



# Humber Valley Regional Planning Advisory Authority

Annual Report  
2010 – 2011

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## Message from the Chairperson

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I am delighted to present the 2010/2011 Annual Report for the Humber Valley Regional Planning Advisory Authority as per the requirements of the *Transparency and Accountability Act*. The Humber Valley Regional Planning Advisory Authority is a Category 3 government entity appointed by the Minister of Municipal Affairs, in accordance with Section (9) of the *Urban and Rural Planning Act, 2000*.

Members of the Regional Planning Advisory Authority consist of: an elected representative from each of the seven municipalities; representatives from five government departments representing seven different agencies of government with a mandate in land use; and, a representative employee from each of the seven municipalities. The Advisory Authority was divided into a Leadership Committee (Team) and a Technical Committee (Team).

In the preparation of the Annual Report, careful consideration was given to our Activity Plan and our record of accomplishments as well as to the strategic directions of government, as communicated by the Minister of Municipal Affairs. The Advisory Authority feels that it has made a contribution to the Minister's strategic direction: Strengthened Municipal Capacity through the development of a regional land use plan for the Humber Valley region of the province.

My signature below indicates that the entire Humber Valley Regional Planning Advisory Authority accepts accountability for the preparation of this report and the results reported.

I am pleased to report that the Advisory Authority has substantially completed its mandate. A draft regional land use plan for the Humber Valley has been submitted to the Department of Municipal Affairs for review. The Advisory Authority has solicited public consultation throughout this process, both formal and informal, to ensure that the regional plan reflects the views of the public in the Humber Valley to the fullest extent possible. The Advisory Authority will work with Government to ensure that any outstanding requirements related to the *Urban and Regional Planning Act, 2000* are met.

A handwritten signature in black ink, appearing to read 'Donovan F. Downer'.

Donovan F. Downer, PhD  
Independent Chair, Humber Valley Regional Planning Advisory Authority

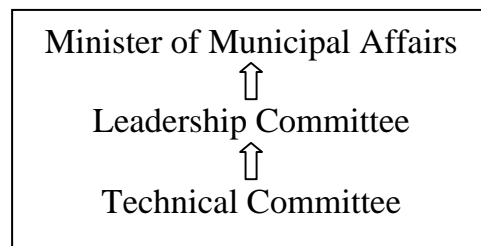
## 1.0 Overview

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Pursuant to Section (9) of the *Urban and Rural Planning Act, 2000*, the Minister of Municipal Affairs appointed the Humber Valley Regional Planning Advisory Authority (the Advisory Authority). The Advisory Authority is composed of seven mayors or designates; senior representatives of each of the seven participating municipalities; and, seven senior directors or designates from five government departments with a mandate in land use.

The Advisory Authority is divided into two committees (teams): a Leadership Team comprised of the seven mayors or designates and a Technical Team composed of a town office representative or designate from each of the seven municipalities and a senior representative or designate from each of the five government departments: two from Natural Resources (Forestry and Agrifoods), two from Environment and Conservation (Water and Land), one from Government Services, one from Municipal Affairs and one from Tourism, Culture and Recreation. An independent chair, who chairs both the Leadership and Technical Teams, was appointed in March 2009.

The following diagram provides information on the hierarchy of advising responsibility with respect to the operation of the two committees of the Advisory Authority and the path of recommendations with respect to the regional plan:



In accordance with Section (9) of the *Urban and Rural Planning Act*, the Minister has the ultimate authority over the Advisory Authority.

A Municipal Affairs representative sits on both the Leadership and the Technical Teams.

### Leadership Committee members and the towns they represent:

Donna Thistle, Steady Brook	Donna Luther, Corner Brook
Gordon Davis, Massey Drive	Gary Bishop, Pasadena
Elmo Bingle, Deer Lake	Roger Barrett, Reidville
Melvin Rideout, Cormack	

### Budget

Prior to commencing the project, the Province and municipalities agreed to share the estimated \$400,000 total cost of developing the regional plan. The following cost-sharing formula was developed on the basis of 80% for the Provincial Government and 20% to be shared according to 2006 population statistics for the City of Corner Brook and the six towns in the Humber Valley:

<b>HUMBER VALLEY REGIONAL PLAN Cost-Sharing Formula</b>			
	<b>POPULATION (2006)</b>	<b>COST SHARE/YEAR</b>	<b>TOTAL COST SHARE</b>
Corner Brook	20,083	26,028.00	52,055.00
Massey Drive	1,170	1,516.00	3,033.00
Steady Brook	435	564.00	1,128.00
Pasadena	3,180	4,122.00	8,243.00
Deer Lake	4,827	6,256.00	12,513.00
Reidville	511	662.00	1,324.00
Cormack	657	852.00	1,704.00
Province		160,000.00	320,000.00
<b>TOTAL</b>		<b>\$200,000.00</b>	<b>\$400,000.00</b>

The Department of Municipal Affairs agreed to fully fund the salaries and office expenses associated with the project.

#### Expenditures

Expenditures for the period April 1, 2010 – March 31, 2011 are as follows:

. Salaries (Independent Chair, Administrative Assistant & 2 contractuels)	\$ 85,450.99
. Office Expenditures (operating the office – supplies, telephone, etc.)	\$ 8,325.09
. Rent	\$ 20,899.72
. Travel	\$ 5,506.46
. Consultants - CBCL Ltd.	\$ 273,740.00
. Miscellaneous	\$ 8,529.08
. HST	<u>\$ 41,263.97</u>
Total	\$ 443,715.31
. Less 0.3847% Refund	\$ 15,874.25
<b>Total Operating Costs</b>	<b>\$427,841.06</b>

The Advisory Authority may have some further duties related to fulfillment of requirements of the *Urban and Planning Act, 2000*, following March 31, 2011. The Provincial Government has agreed to bear any additional costs that may be incurred. The Town of Pasadena manages the finances on behalf of the project partners.

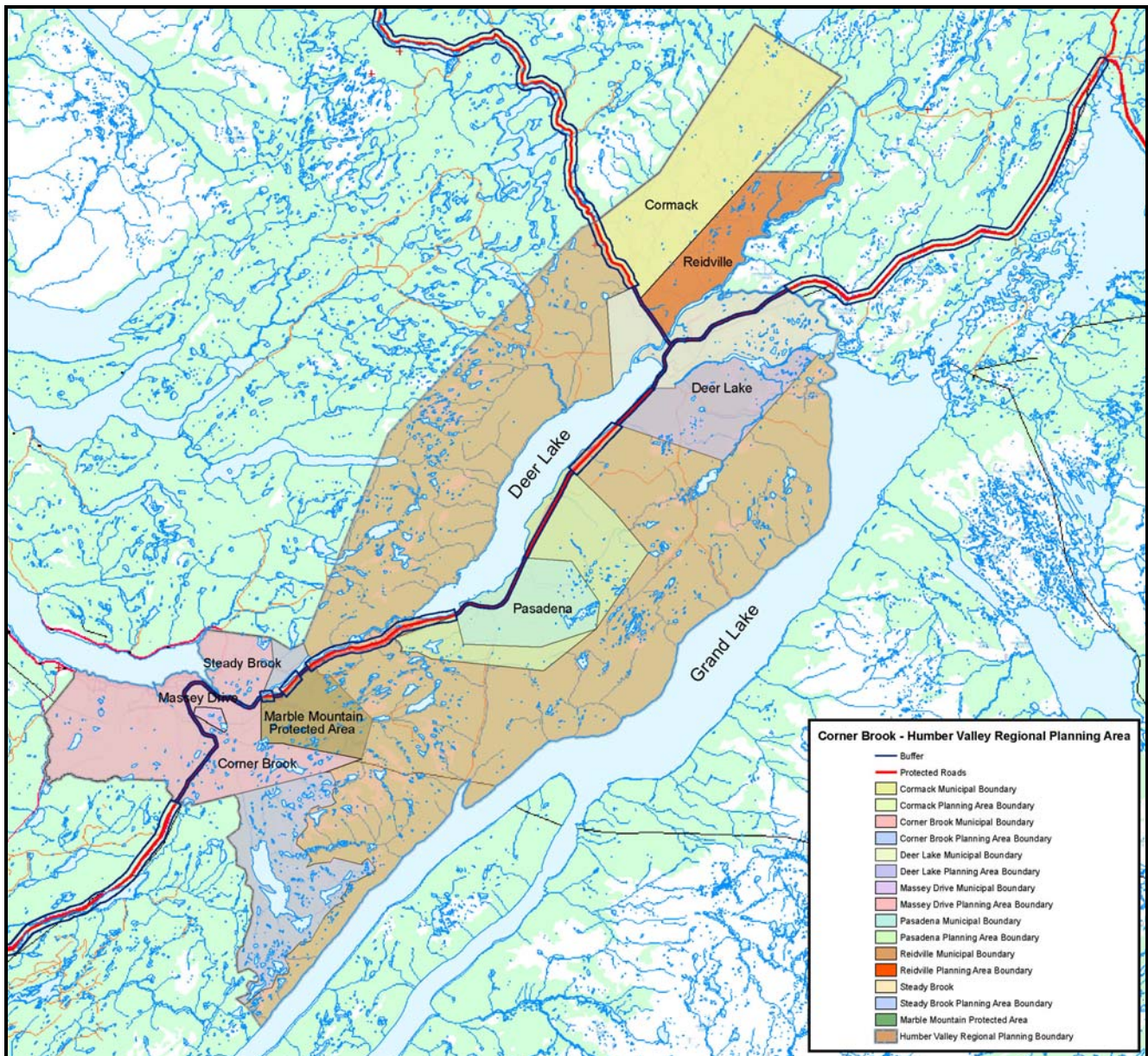
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Map of the Humber Valley Regional Planning Area

## 2.0 Mandate

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The mandate for the Humber Valley Regional Planning Advisory Authority was as follows:

- to oversee the preparation of a Regional Plan for the Humber Valley Regional Planning Area including devising an appropriate public consultation process

The Advisory Authority 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

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The values of the Humber Valley Regional Planning Advisory Authority offered a guiding framework for the entire Advisory Authority as we worked in our various capacities. As such, the following were identified as the core values as we worked to achieve the objective set out in our Activity Plan.

- Collaboration:** Each member of the Regional Planning Advisory Authority seeks the knowledge and opinions of others in the region.
- Respect:** Each member of the Regional Planning Advisory Authority will allow members or citizens to express opinions in a forum that allows those individuals who have the floor to speak without interruption and without intimidation.
- Transparency** Each member of the Regional Planning Advisory Authority, to the best of their ability, will ensure the public is informed by creating open communication processes.
- Commitment** Each member of the Regional Planning Advisory Authority will ensure effective representation from mayors or representatives from each of the municipal councils as well as employee representatives from each of the town offices and provincial representatives of each of the provincial government departments.
- Integrity** Each member of the Regional Planning Advisory Authority will represent the interests of both the provincial government and the seven municipalities.



## 4.0 Primary Clients

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The Humber Valley Regional Planning Advisory Authority identified 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 Humber Valley, including the following:

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

## 5.0 Vision

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The vision of the Humber Valley Regional Planning Advisory Authority is as follows:

*A regional plan that guides the use of land, water and other natural resources for the benefit of the entire region and ensures the responsibilities for stewardship, as well as the social, cultural and economic benefits of those resources, are distributed to all residents of the Humber Valley in an equitable manner.*

## 6.0 Mission

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Given that the Humber Valley Regional Planning Advisory Authority tabled a one-year Activity Plan and the mission for a government entity is for six years, the Advisory Authority determined that it would not develop a mission. However, the Advisory Authority determined that it could contribute to the mission of the Department of Municipal Affairs during the one year encompassed by our plan. Its primary contribution would be the preparation of a regional land use plan for consideration of the Minister. The Advisory Authority would also submit for the Minister's consideration a comprehensive set of Development Regulations that would guide the implementation of policies of the Regional Land Use Plan in areas outside the jurisdiction of any current municipal development control. The Advisory Authority would also make a recommendation to the Minister of Municipal Affairs on a mechanism to implement the Regional Land Use Plan and Development Control Regulations when those documents are completed and submitted to the Minister. Below is the Municipal Affairs' mission and the indicator towards which we have made a contribution:

By March 31, 2011, the Department of Municipal Affairs will have improved the efficiency of municipal service delivery.

**Measure:** Improved efficiency of municipal service delivery

**Indicators:**

- Completion of regional land use plans for the Northeast Avalon and Humber Valley regions

The Advisory Authority has contributed to the above indicator by preparing a draft regional plan for the Humber Valley Region. Draft Development Control Regulations and a mechanism for implementation of the Plan and Development Control Regulations were also submitted.

## 7.0 Activities

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### **Issue: Regional Land Use Plan**

Humber Valley is one of the areas of the Province that has experienced significant growth and development in recent years. In 2006, the Great Humber Joint Council expressed concern with the pace and nature of development occurring within the region outside of municipal boundaries. The Joint Council suggested that a form of development control for the unincorporated areas of the region should be implemented in the same manner as municipalities undertake development control. The Department of Municipal Affairs responded to this request by recommending that a regional plan be developed for the area to foster a more equitable system of development control within the region, including areas outside of current municipal jurisdiction.

In order to facilitate development of the regional plan, the Minister of Municipal Affairs established the Humber Valley Regional Planning Advisory Authority. Current members of the Advisory Authority were appointed in 2009, with a mandate to develop a draft plan by March 31, 2011. In developing the land use plan, the Regional Authority consulted with participating municipalities, as well as Government representatives and other individuals and organizations that have an interest in land use in the region. The Advisory Authority provided oversight to CBCL Limited, the Consultant hired to undertake various components of the development of the land use plan.

Development of a regional plan for Humber Valley supports one of the strategic directions of the Department of Municipal Affairs: *Strengthened Municipal Capacity*. Completion of regional land use plans is a component of this strategic direction, as articulated in the Department of Municipal Affairs Strategic Plan for 2008-11.

**Objective:** By March 31, 2011, the Humber Valley Regional Planning Advisory Authority will have submitted the draft plan for regional land use to the Minister of Municipal Affairs.

**Measure:** **Submitted the draft plan**

**Indicators:**

- Number of meetings of the Advisory Authority
- Met members of the municipal governments, local service districts committees and other unincorporated areas in the region
- Met citizens of the region and stakeholder groups
- Held public meetings to solicit input into the regional land use plan
- Collected information and mapping from the public, government departments and other agencies
- Identified those issues and their analyses to include in the regional land use plan
- Provided direction to the consultant in the preparation of the regional land use plan
- Completed draft regional land use plan

<b>Indicators</b>	<b>Accomplishments</b>
Number of meetings of the Advisory Authority	The Advisory Authority had 6 meetings of the Leadership Committee, 4 meetings of the Technical Committee, and 5 joint meetings of Technical and Leadership Committees with Consultant.
Met members of the municipal governments, local service districts committees and other unincorporated areas in the region	<p>The Advisory Authority held meetings with the Mayors and Council Members of Cormack, Corner Brook, Deer Lake, Massey Drive, Pasadena, Reidville, Steady Brook. There were representatives from the council of each of these communities who are on our Leadership Committee with whom we communicated with regularly.</p> <p>The Advisory Authority met separately with representatives from the unincorporated communities of Taylor Estates, Boom Siding, Humber Village, Humber Valley Resort, Little Rapids and Pynn's Brook. The Advisory Authority also met with unincorporated communities' representatives as a group on two separate occasions (October 20, 2010 and March 29, 2011).</p>
Met citizens of the region and stakeholder groups	<p>The Advisory Authority had meetings with a wide range of citizens and stakeholder groups in the area as follows:</p> <p>The Advisory Authority conferred extensively with elected and non-elected representatives of provincial and federal government departments and agencies. This included meetings with the provincial MHAs, or their designates, representing all four districts within the regional planning area. The Advisory Authority met with officials of the following provincial government departments and agencies: Department of Natural Resources, Department of Environment and Conservation; Department of Innovation, Trade and Rural Development; Department of Government Services; Department of Municipal Affairs; Nalcor; and Western Regional Waste Management. Meetings were held with the following federal government departments and agencies: Department of Fisheries and Oceans, Natural Resources Canada, and ACOA. The Advisory Authority also met with representatives of NL Power.</p> <p>The Advisory Authority met with eight local businesses, including Corner Brook Pulp and Paper Limited.</p> <p>The Advisory Authority met with representatives of the three local post-secondary institutions: Grenfell Campus of Memorial University, College of the North Atlantic, and Academy Canada, as well as members of various branches within these institutions. The Advisory Authority also met with the Environmental Policy Institute and the Humber River Basin Project both of which are associated with Grenfell Campus of Memorial University.</p> <p>Meetings were held with 15 not-for-profit groups representing social, economic and cultural interests. The Advisory Authority also met privately with six residents upon their request.</p>

Held public meetings to solicit input into the regional land use plan	June 10, 2010 – Public Workshop in Corner Brook February 1, 2011 – Public Session in Corner Brook February 2, 2011 – Public Session in Deer Lake
Collected information and mapping from the public, government departments and other agencies	Maps and information were collected directly by the Advisory Authority or by CBCL Limited through meeting and email communication with stakeholder groups and individuals.  Types of maps collected in either hard copy or digital format included: municipal boundaries; water bodies; roads; forestry operations and inventory; agricultural land; mineral tenure and occurrences; mines and quarries; tourism and recreation sites; protected areas; archaeology sites; and, hazardous areas.
Identified those issues and their analyses to include in the regional land use plan	CBCL Limited Consultants compiled an Issues and Analysis report which provided the background information for the Scenarios Report and the Regional Land Use Plan. This report was approved by the Technical and Leadership Committees and posted to our project website for review by the general public.
Provided direction to the consultant in the preparation of the regional land use plan	Technical Committee reviewed all reports and submissions from CBCL Limited and passed recommendations on to the Leadership Committee who made decisions and provided further direction for the Consultants as well as for the rest of the Regional Planning Advisory Authority.  Most, if not all, committee meetings resulted in decision making and direction to the Consultants regarding the development of the plan and the research involved.
Completed draft regional land use plan	A draft regional plan has been submitted to the Department of Municipal Affairs for review.

## 8.0 Summary Statement

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The Minister of Municipal Affairs Jack Byrne stated in a letter to Mayors and Councilors dated November 23, 2005, that the Humber Valley region's growth has resulted in resource conflicts, concerns for the environment, and the loss of amenity which appeared at the time to be the basis of success of the recreation and tourism sectors. He pointed out that the time was right to address the deficiencies in the region's land use planning framework so that, collectively, we (meaning the provincial government and the municipalities) would be in a position to meet the future growth potential of the region in a coordinated manner.

At the time, the Minister stated that he expected the preparation of the regional plan would take "two or more years" and would involve extensive consultation with municipalities in the region, government departments with an interest in land development, Regional Development Boards and all other stakeholders with an interest in the region's growth.

That was the fall of 2005; we are now well into 2011 – almost six years later. A draft regional plan has been submitted to the Department of Municipal Affairs for review. The Advisory Authority will work with Government to address any recommendations arising from the review.

A very wide set of consultations has taken place with a great range of stakeholders including individual residents, municipalities, local service districts (LSDs), other unincorporated areas in the region, business owners, not-for-profit groups, government departments and agencies, post-secondary institutions and agencies, research groups in the region, area MHAs and others with an interest in the development of the regional plan. Every effort has been made throughout this process to ensure that the general public at large have been aware of events occurring as a result of the various steps in developing the draft regional plan and that they have been given a variety of means to have input into and influence on the development of the regional plan. The Humber Valley Regional Planning Advisory Authority is confident that it has made a significant contribution to the realization of its vision:

***A regional plan that guides the use of land, water and other natural resources for the benefit of the entire region and ensures the responsibilities for stewardship, as well as the social, cultural and economic benefits of those resources, are distributed to all residents of the Humber Valley in an equitable manner.***