

CONSENT GRANTING COMMITTEE

TERMS OF REFERENCE

Background

The consent granting authority was delegated to a Land Division Committee under Section 54(4) of The Planning Act, R.S.O. 1990 as amended until December 1, 2010. Perth County Council passed motion on August 12, 2010 to delegate this authority to a Committee of Council. Procedural By-law 3174-2010 was amended to reflect this change by Amending By-law 3214-2010 on November 4, 2010.

Name

- The name of the Committee shall be 'Consent Granting Committee'

Mandate

- The committee shall receive, review and make decisions on
 - Applications for Consent under Section 53 of The Planning Act, R.S.O. 1990 as amended
 - Applications for change of conditions on an approved Consent application
 - Applications for Validation of Title under Section 57 of The Planning Act, R.S.O. 1990, as amended

submitted to the County of Perth involving lands in all lower tier municipalities being North Perth, Perth East, West Perth and Perth South.

- The committee shall carry out their duties as prescribed under The Planning Act, R.S.O. 1990 as amended, Regulations thereto as amended and shall comply with such rules of procedure as prescribed including Procedural By-law.
- The committee shall appoint a secretary-treasurer, who may be a member of the committee, and may engage such employees and consultants as is considers expedient, within the limits of the money appropriated for the purpose. The secretary-treasurer shall keep on file minutes and records of all applications and the decisions thereon and of all other official business of the committee, and Section 253 of The *Municipal Act, S.O. 2001* applies with necessary modifications to such documents.
- Committee members shall be assigned to a designated area being the municipality represented and shall be required to make site visits for applications within that area as may be necessary.

Remuneration

The members of the committee shall be paid such compensation as prescribed by County By-law.

Composition

- The committee shall consist of five (5) Councillors with representation from across the county.

Term

- Councillors shall be appointed annually by County Council for a term on one (1) year. Members are eligible for reappointment, and, where a member ceases to be a member before the expiration of his or her term, the Council shall appoint another eligible person for the unexpired portion of the term.

Meeting dates

- The Committee shall meet separately from Council meetings. Meeting dates shall be set by the Secretary-Treasurer or Chair. In consultation with the Chair, the Secretary-Treasurer may cancel or reschedule a meeting.

Meeting location

- Committee meetings will normally be held at the Administration office of The County of Perth unless otherwise designated by the Committee.

Notices

- All required Notices shall be given in accordance with The Planning Act, R.S.O. 1990 as amended and Regulation thereto, as amended.

Meeting Procedures

- Procedural By-law 3174-2010, as amended shall apply to the committee with necessary modifications.
- The review of applications, conducting of meeting and making decisions shall be determined by the Consent Granting Committee.

UPDATED: October 2010