



**City of Kingston
Report to Council
Report Number 21-089**

To: Mayor and Members of Council
From: Brad Joyce, Commissioner, Corporate Services
Resource Staff: John Bolognone, City Clerk
Date of Meeting: March 2, 2021
Subject: Renaming the Planning Advisory Working Group

Council Strategic Plan Alignment:

Theme: Policies & by-laws

Goal: See above

Executive Summary:

It has been recently brought to the attention of staff, that the application of the acronym for the Planning Advisory Working Group (“PAWG”) was used at a recent meeting of the Planning Advisory Working Group. This same acronym unfortunately, also has use in slang terminology with a pejorative definition, so with that being the case, the purpose of this report is to change the name of the Planning Advisory Working Group.

This report therefore recommends a By-Law to amend the Committee By-Law, to rename the Planning Advisory Working Group to the Planning Advisory Committee. It should be noted that the use of acronyms or initialisms is not referenced in By-Law Number 2010-205, being ‘A By-Law To Define The Mandate And Meeting Procedures For Committees Established By The Corporation Of The City of Kingston’, as amended (“the Committee By-Law”).

The use of acronyms has increased significantly in recently years. However, slang terminology is extremely fluid and a pejorative definition for a commonly used term or acronym may arise at any time resulting in unintended consequences. Accordingly, staff will proactively review the use of acronyms for committee names on a regular basis.

March 2, 2021

Page 2 of 5

Recommendation:

That the necessary By-Law to amend By-Law 2010-205, being 'A By-Law To Define The Mandate And Meeting Procedures For Committees Established By The Corporation Of The City of Kingston', as amended, attached as per Exhibit A to Report Number 21-089, be presented to Council, to rename the Planning Advisory Working Group to the Planning Advisory Committee.

March 2, 2021

Page 4 of 5

Options/Discussion:

On October 3, 2017, Council approved a recommendation to create the Planning Advisory Working Group to fulfill the requirements of the Planning Act. The intended outcome of the Planning Advisory Working Group was to facilitate greater collaboration and the exchange of ideas between Council (through the Planning Committee) and the public. This would be achieved through the provision of advice to the Planning Committee with respect to major City-led land use planning projects, City-initiated amendments to the Official Plan and the Zoning By-Law(s) which have a broad application, land use policy changes or legislation introduced by the Province, and other similar broad land use planning matters affecting the City.

At the February 3, 2021 Planning Advisory Working Group meeting, 'PAWG' was used to identify this Working Group. It was subsequently brought to the attention of staff that 'PAWG' has multiple meanings and is used in slang terminology as an acronym for a term that has negative connotations. For that reason, it is prudent to change the name of the Planning Advisory Working Group to the Planning Advisory Committee, through amendment of [By-law 2010-205, A By-Law To Define The Mandate And Meeting Procedures For Committees Established By The Corporation Of The City of Kingston](#).

Existing Policy/By-Law:

[By-law 2010-205, A By-Law To Define The Mandate And Meeting Procedures For Committees Established By The Corporation Of The City of Kingston](#), as amended.

Notice Provisions:

None

Accessibility Considerations:

None

Financial Considerations:

None

Contacts:

John Bolognone, City Clerk, 613-546-4291 extension 1247

Other City of Kingston Staff Consulted:

Paige Agnew, Commissioner, Community Services

Janet Jaynes, Deputy City Clerk

March 2, 2021

Page 5 of 5

Exhibits Attached:

Exhibit A – A By-Law to amend By-Law 2010-205, being A By-Law to define the mandates and meeting procedures for committees established by The Corporation of the City of Kingston, as amended, to rename the Planning Advisory Working Group to the Planning Advisory Committee

By-Law Number 2021-XXX

A By-Law to Amend By-Law Number 2010-205 “A By-Law to Define the Mandate and Meeting Procedures for Committees Established by The Corporation of the City of Kingston” to rename the Planning Advisory Working Group to the Planning Advisory Committee.

Passed:

The Council of The Corporation of the City of Kingston hereby enacts as follows:

1. By-Law Number 2010-205 of The Corporation of the City of Kingston entitled, “A By-Law to Define the Mandate and Meeting Procedures for Committees Established by The Corporation of the City of Kingston”, as amended, is hereby further amended as follows:
 - 1.2 Schedule “F-7” is hereby deleted in its entirety and replaced with the new Schedule “F-7” attached hereto and marked as Schedule ‘A’.
2. This By-Law shall come into force and take effect on the date of its passing.

Given First and Second Readings

Given Third Reading and Passed

John Bolognone
City Clerk

Bryan Paterson
Mayor

Schedule F-7 – Advisory Committees Reporting to A Committee

Committee name: Planning Advisory Committee

Reporting to: Planning Committee

Composition (As appointed by Council):

Eight (8) members of the public who are not employees of the City of Kingston or members of Council, and who represent the following areas or interests:

- One representative of the rural area;
- One representative of the Kingston West urban area;
- One representative of the Kingston Central urban area;
- One representative of the Kingston East urban area;
- One representative of the First Peoples;
- One representative of the institutional community;
- One representative of Kingston Economic Development; and
- One representative of the business community.

The Planning Advisory Committee will provide an opportunity for resident perspectives on planning matters. Planning Advisory Committee members should demonstrate an informed interest in planning and development, including but not limited to: planning legislation, land use planning, growth management, the conservation of natural or cultural heritage resources, transportation planning, brownfields remediation, open space planning, economic development, and/or the provision of public and social services.

Term of Appointment: The Term of Council

Meetings: Meetings to be scheduled quarterly, with no less than two meetings held per year. Additional meetings may be held if needed at the call of the Chair.

Mandate/Terms of Reference:

1. The Planning Advisory Committee is established in accordance with the provisions of Section 8(1) of the *Planning Act*, R.S.O. 1990, c.P.13 and its members shall be appointed by City Council.
2. The Planning Advisory Committee's role is consultative and is to provide advice to the Planning Committee through staff with respect to land use planning matters or projects which include, but are not limited to:

Exhibit A to Report Number 21-089

- City-initiated amendments to the Official Plan and/or Zoning By-Law(s) with broad application to the City;
 - Legislated updates to the Official Plan together with any updates of the major studies that support Official Plan updates;
 - *Planning Act* reform, updates to the Provincial Policy Statement and/or other proposed land use policy changes/legislation or initiatives introduced by the Province that affect planning matters in the City; and
 - Major City-initiated land use planning projects.
3. The Planning Advisory Committee may consider and provide advice on similar broad land use planning matters generally affecting the City as may be directed by City Council, the Planning Committee and/or the Director of Planning Services.
 4. For clarity, the Planning Advisory Committee is not a decision making committee of City Council and it is not responsible in any way for the review of development applications made pursuant to the *Planning Act*.
 5. Planning Advisory Committee activity will be reported to the Planning Committee through circulation of meeting notes and through content summarized within staff reports.
 6. Planning Advisory Committee meetings will be open to the public.