

Economic Development & Planning Committee



Tuesday, April 7th, 2009, 3:30 p.m.
City Hall - Council Chambers

<u>Committee Members</u>	<u>Areas of Responsibility</u>	
Councillor M. Kalivas, Chair	Economic Development	Vision 20/20
Councillor G. Beach	Planning	* Community Council
Councillor J. Earle	Chamber of Commerce	* Downtown Revitalization
Mayor D. Henderson,	DBIA	* Industry Advisory
Ex-Officio	Heritage Brockville	* Tourism Advisory

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STAFF REPORTS

- 3-9 1. 2009-043-04
 INTEGRATED COMMUNITIES SUSTAINABILITY PLANNING
 (ICSP)
 UNITED COUNTIES OF LEEDS AND GRENVILLE

CONSENT AGENDA

MOTION TO MOVE INTO CLOSED SESSION

Municipal Act, Section 239(3)(1):

An educational or training session with respect to the economy.

APRIL 1, 2009

REPORT TO ECONOMIC DEVELOPMENT & PLANNING – APRIL 7, 2009

2009-043-04

**INTEGRATED COMMUNITIES SUSTAINABILITY PLANNING (ICSP)
UNITED COUNTIES OF LEEDS & GRENVILLE**

**B. CASSELMAN
CITY MANAGER**

RECOMMENDATION

THAT the City of Brockville's participation with the United Counties of Leeds & Grenville (UCLG) Integrated Communities Sustainability Planning (ICSP) process be limited to sharing relevant documentation resultant from the City's comprehensive Official Plan Review.

PURPOSE

The purpose of this report is to respond to the UCLG request to formally partner in the completion of an ICSP.

BACKGROUND

The UCLG has embarked upon a process to prepare an integrated ICSP and have invited the three separated municipalities of Brockville, Prescott, and Gananoque to participate.

The details of the proposed process are outlined in **Schedule 1**.

The Association of Municipalities of Ontario manages the Agreement for the transfer of Federal Gas Tax Revenues between the Government of Canada and the municipal sector. Over the life of the Agreement (2010), all municipalities are required to develop an ICSP or have an Official Plan that incorporates the principles of sustainability.

The City of Brockville initiated a comprehensive update to its existing Official Plan in the fall of 2008. This update is scheduled to completion in the spring of 2010 and will include the principles of sustainability.

FINANCIAL

The City of Brockville has retained the Marshall, Macklin & Monaghan Consulting Group to assist with the completion of a comprehensive update to its Official Plan. The funding of this project is outlined as follows:

Revenues:	Gas Tax	\$229,829
	Unspent Budget Item Reserve	<u>11,086</u>
		\$240,915
Expenses:	Consultant	\$230,915
	Miscellaneous Expenses	<u>10,000</u>
		\$240,915

CONSULSION

The UCLG has embarked upon a process to complete an ICSP. To ensure that a holistic approach is taken; the City of Brockville should participate in the proposed planning exercise by sharing with the UCLG relevant documentation emanating from the Official Plan update (growth management/strategic plan/economic development strategy/downtown urban design guidelines/waterfront public use strategy/transportation master plan).



B. Casselman
City Manager



Re: Integrated Community Sustainability Plan (ICSP) Funding Collaboration

The United Counties of Leeds & Grenville (UCLG) will be submitting a two-part application for Green Municipal Funds from the Federation of Canadian Municipalities (FCM). Green Municipal Funds (GMF) if approved will be used to assist with the development of an Integrated Community Sustainability Plan (ICSP) for UCLG and the separated municipalities of Brockville, Prescott and Gananoque.

1.0 BACKGROUND

Throughout Canada, forward thinking municipalities including large cities like Vancouver and Toronto and rural neighbours like the County of Frontenac and the Township of Lanark Highlands are thinking about the future that they want to see for themselves, their children and their grandchildren. Across the country, many municipalities are developing ICSPs to make significant and strategic changes towards sustainability.

An ICSP is a long term plan, developed in consultation with municipal staff, key stakeholders, and community members. It provides a long term direction for the community, defines environmental, cultural, social and economic sustainability objectives, and helps articulate strategies to achieve these objectives.

The proposed ICSP will position UCLG as a leader in the development of regional ICSPs and will address sustainability issues in an integrated, collaborative, and strategic way. To meet this goal the ICSP will need to be scalable to the needs of the lower tier municipalities and designed to maximize the benefits available from integrated planning and sharing of resources. Demonstrated results in other communities who have undertaken the development and implementation of an ICSP include local economic development, reduction in GHG emissions, reduced resource use, broad social benefits, increased focus on cultural and heritage resources, and sustainability awareness raising.

2.0 WHY DEVELOP AN ICSP?

The Association of Municipalities of Ontario (AMO) manages the Agreement for the Transfer of Federal Gas Tax Revenues between the Government of Canada and the municipalities of the Province of Ontario. AMO has indicated that over the life of the agreement all Ontario municipalities are required to develop an ICSP, however, a municipal official plan can function as an ICSP as long as it addresses the principles of sustainability. In the case of municipalities without an official plan, such as UCLG, municipalities must develop an ICSP.

In addition to securing Federal Gas Tax Revenues, there are many reasons why the development of an ICSP will be beneficial to UCLG.

- The ICSP will act as a long term road map for the County, the Townships, separated municipalities (Brockville, Gananoque and Prescott), and other community organizations, allowing them to implement sustainability more effectively and according to a common vision.
- The ICSP process will promote coordination and support integration between individuals and organizations and will result in cost savings and more resilient systems. In the communities we have worked with, the opportunity for staff and stakeholders to work together in a collaborative process has given participants tremendous insight into the challenges and opportunities faced by municipalities, organizations, and the public.
- Public input into the development of the ICSP will raise awareness about sustainability issues in the community, bring the community together, and allow people and groups to focus on the future in a positive and constructive manner. In some communities, we have seen that the goodwill generated by an ICSP process is a significant benefit and an opportunity for elected officials and other decision makers to 'take the pulse' of the local community.
- Community sustainability plans are required for FCM funding and may soon be required for other sources of federal funds.
- The ICSP will connect UCLG to community initiatives and other regional plans that support sustainability. This will promote integration with neighbouring counties and municipalities.

There are many forms that an ICSP can take. Generally speaking, an ICSP is considered an umbrella plan because it is a strategic driver that promotes integration between municipal and community plans on an operational level. Some ICSPs function at a strategic level to connect plans such as Township Official Plans and Master Plans (including waste, transportation, economic development, etc), while others operate at a community level and focus the definition of goals, objectives, projects, and indicators.

We are proposing that the UCLG develop a Regional ICSP that develops consensus between Townships and separated municipalities about priority aspects of sustainability and provides structure for each Township or municipality to identify strategies and tools they will use to address the aspects of sustainability. We propose that your ICSP include applicable criteria for each of six broad sustainability categories based on

municipal best practices and consensus decision making between participating municipality (Townships, the County and participating separated municipalities).

The recommended sustainability categories are:

- Energy, Water and Waste
- Transportation and Infrastructure
- Community Economic Development and Tourism
- Protection of Natural Capital
- Arts, Culture, Heritage and Recreation
- Quality of Life – Health Care, Education, Housing and Social Services

An ICSP with this format will provide continuity in objectives and flexibility in approaches and is highly representative of the approaches being taken by communities across the country.

3.0 INITIAL SCOPE OF WORK

The FCM provides municipalities with access to Green Municipal Funds (GMF) for assistance with the development of community sustainability plans. The GMF can provide up to 50% of the total cost of the project with the lead municipality covering the remaining 50% of the cost. The lead municipality (UCLG) can account for up to 10% of the total cost through contributions-in-kind with the remaining 40% to come from municipal sources.

The UCLG is proposing that there are important reasons for approaching an integrated ICSP process and that there are also significant economies of scale to be had by working in a collaborative manner with the three separated communities of Brockville, Gananoque and Prescott.

The following outlines the estimated costs and share structure should your community wish to be a part of this innovative approach to integrated communities sustainability planning:

Overall Project Application	\$175,000
FCM Funding @ 50%	<u>87,500</u>
Community Funding @ 50%	<u>\$ 87,500</u>

Distribution of Community Share

UCLG – 10% In-Kind	\$ 17,500
UCLG - Cash (60%)	\$ 42,000
Brockville – Cash (30%)	\$ 21,000
Gananoque – Cash (5%)	\$ 3,500
Prescott – Cash (5%)	<u>\$ 3,500</u>
Total Community Share	<u>\$ 87,500</u>

Note: Changes in the above funding structure and lack of participation by any of the three separated communities will result in the need to further discuss the percentage contribution towards the project moving forward.

In addition to the UCLG share of the overall project costs the UCLG will be contributing \$5,000 towards the cost of engaging professional expertise to write the initial FCM application letter and formal project application.

The application process can begin immediately and following acceptance of the initial letter and acceptance by FCM, a formal application is submitted to FCM within 60 days, which is anticipated to take up to six months for approval. Initial undertaking of the proposed project across the communities would begin in the fall of 2009.

The ICSP provides a number of key strategic benefits for our communities. The project further enhances the level of potential collaboration between communities across the region and sets a foundation for sustainable practices in each of our respective municipalities. This innovative regional proposal is unmatched and could add significant value towards positioning the region as a strategic area for sustainability across the Province and beyond.

We are also proposing that the Frontenac Arch Biosphere have an integral role in the overall community consultation process of this undertaking and the role would form a part of any Request for Proposal once initiated.

I am hopeful that the information provided in this letter will provide you with sufficient details to be able to take this project before your respective Councils for consideration and action. I look forward to your expedient response and I remain available at your convenience if you have any additional questions.

Sincerely,

Bob Cheetham
Manager of Economic development
United Counties of Leeds & Grenville

c.c. Steve Silver, CAO – UCLG
Robert Casselman, City Manager – City of Brockville
Robert Haller, CAO – Town of Prescott
Mike Larocque, CAO – Town of Gananoque

