



Planning & Development

2026 Budget & Business Plan

PLANNING & DEVELOPMENT

Vision Statement:

To build a complete and sustainable community where people want to live, work, invest and play.

Mission Statement:

To develop and implement plans, programs and services that result in a complete, vibrant and sustainable community.



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DEPARTMENT OVERVIEW:

The Planning & Development Department develops and implements plans, programs and services that enhance and build our community. Services include the development of policy documents, the review of development applications filed under the Planning Act and the preparation of various legal agreements.

Our focus is on providing balanced and objective advice to Council and other stakeholders. We are cognizant of federal, provincial and regional policy direction and guided by Council's Strategic Plan. The four pillars of sustainability: economic, social, environmental and cultural influence our business planning and drive the development and implementation of plans, programs and services.

Development Review staff provide professional planning, project management and administrative services for development projects and matters in the Town that are mainly connected to Planning Act matters, including Official Plan and Zoning By-law Amendment applications, draft plans of subdivisions/condominiums and site plans. Staff also coordinates and supports the Committee of Adjustment, which deals with minor variances, expansion of legal non-conforming uses and consents. Staff members assist applicants and the public in understanding and participating in the development process and provide recommendations to Council to optimize outcomes for the long-term benefit of the community in accordance with best planning practices and Council's vision.



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Legal Services provides guidance and instruments on a range of legal and real estate matters to execute the Town's business including those required for the implementation of land development and planning approval processes; acquisition and disposition of Town-owned lands; and the Town's capital programs. The Legal Section is instrumental in providing the following services:

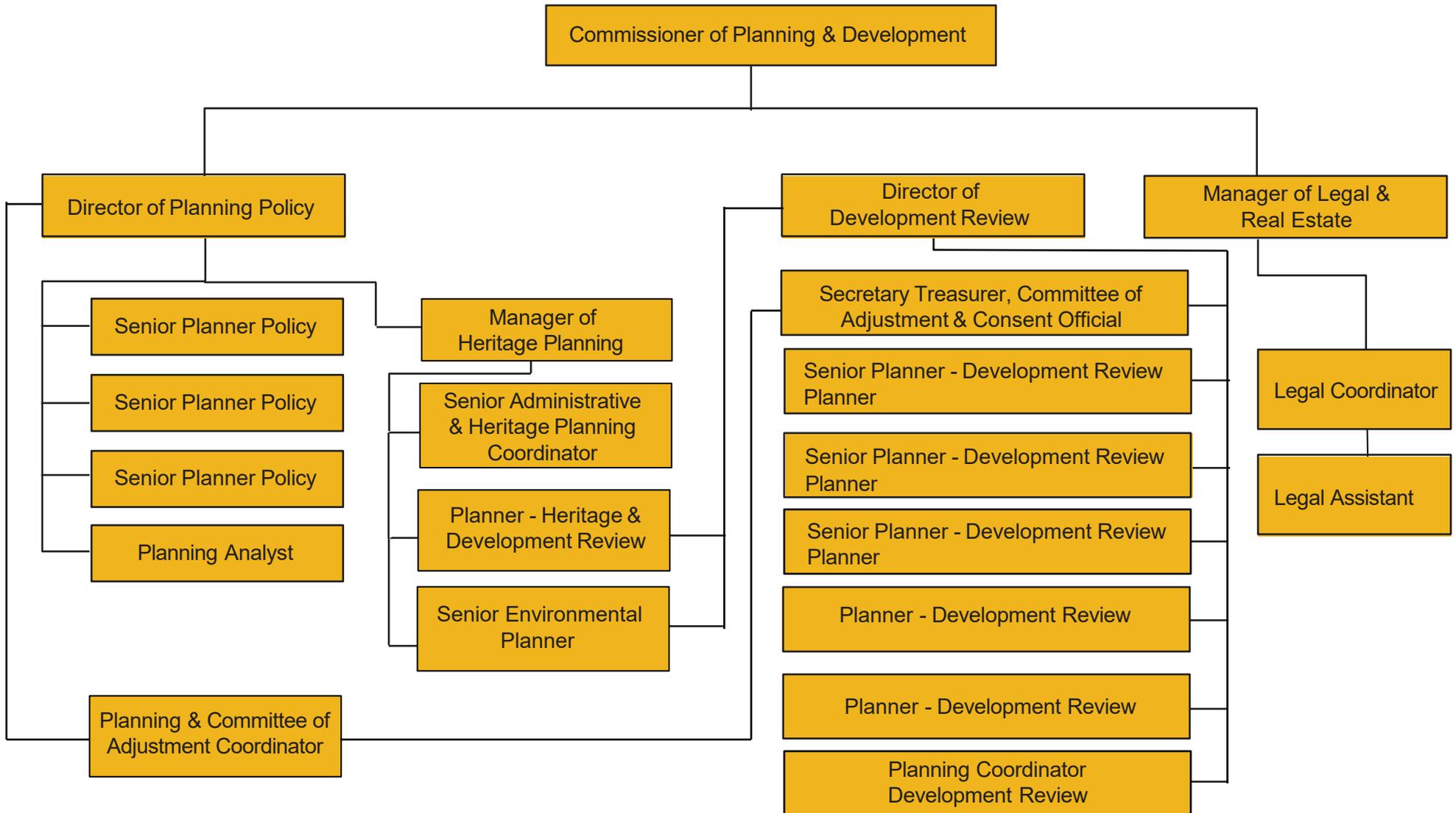
- Preparing and administering the development agreements that are required for planning approvals.
- Managing the processes to obtain certain municipal by-laws, including dedication of streets, assumption of subdivisions, and Deeming By-laws under the Planning Act.
- Managing the registration of various instruments in Teraview, including Orders to Comply and instruments relating to Town lands.
- Coordinating acquisitions and dispositions of Town lands and easements between staff and the Town solicitor.
- Guiding staff through certain legal processes and information matters relating to various municipal legislations and consultation on corporate projects requiring legal review and miscellaneous agreements.
- Conducting legal research including title searches and corporate searches.

The **Policy Heritage and Information Services** section provides tools for sound management of land use change consistent with the Town's community building vision and the Town Strategic Plan:

- Reviews and updates the Town's Official Plan and Comprehensive Zoning By-law to ensure conformity with provincial and regional plans, consistency with the Provincial Policy
- Statement and to reflect Council's vision and priorities as set out in the Strategic Plan.
- Leads the preparation of secondary plans and supporting studies.
- Conducts special studies on various land use matters and develops implementing strategies.
- Participates and formulates positions on provincial, regional and other planning initiatives.
- Provides heritage planning services.

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▶ CURRENT ORG CHART:



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► CORE ACTIVITIES:

Development Review & Committee of Adjustment:

- Development Review Committee
- Official Plan Amendments
- Zoning By-law Amendments
- Plan of Subdivision/ Condominiums
- Part Lot Control Applications
- Site plans
- Urban design
- Environmental and natural system review and evaluation
- Green Development Standards
- Assume and undertake previous Regional Planning functions
- Consents
- Minor variances
- Expansions to legal nonconforming uses
- Servicing allocation
- Halton Area Development Managers (HADM)

Policy, Heritage & Information Services:

- Official Plan
- Comprehensive Zoning By-law
- Secondary Plans
- Subwatershed Studies
- Policy planning studies
- Assume and undertake previous regional planning functions
- Heritage planning
- Provincial legislative plan and policy review
- Halton Area Planning Partnership (HAPP)
- Planning data & GIS based mapping
- Growth monitoring

Legal:

- Manage development agreements/documents, including licenses and leases
- Coordinate registration of subdivisions and condominiums plans
- Coordinate of land acquisitions/dispositions
- Provide staff with guidance and review and comments on corporate projects
- Legal research, title and corporate searches
- Responses to compliance requests and other real estate inquiries



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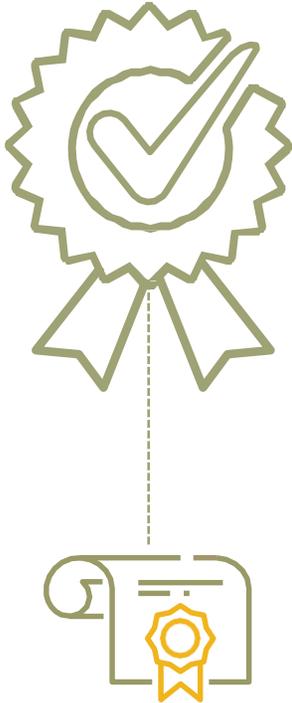


▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCSESSES:

Policy:

- Secured in concert with legal counsel the final approval of the **Premier Gateway Phase 2B Secondary Plan** (OPA 50) by the Ontario Land Tribunal (OLT). Advancing the draft Zoning By-law Amendment to streamline development in the Secondary Plan Area.
- Achieved approval of the **Stewarttown Secondary Plan** project (OPA 57), which was ultimately appealed to the Ontario Land Tribunal. Currently advancing litigation proceedings as directed by Council.
- Achieved approval of the **Southeast Georgetown Secondary Plan** project (OPA 59). Approval of the Secondary Plan has allowed for submission of the related subdivision and zoning by-law amendment applications to facilitate development in the plan area.
- Advanced the **Georgetown GO Station/Mill Street Corridor Secondary Plan** including the approval of the Preferred Land Use Plan, undertaking significant public consultation, including the creation of a project specific Advisory Committee, and advancing work on the preparation of draft Secondary Plan policies.
- Formally kicked off the **Official Plan Review** project, including Council endorsement of the Public Engagement Strategy; release of an information and engagement video; received Council endorsement and Federal approval of the Housing Needs Assessment which was a requirement to be eligible for funding under the Canada Community Building Fund (CCBF); completion of the Draft Background Report; initiation of the key technical studies; hosting a successful Public Open House #1, and preparing for a Fall 2025 Visioning Session, Public Open House #2 and Council Workshop.
- Completion of the Town's **Growth Monitoring Model** which tracks residential and employment development and provides forecasting tools for internal staff use in concert with Watson & Associates.

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▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCSESSES

Policy continued:

- Initiated the **Guelph Street Corridor Secondary Plan** project, including holding kick-off meetings with the Technical Advisory and Guelph Street Revitalization Committees. Work continues the draft Background Report and technical reports including the servicing and transportation studies, and initial consultation activities with neighbouring residential communities has taken place. Direct engagement through focussed interviews with the business community along the Corridor anticipated this fall.
- Reported on **Provincial legislative and policy initiatives** including Bill 17, *Protect Ontario by Building Faster and Smarter Act*, 2025, Bill 5, *Protect Ontario by Unleashing Our Economy Act*, 2025, and numerous related ERO postings.
- Preparation and anticipated release late Fall 2025 of the draft Terms of Reference for the **Acton MTSA/Downtown Secondary Plan Study**.
- Completion and approval of the **Comprehensive Zoning By-law Housekeeping Amendment**, including a Consolidated version of the Zoning By-law available for staff and public use.
- Creation of an **Urban Boundary Expansion Framework** by staff, to be used at the pre-consultation phase of development applications to assist with and clarify the Town's expectations for any Official Plan Amendments to expand the Town's urban boundary
- Circulation of Letters of Interest to landowners within the **Premier Gateway Phase 3 Employment Area** regarding initiation of a Financial Agreement to front-end finance the upcoming Secondary Plan project and related technical studies.
- Circulation of Letters of Interest to landowners within the **Georgetown Urban Expansion Lands** regarding initiation of a Financial Agreement to front-end finance the upcoming Secondary Plan project and related technical studies.

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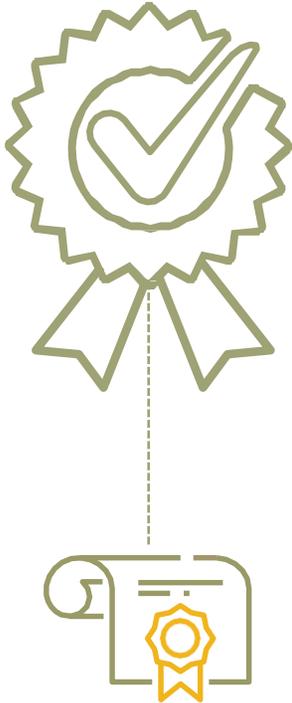


▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCSESSES

Heritage:

- Over fifty (50) properties reviewed by Heritage Halton Hills with respect to their heritage significance at monthly meetings.
- Advanced over forty (40) reports to Council regarding properties listed on the Town's Heritage Register or designated under the Ontario Heritage Act
- Approximately twenty-eight (28) properties recommended to be designated by Council under the Part IV of the Ontario Heritage Act as part of the Town's Bill 23 Heritage Strategy.
- Over thirty (30) properties designated by by-law under the Ontario Heritage Act.
- Eight (8) properties participating in the Heritage Property Grant Program, representing an investment of over \$141,000 into the Town's designated cultural heritage resources.
- Forty-three (43) properties participating in the Heritage Property Tax Refund Program.
- Thirty (30) designation plaques manufactured and provided to property owners, and sixty plaques (60) drafted for future production.
- Presented a Heritage Conservation Award for excellence in heritage conservation for a porch reconstruction on Edith Street.
- Conducted a Heritage Register Review Workshop with Heritage Halton Hills to review an additional 143 properties for consideration.

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▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCSESSES

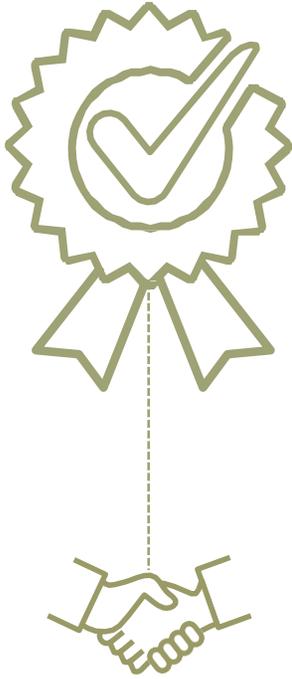
Heritage continued:

- Hosted walking tours of Prospect Park and Fairy Lake for over twenty (20) attendees over two weekends, raising money and collecting goods for Acton Food Share.
- Provided a heritage information session for over 80 attendees at the Men's and Women's Breakfasts at Hillsvie Active Living Centre.
- Attended four (4) community socials throughout the year to provide community members with more information about heritage planning in the community.
- Hosted two (2) evening events with Economic Development staff on Heritage Financial Initiatives and the Community Improvement Program.

Development Review:

- Completed the Planning & Development application fee review exercise resulting in the adoption of a **new fee structure for development applications**.
- Advanced approval of several key development applications including: 1 Rosetta Street development (Georgetown); 17 Guelph Street affordable housing project (Georgetown); 16 & 18 Mill Street (Georgetown); QuadReal site (Premier Gateway); Conestoga Cold Storage expansion (Premier Gateway); ProLogis site (Premier Gateway); Bentall GreenOak site (Premier Gateway); 8049 Hornby Road site (Premier Gateway); and Milton Quarry expansion (Esquensing).
- Worked with the landowners' group to advance the **Vision Georgetown Block Plan** process and review of the Draft Plan of Subdivision and Zoning By-law Amendment applications.
- Conducted numerous statutory public meetings for development applications.

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▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCSESSES (continued):

Development Review continued:

- Continued to successfully hold virtual Committee of Adjustment and Development Review Committee meetings.
- Worked with the Region of Halton to continue to manage the transition of Planning responsibilities as a result of Bill 23 and Bill 185.

Legal and Real Estate Services:

- Assisted staff with the review and preparation of the Conditions of Draft Approval for the Quadreal Subdivision Development at 12635 Steeles Avenue (Premier Gateway).
- Managed various development agreements to advance and allow for various development approvals, including agreements for Toromont Industries in the Premier Gateway and the property at 8049 Hornby Road; and the Glen Williams Estates Subdivision Development.
- Assisted Development Engineering with the review and implementation of the new Site Alteration By-law and associated Agreement to help to improve and streamline the site alteration process.
- Collaborated with the Building section to test and implement a new Amanda Building Violation Folder that tracks and manages the entire process—from requesting legal searches and issuing violation orders to registering and removing them from property titles. This folder streamlines the requests for legal searches and registration from the Building section. It also allows the Building section to track the new revenue it collects for removing the violation orders from titles once they have been complied with.

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▶ PREVIOUS YEAR ACCOMPLISHMENTS/SUCCESSSES (continued):

Legal and Real Estate Services continued:

- Managed the disposition process for the Hornby Community Centre, including arranging for legal advice, review of agreement of purchase and sale, preparation and review of reports to Council and the ultimate transfer of the property to the adjacent developer. This resulted in revenue of \$1.6M to be allocated to various Town projects.
- Managed the disposition of land to Region of Halton to support the improvements of the Lakeview Wastewater Treatment Plant.
- Assisted with the acquisition 16-18 John Street through the Power of Sale process, and the removal of encroachment from the property, thereby adding lands to the Town's parkland inventory.
- Collaborated with the Region of Halton and the developer for the Bentall Green Oak (BK Prime) for a three-party land exchange arrangement among the Town, the Region and the Developer. This will facilitate the site plan development at 8250 Eighth Line, including the transfer of lands for the future East-West Collector Road and the protection of the adjacent forested lands.
- Managed the assumption process for the Mansewood Court Subdivision that allows the Town to takeover the maintenance of the public services and release the developer's security.
- Arranged for several legal advice and reviews to assist the Engineering & Construction Section with encroachment issues; and the Tax Department with questions relating to the tax sales process.

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▶ ENVIRONMENTAL SCAN:



<p>Challenges:</p>	<ul style="list-style-type: none"> • Continuing to prepare for significant residential and non-residential growth in accordance with Council’s approved Growth Management Study to 2051. • Responding to the urban expansions and growth approved by the Province to the 2051 Planning Horizon through Bill 162, <i>Get It Done Act</i>. • Managing proposals for privately initiated urban boundary expansion applications and potential OLT appeals as a result of Bill 185, <i>Cutting Red Tape to Build More Homes Act</i>. • Responding to the continued Provincial Planning Policy changes, including those which impact urban boundaries, employment areas and Major Transit Station Areas. • Responding to the Province’s 2031 Housing Target, particularly over the next two years. • Need for seamless servicing for the eastern portions of the Premier Gateway to mitigate against development gaps. • Ensuring appropriate resources are available to respond to greenfield development, including Vision Georgetown, Premier Gateway and infill developments within Georgetown, Acton and Glen Williams. • Reviewing the Vision Georgetown Block Plan submission for consistency with the approved Secondary Plan and resolving the Vision Georgetown draft plan of subdivision and zoning by-law amendment appeals. • Resolving the appeal of the Stewarttown Secondary Plan (OPA 57) by the owner of the Expansion lands and managing the submitted draft plan of subdivision and zoning by-law amendment applications which propose a development concept that conflicts with the density and built form approved for the lands through OPA 57. • Coordinating the review of the draft plan of subdivision and zoning by-law amendment applications for Southeast Georgetown with the Region’s ongoing Class Environmental Assessment for the Norval West By-pass. • Balancing mature neighbourhood character considerations while delivering more intensification and affordable/attainable housing opportunities. • Ongoing market and industry challenges associated with the delivery of intensification and affordable housing.

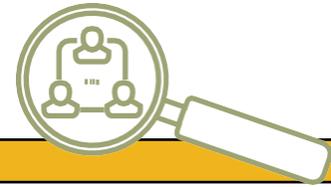
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▶ ENVIRONMENTAL SCAN:

<p>Challenges: (continued)</p>	<ul style="list-style-type: none"> • Public opposition to intensification and infill proposals. • Timelines to process development applications before non-decision appeals to OLT can be filed. • Continuing to manage the assumption and integration of Regional Planning responsibilities as a result of Bill 23, <i>More Homes Built Faster Act</i> and Bill 185, <i>Cutting Red Tape to Build More Homes Act</i>. • Understanding the implications of and adapting to Bill 17, <i>Protect Ontario by Building Faster and Smarter Act</i>, as it pertains to the development review process, including complete applications, and implementing the Town’s Green Development Standards. • Uncertainty regarding how Bill 5, <i>Protect Ontario by Unleashing Our Economy Act, 2025</i>, may impact municipal land use and environmental planning. • Keeping apprised for changes to the Land Registry requirements and address the various inconsistencies with Town properties, including addressing encroachment issues. • Managing the increasing demand for timely completion of legal agreements and title searches.

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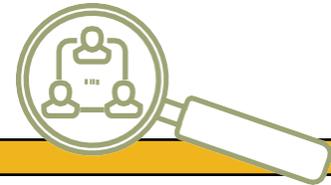
▶ ENVIRONMENTAL SCAN:



<p>Opportunities:</p>	<ul style="list-style-type: none"> • Settlement of the OLT appeal for the Premier Gateway Phase 2B Secondary Plan (OPA 50) provides opportunities for increased assessment and employment growth. • Increased development interest in the Halton Hills Premier Gateway (ProLogis, QuadReal, Conestoga, Enbridge, Bentall GreenOak, First Gulf and Sigma sites). • Advancement of the Town’s Official Plan Review provides an opportunity to create an overarching community vision and land use plan to the 2051 planning horizon. • Pending completion of the Georgetown Go Station/Mill St. Corridor Secondary Plan and the potential implementation of a Protected Major Transit Station Area designation to guide redevelopment proposals while protecting adjacent, stable residential areas. • Settlement of the Vision Georgetown Secondary Plan (OPA 32) OLT appeals enable the Town to advance the Block Plan and the processing of individual draft plans of subdivision and zoning by-law amendments. • Additional delegated planning authority flowing from Bill 23, <i>More Homes Built Faster Act</i> and Bill 185, <i>Cutting Red Tape to Build More Homes Act</i> presents opportunities to streamline the approval process, including Environmental Plan Review. • Bill 23, <i>More Homes Built Faster Act</i> and Bill 185, <i>Cutting Red Tape to Build More Homes Act</i> presents an opportunity to streamline the preparation and approval of the Official Plan and Secondary Plans. • 4,634 SDE of lake-based servicing allocation secured for the Vision Georgetown and Southeast Georgetown lands through the 2020 and 2023 Halton Region allocation programs. • Transfer of Georgetown South to lake-based water made 2,440 SDE available from the ground water system to support strategic growth areas such as the GO Station/Mill Street Corridor, Downtown and the Guelph Street Corridor. • Increased affordable housing opportunities flowing from infill sites and accessory suites.

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▶ ENVIRONMENTAL SCAN:



<p>Opportunities: (continued)</p>	<ul style="list-style-type: none"> • Development interest in the Georgetown Urban Expansion Lands (Vision Georgetown, Southeast Georgetown and Stewarttown) remains strong. • Development interest in intensification/infill sites, particularly in Georgetown remains strong. • Cultural Heritage Strategy provides an overarching direction for the Heritage Planning portfolio. • Bill 200, The Homeowner Protection Act provides an additional two-year window to prioritize which properties on the Town’s Heritage Register should be designated under Part IV of the Ontario Heritage Act. • More timely approvals through the passing of by-laws to provide staff delegated authority for license agreements for permissions to use Town-owned lands and to deal with the expropriation of Town-owned lands by Metrolinx. • Review and continuous updates to agreement templates to reflect new legislation, streamlines processes and to create documents that are more consistent and accessible to the public.
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▶ KEY INITIATIVES (continued):

Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
<p>1. Official Plan Review</p>	<ul style="list-style-type: none"> Update the Town's Official Plan to implement changes required by Provincial Plans, the Provincial Planning Statement and the Regional Official Plan, including allocation of population and employment growth to the 2051 planning horizon. 	<p>Policy</p>	<ul style="list-style-type: none"> An updated Official Plan that conforms to Provincial Plans and is consistent with the Provincial Planning Statement. A sound and contextually appropriate framework for guiding land use change and economic development that aligns with the Town's Strategic Plan and various other corporate priorities. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Expedite development of employment lands. Attract and retain businesses that align with town's priorities. Promote redevelopment and growth of commercial areas. Support agricultural business viability. Advance residential intensification, where planned. <p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Protect and enhance biodiversity, the river valley watershed, and Niagara Escarpment landforms. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services Maintain and renew green infrastructure. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Ensure emergency services align with town growth. Enhance outreach and engagement within our communities.

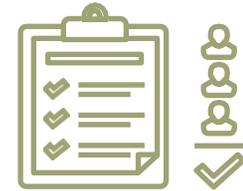
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▶ KEY INITIATIVES:

Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
2. Guelph Street Corridor Secondary Plan	<ul style="list-style-type: none"> Review the existing planning permissions within the Guelph Street Corridor to identify opportunities for future mixed-use development. 	Policy	<ul style="list-style-type: none"> This Secondary Plan will formalize the previously identified Guelph Street Corridor as a major intensification corridor within the Town and will evaluate in greater detail how much growth can reasonably be accommodated within the corridor. An Official Plan Amendment will be prepared that directs contextually appropriate mixed-use development and residential intensification along the corridor, along with a Zoning By-law Amendment to implement the changes proposed through the Secondary Plan. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Promote redevelopment and growth of commercial areas. Support agricultural business viability. Advance residential intensification, where planned. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.
3. Bill 23 Heritage Strategy Implementation of Bill 23 Cultural Heritage Strategy Work Plan	<ul style="list-style-type: none"> Bill 23 Heritage Strategy Implementation of Bill 23 Cultural Heritage Strategy Work Plan 	Policy (Heritage)	<ul style="list-style-type: none"> Prioritizing the Town's Heritage Register in response to Bill 23, the More Homes Built Faster Act, 2022. Researching and evaluating the Town's listed heritage properties in order of prioritization as determined by the criteria adopted as part of the Town's Heritage Strategy in response to Bill 23. 	<p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Preserve built and natural heritage features of our communities. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

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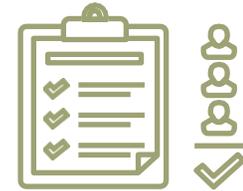
▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
4. Georgetown GO Station/Mill Street Corridor Area Secondary Plan Review	<ul style="list-style-type: none"> Review and update the GO Station Secondary Plan to ensure conformity with the updated Regional Official Plan and consistency with the Provincial legislation. 	Policy	<ul style="list-style-type: none"> An updated and contextually appropriate Secondary Plan that continues to direct intensification to strategic areas while protecting adjacent mature residential neighbourhoods. Increased high and medium density housing aligned with the Town’s intensification objectives. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Advance residential intensification, where planned. <p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

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▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
<p>5. Vision Georgetown OLT & Implementation Matters</p>	<ul style="list-style-type: none"> In concert with legal counsel, coordinate Vision Georgetown OLT & related implementation matters. 	<p>Policy</p>	<ul style="list-style-type: none"> As required by the Vision Georgetown Secondary Plan, a Block Plan that coordinates the individual draft plans of subdivision within the concession block. Issuance of draft plan approval for the individual subdivisions and approval of the zoning by-law amendments that are currently before the OLT 	<p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Protect and enhance biodiversity, the river valley watershed, and Niagara Escarpment landforms. Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Ensure that facilities and programs meet the evolving needs of the community. Enhance outreach and engagement within our communities.

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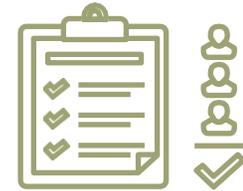
▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
6. Stewarttown Secondary Plan – Ongoing OLT Appeal	<ul style="list-style-type: none"> In concert with legal counsel, coordinate Stewarttown OLT & related implementation matters. 	Policy	<ul style="list-style-type: none"> Successful defence of Council’s vision and policies such that the Stewarttown Secondary Plan remains fundamentally intact. Subject to the results of the OLT process. 	<p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

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▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
<p>7. Acton Downtown and Major Transit Station Area Secondary Plan</p>	<ul style="list-style-type: none"> Review the existing planning permissions for the Acton Downtown and Major Transit Station Area lands and evaluate the areas capacity to meet Provincially directed growth and intensification targets. 	<p>Policy</p>	<ul style="list-style-type: none"> This study will result in a Secondary Plan for the Acton Downtown and Major Transit Station Area (MTSA) lands. It will form a key component of the Town's Official Plan Review process, will identify contextually appropriate densities for future growth within the study area, and will help the Town plan to achieve its housing pledge and targets. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Attract and retain businesses that align with town's priorities. Promote redevelopment and growth of commercial areas. Advance residential intensification, where planned. <p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

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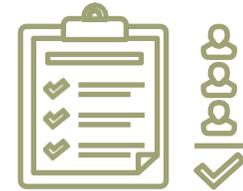
▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
8. 2051 Premier Gateway Phase 3 – Employment Area Secondary Plan	<ul style="list-style-type: none"> N/A 	Policy	<ul style="list-style-type: none"> This process will begin with the completion of a Financial Agreement for the Secondary Plan Area; whereby participating landowners contribute the necessary up-front costs for the project. A Secondary Plan including required technical reports and Subwatershed Study will be prepared. The Secondary Plan will guide future employment land use and development to 2051. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Expedite development of employment lands. Attract and retain businesses that align with town’s priorities. Promote redevelopment and growth of commercial areas. <p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

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▶ KEY INITIATIVES (continued):



Project/Initiative	Description	Division	Outcomes & Outputs	2025 Strategic Alignment
<p>9. 2051 Georgetown Residential/ Mixed Use Community Area Secondary Plan</p>	<ul style="list-style-type: none"> Completion of a Secondary Plan for the lands located within the recently expanded Georgetown Community Area to 2051. 	<p>Policy</p>	<ul style="list-style-type: none"> This process will begin with the completion of a Financial Agreement, whereby participating landowners contribute the necessary up-front costs for the project. A Secondary Plan including required technical reports and Subwatershed Study for the expanded area will be prepared. The Secondary Plan will guide future land use and development within the Plan Area to 2051. 	<p>Thriving Economy:</p> <ul style="list-style-type: none"> Promote redevelopment and growth of commercial areas. <p>Natural Areas and Heritage:</p> <ul style="list-style-type: none"> Increase public access to parks, natural areas and green spaces. Preserve built and natural heritage features of our communities. <p>Infrastructure and Asset Management:</p> <ul style="list-style-type: none"> Ensure that the town has resilient infrastructure to reduce impacts on the community. Ensure that Town assets, infrastructure and services keep pace with population and housing growth. <p>Safe and Welcoming Communities:</p> <ul style="list-style-type: none"> Enhance outreach and engagement within our communities.

PLANNING & DEVELOPMENT

▶ STAFFING IMPACT:

	+/- FTE Estimates	Service Delivery Area
Full Time	0	N/A
Part Time	0	N/A
Contract	0.5	<p>Co-op Student - Official Plan Review</p> <p>This co-op student position is required to assist the Senior Planner - Policy with ongoing workload and key project deliverables for the Official Plan Review. This includes assisting with the planning and preparation of community events and public engagement initiatives that are critical to the success of the project. The student will also assist with coordination and scheduling of meetings, including meeting notes, action items and deliverables and will assist in the review of technical study deliverables.</p>

PLANNING & DEVELOPMENT

▶ PERFORMANCE INDICATORS:

Operational	Target
Well-developed plans	<ul style="list-style-type: none"> • Georgetown Go Station/Mill Street Corridor Secondary Plan - Provincial approval of PMTSA boundary and specific Official Plan Amendment identifying PMTSA policies and density targets. Council Approval of Secondary Plan. • Official Plan Review - Completion of Phase 3 which includes a Policy Directions Report, Policy Direction Briefs, Engagement Summary Report, Council Workshop, Special Meeting of Council and meetings with the Technical Advisory Committee and Community Working Group. • Vision Georgetown - Complete the Block Plan process and advance the development approval process. • Guelph Street Corridor Secondary Plan - Guelph Street Corridor Secondary Plan – Completion of Phase 2 which includes the preparation of required Technical Studies to support the formulation of a Preferred Land Use Plan alongside public consultation events. Initiation of Phase 3, where the Draft Land Use Plan, Secondary Plan and Urban Design Guidelines will be prepared. • Acton Downtown and Major Transit Station Areas Secondary Plan - Staff report and award of contract to a qualified consultant, development of a detailed work program and community engagement plan. Initiation of Phase 1 of the Secondary Plan study, including commencement of committees. • 2051 Georgetown Residential/Mixed Use Community Area Secondary Plan – Financial agreement and related by-law approved by Council, allowing for execution of the Financial Agreement with contributing landowners within the study area. Terms of reference for the Secondary Plan to be approved by Council, followed by staff report and award of contract to a qualified consultant, development of a detailed work program and community engagement plan. • 2051 Premier Gateway Phase 3 - Employment Area Secondary Plan - Financial agreement and related by-law approved by Council, allowing for execution of the financial agreement with contributing landowners within the study area. Terms of reference for the secondary plan to be approved by Council, followed by staff report and award of contract to a qualified consultant, development of detailed work program and community engagement plan.

PLANNING & DEVELOPMENT

▶ PERFORMANCE INDICATORS (continued):

Operational	Target
Development applications	<ul style="list-style-type: none"> • 20% increase in applications field.
Quality of Life	Target
Bill 23 Heritage Strategy	<ul style="list-style-type: none"> • 20 additional Ontario Heritage Act Part IV Designations ahead of December 31, 2026, Provincial deadline.

PLANNING & DEVELOPMENT

The Planning and Development Department’s mission is to build a complete, vibrant, and sustainable community where people want to live, work, invest, and play. Through thoughtful planning, policy development, heritage preservation, and legal and real estate services, the department enhances the quality of life in Halton Hills by guiding responsible growth and development. It supports Council’s Strategic Plan and is driven by the four pillars of sustainability—economic, social, environmental, and cultural—to deliver balanced and objective advice, streamline development approvals, and foster community engagement in shaping the town’s future.

Planning and Development provides leadership, coordination, and professional expertise across multiple divisions including Development Review, Policy, Heritage and Information Services, and Legal and Real Estate Services. The department manages development applications, prepares legal agreements, updates planning documents. By integrating provincial and regional policy changes, supporting intensification and affordable housing, and preserving cultural heritage, Planning and Development ensures Halton Hills grows in a way that reflects community values and long-term sustainability.

2026 Operating Budget Overview

Planning & Development	2025 Approved Budget	2026 Total Budget	2026 vs. 2025 Budget Change	
Revenue				
User Fees	(20,500)	(20,000)	500	-2.4%
Licences and Permits	(1,307,000)	(1,182,700)	124,300	-9.5%
Recoveries	-	(2,000)	(2,000)	0.0%
Grants	-	-	-	0.0%
Other Revenue	(2,500)	(2,500)	-	0.0%
Transfers from Reserves	-	(20,200)	(20,200)	0.0%
Revenue Total	(1,330,000)	(1,227,400)	102,600	-7.7%
Expenses				
Salaries & Benefits	3,358,497	3,720,000	361,503	10.8%
Professional Development & Fees	53,900	55,800	1,900	3.5%
Contracted Services and Agreements	1,600	1,800	200	12.5%
Professional Fees	40,000	42,000	2,000	5.0%
Public Relations and Communication	-	-	-	0.0%
Administration and Office Expenses	25,500	18,200	(7,300)	-28.6%
Grants to Others	30,000	30,000	-	0.0%
Interdepartmental Reallocations	-	-	-	0.0%
Transfers to Reserve	-	-	-	0.0%
Expenses Total	3,509,497	3,867,800	358,303	10.2%
Planning & Development Net Levy Impact	2,179,497	2,640,400	460,903	21.1%

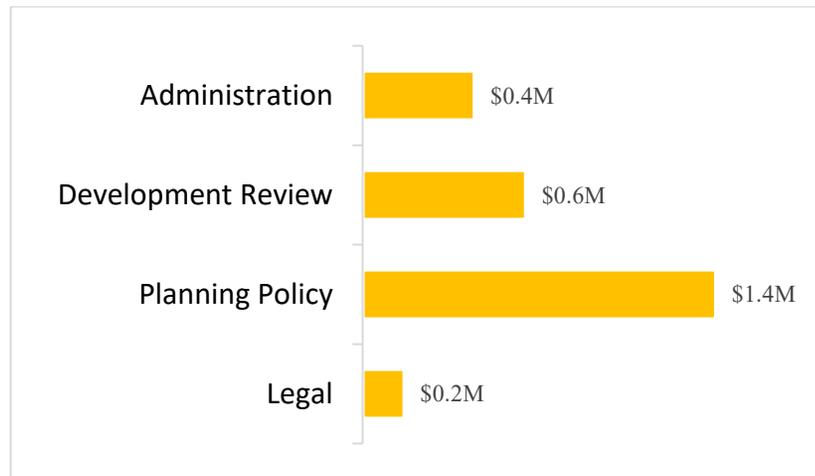
Operating Budget by Service

Planning & Development provides services in the Administration, Planning Policy, Development Review, and Legal divisions.

Planning & Development	2024 Actuals	2025 Approved Budget	Base Budget	2026		Total Budget	2026 vs. 2025	
				OP Budget Request	One-Time OP Budget Request		Budget Change	
Administration								
Administration								
Revenue	(355)	-	-	-	-	-	-	0.0%
Expense	392,958	399,500	441,000	-	-	441,000	41,500	10.4%
Administration Total	392,603	399,500	441,000	-	-	441,000	41,500	10.4%
Administration Total								
392,603 399,500 441,000 - - 441,000 41,500 10.4%								
Planning Policy								
Planning Policy								
Revenue	(2,719)	(500)	-	-	(20,200)	(20,200)	(19,700)	3940.0%
Expense	1,201,346	1,261,900	1,391,700	-	20,200	1,411,900	150,000	11.9%
Planning Policy Total	1,198,627	1,261,400	1,391,700	-	-	1,391,700	130,300	10.3%
Planning Policy Total								
1,198,627 1,261,400 1,391,700 - - 1,391,700 130,300 10.3%								
Development Review								
Development Review								
Revenue	(807,299)	(1,014,200)	(891,900)	-	-	(891,900)	130,300	-12.8%
Expense	1,361,616	1,392,344	1,534,900	-	-	1,534,900	-	0.0%
Development Review Total	554,317	378,144	643,000	-	-	643,000	264,856	70.0%
Development Review Total								
554,317 378,144 643,000 - - 643,000 264,856 70.0%								
Legal								
Legal								
Revenue	(198,898)	(315,300)	(315,300)	-	-	(315,300)	-	0.0%
Expense	298,739	455,753	480,000	-	-	480,000	24,247	5.3%
Legal Total	99,841	140,453	164,700	-	-	164,700	24,247	17.3%
Legal Total								
99,841 140,453 164,700 - - 164,700 24,247 17.3%								
Net Levy Impact								
2,245,388 2,179,497 2,640,400 - - 2,640,400 460,903 21.1%								

Operating Budget by Service

The 2026 operating budget for Planning & Development is proposed at \$3,867,800 in gross expenditures, with \$2,640,000 funded from the general tax levy to support the services performed by all divisions within the Planning & Development department.



2026 Operating Budget Drivers

The \$460,903 or 21.1% net increase to the Planning & Development Operating budget provides support for the review and processing of development applications filed under the Planning Act, the development of planning policy documents,

management of the Town’s Heritage property programs, and the preparation of legal agreements to facilitate development.

The following budget changes are included in the Planning & Development operating budget for 2026:

Maintaining Current Service Levels

- \$341,303 or 15.6% represents the base change in compensation and benefits for the current staff complement. This amount includes performance-based salary increases, the second year of a three-year non-union salary review, proposed economic increase of 2.0% for non-union, and updates to statutory and Town benefit-related costs.
- \$4,700 net base budget reduction for miscellaneous budget adjustments including savings for telephone services.

Transfers to/from Reserves

- \$124,300 base budget increase related to a decrease in contribution from the Growth Stabilization reserve which provided a temporary funding source for the Senior Planner – Development Review position. This position will be funded by an increase in assessment growth and will become part of the base budget going forward.

Zero Budget Impact

- \$20,200 is included to hire a 6-month Summer Co-op Student position to assist with on-going workload and key deliverables related to the Official Plan Review project. This request is a one-time request and is offset by funding from the Tax Rate Stabilization Reserve.

2026 Operating Budget Request

Position/Program	Ref No. <input style="width: 80%;" type="text" value="26-8"/>
<input style="width: 90%;" type="text" value="Official Plan Review - Co-op Student (One Time)"/>	Budget Impact <input style="width: 80%;" type="text" value="\$ -"/>
Approved by Council? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	FTE Impact <input style="width: 80%;" type="text" value="0.5"/>
Included in Budget? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Effective Date <input style="width: 80%;" type="text" value="January 1, 2026"/>
Department	Division
<input style="width: 90%;" type="text" value="Planning & Development"/>	<input style="width: 90%;" type="text" value="Planning Policy"/>

Description of Services to be Performed:

This budget request proposes hiring a Planning co-op student to support the Senior Planner – Policy in managing the demanding workload of the Town’s Official Plan Review. The student would play a key role in organizing and facilitating public engagement initiatives, including planning community events and preparing outreach materials. They would also assist with coordinating meetings by scheduling, preparing agendas, taking notes, tracking action items, and ensuring deliverables are met. Additionally, the student would contribute to the review and analysis of technical study documents, helping to synthesize findings and support planning decisions. This support would allow the Project Manager to focus on strategic priorities while mentoring the student, ensuring the project remains aligned with its Terms of Reference and meets critical milestones.

Accordingly, it is recommended that a one-time budget provision of \$20,200 be approved for the Official Plan Review - Summer Co-op Student and that the required funding be provided from the Tax Rate Stabilization reserve, resulting in no tax impact.

Risk if not approved: If the budget request is not approved, the Town’s Official Plan Review may face delays, reduced public engagement, and missed strategic milestones due to insufficient staffing support.

Budget Impact:			
Expenditures:		Account & Notes:	
Salary & Benefits	<input style="width: 80%;" type="text" value="20,200"/>	<input style="width: 90%;" type="text" value="Salaries and Benefits"/>	
Supplies & Services	<input style="width: 80%;" type="text"/>	<input style="width: 90%;" type="text"/>	
Other	<input style="width: 80%;" type="text"/>	<input style="width: 90%;" type="text"/>	
Total	\$ 20,200		
Revenue:			
Fees	<input style="width: 80%;" type="text"/>	<input style="width: 90%;" type="text"/>	
Grants	<input style="width: 80%;" type="text"/>	<input style="width: 90%;" type="text"/>	
Other	<input style="width: 80%;" type="text" value="(20,200)"/>	<input style="width: 90%;" type="text" value="Tax Rate Stabilization Reserve"/>	
Total	\$ (20,200)		
Net Cost	\$ -		

PLANNING & DEVELOPMENT

Capital Forecast 2026 - 2035

Project No.	Project Name	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
PLANNING & DEVELOPMENT												
7000-22-0001	Official Plan Review	-	-	-	-	-	500,000	-	-	-	-	500,000
7100-10-2501	SE Georgetown Developer Payback	-	220,000	-	-	220,000	-	-	-	-	-	440,000
7100-22-1502	Glen Williams Sec Plan Review	-	-	-	-	-	-	-	200,000	-	-	200,000
7100-22-2302	GO Station Secondary Plan Revw	-	-	-	-	300,000	-	-	-	-	300,000	600,000
7100-22-2303	Post 2036 Secondary Plans	1,500,000	1,500,000	1,500,000	1,500,000	-	-	-	-	-	-	6,000,000
7100-22-2401	Guelph St Corridor Planning Study	-	-	-	-	-	300,000	-	-	-	-	300,000
7100-22-2501	Acton Downtown Planning Study	-	-	-	-	-	300,000	-	-	-	-	300,000
7100-22-2701	Developent Application Fees Review	-	-	-	-	80,000	-	-	-	-	80,000	160,000
7100-22-3201	Cultural Heritage Master Plan Update	-	-	-	-	-	-	200,000	-	-	-	200,000
7100-27-0102	Norval Secondary Plan Review	-	-	-	-	-	-	250,000	-	-	-	250,000
SUBTOTAL FUNDED		1,500,000	1,720,000	1,500,000	1,500,000	600,000	1,100,000	450,000	200,000	-	380,000	8,950,000
UNFUNDED												
7100-10-2600	Barber Mill: Phase One March 2023 Property Standards Order	2,800,000	-	-	-	-	-	-	-	-	-	2,800,000
7100-22-1502	Glen Williams Sec Plan Review	-	200,000	-	-	-	-	-	-	-	-	200,000
7100-22-2502	Community Consultation Strategy - Historic Context Statements	25,000	-	-	-	-	-	-	-	-	-	25,000
7100-22-2602	Cultural Resource Vulnerability Assessment & Strategy	100,000	-	-	-	-	-	-	-	-	-	100,000
7100-27-0102	Norval Secondary Plan Review	-	250,000	-	-	-	-	-	-	-	-	250,000
SUBTOTAL UNFUNDED		2,925,000	450,000	-	-	-	-	-	-	-	-	3,375,000
TOTAL PLANNING & DEVELOPMENT		4,425,000	2,170,000	1,500,000	1,500,000	600,000	1,100,000	450,000	200,000	-	380,000	12,325,000

2026 – 2035 Capital Budget & Forecast Highlights

The 10-year capital plan for Planning & Development includes funding for key legislated and growth-related plans and studies to support development and growth for the Town. The 10-year capital plan totals \$12.3 million, with \$1.5 million in funded capital projects proposed for 2026. The following summarizes key components and highlights of the Capital Forecast:

- The 2026 budget includes \$1.5 million for the first phase of the Post 2036 Secondary Plans, supporting future development of the next phase of the Premier Gateway Employment Area (Phase 3). This project will only advance if adequate front-end financing is secured from landowners.

- \$4.5 million allocated to future secondary plans to prepare for future growth areas following the anticipated build out of Vision Georgetown, Southeast Georgetown and Stewarttown.
- \$2.5 million during the forecast period for updates to various secondary plans or new planning studies to advance and effectively plan for growth and support the Town in reaching its stated housing targets, and to support cultural heritage initiatives.
- \$440,000 is included in the capital forecast for the Southeast Georgetown Secondary Plan Developer Payback. The amount of funding and timing are defined in the financial agreement between the Town and the developer.
- The Unfunded Projects section includes development fee and secondary plan updates, and additional initiatives related to cultural heritage resources. The total estimated cost for these projects over the next decade is \$3.3 million.

2026 Capital Budget

Page No.	Project No.	Project Name	Total Amount	Total Funding	Base Capital Budget	Development Charges	Capital Reserves	Grants & Recoveries	Debentures
311	7100-22-2303	Post 2036 Secondary Plans	1,500,000	1,500,000	-	-	-	1,500,000	-
2026 Total			1,500,000	1,500,000	-	-	-	1,500,000	-

Please refer to the proceeding Capital Project Information Sheets for details on the 2026 capital projects.

2026 Capital Project Information Sheet

Project	Post 2036 Secondary Plan (Premier Gateway Phase 3 Employment Area)	Project No.	7100-22-2303
Department	Planning & Development		
Project Manager	Keith Hamilton	2026 Budget	\$ 1,500,000

Project Description

The purpose of this project is to prepare a subwatershed study and secondary plan (and possible zoning by-law amendment) to facilitate development of the next phase of the Premier Gateway Employment Area (Phase 3). These lands were brought into the Town's urban area through Bill 162 (2024) as a component of Halton Hills' supply of employment lands to the 2051 planning horizon. The project will require the preparation of detailed planning studies (i.e. transportation, functional servicing, agricultural impact, cultural heritage, fiscal impact, etc.) as required by Provincial and Local policy.

Project Deliverables

A Secondary Plan with related technical studies (and potential zoning by-law amendment) are to be completed.

Project Budget and 9-year Forecast

	Total	2026	2027	2028	2029	2030	2031-2035
Expenditures	6,000,000	1,500,000	1,500,000	1,500,000	1,500,000		
Funding							
Base Capital							
Reserves							
Contr/Recover	6,000,000	1,500,000	1,500,000	1,500,000	1,500,000		
Total funding	6,000,000	1,500,000	1,500,000	1,500,000	1,500,000		

Impact on Operating Budget

	Total	2026	2027	2028	2029	2030	2031-2035
Operating Impact							

Operating Resources Required	FTE Impact	0.0
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Service Attributes and Authorization

Division	Planning Policy	Service Type	Indirect
Service Category	Planning and Development		
Growth Related	No	Start Date	Q1 2026
% Eligible DC/CBC	0%	End Date	Q1 2029
Report/Strategy/Plan	Provincial Planning Statement; Halton Hills' Strategic Plan		
Disposition Recommendation No.			
Council Strategic Priority	Expedite development of employment lands		

Asset Information

Asset Type	Treatment
Description	Asset condition adjustment*
	<i>*notes the asset functional condition after treatment</i>

