



**Atlantic Planners Institute**  
**An Affiliate of the Canadian Institute of Planners**  
**Presentation by**  
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## Atlantic Planners Institute (API) Governance & Organizational Approach

- The Atlantic Planners Institute (API) is an association of professional planners in the four Atlantic provinces of Canada: New Brunswick, Newfoundland and Labrador, Nova Scotia, and Prince Edward Island.
- API is an affiliate of the Canadian Institute of Planners.
- Incorporated around 1968 under federal corporations act as non profit organization
- Each Province has its own distinct set of Provincial Planning Legislation and Regulations that Planners must work with.



## Atlantic Planners Institute (API) Membership by Branch and Type

Membership Type	Nova Scotia	Prince Edward Island	Newfoundland and Labrador	New Brunswick	Total
Fellow	2	1	1	1	5
Full	98	6	21	53	178
Provisional	49	4	6	24	83
Student	44	1	1		46
Non-Practicing	3			1	4
Public Associate	1			1	2
Retired	8	1		1	10
<b>Total</b>	<b>205</b>	<b>13</b>	<b>29</b>	<b>81</b>	<b>328</b>

## Atlantic Planners Institute (API) Governance & Organizational Approach

- API is governed by a Council elected by the membership, consisting of a President, a President Elect, a representative from each province also serving in an administrative capacity, and a student representative from the regional planning school. Each of the four provinces has a Branch of API, with its own bylaws and executive. API is also supported by a number of Committees:
  - Membership Committee
  - Continuous Professional Learning (CPL) Committee
  - Professional Practice Review Committee
  - Awards Committee

## Atlantic Planners Institute (API)

### Governance & Organizational Approach - continued

API provides the following services to the membership:

- Processing of membership applications
- Maintenance of the membership roster
- Coordinates communications on ongoing initiatives and events to its members
- Funding for the annual conference organizing committee

The Branches provide the following services :

- Advocacy role for planning profession in their Province
- Coordinate continuous professional learning sessions
- Liaison with the planning schools (Nova Scotia Branch)
- Organizing and hosting the annual conference, on a rotating basis

## API Model – Branch Roles & Responsibilities

The API model provides a coordinated approach to delivering regional association services; including separation of functions across multiple partners; and online collaborative conference call meetings.

### **API Executive Director**

- Part-time Executive Director assists with the overall administration of the organization.
- Coordinates both face to face and online conference call meetings between branches.

### **Prince Edward Island Association of Planners**

- Website Development & Communications.

### **Licensed Professional Planners Association of Nova Scotia**

- Lead Education liaison and initiatives with Dalhousie School of Planning.

### **New Brunswick Association of Planners**

- API Council Member serves as Secretary on Council and lead on administrative matters.

### **Newfoundland and Labrador Branch of the Atlantic Planners Institute**

- API Council Member serves as Treasurer on Council and lead on budget preparation, audit and annual reviews.

## Example of API Regional Capacity Building Initiative

### Climate Change Adaptation Learning Tools

In partnership with Natural Resources Canada, CIP has developed several climate change adaptation tools to teach planners how to work with communities to prepare for climate change. CIP has transferred ownership and delivery rights of these tools to its affiliates, including the Atlantic Planners' Institute (API). It is anticipated that these tools will be delivered within the Continuous Professional Learning (CPL) framework adopted by API.

There are 2 tools of specific interest:

- 1) A 2-hour introductory training session geared for planners and the general public;
- 2) A 2-day intensive session geared specifically for planners and related professionals.

API Council would like to use these tools as a means of fundraising for both the affiliate and the member branches.

## Organizational Strengths

### Strengths

- Individually, the numbers of planners within each Province are few. However, collectively, the numbers of planners practicing regionally are a force and play an important leadership role in working towards community and regional sustainability.
- The experience and background of the planners in the Atlantic Provinces is diverse and brings a wealth of knowledge to the organization.
- Planners are at the forefront of many issues within the public and private sector and have knowledge in a broad range of current topics (e.g., sustainable development, climate change, etc.).
- Atlantic Planners Institute organizes excellent annual conferences.
- The organization itself operates very efficiently.

## Organizational Weaknesses / Challenges

### Weaknesses / Challenges

- Geography is a challenge. It is difficult to meet regularly and frequently, given time and travel obstacles. Being widely dispersed over a large region means that planners do not always see how much in common with each other.
- The planning profession itself has a low profile, with many people being unaware of what exactly planners do on a day-to-day basis. In only two of the Atlantic provinces (New Brunswick and Nova Scotia) do planners have professional recognition through Provincial Legislation.
- The relatively small number of planners in our affiliate means that some people take on many jobs within the Institute which can lead to volunteer burnout.
- As professionals who have a significant influence on community development, we have no over-riding policy to include sustainability considerations in our decision-making.
- There is a need to modernize Provincial Land Use Planning Legislation to ensure a more sustainable approach to development is taken.

## Organizational Opportunities

### Opportunities

- A strategic plan can provide direction to API Council and the services it provides to the membership.
- Dalhousie University has a planning school with new planners graduating every year. There is an opportunity to build on the linkages that are available to us, through joint projects, teaching opportunities and others.
- New National Membership Standards offers a chance to mentor Candidate members, building more links between members. It is an opportunity to share wisdom and experience in exchange for fresh ideas and perspectives.
- The media in the Atlantic Provinces are always looking for story ideas. By being proactive in offering stories, rather than reactive, in responding to crises, the Atlantic Planners Institute has an opportunity to raise the profile of planners amongst the general public on issues of particular concern (i.e., Climate Change).
- Planners can and should be at the forefront of helping make our communities more sustainable through existing tools (planning regulations), and future opportunities.

## API Strategic Planning Priorities

- **Communication**
  - Build a Public Profile (e.g. API Planning Excellence Awards)
  - Improve Membership Recruitment & Retention
  - Facilitate Information Exchange with professional planners, public and private sector, academic community (e.g. Best Practice Approaches)
- **Collaboration**
  - Strengthen Relationships between Planning Profession and Dalhousie University School of Planning (e.g., internship and mentorship programs, involvement with student projects, scholarships)
  - Facilitate development of Legislative Recognition of Planning Profession (e.g. work with branches in attaining professional legislation in all of the 4 provinces).
  - Build better relationship with CIP, the affiliates and the members (e.g. Provide support to provincial branches on best practices in key areas of practice).
  - Work with other professional organizations to address challenges surrounding sustainability issues (e.g. Host joint conferences on sustainable development topics).
  - Advocate for Sustainability at all levels of government
  - Encourage collaborative approaches to planning at all levels.
- **Capacity Building**
  - Broaden opportunities for continuous professional learning for its membership.
  - Create a Centre of Excellence – showcasing and promoting planning practice.
- **Initiation (tools and resources)**
  - Improve API Administration and Operation
  - Share Climate Change Learnings (e.g. Encourage branches to implement a program to utilize the Climate Change Training Modules (2 hour and 2-day)).
  - Integrate Sustainability concepts in all API undertakings (e.g. Develop a Sustainability Policy for API).
  - Recognize contributions of members to creating a more sustainable world (e.g. Include in its newly launched Planning Excellence Awards a component to recognize “Sustainability Initiative” employed by API members).

## **CIP / Affiliate Roles, Relationship & Agreement**

- CIP and Affiliates work cooperatively through the National Membership Standards Committee to establish and implement national membership standards for the planning profession in Canada.
- CIP and its member Affiliates shall work cooperatively to implement Continuous Professional Learning (CPL) as a means to ensure members keep current in their understanding and practice of planning.
- CIP maintains a membership database and within this database also maintains a system for members to enter their CPL Learning Units. This database is accessible by each Affiliate to ensure that their members are maintaining their professional requirements for CPL. As well, the database serves a number of other functions and can be used by each affiliate to track and communicate with its members.
- CIP enter into an Agreement with each Affiliate individually, based on the unique characteristics of each Affiliate and its membership, including, for example, the organizational capacity to deliver various program and services (e.g.. CIP provides administrative assistance to our Membership Committee in processing applications for membership, as well handles the collection of annual membership fees).

<b>Affiliates – Atlantic Planners Institute</b> Spheres of influence: Local, Provincial, Regional	<b>Canadian Institute of Planners</b> (spheres of influence: National, International)
<b>Standards of Practice/Ethics</b>	
<b>Membership Registry/Databases</b>	
<b>Discipline</b>	<b>Discipline</b> (International members only)
<b>Membership Criteria</b> (influenced by provincial legislation)	<b>Membership Criteria</b> (national standards, portability, reciprocity)
<b>Assessment/Review of University Planning Programs</b>	<b>Recognition of University Planning Programs</b>
<b>Fellows</b>	
<b>Affinity Programs</b> (certain Affiliates, programs vary)	<b>Affinity Programs</b> (liability insurance, life/home/auto/health insurance)
<b>Communications</b> (publications, website, electronic newsletters, media)	
<b>Educational Programs</b> (Continuous Professional Learning/delivery – provincial & regional)	<b>Educational Programs</b> ("clearinghouse" role; national standards; portability; development/delivery – national/international)
<b>Conferences / Annual Meetings</b>	
<b>Sponsorship</b>	
<b>Public Affairs</b> (policy research, advocacy, public/government relations – provincial)	<b>Public Affairs</b> (policy research, advocacy, public/government relations – national/international)
<b>Awards &amp; Scholarships (provincial / regional level)</b>	<b>Awards &amp; Scholarships (national level)</b>
<b>Affiliate Capacity-Building Programs</b> <b>Atlantic Climate Change Initiative</b>	<b>National/International Capacity-Building Programs</b> (Caribbean, Guyana, China, Climate Change, Indigenous Planning, Internships, Global Planners Network)

Thank you