



Corporation of the Municipality of Temagami

Memo No.
2017-M-110

Memorandum to Council

Staff
 Committee

Subject: PAC Recommendation regarding Planner vs. Consultant

Agenda Date: December 15, 2017

Attachments: None

RECOMMENDATION

This memorandum is to recommend that Council consider the following motion:
WHEREAS the Municipality would be hiring a consultant for the Official Plan Review and a consultant for the Community Improvement Plan and uses a consulting firm for other planning related matters;
AND WHEREAS it may be beneficial to hire a Full-time Planner on contract to accomplish these projects and mentor the Planning Assistant;
AND WHEREAS the contract would be for an 18 month to 2 year position meeting the specified qualification and/or experience to facilitate an Official Plan and Zoning By-Law review, meeting the legislative requirements.
AND WHEREAS at the Planning Advisory Committee (PAC) meeting held on November 22, 2017 at 1:00 the Committee recommended to consider hiring a Planner on contract;
NOW THEREFORE BE IT RESOLVED THAT Council receive Memo No. 2017-M-110 regarding the proposed Planner Request for Proposal;
AND FURTHER THAT Council adopt the recommendation from PAC to direct and authorize staff to prepare the Request for Proposal.

INFORMATION

At the PAC meeting held on November 22, 2017 the Committee deliberated on what the cost comparison would be for a Consultant vs. Planner and the consensus of the Committee was to have Councillor Prefasi address the Committee. Councillor Prefasi informed the Committee that at the General Government and Finance meeting, a discussion took place on the Planner vs. Consultant and that for the price of using a consultant for the OP Review, the Community Improvement Plan, and for daily planning matters, we could potentially bring in a Planner on contract. In addition such an arrangement would be able to provide mentorship for the Planning Assistant and more importantly catch up on policies and plans that could be implemented.

Further discussion took place as to the challenges the Municipality faced when looking at hiring a Planner vs. a Planning Assistant. At the April 7, 2016 Committee of the Whole meeting the Committee of the Whole recommended to Council that Council adopt Mr. Bellchamber's recommendation to fill the position with an administrative position rather than with a Planner. The Municipality hired me in July 2016 as a Planning Assistant, with the understanding that with additional training I would eventually take on most of the duties of a Planning Technician. I've since received my diploma for the OACA Primer on Planning Course and AMTCO certificate in Municipal Land Related Law.

The Committee agreed that having a Planner on a short term contract would be an excellent mentorship opportunity, for the Planning Assistant to learn and gain experience. This opportunity would provide the Planning Assistant experience in going through an official plan review and a concurrent zoning-by-law, to be able to draft plans and policies while meeting legislative requirements such as: Community Improvement Plans and Archaeological Policies.

The consensus of the Committee was to recommend to Council consider hiring a planner on contract and passed the following motion:

17-35

MOVED BY: J. Hasler

SECONDED BY: B. Leudke

WHEREAS *the Municipality would be hiring a consultant for the Official Plan review and a consultant for the Community Improvement Plan and uses a consulting firm for other planning related matters;*

AND WHEREAS *it may be beneficial to hire a Full-Time Planner on contract for 18months to 2 years to accomplish these projects and mentor the Planning Assistant on regular planning matters;*

AND WHEREAS *the qualification should emphasise their past experience regarding official plan development/review and zoning by-law development/review;*

NOW THEREFORE BE IT RESOLVED THAT *the Planning Advisory Committee recommends to Council to consider hiring a planner on contract.*

CARRIED

Prepared by:

Reviewed and approved for Council consideration by:

Tammy Lepage, Planning Assistant

Elaine Gunnell, Municipal Clerk

Name, Position

Name, Position

On behalf of the Planning Advisory Committee