

**STAFF REPORT:**      **Planning**



**REPORT TO:**            **Mayor & Members of Council**  
**MEETING DATE:**      **September 08, 2008**  
**REPORT NO.:**         **PL.08.103**  
**SUBJECT:**             **Sustainable Community  
Improvement Plan**  
**PREPARED BY:**       **Peter Tollefsen, Director of  
Planning  
Sherri Adams, Manager of  
Purchasing**

#### **A. Recommendations**

**THAT Council appoint \_\_\_\_\_ to be on the Review Committee to evaluate the submissions from Firms to prepare a Sustainable Community Improvement Plan.**

#### **B. Background**

A staff report was forwarded to Council on May 7, 2007, titled "Downtown Revitalization" proposing a Sustainable Community Improvement Plan for Thornbury, Clarksburg and Craigleith. The report described sources of funding through the Federation of Canadian Municipalities and the Ministry of Agriculture, Food and Rural Affairs.

Staff reported to Council on May 26, 2008 that the Town was successful with the applications. The Funding Agreements are now in place. The first step is to retain a project Consultant.

The RFP was circulated to Council on July 7, 2008 for your information and staff anticipate a number of submissions to come in by the deadline of September 9, 2008.

A Review Committee is to be setup to evaluate the submissions. It is proposed to be made up of three members of staff (Planning, Economic Development and Environmental Initiatives (of Engineering and Public Works)), one representative from the Chamber of Commerce/BIA/Clarksburg Business Association and one member of Council, which is the purpose of this report.

The Review Committee would meet 2 to 3 times. This may involve interviews with any short listed firms and then reporting back to Council with a recommendation.

### **C. The Blue Mountains' Strategic Plan**

By doing a Sustainable Community Improvement Plan the Town will encourage downtown revitalization that will help with Goal 5:

*"Ensuring long-term financial sustainability".*

### **D. Environmental Impacts**

The Sustainable Community Improvement Plan will create an action plan for downtown revitalization and assist in programs to renovate older buildings thereby helping to improve the environment and contribute to the long-term sustainability of the core areas of the Town.

### **E. Budget Impact**

Funding has been allocated under the 2008 Capital Budget for the Community Improvement Plan work to cover the Town's portion of costs (\$23,000). Total costs of the project are estimated at \$183,500.

### **F. Attachment(s)**

NIL

Respectfully submitted,

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Peter Tollefsen, Director of Planning

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