



TOWN OF
HALTON HILLS
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MEMORANDUM

TO: Chair and Members of the Growth and Infrastructure Committee

FROM: Valerie Petryniak, Town Clerk & Director of Legislative Services

DATE: August 25, 2025

MEMO NO.: ADMIN-2025-005

SUBJECT: Annual Update on Strategic Planning Committees

PURPOSE OF THE MEMORANDUM:

To provide an update on progress of the Strategic Planning Committees over the past year.

BACKGROUND:

The Strategic Planning Committees have been meeting since September 2024 and have shown progress in the implementation of Council's Strategic Plan. This memorandum is to provide a yearly status update on the number of things accomplished over the past year.

The committees, which meet quarterly throughout the year were established in 2024 after the Terms of Reference were approved by Council through Report No. ADMIN-2025-007. The two committees were each tasked to represent 2 of the strategic priority areas as follows:

Growth & Infrastructure Committee:

- Thriving Economy
- Infrastructure and Asset Management

Healthy Environment and Community Committee:

- Natural Areas and Heritage
- Safe and Welcoming Communities

Each priority consisted of strategic objectives which are high level goals that Council has committed to achieving during this term of Council. The following chart, taken from the Strategic Plan outlines each of these objectives.

Strategic objectives

Strategic objectives are high level goals that outline what an organization wants to achieve. Objectives provide focus for the development of specific actions and initiatives, while serving as a framework for performance measurement and reporting. The objectives that Council has committed to achieving during the next four years are identified under each priority area



Thriving Economy

Objectives:

- 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.



Natural Areas and Heritage

Objectives:

- 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.



Infrastructure and Asset Management

Objectives:

- 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.
- Improve road safety.
- Maintain and renew green infrastructure.



Safe and Welcoming Communities

Objectives:

- Ensure that facilities and programs meet the evolving needs of the community.
- Support community-driven and partnered recreation and sport programming.
- Ensure emergency services align with town growth.
- Enhance outreach and engagement within our communities.

In order to help facilitate the progress of the strategic priorities and their objectives, four staff members were assigned as Strategic Priority Champions whose role was to help ensure there is visibility, awareness and accountability around the delivery of the initiatives in support of Council's Strategic Plan. Town staff have a number of ongoing initiatives that directly relate to Council's Strategic Plan and the champions were responsible for liaising with staff to report the progress of their work to the committees.

The champions were asked to highlight some of the accomplishments that staff achieved throughout this past year and are as follows:

Thriving Economy Accomplishments

- Successful resolution of the Phase 2B Secondary Plan OLT appeal in May 2025.
- Commencement of the Guelph Street Corridor Study and initiation of the related Guelph Street Corridor Revitalization Committee.
- Completion of various technical reports related to the Official Plan Review including a final Public Engagement Strategy, Draft Housing Strategy and Draft Commercial Nees Assessment. (Public house was held in Q2 of 2025)
- Execution of Memorandums of Understanding (MOU's) between the Town and local BIA's.
- Anticipated approval of the Premier Gateway Municipal Class Environmental Assessment Study for a new pumping station to accommodate wastewater services (along Steeles Ave between Ninth Line and Winston Churchill Blvd.)

Infrastructure and Asset Management Accomplishments

- Asset Management Information System (AMIS) implementation continues to achieve significant success – transforming the way that the Town's \$2.1 billion in assets are managed.
- Through cross-departmental collaboration, staff has developed scenario-based models through the Brightly software tool to plan capital and State of Good Repair Investments.
- Public Works has implemented a new digitized Service Request process using the Cityworks tool and mobile (tablet) technology – focused on improving customer service.
- The Cityworks Storeroom module is also now live – enabling the comprehensive management of over 1,000 inventory items used in the operations and maintenance of the Town's assets.
- AMIS tools have been integrated into the 2026 budget process, supporting the efficient allocation of limited resources.

Safe and Welcoming Communities Accomplishments

- Transition to In-house Parking Enforcement has been completed with the successful hiring of 2.5 fte Parking Officers and the purchase of a new parking vehicle.
- Completion of the Fire Master Plan
- The Corporate Website Refresh has begun with the successful hiring of a vendor to help with the transition from the old website to the new. Anticipated completion for the whole project is Q3 2026.
- Community Grant Program updates were approved by Council, with the rollout to begin in 2026.

Natural Heritage and Areas Accomplishments

- Completion of the Fairy Lake Water Quality Study
- Completion of the Growing Canada's Community Canopy Grant which will contribute to the Tree Canopy initiative

Throughout the year, status reports (one-pagers) are reviewed at each Committee meeting to keep Council informed as to the progress of these initiatives.

To help communicate the progress of the Strategic Plan to the public, a Community Dashboard was created which gives the public the opportunity to see how the projects in Council's Strategic Plan are progressing. The document provides an overview of the stats of various initiatives.

CONCLUSION:

The Strategic Planning Committees were created to provide Council a more in-depth look at the progress staff have made towards completing objectives in Council's 2022-2026 Strategic Plan. The progress is reported to the committees through the Strategic Champions who each represent one of the four Strategic Priorities as set by Council.

Reviewed and approved by,

Chris Mills, Chief Administrative Officer