

*United Townships of Head, Clara & Maria Council*

**Request for Decision**

Type of Decision									
Meeting Date	Tuesday, June 21, 2022				Report Date	Monday, June 30, 2022			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed
Report #22/06/21/1601- Planning Services Agreement									

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

**Recommendation:** That Council enter into an agreement with the County of Renfrew to formalize a shared services agreement for provision of local planning services.

**Resolution:**

Resolution No.: 22/06/21/005

Moved by Councillor \_\_\_\_\_ and seconded by Councillor \_\_\_\_\_

**WHEREAS** Council has received Report #22/06/21/1601 with information regarding entering into a shared services agreement for local planning services with the County of Renfrew;

**THEREFORE BE IT RESOLVED THAT** By-Law 2022-16 being a by-law to enter into a shared services agreement for the provision of local planning services with the County of Renfrew be read a first, second and third time.

**Background/Executive Summary:**

In the fall of 2021, the County of Renfrew reached out to lower tier municipalities to formalize a shared service agreement regarding local planning services. This stems from the County's review of strategic services and modernizing the Planning Division. The Planning Department is expected to be busy in the future as a result of Official Plan Amendments and corresponding special projects. The planning services agreement will provide stability and predictability to the department which will allow them to manage their resources efficiently.

This agreement relates to planning applications that are approved at the local level such as minor variances, zoning by-law amendments and site plan approvals and not County approvals such as severances.

At its regular meeting of May 17<sup>th</sup>, Council received a deputation from Mr. Howarth, Manager of Planning Services for the County of Renfrew who discussed the planning services agreement and provided an opportunity for members of Council to submit their questions or input. It was expressed that there is not a large need for Head, Clara and Maria at this time, however all lower tier municipalities have been invited to participate. There is the potential in the future that assistance may be required at the County level for requests of minor variance or zoning by-law amendments.

**Financial Considerations/Budget Impact:**

None at this time.

**Enclosures:**

County of Renfrew Planning Agreement

Approved and Recommended by the Clerk

Crystal Fischer,  
Clerk/Treasurer

