



Committee of the Whole

Agenda

Date: June 8, 2026
Time: 9:30 am
Location: Council Chambers, City Hall, second floor

Pages

1. Call to Order

2. Land Acknowledgement

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee, and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history.

The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes.

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

3. Approval of the Agenda

4. Declarations of Interest

5. Presentations

6. Delegations

Standing committee and City Council meetings are held at city hall, 426 Brant St. Requests to speak at this meeting can be made by completing the online delegation registration form at www.burlington.ca/delegate, by submitting a written request by email to Legislative Services at clerks@burlington.ca or by phoning 905-335-7777, ext. 7481 by noon the Friday before the meeting date.

If you do not wish to speak, but would like to submit your comments in writing, please email your comments to clerks@burlington.ca. Written correspondence will be circulated to committee members.

7. Consent Items

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to questions on items contained in the Consent Agenda.

- | | | |
|-----|---|-----------|
| 7.1 | Analysis of Bill 98 – Building Homes and Improving Transportation Infrastructure Act, 2026 (CAF-06-26) (CCS) | 1 - 102 |
| | Receive for information corporate affairs report CAF-06-26 regarding analysis of Bill 98, <i>Building Homes and Improving Transportation Infrastructure Act, 2026</i> including potential impacts for the City of Burlington. | |
| 7.2 | Financial status report as at March 31, 2026 (FIN-05-26) (CCS) | 103 - 120 |
| | Receive for information finance department report FIN-05-26 regarding financial status report as at March 31, 2026. | |
| 7.3 | 2026 capital variance and project closure (FIN-10-26) (CCS) | 121 - 124 |
| | Receive for information finance department report FIN-10-26 regarding the 2026 capital variance and project closure. | |
| 7.4 | 2027 financial forecast (FIN-11-26) (CCS) | 125 - 145 |
| | Receive for information the 2027 financial forecast as a budget reference document contained in finance department report FIN-11-26; and | |
| | Request the Mayor and Members of Council to consider the contents of the 2027 financial forecast including related appendix when preparing and reviewing the 2027 proposed budget. | |

7.5	Council Special Initiatives Reserve Fund – repeal and replacement of By-law 45-2022 (FIN-17-26) (CCS)	146 - 153
	Enact a by-law to establish and govern the Council Special Initiatives Reserve Fund and to repeal By-law 45-2022, substantially in the form attached as Appendix A to finance department report FIN-17-26.	
7.6	Restricted acts (lame duck) in an election year - delegation of authority to the Chief Administrative Officer (LLS-26-26) (CCS)	154 - 160
	Enact a by-law to provide temporary delegated authority to the Chief Administrative Officer (CAO) in the event of a restricted acts provision, substantially in the form attached as appendix A to legislative services report LLS-26-26.	
7.7	2026-2030 Municipal Election Compliance Audit Committee (LLS-29-26) (CCS)	161 - 170
	Approve the City's participation in a joint Compliance Audit Committee with the lower tier municipalities of Halton Region for the 2026-2030 Term of Council; and	
	Approve the Terms of Reference, attached as Appendix A to legislative services report LLS-29-26.	
7.8	Salt Management Plan update (PWS-15-26) (PW)	171 - 201
	Receive for information public works report PWS-15-26, providing an update on the city's Salt Management Plan (SMP) contained in Appendix A.	
7.9	Windrow Clearing Program review and fee options (PWS-17-26) (PW)	202 - 226
	Direct the Director of Roads, Parks and Forestry to set the Windrow Clearing Program fee at \$100 per driveway for the 2026/2027 winter season as outlined in public works report PWS-17-26; and	
	Authorize the Commissioner of Legal and Legislative Services to prepare for Council approval a by-law amending the Rates and Fees By-law 92-2025 to establish the 2026/2027 Windrow Clearing Program fee.	

7.10 Introduction to the 2027 Official Plan Review (DGM-23-26) (GM) 227 - 254

Direct the Director of Community Planning to prepare for the initiation of an Official Plan Review under Section 26 of the *Planning Act*; and

Endorse the “Engagement Approach” attached as Appendix A to development and growth management report DGM-23-26; and

Direct the Director of Community Planning to proceed with a Special Meeting of Council in Q1 2027 to formally initiate an Official Plan Review under Section 26 of the *Planning Act*; and

Authorize the Director of Community Planning to develop the specialized technical work and retain peer review support to an upset limit of \$100,000 from the Policy Reserve Fund; and

Withdraw certain Major Transit Station Area policies and schedules from the Burlington Official Plan, 2020 (BOP, 2020), as identified in Appendix D to development and growth management report DGM-23-26.

8. Community and Corporate Services

8.1 Lobbyists participating on standing committees (LLS-27-26) 255 - 258

Receive for information legislative services report LLS-27-26 regarding lobbyists participating on standing and advisory committees.

Endorse the updated scope of community facilities under consideration on the 1200 King Road development to include:

- Event Centre (arena)
- Community Centre (inclusive of aquatics and/or basketball facilities)
- Recreational Ice Facility
- Conference - multi-purpose space
- Parking Facility; and

Direct the Chief Administrative Officer or designate to proceed with a Detailed Due Diligence Phase, inclusive of:

- Confirmation of available capital costs and operating models;
- Negotiation with prospective partners and funding contributors, potential operators and other service delivery partners;
- Evaluation of preferred financing options, including tax increment financing and funding from senior levels of government;
- Development of a comprehensive business case and funding strategy; and

Report back to Committee and Council with a recommended funding strategy, partnership model, and implementation plan for consideration prior to any capital or financial commitments, targeted for Q2, 2027; and

Instruct the CAO to proceed in accordance with the recommendation contained in confidential Appendix B to CAO report CAO-01-26.

- 8.3 Motion memo regarding response to inquiries related to cricket in Central Park (COW-15-26) 268 - 270

Direct the Chief Administrative Officer to work with appropriate staff to report back with recommendations and financial implications, if any, on the following matters raised by community regarding the renovations of the cricket pitch in Central Park and more generally cricket in Burlington:

- Commencing work on the cricket pitch for Sherwood Forest Park this year in efforts to have the project shovel ready to construct as soon as possible, in partnership with Halton Region and other relevant parties.
- Restricting use of the Central cricket pitch to youth and recreation-level play.
- Limiting the number of consecutive hours of unpermitted pick-up play.
- Increasing bylaw presence in Central Park to ensure compliance around noise and other matters.
- Reporting on options to expand cricket throughout the City.

- 8.4 Motion memo regarding a review of options to restrict construction hours (COW-16-26) 271 - 272

Direct the City Solicitor and Commissioner of Development and Growth Management to review and report back in July 2026 on the process and considerations to regulate construction and related impacts to residents.

9. Confidential Items and Closed Meeting

Confidential items will be discussed at 1 p.m. on Monday, June 8, 2026

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

- 9.1 Confidential Appendices A and B regarding community facilities update for 1200 King Road (CAO-01-26)

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

- 9.2 Confidential update on a labour relations matter (HRS-03-26)

Pursuant to Section 239(2)(d) labour relations or employee negotiations

9.3 Confidential insurance renewal (LLS-11-26)

Pursuant to Section 239(2)(a) the security of the property of the municipality or local board

9.4 Confidential triannual litigation update (LLS-15-26)

Pursuant to Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

9.5 Confidential real estate matter - strategic land acquisition (LLS-23-26)

Pursuant to Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board

9.6 Confidential real estate matter - strategic land acquisition (LLS-24-26)

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

10. Rise and Report

11. Public Works

11.1 Climate Resilient Burlington Plan – Year 4 Progress update (PWS-07-26)

273 - 308

Note: this item was pulled from the February 20, 2026 Council Information Package (CIP)

Receive for information public works report PWS-07-26 regarding Climate Resilient Burlington Plan - Year 4 progress update.

Direct the Commissioner of Development and Growth Management to retain a qualified consultant to undertake a market feasibility analysis respecting future public off-street parking needs and capacity within Burlington's downtown core, including financial, operational, land use, partnership, and implementation considerations; and

Authorize the Commissioner of Development and Growth Management to proceed with the procurement of a consultant-led study, recognizing that there is currently no internal staff capacity to undertake the scope of work associated with a comprehensive parking feasibility and market analysis; and

Direct the Commissioner of Development and Growth Management to ensure the consultant scope includes validation of projected parking demand identified through the Downtown Parking Plan, assessment of development-related impacts and geographic parking pressures, consideration of potential funding and partnership models, and analysis of options to deliver additional off-street parking capacity should Council determine it is required prior to 2030; and

Refer the estimated cost of the feasibility study and market analysis to the 2027 budget process and funded through the Downtown Parking Growth Reserve Fund (RF800685), subject to Council approval.

12. Growth Management

13. Statutory Public Meetings

Statutory Public Meeting will be discussed at 9:30 a.m. on Tuesday, June 9, 2026

14. Information Items

14.1 Legislative Services forecast for standing committee reports (COW-17-26)

322 - 322

15. Staff Remarks

16. Committee Remarks

17. Adjournment

SUBJECT: Analysis of Bill 98 – Building Homes and Improving Transportation Infrastructure Act, 2026

TO: Committee of the Whole

FROM: Corporate Affairs
Government Relations

Report Number: CAF-06-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Receive for information corporate affairs report CAF-06-26 regarding analysis of Bill 98, *Building Homes and Improving Transportation Infrastructure Act, 2026* including potential impacts for the City of Burlington.

Executive Summary

Purpose of report:

- The purpose of this report is to build on [DGM-32-26](#) to provide further analysis pertaining to Bill 98, *Building Homes and Improving Transportation Infrastructure Act, 2026*.
- In the context of this preliminary impact assessment, the report will also provide an overview of comments that staff have submitted in response to Environmental Registry of Ontario (ERO) postings associated with Bill 98, the majority of which were due on May 14, 2026.

Key findings:

- Staff have reviewed the specifics of Bill 98, with the impact of many changes proposed depending on information to come through regulations.
- If granted Royal Assent, the proposed legislation will signal a major shift in how Ontario handles growth, directly impacting municipal powers, how developments are approved, and how infrastructure is coordinated.

- The Bill also introduces the *Fare Alignment and Seamless Transit Act, 2026*. The Act, often referred to as "One Fare 2.0," aims to create a unified, consistent fare structure across the Greater Toronto and Hamilton Area (GTHA).

Implications:

- The changes proposed have implications for ten different provincial Acts, with changes to the *Planning Act*, *Municipal Act, 2001*, *Development Charges Act, 1997*, and the *Building Code Act, 1992* having the most significance for Burlington.
- Many components of Bill 98 build from previous EROs and amendments including those the City commented on in relation to Bill 17, the *Protect Ontario by Building Faster and Smarter Act*, and Bill 60, the *Fighting Delays, Building Faster Act (2025)*.
- Bill 98 proposes changes to nearly every part of the development process, including but not limited to, policy related to: Official Plans, Site Plan Control, parkland dedication, complete application requirements, communal servicing, minimum lot sizes, digital submissions, and the Parkway Belt West Plan.
- The City of Burlington faces both opportunities and challenges related to growth management, development review processes, and infrastructure funding models. Although certain measures may enhance operational consistency, several proposals risk undermining the City's mandate to ensure development aligns with local strategic priorities and infrastructure limitations. Further details regarding the City's preliminary assessment of impact are provided in the report.
- Stakeholder reaction to Bill 98 has been mixed since it was announced. Appendix O outlines these preliminary reactions.
- Financial
 - While this report has no immediate financial impact, future costs will depend on the final regulations and how the proposed changes are implemented.
- Legal
 - Staff have reviewed the various Acts implicated and provided staff with legal advice subject to solicitor client privilege where necessary.
- Human Resources
 - Staff time has been allocated to the review, analysis and submission of responses to relevant ERO and/or Regulatory Registry postings.
- Communications
 - Staff will continue to monitor legislative and regulatory developments, participate in provincial consultation processes, and report back to Council as further details become available.

- Engagement
 - In addition to ongoing provincial advocacy, Government Relations staff will continue to work closely with departments while monitoring any further developments made by key stakeholders including the Association of Municipalities of Ontario (AMO), Ontario Big City Mayors (OBCM), Halton Region, and the housing sector.
- Climate
 - No direct climate implications arise from the recommendation itself, though future impacts will be considered at the time of final direction on a wide range of issues including enhanced development standards, among others.

Information Report

Background

Announced by the Ministries of Municipal Affairs and Housing (MMAH) and Transportation (MTO) on March 30, 2026, Bill 98 is an omnibus Bill intended to protect Ontario's economy and keep workers on the job by improving the way people and goods move across the province and speeding up the construction of new homes.

Bill 98 will also build on Bill 17, the Protect Ontario by *Building Faster and Smarter Act*, and Bill 60, the *Fighting Delays, Building Faster Act*, by continuing to get more shovels in the ground on new housing projects and housing-enabling infrastructure.

The Third Reading version of this bill proposed amendments to the following acts:

- *Building Code Act, 1992*
- *City of Toronto Act, 2006*
- *Metrolinx Act, 2006*
- *Municipal Act, 2001*
- *Planning Act*
- *Safe Drinking Water Act, 2002*
- *Development Charges Act, 1997*
- *Water and Wastewater Public Corporations Act, 2025*
- *Cutting Red Tape to Build More Homes Act, 2024, S.O. 2024, 16*
- *Modernizing Ontario's Municipal Legislation Act, 2017*

The *Building Homes and Improving Transportation Infrastructure Act* and related actions would:

- Allow single-occupant vehicles to use high-occupancy vehicle (HOV) lanes during off-peak hours, giving drivers more choice.
- Require on-road driving experience before prospective commercial drivers can obtain their Class A license enhancing road safety.
- Support efforts to eliminate red tape in the homebuilding process by simplifying planning and approval tools, including through municipal official plans, Ontario's Building Code and site plan control:
 - Proposed changes include establishing a standardized table of contents and limiting land use designations, so they are easier to navigate.
 - The government is establishing an expert third-party advisory body consisting of engineering, construction, and code specialists to undertake a section-by-section review of the Code, which sets out the minimum standards that new construction must meet.

- The proposed legislation would remove municipal authority to require enhanced development standards. The government will also consult on major structural reforms to site plan control more broadly to deliver faster, more predictable approvals.
 - Increase public transparency by consulting on the disclosure of municipal development charges and other hidden fees in agreements of purchase and sale for new homes.
 - Remove development charges from non-profit retirement homes to expand affordable housing options for seniors.
 - Expand housing opportunities in hard-to-service remote and/or rural areas by creating a framework to support the adoption of communal water and wastewater systems.
-

Analysis

Given the limited consultation time and alignment with reporting timelines, staff have submitted to the ERO in accordance with submission deadlines. The various submissions are described in the section below and are included as appendices to this report. Should Council determine any additional comments or refinements are required, staff will follow-up with the appropriate ministry contacts to advise on new input at the earliest opportunity.

1. Parkway Belt West Plan (PBWP)

1.1 Revoking the *Parkway Belt West Plan, 1978* (ERO # [026-0229](#)). Stretching 120 km from Hamilton to Markham, the PBWP is Ontario's first provincial land use plan to reserve land for multi-purpose utility corridors, to act as an urban separator and provide a linked open space system across the Greater Toronto Area. The PBWP has become increasingly outdated, or is overlapping other jurisdictional planning work, and does not reflect Ontario's current land use planning policy framework. MMAH is proposing to revoke the PBWP to streamline, reduce, and eliminate burdens.

Municipal Impact:

- Staff are supportive of streamlining planning tools and the concurrent review of the PBWP and MZOs while favoring revocation contingent upon a clear transition strategy to protect infrastructure, maintain long-term planning objectives, and prevent policy gaps.
- Please see Appendix A for the full ERO submission.

1.2 Revoking the five MZOs associated with the Parkway Belt West Plan (ERO # [026-0230](#)). In 1973, fourteen MZOs were put in place to identify and protect lands to support the implementation of the PBWP. Currently, portions of five of the original MZOs remain, as municipalities have brought their local zoning by-laws into conformity over time. One of the

five MZOs remaining are in Burlington ([O. Reg. 482/73](#)). MMAH is proposing to revoke the PBWP and the remaining portions of its five associated MZOs.

Municipal Impact:

- Given the interrelated nature of the PBWP and its implementing MZOs, as well as the identical consultation questions, City staff prepared consolidated comments addressing this posting *and* the ERO posting above ([026-0229](#)).
- Appendix A provides further detail in relation to the full ERO submission

1.3 Studying the preservation of a corridor of land within, and adjacent to, the Parkway Belt area for future transmission infrastructure (ERO # [026-0347](#)). The Ministry of Energy and Mines is launching a study to identify which of these lands will be needed to ensure electricity demand growth in the GTHA can be met reliably and affordably.

Municipal Impact:

- Staff are supportive of the Province's initiative to protect lands within the Parkway Belt area for future electricity transmission infrastructure.
- Staff requests that these comments be considered in combination with the City's submissions related to ERO postings # 026-0229 and # 026-0230 (see Appendix A).
- Appendix B offers further detail in relation to the full ERO submission to this posting, but concerns are principally focused on ensuring:
 - Burlington is consulted specifically on lands within the City;
 - A structured municipal engagement process is established; and
 - The study is properly sequenced with the PBWP revocation to avoid regulatory gaps.

2. Communal Servicing

2.1 Setting out requirements for municipal consent of non-municipal communal drinking water and wastewater systems and requiring municipalities to consent if requirements are met (ERO # [026-0302](#)). Amendments are proposed to the *Municipal Act, 2001* and *Safe Drinking Water Act, 2002*, to enable regulations to set out requirements for municipal consent of non-municipal communal drinking water and wastewater systems and to require municipalities to consent if requirements are met.

Municipal Impact:

- The proposed legislative framework would shift the existing permissive consent model, under which municipalities may exercise discretion in approving or refusing proposed communal systems, to a mandatory consent model.
- If prescribed criteria and conditions are satisfied, a municipality would be required to provide consent. The specific criteria and conditions would be set out in future regulations not yet drafted, which the Province has indicated will be made available for public feedback at a later date.

- Halton Region retains responsibility for water and wastewater servicing planning across the Region. Burlington also has a substantial rural area north of its urban boundary, including lands within, or adjacent to, the Niagara Escarpment Plan area and the Greenbelt.
- Staff are supportive, in principle, of a rules-based approach to municipal consent. However, since the majority of Burlington's rural lands are presently served by private wells and individual septic systems, the criteria and conditions established through future regulations must be appropriately calibrated to protect land use planning integrity, environmental quality, and long-term municipal interests.
- Please see Appendix C for the full ERO Submission.

3. Projection Methodology

3.1 Revising the draft Projection Methodology Guideline (ERO # [026-0304](#)). To support the implementation of the *Provincial Planning Statement, 2024*, MMAH is seeking feedback on a further revised draft Projection Methodology Guideline (PMG) to assist planning authorities with identifying population and employment forecasts and assessing land needs.

Municipal Impact:

- City staff are generally supportive of the guidance provided in the proposed PGM. The flexibility built into the PGM for municipalities to refine provincial projections with local data (i.e., local development activity, demographic shifts ,etc.) will support producing context-sensitive forecasts.
- Ongoing coordination among Halton Region, local municipalities, and relevant agencies will remain important to support effective and integrated growth management. This coordination is particularly important for the City given Halton Region's transition to an upper-tier municipality without planning responsibilities.
- The revised PGM provides clearer guidance for identifying housing needs by unit type, housing affordability, target vacancy rates, and market contingency factors while aligning with the Federal Housing Needs Assessment methodology.
- The proposed use of the North American Industry Classification System (NAICS) better reflects industry activity and associated land demand, and is also the system currently used by Halton Region in the preparation of its annual Employment Surveys.
- Please see Appendix D for the full ERO Submission.

4. General (all aspects of Bill 98)

4.1 Facilitating the electronic submission of information as part of the *Planning Act* process electronically (ERO # [026-0305](#)). MMAH is proposing amendments to various regulations under the *Planning Act* to facilitate the electronic submission of

information and material to approval authorities and allow notices to be given electronically to the Province.

Municipal Impact:

- The City has consistently supported the Province's objective of streamlining and expediting the development review process. In that regard, staff note that:
 - The City has already transitioned fully to digital application submissions, accepting all required information and materials in digital format and eliminating the need for original or certified copies.
 - The City has moved toward digital-first practices in its application circulation and notification processes, providing notices and other materials for public information in a digital format wherever possible.
- Staff would welcome provincial guidance on how notice requirements under the Planning Act may be formally satisfied through digital means and any regulatory or legislative changes that would provide clarity and consistency in this area.
- Please see Appendix E for the full ERO Submission.

4.2 Prohibiting mandatory enhanced development standards as a condition of land division approvals (ERO # [026-0309](#)). MMAH is proposing a Minister's regulation that would have the effect of removing authority to require certain mandatory Enhanced Development Standards or sustainability measures as a condition of land division approval.

Municipal Impact:

- Staff broadly support the Province's objectives to streamline development approvals and shift enhanced development elements toward a more voluntary and incentive based approach. The City shares the goal of enabling timely and predictable approvals while ensuring developments are well designed and resilient.
- This proposed change represents a shift from a conceptual discussion to a specific regulatory proposal, particularly as it relates to conditions of land division approvals. While the intent to limit mandatory sustainability only requirements is understood, staff highlight several areas where additional clarity would help ensure the regulation achieves its objectives without unintended consequences.
- Appendix F provides further detail in relation to the full ERO submission.

5. Site Plans

5.1 Reforming changes to site plan control under the *Planning Act* (ERO # [026-0310](#)). MMAH is proposing bold and transformational reforms to site plan control to enable a faster, more predictable, cost effective and coordinated municipal site plan process.

Municipal Impact:

- In Burlington, the site plan process is a vital coordination tool used to proactively solve problems ahead of construction, when delays are most costly. It also ensures that new development enhances quality of life and protects the health and safety of residents.
- The City is fully aligned with the Province's goal of making the site plan control process more efficient. By using LEAN manufacturing principles, the City has transformed this process to achieve an estimated 54 per cent reduction in processing time between pre-consultation and statutory approval.
- Burlington's experience demonstrates that meaningful improvements to site plan approval timelines are best achieved through targeted, process-based reforms rather than reducing the scope or eliminating the process itself.
- The LEAN solutions adopted by the City could help any Ontario municipality achieve significant time savings in the site plan process.
- Please see Appendix G for the full ERO submission.

As a proposed next step, Community Planning staff at the City have offered to meet with MMAH to further discuss these LEAN concepts and share insights that could inform broader improvements to the development approval system. To support and facilitate this meeting, the City's Government Relations (GR) team have included this as a delegation request for the AMO 2026 Conference taking place in Ottawa this August.

6. Minimum Lot Sizes

6.1 Establishing a minimum residential lot size in urban areas (ERO # [026-0311](#)). MMAH is proposing a potential regulation under the *Planning Act* to establish a minimum lot size of 175 square metres on urban residential lands in Ontario.

Municipal Impact:

- In March 2026, the City completed and enacted a New Residential Zoning By-law. Staff reduced the number of residential zones from 33 down to 9 and reduced minimum frontages and lot areas to be consistent with neighbourhood context and the desire to be more flexible to encourage further housing supply.
- While staff support encouraging broader housing options within existing neighbourhoods, appropriate minimum requirements are still necessary to ensure that an adequately-sized home can fit on the lot while maintaining adequate permeable surfaces, setbacks, landscaping, and amenity space for residents.
- The application of a minimum lot size across all residential zones throughout Ontario would not reflect the unique characteristics of existing neighbourhoods and would in fact erode those very characteristics. Furthermore, new minimum lot size requirements would create additional regulation and may result in lots that are not developable in accordance with the balance of Burlington's New Residential Zoning By-law.
- Please see Appendix H for the full ERO submission.

7. Parkland

7.1 Standardizing parkland requirements including encumbered lands and privately owned public spaces (ERO # [026-0312](#)). MMAH is proposing a Minister's regulation under the *Planning Act* to standardize parkland dedication requirements in respect of the conveyance of developer-identified parkland, including encumbered lands and privately owned public spaces (POPS) arrangements, to implement provisions under Bill 23, the *More Homes Built Faster Act, 2022*.

Municipal Impact:

- While framed as administrative streamlining to support housing delivery, these changes represent a profound shift in city building responsibility away from municipalities. If implemented as proposed, these changes will have generational impacts, permanently reshaping urban landscapes.
- Cities built without real, functional, publicly owned parkland do not evolve into complete communities. It will come at the irreversible cost of fewer real parks, diminished public space, heightened municipal liabilities and cities that are less healthy, less resilient, and less livable for generations to come.
- Please see Appendix I for the full ERO submission.

8. Complete Applications

8.1 Streamlining the information and material that planning authorities can require as part of a complete application (ERO # [026-0313](#)). MMAH is proposing a regulation(s) under the *Planning Act* that would identify the only information and material that planning authorities could require as part of a complete application, to provide more certainty and predictability for applicants and support faster planning approvals.

Municipal Impact:

- Streamlining the information and material that planning approval authorities can require as part of a complete application can add consistency across municipalities and a standard expectation of what could be required to complete a planning review.
- However, the required studies list must be robust enough to ensure that planning authorities are able to receive the information they need to determine if a proposal meets the applicable policy tests and is consistent with provincial direction.
- Clarification as to whether there would be any implications relating to the standard submission requirements, as outlined in the Planning Act (i.e., application details, architectural plans, or application fees) would be helpful.
- Staff recommend that the Province consider adding urban design studies and Landscape Plans to the list of studies/materials to ensure good development.
- Please see Appendix J for the full ERO submission.

8.2 Specifying additional certified professionals for the purposes of a complete application (ERO # [026-0314](#)). MMAH is proposing to add additional certified professionals – e.g., registered landscape architects – for the purposes of a complete application to speed up development approvals and reduce some initial application costs associated with development proposals.

Municipal Impact:

- Staff support initiatives that improve clarity, consistency, and predictability in the development approvals process. At the same time, mandating the automatic acceptance of final reports could result in unintended consequences and may be detrimental to the broader public interest.
- While professional certification demonstrates competence and accountability, it does not guarantee that a submission is complete, accurate, or suitable in every instance.
- Staff are of the opinion that a blanket automatic acceptance requirement is not necessary and would have very little, if any, impact on application processing efficiency.
- Please see Appendix K for the full ERO submission.

9. Standardized Official Plans

9.1 Simplifying and standardizing the format of Official Plans for upper-tier municipalities as well as a proposal for secondary plans and site- and area-specific policies (ERO # [026-0315](#)). MMAH is proposing to simplify and standardize the format of official plans for upper-tier municipalities as well as a proposal for secondary plans and site- and area-specific policies (SASPs).

Municipal Impact:

- Staff generally support the intent to improve clarity, consistency, and efficiency in land use planning across Ontario. However, care and refinement in the approach is required to ensure that local context and strategic planning objectives continue to be effectively represented.
- Feedback provided by Staff focused on the theme of Secondary Plan and Site-and-Area Specific Policies, as Burlington is not subject to an upper-tier with planning responsibilities.
- Please see Appendix L for the full ERO submission.

10. Development Charges

10.1 Changes to the *Development Charges Act, 1997* (DCA) to exempt non-profit retirement homes from DCs (Regulatory Registry # [26-MMAH009](#)): To help improve the viability of building non-profit retirement homes for Ontario's senior population, MMAH is proposing to amend the DCA to exempt non-profit retirement homes from DCs. Bill 98 also introduces potential future requirements for disclosure of DCs.

Municipal Impact:

- Although no formal submission was prepared, City staff highlight the following ideas:
 - Retirement homes already have a form of DC relief in that the City's DC for a retirement home is 50 per cent of that for a one-bedroom apartment.
 - Staff will suggest that the Province review this change to consider all retirement homes for DC relief.

11. Building Transit Infrastructure¹

11.1 Fare and service integration. Schedule 4 of Bill 98, led by MTO, aims to create more opportunities to keep people moving quickly and safely across the GTHA by implementing “One Fare 2.0,” which would explore the creation of one single fare structure in the GTHA, allowing transit customers to pay the same fare and have transfers regardless of where they start their journey. Other changes proposed include service improvements on priority routes that cross municipal borders and facilitating a better specialized transit experience in the GTHA.

Municipal Impact:

- Staff note that impacted transit agencies will have the opportunity to collaborate with the Province to provide insight and feedback on rationale for existing fare structures, priority routes, and specialized service policies.
- Changes as a result of this legislation may impact Burlington Transit’s business plan, as there may be unexpected capital spending required, changes to fare programs and passes, and additional service required that was not previously contemplated.

MTO is also proposing the following changes which have provincial implications. Additional detail pertaining to these proposals can be found in Appendix M.

- **High-Occupancy Vehicle (HOV) lanes off peak hours.** MTO is proposing a regulatory amendment to the *Highway Traffic Act, 1990* that will allow single-occupant vehicles to use HOV lanes during off-peak hours, making better use of existing highway infrastructure to help reduce gridlock and keep drivers moving on provincial highways.

¹ Currently, MTO has no ERO or Regulatory Registry postings pertaining to the changes proposed under Schedules 4 and 5 of Bill 98 but a future consultation period is mentioned as part of the HOV lane proposal.

- The change will take place before the end of 2026, following a period of public consultation.
- “Off-peak hours” has yet to be defined; An HOV lane exists on a 16.5 kilometer stretch on the QEW extending from Guelph Line in Burlington to Trafalgar Road in Oakville in both directions.
- **Transit Enablers – Development and Approvals Process.** MTO is introducing amendments to the *Metrolinx Act, 2006*, to streamline the process by which Metrolinx obtains technical and engineering support from municipalities to advance new transit projects, including GO Transit stations.
 - On May 19, 2026, MTO posted a proposal for comment on the Ontario Regulatory Registry entitled: “**Accelerating Transit Delivery: Proposed Regulation under the Metrolinx Act, 2006**” ([26-MTO013](#)).
 - To support the timely delivery of key transit projects, the ministry is proposing to amend the *Metrolinx Act, 2006* to create a streamlined compliance reporting process for Metrolinx which will be more scoped than the traditional building permit process.
 - City staff are currently reviewing the proposal, which is open for public comment until June 2, 2026.
- **Standardize GO Station Design/Cost.** MTO will continue to work with Metrolinx to standardize GO station design to reduce construction costs by implementing simpler, more efficient engineering practices to ensure value for money. This work reduces station infrastructure requirements that will speed up timelines and keep costs low for new stations.
- **Road Standards Harmonization.** MTO is bringing forward a regulation to make Ontario Provincial Standards for municipal road construction mandatory with respect to hot mix asphalt, aggregates, drainage and general conditions of contract for municipalities throughout the province. These requirements would apply to municipal road construction projects starting on or after July 1, 2027. The regulation will also establish an exemption request process and reporting requirements.
- **Class A Driver’s Licence Waiting Period.** MTO intends to bring forward a regulatory amendment requiring a mandatory waiting period between obtaining a Class G driver’s licence and commercial Class A licence. This amendment aims to improve road safety and reduce fraud in the driver licensing system by requiring on-road driving experience before drivers can obtain a Class A licence.

Miscellaneous ERO Submissions

While not part of the original legislative package for Bill 98, the following proposals are related to the changes proposed in the bill, and in turn, included in this report for reference:

- **Proposed Amendment to the Parkway Belt West Plan and Minister's Zoning Order, O. Reg 482/73** (ERO # [026-0165](#)). This posting was open for comment between February 13 - March 15, 2026. The posting sought public input on two provincially initiated proposed amendments to the PBWP and the Plan's associated MZO, filed as O. Reg 482/73, for lands municipally known as 2084, 2344, 2460 and 2482 Dundas Street in Burlington ("the subject lands"). The purpose of the proposed amendments is to remove the subject lands from the PBWP and the associated MZO to facilitate the future disposition of the lands which have been deemed surplus to government needs.

Municipal Impact:

- The subject lands are currently designated 'Utility' and 'Public Open Space and Buffer Area' within the 'Public Use Area' under the PBWP and are identified as 'Rural' under the City's Official Plans and Zoning By-law.
 - Should the subject lands be removed from the PBWP and the MZO, permitted uses would continue to be subject to the City's Official Plans and Zoning By-law. Any future development on the subject lands would require approval from the City.
 - Please see Appendix N for the full submission.
- **Proposed Regulation to streamline planning approvals for Kindergarten to Grade 12 (K-12) publicly funded schools under the Planning Act** (ERO # [026-0426](#))
Posted on April 21, 2026, MMAH is proposing a regulation under the *Planning Act* to help make it easier and faster for publicly funded school boards to obtain municipal planning approvals for schools across the province to support complete communities.

Municipal Impact:

- Staff note that this proposed regulation is separate from ERO # [026-0313](#) under Bill 98 (*ref. 8.1 - Streamlining the information that planning authorities require as part of a complete application*) and is specific to planning approvals for K-12 publicly funded schools. City staff are currently reviewing this proposal, which is open for public comment until June 5, 2026.

Recommendation Details

- Receive this report for information on the potential implications of Bill 98, *Building Homes and Improving Transportation Infrastructure Act, 2026* as reflected by preliminary staff comments that comprise submissions to the Environmental Registry of Ontario (ERO) postings associated with the bill.

Key Dates & Milestones

The first reading of Bill 98 was carried on March 30, 2026, with a second reading debate on April 13, 2026. The bill was passed at Third Reading on May 14, 2026. Many provisions will come into force through proclamation and supporting regulations, with key details to be established through the Environmental Registry of Ontario (ERO) process.

The government is inviting municipalities to review the ERO postings associated with the changes proposed as part of the Bill 98 legislative package, the comment period for which ended on May 14, 2026, with the exception of [26-MTO013](#) (closes June 2, 2026) and ERO # [026-0426](#) (closes June 5, 2026 but is not part of the Bill 98 legislative package).

Implications

- Financial
 - While this report has no immediate financial impact, future costs will depend on the final regulations and how the proposed changes are implemented.
- Legal
 - Staff have reviewed the various Acts implicated and provided staff with legal advice subject to solicitor client privilege where necessary.
- Human Resources
 - Staff time has been allocated to the review, analysis and submission of responses to relevant ERO and/or Regulatory Registry postings.
- Communications
 - Staff will continue to monitor legislative and regulatory developments, participate in provincial consultation processes, and report back to Council as further details become available.
- Engagement
 - In addition to ongoing provincial advocacy, Government Relations staff will continue to work closely with departments while monitoring any further developments made by key stakeholders including the Association of Municipalities of Ontario (AMO), Ontario Big City Mayors (OBCM), Halton Region, and the housing sector.

- Climate
 - No direct climate implications arise from the recommendation itself, though future impacts will be considered at the time of final direction on a wide range of issues including enhanced development standards, among others.
-

References

Ontario Newsroom. (2026). *Ontario Introducing Legislation to Improve Transit and Build More Homes*. Retrieved from: <https://news.ontario.ca/en/release/1007229/ontario-introducing-legislation-to-improve-transit-and-build-more-homes>

Report No. [DGM-32-26](#): *Environmental Registry of Ontario (ERO) Postings Update*. City of Burlington, Development and Growth Management, Community Planning. CIP date: April 10, 2026.

Strategic Alignment

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

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Appendices:

- A. ERO Submission – Revoking the Parkway Belt West Plan and its five MZOs
- B. ERO Submission – Future electricity infrastructure within Parkway Belt West Plan Lands
- C. ERO Submission – Communal drinking water and wastewater system municipal consent
- D. ERO Submission – Revising the draft Projection Methodology Guideline
- E. ERO Submission – Electronic submission of information as part of Planning Act process
- F. ERO Submission – Prohibiting mandatory enhanced development standards
- G. ERO Submission – Reforming changes to site plan control under the Planning Act

- H. ERO Submission – Establishing a minimum residential lot size in urban areas
- I. ERO Submission – Standardizing of parkland requirements under the Planning Act
- J. ERO Submission – Streamlining information that planning authorities can require
- K. ERO Submission – Additional prescribed professions for a complete application
- L. ERO Submission – Consultation on official plans, secondary plans, and SASPs
- M. Bill 98 Media Briefing Deck
- N. ERO Submission – Proposed amendment to the Parkway Belt West Plan and MZO
- O. Preliminary Stakeholder Reaction to Bill 98.

Draft By-laws for Approval at Council:

- None

Notifications:

- Hon. Rob Flack, Minister of Municipal Affairs and Housing
- Hon. Graydon Smith, Associate Minister, Ministry of Municipal Affairs and Housing
- Martha Greenberg, Deputy Minister, Ministry of Municipal Affairs and Housing
- David McLean, Assistant Deputy Minister, Housing Policy and Planning Division, Ministry of Municipal Affairs and Housing

Report Approval:

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



May 14, 2026

Electronic Submission only

ATTENTION:

Ministry of Municipal Affairs and Housing
Provincial Land Use Policy Branch
777 Bay Street, Toronto, ON
parkwaybeltwestplan@ontario.ca

RE: ERO Posting No. 026-0229: 2026 Proposal to revoke the Parkway Belt West Plan, 1978; and

ERO Posting No. 026-0230: 2026 Proposal to Revoke the five MZOs associated with the PBWP

Background

On March 30, 2026, [ERO No. 026-0229: 2026 Proposal to revoke the Parkway Belt West Plan, 1978](#) and [ERO No. 026-0230: 2026 Proposal to Revoke the five MZOs associated with the PBWP](#) were posted to the Environmental Registry of Ontario (ERO) with a 45-day commenting period ending May 14, 2026. The postings seek feedback on legislative and regulatory changes to revoke the Parkway Belt West Plan (PBWP) and its remaining associated Minister's Zoning Orders (MZOs), respectively.

Given the interrelated nature of the PBWP and its implementing MZOs, as well as the identical consultation questions, the City of Burlington has prepared consolidated comments addressing both postings. For added clarity, all references to the term "planned corridor" or "corridors" in this comment letter should be interpreted in accordance with the defined term in the Provincial Planning Statement, 2024.

Previous Comments Re: ERO No. 019-6167

In 2022, staff provided comments on a similar proposal under [ERO Posting No. 019-6167: Proposed Revocation of the Parkway Belt West Plan](#) (attached). The submission prepared by City staff highlighted the following:

- support, in principle, for removal of redundant provincial policy layers;
- the need to avoid gaps in infrastructure planning and corridor protection; and
- the importance of coordinated implementation with municipalities and agencies

Comments Re: ERO Nos. 026-0229 and 026-0230

1. What are your thoughts on the proposal to revoke the PBWP and five associated MZOs?

The City supports efforts to streamline planning tools and appreciates the concurrent consideration of the PBWP and the MZOs. The City reiterates its previous support for revocation, provided a clear and coordinated transition strategy is established. This strategy should ensure that the original objectives related to infrastructure corridors and long-term planning are not undermined, and that policy gaps are avoided.

2. What potential municipal concerns and impacts (e.g., on local zoning) are there with respect to revoking the remaining MZOs?

While the PBWP does not capture all planned corridors, it does function as a large consolidation of various corridor protection requirements across several provincial ministries and entities. The PBWP/MZOs also set out detailed provisions for the range of permitted uses within these corridors.

Clear direction is required regarding transition of policies and regulations into municipal planning frameworks- in particular, confirmation that the existing policies for planned corridors within the Provincial Planning Statement, 2024 (PPS, 2024) provide sufficient direction for municipalities.

Recommendation 1 – *Consider the issuance of guidance materials to clarify expectations for both secondary and interim land uses within planned corridors, as well as compatibility criteria for development within adjacent lands.*

Though existing PBWP/MZO provisions can easily be adapted to municipal planning documents, there is less certainty around future corridors. In some cases, this is remedied by existing permitting processes, such as Infrastructure Ontario's Provincial Secondary Land Use Program. In other cases, municipalities will need to rely on the limited provisions of the PPS, 2024 (i.e. subsection 3.3 "Transportation and Infrastructure Corridors") to guide land permissions.

The issuance of supplementary guidance materials would support municipalities in determining the range of appropriate land uses within planned corridors, as well as criteria to ensure that proposed new development on adjacent lands meets provincial expectations for compatibility.

Recommendation 2 – *Consider the introduction of a centralized open dataset for planned corridors.*

A centralized dataset would streamline land use planning processes by enabling municipalities to more quickly update Official Plans and Zoning By-laws, while minimizing the risk of errors and/or omissions. This approach would also complement provincial efforts to standardize Official Plan contents by ensuring municipalities are utilizing a consistent dataset for the identification of planned corridors.

For example, the preliminary study area for the 407 Transitway is identified within the PBWP but the preferred alignment approved through various Transit Project Assessment Processes (TPAPs) is not centrally housed online. Ideally this kind of information would be made publicly available through an existing tool such as Ontario GeoHub for municipal ease of use. This would

have the added benefit of reducing the number of data requests from individual municipalities to the Province.

Recommendation 3 – Consider the standardization of relevant provincial processes.

Planned corridors may be identified by numerous provincial ministries and entities with varying approaches to notification. Standardizing municipal notification requirements would better support the timely updating of municipal planning documents. Further opportunity exists within the Ministry of Municipal Affairs and Housing's One Window Service, i.e. ensuring that corridor-related information is clearly and consistently communicated through provincial responses to municipal circulations, as applicable.

Recommendation 4 – Consider additional legislative changes to clarify that a planned corridor may be incorporated into municipal planning documents as a minor technical change, through Delegated Authority.

Planned corridors are typically developed through extensive study, in accordance with provincial legislation and regulations. For example, the *Environmental Assessment Act* contains detailed provisions for public consultation and appeal rights to ensure that provincial decisions are in the public interest. However, when a municipality amends its planning documents to reflect provincial corridor protection requirements, there is a possibility that the change will be appealed to the Ontario Land Tribunal (OLT).

Referring such matters (i.e., where there is no municipal discretion or refinement process) to the OLT is misleading to the public, increases legal and administrative costs, and diverts resources away from delivering housing. This is contrary to the government's efforts to streamline, reduce and eliminate municipal and provincial burden. Alternatively, the identification of a planned corridor within municipal planning documents could be undertaken as a technical change through Delegated Authority- a faster, simpler process without an appeal mechanism.

Delegated Authority recognizes that municipal planning documents require regular technical, or "housekeeping", changes to remain accurate and up to date. These changes are minor in nature and do not require public consultation. As planned corridors derive their authority from the provincial legislation under which they are approved, identifying them within municipal planning documents is a convenience rather than an enabling mechanism.

The Province should consider additional legislative changes to clarify that the incorporation of provincial mapping (where municipal refinement is not required/permitted) into municipal planning documents is considered a minor technical change. This clarification would encourage municipal uptake of Delegated Authority as a tool for incorporating provincially established mapping and would eliminate the risk of duplicative appeal processes, added costs and unnecessary delays.

Recommendation 5 – Consider aligning the timing of the PBWP/MZO revocation with the proposed timelines for the standardization of municipal Official Plan contents under Schedule 1 of Bill 98.

This approach would maximize efficiency by leveraging a parallel process regarding Official Plan contents, while also enhancing process consistency across the five municipalities with remaining MZOs.

Careful coordination of timing with each municipality will be essential to avoid unintended gaps in zoning (i.e. ensuring PBWP/MZO revocation does not occur prior to the updating local zoning coming into full force and effect).

Recommendation 6 – *Consider administrative amendments to the Greenbelt suite of plans to acknowledge the revocation of the PBWP/MZOs.*

Given the uncertain timing for the coordinated review of the Greenbelt Plan, Niagara Escarpment Plan and Oak Ridges Moraine Plan, it may be necessary to enact administrative amendments to guide interpretation of references to the PBWP following its revocation.

Next Steps

Please accept this letter as the City of Burlington's submission on ERO Posting No. 026-0229 and ERO Posting No. 026-0230. This same letter will be submitted individually to each posting.

Given the short period for consultation the attached comments have not been approved by City Council. This submission will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the Province will be advised at the earliest opportunity.

December 30, 2022.

Electronic Submission only

ATT: Ministry of Municipal Affairs and Housing
parkwaybeltwestplan@ontario.ca

RE: Proposed Revocation of the Parkway Belt West Plan
Seeking feedback on a proposal to revoke the Parkway Belt West Plan, 1978
[ERO Posting 019-6167](#)

Background

The Parkway Belt West Plan is Ontario's first provincial land use plan, originally created in 1978 by Order-in-Council under the authority of the *Parkway Belt Planning and Development Act, 1978*.

The Plan is now under the jurisdiction of the *Ontario Planning and Development Act, 1994*.

In 1973, fourteen Minister's Zoning Orders were also put in place to identify, protect lands and specify permitted uses and standards to support the implementation of the Plan.

The Plan was originally created with four goals:

1. Provide separation and definition of urban area boundaries;
2. Create links between urban areas by providing space for movement of people, goods, energy, and information (e.g., Hwy 407, inter-urban transit);
3. Provide a land reserve for future linear facilities (e.g., hydro corridors); and,
4. Provide a system of open space and recreational facilities (e.g., public open space, golf driving ranges).

There are two general land use designations in the Plan: Public Use Areas and Complementary Use Areas. Amendments have been made to the Plan to redesignate and/or remove lands over the years, with the Plan's focus evolving to support an infrastructure corridor.

Comments

The Parkway Belt West Plan includes lands within the City of Burlington. The City commends the Province for considering an opportunity to examine the revocation of the

Parkway Belt West Plan. The posting background provides good context (historical and geographical) for the creation and evolution of a less understood long-standing Provincial Plan.

Echoing feedback provided by the Region of Halton, the removal of this additional layer of Provincial planning policy that applies in Burlington is supported in principle. It is recommended that the Province set up a clear process in partnership with municipalities, the Niagara Escarpment Commission and other stakeholders to determine the approach to revocation, to ensure that:

- the revocation does not undermine the people, goods, energy and information objectives of the plan; and,
- that no gaps in local planning documents are created.

This exercise should likely be undertaken alongside other transportation and infrastructure agencies or stakeholders to ensure a holistic analysis. This is particularly important as it relates to the four key goals of the Provincial Plan as set out in 1978. Staff agree that the revocation exercise can be accomplished in tandem with any changes required at a local level. Working collaboratively will ensure that the revocation does not introduce any gaps or undermine long term, inter-regional planning from a transportation and infrastructure perspective.

Staff support the posting detail that notes the importance of considering the existing remaining MZOs in Burlington. The posting acknowledges that those MZOs would need to be revoked or deemed as local zoning by-laws through a separate process. Staff recommend that these MZOs be considered in tandem with the broader revocation discussion.

Please accept this letter as the City of Burlington submission on ERO Posting 019-6167. Given the short period for consultation the attached comments have not been approved by City Council. This letter will be shared with the City's Committee's and Council at the earliest opportunity. Should Council determine any additional comments or refinements to the attached comments are required the Province will be advised at the earliest opportunity.

Sincerely,



Mark H. Simeoni, MCIP, RPP
Director of Community Planning
Community Planning Department
City of Burlington

ELECTRONIC SUBMISSION ONLY

May 26, 2026

Attn: William Coutts, Senior Policy Advisor
Ministry of Energy and Mines
77 Grenville Street, 6th Floor
Toronto, ON M7A 2C1

Re: [ERO Posting No. 026-0347](#) - Proposal to identify and protect a corridor of land for future electricity infrastructure within and adjacent to the Parkway Belt West Plan Lands

The City of Burlington acknowledges ERO Posting 026-0347, posted by the Ministry of Energy and Mines (MEM), which initiates a study to identify and preserve a corridor of land within and adjacent to the Parkway Belt West Plan area for future electricity transmission infrastructure. The stated purpose of the study is to determine which lands within the corridor will be required to ensure that electricity demand growth in the Greater Toronto Area can be met reliably and affordably.

Comments

Support for Protecting the Energy Corridor Function

The City of Burlington supports the Province's objective of ensuring that the electricity transmission corridor function currently provided by the Parkway Belt West Plan lands is not lost as a consequence of PBWP revocation. Protecting the capacity of the GTA's inter-regional electricity transmission network is a matter of fundamental public interest and long-term infrastructure planning.

The City's December 2022 submission on ERO 019-6167 specifically recommended that the PBWP revocation be undertaken alongside transportation and infrastructure agencies to ensure a holistic analysis, and that the exercise not undermine the Plan's energy and infrastructure corridor objectives. This posting is consistent with that recommendation.

Request for Burlington-Specific Information on the Study Area

The City requested that the Ministry of Energy and Mines circulate mapping identifying which lands within the City fall within, or are adjacent to, the proposed study area. The spatial mapping data was provided to City staff within the active commenting deadline. This is acknowledged and appreciated.

Recommendation for a Structured Municipal Engagement Process

It is recommended that the Ministry of Energy and Mines establish a formal municipal engagement process as part of the transmission corridor study, in addition to the public ERO consultation. Affected municipalities have direct planning jurisdiction over the lands subject to the study and are best positioned to provide relevant local information on land uses, infrastructure plans, and community sensitivities.

Through an established engagement process it is requested that MEM and the project team:

- Consult directly with the City of Burlington and the Region of Halton on the scope and findings of the corridor study as it applies to Burlington lands.
- Share preliminary study findings with municipalities before designations or regulatory instruments are finalized, to allow for review and input on local planning implications.
- Establish a clear process for how any new provincial transmission corridor designation will interact with existing local Official Plan designations and Zoning By-laws, and whether local plan amendments will be required (i.e. transition policies); and
- Identify the anticipated timeline for the study and any resulting designation process, so that Burlington can plan its own Official Plan and community planning work accordingly.

Coordination with the Parkway Belt West Plan Revocation (ERO 026-0229)

It is requested that MEM provide a description of the relationship between this corridor study (ERO 026-0347) and the proposed revocation of the Parkway Belt West Plan (ERO 026-0229). There is a concern that if PBWP revocation proceeds before the corridor study is complete and before any replacement protection mechanism is in place, there may be an interim period during which corridor lands in Burlington are subject to neither PBWP protection nor any alternative provincial constraint. This could create uncertainty for landowners and the City's development review process, and potentially expose corridor lands to development pressures inconsistent with their long-term function. MEM staff clarified at the Apr. 20, 2026, webinar that the initial study lands identified on the circulated mapping has the effect of designating the study area as a planned corridor under the Provincial Planning Statement, 2024.

Specifically, clarity is sought regarding the following:

- Whether the transmission corridor study is intended to identify lands that will be subject to a new form of provincial corridor protection (beyond PPS protections) prior to, concurrent with, or following PBWP revocation.
- Whether PBWP revocation will proceed for all lands simultaneously, or whether lands within the study area may be subject to a deferred or phased revocation pending the study's findings which are anticipated in Fall 2026.

Regional and Inter-agency Transportation and Infrastructure Considerations

The PBWP was designed as an inter-municipal and inter-regional infrastructure corridor serving the western GTA, including Burlington, Halton Hills, Mississauga, Brampton, and other municipalities. It is recommended that MEM undertake the corridor study with full recognition of this inter-regional character and engage all affected municipalities and the relevant regional

governments consistently. It is also noted that the Parkway Belt area contains or is adjacent to other critical infrastructure, including Highway 407, hydro transmission corridors, and inter-regional transit planning routes. For example, there is an overlap between the PBWP Transmission Corridor study area and the preferred alignment for the Brant to Hurontario portion of the proposed 407 Transitway. It is recommended that the corridor study be coordinated with Infrastructure Ontario, Metrolinx, Hydro One, Burlington Hydro, and other relevant infrastructure agencies to ensure a holistic, long-term approach to corridor protection in the area.

Demand Forecast Assumptions and Need for Adaptive System Design

As provided at the April 8, 2026, Targeted Meeting, the GTA West region is forecast to experience an electricity growth demand rate of $\pm 3.4\%$ annually, above the provincial average rate of $\pm 2.0\%$. For Burlington specifically, station capacity needs at the Palermo Transmission Station are projected to reach 41MW by 2044, driven by residential growth, large-scale projects, and grid electrification efforts. Capacity needs at the Bronte Transmission Station compound these requirements.

It is noted that IESO's current GTA West demand forecast does not include potential transmission-connected large-scale customers. The rapid and unpredictable pace of large-scale electricity demand growth that is now driven by data centre construction, electric vehicle adoption, electrification of heating systems, and the broader transition from fossil fuels through climate-led initiatives represents a class of demand that is increasingly material to regional transmission planning.

It is recommended that:

- The corridor study be sized and planned to accommodate a range of demand scenarios.
- The methodology for identifying and protecting corridor lands include a reasonable margin of error to accommodate demand growth that materializes faster than currently modelled.
- The study and resultant corridor(s) be designed with sufficient flexibility to support integration of renewable energy generation and distributed energy resources.

Secondary and Compatible Uses within the Protected Corridor.

The transmission corridor lands within Burlington pass through established residential neighbourhoods, employment areas, the rural/urban interface, recreation areas, and currently vacant sites that are intended to intensify. It is understood that these lands have historically provided, and will continue to provide, a range of incidental community benefits beyond their primary infrastructure function. It should be ensured that the corridor study consider and plan for compatible secondary uses.

It is recommended that:

- The corridor study and any resulting provincial designation include provisions to permit and/or encourage compatible secondary uses within the protected corridor in a manner consistent with the primary electricity transmission function.

Related ERO Submissions

The City requests that these comments be considered in combination with its submissions for related ERO posting Nos. 026-0229 and 026-0230. The following is a high-level summary of the relevant recommendations identified within those submissions:

- Consider the issuance of guidance materials to clarify expectations for both secondary and interim land uses within planned corridors, as well as compatibility criteria for development within adjacent lands.
 - This would support municipalities in determining the range of appropriate land uses within planned corridors, as well as criteria to ensure that proposed new development on adjacent lands meets provincial expectations for compatibility.
- Consider the introduction of a centralized open dataset for planned corridors.
 - This would streamline land use planning processes by enabling municipalities to more quickly update Official Plans and Zoning By-laws, while minimizing the risk of errors and/or omissions.

For complete details, please reference the original submissions.

Next Steps

The City of Burlington supports, in principle, the Province's initiative to protect lands within the Parkway Belt area for future electricity transmission infrastructure. The energy corridor function of the PBWP lands is a vital public interest that must be preserved through the revocation process. The City's concerns are principally focused on ensuring that Burlington is consulted specifically on the lands within its boundaries that fall within the study area, that a structured municipal engagement process is established, and that the corridor study is properly sequenced with the PBWP revocation to avoid regulatory gaps. Burlington looks forward to continuing to work collaboratively with the Province, the Region of Halton, and other affected municipalities on this important initiative.

Please accept this letter as the City of Burlington's submission on ERO posting 026-0347. Given the short period for consultation, the attached comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.



May 14, 2026

Electronic Submission Only

ATTENTION:

Ministry of Municipal Affairs and Housing
Intergovernmental Relations and Partnerships Branch
777 Bay Street, 13th Floor
Toronto, ON M7A 2J3
irpb-mmah@ontario.ca

ERO Posting No. 026-0302 - Proposed Amendments to the *Municipal Act, 2001* and the *Safe Drinking Water Act, 2002* Respecting Non-Municipal Communal Drinking Water and Wastewater System Municipal Consent Requirements

Background

The City of Burlington acknowledges ERO Posting 026-0302, posted by the Ministry of Municipal Affairs and Housing (MMAH) jointly with the Ministry of the Environment, Conservation and Parks (MECP). The posting seeks public feedback on proposed legislative amendments under the proposed *Building Homes and Improving Transportation Infrastructure Act, 2026* (Bill 98), specifically:

- Amendments to section 93 of the *Municipal Act, 2001* to require persons to apply for municipal consent to establish a non-municipal communal drinking water or wastewater system (public utility), and to create regulation-making authority prescribing conditions and criteria under which a municipality would be required to give consent; and
- Amendments to section 53 of the *Safe Drinking Water Act, 2002* (SDWA) to provide that where municipal consent is required to be given under clause 93(2)(b) of the *Municipal Act, 2001*, that consent is deemed to constitute consent under the SDWA.

The proposed legislative framework would shift the existing permissive consent model, under which municipalities may exercise discretion in approving or refusing proposed communal systems, to a mandatory consent model. If prescribed criteria and conditions are satisfied, a municipality would be required to provide consent. The specific criteria and conditions would be set out in future regulations not yet drafted, which the Province has indicated will be made available for public feedback at a later date.

Burlington is a lower-tier municipality within the Regional Municipality of Halton. Halton Region still retains responsibility for water and wastewater servicing planning across the

Region. Burlington also has a substantial rural area north of its urban boundary, including lands within or adjacent to the Niagara Escarpment Plan area and the Greenbelt. The majority of Burlington's rural lands are presently served by private wells and individual septic systems. The potential for non-municipal communal servicing in these areas is a matter of significant land use, environmental, and economic interest to the City.

Comments

1. Consent Framework

The City of Burlington acknowledges that the existing municipal consent process for non-municipal communal systems can benefit from greater consistency and clarity. Where a non-municipal communal system is technically sound, financially secure, and aligned with applicable land use policy, a clear and predictable consent framework may serve the interests of applicants, municipalities, and the public. Therefore, there is support in principle of a rules-based approach to municipal consent, provided that the criteria and conditions established through future regulations are appropriately calibrated to protect land use planning integrity, environmental quality, and long-term municipal interests.

2. Regulatory Framework

The City's most significant concern with ERO 026-0302 is that the proposed legislation creates a mandatory consent obligation for municipalities, while the criteria and conditions that would define that obligation are entirely deferred to future regulation. Municipalities are being asked to accept a fundamental reduction in their discretion without knowing what threshold will replace it.

It is recommended that the province commit to making the draft regulations available for public and municipal consultation before the proposed legislative amendments are proclaimed in force. A full ERO consultation on the regulations is essential; it is requested that the province include this commitment explicitly in any response to consultation submissions on ERO 026-0302.

3. Prescribed Criteria

It is requested that the prescribed criteria and conditions under any future regulation explicitly require that a proposed non-municipal communal system be consistent with the applicable municipal Official Plan, provincial plans (including the Niagara Escarpment Plan and the Greenbelt Plan, 2017), and the Provincial Planning Statement, 2024.

Burlington's policy framework designates the rural area north of its urban boundary predominantly for agricultural/rural, natural heritage, and resource land uses and strictly limits residential/commercial development in those areas. One of the longstanding constraints on rural development has been appropriate levels of servicing. If landowners

were able to obtain mandatory municipal consent for a non-municipal communal system serving rural or Escarpment-adjacent lands in Burlington by meeting provincially-prescribed technical criteria alone this could create significant pressure on lands that are not intended for development under Burlington's Official Plan, the Niagara Escarpment Plan, or the Greenbelt Plan.

Mandatory consent that is decoupled from land use planning policy would effectively allow infrastructure approval to drive land use change, rather than the reverse. The City requests that the Province ensure this outcome is expressly precluded in the regulatory criteria.

It is further requested that a clear articulation of the intended policy purpose of the expansion to communal servicing permissions be stipulated. If the intent is to provide interim servicing capacity pending the extension of permanent municipal infrastructure, the regulation should reflect that purpose, including requirements for transition planning and decommissioning timelines. If the Intent is to facilitate development in areas where municipal growth frameworks have not planned for growth, this carries a direct risk of undermining the provincial land use planning framework (NEP, GBP, PPS). Clarity on the Province's policy objective is necessary to ensure that the consent criteria are calibrated appropriately and do not inadvertently enable development pressure on lands that are not intended for intensification under any applicable planning framework.

4. Two-Tier Municipal Context

Burlington is a lower-tier municipality within Halton Region. Halton Region has retained responsibilities for water and wastewater servicing planning even through Bill 185. ERO 026-0302 does not clarify how the proposed consent framework under the Municipal Act, 2001 will interact with upper-tier servicing responsibilities in two-tier municipal structures.

It is requested that the Province address the following questions in developing the regulations:

- Whether the consent authority under the proposed section 93 of the Municipal Act, 2001 would rest with the lower-tier municipality (City of Burlington), the upper-tier municipality (Halton Region), or both.
- How the mandatory consent framework will interact with Halton Region's servicing master plans, and water and wastewater capacity allocations.
- Whether an applicant who obtains mandatory consent from one tier of government would thereby be entitled to consent from the other tier, or whether consent from both tiers would be independently required.

5. Environmental Sensitivity of Rural Burlington Lands

Burlington's rural area encompasses lands within and adjacent to the Niagara Escarpment Plan, including significant natural heritage features and watershed areas

that contribute to Lake Ontario water quality. The City requests that any future regulations prescribing criteria for mandatory consent include provisions that:

- Apply heightened technical and environmental assessment standards for communal drinking water and wastewater systems proposed within or adjacent to Niagara Escarpment Plan lands, Greenbelt Plan lands, and other provincially significant natural heritage systems.
- Ensure that the regulatory criteria would not permit consent for systems that would, by their nature or location, pose risks to groundwater, surface water, or sensitive ecological features in these areas; and
- Require the completion of any applicable environmental assessment process as a precondition of, or concurrent with, the municipal consent process.

6. Financial Assurance and Long-Term Municipal Risk

The proposed legislation references financial assurances and reserve funds as criteria to be prescribed in future regulations. There is support for the inclusion of robust financial assurance requirements. However, it is noted that privately operated communal systems have, in other Ontario contexts, been abandoned or required emergency municipal assumption when private operators became insolvent or unable to maintain service standards.

The City requests that the regulations include provisions that:

- Require applicants to provide financial assurance instruments sufficient to cover the full cost of operating, maintaining, and, where necessary, decommissioning the proposed system over its design life.
- Impose mandatory insurance requirements and financial security instruments (including letters of credit or equivalent) that would be available to fund emergency municipal assumption if a private operator fails.
- Establish a clear and funded pathway for municipal assumption or decommissioning, and ensure that municipalities are not exposed to unfunded liability in the event of operator insolvency.

7. Source Water Protection.

Burlington falls within the Halton-Hamilton Source Protection Region, administered under the *Clean Water Act, 2006*. The Source Protection plan for this region establishes policies designed to protect municipal drinking water supplies, including wellhead protection areas and intake protection zones applied to Halton Region's municipal water systems. Non-municipal communal drinking water systems, despite supplying water to the public, are not currently subject to equivalent source water protection requirements. This creates a regulatory asymmetry that the proposed consent framework should engage with directly.

It is requested that future regulations prescribing consent criteria require:

- That all proposed communal drinking water systems be screened against the applicable SPP prior to consent. Including assessment against any applicable prohibitions, significant threat policies, and risk management requirements established under the CWA, 2006.
- That hydrogeological studies be required for all proposed communal systems to assess long-term water quantity and quality sustainability, including the potential for naturally occurring groundwater contaminants, and cumulative impacts where multiple systems may draw on or impact the same aquifer or groundwater recharge areas.
- That Source Protection Authorities, including Conservation Halton as the relevant authority in Burlington, be afforded a formal role in the consent application review process.

Conclusion

The City of Burlington offers these comments in the interest of ensuring that the proposed mandatory consent framework for non-municipal communal systems is developed in a manner that protects land use planning integrity, environmental quality, and long-term municipal interests. Core recommendations relate to:

- That the province commit to a full ERO consultation on the prescribed criteria and conditions before proclaiming the proposed legislation in force.
- That the future regulatory criteria explicitly require consistency with applicable municipal Official Plans and provincial plans, including the Niagara Escarpment Plan and the Greenbelt Plan.
- That the Province clarify how the mandatory consent framework will operate in two-tier municipal structures, including the respective roles of the City of Burlington and the Regional Municipality of Halton.
- That heightened environmental standards apply to systems proposed within or adjacent to provincially protected areas, including the Niagara Escarpment Plan and Greenbelt areas.
- That the regulations include robust financial assurance requirements designed to protect municipalities from assuming unfunded liability for failed private communal systems.
- That future regulations require SPP screening, hydrogeological assessment, and a formal role for SPAs.
- That the policy purpose of the expanded permissions is clearly articulated.

Please accept this letter as the City of Burlington's submission on ERO Posting 026-0302. Given the short consultation period, these comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the Province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Provincial Land Use Plans Branch
777 Bay Street, 17th floor
Toronto, ON M7A 2J3
Growthplanning@ontario.ca

ERO No. 026-0304: Draft Projection Methodology Guideline (PMG) to support the implementation of the Provincial Planning Statement, 2024 (PPS, 2024)**Background**

In 2024, the Ontario Government released the final version of the [Provincial Planning Statement, 2024 \(PPS, 2024\)](#) and a regulation that revokes “A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019” (Growth Plan) in its entirety, as of October 20, 2024. The Province announced its review of the Growth Plan and the Provincial Policy Statement, 2020 (PPS, 2020) in late 2022.

The PPS, 2024 maintains, similar to the Growth Plan, that “Provincial guidance, including guidance material, guidelines and technical criteria may be issued from time to time to assist planning authorities and decision-makers with implementing the policies of the Provincial Planning Statement. Information, technical criteria and approaches outlined in provincial guidance are meant to support implementation but not add to or detract from the policies of the Provincial Planning Statement.” Specifically, the policies of the PPS, 2024 refer to provincial guidance related to population and employment growth forecasts.

Previous submissions

In 2024 and 2025, staff provided comments to a variety of ERO postings related to the PPS, PPS transition and forecasting:

- [Environmental Registry of Ontario Posting 019-8369](#) “Forecasting, Land Supply and Planning Horizon Policies”
- [Environmental Registry of Ontario Posting 019-9065](#) “Consideration of transition of land use planning matters to facilitate the introduction of a new policy statement issued under the Planning Act”
- [Environment Registry of Ontario Posting 019-8462](#) “Forecasting, Land Supply and Planning Horizon Policies”
- [Environment Registry of Ontario Posting 025-0844](#) “Proposed Updates to the Projection Methodology Guideline to support the implementation of the Provincial Planning Statement, 2024 (PPS, 2024)”

Comments prepared by City staff highlighted the following concerns related to population and employment forecasting, assessing housing need and projecting land need:

- At present, the MOF projections provide population forecasts only and do not include employment forecasts nor housing unit forecasts.
- MOF projections are not land based and were not intended to be used for the purposes of land use planning like the ones prepared for the Growth Plan.
- The MOF projections are provided at the Census Division level only, which typically represent the geography of upper-tier municipalities. This means that lower-tier municipalities would not have access to projections that are representative of their municipal boundaries.
- The Planning Act's 5- and 10-year Official Plan review cycle provides stability for long-term land use planning and recognizes that community land needs do not fluctuate at the same pace as annual population projections.
- Collaboration with Halton Region, local municipalities, and relevant agencies will be critical to ensuring coordinated growth management and alignment with infrastructure planning, particularly given Halton Region's transition away from growth management responsibilities.
- Aligning the PMG with the Government of Canada's Housing Needs Assessment (HNA) methodology would help avoid duplication and support more consistent and standardized housing data and analysis across municipalities.
- Staff support continuing to use the North American Industry Classification System (NAICS), rather than NOC data, as the primary basis for categorizing employment, as it better reflects industry activity and associated land demand and aligns with Halton Region's Employment Survey methodology.

Current Engagement

On March 30, 2026, a revised version of the [Projection Methodology Guideline](#) (PGM, dated March 30, 2026) were posted to the Environmental Registry of Ontario ([ERO number 026-0304](#)) with a 45-day commenting period (comments due by May 14, 2026).

The proposed updates to the PGM, if approved, would replace the existing 1995 PGM and other relevant guidance under the former Growth Plan. The guidelines would serve to provide provincial guidance to planning authorities on identifying population and employment forecasts and assessing the quantity of land needed over a determined planning horizon between 20 and 30 years (subsection 2.1.3, PPS 2024) to plan their communities and to support the implementation of the [Provincial Planning Statement, 2024 \(PPS, 2024\)](#).

The Province directs that municipalities shall base population and employment forecasts on the Ontario population projections published each year by the Ministry of Finance (MOF), and may modify as appropriate (based on policy 2.1.1 of the PPS., 2024). Notwithstanding PPS., 2024, policy 2.1.1, municipalities may continue to forecast growth using the population and employment forecasts previously issued by the Province for the purposes of land use planning (PPS., 2024, policy 2.1.2). The MOF does not prepare employment projections.

Under the Planning Act, Official Plans must be revised 10 years after they come into effect as a new official plan and every five years thereafter to ensure the official plan continues to align with provincial plans or policy statements, such as the [Planning Policy Statement](#), provincial interests and to address changing community needs and local priorities. Therefore, municipalities are not required to revise their long-range forecasts outside of the statutory *Planning Act* review cycle.

The proposed methodology is intended as guidance only. Municipalities retain the flexibility to adjust population, housing, and employment forecasts to prepare projections that reflect local policy conditions and context. However, if a municipality chooses to use an alternative approach to forecasting or land needs assessment, it must fully document the methodology, including the data used, assumptions, adjustments, and rationale behind the calculations. The municipality is also required to provide a clear, plain-language summary of the key outcomes, and upon request, submit detailed supporting documentation to the appropriate approval authority demonstrating how the approach meets PPS 2024 requirements for planning over a 20- to 30-year horizon

Proposed Projection Methodology Guideline (PGM)

The proposed guideline is organized into four main sections:

1. Establishing Municipal Population Projections
2. Developing Housing Needs Forecasts
3. Developing Employment Forecasts
4. Land Needs Assessment

Feedback

Staff are generally supportive of the guidance provided in the proposed PGM. The flexibility built into the PGM for municipalities to refine provincial projections with local data will support producing context-sensitive forecasts. By allowing the consideration of economic assumptions, local development activity, demographic shifts, and public policy considerations, the methodology helps to bridge limitations in the Ministry of Finance (MOF) projections. This flexibility is essential in preparing forecasts that reflect the unique circumstances of municipalities, where local policies and conditions play a significant role in shaping growth.

The *Planning Act* provides a balanced framework by requiring updates every five years following an amendment, or every ten years for a new official plan. This framework recognizes that while population growth trends may fluctuate annually, community land needs do not change at the same pace due to the long-term nature of land use planning. Maintaining this statutory review cycle offers stability, avoids unnecessary short-term adjustments, and ensures that forecasts remain both current and relevant. The PMG recommends that municipalities consider the timing of major MOF updates, given their significance, when Official Plan reviews to ensure forecasts are based on the most current and reliable data. While MOF projections are updated annually through minor revisions, comprehensive major updates are released every five years to

incorporate new Census data and revised assumptions, typically two to three years following Census Day.

The revised proposed PMG provides transition guidance for municipalities in the Greater Golden Horseshoe (GGH) moving from Growth Plan (2020) Schedule 3 forecasts to MOF-based projections. Per the proposed guidance:

- Municipalities in the GGH may temporarily continue using Growth Plan (Schedule 3) forecasts up to a planning horizon of 2051.
- The Growth Plan (2020) Schedule 3 forecasts can only be used for horizons not exceeding 2051.
- For planning horizons beyond 2051, municipalities must use MOF projections.
- Schedule 3 forecasts (from 2020) may be outdated and are intended for transition purposes only.
- Where there is a difference, municipalities should consider using the higher of Schedule 3 or MOF projections.
- If MOF projections show higher growth, municipalities should transition to MOF-based forecasts as soon as possible.

It is important to note that, Consistent with the PMG guidance, ongoing coordination among Halton Region, local municipalities, and relevant agencies will remain important to support effective and integrated growth management. This coordination is particularly important for the City of Burlington given Halton Region's transition to an "upper-tier municipality without planning responsibilities" and the resulting growth management responsibilities now undertaken by local municipalities. Continued collaboration will help ensure alignment between growth forecasts, infrastructure planning, and long-term investment decisions across the Halton Region.

The three-step process for Developing Housing Needs Forecasts provides clearer guidance for identifying housing needs by unit type, including consideration of suppressed housing demand, housing affordability, target vacancy rates, and market contingency factors. In addition, alignment of the PMG with the Government of Canada's Housing Needs Assessment (HNA) methodology, which is updated every five years, would help avoid duplication and support more consistent and standardized data, analysis, and findings across municipalities.

The revised PMG identifies several factors that should be considered when estimating feasible intensification rates and planning for intensification within built-up areas. These include market demand; opportunities for economically feasible infill and redevelopment, such as the reuse of brownfield sites and underutilized shopping malls and plazas; development of vacant or underutilized lands within previously developed areas; expansion or conversion of existing buildings; and additional residential units on farms where appropriate. The guidance also emphasizes consideration of infrastructure availability and capacity, including the role of major transit station areas in supporting transit-oriented growth, as well as the availability and viability of surrounding prime agricultural areas and environmental constraints

Staff recognized that the revised PMG considered the use of the North American Industry Classification System (NAICS) for land use planning purposes and as the basis for categorizing employment. NAICS better reflects industry activity and associated land demand, and is also the system currently used by Halton Region in the preparation of its annual Employment Surveys.

More detailed staff comments and questions regarding the proposed updates to the Projection Methodology Guideline can be found attached.

Next Steps

Please accept this as the City of Burlington's submission on ERO posting [026-0304](#). Given the short period for consultation the attached comments have not been approved by City Council. This submission will be shared with the City's Committees and Council at the earliest opportunity. Should Council determine any additional comments or refinements to these comments are required, the Province will be advised at the earliest opportunity.

ATTACHMENT: Staff Comments and Questions

ERO Posting: **Draft Projection Methodology Guideline (PMG) to support the implementation of the Provincial Planning Statement, 2024 (PPS, 2024)**

[ERO 026-0304](#)

Question	Staff Comments/Questions
1. What do you think about the key changes that have been made to the further revised draft PMG in response to the feedback received through ERO #025-0844	○ The 2026 PMG provides clearer direction requiring municipalities to base their forecasts on the latest MOF projections, improving consistency and alignment. The guidance also ties required forecast updates to the Official Plan required updates cycle (typically every 5 to 10 years), aligning with Planning Act requirements. However, given that MOF projections are updated on an annual basis, this approach may reduce flexibility for municipalities to respond to local conditions and emerging trends. Frequent updates to the projections may introduce uncertainty in long-term planning and limit the ability to maintain stable forecasts over the planning horizon, particularly where local growth patterns or development pipelines diverge from provincial assumptions. ○ It may be beneficial for the PMG to also provide guidance on how Official Plans should be aligned with MOF projections where a five-year major MOF update identifies a significant deviation from a municipality's in-effect population forecast. ○ The three-step process for Developing Housing Needs Forecasts provides clearer guidance for identifying housing needs by unit type, particularly through consideration of

adjustments for suppressed housing, housing options and affordability, target vacancy rates to achieve market balance, and the use of a “market contingency factor.” However, it would be beneficial if the Ministry provides standardized adjustment factors or datasets (e.g., vacancy rates, ARU uptake trends, demolition/conversion estimates) to support consistency across municipalities.

- It would also be beneficial if the PMG were aligned with the Housing Needs Assessment (HNA) methodology developed by the Government of Canada, which provides a standardized framework for evaluating housing needs that is broadly comparable across Canada and is already being used by a number of municipalities. Such alignment would help avoid duplication of work and support more consistent data, analysis, and findings across jurisdictions.
- Using North American Industry Classification System (NAICS), which classifies jobs by industry, is more effective for land use planning purposes and as the basis for categorizing employment. NAICS better reflects industry activity and associated land demand, and is also the system currently used by Halton Region in the preparation of its annual Employment Surveys.
- As MOF projections are updated annually, significant upward or downward revisions—such as the recent 2025 downward adjustment of approximately 10% in Halton Region’s Census Division projections since 2023—may materially affect future population forecasts. Substantial changes in projected growth introduce the risk of underestimating or overestimating actual demand, which may in turn impact the ability of Halton Region and its local municipalities to plan for and finance both hard and soft infrastructure. This may also affect the achievement of complete community objectives over the 5-

	and 10-year planning horizons associated with Official Plan updates under the Planning Act.
2. Additional Comments	- Given that the MOF population forecasts are now intended to be used as the base for calculating municipal population projections, it would be beneficial to have the MOF release forecasts at the lower-tier municipal (CDS) level in the case where that lower-tier municipality is within an upper-tier municipality without planning responsibilities. - Additionally, this work could be further supported by the MOF if the Ministry of Finance were to publish projections at the Census Division or Census Subdivision (CDS) level under three scenarios—low, reference, and high. This would provide local municipalities with greater flexibility to adjust their forecasts in response to future demographic or economic changes. - As MOF projections are updated annually, significant upward or downward revisions—such as the recent 2025 downward adjustment of approximately 10% in Halton Region’s Census Division projections since 2023—may materially affect future population forecasts. Substantial changes in projected growth introduce the risk of underestimating or overestimating actual demand, which may in turn impact the ability of Halton Region and its local municipalities to plan for and finance both hard and soft infrastructure. This may also affect the achievement of complete community objectives over the 5- and 10-year planning horizon. - Under the PPS (2024) and the new PMG, municipalities are similarly expected to consider the Regional Market Area in order to provide a broad range and mix of housing options for current and future residents. Further guidance from the

	Province on how to incorporate the Regional Market Area into local forecasts would be helpful. ○ The MOF projections do not include employment growth forecasts, which may lead to inconsistencies and differing approaches across municipalities due to data limitations. ○ According to the PMG's emphasis on accommodating employment through intensification and assessing land capacity, additional direction will be helpful on how municipalities should evaluate land capacity for intensification purposes. ○ Employment Data: Clarified links between NAICS industry sectors and General Employment and Employment Land Employment forecasts.
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May 14, 2026

Electronic Submission only**ATTENTION:**

Minister of Municipal Affairs and Housing
Housing Policy and Planning Division
777 Bay Street, 13th floor
Toronto, ON M7A 2J3
PlanningConsultation@Ontario.ca

ERO Posting No. 026-0305: Proposed Changes to Various Regulations Under the Planning Act to Facilitate the Electronic Submission of Information and Materials to Approval Authorities and Allow Notices to be Given Electronically to the Province

Background

On March 30, 2026, ERO No.026-0305 [Proposed Changes to Various Regulations Under the Planning Act to Facilitate the Electronic Submission of Information and Materials to Approval Authorities and Allow Notices to be Given Electronically to the Province](#) was posted to the Environmental Registry of Ontario with a 45-day commenting period (comments due by May 14, 2026).

As part of the proposed *Building Homes and Improving Transportation Infrastructure Act, 2026*, the Ontario government is seeking public feedback on regulatory changes to modernize land use planning administration.

Four regulations under the Planning Act would be amended to eliminate the requirement for original or certified paper copies and enable electronic submission of required notices to the Ministry of Municipal Affairs and Housing:

- O. Reg. 543/06: Official plans and plan amendments
- O. Reg. 545/06: Zoning by-laws, holding by-laws and interim control by-laws
- O. Reg. 544/06: Plans of subdivision
- O. Reg. 197/96: Consent applications

Affected processes include notices of public meetings, open houses, applications and complete applications, and adoption of proposed official plans or plan amendments. These changes are intended to streamline and expedite the review of land use planning matters.

Comments

The City of Burlington has consistently supported the Province's objective of streamlining and expediting the development review process. In that regard, the City notes that it has already transitioned fully to digital application submissions, accepting all required information and materials in digital format and eliminating the need for original or certified copies. The City has similarly moved toward digital-first practices in its application circulation and notification processes, providing notices and other materials for public information in a digital format wherever possible, and upon request, can make them available as physical copies.

The City welcomes provincial guidance on how notice requirements under the Planning Act may be formally satisfied through digital means and looks forward to any regulatory or legislative changes that would provide clarity and consistency in this area.

Next Steps

Please accept this letter as the City of Burlington's submission on ERO Posting No. 026-0305. Given the short period for consultation the attached comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Housing Policy and Planning Division
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PlanningConsultation@Ontario.ca

ERO Posting No. 026-0309: Proposed Regulation to Prohibit Mandatory Enhanced Development Standards as a Condition of Land Division Approvals**Background**

On March 30, 2026, ERO No. 026-0309, [Proposed Regulation to Prohibit Mandatory Enhanced Development Standards as a Condition of Land Division Approvals](#) was posted to the Environmental Registry of Ontario with a comment closing date of May 14, 2026).

The Ontario government is proposing a Minister's regulation under the Planning Act to prohibit sustainability conditions as part of land division approvals. The regulation would remove municipal authority to require enhanced development standards (EDS) at the lot level (outside of buildings) as a condition of land division approvals, except where required for health, safety, accessibility, or protection of adjoining lands (e.g., stormwater management).

Related legislative amendments are also proposed to the Planning Act, Municipal Act, Building Code Act, and City of Toronto Act (ERO #026-0300).

Together, the proposed changes would shift enhanced development standards elements, such as green development standards, from a mandatory to a voluntary approach across Ontario municipalities. This would limit municipal authority to require certain enhanced development standards as a condition of development approvals.

In 2025, staff provided comments in relation to [ERO number 025-1101](#), seeking input on the use of enhanced development standards at the lot level, specifically outside the building envelope.

Comments prepared by City staff highlighted the following:

- The City expressed support for the Province's efforts to streamline development processes while maintaining standards for public health, safety, and environmental protection.

- The City noted that many "lot-level, enhanced standards" found within Green Development Standards represent a collection of best-management practices from existing guideline and implementation documents that often provide optionality and flexibility for practitioners rather than imposing mandatory requirements and recommended that any future policy framework reflect this distinction.
- The City described its approach of applying lot-level standards through several documents, including Stormwater Management Design Guidelines, Site Plan Application Guidelines, and Accessibility Design Standards, many of which are consolidated within the City's Sustainable Building and Development Guidelines (SBDGs).
- The City noted that these standards operate predominantly within a voluntary framework and that the City had been exploring incentive-based mechanisms to encourage voluntary design standards supporting livable, healthy, and climate-resilient communities.
- The City highlighted that common design elements such as bioswales are regularly integrated into stormwater management plans and should not be characterized as "enhanced" standards when they represent accepted practice.
- The City noted growing consistency in standards across GTHA municipalities through regional and non-governmental collaboration and suggested that a coordinated provincial framework could strengthen this alignment without eliminating flexibility for local municipalities or private applicants.
- The City cautioned that broad restrictions on enhanced development standards, absent clear definition and categorization, could undermine municipalities' ability to implement Official Plan policies, climate resiliency plans, and sustainability objectives, and that vague or overly broad restrictions risk creating legal uncertainty in development review.
- The City recommended that any future framework clearly distinguish between Ontario Building Code standards and enhanced development standards and include explicit guidance supporting voluntary and incentive-based approaches in municipal planning.

Comments

The City broadly supports the Province's objectives to streamline development approvals and shift enhanced development elements toward a more voluntary and incentive-based approach. The City of Burlington shares the goal of enabling timely and predictable approvals while ensuring developments are well-designed, resilient, and supportive of healthy communities.

The following comments build on the City's earlier submission in response to ERO 025-1101. As noted previously, the City of Burlington does not impose technical construction standards that exceed provincial authority, and the City has consistently recognized the Ontario Building Code as the governing authority for building matters. Many lot-level design practices sometimes characterized as "enhanced development standards" are, in the City of Burlington's experience, voluntary best practices or guidance tools that support sound site design and infrastructure performance.

The City acknowledges that ERO 026-0309 represents a shift from a conceptual discussion to a specific regulatory proposal, particularly as it relates to conditions of land division approvals.

While Burlington understands and supports the intent to limit mandatory sustainability-only requirements, we would like to highlight several areas where additional clarity would help ensure the regulation achieves its objectives without unintended consequences.

In particular, the City notes that many lot-level design elements applied through subdivision design—such as stormwater management features, green infrastructure, tree planting, and site layout considerations—serve multiple functions related to infrastructure performance, environmental protection, and long-term risk mitigation. These elements are often integrated into subdivision design at an early stage and may not always be easily separated into discrete categories of “enhanced” versus “required.”

The City of Burlington encourages the Province to provide clear, operable definitions of what constitutes a prohibited “enhanced development standard” versus measures that remain permissible because they are necessary for health, safety, accessibility, infrastructure performance, or the protection of adjoining lands.

Clear guidance would help to:

- Reduce uncertainty for municipalities, applicants, and decision-makers
- Support consistent application of the regulation across jurisdictions
- Avoid delays or disputes during the land division process

The City of Burlington strongly supports the Province’s stated intent to promote voluntary adoption of enhanced design practices. To support this goal, the City suggests confirmation that voluntary and incentive-based programs, guidelines, and best-practice frameworks remain fully permissible and are not inadvertently constrained by the proposed regulation. Municipalities rely on these tools to encourage innovation, climate resilience, and high-quality community outcomes without imposing mandatory requirements.

The City would like to add that local planning tools play an important role in advancing provincial priorities related to climate adaptation, watershed protection, infrastructure resilience, and public health. Ensuring that the proposed regulation clearly accommodates measures that support these objectives will help municipalities continue to implement approved official plans and related provincial policy directions in a coordinated and effective manner.

The City of Burlington appreciates the opportunity to provide input on this proposal and remains supportive of the Province’s efforts to improve consistency and certainty in the development review process. We would welcome continued dialogue or the opportunity to participate in further technical discussions to help ensure the regulation is clear, workable, and aligned with shared provincial and municipal goals.

Next Steps

Please accept this as the City of Burlington’s submission on ERO Posting No. 026-0309. Given the short period for consultation the attached comments have not been approved by City

Council. This submission will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Housing Policy and Planning Division
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ERO Posting No. 026-0310: Proposal to reform site plan control under the Planning Act and the City of Toronto Act, 2006**Comments**

In Burlington, the site plan process is a vital coordination tool used to proactively solve problems ahead of construction, when delays are most costly. It also ensures that new development enhances quality of life and protects the health and safety of our residents. **Simultaneously, the City is fully aligned with the Province's goal of making the site plan control process more efficient and are proud to share our work transforming it to achieve an estimated 54% reduction in processing time between pre-consultation and statutory approval.**

To do this, the City used LEAN manufacturing principles to eliminate waste, maximize value for applicants and optimize the process steps. The foundation of the work was consulting industry professionals to understand what they value and where they believe the problems are. This feedback influenced a rigorous analysis, where we took an honest look at the process and identified the root causes of delay. We found that faster approvals depend not on eliminating the process, but on improving how it works—by modernizing feedback tools, enhancing collaboration, aligning effort with complexity, and refocusing on the fundamentals of section 41.

The following four process solutions could help any Ontario municipality achieve significant time savings in the site plan process, while maximizing its value as a coordination tool.

SOLUTION 1: A Shared, Centralized Commenting System

Burlington is implementing a centralized comment system for all reviewers of a project, consisting of a single comment matrix document shared with reviewers and the applicant project team using collaborative work software (SharePoint). Unlike the current system, where each reviewer submits a lengthy memorandum to the planner, where action-items are buried amidst boilerplate text, the new system requires reviewers to input action items and change requests into a "comment matrix" and give them a priority rating, so the applicant knows what is most important. Next to each change request is a space for the applicant to input their response. The

comment matrix would follow the application throughout the entire lifespan of the project. The idea came directly from the private sector's best practice of extracting change requests from our comment memos and organizing them in a spreadsheet with their response directly beside. A shared comment system addresses four root causes of approval delays:

- Change requests are easy to miss under the current memorandum system. The new comment system minimizes the boilerplate text and advisory comments that conceal items that applicants care about;
- Rather than a process that can feel adversarial and focused on finding faults, a centralized comment system shifts site plan review toward a collaborative, solution-oriented approach;
- Contradictory action items from different reviewers, which are easy to miss under the current decentralized comment model, are much more visible in a centralized comment system; and
- Provides a centralized, traceable record of change requests and responses across the lifespan of a project, eliminating the issue of comments being “uncoordinated, unfocused, general rather than being solution oriented and received late in the site plan approvals process”

A shared, centralized comment system maximizes the planner's effectiveness as a project manager and helps them ensure quality control among commenters and avoid mixed messages to applicants.

SOLUTION 2: Scheduled Collaboration Points at Key Project Milestones

We heard from industry that our clients like when staff are engaged and available to answer questions, so we are standardizing a practice of “collaboration meetings” at key stages of the process so we can solve issues together and redline plans instead of asking for another submission. The following emerged as the key collaboration points in the process:

1. The end of the pre-consultation process;
2. When conditions of approval are issued to the applicant; and
3. After the first conditions clearance submission if any final matters remain outstanding.

These stages are the key junctures at which all problems in a project design should be collaboratively solved, so the applicant can reach the finish line faster. Using the comment matrix and these collaboration meetings, Burlington intends to eliminate “third submissions” from all of its site plan applications, saving the applicant several months so the applicant can get building faster.

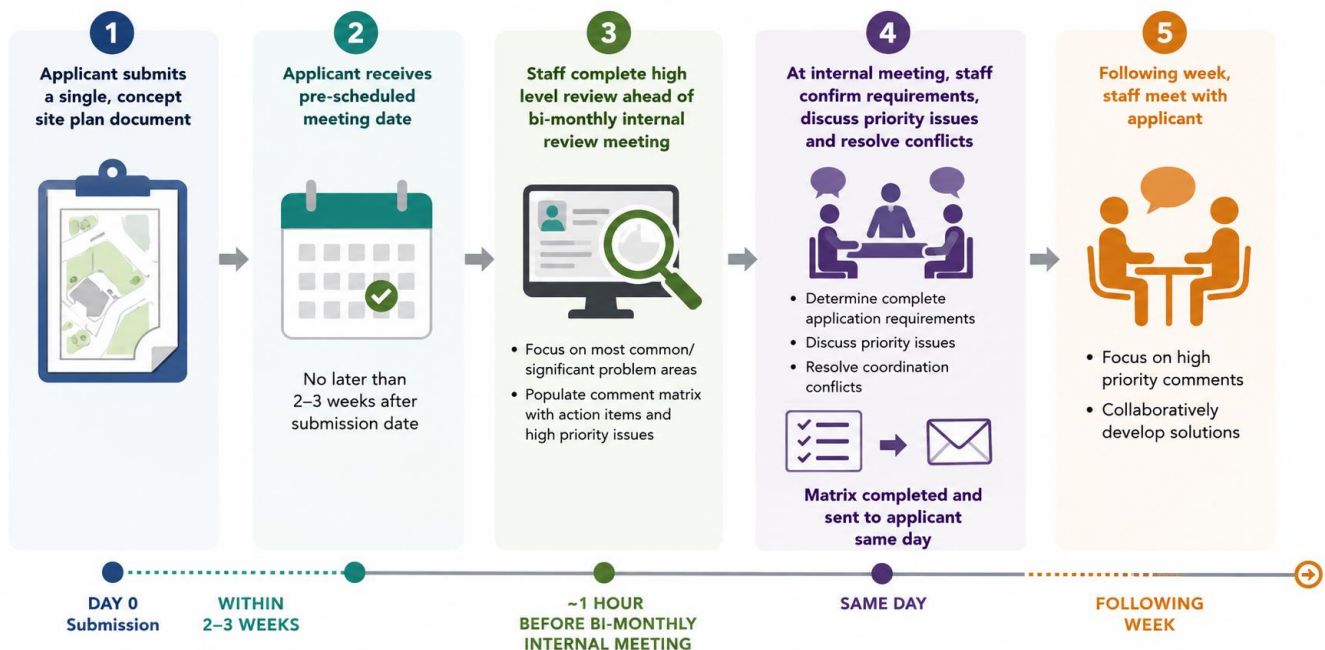
SOLUTION 3: Right-sizing our Work (Pre-consultation Express)

Staff and applicants see the pre-consultation process as a critical tool to identify design conflicts and regulatory deficiencies before the applicant has made a significant investment in a full site plan submission. However, staff were spending an equal amount of time reviewing simple pre-

consultation applications consisting of a single concept plan as a full package of plans and studies. To solve this problem, we have developed a new “pre-consultation express” process that is 85% faster than our old process through right-sizing effort for simple submissions. The process works as follows:

1. Applicant submits a single, concept site plan document;
2. The applicant receives a pre-scheduled meeting date for no later than 2-3 weeks after the submission date;
3. Staff spend an hour ahead of a bi-weekly internal review meeting completing a high-level review, focused on the most common/significant problem areas in their domain of expertise (i.e., accessibility signage and features). Staff populate the comment matrix with action items and high priority issues;
4. At an internal meeting, staff determine the list of complete application requirements, discuss the priority issues and proactively resolve coordination conflicts. The matrix is completed and sent to the applicant on the same day; and
5. The following week, staff meet with the applicant to focus on the high priority comments and collaboratively develop solutions.

Burlington has already implemented the new process and received positive feedback on the comment matrix and accelerated timeline.



For years, Burlington has also had multiple site plan application streams, which contributed to our approvals being 8-14 months faster than the Provincial average:

1. Express SPA Stream- Low fee, scoped circulation process stream for site alterations with no increase in GFA.
2. Minor SPA up to 1000m2 in GFA- Low fee, scoped circulation.
3. Major SPA- Standard fee with regular circulation and approval timeline.

SOLUTION 4: A Back-to-Basics List of Plans and Studies

Burlington has made its list of site plan application requirements leaner in response to the problem of external approvals and building permit issues being merged into the site plan process. Although many of these surplus requirements were incorporated to avoid later delays, some have unreasonably prolonged the site plan process. The new list focuses on legal requirements of the *Planning Act*, and anything that enables key challenges like utility coordination and streetscape design to be solved before the construction stage, when delays are the costliest. Requirements Burlington has eliminated include:

- Construction and Mobility Management Plan (CMMP)
- Record of Site Condition- Can be addressed at building permit stage
- Environmental Site Assessment- Can be addressed at building permit stage
- Metrolinx Approvals/Easements- Outside scope of SPA
- Electrical Plan- Outside scope of SPA
- Video Inspections of City Storm Sewers- Outside scope of SPA
- MTO Permits- Can be pursued in tandem with site plan application

Strategic Use of Site Plan Exemptions

Although our LEAN process improvement work has focused on refining the site plan process, we recognize not every site alteration qualifies for site plan control. We recently aligned our site plan control by-law with Provincial legislation and introduced 12 new exemptions for small scale site alterations to reduce annual pre-consultation application volumes by 17-20% per year. Our [website](#) reflects this expanded list of exemptions, including 10-unit residential and mixed-use developments, electric vehicle charging stations and outdoor patios. The staff report describing the new site plan control bylaw and its alignment with provincial legislation can be found here:

[Report DGM-12-26 New Site Plan Control Bylaw](#)

Background

On March 30, 2026, ERO No. 026-0310, the Proposal to reform site plan control under the Planning Act and the City of Toronto Act, 2006 was posted to the Environmental Registry of Ontario with a 45-day commenting period (comments due by May 14, 2026).

The Province has identified key issues with the site plan process that it proposes to address through legislative change:

1. **Approval Delays:** According to the Altus Group, municipal site plan applications take an average of 18-23 months to review, exceeding the Province's legislative 60-day target.
2. **Scope Creep:** Site plan control is being used to re-evaluate built form and other settled aspects of development, in addition to matters outside the original intended practical purpose of the tool.

Contributing factors in the ERO identified include the following among others:

- lack of internal coordination across municipal departments;
- lack of consistency and certainty across municipal departments and between municipalities;
- uncoordinated, unfocused, comments that are not solutions oriented and which arrive too late;

The Province proposes to remedy the problems above through measures that may include:

- removing site plan control as a land use planning control;
- introduce a mandatory problem-solving meeting after three circulations;
- scope site plan to only functional and health and safety matters;
- introduce a municipal arbitration process for applications that exceed the 60-day timeline; and
- require different approval streams for different forms of development including an expedited stream for simple developments.

Conclusion

In conclusion, Burlington's experience demonstrates that meaningful improvements to site plan approval timelines are best achieved through targeted, process-based reforms rather than reducing the scope or eliminating the process itself. By applying LEAN principles and working closely with industry, the City has identified practical solutions—centralized commenting, structured collaboration points, right-sized review streams, and a streamlined list of requirements—that collectively deliver faster, more predictable approvals while preserving the site plan process as a critical tool for coordination, quality, and public safety. These approaches offer scalable, evidence-based opportunities to support the Province's objectives across Ontario. Community Planning staff at the City of Burlington would welcome the opportunity to meet with Provincial staff to further discuss these concepts and share insights that could inform broader improvements to the development approval system.

Next Steps

Please accept this letter as the City of Burlington's submission on ERO Posting No. 026-0310. Given the short period for consultation the attached comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Housing Policy and Planning Division
777 Bay Street, 13th Floor
Toronto, ON M7A 2J3
PlanningConsultation@Ontario.ca

ERO Posting No. 026-0311: Proposed Regulatory Approach to Establish a Minimum Residential Lot Size in Urban Areas**Background**

On March 30, 2026, ERO No. 026-0311, [Proposed Regulatory Approach to Establish a Minimum Residential Lot Size in Urban Areas](#) was posted to the Environmental Registry of Ontario with a comment closing date May 14, 2026).

The Province is proposing a new regulation under the Planning Act that would establish a province-wide minimum residential lot size of 175 square metres (approximately 1,900 sq ft) for urban residential lands in Ontario. This would enable the creation of smaller residential lots over time, support housing supply, affordability, and home ownership and increase consistency across municipalities by limiting local minimum lot size requirements that exceed the proposed provincial minimum.

Comments

In March 2026, the City of Burlington completed and enacted a New Residential Zoning By-law for the City. Staff reduced the number of residential zones from 33 down to 9 and right-sized and reduced minimum frontages and lot areas to be consistent with neighbourhood context and the desire to be more flexible to encourage further housing supply. The City's New Zoning By-law has already made obtaining approvals for new housing less onerous. While the City supports encouraging broader housing options within existing neighbourhoods, appropriate minimum requirements are still necessary to ensure that an adequately-sized home can fit on the lot while still maintaining adequate permeable surfaces (to support stormwater management), setbacks, landscaping, and amenity space for residents.

Each area of the City of Burlington has varying distinct lotting patterns which are further reinforced by the minimum zoning standards. These minimum standards include minimum lot sizes and lot frontages. These mechanisms determine the overall lot size that would be required

and what could be appropriate when considering a potential severance of a parcel of land. In some zones the minimum lot sizes are consistent with the lots in an area and sometimes they are greater or less than what is typical.

According to Burlington's New Residential Zoning By-law, current minimum lot sizes are as follows:

- Back-to-back townhouses – 80 square metres
- Rear lane townhouses – 115 square metres
- Semi-detached dwellings – 165 square metres
- Single-detached dwellings – 225 square metres

As can be seen, the City's New Residential Zoning By-law already permits a variety of lot sizes that are less than the proposed 175 square metres. Again, these existing minimum lot sizes were recently developed to reflect the unique characteristics and attributes of neighbourhoods throughout the City.

The application of a minimum lot size across all residential zones throughout the Province would not reflect the unique characteristics of existing neighbourhoods and would in fact erode those very characteristics. New minimum lot size requirements would create additional regulation and may result in lots that are not developable in accordance with the balance of the City of Burlington's New Residential Zoning By-law. Further, this may result in the creation of new lots that ignore and erode existing neighbourhood fabric. Variety in housing is provided throughout the City, and that variety should be maintained and at the discretion of the City to determine the suitability based on local factors.

It is also important to note that many of Burlington's more recently developed neighbourhoods and their associated zoning regulations were established through comprehensive development application processes. The existing zoning standards manage important elements of the neighbourhood and are related to the draft plans of subdivision that created the lot fabric.

In scenarios where a property owner is proposed a lot size less than the already reduced minimum lot sizes listed above, the City relies on the Committee of Adjustment processes, to assess whether a lot is proposed to be an appropriate size to warrant a severance. Through the Committee of Adjustment process, mitigation of impacts can be appropriately evaluated and then required through conditions, which would not be possible if a minimum lot size is imposed. If a minimum lot size is imposed, the criteria for considering if a severance is appropriate would be reduced, and potential impacts to neighbouring properties would be increased.

When increasing the number of lots in an area, it can result in more driveway cuts which can have an impact on the public realm. These impacts could result in loss of and/or impacts to street trees and the overall tree canopy of the municipality, street furniture, transportation stops/facilities, available on-street parking, emergency service access, snow removal, etc.

These complex considerations should be left to a local municipality to determine through a comprehensive review to determine if and where such density is appropriate.

Lastly, as this change is intended to be self-executing and no implementing by-laws are required to be passed, it may create confusion and uncertainty for proponents, consultants, residents and stakeholders. As the number of self-executing changes approved by the province grows, and revisions to policy and regulatory documents are implemented, the regulatory environment becomes more complex and confusing for all who work with it. While the ERO suggests that no ongoing regulatory burden on municipalities is anticipated, the City would suggest that there will be fairly significant additional regulatory burden placed on municipalities, based on this type of change in terms of administration and actual implementation of the change.

Next Steps

Please accept this as the City of Burlington's submission on ERO Posting No. 026-0311. Given the short period for consultation the attached comments have not been approved by City Council. This submission will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission Only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Municipal Finance Policy Branch
College Park 13th floor, 777 Bay Street
Toronto, ON M7A 2J3
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ERO No. 026-0312: City of Burlington Comments on Proposed Changes to Support Standardizing of Parkland Requirements under the Planning Act

Context:

The Province of Ontario has posted Environmental Registry of Ontario (ERO) proposal 026-0312 seeking feedback on proposed regulatory changes under the Planning Act. These changes are intended to standardize parkland dedication requirements across Ontario and expand reforms introduced through Bill 23, *More Homes Built Faster Act, 2022*.

The proposal would fundamentally alter how municipalities acquire parkland by permitting **developer-identified parkland**, allowing encumbered lands and Privately Owned Public Spaces (POPS) to satisfy parkland dedication requirements and introducing an appeal mechanism through the Ontario Land Tribunal (OLT).

Comments:

While framed as administrative streamlining to support housing delivery, these changes represent a profound shift in city-building responsibility away from municipalities. If implemented as proposed, they will have **generational impacts**, permanently negatively reshaping urban landscapes and eroding the public realm. Cities built without real, functional, publicly owned parkland do not evolve into complete communities. It will come at the irreversible cost of fewer real parks, diminished public space, heightened municipal liabilities and cities that are less healthy, less resilient, and less livable for generations to come.

Detailed technical comments from the City of Burlington are provided in Appendix 1.

Burlington is planning for significant intensification within three Major Transit Station Areas (MTSAs) along the GO Transit corridor. These areas are expected to accommodate sustained high-density growth over decades. Their long-term success

depends on the proactive delivery of **high-quality, unencumbered, publicly owned parkland**. The proposed framework severely compromises this outcome. Allowing developer-identified parkland, encumbered lands, and POPS to replace traditional parkland dedication will result in fragmented, constrained, and often inaccessible spaces that do not function as real parks. These spaces lack the flexibility to support recreation, urban forestry, climate adaptation, cultural use or large-scale community gathering. Over time, this approach effectively **sterilizes the urban landscape**, producing dense built form without the green infrastructure needed to sustain it and make it livable.

Moreover, POPS and encumbered lands shift long-term costs and risks onto municipalities. Cities remain responsible for ensuring public access, resolving disputes, enforcing agreements, and managing liability (often with limited control and unclear authority). This results in increased cost and enforcement efforts.

In intensifying urban areas where land values are high and development pressures are extreme, the City's ability to secure meaningful parkland is already constrained. This proposal removes one of the last effective tools municipalities have to ensure equitable access to open space. The result will be generations of residents living in highly urbanized environments with insufficient green space, degraded public realm, increased heat and health impacts, and declining overall quality of life.

These impacts are not theoretical. Once land is built out without securing real parkland, **the opportunity is lost permanently**. Retrofitting parks decades later is exponentially more expensive, disruptive and often impossible.

The City of Burlington strongly urges the Province to reconsider these proposed changes and restore municipal authority to require functional, publicly owned and unencumbered parkland as a non-negotiable foundation of intensification and growth. Rather than mandating developer-identified parkland, **the Province should enable municipalities and developers to work collaboratively** to achieve outcomes that balance housing delivery with the long-term health, resilience and livability of Ontario's cities both for current residents and future generations alike.

Enclosure: City of Burlington Comments on Proposed Changes to Support Standardizing of Parkland Requirements under the Planning Act.

Enclosure: City of Burlington Comments on Proposed Changes to Support Standardizing of Parkland Requirements under the Planning Act (ERO-026-0312)

Ref.	Legislative Document	Legislation	City of Burlington Comment
1	ERO-026-0312	Proposal Summary: The government is seeking public feedback on a Minister's regulation under the Planning Act to standardize parkland dedication requirements in Ontario in respect of the conveyance of developer-identified parkland, including encumbered lands and privately owned public spaces (POPS) arrangements, to implement Bill 23 provisions.	With respect to the 'Developer identified parkland' piece, what role and authority do municipalities have with respect to parkland dedication under the new proposal? For example, if a secondary plan identifies a future community park from neighbouring development applications, can a Developer choose not to participate in the parkland dedication? What role or authority do municipalities parkland criteria play?
2	ERO-026-0312	Proposal Summary: The government is seeking public feedback on a Minister's regulation under the Planning Act to standardize parkland dedication requirements in Ontario in respect of the conveyance of developer-identified parkland, including encumbered lands and privately owned public spaces (POPS) arrangements, to implement Bill 23 provisions.	If the encumbrances do not support park development, does the municipality have the ability to reject the proposal? What criteria can the municipality rely on to refuse parks on encumbered lands?
3	ERO-026-0312	Proposal Summary: The government is seeking public feedback on a Minister's regulation under the Planning Act to standardize parkland dedication requirements in Ontario in respect of the conveyance of developer-identified parkland, including encumbered lands and privately owned public	What is the definition and criteria of 'encumbered lands'? Is there a sliding scale of encumbrances and land valuation? Is a parcel with one utility/encumbrance worth of the same valuation of that which has multiple utilities/encumbrances? Is encumbrance based

		spaces (POPS) arrangements, to implement Bill 23 provisions.	on the number of utilities or the size of utility, or perhaps its impact?
4	ERO-026-0312	Proposal Details: Developer-identified lands, including land with encumbrances and POPS arrangements, to count towards municipal parkland dedication requirements	What about instances with encumbered POPS arrangements? Are there separate criteria for POPS and encumbered POPS?
5	ERO-026-0312	Proposal Details: Developer-identified lands, including land with encumbrances and POPS arrangements, to count towards municipal parkland dedication requirements	With respect to the valuation of encumbered lands, the municipality has an established land calculation methodology for Parkland Dedication (PD) where Cash-in-Lieu is not selected. If a Developer conveys encumbered lands to the municipality, would those lands be treated as fee simple lands for the purposes of the PD conveyance calculation? Further clarification is required on whether a discount would apply. For example, if one acre of free and clear land is required, would two acres of encumbered land be required to satisfy the same obligation (i.e. a 50% discount)? Clear direction is needed on how PD conveyance calculations will apply to encumbered lands.
6	ERO-026-0312	Proposal Details: The landowner to be able to appeal to the Ontario Land Tribunal (OLT) in cases where the municipality rejects developer-identified land, with the OLT required to order the land to be conveyed to the municipality if it meets prescribed criteria.	What is the 'prescribed criteria'? Will municipalities know these criteria upfront or will it be a case-by-case situation? How does the prescribed criteria align with local governments legislation such as by-laws, official plan policies and other criteria?
7	ERO-026-0312	Proposal Details: Ineligible Land – land with any of the following conditions cannot be conveyed to municipalities for park and recreation purposes:	Will the Developer be required to submit a Record of Site Condition and ESA to confirm the lands are 'clean' if there is doubt by the municipality?

		Contaminated lands – lands that have in or on them any contaminants from industrial or other uses that pose a public health risk	
8	ERO-026-0312	Proposal Details: - Ineligible Land – land with any of the following conditions cannot be conveyed to municipalities for park and recreation purposes: - Lands within and adjacent to natural heritage features and areas are eligible on the condition that a park would not interfere with or compromise the natural heritage features and areas.	What criteria or boundary is to be used in defining 'adjacent to'? Is this intended to mean directly adjacent to in that it shares a property line? Who determines what is deemed to interfere with or compromise the natural heritage feature and area? What criteria is being used to determine this?
9	ERO-026-0312	Proposal Details: - Ineligible Land – land with any of the following conditions cannot be conveyed to municipalities for park and recreation purposes: - Lands within and adjacent to natural heritage features and areas are eligible on the condition that a park would not interfere with or compromise the natural heritage features and areas.	Any and all creek blocks should not be counted as parkland dedication lands and should be clearly identified as ineligible lands.
10	ERO-026-0312	Proposal Details: - Land Accessibility/Comfort for Use – parkland must be accessible, visible and comfortable to facilitate public use of it and, in particular, must be: - Accessible by all users directly from the public realm and readily visible from the public realm.	What is the definition of public realm being used to test visibility and accessibility?
11	ERO-026-0312	Proposal Details: Land Accessibility/Comfort for Use – parkland must be accessible, visible and comfortable to facilitate public use of it and, in particular, must be:	What is the test for determining capability to serve park or public recreation purposes? For example, smaller parcels may be suited for passive parks, but if the municipality requires

		Land must be of a size and shape that is capable of serving park or public recreation purposes.	larger parcels for active recreation purposes, does the developer's smaller fragment qualify?
12	ERO-026-0312	Supporting Implementation Matters: - Documents to Support Identification of Land - Documentation of specified lands and boundaries, through a Plan of Survey and Topographic Plan. - Attestation from the owner of the land or an authorized representative, to confirm that the land and/or POPS arrangement is not considered to be ineligible land.	At which point in the development application process are these materials provided to the municipality? Will the attestation be templated for standardization or on a case-by-case basis from each site or Developer?
13	ERO-026-0312	Supporting Implementation Matters: - Notice to Owners - The municipality shall provide notice to the owner of the land within 20 days of the municipality making its decision to refuse, by personal service, fax, mail or email.	Provide clarity and certainty if the 20 days is 20 business days or 20 calendar days.
14	ERO-026-0312	Supporting Implementation Matters: - Notice to Owners - Notice shall contain the following information: - A description of the lands to which the refusal applies	What criteria or standardization is expected in the description; civic address, PIN, lot-block-plan?
15	ERO-026-0312	Impact on the Environment Further, the Ministry will monitor implementation of these changes to ensure residents continue to have access to high quality local parks.	What does the monitoring plan look like and what are the details? How often will updates and/or reports be published?
16	ERO-026-0312	Analysis of Regulatory Impact The proposed changes are expected to result in additional costs related to municipal staff learning about the changes.	What magnitude of cost is anticipated? Will municipalities be empowered to recoup these additional costs through fees, provincial subsidy or other financial mechanisms? Will there be training from the Province for municipal staff on the changes?
17	ERO-026-0312	Analysis of Regulatory Impact	What magnitude of cost is anticipated? Will municipalities be empowered to recoup these

		There could be additional costs to municipalities related to legal costs associated with entering into agreements with landowners in respect of encumbered lands and POPS arrangements as part of municipal parkland dedication requirements.	additional costs through fees, provincial subsidy or other financial mechanisms?
18	ERO-026-0312	Analysis of Regulatory Impact There could be additional costs to municipalities related to legal costs associated with entering into agreements with landowners in respect of encumbered lands and POPS arrangements as part of municipal parkland dedication requirements.	Encumbered lands and POPS will have a financial and operational impact on the municipality during negotiations, agreement drafting and ongoing management to ensure compliance. The municipality's insurance and litigation exposure may also increase. From a realty and risk management perspective, easement or fee simple acquisition is preferred over agreement-based approaches.
19	ERO-026-0312	Analysis of Regulatory Impact There could be additional costs to municipalities related to legal costs associated with entering into agreements with landowners in respect of encumbered lands and POPS arrangements as part of municipal parkland dedication requirements.	Allowing parks on encumbered lands will also impact the municipalities operating budget from a maintenance standpoint. Encumbrances may require repair and ongoing maintenance which could disrupt park functionality or temporarily take parks out of service. This may require additional municipal resources to address infrastructure concerns and coordinate with the underlying property owner. Fee simple parkland should be prioritized wherever possible.
20	ERO-026-0312	Analysis of Regulatory Impact Overall, these proposed regulatory changes, along with the proposed legislative changes, could increase direct compliance cost and administrative time across municipalities that impose parkland dedication requirements under section 42 of the Planning Act on a development or redevelopment.	What about other applicable sections of the Planning Act such as Section 51.1 or 53.
21	General Comment		For encumbered lands, there should be a percentage of what should be accepted as

			parkland based on set criteria. Highly encumbered lands should be valued less in comparison to lesser or non-encumbered lands. This may give developers incentive to provide more suitable land if they are getting more credit towards parkland.
22	General Comment		Municipalities are striving to build “complete communities” and if by way of these changes the development process is amended to encourage POPS (hard tree-less urban plazas) as substitutes for parkland, the quality of life for resident along with the overall health and sustainability of cities will be compromised.
23	General Comment		Due to the increased cost of constructing and maintain parks on encumbered parcels, municipalities maybe no longer able to afford purchase of new parkland and struggle to keep up with renewal of existing investments in park infrastructure.
24	General Comment		With POPS and encumbered lands, comprehensive legal agreements and schedules are needed referencing expectation around access, temporary closures, capital responsibility and ownership.
25	General Comment		Alternative solutions to POPS and encumbered lands include offsite dedication, land exchange or municipal land purchase lands park use.
26	General Comment		With developer-identified lands, what mechanism would a municipality have to collaborate and deliver unified parcels; for example, in the past municipalities have had two different landowners each propose a new public park beside each other to create one larger unified city park.
27	General Comment		Cash in lieu of parkland should be prioritized over POPS where:

			○ there is no viable option for meaningful parkland dedication on the property ○ there is adequate parkland supply in the area
28	General Comment		Stormwater ponds and stormwater infrastructure should be explicitly added to the list of ineligible lands.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Provincial Land Use Policy Branch
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ERO Posting No. 026-0313: Streamlining the information and material that planning authorities can require as part of a complete application**Background**

On March 30, 2026, [ERO No. 026-0313: Streamlining the information and material that planning authorities can require as part of a complete application](#) was posted to the Environmental Registry of Ontario with a 45-day commenting period (comments due by May 14, 2026).

MMAH is seeking feedback on a proposed standardized list of information that planning authorities can require for complete applications. The government is proposing amendments to achieve greater clarity and predictability regarding complete application requirements across the province. This will ensure that applicants and planning authorities understand what information may be required at the outset.

The proposed provincial list identifies the types of information and material that planning authorities can require and is intended to be comprehensive enough so that proposals can be effectively evaluated to ensure that provincial interests in land use planning are upheld. The proposed list that includes the types of information and material that municipalities may require is not a mandatory list of information and material that would be required for every planning application. Rather, municipalities can determine from that list what types of information or material are required depending on the specific circumstances.

The Ministry is seeking feedback on a proposed list of information and material that has been categorized into two types of studies and when they could be required:

1. **Core Studies:** Core studies are those that could always be required since planning authorities typically require these to assess most planning application types (i.e., official plan amendments, zoning by-law amendments, plans of subdivision/plans of condominium, site plan control, and/or consents). These studies address fundamental

planning and engineering matters such as environmental impacts, existing servicing capacity, transportation impacts, and public health and safety.

2. **Contingent Studies:** *Contingent studies could only be required when a specific on-site or surrounding condition exists in the local municipality that makes the study relevant for the consideration of the planning application. For example, certain studies may only be needed if a subject property is located on or near airports, rail corridors, significant natural hazards, or major facilities, or when the property contains particular environmental, cultural, or resource-based features on site.*

In 2025, staff provided comments in relation to consultation around Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*. Comments prepared by City staff highlighted the following:

- Allowing municipalities to add conditions to a rezoning application or broadening the use of holding provisions would allow for applications to be more readily accepted and processed.
- In addition to how MMAH would determine a qualified professional, staff require additional clarity around:
 - Liabilities - i.e., who holds liability in the event of a dispute or issue?
 - The City's ability to request additional information if submissions are not sufficient to effectively review applications.
 - The City's ability to review studies during the formal development application review process and requiring revisions as conditions of approval.

Comments

The City continues to support the Province's efforts to streamline the development approvals process to create housing opportunities more quickly, efficiently and with greater certainty. Streamlining the information and material that planning approval authorities can require as part of a complete application can add consistency across municipalities and a standard expectation of what could be required to complete a planning review. However, the required studies list must be robust enough to ensure that planning authorities are able to receive the information they need to determine if a proposal meets the applicable policy tests and is consistent with provincial direction.

It is unclear from our review whether or not this proposal would have any impact to the standard submission requirements, as outlined in the *Planning Act*, such as application details (as set out in O. Reg. 545/06 for example), architectural plans, or application fees (under Section 69). Clarification as to whether there would be any implications relating to these sections of the *Planning Act* would be helpful.

City staff are concerned that the list of studies / materials does not include any urban design related materials. While it is recognized that the current need for housing is great, the narrative that good urban design somehow hinders or prevents the realization of housing and good outcomes is false.

Urban design studies help municipalities, applicants and stakeholders quickly understand how a proposal responds to built form and massing; public realm conditions; adjacent uses and neighbourhood context; pedestrian comfort, accessibility and safety; all the while building in value for developers, the public and future residents. Without urban design considerations, planners may be forced to rely on abstract zoning metrics or other tools, which can result in iterative redesign requests; delayed staff recommendations; greater reliance on conditions or future process. Rather than accelerating approvals, removing urban design requirements is likely to extend review timelines and reduce certainty for application.

Clear urban design documentation helps resolve issues early in the process, when revisions or adjustments to plans are least costly and most efficient. If urban design considerations are deferred or unsupported, conflicts may emerge late in the process or after approval; resident and stakeholder concerns may escalate; and appeals to the OLT may increase. This creates added risk and expense for the municipalities and the development industry, directly contradicting the Province's housing supply objectives.

Urban design studies also play a vital role in influencing streetscape quality; active transportation and comfort; accessible buildings and public spaces; sustainability; and beautification of spaces; all of which are key considerations that should be evaluated as part of any good development project. Urban design should not be about building materiality, but rather, massing and context. When defined appropriately, urban design can be a tool to support innovation and to unlock and facilitate development permissions. It is also key to upholding the public realm and creating livable, sustainable, safe and inclusive communities, which contribute to a high quality of life.

It is noted that the proposed list includes an Arborist's Plan to recognize all existing trees on a development site, but does not provide for a Landscape Plan, which would account for the new planting opportunities that may exist on a development site. Not accounting for future landscaping may impact a development's ability to sensitively integrate into its existing context; may impact a municipality's overall urban forest canopy targets; contribute to urban heat island effect; etc. It is recommended that the Province consider adding a Landscape Plan to the list, to ensure that appropriate landscaping is a fundamental part of good development.

Additional comments and responses by City staff to the questions posed by the Ministry as part of this ERO posting are included in the attachment.

Next Steps

Please accept this as the City of Burlington's submission on ERO Posting No. 026-0313. Given the short period for consultation the attached comments have not been approved by City Council. This submission will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

ATTACHMENT

ERO Posting No. 026-0313: Streamlining the information and material that planning authorities can require as part of a complete application

Question	Staff Comments/Questions
1. Is the list of the types of information and material identified in this proposal comprehensive enough for planning authorities to effectively evaluate all planning applications they may receive? 1. If not, why? What information or material is missing from the proposed list? 2. Should any of the types of studies identified in this proposal be removed from the proposed list?	○ The proposed list would benefit from the inclusion of an Urban Design Study and Landscape Plans (rationale included in the comments above). ○ None of the proposed studies should be removed from the list. Planning authorities should have the discretion to determine when the proposed studies are needed in order to assess a proposed development. ○ Key submission materials such as draft plans of subdivision for a subdivision application and site plan and building elevation drawings for site plan applications are not included.
2. Do you have any feedback on the objectives identified for each of the types of studies listed in this proposal? Are they broad enough to support planning authorities in obtaining sufficient information to evaluate applications, comply with applicable legislation, and determine consistency with provincial policies or conformity with provincial and municipal plans? Is there anything missing?	○ Will this information be supplemented to provide additional guidance regarding what could be included as part of these studies (i.e. Terms of References) or will planning authorities be permitted to supplement the list by developing Terms of References for each? ○ The objectives as written are clear, but planning authorities should be able to expand upon these stated objectives and supplement with Terms of References so that expectations are clear for proponents up front.
3. Should the list identify the types of applications that the information and material could be required for (i.e., official plan amendment, zoning by-law amendment, site plan control, plans of subdivision/condominium, consents)? If so, why?	○ No, planning authorities are not able to predict all unique characteristics and circumstances of sites and proposals that may warrant different approaches. Planning authorities should be able to apply their own professional judgement when determining the need for the listed studies / materials at the appropriate stage of

	development. Being too rigid in this approach will not account for the specific considerations regarding each site and will likely cause confusion and frustration for all stakeholders.
4. Are there studies listed that should only be required for certain types of applications? If so, which ones and why?	No. The applicability of studies should remain context-driven and determined by municipalities on a case-by-case basis. Prescribing when specific studies must apply to certain application types would reduce necessary flexibility and limit the ability to tailor requirements to local conditions and the specifics of each proposal.
5. Should planning authorities maintain the ability to develop terms of reference to specify the breadth of information required for each of the types of studies included in the provincial list? Please elaborate on your response.	- Yes. Municipalities should retain the ability to establish and apply terms of reference for studies included in the provincial list. - This flexibility is important because some studies will not be relevant in all contexts. Maintaining this ability ensures that study requirements can be appropriately scoped, tailored, and, where necessary, excluded where they are not applicable or threshold of development is not met. - Maintaining municipal discretion through terms of reference allows municipalities to avoid a one-size-fits-all approach and ensure that only relevant information is required to support a complete and meaningful review under the <i>Planning Act</i>. This approach also supports efficient review processes and ensures that submissions are appropriate to the scale and complexity of each application.
6. Do you have any other input or suggestions of relevance to this proposal?	- Overall, the City supports the intent of improving consistency and predictability in application requirements. However, it is important that the framework does not unintentionally impair the ability of municipalities to tailor submission requirements to local context. - Maintaining municipal flexibility is essential to ensure that planning applications are appropriately scoped, efficient to process, and responsive to local conditions. This flexibility also supports the broader objective of creating complete, high-quality applications that enable effective decision-making and support the delivery of a vibrant, livable, distinctive, and economically resilient community.

May 14, 2026

Electronic Submission only**ATTENTION:**

Ministry of Municipal Affairs and Housing
Housing Policy and Planning Division
777 Bay Street, 13th floor
Toronto, ON M7A 2J3
PlanningConsultation@Ontario.ca

ERO Posting No. 026-0314: Proposed Changes to Various Regulations Under the Planning Act and the City of Toronto Act, 2006 to Specify Additional “Prescribed Professions” for the Purposes of a Complete Application**Background**

On March 30, 2026, ERO No.026-0314, [Proposed Changes to Various Regulations Under the Planning Act and the City of Toronto Act, 2006 to Specify Additional “Prescribed Professions” for the Purposes of a Complete Application](#) was posted to the Environmental Registry of Ontario with a 45 day commenting period (comments due by May 14, 2026).

The government is seeking feedback on proposed changes to various regulations under the Planning Act and the City of Toronto Act, 2006 to identify additional certified professionals for the purposes of a complete application.

In 2025, staff provided comments in relation to consultation around Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*. Comments prepared by City staff highlighted the following:

- Allowing municipalities to add conditions to a rezoning application or broadening the use of holding provisions would allow for applications to be more readily accepted and processed.
- In addition to how MMAH would determine a qualified professional, staff require additional clarity around liabilities - i.e., who holds liability in the event of a dispute or issue?

Comments

These comments are provided in response to ERO No. 026-0314, Proposed Changes to Various Regulations Under the *Planning Act* and the *City of Toronto Act, 2006* to Specify Additional “Prescribed Professions” for the Purposes of a Complete Application.

When the City receives a new application submission, staff first conducts a review of the submission to ensure that the requested supporting studies have been provided. This initial screening is intended to confirm that required components of the application package have been provided; it is not a qualitative assessment of the technical merits of the studies. Where an application is deemed complete, it is promptly processed and circulated so that technical review can commence immediately, and legislative timelines can be met.

The City supports initiatives that improve clarity, consistency, and predictability in the development approvals process. At the same time, it is the City's view that mandating the automatic acceptance of final reports could result in unintended consequences and may be detrimental to the broader public interest. While professional certification and sealing (e.g., by a Professional Engineer or a Registered Professional Planner) demonstrates competence and accountability, it does not guarantee that a submission is complete, accurate, or suitable in every instance. Ontario Land Tribunal matters have demonstrated that even professionally prepared reports may require clarification, refinement, or correction through the review process.

It is through coordinated municipal and agency review that site-specific issues—such as downstream flooding risks, threats to public health, unsafe transportation designs, and adverse impacts to cultural and natural heritage—are identified, resolved, and appropriately mitigated. This is fundamental to safeguarding the public interest and aligns with the intent and direction of the Provincial Planning Statement.

Accordingly, a requirement for automatic acceptance of studies and materials prepared by prescribed professionals could undermine local accountability, weaken transparency, and reduce public confidence in the planning process. It could also jeopardize the quality and suitability of development outcomes, particularly where local conditions require careful coordination across disciplines and infrastructure considerations.

In its totality, the City is of the opinion that a blanket automatic acceptance requirement is not necessary and would have very little, if any, impact on application processing efficiency. Municipalities already exercise discretion in relying on specialized reports prepared by qualified professionals, including determining whether peer review is necessary based on the scale, complexity, and context of a proposal. Municipal review is not duplicative; it is a critical function that supports balanced decision-making, protects the public interest, and helps ensure that development is well-planned, sustainable, and coordinated with infrastructure.

Should the Province expand the list of prescribed professionals for the purposes of complete applications, it would be important to provide clear direction on the scope of practice for each prescribed profession, and the types of studies and materials each profession is qualified to prepare for complete application requirements. Any such framework should not be interpreted as limiting a municipality's ability to request clarification, revisions, or additional information where needed to address site-specific circumstances, confirm accuracy or completeness, or

protect the public interest. Clear provincial direction in this regard could improve consistency and predictability for applicants and reviewing authorities, while preserving the essential technical review function.

In practice, the City routinely relies on and accepts submissions prepared by a range of qualified professionals across several application types, including Registered Professional Planners (MCIP/RPP), Architects (OAA), Landscape Architects (OALA, LEED), Licensed Hydrogeologists (P.Geo), Qualified Environmental Professionals (QPRA), Arborists (ISA Certified Arborist), and Ontario Land Surveyors (OLS).

The City is supportive of the premise of identifying a comprehensive list of prescribed professions and clearly defining the scope within which they may provide professional expertise, as this can support greater consistency and predictability in complete application submissions. However, the City notes that this measure alone is likely to have minimal impact on processing efficiency, as municipalities already rely on qualified professionals while continuing to play an essential role in coordinating technical review and addressing site-specific risks, constraints, and infrastructure considerations.

Next Steps

Please accept this as the City of Burlington's submission on ERO Posting No. 026-0314. Given the short period for consultation the attached comments have not been approved by City Council. This submission will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

May 14, 2026

Electronic Submission only**ATTENTION:**

Minister of Municipal Affairs and Housing
Housing Policy and Planning Division
777 Bay Street, 13th Floor
Toronto, ON M7A 2J3
Canada
PlanningConsultation@ontario.ca

ERO Posting No. 026-0315: Consultation on upper-tier official plans, secondary plans, and site and area-specific policies (SASPs)**Background**

On March 30, 2026, ERO No. 026-0315 and [Consultation on upper-tier official plans, secondary plans, and site and area-specific policies](#) was posted to the Environmental Registry of Ontario with a 45-day commenting period (comments due by May 14, 2026).

The government is seeking public feedback on proposed legislative changes under the proposed Building Homes and Improving Transportation Infrastructure Act, 2026 and related regulatory changes to further support housing, economic, and infrastructure development, and advance key transportation and transit priorities.

The proposal is to create a distinct framework with clear parameters for secondary plans and SASPs with the aim of increasing consistency across municipalities while preserving development permissions.

Proposed changes for secondary plans and SASPs could include:

- identifying the types of areas where secondary plans could be used;
- separating secondary plans from the primary official plan, so they would exist as a standalone document while being subject to the same process requirements; and,
- exempting secondary plans from Minister's approval (lower-tier municipalities in upper-tier municipalities with planning responsibilities would not be exempt from approval by the relevant upper-tier municipality)

In 2025, staff provided comments in relation to:

- ERO Posting No. 025-1099 and [Consultation on simplifying and standardizing official plans](#)

Comments prepared by City staff highlighted the following with regards to changes being considered regarding secondary plans and site-specific policies:

- Staff did not support prohibiting the use of secondary plans or site-specific policies altogether as this could limit the City's ability to address localized or complex planning issues.
- Staff recommended that secondary plans be retained as they are an essential component of the land use planning framework.
- Staff noted that secondary plans do not need to be embedded within the main Official Plan. Allowing them to remain standalone documents or addendum chapters within the Official Plan structure, while ensuring they are fully conforming and statutory, enables the Official Plan to maintain strategic and city-wide focus while providing flexibility to prepare, update, and refine detailed area planning as conditions evolve.

Comments

The City generally supports the Province's intent to improve clarity, consistency, and efficiency in land use planning across Ontario however, care and refinement in the approach is required to ensure that local context and strategic planning objectives continue to be effectively represented.

The consultation document included themes and associated discussion questions. Staff feedback and suggestions are provided below. The City focused this feedback on the theme of Secondary Plan and Site-and-Area Specific Policies, as Burlington is not subject to an upper-tier with planning responsibilities.

Secondary Plan and Site- and Area-Specific Policies

1. Which types of areas are most appropriate for the use of secondary plans (i.e. new neighbourhoods, growth areas, settlement areas, employment areas, and/or areas where there are land use compatibility concerns)? Are there additional types of areas or policy objectives that should be eligible or prioritized?

- In Burlington, area-specific plans can apply to a specific geographic area and include a variety of studies as well as specific policies to guide future development which can form the basis of an amendment. Currently, secondary plans can be considered for any area of Burlington including new neighbourhoods, growth areas, settlement areas, employment areas, and areas where there are land use compatibility concerns. Staff may also consider other areas of the city depending on strategic priorities.
- The City develops and implements secondary plans to set a vision and policy framework to advance residential intensification, where appropriate, that accommodates change in the City without requiring frequent Official Plan Amendments for minor adjustments, to support evolving community needs.

This underscores the City's commitment to facilitating high-quality development that

contributes meaningfully to getting more homes built in complete communities, aligning with the Province's priority to accelerate housing supply.

- Staff recommend a flexible approach in which local municipalities can identify areas which are appropriate for secondary planning and site-area-specific policies that are aligned with their local needs, strategic plans as well as PPS objectives and the Planning Act. Secondary plans and site-specific policies are important tools for managing large development areas, planning for and delivering infrastructure, reflecting unique characteristics, guiding intensification and phasing. They provide flexibility to respond to circumstances that cannot be anticipated at a municipality-wide scale. Without secondary plans, municipalities will be faced with significant challenges in effectively planning areas that have not been fully studied or are undergoing significant change.

2. What benefits or challenges, if any, might you anticipate if municipalities had the option to organize secondary plans as standalone documents, while still being subject to the same *Planning Act* processes that apply to official plans (e.g., notification, public meetings, appeals)?

- Currently, policy frameworks as a result of Secondary Planning processes are embedded into Chapter 8 – Land Use Urban Area, of the City's Official Plan, such as the area-specific policies for the City's Major Transit Station Areas (MTSAs) and the Bronte Creek Meadows Community. Secondary planning is an important tool to respond to local community vision, community engagement and local context at municipal level. In select key areas within the MTSAs, tertiary planning is required to provide a framework for the distribution of development to ensure the shared delivery of streets and blocks, land use, parks and open space, public realm and streetscapes, parking, site access and pedestrian connections, and public service facilities.
- Staff recommend that secondary plans be retained as they are an essential component of the land use planning framework. Staff support that secondary plans do not need to be embedded within the main Official Plan. Allowing them to remain standalone documents or addendum chapters within the Official Plan structure, while ensuring they are fully conforming and statutory, enables the Official Plan to maintain strategic and city-wide focus while providing flexibility to prepare, update, and refine detailed area planning as conditions evolve. A similar statutory, public process as required through an Official Plan Amendment should be implemented if standalone secondary plans require an amendment.
- This approach maintains clarity in the primary Official Plan while ensuring municipalities retain the tools necessary to implement growth, infrastructure, and a wide range of other objectives effectively. To support this, the Planning Act must continue to provide explicit enabling mechanisms for adopting, updating, and implementing secondary plans, ensuring they remain a legally effective and enforceable component of the planning framework. The City's experience also indicates that modifying the OLT rules and procedures to minimize appeals related to broader policy changes would further support efficient resolution and help planning initiatives move forward more effectively.

3. Looking ahead, how would a future framework support the ongoing applicability of existing secondary plans and SASPs? Are there any considerations we should keep in mind about how these documents are maintained or updated over time? Should we establish principles to evaluate and transition existing secondary plans and SASPs to a new framework, and if so, what should these principles include?

- Existing secondary plans and area-specific policies should remain applicable and maintained as they were developed with various inputs including technical work and community feedback gathered through a statutory process under the Planning Act. Existing secondary plans and area-specific policies could be moved to standalone documents or addendum chapters within the Official Plan structure while staying in force and effect.
- Staff recommended that local municipalities are provided with authority to determine how these documents are maintained or updated over time.

4. Would you support exempting secondary plans from Ministerial approval (except for lower-tier municipalities within an upper-tier municipality with planning responsibilities)? What advantages or risks do you anticipate with this approach?

- Staff support exempting secondary plans from Ministerial approval for lower-tier municipalities without an upper-tier municipality with planning responsibilities. Local municipal councils and city staff have the best understanding of local context and issues.
- Where an area is adjacent to a neighbouring municipality, they will continue to be contacted and circulated, as has been practice in Burlington.

5. What level of flexibility should municipalities retain to effectively implement, update, and maintain secondary plans under the proposed framework?

- Staff recommend a flexible approach to implement, update, and maintain secondary plans to provide local municipality with full authority to determine how secondary plans are managed. Any proposed framework should embed flexibility to respond to local context and policy complexity.

Next Steps

Please accept this letter as the City of Burlington's submission on [ERO Posting No. 026-0315](#). Given the short period for consultation the attached comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

MEDIA BRIEFING

***Building Homes and
Improving Transportation
Infrastructure Act***



**PROTECT
ONTARIO**

**Ministry of Municipal Affairs and Housing
Ministry of Transportation**

March 30, 2026

Ontario



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1. Building on our Plan to Protect Ontario

The *Building Homes and Improving Transportation Infrastructure Act* will advance the government's plan to protect Ontario by building a stronger and more self-reliant province. It will continue to drive Ontario's growth and prosperity by improving the way people and goods move across Ontario, enhancing road safety and supporting continued investments in highways, roads, transit and key trade routes. It will also build on the strong foundation laid with Bill 17, the *Protect Ontario by Building Faster and Smarter Act*, and Bill 60, the *Fighting Delays, Building Faster Act*, by continuing to get more shovels in the ground on new housing projects and housing-enabling infrastructure.

These changes, if passed, and related actions would:

- enable the government to make public transit more convenient, consistent and connected for customers by simplifying fares, improving transit across municipal borders and enhancing specialized transit service across the Greater Toronto and Hamilton Area (GTHA) through future regulations
- make it easier to obtain technical and engineering reviews from municipalities for provincial transit projects, allowing transit projects to proceed faster
- reduce barriers to homebuilding and increase economic efficiency by creating a simplified and standardized format for official plans and clarifying and streamlining site plan rules
- reinforce the government's clear commitment to public ownership with the Public Utility model, while helping Peel transition to this model
- increase public transparency by consulting on the disclosure of development charges and other hidden costs directly in agreements of purchase and sale

2. Building Transit Infrastructure

The Ontario government is creating more opportunities to keep people moving quickly and safely across the GTHA.

We will do this by:

- implementing One Fare 2.0, which would explore creating one single fare structure in the GTHA, allowing transit customers to pay the same fare and have transfers regardless of where they start their journey
- improving service on priority routes that cross municipal borders
- facilitating a better specialized transit experience in the GTHA

Improving transit connections and travel between municipalities will make people's trips easier and faster.



Building Transit Infrastructure

Fare and Service Integration

- Since launching in 2024, the One Fare program has saved Ontarians over \$230 million and enabled nearly 72 million transfers across participating transit agencies.
- The program has made travel across the GTHA more affordable and convenient, protecting Ontarians' pocketbooks and helping to build a more integrated transit network.
- Building on the success of the One Fare program, the government is introducing legislation that would allow for transit fare and service integration in the GTHA.
- This legislation will lay the groundwork to explore regulations to advance the province's vision for One Fare 2.0, which could enable the province to work with municipal and regional transit organizations to:
 - require transit agencies across the GTHA to adopt a single unified fare structure with common fares, discounts and free transfers, providing more seamless and affordable trips across municipal borders
 - improve service on priority routes that cross municipal borders
 - allow accessible transit services to use a unified trip-booking system and provide more seamless, direct service across municipal borders for passengers with disabilities
- This legislation would make transit easier, faster and more seamless for customers in the GTHA.

Fare and Service Integration — Journey Examples

This legislation will make these customers' trips easier, faster and more affordable:

One Fare 1.0:

Karissa rides the Lakeshore West GO train from Confederation GO station to Clarkson GO station, transfers to a MiWay bus to reach the University of Toronto Mississauga and **doesn't pay a second fare.**

Radha **only pays one fare** when she commutes to her job in Rexdale using Brampton Transit and the TTC. However, the fare that she pays depends on which municipality her journey starts in.

One Fare 2.0 and Other New FSI Initiatives:

Lena travels from Mississauga to Durham to visit her family, **paying the same fare** for both legs of her trip, instead of paying different fares. Her trip is also faster due to more frequent service on her route.

Using a **unified trip booking system** for **accessible transit services**, Lee books a direct, door-to-door trip from Burlington to Hamilton, for a health care appointment, avoiding the need to transfer or coordinate with multiple services.

Building Transit Infrastructure

Fare Evasion

- Fare evasion is a challenge for all transit agencies. As of November 2025, the GO Transit rail network had a fare evasion rate of 5.1 per cent, which represents approximately \$21 million in lost revenue annually.
- Fare evasion can result in higher transit fees for riders as agencies attempt to recover lost revenue.
- Metrolinx currently deploys 47 Revenue Protection Officers who inspect about 2.4 per cent of all rail boardings, so as the system continues to grow, the Ministry of Transportation will work with Metrolinx to update the fare evasion fine structure before the end of 2026 by raising fines to further help prevent evasion.
- The ministry will also work with Metrolinx to hire additional Revenue Protection Officers, improve station infrastructure (e.g., fare readers, station design enhancements, gates) and target fare enforcement at identified hotspots.
- This proposal will reduce revenue loss and increase Metrolinx's ability to inspect more of the system.

Current and Proposed Fare Evasion Penalties

Number of Non-Compliance Interactions	Current Penalties	Future Penalties
First	\$35	\$200
Second	\$50	\$300
Third	\$100	\$400
Fourth	Provincial Offence Notice up to \$200	\$500

Metrolinx will continue to issue Provincial Offence Notices in circumstances involving chronic and repeat offenders.

Building Transit Infrastructure

Northlander Rideshare Framework

- The Northlander is an essential service for northern Ontario residents. Service is planned to resume this year, restoring a vital transportation connection for communities along the corridor.
- Many of these communities are remote and have no taxis, local transit, rideshare or community transportation options, making it difficult for residents to reach Northlander stations or complete end-to-end trips.
- To address these gaps, the government is proposing a framework to permit rideshare services in communities along the Northlander corridor.
- This framework will complement the implementation of end-to-end transportation connections, or first-mile/last-mile services, being led by the Ontario Northlander.
- These measures will improve transportation options in communities the Northlander serves and enable municipalities to launch sustainable first-mile/last-mile services, creating more reliable mobility options.
- Final consultations and regulatory work will occur this spring, with the framework launching to align with the Northlander's return to service.



Building Transit Infrastructure

High-Occupancy Vehicle (HOV) Lanes Off Peak Hours

- The government is proposing a regulatory amendment to the *Highway Traffic Act* that will allow single-occupant vehicles to use High-Occupancy Vehicle (HOV) lanes during off-peak hours, making better use of existing highway infrastructure to help reduce gridlock and keep drivers moving on provincial highways.
- This change will take place before the end of 2026, following a period of public consultation.
- Existing HOV lane rules will continue to apply outside of off-peak hours, which will be identified through analysis of current traffic data and consultations. These times will not include the busiest weekday morning or evening commute periods.
- These measures will increase highway lane choice during off-peak hours, supporting traffic flow while preserving peak-period benefits for transit and carpooling vehicles.

Building Transit Infrastructure

Standardize GO Station Design/Cost

- Costs to build GO stations continue to rise due to higher construction and material costs, while construction timelines are being extended as projects are becoming increasingly complex and require extensive coordination to deliver.
- The Ministry of Transportation will continue to work with Metrolinx to standardize GO station design to reduce construction costs by implementing simpler, more efficient engineering practices to ensure value for money.
- This work reduces station infrastructure requirements that will speed up timelines and keep costs low for new stations, such as Grimsby GO.

Transit Enablers – Development and Approvals Process

- The government is introducing amendments to the *Metrolinx Act, 2006*, to streamline the process by which Metrolinx obtains technical and engineering support from municipalities to advance new transit projects, including LRT projects and subway, LRT and GO Transit stations.
- This will give Metrolinx the flexibility to obtain a report confirming a project meets technical and engineering requirements without going through the building permit process (which requires compliance with up to 47 separate processes).
- This proposal could decrease project timelines by up to 12 months and save approximately \$9 million per year for transit projects across the province.

Building Transit Infrastructure

Road Standards Harmonization

- It is estimated that over 10,000 different municipal road construction standards are currently in use across Ontario, and industry has told us inconsistency can lead to inefficiencies.
- Following consultations with industry and municipalities, the Minister of Transportation is bringing forward a regulation to make Ontario Provincial Standards for municipal road construction mandatory with respect to hot mix asphalt, aggregates, drainage and general conditions of contract for municipalities throughout the province.
- These requirements would apply to municipal road construction projects starting on or after July 1, 2027.
- The regulation will also establish an exemption request process and reporting requirements.
- These changes will ensure all municipalities use a common set of road construction standards, resulting in project time and cost savings due to improved efficiencies, streamlined procurement processes and faster project approvals.

Class A Driver's Licence Waiting Period

- Currently, there is no required waiting period between obtaining a Class G driver's licence (required for driving passenger vehicles) and a Class A driver's licence (required for driving large trucks and tractor-trailer combinations).
- The ministry intends to bring forward a regulatory amendment requiring a mandatory waiting period between obtaining a Class G driver's licence and commercial Class A licence.
- This amendment will improve road safety and reduce fraud in the driver licensing system by requiring on-road driving experience before drivers can obtain a Class A licence.

3. Building Homes, Fighting Delays, Reducing Costs

The government is introducing legislation to get homes built faster, building on previous legislative reforms.

To achieve this, these changes and related actions will:

- simplify and standardize official plans
- clarify site plan rules
- modernize minimum lot sizes
- streamline the Building Code

It also strengthens water and wastewater governance by supporting Peel's transition to a public utility and will expand housing opportunities in remote and rural areas that lack access to municipal water systems.

Together, these changes build upon the work our government has already taken to simplify planning and speed up approvals. They will support efforts to get shovels in the ground on new homes.

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Building Homes, Fighting Delays, Reducing Costs

Official Plan Reform

- Official plans set out long-term land-use rules to guide the future growth of a community. Today, official plans have become lengthy, complicated and highly restrictive, with varying formats, rules and content that make them difficult to navigate.
- The government is proposing changes that will introduce a simplified official plan format that will include a mandatory, standardized set of land-use designations and a common structure setting out a table of contents and schedules (maps) that would be applied consistently provincewide. This will make plans clearer and easier for home builders, municipalities and the public to navigate.
- These changes will reduce uncertainty for home builders and municipalities, shorten official plan approval times, and make planning for Ontario's continued growth simpler and more effective.

Building Code Review

- The Ontario Building Code sets out the standards that new construction must meet to ensure the safety and well-being of residents.
- However, over the years, this tool has become overly complex, with content that does not reflect the reality of building in Ontario. Some provisions place undue hardship on builders (such as having to specially manufacture materials to meet the Building Code at 7x the cost), while others are duplicative.
- Since the introduction of Ontario's first Building Code, it has more than quadrupled in size.
- For the first time in 40 years, the government is proceeding with a section-by-section review of the Building Code so it better meets modern challenges, while maintaining Ontario's high health and safety standards.
- To help guide this review, the government is establishing an expert third-party advisory body — consisting of engineering, construction and code specialists — which will help identify where rules can be modernized or streamlined.
- A streamlined Building Code will make it more efficient to plan and build a new home in Ontario, reducing delays and costs that slow down construction and price more people out of the housing market.

Building Homes, Fighting Delays, Reducing Costs

Site Plan: Prohibit Mandatory Municipal Enhanced Development Standards

- Site plan control is a municipal review process that focuses on the detailed design of a site, such as landscaping, further aesthetic considerations and building placement. In many large urban municipalities, these requirements have expanded well beyond functional considerations, adding time and cost to projects.
- The government is proposing to prohibit municipalities from imposing mandatory enhanced development standards — such as landscaping and foliage requirements, soil composition and ornamental and design considerations — beyond what is required for health and safety.
- This would prevent inconsistent, costly local rules that delay construction and make it harder to build homes at reasonable prices, while maintaining important safeguards like stormwater management.

Site Plan Reform Consultation

- Recent estimates by the Ontario Association of Architects put the cost of municipal site plan control related delays at \$3.5 billion per year to the Ontario economy.
- The government is consulting on major structural reforms to site plan control process, such as reducing repeated rounds of municipal feedback on proposed homebuilding applications.
- Faster, more predictable approvals mean projects can move forward without unnecessary delay, while improving the economic efficiency of the Ontario economy.

Building Homes, Fighting Delays, Reducing Costs

Implementation of Water and Wastewater Public Corporation in Peel Region

- The government is continuing work to advance public corporations for water and wastewater, which will offer a way for municipalities to amortize the cost of needed infrastructure over decades. Currently, infrastructure is often paid through a mixture of federal-provincial-municipal investments and, notably, development charges that then get passed squarely on to new home buyers.
- The province has been clear that water is a public resource and will remain that way. Changes through this legislation will reinforce the government's existing commitment to public ownership, while facilitating the continuity of contracts, seniority and employee rights.
- Recognizing extensive municipal interest, this will also create a foundation to enable the model to be widely adopted across the province.

Building Homes, Fighting Delays, Reducing Costs

Minimum Lot Sizes

- Minimum lot sizes determine how small a residential lot can be. Today, inconsistent local standards often force larger lots than necessary, which can reduce housing supply and affordability.
- The government is proposing new legislative authority to set provincial rules for minimum lot sizes for urban residential land through regulation. Concurrently, the province is consulting on a regulation that would set an approximately 175 square metre (1,884 square foot) minimum lot size standard.
- This would allow more efficient use of land and enable a wider range of lower-cost housing options.

Exempt Non-Profit Retirement Homes

- The government is proposing to exempt non-profit retirement homes from development charges to help reduce construction costs and expand affordable housing options for seniors.
- This builds on the success of similar exemptions, such as those applied to long-term care homes, which have supported new construction across the province by saving operators millions of dollars in municipal fees.
- Lowering the cost of building non-profit retirement housing helps increase supply and provides more choice for older Ontarians who are looking to downsize, freeing up further housing supply in the market.

Building Homes, Fighting Delays, Reducing Costs

Amendments and Revocations of Notice of Minister's Zoning Orders (MZOs)

- The government is proposing to bring consultation requirements for MZO amendments and revocations in line with how MZOs currently operate under the existing framework. This would allow certain adjustments, such as addressing minor, administrative or time-sensitive needs to proceed without delay.
- Substantive amendments that impact the functioning of an MZO will continue to be posted for public consultation.

Revocation of the Parkway Belt West Plan and Associated MZOs

- The Parkway Belt West Plan is a 1978 development plan covering areas in the western Greater Toronto Area (GTA). It was originally created to protect future infrastructure corridors, notably hydro corridors and future land for highway expansions that have now been completed (Highways 401, 403, 407 and the 427).
- Furthermore, modern provincial policies such as the Provincial Planning Statement now provide stronger but less cumbersome protections for the same areas, making the 1978 plan outdated, inefficient and duplicative.
- The government is consulting on revoking the Plan and its MZOs because the protections they were designed to provide are already fully captured under current land-use planning tools.
- This will streamline the provincial planning framework while ensuring important corridors and infrastructure needs continue to be safeguarded.

Building Homes, Fighting Delays, Reducing Costs

Communal Water and Wastewater Systems

- Lack of access to water and wastewater infrastructure has historically posed a barrier to development in areas that would otherwise be good candidates for growth.
- Communal water and wastewater systems that serve multiple homes (between approximately 20 to 200) enable new communities to be built in remote and rural areas that cannot currently access municipal water systems.
- Typically initiated by home builders as a tool to facilitate needed development, they have been used with great success in other jurisdictions like Europe. They are often leveraged as an interim solution for growing cities until municipal infrastructure can catch up and reach new communities.
- This legislation would create a new, robust regulatory framework that would facilitate wider use across Ontario, while putting safeguards and provincial backstops in place to ensure they remain safe, financially sustainable and will be properly operated and maintained.
- This enables new housing in communities that otherwise could not support growth, helping unlock additional supply while maintaining public health protections.

Building Homes, Fighting Delays, Reducing Costs

Upper-Tier Planning Responsibilities – in Simcoe County

- Through the *More Homes Built Faster Act, 2022*, transfer of land-use planning from Simcoe County to its municipalities was enabled. At the time, some of those municipalities were not in a position to adopt responsibility for land-use planning due to fiscal and operational constraints. As some of them are now in a position to do so, including Innisfil, New Tecumseth, and Bradford West Gwillimbury, we are proceeding with the transfer of power where and when appropriate.
- Smaller municipalities will continue to receive provincial planning support, while larger municipalities will receive planning authority, as has been requested by local leadership.
- This phased approach would ensure a smooth transition, minimize administrative disruption and support municipalities as they adjust to their updated roles in planning and growth management.

Parkland Dedication Requirements

- On certain builds, developers must allot a specified percentage of land to deliver public recreational space. In lieu of that, they can offer cash. The maximum parkland rate varies by municipality.
- These dedication requirements are highly limited in scope. Under the current system, serviceable land may not be accepted if the land rests atop below-grade infrastructure like parking garages or gas lines (otherwise known as encumbered land) despite the infrastructure not impacting the suitability of the land.
- The government is proposing to implement a new framework that would enable high-quality encumbered lands to count towards municipal parkland dedication requirements, along with publicly-available spaces like courtyards.
- Through regulations, the government is ensuring that provided land meets strict quality standards that will ensure they can continue to be used and enjoyed as parkland. This innovative approach will help deliver new public spaces within urbanized municipalities.

Building Homes, Fighting Delays, Reducing Costs

Break out Municipal Development Charges in Agreements of Purchase and Sale

- Municipal development charges (DCs) are adding extensive costs to new homes in certain municipalities. For example, in the City of Toronto, development charges are costing homebuyers nearly \$140,000 for a semi-detached home.
- The government is consulting on the disclosure of municipal DCs and other previously hidden taxes and fees directly in new home agreements of purchase and sale, as supported in a recent motion unanimously passed by the Legislative Assembly of Ontario.
- By being transparent about these costs, the government aims to give new home buyers greater cost predictability and increase accountability.
- See below for an example of what DC charges and fees go towards, and what a mandated disclosure in a purchase and sale agreement could look like:

Services	Hypothetical DC Costs on a Single and Semi-Detached Unit
Transit	\$50,000
Parks and Recreation	\$20,000
Libraries	\$2,500
Long Term Care	\$2,000
Road Maintenance	\$25,000
Public School	\$7,000
Water and Wastewater	\$20,000
Police and Ambulance Services	1,500
Total	\$128,000

4. Looking Ahead

The *Building Homes and Improving Transportation Infrastructure Act* continues to build on our legislative and regulatory efforts to reduce delays and keep costs down. It does this by modernizing planning rules, simplifying transit delivery and strengthening the infrastructure needed to support growth.

These changes, if passed, and related actions would make transit more convenient and consistent across municipal borders, allow provincial transit projects to move faster, reduce barriers to homebuilding through clearer and more standardized planning tools, reinforce public ownership of water and wastewater systems, unlock new housing opportunities in hard-to-service areas and improve transparency around the costs facing homebuyers.

Together, these measures directly address today's challenges and help get homes and infrastructure built faster to protect Ontario's workers and economic future.

March 15, 2026

ELECTRONIC SUBMISSION ONLY

Attn: Kylie Li, Planner
Ministry of Municipal Affairs and Housing
Municipal Services Office – Central Region
777 Bay Street Toronto, ON M7A 2J3

Re: [ERO Posting No. 026-0165](#) "Proposed Amendment to the Parkway Belt West Plan and Minister's Zoning Order, Ontario Regulation 482/73" (Dundas St. between Brant St. and Guelph Line)

The City of Burlington (City) is providing the following comments in response to the Ministry of Municipal Affairs and Housing's (MMAH) request for comments regarding Infrastructure Ontario's (IO) applications to amend the Parkway Belt West Plan (PBWP) and revoke Minister's Zoning Order O. Reg. 482/73 for a series of provincially owned parcels located on the south side of Dundas Street between Brant Street and Guelph Line. These lands are currently identified within the PBWP as Utility and Public Open Space and Buffer Areas and are designated Agricultural Rural Area in the City of Burlington's Official Plans.

In preparing these comments, City planning staff have reviewed IO's background materials, which indicate that:

- the lands have been identified as surplus to provincial needs;
- consultations with utilities confirmed the lands are not required for future utility functions; and
- PBWP/MZO removal would precede IO's standard disposition process.

Comments

The City reiterates its previously submitted position on ERO Posting 019-6167, which expressed support in principle for removing the PBWP as an added layer of provincial land use policy within Burlington. Given the series of parcel specific amendments that have been put forward recently, the City would like to express its interest in pursuing a comprehensive, Burlington-wide revocation process.

A coordinated approach is essential to:

- ensure revocation does not undermine the PBWP's long-standing objectives related to infrastructure, goods movement, and open space connectivity;
- avoid creating gaps in regional and municipal planning frameworks; and

- properly integrate the revocation with the treatment of remaining Minister's Zoning Orders.

The City is ready to work collaboratively with MMAH, the Niagara Escarpment Commission, and other relevant agencies to advance a City-wide revocation of the Parkway Belt West Plan and Minister's Zoning Order O. Reg. 482/73.

Next Steps

Please accept this letter as the City of Burlington's submission on ERO posting 026-0165. Given the short period for consultation, the attached comments have not been approved by City Council. This letter will be shared through an upcoming Council Information Package. Should Council determine any additional comments or refinements are required, the province will be advised at the earliest opportunity.

Finally, should the disposition process proceed, the City would like to express its interest in being kept up to date on the matter. Contact information will be provided directly to MMAH via e-mail.



**Preliminary Stakeholder Reaction to Bill 98,
Building Homes and Improving Transportation Infrastructure Act, 2026**

Association of Municipalities of Ontario (AMO)

- Supportive of the province's goals of achieving more consistent and timely approvals that deliver the housing and economic projects while improving how people move across the province.
- Many of the proposed changes address recommendations AMO raised in their Bill 17 and Bill 60 ERO submissions – e.g., that municipal service corporation water systems remain under public ownership.
- At Standing Committee, AMO made recommendations to the Province including:
 - Listening to technical feedback from municipal planners about how to implement and balance streamlined planning with flexible tools for municipalities to effectively manage growth and meet local needs;
 - Ensuring the communal servicing framework provides clarity and consistency without creating unfair advantages for private systems or long-term liabilities to municipalities; and
 - Offsetting any municipal transit fare revenue lost through fare and service integration.

Halton Region

- At the Regular Meeting of Regional Council on May 20, 2026, Councillors asked about impacts of communal water servicing changes proposed in Bill 98. Staff advised that:
 - There are instances in the province where these types of water servicing options have resulted in municipal obligations, particularly in instances of failure.
 - Any installation would still have to meet municipal and Conservation Authority planning standards; however, Halton does not currently allow communal water systems.

Municipal Sector

- Many municipalities have responded to Environmental Registry postings by the Ministry of Municipal Affairs and Housing and/or presented comments to the Standing Committee on Heritage, Infrastructure and Cultural Policy regarding Bill 98:
 - City of Toronto: While supportive in principle, the City has flagged a number of potential unintended impacts associated with some of the proposed changes including loss of municipal planning authority, impact to Toronto's net-zero 2040 goal and broader climate resilience, and reduced ability to plan large, connected

park systems. The City is also supportive of transit fare and service integration across the GTA provided that MTO offers funding and deeper consultation before implementation.

- City of Oakville: City staff recognize Bill 98 as a major shift toward provincial-led growth planning which may limit municipal discretion. Specifically, comments revolve around loss of planning control, financial pressures tied to development charge exemptions and reductions, reduced authority to mandate green building standards, and provincial control over fares, routes, and integration.
- City of Guelph: The City is supportive of the Province's goal of streamlining planning and housing development. Staff input cautions against overly broad, "one-size-fits-all" changes that reduce municipal flexibility and ignore local context. The City advocates for a collaborative approach between the Province and municipalities in refining and implementing changes.
- City of Pickering: While the City supports the goal of faster approvals and increased housing supply, staff caution that the Province's approach may run the risk of removing essential municipal planning tools, potentially harming long-term community quality, safety, and sustainability.
- City of Hamilton: The City is balancing compliance with changes intended to streamline housing approvals against concerns regarding taxpayer burden and the loss of municipal environmental standards.

Bay Area Climate Change Council (BACCC)

- As a collective of organizations, including Burlington Green and the Burlington Sustainable Development Advisory Committee, the BACCC has provided feedback that Bill 98 may prohibit municipalities from enforcing mandatory Green Development Standards, as well as potential impact on municipal capacity for achieving climate targets, protecting energy affordability (and in turn, housing affordability), and managing growth sustainably.

West End Home Builders' Association (WE HBA)

- WE HBA has advocated for the bill's measures to accelerate housing supply and reduce development costs across Burlington and the broader region.
- The Ontario Home Builders Association – of which WE HBA is a member – presented to the Standing Committee on Heritage, Infrastructure and Cultural Policy on Bill 98. Remarks focused on the parts of the bill that support the residential construction industry, including the continued effort to streamline planning and approval tools, including reforms to municipal official plans and the changes to site plan control.

Ontario Public Transit Association (OPTA)

- The OPTA is supportive of enhancing regional, cross-boundary transit integration and improved cross-boundary service and rider experience.
- The Association has provided feedback about potential impacts related to broad ministerial control, unfunded obligations downloaded to local transit agencies,

opportunities for meaningful pre-regulation input, and the preservation of transit committee/commission authority over fares and levels of service within their jurisdiction.

- The Association engaged in the legislative process, including at Committee as the bill was reviewed, to ensure its member perspectives were reflected and to advocate for meaningful consultation and practical implementation.

Ontario Real Estate Association (OREA)

- The Association is supportive of the proposed legislation as it features a wide suite of realtor-led solutions to boost housing supply and keep costs down.

Ontario Federation of Agriculture (OFA)

- The OFA is supportive of intensification to limit urban sprawl and prioritize the protection of agricultural land but is opposed to the use of Minister's Zoning Orders (MZOs) to convert farmland and recommends that Agricultural Impact Assessments (AIAs) be a requirement for MZOs.
- The Association has requested that the Provincial Planning Statement remain the primary policy framework (e.g., avoid the introduction of varying definitions in other planning instruments) and supports the standardization of Official Plans with flexibility to account for local context.
- The OFA has called for stronger recognition of agriculture's economic, climate, and food security role in growth planning throughout the Projection Methodology Guideline.
- The Association does not support the revocation of municipal site plan control powers given the role of site planning in implementing the findings of AIAs and Minimum Distance Separation formulae assessments. The OFA has recommended process improvements (e.g., differentiated application streams) over deregulation.
- The OFA has indicated opposition to the removal of municipal discretion to deny a permit for private communal drinking water and wastewater systems and has requested that the development of future regulations respect the need to preserve Ontario's farmland for agricultural purposes.

SUBJECT: Financial status report as at March 31, 2026

TO: Committee of the Whole

FROM: Finance
N/A

Report Number: FIN-05-26

Wards Affected: Not applicable

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation:

Receive for information finance department report FIN-05-26 regarding financial status report as at March 31, 2026.

Executive Summary

A financial update highlighting the City's first quarter of 2026 in the following areas:

- Investments & Cash Flow;
- Property Tax Collection;
- Debt & Financial Obligation Limit;
- Reserves and Reserve Funds;
- Budget Monitoring; and
- Financial Position

Purpose of report:

- To provide an update on key financial information for the City as of March 31, 2026.

Implications:

- For information purposes only.

Background

PART A – INVESTMENTS & CASH FLOWS

Monetary Policy and Interest Rates

The Bank of Canada (BoC) maintained its target for the overnight rate at 2.25% through the first quarter of 2026, following the series of rate reductions implemented during 2024 and 2025 from a peak of 5.00% in mid-2024. Inflation remained near the BoC's 2% target through much of the period, although price pressures increased modestly in early 2026 due primarily to higher global energy prices and continued geopolitical uncertainty.

As of the end of the first quarter of 2026, the BoC continued to emphasize a cautious and data-dependent approach to monetary policy. While economic growth remained modest and labour market conditions soft, the BoC indicated that future policy decisions would continue to balance risks to inflation and economic growth within an evolving global environment.

Economic Growth and Inflation

The Canadian economy continued to experience modest growth through the first quarter of 2026 as it adjusted to ongoing global trade uncertainty and U.S. tariff measures. Economic activity remained below long-term trend levels, with softer export activity and subdued business investment continuing to weigh on growth.

Inflationary conditions became somewhat more volatile during the quarter due largely to rising oil and gasoline prices. Consumer price inflation increased modestly during the first quarter of 2026, while core inflation measures generally remained slightly above 2%, suggesting that broader underlying inflation pressures remained comparatively contained.

Investment Strategy and Risk

During the first quarter of 2026, the City continued to actively manage its investment portfolio in response to evolving market conditions, including interest rate volatility, changing inflation expectations, and ongoing global geopolitical uncertainty. As a result, the portfolio remains well-positioned to support liquidity requirements, preserve capital, and maintain stability amid continued economic and financial market uncertainty.

Staff will continue to prudently manage the City's investment portfolio in alignment with prevailing economic conditions and the objectives of the City's Investment Policy, while adapting investment strategies as necessary to support the City's long-term financial sustainability and budgeted investment income targets.

Investment Income and Projection

Given current market conditions, investment income is expected to exceed budget at year-end based on the details below:

	Projected December 2026	Actual December 2025
Total Interest	5,900,000	6,552,765
Budget	5,300,000	5,300,000
Favourable/(Unfavourable) Variance	600,000	1,252,765
Capital Gains	77,205	762,685
Favourable/(Unfavourable) Variance	677,205	2,015,450

Appendix A shows total interest earned on the investment portfolio up to March 31, 2026. As of that date, the overall portfolio balance is \$1.85 million lower than at the same time last year. This difference is due to several factors but is primarily related to the timing of capital expenditures and the collection of external recoveries for joint projects.

Overall investment income as of March 31, 2026, decreased by \$0.36 million compared to the same period in 2025, primarily due to lower realized capital gains.

Investment Holdings and Policy Compliance

Appendix B provides a listing of the current portfolio by investment type and weighted average yield, in accordance with Ontario Regulation 438/97. In line with the City of Burlington's investment policy, the City may purchase Region of Halton bonds up to, but not exceeding, the amount of the debenture issued on behalf of the City. As of March 31, 2026, the City's investment portfolio included \$16 million in Region of Halton bonds.

As of March 31, 2026, the City's investment portfolio is compliant with the guidelines set out in the City's investment policy and goals adopted by the City.

Cash Flow

Cash flow projections show that the City is expected to have adequate cash funding to meet its financial obligations. The chart below summarizes the City's estimated cash holdings for the 2nd quarter of 2026 with comparison to the actuals from the previous year.

	2026	2025
April	79,868,050	45,527,829
May	34,385,960	22,167,502
June	91,582,391	77,555,099

Fluctuations in the cash balance between 2026 and 2025 are due to the timing of payments for commitments, cash inflows and short-term investments/maturities.

PART B – PROPERTY TAX COLLECTION

The City of Burlington collects property taxes for the City, Region of Halton and the Halton Boards of Education as legislated under the *Municipal Act, 2001*. Appendix C reflects the property tax status on March 31, 2026, compared to March 31, 2025. The 2026 total levy, which represents interim billing with due dates of February 23 and April 23, is \$278.4 million compared to \$263.5 million in 2025.

Collections for the current taxation year are 54.9%, reflecting a modest decline from prior years, as highlighted in the chart below and detailed in Appendix C.

As at March 31	2026	2025	2024	2023	2022	2021	2020
Current year Collections	54.9%	56.1%	56.0%	56.9%	56.3%	56.5%	55.7%
Current year Outstanding*	45.1%	43.9%	44.0%	43.1%	43.7%	43.5%	44.3%

*includes installments not yet due

Overdue property tax notices are typically issued four times per year to support collection efforts. In addition to these notices, tax collection letters are sent to property owners with arrears in the current year as well as the two previous years.

In November 2025, title searches were conducted on 129 accounts that remained three years in arrears, and lenders were notified. By the end of January 2026, the number of such accounts had decreased significantly to 22. As of March 2026, tax arrears certificates were registered against title for the seven properties that remained three years in arrears, in accordance with the *Municipal Act, 2001*. Staff continue to work diligently with these property owners to establish payment or extension agreements.

Of the four properties with tax arrears certificates carried forward from previous years, three have been resolved through payment. Further, all three tax arrears certificates registered in early

2025 were paid prior to the expiry of the one-year redemption period. Staff continue to work with the remaining property owner to pursue resolution of the outstanding arrears.

As of January 31, 2026, there were 49 commercial and industrial property owners with arrears outstanding from the two previous years. Staff have successfully collected outstanding amounts or established payment arrangements for the majority of these accounts, demonstrating continued progress in addressing non-residential arrears. Collection efforts have continued beyond quarter-end, reducing the number of outstanding accounts without a payment arrangement to nine as of May 20, 2026. Bailiff warrants will be issued for any remaining unresolved accounts. The bailiff will attempt to contact property owners to obtain payment. If these efforts are unsuccessful, rent attornment may be pursued on any tenanted properties, where applicable, to recover outstanding amounts.

The city continues to promote its three regular pre-authorized payment plans, which provide a convenient and reliable method for paying property taxes. Over one-third of all property accounts – around 25,760 – are currently enrolled in these plans.

In mid-November 2025, the City launched a new online property tax portal that enables taxpayers to access and manage their property tax accounts. By March 31, 2026, over 6,800 property tax accounts had been registered.

PART C - DEBT AND FINANCIAL OBLIGATION LIMIT

Debt Capacity: As of March 31, 2026, the City's total debt charge as a percentage of own source revenue is estimated to be 8.39%, which is below the council approved guideline of 12.5%, and below the provincial limit of 25% (See Appendix D). Further, at December 31, 2025, the City's total principal debt outstanding is estimated at \$125 million. After incorporating the \$41.6 million in approved but not yet issued debt, and deducting \$15.1 million in principal repayments for 2026, the City's total principal debt outstanding and remaining to be issued is projected to be \$151.5 million by March 31, 2026.

The reported debt capacity and forecasted principal debt outstanding are based on a snapshot on March 31, as such debt approved by Council after this date, will impact these figures. Any changes will be reported within the next quarterly update.

The City's debt is monitored on a regular basis, and debt capacity is projected based on debt that is retiring, debt approved (issued and to be issued), as well as the capital forecast debt requirements. Any in-year debt approvals beyond what is included in the City's capital program will be reflected in an updated debt capacity. It is important to note that debt capacity changes from one year to the next, and capacity in one year is not necessarily indicative of the forecasted trend.

Tax Supported Debt Charges: The City’s 2026 budget for tax supported debt charges is \$13.5 million, and as of March 31, this budget meets the planned needs of tax supported debt repayments in 2026.

PART D - RESERVES AND RESERVE FUNDS

Reserves and reserve funds are an essential element of the City’s long-term financial plan. They allow the City to set aside funds for a future purpose and fulfil a critical financial need for the municipality. They make provisions for the replacement and rehabilitation of existing City assets, provide a contingency for one-time and unforeseeable events, and provide flexibility to manage debt levels and protect the City’s financial position.

A comprehensive review of the City’s reserves and reserve funds is planned as part of the development of the long-term financial plan to ensure ongoing alignment with the City’s strategic and financial objectives.

Stabilization Reserves and Reserve Funds

Stabilization reserves are used to offset extraordinary and unforeseen expenditure requirements, one-time expenditures, cyclical expenses, revenue shortfalls and they help to minimize fluctuations in the tax levy.

• Contingency • Tax Rate Stabilization	• Planning Fee Stabilization • Engineering Fee Stabilization
Target Balance of consolidated stabilization reserves and reserve funds (excluding building permit) is 10-15% of the City’s own source revenues. Based on 2024 own source revenues of \$330 million the target range is: \$33.0 million to \$49.5 million	
March 31, 2026, <i>Uncommitted Balance</i> : \$20,256,143 → Currently at 6.1% of the City’s own source revenues	

As part of the City’s reserve and reserve fund policies the City sets a target balance for consolidated stabilization reserve funds (excluding Building Permit) at 10-15% of the City’s own source revenues. It is important to note that the target is based on the City’s uncommitted balance as an accurate depiction of funding available for future use. The cash balance includes funds approved by council to be spent on specific initiatives and therefore are not available for future spending.

Building Permit Stabilization Reserve Fund

The building permit stabilization reserve fund is used to stabilize building permit revenues and expenditures, which can vary from year to year based on development activity levels in accordance with Bill 124.

Corporate Reserve Funds	Recommended Balance		March 31 Uncommitted Balance
Building Permit Stabilization	The reserve fund is capped at 163% of direct costs.	Total direct costs for 2025 were approximately \$5.4 million. Based on this the upset balance for the reserve fund is \$8.8 million.	\$2.2 million

Capital Reserve Funds

Capital reserve funds form a vital component of any Capital Financing Plan and are used extensively by the City in financing the capital program for maintenance and replacement of existing infrastructure to maintain assets in a state of good repair and the construction/purchase of infrastructure to service the growing community.

Capital Reserve Funds	Recommended Balance		March 31 Uncommitted Balance
Vehicle and Equipment Reserve Funds	The target balance for the consolidated capital reserve fund balance is a minimum of 2% of the asset replacement value.	The City's 2025 Asset Management Plan has total asset replacement value at approximately \$7.15 billion. Based on this amount the minimum recommended balance is \$143 million.	\$28.3 million
Parks & Recreation Infrastructure Reserve Funds			
Transit Related Reserve Funds			
Other Capital Reserve Funds			

Corporate Reserve Funds

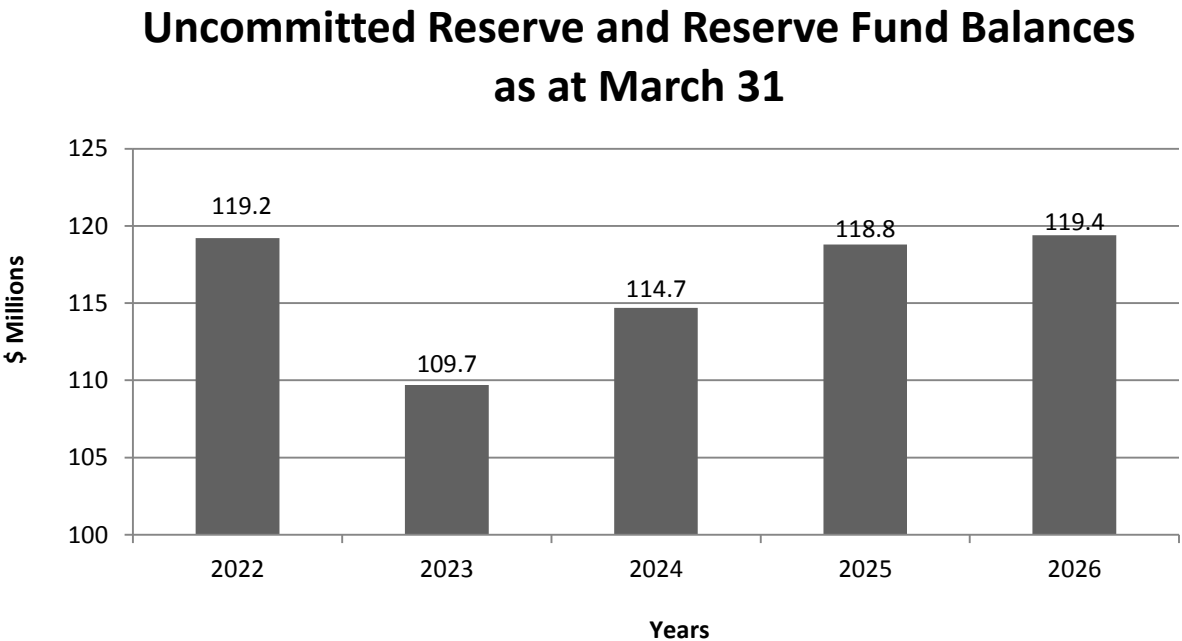
Corporate reserve funds provide for various contingent and potential future liabilities. The City budgets annually for the current year costs expected to be incurred from these liabilities but does not budget for the estimated future liability. The impact of post-employment benefit expenses is communicated annually as part of the financial statements.

Corporate Reserve Funds	2024 Actuarial Valuation Liability	March 31 Uncommitted Balance
Employee Accident	\$15.8 million	\$8.0 million
Benefits	\$26.9 million	\$3.8 million

The balances of the City’s reserves and reserve funds are disclosed in Appendix E.

As at March 31, 2026, the total reserve and reserve fund balance amounted to \$287.3 million. This balance is \$73.0 million higher than the corresponding figure in 2024 (\$214.3 million). The increase reflects revised timing of capital funding transfers, with projects now funded based on expenditures incurred rather than an annual advance funding allocation.

Of the total balance reported, \$167.9 million is committed for various projects leaving an uncommitted balance of \$119.4 million. Commitments represent expenditures approved by Council or funds held for specific future purposes. The following chart provides a 5-year historical perspective of the uncommitted balances as at March 31:



PART E - 2026 BUDGET MONITORING

While it is still early in the year, current results indicate that we are trending in line with the approved budget overall. Year to date variances reflect higher than anticipated winter related operating expenses, including snow removal, salting, and other seasonal maintenance costs resulting from more severe weather conditions than originally forecasted. These pressures have been largely offset by savings in salaries and benefits attributable to staff gapping and temporary vacancies across several positions. At this time, we do not anticipate a material impact on the overall year-end budget position and staff will continue to monitor expenditure trends closely as the year progresses.

PART F – FINANCIAL POSITION

The financial status report provides information on significant balances on the City's statement of financial position. Information is provided on the City's short- and long-term investments and cash balances. Information is also provided on taxes receivable. The reserve fund balances contain obligatory reserve funds which are shown as deferred revenue on the City's statement of financial position. Our net long-term liabilities are discussed in the section on debt and financial obligation limits. Significant balances are as follows:

As at March 31st

(Amounts are in thousands of dollars)

	2026	2025
	\$	\$
Cash & temporary investments	93,015	106,887
Taxes receivable*	138,717	127,736
Long term investments	301,119	289,098
Investment in Burlington Enterprises Corporation**	150,265	150,265
Deferred revenue - obligatory reserve funds	83,955	74,152
Net long-term liabilities**	124,555	124,555

*** Reported net of allowance for write-offs and based on two installments.**

**** 2026 balance is as at December 31, 2025**

The City's statement of financial position provides a long-term view of the City's financial health. A year over year comparison helps to identify indicators that may be of concern or interest. As of March 31, 2026, the significant balance changes include:

- A decrease in cash & temporary investments offset by an increase in long-term investments.

Strategic Alignment

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

Author:

Michelle Moore
Controller & Manager, Financial Services
Michelle.Moore@burlington.ca

Appendices:

- A. Securities Position and Performance
- B. Investment Portfolio
- C. Property Tax Collection
- D. Debt and Financial Obligation Limit
- E. Reserve Funds and Reserves

Report Approval:

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



City of Burlington

SECURITIES POSITION AND PERFORMANCE

Period Ended

	March 31, 2026		March 31, 2025		
	Actual	Budget (where applicable)	Actual	Budget (where applicable)	Variance
Net bank position	\$ 15,679,717		\$ 25,886,613		\$ (10,206,896)
Short term investments	77,335,000		81,000,000		(3,665,000)
Long term investments	301,118,699		289,098,222		12,020,477
Total City funds invested	\$ 394,133,416		\$ 395,984,834		\$ (1,851,419)
Total Investment Income	\$ 3,050,475	5,300,000	\$ 3,412,412	5,300,000	\$ (361,937)
		(Current Fund Only)			



City of Burlington

INVESTMENT PORTFOLIO		
as at March 31, 2026		
	PORTFOLIO HOLDINGS	YIELD
	(\$000's)	(Weighted Average on cost)
Long Term (at cost)		
Government of Canada	\$ 37,469	2.00%
Province of Ontario	58,927	2.85%
Region of Halton	15,972	3.52%
Other provinces	108,584	2.84%
Other municipalities	80,167	3.39%
Total Bonds	\$ 301,119	2.93%
	-	
Short Term		
Money market	\$ 77,335	3.64%
Cash in bank	15,680	2.79%
Total Investments	\$ 394,133	3.07%



City of Burlington

PROPERTY TAX COLLECTION COMPARISON OF THE FIRST QUARTER OF 2026 WITH 2025

	Mar 31, 2026		Mar 31, 2025		
	Amount	Percent of Current Levy	Amount	Percent of Current Levy	Variance
Total Levy	\$278,399,690	100.0%	\$263,467,494	100.0%	\$14,932,197
Current Year Collections	\$152,952,521	54.9%	\$147,754,589	56.1%	\$5,197,932
Current Year Arrears	\$125,447,169	45.1%	\$115,712,904	43.9%	\$9,734,265

	Amount	Percent of Total Arrears	Amount	Percent of Total Arrears	Variance
Total Arrears*	\$141,780,164	100.0%	\$130,469,495	100.0%	\$11,310,670
Prior Years Arrears	\$16,332,995	11.5%	\$14,756,590	11.3%	\$1,576,405
Current Year Arrears	\$125,447,169	88.5%	\$115,712,904	88.7%	\$9,734,265

	Amount	Annual Budget	Amount	Annual Budget	Variance
Penalties and interest earned on taxes	\$903,648	\$2,350,000	\$845,450	\$2,300,000	\$58,198

* Arrears amounts include outstanding taxes not yet due

City of Burlington
DEBT AND FINANCIAL OBLIGATION
as at MARCH 2026

Calculation of Net Debt Charges (2024 FIR)

Gross Debt Charges		\$	20,613,175
Long Term Commitments			4,311,743
Lease & Liabilities (2024)	\$	4,311,743	
NET DEBT CHARGES			\$ 24,924,918

Calculation of Annual Repayment Limit (2024 FIR)

Total Revenue Fund Revenues	\$	384,756,325	
Contributed Capital Assets	\$	-	
Total Revenue Fund Revenues			\$ 384,756,325

EXCLUDED REVENUE AMOUNTS:

Government Grants			10,949,080
Ontario Grants	\$	2,809,229	
Canada Grants	\$	8,139,851	
Deferred Revenue Earned			3,276,869
Provincial Gas Tax	\$	3,276,869	
Canada Gas Tax	\$	-	
Other Municipalities			25,956,943
Sale of Land & Capital Assets			48,000
Deferred Revenues Earned			7,220,022
Development Charges	\$	3,824,602	
Recreation Land	\$	3,349,016	
Community Benefits	\$	46,404	
Other	\$	-	
Donated Tangible capital assets			1,096,754
Government Business Enterprise Equity			4,256,500
Other			2,310,485
Total Exclusions			\$ 55,114,653

NET REVENUE FUND REVENUES	\$	329,641,672
25% of Net Revenue Fund Revenues		82,410,418
Less Net Debt Charges		(24,924,918)

ANNUAL REPAYMENT LIMIT AT JAN 01/26	\$	57,485,500
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2026 UPDATED ANNUAL REPAYMENT LIMIT

2024 Annual Repayment Limit		\$	57,485,500
Net Adjustments			
Change in Debt Charges			(4,116,545)
Gross Debt Charges 2026	\$	19,604,047	
Debt Charges (debt issued in 2026)	\$	-	
Debt Charges Approved Not Issued	\$	(5,125,673)	
Change Long Term Commitments			1,384,197
Lease & Liabilities	\$	2,927,546	
Total NET ADJUSTMENT			\$ (2,732,348)

2026 Adjusted Annual Repayment Limit	\$	54,753,152
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City's Debt Charges as a Percentage of Net Revenues Fund Revenues	8.39%
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City of Burlington

Reserve Funds and Reserves

As at March 31, 2026 with Comparatives from December 31, 2025

1. CAPITAL RELATED RESERVE FUNDS AND RESERVES

A) Development Related Reserve and Reserve Funds	Uncommitted Balance As at Dec 31, 2025	BALANCE Mar 31, 2026	COMMITMENTS	UNCOMMITTED BALANCE
Growth Studies	(182,012)	53,072	283,503	(230,431)
Library	(666,163)	556,722	1,290,273	(733,551)
Transit	1,286,040	1,294,271	79,748	1,214,523
Transportation*	28,904,928	28,106,030	13,159,985	14,946,045
Storm Drainage*	1,434,127	1,417,043	400,000	1,017,043
Fire Protection*	306,925	880,506	656,512	223,994
Parks & Recreation	2,842,579	2,831,878	1,000,000	1,831,878
Park Dedication	(5,286,032)	4,321,967	11,250,675	(6,928,708)
Community Benefits Charges	227,238	3,411,417	3,124,179	287,238
Future Services	6,954,974	17,082,769	10,151,495	6,931,274
Future Services Signs & Barricades	622,916	622,916	-	622,916
Future Services Trees	145,707	145,707	-	145,707
Development Charge Exemption	-	-	-	-
Total Development Related Reserve Funds	\$ 36,591,227	\$ 60,724,298	\$ 41,396,370	\$ 19,327,928

B) Vehicle and Equipment Reserve Funds				
Vehicle Replacements - Fire	797,730	2,894,686	2,270,000	624,686
Vehicle Replacements - Corporate	351,548	3,839,198	3,682,200	156,998
Vehicle Replacements - Transit	2,477,955	4,447,422	2,643,439	1,803,983
Vehicle Replacements - Tyandaga	(156,131)	(59,526)	-	(59,526)
Total Vehicle and Equipment Reserve Funds	\$ 3,471,102	\$ 11,121,780	\$ 8,595,639	\$ 2,526,141

*A portion of the committed balance represents borrowing between Development Charge Reserve Funds for capital projects. The current outstanding amount borrowed is included in the commitment however repayment is expected to take place over a number of years.

City of Burlington

Reserve Funds and Reserves

As at March 31, 2026 with Comparatives from December 31, 2025

C) Transit Related Reserve Funds	Uncommitted Balance	BALANCE	COMMITMENTS	UNCOMMITTED
	As at Dec 31, 2025	Mar 31, 2026		BALANCE
Provincial Gas Tax	4,202,832	4,202,832	1,794,428	2,408,404
Federal Gas Tax - Transit Dedicated	2,702,943	2,702,943	1,530,250	1,172,693
Total Transit Related Reserve Funds	\$ 6,905,775	\$ 6,905,775	\$ 3,324,678	\$ 3,581,097

D) Other Capital Reserve Funds				
Burlington Hydro Proceeds	947,629	4,854,237	3,906,608	947,629
Capital Purposes	10,101,851	13,987,032	3,885,180	10,101,852
Federal Gas Tax	1,140,424	1,140,424	4,591,928	(3,451,504)
Information Technology Renewal	690,401	1,719,713	1,021,745	697,969
Infrastructure Renewal	12,526,791	59,749,655	50,028,436	9,721,219
Joseph Brant Memorial Hospital	-	3,367,222	3,367,222	-
Public Art Reserve Fund	818,318	984,318	25,000	959,318
Railway Crossing	-	6,930,847	6,930,847	-
Strategic Land Acquisition	3,249,848	8,406,965	4,957,117	3,449,848
Strategic Plan	268,221	268,221	-	268,221
Total Other Capital Reserve Funds	\$ 29,743,482	\$ 101,408,634	\$ 78,714,083	\$ 22,694,551

2. OPERATING RELATED RESERVE FUNDS AND RESERVES

A) Stabilization Reserves and Reserve Funds	Uncommitted Balance	BALANCE	COMMITMENTS	UNCOMMITTED
	As at Dec 31, 2025	Mar 31, 2026		BALANCE
Building Permit Stabilization	2,248,198	2,528,198	280,000	2,248,198
Commodity Stabilization Reserve Fund	-	-	-	-
Contingency	7,665,427	11,887,932	2,565,375	9,322,557
Engineering Fee Stabilization	406,533	406,533	-	406,533
Planning Fee Stabilization	(2,988,274)	(2,988,274)	-	(2,988,274)
Severe Weather	-	-	-	-
Tax Rate Stabilization	14,032,327	14,688,222	1,172,895	13,515,327
Total Stabilization Reserve Funds	\$ 21,364,211	\$ 26,522,610	\$ 4,018,270	\$ 22,504,340

B) Corporate Reserve Funds				
Benefits	3,821,722	4,742,421	927,564	3,814,857
Election	-	946,833	946,833	-
Emergency	-	-	-	-
Employee Accident	8,232,906	10,188,002	2,182,112	8,005,890
Total Corporate Reserve Funds	\$ 12,054,629	\$ 15,877,256	\$ 4,056,509	\$ 11,820,748

C) Corporate Reserves				
Insurance	-	4,659,144	4,659,144	-
Ontario Cannabis Legalization Implementation	58,556	58,556	-	58,556
Total Corporate Reserves	\$ 58,556	\$ 4,717,700	\$ 4,659,144	\$ 58,556

City of Burlington

Reserve Funds and Reserves

As at March 31, 2026 with Comparatives from December 31, 2025

3. LOCAL BOARDS AND PROGRAM SPECIFIC RESERVE FUNDS AND RESERVES

A) Program Specific Reserve Funds	Uncommitted Balance As at Dec 31, 2025	BALANCE Mar 31, 2026	COMMITMENTS	UNCOMMITTED BALANCE
Parks & Recreation Infrastructure				
Arenas	375,849	465,085	25,000	440,085
Culture	200,239	207,479	25,000	182,479
Haber Community Centre	-	-	-	-
LaSalle Park Pavilion	12,354	12,354	11,500	854
Paletta Mansion	863,657	863,657	52,900	810,757
Pools	487,111	525,005	150,000	375,005
Recreation Centre	1,405,634	1,441,324	245,000	1,196,324
Senior's Centre	-	-	-	-
Sports Fields	190,795	189,635	50,000	139,635
Tyandaga Facility	297,512	297,413	35,000	262,413
Waterfront Centre	530,716	530,716	69,000	461,716
Youth Initiatives	93,194	93,194	-	93,194
Active Transportation Reserve Fund	1,561,855	2,061,855	1,568,105	493,750
Burlington Beach Regional Waterfront Park	93,293	183,293	-	183,293
Community Heritage	188,742	185,196	-	185,196
Community Investment	315,871	315,415	-	315,415
Council Special Initiatives	89,095	89,095	-	89,095
Culture Initiatives	46,896	121,896	-	121,896
Emergency Relief	-	-	-	-
Energy Initiatives	114,961	153,075	35,762	117,313
Federal and Provincial Grants	-	15,184,601	15,184,601	-
Fire Dispatch	657,902	657,902	-	657,902
Fire Suppression	114,998	129,998	-	129,998
Forestry	134,983	159,983	35,000	124,983
Green Initiatives	957,954	982,954	25,000	957,954
Innovation & Transformation Reserve Fund	452,015	1,510,015	45,000	1,465,015
Itabashi Garden	14,432	14,432	-	14,432
Multi-Year Community Investment Plan RF	674,901	6,300,772	3,400,000	2,900,772
Mundialization Committee	154,098	154,098	-	154,098
Municipal Accomodation Tax-City	1,690,847	1,690,847	-	1,690,847
Municipal Accomodation Tax-Tourism	1,521,565	1,521,565	-	1,521,565
Municipal Consent Reserve Fund	145,655	145,655	-	145,655
Naval Memorial	35,314	35,314	-	35,314
Parking District	245,514	245,514	-	245,514
Parking Growth	7,881,939	7,881,939	125,000	7,756,939
Parking Renewal	4,458,167	4,458,167	1,252,400	3,205,767
Policy Initiatives	492,873	892,873	275,000	617,873
Sims Square	(59,712)	(59,712)	50,000	(109,712)
Tree Establishment & Enhancement	1,102,121	1,178,353	76,233	1,102,121
Total Program Specific Reserve Funds	\$ 27,543,341	\$ 50,820,958	\$ 22,735,501	\$ 28,085,457

City of Burlington

Reserve Funds and Reserves

As at March 31, 2026 with Comparatives from December 31, 2025

B) Local Boards Reserve Funds	Uncommitted Balance	BALANCE	COMMITMENTS	UNCOMMITTED
	As at Dec 31, 2025	Mar 31, 2026		BALANCE
Art Gallery of Burlington	-	-	-	-
BEDC Innovation Centre	267,659	267,659	-	267,659
BEDC Operations	784,932	784,932	-	784,932
BEDC Strategic Initiatives	327,435	327,435	-	327,435
Downtown BIA	297,173	297,173	-	297,173
Library Capital	715,509	715,509	257,640	457,869
Library Operating	353,304	353,304	-	353,304
Museums Board - Ireland House Capital	104,833	104,833	-	104,833
Museums Board - Ireland House Operating	524,760	524,760	-	524,760
Museums Board - Joseph Brant Capital	67,430	67,430	-	67,430
Museums Board - Joseph Brant Operating	445,290	445,290	-	445,290
BPAC - Operating	3,602,450	3,612,729	10,279	3,602,450
BPAC - Capital	1,300,304	1,338,113	115,000	1,223,113
BPAC - Donations	10,837	16,116	5,279	10,837
Tourism Burlington	282,601	302,168	19,567	282,601
Total Local Boards Reserve Funds	\$ 9,084,518	\$ 9,157,452	\$ 407,765	\$ 8,749,687

C) Program Specific Reserves				
Fire Extrication	7,994	7,994	-	7,994
Total Program Specific Reserves	\$ 7,994	\$ 7,994	\$ -	\$ 7,994

Total Reserve Funds	\$ 139,092,856	\$ 270,650,832	\$ 160,683,440	\$ 109,967,392
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Total Reserves	\$ 7,731,978	\$ 16,613,626	\$ 7,224,519	\$ 9,389,107
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Total Reserve Funds and Reserves	\$ 146,824,834	\$ 287,264,458	\$ 167,907,959	\$ 119,356,499
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SUBJECT: 2026 Capital Variance and Project Closure

TO: Committee of the Whole

FROM: Finance
N/A

Report Number: FIN-10-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation:

Receive for information finance department report FIN-10-26 regarding the 2026 capital variance and project closure.

Executive Summary

This report outlines the financial status of the City's capital program and identifies 109 capital projects ready for closure as of April 24, 2026.

Purpose of report:

As part of the ongoing capital project management, staff review the status of all open projects to ensure that as projects are completed and an asset goes into service, they are closed. The reporting of capital variances is in accordance with Delegated Authority By-law 71-2023, as amended.

Key findings:

Unlike expenditures reflected in the operating budget, capital projects do not close on an annual basis. Capital projects are closed following the completion of all work and when all costs and financing have been finalized. The time between identifying the need for a capital project to its final completion can span a number of years for a major project.

The City has 624 open capital projects. Of these, staff have identified 109 projects with a net positive variance totaling \$6.2 million that are ready to be closed.

Information Report

Background

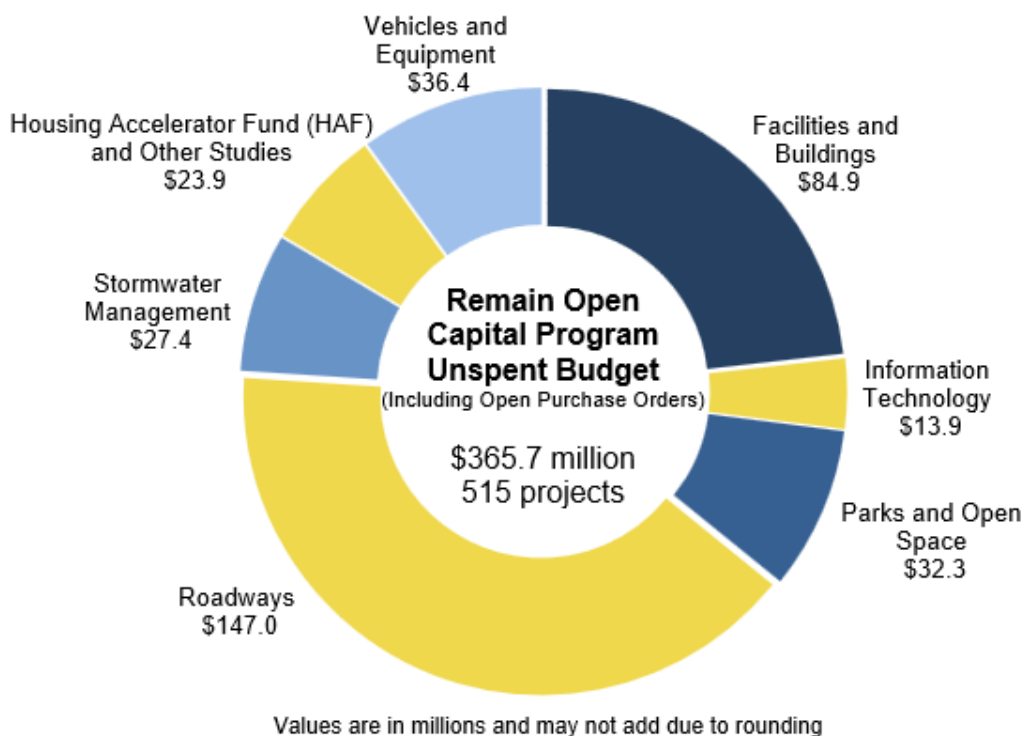
Unlike expenditures reflected in the operating budget, capital projects do not close on an annual basis. Capital projects are closed following the completion of all work and when all costs and financing have been finalized. The time between identifying the need for a capital project to its final completion can span a number of years for a major project. This report outlines the financial status of the City's capital program as of April 24, 2026.

Capital Project Analysis

During 2025, the City delivered a total of \$130.0 million in capital work, including projects completed and closed as part of the year-end capital closure process, as well as projects that remain in progress.

As of April 24, 2026, the City currently has 624 open capital projects with a total value of \$371.9 million. Of this amount, \$86.9 million has been committed through purchase orders, reflecting the multi-year nature of these projects. In addition, staff have identified 109 projects that are ready to be closed, with a combined favourable variance of \$6.2 million.

The following chart shows how the remaining 515 open capital projects are distributed across asset categories.



Variance Analysis

Of the 109 capital projects ready for closure, 88 (80.7%) have favourable variances totaling \$6.8 million. The remaining 21 projects have unfavourable variances totaling \$0.6 million, resulting in a net positive variance of \$6.2 million.

Unfavourable Variances

Of the 109 capital projects ready for closure, there is one capital project with an unfavourable variance greater than the \$100,000 reporting threshold.

The Leighland Park project experienced an unfavourable variance of approximately \$169,061 primarily due to new spillway required controls introduced by Conservation Halton midway through the original park construction. These regulatory changes necessitated revisions to grading and park design, additional scope including a hydrologic study, and increased consulting costs. As a result, a subsequent second contract was required to address the additional drainage and grading solutions by the playground contributing to the overall variance.

This unfavourable variance will be offset from other Parks and Open Space projects that are being closed with a favourable variance.

Implications

The closure of 109 capital projects will result in a net transfer of \$6.2 million back to the City's reserve funds. Further details are shown in the chart below.

Reserve Fund	Amount
Capital Purposes	\$ 982.6
Infrastructure Renewal	2,032.6
Parks and Recreation Development Charge	32.7
Storm Drainage Development Charge	120.5
Transportation Development Charge	2,026.4
Park Dedication	359.6
Provincial Gas Tax	3.8
Building Fee Stabilization	5.5
Burlington Hydro Proceeds	200.1
Innovation and Transformation	(11.9)
Paletta Mansion	34.1
Parking Renewal	135.5
Policy Initiatives	16.8
Public Art	(1.0)
Recreation Centres	60.0
Strategic Plan	1.7
Tax Rate Stabilization	(3.2)
Vehicle Depreciation	191.6
Total	\$ 6,187.6

* Numbers are in thousands and may not add due to rounding

Strategic Alignment

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

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Appendices:

N/A

Notifications:

N/A

Report Approval:

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

SUBJECT: 2027 Financial Forecast

TO: Committee of the Whole

FROM: Finance
N/A

Report Number: FIN-11-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation:

Receive for information the 2027 financial forecast as a budget reference document contained in FIN-11-26; and

Request the Mayor and Members of Council to consider the contents of the 2027 financial forecast including related appendix when preparing and reviewing the 2027 proposed budget.

Executive Summary

The purpose of this report is to provide Council with a preliminary financial outlook for the City's 2027 budget and to identify key economic and financial factors that may influence the overall tax increase required to maintain existing service levels and advance Council priorities.

Given the current level of economic uncertainty, staff have prepared the 2027 financial forecast as a potential budget increase range rather than a single estimate. Factors including inflation, assessment growth, labour market pressures, infrastructure renewal needs, provincial legislation, and economic conditions continue to evolve and may materially impact the City's financial position over the coming year.

Based on current assumptions and available information, the preliminary 2027 budget increase is forecasted to range between 5% and 7.3%. This forecast is preliminary in nature and will continue to be refined through the 2027 budget development process. The higher range includes increasing the City's contribution to capital reserves to help reduce the projected \$350 million infrastructure deficit over the next 10 years as identified in the City's 2025 Asset Management Plan update.

The Multi-Year Simulation (5 years) provides a detailed overview of major budget drivers and expected future tax rate impacts. The simulation includes 2 scenarios for 2027 to model the range of uncertainty with current assumption. This is attached as Appendix A and discussed in detail throughout this report.

When developing the 5-year budget simulation model, staff considered many factors including:

- Known inflationary and contractual obligations impacting the base budget.
- Alignment to the goals and objectives of the City's Long-Term Financial Plan and Financial Condition Assessment.
- The general outlook for the city including growth projections.
- Infrastructure funding (renewal and new) aligned with the Asset Management Funding Plan and the Multi-Year Community Investment Plan.
- Financial commitments resulting from recent Council decisions and previously approved capital projects.
- Forecasted investments required to sustain city operations, manage community growth and enhance city services.

Economic and Financial Environment

The broader economic environment continues to present both challenges and opportunities for municipalities across Ontario. Inflationary pressures have moderated compared to recent peak levels; however, municipal costs remain elevated, particularly in areas such as:

- Construction and infrastructure renewal
- Labour and contracted services
- Utilities and energy
- Insurance and technology
- Emergency services and regulatory compliance

At the same time, economic growth is expected to remain modest as higher borrowing costs and global trade uncertainty continue to impact investment and consumer spending.

While interest rates have declined from recent highs, municipalities continue to face significant financial pressures associated with aging infrastructure, asset management requirements, and growth-related service demands.

Risks and Uncertainties

Several factors could materially impact the City's final 2027 budget position, including:

- Continued construction cost escalation
- Lower-than-anticipated assessment growth
- Economic slowdown or recessionary pressures

- Supply chain disruptions
- Labour shortages and wage pressures
- Changes to provincial or federal funding programs
- Trade and tariff impacts affecting municipal procurement costs

Staff will continue to monitor economic and financial developments throughout 2026 and will update forecasts accordingly during the formal budget process.

Key Findings

Based on the investments in current and expanded service delivery included within this report, the City would require a budget increase ranging between 5.0 and 7.3%. This would result in an overall property tax increase between 4.58% and 5.77%. Burlington's portion of the overall increase would be between 2.6% and 3.8%. This is detailed in Appendix A.

The Multi-Year Simulation forecasts increases for 2027 – 2031 as follows:

	2027 Low	2027 High	2028	2029	2030	2031
City Budget Increase	5.00%	7.30%	5.51%	5.14%	4.92%	4.56%
City Share of Overall Property Tax Bill Impact	2.60%	3.80%	2.90%	2.73%	2.64%	2.46%
Overall Tax Bill Impact	4.58%	5.77%	4.70%	4.31%	4.06%	3.89%

Regional tax increase estimated at 6.0% in 2027, 5.5% in 2028 and 4.8% in 2029 and 4.3% thereafter

The 2027 Financial Forecast serves as a comprehensive reference document to support the Mayor and Members of Council in preparing, reviewing, and ultimately approving the City's final budget. Decisions made as part of the 2027 budget deliberations must be considered within the context of the City's multi-year financial planning framework. This approach is essential to avoid deferring known financial impacts to future years and to ensure a sustainable fiscal strategy.

Key considerations include the operational and financial implications of deferrals, the use of one-time revenues, and potential adjustments to service levels required to achieve the targeted 2027 tax levy. Each of these elements must be evaluated to maintain fiscal responsibility while meeting the expectations of the community.

The budget process remains a critical tool for allocating limited resources to address the City's prioritized opportunities and strategic business objectives. Through this process, the City

ensures that residents continue to benefit from the high-quality programs and services that contribute to Burlington's exceptional quality of life.

The investments outlined in the 2027 Financial Forecast will enable the City to:

- Sustain and enhance essential services for a growing community,
- Improve service delivery, and
- Secure funding for both current and future infrastructure requirements.

This report also outlines the methodology that will guide the development and finalization of the 2027 Budget.

As in previous years, the process will include:

- Rigorous internal review and prioritization by City staff,
- Multiple opportunities for public engagement and feedback, and
- A formal opportunity for Council to bring forward motions to amend the Proposed Budget.

The 2027 Budget will continue to reflect the City's core principles of **Affordability, Livability, Sustainability, and Transparency**, ensuring responsible stewardship of public resources and alignment with community values.

Additionally, the budget will provide a clear linkage to the Corporate Strategy demonstrating accountability between what is achieved and the value to taxpayers.

Based on the draft schedule outlined in this report, the 2027 Budget is anticipated to be finalized in February 2027.

Update to Strong Mayor Powers in an election year

The City of Burlington is one of 215 Ontario municipalities granted Strong Mayor Powers since the legislation was introduced in 2023. Under this framework, the Mayor is authorized to propose the City's budget, subject to Council amendments, a Mayoral veto, and a Council override process.

The Province is currently considering amendments to Ontario Regulation 530/22 that would modify the application of Strong Mayor Powers during an election year. If approved, the proposed changes would prevent outgoing Heads of Council in designated Strong Mayor municipalities from proposing the municipal budget for the year immediately following a regular municipal election.

While the Province has not yet confirmed when or if the proposed amendments will receive Royal Assent, staff anticipate the changes will be enacted prior to the close of nominations for the 2026 Municipal and School Board Elections

Information Report

Purpose of report:

The purpose of this report is to provide Council with a preliminary financial outlook for the City's 2027 budget and to identify key economic and financial factors that may influence the overall tax increase required to maintain existing service levels and advance Council priorities.

Given the current level of economic uncertainty, staff have prepared the 2027 financial forecast as a potential budget increase range rather than a single estimate. Factors including inflation, assessment growth, labour market pressures, infrastructure renewal needs, provincial legislation, and economic conditions continue to evolve and may materially impact the City's financial position over the coming year.

This report provides an overview of the Multi-Year Simulation (5 years) including the major budget drivers and expected future tax rate impacts, attached as Appendix A and detailed throughout this report.

Inherent in the annual operating budget process are the pressures of inflation, growth, fluctuating revenues, as well as infrastructure costs.

Alignment to 4 Key Budget Principles

Similar to previous years, the 2027 Budget will be aligned to the following 4 key budget principles

1. **Affordability** – Balance providing for today while preparing for our future.
2. **Livability** - Making sure the quality of life for the residents of Burlington is upheld and the services you depend on are enhanced, especially as we continue to grow by over forty per cent in the next 25 years.
3. **Sustainability** – Our budget must provide for present needs while preparing for our future.
4. **Transparency** – A simpler, easier to track and understand presentation of the budget, to foster better community engagement.

Alignment to Corporate Strategy

In March 2026, Council endorsed Horizon 2025, Burlington's updated 25-year community strategic plan (Report TRN-03-26). The plan defines Burlington's long-term vision for success in practical terms, creating a city where residents of all ages and stages can live, grow, and thrive, both today and into the future. As a result, enhancing quality of life across the community has been established as the City's central strategic outcome.

Horizon 2025 is guided by four strategic directions:

1. Quality Services for all Communities

2. Neighbourhoods that Support Well-Being
3. Preserve the Environment & Promote the Natural Legacy
4. Enabled and Purposeful Growth

The plan is further supported by five guiding principles that shape decision-making and service delivery:

1. Financially Responsible
2. Sustainable & Future-Ready
3. Communities Fostering Respect & Belonging
4. Economic Vitality
5. Innovative, Transparent & Data-Driven

Aligning the Strategic Plan with the City's budget strengthens accountability by clearly connecting community priorities, service outcomes, and taxpayer investments. The budget serves as a key implementation tool for Horizon 2025 by translating strategic objectives into funded initiatives, projects, and programs that advance Council's long-term vision for Burlington.

Key findings:

Multi-year Simulation

The Multi-year Simulation (attached as Appendix A) provides a 5-year forecast of future tax increases. The simulation provides an analysis of what the future financial picture for the City of Burlington may look like, helps assess financial risks and the affordability of existing services and capital investments, and provides an opportunity to analyze sensitivities to assumptions.

When developing the 5-year budget simulation model, staff considered many factors including:

- Known inflationary and contractual obligations impacting the base budget.
- Alignment to the goals and objectives of the City's Long-Term Financial Plan and Financial Condition Assessment.
- The general outlook for the city including growth projections.
- Infrastructure funding aligned with the Asset Management Funding Plan and Multi-Year Community Investment Plan.
- Financial commitments resulting from recent Council decisions and previously approved capital projects.
- Forecasted investments required to sustain city operations, manage community growth, and enhance city services aligned to the objectives of Horizon 2050.

Details of the multi-year simulation can be found in Appendix A.

Implications:

2027 Financial Needs Summary

Municipalities are required by provincial law to balance their annual budget such that revenues match the expenditures for the current year.

The net tax levy is the amount of property taxes required to support city services after consideration of user fees and other corporate revenues. To support the items included within the 2027 Financial Forecast the City would require a net tax levy between \$297 million and \$302 million.

2027 Overall Tax Impact

Based on the investments in current and expanded service delivery included within this report, the City would require a budget increase ranging between 5.0 and 7.3%. This would result in an overall property tax increase between 4.58% and 5.77%. Burlington’s portion of the overall increase would be between 2.6% and 3.8%.

It is important to note that Burlington remains below the group average of surrounding GTHA municipalities when comparing the tax burdens of similar properties per the 2025 BMA annual study.

Multi-Year Simulation

The Multi-Year Simulation forecasts increases for 2027 – 2031 as follows:

	2027 Low	2027 High	2028	2029	2030	2031
City Budget Increase	5.00%	7.30%	5.51%	5.14%	4.92%	4.56%
City Share of Overall Property Tax Bill Impact	2.60%	3.80%	2.90%	2.73%	2.64%	2.46%
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Update to Strong Mayor Powers in an election year

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The Province is currently considering amendments to Ontario Regulation 530/22 that would modify the application of Strong Mayor Powers during an election year. If approved, the proposed changes would prevent outgoing Heads of Council in designated Strong Mayor municipalities from proposing the municipal budget for the year immediately following a regular municipal election.

While the Province has not yet confirmed when or if the proposed amendments will receive Royal Assent, staff anticipate the changes will be enacted prior to the close of nominations for the 2026 Municipal and School Board Elections.

Key Dates & Milestones

The timing of the 2027 budget process is expected to differ from recent years due to the 2026 municipal election.

Traditionally, the City has aimed to approve the annual budget prior to the start of the fiscal year. However, the 2026 municipal election will result in a new term of Council beginning late in the year, limiting the opportunity for a newly elected Council to participate meaningfully in the development and review of the 2027 budget prior to year-end.

As a result, release of the Proposed Budget is anticipated for January 2027 with final budget adoption occurring in February.

A summary of key dates for public engagement and the budget review process can be found in Appendix B.

References

The forecast presented in this report adheres to the principles that have been recognized by Council as important policy decisions including those outlined in the following reports:

- TRN-03-26: City of Burlington Community Strategic Plan – Horizon 2050
- PWS-30-25: 2025 Corporate Asset Management Plan
- F-24-24: Multi-year Community Investment Plan – Financing Plan Update Report
- F-19-23: 2023 Financial Condition Assessment
- F-22-12: The City of Burlington Long Term Financial Plan

Strategic Alignment

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

Author:

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Finance Department
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Appendices:

- A. Multi-Year Simulation
- B. Key dates for public engagement and budget review

Report Approval:

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

Multi-Year Budget Simulation - 2027-2031 Budget Pressures

Items have been numbered to assist with referencing the financial table.

Maintaining Current Service Levels – Base Budget

1. Inflationary Pressures and User Fees

Economic Pressures

Labour shortages, new regulations, and tariff risks continue to influence the cost environment in complex ways.

Consumer Price Index (CPI)

- Canada's Consumer Price Index (CPI) increased 2.8% year-over-year in April 2026, up from 2.4% in March.
- The increase was driven primarily by higher energy prices, particularly gasoline, due to global oil market disruptions related to conflict in the Middle East.
- Excluding gasoline, inflationary pressures remained more moderate, with CPI excluding gasoline rising approximately 2.0% year-over-year in April, indicating that broader core inflation remains relatively contained.
- The Bank of Canada continues to project that inflation will gradually return toward its 2% target in early 2027 after peaking around 3%, although risks related to energy prices and global trade uncertainty remain elevated.
- Given the current fluctuation in CPI the simulation has used a range of 2-3% for core cost inflation and 3-6% for fuel increases in 2027.

Construction Price Index

- Construction costs continue to rise across Canadian municipalities in 2026, maintaining pressure on municipal capital budgets and infrastructure delivery costs.
- Statistics Canada reported that the non-residential building construction price index increased 3.6% year-over-year nationally in Q1 2026, following continued cost escalation through 2025.

- Key drivers include higher material and energy costs, ongoing skilled labour shortages, supply chain volatility, and trade-related uncertainty associated with U.S. tariffs.
- These inflationary pressures continue to significantly increase the cost of delivering infrastructure and capital projects for municipalities.

GDP Growth

- Canada's economic growth outlook remains modest as trade uncertainty, elevated energy prices, and broader global economic pressures continue to impact investment and exports.
- The Bank of Canada currently projects GDP growth of approximately 1.2% in 2026, increasing modestly to 1.6% in 2027.
- Ongoing U.S. tariffs and uncertainty surrounding future Canada - U.S. trade arrangements are expected to continue weighing on business investment, exports, and overall economic activity.
- While consumer and government spending continue to support the economy, growth is expected to remain modest over the near term.

Other Operating Expenses & Revenues

- A 1.75% base funding increase is planned for Local Boards and Partnered Corporations in 2027 (Burlington Public Library, Burlington Museums, Art Gallery of Burlington, The Burlington Performing Arts Centre (BPAC), and Burlington Economic Development and Tourism).
- The simulation assumes average annual user fee increases ranging between 2.0% and 3.25%, reflecting ongoing economic volatility and uncertainty across certain sectors. The projected increases also consider affordability, recognizing the need to balance financial sustainability and cost recovery objectives with the potential impacts on residents, businesses, and service users.

Efficiencies

As part of the annual budget development process, members of the City's Executive Leadership Team (XLT) identify efficiencies and establish clear priorities to find savings, avoid unnecessary costs, and make the most of available resources. This involves systematically reviewing operations, programs, and expenditures to pinpoint areas where processes can be streamlined, resources better allocated, or duplicative efforts reduced. At the same time, prioritization ensures that limited funds are directed toward the highest-impact initiatives, those that align most closely with the City's strategy and organizational

goals and deliver the greatest value to the community. By combining efficiency improvements with strategic prioritization, the City can strengthen financial stewardship, support critical services, and position itself for long-term sustainability without compromising core outcomes.

2. Corporate Expenditures/Revenues

Provisions to Reserve Funds

Reserves and reserve funds when used in conjunction with debt policies are a critical component of a municipality's long-term financial plan and financial health, as highlighted in the BMA Management Consulting Inc. (BMA) financial condition assessment (Report F-19-23, May 2023).

Reserves and reserve funds provide tax rate and cash flow stability when the City is faced with unforeseen or uncontrollable events. It ensures cash flows are sustained and allows for internal financing for temporary or one-time expenditures. Furthermore, these funds provide the City flexibility to manage debt levels and allows for planning future liabilities.

BMA placed the following indicators in a Caution status:

- Stabilization Reserve Funds are below target policy levels.
The target balance for the consolidated stabilization reserve funds (excluding Building Permit Stabilization Reserve Fund) is set at 10%-15% of the city's own source revenues. As of March 31, 2026, the consolidated balance of these reserve funds is below target at 6.2%.
- Capital Reserve Funds are also below target policy levels.
A consolidated target for capital reserve funds should be a minimum balance of 2% of the total asset replacement value. Based on the city's updated 2025 total asset replacement value of \$7.15 billion, this equates to \$143 million. As of March 31, 2026, the City's uncommitted consolidated year-end balance in capital reserve funds is approximately \$28.3 million, well below the intended target.
- Corporate Reserves and Reserve Funds require sufficient budget allocation.
These reserves and reserve funds are used to manage costs that will be transferred to future generations, as the City incurs liabilities that do not have to be paid immediately. Reserves and reserve funds in this category include Employee Accident (self-insured WSIB), Benefits and Insurance costs. Contributions to these reserve funds should take into consideration the liability associated with these funds. A sufficient budget allocation is required to fund in-year WSIB costs and post-employment benefits so that the Employee Accident

Reserve Fund and Benefits Reserve Fund can eventually be replenished to cover the future liabilities.

Debt/ Debt Charges

The Multi-Year Forecast reflects *Responsible Debt Management* as the budget adheres to the city's debt policy limits while using debt in the most effective manner as per the city's long-term financial plan. The city's debt policy limits the total debt charges as a percentage of net revenues to 12.5% (provincial legislated limit is 25%). As of March 2026, the City's total debt charges as a percentage of own source revenue is estimated to be 8.39%.

The city's debt policy contains an allowance to temporarily exceed 12.5% to a maximum of 15% for no more than three (3) consecutive years. The corresponding recovery from the overage should also be sustained for a minimum of three years. The city's current debt limit is within the parameters as defined by the policy.

Staff continue to monitor the interest rate environment and regularly review debt modelling to adjust for current and forecasted impacts of interest rate changes. Increased interest rates reduce available debt capacity and result in higher debt financing costs to the City. The budget for tax supported debt charges will need to be increased to reflect the increase in financing costs associated with forecasted debenture issuances related to the city's capital program. As the interest rate market is changing, estimated impacts are based on projected rates at time of issuance and are subject to change.

Corporate Revenues

The Bank of Canada (BoC) has continued to adjust monetary policy in response to evolving inflationary pressures and moderating economic growth. As of early 2026, the policy interest rate stands at 2.75%, following a series of reductions through late 2025 and early 2026 as inflation moved closer to the Bank's 2% target range and economic momentum softened.

The BoC has indicated that future interest rate decisions will remain highly data-dependent, with ongoing monitoring of inflation trends, labour market conditions, and global trade uncertainty, including continued risks related to U.S. tariffs and geopolitical instability. While additional rate adjustments remain possible, the timing and magnitude will depend on the persistence of underlying inflation and the strength of economic activity.

Despite the recent easing cycle, the period of higher interest rates experienced in 2023–2025 allowed the City to secure favourable yields on long-term fixed income investments, strengthening investment income performance relative to prior years. However,

reinvestment risk continues to be a key consideration, as maturing securities and new cash flows are increasingly being reinvested at lower prevailing market rates compared to the peak rate environment.

Staff continue to manage the City's investment portfolio prudently, aligning investment decisions with both economic conditions and the City's Investment Policy objectives. The strategy remains focused on preserving capital, generating stable income, and ensuring sufficient liquidity to meet operational needs. Staff will monitor economic and financial developments closely and adjust as necessary to support the long-term financial health of the City.

The forecast includes:

- A modest increase in investment income of \$50,000 per year starting in 2027.

3. Assessment Growth

An important consideration in the preparation of the budget is estimating the rate of growth expected in the community which affects both revenues and expenses in the capital and operating budgets.

Assessment growth remains an important source of new taxation revenue for the City. However, growth levels can fluctuate significantly based on:

- Timing of development completions
- MPAC assessment updates
- Economic conditions
- Interest rate impacts on the development sector

While assessment growth provides additional taxation revenue, it also generates incremental operating and capital costs associated with servicing growth, including:

- Road and infrastructure maintenance
- Transit and transportation demands
- Community services and recreation
- Fire and emergency services
- Asset lifecycle replacement obligations

As a result, the net financial benefit of assessment growth is often more modest than total assessment increases may suggest.

Assessment growth continues to be an area of financial uncertainty for the City. The 2026 budget assumed assessment growth of 0.75%; however, actual growth realized was just 0.27%, resulting in a revenue shortfall of \$700,000. This variance was largely attributable

to slower development activity and ongoing softness in the construction sector. As assessment growth revenue forms part of the City's ongoing funding base, this shortfall will need to be incorporated into the development of the 2027 budget.

In addition, the City's previous multi-year financial simulation had forecasted assessment growth of approximately 1.0% for 2027. Given the lower-than-anticipated growth experienced in 2026, combined with continued slower construction activity and broader economic uncertainty, the 2027 assessment growth estimate has been revised to a range of 0.25% to 0.75%. The use of a range reflects the increased uncertainty surrounding development activity and assessment growth projections. Lower assessment growth will place additional pressure on the 2027 operating budget and reinforces the importance of maintaining prudent long-term financial planning assumptions.

Over the past 5 years, net assessment growth has ranged from a high of 1.02% to a low of 0.27% for an average of 0.65%.

	2022	2023	2024	2025	2026	2027 Low	2027 High	2028	2029	2030	2031
	Actual					Forecast					
Net Assessment Growth	0.45%	0.60%	1.02%	0.89%	0.27%	0.25%	0.75%	0.75%	1.00%	1.00%	1.00%
Average	0.65%					0.85%					

These estimates are based on an analysis of future development projections including an allowance for assessment appeals. This growth can be difficult to forecast as it is dependent upon new properties being added to the assessment roll by the Municipal Property Assessment Corporation (MPAC).

Finance staff will work closely with MPAC and should assessment growth assumptions change they will be incorporated in the 2027 Proposed Budget and adjusted in future updates to the simulation.

4. Operating Impacts of New Infrastructure

Additional investments in new and enhanced community assets have been approved which will result in additional operating expenses. These items will impact the 2027 and future budgets and include:

- Increased software maintenance costs as well as ongoing resourcing to operationalize Information Technology capital projects which support Building a 21st Century Workforce (2027-2031)
- Expansion of Transit Service - the 2026 budget included funding for approximately 50% of the operating impacts associated with four conventional buses approved through the 2025 budget, with the remaining operating costs deferred to the 2027 budget. Additionally, the operating costs for one specialized vehicle purchased in the 2026 budget has been included in the 2027 forecast.
- Additional ongoing operational expenses related to the Bateman Community Centre Phase 2 project. (2028 and 2029).
- Various other operating impacts from a variety of smaller capital projects

5. Operational and Financial Sustainability

Council has endorsed a multi-year approach to provide \$100,000 of continued incremental investment in recreational facility preventative maintenance. This investment is included in the 2027 forecast and 2028 of the simulation.

6. Provision to Infrastructure

The City continues to face significant long-term infrastructure funding requirements associated with:

- State of good repair programs
- Asset lifecycle replacement
- Regulatory compliance
- Climate adaptation and resiliency initiatives
- Growth-related infrastructure demands

Construction cost escalation, aging infrastructure, and evolving asset management requirements continue to place upward pressure on both capital financing needs and annual reserve contributions. The City's 10-year capital forecast currently identifies an estimated infrastructure renewal funding shortfall of approximately \$350 million, reinforcing the need to accelerate funding strategies to address growing infrastructure pressures.

The 2025 Corporate Asset Management Plan (PWS-30-25) provided a strategic framework for managing Burlington's infrastructure to ensure safe, reliable, and cost-effective service delivery for current and future residents. The 2027 budget forecast includes a dedicated infrastructure renewal levy ranging between 2.0% and 2.25%. The 2.0% levy remains aligned with the original funding strategy recommended through the Corporate Asset Management Plan, while the 2.25% option would accelerate the funding

strategy in an effort to address the City's \$350 million infrastructure deficit over the next 10 years as identified in the City's 2025 Asset Management Plan update. The use of a range allows for further consideration of affordability, economic conditions, and broader corporate financial pressures while continuing to prioritize long-term infrastructure sustainability.

In early 2027, the City will complete a Long-Term Financial Plan to holistically review and consolidate all funding requirements across the corporation alongside all available financial resources, including reserve strategies and debt financing capacity. The results of this plan will help inform any future adjustments to the infrastructure levy beyond 2027.

Multi-Year Community Investment Plan (F-24-24)

The Multi-Year Community Investment Plan (MYCIP) outlined a financing strategy for proposed multi-year community investment opportunities. The MYCIP identified capital infrastructure requirements arising from master plans completed to date, including the Parks Provisioning Master Plan, Integrated Mobility Plan, and Fire Master Plan, as well as land requirements and future facilities needed to support infrastructure development and the creation of complete communities over the next 25 years.

Based on the forecasted timing of capital investments requiring this funding, the annual incremental increase to the base funding for 2027 is projected within the range of \$250,000 to \$500,000. The incremental increase is projected to rise to \$750,000 in 2028 and \$1 million annually for the period from 2029 through 2031.

7. Key Investments

Key Investments represent proposed variations in budgeted expenditures or revenues for which separate budget disclosure is warranted due to their strategic, operational, or financial significance.

Given the significant uncertainty surrounding several major financial pressures impacting the 2027 budget, including assessment growth, inflationary impacts, infrastructure funding requirements, and broader economic conditions, it will be challenging to accommodate a significant number of new Key Investments within the 2027 Budget.

As a result, the 2027 Budget is expected to remain focused primarily on sustaining existing service levels and addressing critical corporate priorities.

8. Allowance for Unknown Factors

As with all forecasts, it is imperative to recognize that there are unknown factors that will likely occur in the future that could impact the model. To address these unpredictable factors, an amount of \$100,000 has been included in the 2028 forecast, increasing by \$100,000 per year. This allowance has been included to recognize that factors in the simulation such as future efficiency savings and assessment growth can be increasingly difficult to predict the further out into the future they are.

Multi-Year Budget Simulation (\$ Thousands)

Appendix A of Report FIN-11-26

		Forecast					
Description		2027 Low	2027 High	2028	2029	2030	2031
	City Tax Levy	\$ 280,849	\$ 280,849	\$ 297,110	\$ 315,826	\$ 335,378	\$ 355,405
1 & 2	Maintaining Service Levels (Base Budget)	\$ 8,132	\$ 11,299	\$ 9,743	\$ 9,900	\$ 10,291	\$ 10,699
3	% Assessment Growth	0.75%	0.25%	0.75%	1.00%	1.00%	1.00%
4	Operating Impacts of New Infrastructure						
	Software Maintenance Costs and Enhancements to Systems	\$ 185	\$ 270	\$ 295	\$ 319	\$ 342	\$ 348
	New Asset Maintenance from the Capital Program	\$ 190	\$ 275	\$ 150	\$ 184	\$ 180	\$ 180
	Operating impact of Community Growth	\$ -	\$ -	\$ 363	\$ 363	\$ 363	\$ -
	Bateman Operating Costs and Debt Charges	\$ -	\$ -	\$ 273	\$ 273	\$ -	\$ -
	Expansion of Transit Service	\$ 786	\$ 786	\$ -	\$ -	\$ -	\$ -
5	Operational and Financial Sustainability						
	Maintaining Recreational Assets (Preventative Maintenance)	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -
	Assesment Growth Mitigation	\$ 700	\$ 700	\$ -	\$ -	\$ -	\$ -
6	Provision to Infrastructure						
	Infrastructure Renewal Levy	\$ 5,617	\$ 6,319	\$ 5,942	\$ 6,317	\$ 6,708	\$ 7,108
	Multiyear Community Investment Plan Funding	\$ 250	\$ 500	\$ 750	\$ 1,000	\$ 1,000	\$ 1,000
	Additional Base Budget Items	\$ 7,828	\$ 8,950	\$ 8,236	\$ 8,819	\$ 8,956	\$ 8,637
	Key Investments						
7a	Livability	\$ -	\$ 275	\$ 137	\$ 146	\$ 246	\$ 175
7b	Sustainability	\$ 300	\$ 725	\$ 501	\$ 486	\$ 234	\$ -
7c	Transparency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Key Investments	\$ 300	\$ 1,000	\$ 638	\$ 632	\$ 480	\$ 175
8	Allowance for Unknown Factors			\$ 100	\$ 200	\$ 300	\$ 400
	Total Net Taxes	\$ 297,110	\$ 302,099	\$ 315,826	\$ 335,378	\$ 355,405	\$ 375,316
	Assessment Growth	\$ (2,106)	\$ (702)	\$ (2,228)	\$ (3,158)	\$ (3,354)	\$ (3,554)
	City Budget Increase (%)	5.00%	7.30%	5.51%	5.14%	4.92%	4.56%
	City Share of Overall Property Tax Increase (%)	2.60%	3.80%	2.88%	2.70%	2.61%	2.44%
	Overall Property Tax Increase (including Region and Education) (%)	4.58%	5.77%	4.71%	4.32%	4.06%	3.89%

Regional tax increase estimated at 6.0% in 2027, 5.5% in 2028 and 4.8% in 2029 and 4.3% thereafter

Appendix B of Report FIN-11-26

Budget Townhalls and Feedback Opportunities (Draft Dates)

- The City will continue to utilize its existing online engagement tools, including survey opportunities available through GetInvolvedBurlington.ca.
- The budget will be prominently featured at the City's annual *Food for Feedback* event in September, and a Telephone Town Hall is scheduled to take place in January.
- 2 Budget Town Halls will be in early December, providing residents with an opportunity to engage directly with their elected representatives.
- To support public engagement, a draft budget summary will be made available on the City's website, with printed copies provided in advance of the Budget Engagement Meetings, which are scheduled to begin on December 1, 2026.
- The Open Book platform will be used to present the budget in a transparent, interactive, and user-friendly format, enabling the public to explore budget data in greater detail.

Location	Time	Date
Food for Feedback (Central Park)		September 12, 2026
Budget Public Engagement Meeting #1 (Location North)	7:00-8:30 pm	December 1, 2026
Budget Public Engagement Meeting #2 (Location South)	7:00-8:30 pm	December 2, 2026
Telephone Townhall	7:00-8:30 pm	January 19, 2027

Council Budget Review Process

Similar to last year, Members of Council who wish to bring forward amendments to the proposed budget are requested to complete a Budget Review Form, which will be distributed electronically to all Council members.

Staff kindly ask that these forms be used to identify any proposed changes to the capital and operating budgets.

A consolidated summary of all submitted Budget Review Forms will be used to structure the agenda for the Budget Committee meetings, commencing on February 1st.

A summary of the Council budget review process is outlined below:

Draft Review Dates

Item	Meeting	Date
2027 Financial Forecast	Committee of the Whole	June 8, 2026
Release of Proposed Budget	Committee of the Whole	January 11, 2027
Divisional Budget Presentations by XLT	Budget Committee	January 14, 2027
Committee review of Proposed Budget, amendments proposed via Budget Review Form process	Budget Committee	February 1 & 2, 2027
Council review of Proposed Budget	Special Council Meeting	February 9, 2027
Note: Per legislation, there is a 30-day period for Council to review and amend the Proposed Budget once it has been released. This period can be shortened via a Council vote. Following Council review of the Proposed Budget there is a 10-day period in which the Mayor can veto a budget amendment. This period can be shortened via a Mayoral Decision. If the veto power were exercised, there is a 15-day period in which a 2/3rds majority of Council can override the veto. After process of amendments, vetos and overrides has passed the budget is deemed to have been adopted.		

SUBJECT: Council Special Initiatives Reserve Fund – repeal and replacement of By-law 45-2022

TO: Committee of the Whole

FROM: Finance

N/A

Report Number: FIN-17-26

Wards Affected: Not Applicable

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Enact a by-law to establish and govern the Council Special Initiatives Reserve Fund and to repeal By-law 45-2022, substantially in the form attached as Appendix A to finance department report FIN-17-26.

Executive Summary

Purpose of report:

- To seek Council approval to repeal and replace By-law 45-2022, which established the Council Special Initiatives Reserve Fund, to implement Council direction approved through Report HRS-01-26 regarding an end-of-term reset of Fund balances.

Key findings:

- Report HRS-01-26 approved a recurring end-of-term reset of the Fund to a maximum of \$5,000 per Member of Council, with any excess transferred to the Tax Rate Stabilization Fund.
- A repeal and replacement by-law is the preferred approach to consolidate the existing by-law provisions with the new reset mechanism.
- A transfer to the Tax Rate Stabilization Fund is anticipated at year-end 2026, subject to activity in the Fund during the remainder of the term.

Implications:

- Legal implications are limited to the proposed repeal of the existing by-law and enactment of a replacement by-law to reflect the approved changes to the Council Special Initiatives Reserve Fund. No new appropriation is required; any excess balance transferred to the Tax Rate Stabilization Fund represents a reallocation of existing reserve funds rather than a new expenditure.

Recommendation Report

Background

The Council Special Initiatives Reserve Fund was established by By-law 45-2022, enacted on May 17, 2022, pursuant to recommendations arising from the 2021–2022 Council Remuneration Review Working Group (CRRWG) report approved at the Corporate Services, Strategy, Risk and Accountability Committee meeting of November 10, 2021. Report F-17-22, approved by Council on May 17, 2022, authorized the Fund for the purpose of accumulating annual surpluses from Members' unspent discretionary budgets, excluding election years, and making those funds available for special Council or ward-related initiatives, subject to approval by the Chief Financial Officer or designate.

As of December 31, 2025, the Fund balance stood at \$89,095. The Council Remuneration Working Group (CRWG) for the 2026-2030 term identified concerns regarding the accumulation and underutilization of the Fund, notwithstanding Members of Council's expressed need for additional flexible funding.

Analysis

Council approved Report HRS-01-26 (Council Remuneration for 2026-2030 Term) on April 21, 2026. That report, co-authored by Human Resources and Finance, recommended implementing a recurring end-of-term reset mechanism for the Fund. Specifically, at the conclusion of each Council term, the Fund balance would be reduced to an amount equivalent to \$5,000 per Member of Council (currently \$35,000 in total for seven Members), with any excess transferred to the Tax Rate Stabilization Fund.

Council's approval of Report HRS-01-26 provides the policy direction for the proposed repeal and replacement by-law. This report seeks approval of the repeal and replacement by-law required to give legal effect to that Council direction.

The proposed By-law XX-2026 carries forward the substantive provisions of By-law 45-2022 and adds the following two new provisions:

Section	New Provision
Section 7	At the end of each Council term, prior to the commencement of the subsequent Council term, the Fund balance attributable to each Member of Council shall be reset to a maximum of \$5,000 per Member.

Section 8	Any balance in excess of \$5,000 per Member of Council at the end of a Council term shall be transferred to the Tax Rate Stabilization Fund.
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Additionally, the new by-law:

- Carries forward any balances held under By-law 45-2022 into the Fund established by the new by-law (section 3), ensuring continuity of existing Fund balances; and
- Is assigned the authorizing report reference HRS-01-26, reflecting the Council direction under which it is enacted.

The first application of the end-of-term reset will occur at the end of the current (2022-2026) Council term in 2026, and every four years thereafter. Based on the Fund balance of \$89,095 as of December 31, 2025, it is anticipated that a transfer to the Tax Rate Stabilization Fund will be required at year-end 2026, subject to activity in the Fund during the remainder of the term.

Recommendation Details

Approval of the recommendation will authorize By-law XX-2026 to repeal By-law 45-2022 and enact a new consolidated by-law for the Council Special Initiatives Reserve Fund. The recommended approach implements the Council direction approved through Report HRS-01-26 while preserving the existing Fund framework and providing a clearer consolidated by-law for future administration.

Key Dates & Milestones

- April 21, 2026: Council approved Report HRS-01-26, including the end-of-term reset mechanism for the Fund.
- June 8, 2026: Report scheduled for Committee of the Whole consideration.
- June 23, 2026: By-law scheduled for Council approval, subject to approval of this report.
- Year-end 2026: First application of the end-of-term reset, subject to activity in the Fund during the remainder of the term

Implications

Financial:

The proposed end-of-term reset mechanism is not expected to have an incremental impact on the operating budget. Any excess balance transferred to the Tax Rate Stabilization Fund represents a reallocation of existing reserve funds rather than a new expenditure. The reset ensures that each incoming Council term begins with a consistent and predictable funding baseline of \$5,000 per Member (\$35,000 in total), limiting long-term accumulation of unused

balances while preserving appropriate flexibility for Members' use of the Fund throughout a term. No new appropriation is required to implement this by-law.

Legal:

The by-law is enacted pursuant to the authority of the *Municipal Act, 2001, S.O. 2001, c. 25*, which permits a municipal council to provide for reserves as the municipality considers necessary. Approval of this report and its accompanying recommendation by Council will constitute the authorizing resolution for this by-law.

Human Resources, Communications, Engagement and Climate:

There are no direct human resources, communications, public engagement or climate implications arising from the recommendation.

References

[Report F-17-22](#) Council Remuneration and Expenses Recommendations Implementation Plan
[By-law 45-2022](#) A by-law to establish the Council Special Initiatives Reserve Fund
[Report LLS-54-25](#) Council Remuneration Working Group for the 2026–2030 Term Recommendation Report
[Appendix A to Report LLS-54-25](#) 2025 Council Remuneration Working Group (“CRWG”) Report
[Report HRS-01-26](#) Council Remuneration for 2026–2030 Term
[Appendix C to Report HRS-01-26](#) Next Term of Council Remuneration Table

Strategic Alignment

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

Author:

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Supervisor, Accounting Services
905-335-7600 x7499

Appendices:

A. Draft By-law to repeal By-law 45-2022 and enact a new by-law to establish and govern the Council Special Initiatives Reserve Fund

Draft By-laws for Approval at Council:

- By-law is intended to be presented to Council on June 23, 2026 and take effect upon enactment.

Notifications:

N/A

Report Approval:

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

The Corporation of the City of Burlington

City of Burlington By-law XX-2026

A By-law to repeal By-law 45-2022 and enact a new by-law to establish and govern the Council Special Initiatives Reserve Fund
(HRS-01-2026)

Whereas pursuant to the *Municipal Act, 2001*, S.O. 2001, c. 25, a municipal council may provide for reserves as the municipality considers necessary; and

Whereas the Council for the Corporation of the City of Burlington has provided for the establishment of reserve funds; and

Whereas Council enacted By-law 45-2022 to establish the Council Special Initiatives Reserve Fund; and

Whereas Council deems it appropriate to repeal By-law 45-2022 and enact a new by-law to provide updated direction respecting the administration of the Council Special Initiatives Reserve Fund, including an end-of-term balance reset;

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

1. That By-law 45-2022 is hereby repealed in its entirety; and
2. That the Council Special Initiatives Reserve Fund be established; and
3. That any balances held in the Council Special Initiatives Reserve Fund established under By-law 45-2022 shall be continued in the fund established under this By-law; and
4. That the Council Special Initiatives Reserve Fund be credited with interest at the same rate earned by other City of Burlington reserve funds; and
5. That the fund be funded from unspent discretionary budgets of Council Members annually, except in an election year; and
6. That the fund be utilized for Council member special initiatives as approved by the Chief Financial Officer or delegate; and
7. That at the end of a Council term, prior to the commencement of the subsequent Council term, the balance of the Council Special Initiatives Reserve Fund attributable to each Member of Council, shall be reset to a maximum of \$5,000 per Member; and

- 8. That any balance in excess of \$5,000 per Member of Council at the end of a Council term, prior to the commencement of the subsequent Council term shall be transferred to the Tax Rate Stabilization Fund; and
- 9. And that this By-law comes into force on the day it is passed.

Enacted and passed this 16th day of June 2026.

Mayor Marianne Meed Ward

City Clerk Mike de Rond

SUBJECT: Restricted acts (lame duck) in an election year - delegation of authority to the
Chief Administrative Officer

TO: Committee of the Whole

FROM: Legal and Legislative Services
Legislative Services

Report Number: LLS-26-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Enact a by-law to provide temporary delegated authority to the Chief Administrative Officer (CAO), in the event of a restricted acts provision, substantially in the form attached as appendix A to legislative services report LLS-26-26.

Executive Summary

Purpose of report:

This report provides information regarding the restricted acts provisions contained in the Municipal Act, 2001 and introduces a proposed by-law to temporarily provide the Corporation of the City of Burlington with the ability to conduct certain business in the event of the Council being restricted in authority pursuant to these provisions.

Recommendation Report

Background

Section 275 of the Municipal Act prevents municipal Councils from undertaking certain acts after Nomination Day in a municipal election year (August 21 at 2pm for the 2026 municipal election) and prior to a new Council taking office.

This legislative restriction is referred to as “restricted acts” or more commonly referred to as the “lame duck” provision. Council is restricted from taking certain actions during a restricted acts provision until the new term of Council begins on November 15, 2026, if it can be determined with certainty that the new Council will include less than three-quarters of the outgoing Council Members (i.e. less than six (6) or 75% of City of Burlington Council members).

There are two periods in which lame duck may come into play. Burlington City Council can attain this certainty either beginning after Nomination Day (August 21) if less than six (6) current members are eligible to be re-elected, or after Voting Day (October 26) if less than 6 incumbents are re-elected to the next term of Council. Should either scenario occur, Council would be subject to restricted acts, and limited authorities if the restricted acts provision applies after either of these dates, including:

- a) appointing or removing from office of any officer of the City;
- b) the hiring or dismissal of any employee;
- c) disposing of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- d) making any expenditures or incurring any other liability which exceeds \$50,000.

Clauses c) and d) do not apply if the exceeding disposition or liability was included in the most recent budget adopted by Council prior to Nomination Day. Section 275(6) provides that nothing within this section prevents exercising an authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council.

Should Council approve the draft by-law, it may protect against potential gaps during lame duck by temporarily delegating additional authority to the CAO beyond what is already delegated by Council. This delegation would come into effect only if the lame duck provisions apply to this Council.

Analysis

Restricted Acts and Strong Mayor Powers

The Strong Mayor Power regime came into place following the last election, making this the first election where the question of whether a Mayor, who has additional authority provided under Part VI.1 of the *Municipal Act, 2001*, is subject to the Lame Duck provisions. While the legislation is silent, Municipal Affairs staff have confirmed that Strong Mayors are subject to the lame duck provisions*.

**The Government has proposed legislation that, if passed, would subject Strong Mayors to lame duck provisions.*

Authority already delegated to staff

A review was completed to determine the current delegated authorities provided to staff established through existing by-laws. Council's existing delegations under the CAO's By-law 132-1991 and the actions authorized by the Delegated Authority Bylaw 071-2023 are not impacted by these restrictions.

In particular, Schedule F, subsection 13 of the Delegated Authority By-law 071-2023 authorizes the CAO to approve transactions and execute agreements, offers and other documents in connection to disposition of land or any interest in land (except for a leasehold interest) for up to \$500,000.

Application of the Bylaw

The CAO would only exercise this temporary delegated authority when it is in the best interest of the City of Burlington and would be required to report to Council in the first quarter of 2027 regarding the use of this delegated authority.

The proposed temporary delegated authority gives the CAO authority to, when determined necessary for the best interests of the City:

- c) make an expenditure or incur any liability of any value, and
- d) dispose of any real or personal property of the City of any value.

It is understood before using the delegated powers, the CAO will consult with either the Chief Financial Officer for expenditures over preexisting delegated amounts, or with the Commissioner of Legal and Legislative Services should a reality or property matter arise. The temporary by-law has a provision to render the by-law null and void upon the commencement of the inaugural meeting of the new Council.

Recommendation Details

It is common in municipalities around Ontario for Councils to delegate authority to the CAO just before entering or possibly entering the period where they are subjected to the lame duck provisions of the *Municipal Act, 2001*. Though the delegated powers are rarely required, delegating this authority would allow for business continuity, particularly in an emergency situation.

If Council chose to not provide this delegated authority, decisions related to the lame duck provisions identified in the *Municipal Act, 2001* would be reserved for the new term of Council.

Key Dates & Milestones

None

Implications

Approving a delegated authority by-law during the restricted period timeframe will ensure business continuity. Financial impact for this temporary delegated authority is limited to expenditures that are not pre-budgeted. For example, with the proposed by-law in effect, the CAO could approve a tendered project that has come in more than the originally approved budgeted amount.

References

[CL-27-22 - Restricted acts \(lame duck\) delegation of authority provisions](#)

Strategic Alignment

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

Author:

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Appendices:

A. Draft Delegation of Authority Bylaw

Draft By-laws for Approval at Council:

- Delegation of Authority Bylaw

Report Approval:

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

The Corporation of the City of Burlington

City of Burlington By-law XX-2026

A by-law to temporarily provide The Corporation of the City of Burlington with the ability to conduct certain business if Council's authority to act is restricted under Section 275 of the *Municipal Act, 2001*.

File:LLS-26-26

Whereas nomination day for the municipal election is on August 21, 2026;

Whereas voting day for the municipal election is October 26, 2026;

Whereas it is possible that Council's authority to act may be restricted after nomination day or after voting day due to the operation of Section 275 of the *Municipal Act, 2001*; and

Whereas it is desirable for Council to delegate certain authority to ensure the efficient operation of the City if and for so long as Council's authority to act is restricted due to the operation of Section 275 of the *Municipal Act, 2001*.

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

Interpretation

1. In this By-law:

"By-law" means this by-law;

"City" means The Corporation of the City of Burlington;

"CAO" means the City's Chief Administrative Officer or their designate;

"Council" means the City's council;

"Effective Period" means any time between 2:00 pm on August 21, 2026 until the commencement of the inaugural meeting of Council;

Delegation of Authority

2. This By-law is in effect only during the Effective Period and is not in effect before or after the Effective Period.

3. If at any time during the Effective Period one of the determinations under subsection 275(1) of the *Municipal Act, 2001* is made, resulting in the restrictions under section 275 of the *Municipal Act, 2001* applying to Council, the CAO shall have the authority,

- 3.1. to make an expenditure or incur any liability of any value in consultation with the Chief Financial Officer; and
- 3.2. to dispose of any of the City's real or personal property of any value in consultation with the Commissioner of Legal and Legislative Services;
- 4. The CAO shall exercise their authority under section 3 when, in their opinion, it is in the best interests of the City.
- 5. During the first quarter in 2027, the CAO shall report to Council on any exercise of their authority under section 3, setting out how each exercise of authority was in the best interests of the City.

General

- 5.(1) The delegation of authority under section 3 operates in addition to any other delegations of authority under City by-laws.
- (2) No delegation of authority under section 3 limits, in any manner whatsoever, any delegation of authority under any other City by-law.
- (3) If there is an inconsistency between a provision of this By-law and a provision of any other City by-law or Council resolution, the provision that most effectively delegates authority prevails to the extent of the inconsistency.
- 6. This By-law comes into force on the date of its passing.

Passed this 23rd day of June, 2026

Mayor Marianne Meed Ward _____

City Clerk Michael de Rond _____

SUBJECT: 2026-2030 Municipal Election Compliance Audit Committee

TO: Committee of the Whole

FROM: Legal and Legislative Services

Legislative Services

Report Number: LLS-29-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Approve the City's participation in a joint Compliance Audit Committee with the lower tier municipalities of Halton Region for the 2026-2030 Term of Council; and

Approve the Terms of Reference, attached as Appendix A to legislative services report LLS-29-26.

Executive Summary

- Municipalities are required, prior to October 1 in the year of a regular election, to establish a municipal election Compliance Audit Committee to consider Clerk's reports on campaign over-contributions and elector requests for compliance audits of a candidate's or registered third party's financial statements.
- To comply with the legislation, this report recommends approval of the City's participation in a joint compliance audit committee with the lower tier municipalities of Halton Region, for the 2026-2030 term of Council.
- The City participated in a joint Compliance Audit Committee with the lower tier municipalities of Halton Region (City of Burlington, Town of Oakville, Town of Milton and Halton Hills), during the 2022-2026 term of council.

Recommendation Report

Background

Legislative Requirements

Section 88.33(1) of the *Municipal Elections Act, 1996*, (MEA), provides that:

An elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances, even if the candidate has not filed a financial statement.

Section 88.35(1) of the MEA provides that:

An elector who is entitled to vote in an election in a municipality and believes on reasonable grounds that a registered third party who is registered in relation to the election in the municipality has contravened a provision of this Act relating to campaign finances may apply for a compliance audit of the campaign finances of the registered third party in relation to third party advertisements, even if the registered third party has not filed a financial statement.

The MEA requires municipalities to establish a Compliance Audit Committee prior to October 1 in the year of a regular election. The term of office for the Committee is concurrent with that of the term of Council (November 15, 2026, to November 14, 2030).

The MEA provides that the Committee be composed of a minimum of three to a maximum of seven members and prohibits the appointment of employees or officers of the municipality or school boards, registered third parties in the municipality, or candidates for the election for which the Committee is established.

An eligible elector in a municipal election may apply for a compliance audit if the elector believes, on reasonable grounds, that a candidate or registered third party is in contravention of the Municipal Elections Act (MEA) relating to campaign finances.

The Clerk is required to review candidate and registered third party advertiser financial statements and report any apparent over-contributions to the Compliance Audit Committee.

The Committee will review requests for compliance audits as well as the Clerk's reports on over-contributions and determine whether reasonable grounds exist to order an audit.

If an audit is ordered, the Committee will appoint an auditor and, upon receiving the auditor's report, determine whether to commence legal proceedings.

Committee Mandate

The Compliance Audit Committee mandate is established by the MEA (Sections 88.33 to 88.36), as follows:

For a compliance audit request by an elector:

- a) The Members shall consider applications for compliance audits of candidates' or registered third parties' campaign finances and determine whether audits are required. The decision of the Committee, as well as brief written reasons for the decision shall be provided to the candidate or registered third party, the Clerk, the secretary of the school board (if applicable), the applicant and the public.

If the Committee determines an audit is required it shall appoint an Auditor licensed under the Public Accounting Act, 2004 to conduct the audit.

- b) If the Auditor concludes a candidate or registered third party appears to be in contravention of the MEA, the Committee may decide whether to initiate legal proceedings against the candidate or registered third party.

In keeping with the current and past terms of council, it is recommended that external legal counsel be provided to the Committee, similar to the model used for the Brampton Appeal Tribunal. The legal counsel will be responsible for providing advice and support to the Committee.

In relation to the Clerk's report on over-contributions:

- a) The Members shall consider the report and decide whether to commence a legal proceeding against a contributor for an apparent contravention.
- b) The decision of the Committee and brief written reasons for the decision shall be provided to the contributor and the Clerk, or the secretary of the local board, as the case may be.

The recommended Terms of Reference for the Committee, attached hereto as Appendix A, incorporate the mandate as established by the MEA. The MEA requires that the City Clerk shall establish practices and procedures for the Committee

Analysis

Given the legislative requirement to appoint a Compliance Audit Committee and the effectiveness of the joint committee model in previous terms, staff recommend that the lower tier municipalities of the Region of Halton (City of Burlington, Town of Oakville, Town of Halton Hills, and Town of Milton) jointly recruit and establish a joint Municipal Election Compliance Audit Committee for the November 15, 2026 to November 14, 2030 Term of Council.

A joint committee model offers the broadest pool of qualified applicants across the participating municipalities and remains the most cost-effective and operationally efficient approach. The joint model supports consistent and equitable treatment of electors, candidates and third party advertisers across participating municipalities within the Region of Halton and promotes uniform interpretation and application of the *Act*.

All four lower-tier municipalities have confirmed their intention to participate in the 2026-2030 Committee. The Town of Oakville will serve as the lead municipality for coordinating recruitment and establishing the Committee.

Terms of Reference

The Committee is independent quasi-judicial body, and is not subject to the policies and procedures of the City, including the Procedure By-law.

Should Committee approve participation, and the Terms of Reference, the Clerks of the participating municipalities shall establish administrative practices and procedures and any other applicable documents for the Committee in accordance with Section 88.37(6) of the Act and shall carry out any other duties required under the Act to implement the Committee's decisions.

Composition, Recruitment, and Operations

Participating municipalities will facilitate a coordinated recruitment process and appoint Committee members in accordance with the established Terms of Reference (Appendix A), and Administrative Practices and Procedures to be developed, with input from external legal counsel.

Meetings

When required to consider the Clerk's reports on over-contributions, or when a compliance audit application is received, the Clerk of the relevant municipality will convene the Committee and provide the required administrative support, with all associated costs to be covered by the municipality requiring the Committee's services. External legal counsel may be engaged, as required, with coordination by the Clerk on behalf of the Committee.

Committee members will participate in selecting an Auditor through a request for proposal process administered by municipal staff. The Auditor will be appointed by resolution of the Committee, with the engagement letter prepared and executed by the Clerk or designate on behalf of the requesting municipality.

Any auditor appointed under 88.33(10) or 88.35(4) of the Act, cannot be a member of the Committee. To avoid perceived conflicts, any auditor or accountant appointed to the Committee must agree in writing that they have not and will not provide advice to or prepare or audit the election financial statements of any Candidate seeking election to Council or to any Registered Third Party in the Halton Region during the term of the Committee. A similar restriction applies to anyone providing legal advice.

Costs

Costs associated with administering the recruitment, establishment, and training of the Committee will be shared among the participating municipalities. Each municipality requiring the Committee's services will cover all associated costs, including meeting expenses, honorarium fees, external legal counsel, costs associated with conducting an audit, and legal costs associated with an appeal of a decision. Costs incurred will be covered by the Clerk's operating budget.

Recommendation Details

Staff recommend Committee approval of the City's participation in a joint compliance audit committee with the lower tier municipalities of Halton Region, and approval of the Terms of Reference attached to this report as Appendix A.

Key Dates & Milestones

The MEA requires that a Compliance Audit Committee be established by October 1 in an election year. The Committee will be convened for orientation and training purposes, and for consideration of the Clerk's reports on over-contributions and elector requests for a compliance audit.

Implications

Financial costs associated with the establishment, orientation and training of the Committee, as well as meeting support and external legal expenses will be covered by the Clerk's operating budget.

References

A joint Compliance Audit Committee with the lower tier municipalities of Halton Region was established for the 2022-2026 Term of Council. Information on the Committee can be found on the City's website here: <https://www.burlington.ca/en/council-and-city-administration/joint-compliance-audit-committee.aspx>

Strategic Alignment

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

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Appendices:

A. LLS-29-26 – 2026-2030 Municipal Election Compliance Audit Committee Terms of Reference

Draft By-laws for Approval at Council:

- n/a

Notifications:

Clerks of the lower tier municipalities of Halton Region

Report Approval:

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

2026-2030 Joint Municipal Election Compliance Audit Committee

Terms of Reference

1. Mandate

As prescribed by Section 88.37 of the *Municipal Elections Act, 1996* (the “Act”), the City of Burlington Council has approved the establishment of the Joint Municipal Election Compliance Audit Committee (the “Committee”). Participating Municipalities include the Town of Oakville, City of Burlington, Town of Halton Hills, and Town of Milton.

The Committee serves as an independent and impartial body and is responsible for reviewing and making decisions on applications for municipal election campaign finance compliance audits and on reports from the Clerk regarding apparent contraventions of contribution limits.

2. Roles and Responsibilities

The Committee is responsible for the following:

- Participating in the selection of an Auditor through a request for proposal process led by staff from the Participating Municipalities.
- Determining timelines for the completion of each compliance audit.
- Requesting or arranging for external legal counsel, coordinated by the Clerk, to provide independent legal advice and support to the Committee.
- Reviewing compliance audit applications for candidates and/or registered third parties and deciding whether to grant or reject the application within 30 days of receipt (s. 88.33(7); 88.35(1) and (4)).
- Providing written reasons for decision (s. 88.33(8); 88.35(4)).
- Where an application is granted, appointing an Auditor to conduct a compliance audit of the candidate’s campaign finances (s. 88.33(10–11); 88.35(4)).
- Providing instructions to the selected Auditor regarding the scope of each compliance audit, as required.
- Receiving and considering the Auditor’s report (s. 88.33(14); 88.35(4)).
- Where the Auditor’s report identifies an apparent contravention of the Act, determining whether to commence legal proceedings against the candidate within 30 days of receipt of the report (s. 88.33(17); 88.35(4)).
- Receiving a Clerk’s report identifying contributors who appear to have exceeded contribution limits (ss. 88.34(4), 88.36(4)).
- Determining whether to commence legal proceedings against a contributor identified in the Clerk’s report within 30 days of receipt of the report (ss. 88.34(8), 88.36(5)).

3. Membership

The Committee will be comprised of not fewer than three (3) and not more than seven (7) members, jointly selected by the Participating Municipalities.

Committee membership will be drawn from accounting and audit professionals, academics (e.g., professors with expertise in political science or local government administration), legal professionals, and other individuals knowledgeable in the Act's campaign financing provisions. Members may be selected based on demonstrated understanding of these provisions, experience in administrative law, strong analytical and decision-making abilities, prior committee or task force experience, availability to attend meetings, effective communication skills, and any additional criteria prescribed under the Act.

The following are not eligible to sit on the Committee:

- Employees or officers of a Participating Municipality;
- Members of Council;
- Candidates of the municipal election for which the Committee is established; or
- Registered Third Parties in the municipality in the election for which the Committee is established.

An individual is ineligible to be a member of the Committee if they prepare the financial statements of, or have any other form of professional, advice-providing relationship with any candidate running for office on Council, or any third-party advertiser during the term for which the Committee has been established.

If appointed, members must agree in writing that:

- they will not provide legal or financial advice to, or prepare or audit the election financial statements of any candidate or third party advertiser in the Participating Municipalities; and
- they will not become a candidate in the municipal election and any by-elections of the participating municipalities during the term of Council that corresponds to the term of the committee.

4. Costs

The costs associated with advertising, selection, and the retainer and training fees for the Committee are divided by the participating municipalities.

When a Participating Municipality receives an application for a compliance audit, that municipality will be solely responsible for administering the Committee's meetings and covering all associated costs, including any audit expenses, as well as external legal counsel coordinated by the Clerk.

Each member appointed to the Committee will receive a retainer of \$500 for the term. This cost will be shared by each Participating Municipality. Should a meeting of the Committee be requested, each member will be paid a per meeting fee of \$300 by the Participating Municipality requiring the Committee's services, plus mileage at the current rate of the Participating Municipality, where applicable.

5. Meetings

The Clerk will provide administrative support to the Committee, including coordinating meetings and preparing and distributing agendas and minutes. The Committee operates independently and conducts its meetings separately from the municipality's regular committee structure. Committee proceedings are governed by the Act and general principles of administrative law, including the principles of procedural fairness.

The Committee will meet as necessary for the purposes of reviewing an application for a compliance audit, appointing an auditor, reviewing a report from an auditor, or reviewing a report from the Clerk regarding apparent contraventions of contribution limits set out in the Act. The Committee may also meet as necessary to organize and plan its work.

Meeting dates, start times, and locations shall be set by the Clerk. Meeting notices and agendas will be communicated through the municipality's website. Where applicable, electronic participation may be conducted by way of electronic means, following instructions provided by the Clerk, in order to ensure that the meeting may proceed in the most transparent and successful manner under the circumstances.

The Chair and Vice-Chair shall be elected at the Committee's first meeting. As the rules of procedural fairness require that both parties (applicant and candidate) have the opportunity to fully present evidence, Members of the Committee must be present throughout a hearing. A member of the Committee who arrives after a hearing has commenced will not be permitted to join the proceedings in progress and will not be able to render a decision on the matter.

6. Term

Members of the Committee shall serve the same term of office as the Council that takes office following a regular municipal election. Each new Committee shall be appointed by October 1 of a regular municipal election year. The 2026-2030 term will commence on November 15, 2026, and end of November 14, 2030.

7. Practices and Procedures

The Clerks of the Participating Municipalities shall establish administrative practices and procedures and any other documents required for the Committee in accordance with Section 88.37(6) of the Act and shall carry out any other duties required under the Act to implement the Committee's decisions.

The Clerks of the Participating Municipalities may make administrative changes to these Terms of Reference that may be required from time to time due to legislative changes, or if, in the opinion of the Clerks, the amendments do not change the intent of the Terms of Reference.

SUBJECT: Salt Management Plan update

TO: Committee of the Whole

FROM: Public Works
Roads, Parks and Forestry

Report Number: PWS-15-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation:

Receive for information public works report PWS-15-26, providing an update on the city's Salt Management Plan (SMP) contained in Appendix A.

Executive Summary

Purpose of report:

- This Information Report presents the City of Burlington's updated Salt Management Plan 2026–2031 to Council for receipt and information.

Key findings:

- Road salt is an efficient and cost-effective de-icer for maintaining pedestrian and vehicle safety during the winter season.
- The SMP is the City's primary framework for managing road salt use in winter maintenance operations, balancing public safety with environmental protection, and has been updated to align with industry best practices and current legislation.
- The plan commits the City to annual reviews, continuous improvement of practices, and a comprehensive plan update every five years.

Implications:

- The updated SMP applies to all City-maintained roads, sidewalks, multi-use paths and municipal parking lots, including all staff and contracted maintenance personnel.
- Short-term improvement actions are primarily operational, and staff-time based. Medium-term actions, such as weather station pilots, may require additional funding which will be addressed through the annual budget process.
- Chloride from road salt persists in the environment and accumulates in groundwater and watercourses over time. The Plan's continuous improvement objectives, include improved application rate controls and forecasting tools, which directly support the City's environmental protection commitments.

Background

- Road salts, primarily sodium chloride, is the preferred de-icer for maintaining winter safety due to its cost-effectiveness, proven performance and ease of handling. The quantity of salt applied is a function of winter maintenance Level of Service (LOS) policies, the transportation system characteristics, snow-fighting strategies and weather conditions. Excessive or poorly managed salt use can have significant environmental consequences.
- The SMP is the City's primary framework for managing road salt use in winter maintenance operations, balancing public safety with environmental protection, and has been updated to align with the Environment and Climate Change Canada (ECCC) Code of Practice for the Environmental Management of Road Salts (2022) and Ontario's Clean Water Act, 2006.
- The updated Plan replaces the previous SMP (circa 2016) and applies to all City-maintained roads, sidewalks, multi-use paths and municipal parking lots, including all staff and contracted winter maintenance personnel.
- The SMP commits the City to annual reviews, continuous improvement of practices and comprehensive plan updates every five years.

Analysis

The SMP provides the policy and operating principles for Burlington to continuously improve its management of road salt, demonstrating a commitment to reducing environmental effects due to excessive salt use consistent with ECCC objectives. The plan is dynamic and allows for the phase-in of new approaches and technologies in a way that is responsive to fiscal demands, while promoting road safety and user mobility.

The SMP provides a detailed review and assessment of the city's performance relative to established best practices and identifies opportunities for further improvement. Through previous SMPs and ongoing program evaluation, the Roads, Parks and Forestry Department have achieved substantial progress, including:

- Annual review and improvements to the Winter Control Plan.
- Procedures and guidelines relating to road salt management.
- All road and sidewalk clearing equipment, including contracted units, are tracked using an Automated Vehicle Location (AVL) system.

- Tracking of annual salt use and using technology to improve detailed tracking of salt application by route.
- Delivering a variety of winter control training and orientation programs to operators based on knowledge/experience.
- Monitoring pavement temperatures using truck-mounted sensors and Road Weather Information Systems (RWIS) and using this information in operational decision making.
- All city and contracted salt spreaders are equipped with electronic controllers, and all spreaders have pre-wetting capability.
- Ongoing collaboration and knowledge sharing of alternative materials available and used by other agencies.
- Direct Liquid Application (DLA) techniques used on primary roads.
- Participated in a joint study with the University of Waterloo and the Town of Oakville to compare the effectiveness of different liquid chemicals for anti-icing and pre-wetting of road salt during winter storms.

Through the latest SMP review, various opportunities for improving the city's salt management practices have been identified as follows:

- Consideration of winter maintenance requirements into site plan approvals including the development of guidance documents to assist with planning and design.
- Improved monitoring of LOS attainment to ensure it is being achieved, but not significantly overachieved.
- Consideration to install/pilot additional mobile weather information systems (MWIS) or non-invasive sensors (Mini-RWIS) in collaboration with our regional and municipal partners.
- Development of procedures for consistent use and calibration of infrared thermometers supported by training.
- Creation of a decision support tool with different application rates and/or investigate a pilot a tool for region-wide application.
- Consider leading or participating in a study using pre-treated salt that includes determining if it will result in an overall reduction in chloride loading.
- Consider implementing formal spreader calibration practices twice per season including retaining calibration certificates for City and contracted units.
- Consider sharing the benefits of the city's AVL system and lessons learned with our regional partners.
- Development of a "Good Housekeeping" standard operating procedure for sites that include: spill response and clean-up; routine condition assessment; procedures for delivery including avoiding deliveries in the rain; etc.
- Consideration for the City to develop and deliver education and outreach materials for the private and public sector, as well as for the general public, about the impacts of winter operations and the use of best management practices.

- Promotion of Smart About Salt certification for private de-icing contractors and in-house for municipal parking lots and their use best management practices.
-

Implications

Financial

- The strategies, procedures and initiatives referenced and/or proposed in the SMP are carried out as part of the Roads, Parks and Forestry's winter maintenance program and are subject to the department's annual operating and capital budget approvals.

Legal

- A SMP helps municipalities demonstrate due diligence in balancing public safety with environmental protection during winter operations. It can strengthen a municipality's defence against slip-and-fall or roadway negligence claims by showing that recognized winter maintenance practices, staff training, calibration and documentation procedures are in place and consistently followed.
- Concurrently, the SMP establishes an operational standard that municipalities are expected to follow and failure to comply with the plan or maintain adequate records can increase liability exposure.

Staffing and Human Resources

- The SMP commits to appropriate and ongoing training for all staff, supervisors and contractors involved in winter maintenance.
- Annual SMP reviews and internal reporting obligations create a recurring commitment at the supervisory and management level.

Communications

- The City's SMP and related information about road salt application practice will be made available on the city's website to promote awareness of the environmental impacts of salt usage.

Climate and Environmental

- The SMP exemplifies the city's leadership and environmental stewardship, and can be a resource to help private property owners, contractors and salt users learn about best management practices to be used in winter maintenance operations.
-

Strategic Alignment

- ☐ Designing and delivering complete communities
- ☒ Providing the best services and experiences

- ☒ Protecting and improving the natural environment and taking action on climate change
 - ☒ Driving organizational performance
-

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Appendices:

- A. 2026-2031 Salt Management Plan

Report Approval:

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



CITY OF BURLINGTON SALT MANAGEMENT PLAN

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APPENDIX

- A Continuous Improvement Objectives**
- B Winter Maintenance Information, Salt Management Practices and Opportunities for Improvement**
- C Salt Vulnerable Areas**

Commitment

This Salt management Plan was adopted by the City of Burlington on the date indicated below and applies to all employees and contractors involved in Winter Maintenance Operations for the City of Burlington.

Approved by		
Greg Hilts		
	Signature	Date
Enrico B Scalera		
	Signature	Date
Council		
	Date	

1.0 INTRODUCTION

Road salts (primarily sodium chloride) are the preferred deicing/anti-icing chemicals for maintaining winter safety because of the cost, effectiveness and ease of handling. The amount of salt used is a function of the level of service policies and budgets, the transportation system, snow fighting strategies and techniques and weather conditions. Excessive use of salt can have environmental impacts.

A Salt Management Plan provides the means through which an organization commits to implementing salt best management practices as it fulfills its obligation to provide safe, efficient and cost-effective transportation systems.

1.1 Purpose of Salt Management Plan

This Plan sets out a framework for City of Burlington to continuously seek improvement in the management of road salt used in our winter maintenance operations. This Plan demonstrates our commitment to mitigating the environmental effects of excessive salt use, consistent with Environment and Climate Change Canada's (ECCC) stated objectives. As recognized by ECCC, any modifications to winter maintenance activities must be carried out in a way that provides roadway safety and user mobility consistent with the weather conditions experienced during the snow and ice control season.

This Plan shows the management practices City of Burlington uses to minimize the negative impacts of road salts on the environment. This Plan includes all areas where road salt is used such as roads, sidewalks, parking lots and pathways. The Plan applies to all winter maintenance personnel – both staff and hired resources/contractors.

1.2 Legislative and Policy Context

1.2.1 Code of Practice for the Environmental Management of Road Salts

Environment and Climate Change Canada (ECCC) released an updated "Code of Practice for the Environmental Management of Road Salts" (Environment and Climate Change Canada, 2022). As part of the updated Code of Practice, this Salt Management Plan (SMP) has been prepared. The Code of Practice includes a recommendation for SMP content, as summarized in Table 1. These and other recommendations from the Code are included in Appendix B.

Table 1 Content Recommendations from the Code of Practice for the Environmental Management of Road Salts

Recommendation for Salt Management Plan content from the Code of Practice for the Environmental Management of Road Salts	Relevant Section in this SMP
Provide a commitment or endorsement of the plan at the highest level in the organization;	Beginning of document

Recommendation for Salt Management Plan content from the Code of Practice for the Environmental Management of Road Salts	Relevant Section in this SMP
Identify activities or operations through which road salts may be released to the environment and goals to achieve reduction of the negative environmental impacts of these releases;	Section: 3 Road Salt Use and Releases
Assess current practices against recommended best management practices, including those contained in the TAC Syntheses of Best Practices;	Section 5.5 Operational Practices and Review
Contain documentation of all policies and procedures applicable to the salt management plan;	Section 5.5 Operational Practices and Review
Include communication activities necessary to inform the organization and the public of the salt management plan and related policies and procedures;	Section 5.2 Communication Activities
Contain a training program for all personnel when managing or performing winter maintenance activities involving the use of road salts;	Section 5.3 Training Program
Provide response procedures to react to uncontrolled releases of road salts that could result in environmental impacts;	Section 5.5 Operational Practices and Review
Ensure monitoring of actions to measure the plan's effectiveness;	Section 5.7 Monitoring of Actions, and Section 5.8 Plan Review and Update
Include record-keeping as described in section 15 of this Code;	Section 5.6 Record Keeping
Include a procedure for yearly review of the plan by the organization with continual improvement of salt management practices and the salt management plan as better management practices become known and progress is achieved; and	Section 5.8 Plan Review and Update
Establish and implement corrective actions to address deficiencies identified in the operations of the organization to which the plan applies.	Section 5.8 Plan Review and Update

1.2.2 Source Water Protection

The *Ontario Clean Water Act, 2006* was enacted to ensure clean, safe, and sustainable drinking water for Ontarians by protecting sources of municipal drinking water including our lakes, rivers, and well water. The prescribed threats to drinking water sources are set out in Section 1.1 (1) paragraph 2 of *Ontario Regulation 287/07*. They include:

- the application of road salt,
- the handling and storage of road salt, and
- the storage of snow.

Source Protection Plans were developed to provide policy direction for prescribed threats in a geographical area. Complementary to that, the Ministry of Environment, Conservation and Parks developed a list of management measures within the Risk Management Measures Catalogue to help provide ways to manage prescribed threats.

1.2.2.1 Source Water Protection Plans

The purpose of the Source Protection Plans (SPPs) is to protect existing and future drinking water sources. To address prescribed threats, an SPP contains policies that are either:

- Legally binding and may be clearly shown as such or use words such as “must conform with”, “must comply with”, “have regard to”, and
- Recommend: non-legally binding (e.g., strategic and monitoring).

The policies within an SPP are linked to the types of vulnerable areas. The types of vulnerable areas and the acronyms used in the policies that are relevant to road salt (i.e., water quality threat) are shown in Table 1.

Table 2. Description of Source Water Protection Vulnerable Areas

Acronym	Description
WHPA	Wellhead Protection Areas (WHPA) are areas on the land around a municipal well, the size of which is determined by how quickly water travels underground to the well: • WHPA-A - The standard 100-metre radius circle around each municipal well • WHPA-B represents the 2-year time of travel • WHPA-C represents the 5-year time of travel • WHPA-D represents the 25-year time of travel, and • WHPA-E represents municipal wells that are under the direct influence of surface water.
IPZs	Intake Protection Zones (IPZs) are the area on the water and land surrounding a municipal surface water intake. The size of each zone is determined by how quickly water flows to the intake, in hours. There are three categories of IPZs; • IPZ-1 is a one-kilometre circle around the intake • IPZ-2 is the area where water can reach the intake in a specified time, determined by the SPP • IPZ-3 is delineated if modelling demonstrates that a spill outside IPZ-1 and -2 could impact water quality.
HVA	Highly Vulnerable Aquifers are those that are particularly susceptible to contamination because of their location near the ground’s surface or where the types of materials in the ground around it are highly permeable.

SGRA	Significant Groundwater Recharge Areas (SGRA) are areas on the landscape where water can seep easily into the ground and flow to an aquifer.
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For the City, the following Source Protection Plans apply:

- The Halton-Hamilton Source Protection Plan (HH-SPP)
- Credit Valley-Toronto and Region-Central Lake Ontario (CTC) Source Protection Region (CTC-SPP)

The SPP policies relevant to the application of road salt, the handling and storage of road salt, and the storage of snow are described in Appendix B and the locations of vulnerable areas are shown in Appendix C.

1.2.2.2 The Risk Management Measures Catalogue

The Risk Management Measures Catalogue provides a source of management measures to effectively manage prescribed threats. As described in detail in Appendix B, there are the following:

- 12 measures for the application of road salt
- 18 measures for the handling and storage of road salt, and
- 9 measures for the storage of snow.

1.2.3 Guidelines on Snow Disposal and De-icing Operations in Ontario

The Ontario Ministry of Environment Conservation and Parks (MECP) is concerned about the amount of chloride introduced to the environment from deicing operations be kept to a minimum. To address that concern, the Ministry developed guidelines on snow disposal and deicing operations to address environmental concerns. Recommendations from this guideline are included in Appendix B.

Update of the Salt Management Plan

For this update, the City has:

- Developed a comprehensive list of current requirements, policies, guidelines and leading practices for salt management.
- Compared our current practices against this list.
- Documented where the City is consistent with current requirements, policies, guidelines and leading practices for salt management, and identified opportunities for improvement.
- Developed short-and long-term goals for continuous improvement that allows us to continue to provide the public with the safe and efficient transportation systems they expect, while minimizing effects of road salt use on the environment.
- Identified actions, training, monitoring, and reporting activities to support the goals and this Plan.

This approach is based on the following principles for Salt Management Plans (Transportation Association of Canada, 2013):

- It is activity based, with each activity being assessed against requirements, established standards and leading practices to determine how they can be carried out with minimal environmental impact.
- Current operations are reviewed and compared with requirements and industries leading practices, and improvements are made to the operations to meet requirements and improve practices as feasible are implemented as required.
- Required actions are documented in policies and procedures and communicated throughout the organization – including contractors hired to assist with winter maintenance operations.
- Activities are recorded, monitored, audited and reported periodically to assess progress and identify areas for further improvement.
- Gaps between actions and desired outcomes are identified and corrective actions are developed and implemented, with necessary modifications being made to policies and procedures and appropriate training.

This Plan is dynamic. It allows the City to phase in new approaches and technologies in a way that is responsive to fiscal demands and the needs to ensure that roadway safety is not compromised.

2.0 POLICY, SCOPE AND COMMITMENT

2.1 Policy

The City recognizes the importance of a salt management plan to achieve improved environmental protection without compromising road safety. Within the City's overall policy context, the following is the City's specific policy on the use and management of road salt.

- To comply with all applicable federal and provincial legislation regarding the storage and use of snow and ice control products.
- To use road salt in an environmentally responsible manner, and minimize the negative environmental effects of handling, storage and application of road salt on the environment, without compromising safety of all road users.
- The City of Burlington will minimize the negative impacts of road salt to the natural and built environment by continuously identifying and implementing cost-effective technologies and practices.

The City's salt management principles are:

- Safe travel within the City's Right of Ways and the safe use of municipally owned parking lots is a top priority
- The use of road salt is essential to maintaining safety during winter weather conditions.
- Strive to reduce the amount of salt released to the environment through effective salt management practices.

2.2 Scope

This Salt Management Plan applies to roads, sidewalks, multiuse paths, and municipal parking lots.

2.3 Goals

The City's goal is to reduce the negative environmental impacts of salt release include having:

- Policies that help reduce the need for road salt, including Level of Service and related policies
- Infrastructure planning and design approaches that minimize the need for road salt.
- Winter maintenance operations that return safe travelling conditions within approved Levels of Service and legislated requirements while optimizing road salt use.
- Secure handling and storages of solid road salt, liquid salt (e.g., brine), and abrasives (e.g., sand) including spill prevention and response, good housekeeping (e.g., washing of equipment).
- Appropriate snow storage and disposal.
- Process to reduce other losses of road salt (e.g., washing of equipment).
- Provide the necessary training to winter maintenance personnel to help achieve an environmentally sound and safe winter maintenance program.

Performance will be tracked and reported through appropriate internal reporting processes and public outreach methods.

3.0 ROAD SALT USE AND RELEASES

Road salt may be released to the environment through a variety of activities and operations. The following is a list of the main activities and operations undertaken by winter maintenance through which road salts may be released to the environment:

- Handling and storage of solid road salt as solid salt, liquid salt (brine), and mixed into abrasives (most commonly sand), referred to as "sweetened" abrasives
- Application of road salt as solid and brine and/or sweetened abrasives to roads, paths, sidewalks and municipal parking lots
- Snow storage and disposal
- Uncontrolled releases from:
 - leaching of road salt piles
 - leaching of sweetened abrasive piles
 - spills, and
 - equipment washing.

4.0 SALT VULNERABLE AREAS

The location of wellhead protection areas, issue contributing areas, and intake protection zones is included in Appendix C. At this time, no other Salt Vulnerable Areas (SVA) have been identified.

The City's approach is to optimize road salt at all locations, this includes using technologies (like electronic spreader controllers) to optimize the use of road salt, monitoring salt use, locating new patrol yards or snow disposal sites outside of vulnerable areas and considering location and protection of vulnerable areas in the design of new roads and/or upgrading of existing roads.

5.0 ROAD SALT MANAGEMENT PROCEDURES

This section includes our procedures to manage road salt. They include:

- roles and responsibilities
- communication activities
- training
- response to uncontrolled releases to road salts
- operational practices
- record-keeping
- monitoring of actions
- plan review, corrective action and best practices update
- continuous improvement targets

5.1 Roles and Responsibilities

Roles and responsibilities are assigned with respect to winter maintenance activities and road salt management. Roles and responsibilities are documented in each employee's job specification.

5.2 Communication Activities

The City is committed to informing all levels of the organization and the public with respect to road salt management including this plan and related policies and procedures. This is critical in securing and maintaining support for meeting our roads salt management goals.

The City will undertake communications with internal staff, Council and the public as necessary and appropriate to gather support for the salt management plan.

5.3 Training Program

Appropriate and on-going training is a cornerstone of managing our road salt. All staff and contractors involved in winter maintenance will have training appropriate for their responsibilities and activities. Appendix B contains a description of current training practices.

5.4 Response to Uncontrolled Releases of Road Salts

Uncontrolled releases of road salts can impact the natural and built environments. As such, we will have a spill response procedure (see Appendix B for details) for uncontrolled releases of road salt in the maintenance yard.

5.5 Operational Practices and Review

Practices are the methods, materials, and equipment used in our winter maintenance program to reduce road salt in the environment. The practices are included in Appendix B. The sections titles and a description of the practices are shown below.

The Salt Management Plan will be reviewed yearly for:

- consistency with corporate and winter maintenance policies and procedures,
- tracking progress towards continuous improvement targets, and
- Incorporating feedback.

Operational enhancements will be taken as needed to address issues and opportunities identified.

A comprehensive review and update will occur as needed (typically 5 to 7 years). This will include a re-evaluation of continuous improvement goals and targets and an update of best practices. The results of the review are provided in Appendix B.

5.6 Record-keeping

The City understands the importance of record keeping not only for salt management but also for winter maintenance overall. Records will be kept as needed to meet the needs of winter maintenance in general and evaluate salt management as needed. Record keeping will be consistent with the policy and procedures for the City of Burlington

5.7 Monitoring of Actions

Practices will be monitored as needed or specified to evaluate their effectiveness with respect to meeting the overall goal of reducing the impacts of road salt to the natural and build environments.

5.8 Plan Review and Update

The Salt Management Plan will be reviewed yearly for:

- consistency with corporate and winter maintenance policies and procedures,
- tracking progress towards continuous improvement targets, and
- Incorporating feedback.

Operational enhancements will be taken as needed to address issues and opportunities identified.

A comprehensive review and update will occur as needed (typically 5 to 7 years). This will include a re-evaluation of continuous improvement goals and targets and an update of best practices.

5.9 Continuous Improvement Objective

Salt management objectives are to continuously improve the salt management plan. Objectives are determined by reviewing existing salt management practices against current industry leading practices. Where gaps exist, leading practices are reviewed against considerations such as safety implications, practicality, and cost-effectiveness. Where appropriate, objectives to improve practices are determined and reviewed by senior management. Targets, associated milestones, and performance measures, are included in Appendix A.

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APPENDIX A - OPPORTUNITIES FOR IMPROVEMENT

Opportunities for Improvement
3 INFRASTRUCTURE PLANNING, DESIGN AND MAINTENANCE
Consider winter maintenance requirements into site plan approvals.
City to consider developing guidance documents to assist in planning and design.
5.1 LEVEL OF SERVICE: ROADS
Monitoring of LOS attainment so that it is being achieved but not significantly overachieved. See section Monitoring and Program Review and Engagement.
7 FORECASTING OF CONDITIONS
Consider pilot of additional mobile weather information systems (MWIS) or non-invasive sensors (Mini-RWIS) with regional partners, especially in northern parts of the region.
Develop procedures for consistent use and calibration of Infrared thermometers supported by training. Calibration records should be maintained.
8 STORM RESPONSE AND DECISION SUPPORT
Create a decision support tool with several application rates and/or investigate and pilot a tool for region-wide application, that could include sidewalks.
9.1 SOLIDS
Consider leading or participating in a review and/or pilot test of using pre-treated salt that includes determining if it will result in an overall reduction in chloride loading.
10 SALT VULNERABLE AREAS
Confirm large bulk salt storage facilities are prohibited or require a risk management plan as required by the Source Protection Plan for Halton Region Hamilton Region.
11 EQUIPMENT
Consider implementing formal calibration practices twice per season including retaining calibration certificates for City and contracted units.
12 MONITORING AND REPORTING
Consider sharing FOCUS AVL system and lessons learned with regional partners.
Consider adding details to road patrol information that specifically addressed optimizing salt use including commenting on if the LOS is being significantly over-achieved.
13 Material Storage and Handling
Develop a “Good Housekeeping” standard operating procedure for sites that includes: spill response and clean-up; routine condition assessment; procedures for delivery including avoiding deliveries in the rain; etc.
14 SNOW REMOVAL
The City to ensure all snow storage facilities are chosen and maintained in accordance with City and Provincial regulations, guidelines and practices.
15 ENGAGEMENT AND REPORTING
The City could develop and deliver education and outreach materials for the private and public sector, as well as the general public, about the impacts of winter operations and the use of best management practices.
17 PARKING LOTS AND PRIVATE INFRASTRUCTURE
Promote Smart About Salt certification for private de-icing contractors and in-house for municipal parking lots and their use of best management practices.

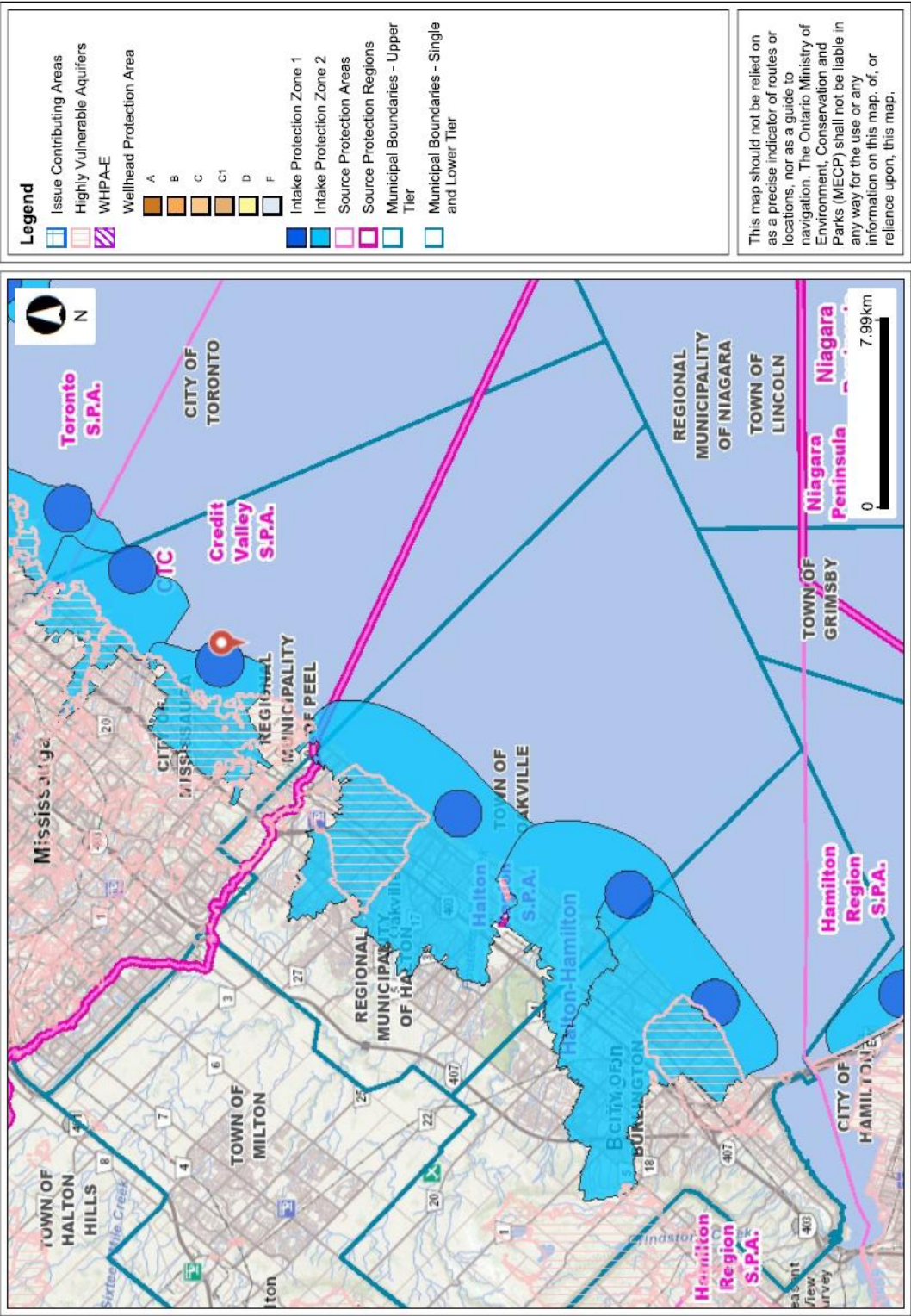
APPENDIX B - WINTER MAINTENANCE INFORMATION, SALT MANAGEMENT PRACTICES

Appendix Section		Description of Practices
B.1	GENERAL INFORMATION	General information about the City.
B.2	SALT MANAGEMENT PLAN (SMP)	Salt Management Plan (SMP) sets out the plan for ensuring that the management of road salt used in winter maintenance operations is implemented and continuously improved.
B.3	INFRASTRUCTURE PLANNING, DESIGN AND MAINTENANCE	Infrastructure that includes considerations for snowfighting during planning and design will likely reduce the need for de-icing and anti-icing and overall reduction in salt use.
B.4	DRIFT CONTROL	Blowing snow is the primary cause of icy roads in wind-exposed areas—melting extracts diurnal solar radiant heat stored in the pavement and substratum, and the quantity of snow blowing across a road can be hundreds of times greater than direct snowfall. As such, a significant amount of winter maintenance activity is devoted to controlling drifting snow. If mitigation measures can lower the potential for snow and ice accumulation, the winter maintenance demands will be correspondingly lower and the need for road salt application will be reduced.
B.5	LEVEL OF SERVICE (LOS)	The prescribed / approved LOS is the foundation for the winter maintenance program and has a significant impact on salt used to achieve the standard. The amount of salt use will depend on the LOS, most directly the winter road path or sidewalk condition maintained both during and post storm (which relates to road class) and time to achieve the condition.
B.6	ROUTE REVIEW	The LOS establish priorities and leads to determining the amount and type of equipment assigned to routes to cover all service areas during storm conditions. Duplication of service due to inefficient routes leads to redundant salt use and premature plowing of previously salted roads. Well-designed snowplow routes result in snow and ice control service that is both more effective, because roads are cleared more rapidly.
B.7	FORECASTING OF CONDITIONS	Good snow and ice control decision-making (and thus salt management) depends on consistently accurate and timely weather information.
B.8	STORM RESPONSE AND DECISION SUPPORT	Snow and ice control decisions that are clearly understood and supported leads to optimal use of salt.

Last Revision Date: 28-Mar-2025

Appendix Section		Description of Practices
B.9	APPLICATION RATES	The types of materials should be optimized to support the winter event response decisions in order to meet the LOS in a manner that is responsive to equipment available, fiscal demands and safety.
B.10	SALT VULNERABLE AREAS	Salt vulnerable areas those that sensitive to salt.
B.11	EQUIPMENT	Equipment and controls on the equipment have an effect on the use of salt.
B.12	MONITORING AND RECORD KEEPING	To improve salt use, assessments of the practices and procedures based on established measures are needed.
B.13	MATERIALS STORAGE & HANDLING FACILITIES	If not properly stored, salt can be lost to the environment in large quantities because of exposure to precipitation and wind.
B.14	SNOW REMOVAL, STORAGE AND DISPOSAL	Snow disposal sites can release salt-impacted water. Therefore, proper site selection and design can minimize these impacts.
B.15	TRAINING	To achieve effective implementation of a salt management program, people require proper and appropriate training.
B.16	ENGAGEMENT, REPORTING AND OUTREACH	An informed council, public and media are more likely to become effective partners in achieving the goals of the Salt Management Plan.
B.17	PARKING LOTS AND PRIVATE INFRASTRUCTURE	Parking lots and other private infrastructure has become recognized a significant source of salt to the environment and should follow best practices associated with salt use in order to mitigate environmental impact.

APPENDIX C - SALT VULNERABLE AREAS



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SUBJECT: Windrow Clearing Program review and fee options

TO: Committee of the Whole

FROM: Public Works

Roads, Parks and Forestry

Report Number: PWS-17-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Direct the Director of Roads, Parks and Forestry to set the Windrow Clearing Program fee at \$100 per driveway for the 2026/2027 winter season as outlined in public works report PWS-17-26; and

Authorize the Commissioner of Legal and Legislative Services to prepare for Council approval a by-law amending the Rates and Fees By-law No. 92-2025 to establish the 2026/2027 Windrow Clearing Program fee.

Executive Summary

Purpose of report:

- As requested during 2026 budget deliberations, this report provides a review of the City's Windrow Clearing Program, inclusive of operating costs, municipal comparator scan, and program fee options for the 2026/2027 winter season.

Key findings:

- Burlington's Windrow Clearing Program aligns closely with other fee-based models across the Greater Toronto Area, offering mid-range pricing, competitive response times, and wide-ranging access for residents.
- Enrollment data for Burlington's Windrow Clearing Program shows a clear divergence between program capacity and actual participation, likely due to increases in the annual program fee amount.
- The recommended fee option reduces the program fee to \$100 per driveway, for the 2026/2027 winter season, which is a more accessible price point for residents and will very likely increase enrollment and improve overall program utilization.
- In April 2026, participants in the 2025/2026 Windrow Clearing Program were surveyed to assess satisfaction, perceived benefit and value, with results showing generally positive feedback across all three areas. Most respondents indicated the program supported winter access and independence, while also providing useful feedback to help inform future improvements to service consistency, timing and overall value.

Implications:

- Subject to enrollment numbers, the recommended program fee option of \$100 per driveway will exceed the program budget of \$114,000 by \$26,000.
- Presently, the department's winter maintenance expenditures are forecasted to be slightly over budget for the 2026 fiscal year. Minor winter maintenance budget exceedances are generally reviewed for offset opportunities within the context of the department's overall service delivery budget for the current fiscal year.
- On occasions where a severe winter season results in significant budget exceedances, the City has the option to access additional funds through the Tax Stabilization Reserve.

Recommendation Report

Background

The City's current driveway Windrow Clearing Program was permanently established in 2008, after a 2-year pilot. At that time, the program provided windrow clearing services for residents who were seniors (over 65 years of age) or physically unable to clear the windrow at the bottom of their driveway. The program was initiated with a \$50 fee, 125 registration limit, and was nominally increased over the years to a \$60 fee, 200 driveway capacity limit for the 2022/23 winter season. At that time, the service was approximately 50% tax levy funded and limited to residents south of Dundas Street and in the Alton Community.

In 2023, due to increased community demand, the driveway windrow removal service was expanded to a city-wide program for the 2023/24 winter season, with a 1,000-driveway limit with no eligibility restrictions. At that time, the program fee was increased to \$125 per driveway to offset any budget impact. Priority registration was offered to past registrants, seniors, and those physically unable to clear their own windrow.

The fee for the 2025/26 winter season was increased nominally to \$128.75, resulting in a tax levy funded ratio of 55%. The response time for the windrow removal service is to clear windrows within 36 hours after snowfall has ended or within 12 hours after residential roads were plowed. These timelines are comparable to other municipalities that offer the same user fee windrow removal service. This service is available annually from December 1 to March 31.

As part of 2026 budget process, Council approved a response time improvement for the windrow removal service from 12 hours to 8 hours after road plowing was completed. This enhancement included additional funding of \$114,000 to accommodate both the service level change and to address overall inflationary cost increases.

To mitigate the impact on the tax levy, a revised program fee was originally proposed at \$150+HST for the 2026/27 program year. However, during 2026 budget deliberations, Council requested staff report back with a municipal scan of similar programs to confirm what the registration fee should be for the enhanced program.

Program Benefits

The clearing of driveway windrows created from the plowing of roads can be a challenge for many residents, with difficulty being compounded by the amount of snowfall and its consistency/hardness from temperature fluctuations occurring during/after the snowfall event. In addition, certain driveway locations such as those downstream of corners, situated on wide pavement road segments or have curbside sidewalks will accumulate more snow than other locations.

Private snow removal services that focus only on windrows are limited as most snow clearing services are offered for clearing of an entire driveway. Costs for clearing an entire driveway can vary from \$75 to \$150 per visit. This amount will vary depending on many factors such as size of the driveway, the accumulation threshold triggering the service, and the level of hand work necessary. A significant hindrance for retaining private services is the requirement for a deposit to secure services for the entire winter season. Such deposits may be significant in size with little recourse available to the homeowner if the vendor doesn't perform the service as contracted.

Consequently, many municipalities offer driveway windrow clearing assistance for residents, with some also providing a city-wide driveway windrow clearing program.

Municipal Scan

Staff have completed a review of various windrow clearing programs offered by municipalities across the Greater Toronto Area (GTA) as noted in Table 1 below:

Municipality	City Wide Program	Program Size (Driveways)	Fee per Driveway (HST Excluded)	Response Time	Eligibility
Burlington	No	1,000	\$128.75	Within 12 hours of road plowing	Open to all residents; registration priority for persons unable to clear own windrow
Aurora	No	N/A	\$200	Within 12 hours of road plowing	65+ or disability; financial assistance available
Caledon	No	200	\$200	Within 24 hours of road plowing	65+ only; local roads only; Financial Assistance available
Leamington	No	N/A	\$40	Within 24 hours of storm end	65+ or disability; urban area only
Milton	No	250	\$69	Within 36 hours of road plowing	65+ or disability
Oakville	No	1,100	\$184	Within 12 hours of road plowing	Registration priority for 65+/disability; then open to all
Brampton	No	N/A	N/A	N/A	65+ or disability; Financial assistance only via a grant - \$300 to \$400
Markham	No	N/A	Included in tax levy	Within 4 hours of road plowing	60+ or disability
Mississauga	Yes	134,000	Included in tax levy	4 to 6 hours after road plowing	City-wide program
Richmond Hill	Yes	50,000	Included in tax levy	Within 13 hours of storm end	City-wide program

Toronto	No	260,000	Included in tax levy	Within 2 hours of road plowing	Along select Arterial Roads
Vaughan	Yes	90,000	Included in tax levy	Within 4 hours of road plowing	City-wide program

Table 1 – GTA Municipal Scan Windrow Clearing Program (2025/2026 Winter Season)

2025/26 Winter Season

Winter Severity

The 2025/26 winter season in the Burlington area was front-loaded, with the first half of the season driving most of the operational burden. December and January also produced a steady cadence of impactful snow events, with several systems arriving in close succession and creating sustained pressure on winter maintenance services. The season's defining moment occurred in mid-January, when the region experienced a record-breaking single event snowfall accumulation amount of 50cm. This one event combined with persistently cold temperatures throughout the season, materially elevated the season's winter severity profile to moderately severe. By contrast, February and March were comparatively quiet, with fewer storms and lighter accumulations, resulting in a marked decline in service demand during the latter half of the season. The final cumulative snowfall amount for the Burlington area was 104cm, which is slightly less than the annual average of 120cm.

Customer Service Enquiries

Winter maintenance program enquiries or requests for service, received through Service Burlington totaled 1,943 for the 2025/26 winter season in comparison to 2,171 received for the 2024/25 winter season. The majority of calls received were for road-related issues with windrow enquires comprising about 10% of the total. A breakdown of enquiries or requests for service received is depicted in Figures 1, 2, and 3 below. Enquiry totals are generally aligned with winter severity, which is reflective in the higher total amounts for the last two winter seasons.

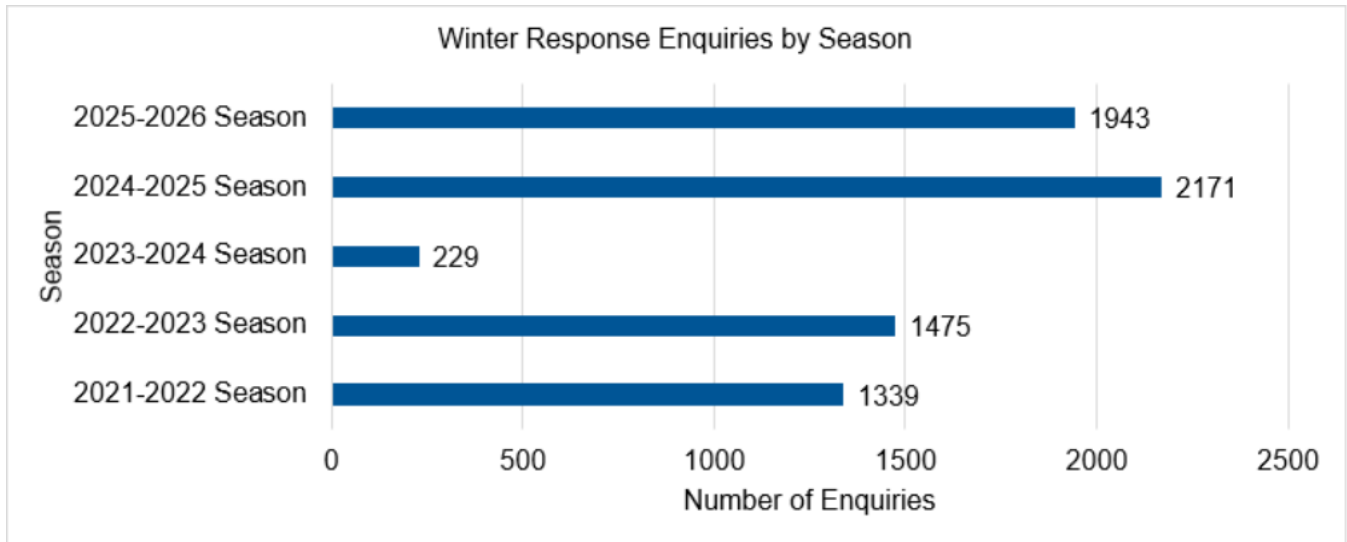


Figure 1 – Winter Response Enquiries by Season

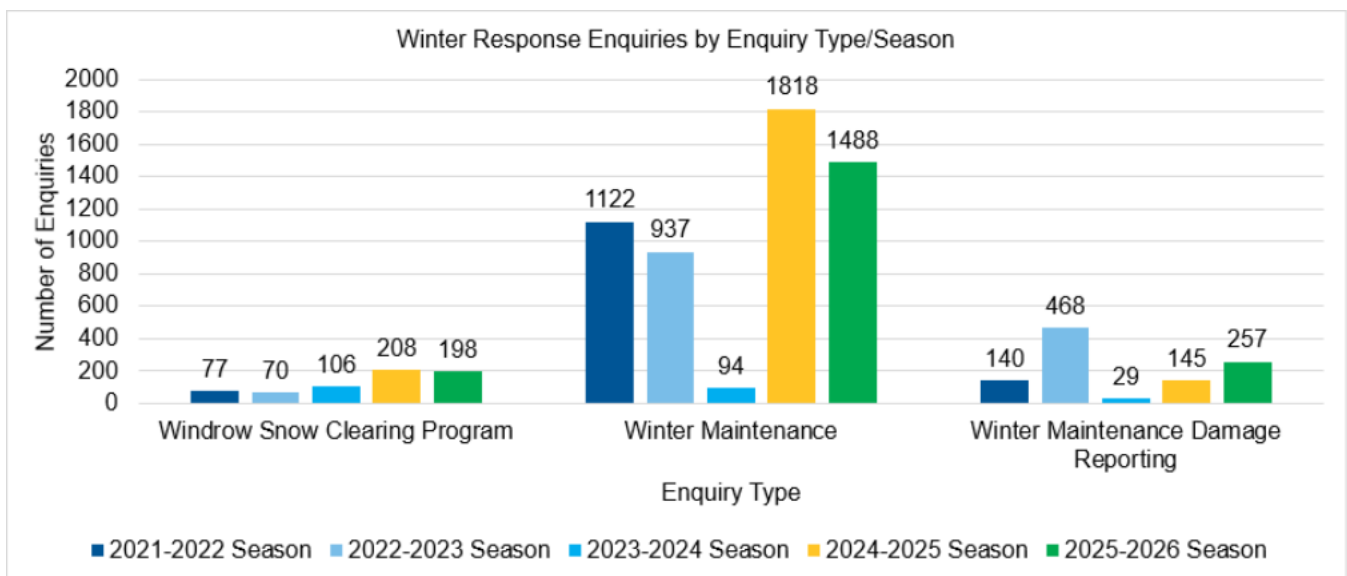


Figure 2 – Winter Response Enquiries by Type / Season

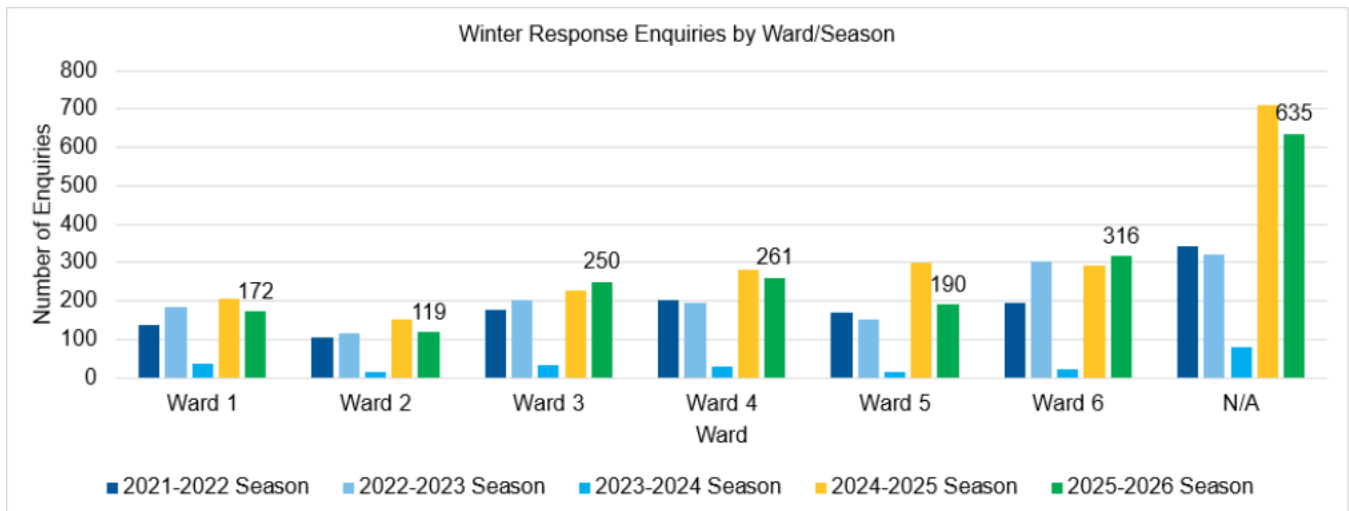


Figure 3 – Winter Response Enquiries by Ward / Season

Customer Feedback Survey

In April 2026, participants in the 2025/2026 Windrow Clearing Program were sent a satisfaction survey to seek feedback and help inform future program improvements. The results of the survey are included in Appendix A and summarized as follows:

Overall Program Satisfaction

Participant satisfaction levels were generally positive, with approximately 60% of respondents reported being satisfied or very satisfied with the program. Program dissatisfaction was reported by 18% of respondents.

Service-level responses reinforce these results as there was general satisfaction with service reliability and quality. There is an opportunity for improvement with respect to consistency and timing of the service.

Collectively, these inputs show that a majority of program users believe the program delivers a reliable and competent service.

Perceived Benefit

The program delivered tangible benefits for most participants as 79% reported the service helped them maintain winter access to their homes more independently. 67% of users would recommend the program to a neighbour, with 65% intending to participate again next season.

These indicators suggest that users view the program as materially helpful, worth continuing, and beneficial enough to endorse. High repeat-intent and recommendation levels signal that the program provides meaningful functional support, particularly for older adults as 70% of respondents were 65+ years of age.

Perceived Value Relative to Program Fee

Respondents held generally positive views on program value with 65% rated value as good, very good, or excellent, and 35% rated value as fair or poor.

This distribution shows that operational performance (reliability, convenience, quality) contributes most strongly to value perception, while price sensitivity remains a secondary but meaningful factor.

Analysis

Peer Program Comparison

Burlington’s windrow clearing program aligns closely with other fee-based models across the Greater Toronto Area, offering mid-range pricing, competitive response times, and wide-ranging access for residents. Notably, Burlington is one of only two municipalities in the fee-based comparison group that provides program eligibility to all residents, regardless of age or physical ability. While overall service levels are consistent with peer municipalities, response time performance sits in the mid-range and represents a key opportunity for improvement.

Enrollment History and Capacity Utilization

The following Table 2 provides enrollment history of the windrow clearing program for the past five years. Please note that the program was expanded to a 1,000-driveway city-wide program for the 2023/24 winter season:

	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Program Capacity (Driveways)	175	200	1,000	1,000	1,000
Registered Driveways	186	198	481	421	429
Capacity Utilization	106%	99%	48%	42%	43%
Fee per Driveway (HST Excluded)	\$58.29	\$60.00	\$125.00	\$125.00	\$128.75

Table 2 – Windrow Clearing Program Enrollment Summary

Enrollment data for Burlington’s windrow clearing program shows a clear divergence between program capacity and actual participation following the expansion to a 1,000-driveway city-wide model. Prior to expansion, the program operated at or near full capacity. After the capacity increase in 2023/24, enrollment stabilized between 421 and 481 driveways, resulting

in utilization levels of 42–48%. This indicates that the program’s core demand remains relatively consistent at roughly 400–500 households, well below the expanded capacity.

The increase in program fees from approximately \$60 to \$125 when the expanded city-wide program was introduced is likely a factor influencing enrollment levels. The increase in the program fee coincided with a decrease in utilization, indicating that cost may be a factor in resident participation decisions. Enrollment has since remained relatively stable over the last three seasons, suggesting there is an ongoing group of residents who continue to use the program at the current fee, although overall participation remains below the expanded program capacity.

2026/2027 Enhanced Program and Associated Costs

As part of the 2026 budget process, Council approved a response time improvement for the windrow removal service from 12 hours to 8 hours after road plowing was completed. This enhancement included additional funding of \$94,000 to accommodate both the service level change as well as to address overall inflationary cost increases. The program costs for the original and enhanced programs are provided in Table 3 below.

	2025/2026 Program Costs (12 Hour Response)	2026/2027 Enhanced Program Costs (8 Hour Response)
Equipment & Operator Standby	\$115,000	\$195,000
Windrow Clearing Operations	\$15,000	\$25,000
Administrative Resources (1 Seasonal Inspector)	\$20,000	\$20,000
Program Costs	\$150,000	\$240,000

Table 3 – Windrow Clearing Program Cost Summary

2026/2027 Program Fee Options

Option 1 – \$132.61 plus HST (2025/26 Base Rate plus 3%)

This fee option is in alignment with the current 2026 rates and fees by-law established as part of the 2026 budget approval process, through finance report FIN-33-25. The estimated program costs for this option are provided in Table 4 below.

	\$100 Fee per Driveway (HST Excluded)
Program Costs	\$240,000
Full Revenue (1,000 driveways)	(\$132,610)
Net Program Costs	\$107,390
Program Budget	\$114,000
Tax Levy Funded %	55%

Table 4 – \$132.61 Fee per Driveway Cost Summary

Option 2 – Variable Fee Model: \$150 plus HST plus 50% Program Fee Reduction for Seniors, Physically Challenged or Low-Income Residents

This fee option provides a variable fee model with a higher base program fee amount that reflects improved response time and provides a 50% reduced program fee option for seniors (age 65 and older), for residents who are physically unable to clear the windrows (with no able-bodied person aged 16 to 65 living at the same residence) and for low-income individuals. The estimated program costs for this option are provided in Table 5 below.

It is proposed that eligibility for the reduced program fee be determined through one of the following conditions:

- age of at least 65 years old
- have a disability or physical limitation
- Receiving benefits under the Guaranteed Income Supplement (GIS) program or the Ontario Disability Support Program (ODSP)
- Enrollment in the City's Recreation Fee Assistance Program or the Transit Low Income Pass Program

	\$150 Fee per Driveway (HST Excluded)
Program Costs	\$240,000
Full Revenue (500 driveways)	(\$75,000)
50% Reduced Revenue (500 driveways)	(\$37,500)
Net Program Costs	\$112,500
Program Budget	\$114,000

Tax Levy Funded %	53%
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Table 5 –Variable Fee per Driveway Cost Summary

Option 3 – \$100 plus HST (Recommended)

This fee option reduces the program fee to a price point that is more attractive for program users, will increase enrollment and improve overall program utilization. This fee option would be applicable to all program users with no eligibility restrictions and eliminate the administration required to determine eligibility for program fee assistance as per fee option 2. The estimated program costs for this option are provided in Table 6 below. Subject to enrollment numbers, this option will exceed the program budget by \$26,000.

	\$100 Fee per Driveway (HST Excluded)
Program Costs	\$240,000
Full Revenue (1,000 driveways)	(\$100,000)
Net Program Costs	\$140,000
Program Budget	\$114,000
Tax Levy Funded %	58%

Table 6 – \$100 Fee per Driveway Cost Summary

Option 4 – \$240 plus HST (Full Cost Recovery)

This fee option establishes a program fee that supports a full cost recovery model for the windrow removal service, with no tax levy support. The estimated program costs for this option are provided in Table 7 below.

	\$240 Fee per Driveway (HST Excluded)
Program Costs	\$240,000
Revenue (\$1,000 driveways)	(\$240,000)
Net Program Costs	-

Program Budget	-
Tax Levy Funded %	0%

Table 7 – \$240 Fee per Driveway Cost Summary

Considerations

City-Wide Windrow Clearing Program

A city-wide windrow clearing program would include the clearing of approximately 40,000 residential driveways. Driveways located on commercial, industrial, institutional, high-rise properties and private roads would not be included in this program.

To accomplish this, the City would need to contract approximately thirty additional specially equipped tractor or plow units. Each new unit would be paired and follow the main road plow as it clears snow from the road. The windrow clearing unit would have a custom fabricated gate or wing that would lower and raise at each driveway, pushing the snow to one end of the driveway creating a minimum 3m (10ft) opening for vehicle access. The target service level to clear all windrows would be eight (8) hours after all roads had been plowed, however the volume of snow and severity of the snowfall would affect this response time.

If directed, the implementation time for a city-wide windrow clearing program would require 12 to 18 months to procure a contractor and allowing sufficient time for them to secure, fabricate and assemble the necessary equipment.

There is also insufficient capacity at the Harvester Operations Campus to accommodate windrow removal equipment and additional storage land close to this facility would be required for these units, which will ensure availability and facilitate quick response for this service.

In addition to the equipment and land requirements, the administration of a city-wide operation would require additional full-time and seasonal staff resources for coordination, inspection, parking control, by-law, customer enquiry intake and follow-up.

The estimated cost for this option is provided in Table 8 below. Note that there are no registration or revenue fees, as the entire cost of the program would be added to the general tax levy.

	Estimated City-Wide Program Costs (40,000 Driveways)
Equipment & Operator Standby	\$2,800,000
Windrow Clearing Operations	\$600,000
RPF Administrative Resources (Full Time Program Coordinator plus 6 Seasonal Inspectors – 1 per Ward)	\$400,000
Bylaw and Parking Control Resources (Overtime plus Contracted Towing)	\$150,000
Leased Land for Equipment Staging	\$500,000
Additional Budget Impact	\$4,450,000

Table 8 – Estimated Cost for a City-Wide Windrow Clearing Program

Financial Impact

The Roads, Parks and Forestry winter maintenance operating budget for 2026 is as follows:

Category	Amount
Roads	\$5,410,000
Sidewalks, Pathways and Trails	\$1,780,000
Bus Stops	\$386,000
Park Facilities	\$174,000
Windrow Program	\$114,000
Total	\$7,864,000

The winter maintenance operating budget is based on a rolling 5-year average winter season. The annual budget is also adjusted for inflation and scope increases as necessary. Further to the above, on occasions where a severe winter season results in budget exceedances, the City has the option to access additional funds through the Tax Stabilization Reserve. After a mild season, surplus funds may also be used to offset minor budget shortfalls in other departmental service areas, or if significant, these funds can also be used to top-up the reserve.

Presently, the department's winter maintenance expenditures are forecasted to be slightly over budget for the 2026 fiscal year. Minor winter maintenance budget exceedances are generally reviewed for offset opportunities within the context of the department's overall service delivery budget for the current fiscal year.

Recommendation Details

The recommended fee option reduces the program fee to \$100 per driveway, for the 2026/2027 winter season, which is a more accessible price point for residents and can help increase enrollment and improve overall program utilization. This fee option would be applicable to all program users with no eligibility restrictions and eliminate the administration required for fee assistance evaluation under a variable fee model.

Key Dates & Milestones

- September to mid-October 2026: Advanced priority registration for past program participants and residents who are at least 65 years old or have physical limitations.
 - Mid-October to Mid-November 2026: All remaining spots following advanced priority registration will open city-wide for residents city-wide.
 - December 1, 2026, to March 31, 2027: Windrow removal program period.
-

Implications

Financial

As part of 2026 budget process, Council approved a response time improvement for the windrow removal service from 12 hours to 8 hours after road plowing was completed.

This approved enhancement resulted in a new windrow removal program budget of \$114,000. Subject to enrollment numbers, the recommended program fee option of \$100 per driveway will result in a program budget exceedance of \$26,000.

Legal

The Ontario Municipal Act gives municipalities jurisdiction over the maintenance of city-maintained properties, including the road and sidewalk network. Compliance with the Provincial Minimum Maintenance Standards (MMS) provides municipalities with a defense against claims of default of maintenance for roads and sidewalks.

The Municipal Act or MMS does not require a municipality to clear snow windrows on adjacent driveways. Though not obligated, a municipality could choose to offer such an enhanced service. For clarity, in this report a windrow is defined as the snow that is deposited at the

bottom of a driveway as a result of roadway plowing. Windrows caused by sidewalk plowing are not included in the scope of the windrow removal program, and clearing would continue to be the responsibility of the adjacent property owner.

Human Resources

The windrow removal program is delivered through a contract service. Human resources associated with contract administration/inspection are included within the program budget.

Communications and Engagement

Communication of the 2026/2027 windrow program enhancements and fee rate adjustment will be made in September 2026, a few weeks in advance of registration start.

A customer satisfaction survey for participants of the Windrow Clearing Program was initiated in 2026. It is staff's intention to continue this annual survey to seek feedback and help inform future program improvements.

Climate and Environmental

Winter response is impacted by a changing climate such as severe weather events, extreme cold cycles and fluctuating freeze and thaw events. Response to any of these situations vary and depends on the severity of each weather event. The windrow program is currently dependent on gasoline and diesel-powered equipment, that contribute to the City's corporate greenhouse gas emissions. Through its green fleet replacement strategy, the City will endeavor to reduce its reliance on winter maintenance vehicles which are powered by internal combustion engines.

References

N/A

Strategic Alignment

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

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Roads, Parks and Forestry
greg.hilts@burlington.ca

Appendices:

A. 2025.26 Windrow Program Customer Survey Results

Draft By-laws for Approval at Council:

- N/A

Report Approval:

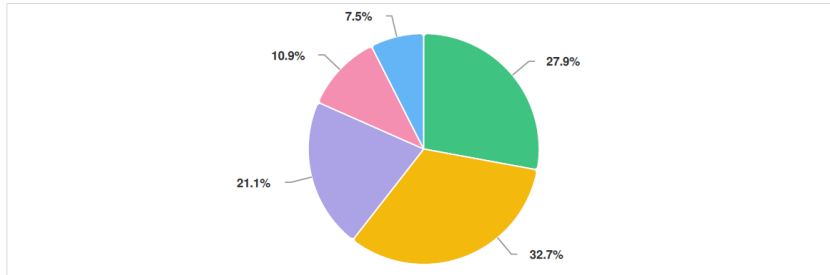
All reports are reviewed and approved by the Commissioner, Head of Corporate Affairs, Chief Financial Officer, and Commissioner of Legal and Legislative Services/City Solicitor.

May 2026

What we heard

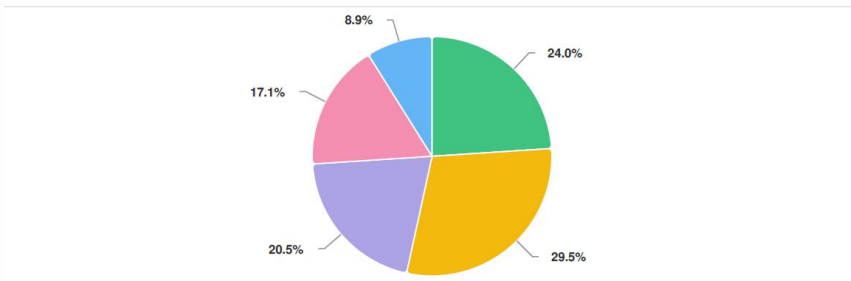
2025/2026 Windrow Program Survey

How satisfied or dissatisfied are you with the Windrow Program?



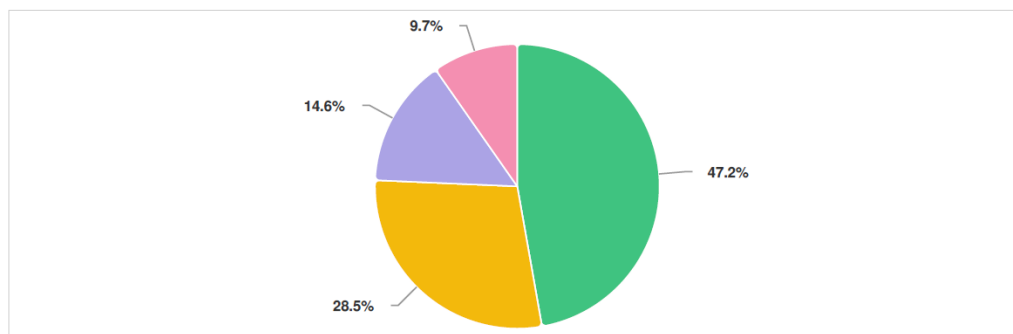
Question options	responses	%
Very satisfied	41	27.9
Satisfied	48	32.7
Neutral	31	21.1
Dissatisfied	16	10.9
Very dissatisfied	11	7.5

How satisfied or dissatisfied are you with how fast your windrow was cleared after the road was plowed?



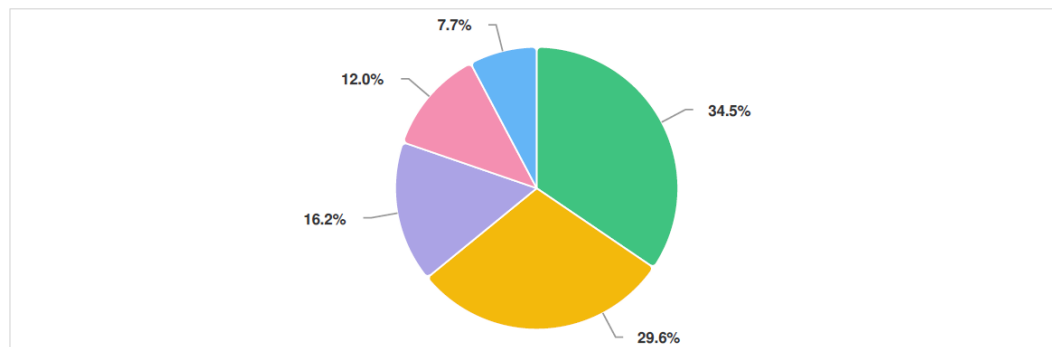
Question options	responses	%
Very satisfied	35	24.0
Satisfied	43	29.5
Neutral	30	20.5
Dissatisfied	25	17.1
Very dissatisfied	13	8.9

How well was the snow cleared from the end of your driveway after each visit?



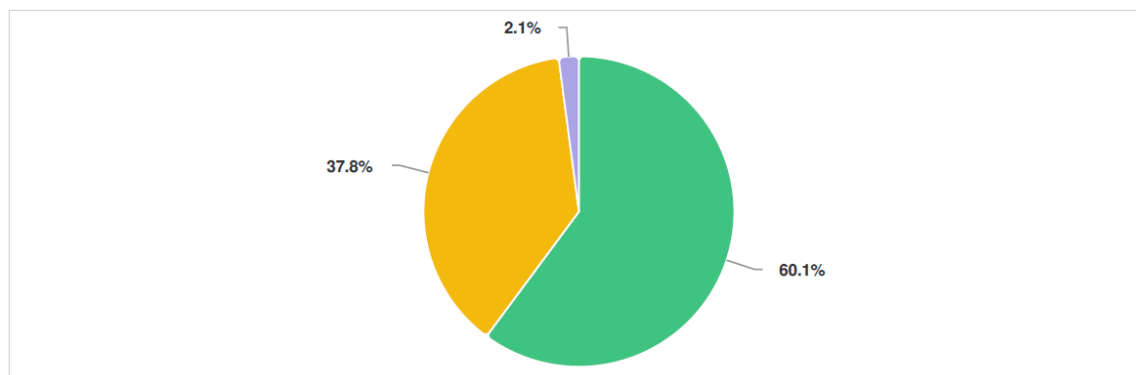
Question options	responses	%
Completely cleared	68	47.2
Mostly cleared	41	28.5
Partially cleared	21	14.6
Not cleared at all	14	9.7

How consistent were the arrival of plows throughout the season?



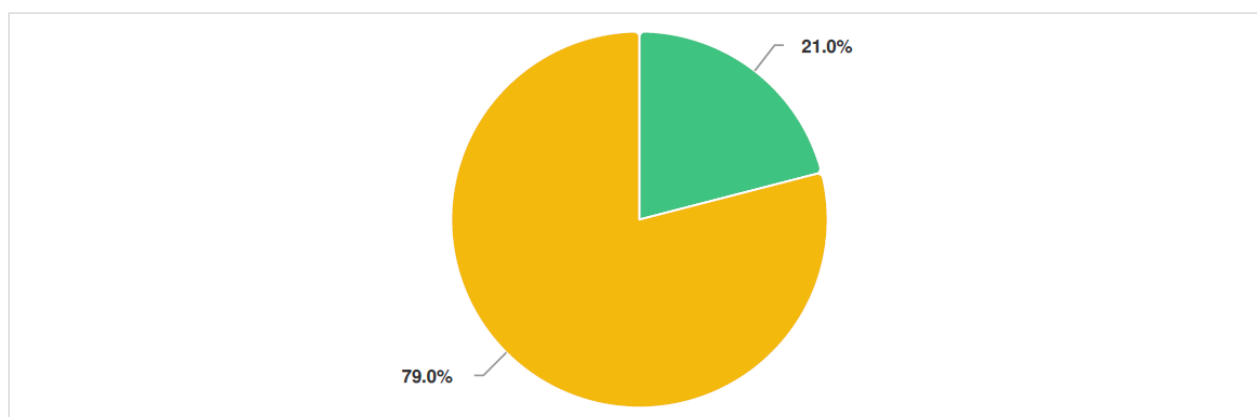
Question options	responses	%
Always consistent	49	34.5
Often consistent	42	29.6
Sometimes consistent	23	16.2
Rarely consistent	17	12.0
Never consistent	11	7.7

How easy or difficult was the registration process to join the program?



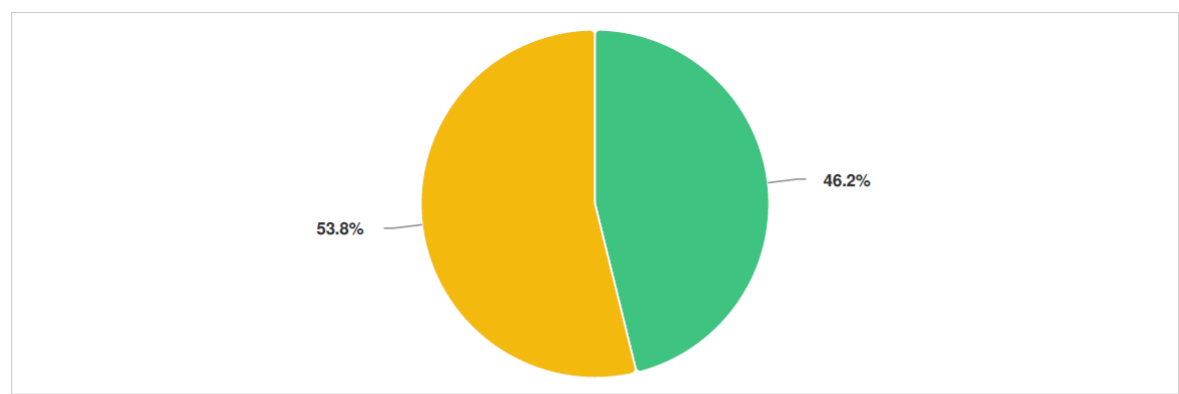
Question options	responses	%
Very easy	86	60.1
Easy	54	37.8
Difficult	3	2.1

Has this program helped you manage winter access to your home more independently?



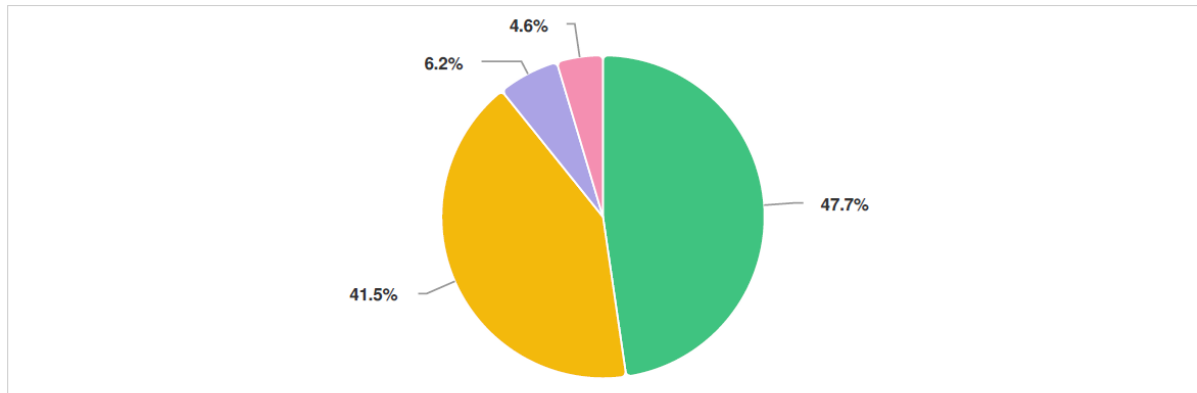
Question options	responses	%
No	30	21.0
Yes	113	79.0

Did you contact the City about this program?



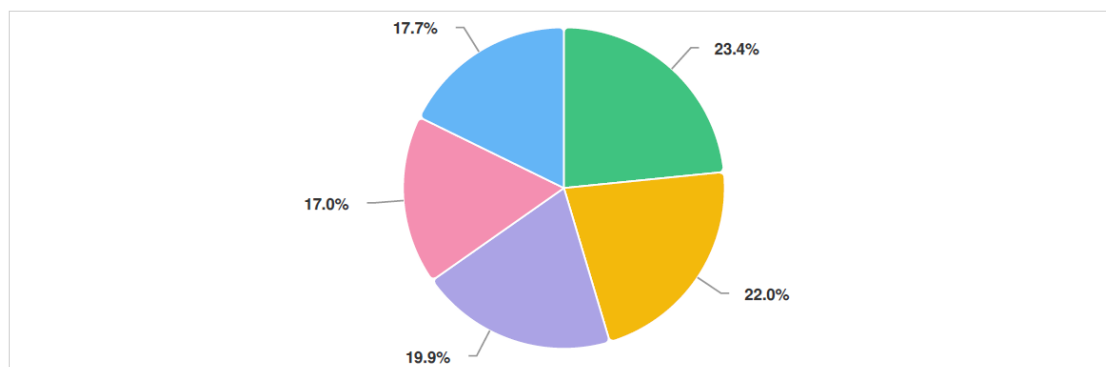
Question options	responses	%
Yes	66	46.2
No	77	53.8

How satisfied or dissatisfied were you with the response you received?



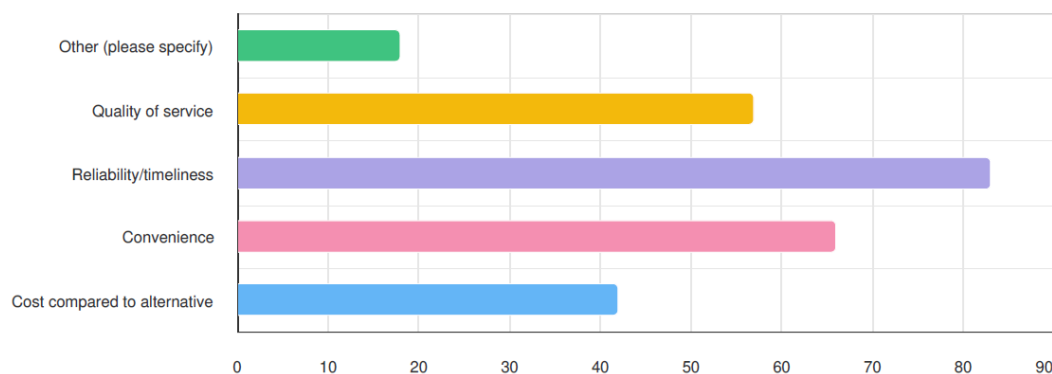
Question options	responses	%
Very satisfied	31	47.7
Satisfied	27	41.5
Neutral	4	6.2
Dissatisfied	3	4.6

How would you rate the value you receive from the program relative to the fee charged?



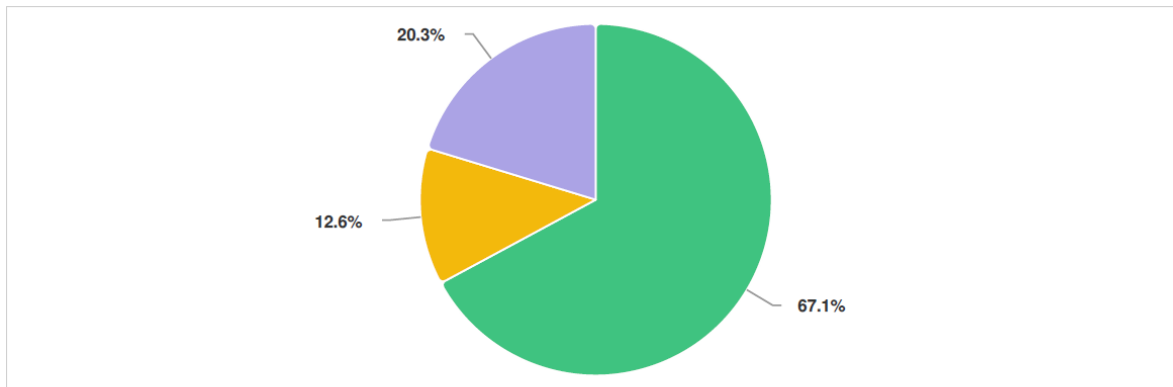
Question options	responses	%
Excellent	33	23.4
Very good	31	22.0
Good	28	19.9
Fair	24	17.0
Poor	25	17.7

What factors most influenced your rating? Select all that apply.



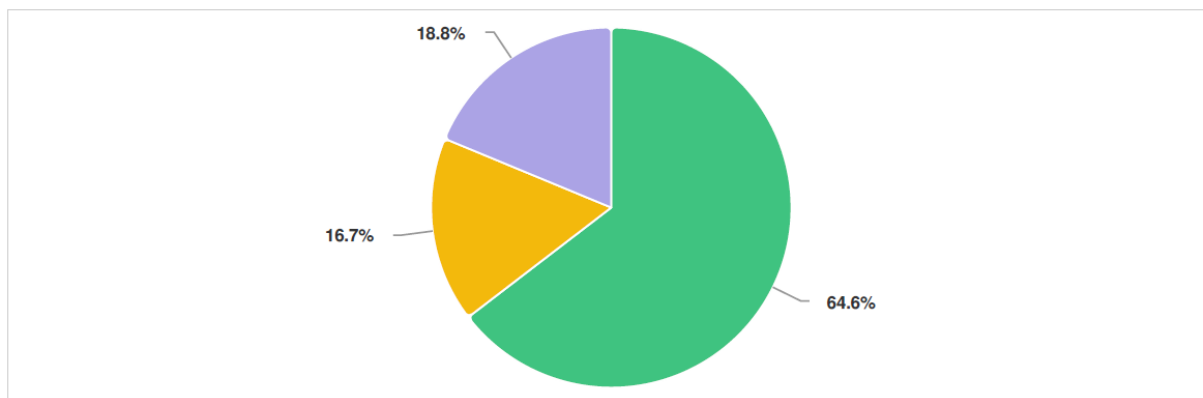
Question options	responses	%
Other (please specify)	18	12.7
Quality of service	57	40.1
Reliability/timeliness	83	58.5
Convenience	66	46.5
Cost compared to alternative	42	29.6

Would you recommend this program to a neighbour?



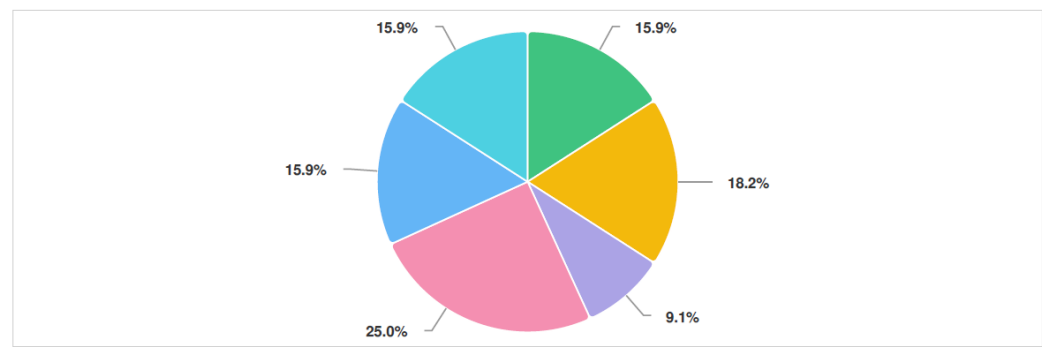
Question options	responses	%
Yes	96	67.1
No	18	12.6
Unsure	29	20.3

Do you plan to participate in the Windrow Program again next winter season?



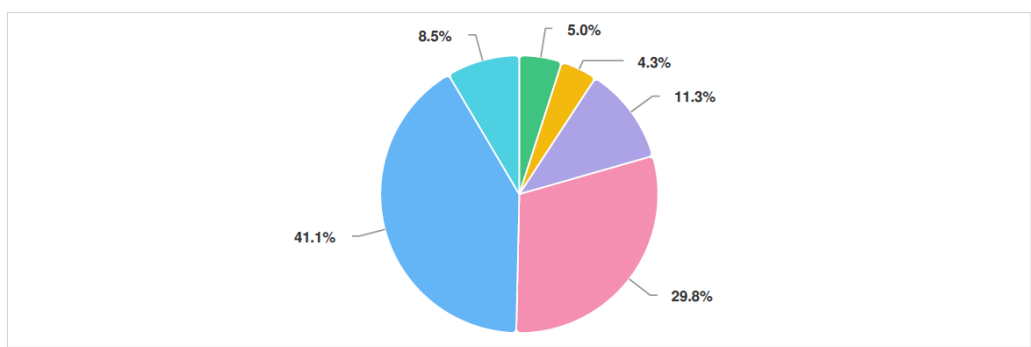
Question options	responses	%
Yes	93	64.6
No	24	16.7
Unsure	27	18.8

Which Ward do you live in?



Question options	responses	%
Ward 1	21	15.9
Ward 2	24	18.2
Ward 3	12	9.1
Ward 4	33	25.0
Ward 5	21	15.9
Ward 6	21	15.9

What is your age range



Question options	responses	%
35 - 44 years	7	5.0
45 - 54 years	6	4.3
55 - 64 years	16	11.3
65 - 74 years	42	29.8
75 - 84 years	58	41.1
85+	12	8.5

Do you have any other comments or suggestions?

Top 5 themes

<i>Timeliness of Service</i>	• Long delays between street plowing and windrow clearing • Service not fast enough for morning departures or emergencies • Missed or single visits after major storms • Requests for faster response, earlier arrivals, or priority service options
<i>Cost, Value for Money & Affordability</i>	• Strong requests for reduced senior/disabled rates • Complaints about fee increases over recent years • Suggestions for pay-per-visit, prorated fees, or refunds in low-snow winters • Perception of “paying but not receiving service
<i>Quality & Thoroughness of Clearing</i>	• Driveways not cleared to full width • Snow pushed back onto driveways or sidewalks by subsequent plowing • Windrows left partially intact or frozen over • Damage to lawns and property edges
<i>Communication, Transparency & Tracking</i>	• Email or text alerts when plows are coming and when work is completed • Ability to track contractor arrival (similar to parcel tracking) • Clear contact information for weekends, evenings, or missed service • Confirmation that service actually occurred
<i>Program Design, Eligibility & Coordination</i>	• Prioritize seniors, disabled residents, and those who truly need it • Better coordination between street plows, windrow crews, and sidewalk plows • Consider equipment upgrades (articulated plows, plow wings) to eliminate windrows altogether • Improve contractor oversight and accountability

SUBJECT: Introduction to the 2027 Official Plan Review

TO: Committee of the Whole

FROM: Development and Growth Management

Community Planning

Report Number: DGM-23-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Direct the Director of Community Planning to prepare for the initiation of an Official Plan Review under Section 26 of the *Planning Act*; and

Endorse the “Engagement Approach” attached as Appendix A to development and growth management report DGM-23-26; and

Direct the Director of Community Planning to proceed with a Special Meeting of Council in Q1 2027 to formally initiate an Official Plan Review under Section 26 of the *Planning Act*; and

Authorize the Director of Community Planning to develop the specialized technical work and retain peer review support to an upset limit of \$100,000 from the Policy Reserve Fund; and

Withdraw certain Major Transit Station Area policies and schedules from the Burlington Official Plan, 2020 (BOP, 2020), as identified in Appendix D to development and growth management report DGM-23-26.

Executive Summary

Purpose of report:

- Prepare Council and the community for the initiation of an Official Plan Review under Section 26 of the *Planning Act*, presenting key opportunities of the review and a high-level engagement approach.

- Recommend the withdrawal of certain portions of the Burlington Official Plan, 2020 (BOP, 2020) to clarify the applicable policy framework within the City's Major Transit Station Areas.

Key findings:

- The Burlington Official Plan, 2020 remains largely under appeal at the Ontario Land Tribunal (OLT), limiting its implementation. Since its approval, significant changes in provincial policy and local context mean conformity cannot be fully addressed through the OLT process alone. Recent feedback from the Province, interested parties, and Council highlights the opportunity to move away from piecemeal amendments toward a comprehensive review of Burlington's overall land use vision.
- This report recommends that further review of the BOP, 2020 be undertaken through a statutory amendment under Section 26 of the *Planning Act*.
- The review of the BOP, 2020 is an opportunity to reaffirm key community priorities including complete communities, economic resilience, environmental sustainability, and housing choice, while strengthening the City's overall vision for growth and change. The review allows for a coordinated and comprehensive assessment of existing policies to ensure they remain relevant, effective, and aligned.
- The Official Plan Review will serve as a platform for community engagement and dialogue, enabling residents, businesses, and interested parties the chance to shape the City's future. The Engagement Approach, attached as Appendix A to this report, provides a high-level overview to guide community engagement and to set the stage to invite the community for conversation.
- Official Plan Amendment 2 (OPA 2) (Major Transit Station Areas) represents one of the last outstanding portions of the previous individualized approach to reviewing the BOP, 2020. Staff worked with the appellants to identify and scope the appeals to confirm amongst them which portions of OPA 2 are subject to appeal.
- This report recommends clarifying the applicable policies within the City's MSTAs by withdrawing redundant and/or obsolete Official Plan components.
- Together these actions will advance the consolidation of the City's land use planning framework into single, cohesive Official Plan, replacing the existing three Official Plans:
 - Burlington Official Plan, 1997 (BOP, 1997);
 - Burlington Official Plan, 2020 (BOP, 2020); and the
 - Burlington Regional Official Plan, 1995 (BRPOP, 1995).

Implications:

Initiation of an Official Plan today gives the City and the community an opportunity to reflect with intention about where we are going as a City. The community has evolved. New challenges have emerged, new opportunities are taking shape and our collective community

aspirations have grown. Council's Horizon 2050 Plan sets a bold direction grounded in resilience, inclusivity and sustainability.

In order to move toward that vision its elements must be woven into the policies, land use decisions and everyday actions that shape the City. An Official Plan Review allows us to ask:

- Are our policies still pointing us in the right direction?
- Do they reflect the priorities Council and the community have set?
- Are we equipped to meet the future we are planning for?

Next steps: Withdrawing certain policies

- Council can now remove certain appealed policies and schedules from the 2020 Official Plan that are not in effect and have become outdated or duplicated through OPA 2.
- Some parts of OPA 2 are still under appeal, including policies for the Community Planning Permit System (CPPS). Council can only consider approving CPPS By-laws once those policies are in effect.
- This will prepare the BOP, 2020 to form the basis of the Official Plan Review.

Next Steps: Official Plan Review

- Staff from the Policy and Community Initiatives team will lead the background work needed to support the review.
- Some limited consultant support may be required for specialized technical studies or peer review. Staff are requesting Council approval of up to \$100,000 from the Policy Reserve Fund to cover these costs.
- Early engagement, ahead of the 2027 Special Meeting of Council, will introduce the Official Plan Review and outline key opportunities and challenges. This input will help staff prepare materials for Council and refine the scope of the review, with final decisions on scope to be made in 2027.

Recommendation Report

Background

The City's new Official Plan was approved by the Region of Halton in November 2020. As outlined across numerous staff reports, there have been substantial changes to the provincial policy framework since the approval of the Burlington Official Plan (BOP).

Appendix B to this report provides an outline of the key legislative and policy changes that have occurred since 2020. Additional proposed changes continue to shape how the City operates within the evolving land use planning framework. Appendix B also includes an overview of the staff responses to recent provincial engagement on items such as the revised Projection Methodology Guidelines and the standardization of Official Plans.

Council has also considered a number of reports relating to the City's long-term policy approach and opportunities to simplify and streamline policy. Appendix C to this report provides an overview of the former Targeted Realignment Exercise workplan, guiding principles and background work completed to date. The guiding principles for the Targeted Realignment of the BOP, 2020 were established in 2023 through [Report PL-45-23](#) and are summarized in Appendix C to this report. These guiding principles must be refined to account for the evolving provincial planning framework, the City's new Strategic Plan (Horizon 2050), the changing economic landscape, and the transition of Regional planning responsibilities to the City. Staff continue to identify the need to be flexible and strategic in the approach to reviewing the City's Official Plan, as highlighted in earlier staff reports.

Analysis

Staff have determined that there are components of the BOP, 2020 and the Burlington Regional Official Plan, 1995 (BROP, 1995) that require a review to bring the land use planning framework into conformity and/or consistency with updated provincial plans and policies. This cannot be achieved solely through the OLT process of resolving appeals to BOP, 2020, particularly where local study and broad engagement are required to implement substantial changes in provincial direction. Planning staff have also been operating with portions of three Official Plans (BOP, 1997, BOP, 2020 and BROP, 1995) in effect, which is unsustainable.

This Official Plan Review will present an opportunity to consider a wide range of issues including carrying forward the work initiated earlier this year on Employment Area Policies. This work and the feedback received will form part of the Official Plan Review. For example, the Official Plan review will present an opportunity to address work that remains incomplete from the former Halton Regional Official Plan Review. This component of the proposed OPR

will focus on the protection of the Natural Heritage System and the Agricultural System, an enhanced rural framework, and updates the North Aldershot Policy Area, among other things.

The recommendation to initiate an Official Plan Review process presents an opportunity to be leaders in the development of a streamlined Official Plan combined with the opportunity to leverage technology, like a digital twin. This offers a chance to work with the community to build an Official Plan that sets out the broad land use vision for the City, prioritizes what is important to the community, is easily understood and is forward-focused.

A Note on Section 26 of the *Planning Act*

Section 26 of the *Planning Act* requires municipalities to update their official plans every 5-10 years to ensure that the plan conforms or does not conflict with provincial plans, has regard for matters of provincial interest and is consistent with provincial policy statements.

Typically, a newly approved Official Plan would not require a statutory review until the 10-year mark, with the Plan being reviewed every 5 years thereafter. While the statutory review of the BOP, 2020 would otherwise not be required until 2030, initiating the earlier review presents an opportunity to deliberately realign its planning framework with Council's Long-Term Horizon Plan and ensure policies continue to reflect current priorities and future aspirations. In addition, the range of changes to the provincial planning framework is also significant enough to support undertaking an earlier review.

Pre-engagement with the province is required, including the submission of a detailed workplan for the OPR. The workplan must clearly identify which components are directly tied to matters of provincial interest and require a Minister's decision (e.g. Employment Areas), and which elements are matters of local interest (e.g. Area-Specific Plans) and exempt from Ministerial approval.

Under Subsections 17(36.5) and (38.1) of the *Planning Act*, the decision of the Minister of Municipal Affairs and Housing regarding an Official Plan Amendment adopted in accordance with Section 26 is final and is not subject to appeal. This presents a key path to move forward together to solidify and clarify the City's Official Plan policies. It is noted that matters of local interest which are exempt from Ministerial approval are adopted by City Council only and may be appealed to the Ontario Land Tribunal.

Recommendation Details

The opportunity to proactively undertake an Official Plan Review is supported by a broad range of factors. Staff recommend proceeding with a statutory review under Section 26 of the *Planning Act* to ensure a comprehensive and coordinated approach.

This review will position the City to respond effectively to evolving provincial policies and directions, clarify and strengthen its planning framework, and embed the vision of Horizon 2050 into land use policy. It also reflects feedback from Council, the community, and interested parties on the Employment Area policies, and provides an opportunity to establish a refreshed land use vision that builds on the work completed through the Targeted Realignment Exercise.

In addition, the review will enable the City to proactively address proposed provincial changes related to Official Plans and Secondary Plans, streamline policy, and improve planning processes. This work will support the timely delivery of housing, encourage economic development, and ensure the City's planning framework remains clear, current, and responsive to future needs.

Prior to formally initiating the OPR, the *Planning Act* requires the City to consult with the approval authority, any prescribed bodies, and Indigenous communities regarding revisions that may be required. As part of this process, the City must also hold a Special Meeting of Council which is open to the public to discuss any feedback.

Upon receiving direction from Council to initiate the OPR as a Section 26 amendment, staff will confirm final requirements with the Ministry of Municipal Affairs and Housing, as well as the Ministry's review fee. It is anticipated that the required Special Meeting of Council will be held in Q1 of 2027, to align with the commencement of the 2026-2030 Term of Council.

Appendix A to this staff report presents an overarching engagement approach that will guide the project moving forward. The approach establishes the nature of the decision to be made and anticipated timing, the engagement objectives, policies and factors that can and cannot be influenced, and identifies that certain elements may require more focused/detailed planning to support enhanced engagement.

Other relevant considerations

Streamlining Approaches in Planning and in Government

While Appendix B focuses on key legislative and policy changes, largely related to the Planning Act, other changes to a wide range of Acts have all had the same general thrust to a focus on being open for business by reshaping and streamlining approaches. This direction at the Provincial level even, when not directly related to the Planning Act, influences how things get built and the planning processes that enable development. The Provincial policy planning regime under which the BOP 2020 was prepared and adopted was highly prescriptive, since then, the Growth Plan has been repealed, and a new Provincial Planning Statement was introduced. While current Provincial consultations aim to standardize official plans in Ontario,

the policy environment governing official plans today is more flexible. This creates the opportunity for more innovation and creativity in developing a new official plan policy framework for the City of Burlington

This OPR enables the City to proactively respond to this direction and evolving Provincial direction on content standardization and page limits for Official Plans set out in Bill 98. While work to simplify Official Plan content and formatting was already underway in Burlington, the emerging provincial criteria present an opportunity for City to further position itself as a leader in streamlining the development approvals process and municipal policy framework.

The first reading of Bill 98 was carried on March 30, 2026, with a second reading debate on April 13, 2026. The bill was passed at Third Reading on May 14, 2026. Many provisions will come into force through proclamation and supporting regulations, with key details to be established through the Environmental Registry of Ontario (ERO) process. The legislation proposes that the former official plan framework continues to apply until the day on which a new Official Plan or a revision of the Official Plan under Section 26 that is adopted after January 1, 2028 comes into effect.

Moving ahead now, the review enables the City to get ahead of anticipated provincial changes to Official Plans and Secondary Plans, rather than reacting to them. It will support the streamlining and modernization of policies, improve development review processes, and create greater clarity and predictability for implementation.

To successfully deliver a more streamlined and strategic document, it is anticipated that the Official Plan will need to be supported by new tools and advanced technologies. One such tool is a digital twin - a virtual representation of reality which includes physical objects (e.g. infrastructure and buildings) and the relationships among them, modelled on a common geospatial foundation (i.e. the city of Burlington).

Staff will be exploring the development of a digital twin for all or part of the city to better understand proposed policy changes throughout the OPR, particularly in relation to growth management. This tool will help to ensure that recommendations for future strategies, plans and policies are informed by enhanced data which better illustrates the opportunities and challenges to the public and decision-makers.

Withdrawal of Outdated Major Transit Station Area (MTSA) Policies

As first outlined in a [memo to Council dated April 26, 2023](#), some elements of the BOP, 2020 require revision or further local study due to changes that occurred after the Plan's adoption to ensure consistency, conformity or compliance with updated provincial direction. While the OLT can modify policies that are under appeal and not yet in effect, some of the more substantial

changes are better suited to a City-initiated Official Plan Amendment (OPA) which includes a statutory review process and broad public engagement.

On this basis, OPA 2 was structured to have the effect of replacing certain outdated policies of the BOP, 2020. Appendix E to this report provides an overview of the Major Transit Station Area Specific Planning Study which informed the amendment.

Appendix D to this report identifies the MTSA-related policies and schedules of the BOP, 2020 which remain appealed/not in effect and have been rendered obsolete and/or redundant by Council's adoption of OPA 2. Given the transition of regional planning authority and in effect policy within the BROP, 1995 and the updated policy framework implemented via OPA 2, staff recommend that Council withdraw these outdated policies and schedules.

Key Dates & Milestones

See Reference section below.

Implications

Staff from the Policy and Community Initiatives team will be responsible for the preparation of the necessary background work and studies to inform the Section 26 review and all public engagement. Limited consultant support may be required throughout the review of topic specific technical work outside of staff expertise. At this time staff believe this could include an addendum to the 2025 Growth Analysis Review and may also include consultant peer review of policies or of the draft of the OPA to implement the OPR. New tools and technologies including the development of a digital twin to support the development, refinement and future updating of the Official Plan may also require limited consultant support.

Conclusion

Undertaking an Official Plan Review now is a conscious step in the evolution of the City. It is about strengthening what is working, addressing what is emerging, and aligning ourselves with where we want to go next. The City has the advantage of choosing this moment. By taking this first step today the City can demonstrate leadership, foresight, and a commitment to building a city that reflects both our ambitions and our values.

References

Regional Transition and Provincial Changes

- February 28, 2023: [PL-05-23: ROPA 48,49 and Bill 23 – Approach to achieve conformity and compliance.](#)
- May 30, 2023: [PL-39-23: Bill 97 and Provincial Planning Statement.](#)
- May 13, 2024: [Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the Proposed Provincial Planning Statement, 2024.](#)
- June 10, 2024: [PL-47-24:2024 Integrated Halton Planning System Memorandum of Understanding.](#)
- July 26, 2024: [Bill 185 Royal Assent – Council Information Package \(see Item 1.1 pages 1 through 9\).](#)
- September 9, 2024: [PL-76-24 Provincial Planning Statement, 2024.](#)
- March 3, 2025: [DGM-09-25: Transition of planning responsibilities from Halton Region.](#)

Targeted Realignment Work Plan information:

- June 27, 2023: [PL-45-23 Burlington Official Plan, 2020 Targeted Realignment Exercise – Initial Work Plan.](#)
- January 8, 2024: [PL-01-24 Work Plan Update 1.](#)
- April 8, 2024: [PL-09-24 Work Plan Update 2.](#)
- July 8, 2024: [PL-50-24 Burlington Official Plan, 2020 Targeted Realignment Exercise – workplan update 3.](#)
- [OPA 1: Council approved on September 26, 2023: City-initiated amendments to Official Plan, 2020 and Zoning By-law 2020.](#)
- OPA 2: Council approved on June 18, 2024: [PL-03-24 MTSA Official Plan Amendment 2 and Community Planning Permit By-Law and Statutory Public Meeting.](#)
- OPA 3: [Council approved on January 28, 2025: DGM-01-25 City-initiated Official Plan and Zoning By-law Amendments to increase housing options.](#)
- OPA 4: May 20, 2025: [DGM-32-25 Bronte Creek Meadows Official Plan Amendment No. 4.](#)
- March 18, 2025: [DGM-20-25 Findings of report Growth Analysis Review – City of Burlington.](#)
- November 3, 2025: [DGM-63-25 Evolving the targeted realignment work plan.](#)
- November 28, 2025: [DGM-103-25 ERO Submissions November 2025.](#)
- January 13, 2026: [DGM-01-26 City Initiated Official Plan Amendment No. 7 and ROPA No.1: Employment Area.](#)

Major Transit Station Area information:

- [PL-27-21](#) Major Transit Station Area (MTSA) Area-Specific Planning Terms of Reference
- [PL-02-22](#) – Major Transit Station Area (MTSA) Area-Specific recommended Preferred Precinct Plans
- [PL-10-22](#) – Major Transit Station Areas – Area Specific Plans Planning Study Update
- [PL-40-23](#) – Major Transit Station Area (MTSA) update and Community Planning permit system exploration

- [PL-59-23](#) – Proposed Major Transit Station Area (MTSA) Official Plan Amendment and Draft Community Planning Permit (CPP) By-law Public Release and Statutory Public Meeting
 - [PL-03-24](#) – MTSA Official Plan Amendment 2 and Community Planning Permit By-law and Statutory Public Meeting
 - [June 18, 2024 – Council Memo](#) - Modified Official Plan Amendment No. 2 to the City of Burlington Official Plan, 2020 to replace Appendix A to staff report PL-03-24
 - [DGM-30-25](#) – MTSA OPA 2 Update
 - [DGM-97-25](#) – Major Transit Station Area Official Plan Amendment No. 2 Draft Decision Update
 - [DGM-99-25](#) MTSA Official Plan Amendment No. 2 Notice of Decision
-

Strategic Alignment

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

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Appendices:

- A. Engagement Approach
- B. Changes in Planning Legislation, Regulation & Policy
- C. Targeted Realignment Background
- D. Portions of BOP, 2020 Recommended for Withdrawal
- E. Overview of Major Transit Station Area Specific Planning Study

Notifications:

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Report Approval:

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

Engagement Approach – Official Plan Review

Background

The City is initiating a review of the Burlington Official Plan (BOP, 2020) to address:

- changes to provincial policy,
- changes to roles and responsibilities, including the transition of Regional planning responsibilities,
- the City's Horizon 2050 Plan (Strategic Plan),
- the streamlining of the three Official Plans that currently apply within the City of Burlington to simplify and replace three plans with one;
- utilizing technology opportunities to define the City's vision and aspirations and,
- provincial interest in the standardization of Official Plans.

This work will be designed to support continued progress toward the implementation of Burlington's long-term community vision.

Meaningful community engagement is a critical aspect of municipal governance. Engaging people on issues that affect their lives and community helps support informed decision-making, builds understanding, and strengthens relationships between the City and residents. Burlington's updated [Community Engagement Charter and Framework \(2026\)](#) will guide engagement for the Official Plan Review, in addition to statutory requirements.

Burlington Official Plan, 2020 (BOP, 2020)

The BOP, 2020 represents the City's long-term community vision with a planning horizon of 2031 and beyond, and establishes strategic priorities for growth management, land use, and infrastructure. The Plan is an overarching policy framework that guides City decision making and approval processes, with the goal of ensuring that all new development supports the community vision.

Though the BOP, 2020 was approved by Halton Region on November 30, 2020, the majority of the Official Plan was appealed and referred to the Ontario Land Tribunal (OLT) for a decision. While the OLT can modify and approve policies that are under appeal and not yet in effect, some of the more substantial changes are better suited to a City-initiated Official Plan Amendment (OPA) which includes a statutory review process and broad public engagement.

Therefore, in response to the wide range of provincial changes that occurred after the approval of the Official Plan, City staff initiated a Targeted Realignment Exercise in 2022. The work program identified the key elements of change that future amendments to the Official Plan would need to consider. While many of the elements of the Targeted Realignment have been completed, there are still outstanding policy areas to review, a need to merge the Burlington Regional Official Plan and other City land use planning frameworks, and a need to streamline and simplify the format and contents of the Official Plan.

Project Milestones

- At a Special Meeting of Council in Q1, 2027, staff will present research and policy directions along with a detailed engagement plan to support the development of an Official Plan Amendment.
- Subsequent detailed engagement plans will describe, and may further refine, the following statement in support of Council making the following decision:

By Q4, 2027 Council will make a decision on the recommended amendments to the BOP, 2020 deemed necessary to implement the findings of the Official Plan Review.

Factors That Can be influenced

- The scope of the Official Plan Review can be influenced throughout, but the Special Meeting of Council is a key point of consultation with the approval authority and prescribed public bodies and the community to discuss the policy revisions that may be required.
- Subsequent engagement plans and policy directions will clarify the range of issues that can be influenced through engagement. For example, distinguishing among policies informed by prescribed requirements as opposed to more open-ended or flexible guidance.

Factors That Cannot be Influenced

In every public engagement process, it is important to be aware of the things that cannot be influenced: either because they are beyond the City's control (for example things that are required by provincial policy or law), or because they are

outside the scope of the project. For the Burlington Official Plan Review, the following aspects of the project are considered ‘givens’:

1. The Official Plan must comply with the *Planning Act*, conform with the Provincial Policy Statement (PPS) and other applicable provincial plans or policies.
2. Growth will continue to be prioritized in Strategic Growth Areas and growth to 2051 will continue to be prioritized within the Urban Area.
3. The updated local vision for growth will align with the Horizon 2050 Plan including the Vision Statement that states: *“Burlington is a community where nature is protected, growth is purposeful and everyone thrives”*.
4. The Council-adopted/Regionally approved BOP, 2020, is the starting point of the review. Existing policies related to building a healthy, complete and sustainable community through incremental decision-making remain central to provincial and local interests in land use planning. Regardless of their appeal status, these policies represent the most recent vision of Council and the community.
5. The updated local vision for growth will support the City’s vision for diversified housing options (as described in the Burlington Housing Strategy), to support the creation of new housing for a wide range of household sizes and incomes.
6. Identifying and protecting locations for jobs and new employment to support economic development will be a critical component of the updated local vision. Fiscal responsibility and long-term financial sustainability remain key focus areas for the development of new policy expected to inform change over the coming years.
7. The scope of the Official Plan Review may need to be revised in response to future legislative, regulatory or policy changes enacted by the province.

Overview of Interested and Affected Parties

It is expected that various individuals and groups will be identified across the following categories:

- Current and future residents and resident groups
- Indigenous Communities
- Community organizations; i.e. special interest, advocacy, and activism groups
- Businesses and business groups
- Development industry

- Government and public service providers (internal and external)
- City Advisory Committees and arms-length City agencies
- Private and non-profit community service providers
- Elected officials
- Media representatives

Initial engagement work will seek to ensure early and widespread notification regarding the forthcoming Official Plan Review.

Engagement Objectives

To include as many voices as possible in this important conversation, the project team will incorporate public engagement as a key element of the project and will host engagement activities designed to give all interested parties an opportunity to provide meaningful input. The following objectives provide a clear understanding of what staff will strive to achieve through community discussions:

- Provide relevant information about the project, decision-making process, how the public will be engaged and how they can provide input;
- Work with City communications and engagement staff to provide a coordinated approach to engagement, communication and evaluation of the implementing policies, where appropriate;
- Provide multiple channels for meaningful input, both online and in person, at key decision points;
- Create an ongoing record of what is said during engagement and make it publicly accessible via themed response tables, so that the public can track how feedback was, or was not, incorporated into final staff recommendations to Council;
- Gather meaningful input from community members whose voices are historically underrepresented in conversations about City issues;
- Establish a project page on getinvolvedburlington.ca as the main platform for up-to-date project information and upcoming engagement opportunities; and
- Use clear, plain language to inform the public about which aspects of the process can and cannot be influenced.

Engagement Commitment

The Official Plan Review is a project with multiple components that will take place over an extended period of time, with each of the components or subprojects differing in size and complexity. Some of the subprojects will require local studies, technical work, and intensive public engagement, while other subprojects will rely on prescribed provincial requirements with limited opportunities for influence. Staff will ensure that the public is informed of all subprojects, regardless of the level of influence possible, and will strive to ensure that engagement with the public is a priority.

The purpose of this document is to outline an approach for how and when engagement will take place throughout the project, and to identify when a focused plan is needed for more intensive engagement and when an informational approach is more appropriate.

Outlined below are the key commitments that will guide the engagement process for the Official Plan Review. The engagement approach is based on the [International Association of Public Participation \(IAP2\)'s Public Participation Spectrum](#), which is also a component of [Burlington's Community Engagement Charter](#). It is important to note that the project team will refine and finalize the engagement approach based on input received from Council and the public. Once it has been completed, the final document will be released to the public on the Get Involved project page.

Staff are committed to:

- **Being flexible and open** to adapting plans as opportunities arise to enhance engagement;
- **Being clear and transparent** about the level of influence on a given topic or issue;
- **Keeping the public and decision-makers informed** by disclosing all relevant information in a clear, concise, and accessible manner through multiple avenues etc. in a timely manner; and,
- **Being available** for inquiries and discussions surrounding all elements of the project and providing multiple avenues for communication.

Evaluating the Engagement Approach

Staff will develop surveys and other tools to collect feedback on perceptions of engagement and opportunities to improve and learn through feedback.

Changes in Planning Legislation, Regulation and Policy

Since the Regional approval of the BOP, 2020 a number of changes to the broader policy framework have been realized or proposed. The following table outlines the key elements of change. For more information, reference can be made to the reports linked in each section.

Name	Date	Broad Effect
Regional Official Plan Amendment 48 (ROPA 48)	November 2021	ROPA 48 introduced significant changes including but not limited to: • Revised Regional Structure; • Establishment of a Regional Urban Structure and Strategic Growth Area hierarchy; and • Delineated boundaries of Strategic Growth Areas in accordance with A Place to Grow, including Protected Major Transit Station Areas. • PL-41-22 Regional Official Plan Amendment 48 – Approach to achieve conformity • PL-30-22 New Burlington Official Plan – Proposed modifications for ROPA 48 conformity • PL-52-22 New Burlington Official Plan recommended modifications for ROPA 48 conformity
Bill 23, More Homes Built Faster Act, 2022	Royal Assent November 2022	Introduced significant legislative changes to the Planning Act, Development Charges Act, Heritage Act, Conservation Authorities Act, among others. Bill 23 introduced significant changes to regulations and practices impacting housing, natural heritage, and natural hazards, among others. Some of the most significant impacts such as the Regional Official Plan becoming an Official Plan for the City of Burlington, came into effect on July 1, 2024. • PL-05-23 ROPA 48, 49 and Bill 23 – Approach to achieve conformity and compliance • PL-82-22 City of Burlington submissions as of November 25 on Ontario's Housing Supply Action Plan and Bill 23
Regional Official Plan Amendment 49 (ROPA 49)	November 2022	As proposed, the amendment was to have implemented the Region's Integrated Growth Management Strategy (IGMS). Through subsequent Bills (Bill 150, Planning Statute Law Amendment Act, 2023 and Bill 162, Get it Done Act, 2024), together, these Bills reversed (Bill 150) and then selectively restored (Bill 162) provincial amendments to provincial plans of certain municipalities,

		including Burlington at the discretion of Council. Some of the amendments included were population and employment growth distributions being set to 2051, and new urban areas and employment conversions beyond those proposed through the original Regional adoption. ROPA 49, as amended, also gave direction to update associated background work. • PL-37-22 Regional Official Plan Review ROPA 49 Staff Comments • PL-05-23 ROPA 48, 49 and Bill 23 – Approach to achieve conformity and compliance
Housing Pledge	March 2023	Established a Provincially assigned aspirational housing target of 29,000 new housing units in Burlington by 2031. City pledge letter and supporting materials were approved by Council on March 21, 2023. The Housing Pledge was presented to Council through Staff Report PL-24-23 Burlington Housing Pledge. See attached as Appendix A to this report for a copy of the approved Housing Pledge submission to the Province.
Proposed Provincial Planning Statement (PPS)	Released April 2023	Draft document that combines elements of the existing policies of A Place to Grow – Growth Plan for the Greater Golden Horseshoe and the Provincial Policy Statement, 2020 and introduces new concepts. • PL-39-23 City of Burlington Comments – Bill 97 and proposed Provincial Planning Statement
Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023	Released April 2023	Proposes a number of changes to a variety of Acts, including but not limited to the Municipal Act and the Planning Act. Among other things, Bill 97 introduces changes to the area of employment definition and an extension of development application fee refund timing. • PL-39-23 City of Burlington Comments – Bill 97 and proposed Provincial Planning Statement
Bill 185	Royal Assent, June 2024	Amendments to 15 Acts, including the Planning Act, Municipal Act and Development Charges Act. • PL-42-24 Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the Proposed Provincial Planning Statement 2024. • https://www.burlington.ca/en/council-and-city-administration/resources/Council/Council-Information-Packages/Council-Information-Package-July-26-2024.pdf

Regional Transition	July 1, 2024	On July 1, 2024 Bill 23 achieved royal assent which among other things, transitioned planning responsibilities from Halton Region to the local municipalities. The key changes associated with Bills 23 and 185 include: • The Regional Official Plan will now be the responsibility of the local municipalities. • The Region will no longer be the approval authority for Local Official Plans and Amendments. • The Region has no appeal rights on Planning Act matters and can no longer be a party at an Ontario Land Tribunal hearing. • DGM-09-25: Transition of planning responsibilities from Halton Region
Provincial Planning Statement	October 20, 2024	The Provincial Planning Statement came into effect on October 20, 2024, with no transition provision. • PL-76-24: Provincial Planning Statement, 2024
Provincial Planning Statement – Projection Methodology Guidelines	October 11, 2025	Over 2024, Staff provided comments to a variety of ERO postings related to the PPS, PPS transition and to forecasting, land supply and planning Horizon Policies. In August 2025, the Province proposed updates to the Projection Methodology Guideline (PMG) to support the implementation of the PPS, 2024. Among other changes, the PMG directs municipalities to base population and employment forecasts on the Ontario population projections published each year by the Ministry of Finance (MOF). Through DGM-95-25, staff provided comments on ERO posting 025-0844, generally supporting the proposed PMG while acknowledging the continued need to collaborate with Halton Region, Municipalities and relevant agencies is critical.
ERO-025-1099	Oct 23- Nov 22	From October 23 to November 22, 2025, the Province of Ontario consulted on simplifying and standardizing official plans through ERO 025-1099. The province was seeking feedback to simplify, standardize and make more permissive municipal official plans that were shorter, easier to understand and consistent across Ontario. The ERO identified a series of discussion

		questions relating to the proposal for a standard chapter table of contents for Official Plans, a limit to the length of official plans to a set page limit and creating permissive land use designations. Through DGM-103-25, staff provided comments on ERO 025-1099, generally supporting the intent to improve clarity, consistency and efficiency in land use planning, however noted that a standardization of Official Plans and set page limits will negatively impact the ability to reflect and incorporate local vision and context into policy. As noted through Report DGM-63-25, Evolving the targeted realignment workplan, staff were already exploring a made in Burlington approach to evolve and streamline BOP, 2020 utilizing innovative technology that is representative of the community and Council's vision for the City's Official Plan and will continue to do so in future phases of work.
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Targeted Realignment Background

In June 2023, through [Report PL-45-23](#), Council directed staff to initiate the work plan for the Burlington Official Plan, 2020 Targeted Realignment exercise that was focused on the areas of the BOP, 2020 which:

- required local study and interpretation to implement changes to the policies to be consistent with or conform to upper tier plans and policies and provincial policy/plans and/or legislation;
- are in effect policies that require amendment to be consistent with or conform to upper tier plan and policies and provincial policy/plans and/or legislation;
- where changes to the policy framework are substantial, result in key policy changes that require broader public engagement and/or would otherwise be difficult to address through OLT modifications to the currently appealed policies.

Through the targeted realignment workplan, staff identified a series of guiding principles that would be considered as the updates to the City's policy framework evolved including:

1. BOP, 2020 remains representative of Council's position, as informed by the community's vision for growth and change in the City.
2. Growth continues to be prioritized in SGAs and in general growth to 2051 continues to be prioritized within the built boundary.
3. The City will exhaust its employment land supply between 2031 and 2044.
4. Updated local vision for growth will align with the strategic plan, vision to focus and the BOP, 2020 and will set out the requirements of building healthy, complete and sustainable communities.
5. Updated local vision for growth will deliver on the shared provincial mandate and the City's vision for housing, including the housing strategy which will support the creation of new housing for a wide range of household sizes and incomes.
6. Key changes to the local vision for growth and policy framework will be supported by detailed technical work, planning study and community engagement.

Through [Report PL-76-24](#), titled Provincial Planning Statement, 2024, council provided the following direction to staff:

“Direct the Director of Community Planning to prepare both a strategic and operational approach for consolidating the City's three Official Plans into a comprehensive community vision within the Burlington Official Plan, 2020, to facilitate efficient implementation of the new PPS alongside a whole range of new

local planning responsibilities to support the creation of new housing as discussed in this report”.

As of July 1, 2024, following the Province’s removal of planning responsibility from Halton Region, the Regional Official Plan (to the extent that it applies to the City of Burlington) became an Official Plan of the City. The policies of the Regional Official Plan (referred to as the “Burlington Regional Official Plan, 1995” or “BROP, 1995”) are in force and effect. The City is responsible to either maintain, modify or rescind the BROP, 1995.

In November 2025, staff provided an update on the evolution of the work plan including a status update on the work to be undertaken by the City, through [Report DGM-63-25: Evolving the Targeted Realignment Work Plan](#). This report highlighted the need for a nimble strategic approach to support the best planning outcomes for Burlington in order to:

- achieve alignment with the City’s long-term strategic objectives,
- consider the BROP, 1995.
- ensure consistency with the Provincial Planning Statement, 2024 (PPS, 2024) and conformity with Provincial Plans and legislation.

[Report DGM-63-25](#) identified an “Urban Structure and Growth Framework Update” work plan area that is intended to harmonize the BOP, 2020 with the changes advanced through the provincial decisions on ROPA 48, ROPA 49 and update the policies to be reflective of the changes occurring to the provincial policy framework through the PPS, 2024.

Staff continue to identify the need to be flexible and strategic when advancing the official plan review guided by the targeted realignment principles noted above and the aspirations of:

- confirming the City’s growth management strategy and explore using modern tools such as simulation modelling and visualization as the foundation for advancing strategy, policy, and data driven decisions;
- evolve and streamline the City’s planning framework whereby the Official Plan is considered a strategic document surrounded by tools and technology that enable its operationalization and monitoring for success;
- assist the City to integrate its environmental and natural heritage framework with its growth aspirations; and,
- ultimately, instill confidence in Burlington’s future and shaping success for our community.

Table 1: Portions of BOP, 2020 Recommended for Withdrawal

Table 1: Portions of BOP, 2020 Recommended for Withdrawal

BOP, 2020 Section for Withdrawal	Explanation
PROVINCIAL PLAN BOUNDARIES AND CONCEPTS Growth Plan for the Greater Golden Horseshoe 2.2.3 d) iv)	No longer needed – the Region has completed exercise through ROPA 48. OPA 2 continues to advance the boundaries and minimum targets for MTSAs through a new policy iv).
MIXED USE INTENSIFICATION AREAS Major Transit Station Areas 2.3.1 h)	This policy addressed Major Transit Station Areas role in the City’s urban structure and the role within the Growth Plan and has been replaced through OPA 2.
MIXED USE INTENSIFICATION AREAS Major Transit Station Areas 2.3.1 i)	This policy references MTSA Special Planning Areas, which are now an outdated/obsolete term since the study has been completed and the MTSAs have been formally designated and has been replaced through OPA 2.
LAND USE POLICIES – URBAN AREA Preamble 8 - 2nd paragraph of the preamble	References MTSA Special Planning Areas, which are now an outdated/obsolete term since the study has been completed and the MTSAs have been formally designated.
LAND USE POLICIES – URBAN AREA MIXED USE INTENSIFICATION AREAS 8.1 - preamble	References MTSA Special Planning Areas, which are now an outdated/obsolete term since the study has been completed and the MTSAs have been formally designated.
MIXED USE INTENSIFICATION AREAS URBAN CENTRES	These policies are now outdated/obsolete as the Downtown Urban Centre is no longer identified as an MTSA or an Urban Growth Centre.

BOP, 2020 Section for Withdrawal	Explanation
MIXED USE NODES AND INTENSIFICATION CORRIDORS 8.1.1(3.2) a), b),c), and d)	
MIXED USE INTENSIFICATION AREAS URBAN CENTRES 8.1.1(3.8) Upper Brant Precinct	Sets out permitted uses for the Upper Brant Precinct as part of the Downtown Urban Centre; now outdated/obsolete as OPA 2 [8.1.2 (2.2)] sets out the direction for this precinct as part of the Burlington GO MTSA/UGC, which will be implemented through a future Community Planning Permit System.
MAJOR TRANSIT STATION AREAS 8.1.2 in its entirety	Interim policies guiding development in MTSA's prior to the completion of ASPs; now outdated/obsolete as OPA 2 replaces the entire section with updated policies.
PLANNING PROCESS: AREA SPECIFIC PLANNING MAJOR TRANSIT STATION AREA AREA-SPECIFIC PLANS GUIDING POLICIES 12.1.3(4)	Interim policies guiding the preparation of MTSA ASPs; now outdated/obsolete as the ASPs have been completed and approved through OPA 2.
13 – DEFINITIONS <i>Development</i>	Revised definition introduced through OPA 2.
13 – DEFINITIONS <i>Development Application</i>	Revised definition introduced through OPA 2.
13 – DEFINITIONS <i>Major Transit Station Area</i>	Revised definition introduced through OPA 2.
14 – SCHEDULES <i>Schedule F – Burlington GO MTSA Special Planning Area</i>	Revised schedule introduced through OPA 2 (see Schedule F series).
14 – SCHEDULES <i>Schedule F-1 – Burlington GO MTSA Special Planning Area</i>	Revised schedule introduced through OPA 2 (See Schedule F series).

BOP, 2020 Section for Withdrawal	Explanation
14 – SCHEDULES <i>Schedule G – Aldershot GO MTSA Special Planning Area</i>	Revised schedule introduced through OPA 2 (see Schedule G series).
14 – SCHEDULES <i>Schedule H – Appleby GO MTSA Special Planning Area</i>	Revised schedule introduced through OPA 2 (see Schedule H series).

Overview of Major Transit Station Area-Specific Planning Study

In May 2021, given significant changes to the Provincial and Regional land use planning framework, the City launched a refreshed area-specific planning exercise for its three Major Transit Station Areas (MTSAs). In June 2024, the findings of this study were implemented through the adoption of Official Plan Amendment No. 2 (OPA 2) to the Burlington Official Plan, 2020 (BOP, 2020).

OPA 2 identifies the areas around the City's three GO Stations as Protected MTSAs (PMTSAs) in accordance with the *Planning Act*, and delineates the boundaries, sets the minimum density targets, and establishes the authorized uses of the land. OPA 2 also establishes the vision and supporting policy framework for each MTSA to evolve as a complete community over time. Further, OPA 2 includes enabling policies to allow the City to implement a Community Planning Permit System (CPPS) for the MTSAs.

On October 10, 2025, the Minister of Municipal Affairs and Housing (MMAH) released a decision to approve OPA 2, with modifications. In accordance with subsection 17(36.1.4) of the *Planning Act*, the parts of the Minister's decision related to the elements of a PMTSA- including the number of residents and jobs per hectare planned to be accommodated within the MTSA, the authorized uses of the land and buildings/structures and the boundaries- are final and cannot be appealed.

However, policy directions related to planning for employment areas, transportation networks and infrastructure, along with CPPS enabling policies, including any Ministerial modifications to those elements, are not protected under the *Planning Act* can be appealed to the OLT. On October 30, 2025 (the last day to file an appeal for OPA 2), it was confirmed that three (3) appeals had been filed in relation to the Minister's decision. In accordance with the *Planning Act*, MMAH has advised that any policies or schedules not subject to appeal came into effect on the day after the end of the appeal period (October 31, 2025).

Through the OLT process, the three appeals to OPA 2 have been scoped and the specific policies/schedules subject to appeal have been confirmed. In accordance with Section 17(38) of the *Planning Act*, the balance of the policies and schedules of OPA 2 are now deemed to have come into effect as of October 31, 2025. The related elements of the BOP, 1997, and BOP, 2020, which remain subject to appeal and not in effect, have now been rendered obsolete and/or redundant by OPA 2. On this basis, these elements may now be withdrawn by Council to enable the consolidation of OPA 2 into the BOP, 2020. This updated Office Consolidation will enhance ease of use for the

public, landowners and applicants by clarifying the applicable in force and effect policies within the City's MTSAs.

The policies of OPA 2 will replace OPA 119 across both the BOP, 1997 and BOP, 2020 and the future CPP By-law will replace ZBLA 2020.418. In the interim, land use planning in these areas will be guided by the in-effect policies of the BOP, 2020 (in particular, OPA 2) and the existing zoning. Where policies of the BOP, 2020 are not in effect, the relevant policies of the BOP, 1997 and Regional Official Plan, 1995 (now an Official Plan of the City), will also apply.

The CPPS enabling policies of OPA 2 remain subject to appeal. Therefore, the MTSA CPP By-law cannot be approved by Council until those policies are deemed in effect.

SUBJECT: Lobbyists participating on standing committees.

TO: Committee of the Whole

FROM: Legal and Legislative Services

Legislative Services

Report Number: LLS-27-26

Wards Affected: all

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Receive for information legislative services report LLS-27-26 regarding lobbyists participating on standing and advisory committees.

Executive Summary

Purpose of report:

- This report responds to a staff direction to report back to Council regarding whether current eligibility requirements for membership on the City's standing committees should be amended to exclude lobbyists.

Key findings:

- The Ontario municipal accountability framework provides appropriate checks and balances for members of the City's standing and advisory committees, including those identified on the Lobbyist Registry. Further eligibility restrictions are not required.

Recommendation Report

Background

At the April 21, 2026 Council meeting, the following staff direction was adopted by Council;

Direct the City Clerk to review eligibility restrictions which may result in a by-law amendment recommendation for membership on any Standing Committee of Council where a member of committee is a registered lobbyist under the *Municipal Act, 2001* and the City of Burlington's Lobbyist Registry By-law 47-2003, and where the subject matter of that lobbying activity materially aligns with the mandate of the committee; and report back with potential amendments by Q3 2026.

The Terms of Reference for the [Pipeline to Permit Committee](#) and the [Audit Committee](#) provide for, amongst other things, the composition and functions of the committee. More information on the City's advisory committees, including their compositions and functions, can be found on the City's [Committees and Boards webpage](#).

Analysis

The City of Burlington has and will continue to benefit from industry experts participating on various standing and advisory committees that have been established, and its members appointed, by Council. While these committees do not make any final decisions on public policy, the possibility for Conflicts of Interest between the member's participation on the committee and their private interests may exist.

It is the opinion of Legislative Services staff that eligibility restrictions on industry experts, including lobbyists identified on City's [Lobbyist Registry](#), participating on City standing and advisory committees is not necessary due to the Ontario municipal accountability framework that is in place.

Ontario municipal accountability framework

The Ontario municipal accountability framework is the system of laws, oversight offices, and complaint mechanisms designed to make municipal governments transparent, ethical and answerable to the public. The accountability framework mainly exists through *The Municipal Act, 2001*, and the *Municipal Conflict of Interest Act, 1990*.

The framework is in place for several reasons;

- Protect public trust
- Prevent abuse of power
- Promote transparency
- Provide independent oversight
- Improve accountability to residents

Code of Conduct for Local Boards and Integrity Commissioner

An important part of the implementation of the Ontario municipal accountability framework, as it relates to members of standing and advisory committees, is the requirement for municipalities to establish [Code of Conduct for Local Boards and Committees](#) including the Pipeline to Permit and Audit Committee. The code is meant to guide committee members to act with honesty and integrity, serving in a diligent manner, and performing their duties in a manner which promotes public confidence. Rule Number 1 in the policy speaks to the avoidance of conflicts of interest.

If someone has cause to believe that a member of a local board or committee has contravened the Code of Conduct for Local Boards and Committees, they can file a formal complaint with the with City's [Integrity Commissioner](#) who will investigate the matter.

Rules for open and closed meetings

Council, Standing Committee, and Advisory Committee agendas include a "Declarations of Interest" section in which members must disclose and recuse themselves from any items on the agenda in which they have a disqualifying interest.

Standing and Advisory Committee meetings are open to the public and livestreamed, as well as recorded and posted on the City's website. When a meeting is closed, and someone has cause to believe it has been closed improperly, they may make a complaint to the City's [Closed Meeting Investigator](#).

Recommendation Details

The Ontario municipal accountability framework provides appropriate checks and balances for members of the City's standing and advisory committees, including those members identified on the City's Lobbyist Registry. Further eligibility restrictions are not required.

Key Dates & Milestones

None

Implications

None

References

- [Code of Conduct for Local Boards and Committees](#) (Burlington Corporate Policy)
 - [Municipal Conflict of Interest Act](#)
-

Strategic Alignment

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

Author:

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City Clerk/Director of Legislative Services
mike.derond@burlington.ca

Appendices:

None

Draft By-laws for Approval at Council:

None

Notifications:

None

Report Approval:

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

SUBJECT: Community facilities update and recommendations for 1200 King Road

TO: Committee of the Whole

FROM: Chief Administrative Officer

Choose a division or N/A.

Report Number: CAO-01-26

Wards Affected: 1

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Endorse the updated scope of community facilities under consideration on the 1200 King Road development to include:

- Event Centre (arena)
- Community Centre (inclusive of aquatics and/or basketball facilities)
- Recreational Ice Facility
- Conference - multi-purpose space
- Parking Facility; and

Direct the Chief Administrative Officer or designate to proceed with a Detailed Due Diligence Phase, inclusive of:

- Community engagement;
- Confirmation of available capital costs and operating models;
- Negotiation with prospective partners and funding contributors, potential operators and other service delivery partners;
- Evaluation of preferred financing options, including tax increment financing and funding from senior levels of government;
- Development of a comprehensive business case and funding strategy; and

Report back to Committee and Council with a recommended funding strategy, partnership model, and implementation plan for consideration prior to any capital or financial commitments, targeted for Q2, 2027; and

Instruct the CAO to proceed in accordance with the recommendation contained in confidential Appendix B to CAO report CAO-01-26.

Executive Summary

Purpose of report:

- Provide an update on the 1200 King Road community facility opportunity;
- Present an expanded scope of community facility opportunities for council consideration;
- Seek Council endorsement of an updated project scope; and
- Obtain authorization to proceed with detailed due diligence to develop a funding and delivery strategy.

Key findings:

- The concept of partnering with the private sector to develop access to one or more community facilities aligns with Horizon 2050 and the City's Live and Play Plan
- Early indications suggest that a range of financial models exist which would permit the City to unlock access to upfront capital construction costs and/or offset municipal capital and operating contributions.
- Research indicates that the full capital costs for an arena facility are estimated to be \$150M to \$200M. To construct multiple community facilities within a larger hub, the prospective estimated costs rise to \$300M.
- A due diligence phase is necessary to determine which community facilities should be in-scope based on community need/benefit, the capital and operating costs associated as well as partnership and funding options available to offset municipal contributions.
- If approved, it is anticipated that staff will report back in Q2 2027.

Implications:

At this stage:

- Capital costs are not finalized;
- Operating impacts are unknown;
- Municipal contributions are not determined.
- The requested authorization does not commit the City to capital funding or debt issuance.

Staff are seeking authority to enter a due diligence phase to further refine all of the above.

Recommendation Report

Background

In March 2024, Council considered report ECDEV-02-24 and directed staff to report back on future investment opportunities at 1200 King Road, including a detailed development concept and partnership framework. The property owners (Alinea Properties) have since advanced the vision for the site and through continued dialogue with City staff have identified a range of community facility options which could be located within the development site.

1200 King Road represents one of the last significant development opportunities within Burlington's urban boundary and is uniquely positioned as a transit-oriented complete community.

The broader development is envisioned to include:

- approximately 8,800 residential units,
- significant employment and institutional uses,
- retail, office, and campus uses,
- integrated parks and open spaces.

As such, the opportunity to host a range of community facilities at this location represents a strategic opportunity to support planned population and employment growth, capitalize on existing transit infrastructure, act as a catalyst for increased economic and tourism growth and meet future recreation and event infrastructure needs.

A key differentiator with the 1200 King Road development in comparison to other transit-oriented community developments across the GTHA is that the site already benefits from existing two-way all day GO Transit service, coupled with easy access to highways. This reduced reliance on future provincial infrastructure investment will accelerate the market demand while also allowing the City to prioritize its advocacy efforts beyond transit infrastructure.

The concept of hosting a range of community facilities at 1200 King Road strongly aligns with Council's approved Horizon 2050 vision and long-term city-building objectives, including:

- **Complete Communities:** Supporting the development of a mixed-use, transit-oriented community that integrates housing, employment, recreation, and culture in a compact urban form;

- **Mobility and Transit Integration:** Leveraging proximity to the Aldershot GO Station to advance intensification in a Major Transit Station Area (MTSA) thus reducing the reliance on automobile travel;
- **Economic Growth and Competitiveness:** Creating a destination-scale hub that strengthens Burlington's position within the GHTA economy, supports tourism, while attracting investment, events, and institutional partners;
- **Community Health and Wellbeing:** Expanding access to recreation, sport, and cultural amenities that respond to both current and future population needs;
- **Efficient Use of Land and Infrastructure:** Maximizing one of the remaining large-scale development opportunities within the urban boundary to deliver long-term value through integrated planning and infrastructure optimization; and
- **Sustainable and Resilient Growth:** Supporting intensification, reduced emissions through transit use, and opportunities for sustainable design in alignment with long-term climate objectives.

Finalized in 2024, the [Burlington Live and Play Plan](#) is the City's recreational facilities masterplan and outlines long-term programming and space needs. A range of high-level recommendations and options align with the concept of increased community access to recreational facilities.

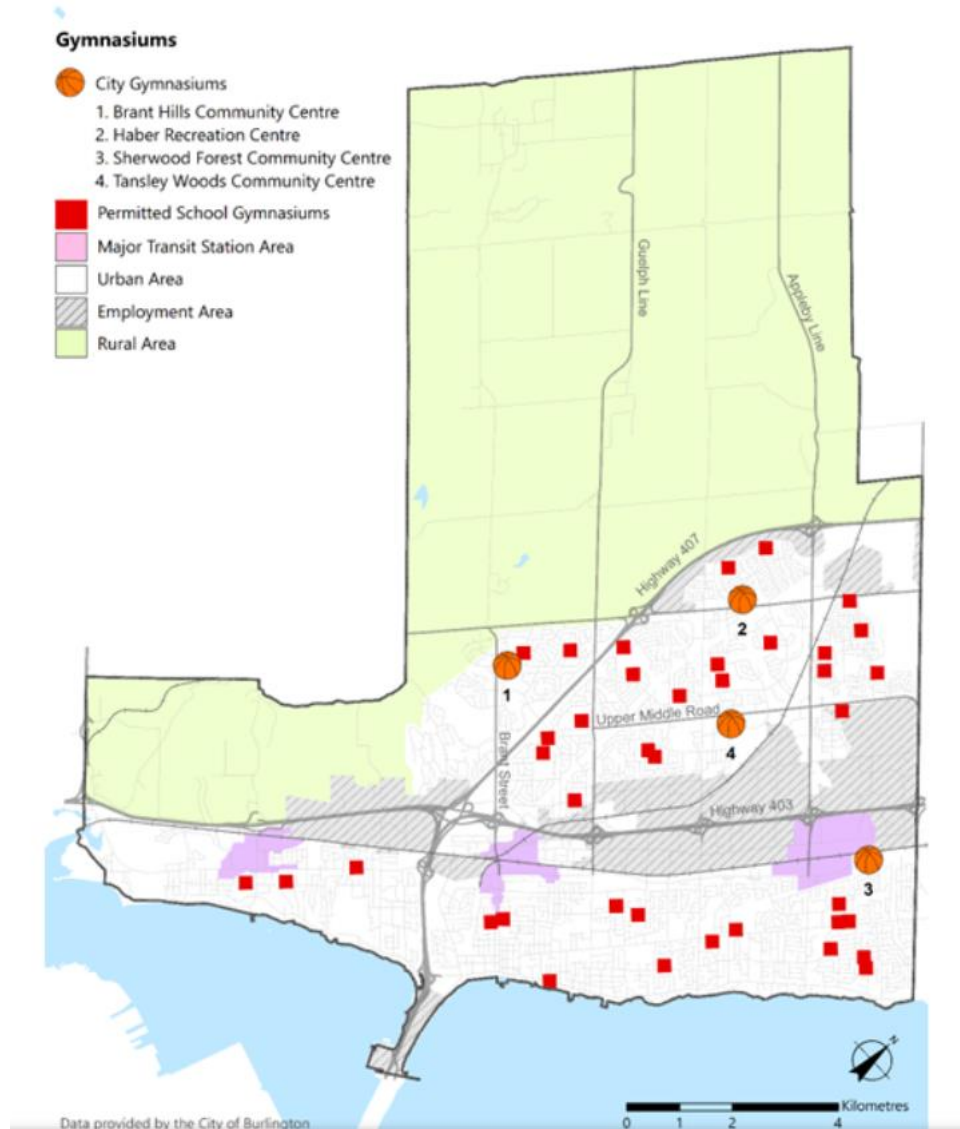
- Section 3.5 (page 14) suggests there is existing pressure on the current ice pads provided for community use, and that exploration of options to accommodate future need should be explored. *'Option 2: Acquire a new site large enough to accommodate a twin pad arena, gymnasium, indoor walking track, multi-purpose spaces, and potentially an indoor pool. Developing a site concept should confirm site size requirements'.*
- Section 4.1. (page 29) recommends *'Explore partnership opportunities to meet current and future ice needs, potentially through new ice pad development with the private sector or increasing access to existing non-municipal ice operators'.*
- Section 4.5 (page 46) focuses on multi-purpose space needs and suggests *'Monitor space needs in Mixed Use Intensification Areas (MTSAs) with consideration given to partnership opportunities with the development industry to incorporate multi-purpose programmable space within condominium buildings, which should have regard for public access, flexible and sufficiently sized spaces, parking accommodation, and supporting amenities such as storage spaces and countertops. As population increases in Mixed Use Intensification Areas, consideration may also be given to leasing space.'.*

Finally, the following map (page 41) highlights the number of City owned (or accessible) gymnasiums for public use. Since this map was created, two additional City operated spaces have begun to operate (Bateman and Skyview community centres respectively). Both are

located in the southeastern quadrant of the city. The map indicates there is no City operated gymnasium on the west side of Burlington.

City of Burlington Live and Play Plan

Figure 11: Geographic Distribution of Gymnasiums



Extracted from the Burlington Live and Play Plan (2024), page 41

- The City has received a development application for the 1200 King Road site, submitted by Alinea Properties. The City's Development and Growth Management Division are actively managing this application, and a statutory public meeting is anticipated in due course.

Analysis

Community Facilities Concept

Through discussions primarily led by the property owners, the potential options of community facilities have evolved beyond the initial concept presented in 2024 and now include:

- Arena/Event Centre (5,000–7,000 capacity)
- Community Centre
- Recreational Ice Facility
- Aquatics facility (50m pool and leisure pool)
- Basketball facility
- Multi-story parking lot (either fully or partially owned by the City)
- Integration of a hotel conference/multi-purpose space through a public/private sector partnership

Each facility has the potential to provide standalone community value; however, a consolidated, hub of community facilities should generate significantly greater economic, social, and operational benefits. As well as allowing the City to unlock a variety of standalone funding sources and partnership opportunities, thus offsetting municipal capital and operating contributions via a consolidation of these sources.

While City staff is recommending that the scope of community facilities be expansive at this early stage, the specialist consultancy firm engaged in conducting analysis on behalf of the City recommends the prioritization of the Arena/Event Centre, Ice Facility, hospitality and event infrastructure partnerships (hotel and parking lot).

Secondary components include aquatics, basketball, and community centre expansion. These remain important components but not an immediate focus from a funding and partnership perspective. That said, the City should be ready to act should funding from an alternative level of government or a partnership opportunity emerge which makes these elements fiscally viable in the shorter term.

Staff are proposing a three-phase approach:

Phase 1 – Scope Endorsement (Current Report)

- Council endorses project scope
Authorization to proceed with due diligence.

Phase 2 – Due Diligence (finalized early 2027)

- Detailed business case and financial modelling;
- Partner negotiations and funding commitments;

- Council consideration of finalized scope, financing and partnership approach.

Phase 3 – Implementation (2027+)

- Final design and procurement
 - Council approval of capital and operating commitments
 - Construction and delivery.
-

Implications

An early capital cost estimate for an arena/event centre would conservatively cost around \$150M–\$200M. This estimate is based on our specialist consultants research and knowledge of similar projects across Canada. A full build-out including multiple facilities as described would exceed \$200M and likely be closer to \$300M.

The final scope of community facilities recommended to proceed, along with projected capital and operating costs, will be determined through the proposed due diligence phase. Accompanying this, will be a more concrete revenue/funding/partnership stream intended to offset the necessary municipal capital and operating contribution.

Research has identified a variety of funding sources and partnership models which could significantly offset impact on the existing municipal tax base. Further work is necessary to determine the maximum amount of funding available across these sources and how best to unlock these funding amounts through appropriate partnership agreements and advocacy.

Potential Funding Sources

A range of funding tools have been identified, including:

- Senior Government Funding
- Public-Private Partnerships
- Tax Increment Financing (TIF)
- Municipal Sources
- Reallocation of operating and capital budgets from aging facilities
- Revenue Commitments by facility user groups

Ownership and operating models will significantly influence potential municipal financial exposure and the ability to unlock funding from other levels of government.

It will also be important to consider this project in the context of other competing community development priorities, as well as the City's ability to develop a financial model which aligns existing fiscal capacity and limitations.

Private Facility Operator Partnership/Agreement

One funding opportunity worthy of exploration is a long-term (typically 20 to 30 year) operating agreement with a private facility operator. This model has been leveraged by a variety of municipalities to unlock a high degree of upfront capital to support initial construction,

with the facility operator recovering their initial investment plus revenues through effective facility management over the duration of the contract term (securing events and activities, ticket surcharges, naming rights, sponsorships, food and beverage sales, suite rentals).

There are a range of benefits to the City, should it pursue this model. A reduction in the upfront capital contribution necessary for facility construction, sharing of financial risk, improved revenue performance, access to professional venue management expertise, increased likelihood of attracting major events and tenants.

Preliminary conversations have occurred between the property owner, the City and facility management companies, and early indications suggest there is interest in pursuing this type of agreement.

Approval of the due diligence phase would permit City staff to enter into formal negotiations with the landowner and appropriate facility operators to establish contractual terms for future Council consideration.

References

- ECDEV-02-24
- Burlington Live and Play Plan

Strategic Alignment

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

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Appendices:

- A. Confidential Appendix
- B. Confidential Appendix

Pursuant to Section 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Report Approval:

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

Motion Memorandum

SUBJECT: Response to community inquiries regarding cricket in Central Park

TO: Committee of the Whole

From: Mayor Marianne Meed Ward, Deputy Mayor for Recreation & Community Services Angelo Bentivegna, and Councillor Paul Sharman

Seconded by (for Council only): Not applicable

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Motion for Council to Consider:

Direct the CAO to work with appropriate staff to report back with recommendations and financial implications, if any, on the following matters raised by community regarding the renovations of the cricket pitch in Central Park and more generally cricket in Burlington:

- Commencing work on the cricket pitch for Sherwood Forest Park this year in efforts to have the project shovel ready to construct as soon as possible, in partnership with Halton Region and other relevant parties.
 - Restricting use of the Central cricket pitch to youth and recreation-level play.
 - Limiting the number of consecutive hours of unpermitted pick-up play.
 - Increasing bylaw presence in Central Park to ensure compliance around noise and other matters.
 - Reporting on options to expand cricket throughout the City.
-

Reason:

Cricket continues to grow in Burlington. The City's Live and Play Plan, adopted by Council, plans for recreation out to 2051. The plan has identified the need for three cricket pitches city-wide. Currently there is only one pitch in Burlington in Central, which was built in 2015 as a temporary pitch and later made permanent. Sherwood Forest cricket facilities are currently planned for construction in 2028, pending completion of other major infrastructure projects in the area. City staff confirmed cricket will remain in Central Park, even after a future pitch is developed at Sherwood Forest. In terms of permitted activity, city staff approves recreation-level play in Central not professional-level Play. This approach aligns with the Recreation Framework approved by Council in 2019.

In recent years, residents have raised concerns about the impact of cricket activity in the park, particularly due to increased use of the field through extended periods of unpermitted play and the presence of more experienced players. The renovations currently underway to reconfigure the pitch are intended to address the safety issues identified by residents.

At the same time, residents have asked whether additional measures can be taken to better balance quality of life for nearby neighbours, the safe and appropriate use of the park, and the long-term future of cricket within the City.

City staff have created a dedicated page on getinvolvedburlington.ca/cricket to provide project information. The Ward 2 Councillor hosted a community meeting and those minutes with resident questions, staff answers, and action items are posted on the page.

Given the amount of information involved, the request for action items, and the number of stakeholders who have engaged at different stages, this report is intended to bring all relevant information and individuals together in a collaborative manner, so residents, council and staff have the same information in a coordinated and transparent manner. This will also ensure that any necessary direction to staff for action on this file is done via all of council in an open and democratic way. When council gets information back, council will be in a position to discuss any additional actions or resources if necessary.

Outcome Sought:

The purpose of this report is to respond to resident questions in a coordinated and transparent way, given numerous council members and staff have been engaged in responding to residents. This report is intended to help coordinate those efforts, provide consistent, transparent and accountable response to everyone at the same time, and disseminate information in a coordinated manner.

If additional resources or actions are required, Council will have the necessary information to make informed decisions and provide direction to staff.

Implications:

To ensure transparent, coordinated and accountable response by staff to community and council as the City plans for cricket in Burlington.

References:

Central Park Cricket (ADM-02-26) (SD)

Enhancing Cricket Infrastructure for Burlington (CSS-16-25) (CIP)

[Ward 2 Resident Information Meeting Minutes](#)

Strategic Alignment

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

Approved as per form by the City Clerk

Motion Memorandum

SUBJECT: Review of options to restrict construction hours

TO: Committee of the Whole

From: Mayor Marianne Meed Ward & Councillor Angelo Bentivegna

Seconded by: (N/A)

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Motion for Council to Consider:

Direct the City Solicitor and Commissioner of Development and Growth Management to review and report back in July 2026 on the process and considerations to regulate construction and related impacts to residents.

Reason:

Construction activity for significant developments has the potential to generate wide-ranging impacts on the quality of life of residents, particularly during the summer months when families are most likely to enjoy their backyards and outdoor spaces in the evenings.

There have been recent instances where community members have specifically asked whether the City has the ability to restrict construction hours in the City.

It is important that residents receive clear, coordinated answers to understand available options regarding the City's ability to regulate the timing and associated impacts with significant construction projects.

Accordingly, such a review will allow Council to better understand its authority and determine appropriate measures to balance construction activity with residents' health, well-being, and enjoyment of their homes and neighbourhood.

Outcome Sought:

The outcome sought from this motion is for Council to obtain a clear understanding of the available options and authority to potentially restrict construction hours in the City to better protect residents' well-being and enjoyment of their neighbourhood.

References:

[Millcroft Greens Construction Updates](#)

Strategic Alignment

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

Approved as per form by the City Clerk

SUBJECT: Climate Resilient Burlington Plan – Year 4 Progress Update

TO: Committee of the Whole

FROM: Public Works
Transportation

Report Number: PWS-07-26

Wards Affected: All

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

CIP date: February 20, 2026

Executive Summary

Purpose of report:

- The purpose of this report is to provide progress on the implementation of Climate Resilient Burlington (CRB): A Plan for Adapting to Our Warmer, Wetter and Wilder Weather.

Key findings:

- Of the 32 CRB plan actions, three are classified as complete, six are started, 19 are continuous improvement, two are not started, and one is delayed/at risk.

Implications:

- In keeping with a commitment to review and update the plan every five years, staff anticipate assessing the potential to bring forward a business case for consideration in the 2027 budget process.
- Staff from nine City departments, Burlington Hydro and Conservation Halton sit on the CRB Implementation Team and contributed to this report.
- Fifteen of the [Take Action Burlington](#) blog posts published in 2025 touched on climate adaptation.

Information Report

Background

Our climate is changing and the associated financial, social, and environmental impacts are felt around the world. Examples of warmer, wetter and wilder weather in Burlington include:

- Dec. 21, 2013 - A freezing rain event impacted [7,500 Burlington Hydro \(BH\) customers](#). With power still out for 1,550 homes the following day, the City opened three warming stations. The City received over \$2 million from the [Ontario Ice Storm Assistance Program](#).
- Aug. 4, 2014 – 191 mm of rain fell over eight hours in parts of Burlington resulting in riverine and urban flooding. The City activated its Emergency Operations Centre and opened two evacuation centres for residents. Over 3,000 homes reported flooding with [\\$90 million](#) in insured claims. The [Burlington Flood Disaster Relief Program](#) (a combination of community donations and matches of up to a 2:1 ratio by the [Ontario Disaster Relief Assistance Program](#)) paid \$2.7 million in claims while \$20.4 million was added to Burlington's existing 10-year stormwater capital budget to help address stormwater issues.
- 2017 and 2019 – The International Joint Commission reported record-breaking seasonal rainfall depths on the Lake Ontario basin in [2017](#) and record high inflows from Lake Erie in [2019](#) caused extremely high Lake Ontario levels resulting locally in beach erosion, damaged pathways, and trail closures.
- May 21, 2022 - A derecho (wind event) impacted [24,566 BH customers \(35.7%\)](#). Utilities from other jurisdictions helped restore power. City tree debris clean-up costs were \$500K.
- July 2024 – Between July 10 and 14, 95 mm of rain fell in Burlington. On July 15, another 74 mm of rain fell, with approximately 50 mm falling in an hour (a 1:100-year storm event). Over 1,600 households and workplaces experienced flooding. Residents living in the parts of the city impacted by the July 15/16 event qualified for the [Disaster Recovery Assistance for Ontarians program](#).

Taking action on climate in Burlington

In 2019, the City declared a [climate emergency](#) “for the purposes of deepening our commitment to protecting our economy, environment and community from climate change” and that “Council and staff immediately increase the priority of the fight against climate change and apply a climate lens to the plans and actions of the City of Burlington including the Council strategic workplan and future budgets.”

In 2022, the City adopted its first climate adaptation plan called [Climate Resilient Burlington \(CRB\): A Plan for Adapting to Our Warmer, Wetter and Wilder Weather](#). The plan includes a 10-year action plan with 32 actions identified to manage the highest [risks](#) to the City associated with the changing climate. The City also has two plans related to reducing the greenhouse gas emissions (climate mitigation):

- The [Corporate Energy and Emissions Management Plan](#) (2014; updated in 2019 and 2024) with a target to achieve net carbon neutrality for City operations by 2040; and
- The [Burlington Climate Plan: Taking Action to Reduce Community Greenhouse Gas Emissions 2026-2031](#) (first approved in 2014 as a Community Energy Plan and in 2020 as a Climate Action Plan) with a community target for net carbon neutrality by 2050.

Environmental sustainability staff report progress [annually](#) to City Council to keep momentum on implementation. Staff also report to the Global Covenant of Mayors (GCoM) through the Carbon Disclosure Project (CDP) and were once again [compliant](#) for GCoM’s climate adaptation badges and received an [“A”](#) score through CDP for climate reporting in 2025.

“Taking action on climate change” is one of five enabling behaviours outlined in Council’s work plan, [Vision to Focus 2022-2026](#). Implementing the CRB plan is one of the supporting actions. In addition, one of the five guiding principles in the January 2026 [draft Horizon 2050](#): Burlington’s 25 Year Vision and Strategic Plan is “Sustainable and Future Ready” where “as a community, we contribute to sustainability by caring for our natural spaces, making climate-minded choices, and supporting a resilient future for generations to come.”

Status

The [CRB plan](#) identifies actions to manage the highest projected [local risks](#) associated with the changing climate. While the plan considered [Burlington’s climate projections](#) to the years 2051-2080, it includes 32 actions to focus on over 10 years (2022-2032) under five themes: Resilient Built and Natural Infrastructure, Thriving Natural Environment, Health and Well-Being, Disaster Resilience, and Strong and Resilient Economy. Each theme contains one to three subthemes for a total of 10, each with defined goals and key performance indicators where available. The following table shows a high-level summary for all 32 actions.

Status	Definition	2023	2024	2025
Completed	Action has been fully implemented	1	3	3
Started	Implementation has begun	14	13	6
Continuous improvement	Action is continuous and has no end date	11	13	19
Not started	Implementation has not begun	6	2	2

Delayed/At Risk	Funding and/or staff resourcing required to proceed	0	1	1
Total Actions		32	32	32

Appendix A provides a status snapshot on the 32 actions while Appendix B provides a more detailed update on each action including key performance indicators. Appendix C provides a summary of the funding for CRB related initiatives that assist in advancing climate resiliency.

Key Dates & Milestones

- 2026 – Staff anticipate assessing the potential to bring forward a business case for consideration to renew the Climate Resilient Burlington plan through the 2027 budget review process
- Q2 2027 – Year 5 CRB Progress Update Report to City Council
- Q2 2027 – Work begins to renew the CRB plan including RFP to update Climate Projections for Burlington, Climate Risk and Vulnerability Assessment, and renew the Plan (pending appropriate resources)
- Q2/3 2007 – Global Covenant of Mayors reporting via the Carbon Disclosure Project
- Q2 2028 – Updated CRB plan to City Council (pending appropriate resources)

Implications

Climate Implications

- The City continues to make progress on the actions within the CRB plan to improve resilience to the impacts of our warmer, wetter and wilder weather.

Financial Implications

- In keeping with a commitment to review and update the [CRB plan](#) every five years, staff anticipate assessing the potential to bring forward a business case for consideration in the 2027 budget process for staff and financial resources to review and update the plan considering progress made to date; aligning with updated City policies, strategies, and plans; reviewing and if necessary updating [local climate projections](#) (2021) and the [climate vulnerability and risk assessment](#) (2021); and revising existing actions as needed (removal, addition). Third-party funding sources will also be investigated.
- Funding for a wind risk and vulnerability mapping exercise (Action 1-11) will also be assessed for consideration through the 2027 budget process.

Human Resource Implications

- The CRB plan is administered, and annual update reports are completed by the Manager of Emergency Management and Environmental Sustainability. In 2025, the 32 actions within the plan were led by staff from seven departments. Staff leading or impacted by action implementation sit on the CRB Implementation Team along with staff from Burlington Hydro

and Conservation Halton. The team meets five times a year to share progress, ensure alignment with other corporate and community initiatives, and contribute to the annual report.

Engagement Implications

- Environmental Sustainability staff use the [Take Action Burlington](#) blog to provide updates related to the Climate Resilient Burlington plan and other environmental sustainability initiatives. Of the 28 posts published in 2025, 15 had aspects related to climate resilience, including eight related to flooding. Staff also engaged the community at the Rural Summit and Food for Feedback events and through the Better Homes Burlington concierge service.

References

- [Climate Emergency Declaration](#) (2019)
- [EICS-03-21](#) - [Climate Adaptation Plan staff report](#), [Climate Projections for Burlington Region](#), and [Climate Impacts Story Map](#)
- [EICS-02-22](#) - [CRB Draft Plan staff report](#) and [CRB Climate Change Vulnerability and Risk Assessment Technical Report](#)
- [EICS-12-22](#) - [CRB Plan staff report](#) and [final CRB plan](#)
- [EICS-07-23](#) - CRB Plan - Year 1 [staff report](#) and [progress update](#)
- [EICS-05-24](#) - CRB Plan - Year 2 [staff report](#), [progress update](#), and [key performance indicators](#)
- PWS-04-25 – CRB Plan – Year 3 [staff report](#), [progress update](#), [key performance indicators](#), and [expenditures](#)

Strategic Alignment

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

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Appendices:

- A. CRB Plan Year 4 Progress Update - Status Snapshot
- B. CRB Plan Year 4 Progress Update on 32 Actions and KPIs

C. CRB Plan Year 4 Progress Update – Funding Sources

Report Approval:

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

Appendix A: Climate Resilient Burlington Year 4 Progress Update – Status Snapshot

This appendix provides a high-level status on the progress of each of the 32 actions within Climate Resilient Burlington: A Plan for Adapting to Our Warmer, Wetter and Wilder Weather.

Table 1 shows a cumulative update of status while Table 2 shows the high-level status of each of the 32 actions in 2025.

Table 1: Status of actions between 2023 and 2025				
Status	Definition	# of actions 2023	# of actions 2024	# of actions 2025
Completed	Action has been fully implemented	1	3	3
Started ¹	Implementation has begun	14	13	6
Continuous improvement ²	Action is continuous and has no end date	11	13	19
Not started	Implementation has not begun	6	2	2
Delayed/At Risk	Funding and/or staff resourcing required to proceed	0	1	1
Total # of actions		32	32	32

¹ “Started” actions include pilot projects and the initial stages of projects. Additional resources could be necessary which might move some of these actions to delayed/at risk in future years.

² “Continuous improvement” actions could still benefit from additional resources.

Table 2: Status of 32 actions in 2025

Theme 1: Resilient Built and Natural Infrastructure	Status
1-1: Expand natural asset data and incorporate priority natural assets into Burlington's Asset Management Plan	Continuous improvement
1-2: Integrate future climate impacts in Burlington's Asset Management Plan for prioritized asset categories and assess long-term infrastructure funding requirements	Continuous improvement
1-3: Review and if necessary, update design standards for City infrastructure to account for future climate conditions in alignment with Federal and Provincial initiatives, and Burlington's net carbon neutral goals	Continuous improvement
1-4: Develop lake shoreline flood management strategy augmenting existing plans to incorporate future climate projections and impacts to protect City assets (parkland and infrastructure)	Continuous Improvement
1-5: Enhance creek flood protection plan	Continuous Improvement
1-6: Enhance emergency preparedness plans and public communication of flood risk with more detailed flood hazard information	Continuous Improvement
1-7: Enhance coordination with partner agencies and higher levels of government to ensure that flood hazard maps and protection measures are up to date to manage flood risks	Continuous Improvement
1-8: Develop tracking for post-storm assessment to inform recovery and future adaptation efforts including data on type and severity of event, type of damage, amount or cost of damage, debris management to improve debris pick-up, etc.	Started (Forestry) (The 2024 flood tracked by other departments)
1-9: Maintain level of service for tree pruning and enhance risk assessment protocol in areas with above-ground powerlines, near major roads, near fire stations, etc.	Continuous Improvement
1-10: Invest in backup power for City infrastructure	Completed in 2023
1-11: Develop wind risk and vulnerability mapping to communicate high risk areas, inform emergency response planning, prioritize maintenance activities, and guide community planning	Delayed/At Risk
1-12: Assess snow management plan to ensure a climate lens is applied to incorporate increased frequency and severity of extreme events (e.g., heavy snow, freezing rain, wind) with consideration of impacts to vulnerable populations	Continuous Improvement

1-13: Assess the impacts of projected climate conditions on all recreation services offered by the City to determine adaptive measures for long term recreational needs, including consideration for impacts on vulnerable populations	Continuous Improvement
Theme 2: Thriving Natural Environment	Status
2-1: Invest in full tree life cycle management balancing amount of planting and ongoing maintenance to improve tree survival outcomes	Continuous improvement
2-2: Incorporate a climate lens in recommendations of management decisions in the Urban Forest Master Plan (UFMP) to maximize co-benefits	Completed in 2024
2-3: Invest and support implementation of UFMP	Continuous improvement
2-4: Invest in green infrastructure to reduce flood risk, enhance habitat connectivity and support other ecosystem services	Continuous improvement
2-5: Establish a City-Wide Biodiversity Plan	Not started
Theme 3: Health and Well-Being	Status
3-1: Develop program to support vulnerable populations in installing and maintaining cooling systems	Continuous Improvement
3-2: Identify gaps in public space cooling by assessing utilization of current cooling facilities and by identifying the type of cooling supports and accessibility needs of the community especially for vulnerable populations	Completed in 2024
3-3: Conduct an Urban Heat Island assessment to inform infrastructure design guidelines, shade structures, cooling facilities and UFMP	Started
3-4: Explore the feasibility of updating the Property Standards Bylaw to include requirements to keep indoor temperatures from exceeding a maximum threshold	Not started
3-5: Incorporate shade (natural and built) and opportunities for cooling with water play as well as water fountains and bottle filling stations for access to free hydration into park development	Continuous improvement
Theme 4: Disaster Resilience	Status
4-1: Enhance emergency notification and communications plan incorporating needs of vulnerable populations	Started
4-2: Develop a Community Climate Resilience Education Program focusing on high climate risks	Continuous improvement

4-3: Enhance funding and supports for community and neighbourhood social resilience programs in urban and rural communities	Started
4-4: Promote and augment existing programs for home and business climate resilience retrofits	Continuous improvement
4-5: Enhance existing policies, programs and education programming for private stormwater management practices	Continuous improvement
Theme 5: Strong and Resilient Economy	Status
5-1: Pursue approval to develop a Burlington Agricultural Action Plan that includes a climate lens and considers opportunities to complement partner agency initiatives	Continuous improvement
5-2: Expand the opportunities to support local food production across the City of Burlington (such as community gardens, rooftop gardens, backyard gardening, etc.)	Continuous improvement
5-3: Assess the feasibility of sourcing and providing preference to local suppliers in contracts to increase resilience with supply chain disruptions	Started
5-4: Investigate the feasibility to develop a business innovation ecosystem where locally developed products can be tested to encourage the development of local supply chains and innovative products	Started

Appendix B: CRB Year 4 Progress Update on 32 Actions and KPIs

This appendix provides detailed information on the progress of each of the 32 actions and key performance indicators (KPIs) within Climate Resilient Burlington (CRB): A Plan for Adapting to Our Warmer, Wetter and Wilder Weather. The original plan was presented as a draft to City Council in [May 2022](#) and approved in [July 2022](#). Previous updates were provided in [2023](#), [2024](#) and [2025](#).

The 32 actions within the CRB plan are spread out among five themes and 10 subthemes as indicated below.

Theme 1: Resilient Built and Natural Infrastructure (13 actions)	Theme 2: Thriving Natural Environment (5 actions)	Theme 3: Health and Well-Being (5 actions)	Theme 4: Disaster Resilience (5 actions)	Theme 5: Strong and Resilient Economy (4 actions)
- Infrastructure Design and Life Cycle Management - Flood Management - Service Disruption	- Tree Management - Natural Area Management	Extreme Heat and Health	- Community Capacity Building - Citizen and Business Support Programs	- Agriculture - Local Economy

Below is a quick snapshot on progress for the 32 actions.

Status	Definition	# of actions 2023	# of actions 2024	# of actions 2025
Completed	Action has been fully implemented	1	3	3
Started ¹	Implementation has begun	14	13	6
Continuous improvement ²	Action is continuous and has no end date	11	13	19
Not started	Implementation has not begun	6	2	2
Delayed/At Risk	Funding and/or staff resourcing required to proceed	0	1	1
Total # of actions		32	32	32

¹ “Started” actions include pilot projects and the initial stages of projects. Additional resources could be necessary which might move some of these actions to delayed/at risk in future years.

² “Continuous improvement” actions could still benefit from additional resources.

Theme 1: Resilient Built and Natural Infrastructure

Action/Status/Completion Date/Lead (s)		2025 Updates/Year 4
INFRASTRUCTURE DESIGN AND LIFECYCLE MANAGEMENT		
Goal: Manage infrastructure to prepare for future climate conditions and carbon neutral goals		
Indicator: Updated design standards (policy, bylaw, etc.) and programs in progress for City infrastructure incorporating future climate conditions and carbon neutral goals ³ . Target: Increasing		New in 2025: 1 (Conservation Halton Grindstone Creek Watershed Management Study) Total since 2022: 12
1-1: Expand natural asset data and incorporate priority natural assets into Burlington's Asset Management Plan. Status: Continuous improvement Completion date: 3-5 years (end of 2027) - V2F Q4 2025 for AMP update City lead: Amy Daca, Analyst, Asset Planning, Engineering (Eng.) Dept.		While most infrastructure included in Burlington's 2025 Asset Management (AM) Plan (PWS-30-25) is 'grey' (built or engineered structures and networks such as roads, sewers, and facilities), some 'green' assets are included (stormwater management ponds, oil and grit separators, a rain garden, creek infrastructure including erosion control features and the urban forest). Green assets help protect the natural environment by mimicking the natural water cycle and providing additional stormwater control, filtration, and infiltration. Lessons and information gained from the Grindstone Creek Municipal Natural Asset Initiative (MNAI) pilot project in partnership with Conservation Halton will further enhance how the City continues to build green infrastructure into its AM Program. City staff have begun the preparation of a Natural Assets Roadmap through a partnership with Intact Public Entities through its Natural Assets Initiative to build a high-level natural AM roadmap to start integrating natural AM considerations into overall AM practices.
1-2: Integrate future climate impacts in Burlington's Asset Management Plan for prioritized asset categories and assess long-term infrastructure funding requirements. Status: Continuous improvement Completion date: 5-10 years (by the end of 2032)		Burlington's 2025 Asset Management Plan (PWS-30-25) aligns with the Climate Resilient Burlington plan identifying natural assets, flood mitigation and green infrastructure as future focus areas and commits to continuous integration of climate goals. The City aims to embed climate resilience into levels of service and risk management frameworks, prioritize vulnerable assets, and use climate projections to inform long-term investment decisions to

³ Revised indicator and target in 2024 to better reflect the goal. Original indicator was “Percent of prioritized asset categories that have assessed for future climate impacts.”

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
City lead: Amy Daca, Analyst, Asset Planning, Eng. Dept.	reduce or mitigate service disruptions, extend asset life, and ensure sustainable service delivery in the face of evolving environmental conditions.
1-3: Review and if necessary, update design standards for City infrastructure to account for future climate conditions in alignment with Federal and Provincial initiatives, and Burlington's net carbon neutral goals. Status: Continuous improvement Completion date: Ongoing City leads: Janine Yaromich, Manager, Design and Construction, Roads, Eng. Dept. Cary Clark, Manager, Development and Stormwater Engineering, Eng. Dept. Tom Pedlar, Supervisor, Energy and Emissions, Transportation Dept. John Stuart, Senior Planner, Policy, Community Planning Dept.	In 2025, City staff began working with a design professional to help update the City's Urban Tree Standard to achieve healthier street trees and enhanced tree canopies. In 2025, a consultant was awarded a contract to develop Burlington's first comprehensive Stormwater Master Plan (SMP) due in 2027. The Stormwater Management Design Guidelines approved in 2020 will be revisited in 2027 upon completion of the SMP to reflect current design practices, updated regulations and legislation, guidance from partner agencies and other levels of government, and new technologies. Rainfall intensity-duration-frequency (IDF) data will also be reviewed. With a \$1 million investment through Canada's Green and Inclusive Community Buildings program, Skyway Community Centre and Arena, which opened in 2025, was built with a low carbon design (no natural gas) incorporating ice plant heat recovery, a geothermal system, a fully electric, zero emission ice resurfacer, and the future potential (for weight and electrical infrastructure) for solar roofing panels. The bike lane improvements on Prospect Street will receive \$3M (\$704,190 received in 2025) from the Active Transportation Fund under Housing Infrastructure and Communities Canada. Recent decisions by the province through Bills 17 and 56 have restricted municipalities' ability to adopt Green Development Standards and Green Roof By-laws that implement mandatory building design standards beyond those required by the Ontario Building Code (OBC). As such, mandatory standards addressing sustainability of buildings in private development applications cannot be introduced or implemented unless they comply with the OBC; this will have implications for how the City may improve or revise current standards and guidelines.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
FLOOD MANAGEMENT	
Goal: Evaluate resilience of infrastructure under future climate conditions.	
Indicator: Percentage of City with future climate informed flood mapping for creeks. Target: 95 percent by 2027	2025 update: 41 percent up from 13 percent in 2022.
1-4: Develop lake shoreline flood management strategy augmenting existing plans to incorporate future climate projections and impacts to protect City assets (parkland and infrastructure). Status: Continuous Improvement Completion date: 5-10 years (end of 2032) City leads: Marion Rabeau, Manager, Design and Construction, Eng. Dept. Umar Malik, Stormwater Engineer – Development, Eng. Dept.	Shoreline improvement work (maintenance or enhanced) is conducted on a site-by-site basis. Projects are prioritized by current site conditions and risks of shoreline flood impacts. Work continues on the Burlington Beach Regional Waterfront Park, a 20-year master plan approved in 2015. Phase One, Shoreline Protection and Ecological Restoration, received \$995,000 over four years from Canada Water Agency's Great Lakes Freshwater Ecosystem Initiative in July 2025 to help restore two kilometers of shoreline and dune ecosystems at three areas (Wind Beach, the Strand, and Cobble Beach). Detailed beach restoration planning and designs are underway with construction planned for 2027-2029. The \$1.5M Lake Ontario Coastal Resilience Pilot Project launched in July. The area, which is 95km in length, includes 10 coastal communities from Niagara River in Niagara-on-the-Lake to Joshua's Creek in Oakville/Mississauga but does not include Hamilton Harbour/Burlington Bay. A regional coastal resilience plan will be developed and include a climate change assessment, shoreline risk and vulnerability assessment, and coastal resilience recommendations. Representatives from the City, Conservation Halton, and Halton Region sit on the committee.
1-5: Enhance creek flood protection plan. - Review and if necessary update regulatory flood hazard maps reflecting future climate risks and integrating the mapping in land use planning studies. Status: Continuous improvement Original completion date: 3-5 years (end of 2027)	In 2025, three flood studies and five creek rehabilitation projects were ongoing. In late 2023, the City in collaboration with Conservation Halton (CH), initiated a Flood Hazard Impacts and Mitigation Assessment providing a high-level evaluation of the stormwater systems in and around the Burlington GO Major Transit Station Area (MTSA), Downtown, and the Hager-Rambo Diversion Channel. In December 2024, recommendations and preliminary costs were provided to City Council. The study identified a need to evaluate the flood mitigation strategies in

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
Revised completion date: Ongoing City lead: Umar Malik, Stormwater Engineer - Development, Eng. Dept.	greater detail in the Lower Rambo Creek watershed. An Environmental Assessment began in 2025 to explore infrastructure upgrade alternatives to find a long-term flood mitigation solution. In 2025, the City began a Flood Hazard Mitigation and Infrastructure Improvements study in Aldershot and Appleby MTSAs using the Housing Accelerator Fund to support future growth. The New Street Bridge Replacement at Tuck Creek project, to replace the existing bridge with a wider span concrete bridge structure designed to improve the creek channel hydraulics and increase flow capacity, began in 2025 and should be completed by Fall 2026. In November 2022, CH's Board endorsed the Spills Flood Hazards Policy Directions Report and in September 2024, they endorsed draft spills policies and a supporting technical companion document and staff report (p. 38) for public engagement. Final policies and a technical guide were approved by the CH Board in April 2025. Modelling for East Burlington Creeks Flood Hazard Mapping including Tuck, Shoreacres, Appleby and Sheldon Creek watersheds is complete and has been incorporated into CH's flood forecasting system. Burlington's climate-adjusted IDF (intensity, duration, frequency) information was applied when determining the future 1:100-year flow. Roseland, Rambo and Hager, Hager-Rambo Diversion, Indian and Falcon Creeks will be added to the flood forecasting system (tentatively in 2026-2028). Modernization of Flood Forecasting and Operations is ongoing at CH with a focus on enhancing Watershed Monitoring and Flood Forecasting and Warning System. CH continues to regulate all watercourses, valleylands, wetlands, Lake Ontario and Burlington Bay shoreline, and hazardous lands, as well as lands adjacent to these features within 15 metres from the hazard limit for all valley systems to protect people and property from the risks associated with natural hazards and to prevent worsening of existing hazards or the creation of new hazards. Permission is required from CH to develop in these areas.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
1-6: Enhance emergency preparedness plans and public communication of flood risk with more detailed flood hazard information. - Develop emergency flood management procedures using predictive rainfall information for stormwater infrastructure. Status: Continuous improvement Completion date: 5-10 years (by the end of 2032) City lead: Lauren Sokolowski, Specialist, Community Emergency Management, Transportation Dept.	A second Specialist, Community Emergency Management staff position was added in 2025 to support the development of hazard specific emergency planning. A flood-specific public education campaign was completed in 2025. CH's flood forecasting team operates a forecasting and warning system and monitors and advises municipalities on flood conditions. CH currently collects near real-time data from 52 rain gauges within, and immediately adjacent to their jurisdiction. There are 13 rain gauges within Burlington with additional rain gauges located near the municipal boundary. This covers approximately 74 percent of Burlington which meets CH's strategic objective in Momentum to achieve 70 to 80 percent coverage across their jurisdiction by the end of 2024. They are at 75 percent overall. When CH issues flood messages, they are shared with City staff as appropriate depending on the flood message level, and the City's Emergency Response Plan activation level is adjusted accordingly. The City also has procedures to request that the Provincial Emergency Operations Centre issue an Alert Ready notification on behalf of the City during emergencies that present threats to life safety.
1-7: Enhance coordination with partner agencies and higher levels of government to ensure that flood hazard maps and protection measures are up to date to manage flood risks. Status: Continuous improvement Original completion date: 5-10 years (by the end of 2032) Revised completion date: Ongoing City lead: Umar Malik, Stormwater Engineer - Development, Eng. Dept.	As noted in staff report ES-25-24 "Flood hazards impacts and mitigation assessment," City staff continue to work to strengthen coordination with 407, Ministry of Transportation, CN Rail, Metrolinx, and Halton Region on the design, maintenance, and upgrades of their infrastructure to mitigate impacts on City residents during extreme weather events. The City collaborated with Halton Region in the completion of a study led by Halton Region related to the July 15, 2024, storm event. CH continues to update their flood hazard mapping to support planning, regulations, and flood forecasting operations. This mapping also informs infrastructure management decisions, emergency planning and response, prioritization of flood mitigation efforts, and infrastructure design. See actions 1-5 and 1-6 above for more CH updates.

Action/Status/Completion Date/Lead (s)		2025 Updates/Year 4	
SERVICE DISRUPTION			
Goal: Invest in proactive measures to prepare for increased extreme events to avoid post storm reactive costs			
Indicator: Number of new proactive measures (projects, plans, initiatives, etc.) to help increase climate resiliency and reduce damage, costs and service disruption. Target: Increasing		New in 2025: 2 new (Drainage standby team, Conservation Halton Spills Policy) Total since 2022: 16	
1-8: Develop tracking for post-storm assessment to inform recovery and future adaptation efforts including data on type and severity of event, type of damage, amount or cost of damage, debris management to improve debris pick-up, etc. Status: Started (Forestry) (The 2024 flood was also tracked by other depts.). Completion date: 3-5 years (end of 2027) City leads: Steve Robinson, Manager, Urban Forestry & City Arborist, Roads, Parks and Forestry (RPF) Dept. Nadia Blackburn, Manager, Park Operations, RPF Dept. Matt Koevoets, Manager, Road Operations, RPF Dept.		Forestry staff track storm damage costs through separate work orders for storms anticipated to cost over \$10K and a combined work order to track smaller storms. In 2025, there were 53 tree removals and 238 limb failures. In 2025, a drainage on-call program was initiated to provide a quicker response to heavy rainfall events. The program runs from April to November with two on-call staff per week that can respond, maintain, and inspect flooding issues during large rainfalls.	

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
1-9: Maintain level of service for tree pruning and enhance risk assessment protocol in areas with above-ground powerlines, near major roads, near fire stations, etc. Status: Continuous improvement Original completion date: 3-5 years (end of 2027) Revised completion date: Ongoing City lead: Steve Robinson, Manager, Urban Forestry & City Arborist, RPF	In 2025, the City's grid pruning program annual budget was \$945K, helping to close the gap on the funding shortfall required to achieve a seven-year pruning cycle from the previous eight-year cycle. The Urban Forest Master Plan (UFMP) includes Action 16.1 to move to a five-year grid pruning cycle for urban street, rural road, and park tree assets. Preventative grid pruning helps keep the public right of way safe by making trees more resilient to extreme weather events, ensures clearance for vehicles and pedestrians and maintains visibility of signage. It also reduces reactive maintenance. Action 19 of the UFMP identifies plans to 'formalize operational procedures for risk inspection frequency, mitigation priority, mitigation timeframes, qualifications and documentation.' A Standard Operating Procedure, which will also inform response times based on risk level, was drafted in 2025 and will be finalized in 2026. Burlington Hydro has a rotating three-year tree trimming maintenance program which aims to minimize outages that are caused by tree limb contacts.
1-10: Invest in backup power for City infrastructure. - Assess backup power needs to sustain critical services during a significant power outage including consideration of vulnerable populations. - Develop a plan utilizing permanent and temporary backup power sources and partnering with community stakeholders (moved to Action 4-3). Status: Completed in 2023 Completion date: 3-5 years (end of 2027) City lead: Miranda Fowler, Supervisor, Facilities and Buildings Asset Management, Eng. Dept.	The City has three Emergency Operations Centre locations and an evacuation centre for emergencies, two of which can serve as population shelters if needed. The City has a total of 15 generators to provide back-up power for critical infrastructure (facilities) and ensure business continuity. Thirteen of the generators are permanent and automatically start when detecting power failure, and two generators are portable and can be transported and hooked up during emergency situations where needed.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
1-11: Develop wind risk and vulnerability mapping to communicate high risk areas, inform emergency response planning, prioritize maintenance activities, and guide community planning. Status: Delayed/At Risk Completion date: 3-5 years (end of 2027) City lead: Robyn Heibert, Specialist, Community Emergency Management, Transportation Dept.	During the annual Hazard Identification and Risk Assessment (HIRA) review in 2025 which assessed 55 hazards, high wind was assessed as the 8th highest hazard, representing an overall low level of risk based on the provincial HIRA methodology. In 2023 and 2024, high wind was assessed as the 5th and 9th highest hazard respectively and in 2021, when the CRB plan was being developed, high wind was the 2nd highest community hazard. A wind risk and vulnerability study is intended to identify areas more vulnerable during high wind events. The results will be used to update GIS mapping used during emergencies, prepare proactive public education campaigns, help inform prioritization of maintenance activities on City owned properties, and potentially help inform community planning. Funding requests were deferred in the 2024 to 2026 budget process.
1-12: Assess snow management plan to ensure a climate lens is applied to incorporate increased frequency and severity of extreme events (e.g., heavy snow, freezing rain, wind) with consideration of impacts to vulnerable populations. Status: Continuous improvement Original completion date: 3-5 years (end of 2027) Revised completion date: Ongoing City lead: Matt Koevoets, Manager, Road Operations, RPF Dept.	Equipment and contractor availability for winter operations were enhanced to deal with population growth (i.e. Alton West) and respond to larger storms (i.e. Feb. 2025) quicker to complete snow clearing operations.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
1-13: Assess the impacts of projected climate conditions on all recreation services offered by the City to determine adaptive measures for long term recreational needs, including consideration for impacts on vulnerable populations. Status: Continuous improvement Original completion date: 3-5 years (end of 2027) - V2F Q4 2025 Revised completion date: Ongoing City lead: Denise Beard, Senior Manager, Community Development, Recreation, Community and Culture (RCC) Dept.	All camps have access to air-conditioned spaces during the summer. Staffing for outdoor pools was increased in summer 2025 to maintain service and ensure employee well-being in the heat with more frequent breaks out of the heat and sun. The parks bylaw, currently under review, may consider extended hours in the morning to encourage physical activity outside of high heat times.

Theme 2: Thriving Natural Environment

Action/Status/Completion Date/Lead (s)		2025 Updates/Year 4	
TREE MANAGEMENT			
Goal: Reduce damage to trees while increasing the value of the services they provide.			
Indicator: Number of work records regarding tree removals and limb failures per storm, per year ⁴ . Target: Decreasing long term trend (depends on type, frequency and severity of extreme storms).		New tree removal in 2025: 53 Total since 2022: 350 New limb failures in 2025: 238 Total since 2022: 556	
Indicator: Percentage of tree canopy cover. Target: 35 percent by 2060 ⁵ .		2025 update: 30 percent (last canopy survey was in 2018) with 22 percent within the urban boundary and 36 percent in rural and North Aldershot Planning area	

⁴ Indicator modified slightly to improve access to data.

⁵ Indicator updated to correspond with a new target identified in the Urban Forest Master Plan.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
2-1: Invest in full tree life cycle management balancing amount of planting and ongoing maintenance to improve tree survival outcomes: - "Training young trees" programming for stronger trees to withstand extremes - Forestry on-call program - Coordination with volunteers for tree maintenance - Enhanced pruning Status: Continuous improvement Completion date: Ongoing City lead: Steve Robinson, Manager, Urban Forestry & City Arborist, RPF Dept.	The Urban Forest Master Plan (UFMP) includes Action 16.2 to ‘establish a five-year young tree structural pruning cycle for new plantings.’ This program began in 2025 and will continue annually for five years after planting. Data analysis will be conducted. The Forestry standby program continued with City staff and a supervisor on standby between Apr. 1 and Nov. 30, 2025, to address a tree failure, storm event, etc. In the off-season, staff are put on standby if significant winds are forecast (about three to four times a year). Staff considered “coordination with volunteers for tree maintenance” but will not proceed due to liability concerns. Enhanced pruning – see Action 1-9
2-2: Incorporate a climate lens in recommendations of management decisions in the Urban Forest Master Plan (UFMP) to maximize co-benefits. Status: Completed in 2024 Completion date: 3-5 years City lead: Steve Robinson, Manager, Urban Forestry & City Arborist, RPF Dept.	In April 2024, City Council approved the Urban Forest Master Plan replacing the existing plan first approved in 2010. The first Woodland Management Strategy was also approved (RPF-02-24). The City manages over 85,000 trees within its parks and right of way and is responsible for 285 hectares of woodlands. A total of 46 actions were identified in the 20-year plan, including a couple of actions from the Climate Resilient Burlington plan (biodiversity plan and climate resilience education program).
2-3: Invest and support implementation of UFMP. Status: Continuous improvement Completion date: 5-10 years (end of 2032)	At the end of 2024, support for the 10-year Emerald Ash Borer Management Plan concluded (PWS-10-25). As per the UFMP, the \$861,000 annual operating budget for EAB was redirected in 2025 to UFMP initiatives to close service level gaps in forestry preventative maintenance, invasive species monitoring/management and planting programs (RPF-02-24). Work included:

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
City lead: Steve Robinson, Manager, Urban Forestry & City Arborist, RPF Dept.	- Naturalized maintenance – regular maintenance (weeding, mulching, watering) of recently planted naturalized plantings. (\$100k) - Caliper tree maintenance (juvenile trees) – regular maintenance (weeding, mulching, stake removal, the installation of a water bag, and watering) of recently planted caliper trees within the municipal right-of-way and parks. There will be a greater focus on watering in 2026. (\$150k) - Woodland maintenance – risk assessment and mitigation at property lines and paths, invasive species monitoring and management (e.g. buckthorn control), and restoration planting, consistent with the recommendations of the City's Woodland Management Strategy (WMS). (\$200K) In March 2025, the Significant Tree Maintenance Rebate Pilot program launched to help residents maintain established trees on their property. The pilot program subsidizes residents up to 50 percent of tree-related maintenance costs to a maximum of \$1,000 per tree. A maximum of \$25,000 was allocated from the Green Initiatives Reserve fund for this pilot with a commitment to report back to City Council in Q2 2026 regarding the effectiveness of the program. In December 2025, the Public Tree Bylaw was updated with a more efficient framework that aligns with the Private Tree Bylaw and modern practices.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
NATURAL AREA MANAGEMENT	
Goal: Value, conserve and enhance the multiple services that natural areas provide.	
Indicator: Number of green infrastructure projects ⁶ .	New in 2025: 15 (tree planting events)
Target: Increase.	Total: 30
Indicator: TDB through Biodiversity Plan. Target: TBD.	n/a

⁶ This was changed from dollars spent to number of green infrastructure projects.

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
2-4: Invest in green infrastructure to reduce flood risk, enhance habitat connectivity and support other ecosystem services. Status: Continuous improvement Completion date: Ongoing City lead: Umar Malik, Stormwater Engineer – Development, Eng. Dept. Marion Rabeau, Manager, Design and Construction, Parks, Eng. Dept. Janie Yaromich, Manager, Design and Construction, Roads, Eng. Dept. Steve Robinson, Manager, Urban Forestry & City Arborist, RPF Dept.	In 2024, staff submitted a \$500K funding application under the Growing Canada's Community Canopies (GCCC), delivered by FCM's Green Municipal Fund in partnership with Trees Canada, for the Prospect St. project. An announcement will be made in 2026. In 2025, a consultant team was hired to work on tree planting guidelines and soil specifications, and details for structural soil cells and continuous soil trenches for improved healthy and long-lived trees. The staff team includes staff from Urban Forestry and Parks Design and Construction. On average, 5,000 trees are planted on public and private land through more than 15 different events each year. In 2025, \$257,000 was allocated from the Tree Establishment and Enhancement Reserve, which historically funded community supported tree planting initiatives, to the Forestry Operating budget to fund tree planting projects identified in PWS-21-25. In 2025, 1,421 caliper trees were planted on municipal right of ways and manicured parks, and 5,948 small stock trees were planted at community events and given away (i.e. Spring tree giveaway). A 2km trail connecting City View Park through Kerncliff Park to the clubhouse building at Tyandaga Golf Course received \$5,816 from the Zero-Carbon Transformation, Green Municipal Fund to be used as part of the ecological restoration and new plantings. Greening the Crosstown Trail (RPF-04-24) updates include: - Concept plan was completed and submitted to Hydro One and Infrastructure Ontario for approval. The project is stalled until new regulations for the new Species Conservation Act are released. - Conservation Halton (CH) completed all pre-construction monitoring for the location, during which time the area was not mown. Mowing will take place in 2026 under the contracted maintenance for the hydro corridor. In 2025, CH's Landscape Restoration and Community Outreach teams carried out the following in Burlington: - 47 projects (i.e. tree plantings and other naturalized plantings, invasive species removals, LID projects such as rain gardens and permeable pavement, etc.) - 7,642 plants planted and 79,617 m² restored - Seven species of invasives removed (Phragmites, common buckthorn, non-native honeysuckle, Norway maple, Japanese knotweed, dog strangling vine, black locust)

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
	- 0.18 km of stream and 183 m² of riparian zone restored - 19 volunteer restoration events (including Garden-in-a-Box packing day, Hidden Valley, Kerncliff Park, From the Ground Up, Healing Garden, Corporate volunteer events, and Nature Stewards) - 196 volunteers active in Burlington - Outreach - Landowner Grants - \$36,511.81 grants awarded to nine projects - 13 education events (Halton Children's Water Festival, Healthy Neighboursheds webinars, Design Your Native Landscape workshop, guest speakers, displays at various community events, and outreach via publications, mailouts and door knocking) - 35 site visits (support landowner projects and provide stewardship recommendations, information about CH grant, and community stewardship programs) In 2025, BurlingtonGreen carried out the following in Burlington: - Coordination/execution of three educational community tree planting/care projects with 802 trees and shrubs planted comprised of 35 different species; co-design of new information signs at community tree planting sites - Three educational, skill-building invasive plant removal workshops with about 500 plants removed - Educational programming regarding urban forestry health and benefits via outreach (Ask an Arborist webinar and eight guided tree walks, children's activities, Burlington Tree Photo Contest, etc.) and online
2-5: Establish a City-Wide Biodiversity Plan that addresses: - local effects of climate change on wildlife and biodiversity - habitat connectivity and wildlife corridors - ecosystem resilience - invasive species management	Funding is needed to develop a City-Wide Biodiversity Plan, which is also identified in the Urban Forest Master Plan, and staff continue to seek opportunities through grants. In the interim, data related to biodiversity indicators will continue to be collected, assessed, and made available through various City GIS/IT applications. Staff will continue to leverage relationships with agencies that have ongoing biodiversity projects: - Biodiversity Strategy for Halton Regional Forests - Conservation Halton's (CH's) Guiding Principles for Supporting Biodiversity - Effects of Climate Change on Biodiversity within Conservation Halton's (CH) Watersheds

Action/Status/Completion Date/Lead (s)	2025 Updates/Year 4
- urban and rural landscaping behaviours and operations and maintenance that can support plants and wildlife - integration of citizen science - habitat restoration - ecosystem services Status: Not started Completion date: 5-10 years (end of 2032) City leads: Steve Robinson, Manager, Urban Forestry & City Arborist, RPF Dept. John Stuart, Senior Planner, Policy, Community Planning Dept.	The annual road closure for the mating passage of the endangered Jefferson salamanders took place on King Road from North Service Road to Mountain Brow Road from March 12 to April 9, 2025. Educational decals, posters and information on the TV Burlington screens continue to be added at City facilities as applicable to educate patrons about the bird friendly glass treatment (dots) on the windows of those buildings. Conservation Halton (CH) initiated an update of the Grindstone Creek Watershed Management Plan (WMP). A WMP describes watershed-scale key natural resource issues, including ecological integrity (encompassing biodiversity), and identifies management actions to address them. This update is led by CH and guided by a Liaison Committee that includes the City of Burlington. BurlingtonGreen carried out the following activities in Burlington: - Provided biodiversity-focused educational programming (pollinator teaching garden, bird-friendly window demonstration at the Pump House, monarch butterfly display, hands-on seed ball activities, guided bird walk, local birding webinar, invasive plant removal workshops, pollinator seed packets giveaways, native plant sale) - Eight month long educational shoreline litter and microplastics clean-ups Additional updates linked to biodiversity are under actions 1-1, 1-3, 1-4, 1-9, 5-1 and theme 2.

Theme 3: Health and Well-Being

Action/Status/Completion Date/Lead (s)		2025 Updates/ Year 4	
EXTREME HEAT AND HEALTH			
Goal: Provide City services to support the community during extreme heat events.			
Indicator: Number of aquatic facilities (pools, misters and splash pads) per 10,000 residents.		Indoor Pools: 1:48,525	
		Outdoor Pools: 1:64,700	
Target: Maintain the 2024 ratio as the population grows.		Splash Pad: 1:2,157	

Action/Status/Completion Date/Lead (s)	2025 Updates/ Year 4
Indicator: Percentage of urban community within walking distance to a public space cooling facility. Target: 100% by 2032.	2025 Update: 3.45% of population within 500 m of a library (cooling/warming centre)
3-1: Develop program to support vulnerable populations in installing and maintaining cooling systems. Status: Continuous Improvement Completion date: 5-10 years (end of 2032) City lead: Lynn Robichaud, Manager of Environmental Sustainability (to April 2025); Lauren McAusland, Sustainability Projects Coordinator, Transportation Dept.	With the Better Homes Burlington pilot program and staff position ending in June 2025 (PWS-11-25), a stand-alone program for this action will not be developed. However, income eligible programs (Energy Affordability Program, Home Winterproofing Program) are promoted through the Better Homes Burlington (BHB) website and concierge service. Additional material promoted in 2025 included the Canada Greener Homes Loan (prior to being cancelled), Home Renovations Savings Program and the MyHEAT Thermal Map which allows Burlington residents to view a heat loss map of their home until February 28, 2026. The BHB website is updated as programs change.
3-2: Identify gaps in public space cooling by assessing utilization of current cooling facilities and by identifying the type of cooling supports and accessibility needs of the community especially for vulnerable populations. Status: Completed in 2024 Completion date: 1-2 years (Q4 2024) City lead: Denise Beard, Senior Manager, Community Development, RCC Dept.	In late 2023, Community Development Halton was retained to engage residents about heat vulnerability including whether they had access to air conditioning where they lived, how they stay cool on heat warning days, whether they have heard of and accessed the City's cooling centres. Between May and August 2024, they connected with older adults, newcomers to Canada, those whose first language is not English, people living in low income, unhoused, and/or living with age related vulnerability and disability or chronic health conditions. The report will help inform communications about cooling centres and potential new sites. In 2024, Halton Region released the Climate Change and Health in Halton Region report. Extreme temperature is one of the seven key climate-related health impact categories of concern highlighted. Actions included how to stay cool and prevent heat-related illness, and a note about accessing municipal cooling centres.
3-3: Conduct an Urban Heat Island assessment to inform infrastructure design guidelines, shade structures, cooling facilities and UFMP. Status: Started Completion date: 3-5 years (end of 2027 - V2F identifies target as Q4 2026)	The Urban Forest Master Plan story map shows maps with mean surface temperature, impervious surfaces and canopy equity in Burlington. Providing canopy cover and greening within 100 metres of where people live, work and play can reduce the risk of heat related illness and death during extreme heat events. Canopy cover is not equally distributed across the city. As a result, benefits from the urban forest are not experienced equitably across Burlington's neighborhoods. Households with lower incomes, minority groups, older adults,

Action/Status/Completion Date/Lead (s)	2025 Updates/ Year 4
City lead: Fleur Storace-Hogan, Manager, Emergency Management and Environmental Sustainability, Transportation Dept.	children, and those with certain health conditions are more vulnerable to the effects of climate change and may benefit more from having trees near where they live and work. Additional information is available in the 2022 State of the Urban Forest Report. A component of the Community Development Halton report noted under action 3-2 included some mapping of socio-economic data that will be helpful in completing this action. In 2025, preliminary meetings were held to discuss available data and gaps. Work was stalled due to staff reorganizations.
3-4: Explore the feasibility of updating the Property Standards Bylaw to include requirements to keep indoor temperatures from exceeding a maximum threshold. Status: Not started Completion date: 3-5 years (end of 2027) City lead: Adam Palmieri, Manager of Bylaw Enforcement, Bylaw Compliance Dept.	Environmental sustainability staff have been monitoring updates from local municipalities (Mississauga, London, Hamilton and Toronto) to consider potential best practices to apply in Burlington. In 2025, the Climate Action Partnership developed a three-part workshop series and resources related to Accelerating Municipal Climate Change Adaptation to Extreme Heat.
3-5: Incorporate shade (natural and built) and opportunities for cooling with water play as well as water fountains and bottle filling stations for access to free hydration into park development. Status: Continuous improvement Completion date: Ongoing City lead: Marion Rabeau, Manager, Design and Construction, Parks, Eng. Dept.	In 2025, the following projects incorporated shade and opportunities for cooling: - Port Nelson Park: two small shade structures and bottle filling station - Skyway Park: two shade structures

Theme 4: Disaster Resilience

Action/Status/Completion Date/Lead (s)		2025 Updates/ Year 4
COMMUNITY CAPACITY BUILDING		
Goal: Build capacity in the community to prepare for and respond to more extreme events and long-term climate stresses.		
Indicator: Percentage of urban area connected to a resilience hub within walking distance (15 min). Target: 100% by 2040.	2025 update: 0%	
Indicator: Key locations for rural resilience hubs established. Target: Two by 2032.	2025 update: 0%	
4-1: Enhance emergency notification and communications plan incorporating needs of vulnerable populations. Status: Started Completion date: 3-5 years (end of 2027) City lead: Robyn Heibert, Specialist, Community Emergency Management, Transportation Dept.	In 2025, the City developed and shared a survey with organizations that work closely with vulnerable populations. The survey focused on understanding how these organizations communicate emergency information to their clients, how they currently receive emergency updates from the City, and how emergency communications could be more effective and accessible. The feedback collected through this survey will help the City better understand what is working well and where there are opportunities to improve. This input will be used to inform future enhancements to emergency notifications and communications so that more residents receive clear, timely, and accessible information when it matters most.	
4-2: Develop a Community Climate Resilience Education Program focusing on high climate risks. Help residents understand climate science, risks, adaptation actions, funding opportunities and relevant City initiatives Status: Continuous improvement Original completion date: 1-2 years (Q2 2024 in V2F) Revised completion date: Ongoing	Flooding prevention communications continues in 2025 through the flood preparedness webpage , City social media posts, and Take Action Burlington blog posts: - Prepare for the big thaw: Tips to help protect your home and property. - Workshops: Plan for flood prevention and design your native landscape. - Tips to increase your resilience to rain events. - Insurance: Are you covered for extreme weather events? - Emergency Preparedness Week 2025: Be prepared for every season	

Action/Status/Completion Date/Lead (s)	2025 Updates/ Year 4
City lead: Fleur Storace-Hogan, Manager, Emergency Management and Environmental Sustainability, Transportation Dept.	Ongoing promotion of programs: Home Flood Protection Program, Plumbing Permit Fee Grant Program, Halton Region Enhanced Basement Flooding Mitigation Program, Healthy Neighboursheds series (Spring and Fall), Rainwater Conservation Fund, Home Efficiency Rebate Program, and Home Winterproofing Program. The City's flood prevention webpage also includes links providing homeowners with do-it-yourself maintenance tips. In addition to the activities noted in other sections, BurlingtonGreen: - Continued with their city-wide 200,000 eco-actions by 2030 campaign promoting and tracking local action on climate mitigation and adaptation - Ran community awareness campaigns on climate related facts and local solutions through outreach services and online campaigns
4-3: Enhance funding and supports for community and neighbourhood social resilience programs in urban and rural communities. - Establish Resilience Hubs across the City - Establish a help line to support vulnerable populations during and after extreme events - Train residents in emergency preparedness - Develop a plan utilizing permanent and temporary backup power sources and partnering with community stakeholders (moved from action 1-10 as better aligned here when resilience hubs are established) Status: Started Completion date: 3-5 years (end of 2027) City lead: Denise Beard, Senior Manager, Community Development, RCC Dept.	Establish Resilience Hubs across the City - A Manager of Neighbourhoods is required for neighbourhood social resilience programs, such as establishing resilience hubs similar to OakvilleReady and Climate Ready Hamilton, in Burlington. Staff will continue to pursue funding opportunities. - Staff considered applying to a program (Tamarack Adaptive and Resilient Communities Cohort) connected to this action but didn't pursue it due to workloads. Establish a help line to support vulnerable populations during and after extreme events - The City currently promotes 311 for all residents. Train residents in emergency preparedness - Staff led a series of community conversations throughout the summer called the Public Living Room, to learn more about connections with neighbours and support within a neighbourhood during a climate emergency. - The former Emergency Plan Reserve Fund, which included public education initiatives, has been consolidated under the Tax Stabilization Fund.

Action/Status/Completion Date/Lead (s)		2025 Updates / Year 4
CITIZEN AND BUSINESS SUPPORT PROGRAMS		
Goal: Encourage climate adaptation actions from citizens and businesses.		
Indicator: Number of citizen and business climate adaptation support programs. Target: Increase.	Home Flood Protection Program: 25 assessments since 2022; 3 assessments in 2025 Building Permit Fee Grant Program: 535 rebates since 2022; 163 rebates in 2025 Halton’s Enhanced Basement Flooding Prevention Subsidy: 764 subsidies since 2022; 252 subsidies in 2025	
4-4: Promote and augment existing programs for home and business climate resilience retrofits. Status: Continuous improvement Completion date: 3-5 years (end of 2027) City lead: Fleur Storace-Hogan, Manager, Emergency Management and Environmental Sustainability, Transportation Dept.	Between 2014 and 2025, over \$643K in building permit fees were waived through Burlington’s Plumbing Permit Fee Grant Program, \$76K of which was in 2025. Between 2014 and 2025, 1,858 subsidies were provided through Halton Region’s Enhanced Basement Flooding Prevention Subsidy Program totaling over \$3.7M, \$593K of which was in 2025 (252 subsidies). An additional 1,170 homes participated in Halton’s Targeted Downspout Disconnection Program which ran from 2016 to 2019. ⁷ In September 2025, Halton Region approved the enhanced Basement Flooding Prevention Subsidy Program increasing the maximum eligible rebate amount and backdating to the July 15, 2024 flood. A new program – Exterior Storm Drain Disconnection – was also added. Ongoing promotions of programs on the City’s flood prevention webpage , Take Action Burlington blog , an information card distributed at events, and through the Better Homes Burlington concierge service.	
4-5: Enhance existing policies, programs and education programming for private stormwater management practices.	Encourage increased permeability on public and private sites - In 2025, Conservation Halton staff hosted online and in-person workshops to plan home landscapes for flood prevention. Information on how floods are predicted and managed in our watershed was shared.	

⁷ This Data was provided by The Regional Municipality of Halton and the Region assumes no responsibility or liability for its use or accuracy.

Action/Status/Completion Date/Lead (s)	2025 Updates / Year 4
- Encourage increased permeability on public and private sites - Continue existing program to encourage property owners to remove stormwater from the wastewater system - Encourage ongoing inspection and maintenance of potential flood risks on property Status: Continuous improvement Original completion date: 3-5 years (end of 2027) Revised completion date: Ongoing City lead: Umar Malik, Stormwater Engineer, Development, Eng. Dept.	Continue existing program to encourage property owners to remove stormwater from the wastewater system and encourage ongoing inspection and maintenance of potential flood risks on property. - As noted in actions 4-2 and 4-4, City staff continued to promote multiple programs through various means. Encourage ongoing inspection and maintenance of potential flood risks on property - In 2025, the City started a City-wide stormwater masterplan that will assess the flood vulnerability across the City and make recommendations to reduce flood risk. The plan will be presented to Council in 2027.

Theme 5: Strong and Resilient Economy

Action/Status/Completion Date/Lead (s)	2025 Updates / Year 5
AGRICULTURE	
Goal: Support agricultural community in preparing for climate change	
Indicator: TBD through the Agricultural Action Plan. Target: TBD.	n/a
5-1: Pursue approval to develop a Burlington Agricultural Action Plan that includes a climate lens and considers opportunities to complement partner agency initiatives. Status: Continuous improvement	In July 2025, the Burlington Agricultural Action Plan (DGM-47-25) was approved by City Council. Planning staff are working with the Burlington Agricultural and Rural Affairs Advisory Committee to develop recommendations on which actions should be prioritized for short- and medium-term implementation.

Action/Status/Completion Date/Lead (s)	2025 Updates / Year 5
Completion date: 3-5 years (end of 2027 - V2F states Q4 2025) City lead: John Stuart, Senior Planner, Policy, Community Planning Dept.	
5-2: Expand the opportunities to support local food production across the City of Burlington (such as community gardens, rooftop gardens, backyard gardening, etc.) Status: Continuous improvement Completion date: Ongoing City lead: Denise Beard, Senior Manager, Community Development, RCC Dept.	The Burlington Food Bank converted eight of their community gardening plots located on Maple Ave. into raised beds for more accessible gardening. Eight more community garden plots were added to the overall inventory in 2025.

Action/Status/Completion Date/Lead (s)	2025 Updates / Year 5
LOCAL ECONOMY	
Goal: Support and develop resilient local supply chains to help withstand impacts associated with extreme climate events outside of Burlington	
Indicator: Number of new local supply chain partners. Target: 10 by 2032.	2025 update: 0
Indicator: Number of new products piloted. Target: 10 by 2032	2025 update: 0
5-3: Assess the feasibility of sourcing and providing preference to local suppliers in contracts to increase resilience with supply chain disruptions Status: Started Completion date: 3-5 years (end of 2027) City lead: Izabela Goclik, Manager, Innovation and Entrepreneurship, Burlington Economic Development and Tourism (BEDT)	Initial work is underway with TechPlace, Innovation Factory, and other partners mapping local vendors and procurement capabilities. This will guide where local preference is feasible within City contracts while staying compliant with procurement rules. Next steps include clarifying constraints with City staff and procurement processes. The work will continue over the next three to five years as data and partnerships mature.

Action/Status/Completion Date/Lead (s)	2025 Updates / Year 5
5-4: Investigate the feasibility to develop a business innovation ecosystem where locally developed products can be tested to encourage the development of local supply chains and innovative products Status: Started Completion date: 3-5 years (end of 2027) City lead: Izabela Goclik, Manager, Innovation and Entrepreneurship, BEDT	TechPlace is already supporting a local business innovation ecosystem by connecting startups, scale-ups, post-secondary institutions, and industry partners. Member showcases and partnerships create opportunities for product testing and proof-of-concept activities. Co-location at the Bateman Community Centre with Brock University and the Public Library strengthens these efforts, which will expand over the next three to five years.

Appendix C: CRB Year 4 Progress Update – Funding Sources

Climate Resilient Burlington (CRB): A Plan for Adapting to Our Warmer, Wetter and Wilder Weather was presented as a draft to City Council in [May 2022](#) and approved in [July 2022](#). Implementation of the CRB plan is underway to help manage Burlington's risks and increase resiliency to warmer, wetter, and wilder weather.

The Year 4 Update reports on the status of the 32 actions. Each action is funded independently, and the funding status varies. This appendix summarizes the funding from various sources for CRB related initiatives completed in 2025 that assist in advancing climate resiliency.

2025 Initiative	Investment
1-3: Review and if necessary, update design standards for City infrastructure to account for future climate conditions in alignment with Federal and Provincial initiatives, and Burlington's net carbon neutral goals.	Stormwater Master Plan (2025-2027) - \$751K Source: Tax Rate Stabilization Reserve Fund Skyway Community Centre and Arena low carbon design - \$1M grant Source: Canada's Green and Inclusive Community Buildings Program Protected bike lanes on Prospect St. - \$3M with \$704,190 received in 2025 Source: Active Transportation Fund, Housing Infrastructure and Communities Canada
1-4: Develop Lake shoreline flood management strategy augmenting existing plans to incorporate future climate projections and impacts to protect City assets (parkland and infrastructure).	Burlington Beach Regional Waterfront Park – Phase One, Shoreline Protection and Ecological Restoration Source: Canada Water Agency's Great Lakes Freshwater Ecosystem Initiative - \$995M grant over four years

2025 Initiative	Investment
	Lake Ontario Coastal Resilience Pilot Project - \$1.5M grant Source: Natural Resources Canada Climate-Resilient Coastal Communities program
1-5: Enhance creek flood protection plan.	Stormwater/Flood Studies - \$150K Source: Stormwater Capital Budget
1-9: Maintain level of service for tree pruning and enhance risk assessment protocol in areas with above-ground powerlines, near major roads, near fire stations, etc.	Grid pruning annual budget - \$945K Source: RPF operating budget
2-3: Invest and support implementation of Urban Forest Master Plan (UFMP).	The \$861K annual budget for Emerald Ash Borer Management was redirected in 2025 to UFMP initiatives. Source: RPF operating budget
2-4: Invest in green infrastructure to reduce flood risk, enhance habitat connectivity and support other ecosystem services	5,000 trees planted annually on public and private land - \$257K Source: RPF operating budget BurlingtonGreen application for tree planting events - \$8,900 Source: Trees Canada Tyandaga Eco Trail Upgrades (plantings - \$5,816) Source: Zero-Carbon Transformation, Green Municipal Fund Hardscape Planting: Standards and Specifications - \$72,547.50 Source: Capital Project – Policies and Procedures

2025 Initiative	Investment
	Nine Landowner Grants awarded to nine projects in Burlington - \$36,511.81 Source: Conservation Halton
3-5: Incorporate shade (natural and built) and opportunities for cooling with water play as well as water fountains and bottle filling stations for access to free hydration into park development	Port Nelson Park - two shade structures (\$106K, including concrete pad and seating) and drinking fountain (\$78K, including concrete pad and water service) Source: Parks Capital Budget Skyway Park shade structures - \$27K Source: Infrastructure and Park Renewal Reserve Fund
4-4: Promote and augment existing programs for home and business climate resilience retrofits.	Plumbing Permit Fee Grant Program - \$76K (163 rebates) Source: Operating budget Home Flood Protection Program - \$855 (3 assessments) Source: Stormwater Capital Budget Halton Region Basement Flooding Prevention Subsidy Program - \$593K (252 subsidies) Source: Halton Region

SUBJECT: Downtown parking market feasibility analysis

TO: Committee of the Whole

FROM: Public Works
Transportation

Report Number: PWS-28-26

Wards Affected: 2

Date to Committee: June 8, 2026

Date to Council: June 23, 2026

Recommendation

Direct the Commissioner of Development and Growth Management to retain a qualified consultant to undertake a market feasibility analysis respecting future public off-street parking needs and capacity within Burlington's downtown core, including financial, operational, land use, partnership, and implementation considerations; and

Authorize the Commissioner of Development and Growth Management to proceed with the procurement of a consultant-led study, recognizing that there is currently no internal staff capacity to undertake the scope of work associated with a comprehensive parking feasibility and market analysis; and

Direct the Commissioner of Development and Growth Management to ensure the consultant scope includes validation of projected parking demand identified through the Downtown Parking Plan, assessment of development-related impacts and geographic parking pressures, consideration of potential funding and partnership models, and analysis of options to deliver additional off-street parking capacity should Council determine it is required prior to 2030; and

Refer the estimated cost of the feasibility study and market analysis to the 2027 budget process and funded through the Downtown Parking Growth Reserve Fund (RF800685), subject to Council approval.

Executive Summary

At the May 11, 2026, Committee of the Whole meeting, Council referred Motion Memorandum COW-13-26 to staff to report back in June 2026 with the scope and costing of a potential feasibility study respecting the accelerated delivery of future downtown public off-street parking supply, should additional capacity be required prior to 2030.

This report provides background information regarding the City's downtown parking system, including the historical evolution of the downtown parking levy, investments undertaken to maintain existing parking assets in a state of good repair, and incremental expansion to the municipal parking system over time. The report also summarizes recent strategic planning work completed through the Downtown Parking Plan and associated parking studies.

The Downtown Parking Plan, completed in January 2026, concluded that based on available development application information and long-term growth forecasting, the downtown parking system was generally capable of accommodating anticipated growth over the next 15 years. These studies also identified that parking pressures within the downtown are not uniformly distributed, with increased demand concentrations occurring in specific geographic areas, particularly east of Brant Street (the southeast quadrant, generally bounded by Brant Street, Lake Ontario, Martha Street, and Victoria Avenue) where development intensity continues to increase.

This evaluation recognizes that the core issue is not a gross deficit of parking quantity across the entire downtown, but rather an uneven spatial distribution. While visitors to civic destinations may tolerate longer walking distances, proximate parking is essential to meet the competitive needs of businesses and hotels in the southeast submarket. This report outlines a potential consultant-led feasibility study that would examine whether additional public parking supply should be accelerated prior to 2030, including consideration of financial viability, operational impacts, partnership opportunities, implementation considerations, and potential locations capable of accommodating future parking facilities at an appropriate scale.

Given the technical complexity and scope associated with this work, staff have identified that there is currently insufficient internal capacity to undertake the study using existing resources. As a result, staff are seeking Council authorization to retain a qualified consultant to complete the feasibility assessment.

The feasibility study would also assess the role of public-private partnership opportunities, the financial sustainability of additional parking supply, and broader conditions that may influence future parking demand and utilization.

Recommendation Report

Background

Downtown Parking Levy and Historical Parking Supply

The City of Burlington's downtown parking system has evolved over several decades to support economic activity, downtown revitalization, and intensification. Historically, the Downtown Parking Levy was established as a mechanism that permitted eligible downtown developments to contribute financially toward a shared municipal parking system in lieu of providing all required on-site parking. Contributions collected through the levy, together with other parking-related revenues, have supported the acquisition, operation, maintenance, and incremental expansion of public parking infrastructure within the downtown.

Parking levy contributions are received within the downtown parking district operating budget alongside other parking-related revenues generated through the municipal parking system. These revenues are used to offset annual operating and maintenance costs associated with the downtown parking system. Where annual revenues exceed operating expenditures, surplus funds are transferred into the City's parking reserve accounts. Conversely, where operating expenditures exceed annual revenues, District & Growth reserve funds are utilized to offset operational funding shortfalls.

The City currently maintains 3 parking reserve accounts which support the downtown parking system and future infrastructure planning:

- Parking District Reserve Fund – operating stabilization reserve
- Parking Growth Reserve Fund – supports growth-related parking initiatives, including parking lot expansion, structured parking facilities, and parking equipment infrastructure
- Parking Renewal Reserve Fund - supports lifecycle replacement, rehabilitation, and major maintenance of existing parking infrastructure

At the time of this report, the combined uncommitted balance of the 3 City's parking reserve accounts sits at approximately \$11.2 million. Businesses located within the downtown parking district currently contribute approximately \$274,000 annually through the Downtown Parking Levy, representing approximately 11% of the total parking district revenue. In 2025, following the payment of all operating expenses within the parking district, just over \$1 million was contributed back into the parking reserve accounts.

While reserve funds support the ongoing sustainability of the downtown parking system, they also fund ongoing lifecycle replacement obligations, operating stabilization requirements, and

future capital investments associated with the downtown municipal parking system. The following are a list of planned maintenance programs planned for the 414 Locust (Waterfront Garage) anticipated in the next 5 years:

Planned and Anticipated Capital Works (0-5 year):

- Elevator Modernization (underway) - \$600,000
 - Expansion Joint Replacement - \$680,000
 - Health and Safety Mitigation - \$200,000
- Total committed - \$1,480,000

Anticipated Maintenance Needs (5-year horizon):

- Penetrating Concrete Water sealing - \$1,300,000
 - Pavement Markings (after sealing) - \$17,000
 - Elevator landing vestibules - \$250,000
 - 2029 Drain & Drain Pipe Replacement – \$50,000
 - 2030 Expansion Joint Seals – Stairwells - \$300,000
 - BPAC Elevator Extension - \$2,000,000
- Total planned - \$3,917,000

Other Anticipated Improvements:

- Pay Station replacement – \$1,300,000
 - Lot 17 (Sims) Renewal + Mobility Hub – \$50,000
 - Wayfinding Signage - \$50,000
 - Legacy Occupancy Sensor Replacement - \$93,000
- Total planned - \$1,493,000

Recent Parking Enhancements in the Downtown

Over time, the City has undertaken several initiatives to maintain, improve, and strategically expand the downtown parking system, including:

- Continued investment in municipal parking facilities to maintain a state of good repair, along with the introduction of additional off-street parking supply through new municipal lots (Lot 16 - Caroline and John; Lot 17 - Sims Square);
- Reallocation and replacement of on-street parking spaces impacted by redevelopment, streetscape improvements, and other infrastructure projects;
- Investment in parking management technologies, including expansion of the parking sensor program;

- Expansion of permit and time-limited parking programs, including weekend paid parking periods; and
- Integration of electric vehicle charging infrastructure within municipal parking facilities.

As downtown redevelopment and new programming have come online, some surface parking spaces have been removed to accommodate new development, public realm improvements (including the patio program), cycling infrastructure, and other mobility initiatives. Where feasible, efforts have been made to offset these impacts through the introduction of replacement parking opportunities elsewhere within the downtown municipal parking system.

The City has also expanded electric vehicle charging infrastructure within the downtown parking system. Almost half of the infrastructure was funded through external grants and funding opportunities, reducing direct impacts to municipal taxpayers and businesses contributing to the downtown parking levy, while supporting broader sustainability and climate objectives. Commencing on October 1, 2026, staff will be implementing a charging fee which will assist in offsetting operating impacts of the 16 electric vehicle chargers in the downtown.

City Staff Parking

Following the return of staff to City Hall after the COVID-19 pandemic, the City implemented measures to direct staff parking to peripheral downtown parking lots. The intent of this approach is to prioritize prime downtown parking areas for visitors, patrons, and customers while utilizing peripheral lots for longer-duration staff parking.

To support this approach, the City contributes funding back into the downtown parking reserve to offset staff parking utilization. Actual contributions totaled \$115,369 in 2024 and \$245,170 in 2025. The approved 2026 budget includes an additional contribution of \$434,620.

Business Staff Parking

To better understand downtown employee parking needs, the BDBA conducted a survey of 50 businesses on May 20 and 21, 2026, including 25 businesses east of Brant Street and 25 west of Brant Street, all located south of Caroline Street. Survey results identified a total employee parking demand of 294 spaces, with 201 spaces required east of Brant Street and 93 spaces west of Brant Street. The survey findings also identified that employee parking demand east of Brant Street exceeds the current municipal parking supply in the area, where only 180 off-street municipal parking spaces are presently available. The findings may present an opportunity to further explore strategies that encourage employee parking within municipal lots west of Brant Street, which could help free up more convenient parking spaces for customers of the businesses within the downtown core.

Previous Downtown Parking Studies and Strategic Planning

The City has undertaken multiple parking-related studies and strategic reviews in recent years to better understand existing utilization patterns, future growth pressures, and long-term parking needs within the downtown core.

The City's Strategic Parking Framework Report (PWS-05-26), approved by Council in March 2026, identified that parking utilization pressures are not uniformly distributed throughout the downtown. The studies found that parking demand pressures are concentrated primarily within the southeast quadrant (bounded by Brant Street, Lake Ontario, Martha Street, and Victoria Avenue), where development intensity, destinations, and visitor activity are highest. The studies further conclude that:

- The downtown parking system generally maintains available capacity overall;
- The geographic distribution of parking supply creates localized pressures in some areas;
- More than 60% of municipal parking inventory is located west of Brant Street;
- Existing and planned parking supply, based on a 15-year forecast horizon, was anticipated to accommodate projected growth based on development applications and forecasting available at the time of the studies; and
- Operational and management strategies could improve parking system efficiency before major capital expansion would be required.

At the same time, the studies have recognized that future market conditions, redevelopment timing, travel patterns, mode share changes, and economic activity may influence future parking needs and should continue to be monitored over time.

A review of parking utilization during Mother's Day Weekend (May 9–10, 2026) identified elevated parking demand within municipal parking lots east of Brant Street, south of James Street, with utilization levels reaching effective capacity (approximately 85–90%) during peak periods; however, overall system capacity was not exceeded. The data is illustrated in Appendix A.

The municipal parking system generally performed as expected during a peak visitor weekend, with parking demand concentrated within the Brant Street corridor while reserve capacity remained available within peripheral municipal lots and the Waterfront Garage, which operated at approximately 73% utilization.

The observed utilization patterns demonstrate that parking demand within the downtown is not distributed evenly across the municipal system and may support consideration of operational strategies intended to improve utilization across existing parking assets, including enhanced

wayfinding, parking guidance technologies, and demand management approaches identified within the Downtown Parking Plan.

While localized parking pressures were observed during peak periods, the findings represent a single high-demand weekend and should be considered alongside broader long-term growth, redevelopment, tourism, and mobility planning objectives.

Analysis

Consultant-Led Feasibility and Market Analysis

While previous studies identified sufficient long-term parking capacity overall, Council has requested that staff examine the scope and costing associated with an accelerated assessment of future public parking capacity needs within the downtown prior to 2030.

Given the technical complexity, financial analysis requirements, market expertise, and cross-departmental coordination associated with a comprehensive downtown parking feasibility study, staff have identified that there is currently insufficient internal capacity to undertake this work using existing resources. As a result, staff are seeking Council authorization to proceed with retaining a qualified external consultant to undertake the analysis.

It is anticipated that Burlington Lands Partnership (BLP) would lead the consultant assignment in collaboration with various internal departments including, but not limited to, Transportation Services, Engineering Services, Finance, and Tourism. While hiring a consultant to conduct the formal study, BLP will execute a concurrent in-house work plan, conduct ongoing site analysis, preliminary land-use reviews, and baseline concepts and test fits to actively feed into the consultant's study while the analysis is underway. Staff would work collectively to develop the study parameters, technical requirements, data needs, and stakeholder engagement approach. The project would also leverage input from the Burlington Downtown Business Association and Burlington Economic Development to assist in refining the consulting assignment and study objectives. The intent of this collaborative approach is to ensure the consulting assignment reflects broader economic development objectives, downtown revitalization priorities, market realities, and the strategic direction established through the Downtown Parking Plan. A major focus of this combined effort will be evaluating how parking can directly support businesses in the southeast quadrant. This requires looking at parking through an Economic Development lens to address the unique blend of short-term retail demand, long-term employee parking, and the specialized, sustained parking requirements generated by the area's existing and future hotels. The feasibility and market analysis would provide an updated assessment respecting:

- Financial feasibility of new parking capacity in the downtown;

- Economic and operational impacts of additional public parking capacity;
- Potential development and intensification impacts;
- Opportunities for public-private partnerships;
- Potential funding models and reserve implications;
- Land parcel suitability and site constraints;
- Risks associated with accelerating parking capacity investments;
- Review of current zoning parking regulations and fee structure to support the business case and growth analysis; and;
- Implementation and phasing considerations

Particular consideration would be given to evaluating potential public-private partnership opportunities and identifying land parcels within the downtown that may be suitable for future parking infrastructure, including the potential for structured parking solutions.

Potential Phase 1 Consultant Scope

Should Council direct staff to proceed, the consultant scope could include a market feasibility analysis for the southeast quadrant, generally bounded by Brant Street, Lake Ontario, Martha Street, and Victoria Avenue with the following components:

Financial and Economic Analysis

- Capital cost estimates associated with additional downtown parking capacity
- Lifecycle operating and maintenance costs, revenue projections, and reserve fund impacts, including the ability to retire capital debt strictly through the facility's generated operating revenues over its lifecycle.
- Evaluating parking investments through an Economic Development lens, quantifying how localized parking supports business attraction, retention and growth.
- Comparative review of parking delivery models and practices in comparable municipalities
- Sensitivity analysis and financial risk considerations

Site Feasibility Analysis

- Review of municipally owned parcels and privately owned partnership opportunities
- Initial site scans on identified parcels, including site size and scale requirements associated with additional parking capacity
- Conceptual designs and spatial test fits
- Determining appropriate maximum walking distances based on user type (e.g., hotel guest vs. retail shopper vs. employee) to define the catchment area for new facilities including planning, mobility, and urban design considerations

Planning and Policy Review:

- Assessment of current parking lot utilization characteristics specifically within the southeast precinct.
- Review of current zoning by-laws as they pertain to the business fabric (retail, office, and hotels), and recommendations for potential zoning or parking by-law amendments to better align with the observed utilization characteristics of these businesses.
- Assessment of broader zoning parking regulations and municipal fee structures as part of the business case and growth analysis, providing an evidence-based foundation for any future by-law amendments or fee structure changes.

Partnership and Delivery Models:

- Public-private partnership opportunities
- Shared parking models
- Development integration opportunities
- Stakeholder and market engagement

Strategic Recommendations:

- Provision of a submarket map defining the southeast quadrant study area.
- Calculation of the net parking spaces gained after accounting for potential surface spaces lost during the construction of a new structure.
- Risk and sensitivity analysis
- Alignment with the Downtown Parking Plan and Integrated Mobility Plan objectives
- Recommended implementation and phasing approach
- Order of magnitude capital and operating budgets
- Consideration of construction staging and business mitigation approaches to address temporary parking displacement, so businesses are supported during the construction phase.
- Communications and engagement approach
- Draft Terms of Reference for the Phase 2 technical feasibility study.

Potential timelines should Council wish to accelerate future parking capacity investments

Recommendation Details

This report responds to Council direction arising from Motion Memorandum COW-13-26 and seeks authorization to retain a qualified consultant to undertake a feasibility and market analysis respecting future downtown public off-street parking capacity on an accelerated timeline prior to 2030.

The Downtown Parking Plan, completed in January 2026, concluded that based on available development application information and long-term forecasting available at the time of the study, the downtown parking system was generally capable of accommodating anticipated growth over a 15-year planning horizon. The study also identified that the primary challenge within the downtown was not an overall shortage of parking supply, but rather a geographic imbalance in parking demand, particularly within the southeast quadrant where development intensity and parking utilization pressures continue to increase.

Notwithstanding these findings, Council has directed staff to further examine the potential need, feasibility, and timing considerations associated with accelerating future parking capacity investments within the downtown.

Given the technical complexity, financial analysis requirements, market expertise, and current internal resource limitations associated with this work, staff are recommending a consultant-led study coordinated through Burlington Lands Partnership in collaboration with internal departments and external stakeholders.

The study would assess future parking demand, financial feasibility, partnership opportunities, land suitability, reserve fund implications, and implementation considerations associated with potential future parking infrastructure investments.

Key Dates & Milestones

Should Council approve the retention of a qualified consultant to undertake a feasibility and market analysis respecting future downtown public off-street parking capacity, the anticipated project timeline would generally include the following milestones:

June 2026

- Council approval of proposed scope, funding, and authorization to proceed with consultant procurement.

Q3 2026 – Q1 2027

- Development of procurement documents and refinement of the detailed study scope;
- Consultant procurement and project initiation, subject to Council approval and funding authorization.

Q1 2027 – Q3 2027

- Consultant-led technical analysis, stakeholder engagement, financial modelling, partnership analysis, and site feasibility assessment.

Q4 2027 – Q1 2028

- Preliminary Phase 1 findings and strategic options review with internal stakeholders and Council, as required; and
 - Final feasibility study and market analysis presented to Council, including recommendations, implementation options, financial implications, and potential next steps respecting future downtown public parking capacity.
-

Implications

Financial

There is currently no approved funding for a consultant-led feasibility and market analysis. Based on comparable municipal studies, staff anticipate that a comprehensive downtown parking feasibility and market analysis could range from approximately \$150,000 to \$300,000, depending on the final scope, technical requirements, stakeholder engagement approach, and site analysis components and concepts/design options and may include items beyond the Phase 1 scope identified above. The final consultant scope and extent of technical analysis would influence the overall project cost.

Any future decision respecting additional public parking capacity or associated infrastructure investments would be subject to separate Council approval and future capital budget considerations.

Climate

The City recognizes that any consideration of future downtown parking capacity must continue to align with broader climate, transportation, and mobility objectives.

Future parking planning considerations would incorporate:

- Transportation demand management strategies;
- Active transportation investments;
- Transit-supportive development;
- Integration of electric vehicle infrastructure; and
- Long-term sustainability objectives identified through the City's climate-related strategies and policy framework.

The feasibility study would not predetermine the construction of additional parking infrastructure, but rather provide updated technical, financial, and market information to support future Council decision-making.

Communication and Engagement

Should Council direct staff to proceed with a feasibility study, stakeholder engagement would form part of the consultant assignment and may include:

- Burlington Downtown Business Association
 - Downtown residents
 - Development industry representatives
 - Major institutional and commercial stakeholders
 - Transportation and mobility partners
 - Burlington Economic Development
 - General public consultation opportunities
-

References

[Integrated Mobility Plan](#)

[Downtown Parking Plan](#)

[PWS-05-26 \(Strategic Parking Framework for Downtown Burlington\)](#)

Strategic Alignment

(Select all that apply)

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

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Appendices:

Appendix A – Mother's Day 2026 – Downtown Parking System Performance

Report Approval:

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

Appendix A - Mother's Day 2026 – Downtown Parking System Performance

Location	Total Spaces Available	Peak Occupancy	Utilization Rate	Peak TOD
Lot 1	34	29	85%	1500
Lot 2	45	45	100%	1300
Lot 3	166	108	65%	1500
Lot 4	112	95	85%	1400
Lot 5N	10*	9	90%	1200
Lot 5S	24	20	83%	1100
Lot 6	74	66	89%	1400
Lot 7	88	80	91%	1500
Lot 8	38	38	100%	1300
Lot 10	41	24	59%	900
Lot 13*	Closed	Closed	N/A	
Lot 15	80	62	78%	1400
Garage May 9	339	249	73%	1400
Garage May 10	339	150	44%	1500

Notes:

- Lots highlighted in grey are located East of Brant Street in the “pinch point” area
- Data aggregated for Mother's Day Weekend (Sat & Sun) between 0900 – 1800
- Total spaces available include standard, accessible and EV stalls
- Lot 5 North – supply limited due to construction at 409 Brant
- Lot 13 – Closed due to Civic Square construction
- Lot 11 – No data as this is a permit only lot
- Lot 16 – Mobile Payment only – not equipped with sensors
- Lot 17 (New Sims Square Lot) – no data as sensors are not installed yet

Committee of the Whole Report Forecast July 6 & 7, 2026

Note: this forecast is subject to change

Consent Items:

- Updates to 2026 rates and fees – By-law Compliance
- Municipal Consent By-law update
- Corporate Policy Framework
- Tender Award – Snake Road minor reconstruction

Regular Items:

- Heritage Designation for 4560 No. 4 Side Rd.
- Heritage Permit application for Union Cemetery
- Heritage Designation for 906 Brant St.
- Procurement By-law

Statutory Meetings:

- Official Plan and Zoning By-law Amendments for 2105 Headon Road
- Official Plan and Zoning By-law Amendments for 198 and 206 Plains Road East
- Official Plan and Zoning By-law Amendments affecting 1200 King Road