

## COUNCIL REPORT

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**Meeting Date:** January 18, 2021  
**Department:** Building, Planning and Waste Management  
**Report No.:** BBP-2021-126  
**Submitted by:** Jennifer Huff, Manager, Building & Planning  
**Approved by:** Matthew Stephenson, Director of Building, Planning and Waste Services  
Fred Tranquilli, Chief Administrative Officer / Clerk  
**SUBJECT:** **5-Year Official Plan Update – Status Report No. 1**

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**RECOMMENDATION: THAT:** Council receive report BBP-2021-126 for information.

### **STRATEGIC PLAN ALIGNMENT:**

This matter is in accord with the following strategic priorities:

*Economic Development: Strathroy-Caradoc will have a diverse tax base and be a place that offers a variety of economic opportunities to current and prospective residents and businesses.*

*Growth Management: Strathroy-Caradoc will be an inclusive community where growth is managed to accommodate a range of needs and optimize municipal resources.*

*Destination Building: Strathroy-Caradoc will provide distinct experiences that celebrate its past and future by prioritizing innovative new ideas that set the community apart.*

Specifically, the 5-Year update to the Official Plan was identified as one of several short term tactics necessary to achieve the above noted strategic priorities.

### **BACKGROUND:**

Council awarded the Official Plan Update contract to WSP in the fall of 2020. The purpose of this report is to provide Council with a status update on the project generally, but also to make Council and the public aware of key consultation milestones.

To date, the following has been completed by staff and WSP:

- An on-line cloud-based document repository has been created for the project – this allows both internal and external staff and consultants to add, review and edit documents in a coordinated fashion;

- Staff have largely completed the collection and transfer (upload) of all of the background documents requested by the consultants;
- A core municipal steering committee has been created and includes: the CAO/Clerk, Manager of Building and Planning and the County Planner for Strathroy-Caradoc. Additional staff are called forward to attend meetings based upon the needs of the project.
- A consultation plan has been developed for the project.
- A dedicated website has been developed for the project: [\*\*growingtogethersc.ca\*\*](http://growingtogethersc.ca). This website includes general project information, as well as information on each project subcomponent. It also highlights key upcoming milestone events or deliverables. The public will be able to participate in, and provide feedback on, the project through the website. The Municipality's website includes links to the Growing Together website.
- A single project email has been set up to which all correspondence relating to the project will be directed to: [\*\*OfficialPlan@strathroy-caradoc.ca\*\*](mailto:OfficialPlan@strathroy-caradoc.ca).
- The project is actively seeking members of the public to apply for membership to the **'Stakeholders Advisory Committee'**. The purpose of this group will be to provide a sounding board for the Project Team and provide insights into key issues and draft recommendations on a range of matters. It is anticipated that this group will meet 3 times a year over the next two years. Applications will be received until mid-February 2020. Application forms are available on the [\*\*growingtogethersc.ca\*\*](http://growingtogethersc.ca) website or by contacting the Manager of Building, Planning.
- A Notice of Study Commencement and Indigenous Outreach Letter has been circulated. These notices are required as some of the project components are being concurrently evaluated under the Municipal Class EA process. This combined Planning Act / Class EA process is intended to expedite the approval process related to any infrastructure projects that are found necessary as a result of this project.
- Staff are currently planning for an 'Open House' meeting to officially kick-off the project in March 2021. The 'Notice of Open House' will be circulated in a local weekly newspaper for two weeks, 30 days in advance of this meeting, as required by the Planning Act (Section 26 notice requirements). In addition, staff are preparing for significant social media advertising, as well as including the notice in the spring tax notice.
- It is anticipated that the first round of formal engagement sessions will begin in April 2021. The engagement sessions are intended to provide both virtual and traditional forms of public participation in keeping with current health regulations relating to the COVID-19 pandemic. Staff and WSP consultants recognize that public participation is crucial to the success of this project and that not all residents have access to adequate internet service. Every effort will be made to ensure that those that want to participate in this project, will be able to do so using a format that is accessible to them.

- A Draft Background Report in support of the scoped review of the lands within the existing Strathroy settlement boundary is anticipated end of January. Staff will review and provide feedback on this report to WSP.

Staff intend to bring forward status reports on a quarterly basis or as otherwise necessary based on the progress of the project.

**COMMENTS:**

Staff are available at any time to discuss the elements of this project with Council and the public. To date, WSP has been a reliable and dedicated project partner – deliverables have been received on time and in a professional format and standard.

**FINANCIAL IMPLICATIONS:**

Financial implications are contained within the Council approved tender documents.

**ATTACHMENTS:**