



***Celebrating Municipal Excellence***

## Nomination Form

***Deadline: 4:00 p.m., Thursday September 18, 2014***

*Please attach all additional pages to this cover sheet when submitting your nomination.*

### Contact Information

Nominee Contact Information	
Name of municipality (ies) being nominated:	City of Weyburn RM of Weyburn #67
Contact Name:	
Telephone #:	306-842-2314
Mailing Address:	23 Sixth Street, Weyburn SK, S4H 1A7
E-mail Address:	administrator@rmweyburn.ca
Name of Nominated Project:	Weyburn Planning District Commission
Date Project or Practice Initiated:	2010
Date Project or Practice Completed:	ongoing

Nominator Contact Information	
Name:	Jeff Richards
Organization:	Weyburn Regional Economic Development
Position:	General Manager
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## The Practice

1. The Weyburn Planning District Commission was formed in response to rapid growth in both the City of Weyburn and the RM of Weyburn that highlighted the need for the co-operative and mutually beneficial development of both neighboring municipalities. Each municipality recognized that a regional planning approach would enhance their capacity to manage growth, reduce the potential for development to conflict with the neighboring municipalities interests and ensure sound development opportunities long term. In 2011 the City and RM signed a MOU for the development of the Weyburn Planning district and began advising councils on issues of joint development.

2.

The establishment of the Weyburn Planning District and Commission provides a forum to ensure:

- Joint development areas are comprehensively planned with input from each of the Municipalities.
- Collaborative determination of the most suitable use of lands in both municipalities.
- Orderly development
- Expeditious completion of projects in joint development areas.
- Coordination of services with the goal of maintenance of growth potential
- Clear direction to business, residents and developers.

## The Process

3.

The Weyburn Planning District Commission meets monthly. Each municipality is represented at the Commission by two elected officials. Municipal representatives regularly report back to their respective councils on the activities of the Commission and recommendations on areas of joint interest. In addition, municipal employees attend Commission meetings and facilitate the activities of the Commission.

Elected officials and municipal employees participate in committees of the Commission. Studies, consultation expenses and general operations of the Commission are funded by each of the participating municipalities.

4.

An independent Chairperson is appointed to the Commission as an additional voting member.

The Weyburn Chamber of Commerce sits as a non-voting member of the Commission. The Commission also works regularly with the Chamber of Commerce to facilitate community awareness campaigns and events to inform the public of the activities of the Commission.

The Weyburn Regional Economic Development Assoc. manages the administration of the Commission.

The Weyburn Utility Board is represented at all meetings by a non voting member.

Other advisory bodies are brought in as needed.

5.

A professional planner was hired to facilitate the process of the development of an Official District Plan. The planner attends all Commission meeting in an advisory capacity.

In 2010 the Commission acquired a PFG grant in the amount of \$36,000 for the development of the Official District Plan.

6.

The most significant result of the exercise of the development of a Planning District Commission has been the facilitation of communication and development of an environment of mutual cooperation.

Accomplishment highlights:

- Effective negotiation of fresh water servicing to the industrial subdivision of Evanston Park in the RM of Weyburn.

- Boundary Alteration for The Creeks subdivision. Developer and landowner made request for full servicing to lands located in the RM of Weyburn. The Commission was instrumental in effectively negotiating the annexation of the land into the City within 6 months of the original request.

- In 2013 the Weyburn Planning District with affiliated municipalities; the RM of Weyburn and City of Weyburn was officially established by the Province in 2013.

- Official District Plan was completed in 2014, adopted by both municipalities and approved by Government.

- In 2014 an MOU was signed by the City and RM for the development of a septage receiving station.

- Various joint projects & studies including: water modeling for planning for future provision of water to joint management areas; land use mapping to determine future growth areas and ongoing development of joint agreements for municipal services.

## C) The Results

7.

The development of the Weyburn Planning District and establishment of the Planning Commission has created a strengthened economic environment in the region. The goal of enhanced prospects for investment is being seen in the sustained increase in economic activity in the Weyburn area. Businesses, investors and developers are seeing the benefits of a cooperative environment among municipalities in the overall ease of development in the region.

Both municipalities are doing work on their respective OCPs.

8.

The project is ongoing.

9. Describe any challenges faced.

Although all parties arrived at the Commission table with the best interest of growth in mind, there were occasional obstacles to overcome in terms of understanding one another's challenges, viewpoints and processes. The project has been as very much about establishing strong and positive working relationships.

Keeping the public well educated about the process has also been an area which has required intense focus. Long standing beliefs and pre-conceived notions have had to be addressed from the outset and even now – four years later – the Commission still holds public meetings so that everyone has an opportunity to ask questions and become involved. The allocation of dollars for the Commission has been, and continues to be, a struggle. Both municipalities are frequently under pressure with the costs of growth. Finding additional monies for engineering studies such as water modelling is another increased cost to these growing municipalities. The Commission and both municipalities believe, however, that planning for and encouraging growth is critical.

### Lessons Learned

10.

- Hiring a planning consultant is valuable in providing a third party assessment and mediation when necessary.
- Although measurable results are always the desired outcome, of equal value is the establishment of a successful environment of cooperation and mutual consideration.
- Allocating resources to the activity of informing the public of the activities of the Planning Commission should be made priority. Focus not just on what the Commission is doing but more so on why the Commission is engaging in its activities.
- Ensure that parties outside of the Municipalities have a voice at the Commission table.
- The Commission forum is ideal to commission studies of joint interest. This will ensure

that all parties are acting on the same base of credible information.

Please submit your completed nomination package to:

**E-mail:** [awards@municipalawards.ca](mailto:awards@municipalawards.ca) or

**Fax:** Attn: Saskatchewan Municipal Awards Program, 306.798-2568; or

**Mail:** Saskatchewan Municipal Awards, Room 1010 – 1855 Victoria Avenue, Regina, SK S4P 3T2

**Contact:** Phone No. 306.525.4398

*Thank you for submitting a nomination for the 2014 Saskatchewan Municipal Awards.*