



THE REGIONAL MUNICIPALITY OF HALTON

Report To:	Chair and Members of the Planning and Public Works Committee
From:	Peter M. Crockett, P. Eng., Commissioner of Planning and Public Works
Date:	April 18, 2007
Report No. - Re:	PPW76-07 - Sustainable Halton Plan - Technical Background Reports

RECOMMENDATION

1. THAT staff be authorized to present to the public and review agencies the Draft Technical Background Reports pertaining to Phase 1 of the Sustainable Halton Plan as outlined in Report No. PPW76-07 and distributed under separate cover.
2. THAT Regional Council endorse the Communications and Consultation Plans prepared for the Sustainable Halton Plan process and authorize staff to commence public consultation and agency review on the findings of the Technical Background Reports prepared for Phase 1 of the Sustainable Halton Plan.
3. THAT the Terms of Reference for the Inter-Municipal Liaison Committee be revised in accordance with Attachment #5 to Report No. PPW76-07.
4. THAT the Regional Clerk forward a copy of Report No. PPW76-07 to the Local Municipalities and Conservation Authorities in Halton, the Niagara Escarpment Commission, Halton Regional Police Service, Halton District School Board, Halton Catholic District School Board, and the Provincial Ministries of Municipal Affairs and Housing, and Public Infrastructure Renewal for their information.

REPORT

In February 2006, through Report PPW15-06, Regional Council endorsed the Multi-Year Work Plan that would lead to conformity of the Regional Official Plan, by June 2009, with the Places To Grow Plan, the Provincial Greenbelt Plan, and the 2005 Provincial Policy Statement. The four-year Work Plan is broken down into two distinct streams of Resource Management and Growth Management and is characterized by 4 discrete phases: Year of the Building Blocks – 2006; Year of Strategic Planning – 2007; Year of Decision-Making – 2008; and Year of Actions – 2009. Attachment #1 illustrates Halton’s Multi-Year Work Plan Responding To The Provincial Growth Plan.

The Organizational Structure for the Sustainable Halton Plan as well as a project budget, sole source consulting services for Phase 1, and staff resourcing was approved by Regional Council in 2006, through Report PPW79-06. The Proposed Organizational Structure, including its membership, is contained in Attachment #2.

### Phase 1 – Year of the Building Blocks

The first phase of the Sustainable Halton planning process builds the foundation for the subsequent phases, and as such, a series of Technical Background Studies were undertaken to inform the process. The range and scope of topics for these Studies were developed through the staff team and informed by agency and public consultation in 2006. The Technical Background Studies have been drafted and the next steps are to consult with the public and stakeholders on them. It is anticipated that staff will report back to Council in the Fall 2007 on the results of the consultation including any revisions to the Technical Background Studies arising from the consultation.

### Consultation

In June 2006, staff and the consulting team, lead by Meridian Planning and Hemson Consulting, commenced the first round of public consultation on the Sustainable Halton Plan by holding public open houses in each Local Municipality, and a Joint Regional and Local Councillor Workshop on June 28, 2006. A Sustainable Halton Newsletter was distributed to individuals on the Planning and Transportation Services mailing list advertising the public open houses and distributed to attendees at the public open houses.

The Open Houses and joint Regional and Local Councillor Workshop were held to ascertain the issues that needed to be addressed through the Sustainable Halton Plan process and through the Technical Background Studies in particular. One hundred and thirty members of the public attended the four open houses, and twenty councillors attended the joint Council Workshop.

There was a lot of similarity between comments from the general public and from Councillors. Key issues include: the viability of agriculture, land use conflicts with aggregates, the need to explain durability, as well as what the prescribed densities of the Places To Grow Plan looks like, Provincial funding for infrastructure, and the need to look at new and creative ways to bring more people out to public meetings. Councillors also commented on examining the role of urban separators in defining Halton's communities and the desire to have input from local elected officials and their representation on the Inter-Municipal Liaison Committee. Further information on comments received and action taken to address them are included in Attachment #3.

During the Summer and Fall of 2006, staff continued to consult on the Sustainable Halton Plan. Presentations were made to the Councils of Halton Hills, Milton, and Oakville, the Niagara Escarpment Commission, Credit Valley Conservation, the Grand River Conservation Authority, Conservation Halton, the Police Services Board, and the Halton Catholic District School Board. Staff also met with stakeholders, as identified in the Proposed Organizational Structure for the Sustainable Halton Plan including the Regional Advisory Committees (EEAC, ESAC, HHAC, HAAC), the Halton Developers' Liaison Committee, and the Aggregates Industry. The Trafalgar-Chartwell Residents' Association was the only association to accept staff's offer for a presentation which occurred in February 2007. Feedback was provided by HHAC, ESAC, and HAAC.

Since May 2006, staff has been holding meetings with the Inter-Municipal Technical Committee and the Core Technical Team as described in the Organizational Structure. Input from these agencies and departments have been invaluable in shaping the Sustainable Halton Study process and content, specifically identification of Technical Background Studies, preparation of Terms of Reference for the Technical Background Studies, and the Final Drafts of these studies.

Feedback from the Inter-Municipal Technical Committee focused on the rigour of the studies particularly on areas that would enhance clarity of the issues identified, local perspectives on Study issues, and content balance to the overall studies. One of the major comments included the need to determine and explain the extent of the shift in demand that is required to meet the Places To Grow Targets; communicating what densities look like was also noted.

Comments from the Core Technical Team focused on improving community design and looking at the possible future impacts on Regional and Local services given the current and future demographic trends. The need to have Healthy Communities Principles as a discrete study, instead of reliance on these principles as contained in the Regional Official Plan was articulated. The Growth Plan's focus on "complete communities" advanced the timing of the Joint Municipal Housing Statement through the Housing Directions Study. Further information on comments from the Inter-Municipal Technical Committee and the Core Technical Team are contained in Attachment # 3.

To date, consultants and staff have produced twenty-two Draft Technical Background Reports for Phase 1. The study on Density Choices is in progress at the time of writing. The study on Health Facilities will commence in mid-Spring, in consultation with the two Local Health Integration Networks covering Halton Region. A list of these studies and their authors are attached (Attachment #4).

## Key Findings of the Draft Technical Background Studies

The ensuing describes the key findings of some of the Draft Technical Background Studies.

### ***Urban Series***

The current Regional Official Plan plans for growth to 2021, for a population of 628,900 and for 340,000 jobs respectively in the new Best Planning Estimates. In order for Halton Region to accommodate the Places to Grow Plan, the Region needs to plan for the period 2021 to 2031. This requires planning for an additional 151,100 people and 50,000 jobs for the 2021-2031 time period. As a result, new urban land is needed to support the additional residential and employment growth, and this is in addition to what can be achieved through intensification. The focus of these additional lands would be the “Primary Study Area” in the Towns of Milton and Halton Hills. The “Primary Study Area” is 16,800 hectares in size and currently designated as Agricultural/Rural lands in the Region’s Official Plan. It is also outside the Greenbelt Plan Area. The preliminary estimated range of the required new urban land, beyond our existing urban boundaries, is less than one-third of the Primary Study Area, between 3,000 and 4,200 gross hectares.

The creation of complete, well-designed communities that meet the needs of residents, encourage physical activity, provide a range of human services, and contribute to improved air quality is a common theme of the studies. A shift in the Region’s housing mix to include a greater percentage of medium and high density housing is required to achieve intensification targets and realise complete communities as prescribed by the Provincial Growth Plan.

### ***Natural Heritage Series***

Pressing growth pressures amplify the need to protect our natural heritage system. An enhanced systems approach to natural heritage protection can mitigate the impacts and stresses associated with increased urbanization and other development pressures. The Natural Heritage System paper includes options for enhancing protection from designating features to larger natural system protection.

### ***Rural Series***

Most of the lands within the Primary Study Area are prime agricultural. Halton Region has a long-standing history of recognizing agriculture as a vital component of the Region and the priority activity in the rural area, both above and below the Niagara Escarpment. Land use certainty is critical for the long-term sustainability of agriculture. Some lands may need to be permanently protected for agriculture in the Primary Study Area.

There are significant aggregate resources in Halton Region. Provincial policy requires that aggregate resource areas be protected from incompatible land uses as much as realistically possible and that aggregate resources should be made available close to markets. Shale is the main resource in the Primary Study Area. The range of options for an aggregate strategy include protecting all of the shale from incompatible development to retaining only the resources within a permanent agricultural system.

The twenty-two Draft Technical Background Reports are circulated under separate cover.

### Communications and Consultation Plans

Consultation is imperative to this planning exercise. The objectives for public consultation are as follows:

- To ensure that Halton residents, business community, and other stakeholders are aware of the vital importance of the Region's growth management initiative and are kept informed and up-to-date about study components, progress, and opportunities for input;
- To create meaningful and strategically appropriate opportunities for public and stakeholder engagement;
- To inspire confidence in the growth management strategy development process and in the Region's implementation and management of it;
- To establish and reinforce realistic expectations regarding feasible growth-related choices and the manner in which stakeholder input will be considered and acted upon; and
- To foster an environment that is conducive to substantive dialogue: a respectful, informed, and productive discussion of growth-related issues and Halton's future.

Staff are planning for a number of consultation opportunities, including stakeholder forums and public information centres in June with sessions in each Local Municipality. Tentative dates for the public information centres are contained in the table below. Once the details are confirmed, staff will advise Council of the dates and venues for these events. At these sessions, brochures summarising the findings of the Draft Technical Background Reports will be available.

<b>Burlington</b>	<b>Halton Hills</b>	<b>Milton</b>	<b>Oakville</b>
Tuesday, June 12 5pm to 9pm	Monday, June 11 5pm to 9pm	Wednesday, June 6 5pm to 9pm	Monday, June 4 5pm to 9pm

A number of communication tactics have also been identified including a comprehensive website, newsletters, presentations to community groups, dedicated voice and e-mail for receiving comments, Local Cable Television programming, newspaper articles, public information kiosks, advertising, and community displays. A video for the Sustainable Halton Plan is also being prepared. Other communication tactics will be determined once the June 2007 public and agency consultation commences. Staff will report to Council on the Inter-Municipal Liaison's Committee input and direction in the fall.

## Feedback on Findings

The inaugural meeting of the Inter-Municipal Liaison Committee (IMLC) took place on April 5<sup>th</sup>. The Committee received consultant presentations on the Draft Technical Background Studies on the Natural Heritage System, Aggregates, Agriculture and Land Supply, Urban Structure, and Demographics. At the April 17<sup>th</sup> IMLC meeting, staff were directed to have a peer review done of the growth forecasts for Halton Region, as contained in the Places to Grow Growth Plan, and the technical papers dealing with land supply related issues. In this regard, Long Range Planning staff are in the process of identifying a consultant with expertise in demographics, economics, and housing policy to undertake the peer review. It is anticipated that this work will commence in May, 2007. In addition, the IMLC recommended further modifications to the agriculture paper to address both the opportunities and challenges in planning for agriculture within the “whitebelt” both in the short term and the long term.

The IMLC has met twice on this project and will continue to meet regularly throughout the project. In reviewing the Terms of Reference for the Committee, the Director of Legal Services and Corporate Counsel was not listed as a member. This is an oversight, and staff are recommending that this be corrected per the revised Terms of Reference in Attachment #5 to Report PPW76-07

Three Joint Regional and Local Councillors workshops were held on April 10<sup>th</sup>, April 12<sup>th</sup>, and April 16<sup>th</sup>. The workshops covered the same information, and the Councillors were updated on the Sustainable Halton Plan process and the findings of the Technical Background Studies. A fourth workshop to be held in the evening is being planned for May or early June. Staff will report to Council on the feedback from these workshops in the fall.

At its meeting of April 18, 2007, Regional Council addressed the new name for this project. Originally titled “Durable Halton”, Council approved the new name of “Sustainable Halton”. The project will be referenced by its new name in all future reports and documents.

## Key Principles for Sustainable Halton

Four key principles emanate from the Sustainable Halton Plan process:

- Protect what is valuable – is envisaged as being the basic tenet of the Sustainable Halton Plan and a requirement of the Places To Grow Plan. It conveys that not all of the Primary Study Area is to be urbanized.
- Growth with services supported by a Funding Plan – notes that achieving the targets and conformity with the Places To Grow Plan translates into financial commitments, legislative changes, and changes in the Provincial funding program to ensure Halton does not register a deficit in urban infrastructure (i.e. roads, transit, water and sewer facilities, hospitals, schools, and community facilities).

- Preserving Quality of Life, Community Values, and Neighbourhood Character – subscribes to the planning principles as espoused in the Growth Plan, including complete communities, protection of employment lands, transit as a priority, firm urban boundaries, and preservation of natural areas and farmlands. Intrinsic to this principle is the recognition of the need to be sensitive to local circumstances.
- Improving Health for All – focuses on approaching the land use planning process from a health lens and is firmly rooted in healthy communities and sustainability principles.

### Future Process

After consulting with the public in June of this year, staff and the consulting team will hold stakeholder forums during the summer months to engage them on the Studies' findings. Staff will continue to meet with the Inter-Municipal Liaison Committee throughout the project. By the end of August, the first phase of Sustainable Halton Plan will conclude. In October, staff will report to Council on the results of consultation on the Technical Background Studies.

In April, a call for Expressions of Interest was issued for the project management of Phases 2 and 3 of the Sustainable Halton Plan process. Phase 2 involves the development of evaluation criteria, and preparation of alternative land use scenarios for public and agency review, which will benefit from input gained during consultation in Phase 1. Sustainability tools and imagery will be employed to communicate options and their inter-relationships to the Halton community. Phase 2 will be completed towards the end of 2007. Staff will recommend the project management/ lead planning consultant at the July Planning and Public Works Committee meeting.

After receiving public and agency comments on the alternative land use scenarios in Phase 2, staff will prepare a preferred land use plan – the Sustainable Halton Plan – for Council adoption in Phase 3 by March 2008. The Official Plan review will commence in early 2008 with the intent to achieve conformity with Provincial Growth and Greenbelt Plans and the Provincial Policy Statement by June 19, 2009.

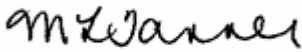
### FINANCIAL/PROGRAM IMPLICATIONS

Through Council Report PPW79-06, Regional Council approved a budget of \$2.5Million for Phase 1 of the Multi-Year Work Plan for the Sustainable Halton Plan. No additional cost will be incurred during this Phase of the Multi-Year Work Plan.

RELATIONSHIP TO THE STRATEGIC PLAN

This report and its recommendations principally respond to Theme A, Managed Growth, especially the goals of “Control and manage growth in accordance with the Regional Official Plan”, “Continue to protect rural lands”, and “Manage Halton’s environment by ensuring a balance amongst the natural heritage system (Greenlands), communities, and the environment”. More specifically, the Sustainable Halton Plan implements the following Planning and Public Works Committee 2007 Action items: “1a) *Determine urban land needs, in consultation with the Ministry of Public Infrastructure Renewal, for a 2031 time-frame, reflecting the intensification and housing objectives as part of the Sustainable Halton Plan*”, “1b) *Determine the Healthy Community principles that are to be implemented through the Official Plan, as part of the Sustainable Halton Plan*”, “1c) *Define a Sustainable Halton Plan including a Long Term Growth Management Strategy*”, “2a) *Define requirements to conform with the Provincial Greenbelt Plan*”, “2b) *Undertake an Aggregate Resource Strategy to determine how Halton can meet Provincial Policy Statement*”, “3a) *Develop an agricultural vision for Halton lands within the Greenbelt and designated non-urban areas to be reflected in the Sustainable Halton Plan*”, “4a) *Develop a Natural Heritage System to be reflected in the Sustainable Halton Plan*”, “6f) *Initiate a new Water and Wastewater Master Plan to provide input into the development of the Sustainable Halton Plan*”, “7f) *Initiate a new Halton Transportation Master Plan to provide input into the development of the Sustainable Halton Plan*”, and “9a) *Define, in conjunction with the development of Healthy Communities principles, a framework of policies leading to improved air quality, to be implemented through the Sustainable Halton Plan and the resulting Official Plan*”.

Respectfully submitted,



Mary Lou Tanner, MCIP, RPP  
Director, Planning and Transportation



Peter M. Crockett, P.Eng.  
Commissioner of Planning and Public Works

Approved by



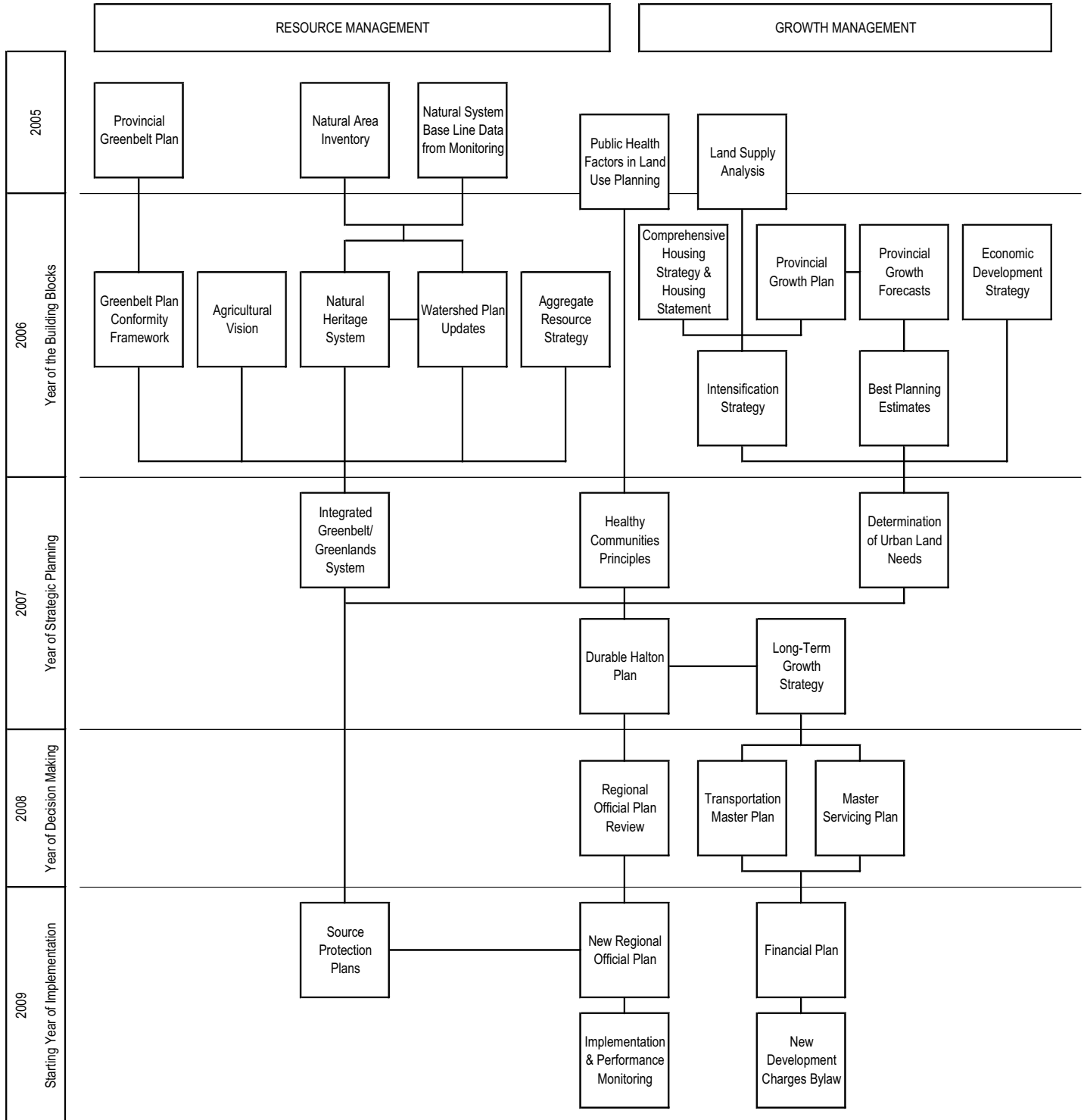
J. E. MacCaskill  
Acting Chief Administrative Officer

If you have any questions on the content of this report, please contact:

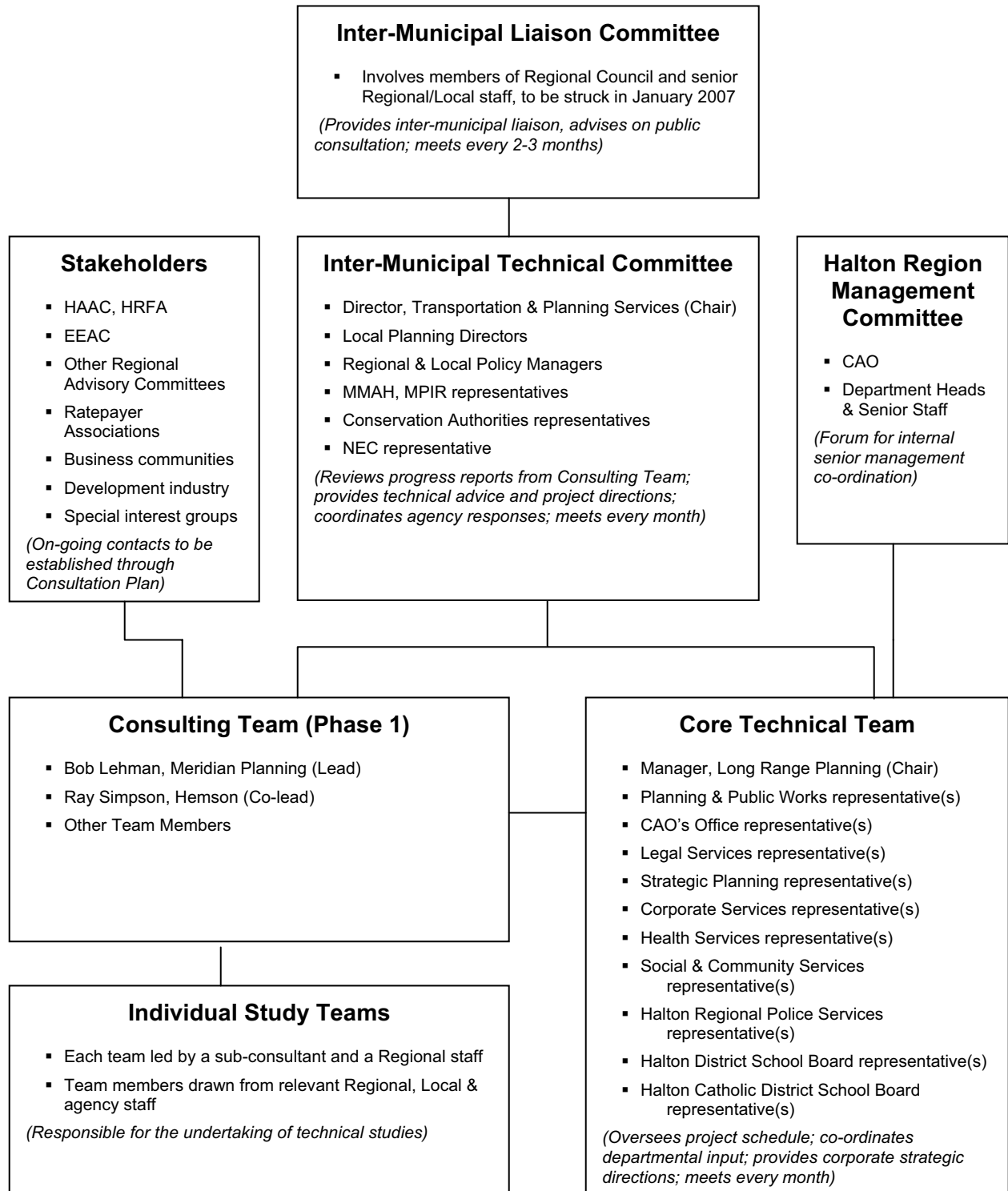
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HALTON'S MULTI-YEAR WORK PLAN RESPONDING TO PROVINCIAL GROWTH PLAN



## DURABLE HALTON PLAN ORGANIZATIONAL STRUCTURE



**Comments From Early Phase 1 Consultation (May 2006 to March 2007)**

<b>Themes</b>	<b>Comments</b>	<b>Action Taken</b>
	<b>From June 2006 Public Open Houses</b>	
Energy and Climate Change	- Consider survivability vis-à-vis climate change and rising energy costs, and look at energy demand and supply	- Added studies on Energy and Climate Change
Aggregates	- Land use conflicts with aggregates	- Included in Aggregate Study
Agriculture	- The economics and viability of agriculture  - Food supply and agriculture	- Considered in Agriculture Study  - Added study on Community Food Security
Urban Separators	- Examine the role of urban separators in defining our communities	- Discussed in the NHS and Agriculture Studies, and will be fully looked at when looking at land use options and a preferred land use scenario in Phases 2 and 3 respectively
Intensification	- illustrate what intensification looks like at various densities	- Added study on Density Choices
Urban Amenities	- The quality and quantity of urban amenity space in view of increasing density	- Will be looked at fully in the implementation stages, particularly at the local level
Financial Constraints	- Look at the financial capabilities of the Region before growth  - Provincial funding for infrastructure and stop growth without infrastructure in place	- Forms part of the Campaign For Fairness for Halton Region  - Infrastructure Master Plans will be updated to reflect the 2031 planning horizon
Transportation	- Improve traffic congestion and public transit	- Looked at in the Transportation Study and will be fully considered through the Halton Transportation Master Plan update as part of the Sustainable Halton Plan process
Employment Lands	- Protect employment lands along the 400-series highways	- Included in the Urban Structure Study
Local Municipal Representation	- Ensure local representation given focus on "whitebelt" (now referred to as Primary Study Area)	- Included in the Communications and Consultation Plans

<b>Themes</b>	<b>Comments</b>	<b>Action Taken</b>
Built Heritage	- Look at built heritage	- Discussed with the Inter-Municipal Technical Committee and is a local municipal matter
Communications and Consultation	<ul style="list-style-type: none"> <li>- Communicate the difference between durability and sustainability</li> <li>- Integrate new residents to the community</li> <li>- Engage the community at the local level, including finding innovative ways to reach the grass-roots level early in the process</li> <li>- Why do we have to grow, and why do we have to conform to the Provincial Growth Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Wait for outcome of project name change</li> <li>- A local municipal concern. Is a focus of the Communications and Consultation Plans</li> <li>- Included in the Communications and Consultation Plans</li> <li>- Explanatory piece at the beginning of Technical Background Reports and addressed through the Communications and Consultation Plans</li> </ul>
Implementation	- Include flexibility in the implementation plan	- Will consider during the implementation phase (Phase 4)
<b>Themes</b>	<b>Comments From June 28. 2006 Council Workshop</b>	<b>Action Taken</b>
Aggregates	- Address land use conflicts with aggregates	- Included in the Aggregate Study
Agriculture	<ul style="list-style-type: none"> <li>- The economics and viability of agriculture</li> <li>- Need to distinguish the various categories of agricultural land and green/openspace</li> <li>- Ensure provincial representation on agriculture</li> </ul>	<ul style="list-style-type: none"> <li>- Considered in Agriculture Study</li> <li>- Considered in Agriculture Study</li> <li>- Not specifically initiated. Currently using the one-window approach co-ordinated through the Provincial Ministry of Municipal Affairs and Housing</li> </ul>
Intensification	- Intensification and urban boundary expansions as they affect the urban/rural split	- Will be fully looked at in Phases 2 and 3 when looking at land use options and selecting a preferred land use scenario respectively
Urban Separators	- Examine the role of urban separators in defining Halton's communities	- Discussed in the NHS and Agriculture Studies, and will be fully looked at when looking at land use options and a preferred land use scenario in Phases 2 and 3 respectively

<b>Themes</b>	<b>Comments</b>	<b>Action Taken</b>
Communications and Consultation	<ul style="list-style-type: none"> <li>- The need to explain durability</li> <li>- Consult with the Regional Advisory Committees</li> <li>- Be creative in getting people out to public meetings</li> <li>- When reporting to Regional Council include comments which indicate areas consistent with the Province and areas where we require Provincial support for implementation.</li> </ul>	<ul style="list-style-type: none"> <li>- Project name is being changed to reflect sustainability</li> <li>- Consulted with HHAC, ESAC, EEAC, and HAAC in Fall 2006</li> <li>- Included in the Communications and Consultation Plans</li> <li>- Not yet addressed</li> </ul>
Local Municipal Representation	<ul style="list-style-type: none"> <li>- Have local representation (ie. elected officials) given the focus of the "whitebelt" (now referred to as Primary Study Area). Have local Councillors sit on the Inter-Municipal Liaison Committee.</li> </ul>	<ul style="list-style-type: none"> <li>- Presented to Local Councils (except Burlington) during Summer and Fall 2006, and held 3 Joint Regional and Local Councillor Workshops in April 2007</li> </ul>
<b>Themes</b>	<b>Comments From Inter-Municipal Technical Committee (including Brainstorming Sessions and Working Groups)</b>	<b>Action Taken</b>
Intensification	<ul style="list-style-type: none"> <li>- Need to understand the shifts required to achieve intensification prescribed by the Places To Grow Plan</li> </ul>	<ul style="list-style-type: none"> <li>- Included in the Land Supply and Housing Studies</li> </ul>
Agriculture	<ul style="list-style-type: none"> <li>- Agriculture must be looked at from the perspectives of both the whitebelt and the greenbelt</li> </ul>	<ul style="list-style-type: none"> <li>- Addressed in the Agriculture Study</li> </ul>
Infrastructure	<ul style="list-style-type: none"> <li>- Need contextual information water and waste water infrastructure and waste management before land use options can be considered</li> </ul>	<ul style="list-style-type: none"> <li>- Added studies on Water and Waste Water, and Waste Management to Phase 1 instead of solely relying on such studies in Phase 3.</li> </ul>
Natural Heritage	<ul style="list-style-type: none"> <li>- Need to look at linkages for natural heritage</li> </ul>	<ul style="list-style-type: none"> <li>- Considered in the Natural Heritage System</li> </ul>
Communications	<ul style="list-style-type: none"> <li>- Need to communicate what the prescribed densities of the Places To Grow Plan looks like</li> </ul>	<ul style="list-style-type: none"> <li>- Added studies on Density Choices and Explaining Densities</li> </ul>
<b>Themes</b>	<b>Comments From Core Technical Team (including Brainstorming Sessions and Working Groups)</b>	<b>Action Taken</b>
Housing	<ul style="list-style-type: none"> <li>- Commence Housing Study as first part of the new Joint Municipal Housing Statement</li> </ul>	<ul style="list-style-type: none"> <li>- Initiated Housing Directions Study</li> </ul>

<b>Themes</b>	<b>Comments</b>	<b>Action Taken</b>
Demographic Change	- To understand the future impacts on regional and local services in Halton Region more details are needed on demographic change	- Initiated studies on Demographic Change and Human Services; will initiate study on Health Facilities in Mid-Spring 2007.
Community Design	- The need to improve community design	- Added studies on Air Quality and Physical Activity on the Built Environment
Healthy Communities	- Need to update and have a separate study on Healthy Communities Principles	- Added separate study on Healthy Communities

**Technical Background Studies for the Sustainable Halton Plan**

Technical Background Studies and Authors
<b><u>Urban Series:</u></b> <ul style="list-style-type: none"><li>- Land Supply Analysis by Hemson Consulting</li><li>- Regional Land Analysis by Hemson Consulting</li><li>- Urban Structure: Potential Long-Term Growth Areas by Hemson Consulting</li><li>- Towards An Intensification Strategy for Halton Region by Hemson Consulting</li><li>- Explaining Density by Hemson Consulting</li><li>- Density Choices by Halton Planning and Public Works Department</li><li>- Effect of Demographic Change on Halton Region by Hemson Consulting</li><li>- Housing Directions by SHS Inc.</li><li>- Air Quality, Human Health, and the Built Environment by Halton Health Department</li><li>- Physical Activity and the Built Environment by Halton Health Department</li><li>- Human Services by Halton Social and Community Services</li><li>- Transportation Infrastructure by Dillon Consulting</li><li>- Water and Waste Water Infrastructure by Halton Planning and Public Works Department</li><li>- Waste Management Facilities by Halton Planning and Public Works Department</li><li>- Energy Demand and Supply by ICF International</li><li>- Climate Change by ICF International</li></ul>
<b><u>Natural Heritage Series:</u></b> <ul style="list-style-type: none"><li>- Options for A Natural Heritage System in Halton by North South Environmental</li></ul>
<b><u>Rural Series:</u></b> <ul style="list-style-type: none"><li>- Agricultural Countryside Vision by Planscape</li><li>- Community Food Security by Halton Health Department</li><li>- Aggregate Resources Strategy by Meridian Planning</li><li>- Archaeological Resources by Archaeological Services Inc</li></ul>
<b><u>Supporting Studies:</u></b> <ul style="list-style-type: none"><li>- Healthy Communities Principles by Halton Health Department</li><li>- Communications and Consultations Plans by Halton Community Relations and GLPi</li></ul>
<b><u>Additional Study:</u></b> <p>Health Facilities in Halton Region – will commence Mid-Spring 2007</p>

## **SUSTAINABLE HALTON PLAN INTER-MUNICIPAL LIAISON COMMITTEE TERMS OF REFERENCE**

### **1. Purpose and Mandate**

This Committee will ensure on-going strong liaison and coordination among the five municipalities in Halton Region throughout the Sustainable Halton Plan exercise. The Committee is also to advise on the consultation process for the Sustainable Halton Plan and to provide directions for the Sustainable Halton Plan.

### **2. Objectives**

A comprehensive, open, and transparent public and agency consultation process is an integral part of the Sustainable Halton Plan process. The release of technical information and its subsequent review by members of the public and agencies will comprise a significant component of this planning initiative. To this end, members of the Sustainable Halton Plan Inter-Municipal Liaison Committee will:

- Become familiar with the context of the Sustainable Halton Plan through the presentation and review of various technical documents produced by the study team;
- Provide general directions on the Sustainable Halton Plan process;
- Identify any strategic issues related to the Sustainable Halton Plan process that require coordination among the Region and its four Local Municipalities and facilitate such coordination;
- Advise on the consultation process including the striking of additional committees of stakeholders and agencies;
- Participate in workshops and focus group meetings, as appropriate, to facilitate discussion and public engagement;
- Keep Regional and Local Councils informed of the Sustainable Halton Plan process.

### **3. Composition**

Committee membership will consist of the following 14 members:

- the Regional Chair, who will serve as Chair of the Inter-Municipal Liaison Committee
- Four Regional Councillors, one from each Local Municipality
- Regional Chief Administrative Officer
- Regional Commissioners (Corporate Services, Health, Planning and Public Works, Social and Community Services) and Director of Legal Services and Corporate Counsel, Halton Region
- Chief Administrative Officers from the four Local Municipalities



#### **4. Term**

Committee members will serve until the Sustainable Halton Plan is completed. The Committee will be dissolved upon Regional Council adoption of the preferred land use plan, the Sustainable Halton Plan, scheduled for 2008.

#### **5. Staff Participation and Administrative Support**

The Director of Planning and Transportation Services and her staff, as appropriate, will participate and provide technical and administrative resources to the Inter-Municipal Liaison Committee including the preparation of meeting agendas and notes. Additional staff of the Region, Local Municipalities, and the consulting team may attend meetings of the Committee as required.

Approved meeting notes will be forwarded to Regional Council for information.

#### **6. Role of Members**

The Regional Chair will chair and facilitate meetings of the Inter-Municipal Liaison Committee. In his absence, the Regional Chair will appoint one of the Regional Council members to act as the chair of the Committee.

#### **7. Frequency of Meetings**

The Committee will meet every one or two months throughout the Sustainable Halton Plan process or at the call of the Regional Chair.

#### **8. Quorum**

A quorum will consist of the majority of Committee members.

#### **9. Refinements to the Terms of Reference**

Minor changes or refinements to these Terms of Reference may be made upon obtaining consensus and approval of all Committee members, and provided such changes are within the context, and meet with the overall intent and purpose of the Sustainable Halton Plan, as approved by Regional Council.

#### **10. Conduct and Procedures**

The Committee will conduct itself, and its procedure will be governed where appropriate, by the relevant sections of the Regional Municipality of Halton By-Law 120-00, as may be amended.