the date on which a building permit application is accepted for review toward issuance to the satisfaction of the Chief Building Official (CBO). Once the funding cap is reached, staff will pause program intake and report back to Council.
- The City may adjust, reduce, or discontinue payments where Council amends or repeals the Community Improvement Plan, provided that any commitments already executed through a Financial Incentive Agreement shall continue to apply unless otherwise specified in the agreement.
- The City shall have no obligation to issue payment in any year where Council does not allocate sufficient funds and any deferred payment shall not increase the total value of the grant.

Grant should not be repaid for Market Condo Units as transaction is completed when purchaser closes on their unit.

Why can't a PBR apply for this as well as the TIEG?

## Temporary Tax Increment Equivalent Grant (TIEG) for Purpose-Built Rental Buildings Program

To encourage the remediation, reuse, development, and redevelopment of eligible properties for purpose-built rental residential buildings, by providing grants equivalent to the incremental increase in property tax assessment resulting from property improvements such as, but not limited to new construction.

This temporary program may provide an annual municipal tax increment equivalent grant (TIEG), for the City’s portion of the property tax, up to 100% annually for a period of five (5) years, following project completion and occupancy permit issuance. Table 1 shows the increment percentage credit (i.e. the percentage of the property tax refunded as a grant) for purpose-built rental and affordable rental residential buildings.

<b>Table 1 – Temporary TIEG Program for Purpose-Built Rental Buildings – Payout Schedule</b>		
Five Year Duration of TIEG	Rental Building Declining Annual TIEG	Affordable Rental * Building Full Annual TIEG
Year 1	100%	100%
Year 2	80%	100%
Year 3	60%	100%
Year 4	40%	100%
Year 5	20%	100%

\* The Full Annual TIEG payout schedule applies to purpose-built residential rental buildings where a minimum of 15% of the units are “affordable rental units”, as defined in this CIP. A mix of affordable unit sizes is encouraged, including two and three-or-more-bedroom units. Affordable rental units are required, by City agreement, to remain affordable for a minimum affordability period of 10 years.

This program forms a part of the Community Improvement Plan and must be read and applied in accordance with the main document.

### Eligibility Criteria

- The Temporary TIEG for Purpose-Built Rental Buildings Program (Temporary TIEG Program) is applicable for all eligible properties within the CIPA.

- Eligible applicants will only include the registered owner/assessed owner of the subject property.
  - To be eligible for this Program, the minimum number of new units within a purpose-built rental residential building shall be five (5) units.
  - Of the total new rental units in a rental residential building, 30% or more of the units shall be two-bedrooms or greater in size. Two-bedroom units shall have a minimum floor area of 70 sq.m. (750 sq.ft.), and three-or-more-bedroom units shall have a minimum floor area of 88 sq.m. (950 sq.ft.).
  - An Agreement with the City is required for the minimum of 15 years after occupancy.
  - Only those projects that are anticipated to generate an increase in assessment will be eligible.
  - Only the residential portion of a development will be eligible.
  - An application for the TIEG must be submitted at the time a Foundation or Shoring and/or Building Excavation Permit application is made. Applications for the TIEG may be accepted after Foundation Permit issuance but must be received prior to the issuance of an Occupancy Permit by the Building Department.
  - The applicant shall provide any required information including but not limited to a description of the proposed improvements and an estimate of costs. The cost estimate must be from a qualified licensed contractor and shall be consistent with the cost estimate indicated on the accompanying building permit application. The City reserves the right to request a second quotation from a different qualified licensed contractor.
  - Applicants receiving a grant under the Temporary TIEG Program may also apply for additional temporary incentive programs offered through this Plan, if eligible.
- What happen on projects with Multiple blocks where the apartment buildings don't hit the mix but the stacked townhouse block units are greater than the minimums. There will be projects with one shared underground, and multiple separate permits for each building on the project. The blocks that meet the criteria should qualify for the tax grant.

### **Eligible Costs**

- The potential grant value shall be initially calculated based on the value of eligible costs to ensure the value of the grant is related to the actual cost of the work being completed. In accordance with Section 28(7) of the *Planning Act*, an incentive program cannot provide grants or loans that exceed eligible costs. Increased assessment (taxes) are not “eligible costs” but represent a basis for calculating the grant.

- The total value of the tax increment equivalent grant provided for an approved eligible property will not exceed the eligible costs for that property. When stacking temporary CIP incentive program grants, the total combined grant funding shall not exceed eligible costs.
- Eligible costs include the costs of development, redevelopment, adaptive use and major additions. More specifically, the following costs will be eligible:
  - o Infrastructure work including the improvement or reconstruction of existing on-site public or private infrastructure to support building expansions or the construction of new additional dwelling units;
  - o Constructing/upgrading of any off-site improvement that is required to fulfill any condition of a development/planning approval (including Site Plan Control) for the development, redevelopment, adaptive reuse or rehabilitation of the building and/or property; and
  - o Such other similar costs that may be necessary for the redevelopment, adaptive reuse or rehabilitation of the building and/or property;
  - o Professional services by an engineer, architect, or planner; or
  - o Any combination of the above.

### **Payment**

- Grants will be provided in accordance with a Grant Agreement made between the City and the owner(s) upon successful completion of the approved project, to the satisfaction of the City, and payment of the full reassessed value of municipal taxes.
- If a property is sold, in whole or in part, before the grant period lapses, the original owner is not entitled to receive the remaining grant payments. However, if a Grant Agreement is registered on the title of the subject property (per Section 28(11) of the *Planning Act*), the new owner may be entitled to receive the remaining grant payments.
- The value of the grant provided is equal to the incremental increase in property assessment related to the City's portion of the municipal property tax resulting from the improvements up to the maximum eligible costs. The grant is provided to the owner (registered or assessed) or assigned third party.
- The grant will be in the form of a grant to the applicant and is equal to the incremental increase in the municipal property tax revenue, which is refunded to the extent required, after the taxes for the site, post improvement, have been paid in full.

- The grant only applies to the City of Burlington's portion of the property tax. The grant does not apply to the Regional or Educational portion of applicable property taxes.
- The grants will be provided after the improvements to the property are complete ~~and~~ after the reassessment of the property by the Municipal Property Assessment Corporation (MPAC) has demonstrated an increase in the assessed value of the property.
- The pre and post improvement assessment and tax values will be used to calculate the incremental increase in municipal property tax revenue and the total value of the grant.
- Up to one hundred percent of the calculated grant amount will be provided over a period up to but not exceeding five years. The ability to accept new TIEG applications will be determined by Council on an annual basis. The value and specific parameters of the grant will be determined on a property-specific basis, in a year where the program is in effect, and as approved by Council.
- During pre-improvement assessment, the City will continue to collect tax revenue equal to the pre-improved assessed value of the property, using tax rates set annually by the City.
- The grant value will be adjusted when the property is subsequently reassessed post improvement by the Municipal Property Assessment Corporation (MPAC).

not instituting other taxes that hinder the housing supply for a period of three years.

**Harmonized Sales Tax (HST) Rebate on New Homes:** The federal government will provide Ontario a payment in the amount of \$875 million, subject to passage of federal legislation, that may be applied against the federal five per cent portion of the HST that is being removed from new homes in Ontario. Together, the combined rebate would remove the full 13 per cent of the HST for eligible buyers of new homes valued up to \$1 million, for a maximum rebate of \$130,000. This maximum rebate of \$130,000 would be maintained for new homes valued up to \$1.5 million, and would decrease proportionally from \$130,000 at \$1.5 million to a maximum of \$24,000 for homes valued at \$1.85 million and above, building on the province and federal government's previous move to [rebate the HST for all first-time buyers of new homes](#) valued at up to \$1 million.

**Waterfront East Transit:** Canada, Ontario and Toronto agree to cost-sharing for planning and construction of a transit line that will serve Toronto's eastern waterfront, including the East Bayfront and Port Lands.

Current cost estimates set the project at \$3 billion, and the initiative would see each level of government contribute one-third of the funding required for planning and construction of the transit line. Canada's funding will flow from the portion of the Canada Public Transit Fund (CPTF) designated for projects in Ontario. As a condition of the funding agreement, the federal and Ontario governments will not bear costs for any overruns on the transit line project.

**GO 2.0:** Canada and Ontario will explore options that will allow increased GO Transit passenger service along freight-owned corridors across the Greater Golden Horseshoe region, including improved service along existing GO lines and the potential creation of new GO lines in the Greater Golden Horseshoe.

Options under consideration may include constructing new bypass tracks in the Milton corridor and new railway service through Toronto. These options will be considered alongside plans to advance the Alto High-Speed Rail line, including connectivity to Pearson Airport.

**Alto High-Speed Rail (HSR):** Canada and Ontario commit to collaborate with its agencies and the Quebec government and other key parties to move forward on planning and advancement of the Alto HSR initiative that will construct a new interprovincial rail line and connect millions of people living along the Toronto-Quebec City corridor.

Additional Comments Received by Community Planning

## Priority transit projects in the Greater Toronto and Hamilton Area (GTHA):

Canada and Ontario will work to conclude federal contribution agreements within 90 days on previously announced transit projects for the GTHA, including the Ontario Line, Eglinton Crosstown West Extension, Scarborough Subway Extension, Yonge North Subway Extension and the Hamilton LRT.

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### Additional Resources

- [Ontario and Canada Sign Historic Partnership to Build Homes, Transit and Communities](#)
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### Related Topics

#### Benefits and taxes

Learn about taxes in Ontario and what they support, including tax credits you can get to help you with living and business costs. [Learn more](#)

#### Business and economy

Information about Ontario's economy and how to do business here. Includes economic development opportunities, research funding, tax credits for business and the Ontario Budget. [Learn more](#)

#### Home and housing

Information about housing in Ontario and planning resources for municipalities. [Learn more](#)

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Accessibility

Privacy

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## BAAC Delegation to City Council – Draft Community Improvement Plan (CIP) Housing Amendment

### 1. Opening and Mandate

- Good morning, Mayor, Members of Council, City officials and other interested parties.
- My name is Garth Napier, and I am a proud member of the Burlington Accessibility Advisory Committee. Myself, Lucy Nixon and Jill Randall, the Chair of BAAC are here today to present this delegation. As you may recall, BAAC presented advice to City council on February 10, 2026, regarding the New Residential Zoning By-law.
- On behalf of the Committee, thank you again for the opportunity to delegate today.
- BAAC is a committee of dedicated volunteers with a legislated mandate under the AODA to advise Council on the identification, removal, and prevention of barriers for people with disabilities.
- For Council’s awareness, neither BAAC, nor the City’s Accessibility Coordinator, were engaged or consulted during the development of the draft Community Improvement Plan.
- We see significant opportunities to explicitly embed accessibility within the draft Community Improvement Plan. More broadly, we recommend that accessibility be integrated into all City programs, policies, and initiatives at the development stage, rather than being addressed later through delegations.

### 2. Purpose of the Delegation

- BAAC would like to provide advice regarding the draft amendment to Burlington’s Community Improvement Plan.

- The 2022 Council-approved Burlington Housing Strategy sets out a clear vision that “everyone is welcome in Burlington” and that “all current and future residents have access to housing options that meet their needs at all stages of life.”
- However, the draft Community Improvement Plan does not explicitly include incentives for accessible housing. As a result, BAAC believes this represents a missed opportunity to support a key component of the Strategy’s vision. Without targeted measures to encourage accessible housing, the city risks falling short of its goal of meeting the needs of all residents.
- While the CIP includes strong financial incentives to accelerate housing supply, particularly purpose-built rental and missing middle housing, it does not include or incentivize the creation of accessible or barrier-free units.
- This is despite Action #8 of the 2022 Council approved Housing Strategy that encourages the Community Improvement Plan to include accessible housing solutions through incentives.
- Given that the draft CIP is a tool that directs funds and policy initiatives towards specific strategic and planning objectives BAAC believes these incentives should explicitly support the development of accessible housing. It is both reasonable and necessary that public funds be tied to public interest outcomes, including improved accessibility.
- Without deliberate policy direction, the market will continue to underdeliver accessible housing.
- As well, relying solely on the Ontario Building Code to ensure accessible housing is insufficient. The OBC sets minimum baseline requirements primarily for common areas and basic access but does not ensure:
  - Measuring or requiring a meaningful supply of fully accessible units;
  - Housing that can easily be adapted or retrofitted, over time, for residents’ changing mobility needs; or

- Equitable access to the funding envelopes in the plan.

### **3. Why this matters?**

- Accessibility is not a niche concern. As we mentioned in our last delegation .... Almost 30% of Ontario residents have a disability. And ~ 40% of seniors live with a disability
- Burlington has a higher-than-average population of residents aged 65 and older, and this group is growing faster than any other.
- And finally, nearly 90% of this demographic want to age in place.
- We also encourage you to review Appendix 1 of this delegation which is an excerpt of the City of Burlington's latest Multi-Year Accessibility Plan. This appendix provides additional statistics on persons with disabilities in Halton.

### **4. Key gaps in the current CIP**

The current plan does not:

- Define or require accessible or adaptable dwelling units;
- Include a minimum percentage of accessible units in developments;
- Link financial incentives to accessibility outcomes; or,
- Include metrics for Council and City Officials to track and benchmark success.

### **5. Advice to Council**

BAAC respectfully recommends that Council consider incorporating the following measures:

- Require all or alternatively a percentage of new builds under the program to follow the Federal Government of Canada's Accessible-Ready Housing Standards (CAN-ASC-2.8:2025) These

standards provide guidelines for designing homes that can be easily adapted to meet accessibility needs without major reconstruction.

- For each funding envelop embed accessibility requirements.
- Consider incentive-based accessibility tiers to increased accessibility performance—for example:
  - Base incentive: compliance with minimum standards;
  - Enhanced incentive: provision of a higher percentage of accessible units;
  - Maximum incentive: inclusion of accessible ready housing standards or universal design across a majority of units;
  - Require reporting on accessibility outcomes, including the number and type of accessible units delivered through CIP supported projects.
- Finally, as a go forward when City Council directs staff to develop new or revised policies, programs or by laws accessibility should be explicitly considered.
- Accessibility should not be an afterthought or an optional feature. It should be a foundational element of all publicly supported initiatives.

## **6. Conclusion**

- The CIP is a powerful tool. It will shape not only how much housing is built, but who that housing is built for.
- By adopting the recommendations above Council can ensure that public investments deliver inclusive, future-ready communities rather than reinforcing existing barriers.
- Thank you for your time and consideration.

## Appendix #1: Excerpt from City of Burlington's 2025-2028 Multi-Year Accessibility Plan (...page 3)

### Disability in Canada and Halton Region

Twenty-seven per cent of Canadians aged 15 and older, or 8 million people had at least one or more disabilities limiting their daily activities according to findings from Statistics Canada 2022 Canadian Survey on Disability (CSD). This represents an increase of five percentage points from the previous survey conducted in 2017.

The 2022 CDS data show that 23 per cent of residents of Halton or approximately 111,000 individuals, reported one or more disabilities. The rate of disability in Halton has increased by four percentage points since 2017, when 19 per cent of Halton's residents, or about 80,000 people, reported they had one or more disabilities.

According to Statistics Canada, the increase can be partially attributed to both the aging population and the large increase in mental health-related disabilities among youth and working-age adults. In 2022, the rate of disability was higher among women (25 per cent] than men (21 per cent), following the same pattern as 2017.

Since 2017, the rate of disability has increased to 23 per cent of residents in Halton or approximately 111,000 individuals reporting one or more disabilities.



Mayor and Members of Council,

On behalf of the Burlington Seniors Advisory Committee (BSAC), we are writing to express our support for the delegation presented by the Burlington Accessibility Advisory Committee (BAAC) regarding the draft Community Improvement Plan.

As representatives of older adults in our community, we see a clear and growing need for housing that is accessible and adaptable to support aging in place. Burlington's senior population is increasing, and many residents will experience changes in mobility over time.

We share BAAC's concern that the current draft plan does not include specific incentives or requirements for accessible housing. Without intentional action, the housing market is unlikely to meet this need.

The Seniors Advisory Committee supports BAAC's recommendations to integrate accessibility into the Community Improvement Plan through clear standards, measurable targets, and incentive-based approaches.

We respectfully encourage Council to consider these recommendations to help ensure Burlington remains an inclusive community for residents at all stages of life.

Thank you for your time and consideration.

Sincerely,

Bob Chepyha, Chair  
Burlington Seniors Advisory Committee



Mayor and Members of Council,

On behalf of the Burlington Inclusivity Advisory Committee (BIAC), we are writing to express our support for the delegation presented by the Burlington Accessibility Advisory Committee (BAAC) regarding the draft Community Improvement Plan.

Our Committee is committed to advancing equity, inclusion, and belonging across Burlington. Ensuring that housing is accessible and adaptable is a critical component of building an inclusive community where all residents—regardless of ability, age, or circumstance—can fully participate.

We share BAAC's concern that the current draft of the Community Improvement Plan does not include specific incentives or requirements for accessible housing. Without intentional policy direction, there is a risk that barriers will persist and that not all residents will benefit equitably from new housing initiatives.

We support BAAC's recommendations to embed accessibility within the Plan through clear standards, measurable outcomes, and incentive-based approaches.

We respectfully encourage Council to consider these recommendations to help ensure that Burlington continues to grow as an inclusive and accessible city for everyone.

Thank you for your time and consideration.

Sincerely,

Charles McGregor, Chair  
Burlington Inclusivity Advisory Committee



April 10, 2026

Mayor Marianne Meed Ward and Members of Council  
426 Brant St.  
Burlington, ON  
L7R 3Z6

RE: 13.2 - Draft Housing Community Improvement Plan Amendment (DGM-27-26)

**Public Meeting  
April 14**

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Dear Mayor Marianne Meed Ward and Members of Council,

The Building Industry and Land Development Association (BILD) is in receipt of Item 13.2, Draft Housing Community Improvement Plan Amendment (DGM-27-26), scheduled for the April 14 public meeting. On behalf of our members, thank you for the opportunity to provide comments through this correspondence.

BILD members appreciate the City's continued commitment to exploring creative tools to support housing delivery. This type of initiative is helpful given current market conditions, and we commend staff and Council for advancing it.

However, after reviewing the draft ownership grant program, in detail and assessing it against active projects in the City's development pipeline, many of our members have expressed concern that the current parameters may be overly restrictive and difficult to implement in practice. As drafted, the program risks limiting participation rather than enabling it, which we understand is not the intended outcome.

Many projects currently in the pipeline are already at advanced stages of design. Requiring proponents to meet highly specific program criteria at this stage would require significant redesign, reconfiguration, and additional analysis. These changes would introduce added costs and delays that are not feasible to absorb in the current environment, ultimately discouraging uptake.

In addition, certain thresholds appear rigid in a way that may unintentionally exclude projects that otherwise align with the program's objectives. For example, a development that delivers a strong mix of family-sized units, including both two-bedroom and three-bedroom units, may not qualify under the current framework if it does not meet specific targets for each unit type. This effectively penalizes one form of family-sized housing over another, despite both contributing meaningfully to the City's housing goals. This highlights the need for greater flexibility in how criteria are applied. As currently structured, the program will not work for many projects in the approval pipeline that have the greatest potential to advance to construction in the next two years.

While we strongly support the City's efforts to implement a Housing CIP, it is critical that the program be structured in a way that is practical, flexible, and responsive to the realities of development. **To that end, we recommend that staff and Council engage directly with interested industry stakeholders who have active projects in the development pipeline to better understand the level of flexibility required to make the program workable. One on one meetings with these companies will be constructive while these parameters remain in draft form.**

A one-size-fits-all approach will not achieve the desired outcomes when building complete communities. Greater flexibility will be key to ensuring the program is both effective and widely utilized.

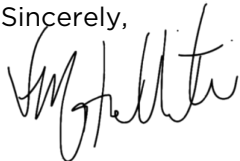
In addition to the above, and as noted in previous conversations and correspondence, BILD has consistently underscored and reinforced the need for Federal and Provincial funding for development charge related infrastructure in support of housing delivery. Recent welcomed announcements from both levels of government have now provided assurances that funding will be available to municipalities that take action to reduce development charges.

In this context, we thank and applaud Mayor Meed Ward for her leadership in spearheading the fulsome discussions that have occurred to date around development charge relief, and feel it is an opportune time for the City to continue its leadership by advancing development charge relief for all residential development outside of the CIP.

BILD supports the City in making any reductions conditional on confirmed funding, and this approach can be maintained while awaiting further implementation details expected following the March announcements. This would ensure that when implementation measures are finalized, the City's development charge reduction program is ready to proceed.

In closing, BILD and its members remain committed to working collaboratively with the City of Burlington to advance policies and programs that meaningfully support housing delivery. The success of the Housing CIP will depend on its ability to be implemented in real world conditions, and we encourage the City to refine the program to ensure it is accessible, flexible, and effective. We appreciate the opportunity to provide input at this stage and look forward to continued dialogue as the program evolves.

Sincerely,

A handwritten signature in black ink, appearing to read "Victoria Mortelliti". The signature is fluid and cursive, with a large initial "V" and "M".

Victoria Mortelliti, MCIP, RPP  
Director, Policy & Advocacy



April 10, 2026

To: **Members of Committee of the Whole**  
City of Burlington, 426 Brant St  
Burlington, ON L7R 3Z6

From: **West End Home Builders' Association**  
1112 Rymal Road East  
Hamilton, Ontario L8W 3N7

### **WE HBA Letter: Draft Housing Community Improvement Plan Amendment (Report DGM-27-26)**

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The West End Home Builders' Association ("WE HBA") is the voice of the land development, new housing and professional renovation industries in Hamilton, Burlington, and Grimsby. WE HBA represents 300 member companies made up of all disciplines involved in land development and residential construction. In the Hamilton CMA in 2024, which includes Burlington, residential construction contributed over \$4.6 billion in investment value and provided over 21,000 jobs paying about \$1.6 billion in wages<sup>1</sup>. These jobs and investments have been in steep decline as the residential construction industry plunges into the most severe downturns in decades.

WE HBA appreciates the opportunity to provide comments on the City's proposed menu of options for amendments to the *Affordable Rental Housing Community Improvement Plan*, as outlined in Report DGM-27-26. We want to acknowledge that the City's efforts to advance a suite of tools aimed at supporting housing delivery are both necessary and timely. The recognition within the report that the housing sector is experiencing a historic downturn aligns directly with what our members are facing. Slowing housing starts, constrained financing conditions, and declining project viability are serious challenges impacting the GTHA.

As such, we must also express our frustration with the delays that have brought us to this point. Had the City made a bold and decisive move in the fall, rather than engaging in prolonged debate and internal disagreement, Burlington would have been ahead of many peer municipalities. It would have been better positioned to capitalize on the current window of opportunity and save good paying jobs, particularly in light of recent provincial and federal funding announcements. The Prime Minister and the Premier have been crystal clear in their public remarks that those municipalities that have already made significant reductions to their development charges would be the top priorities to receive infrastructure support from the *Build Communities Strong Fund* (BCSF) Provincial and Territorial (PT) Stream. Instead, months of momentum have been lost. Now, Burlington risks being slower to respond than other communities and not capitalizing on the opportunity as the residential construction industry and senior government funding partners pivot to communities that are ready to meet the moment and the narrow window of opportunity.

We want to recognize that the Mayor demonstrated precisely the kind of leadership that was required. Her initial motion to temporarily remove development charges reflected both sound judgment and a clear understanding of the direction senior governments were heading. Importantly, many members of Council

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<sup>1</sup> CHBA *Economic Impacts 2024 Fact Sheet, Hamilton CMA.*



appeared to agree with that approach. WE HBA advocated for that approach based on clear statements being made by both the Premier and Prime Minister.

Unfortunately, that momentum was undermined, and the new highly scoped direction will not yield the broad tax relief that the either the Premier or Prime Minister are seeking and planning to financially support. This is potentially a significant lost opportunity for the City, in a moment when decisive action was needed most.

Turning to the menu of programs contained within DGM-27-26, the second program in the menu “Development Charge Reduction Grant – Ownership” neglects to consider project viability. By prescribing unit mixes that don’t reflect market realities, the City is effectively rendering projects unviable. Residential construction faces strict financing conditions, that would be challenging to meet with the ratios proposed. While the objective of family sized units is understood, the reality is those family sized units are not in high demand and even with all three levels of government providing relief, the prescribed two and three bedroom requirements are potentially too high for projects to be financially viable. The required pricing to meet financial targets is in line with comparable existing low-rise residential resale properties which significantly limits the market appeal for these larger units.

We are concerned the proposed unit mixes are too stringent to support projects that are currently shovel-ready. WE HBA is concerned that in a time when projects are not currently “penciling” as economically viable, the City is suggesting unit mixes that make projects less viable. To put it bluntly, program parameters that increase financial risk will not be embraced by the private sector as a solution.

Under the third program in the menu “Missing Middle Affordable Housing Grant” WE HBA notes that to truly entice homes in the missing middle format, limiting grant funding to buildings containing six or more units will limit small scale infill housing important to this housing format. Not all lots are suitable for six units so this policy would place a limit on the gentlest form of density by discouraging smaller builds like fourplexes. If anything, in the current high risk market conditions, it is the smaller projects that may be the most likely to proceed and the City is proposing the exclude those projects.

WE HBA also has concerns that the *Missing Middle Affordable Housing Grant*, creates hurdles to ownership opportunities. It is extraordinarily difficult to secure financing on homes with a minimum affordability period of fifteen years from first occupancy. Affordability of the unit should align with the purchaser’s income at the time of closing, and the fifteen-year requirement should be removed to help the purchaser secure financing.

Our final concern with the *Missing Middle and Affordable Housing Grant* is the definition of affordable using the *Affordable Residential Units for Purposes of Development Charges Act, 1997 Bulletin*. Projects will not pencil for projects mandated to sell this low. The DC reduction is unlikely to come close to filling the gap. While the objective of affordability is understood and shared, it must be calibrated carefully against feasibility. If the requirements are too rigid or misaligned with market conditions, the result will not be more affordable housing, it will be no housing of any kind at all. We recommend the City align their affordability requirements with the [provinces criteria](#) for HST reductions otherwise, builders are forced to navigate and satisfy too many sets of conditions.

We also caution against layering complexity into program design. The report itself notes that overly complex or onerous criteria can undermine uptake. In the current environment, simplicity, clarity, and flexibility are essential to ensuring participation. If the program is set too far out of reach or becomes overly complex, it will



see little to no uptake from developers and risks becoming an administrative exercise that consumes time and resources without delivering any actual housing outcomes.

The City of Burlington has shifted the entire consultation and discussion away from economic stimulus to boost housing supply, increase assessment and protect jobs to a small-scaled boutique affordable housing program. As such, WE HBA does not believe that the City of Burlington would be eligible for any housing enabling infrastructure support from the provincial and federal governments.

The report notes, “every level of government as well as all actors in the housing sector, have a role to play.” Prime Minister Mark Carney has stated “By partnering with the Ontario government, we’ll cut development charges by up to 50%, lower taxes on new homes, and build new transit infrastructure to reimburse municipalities who reduce development charges.” Premier Ford was blunt, stating “If you don’t cut DCs, you aren’t getting any money ... but if you do, we will be there to support you”. It is critical Burlington meet the moment and reduce development charges across the board with a program that enables homes to be built.

Finally, we would remind Council of a fundamental reality that we remain in an historic downturn. Projects are not moving forward because they are not financially viable, not because the industry is unwilling. There is no municipal cost borne from unrealized income. If projects do not proceed, the City does not gain assessment growth, does not see new housing supply, and does not advance its housing objectives or build healthy assessment growth. The priority must be enabling projects to move, not perfecting programs to the point where they become unusable.

The options proposed in the staff report would support a small-scale boutique program that will likely have little to no take-up from the private sector. These proposals will not have the broad impacts that the Provincial and Federal Governments are seeking as potential funding partners and would not result in any financial support from senior levels of government. We are supportive of a flexible, ready-to-deploy framework that immediately responds to the new funding opportunities from other levels of government.

We appreciate the opportunity to provide input, however, we are extremely disappointed by the lack of vision, and the choice to not participate in the massive opportunity presented by the Prime Minister and the Premier to partner with municipalities in reducing development charges.

Sincerely,

**Mike Collins-Williams, MCIP, RPP**  
Chief Executive Officer  
West End Home Builders’ Association