

# CORPORATION OF THE COUNTY OF ESSEX

Report on Planning  
Prepared for County Council

*JUNE 30, 1978*



ESSEX COUNTY CIVIC AND EDUCATION CENTRE

Report to - Warden and County Council  
From - R. A. Van den Brande, Administrator  
Subject - County Planning  
Date - June 30, 1978

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Earlier this year I was instructed by County Council to prepare a report on County Planning.

Council did not supply any specific terms of reference for this report, therefore, I had to use my own judgement as to what the report should contain.

Not being a Planner it was necessary to rely on information gathered by way of research.

The report is written under five main headings:

1. Past History of County Planning attempts.
2. What is County Planning and how does it relate to local planning.  
Note - This part was researched and written by Peter Cramp.
3. What is being done elsewhere.
4. County Planning Department as a consulting service to local municipalities.
5. Approaches to operating a County Planning Department.

Perhaps one of the most significant parts of this whole report rests with the existing status of County Planning as of today. You will find this detailed in Part I on pages 2 and 3.

1.

PAST HISTORY OF COUNTY PLANNING ATTEMPTS

Planning has been discussed and under consideration by County Council during the past fifteen years.

Back in 1964 Planning was under the jurisdiction of, what was then known, as the Department of Municipal Affairs. During this year Council requested Mr. John Pearson, Director of Community Planning for the Province to address Council and explain the advantages of Planning on a County-wide basis. It was recommended that a Special Planning Committee be formed and that this Committee include the City of Windsor.

This was done and a meeting was held in June of that year with the City of Windsor represented by Mrs. Montrose. Whereas Mrs. Montrose was in favour of a joint City and County Planning Board, the City took no action in this direction.

No direct action was taken and in 1965 the Committee met and again recommended the joint Planning Committee. The City was again approached to participate in a joint Committee. Again no action was taken by the City.

In 1966 the Province was once more asked to send a Planning Branch Representative to meet with the Special Committee on Planning. Mr. Gomme met with the County Committee and he explained that it was Provincial policy to allow a Planning Board to be set up, only if both the City and the County participated.

Subsequent to this meeting the Warden and myself met with the Mayor of Windsor. We were told that the City needed all its planning resources in order to deal with City problems and did not wish to participate in joint planning.

Because of the City's action and the Provincial policy at that time the County could not proceed with County Planning on its own, and nothing further was done towards County Planning until 1968. The County, however, had requested the Province to contact the City and try and get them to change their mind and joint the County in planning for the area.

In 1968 because of the proposal for changes in school board areas, and because the topic of Regional Government constantly was being discussed, efforts to establish a planning board were revived. The Province was asked to report on their efforts with Windsor. They were no more successful than we were in trying to get Windsor to participate.

We were unofficially informed that the Province was now easing up on their policy of insisting that separated cities must be part of one planning area. The Warden and myself attended a meeting in Toronto where we were assured that, if a request was made to the Province, that consideration would be given to having the County set up a Planning Committee to deal with County Planning without the City of Windsor's participation.

The General Committee was assigned the task of again looking into County Planning. Mr. Gomme was again requested to meet with the Committee. At this meeting he confirmed that the Province would consider the County, without the City of Windsor, as a Planning Area. He also advised that a Planning Department be set up by the County, and that the City and the County should co-operate and work very closely together on area planning.

As a result the consulting firm of Proctor, Redfern, Bousfield and Bacon represented by Mr. R.M. Holmes addressed County Council. They were engaged to do some preliminary work on getting started on County Planning and getting the necessary Provincial approvals.

In 1969 a resolution was passed to proceed on County Planning on a limited basis. The Planning and Industrial Promotion Committee was assigned this task. From then to 1971 numerous meetings were held which included representatives from the City of Windsor, the Province, and the local School Boards.

It was early in 1971, when it appeared that some disillusionment with the firm of Proctor, Redfern, Bousfield and Bacon, was setting in with some of the members of Council. There were some doubts that the consulting firm's approach to the many problems connected with having the County of Essex designated as a Planning area, was not the right approach for success, in this difficult task.

Huron County at that time was ready with an official plan for their County. The Planning Committee arranged to meet with their Planning Board and Members of Council. This plan had been prepared by the Kleinfeldt Group. The Committee Members were very much impressed with the way this firm had proceeded with the whole process of developing a plan, the necessary public meetings etc. Their approach appeared to be very successful.

As a result of this, the Planning Committee recommended that the Kleinfeldt Group be engaged to prepare a land use plan for the County. This was subsequently approved by Council.

During the preparation of the Land Use Plan a number of public meetings were held. It was completed near the end of 1973, and was presented to Council in February 1974. As a result of this meeting the following policy for County Planning was recommended and adopted:

MOTION: Moved by Warden Bridgen  
Seconded by Mr. McAuliffe  
THAT this Committee recommends the adoption of a County Planning Programme outline as follows:

- Stage 1 The appointment of a County Planning Director to advise Council, report on planning issues of County-wide significance, continue to develop an information and data bank, provide a planning input into the activities of other County programs, and administer the evolution of the Land Use Plan, and provide an advisory service to local municipalities.
- Stage 2 Adopt a Land Use Plan and accompanying text when approved as a policy guideline to County Council and to local municipalities.
- Stage 3 For a period of at least two years, administer the Land Use Plan as an advisory document, making changes and revisions in the light of the every changing information source and in the light of Council's developing awareness of the most suitable land use policies for Essex County.

Past History of County Planning Attempts Cont'd.

Stage 4 While the plan is being administered by the County professional staff reporting to County Council, investigations should be made with Provincial representatives as to the possibility of the establishment of a formal County Planning Area within the terms of reference of the Planning Act.

Stage 5 Upon the establishment of a formal Planning Area, at some future date, the County will then be in a strong position to move quickly with approval of a formal Official Plan for Essex County based upon the Land Use Plan as it will have evolved to that date.

CARRIED.

In June of 1974 a Planner was hired to set up a Planning Department and to carry out the Policy adopted by Council.

It was most unfortunate that this Planner was not sufficiently sensitive to the needs of Council Members. He was not able to gain the confidence of Council. Very little was accomplished during the period he was employed by the County. He resigned in May of 1975 effective August 6, 1975.

In July a motion to hire another Planner was tabled. In September of the same year a motion to bring it back on the table was lost.

A County Services Committee report dated December 15, 1977 recommended to Council that a Planning Department be established to supply an advisory service to the local municipalities and to develop a program for the co-ordination of the local plans.

This report was discussed in open Council on January 18, 1978. The resolution making the above recommendation was tabled for discussion at a future date.

At the present time, therefore, the policy for County Planning which is still in effect consists of the five steps previously outlined with the exception of Stage 1. The motion to rehire is still on the table. This effectively stops any action towards County Planning.

To again set our adopted Planning Policy in motion, it would only be necessary to hire a Planner.

The cost to the County to date for all of the above is approximately \$100,000.00.

For those members of Council interested in reading the Council resolutions relative to Planning, these resolutions have been reproduced and are listed in Appendix A attached to this report.

2. What is County Planning and how does it relate to local planning.

"There are no future decisions, only  
the futurity of present decisions."

Peter F. Drucker

The purposes of the municipal planning function are not new to many people reading this report. For most people reading this paper, the review of the planning function is, even more so, an "old hat topic", to say the least. However, little emphasis has been placed on the review of co-ordinated planning in Essex County, particularly

1. the purpose and need for co-ordinated planning
2. its relationship to local planning jurisdictions.

Hopefully, the purpose of this paper will convey, in some part, the justification for co-ordinated planning in the County of Essex.

There are a number of documents, some familiar to you, written about the County of Essex, which describe its political structure, its socio-economic structure, its resources, and its relationships. In the preparation and writing of this paper the following documents have been used for their sound data base:

- (a) "Essex County Local Government Restructuring Study" by Dr. Peter Silcox;
- (b) "Essex County Land Use Study" by the Kleinfeldt Group;
- (c) "Planning in Essex County" (Prepared for the 1966 annexation hearings between Windsor and Essex) by the Proctor Redfern Group.

A number of other documents and articles have been used as a source of information, but notably a study entitled "Countryside Planning - A Pilot Project of Huron County" prepared for the County of Huron and the Province

of Ontario by James F. Maclaren, Ltd., has been quoted in a number of instances in this paper.

Planning, in the sense of anticipating the future and programming an accommodation to it, occurs in all human endeavor. It is an essential ingredient of our daily lives, in our places of work, and the environment in which we live. In effect, planning tells us "what is to be done, when it is to be done, how it is to be done, and who is to do it."

In a dynamic society, such as ours, in which social and economic conditions alter rapidly, planning helps us prepare for and deal with change. In the case of land use planning, it prepares elected representatives for making decisions on a rational basis when dealing with growth, both welcomed and unwelcomed. Armed with planning, municipalities are effectively coping with problems of change and growth which affect our environment, and our styles of living. Conversely, some people say that we are not coping with these problems; however, in a changing environment, any time the effects of uncertainty are lessened and complex problems somewhat simplified, the results of planning are readily measurable. Most elected representatives, when asked their opinion of the value of planning, tend to reply with a positive response in that, their present decisions will protect the investments of ratepayers within their municipality. The internal and external knowledge that this will be the case enhances and promotes orderly development within the municipality.

The opportunity to plan the development of the natural resources of this County will only come once. Future generations depend upon the collective decisions made today by elected representatives. Responsible decisions for directing future development and activities in harmony with the physical environment is essential if we are to pass on meaningful and prosperous legacy

to future generations. Moreover, as we proceed with this topic, we shall see that present decisions will protect today's life styles in keeping with the public wish.

Recognizing the gravity of decisions placed upon elected representatives in the field of municipal land use planning, Essex County municipalities entered into the planning field. They did so to lessen the impact of effects such as strip development prevalent in the County, reduce the amount of intuitive decisions on development proposals and activities, and, finally, to develop long term goals and objectives for municipalities. Supporting reasons for municipalities entering the planning field included capital forecasting for sewer lines and sewage treatment facilities, water lines, and other municipal ventures.

In an age of municipal interdependence and co-operation urban and rural municipalities in the County of Essex discussed and agreed to jointly plan their area. Elected officials, at that time, found this approach most acceptable to maximize cost savings with many returning benefits such as a common consultant, with common terminology readily understandable to the local ratepayers, and the orderly development of the urban fringe. Not all municipalities entered into joint areas; however all twenty-one municipalities are involved in seventeen planning areas in the County of Essex.

At some time, or another, you have seen a municipal map of the County showing the various municipal boundaries of the twenty-one municipalities. If one could colour this map in various hues and take another map showing the seventeen planning areas one would be left with the impression that the County of Essex is a mosaic. Essex County has evolved, historically and legislatively as a municipality containing twenty-one member municipalities. Theoretically,



the county system of government was conceived to pool human and financial resources of a number of municipalities, to provide services on an area basis which could not be provided as effectively, and in some cases as efficiently, on a purely local basis. An illustration of this statement can be found in the inter-relationship of municipal and provincial provision of services such as welfare, roads, assessment, housing, library etc. Rather than the parts pulling from the centre, a county was conceived to pull the parts together into the whole to make a cohesive unit of government. Over the years this philosophy progressed and residents have identified with the County of Essex as their "area".

Certain basic issues and problems transcend the various municipal boundaries and planning jurisdictions. Because we are our brother's keeper, and because we all share in the assets, both human and physical, of this rich County it is hard to rationalize the exclusiveness of a part over the whole. It is imperative that these intermunicipal issues and problems be identified and defined. What one municipality plans has a physical effect and affects another municipality. Official plans of municipalities have little or no regard for the impact its objectives will have on adjoining municipalities. During approval stages these plans are circulated, particularly to the County by law; however, not having a qualified person to advise County Council of its advisory role in co-ordinating the goals and objectives of the total county, County Council has remained silent on many official plans and development plans.

It has been statistically documented that the County of Essex is an urban-rural area rich in terms of agricultural output. However, over time the rapid growth of rural non-farm population has seriously changed the landscape

of the County. Some recent arguments have been brought forward in the public forum concerning the permanent removal of productive farmland. Certainly this is an intermunicipal issue which should be identified if it exists and defined as to a possible solution for the future. Moreover, it is now possible for many people to live on the farm and work in the city. The mobility provided by the private automobile, extensive road systems, improved water supply systems, are all factors which have led to a reverse direction of people. More and more urban dwellers choose the rural residence as a preferred living environment. Since our major annexation in 1966, our population figures tend to bear this statement out. Our 1965 population figure was 126,009, and as a result of annexation our population was reduced to 84,105 in 1966. Over the succeeding years our population has steadily increased to 114,893. While there is not conclusive evidence to prove the origins of County population since 1966, there are strong arguments that there exists a population shift from Windsor to Essex County. Let us compare these figures with those of the City of Windsor for the same period. In 1964 Windsor's population totalled 115,284 and in 1966 after annexation it climbed to 189,407. Today's 1977 population stands at 196,609. Another issue is raised as to why people are moving. A limited extent of urban-oriented development in rural areas will have little effect on the rural community; however, as urban development proliferates the consequences are cumulative. Repercussions are likely to be undesirable if left to seventeen planning jurisdictions without some form of co-ordination.

"The demand for rural land for urban uses creates an upward pressure on farm prices that can have serious consequences on the number of new entrants

into farming and on the desirable consolidation of farm operations into larger units." This is an inter jurisdictional issue which should be discussed in order to form mutual guidelines.

The challenge of rural planning is one of resource utilization. Essex County has a finite amount of resources such as land of high agricultural capability, a farm population that has the commitment and "know how" necessary for farming, land of high recreational value, mineral resource and small town communities with their particular life style. How do we utilize and protect these resources? This immense and complex problem is not privy to one planning area, it transcends all areas and boundaries and to a measure should be co-ordinated or reviewed by somebody. The following quotation is taken from Countryside Planning - A Pilot Project of Huron County and illustrates the present dilemma in most Counties in Ontario.

"In the dynamics of social interaction, however, each interest group perceives the priorities of land use return and resource allocation from a different viewpoint and each with built-in inconsistencies. The farmer would like to make a profitable income from his farm and maintain his life-style in an agricultural community. His stance, therefore, is usually against most forms of urban development. At the same time, he would like to maintain the freedom to sell his land for non-agricultural purposes if the price is right (and the price is always right in areas with development pressures). An urbanite will demand freedom to buy a rural residence, a cottage on a lake and a day in the campground. He will at the same time complain that food is too expensive, the countryside too urbanized, and he may even petition to stop further development once he has built his rural or wilderness retreat.

Most official plans for rural areas have been prepared as if they were large urban areas using the same methodology, the same research orientation

and the same land use classification. Land use policies of these plans tend to concentrate more on issues of urban development than on utilization of rural resources.

At the Provincial level there are explicit policies for urban or non-farm development in rural areas (U.D.I.R.A.) but none for rural areas. Even the U.D.I.R.A. policies evolved as an accumulation of "stop-gap" measures that were devised as quick pragmatic answers to current development issues. These policies were not the result of in-depth research, nor were they coordinated to form a comprehensive resource development strategy for the Ontario countryside.

The key step in countryside planning should be the establishment of an overall viewpoint or perspective on the area's present and future dominant function. Once agreement has been reached that a particular area, for example, is agricultural, then all other activities should be supportive or neutral to this central objective."

Agriculture, particularly in Essex County, is a complex resource system based on land capability; a "community" of people skilled in the practice of agriculture and devoted to its traditions and present life-style; a functioning system of food production and an enormous investment in land, buildings, machines, and labour. It seems obvious that this resource should be carefully nurtured and its management approached in a comprehensive rather than piecemeal fashion. Areas with an agricultural resource should be planned as a guide to all land use policy decisions. To quote further from Countryside Planning;

"While searching for an effective method to analyze policies on urban development, difficulty was encountered in finding an effective evaluation technique. As the research proceeded, it became evident to the study team that

this difficulty was caused by the fundamental orientation of the approach and, indeed, the terms of reference. Like most planners in Ontario we were, without consciously realizing it, still viewing rural problems from an urban perspective. We were, in essence, searching for policies to guide urban developments in rural areas without first preparing policies for the evolution of the rural areas.

Policies on urban development in rural areas could obviously only be evaluated in the light of positive strategies and policies for rural development itself. Approaching the planning of rural areas from the opposite end of the scale, i.e. the urban perspective, would undoubtedly have led to the same urban-oriented, rural planning approach that the study was originally designed to mitigate.

It seems inherently sensible for an area in which agriculture is, and probably will continue to be, the main source of livelihood and way of life, that all policies should be tailored to a policy framework benefiting agriculture. If this framework can be effectively established, then the implications of non-farm development can be tested against this base. Evaluation of all policies will then become meaningful in a total planning concept where management of the agricultural resource (land, people and a functioning economic system) is the guide for setting land use priorities. Management of other resource systems such as recreation, forestry, mineral extraction, natural environment and even man-created urban environments could similarly become the dominant objectives for planning other areas.

The all-embracing term "rural" unfortunately has often been used in the provincial-municipal planning context in a more descriptive and general sense. Under the term "urban", we recognize the existence of a hierarchy of land uses

that can be related to the overall purpose or objective of an urban area. Under the term "rural", however, almost everything can take place ranging from farms to mineral extraction to holding zones for urban expansion. This has caused considerable confusion in identifying an effective strategy for the planning of these non-urban spaces. The term "rural", must, therefore, be replaced in the planning process by a series of terms that indicate the functional objective of the designated area.

Evolution of strategies and resolution of conflicts between competing land uses in a rural area accordingly requires the setting of land use priorities just as priorities are set in an urban area. Portions of a typical urban environment, for example, are designated as "residential" areas and within these areas the residence has top priority and only supportive or complementary uses are permitted. Other areas are designated "industrial" with a different set of use restrictions. Cases of conflict are resolved in favour of the priority land use and the long-range urban goals.

In rural areas, however, clearly enunciated priorities are weak or even non-existent. A conflict between estate-residential, agriculture and recreational land uses, for instance, is very difficult to resolve without a framework of long-range priorities--a deficiency evident in most official plans. Without these priorities, the question of estate-residential or other urban developments in rural areas will always remain a dilemma, and one which can neither be satisfactorily monitored nor effectively resolved."

As you know, County Council is made up of forty-one representatives from various municipalities. Each brings to County Council values, beliefs, attitudes, and opinions from your respective municipalities. From the viewpoint of an institution--an organization, County Council lacks, as a body, a sense of

direction because it has no defined goals and objectives. Planning is not just land use utilization, it also transcends many other municipal functions. It tells you as policy makers what indicators there are in the environment, such as population projections, trends--major and minor in the local economy. With these indicators we know what our road department is likely to encounter in the next five to twenty years. We will know the projection of possible use and further use of landfill facilities. We will know to a certain degree the utilization of the home for the aged--possibly a shift to a different type of facility will become the people's choice--certainly it can be traced as a trend if it begins. What is disturbing to a practitioner of local government is a compound feature to the lack of organizational planning and land use planning, is the distinct possibility that every two years a council can change. Change, in itself, is not wrong especially in light of our democratic process where the ballot box is supreme. But the loss of continuity because of change, especially when there is no continuing policy on planning, can be detrimental to the County of Essex. It can be argued that it is the responsibility of Administration to provide needed continuity; however, it would be far more effective if Council left a specific policy, especially planning. Because of these factors County Council has remained silent on a number of planning issues because it either lacked the formal policy to use as valid arguments for or against a plan; or it lacked the expertise of sound recommendations to object or comment on developmental plans. To some observers new members of council were hesitant to speak out in view of the lack of established guidelines. County Council in 1971 established a planning policy to be strictly used as an "advisory document", but its guidelines were temporarily suspended until such time as the restructuring study was completed. Without

some guideline, County Council cannot exert sound arguments when faced with intermunicipal ventures. During recent years there has been an increase in the number and widths of easements and rights-of-way being acquired across many municipalities to accommodate surface and subsurface facilities required by our modern industrial economy. Controlled-access inter-urban highways, arterial suburban highways, hydro-electric transmission lines, railways, and trunk telephone cables already crisscross areas which are undergoing urban development or are on the threshold of such development. Moreover rights-of-way for gas transmission lines and oil pipe lines are not new. What effect do they have on the County of Essex--not just one municipality? What should our concern be?--Care for aesthetics--surface use of land--the form of land to be utilized and finally how these services are to be located and installed underground? Once a suggested change has been made in the route of a proposed easement in one planning area or municipality, it undoubtedly will affect the location of the easement in one or more neighbouring planning areas or municipalities. In the case of a provincial highway, for example #3 by-pass or #18, is the road properly located? Is it prime farmland--peach orchard--or scenic view that will be abandoned. These questions should have been asked by councils fifteen years ago. Perhaps today's values could have been preserved! With co-ordinated planning the agreed goals and objectives of the area could be successfully applied to any federal, provincial, or other agency's plans such as conservation authority, housing authority, etc. If conflict with the broad view of all municipalities exists then a development shouldn't take place--hardly would a development proceed beyond the planning stage in the face of this "common front". Furthermore, present M.T.C. plans are for the County to assume responsibility for old #3 highway. It is this



kind of development that the co-ordinating planning in the County could assist. A planner would be in a position to conduct an intensive study showing transportation trends and existing uses and be in a position to assist our County Engineer in debates with M.T.C. when the time comes to assume ownership. A study such as this should also show future capital forecasting for construction, and also its maintenance costs. A planner would be in a position to assist our County Engineer in predicting and examining indicators which show trends in our transportation network. To further illustrate this point we need only to review the last County Council Session, at which time a question arose where a private developer requested use of sewer facilities along County right-of-way. The question also arose of an eminent plan for subdivision. The possibility of oversizing was raised. A planner could have added valuable information to this discussion. A planner could assist immensely in forecasting. Utilizing the services of a planner on staff would strengthen the County's position, in assessing provincial policies affecting the area, through the formulation of soundly based policies which recognize the specific needs and potential of the entire area. The need for an overall planning policy for the entire county cannot be overstated when dealing with senior governments.

There are many advantages to planning on an area-wide basis. Among these advantages are:

There would be certain economies in carrying out a comprehensive co-ordinating programme by a County Planner. As discussed, planning is a day to day process involving a number of people, most notably a municipal clerk. In most municipalities, the planning process is carried out by

your clerk or other part-time staff assigned to planning. The availability of an "expert planner" would alleviate costly calls to consultants or ministry people in order to obtain answers which, whereas they are important in the eyes of the person solving a particular problem they are not that complex. At times these questions are time consuming and frustrating to the person trying to solve a day to day planning problem or procedure. Having a local staff planner would alleviate much time with correct advice.

A planning department hired on a County basis in effect is co-ordinating plans of local municipalities by using common terminology and standardizing this terminology while still keeping the goals and objectives of the municipality intact. This method is, particularly, appealing to all classes of clients, residents, developers, government researchers, economic researchers, and consultants, in that a language is readily understandable in seventeen jurisdictions. Costs savings, in terms of time spent, could assist many consumers of this service. Perhaps economics of building costs could be obtained where building terms could be standardized for building inspectors. A common language would assist the building trade, both, consumer, builder, and inspector.

County Council, by hiring a planner, could assist "the consumer", whoever it may be, by possibly saving funds in the payment of fees to cover the costs of zoning changes, amendments etc. The overhead of private consultants would be eliminated and therefore a savings could be effected. Furthermore, a county planner could possibly speed up this process. Whereas a couple of minutes is all that is necessary, it is taking up days with a consultant out of this area in most cases. Many minor problems of a day to day nature, that normally would

take up to a few days for an answer by a consultant in another area, could be solved in a relatively shorter period of time because the County Planner would be accessible to most local municipal staffs obtaining planning information.

In some cases amendments to official plans and zoning changes are taking exorbitant lengths of time with obtaining approvals from the ministry. Some people have complained that these changes have taken up to two years to resolve.

A county planner using his standardized terms and process could possibly speed up these delays because he would be aware of provincial procedures. Through contacts with the ministry officials his ability to develop contacts and interactions would be most beneficial to municipalities. While it could be argued that another layer of red tape and bureaucracy is being superimposed, it is in reality an additional tool, which under the direction of Council, would be a great aid in reducing the "bottlenecks" and complex procedure created in the planning process. In particular, council members could more effectively obtain day to day reports on the progress of particular items within their municipality. Control devices are the tools of council. Council controls the activities of the planner. Another factor is that in no way would the co-ordinated planning interfere with local planning and its functions. The role of the planner would be advisory and subservient to the wishes of council. His function is secondary to the primacy of local planning.

A County Planner could be available to act as an "expert witness" for local municipalities when defending policies at appeal hearings of the Ontario Municipal Board. The OMB would be more apt to listen to the planner particularly on staff. In some cases it would be far more economical than lawyers and

consultants asked to appear. In most cases local municipalities are not represented at all at these hearings. Furthermore, a County Planner could give expert advice and assistance to our Land Division Committee and Committees of Adjustment, thus possibly reducing the number of appeals which could be launched.

It is quite possible that in the future local planning powers will be expanded if the Local Planning Review Report is implemented (Comay Report). Many approval granting powers such as subdivision amendments, etc. will be delegated to local planning jurisdictions. Certainly the regions will vie for this power, many unstructured counties who have OP's and planning staffs will argue for this power.

There is a distinct possibility, as witnessed by other Counties and municipalities, that grants for planning studies and intensive planning studies covering special issues would be eligible for grants from the Ministry of Housing.

A survey of expected costs indicated that in 1978 the total cost of planning at the local level would be approximately \$90,000.00. This figure does not seem too reliable. You may recall that during previous discussion at Council, representatives from some of the municipalities indicated spending considerably in excess of the amount indicated in the survey.

To set up a County Planning department it would appear that the minimum staff requirements would be:

- 1 Planning Director
- 1 Technician
- 1 Secretary

The budget for this would be approximately \$91,000.00

After the department got underway and more municipalities were using the County Planner, the extra help required could increase the budget requirements to \$130,000.00 - \$150,000.00 per annum.

3.

WHAT IS BEING DONE ELSEWHERE

County of Huron

On September 11th, 1968, the then Minister of Municipal Affairs designated and defined the County of Huron Planning Area. The area included each and every local municipality in the County of Huron, the county does not have any separated municipalities.

The Kleinfeldt Group was engaged to prepare an Official Plan, and in 1971 the County of Huron Official Plan was approved by Huron County Council. The Huron County Planning Board is responsible for the operation of the Planning Department, and reports to County Council. Originally the Planning Board was composed of 5 members of County Council and 5 non-members of County Council, and the Warden as an ex-officio member. In 1971, with Ministry approval, the composition of the Planning Board was changed to six members, all being members of County Council, and the Warden ex-officio.

The Planning Department is responsible for the administration of the Official Plan and the preparation of Secondary Plans and Zoning By-laws for each municipality in the County. As well, the Department assists with Land Severances, Subdivisions, and other development control matters for the municipalities. The Department also provides day-to-day advise to the local municipalities re specific planning projects throughout the County, i.e.-Land Use Studies, Housing Studies, Environmental Studies, etc.

The present staff consists of:

- 1 Planning Director
- 2 Planners
- 1 Planning Technician
- 1 full-time and 1 part-time Secretary

As well, it is the usual practise to engage at least two summer students to assist in the preparation of Secondary Plans.

The total cost of Planning is borne by the County, and is apportioned to the local municipalities in the County Apportionment. The only other revenue has been community study grants supplied by the Ministry of Housing for the preparation of Zoning By-laws and Secondary Plans. The Planning Department makes application for these grants, which are paid directly to the municipality and then turned over to the County to offset our costs.

The 1978 Budget was approved at \$145,800.00.

The planning department is reported as working well in and for Huron County. Huron County is unique in that it does not have any separated municipalities within its boundaries, and the only municipalities with Official Plans when the Huron County Planning Area was named were the five Towns, which made it much easier to incorporate these plans in the overall plan.

County of Lambton

At the present time, the County of Lambton has not been designated as a planning area and does not have any statutory planning responsibilities under The Planning Act.

However, there is a Planning and Development Committee of County Council which oversees the activities of the Plumbing and Building Inspection Department, the Planning Department and Bushlot Inspection.

The heads of the two departments report to this Committee directly for budgetary and policy decisions.

The Planning Department is required to provide professional assistance to all member municipalities in the County on a "first come, first served" basis. Day-to-day assistance is given automatically, on request, whereas long term planning projects, such as Official Plans and Zoning By-Laws, are referred to the Planning and Development Committee for a decision on the terms under which the Planning Department would undertake each project.

The Planning Department is also required to advise the Committee and County Council on matters of County-wide planning concern. At the moment, primary emphasis is on designing a County planning structure which will be acceptable to the Minister of Housing in order that the County may be designated as a "Planning Area" under the Planning Act.

Thirdly, the Ministry of Housing circulates all local Official Plans and Plans of Subdivision to the Planning Department for comment.

Finally, the Lambton County Land Division Committee receives comments and assistance from the Planning Department on all severance applications. Severance applications to local Committees of Adjustment, where these Committees retain jurisdiction, are also commented on.

The Planning Department currently consists of:

- 1 Planning Director
- 1 Senior Planner
- 1 Junior Planner
- 1 Draftsman
- 1 Secretary

In addition, during the summer months, two planning students are hired under the Provincial I.M.A. program.

The Planning Director is the Department Head and reports to the Clerk-Administrator and to the Planning and Development Committee.

The 1977 expenditure of the Planning Department was in the vicinity of \$115,000.

The annual cost is lower due to the receipt of Community Planning Study Grants from the Ministry of Housing for certain projects the Department undertakes.

For example, in 1977, it is estimated the Department will have received over \$9,000 in grants. In 1978, the Department may generate \$15,000 or more in grants. These grants are applied against the annual expenditure of the Department.

The cost to the County has been estimated, on an overall basis, to be \$1.65 per person per year.

The operating budget of the Department is raised through the general County levy. No charge backs are made to any member municipality for any services rendered.

The Department's services are available to all 20 municipalities which are members of the County system. This includes 10 townships, 2 towns, and 8 villages.

Not all member municipalities make full use of the available services. Some have their own planning consultants on retainer, while one township has a professional planner on staff.

At the present time, the organization appears to be functioning well.

Should all municipalities in the County use the Department on a full-time basis, more staff would most likely be needed.

#### County of Perth

The Council of the County of Perth created a county planning office in the fall of 1972. That office has functioned since that time with the exception of a period between September of 1974 and November of 1975 when the operation of the office was temporarily suspended.

The County of Perth is divided into a number of planning areas (six) and the County Planning Office has been given the mandate of providing advice and assistance to all of the planning areas and their respective planning boards. In addition, the Planning Office carries out the same kinds of responsibilities for the Councils of the fourteen local municipalities as well as County Council. Advice and assistance to the County Land Division Committee and nine local Committees of Adjustment are also a function of the Planning Office.

There are presently four people employed in the Planning Office including a Director, Planner, Secretary, and Planning Assistant. The staff of the Planning Office are responsible directly to Perth County Council through the Area Planning and Agricultural Development Committee. The operation of the County Planning Office is entirely financed out of the County levy and there is no charge-back system whereby municipalities are billed for work carried out on their behalf.

The budget for the Planning Office in 1977 was \$63,845.

As noted earlier, the County Planning Office serves fourteen municipalities but does not serve the Town of St. Marys which is a separated municipality and no services are provided to the City of Stratford.

It would appear that the present organization is functioning well and there are no plans to make any changes in the existing planning framework within the County of Perth.



Information received from our inquiries indicates that presently nine Counties have been defined as County Planning Areas.

Fourteen Counties have engaged planning staffs and are operating a Planning Department.

Six Counties are discussing the feasibility of setting up County Planning Departments.

Budgets for the Planning Departments of the various Counties range from a low of \$58,700.00 to a high of \$222,600.00 yearly.

The County of Oxford has the largest staff (9) this is due to the fact that it is a Restructured County and has been given the authority for subdivision approval.

4. COUNTY PLANNING DEPARTMENT AS A CONSULTING SERVICE TO LOCAL MUNICIPALITIES

During Council discussion, relative to using a County Planning Department as a consulting service to local municipalities, a number of concerns were expressed:

1. Difficulty in setting up a charge back system to the user.
2. At what stage do you draw the line on charge backs? Telephone calls? Letters? Reports?
3. Setting up priorities on requests for service.
4. Too much work in one municipality which could monopolize most of the County Planning Department's resources.

In discussing these concerns with different people experienced in the Planning Field, it appears that none of the above concerns present problems that cannot be handled by an efficient planner and one adept in public relations.

Setting up a charge back system is a relatively simple accounting procedure. Law offices and accounting offices have been doing this quite successfully for many years.

It would not be difficult to set up some criteria for making charge backs to the users. An example could be, where a phone call or letter could be answered without involving any research by some staff member, there would be no charge, or some minimum time could be set.

With regards to priorities, generally when all facts of the requests are considered, the priorities would become evident.

Good public relations will go far when dealing with these matters. All professional people are faced with setting priorities on the service they provide to customers. Whereas it is not always easy, it is generally not impossible.

The fact, that the County Planning Department would be acting in the capacity of a consultant to the local municipalities, does not preclude the hiring of outside consultants for part of the work where the project is beyond the resources of the County Department. These outside services would be under the direction of the County Planner and would be kept to a bare minimum. In some cases temporary help could be hired to deal with extraordinary work loads. As mentioned earlier in this report, in Huron County this never presented a serious problem.

By having the local work done by a County Department you would attain the many benefits of uniformity and standardization in zoning and building codes.

5. Approaches to operating a County Planning Department

Below are listed three possible approaches to establishing a County Planning Department.

These are presented for discussion purposes and to provide a starting point for such discussions.

APPROACH NO. 1

The department would be set up to provide an advisory service to the area municipalities. This was described earlier in this report.

There would be no involvement with planning at the County level other than in the co-ordination of local plans. The department would provide those services required by local municipalities such as the day to day problems, also aid in the more complex amendments to the local official plans and zoning by-laws.

At the County level the planner would deal with the numerous items which are continually being circulated to the County for comment.

APPROACH NO. 2

In this approach the Primary function would be for the department to provide an advisory service to the area municipalities and all the other services outlined in Approach No. 1.

In addition the department would have a Secondary function. Upon completion of the more urgent local requests relative to the Official Plans and Zoning By-Laws, work could begin on updating the County's land use plan. Once agreement was reached on an updated land use plan, Council could enter into discussions as to the advisability of requesting the Province to designate the County as a Planning area with grant capabilities.

This approach places the emphasis of the department's efforts on that of an advisory service with some efforts towards County Planning.

APPROACH NO. 3

In this approach the functions would be the reverse of those in Approach No. 2. This means the Primary function would be to up date the County Land Use Plan, arrange to have public meetings, if necessary, and work towards its adoption by County Council. This plan could then serve as a policy document in proceeding with any future amendments to local official plans.

Work would then begin on obtaining the Provincial approval for designating the County of Essex as a Planning Area and subsequently the completion of an Official Plan for the County.

The Secondary function would be the advisory service to local municipalities as explained above.

This approach places the emphasis of the departments efforts on that of County Planning with some efforts to act in an advisory capacity to the local municipalities.

It is hoped that the above information will provide Council with the necessary information for meaningful discussions on the subject of County Planning, and provide also the information necessary to make decisions as to what County Policy should be in the area of Planning.

Resolutions and Reports re - County Planning

## 1. March Session - 1964

The Clerk was instructed on motion of Messrs. Bell and Layman to invite Mr. John Pearson of the Planning Dept., Toronto, Ontario to the April Meeting of the County Council, and the members of the Local Planning Boards as requested by the local councils to be present to discuss Area Planning on a County basis in Essex County. - Carried.

## 2. April Session - 1964

On motion of Messrs. Layman and Brunet that a letter of thanks and appreciation be sent to the Minister of Municipal Affairs for allowing Mr. John Pearson to be present and address the County Council on the matter of "Planning on a County-Wide Basis". Carried.

The Warden addressed the meeting, welcoming the visitors from the local planning boards to the meeting, requesting that each person present to take part in the discussion on planning, on a County-Wide basis after listening to the speaker.

The Warden introduced, Mr. John Pearson, Director of Community Planning, Department of Municipal Affairs, and welcomed him to Essex County.

Mr. Pearson addressed the Council and visitors explaining in detail the advantages of having the planning in any area done on an area wide basis instead of each locality planning for its own land use. The City-County planning was proving to be beneficial to both areas and he expressed his opinion that unless the whole idea of planning was done on an area wide basis it would result in many complications and improper use of lands being made in many areas, to the detriment of the whole area within the scope of the communities being built up without the proper regulations and controls being enforced and adhered to.

Following a question and answer period, Mr. Pearson requested that the County Council consider the forming of a Planning Committee on a County basis, with representation from all areas in the County, and to consider having a member from the City of Windsor and Town of Riverside on the proposed committee. Matter referred to the Personnel Committee for further study and a report to the council.

## 3. April Session - 1964

Personnel & Public Relations Committee - June 10, 1964 - Report #6  
To the Warden and Members of the Essex County Council in Council Assembled.

Gentlemen:

We, the members of the above-named committee have met and beg leave to report as follows:

Present: Messrs. Morand, Bell, Layman, Garton, Brunet, Ruston, Treasurer Van den Brande, Secretary Keeley, City of Windsor-Alderman Mrs. Montrose.

The chairman addressed the committee advising the members that the meeting had been called to further discuss the forming of a Planning Committee on a County basis, with representation from all areas in the County, and including representation from the City of Windsor and the Town of Riverside on the proposed committee as suggested by the Department Representative, Mr. John Pearson, when he spoke to the County Council at the April Session, and to also consider any other matters that may have been received for the attention of the committee.

Resolutions and Reports re - County Planning  
(cont'd.)

A general discussion was held by the members present on the advantages of having the planning in any area done on an area wide basis instead of each locality planning for its own land use. It was noted in the material received and the addresses given at the Planning Conference held in Toronto, Ontario which your committee attended, that County-City Planning was proving to be beneficial to both areas.

Following a very interesting and educational discussion concerning the planning problems in the areas the committee recommends to the County Council the following:-

On motion of Messrs. Layman and Ruston that this committee recommends to the County Council that a committee be appointed to study planning on an area basis, including the City of Windsor, Town of Riverside and the County of Essex, said committee to have a personnel of seven members, composed of two members from the City of Windsor, one member from the Town of Riverside, and four members from County of Essex, including the Warden. - CARRIED.

4. April 1, 1965  
Special Committee Re Regional Planning in Essex County  
To the Warden and Members of the Essex County Council

Gentlemen:

We, the members of the above-named committee have met and report as follows:

Present: Messrs. Brunet, Nicol, Ruston, Cada and Secretary Keeley.

On motion of Messrs. Ruston and Nicol that Mr. L. Brunet be the chairman of the County of Essex Special Committee re Regional Planning Study in Essex County.

The chairman addressed the committee advising the members that the meeting had been called to further discuss the forming of a Planning Committee on a County Area Basis with representation from all areas in the County, including representation from the City of Windsor and the Town of Riverside on the proposed committee as had been suggested by Mr. John Pearson, Director of Planning, for the Department of Municipal Affairs, and to also consider any other matters that may have been received for the attention of the committee.

A general discussion was held by the members present on the advantages of having the planning in any area done on an area wide basis instead of each locality planning for its own land use. It was noted in the material received and considered that County-City Planning was proving to be beneficial to both areas.

Following a very interesting and educational discussion concerning the planning problems in the area the committee recommends to the County Council the following:

On motion of Messrs. Cada and Ruston that this committee recommends to the County Council that a Joint Committee be appointed to study planning on an area basis, including the City of Windsor, Town of Riverside and the County of Essex, said committee to have a personnel of seven members, composed of two members from the City of Windsor, one member from the Town of Riverside and your present Special Committee appointed by the County Council, including the Warden; and that the Clerk write a letter to the Councils of the City of Windsor and the Town of Riverside requesting that the respective Council consider making their appointments to the said Joint Committee as proposed. - CARRIED.

Letter read from Kleinfeldt & Associates Limited. - Consultants and Community Planners offering their services to the committee if and when, such personnel was being considered. Discussed by the committee. On motion Clerk instructed to acknowledge their letter and file same for further reference. - CARRIED.

5. September 14, 1966  
Personnel and Public Relations Committee - Report #8

The chairman addressed the committee advising the members that the meeting had been called to discuss the correspondence and resolutions as had been received for their consideration; and the matter of Planning on a County Basis with Mr. A. E. Gomme of the Planning Branch Department of Municipal Affairs, and to make recommendations to the County Council as to the action to be taken thereon.

On motion Mr. A. E. Gomme of the Planning Branch of the Department of Municipal Affairs addressed the committee explaining the organization and operation of the planning system on a County City basis. He advised the committee that to have effective results that the County and City must co-operate and have a Joint Planning Board to have jurisdiction over the planning in the whole area under their jurisdiction with the local planning boards being subsidiary boards and assisting in the planning in their own local areas. The duties of the County City Planning Board would be to make decisions in co-operation with the local planning boards, the location of industrial, residential, park, and agricultural areas in the several municipalities within the jurisdiction of the board so as to have a uniform method of planning with the area. The Joint Board would also make the studies of finances, structures and land uses to determine the most efficient, economical, and uniform methods of developing the areas under their jurisdiction. Following a lengthy question and answer period the committee recommends to the Council the following:

On motion of Messrs. Cada and Garton that the Department of Municipal Affairs approach the City of Windsor re the matter of forming a County City Planning Board and to have preliminary discussions with both the City and County committees; and further that the Department of Municipal Affairs make arrangements for the mutual meeting of both committees and have a representative of the Department present to chair and explain the functions of the said Joint Committee to the members present. - CARRIED.

6. March Session 1968

The matter of planning on a County Basis including the City of Windsor, because of the proposed changes in the boundaries of school areas and re-organization of County Government on a Regional basis discussed by the committee. Following the discussion, on motion of Messrs. Newman and Hunter, the Clerk was instructed to write to the Planning Department of the Department of Municipal Affairs requesting information as to the progress being made by the Department concerning the County's request to have a Joint Planning Board with the City of Windsor. - CARRIED.

7. July Session 1968

Mr. Fred Cada, Reeve, Village of St. Clair Beach, addressed the Council requesting the members to give consideration to the feasibility of setting up a County Planning Board in the County of Essex taking into consideration the costs required and subsidy available for such a project; and further that the said Committee have made a report to the Council of their findings for the consideration of the members. - CARRIED.



8. September Session - 1968

Mr. Van den Brande reported to the Committee that the Warden and himself had attended a meeting in Toronto re Planning on a County Wide Basis. Discussed by members.

Motion - Messrs. Brunet and George that the report of the Warden and Administrator be accepted; and further that an invitation be extended to the Department of Municipal Affairs Planning Branch to send a representative to the next meeting of this committee. - CARRIED.

9. October Session - 1968

Mr. E. A. Gomme, Planning Dept., D.M.A., addressed the Committee concerning the Committee's request to have a representative of the Department available to discuss County Planning. Mr. Gomme related to the members that the department would have no objection to the County of Essex planning without the City of Windsor since the City has no desire, at the present time, to expand its planning. He further stated that there would be no objection to County Council appointing a Planning Committee and eventually hiring a planning staff or professional planners to co-ordinate and update existing official plans in various municipalities of the County.

Motion - Messrs. George and Meleg that an invitation be extended to a Professional Community Planning firm to meet with the committee at a future meeting to explore the feasibility and administration of County Planning in order to arrive at a recommendation to County Council. - CARRIED.

10. November 27, 1968 - General Committee -- Report #3A.

To the Warden and Members of the Essex County Council.

Gentlemen:

We, the members of the above named committee have met and report as follows:

Present: Messrs. Bistany, Newman, Meleg, Brunet, Hunter, Administrator Van den Brande, Assistant to the Clerk Cramp, Secretary Keeley; Mr. A. M. Holmes of Proctor, Redfern, Bousfield and Bacon, Consulting Engineers and Planners, Mr. L. Eansor of M. M. Dillon Limited, Consultants.

The Chairman addressed the committee advising the members that the meeting had been called to discuss the correspondence, accounts, planning on a County Basis, and such other matters as had been received for their consideration since their last meeting.

The chairman requested that Mr. Holmes of Proctor, Redfern, Bousfield and Bacon, Consulting Engineers and Planners, to explain to the Committee the development and planning of the County on a County Basis. He addressed the committee advising the members of the benefits to be obtained and methods used to plan and develop the county on county basis rather than on an individual municipality basis. The efficiency and benefits to be derived from county planning, which would co-ordinate on all co-operative basis all the planning done and proposed in the local municipalities comprising the county were discussed by Mr. Holmes with the Committee, by a question and answer period.

Following a lengthy and educational discussion the committee took the following action:-

Motion: - Messrs. Brunet and Hunter that this committee be authorized to request Mr. A. M. Holmes of Proctor, Redfern, Bousfield and Bacon, Planning Consultants, to obtain the approval of the Planning Branch of the Department

Resolutions and Reports re - County Planning  
(Cont'd)

of Municipal Affairs to discuss the feasibility of planning in the County of Essex on a County basis and report his findings to this committee for their consideration and recommendations to the County Council concerning this matter. - CARRIED.

11. September Session - 1969 - Open Council

Mr. Fred Cada, Reeve of the Village of St. Clair Beach addressed the Council re the establishment of Planning on a County Basis advising the members of the advantages of having a uniform system of planning and development of the County as a Whole. The members held a general discussion as to the pros and cons of the establishment of Planning on a County Basis under the supervision of a County Committee as a co-ordinating body of all the several Official Plans and Zoning By-laws now in force in the several municipalities in the County of Essex. The committee could also assist those municipalities in which no planning has been done or are in the early phases of their planning programmes. Following a lengthy discussions by the members the Council took the following action:

Motion: - It is moved by Mr. Brunet and seconded by Mr. Morris that the County Council authorize the General Committee to establish County Planning on a limited basis, in Essex County, the cost of same not to exceed the amount appropriated for this purpose in the 1969 Budget as approved by the open Council; and further that the said vote on this resolution be by a recorded vote.

Vote taken by Roll Call of members and noted-

YEAS-Messrs. Dufour, Duby, Cascadden, Shaw, Heaton, Moore, Bistany, Bacon, Lambert, George, Cada, Hunter, E. Martin, Newman, Hedge, Thompson, Rogers, Blanchard, Davison, Dunn, Pulleyblank, McAuliffe, Brunet, Cecile, Rivait, Gagnier, Morris - 27 yeas.

NAYS-Messrs. Meleg, Sanford, Evans, L. Bondy, N. Bondy, Wright, Brush, A. Martin, Tofflemire, and McKeen. - 10 nays.

38 members - 27 yeas - 10 nays - 1 absent  
Chair declared motion carried.

12. Road Report - September session - 1969

The Committee held a general discussion re the zoning and speed problems in the built-up areas along County Roads. Following the discussion the Committee recommends as follows:

Motion: - It is moved by R. Pulleyblank and R. Rivait that the matter be referred to the General Committee to be discussed with the County Planner, when and if engaged by the County of Essex, to make a study and prepare an Official Plan of the County of Essex; and further that the Road Committee be requested to meet jointly with the General Committee and the Planner when this matter is being discussed. - CARRIED

13. October Session - 1969 - Resolution from General Committee Sept. 17, 69.

Motion: - It is moved by Warden Bistany and seconded by Mr. Morris that the Clerk be instructed to write a letter to the Hon. Darcy McKeough, Minister of Municipal Affairs, requesting that he have Department Representatives of his Planning Branch present at a meeting of the Planning Committee to be held on September 24, 1969 at 10:00 a.m. to discuss the schedule of setting up a planning schedule and agenda of the required

information needed to prepare a County Wide Official Plan co-ordinating all the plans, completed and proposed in the County. - CARRIED.

14. September 24, 1969 - Special Committee Re County Planning - Report #8  
To the Warden and Members of the Essex County Council.

Gentlemen:

We, the members of the above-named committee have met and report as follows:

Present: Messrs. Brunet, Newman, Hunter, Morris, Thompson, Warden Bistany Administrator Van den Brande, Secretary Keeley, Planning Branch- Dept. of Municipal Affairs, Mr. Gomme.

1. The Chairman addressed the Committee advising the members that the meeting had been called to discuss Planning on a County basis with a Representative of the Planning Branch of the Department of Municipal Affairs and to discuss a proposed list of guidelines to be followed by the Committee for the establishing of Planning on a County Basis in Essex County by co-ordinating the present information available from the local municipalities who have a Planning Programme in operation in their respective municipalities.

2. On motion Mr. E. A. Gomme of the Planning Branch of the Dept. of Municipal Affairs addressed the Committee explaining the organization and operation of the planning system on a County basis. He advised the Committee that to have effective results that the County and City must co-operate in their planning of the whole area under their jurisdiction, with the local Planning Boards being subsidiary Boards and assisting in the planning in their own local areas. He had advised the Committee that a number of the Official Plans in the local municipalities in Essex County are more than 5 years old and to be of assistance to the overall present day planning of the County should be updated.

He recommended that the County have a Planning Staff on permanent basis consisting of a Director of Planning, Staff of Planners, Draftsmen, and a clerical staff, sufficient to prepare and keep all the plans and records up to date. The duties of the County Planning Committee would be to make decisions, in co-operation with the Local Planning Boards and Committees, the location-industrial, residential, park and agricultural areas, in several municipalities for a uniform and progressive development of the County as a whole. The County Committee would also make the studies of proposed required finances of the structures and land uses in the County to determine the most efficient, economical, and uniform methods of developing the areas under their jurisdiction.

3. Following a lengthy question and answer period the Committee recommends to the Council the following:

Motion: - It is moved by Mr. Thompson and seconded by Mr. Morris that the Committee authorize the Clerk to send out a Prepared Questionnaire for the purpose of obtaining the information as to the Planning functions and By-laws being used by the respective Municipalities in the County of Essex for their consideration at the next meeting; said questionnaires to be returned to the Clerk's Office by 4:00 p.m. on October 14, 1969.- CARRIED.

4. The account of Proctor, Redfern, Bousfield and Bacon, Consulting Engineers and Planners, professional services for consultant work re County Planning in Essex County in the amount of \$1,364.01 read to the Committee for their consideration and approval.

Motion: - It is moved by Mr. Newman and seconded by Mr. Hunter that the account of Proctor, Redfern, Bousfield and Bacon, Consulting Engineers and Planners, professional services for consultant work re County Planning in Essex County in the amount of \$1,364.01 be approved for payment as submitted. - CARRIED.

5. On motion the Committee adjourned to meet at the call of the Chairman

All of which is respectfully submitted.

Mr. Lawrence Brunet, Chairman.

15. Planning & Industrial Promotion Committee - Report #6 - January 28, 1970. To the Warden and Members of the Essex County Council.

Gentlemen:

We, the members of the above-named Committee have met and report as follows:

Present: County of Essex - Messrs. Cada, Heaton, Brunet, Cascadden, Wright Warden Dufour, Administrator Van den Brande, Deputy Clerk Cramp, Secretary Keeley, County Planning Consultant A. Holmes.

City of Windsor - Messrs. Mayor Wansborough, Soda, City Manager Steele, City Planner Skelly, and Mrs. Kishkon.

The Chairman addressed the Joint Meeting advising the members that the meeting had been called to discuss the mutual problems of the City and County concerning planning on a Regional Basis; and other matters which were of a mutual nature and could be more efficiently and economically solved on joint basis between the City and County.

The Warden welcomed all to the meeting and expressed his hope that many of the problems that had existed between the City and County could and would be solved through mutual discussions at this and future meetings. The Mayor expressed his appreciation on behalf of the City delegation for the invitation to be present to discuss the mutual problems of both parties, assured the co-operation of the City Representatives to solve their mutual problems. The meeting discussed the feasibility of requesting a survey on a regional basis, including the City and County, being made by the Department of Municipal Affairs, at this time. Following a lengthy discussion, it was decided that the two parties should discuss their mutual problems and be prepared to request the survey to be made on those matters which could not be mutually agreed upon by the discussions at these joint meetings, at a later date. The Joint Meeting held a General Discussion on all phases of Regional Planning and the pros and cons of planning for the growth and development of the whole community, as a unit, and not in a piecemeal manner of each community planning for its own benefit and development within the region.

It was agreed that Regional Planning can check the trend towards overgrown cities; brings about a balance between the economic and social life within the region; is a means of co-ordinating physical development with the economic, social, and administrative policies; can provide the co-ordination necessary to meet the challenge of urban growth and dynamic change by including a projected program for water and sewers; the protection and integration of transportation systems; a planned relationship between physical development and the human services; the proper designation of land use; the proportionate development of all services necessary to a growing community; the retention of lands for agriculture conservation and parks;

and for maintaining responsible equitable assessment practices within the region.

The main topics discussed by the meeting were: (A) Zoning, (B) Sewers, (C) Roads, (D) Parks, (E) Land Use, (F) the physical development of the adjoining areas mutual to both parties.

The members decided that both parties should prepare a brief on the matters discussed in the future meetings, and a copy of the respective Committees.

16. Planning & Industrial Promotion - Report #5 - March 11, 1970.  
To the Warden and Members fo the Essex County Council.

Gentlemen:

We, the members of the above-named Committee have met and report as follows:

Present: County of Essex - Messrs. Canda, Wright, Brunet, Heaton, Cascadden, Dufour, Administrator Van den Brande, Deputy Clerk Cramp, and Secretary Keeley.

City of Windsor - Messrs. Moore, Farough & Mrs. Kishkon, Mayor Wansborough, City Manager Steele, and City Planner Skelly.

Dept. of Lands & Forests - Conservation Officer Evans.

Dept. of Energy Resources - Mr. Latornell

Dept. of Municipal Affairs - Mr. John Longworth

The Chairman addressed the joint meeting advising the persons present that the meeting had been called to discuss all the pros and cons concerning the establishment of an Conservation Authority for the City-County Area, jointly; and all the aspects pertaining to the planning study and report on a County basis; in co-operation with the City of Windsor Planning Department and Committee.

On motion, Mr. Latornell addressed the meeting, explaining in detail the pros and cons of a conservation authority, in an area, as well as the advantages and disadvantages. He explained the financial participation of the Senior and Local Governments in the costs of setting up and operating an Authority, and the representation of the several interested parties on the Board, and the method of appointment of the respective members. He advised the meeting that the Senior Government grants were larger for certain types of projects than others. The Authority would be able to provide protection to all lands in the area from flooding as well as developing certain lands in different locations within the Authority's jurisdiction for recreation purposes and park areas.

Following a lengthy discussion by the meeting of all phases of the costs, duties, and steps to be taken to establish a Conservation Authority in this area on a joint basis between the City and County, the members decided to recommend to their respective Councils for their endorsation the following resolution: --

Motion - It is moved by Mayor Wansbrough and seconded by Warden Dufour that the Councils of the Corporations of the City of Windsor and the County of Essex, jointly request the Honourable George Kerr, Minister of Energy Resources, to have a Preliminary Study made to determine the feasibility of establishing a Conservation Authority in the Windsor-Essex County Area, as a Joint Project in co-operation with the technical and engineering staff services available in both municipalities. -- CARRIED.

Resolutions and Reports re - County Planning  
(Cont'd.)

On motion, Mr. Longworth, Planning Advisor, Community Planning Branch, Extension & Field Services, Department of Municipal Affairs, addressed the Committee, advising the members of the stages in which they should be considered their planning on a County Basis Program for the County of Essex. He advised the Committee that they should give consideration to: -

- (a) What the final program is to be used for?
- (b) What the study is to be about, in regard to land use, industrial areas and parks; recreational areas, agricultural lands, green belt areas, and strip development?
- (c) Is the County of Essex proposing to adopt an Official Plan, as a final action, with interim controls of land uses during the period of the final adoption of the Plan?
- (d) How is this Planning Study to be financed during all phases of the program as proposed.

He suggested that the Terms of References and the Interim Reports should be submitted to the Planning Department for their consideration and recommendations as the proposed Planning Program progresses to provide the Department with an opportunity to express their opinions as to the Program, as it will affect the whole area being planned, and the adjoining areas.

Following a lengthy discussion with the Planning Advisor the Committee recommends to the Council as follows:

Motion: - It is moved by Mr. Wright and seconded by Mr. Cascadden that Mr. A. M. Holmes, County Consulting Engineer and Planner, be requested to meet with Mr. John Longworth, Regional Planning Advisor, Department of Municipal Affairs, 560 Wellington Street, London, Ontario to discuss all aspects pertaining to the Planning Study and Report being prepared for the consideration of the Essex County Planning Committee as the earliest date possible. -- CARRIED.

17. Planning and Industrial Promotion - Report #8 - May 28, 1970.  
To the Warden and Members of the Essex County Council.

Gentlemen:

We, the members of the Planning & Industrial Promotion Committee, have met and report as follows:

Present: Messrs. Cada, Heaton, Cascadden, Wright, Clerk Keeley, and Deputy Clerk Cramp.

City of Windsor Representatives - Mayor Wansbrough, Mrs. Kishkon, City Manager Steele, City Planner Skelly, & Assistant City Planner, Pridding.  
Proctor, Redfern, Bousfield & Bacon - Mr. Bacon & Mr. Holmes.  
Dept. of Municipal Affairs - Mr. Tuckett.

Motion: - It is moved by Mr. Heaton and seconded by Mr. Cascadden that the minutes of the April 30, 1970 meeting, as adopted by County Council be approved. -- CARRIED.

The Chairman expressed his wish that all would participate in the discussion of the Brief as prepared by the firm of Proctor, Redfern, Bousfield & Bacon, in liaison with the City of Windsor Department of Planning & Urban Renewal.

The Chairman called upon Mr. Tony Holmes to address the joint meeting.

By the use of maps, Mr. Holmes presented his report explaining the areas of present planning problems that exist in the County of Essex. To summarize Mr. Holmes discussed the following areas:

1. The current status of planning in the County.  
Those municipalities in the County of Essex with and without Official Plans, Subdivision controls, Planning Areas and Zoning.
2. The existing watermains and sewage treatment facilities in the County of Essex.
3. Generalized land use especially the location of urban development.
4. The main resources of the area being (a) fruit soils (b) recreational capability (c) wildfowl capability.

Mr. Holmes touched on the comparison between the Conservation Authorities Act, and the Public Parks Act, as requested at the last meeting, as to the duties and authority of each of the respective Boards.

In conclusion, Mr. Holmes recommended that the next phase of the planning work should concentrate on reviewing the growth prospects. This would include the population forecasts that are available, the development patterns that are presently shaping up, and the ways in which these could be guided or may have to be changed, and a formation of the regional goals which will be concerned with the primary question of what kind of a region do we want.

The first step of implementation would be the preparation of the master zoning file and a master file of development policies which could be used on a County basis. Discussed by the members.

Motion: - It is moved by Mr. Wright and seconded by Mr. Cascadden that the County Planner be authorized to proceed with the second phase of the planning programme concentrating on the growth aspects for the County of Essex; and further that the County Planner work in conjunction with the City of Windsor Department of Planning and Urban Renewal, said report to be prepared for the September Meeting. -- CARRIED.

The Chairman called upon the City Administration to add to the remarks of Mr. Holmes.

Mr. Skelly addressed the members outlining the City of Windsor's primary concern being:

1. Immediate adjoining municipalities - the provision of services, i.e. watermain, sewers, treatment plants, etc.
2. Pollution control- sewage treatment
3. Transportation, i.e. roads, airport
4. Recreation - shoreline development
5. Base Region - association of City and County.

18. Joint Meeting of the Planning & Industrial Promotion Committee and the City of Windsor Representatives - September 9, 1970.

Present: Planning and Industrial Promotion Committee. City of Windsor: Mayor Wansbrough, Aldermen Kishkon, Farrow, Moore, City Manager Steele, City Planner Skelly, Assistant City Planner Pridding, Dept. Of Municipal Affairs - Mr. Longworth, Proctor, Redfern, Bousfield & Bacon - Mr. Holmes.

Mr. Cada welcomed the members to the meeting explaining the reason for the meeting. Mr. Cada called upon Mr. Tony Holmes to address the meeting.

Mr. Homes presented and explained, in detail, Brief #2. During the presentation a number of questions were answered by Mr. Holmes. The following recommendation is presented to Council for consideration:

Motion: - It is moved by Warden Dufour and seconded by Mr. Wright that Mr. Holmes be authorized to circulate 100 copies of each Phase 1 and Phase 11 to local municipalities in the County of Essex; and further that the County Planners be authorized to proceed with the preparation of Phase 111. CARRIED.

On motion the Joint Committee adjourned to meet at the call of the Chairman. All, of which, is respectfully submitted, - Mr. Fred Cada, Chairman.

19. Planning and Industrial Promotion Committee, Report #7, - November 24, 1970. To the Warden and Members of Essex County Council.

Gentlemen:

We, the members of the above-named Committee have met and report as follows:

Present: Messrs. Cada, Warden Dufour, Wright, Heaton, Cascadden, Deputy Clerk Cramp, Secretary Keeley; Essex County Board of Education Representatives - Messrs. Wood & Franks; Essex County Roman Catholic Separate School Board Representatives - Messrs. Luhowy, Hudders, VanAlphen, Dwyer, & Leblanc; St. Clair Regional Development - Mr. Monte Snider.

The Chairman addressed the Committee advising the members that the meeting had been called to discuss the correspondence, accounts, and other matters received for their consideration.

Motion: - It is moved by Warden Dufour, and seconded by Mr. Wright that the minutes of the meeting, dated October 27, 1970 as printed and mailed and approved by County Council, be adopted. - CARRIED.

Mr. Cada, the Chairman, advised the meeting of the reasons for the formation of the Committee; its proposed plans for the co-ordinating of all the planning in the County proper with the surrounding areas; and their progress to date in having an official plan prepared for the County to be used in the co-ordinated and co-operated planning of the growth of the County within all its municipalities and the surrounding areas, and the other boards and commissions interested in the orderly and efficient growth of this community. He advised the school board representatives, this was the reason for their invitation to be present to discuss their proposed building programs within the County.

Mr. William Wood, Director of Education, advised the meeting of his Board's concern of the development of certain areas and the movement of the population of those areas, and the establishing of trailer and mobile homes in



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trailer camps in certain townships, causing the school population to grow, without proper accommodations being available. This situation causes the Board to have temporary school facilities to be provided and the transporting of some students to other areas on a temporary basis. He requested information as to the County's jurisdiction over local municipality's official plans when the County's official plan had been completed and adopted by the County.

The Chairman advised him that the County would have no jurisdiction over the local official plans but would be the co-ordinating body of all local official plans to provide for an orderly and co-operative development of the County, as a whole unit, with its surrounding areas.

Mr. Dwyer, Superintendent and Secretary-Treasurer, expressed the same concern on the part of his board, due to the development of the separate school system in Essex County because of the movement and change of population from area to area in the County; some areas providing local improvement services, showed more growth, thus causing the growth in their school population, which would require more school accommodations in those respective areas.

The meeting held a general discussion on the comments of the school representatives as to their proposed planning for the growth of the student population and the required new educational accommodations and facilities in the County of Essex. They advised the meeting that a five-year projection for student growth and required new school transportation accommodations had been made by both boards within their capital costs budgets available for permanent school constructions and supporting accommodations. They also, advised the Committee of the progress being made in their proposed building program, including their appropriation of the required properties in the County. The Committee requested a copy of their study and projections for the five-year period be filed with the Clerk for the information of the Committee and its future reference, including both their proposed construction and transportation programs.

A general discussion was held on the assessment of trailer and mobile homes in trailer camps, which are being used as permanent homes by the owners, as compared to those being used on a part-time basis for summer and vacation facilities. The meeting, was of the general opinion, that the present method of assessing was inadequate for the public services provided and the cost of education. The meeting was of the opinion that trailers and mobile homes, being used as a permanent homes, should be assessed in the same manner and under the same schedule of assessing, as other permanent homes in that area; and those in trailer and mobile home camps, licensed by a fee sufficient to cover the costs of the public services and the cost of education in that area, with all levels of local government receiving their share of the fee charged, on a percentage basis.

The meeting discussed the pros and cons of the advantages of having a County Planner on a co-operative basis, with the County School Boards, each paying their share of the cost of his services, on a percentage basis, for services provided for the co-operative and co-ordinated planning of the overall growth of the County, to provide adequate services to all its citizens in an economic and efficient manner.

The providing the County Library Services for educational and resource centres, on a co-operative basis with the Boards of Education, within the facilities provided, within the County of Essex, of reading materials required for each respective area to meet the needs of the students and

residents of that community, was discussed by the meeting.

The construction of a proposed County Administration Building on a co-operative basis with the Boards of Education, for the County of Essex, was discussed by the meeting. The general opinion of the meeting was that a Joint County Administration Building would be a feasible method of supplying the required office and equipment, to provide the necessary data and information required by both the County and the Boards of Education on a co-operative basis, to provide an efficient and economic operation of both; as much of the information required is being prepared and provided in duplication at the present time.

The meeting discussed the establishment of the proposed conservation authority for the County of Essex; and also the proposed relocation of the airport in this area. Mr. Cada advised the meeting that these matters would likely be discussed at the next joint meeting of the City-County representatives, when more information will be available to the members. Any action taken on these matters will be forwarded to the School Board Representatives for their information and records.

Letter read from the Regional Advisor of The Regional Development Programme of the Province of Ontario, advising the Committee that the services of his office are available to provide any assistance in the development of this Programme in the County of Essex and its adjoining regions. Discussed by members.

Acknowledged and filed for further reference and discussion when more information is required by the Committee.

20. March 18, 1971.

The Committee also made suggestions on the appearance of the brochure requesting Mr. Snider to resubmit the brochure at the April 15, 1971 meeting.

Mr. Tony Holmes presented and explained the highlights of Brief #3 as contracted by the County of Essex. Brief #3 contains proposals for the establishment of a County Planning organization and outlining the content of a County Official Plan. Among the topics, in Brief #3, the Committee discussed the following:

- (a) Master Zoning Provisions
- (b) Planning Goals
- (c) Rural Development Control
- (d) Planning Organization
- (e) County Official Plan-Content
- (f) Local Government Considerations.

The Committee requested Mr. Holmes to attend and explain Brief #3 to County Council. The Committee requests councillors to question and comment on the proposals contained in Brief #3.

The Committee also discussed the proposed planning workshop tentatively set for May 1- 1971 asking for Mr. Holmes attendance and participation. Mr. Holmes suggested the use of graphic charts to show the purpose and objective of County Planning. Discussed by members.

Motion: - It is moved by Mr. McAuliffe and seconded by Mr. Blanchard that the Planner be authorized to proceed with the preparation of graphic charts

to a \$500.00 limit for use at the Planning Workshop on May 1, 1971.  
CARRIED.

21. Letter read from the County of Huron advising the members of the status of planning in that municipality. Committee was advised that Huron County is working towards an official plan; is hiring an official planner in 1971; and will be establishing land division committees. Discussed by the members.

Motion: It is moved by Mr. Blanchard and seconded by Mr. Heaton that the Chairman, Warden, and Secretary be authorized to meet with officials in Huron County to study the function and operation of planning in that municipality with expenses as per County Schedule. -- CARRIED.

22. May 4, 1971 - Field Trip to Huron County  
Chairman Wright reported to the Committee that the Warden, Administrator, and himself had a field trip to Huron County to discuss and study the Planning in that municipality. They met with the Planning Board and reviewed various aspects of an official plan; the preliminary work, the implementation and public acceptance. The fact finding delegation was very impressed with the handling of planning in Huron County.

The Committee then analyzed the discussions and questions raised by Planning Brief #3 and County Planning as presented at the May 1, 1971 Workshop.

The members were of the opinion that a period of reassessment is necessary for political and public reaction to the goals of County Planning. Sufficient time should be set aside for reaction from local councils, planning boards, and committees of adjustment. In this interval the Committee wishes to interview those Planning Consultants who have submitted consulting offers and who have done planning work in the County.

23. Planning & Industrial Promotion Committee - Report # 3 -- May 13, 1971  
To the Warden and Members fo the Essex County Council

Gentlemen:

Our Committee met to interview various consultants on planning in the County of Essex.

Present Messrs. Wright, Warden Pulleyblank, Heaton, Bezaire, McAuliffe, and Secretary Cramp.

The Committee interviewed the following firms:

- (1) Phillips Planning & Engineering Limited at 7:30 p.m.
- (2) Planning for People at 8:30 p.m.
- (3) M. M. Dillon Limited at 9:30 p.m.

On motion the Committee adjourned at 10:30 p.m. to meet on May 20, 1971 for its regular meeting.

24. May 20, 1971  
Mr. Wright welcomed the members to the meeting and requested their attention to the presentation of the Planning Consultants invited to the meeting.

The Committee then interviewed the Planning Consultants namely;

- (a) Municipal Planning Consultants
- (b) Kleinfeldt Associates

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On motion the Committee adjourned to meet on Friday, May 28, 1971 at 7:30 p.m.

25. May 13 and 20, 1971, Planning and Industrial Promotion Committee Having met on May 13, 1971, and May 20, 1971, and having interviewed five Planning Consultant firms, the Committee met to discuss and assess the information received from all of the consultants, before making a recommendation to the County Council, the Committee wishes further consultations with the firm of G. V. Kleinfeldt & Associates Ltd. to discuss the following criteria for further planning in the County of Essex;

- (a) formulation of a land use policy in the County of Essex.
- (b) the relationship of a land division committee and the land use policy
- (c) co-ordination of local land use policies
- (d) estimated cost of the listed criteria
- (e) estimated time of completion of the above criteria.

26. July 16, 1971, Discussion with Kleinfeldt Associates Representatives. Mr. Nicklom and Mr. Keith, of Kleinfeldt's Associates, were introduced to the members by the Chairman. Mr. Wright explained the purpose of the appointment requesting the members to question the representatives on planning for the County of Essex. In discussion with the Planning Representatives, the Committee posed the following questions with Kleinfeldt's Representatives proposals:

- (a) TO DETERMINE WHAT STEPS SHOULD BE TAKEN TO BRING ABOUT AN OFFICIAL PLAN & LAND USE POLICY FOR THE COUNTY.

Basic Recommendation:

1. The planners recommended that the "Land Use Plan of Study" be prepared under the auspices of the "Planning Committee" of County Council with future plans towards a "planning board." The Planners advised the members that there would be no need for Minister's approval of a "designated area" or "planning board" before a consultant is engaged preparing a Land Use Plan.

Steps Towards a Land Use Plan:

1. The Planners will meet with each Local Council and Planning Board. The purpose of which is to define lines of authority, jurisdiction, and roles between the County of Essex Land Use Plan and the Local Municipality.
2. Undertake the preparation of technical reports to be submitted to the committee monthly or bi-monthly. Existing Planning work will be reviewed and assessed.
3. City of Windsor to be informed to planning progress with assessment of their comments.
4. The rough document to be analyzed for workability through public hearings around the County. Public reaction to the document.

- (b) TO DETERMINE WHAT SPECIAL STUDIES SHOULD BE UNDERTAKEN.

1. In preparation of technical reports it might be deemed necessary to have an in-depth report on the following:

- (a) Lakeshore development - pinpointing subdivision within 1 mile border around County. Recreational use and future use.
- (b) Industrial, urban and recreational development conservation.
- (c) International traffic patterns i.e. tunnel and bridge.

The Committee discussed the above points with the Planners and will make recommendations at the next County Council Session.

July 27, 1971.

Mr. Wright advised the members that the meeting had been called to further discuss the planning proposals of G. V. Kleinfeldt & Associates Limited.

Mr. Nicklom advised the members that he had reviewed the proposals of July 16, 1971 Committee meeting and was prepared to submit a contract for the Committee's acceptance. Mr. Nicklom explained the proposals of his firm. Discussed by the members.

Motion: - It is moved by Mr. McAuliffe and seconded by Mr. Bezaire that this Committee recommends to the County Council the engagement of the services of G. V. Kleinfeldt & Associates Limited, as County Planners; and further, that the estimated cost of the total amount of \$47,125.00 be accepted as per letter and proposal of July 26, 1971, and as attached to contractual by-law #1982 to be prepared by Clerk authorizing the signature of the Warden and Clerk thereto. CARRIED.

27. September 23, 1971. - Mr. Regts addressed Committee re Planning Program.

Mr. Regts of G. V. Kleinfeldt & Associates reported to the members that the Deputy Clerk had written to all the local municipalities advising of the County engagement of Kleinfeldt's services and requesting basic information by means of a questionnaire. Mr. Regts advised the members that he would be personally contacting each Clerk in the County. Also perused was the format of the questionnaire. Mr. Regts discussed possible scheduling of Committee representation at local council meetings when the planning programme would be outlined to local officials.

Mr. Regts advised the members that his firm required a copy of the aerial photography of the County of Essex, requesting permission to use the mylar copies.

Motion: - It is moved by Mr. Heaton and seconded by Mr. McAuliffe that permission be granted for G. V. Kleinfeldt's to use the mylar copies of the aerial photography of the County. - CARRIED.

28. Report Mailed to Department of Municipal Affairs  
PLANNING IN THE COUNTY OF ESSEX

At the September Session of the Essex County Council, the services of G. V. Kleinfeldt & Associates Limited, were engaged to prepare a land use policy for the County of Essex.

It is estimated that the cost of this land use policy will be approximately \$47,175.00. It is the Consultants' intention to prepare a series of technical reports dealing with studies on Transportation, Education, Parks and Recreation, Conservation, Shoreline, etc. It is based on these series of reports that the Planning Committee requests your policy of possible financial assistance. It is the Committee's contention that the results of these studies will be beneficial to both the County of Essex area and the Province of Ontario, based on the remote situation which exists in the County of Essex.

The close proximity of the international border has serious implications to the County of Essex. Among these are the strains placed on roads, recreational facilities, law enforcement, also provincial problems. If the County of Essex is to effectively plan, it must do so with international overtones, since many Americans use this County as a place for rest and relaxation. Among all the border crossings or cities in Ontario, none compares to Detroit with a population of over two million. Albeit, the problems in planning created by a neighbouring giant.

As you know, the County of Essex is a peninsula bounded by Lake St. Clair, the Detroit River, and Lake Erie with well over 100 miles of shoreline. Essex County is known as a fine recreational area attracting swimmers, boaters and hunters from the Great Lakes State (i.e. Michigan & Ohio). The accessibility to this area by means of the Ambassador Bridge and the Detroit-Windsor Tunnel entices many American visitors to visit "somewhere foreign" (as publicized by the Ontario Department of Tourism in the local media). Moreover, with Michigan's shoreline either privately owned or polluted, it is any wonder these people seek respite in our parks? For example 33,753 American cars passed through the gates of Point Pelee National Park from April 1 to August 31, 1971. It could then be assumed that 33,753 used the two crossings, City of Windsor streets - Windsor Suburban Roads - Provincial Highways and County roads. A breakdown of American cars at Holiday Beach Provincial Park is not available but 45,189 cars passed through its gates this year. It would be fair to say that there is certainly a strain placed on our roads and parks! To what extent and which affect is something a report from the consultant could pinpoint, if order to cope with this planning problem.

In recent years one new dimension in our international relationship has taken place. Essex County has become home for many Detroiters commuting to jobs in downtown Detroit. Quoting from the Detroit Free Press issue dated Tuesday, June 22, 1971 - "But in the five years since 1966, immigration of Michigan residents to Canada has climbed by 71 percent, with 1,903 United States citizens from this state crossing the border in 1970". Why? In 1971, the City of Detroit has experienced 524 homicides. In 1968, the City of Detroit experienced a major riot. The amount of crime in the streets has rendered them unsafe - day or night. Coupled is the fact, of the unsettled state of education (integration and bussing); and the financial status of the State of Michigan. In stark contrast is the County of Essex. Surely with the influx of Americans to this County a strain will be placed on education and other services which must be provided by local municipalities. The extent of the American migration to this area is not known, but the Doxiadas report forecasts a megopolis. All, of which, affects planning in the County of Essex and the Province of Ontario.

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In an earlier planning brief for the County of Essex, it was noted that a Provincial Highway No. #3 By-pass from Windsor to Leamington would slice through the peach belt of the County. A parallel was drawn to the ill effects experienced in the Niagara Peninsula. The County of Essex has some of the richest farm acreage in Ontario and Canada. The way in which it is planned is not only our responsibility, but utmost interest to the Province of Ontario.

As stated earlier the formulation of a land use policy will cost \$47,175.00. It is estimated and anticipated that \$24,800.00 will be spent on four technical reports. These reports will encompass;

- (a) industrial and economic analysis
- (b) roads network analysis
- (c) lakeshore development policies
- (d) recreation and open space analysis
- (e) population projections
- (f) review of educational facilities

It is hoped that your department will look favourably on the Committee's request for financial assistance.

29. November 23, 1971 - Planning & Industrial Promotion Committee

The Committee also discussed the presentation of four technical reports of the land use policy recommending the following action:

Motion: - It is moved by Mr. Pulleyblank and seconded by Mr. Bezaire that the secretary be instructed to write letters to the various Planning Boards in the County of Essex requesting each municipality to delegate one representative from their Planning Board to attend the Committee's meeting when the technical reports are presented. -- CARRIED.

30. Mr. Nicklom, Kleinfeldt representative addressed the Committee.

Mr. Wright welcomed the representatives from G. V. Kleinfeldt's to the meeting and requested Mr. Nicklom to address the members. Mr. Nicklom advised the members that the initial contact stage of the Planning Programme was completed, having met with the Clerk, Councils and Planning Boards in twenty-one municipalities. Mr. Nicklom requested Mr. Keith, Chief Planner, to summarize the results of the local meetings. The Committee discussed the conclusions of these meetings with the consultants.

Mr. Wright read a letter from the Essex County Soil & Crop Association requesting a speaker at the annual meeting to advise on the County Council Planning Programme. G. V. Kleinfeldt's was requested to attend this function.

Motion: - It is moved by Mr. Pulleyblank and seconded by Mr. Heaton that the Chairman and a G. V. Kleinfeldt Associate be authorized to attend the annual meeting of the Essex County Soil & Crop Association on December 13, 1971 at the Legion Hall, Essex, with expenses as per County Schedule. CARRIED. --

31 Letter from Department of Municipal Affairs.  
December 21, 1971  
Re: - County of Essex -- Planning Program

Dear Mr. Cramp:

I was pleased indeed to have had the opportunity of meeting with the members of the Planning and Industrial Promotion Committee of the Essex County Council on December 10. The discussion was very helpful to me in gaining a clearer understanding of the planning needs of Essex County and of the progress of the efforts over the past few years towards meeting these needs.

During our meeting I was impressed by the sincerity and earnestness with which the Planning and Industrial Committee and the County Council itself are addressing themselves to the important planning issues that face the County and I want to repeat here the assurances that I gave the Committee on 10 December that I and the staff of this Department will assist your County as much as we can on these worthwhile endeavours.

Many critical decisions will have to be made very soon about the character and pace of future development and redevelopment in many parts of Ontario-- and this certainly includes Essex County and the City of Windsor-- and these decisions will have important implications in terms of physical conditions, environmental quality, public services, and government finances, both municipal and Provincial. The Provincial Government wants to be able to make its planning decisions with full regard to the interests and aspirations of the municipalities, and you will readily appreciate that this is possible only where local planning agencies exist covering an appropriate area and with the technical staff and financial resources to develop sound policies and to function on a partnership basis with the Province. Your County Council's consideration of an appropriate planning organization and an effective planning program for the area is timely, indeed.

During our meeting on 10 December the Planning and Industrial Promotion Committee wanted some indication of what financial assistance and perhaps other support might be forthcoming from the Province in connection with a planning program for the area. I think that I indicated that there is no general program for making grants to local authorities for planning in Ontario but that grants are being made available in a small number of cases where special circumstances justify this action. I also indicated that we might find it possible to offer some financial assistance to a planning program for your part of the Province if it could be shown that special circumstances do justify this and if certain conditions are satisfied, including these:

1. Any planning program for the area should contain a commitment to prepare a proposed official plan under The Planning Act and submit it to the Province for approval. It should also contain a commitment on the part of local municipalities to pass zoning by-laws or to review and revise existing zoning by-laws, as appropriate.
2. The planning program should cover a planning area to be defined under The Planning Act to cover at least the County of Essex and the City of Windsor.
3. Full-time, professionally qualified planning staff should be engaged.

Perhaps the best way to pursue this matter would be to form a committee of representatives of Essex County and the City of Windsor. This committee could develop a proposal that could be submitted to the Province as a basis



for seeking the definition of a planning area and for exploring the possibility of financial assistance from the Province. I would be pleased to arrange for members of the staff of this Department to meet with such a committee. Presumably any proposal produced by such a committee would be referred to both the County Council and the City Council before being submitted to the Province — and of course, no decision would be implemented here without full consultation with both Councils.

If this approach commends itself to your Council, I should appreciate being informed accordingly so that I can get in touch with the City Council in connection with forming the intermunicipal committee. I should also appreciate receiving any suggestions as to the size and composition of the committee. There is often a preference for keeping such committees as small as possible but in this case your Council might wish to have all of the members of the Planning and Industrial Promotion Committee sit on the proposed intermunicipal committee, with similar representation from the City.

Yours very truly,

Dalton Bales,  
Minister.

32 January 25, 1972 - Report #7 - Planning and Industrial Promotion Committee.  
To the Warden and Members of the Essex County Council.

Gentlemen:

We, the members of the Planning & Industrial Promotion Committee have met on the above date at 7:30 p.m. in the Committee Room of the County Administrative Building.

Present: Messrs. Heaton, Thompson, Bezaire, Wright, Blanchard, McAuliffe, Administrator Van den Brande, and Secretary Cramp.

G. V. Kleinfeldt's Representatives - Messrs. Keith, Balfour and Peach.

Motion: - It is moved by Mr. Blanchard and seconded by Mr. Bezaire that the minutes of the December 21, 1971 meeting as adopted by County Council be approved. — CARRIED.

Kleinfeldt's Associates submitted Research Report #1 of the Land Use Plan. Mr. Balfour highlighted the major points of the two part study analyzing population and local planning programmes. The report was thoroughly discussed by the members.

Motion: - It is moved by Mr. Wright and seconded by Mr. McAuliffe that Research Report #1 be received by the Committee. — CARRIED.

Secretary advised the members that in the interim between meetings Kleinfeldt's requested the number of reports to be published. In the absence of policy one hundred copies were ordered on a trial basis. This amount would be circulated to members of County Council, Planning Boards, Committee of Adjustment, Department Heads, Press and interested governmental agencies.

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(Cont'd.)

Motion: - It is moved by Mr. Bezaire and seconded by Mr. Thompson that the Committee concur in the action of the Secretary and that the Committee assess the circulation of the first report before a definite policy of circulation is established. -- CARRIED.

Letter read from G. V. Kleinfeldt's advising the members of the appointment of Mr. David Peach as area manager of the Windsor Office. Committee acknowledged receipt and extend wishes to welcome Mr. Peach.

Acknowledge and filed.

33. July 20, 1972 - Report #4 - Planning & Industrial Promotion Committee  
To the Warden and Members fo the County Council.

Gentlemen:

We, the members of the Planning & Industrial Promotion Committee met and report as follows:

Present: Messrs. Heaton, Bezaire, McAuliffe, Blanchard, Wright, Administrator Van den Brande, Secretary Cramp.

G. V. Kleinfeldt's Representatives -- Messrs. Keith, Balfour, and Leach.

It is moved by Mr. Blanchard and seconded by Mr. Bezaire that the minutes of the June 15, June 29, and July 5, 1972 meetings, as adopted by County Council, be approved. -- CARRIED.

Mr. Heaton called upon the representatives of Kleinfeldts to present Technical Report #3 of the Planning Program. Mr. Balfour explained each section of the report under the following headings.

- (1) Physiography
  - i) general
  - ii) mineral resource areas
  - iii) river valley
  - iv) organic soils and marches.
- (2) Recreation and Open Space
  - i) recreation resources
  - ii) existing facilities
  - iii) recreation and open space standards
  - iv) area requirements
  - v) methods of implementation
- (3) Lakeshore Corridor Analysis
  - i) St. Clair Sector
  - ii) Detroit River Sector
  - iii) Erie Sector
- (4) Education
  - i) introduction
  - ii) recent growth trends
  - iii) school capacity
  - iv) implications

Resolutions and Reports re - County Planning  
(Cont'd.)

34. September 28, 1972 - Report #5 - Planning & Industrial Promotion Committee.  
To the Warden and Members of the Essex County Council.

Gentlemen:

The Committee met in the Committee Room of the County Administration Building at 7:30 p.m. on the above date.

Present: Messrs. Heaton, Thompson, McAuliffe, County Administrator Van den Brande, Secretary Cramp, Mr. J. Balfour - G. V. Kleinfeldts.

Motion: - It is moved by Mr. McAuliffe and seconded by Mr. Thompson that the minutes of the July 20, 1972, July 27, 1972, and August 17, 1972 meetings as adopted by County Council be approved. -- CARRIED.

The members discussed the advisability of policy for purchases made by the Land Division Committee.

Motion: - It is moved by Mr. McAuliffe and seconded by Mr. Thompson that this matter be referred to the General Committee for decision. -- CARRIED.

Mr. Balfour presented Technical Report #4 for the information and discussion of the members. This report includes:

Economy

- labour force
- agriculture
- manufacturing
- service industry
- summary

Existing Land Use

- existing land use pattern

Planning Administration

- introduction
- areas of responsibility
- planning committee and staff
- land division committee
- summary

35. February 6, 1974 - Special Planning Committee.

To the Warden and Members of the Essex County Council.

Gentlemen:

The Special Planning Committee met in the Council Chambers at 3:00 p.m. and report as follows:

Present: Messrs. Bezaire, Warden Bridgen, Rawlings, McAuliffe, Administrator Van den Brande, and Deputy Clerk Cramp.

G. V. Kleinfeldt Representatives - Messrs. Keith, Cranston, & Johnson.

Motion: - Moved by Mr. McAuliffe and seconded by Mr. Rawlings, that the minutes of the December 6, 1973 meeting as adopted by County Council be approved. -- CARRIED.

The County Planners read their report re Comments on the Proposed Essex County Land Use to the Committee. The Committee discussed this document at some length and recommends the following action to County Council:

Motion: - Moved by Mr. Rawlings and seconded by Mr. Bridgen, that the County Planning Consultants' Report, dated February 5, 1974 be received as amended and form part of these minutes. — CARRIED.

Motion: - Moved by Warden Bridgen and seconded by Mr. McAuliffe that this Committee recommends the adoption of a County Planning Programme Outline as follows:

- Stage 1. The appointment of a County Planning Director to advise Council, report on planning issues of County-wide significance, continue to develop an information and data bank, provide a planning input into the activities of other County programs, and administer the evolution of the Land Use Plan, and provide an advisory service to local municipalities.
- Stage 2. Adopt a Land Use Plan and accompanying text when approved as a policy guideline to County Council and to local municipalities.
- Stage 3. For a period of at least two years, administer the Land Use Plan as an advisory document, making changes and revisions in the light of the ever changing information resource and in the light of Council's developing awareness of the most suitable land use policies for Essex County.
- Stage 4. While the Plan is being administered by the County professional staff reporting to County Council, investigations should be made with Provincial representatives as to the possibility of the establishment of a formal County Planning Area within the terms of reference of the Planning Act.
- Stage 5. Upon the establishment of a formal Planning Area, at some future date, the County will then be in a strong position to move quickly with approval of a formal Official Plan for Essex County based upon the Land Use Plan as it will have evolved to that date. — CARRIED

On motion the Committee adjourned to meet at the call of the Chairman.

All of which, is respectfully submitted,

Mr. Paul Bezaire, Chairman.

36. June 19, 1974 - Special Planning Committee  
To the Warden and Members of the Essex County Council.

Gentlemen:

The Special Planning Committee met at recess at the June 19, 1974 Council Session and report as follows:

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Motion: - Moved by Mr. Bistany and seconded by Mr. Heaton that the Committee be empowered to hire a Director of Planning at a starting salary negotiable up to \$22,000.00. -- CARRIED.

On motion the Committee adjourned.

All, of which, is respectfully submitted,

Mr. Paul Bezaire, Chairman.

37. June 21, 1978 - Special Planning Committee

To the Warden and Members of the Essex County Council.

Gentlemen:

The Special Planning Committee met on the above date in the Council Chambers and report as follows:

Present: Messrs. Bezaire, Bistany, Heaton, Gagnier, Administrator Van den Brande, and P. Cramp.

The meeting was called to interview Mr. William Helton from Lethbridge, Alberta.

A resume of Mr. Helton's background is attached to this report.

Motion: - It was moved by Mr. Heaton and seconded by Mr. Bistany, that Mr. William Helton be engaged as the Director of Planning for the County of Essex at a starting salary of \$20,000.00 per annum, effective August 1, 1974, and further that the County pay moving expenses up to \$1,000.00.

On motion the Committee adjourned.

All of which, is respectfully submitted.

Mr. Paul Bezaire, Chairman.

38. July 10, 1974

Special Planning Committee Report, dated June 21, 1974, Mr. Paul Bezaire Chairman.

Moved by Mr. Bezaire, and seconded by Mr. Gagnier that the report of the Special Planning Committee, dated June 21, 1974 be adopted as amended by the amendment. -- CARRIED.

Moved by Mr. Cada and seconded by Mr. Tofflemire, that the Planning Committee Report dated June 21, 1974, be amended to provide that in the event that Mr. Helton ceases employment within a period up to two years then the County would be reimbursed on a pro-rata basis so that the motion will read:

THAT Mr. William Helton be engaged as the Director of Planning for the County of Essex at a starting salary of \$20,000.00 per annum, effective August 1, 1974, and further that the County pay moving expenses; and further that in the event that Mr. Helton ceases employment within a period up to two years then the County would be reimbursed on a pro-rata basis. --

Moved by Mr. Menard and seconded by Mr. McKeen, that the Planning Committee be further amended to provide for the additional words "up to \$1,000.00"

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after the words "moving expenses" so that the motion will read:

THAT Mr. William Helton be engaged as the Director of Planning for the County of Essex at a starting salary of \$20,000.00 per annum, effective August 1, 1974 and further that the County pay moving expenses up to \$1,000.00; and further that in the event that Mr. Helton ceases employment within a period up to two years then the County would be reimbursed on a pro-rata basis.

Voting on question taken in reverse.

Vote taken on amendment to the amendment. Chair declared motion CARRIED.

Vote taken on the amendment. Chair declared motion LOST.

Vote taken on report as amended by the amendment. Chair declared motion CARRIED.

39. November 20, 1974. - Special Planning Committee

To the Warden and Members of the Essex County Council.

Gentlemen:

The Special Planning Committee met in the Committee Room of the Administrative Building and report as follows:

Present: Messrs. Bezaire, McAuliffe, Heaton, Warden Bridgen, Rawlings, Director of Planning Helton, County Administrator Van den Brande, and County Clerk Cramp.

Motion: - Moved by Mr. Rawlings and seconded by Mr. Heaton, that the minutes of the meeting as adopted by County Council be approved. --

Secretary read an account from the Kleinfeldt Group for professional services rendered for meetings of Committee and Council, interviews of applicants for position of Planning Director which was over and above the contract and disbursement as cost for office expenses.

Motion: - Moved by Mr. Heaton and seconded by Mr. McAuliffe that the Kleinfeldt Group account in the amount of \$1,019.09 for professional services rendered by paid. -- CARRIED.

Letter read from the Kleinfeldt Group, dated November 15, 1974, concerning the County of Essex request to print small editions of the land use map in addition to the large prints. Kleinfledt advised the Committee that the request is beyond their obligations as outlined in the Contract as they have prepared two large scale maps at a cost of approximately \$1,600.00. Discussed by the Committee.

Moved by Mr. McAuliffe and seconded by Mr. Bridgen THAT the Kleinfeldt Group be requested to submit a quotation of costs for the printing of small scale land use map. -- CARRIED.

Moved by Mr. Mr. Heaton and seconded by Mr. McAuliffe THAT the Warden chair the remaining portion of the meeting. -- CARRIED.

The Committee held a general discussion with Mr. Helton concerning the status of future planning in the Department of Planning's role and activity.

On motion the Committee adjourned.

All, of which, is respectfully submitted,  
Mr. Paul Bezaire, Chairman.

40. May 7, 1975 - Report from Department Head - Director of Planning - Mr. Helton:

Part 111:

Moved by Mr. Cada, Seconded by Mr. Hruska that the Council adjourn to meet in a Committee of the Whole. -- CARRIED.

COMMITTEE OF THE WHOLE.

Warden Mitchell presided over the proceedings of the Committee of the Whole as per Rules of Order.

Members of Council addressed the Committee.

Warden Mitchell called for a recess.

Committee of the Whole resumed meeting with Warden Mitchell in the chair.

Mr. Helton, Director of Planning was called into the meeting to address Council answering enquiries of various members.

Mr. Helton, on request, retired from the Council Chambers

Moved by Mr. Hruska and seconded by Mr. Brett THAT Council rise from Committee of the Whole. -- CARRIED.

Moved by Mr. Sherman and seconded by Mr. Moore THAT Council continue beyond the hour of eleven o'clock in order to finalize the business of the Session. -- CARRIED.

Moved by Mr. Hruska and seconded by Mr. Oriet THAT Council adjourn to meet in a Committee of the Whole. -- CARRIED.

Moved by Mr. Hruska and seconded by Mr. Meleg THAT the resignation of Mr. William David Helton, Director of Planning, be accepted as of August 6, 1975. -- CARRIED.

Moved by Mr. Cada and seconded THAT Council rise from Committee of the Whole and resume Session. -- CARRIED.

Warden Mitchell reported to Council that Mr. Helton had tendered his resignation.

41. July 30, 1975.

Motion: - Moved Mr. Cada and seconded by Mr. Hruska THAT the Warden establish a Committee to deal with the hiring of a Director of Planning and bring back a recommendation to Council, and further that the Warden appoint 3 members as well as the Administrator. -- CARRIED.

Moved by Mr. Meleg and seconded by Mr. Moore THAT the motion to hire a Planner be tabled. -- CARRIED.

42. September 10, 1975

Moved by Mr. Frederick and seconded by Mr. Hruska THAT the resolution to hire a Planner as tabled at the July 30, 1975 Session be brought from the table. -- LOST.

Resolutions and Reports re - County Planning  
(Cont'd)

43. December 15, 1977 - County Services Study Committee Report

Motion: - Moved by Mr. Meconi and Seconded by Mr. Bridgen -  
THAT this Committee recommends to County Council that a County Planning  
Department be set up to supply advice and planning services to the local  
municipalities; and further to develop a program of co-ordination for  
the local plans within the County and to deal with any planning matters  
of a County nature. -- CARRIED.

January 18, 1978 - County Council Session

Motion: - Moved by Mr. Dick and Seconded by Mr. Schinkel  
THAT the motion in the County Services Study Committee concerning the  
establishment of a Planning Department Consultant Service be tabled for  
discussion at a future date. -- CARRIED.