

**PLAN REVIEW STEERING COMMITTEE  
MINUTES  
Tuesday, October 18, 2005 AT 2:00 PM**

**PRESENT:**

**COUNCIL:** Committee Chair Councillor Starkey, Councillor Martin, Councillor Kings, and Councillor Carpenter

**STAFF:** Sandra Lawson, Don Radford, Matt Reniers, Russ Loukes, and Tricia Givens

**LIASON STAFF:** Paul General, Six Nations; Cynthia Compeau, County of Brant

**ABSENT:** Mayor Mike Hancock, Councillor Ceschi-Smith, Councillor Lancaster, Ted Salisbury, and Wayne Wood

**DELEGATION:** Kevin Jones, Earth Tech; Sue Cumming, Cumming & Co.; Bernie Hermsen, MHBC Planning

**1. DECLARATION OF CONFLICTS OF INTEREST: None**

**2. ADDITIONS & ALTERATIONS TO THE AGENDA: None**

**3. MINUTES**

It was **Moved by** Councillor Martin  
**Seconded by** Councillor Kings

**"THAT** the Minutes of the Plan Review Steering Committee Meeting of August 22, 2005 **BE APPROVED."**

**CARRIED**

**4. APPROVAL OF AGENDA**

It was **Moved by** Councillor Kings  
**Seconded by** Councillor Martin

**"THAT** the Agenda for the Plan Review Steering Committee Meeting of October 18, 2005, 2005 **BE ADOPTED."**

**CARRIED**

**5. REPORTS / ITEMS**

**5.1 Public Consultation**

**5.1.1 Summary of Findings – Public Information Session #1**

This summary was made via a verbal report with a follow-up report for publication to come by the next Steering Committee meeting. The report will include a detailed summary of the information received, a newsletter to be posted on the website, and a date for the November / December workshop.

There were 69 people in attendance at the **Public Information Session #1** who signed in, plus a few people who did not sign in. The busiest time of the PIC was between 3:30 and 5:30 PM.

There was a lot of public interest. There were four stations to move through with considerable information to share and explain.

After signing in, attendees were directed to the first station, which was introductory in nature. It provided a definition of Official Plan, Official Plan Review, Transportation Master Plan, and Transportation Master Plan Update. A timeline summarizing the main deliverables was shown, with attention drawn to public participation months. Other information available at this station was specific to other studies and initiatives that have already been completed by the City, such as the Housing Strategy, Brownfields, and so forth, that would be included in the overall research and review for this project.

The second station was specific to provincial growth initiatives and more specific Official Plan issues. The third station was specific to the transportation, with boards showing the status of the recommendations from the previous TMP in 1997, current conditions, downtown transportation issues and measures to be used in shaping the future transportation network. The final station was an area set-up for individuals to complete the Comment Form. There were 12-14 forms completed, with some being handed in after the Public Information Session. The last date for handing comments in was October 20, 2005. A box was left at the Security Desk of City Hall for handing in the forms. Late submissions were still accepted.

The main comments made were specific to job opportunities, environmental sustainability, accessibility, access to public transit, entertainment, water, on-road biking, affordable housing, parking, the City-County relationship.

The majority of attendees learned about the meeting via the newspaper posting. Of those individuals who completed a comment card, 75% are interested in participating in stakeholder meetings.

### **5.1.2 Stakeholder Workshop – General Discussion**

The purpose of these workshops is to “drill” down on key items and themes of the OPR and TMP. The PIC #1 served as a means of recruiting potential candidates to be involved in these sessions. It is planned that these workshops will be held in late November or early December. Items for discussion will include key policy pieces specific to the Terms of Reference and transportation models. There will be 2 to 3 key items for discussion for each Workshop.

Some flexibility is necessary for the Workshop format. It may be held within a specific time with tables set up and items for discussion assigned to a particular table. At a set time, the discussion topic may rotate. Alternatively, the workshop may be set up where key issues will be discussed by the entire group at prescribed times. Final details of the workshop format will be completed once there is a better understanding of the number of participants and available venues.

### **5.1.3 Kitchen Table Kit – General Discussion**

This tool will be in addition to the Workshops and Stakeholder meetings. It will be launched in mid-November. Members of the Committee will be asked for help to hand out and circulate these packages to five or six individuals or groups. These kits will be available to anyone in the public who is interested.

The goal of this tool is to provide for broader input and participation from the public. It is another way for people to be involved and to give their input into this project. The package will include a “how to use” guide. The purpose is to get people talking.

Council involvement is important to increase participation from members of the public. This is a way to bring the project to a “grass roots” level and to help get buy-in from the public. All five

Ward Councillors participating in the Steering Committee should share these Kits with their respective neighbourhood groups.

## **5.2 Transportation Master Plan Update:**

### **5.2.1 Public Attitudinal Survey Review**

Handout provided with the agenda summarizes this section.

### **5.2.2 Transportation Tomorrow Survey Update**

This survey is being conducted on behalf of the province by a consulting firm. It is a survey that is being done in the GGH, in order to get information on travel patterns in this area. The status for Brantford is that 7% of the sample is completed. The success rate of the calls is 63%. Each person to be called was sent a letter first, and telephoned after. It is difficult to get any response. The refusal rate is 27 %, which is less than many of the other areas within the survey limits. It is intended that the survey will be wrapped-up by the end of November.

### **5.2.3 Transportation Model Update**

Kevin Jones of Earth Tech is in the process of building two models.

1. Growth Alternatives: this is a demand forecast model. It provides a high level forecast that examines transportation impacts at critical screen lines (such as crossing grand River or highway 403) associated with alternative land use scenarios.
2. Downtown Network Review: this is a traffic simulation model. It will assist in the assessment of traffic impacts related to the conversion of the Colborne/Dalhousie one-way pair into 2-way operation.

### **5.2.4 Downtown Traffic Issues Update**

See attached handout for further detail.

## **5.3 Official Plan Review**

### **5.3.1 Growth Scenarios Update**

Bernie Hermsen of MHBC Planning summarized that the Places to Grow Growth Plan is due for release soon. B. Hermsen pointed out that numbers released in the Draft Places to Grow Plan do not match projections completed by the City. At this point, further discussion is required with the province to address this issue. The projections are necessary as an absolute policy base to work from for the Official Plan. These challenges have delayed the schedule somewhat until further detail is gained from the province in the form of the release of the proposed Plan.

At this point, staff are in the process of re-calculating population projections based on employment lands and current and proposed development of employment lands.

## **5.4 Project Schedule**

Both projects are moving forward with the data that is currently available. The next phase of the Transportation Master Plan is the development of Transportation Strategies. Upon completion of the Growth Scenarios Assessment, the next step for the Official Plan Review is the completion of land use policy options.

**6. INFORMATION ITEMS: None**

**7. NEW BUSINESS: None**

**8. ADJOURNMENT: 4:10 PM**