

Northeast Avalon Regional Plan Leadership Committee

Activity Plan

April 1, 2011 - March 31, 2014

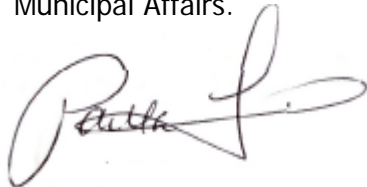
Message from the Chairperson

I am very pleased to present the first Activity Plan for the Northeast Avalon Regional Plan Leadership Committee conforming to the requirements of the *Transparency and Accountability Act*. The Leadership Committee is a Category 3 government entity and was appointed by the Minister of Municipal Affairs, according to Section (9) of the *Urban and Rural Planning Act, 2000*.

The members of the Northeast Avalon Regional Plan Leadership Committee consist of an elected representative from each of the region's 15 municipalities. In preparing its Activity Plan, careful consideration was given to the strategic directions of Government, as communicated by the Minister of Municipal Affairs. The Leadership Committee intends to make a contribution to one of the Minister's strategic directions: *Local Government Sustainability*. Through the development of a regional land use plan for the Northeast Avalon region of the province, the Leadership Committee will contribute to the outcome of *Strengthened Local Government*.

My signature below is indicative of the entire Northeast Avalon Regional Plan Leadership Committee's accountability for the preparation of this Activity Plan and for achieving the goal and objectives of the plan.

The Leadership Committee will engage in public consultation, both formal and informal, to ensure that the views of municipalities and the public in the Northeast Avalon are taken into consideration in developing a regional land use plan to be recommended to the Minister of Municipal Affairs.



Paula Tessier, Chair (Acting)
Northeast Avalon Regional Plan Leadership Committee

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1.0 Overview

The Department of Municipal Affairs is responsible for the development of regional land use plans in strategic areas of the province of Newfoundland and Labrador. Land use planning in the Northeast Avalon region is currently guided by the St. John's Urban Region Regional Plan, which was approved in 1976. While there have been some amendments to the plan over the years, it has not been subjected to a comprehensive review since its adoption over 30 years ago. The Minister of Municipal Affairs has decided that a new regional land use plan is required to meet the current and future needs of the rapidly growing Northeast Avalon region. A map of the boundaries of the regional planning area and the 15 municipalities therein is provided in Appendix A.

The Minister of Municipal Affairs is the authority for the Northeast Avalon Regional Planning Area. Under the *Urban and Rural Planning Act, 2000*, the Minister has the prerogative to appoint persons to oversee the development of regional land use plans, including the procedure for consultation with municipalities and other appropriate persons and organizations in the regional planning area. Pursuant to Section (9) of the *Act*, the Minister has appointed the Northeast Avalon Regional Plan Leadership Committee (the Leadership Committee). The Leadership Committee comprises mayors or designates from each municipality whose role is as follows:

- Identify goals and objectives of the regional land use plan
- Report back to each municipality
- Approve and oversee the public consultation process
- Provide municipal feedback
- Recommend approval of the completed regional land use plan to the Minister of Municipal Affairs.

The Minister has also appointed a Technical Team to support the Leadership Committee in the development of a regional plan for the Northeast Avalon. This Team includes a town office representative from each municipality and a senior planner from the Department of Municipal Affairs. Their role is as follows:

- Identify specific issues to be included in the review
- Determine and commission appropriate background studies
- Establish timelines
- Prepare terms of reference, evaluate proposals and award contracts
- Forward progress reports and recommendations to the Leadership Committee
- Oversee all technical aspects of the plan review.

The following diagram illustrates the hierarchy of responsibility and the path of recommendations and approvals with respect to the regional land use plan:



Current members of the Leadership Committee and Technical Team are as follows:

North East Avalon Regional Plan		
Municipality	Leadership Committee	Technical Team
Bauline	Mayor Christopher Dredge	Valerie McEvoy, Town Administrator
Bay Bulls	Deputy Mayor Don Drew	Vacant
Conception Bay South	Councilor Beverly Rowe	Elaine Mitchell, Director of Planning
Flatrock	Mayor Kevin Butt	Vacant
Holyrood	Councilor Jim Joy	Gary Corbett, Town Manager
Logy Bay-Middle Cove- Outer Cove	Mayor John Kennedy	Adele Carruthers, Town Manager
Mount Pearl	Councilor Paula Tessier Chair (Acting), NEAR Leadership Committee	Stephen Jewczyk, Director of Planning & Development
Paradise	Councilor Sterling Willis	Alton Glenn, Director of Planning & Protective Services
Petty Harbour-Maddox Cove	Vacant	Noreen Costello Town Clerk
Portugal Cove-St. Philip's	Councilor Moses Tucker	Vacant

Pouch Cove	Councilor Walter Butt	Vacant
St. John's	Deputy Mayor Shannie Duff	Cliff Johnston, Director of Planning
Torbay	Mayor Bob Codner	Brian Winter, Planning & Development Officer
Wabana	Mayor Gary Gosine	Ben Noseworthy Town Clerk
Witless Bay	Councilor Joan Tobin	Vacant
Department of Municipal Affairs		Kimberley Blanchard, Senior Planner

The Leadership Committee does not have an office or staff, nor does it manage any funds or financial statements. Members of the Leadership Committee do not receive any compensation for their work with the Leadership Committee.

The Province and the 15 municipalities are sharing the costs of developing the regional land use plan on a 50 – 50 basis, including the costs of the consulting firm which provides professional support to the Leadership Committee. The municipalities contribute on a per capita basis. The City of St. John's administers the funds on behalf of the project partners.

The Leadership Committee can be contacted as follows:

Northeast Avalon Regional Plan Leadership Committee
C/o Kimberley Blanchard, Senior Planner
Department of Municipal Affairs
Main Floor, West Block, Confederation Building
P.O. Box 8700
St. John's, NL A1B 4J6
Tel: (709) 729-4970
KimberleyBlanchard@gov.nl.ca

Councillor Paula Tessier
Chair (Acting), Northeast Avalon Regional Plan Leadership Committee
3 Centennial Street
Mount Pearl, NL A1N 1G4
Tel: (709) 748-1030
ptessier@mountpearl.ca

2.0 Mandate

The mandate for the Leadership Committee is as follows:

- to oversee the preparation of a regional land use plan for the Northeast Avalon regional planning area including devising an appropriate public consultation process.

The Leadership Committee derives its mandate from section (9) of the *Urban and Rural Planning Act, 2000*:

9. (1) *Where a regional authority for a regional planning area is the minister,*

(a) the preparation of a regional plan for that area shall include a procedure for consultation with the municipalities and other appropriate persons and organizations in the regional planning area; and,

(b) he or she may appoint persons to oversee the consultation procedure and development of the regional plan.

(2) Persons appointed under paragraph (1)(b) shall include representatives from each municipality and other persons and organizations that the minister considers appropriate from the regional planning area.

To view the *Urban and Rural Planning Act, 2000* in its entirety, please visit:

<http://assembly.nl.ca/Legislation/sr/statutes/u08.htm>.

3.0 Values

The values of the Leadership Committee are a guiding framework for Committee members. As such, the following have been identified as the core values as the Leadership Committee works to achieve the goal and objectives set out in this plan.

Collaboration: Members of the Leadership Committee will seek the knowledge and opinions of others in the region.

Respect: Members of the Leadership Committee will allow other members or citizens to express opinions in a forum that allows those individuals to speak without interruption and without intimidation.

Transparency: Members of the Leadership Committee, to the best of their ability, will ensure the public is informed by creating an open communication process.

Commitment: Members of the Leadership Committee will ensure effective representation from mayors or representatives from each of the municipal councils.

Integrity: Members of the Leadership Committee will represent the interests of both the Provincial Government and the 15 municipalities.

4.0 Primary Clients

The Leadership Committee identifies its primary clients as those individuals, groups, or organizations who are the principal users and/or beneficiaries of the regional land use plan for the Northeast Avalon, and include the following:

- Government of Newfoundland and Labrador
- Official representatives of each of the municipalities
- Citizens, stakeholders and community organizations with an interest in and concern with land use and regional land use planning.

5.0 Vision

As part of the process for the development of a regional land use plan, the Leadership Committee is charged with developing a vision statement following consultation with the public.

It is anticipated that this vision statement will be finalized in 2012, at which time the Leadership Committee will adopt this as its vision. In the interim, the Leadership Committee will adopt the vision of the Department of Municipal Affairs: ***communities with viable, sustainable municipal services led by strong local governments.***

The Leadership Committee will contribute to strong local governments through representation of all municipalities on the Northeast Avalon in the development of a regional land use plan.

6.0 Mission

Given that the Leadership Committee is tabling a three-year plan and the mission for a government entity is for six years, the Leadership Committee has determined that it will not develop a mission at this time. However, the Leadership Committee has determined that it can contribute to the mission of the Department of Municipal Affairs by completing a regional land use plan to be recommended to the Minister. Below is the Department of Municipal Affairs' mission:

By March 31, 2017, the Department of Municipal Affairs will have *strengthened infrastructure investments and supports to local governments.*

The Leadership Committee will contribute to *strengthening supports to local governments* by recommending to the Minister a regional land use plan which will guide growth and development in the Northeast Avalon.

The specific indicators of the Department's mission are not applicable to the Leadership Committee at this time. A complete description of the Department's mission and its indicators is contained in the Department of Municipal Affairs 2011-14 Strategic Plan.

7.0 Issues

Issue: Regional Land Use Plan

The Northeast Avalon has experienced exponential growth and development in recent years, and significant growth is expected to continue for the foreseeable future. Land use planning in the Northeast Avalon region is currently guided by the St. John's Urban Region Regional Plan, which was approved in 1976. While the components of this plan have proved valuable in past, the plan is no longer meeting the current and future needs of municipalities and the citizens of the region. A new regional land use plan is required which will address:

- Settlement and development needs
- Infrastructure needs
- Transportation
- Economic projections
- Natural environment considerations
- Hazards or limitations to development
- Provision for use of alternative energy sources
- Parks, recreation, and trails
- Aggregate resources
- Future development opportunities.

In order to facilitate development of the regional land use plan, the Minister of Municipal Affairs established the Northeast Avalon Regional Plan Leadership Committee. Current members of the Leadership Committee were appointed in 2009 and 2010, with a mandate to complete a regional land use plan to be recommended to the Minister for approval. In developing the land use plan, the Leadership Committee will consult with participating municipalities, as well as Government representatives and other individuals and organizations that have an interest in land use in the region. The Leadership Committee in conjunction with the Technical Team will also provide oversight to the consultant hired to undertake various components of the development of a land use plan.

Development of a regional land use plan for Northeast Avalon supports one of the strategic directions of the Department of Municipal Affairs: *Local Government Sustainability*. Specifically, the work of the Leadership Committee will contribute to the outcome of *Strengthened Local Government. Community Cooperation* is a component of this strategic direction, as articulated in the Department of Municipal Affairs Strategic Plan for 2011-14. The Leadership Committee will facilitate community cooperation by engaging municipal stakeholders in the development of a regional land use plan that will benefit local governments, the Provincial Government and residents of the region into the future.

Goal: By March 31, 2014, the Northeast Avalon Regional Plan Leadership Committee will have recommended approval of the completed regional land use plan to the Minister of Municipal Affairs.

Measure: **Recommended approval of the completed regional land use plan**

Indicators:

- Number of meetings of the Leadership Committee
- Completed Issues and Analysis Report
- Consulted with representatives of local governments and the Provincial Government
- Consulted with stakeholder groups and citizens
- Held public meetings
- Provided direction to the consultant in the preparation of a regional land use plan
- Completed a regional land use plan to be recommended for approval to the Minister of Municipal Affairs.

2011-12 Objective: By March 31, 2012, the Northeast Avalon Regional Plan Leadership Committee will have consulted the public in the development of a vision statement and guiding principles for a regional land use plan.

Measure: Consulted the public

Indicators:

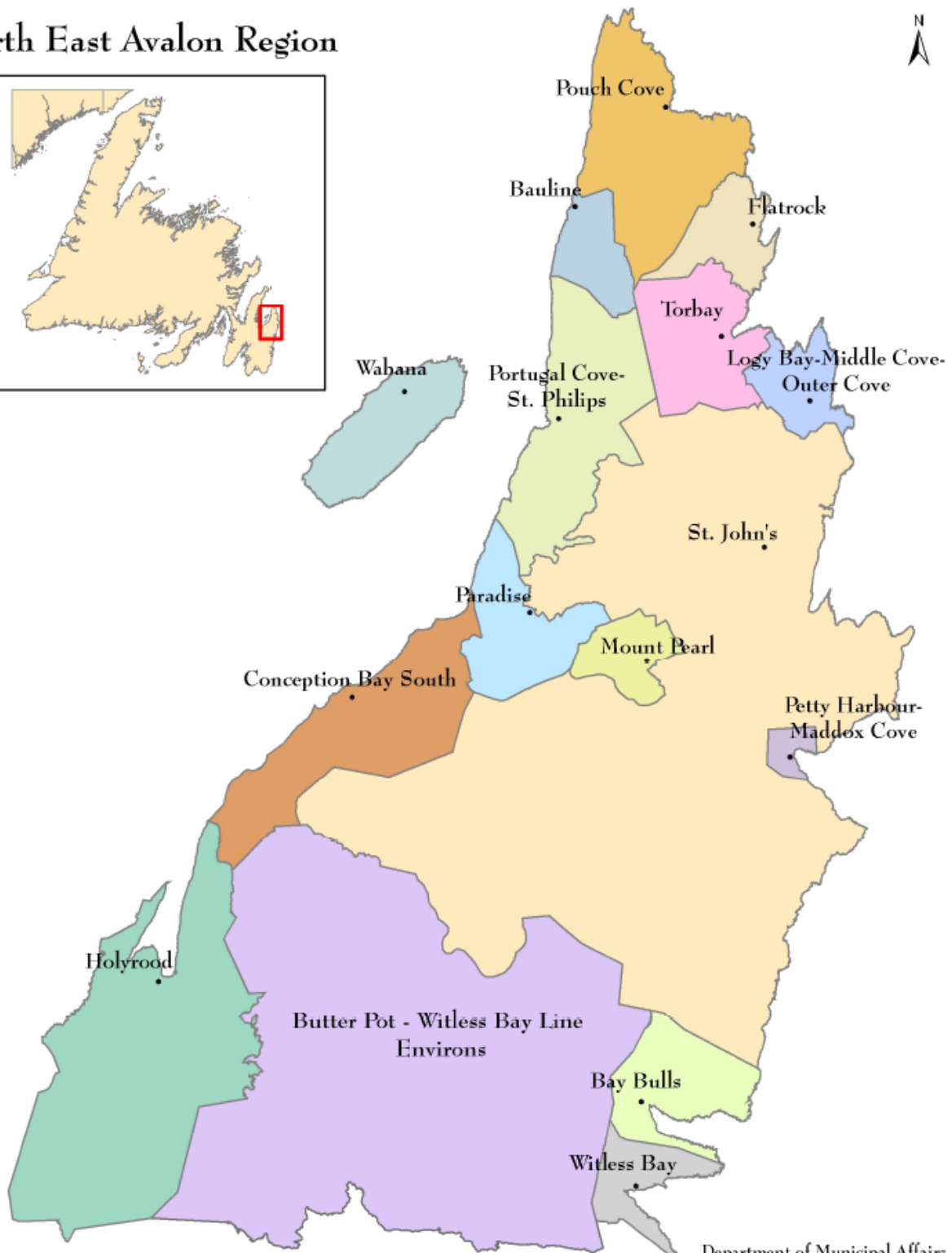
- Prepared Issues and Analysis Report
- Publicized Issues and Analysis Report
- Held public meetings
- Consulted with stakeholders and community organizations

2012-13 Objective: By March 31, 2013, the Northeast Avalon Regional Plan Leadership Committee will have prepared scenarios for a regional land use plan.

2013-14 Objective: By March 31, 2014, the Northeast Avalon Regional Plan Leadership Committee will have submitted a completed regional land use plan to the Minister of Municipal Affairs for approval.

Appendix A: Map

North East Avalon Region



Department of Municipal Affairs
Engineering and Land Use Planning



August 30, 2007

Appendix B: Strategic Directions

Strategic Directions

Strategic directions are the articulation of desired physical, social or economic outcomes and normally require action by more than one government entity. These directions are generally communicated by Government through platform documents, Throne and Budget Speeches, policy documents, and other communiqués. The *Transparency and Accountability Act* requires departments and public bodies to take into account these strategic directions in the preparation of their performance-based plans. This action will facilitate the integration of planning practices across Government and will ensure all entities are moving forward on key commitments.

The Leadership Committee falls under the responsibility of the Minister of Municipal Affairs, and as such must take into consideration the strategic directions as communicated to the Leadership Committee from that Minister. Each strategic direction is comprised of a number of components, or focus areas. The Leadership Committee must take these into consideration in the development of their 2011-14 Activity Plan. The relevant Departmental strategic directions and component areas are as follows:

Strategic Direction: Local Government Sustainability

Outcome: Strengthened local government

Components of Strategic Direction	To be addressed in the entity's Activity Plan	To be addressed in the entity's operational and/or work plan
Community cooperation	x	

For a full listing of all of the strategic directions and components for which the Minister of Municipal Affairs is responsible, please see the Department of Municipal Affairs Strategic Plan 2011-14.