

FOUNDATIONS IN RURAL PLANNING PRACTICE (95 625)

COURSE OUTLINE

Fall 2010

UNIVERSITY OF GUELPH

W.J. Caldwell

Course Co-ordinator:

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In addition to my responsibilities with the University I also assist the County of Huron Planning Department. Generally, I am in Huron 1 day a week. If you need to reach me when I am not on campus I may be reached at the Huron County Planning Department (519-524-8394 ext. 3); or at home (519-529-7093). You are welcome to see me at any time when I am on campus, however, you may wish to schedule a meeting in advance. You are encouraged to pursue questions related to the content of seminars during and following each seminar.

Class Time and Location:

Wednesday, 9:30 a.m. to 12:30 p.m. Landscape Architecture Building 202

It is proposed that we reserve 2-3 days to be held off campus near Goderich (accommodations and meeting space is tentatively booked at Camp Menesetung for October 14, 15 and 16 - Thursday evening to Saturday evening). These will be interactive days focusing on specific case studies, mini-lectures, guest speakers and field work. It is recognized that some people may have employment or child care commitments and we will work to address related concerns. In light of this we will cancel at least one Wednesday session. The anticipated cost of accommodation is approximately \$50/ person. The camp has cooking and meeting facilities.

One additional outing is scheduled and students are also encouraged to attend at least 1 conference.

PURPOSE OF THE COURSE

The overall purpose of the course is to provide an introduction to professional planning practice. This includes a focus on three key areas:

Concepts in Public Administration: The structure, scope of responsibility and functions of public sector administration and government of rural areas and small municipalities

Introduction to Local Government: The workings of local government and the role of the planner in this process.

Introduction to Rural Planning Practice: The course will provide an introduction to planning and development in rural regions and small municipalities.

COURSE OBJECTIVE:

The course has a number of objectives:

- i) to use appropriate “planning and public administration tools” in leading the course
- ii) to introduce graduate students to principles and practices of planning.
- iii) to focus on relevant current issues
- iv) to provide the class with varying perspectives
- v) to consider a number of case studies
- vi) to expose students to planning practice in different settings

Although the course will have an Ontario focus - comments, projects, presentations and examples from other parts of the country, or elsewhere are welcome.

Students are encouraged to pursue their own area of interest/research.

YOUR LEARNING OBJECTIVES:

What are your objectives for this course? Please jot these down in the space below and review them periodically to ensure that the course is meeting your expectations.

LISTING OF SEMINAR TOPICS**1. Introduction to the Course**

What are your Learning Objectives?
 Review and discussion of course outline
 Review your experience and interests
 Identification of alternate/ additional topics

2. Concepts in Public Administration

How rural Canada is set up to administer itself
 Why is accountability, efficiency, effectiveness, equality and equity important?
 Local Services and Service Delivery
 Theories of Public Organization
 The Policy Making Process

3. Introduction to Local Government

The Evolution of Local Government in Canada
 The Structure of Local Government / Services
 Decision Making and Politics
 The Provincial-Municipal Relationship
 Local Boards and Committees

4. Introduction to Rural Planning Practice

Planning and Development for Rural Communities
 Current Issues and Case Studies
 Planning Tools (Plans, by-laws etc.)
 The evolving profession

5. Presentations

Presentations re. Course/Issues Papers

TEXT BOOKS

Tindal, C.R. and N. Tindal. Local Government in Canada. 2008. Toronto: McGraw-Hill Ryerson Ltd. (The Tindall text is strongly recommended. It is available at the bookstore.)

Caldwell, W.J., C. Brown, S. Thomson and G. Auld. An Urbanites Guide to the Countryside. 2006. Volumes Publishing. (Discuss)

Course Manual. A course manual with selected readings is required.

Additional readings will be assigned and are listed on a separate handout. The handout also includes a more general listing of relevant materials.

Web sites:

- www.amcto.com (Association of Municipal Clerks and Treasurers for Ontario)
 - www.gov.on.ca (Government of Ontario web site)
 - www.amo.on.ca (Association of Municipalities of Ontario)
 - www.smartgrowth.gov.on.ca (Government of Ontario web site re. Smart Growth initiative)
 - www.planning.org – American Institute of Planners
 - www.cip-icu.ca/English/home.htm – Canadian Institute of Planners (CIP)
 - www.ontarioplanners.on.ca/ - Ontario Professional Planners Institute (OPPI)
- See School Website for additional relevant contacts

Conference Opportunities

- OPPI Symposium – Guelph (Oct 28-29)
- CIP Conference – Montreal (Oct 2-5)
- Latornell Conference – Alliston (Nov 17, 18 and 19)

COURSE REQUIREMENTS *(the class will be asked to help finalize due dates, weighting of projects and selection of assignments)*

SUMMARY OF PROPOSED COURSE REQUIREMENTS

Proposed Evaluation	Weight (%)	Due Date
i) Rural Planning Issues – Goderich Workshop (Group)	20	Oct. 20 (based on workshop dates)
ii) Local Government (Group)	25	Nov. 17
OPTION 1		
iii) Term Paper- Proposal	--	Oct 20 (suggested)
Term Paper- Completion	45	Dec. 1 (<i>discuss</i>)
Presentations/poster	10	Nov 24 or Dec 1 (<i>discuss</i>)
OPTION 2		
iii) Issues Paper- Proposal	--	Oct 20 (suggested)
Term Paper- Completion	25	Dec. 1 (<i>discuss</i>)
Presentations/poster	10	Nov. 24 or Dec 1 (<i>discuss</i>)
iv) Conference Journaling	20	Two weeks after the conference

(It is preferred that papers be submitted in electronic format)

Individual Learning Contracts: If you wish to pursue course requirements different from those above, there is the opportunity to develop and review these with Wayne.

Assignment 1: Rural Planning Issues - Goderich Workshop

Please work in groups of 3-4. This requirement is designed to complement our field work in Goderich. You will select a given issue and develop a position paper on this issue. You will be asked to complete a field visit and meet with a planner, member of the public and local politician/ municipal representative. You will be asked to identify a broad topic area and then select a relatively narrow issue to focus on. Broad topic areas include: lakeshore development, agriculture, rural settlement, economy, social or environmental issue. Examples of specific issues would include wind turbines, surplus residential severances, protecting the lower Maitland, promoting local food, intensification or mainstreet development among many others.

Group formation, broad topic areas and specific issues will be determined 2 weeks in advance of the workshop to facilitate setting up meetings etc. in advance of our site visit.

Potential issues:

The position paper will address the following: the issue, complexities, existing policy and strategies, key directions, reflections and recommendations. The position paper may be written in the form of a report directed to a municipality or citizen's group. It is anticipated that this report will be completed during the field trip. A separate handout will be provided concerning this assignment. (weight- 20%)

Assignment 2: Local Government

It is recommended that this be completed in groups of 2-3. This assignment is intended to get you speaking to municipal folks (staff and/or politicians).

1. For a chosen level of local government (township, village, town, city, county, region), prepare a report on i) the structure and ii) the functions of that level of local government, using a specific case example. Include an organizational chart. Note the relationship between elected officials and local administration, and between local administration and other levels of government.
2. Attend at least one meeting of the council at your chosen level of government. Note the relationship between council members; staff, the public and other levels of government. How do these fit with ideas about organizational culture and behaviour? Note some of the issues being addressed and how they are dealt with. (this should occur the first 2 weeks of October).
3. Carry out and present research on the administrative components of a significant municipal issue. (This may include municipal structure, issues related to deteriorating infrastructure, solid waste services and keeping up to the evolving regulatory regime, etc. Consider process and options your municipality has considered related to the selected issue in the past few years. What has changed and why? What do you find to be short and long term positive and negative effects of these changes on whom and on what? What are the related Public Administration components.
4. Present a summary version of your report in class.

(If you have a solid working knowledge of local government you may in consultation with the instructor substitute an alternative (example Ministry, Department or non-governmental agency) and carry out a similar review.).

Students will complete either OPTION 1 or OPTION 2

OPTION 1: Term Paper (45% paper; 10% presentation)

Term paper proposal:

A 1-2 page proposal for the paper is recommended. Where possible a student should use the course paper to further specific personal research interests.

The term paper will be completed using either Format 1 or Format 2

Format 1 - (Independent Term Paper)

You are asked to prepare a paper on a relevant topic. Relevant topics may relate to the role of government, public administration or some aspect of the planning system or issue that you wish to look at in detail. This paper may reflect individual areas of interest. Personal research/ interviews are encouraged. The topic of the paper shall first be reviewed with the instructor.

The paper may take the form of a traditional term paper **or** it may take the form of a diary in which you select a given theme and based on a series of interviews with appropriate readings provide personal reflections, outcomes and perhaps recommendations (as opposed to the traditional referenced paper).

The length of the paper will vary but generally should not exceed 15 pages double spaced.

Format 2 - (Group Term Paper)

You may work in groups of 2-3 and prepare a paper on a relevant topic. Personal research/ interviews are encouraged. In comparison to individual term papers the group paper should tackle a more specific practical issue and involve a stronger emphasis on field work. The topic of the paper shall first be approved by the instructor. The length of the paper will vary but generally should not exceed 20 pages double spaced.

Presentations/ Poster Sessions (Review)

These Presentations/Poster sessions will reflect either individual or group term papers. You will be given the option of a presentation or a poster session. Diverse approaches to presenting the material is encouraged. The grade will be awarded one-third communication style; one-third content and one-third effectiveness (including time management). You will be asked to evaluate the presentations of fellow students.

Students will complete either OPTION 1 or OPTION 2

OPTION 2: Issues paper and conference journaling (25% paper; 10% presentation; 20% conference journaling)

Issues paper proposal:

A brief proposal/ verbal discussion for the issues paper is recommended. Where possible a student should use the issues paper to further specific personal research interests.

The issues paper will be completed as follows

You are asked to prepare a brief paper on a relevant topic. Relevant topics may relate to the role of government, public administration or some aspect of the planning system or issue that you wish to look at in detail. This paper may reflect individual areas of interest. The Issues Paper may develop a specific theme or issue from the conference that you attend. The topic of the paper shall first be reviewed with the instructor.

The paper will reflect a given theme and be based on appropriate readings/references. It may be written in the format of a policy brief. The length of the paper will be in the 6-8 page range (double spaced).

Presentations/ Poster Sessions (Review)

These Presentations/Poster sessions will reflect the issues papers. You will be given the option of a presentation or a poster session. Diverse approaches to presenting the material is encouraged. The grade will be awarded one-third communication style; one-third content and one-third effectiveness (including time management). You will be asked to evaluate the presentations of fellow students.

Conference Journaling

Students who select OPTION 2 will attend one of the 3 identified conferences and journal their attendance. This will include appropriate reflections and commentary on the experience. (an alternate 2 day or longer conference may be substituted with the instructor's approval).

Revised (new date for Field Trip)
Weekly Schedule and Assigned Readings

Week #	Topic	Assigned Readings	Further Readings
Week #1 Sept 15	Introduction / Review of Course Outline	Course Outline Caldwell, 2009 a	
Week #2 Sept 22	Concepts in Public Administration (OPPI visit – 11:45 a.m.)	Tindall 9, 10 Rawson, Lynne	Wilson (1887)
Week #3 Sept 29	Concepts in Public Administration (continued)	Jacob et.al, 2008 Grant Picherack (p.243-247)	Arnstein
Week #4 Oct 6	Introduction to Local Government, evolution and structure; Relationship with the province:	Tindall (1,2, 6) Cuff parts 1-4 and 6-7 Caldwell, 2009 b	Tindall (3)
Field Trip Week # 5 Oct 13	Local Government in Action: Field Trip Erin Township (confirmed)	Strong Tindall, Chapter 8 Rust-D'Eye Town of Erin Website	Tindall (7)
Week #6 Oct 20	Local Government Continued	Tindall, Ch 4, 5 Marc and Farbrother	Spencer, Bowron and Davidson, 2006
Field Trip Oct 21-23	Local Government, Local Organizations and Planning Issues (Land Use/ CED/ Environment, etc.) The Planner as Manager – Scott Tousaw (invited) Option for enhanced field trip during the day on the 14 th – farm tours	Ball; Handouts	AMCTO Lesson 7
Week 7 Oct 27	Planning Practice	Denhardt and Denhardt Caldwell, 2005 <i>PLANNING BY DESIGN: a healthy communities handbook</i> http://www.ontarioplanners.on.ca/content/Publications/innovativepolicypapers.aspx#healthycommunities	
Week #8 Nov. 3	Planning Practice	Dykeman Hodge and Gordon (separate handout)	
Field Trip Week #9 Nov 10	Planning Practice Concepts in Practice (Guelph)	MMAH Citizens Guides (Website)	
Week 10 Nov 17	Local Government Presentations The Policy Making Process and Local Government	Tindall, Ch. 11 Alexander (Chapter re. Planning policy)	AMCTO
Week 11 Nov. 24	Term Paper Presentations		
Week 12 Dec 1	No Class in lieu of Menestung Field Trip (can switch weeks 11 and 12.... to discuss)		

NOTE:

- There may be limited overlap for students who took Rural Planning Methods in 2010 and are now taking Foundations in Rural Planning Practice - this will be reviewed with these students.
- Please be familiar with the required reading material. Those items listed under additional reading are for further information. The required readings are in the basic texts or in the course readings.

References for assigned and further reading materials:

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- Campbell, Heather. The Art of Situated Ethical Judgment. Journal of Planning Education and Research. 26(1). 2006
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- Clegg, S. "Organizations and the Modernization of the World" in Modern Organizations: Organization Studies in a Post-Modern World. Sage California, 1990.
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- Cuff, George B. "Governance: Its Changing Emphasis (Part IV)." Municipal World, April, 2000.
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- Cuff, George B. "How to Identify and Avoid the Landmines (Part VI)." Municipal World, June, 2000.
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