

Red River Planning District



RRPD

2013 Annual Report



“Planning for a Better Future”

Foreword

As per the requirements of *The Planning Act*, we are pleased to provide the Board with the Annual Report for 2013. The Auditor's report of the financial statements is in process and will be received shortly.

As an outcome of the Strategic Planning session in 2012, the Board of the Planning District decided to proceed with discussion on a name change. In 2013, the Planning District changed its name to the Red River Planning District in order to better reflect the regional partners and geographic area.

Another change occurred in 2013 as the Red River Planning District (RRPD) worked with its regional partners and the Gaynor Regional Family Library to build a new headquarters that serves as a community hub within the City of Selkirk. The new building is a showcase of sustainability and regional collaboration. The RRPD moved to our new office facility in December.

The RRPD continues to be actively involved in positive and progressive planning and development. Significant commercial and residential development in the area is indicative of population growth, improved environmental services and increased economic wealth. Over the past decade the RRPD has experienced additional growth due to these developments, and it is anticipated that this level of growth will continue over the coming years.

Guiding this future growth will be the District's Development Plan which has been in the process of being amended to include the RRPD's most recent partners, the R.M. of East St. Paul and the Village of Dunnottar. In association with the Development Plan refresh, the RRPD has been undertaking a Drinking Water and Waste Water Study for the region to assist in better informed decisions.

In the un-audited Financial Statements of December 31, 2013, the RRPD's assets were \$3,331,817.16 as compared to \$1,208,893.13 in 2012. This increase from 2012 is a result of Assets under Construction with the construction of the RRPD's new office building. Revenues increased by 16.9% in 2013 as compared to 2012 from \$1,309,974.84 to \$1,531,114.50.

Total expenditures were \$1,347,451.09, which is an increase of 2.5% over expenditures in 2012. This was due to increased expenditures in the areas of Software/Computer Operations due to a server crash, advertising,

Development Plan (refresh), Payroll expenses due to staff turnover and succession planning and Office Building Expenses with the construction and occupancy of the new office building . A decrease in expenditures was realized in the areas of Mapping Upgrades and Cost Sharing Projects.

Several staff changes occurred in 2013. With the retirement of long time Manager Lloyd Talbot at the end of June, Jennifer Ferguson was appointed the new Manager of the RRPD with Matthew Fitzgerald being hired in July as Assistant Manager. Elisabeth Saftiuk also joined the RRPD in July as Community Planner. In December Alex Henderson, Community Planning Assistant, left as Jennifer Lim returned from maternity leave, and Jane Pepper joined the RRPD team in December as an Administrative Assistant.

Highlights

Statistical highlights for 2013 are as follows:

- 623 Residential Permits issued
- 54 Commercial Permits issued
- 50 Development Permits issued
- 4 Land/ Shoreline Development Permits issued
- 57 Demolition Permits issued
- 53 Pool Permits issued
- 286 Residential Plumbing Permits issued
- 25 Commercial Plumbing Permits issued
- 42 Conditional Use Applications
- 12 Conditional Use/Variation/Subdivision extensions
- 50 Occupancy Permits issued
- 20 Sign Permits issued
- 18 Temporary Placement Permits issued
- 3 Development Plan Amendment Applications
- 20 Rezoning Applications
- No Zoning By-Law Text Amendments
- 77 Subdivision Applications
- 218 Subdivision Lot Fees/ Extensions
- 175 Variation Applications
- 19 Zoning letters
- 74 Zoning memorandums
- 10 Work Order letters

Staffing

The Board was established in 1977 and staffed by 5 persons. In 2013 the RRPD employed 13 full time staff members. Prior to 1987 the Province of Manitoba provided 4 staff members whose responsibility was to process subdivisions, rezoning and development plan amendments. In 1987 the Board was granted subdivision approving authority and became responsible for the administration of subdivision, development plans and zoning process.

At December 31, 2013, the RRPD employed the following staff members:

Jennifer Ferguson – Manager
Matthew Fitzgerald – Assistant Manager
Cynthia Grandmont – Director of Finance and Administration
Ryan Nickel – Supervisor, Building Inspection
Dieter Gnitziinger – Development Officer
Joe Kasprick – Development Officer
Ray Parsons – Development Officer
Derek Eno – Community Planner
Elisabeth Saftiuk – Community Planner
Jennifer Lim – Community Planner
Ingrid Zarichney – Community Planning Assistant
Pamela Elias – Community Planning Assistant
Jane Pepper – Administrative Assistant

Tasks and Service

The RRPD provides a variety of services to the public, municipal officials, government agencies, the Board and municipal staff. Other services which are not reflected on the financial statements are general inquiries, violations, business license approval, inspections, Development Plan, Secondary Plan and Building and Zoning By-law administration, and independent administration of the RRPD's finances.

Building Permits Issued

A total of 879 building permits were issued for 2013. Of these permits, 227 permits were for single family dwellings. Commercial and institutional construction was prominent again this year for a total of 54 permits were issued in the district.

Some of the significant commercial projects for 2013:

R.M. of St. Andrews:

- Public Works Building

R.M. of East St. Paul:

- ASAP Tree & Stump – Commercial Shop
- 3014 Henderson – Rental Office Suites

City of Selkirk:

- Continental Storage Building
- LSSD – LSRCSS Interior Renovation
- Gilbert Funeral Home – Addition
- LSSD – LSRCSS Elevator Renovation
- Building Block Developments – 330 Main St. – 12 Unit Apartment Block
- LSSD – Centennial School - Renovation
- Seymour Pacific – Water Tower Project – 110 Unit Apartments
- SEL Hotels – Manitoba Ave. – 84 Room 4 Storey Hotel

R.M. of West St. Paul:

- WSP Fire Hall
- St. Paul Blvd. – 7000 sq. ft. Shopping Centre

Further information on activity in 2013 is provided on the attached spreadsheets. This lists a complete inventory of the services provided and revenues generated by member municipality with a comparative to 2012. Indications are that 2014 will be another busy year for building permit activity.

Violations

As of the end of 2013 - 234 violations are active, with the distribution as follows:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	Dunnottar	East St. Paul
41	62	27	76	11	17

Details on violations are provided to the Board on a regular basis. Further examination and statistics will be provided in the future. Based on the above, there is strong indication once again that 2013 is going to be a busy year for violations and enforcement.

Subdivisions

In 2013 the RRPD processed 77 subdivision applications:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
22	22	4	15	14

In 2013 the number of new lots created in the district totaled 218:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
12	74	4	32	96

Major Projects

In 2013, the Planning District had several Secondary Plans in progress or completed: St. Andrews Airport, South St. Andrews, Grand Marais, East Selkirk, the Lockport Settlement Centre, South St. Clements, Libau, Selkirk Downtown, South St. Clements, Selkirk Water Tower Project, North West St. Paul and the Conservation Design Manual.

Other Projects

The Planning Board has worked with member municipalities and senior governments to address issues related to flooding and shoreline erosion. Support has been provided as plans are being developed to address on site waste management concerns, the extension of pipe services and regional transportation.

Legal Issues

Several court actions and Ombudsman reviews are being dealt with, with the assistance of legal counsel. It is anticipated that enforcement measures may require the issuance of court orders.

Future Considerations

The following are a number of issues that the Board will consider respecting current and future budgets:

- Updating of the Zoning By-Laws and completion and preparation of secondary plans to comply with and implement the Development Plan
- On-going staff development for effective handling of increased workload, policy development and special study requirements, and issues management.
- Undertaking effective enforcement measures.
- Providing support for municipal and Board wide sustainable development initiatives.
- Implementation of results of the Organizational Review.
- Staffing needs and service expectations.