



## Committee Report

**To:** Warden Janice Jackson  
Members of the Planning and Development Committee

**From:** Mark Paoli  
Land Use Planning Manager

**Date:** December 17, 2020

**Re:** Land Use Service Delivery (Memorandum of Agreement) - Final Report

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### Staff Recommendation:

That the Memorandum of Agreement for land use planning services between local municipalities and the County of Bruce be approved; and

That the necessary By-law be forwarded to County Council to approve the County entering into the Agreement with the local municipalities.

### Background:

Funded by the Municipal Modernization Program, Strategy Corp Inc. (SCI) was retained to undertake this project, as part of a larger body of work focused on improving and enhancing land use service delivery. This service delivery improvement initiative is part of the tactical objectives from the Land Use Planning Transformation program. Today's presentation of the Memorandum of Agreement (MOA), wraps up the three parallel projects SCI has been leading, including:

1. Official Plan Best Practices
  - ✓ Complete - approved October 15, 2020
2. Development Fees Review
  - ✓ Interim report received October 15, 2020
  - ✓ Complete - approved November 19, 2020
3. Memorandum of Agreement (MOA) Update
  - ✓ Interim report received and circulation endorsed November 5, 2020
  - ✓ MOA presented to all eight local Councils (November 9<sup>th</sup> - 24<sup>th</sup>)
  - Final MOA presented December 17, 2020

Building on one of the key findings of the "Land Use Planning Role and Structure Review" report presented in July 2020, this final MOA for planning services with local municipalities (attached), represents the culmination of consultation with County and local municipal staff (including two CAO workshops), Bruce County Council and all eight local municipal Councils.

Feedback received, paired with Strategy Corp's experience and expertise in developing these kinds of agreements in other communities, has been used to update the draft MOA presented in November - the result is the final MOA presented here.

### **Next Steps:**

If approved by Planning and Development Committee, the next step would then be to forward the Agreement to local municipal Councils early in 2021 for consideration of their participation in the Agreement. To facilitate its timely implementation, it is requested that a decision by the local municipalities on the MOA be made by March 31<sup>st</sup>, 2021. Those municipalities "opting in" would execute the Agreement at their local Council and forward this executed Agreement back to Bruce County. Those municipalities "opting out" would take back the local land use planning responsibilities delegated to the County by the local municipality, and; begin a transition in which County and Municipal staff will develop options to address the handling of open files and determine the date by which the County will cease accepting new local applications.

Should Bruce County Council wish to review the delegation of land division (consents/severances) to those local municipalities interested in accepting this added responsibility, each municipality potentially needs to enter into a separate agreement for Local delivery of this County responsibility (vs. this MoA which is addressing the Local service delivery by the County). However, further legal and process review of this opportunity would need to be completed before it could be advanced.

### **Financial/Staffing/Legal/IT Considerations:**

There are potential financial, staffing, legal and IT considerations associated with this report resulting from land use planning service delivery with the local municipalities.

### **Interdepartmental Consultation:**

Staff from Planning and Development have been working with the Office of the CAO.

### **Link to Strategic Goals and Elements:**

Goal 4 - Find creative new ways to involve all staff in our future  
Element C - Invest in expanding the knowledge and skills of our staff.

Goal 5 - Eliminate our own red tape  
Element A - All work processes designed for the fewest steps and the easiest completion.  
Element C - Eliminate all duplications of services and data.

Goal 6 - Explore alternate options to improve efficiency, service  
Element C - Look for economy of scale or shared services among our departments and our communities.

Goal 7 - Stimulate and reward innovation and economic development  
Element A - Streamline and simplify our Planning Processes

**Report Author:**

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Matt Meade, Corporate Strategic Initiatives Specialist

**Approved for Submission:**

Sandra Datars Bere

Chief Administrative Officer