



RRPD

# RED RIVER PLANNING DISTRICT 2014 ANNUAL REPORT



## **Foreword**

As per the requirements of *The Planning Act*, we are pleased to provide the Board with the Annual Report for 2014. The Auditor's report of the financial statements is in process and will be received shortly.

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. In 2014 the RRPD saw an increase of 30% in the number of residential permits issued. This growth is guided by the District's Development Plan which was adopted in 2011.

In the un-audited Financial Statements of December 31, 2014, the RRPD's assets were \$3,918,575.07 as compared to \$3,415,213.05 in 2013. This is a result of the Superior Savings account increase of \$413,000.00, an increase in Capital Assets due to the completion of the RRPD's new office building, offset by reduced Accounts and Equity Receivables. Revenues increased by 85.3% in 2014 as compared to 2013 from \$1,530,340.87 to \$2,835,330.69 due to the issuance of the Selkirk Regional Hospital permit.

Total expenditures were \$1,525,087.43 which is an increase of 16.4% over expenditures in 2013. This was due to increased expenditures in the areas of Violation Enforcement Services with the engagement of Prairie By-Law, Board Expenses with the engagement of Urban Consulting for an Organizational Review, Wages due to additional staff and Office Building expenditures with occupancy in the new RRPD office facility. A decrease in expenditures was realized in the areas of Advertising, Rent – Office and Cost Sharing Projects.

Two staff changes occurred in 2014. Krystal Wenzoski returned from maternity leave in March and Bert Banville joined our organization in July as a Development Officer.

## **Highlights**

### **Statistical highlights for 2014 are as follows:**

- 712 Residential Permits issued
- 54 Commercial Permits issued
- 44 Development Permits issued
- 5 Land/ Shoreline Development Permits issued
- 80 Demolition Permits issued
- 37 Pool Permits issued
- 304 Residential Plumbing Permits issued
- 27 Commercial Plumbing Permits issued
- 92 Expired Plan Reviews
- 30 Conditional Use Applications
- 10 Conditional Use/Variation/Subdivision extensions
- 214 Occupancy Permits issued
- 21 Sign Permits issued
- 40 Temporary Placement Permits issued
- 1 Development Plan Amendment Applications
- 10 Rezoning Applications
- No Zoning By-Law Text Amendments
- 59 Subdivision Applications
- 154 Subdivision Lot Fees/ Extensions
- 212 Variation Applications
- 8 Zoning letters
- 94 Zoning memorandums
- 8 Work Order letters

## **Staffing**

The Board was established in 1977 and staffed by 5 persons. In 2014 the RRPD employed 14 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, 2014, 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 Gnitzyger – Development Officer  
Joe Kasprick – Development Officer  
Ray Parsons – Development Officer  
Bert Banville – Development Officer  
Derek Eno – Community Planner  
Elisabeth Saftiuk – Community Planner  
Jennifer Lim – Community Planner  
Ingrid Zarichney – Community Planning Assistant  
Krystal Wenzoski – 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 1,257 building permits were issued for 2014. Of these permits, 258 permits were for single family dwellings. Commercial and institutional construction was prominent again this year for a total of 42 permits issued in the district.

Some of the significant commercial projects for 2014:

#### **R.M. of St. Andrews:**

- 64 Aviation Blvd. – Shop & Office
- St. Andrews Rd. – Daycare Facility
- 938 McPhillips – 13,600 sq. ft. Shop

#### **R.M. of St. Clements:**

- CIL Road – Phase 2 Public Works Building

**R.M. of East St. Paul:**

- Public Works Building
- Sewage Treatment Plan Expansion

**City of Selkirk:**

- Scotia Bank Renovations
- LSSD – Gymnasium Addition
- Selkirk Regional Health Centre
- Selkirk GM – Exterior Re-Imaging
- 1012 Manitoba Ave. – 6000 sq. ft. Strip Mall

**R.M. of West St. Paul:**

- 3000 Main St. – 10,200 sq. ft. Storage Garage

Further information on activity in 2014 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 2013. Indications are that 2015 will be another busy year for building permit activity.

**Violations**

As of the end of 2014 - 98 violations are active, with the distribution as follows:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	Dunnottar	East St. Paul
30	25	6	14	7	16

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 2014 is going to be a busy year for violations and enforcement.

## **Subdivisions**

In 2014 the RRPD processed 59 subdivision applications:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
20	17	2	13	7

In 2014 the number of new lots created in the district totaled 154:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
15	22	3	108	6

## **Major Projects**

In 2014, the Planning District had several major planning projects including the Libau Secondary Plan, the Selkirk Downtown Secondary Plan, the Conservation Design Manual, the Development Plan refresh and the Drinking Water and Waste Water Management Plans.

## **Other Projects**

In 2014 the Planning Board undertook an Organizational Review in order to provide guidance on governance practice and improved operations. Through this review, twenty recommendations were brought forward to be addressed over the short and long term.

## **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.
- Implementation of results of the Organizational Review.
- Staffing needs and service expectations.