

Bronte Creek Meadows Area-Specific Planning Project Engagement Plan - Draft

Burlington Official Plan, 2020 Targeted Realignment Future Growth Areas: Bronte Creek Meadows Area-Specific Planning Project Engagement Plan - DRAFT

Background

The lands known as Bronte Creek Meadows (5164, 5366, 5470, 5900 Upper Middle Road and 5201 Mainway) were recently converted from Regional Employment Area to new Community Area through the Minister of Municipal Affairs and Housing modifications to the Regional Official Plan Amendment 49 (ROPA 49). The modifications will now allow for a mix of uses including employment, residential, institutional uses, instead of the previous land use designation that permitted employment uses only. This change outlines a shift in how we plan for plan and develop in the future.

As recently as May 16, 2024, the Minister's modifications to ROPA 49 were brought into force and effect through the Royal Assent of [Bill 162, Get It Done Act, 2024](#), so the City is now moving forward to establish a vision, plans and policies to guide the future development and growth of Bronte Creek Meadows, through the creation of an Area-Specific Plan (ASP). The policies of the Regional Official Plan and the Burlington Official Plan, 2020 require that ASPs are to be prepared by the municipality for settlement areas such as new communities or strategic growth areas and are to be incorporated as amendments to the Burlington Official Plan.

The completion of an ASP for Bronte Creek Meadows will respond to the work identified in Focus Area 1- Designing and delivering Complete Communities, specifically Part G of the [Burlington's Plan From Vision to Focus 2022-2026](#). This work will be undertaken as part of the Burlington Official Plan, 2020 Targeted Realignment Exercise. To learn more about the Burlington Official Plan, 2020 Targeted Realignment Exercise, check out the [BOP, 2020 Targeted Realignment Exercise Get Involved project page](#).

This is your opportunity to help shape the policies that will guide the development of Bronte Creek Meadows as a complete community. To include as many voices as possible in this important conversation about the future of these lands, this project will incorporate public engagement as a key element of the project, and the City will be hosting multiple public engagement activities designed to give current and future residents as well as interested and affected parties an opportunity to provide meaningful input. Staff will work to balance these voices, with interests that cannot be easily represented in these discussions (future generations, the natural environment, etc.) in order to inform the Area-specific planning process and future development of Bronte Creek Meadows.

Engaging people on issues that affect their lives and their city is a key component of democratic society. Public involvement encourages participation, actions and personal responsibility. Burlington's commitment to public engagement is reflected in its [Community Engagement Charter](#), adopted by City Council. The Charter establishes the commitments, responsibilities and concepts of the relationship between the City of Burlington and the citizens of Burlington related to public engagement. The goal of community engagement is to lead to more informed and, therefore better decision-making.

The following plan provides a roadmap of the engagement activities that will take place throughout the project, highlighting at which points in the process engagement will take place, who will be engaged and the level of engagement. The plan also clearly defines which aspects of the process the City and public can influence throughout the discussion.

Important Milestones To-Date

- On November 4, 2022 the Minister of Municipal Affairs and Housing issued the Notice of Decision with respect to ROPA 49. The Minister made forty-five (45) modifications to ROPA 49, including modifying the Regional Urban Structure through mapping changes. This includes converting the lands known as Bronte Creek Meadows from Regional Employment Area to new Community Area (Designated Greenfield Area).
- On June 27, 2023, Council directed staff to undertake the revised approach to advancing the Burlington Official Plan, 2020 and ensuring alignment with the updated Regional and Provincial policy framework, after having considered staff report: Burlington Official Plan Targeted Realignment Exercise Initial Work Plan ([PL-45-23](#)). The report identified 6 key areas of the BOP, 2020 Targeted Realignment Exercise Work Plan including the comprehensive study through Area-Specific Planning for the land brought into the Urban Area through the Minister’s decision on ROPA 49, including Bronte Creek Meadows. This work will include a Population and Employment Growth Analysis Study which is currently underway and will inform the Bronte Creek Meadows ASP.
- On December 5, 2023, Bill 150, Planning Statute Amendment Act, 2023 was passed by Legislature, which rescinded 43 of the 45 modifications to ROPA 49. The Bill was passed after two months of communication between the Minister of Municipal Affairs and Housing and municipalities’ heads of Council and Council.
- On December 7, 2023 Burlington City Council provided a response to the Province that requested that the 45 modifications made to ROPA 49 be substantially maintained.
- On February 20, 2024, Bill 162, Get It Done Act, 2024 was introduced in the Ontario Legislature which reinstated the modifications made by the Minister to the Regional Official Plan. The Bill received Royal Assent on May 16, 2024 and the modifications are now in force and effect.
- On April 8, 2024, Council considered staff report: Targeted realignment future growth areas – 1200 King Road, Bronte Creek Meadows and Bridgeview ([PL-29-24](#)) which addresses issues to be considered with newly converted employment areas and new urban areas resulting from Bill 162 and [presents a targeted timeline](#) to develop an Area-Specific Plan for Bronte Creek Meadows.

Decision Statement

At the beginning of an engagement process, it is helpful to know, “what is the decision to be made?” The decision statement clearly identifies:

- What decision needs to be made;
- Who is the decision maker; and
- When the decision is required.

Decision Statement:

By March 2025, Burlington City Council will vote to approve amendments to the Burlington Official Plan, 2020 to incorporate an area-

specific plan to guide development within the new community area known as Bronte Creek Meadows.

Summary of Interested and Affected Parties

- Current and future residents
- Landowner
- Neighbouring Landowners including Ontario Parks
- Resident groups
- Indigenous communities
- Environmental agencies – Conservation Halton
- City Departments including Recreation, Community and Culture, and Forestry
- Community organizations; special interest, advocacy, and activism groups
- Development industry
- Business community
- Government and public service providers (internal and external)
- Halton School Boards
- City Advisory Committees and arms-length city agencies
- Private and non-profit community service providers
- Elected Officials
- Major Facilities and Employers

Objectives of Engagement

The following objectives describe what the City will strive to achieve through public engagement and community discussion about the Bronte Creek Meadows ASP Project:

- Provide relevant information about the project, decision-making process, and how the public can provide input and feedback;
- Work with City communications and engagement staff as well as the Landowner's Consultants to provide a coordinated approach to engagement, communication and evaluation of the Bronte Creek Meadows ASP and implementing policies and future development applications;
- Provide multiple channels for people to provide meaningful input at appropriate decision points;
- Create an ongoing record of what is said during engagement opportunities and make it available to the public throughout the process, so they can track the progress of the project, including reports back to the community that highlight how feedback was or was not incorporated into the final recommendations to Council;
- Gather meaningful input from members of the community whose voices are historically underrepresented in conversations about city issues;

- Utilize the [Burlington Official Plan, 2020 Targeted Realignment Exercise page](#) on getinvolvedburlington.ca as the main online platform for up-to-date information about the project and upcoming engagement opportunities; and
- Use clear, plain language in the delivery of the Engagement Plan to inform the public about what can and cannot be influenced through the project.

Potential Engagement Barriers/Risks

The following potential risks and barriers to engagement have been identified and will be used to guide the design of the engagement program for each round of engagement.

- **Misconceptions about the project purpose & scope:** Engagement messaging will need to be clear that the purpose of this project is developing an Area-Specific Plan to guide development of Bronte Creek Meadows, rather than *if* the lands should be developed.
- **Alienation or Lack of Trust:** Participants may be reluctant to participate based on past experiences of not feeling heard, or concern about how feedback will be brought forward. The engagement program and reporting will need to show in real time how decision making is being influenced or not, by the engagement program, and have the outputs reflected back to communities.
- **Safe Space:** Some elements of the engagement process will require careful consideration of how to create a safe space for the conversation, as the Project Team will be asking for sensitive information and may be facilitating conversations that are triggering - framing of the questions and subject matter will be a key element of these stages of the program.
- **Broad Outreach:** The limitations of digital and in-person engagement will need to be considered in the context of reaching vulnerable or historically underrepresented communities. The engagement approach will need to utilize a mix of digital tactics, virtual and in-person engagement, and outreach through organizations on the ground. Input from all engagement events will be key to formulating analog tactics and mechanisms that reach those with digital barriers or constraints. There will also need to be space for smaller group conversations, to support all voices in being heard.
- **Timing/Schedule:** The proposed project has a fast-paced timing schedule and staff are proposing to have the draft Official Plan Amendment by latest March 2025.

Project Milestones and Engagement Level

At its meeting on April 8, 2024, City Council directed Staff to implement the targeted timeline setout in [Appendix A](#) of Report PL-29-24 to support the development of an Area-Specific Plan informed by city objectives, inputs from the landowner/applicant information and city-led engagement, to define the urban structure role, the growth framework prioritization and the land use policies for Bronte Creek Meadows. The key milestones for the project are below. The Bronte Creek Meadows Area-Specific Plan project falls under the [Burlington Official Plan, 2020 Targeted Realignment Exercise – Engagement Approach](#). You can read more about the Burlington

Official Plan, 2020 and BOP, 2020 Targeted Realignment Exercise [here](#).

The Landowner’s land use planning Consultant is in the process of developing a Public Consultation Strategy for the future development applications. As the ASP work and the development application evolve there may be opportunity to integrate and provide a coordinated approach to engagement and public consultation.

For each milestone, the Engagement Plan identifies where public input will take place, who will be involved in the engagement and what level of engagement will occur. The timing of the engagement is subject to change and contingent upon the submission and review of the background technical documents which will inform the Area-Specific Plan and ultimately the public engagement process. The different levels of engagement are based on the International Association of Public Participation (IAP2)’s [Public Participation Spectrum](#), which is also a component of Burlington’s [Community Engagement Charter](#).

Timing (WHEN)	Milestone	Message (WHAT)	Level of Engagement & Interested and Affected Party (WHO)	Communications Tactics (OUTPUT)
Project Kick-off: Introduce Future Growth Areas – Bronte Creek Meadows				
Engagement				
April 2024	PL-29-24: BOP, 2020 Targeted Realignment Exercise Future Growth Areas – 1200 King, Bronte Creek Meadows and Bridgeview	Report and presentation to Committee of the Whole. Recommendation to direct Staff to implement the targeted timeline set out in Appendix A of the Report to support the development of an Area-Specific Plan for Bronte Creek Meadows informed by City objectives, inputs from the landowner/applicant information and City-led public engagement, to define the Urban Structure role, the Growth Framework prioritization and the land use policies for Bronte Creek Meadows. Staff to engage with the ROPA 49 landowners as one input into the development of the City’s population and employment work.	Involve City Council ROPA 49 landowners Inform residents, interested and affected individuals and parties	BOP, 2020 Targeted Realignment Exercise Get Involved Page (Get Involved project page)
Stage 1:				
Technical Work				
April – July 2024	1a) draft Background & Visioning Report		N/A	N/A

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April – July 2024	1b) draft Engagement Plan		N/A	N/A
April – July 2024	1c) Submission and review of supporting documents for Bronte Creek Meadows ASP by landowners consultants	City Staff to review documents submitted by Landowner’s consultants. Staff to identify where peer review studies may be required.	N/A	N/A
July - October 2024	1d) Peer Review of Submitted documents		N/A	N/A
Stage 2:				
Engagement				
July 2024	2a) Planning for Burlington’s Bronte Creek Meadows: Background and Draft Visioning & Engagement Plan	Share background information about the history of Bronte Creek Meadows, previously completed work, applicable policy frameworks/guidance materials, and confirm project givens. Outline vision and direction for Bronte Creek Meadows. Expand upon the project timeline/work plan and future engagement. Share the final Engagement Plan.	Inform Residents, Council, Interested and affected individuals and groups	Get Involved Project Page update Social Media
July – September 2024	2c) Engage with Public on Visioning for Bronte Creek Meadows	Lead interactive engagement opportunities on the preliminary visioning and policy directions for Bronte Creek Meadows. Findings will be used to inform the preparation of the preferred plan.	Consult/Involve Residents, Council, interested and affected individuals and groups	City Get Involved calendar Get Involved Project Page Social Media e-newsletters Engagement tactics may include: - Survey - Workbook

				- Food for Feedback
Stage 3: Preferred Plan & Technical Studies				
Stage 3 Technical Work				
July – October 2024	3a) Develop preliminary preferred Precinct Plan and policy directions		N/A	N/A
Stage 3 Engagement				
October 2024	3b) Release technical and peer review documents	Share information about the completed technical studies and peer reviewed documents once available.	Inform	Get involved Project Page Get Involved weekly newsletter/Hot topics
September - November 2024	3c) Conduct public engagement	Lead interactive engagement on the preliminary preferred precinct plans, and policy directions. Gather feedback on a range of issues including precinct policies (i.e. intensity of development, built form, land uses) and objectives, precinct boundaries and policy directions to inform the recommended preferred precinct plan.	Consult/Involve Council, residents, interested and affected individuals and parties	Social Media, Get Involved Project Page, City Calendar & newsletter City e-newsletters Public engagement may include: - online consultation on draft documents - in-person engagement at pop-ups /engagement in

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				community/ on site - Public information centre in- person
December 2024	3d) Recommendation Report: Present recommended preferred precinct plans and policy directions to Council	Share the recommended preferred precinct plan and policy directions, as well as information about how feedback gathered informed the process	Inform/Consult Council, residents, interested and affected individuals and parties	City Get Involved calendar Get Involved Project Page Media Release City Update ad Social Media
Finalization of Area-Specific Plan				
Technical Work				
December 2024 – January 2025	Area-Specific Plan finalization		N/A	N/A
Engagement				
February 2025	Statutory Public Meeting to present Area-Specific Plan and final project report findings, including proposed Official Plan Amendments, to Council	Share the Area-Specific Plan and proposed implementing policies, and how public input informed the process.	Inform/Consult Council, residents, interested and affected individuals and parties	Public Notice City Get Involved calendar Get Involved Project Page Media Release City Update ad

				Social Media
March 2025	Recommendation Report: Present ASPs and final project report for Council approval, and present proposed Official Plan Amendments for Council for adoption in Q1, 2025.	Share the final Area-Specific Plan and proposed implementing policies. Share information about how feedback gathered throughout project including the statutory public meeting, informed the final recommendations.	Consult Council, residents, interested and affected individuals and parties	Get Involved Page Get Involved Calendar
The development of zoning (through a Zoning By-law Amendment) and urban design guidelines, as required, will follow the approval of the Area-Specific Plan and the adoption of the implementing Official Plan Amendments. This work will be undertaken in accordance with statutory requirements. Details will be determined at the outset of this stage of the work.				

Policies and Factors That Cannot be Influenced (Givens)

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 regional or provincial policy or law), or because they are outside the scope of the project as set out in the Council-approved work plan. The following aspects are considered ‘givens’ and will not be included in the engagement activities:

1. The scope of work, timing and resources, including the conceptual work plan has been approved by Council through staff reports PL-45-23 and PL-29-24. The scope of work and timing is subject to change.
2. The Minister’s modifications to ROPA 49 converted lands from the Region’s Employment Area in Burlington, known as Bronte Creek Meadows. These lands are areas where some of the City’s growth will take place and will include a mix of uses.
3. Bronte Creek Meadows is owned by a single landowner. The City will establish the policy and framework, while the Owner and City are working in collaboration, the City cannot ultimately control when development will take place.
4. The City’s growth will continue to be prioritized in Strategic Growth Areas, and growth to 2051 will continue to be prioritized within the Built Boundary.
5. All policies in BOP, 2020 must comply with the Planning Act, Provincial Policy Statement (PPS) and other provincial policies, as well as the Halton Regional Official Plan (ROP). This includes the recent amendments to the ROP (ROPA 48 and 49), as modified by the Minister of Municipal Affairs and Housing.
6. Certain aspects of the project will be informed by the outcome of various technical studies. These technical studies are undertaken in accordance with established criteria and completed by qualified experts.
7. City Council has signed a Housing Pledge to facilitate the delivery of 29,000 residential units by 2031.

How the City Will Collect and Respond to Feedback

Throughout the engagement process, City staff will collect all input provided by interested and affected parties by theme into engagement feedback reports, showing how the comments shaped the process, and the recommended policies proposed to Council.

Evaluating the Public Engagement Process

To assist in measuring how the engagement contributed to the Area-Specific Plan and future development application, the following will be used to evaluate the public participation process.

1. Once the project is complete, measure the degree to which community members felt they:
 - a. Understood the project's process and its limitations;
 - b. Understood how the feedback they provided influenced or did not influence the outcome of the City Council approval.

2. Evaluate each form of engagement.
How did each of the engagement approaches used help to achieve the engagement objectives?

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