



City of
Peterborough

To: **Members of the Committee of the Whole**

From: **John Kennedy, City Clerk**

Meeting Date: **December 4, 2017**

Subject: **Report CPCLK17-024**
Terms of Reference for Proposed Planning Advisory
Committee (PAC)

Purpose

A report to seek approval of the Terms of Reference for the proposed Planning Advisory Committee.

Recommendation

That Council approve the recommendation outlined in Report CPCLK17-024 dated December 4, 2017, of the City Clerk, as follows:

That the proposed Terms of Reference for a Planning Advisory Committee, as set out in Appendix A, be approved.

Budget and Financial Implications

There are no budget or financial implications with the adoption of this recommendation.

Background

Bill 73, Ontario's **Smart Growth for Our Communities Act**, which received Royal Assent on December 3, 2015, was enacted to "give residents a greater, more meaningful say in how their communities grow." One of the requirements of Bill 73 is to establish "Planning Advisory Committees" in all upper- and single-tier municipalities in Ontario. This report is in response to this requirement and to ensure the City is in compliance with Bill 73.

A staff committee was created and met during the summer and fall of 2017 to develop terms of reference for PAC. Members included Ken Hetherington, Manager of Planning; Brad Appleby, Planner Subdivision Control and Special Projects; Caroline Kimble, Land Use Planner; John Kennedy, City Clerk; Natalie Garnett, Deputy City Clerk; and Ken Doherty, Director of Community and Social Services.

Staff considered the possibility of adding responsibility for Bill 73 planning matters to an existing advisory committee. It was felt that such an approach would not provide the fulsome comments that could be obtained by having a committee with a specific planning focus. The structure being recommended in this report is believed to best capture the intent of Bill 73.

The advisory committee will be a committee of Council containing five members. Four from the public and one member of Council. Staff suggest that initially, the committee operate as a pilot project with a term until Nov 30, 2019. Staff will report back to Council prior to the end of the committee's term with a status update on the committee and any suggested amendments to the terms of reference. The committee would advise on comprehensive, city-initiated matters such as Official Plan and Zoning By-law amendments and any other planning matters as directed by Council. It is anticipated the committee would meet at least four times a year. Meetings would be held during the work day at City Hall. Support for the committee will be provided by staff from the Planning Division and the Clerk's Office.

Prior to appointing members of the new advisory committee, it is prudent for Council to confirm their expectations for the Committee. The Terms of Reference, as set out in Appendix A, have been developed and are being presented for approval by Council.

Next Steps

If the Terms of Reference are approved, the Clerk's Office staff will advertise for members of the new committee early in 2018 with a view to start the Committee in early February 2018.

Submitted by,

John Kennedy
City Clerk

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Attachments:

Appendix A – Terms of Reference for the Planning Advisory Committee