



OFFICIAL PLAN STEERING COMMITTEE MINUTES
Tuesday June 25, 2013

The Committee met at 5:00 pm in the Sutton Room, 55 Zina Street, Orangeville

Members Present: Warden Laura Ryan
Councillor Ed Crewson
Councillor Don MacIver
Councillor Paul Mills
Councillor John Oosterhof
Councillor Allen Taylor (5:30 p.m)
Councillor Darren White

Staff Present: Sonya Pritchard, Chief Administrative Officer
Pam Hillock, Clerk/Director of Corporate Services

Declarations of Pecuniary Interests – None

1. OFFICIAL PLAN STEERING COMMITTEE – June 25, 2013 – ITEM #1
Draft Terms of Reference

The committee reviewed the Draft Terms of Reference for the Official Plan Steering Committee.

Moved by Councillor Crewson, seconded by Councillor Mills,

THAT the Terms of Reference for the Official Plan Steering Committee, attached as Schedule A, for the Official Plan Steering Committee be adopted.

-Carried-

2. OFFICIAL PLAN STEERING COMMITTEE – June 25, 2013 – ITEM #2
County Official Plan Report #4 – Project Scope

A report from the Chief Administrative Officer dated June 25, 2013 with respect to the County Official Plan, project scope.

Moved by Councillor Oosterhof, seconded by Councillor Taylor,

THAT the report of the Chief Administrative Officer dated June 25, 2013 with respect to County Official Plan Report #4 – Official Plan Project Scope, be received;

AND THAT the County of Dufferin Official Plan be a high level policy document addressing requirements of the Provincial Policy Statement, Growth Plan for the Greater Golden Horseshoe and other items of Provincial significance as well items of County-wide interest that are to be determined through the consultation process;

AND THAT the level of consultation during the official plan process shall ensure all statutory requirements are met. In addition, there will be two public meetings in two locations in the County (north and south) during the initial stage of the project and during the review of the draft Official Plan document. Local associations and organizations such as the Chamber of Commerce, Dufferin Federation of Agriculture, Headwaters Tourism, Homebuilders Association, etc. are to be included in the consultation process.

-Carried-

CORRESPONDENCE

**3. OFFICIAL PLAN STEERING COMMITTEE – June 25, 2013 – ITEM #3
Townships of Amaranth and East Garafraxa**

Correspondence from the Townships of Amaranth and East Garafraxa with respect to County Planning.

Moved by Councillor Oosterhof, seconded by Councillor White,

THAT the correspondence from the Township of Amaranth and the Township of East Garafraxa regarding the County of Dufferin Official Plan process, be received.

-Carried-

ADJOURNMENT

The meeting adjourned 6:30 p.m.

NEXT MEETING: Tuesday, August 25, 2013 at 5.00 p.m.
55 Zina Street, Orangeville

Respectfully submitted,

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Official Plan Steering Committee

**SCHEDULE A TO THE MINUTES OF THE
OFFICIAL PLAN STEERING COMMITTEE – JUNE 25, 2013**

**TERMS OF REFERENCE
OFFICIAL PLAN STEERING COMMITTEE**

PURPOSE

Amendment to Regulation 352/02 of the *Planning Act* requires the County of Dufferin to adopt an Official Plan by March 2015.

Council agreed, at its meeting held on June 13, 2013, to strike a committee of 8 councillors (one from each municipality) to provide regular input and feedback to the process. Administrative and technical support will be provided by a project manager.

COMPOSITION OF COMMITTEE

One Member from each of the eight municipalities. If the main member cannot attend, the other member (if applicable) will attend in their place if possible.

Quorum for meetings is five members.

FACILITATOR

The Project Manager will facilitate the meetings.

FREQUENCY OF MEETINGS

The Committee will meet monthly unless timelines require more frequent meetings.

MANDATE

The Committee will review options with respect to the scope of the Official Plan, the County planning function, and the level of consultation to be incorporated in the process.

The Committee will steer the process of the creation of an Official Plan working with the staff, consultants and project manager. The project manager will facilitate regular meetings with the staff working group of local CAOs and planners and bring forward recommendations to the Committee for review.

The committee will review feedback from public consultations, provide comments on draft reports from the consultants, and make recommendations to County Council.

TERM

The term of the committee will be for the duration of the project. Upon adoption of the Official Plan by County Council the committee will no longer be required.

REPORTING

Minutes of the meetings will appear on the County Council agenda for review and adoption.