

*United Townships of Head, Clara & Maria Council*

**Report to Council**

Type of Decision									
Meeting Date	Tuesday, April 19, 2022				Report Date	Friday, April 8, 2022			
Decision Required		Yes	X	No	Priority	X	High		Low
Direction		Information Only		X	Type of Meeting	X	Open		Closed
Report #22/04/19/1001 – County of Renfrew Planning Agreement									

**Subject:** County of Renfrew Draft Planning Services Agreement

**Recommendation:** That Council review the Draft Planning Services Agreement provided by the County of Renfrew.

**Background:** Staff received the following information from Bruce Howarth, Manager of Planning Services for the County of Renfrew:

“As part of the County review of strategic services and modernizing the planning division, in September, County Council directed staff to reach out to formalize a potential shared service agreement with local municipalities with respect to local planning services. Attached to this email please find a draft agreement featuring a list of core planning services that we can offer your municipality. Please review the document, and if your municipality would like to move forward/continue with County providing services for local planning approvals, we would appreciate an opportunity to meet with you to move this forward in a timely fashion.

With the approval of Official Plan Amendment 31, the division is anticipated to be busy over the next few years with special projects as zoning by-laws need to be updated. These agreements will provide stability and predictability to the division so that we can manage our resources effectively and efficiently.”

The agreement is related to planning applications for services that are approved at the local level such as minor variances, zoning by-law amendments, and site plans. The agreement would be tailored to the Municipality’s needs.

Mr. Howarth would like to meet with Staff and Council to discuss the agreement, and planning services in general, and is scheduled to attend the regular meeting of Council in May. The draft agreement has been provided for Council review and discussion prior to Mr. Howarth’s deputation. This also provides an opportunity for Council to submit any questions or concerns of the draft agreement to the Clerk in preparation for Mr. Howarth’s deputation.

**Financial Considerations/Budget Impact:**

None at this time.

**Enclosures:**

Draft Planning Services Agreement – County of Renfrew

Approved and Recommended by the Clerk

Crystal Fischer,  
Clerk/Treasurer