



Notes from the Planning Advisory Committee Meeting No. 3/08  
Held on March 14, 2008

**Members Present:**

Richard Lloyd (Chair)	City of Barrie
Dennis Egan (Vice Chair)	Town of New Tecumseth
Mary Brett	Township of Adjala-Tosorontio
Garry Matthews	Township of Melancthon
Ron Simpson	Town of Bradford-West Gwillimbury
Bill Van Berkel	Town of Innisfil
Percy Way	Township of Amaranth

**Staff Present:**

Marilyn Eger	Director of Planning
Wayne Wilson	CAO

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**1. Adoption of Agenda:**

*Members of the Planning Advisory Committee adopted the Agenda for the March 14, 2008 meeting.*

**2. Review of Notes from the February 8, 2008 PAC meeting:**

*The Planning Advisory Committee received the Notes from the meeting held on February 8, 2008.*

**3. Review and Discussion of the Proposed Business Plan 2008 – 2010**

*The Planning Advisory Committee directed staff to develop a final version of the Planning Services component of the 2008-2010 NVCA Business Plan based on the discussions and recommendations of the Committee, for consideration of the Board of Directors at their April 11, 2008 meeting.*

Discussion

- M.Eger - Presented a brief overview of the Planning Division in 2007 and potential issues for discussion (Attachment A).
- R. Lloyd - Reviewed with PAC members, the status of individual municipality's response to the Township of Essa's (and Mulmur's response) motion on the perceived duplication of planning services at the conservation authority and the county. R. Lloyd is attempting to follow up with Barrie planning staff. R. Simpson and B. Van Berkel indicated that their respective councils had directed planning staff to report back to council. At a previous PAC meeting, S. Foley had indicated that Collingwood staff was asked to comment. M. Eger will follow up with Collingwood planning staff. R. Lloyd asked PAC members to attempt to have municipal comments as background to the discussion of this issue at the April PAC meeting. D. Egan indicated that New Tecumseth planning staff had indicated that

additional staff would be required at the municipal level if NVCA did not provide environmental planning comments.

D. Egan - Indicated that NVCA staff had provided a draft copy of the full Planning and Regulations Implementation Guidelines to the CAO at New Tecumseth, as background to discussions at an upcoming South Simcoe Mayor's meeting. The duplication of planning services is expected to be an item raised for discussion at that meeting.

Various members indicated the Business Plan should be reviewed to include a reference to the NVCA participating in the review of the County of Dufferin Growth Management Plan, source water protection (role for the Authority in commenting on the incorporation into local official plans), revised planning core message.

There was also direction to broaden the developing data base system to track revenues and workload as input into the 2009 budget and fee review process. This relates directly to acquiring a better understanding of the split in workload between planning services which are supported by fees and those which are considered general benefiting. For example, plan input and review of the County Plan expected in 2008 is a general benefiting item, as are the review of proposed guidelines from Conservation Ontario, recently circulated to all authorities, on the implementation of Generic Regulations or reviewing the draft *Growing the Greenbelt – Consultation 2008* currently in circulation from the Ministry of Municipal Affairs and Housing.

PAC members also encourage NVCA staff to directly contact municipal planning staff to obtain reports on development activity to assist with NVCA planning workload forecasting and revenue projections.

The meeting was adjourned at 12:00 p.m.

Prepared by: M.F.V. Eger

Attachment A –

## **PLANNING ADVISORY COMMITTEE – MARCH 14, 2008**

### AGENDA 2008 – 2010 BUSINESS PLAN

#### PLANNING DIVISION IN 2007 – SUMMARY

- year of tremendous change
- started the year with problematic revenue system, staffing which did not reflect workload requirements, four new staff, no support staff (planning technician), no operational GIS data based file management system, no comprehensive file indexing, no comprehensive policy guidelines
- made good headway in addressing many of these items, this history is a handicap in my ability to provide accurate statistics regarding past workload etc.

#### HISTORY

- Original Watershed Plan 1996 provided overview of the NVCA watershed and addressed broad watershed issues
- Jump forward to 2007 and the strategic review and update of the watershed plan.
- As a result of the strategic plan exercise, for the first time, the watershed plan included measurable watershed wide targets
- The Business Plan assists in achieving these targets through approved programs and budgets
- The Business Plan also provides the mechanism to annually track the achievement of targets

#### PLANNING DIVISION

- Uneasy fit with format of Business plan targets because of work we do. We can't set targets like plant additional trees, inspect dams etc.
- The majority of workload is outside our control (ie volume of permit applications and plan review applications. We also have no control over when the Province, counties or municipalities require our input into new policy matters)
- The Planning Division coordinates one of the key programs related to a Ca's mandate and watershed goals – protection of property and life from hazardous situations and protection of natural heritage features
- Funding historically has been about 80 percent funded through development fees and 20 percent through general levy. This split thought to reflect balance in plan review vs. plan input.

#### ISSUES FOR DISCUSSION

- Wayne has requested we review the Planning Core message in the Corporate Communications and Core Message portion of the Business Plan, currently reads – The Planning Program in fulfilling its legislative mandate provides strategic environmental planning to guide municipal and other land use decision on a watershed basis, through an open and balanced approach.
- 80 percent of the 2008 budget is projected to be from development fees.
- The majority of this money is projected to be from subdivision work, but the number of new subdivision submissions is lower than other years.
- In addition, we have substantially altered our revenue accounting. Going into 2008 we had a reserve of subdivision fees of about \$365,000. However there is a hangover effect from old subdivision accounting system as up to a quarter of the senior planners' time to date is being spent on subdivisions where revenue has previously been fully recognized.
- Continued support for capable planning division team, policy development, GIS based data system.
- Suggestion that the interest on subdivision reserve funds be directed back to the Planning program.