

Appendix II
Establishing a Region of Peel Planning and Growth Management Committee

SUMMARY OF OTHER REGIONS’ PLANNING COMMITTEE STRUCTURE

| | DURHAM | HALTON | NIAGARA | WATERLOO | YORK |
|-----------------------|---|---|---|--|--|
| Committee Type / Name | Committee of the Whole and Standing Committees / Planning and Economic Development Committee When there is a matter that affects more than one Standing Committee, the Committee of the Whole will meet. The Committee of the Whole is one committee that includes all Durham Regional Council members and the Regional Chair. | Regional Council / Planning and Economic Development Section | Committee of the Whole and Standing Committee / Planning and Economic Development Committee | Standing Committee / Planning and Works Committee | Committee of the Whole / Planning and Economic Development Section |
| Mandate | Not specified in the Procedure By-law. | All planning matters and all Council business goes directly to Council. | The Planning and Economic Development standing committee oversees: <ul style="list-style-type: none">• Development applications and analysis• Land use planning• Infrastructure and development engineering• <i>Economic Development</i>• Business development and expedited services• Trade and investment• Economic development to support to local area municipalities | <p>The Planning and Works Committee is responsible for reviewing and reporting on all matters relating to planning issues and public works operated by the Region and other functions related to the Region's facilities, including:</p> <ul style="list-style-type: none">• The Region of Waterloo International Airport• Roads, transit and traffic, rapid transit• Water supply, wastewater treatment• Residential waste management, industrial waste management• Planning issues such as the Regional Official Plan, transportation planning, planning and development matters and recommends approval of municipal official plans <p>Council may consider any matter without referring it to a Standing Committee or may refer it to one or more Committees or refer it to the Committee of the Whole Council and may withdraw a matter from a Committee whether or not the Committee has entered into consideration.</p> | <p>The Committee of the Whole review specific matters with a mandate set by Council and the agendas are divided based on subject matter, which includes:</p> <ul style="list-style-type: none">• Transportation Services• Environmental Services• Community and Health Services• Planning and Economic Development• Finance and Administration <p>The Committee of the Whole shall make its recommendations to Council with regard to each report that it considers.</p> |

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| Terms of Reference | Procedure By-law 44-2018, as amended | Procedure By-law-90-19, as amended | Procedure By-law 120-2010, as amended | Procedure By-law 00-031 | Procedure By-law 2018-59, as amended |
| Term of Appointment | Two-year term | Term of Council | Term of Council | Term of Council | Committee of the Whole (Term of Council or for the term set out in such appointment, and, until their successors are appointed, unless otherwise provided by law.) |
| Presiding Officer | Committee Chair or in his/her absence the Committee Vice-Chair | Regional Chair | Regional Chair | Committee Chair | The Regional Chair shall open each meeting and preside over presentations, deputations and any closed session portion of the meeting. Each section of the Committee of the Whole shall be chaired by the Chair of the section. The Vice Chair shall chair the pertinent Committee of the Whole section in the absence of the Chair of the section. The Regional Chair is not eligible to be Chair or Vice Chair of a section. |
| Chair and Vice-Chair Appointment | <ul style="list-style-type: none">Committee Chairs – Appointed by Regional CouncilCommittee Vice-Chairs – Appointed by the members of the Committee. | Section Chair and Vice-Chair appointed by Regional Council | The Co-Chairs/Chair and Vice Chair of each Standing Committee shall be selected by its members. The term of the Co-Chairs/Chair and Vice Chair shall be for two (2) years. | Each Committee at its first meeting in the new term of Council will elect a Committee Chair and Vice-Chair from amongst its members | Each section of the Committee of the Whole shall be chaired by the Member appointed by Council as the Chair of the section The Vice Chair, appointed by Council, shall chair the pertinent Committee of the Whole section in the absence of the Chair of the section |
| Membership Composition | Each Standing Committee is made up of seven Regional Council members. The Regional Chair is an ex-officio member and shall be entitled to vote at such meetings | All Members of Council | All Members of Council (Appointments to Standing Committees and other committees/advisory groups/ boards at Inaugural meeting) | The number of members appointed to the Standing Committees of Council will be constituted by resolution | All members of Council. |

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| Frequency of Meetings | <ul style="list-style-type: none">Each Standing Committee meets monthly.Special Standing Committee meetings may be held at the call of the Committee ChairNo meetings held in the months of July or August or during the week of March Break | <ul style="list-style-type: none">Regional Council meets on a monthly cycle. The meeting schedules for other committees vary depending on their individual requirements. | <p>Standing Committee's meet the week prior to the Regional Council meeting.</p> <p>Regional Council meetings meet monthly.</p> | <p>The Planning and Works Committee meets every second Tuesday of each month.</p> | <p>Committee of the Whole holds two meetings per month, except:</p> <ul style="list-style-type: none">When otherwise directed by resolution of CouncilAt the call of the Regional Chair upon a minimum of 48 hours notice |
| Quorum | <p>Majority of the total members excluding the Regional Chair, however, the Regional Chair can be counted to form a quorum.</p> | <p>Council Meeting shall be a Majority of the Members of Council, together representing at least three (3) local municipalities. The Regional Chair is not included in the determination of local representation.</p> | <p>A majority of Members representing at least one-half of the Area Municipalities is necessary to form a quorum of Council and Committee of the Whole.</p> | <p>Majority of the voting members of the Committee as appointed by Regional Council and the Regional Chair, if present, is a member to be included in determining the quorum.</p> | <p>Eleven members, including the Regional Chair</p> |
| Staff Resources | <p>The Clerk or an employee of the Regional Corporation designated by the Clerk shall be the Recording Secretary of each committee.</p> | <p>Clerk of the Region or their designate</p> | <p>The Clerk and shall include a "Deputy Clerk" and any other employee of the Region to whom the Clerk has delegated any of the Clerk's powers and duties.</p> | <p>The Clerk of the Council or an employee of the Regional Corporation designated by the Clerk, will be the Secretary of the Committee</p> | <p>Clerk of the Region or their designate</p> |
| Planning related Advisory Committee(s): | <ul style="list-style-type: none">Durham Active Transportation CommitteeDurham Agricultural Advisory CommitteeDurham Environmental Advisory Committee | <ul style="list-style-type: none">Development Charges Advisory CommitteeHalton Agricultural Advisory CommitteeHalton Developers Liaison Committee | <p>Planning Advisory Committee</p> | <ul style="list-style-type: none">Ecological and Environmental Advisory CommitteeHeritage Planning Advisory Committee | <p>Planning Advisory Committee</p> |