

TIME/DATE: January 18, 2006 at 6:00 pm

PLACE: Township of Whitewater Region Council Chambers

ATTENDEES:

Chairperson – Ron Lowe

Committee Members – Dan Rathwell
Art Cobb
Joseph Trimm
Jacob Rook
Jim Labow
Beulah Wright
Jack Ferguson
Daryl McLaughlin
Joe Kowalski
Jim Munroe
Brian Whitehead

Staff: - Dean Sauriol, CAO/Clerk
Jacques Benoit, CBO

Jp2g - Steve Webster, Secretary

DISCUSSION:

1. Ron Lowe opened the meeting welcoming Joe Kowalski and Jim Munroe to the committee. Ron confirmed that it is his wish to have the process completed within 6 months. Ron then turned the meeting over to Brian Whitehead.
2. Brian Whitehead opened his presentation by indicating that the primary purpose of this meeting was to review the terms of reference that he had prepared and obtain the Committee's concurrence with it. Brian indicated that the Committee work would entail three stages as follows:

- ? First Stage -Background Data Collection
 - Issues Identification
 - Options Analysis
 - Recommendations
- ? Second Stage - Policy Preparation
- ? Third Stage - Approvals

It was noted that the majority of the work would be undertaken in the first stage. At the end of Stage 1, the Committee should have a clear idea of the options available to address the identified issues and recommendations for policy implementation. The work plan can be modified / scoped with based on the number of issues raised.

3. Brian noted that he has scheduled 6 meetings, one per month. The following was a brief outline for the meetings were discussed:

- ? Committee Meeting #1 – Main focus will be to come up with a list of issues to be reviewed

Brian noted he had obtained information on the economic profile of the Township that he had obtained from a government website. He has also obtained information on neighbouring communities, as well as Mississippi Mills. Brian will summarize this and other background information about the Township and provide it to the committee

members before the next meeting to be used as a baseline. Brian asked the committee to come to the first meeting with their ideas about what they feel the key issues are facing the Township. Brian will also prepare a preliminary list of issues to be reviewed with the Committee.

? Committee Meeting #2 – Summarize the Issues to be Addressed in the Work Plan

A Preliminary Issues Report will be presented based on the results of Meeting #1. Brian indicated that he will have more information available for the committee's review at the time, depending on the results of the issues discussed at Meeting #1. This meeting will involve a visioning exercise where the committee will decide on how they want to Township to grow in the future. It was noted that under this scenario there would not be a community visioning exercise, as that would be left to the committee. Instead the community would be asked to endorse the committee's views.

? Public Meeting #1

At the first public meeting, Brian envisioned that he would provide a presentation that would profile the community, discuss the issues committee raised and have a discussion on what the committee's next steps are. The community would be asked for feedback on the work completed to date and provide input on the issues to be considered and the community vision.

? Committee Meeting #3 – Review Options to deal with Issues

Brian indicate that at this meeting he wants to go through a analytical process of dealing with each issue individually, to review its implications with regards to the Provincial Policy Statement, existing County Official Plan and review options on how they can be addressed.

? Committee Meeting #4

A second Steering Committee meeting will likely be necessary to address policy options.

? Committee Meeting #5 - Drafting up of Goals and Actions

This meeting would be one to pull everything together and the draft report will be presented.

? Public Meeting #2

The emphasis for this meeting will be to provide the public with an indication of the preferred options to address the identified issues.

? Committee Meeting #6 – Review input from Public

4. Ron Lowe emphasized that the goal of the Committee was to look at three options to deal with the Township's Official Plan:

- ? Prepare a new Official Plan for the Township
- ? Undertake amendments to the County Official Plan specific to the needs of the Township

- ? Stay with the County Official Plan in its current form
5. Ron Lowe then asked for the Committee's input to determine if the meetings should be held in conjunction with the regular Council Meetings or stand alone meetings.
 6. Joseph Trimm indicated that it was his preference to have separate meetings and he suggested that it be held on Wednesday as is the case with the Council meetings.
 7. Daryl McLaughlin raised the issue that he could may not be available for some meetings due to his work schedule, but he realized that this was unavoidable.
 8. Ron Lowe asked for a consensus on holding the meetings on the 2nd Wednesday of the month and that was carried. The next meeting is therefore scheduled for February 8th.
 9. Ron Lowe indicated that the agenda must be available 3 working days prior to the meeting.
 10. It was agreed that the timing and location for the public meeting would be determined closer to the date of the actual meetings.
 11. Joe Kowalski noted that he may not be able to make one of the meetings. It was noted that he could provide a written comments that would be reviewed by the Committee during the meeting.
 12. Joe Trimm moved to adjourn the meeting, which was seconded by Art Cobb. The motion was carried and the meeting adjourned at 6:35 pm.

THESE MINUTES WERE RECORDED AND DISTRIBUTED BY SJp2g CONSULTANTS INC. ANY ERRORS OR OMISSIONS SHOULD BE BROUGHT TO THE ATTENTION OF THE UNDERSIGNED.

Steven Webster

Distribution:

- All in attendance