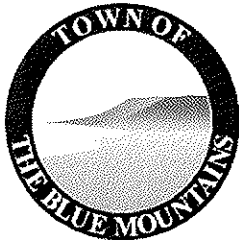


STAFF REPORT: Planning & Building Services Department



REPORT TO: Planning & Building Committee
MEETING DATE: May 4, 2009
REPORT NO.: PL.09.51
SUBJECT: Collingwood "L9Y" Postal Change Update
PREPARED BY: David Finbow, Director, Planning & Building Services

A. Recommendations

That Council receive Planning & Building Staff Report PL.09.51 respecting Collingwood "L9Y" Postal Change Update for information purposes.

B. Background

In accordance with direction previously provided by Council, Town Staff have been working in conjunction with Canada Post to implement the change from "Collingwood" to "Blue Mountains" for postal addressing purposes. As previously identified, the area affected by this change is effectively the Osler Bluff Ski Club, Castle Glen and Craigleith areas of the municipality (Appendix "A"). The proposed change program includes the following:

- Letter to residents released on May 27, 2009
- Creation of Town webpage on May 27, 2009
- Publication in local newspapers commencing May 27, 2009
- Public Information Session on June 13, 2009
- Construction of CMB sites in Concession 1 and 2 areas commencing June 22, 2009
- Letter to residents related to project, specifying pick-up locations, key availability, etc. - July 2009
- Further letter to residents related to project – August 2009
- Utilization of "Blue Mountains" in all areas commencing August 17, 2009
- Public Information Session Spring 2010 re CMB locations in Concession 3 and 4 areas
- Construction of CMB sites in Concession 3 and 4 areas commencing spring 2010

A minor issue that has arisen is related to the last three characters in the Postal Code. To effect civic addressing, it is required that the former "L9Y 3Z2" postal code area be split into a minimum of two areas (i.e. "L9Y 3Z2" and "L9Y ###"). In this regard, we have been assured by Canada Post that Blue Mountain Resorts

will retain their current postal code ("L9Y 3Z2").

Proposed CMB locations for the Concession 1 and 2 areas have been jointly identified by the Town and Canada Post and a related construction budget has been developed that is within the approved 2009 Approved Budget for this project (\$90,000.00). With respect to the actual construction of the CMB sites, the Town's Project manager will be former Roads & Drainage Superintendent Don Hutchinson. Mr. Hutchinson will coordinate the activities of labour and subs.

Work will proceed later this summer in terms of identifying proposed CMB locations for the Concession 3 and 4 areas.

Attached for Council's information is a draft copy of the letter to residents to be released May 27, 2009.

C. Strategic Plan

Providing a strong, well managed municipal government.

D. Budget Impact Statement

2009 Approved Budget - \$90,000.00

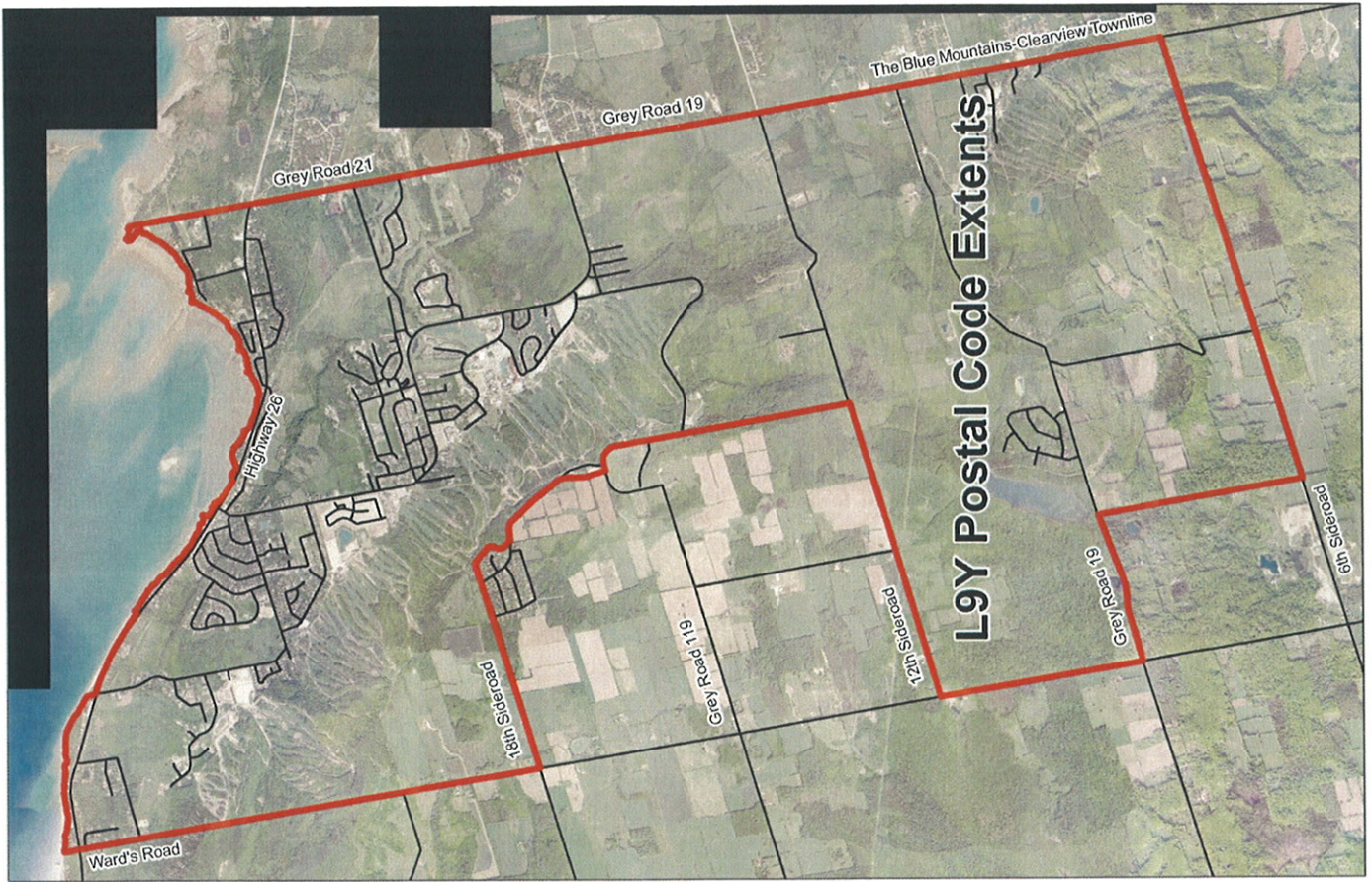
2010 Draft Budget - \$30,000.00

E. Attachments

- A. Affected Area
- B. Draft Letter

Respectfully submitted:

David Finbow, Director, Planning &
Building Services/CBO



L9Y Postal Code Extents

B.



From anywhere... to anyone *De partout... jusqu'à vous*

May 27, 2009

27 mai 2009

Dear Resident and/or Business Operator:

Avis aux résidents et aux exploitants d'entreprises

RE: The Blue Mountains Postal Addressing Change from "Collingwood L9Y" to "Blue Mountains L9Y"

OBJET : changement d'adresse postale dans la municipalité de Blue Mountains – remplacement de « Collingwood L9Y » par « Blue Mountains L9Y »

The Town of The Blue Mountains has requested Canada Post's assistance in implementing a postal addressing change for your area of the municipality currently addressed for postal purposes as "Collingwood". The reasons for this change include:

La municipalité de Blue Mountains a demandé à Postes Canada de l'aider à mettre en œuvre un changement d'adresse postale pour votre secteur, identifié actuellement par l'appellation « Collingwood » pour les fins de la poste. Voici les motifs de ce changement :

- Improving awareness of our '911' addressing to ensure more efficient emergency response for residents and business owners; and
- Clarifying residential and business location through a change from 'Collingwood' to 'Blue Mountains'.

- sensibiliser la population à l'existence des adresses utilisées pour le service 911, favorisant ainsi l'efficacité des interventions d'urgence pour les résidents et les propriétaires d'entreprises et
- distinguer les points de remise résidentiels et commerciaux en remplaçant « Collingwood » par « Blue Mountains ».

With the postal addressing change, Canada Post will replace existing Green Boxes and Rural Mailboxes with new brown and silver Community Mailboxes (CMBs). The benefits of this enhancement include:

Parallèlement à ce changement, Postes Canada va remplacer les boîtes vertes et les boîtes aux lettres rurales par des nouvelles boîtes postales communautaires (BPCOM) brunes et argent. Voici les avantages de cette décision :

- More secure postal service for residents and businesses;
- Better maintained Mailbox sites (i.e. snow removal); and
- An opportunity for our residents and businesses to post outgoing mail and receive large packages and parcels at their CMB site.

- service postal plus sûr pour les résidents et les entreprises;
- meilleur entretien des emplacements des boîtes postales (p. ex., déneigement) et
- possibilité pour les résidents et les entreprises de déposer du courrier de départ et de recevoir paquets et colis dans leur BPCOM.

The postal addressing change timeline is as

follows:

- Effective August 17, 2009, postal addressing within your area will be formally recognized as "Blue Mountains" ; and
- Over the next year, new Community Mailboxes will replace existing Rural and Green Mailboxes. The first areas to see this change are generally referred to as Brophy's Lane, Timmons Road, Monterra Estates, Historic Snowbridge, Price's Subdivision, Heritage Corners, Tyrolean Resorts, Blue Mountain Resorts Ltd., Castle Glen and Osler Bluff Ski Club.

The Town, in conjunction with Canada Post, will be holding a Public Information Session on Saturday June 13, 2009 from 10:00 a.m. to 12:00 p.m. at the Beaver Valley Community Centre, 81 Victoria Street, Thornbury, with respect to the change. This Public Information Session will be an opportunity for you to:

- Confirm your new postal address;
- View and comment on proposed locations for the new Community Mailboxes;
- Learn about the complimentary mail redirect process; and
- Ask any questions you may have of Town Staff, Elected Officials and representatives of Canada Post regarding this transition.

We look forward to this positive change for our community. We believe it will improve emergency response times for residents and businesses, and the delivery of your mail.

In the meantime, if you have any questions, please contact: Lisa Kidd, Communications and Economic Development Coordinator at 519-599-3131; toll-free at 1-888-258-6867, ext. 282; or by e-mail at lkidd@thebluemountains.ca.

Calendrier des activités liées à ce changement :

- À compter du 17 août, 2009 votre secteur sera officiellement désigné par « Blue Mountains » aux fins de la poste et
- au cours de la prochaine année, des nouvelles boîtes postales communautaires remplaceront les boîtes vertes et les boîtes aux lettres rurales. Les premiers lieux visés par ce changement sont généralement nommés Brophy's Lane, Timmons Road, Monterra Estates, Historic Snowbridge, Price's Subdivision, Heritage Corners, Tyrolean Resorts, Blue Mountain Resorts Ltd., Castle Glen et Osler Bluff Ski Club.

De concert avec Postes Canada, la municipalité organisera une séance d'information publique au sujet de ce changement. Cette séance aura lieu le samedi 13 juin, de 10 h à 12 h, au centre communautaire de Beaver Valley, 81, rue Victoria, Thornbury. À cette occasion, vous pourrez

- confirmer votre nouvelle adresse postale;
- voir les emplacements proposés pour l'installation des nouvelles boîtes postales communautaires et émettre des commentaires à ce sujet;
- vous renseigner sur le processus de réexpédition gratuite du courrier et
- poser toutes les questions que vous pouvez avoir au sujet de cette transition au personnel municipal, aux élus et aux représentants de Postes Canada.

Nous sommes heureux d'apporter ce changement positif dans votre collectivité. Nous pensons que les interventions d'urgence auprès des résidents et des entreprises, ainsi que la livraison de votre courrier, s'en trouveront plus efficaces.

Entre temps, si vous avez des questions, veuillez communiquer avec Lisa Kidd, coordonnatrice, Communications et développement économique, au 519 599-3131, sans frais au 1 888 258-6867, poste 282, ou par courriel, à lkidd@thebluemountains.ca.