
REPORT TITLE: Establishing a Region of Peel Planning and Growth Management Committee

**FROM: Kathryn Lockyer, Interim Commissioner of Corporate Services
 Andrea Warren, Interim Commissioner of Public Works**

RECOMMENDATION

That a Region of Peel Planning and Growth Management Committee (the Committee) be established;

And further, that Sections 1.2.3 and 9.3.4 of the Region of Peel Procedure By-law 56-2019, as amended, be waived to permit the appointment of the Chair and Vice-Chair of the Planning and Growth Section of Regional Council as the Chair and Vice-Chair of the Committee, respectively;

And further, that the Terms of Reference of the Committee, attached as Appendix I to the report of the Interim Commissioner of Corporate Services and Interim Commissioner of Public Works, titled “Establishing a Region of Peel Planning and Growth Management Committee”, be approved;

And further, that the 2021 Planning and Growth Management Committee meeting dates, as set out in the subject report, be approved.

REPORT HIGHLIGHTS

- On December 10, 2020, Regional Council supported, in principle, a Standing Committee of Planning (Resolution 2020-1093).
 - Staff was requested to report back to Regional Council at its meeting on January 14, 2021 on the composition and Terms of Reference for the proposed committee.
 - It is recommended that a Region of Peel Planning and Growth Management Committee (the Committee) be established to provide an opportunity for in depth consideration of land use planning and growth management matters.
 - The proposed Terms of Reference outlining the mandate, membership composition and schedule of items to be addressed by the Committee is attached as Appendix I.
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DISCUSSION

1. Background

At its meeting held on December 10, 2020, Regional Council approved a motion that supported, in principle, a Standing Committee of Planning in the Region of Peel.

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Through this report, staff is seeking approval of the proposed membership composition and Terms of Reference for Region of Peel Planning and Growth Management Committee (the Committee).

2. Findings

a) Committee Name

It is recommended that the proposed Committee be called “Region of Peel Planning and Growth Management Committee” to provide an opportunity for in depth consideration of land use planning and related growth management matters.

b) Mandate

The Committee’s mandate is to recommend strategic guidance for the development of official plan policy and the management of growth. This is to be done in consideration of the need for infrastructure based on the Region’s distribution of population and jobs, while ensuring the Region’s long-term financial sustainability. The Committee will review and make recommendations on the Region’s long-term community vision and initiatives, key land use planning matters, growth management issues, planning and servicing policies, and consider population and employment distribution in the Region.

c) Roles and Responsibilities of the Committee

The Committee would receive reports, presentations and other submissions on key planning policy and growth management matters. Currently, a key priority is to share background information, draft policies and mapping for review and comments on Peel 2041+; the Region’s Official Plan Review to plan for Regional growth to 2051. Other planning matters that would be considered by the Committee would include Regional Official Plan Amendments which could be privately or publicly initiated, the Region’s review of local municipal Official Plan updates which are currently underway, growth management related topics and Regional input on relevant Provincial initiatives.

The Committee would also receive advice through circulation of the minutes from the Region of Peel Planning Advisory Committee (the Planning Advisory Committee). As approved by Council on November 26, 2020, the Planning Advisory Committee will be made up of up to nine (9) members of the public to provide opportunity for greater public participation in regional planning and enhance public consultation opportunities. The *Planning Act* requires upper-tier municipalities to have a planning advisory committee that includes at least one resident of the municipality that is neither a member of municipal council or an employee of the municipality.

It is recommended that statutory public meetings continue to be held on dates that Regional Council is scheduled to meet as there are more Council dates available which is important to meet Provincially legislated timelines; and, all of Regional Council may be in attendance to hear any public concerns.

It is proposed that at its first meeting, the Committee consider the Peel 2041+ Regional Official Plan Review and Municipal Comprehensive Review Update which was referred back to staff at the December 10, 2020 Regional Council meeting. In order to provide more details and respond to Council’s previous comments, further explanatory material and presentations on the topics related to the Peel 2041+ report would also be provided

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at the meeting. The topics could include a draft population and employment allocation and land needs assessment to 2051, draft policies and mapping on major transit station areas, transportation matters and background information and, rationale for the draft conceptual settlement area boundary expansion.

The second Committee meeting agenda could include additional information through reports and presentations on other Peel 2041+ topics such as environment related focus areas including the greenlands system, climate change, water resources and agriculture focus areas. The results of the financial analysis associated with the Municipal Comprehensive Review would also be brought forward to the Committee.

Subsequent Committee agendas would provide details on the draft Regional Official Plan Amendment for Peel 2041+ and recommendations regarding moving through the steps in approval process and other matters that may arise.

d) Membership

The Committee would be available to receive input from local planning and development related committees regarding Peel's community vision and planning matters. It is recommended that the Committee membership include three members from each local municipality, ideally a Councillor who holds the position of Chair or Vice-Chair of the local municipal Planning Committee. In the event the Chair or Vice-Chair is a local Councillor, the local municipal Council could pass a resolution requesting that the local Councillor be appointed to the Region of Peel Planning and Growth Management Committee.

It is proposed that the Committee be comprised of up to 10 members including the:

- Regional Chair as ex-officio member
- Chair and Vice-Chair of the Planning and Growth Management section of Regional Council
- Three members from each local municipality (to include the Chair and Vice-Chair of the local Planning Committees)

e) Committee Chair and Vice-Chair

The proposed Terms of Reference include that the Chair and Vice-Chair of the Planning and Growth Management Section of Regional Council shall serve as the Chair and Vice-Chair of the Region of Peel Planning and Growth Management Committee. A two-thirds majority vote of Council is required to waive Sections 1.2.3 and 9.3.4 of the Region of Peel Procedure By-law 56-2019, as amended, which state that the Chair and Vice-Chair of any committee shall be elected by the members of the committee.

f) Meeting Schedule

Section 4.2.2 (c) to (e) of Procedure By-law 56-2019, as amended, provides that:

- no Council or committee meetings be held during the one week designated by the Peel School Boards for the March break or during the week before or after Christmas or the week after New Year's or during the month of October in the year of a regular election;

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- during July, there shall be only one meeting which shall be held on the first or second Thursday of the month in order to accommodate the Canada Day Statutory Holiday, which shall be a meeting of Council; and,
- no Council or committee meeting will be held during August, unless called by the Regional Chair.

The 2021 Regional Budget meetings have been scheduled for the months of January and February 2021 and the 2022 Budget review is scheduled to take place in December.

The annual municipal conferences scheduled for 2021 were also considered in selecting the proposed Committee meeting schedule.

The scheduling of a Committee meeting in June aligns with the need to report to the July 8, 2021 Regional Council meeting seeking direction to hold statutory public consultation on the Peel 2041+ Official Plan Review Municipal Comprehensive Review. Taking into consideration the Federation of Canadian Municipalities annual conference in June, staff recommends an earlier meeting be scheduled that month; however, an alternate Committee date on June 17, 2021 would still meet the timing of the Peel 2041+ work plan to meet Provincial conformity by July 1, 2022.

The proposed meetings for April, September and October will be reserved for oral presentations and other updates, without the requirement for formal reports. On occasion, Council may request, or it may be deemed valuable, to hold workshops for Council members on particular matters. These are conducted on an as needed basis and, as such, cannot be scheduled in advance.

The proposed meetings for February, June and November are key milestone dates that align with the timelines of Peel 2041+ where staff intends to present formal recommendations and reports to the Committee. All members of Council will be invited to attend key meeting dates.

The proposed 2021 Planning and Growth Management Committee meeting dates are as follows:

- Thursday, February 18, 3:00 pm to 5:00 pm
- Thursday, April 29, 9:30 am to 11:30 am
- Thursday, June 3, 9:30 am to 11:30 am (alternate date of June 17, 3:00 pm to 5:00 pm)
- Thursday, September 2, 9:30 am to 11:30 am
- Thursday, October 21, 1:00 pm to 3:00 pm
- Thursday, November 4, 11:00 am to 1:00 pm.

Subject to Council's approval, a similar schedule will be established in 2022.

g) Legislated Authority

The proposed Committee is not required by legislation but may be established and appointed at the discretion of Regional Council. Regional Council may establish or disband any committee that it considers necessary to achieve its strategic priorities.

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h) Other Regional Planning Committees

A review of other upper-tier municipalities in the Greater Toronto Area revealed a variety of approaches with respect to planning committees that are unique to the municipality's goals, priorities, and needs. The approaches range from transitioning existing committees with similar mandates to fulfill the requirements (Standing Committees or Committee of the Whole) to developing new committees to advise on broad community planning matters (Ad Hoc or Advisory Committees).

The Procedure By-laws and/or Terms of Reference of the various standing or advisory committees of the Regions of Durham, York, Halton, Waterloo and Niagara were considered in the preparation of the proposed Terms of Reference for the Region of Peel Planning and Growth Management Committee. A summary of the structures of Planning Committees in other regional municipalities is attached as Appendix II.

CONCLUSION

On December 10, 2020, Regional Council unanimously supported, in principle, a Standing Committee of Planning. This report provides information regarding the establishment of a committee to provide strategic guidance for managing growth, including intensification in the Region of Peel. The proposed Terms of Reference is included as Appendix I.

APPENDICES

Appendix I – Proposed Terms of Reference of the Region of Peel Planning and Growth Management Committee

Appendix II – Summary of Other Regions' Planning Committee Structure

For further information regarding this report, please contact Aretha Adams, Deputy Regional Clerk and Acting Director of Clerk's, extension 4095, aretha.adams@peelregion.ca and Adrian Smith, Interim Chief Planner and Director of Regional Planning and Growth Management, extension 4047, adrian.smith@peelregion.ca.

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Reviewed and/or approved in workflow by:

Department Commissioners and Division Directors.

Final approval is by the Chief Administrative Officer.



J. Baker, Chief Administrative Officer