

## **TERMS OF REFERENCE REGION OF PEEL PLANNING AND GROWTH MANAGEMENT COMMITTEE**

### **Mandate:**

The mandate of the Region of Peel Planning and Growth Management Committee (the Committee) is to provide strategic guidance for official plan policy and managing 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 to Regional Council 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.

### **Membership:**

The Committee will be comprised of up to ten members of including the:

- Regional Chair as an 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 Planning Committees).

It is recommended that the Committee membership include at least one member 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.

### **Roles and Responsibilities of Members:**

The Committee is tasked with reviewing key Regional planning policy, development and growth management matters to help inform and provide recommendations on Council's decisions on such matters. This review will include:

- Background information, draft policies and mapping on the Region's Official Plan Review and Municipal Comprehensive Review to plan for growth,
- Privately or publicly initiated Regional Official Plan Amendments,
- Regional review of local municipal Official Plan Amendments,
- Growth management related matters, and
- Regional input on Provincial planning and growth management matters.

The Committee will receive advice and input from the Region of Peel Planning Advisory Committee.

### **Committee Chair and Vice-Chair:**

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 Committee.

## Appendix I

### Establishing a Region of Peel Planning and Growth Management Committee

The Vice-Chair may act in the capacity of Chair and exercise all the rights, powers and authorities of the Chair when the Chair is absent through illness or otherwise, or is absent from the office in course of his or her duties, or on vacation or on an approved leave.

#### **Quorum:**

Quorum will consist of the majority of the total number of members on the Committee.

#### **Reporting Structure:**

The Committee will report to Regional Council through the Planning and Growth Management section. The minutes of each Committee meeting will be placed on the next available Regional Council Agenda for approval.

#### **Term of Appointment:**

Chairs and Vice-Chairs of sections of Regional Council are appointed for 24-month terms; members of the Committee will be appointed in conjunction with the election of Chairs and Vice-Chairs of sections of Regional Council.

#### **Frequency of Meetings:**

The Committee will meet four to six times per year, as required. Meetings may also be held at the call of the Committee Chair.

By notifying the Regional Clerk (either orally or in writing) before the commencement of a meeting, a Council member of a committee may designate another Council member to attend such a committee meeting in his or her absence and the member so designated shall be deemed to be a member of such committee for the designated meeting and may vote at the meeting provided that the member making the designation remains absent from the meeting.

Only members appointed to a committee and members designated by absent Council or committee members are entitled to vote on motions under consideration by that committee, unless otherwise provided for in the Committee's Terms of Reference.

#### **In-Camera**

The Committee reserves the right to go In Camera for matters that meet the requirements as outlined in the Procedure By-law.

#### **Staff Resources:**

The Committee will be supported by staff from the Office of the Regional Clerk and the Public Works' Regional Planning and Growth Management Division.