

## 2018 Work Plan - Building and Planning Department Third Quart Update

4. a) 2.

Initiative/Source/ Strategic Plan Reference	Actions/Milestones	* Lead ** Support	Timing	Status
<b>Animal Control By-law Review</b>  <b>Foster a healthy, engaged and connected community</b>	Develop a comprehensive Animal Control By-law that retains the current licensing provisions and adds regulations for exotic animals and addresses the outstanding urban hen question.	*Robert Lamarre **Jamie-Lee Wiltshire **Austyn Reichelt	Q1-Q4	In Progress
	- Liaise with the Peterborough Public Health and the Humane Society with respect to the development of the animal control By-law.	*Robert Lamarre	Q1-Q2	In Progress
	- Review and evaluate methods of enforcing the dog licensing regulations.	*Robert Lamarre	Q1-Q2	Not Started
<b>Site Plan Development Protocol</b>  <b>Achieve excellence in Governance and service delivery</b>	Develop an enhanced Site Plan Development Protocol for Council's consideration and approval to reflect new Planning Act notice requirements, as well as to incorporate the Low Impact Development (LID) Guidance document that is to be provided to Municipalities by MOECC.	*Jeannette Thompson **Angela Chittick **Robert Lamarre	Q1-Q2	In Progress
<b>Planning Applications – Public Engagement Strategy</b>  <b>Achieve excellence in Governance and service delivery</b>	Develop a Planning Act application Public Engagement Strategy/Protocol for Council's consideration and approval.	*Jeannette Thompson **Carla Hope	Q1	In Progress  Delayed to account for recent changes (LPAT)
<b>LIDAR Mapping</b>  <b>Achieve excellence in Governance and service delivery</b>	Support the development of LIDAR mapping (County and ORCA as lead agencies).	*Jeannette Thompson	Dictated by lead agency	Completed

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<b>Official Plan &amp; Zoning By-law Housekeeping Amendment</b>  Achieve excellence in Governance and service delivery	Develop Official Plan Policies and Zoning By-law Regulations in response to Provincial initiatives such as – Second Units, Inclusionary Zoning, Medical Marijuana & Minimum Distance Separation (MDS). <ul style="list-style-type: none"> <li>○ Study trends related to “short term rentals” and “shipping container storage” to develop appropriate approaches to manage same.</li> </ul>	* Jeannette Thompson ** Robert Lamarre **Carla Hope	2018	In Progress – held open house Re; Secondary Units September 18
<b>Official Plan – 5 year update</b>  Support a Sustainable, Balanced and Investment Ready Community	Coordinate 5 year update of Official Plan with County of Peterborough. <ul style="list-style-type: none"> <li>○ Study emerging trends related to “Small Homes”</li> </ul>	* Jeannette Thompson ** Robert Lamarre	To be completed in 2019	In Progress
<b>Development Charges Study</b>  Support a Sustainable, Balanced and Investment Ready Community	Support the Development Charges Study and By-law update.	*Lane Vance **Robert Lamarre	Q2 -2018	Completed
<b>Discretionary Septic Re-Inspection Program</b>  Support a Sustainable, Balanced and Investment Ready Community	Educate septic system owners with respect to the Township’s Septic System Re-inspection program.	*Tania Goncalves **Robert Lamarre	Q1-Q4	Completed  Program not proceeding.

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<b>Lakefield Sanitary Sewer</b>  <b>Support a Sustainable, Balanced and Investment Ready Community</b>	Support the coordination of the LCS and George Street Pumping Station upgrades	*Lane Vance **Adam Tobin **Robert Lamarre	Q1-Q4	In Progress  Permit issued Construction underway
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<b>Community Improvement Plan – 5 Year Update</b>  <b>Cultivate Partnerships and Promote Collaboration</b>	Support completion of the 5 year review of the Community Improvement Plan (CIP) for Bridgenorth, Lakefield, Ennismore and Young's Point.	**Jeannette Thompson	Q1	Completed
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<b>Committees</b>  <b>Cultivate Partnerships and Promote Collaboration</b>	Heritage Committee: - Committee support	*Robert Lamarre **Jamie-Lee Wiltshire	Q1-Q4	In progress
	- Implement a Heritage Property Tax Incentive Program.	*Robert Lamarre * Lane Vance	Q1-Q4	Completed
	Clear, Stoney and White Lake Plan  - Liaise with Clear, Stoney and White Lake Plan Group as they implement the recommendation of the “A Delicate Balance” Lake Plan.	*Robert Lamarre	Ongoing	In progress
	Community Liaison Committee  - Attend periodic Community Liaison Committee meetings related to the Hydro Electric projects proposed for the dams at Locks 24, 25 and Buckhorn.	* Robert Lamarre	Ongoing	In Progress – Executed Road Maintenance agreement wrt TSW work

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	Sustainable Peterborough Coordinating Committee - Attend bi-monthly meetings as an advisory committee to local governments to coordinate and monitor SP operations, activities and events; and to provide strategic direction, input, and expert knowledge to local governments.	*Jeannette Thompson	Ongoing	In Progress
	Source Water Protection – Municipal Working Group - Meeting quarterly and acting as an advisory group to the SPC, the Municipal Working Group provides a forum for information exchange, an avenue by which municipal issues can be brought to the attention of the SPC, and a means through which the SPC can solicit municipal input and feedback on its proposed approaches and recommendations.	*Jeannette Thompson	Ongoing	In Progress
	Trent Severn Waterway Realty Focus Group - Member of focus group, meeting quarterly, to identify issues/delays in the TSW permitting process and to provide recommendations to TSW relating to the permitting process and their shoreline policies.	*Jeannette Thompson	Ongoing	In Progress
<b>2019 Budget &amp; Work Plans</b>  <b>Achieve excellence in governance and service delivery</b>	<ul style="list-style-type: none"> <li>• Prepare draft capital and operations budgets for consideration as part of budget process                             <ul style="list-style-type: none"> <li>○ Draft Capital budget due September 18, 2018</li> <li>○ Draft Operations budget and narratives due December 14, 2018</li> </ul> </li> <li>• Prepare Draft work plans for 2019                             <ul style="list-style-type: none"> <li>○ Due November 30, 2018</li> </ul> </li> </ul>	* Robert Lamarre	Q2-Q4  Q4	Completed  In progress

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<b>Support for other Department Initiatives</b>	<ul style="list-style-type: none"> <li>- Business Process Review/Evaluation of Service Area(s)</li> <li>- Waste Reduction Initiatives</li> </ul>	*Janice Lavalley *Janice Lavalley		
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