



Staff Report

Administration – Communications

Report To: Special Committee of the Whole
Meeting Date: February 2, 2023
Report Number: FAF.23.014
Title: 2023 Community Improvement Plan Implementation and Budget Approval
Prepared by: Tim Hendry, Manager of Communications and Economic Development
Adam Smith, Director of Planning and Development Services

A. Recommendations

THAT Council receive Staff Report FAF.23.014, entitled “2023 Community Improvement Plan Implementation and Budget Approval” for information;

AND THAT Council approves the allocation of \$_____ from the CIP Reserve Fund to support the implementation of the Community Improvement Plan programs for 2023.

AND THAT Council designates the role of Plan Administrator to the Director of Planning and Development Services, with the Manager of Communications and Economic Development as the Plan Administrator-Designate.

B. Overview

This report is a follow-up to report [PDS.22.097 – Implementing the Community Improvement Plan Program](#) that was presented to Council at the August 9, 2022 Committee of the Whole Meeting. This report provides Council with an overview of the Town’s Community Improvement Program and seeks Council approval to fund the programs within the CIPs to allow for implementation within 2023.

C. Background

In 2021, Council approved two Community Improvement Plans, the [Housing Within Reach Community Improvement Plan](#) and the [Town-wide Revitalization Community Improvement Plan](#). A Community Improvement Plan (CIP) is a planning and economic development tool that municipalities may use to facilitate broad community revitalization goals through grants or loans to private property owners and tenants.

Together, the Town’s two CIPs feature a range of programs that provide grants and incentives to businesses and agencies to support a wide variety of economic development objectives in the community. The CIPs were developed through 2020 and a consultant, WSP Canada, was

retained to lead the project. The development of the CIP's included background research, a review of other municipal approaches, and a variety of consultation initiatives, including an Open House and statutory public meeting. As a result of the project process and the engagement, two proposed CIPs were ultimately supported by Town Council on January 11, 2021 and adopted by bylaw.

Combined, the two CIP's feature 18 programs. The titles of each program are outlined in the chart below. For full details and descriptions, please refer to page 8 and page 15 of the CIP documents, respectively.

Housing Within Reach CIP Programs	Town Wide Revitalization CIP Programs
<ol style="list-style-type: none">1. Attainable Housing Feasibility Grant2. Development Charges Grant Equivalent Program3. Tax Increment Equivalent Program4. Municipal Fees Grant or Loan Equivalent Program5. Downtown Apartment Rehabilitation or Conversion Program6. Additional Residential Unit Program7. Surplus Land Grant Program8. Landbanking Policy	<ol style="list-style-type: none">1. Study & Design Grant Program2. Building Façade and Signage Grant Program3. Building Improvement and Renovation Program4. Tax Increment Equivalent Program5. Brownfield Tax Assistance Program6. Municipal Fees Grant Equivalent Program7. Property Enhancement and Improvement Program8. Energy Efficiency Improvement Program9. Vacant Building Conversion or Expansion Program10. Destination Infrastructure Grant

D. Analysis

To support the implementation of the CIP's for 2023, staff presented report [PDS.22.097 – Implementing the Community Improvement Plan Program](#). Through the report, Council provided direction to staff to open all programs in both CIPs. In broadening the intake to include all programs, the Town maximizes its flexibility in supporting projects that address a variety of economic and housing-related goals. Since this time, Bill 23 has required that relief from Development Charges be an 'as of right' for projects that meet the provincial definitions for affordable and attainable housing. The attainable housing definition will be provided through an associated regulation in the future. Upon coming into effect, staff intend on revisiting the Development Charges Grant Equivalent Program given it may be redundant to the required relief set forth by the Province.

To fund the programs, this staff report is seeking direction from Council to allocate and transfer a desired amount of money from the CIP Reserve Fund into the 2023 budget to facilitate the

implementation of the CIP programs. Currently, the CIP reserve is in the amount of \$436,505, exclusive of contributions made by Grey County. In accounting for the \$80,000 provided by the County, the Town has a total of \$515,505 available for CIP implementation.

If Council approves funding to implement the CIPs in 2023, staff anticipate that the first intake period will be opened during the second quarter of the year between April – June. As part of the intake process, staff have prepared application forms, agreement documents, promotional material and an evaluation process and criteria to assess program submissions. It is important to highlight that although the program will be administered by Town Staff, Council remains the final approval authority for the distribution of funds to all submitted CIP applications. Based on this, upon the close of the intake period(s), Staff will present a report to Council with an overview of the submitted applications and will seek Council's approval regarding the distribution of the funds.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

There are no direct environmental impacts associated with the recommendations of this Staff Report.

G. Financial Impacts

Currently, the Community Improvement Plan reserve fund is \$515,505. Included in the Grey County 2023 budget is the allocation of an additional \$20,000 to the Town of The Blue Mountains. Which, when combined, would bring the Town's CIP Reserve Fund to a total of \$535,505.

As identified in staff report [PDS.22.097 – Implementing the Community Improvement Plan Program](#), staff are reviewing opportunities to ensure the long-term sustainability of the CIP Reserve Fund.

H. In Consultation With

Ruth Prince, Director of Finance & IT

Sam Dinsmore, Manager of Accounting and Budgets

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Tim Hendry, Manager of Communications & Economic Development communications@thebluemountains.ca.

J. Attached

N/A

Respectfully submitted,

Tim Hendry
Manager of Communications and Economic Development

Adam Smith
Director of Planning and Development Services

For more information, please contact:
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Report Approval Details

Document Title:	FAF.23.014 2023 Community Improvement Plan Implementation and Budget Approval .docx
Attachments:	
Final Approval Date:	Jan 22, 2023

This report and all of its attachments were approved and signed as outlined below:

Tim Hendry - Jan 20, 2023 - 3:56 PM

Adam Smith - Jan 20, 2023 - 3:57 PM

Shawn Everitt - Jan 22, 2023 - 9:54 AM