

To:	Chair and Members of Economic Development and Planning Advisory Committee
Committee Date:	April 25, 2018
Subject / Report No:	CAOR-ED-07-18
Title:	Economic Development and Planning Advisory Committee Revised Terms of Reference
Prepared by:	Randy Scherzer, Director of Planning Savanna Myers, Manager of Economic Development
Reviewed by:	Kim Wingrove, Chief Administrative Officer
Lower Tier(s) Affected:	All Grey County
Status:	Recommendation adopted by Committee as presented; adopted by Committee of the Whole on June 14, 2018 as presented;

Recommendation

1. That Report CAOR-ED-07-18 regarding revised Terms of Reference for the Economic Development and Planning Advisory Committee be received; and
2. That the revised Terms of Reference for the Economic Development and Planning Advisory Committee as attached to Report CAOR-ED-07-18 be endorsed.

Executive Summary

The Economic Development and Planning Advisory Committee Terms of Reference required minor revisions following revised roles/title changes and membership changes.

Background and Discussion

The Economic Development and Planning Advisory Committee exists to support the County of Grey's Goal 1 in its Corporate Strategic Plan to 'Grow the Grey County Economy' and specifically assist in implementation of "Made in Grey" Economic Development Strategy and to provide a planning advisory role regarding planning polices and special studies.

Committee membership includes the Warden, two members of County Council and seven members to represent broader economic interests/sectors and geography of Grey County.

The Chair and Vice chair are elected annually and the Committee reports directly to Committee of the Whole with recommendations being finalized by County Council.

The recommended revisions to the terms of reference have been highlighted and attached to this report. These revisions are minor in nature, reflecting revised roles/title changes and membership changes.

Legal and Legislated Requirements

There are no legal or legislated requirements associated with this report.

Financial and Resource Implications

There are no financial or staffing considerations associated with this report.

Relevant Consultation

Internal – Deputy Clerk/Legislative Coordinator, CAO, Director of Planning, Manager of Economic Development

External – none

Appendices and Attachments

Grey County Economic Development and Planning Advisory Committee Terms of Reference

Grey County Economic Development and Planning Advisory Committee

Purpose:

To support the County of Grey's Goal 1 in its Corporate Strategic Plan of ~~“expanding the prosperity base”~~ to **“Grow the Grey County Economy”** and specifically to assist in implementation of “Made in Grey” Economic Development Strategy and to provide a planning advisory role regarding planning policies and special studies.

Scope of Responsibility:

- To progressively move towards Grey County's Economic Development Vision: “Grey County is Open for Business.”
- To represent both County Council and the broader interests of private and public sectors involved in supporting the economic development process, namely People x Process = Economic Development Success;
- To review and monitor progress in implementation of the Economic Development Action Plan in order to fulfill the Economic Development Strategy;
- To ensure alignment of the Economic Development Strategy and Grey County's Corporate Strategic Plan;
- To provide a planning advisory role by providing feedback and recommendations on the Grey County Official Plan and any County-initiated amendments to the Official Plan (e.g. Official Plan Update);
- To provide a strategic perspective to the planning department on Provincial, local or procedural matters affecting Grey County residents, visitors, and businesses,
- To receive updates on and review any long term planning related studies such as Growth Management Study, Aggregate Resource Master Plan, Natural Heritage Systems Study, Development Charges, etc.
- Any other planning matters referred by Grey County to the Economic Development and Planning Advisory Committee.

Voting Membership:

- Warden
- Two members of County Council
- Seven members to represent the broader economic interests/sectors and geography of Grey County, with one member to represent the agriculture industry, one member to represent Grey Bruce Health Services, one member to represent Georgian College **(and alternate as determined by Georgian College)**, one member to represent Healthy

Communities (Grey Bruce Health Unit) and three members from Business and Industry sectors. The term of appointment shall be concurrent with the term of council.

Chair and Vice Chair:

The Chair and Vice Chair shall be elected **annually** from the voting members.

Meetings:

Meetings occur at the call of the Chair or as determined by the Committee (approximately six meetings per year.)

Quorum:

A quorum shall consist of more than 50% of the membership of the Committee.

Statutory Authority:

The Committee is guided by the County's Procedural By-law as well as Provincial Acts and regulations such as the Municipal Act.

Reporting Relationship:

The Economic Development and Planning Advisory Committee reports directly to **Committee of the Whole the Planning and Community Development Committee** with recommendations being finalized by County Council.

Resources:

- CAO
- Director of Planning and Development
- Clerk
- **Senior Manager of Information Technology Director of Information Technology**
- Director of Social Services
- Director of Housing
- Manager of Economic Development
- Manager of Tourism
- Economic Development Officers
- **Deputy Clerk/Legislative Coordinator**

Purchasing Staff and Finance Staff, when required.
External agencies will be approached when required.

Committee Coordination

The **Clerk's**, Economic Development Department and Planning Department will provide staff support and coordination.

Financial Support

Committee expenses and implementation of The Economic Development Strategy are contained within the annual Economic Development Department budget.

Individual Departments will absorb any of their staff costs relating to the committee or Economic Development Strategy.