

Committees and Boards

2026 Goals and Budget Considerations

Committee of Adjustment & Property Standards Appeal Committee

2026 Goals and Budget Considerations

We are seeking your feedback to ensure any goals that require funding are captured in the draft 2026 municipal budget for consideration.

Why so early? Staff will be preparing their budget asks during the months of June-August and want to ensure your input is included in the draft 2026 municipal budget for consideration. With some committees and boards recessing during the summer month(s), we are reaching out to you now as the draft budget will be prepared by September and scheduled to be presented to the public in the fall.

We know things can change. Goals and accomplishments will be revisited in the fall as well, with the hope to capture any funding requirements during the drafting of the budget.

Action required:

1. List up to five goals or objectives for 2026.

Goal 1: CoA – Continue to conduct fair, timely and thorough review of all applications to assist in development approval process.

Goal 2: CoA – Provide legislative updates and training as required.

Goal 3: CoA – Continue to conduct open public meetings that encourage community and stakeholder participation as per legislated requirements.

Goal 4: PSAC - Continue to conduct fair, timely and thorough review of all appeals.

Goal 5: PSAC – provide legislative updates and training as required.

2. How does the goal or objective align with a program or service, operational plan item and/or an action identified in the Collingwood Based Strategic Plan and/or master plans associated with the work of the committee/board?

**see background information for alignments that were identified for 2025*

Committee of Adjustment:

Program or Service - Development and Growth: 1.2 Development Management

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Community Based Strategic Plan – Pillar 1: Sustainability; Action: Review and make responsible decisions on Planning Act applications to aid in creating a livable community that serves the needs of today and builds the future.

Legislation –

- Planning Act (1990, as amended)
- Municipal Act (2001, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)
- Town of Collingwood Official Plan (2004) and Town of Collingwood Official Plan (2024)
- Town of Collingwood Zoning By-law 2010-040

Property Standards Appeal Committee:

Program or Service: Community Safety & Standards: 3.1 Community Standards
Community Based Strategic Plan - Pillar 1: Sustainability; Action: Make decisions regarding Property Standards Orders to ensure a livable community is maintained.

Legislation –

- Town of Collingwood Zoning By-law 2010-040
- Property Standards By-law 2016-040

3. Do your goals and objectives have any budget considerations for 2026 or future years? If so, what are they?

Goal 1: CoA - No

Goal 2: CoA - Yes, training budget may require budget considerations. Staff time is required for training, staff time allocation unknown at this time.

Goal 3: CoA - No

Goal 4: PSAC - No

Goal 5: PSAC - Yes, training budget may require budget considerations. Staff time is required for training, staff time allocation unknown at this time.

Below are some examples for your consideration. Your staff resource will be able to assist you in determining an approximate value for budget purposes.

- Will your goal require a study or consultant to undertake work on behalf of staff or the committee?

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- Will staff resources be required to assist in completing the goal and if so, how many hours of staff time is anticipated?
 - Does the goal require capital or operational funding? If so, what is the approximate value/cost of the items needed to accomplish the goal?
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Background Information from 2024-2025 report to Council

Committee of Adjustment - Mandate

The Committee of Adjustment is a quasi-judicial body and hears applications for minor variances and consent to sever property. Minor variance applications are required under Section 45 of the Planning Act, where a proposal cannot meet the intent of the Zoning By-law. Minor variance applications are also required, for the enlargement or extension of a building or structure that is legally non-conforming, or for the expansion of a nonconforming use. Applications for consent under Section 53 of the Planning Act.

Property Standards Appeal Committee - Mandate

This Committee also acts as the **Property Standards Appeal Committee**. Like the Committee of Adjustment, the Property Standards Committee is a quasi-judicial tribunal that hears appeals made to a Property Standards Order that has been issued by a Property Standards Officer of the Town of Collingwood. The Committee must hear all appeals and has the authority to confirm, modify or rescind a Property Standards Order, or to extend the time for complying. These hearings are governed by the *Statutory Powers and Procedures Act*, R.S.O. 1990, c.S.22 (the “**SPPA**”).

Alignment with the Town’s Programs and Services

Committee of Adjustment

- Development and Growth: 1.2 Development Management

Property Standards Appeal Committee

- Community Safety & Standards: 3.1 Community Standards

Alignment with the 2024-2028 Community Based Strategic Plan Pillars and Goals

Committee of Adjustment

- Development and Growth: 1.2 Development Management

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Property Standards Appeal Committee

- Community Safety & Standards: 3.1 Community Standards

Legislation and Regulations that apply to this Committee/Board

- Planning Act (1990, as amended)
- Municipal Act (2001, as amended)
- Provincial Planning Statement (2024)
- Simcoe County Official Plan (2016)

Master Plans that apply to this Committee/Board

- Town of Collingwood Official Plan (2004) and Town of Collingwood Official Plan (2024)

Other key documents

- Town of Collingwood Zoning By-law 2010-040
- Property Standards By-law 2016-040

Operational Plan Projects that are Relevant for this Committee/Board

- Comprehensive Zoning By-law Update
- Development Approvals Process (DAP) and Fees Review Implementation
- 2023 Official Plan Ontario Land Tribunal Appeals (general awareness)

2024 Accomplishments

Committee of Adjustment

1. Conducted open public meetings that encourage community and stakeholder participation.
2. Conducted fair, timely, consistent, and thorough review and decisions on:
 - 7 Minor Variance applications
 - 12 Minor Variance Incidental applications
 - 7 Consent applications

Property Standards Appeal Committee

1. Conducted fair, timely, consistent, and thorough review and decision on 1 property standards appeal.
2. Council fulfilled its requirement to fill any vacancy that occurs in the membership of the Committee by appointing a new Committee member in 2024.

2025 Goals and Objectives

Committee of Adjustment

Committees and Boards

2026 Goals and Budget Considerations

1. Continue to conduct fair, timely and thorough review of all applications to assist in development approval processes
2. To be provided with legislative updates and training as required.
3. Continue to conduct open public meetings that encourage community and stakeholder participation as per legislated requirements.

Property Standards Appeal Committee

1. Continue to conduct fair, timely, and thorough review of all appeals.
2. To be provided with legislative updates and training as required.