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October 16, 2024

Vivi Chi, P.Eng.  
Interim General Manager, Planning, Real Estate and Economic Development  
City of Ottawa

**Subject: Clarification on Boundary Expansion Application – PPS 2024**

Dear Vivi Chi,

Thank you for your correspondence dated October 11<sup>th</sup> to Deputy Minister Martha Greenberg regarding the City's approach to implement boundary expansion applications under the new Provincial Planning Statement (PPS), 2024.

As you are aware, under the *Planning Act*, municipalities have 5 or 10 years to update their Official Plan to be consistent with the new PPS 2024 depending on their update cycle. That said, municipalities could choose to do this sooner. Despite the City's official plan having been approved in 2022, I understand the City is considering updating its Official Plan in 2025. I want to commend you for your efforts in this regard as this will provide an opportunity for the City to revisit its land needs and consider the most recent population projections from the Ministry of Finance (MOF).

While municipalities are required to use their in-effect official plans when making planning decisions, including considering settlement area boundary expansions (SABEs), during the intervening period, while the municipality is updating its official plan, it could consider the most recent MOF projections should it choose to do so. Policy 2.3.2.1 in the new PPS requires municipalities to consider the need to designate additional land to accommodate an appropriate range and mix of land uses when making decisions on SABE applications outside of an official plan update.

With respect to the issuance of provincial population and employment growth forecasts for the City, policy 2.1.2 of the new PPS is speaking more specifically to forecasts as identified in Schedule 3 of *A Place to Grow: The Growth Plan for the Greater Golden Horseshoe, 2019*.

Also, with respect to whether the PPS 2024 intends for a single settlement boundary expansion application to trigger an update to growth projections for the entirety of the municipality, the PPS 2024 is silent in this regard.

As you are aware, the Ministry does not provide legal advice. As the responsible planning authority under the *Planning Act*, it is up to the City to satisfy itself that its decisions are consistent with the PPS and meet any requirements under the *Planning Act*. If you have any questions about the interpretation of the PPS or other legal matters, you may wish to consult with your legal counsel.

I trust the above is helpful.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jen Liptrot', written in a cursive style.

Jen Liptrot  
Regional Director

cc: Wendy Stephanson, City Manager, City of Ottawa  
Martha Greenberg, Deputy Minister, MMAH  
Sean Fraser, Assistant Deputy Minister, Municipal Services Division, MMAH  
Michael Elms, Manager, Community Planning and Development, Municipal Services Office  
– East, MMAH