

REPORT #: PLN-2024-41

DATE: 3-Sep-24

TO: Mayor and Members of Council

SUBJECT: **Information Report on the Community Engagement and Consultation Plan for the Growth Management Project to 2051**

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1. RECOMMENDATIONS:

That Report PLN-2024-41 titled "Information Report on the Community Engagement and Consultation Plan for the Growth Management Project to 2051" be received for information.

2. PREAMBLE:

In order to satisfy Provincial legislation, the Town of Bradford West Gwillimbury is required to update its Official Plan by way of a growth management exercise in order to plan for growth to the year 2051. As this exercise is a major undertaking guiding the Town's development for nearly 30 years, a Consultation and Engagement Plan ("CEP") has been prepared by WSP in collaboration with Town Staff to help navigate this process. The CEP is intended to act as an inclusive and comprehensive engagement strategy that supports the Town's implementation of its public consultation in an accessible and meaningful manner.

The purpose of this report is to provide an overview of the minimum consultation requirements under the Planning Act, as well as an overview of the WSP-recommended consultation and engagement methods for the growth management project, to highlight how the Town would proceed with public, agency and stakeholder consultation in a manner that exceeds the Planning Act requirements and follows common municipal practices. This consultation plan recognizes that public, agency and stakeholder engagement is paramount to receive meaningful feedback and insight into how the Town will change with significant growth over the next 30 years.

To read the Community Engagement Plan in its entirety, please see Attachment 5.1 – Community Engagement Plan to this report.

3. BASIC DATA PERTAINING TO THE MATTER:

3.1 – Summary of Project Work Plan

To assist in understanding the timing of planned engagement efforts outlined in the CEP, the below table provides a short description of the two-part Council endorsed project work plan that

is expected to take 18 months from project start in June of 2024 to completion. A list of the Official Plan Amendments under each part is described in table 1 (for greater detail on the below summarized work plan please refer to staff report [PLN-2024-5](#)).

Table 1: Summary of Project Work Plan

| Part | OPA Theme |
|--|--|
| Part 1 “Intensification First” - 12 months | Major Transit Station Area (“MTSA”) and Bridge Street Corridor |
| | Intensification Strategy (residential lands outside MTSA) |
| | Employment Land Conversion |
| | Highway 400 Employment Lands |
| Part 2 “Settlement Area Boundary Expansion Review” – six (6) months | Explore land for growth outside settlement boundary |
| | Consideration of servicing & applicable policies |

3.2 – Overview of Minimum Consultation per Planning Act

In carrying out an Official Plan Review (e.g., for growth management), the *Planning Act* prescribes minimum consultation requirements that must be satisfied. Those minimum consultation requirements include:

- Holding a Special Meeting of Council at the outset of the project, to welcome feedback on what the Town should consider in the Official Plan Review;
- Once draft policies (e.g., Official Plan Amendment(s)) are prepared:
 - Consult with prescribed stakeholders and agencies;
 - Hold a Public Open House; and
 - Hold a Public Meeting
- The decision(s) of Council must also outline what effect, if any, comments received have had on its decision(s) in the Official Plan Review.

3.3 – Overview of Recommended Consultation

Staff Report [PLN-2024-28](#) prepared in support of the Special Meeting of Council outlined the project work plan and listed upcoming project deliverables, which included the preparation of the CEP, which is subject to this report. WSP has recommended a suite of consultation efforts to be implemented throughout this project, which go beyond the requirements of the *Planning Act*. For Council’s reference, an outline of those WSP-recommended consultation efforts include the following:

Forms of Consultation and Engagement

- Holding a Special Meeting of Council at the outset of the project to welcome feedback on what the Town should consider in the Official Plan Review;
- *Hold a visioning workshop with the public*
- *Outreach to and consultation with external groups including:*
 - *Indigenous communities*
 - *Stakeholders*
 - *Agencies*

- *Development industry*
- Once draft policies (e.g., Official Plan Amendment(s)) are prepared:
 - Consult with prescribed stakeholders and agencies;
 - Hold one or more Public Open House(s) (for each respective part/phase); and
 - Hold a Public Meeting(s) (for each respective part/phase)
- The decision(s) of Council must also outline what effect, if any, comments received have had on its decision(s) in the Official Plan Review.

Methods of Communication

- Digital and printed media
- Town website (dedicated project page)
- In-person meetings (e.g., focus/working group(s))
- Community pop-ups

The consultation activities summarized herein go above and beyond the *Planning Act* requirement of holding one open house and one public meeting in relation to each of the two part work plan. Please refer to Attachment 5.1 for more information on the consultation efforts being undertaken.

3.4 – Conclusion

This Consultation and Engagement Plan (CEP) provides a framework for gathering input from Town staff, Indigenous and First Nation communities, members of the public, Council and key stakeholders. The CEP is intended to be flexible and adaptable to changing needs as the project progresses. The purpose of the engagement activities undertaken as part of this project is to ensure the public remains informed and participates in planning for the future of the Town of Bradford West Gwillimbury that goes above and beyond the *Planning Act* requirements. The CEP is tailored to provide information on future growth to receive insights and ideas through meaningful engagement in order for fulsome decision-making.

4. EFFECT ON TOWN FINANCES:

The financial implications of implementing the Consultation and Engagement Plan through the Town's Official Plan update project consultant, WSP, are factored into the capital project budget for the project.

5. ATTACHMENTS:

Attachment 5.1 – Community Engagement Plan