

St. John's Land Development Advisory Authority

Annual Performance Report

April 1, 2013 to March 31, 2014



Chairperson's Message

Honourable Derrick Dalley
Minister of Natural Resources and Minister Responsible
for the Forestry and Agrifoods Agency
Natural Resources Building
P. O. Box 8700
St. John's, NL A1B 4J6

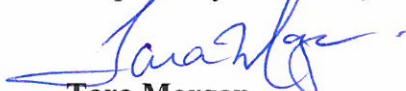
Dear Minister:

In accordance with the provisions of the *Transparency and Accountability Act* for category 3 public bodies, I am pleased to submit the Annual Performance Report for the St. John's Land Development Advisory Authority for the period April 1, 2013 to March 31, 2014.

The St. John's Land Development Advisory Authority was successful in fulfilling its objective for the reporting period. The Authority was also successful in furthering the Strategic Directions of the Provincial Government towards innovation, promotion, development and overall sustainability in the province's agriculture and agrifoods sectors.

My signature below is on behalf of the Authority and indicative of the Authority's accountability for the results reported on its activities for 2013-14.

Respectfully submitted,



Tara Morgan
Chairperson

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Overview

Section 3 of the *St. John's Urban Region Agriculture Development Area Regulations* under the *Lands Act* provides for the appointment of a St. John's Land Development Advisory Authority. The Authority is to be appointed by the Minister. The Authority must have at least five people including a Chairperson and a Secretary. In keeping with the regulations, the Authority is made up of members from the Forestry and Agrifoods Agency, as well as members from other resource departments.

The membership of the Authority at March 31, 2014 consisted of the following members:

Tara Morgan, Forestry and Agrifoods Agency
Raymond Tucker, Forestry and Agrifoods Agency
John DelRizzo, Forestry and Agrifoods Agency
Robert Locke, Service NL
Kimberley Blanchard, Department of Municipal and Intergovernmental Affairs
Gerry Wicks, Forestry and Agrifoods Agency.

The St. John's Land Development Advisory Authority receives extensive operational support from the Forestry and Agrifoods Agency. Employees of the Forestry and Agrifoods Agency perform many day to day administrative functions, and may consult other staff regarding applications where necessary. Budgetary support for operations is provided through the Forestry and Agrifoods Agency as well.

Contact Information:

Mr. John DelRizzo, Land Management Officer, St. John's (T) 729-1107

Mandate:

The St. John's Land Development Advisory Authority was established to consider applications for development activities in the St. John's Urban Region Agriculture Development Area as defined by the *Lands Act*. This area includes: City of St. John's, and the Towns of Logy Bay-Middle Cove-Outer Cove, Torbay, Flatrock, Pouch Cove, Portugal Cove-St. Philips and Conception Bay South. The Authority may approve and issue permits or notices of approval, refuse applications, cancel permits and exercise other powers necessary to assess land development applications under the regulations. For further details, please refer to the *St. John's Urban Region Agriculture Development Area Order* and/or the *St. John's Urban Region Agriculture Development Area Regulations*, both under the *Lands Act*.

Values:

As outlined in the Authority's 2011-14 Activity Plan, the St. John's Land Development Advisory Authority performs its duties within the following core values and guiding principles, most of which have been established by the Forestry and Agrifoods Agency:

Integrity – Each individual will be honest, dependable, fair, credible and trustworthy. They will openly acknowledge mistakes, seek to correct them and learn from them.

Respect and Professionalism – Each individual will apply legislation and policies equitably and will serve the Authority's client groups to the fullest extent possible.

Collaboration – Each individual will seek the opinions and ideas of others in the application of legislation and policies.

Innovation – Each individual will demonstrate initiative and flexibility in responding to challenges and change.

Safety – Each individual views the personal safety of themselves and co-workers in the highest regard and will promote workplace safety at all times.

Productive – Each individual will maximize their productivity and efficiency in carrying out their duties.

Timely – Each individual will conduct their duties in a timely manner and meet all established deadlines.

Diligence – Each individual will be careful and persistent in the application or effort made in respect to the regulations and policies.

Clients:

The clients of the St. John's Land Development Advisory Authority are members of the public, individuals or organizations, who apply through municipal councils to develop land in the St. John's Urban Region Agriculture Development Area.

Vision:

Through assessment of applications for development opportunities on land in the St. John's Urban Region Agriculture Development Area, the St. John's Land Development Advisory Authority contributes to the vision of the Forestry and Agrifoods Agency. The vision of the Agency, which is part of the Department of Natural Resources, is stated as follows:

"The vision of the Department of Natural Resources is a province that realizes the full benefit from the sustainable development of its natural resources."

Mission:

Planning guidelines associated with the *Transparency and Accountability Act* encourages small public bodies like the Authority, to consider the development of mission statements. The mission statement is the priority focus area of a public body over two planning cycles (six years). The statement identifies the measures and indicators that will assist a public body and the public in monitoring and evaluating success at the end of the six year period. The planning guidelines provide the flexibility, however, for small public bodies to determine for themselves whether the development of mission statements adds value to planning efforts.

During the development of its 2011-14 Activity Plan, the St. John's Land Development Advisory Authority determined that an applicable mission statement would be unduly repetitive of its mandate and, therefore, opted to forgo development of a mission statement at that time.

Instead, the St. John's Land Development Advisory Authority considered its role in assisting the Forestry and Agrifoods Agency in achieving its mission for the planning period. The Authority has a role in strengthening and sustaining the agriculture resource by making recommendations on applications for development in the St. John's Urban Region Agricultural Development Area in consideration of direction under the regulations to ensure development is consistent with agricultural purposes. As such, aspects of the following general statement from the mission of the Agency related to agriculture and agrifoods sectors apply to the Authority.

"By March 31, 2017, the Forestry and Agrifoods Agency will have supported programs and services to strengthen and sustain forestry, agriculture and agrifoods industry development in an innovative and economically beneficial manner."

The Authority has determined that it has no material impact on achievement of measures and indicators of the Forestry and Agrifoods Agency's mission statement.

The complete mission of the Forestry and Agrifoods Agency is found in its Strategic Plan for the period covering April 1, 2011 to March 31, 2014 on the Departments website at www.gov.nl.ca/nr.

Activities

The St. John's Land Development Advisory Authority contributes to governments strategic directions by protecting agricultural land and farm activities in the St. John's Urban Region Agriculture Development Area by reviewing applications for development activities in that area. By regulating development in the S. John's Urban Region Agriculture Development Area to ensure consistency with agricultural purposes, the activities of the Authority support government's strategic directions, as stated in the Forestry and Agrifoods 2011-2014 Strategic Plan, toward agriculture and agrifoods resource sustainability as well as agriculture and agrifoods innovation, promotion and development.

The objective measures and indicators are derived from the 2011-2014 Activity Plan of the St. John's Land Development Advisory Authority. The 2011-2014 Activity Plan is available on the Department of Natural Resources' website at: www.gov.nl.ca/nr or from Tara Morgan, Manager of Environment and Land Use Services, at (709-637-2084).

Objective:

The St. John's Land Development Advisory Authority will have worked to ensure development activities in the St. John's Urban Region Agriculture Development Area are compliant with the Acts and Regulations, thus supporting ongoing, sustainable agricultural development in the area.

Measure:

Development activities are compliant with the Act and Regulations.

Indicators:

- Reviewed all applications and rendered decisions
- Updated applications registry to reflect decisions
- Communicated decisions to municipalities in a timely manner
- Monitored development activities for compliance with regulations through site visits

In 2013-14, the St. John's Land Development Advisory Authority met on six occasions to review 42 applications for agricultural and non-agricultural development within the boundaries of the St. John's Urban Region Agriculture Development Area. The applications were reviewed by a quorum of the Authority. Of the 42 applications that were reviewed: Eleven were for infilling, five applications were farm related; six applications were for residential construction; two were for commercial greenhouses; three were Crown Land referrals; and five for the construction of sheds/garages. One application each were also received for: backfilling, landscaping, construction of a storage building, extension to institutional building, comment on ADA zoning, storage trailers, composting facility, installation of a storm pipe, installation of a septic field and an aquaponics facility. Out of the 42 applications received and processed, 32 were approved, eight were refused, and two were withdrawn. Three decisions of the Authority are awaiting appeal to the St. John's Urban Region Agriculture Appeal Board.

The Secretary of the St. John's Land Development Advisory Authority maintained and updated a registry of all applications, including decisions. Within 30 days of a decision, the Secretary has forwarded the decisions of the Authority to the applicable Municipality which is responsible for informing applicants of its decision including an explanation of the Authority's decision pursuant to the Regulations. Applications were processed in a timely fashion.

Staff members of the Authority regularly perform field work within the St. John's Urban Region Agricultural Development Area and actively monitor development activity to ensure compliance with respect to the regulations during these routine field visits.

The 2014-15 Annual Report will be based on the objective, measure and indicators indicated in the 2014-2017 Activity Plan.

Financial Information

Audited financial statements are not required as the St. John's Land Development Advisory Authority is budgeted through the Department of Natural Resources. There are no per diems, travel or other costs associated with the administration of the St. John's Land Development Advisory Authority.

Conclusion

The St. John's Land Development Advisory Authority is committed to fulfilling its mandate and will continue to do its part to further the vision and mission of the Department of Natural Resources, Forestry and Agrifoods Agency.