

<b>To:</b>	Warden Milne and Members of Grey County Council
<b>Committee Date:</b>	September 12, 2024
<b>Subject / Report No:</b>	PDR-CW-52-24
<b>Title:</b>	Investigating a Model for Planning Efficiencies and Shared Service Delivery
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<b>Reviewed by:</b>	Kim Wingrove
<b>Lower Tier(s) Affected:</b>	All member municipalities

## Recommendation

1. That report PDR-CW-52-24 regarding a shared services model for planning services be received; and
2. That correspondence be sent to each member municipality in Grey County, requesting feedback on the potential centralized planning service model by October 18, 2024.

## Executive Summary

This report recommends that correspondence be sent to each member municipality in Grey County seeking their feedback by October 18, 2024 on a proposed planning services model centralized at Grey County and identifies next steps in investigating this potential model.

## Background and Discussion

On Thursday, August 8<sup>th</sup>, the nine Grey County member municipalities met in a joint meeting to discuss a proposal for shared planning services centralized at Grey County. Direction was provided to staff in the closed portion of the meeting to further investigate the centralized planning service model option. A media release was issued on August 21<sup>st</sup>, 2024 which provided information that the potential servicing model was being investigated.

The County is seeking comments and questions on the centralized planning service delivery model. A municipal decision is not required at this stage, but rather the County is seeking input on the following from member municipalities:

- Questions about service delivery and customer service,
- In person office hours and location of staff,

- Impact on other municipal departments and staff (i.e., building, by-law, engineering, etc.),
- Commentary on other roles served by municipal planners, beyond development application processing and policy review (e.g., heritage permits, community improvement plan applications intake, etc.),
- Questions on the development application process, and reporting to municipal councils and committees,
- Financial, IT (software), legal, or human resources matters,
- Municipal record-keeping,
- Municipal agreements (e.g., site plan, subdivision agreements),
- Timelines or transitional considerations,
- Communications and reporting between County and municipal staff,
- Future memorandum of understanding considerations, or
- Any other feedback or questions that municipal councils might have.

The above-noted feedback, along with comments received from municipal staff, will help inform the follow-up staff report from County staff. In the next report staff will respond to the comments and questions received, as well as providing more detail on the financial, human resources, IT, and transitional considerations regarding how a centralized planning service delivery model could be implemented. In preparation for the next report, county staff are collecting and assessing information regarding planning department application fees, staff salary and benefits, municipal planning application processes, examples of other county-municipal service delivery memorandums of understanding, and planning department software. This follow-up staff report will be shared with both County and municipal Councils, and it is at that stage that the County will be seeking formal direction on the model.

This proposal is being brought forward in an effort to explore potential opportunities to enhance and improve the efficiency of planning services being provided by the County and member municipalities. It should be noted that local municipal decision-making authority regarding planning decisions would be unchanged under this proposed model. Operational efficiencies would be expected at the administrative level.

## Legal Considerations

None at this time.

## Financial and Resource Implications

Any financial and resource implications will be explored as part of the future staff report.

## Relevant Consultation

- Internal: Clerks
  - AODA Compliance (describe)
  - Contribution to Climate Change Action Plan Targets (describe)

External (list)

## Appendices and Attachments

None