

TERMS OF REFERENCE **SUSTAINABLE PETERBOROUGH** **2009**

Vision

To create an atmosphere within the Greater Peterborough community that encourages collective and individual actions, both public and private, that are governed by a long-term view and sustainable principles organized around four specific pillars: environmental, social, cultural and economic.

Goal

To commence in 2009 for completion by December 2010, the development of a community environmental sustainability plan grounded upon completed research in other jurisdictions, built on extensive community consultation, reflective of local conditions, addressing the needs of both the public and private sector, including issues relevant to both the City and County and its townships.

Principles

1. An initial plan will address specific municipal issues and form the basis upon which a comprehensive community plan, including both public and private stakeholders, will be developed.
2. The plan needs to be integrated with other existing community plans and not duplicate or overlap work previously or currently being completed.
3. The plan needs to be built from the bottom up and be based on community visioning and consultation.
4. The plan needs to be regional in scope and include issues applicable to the City, County, Townships and the community.
5. The plan needs to address the interaction of rural and urban issues in the context of an environmental sustainability strategy.
6. The plan needs to be unique to the Peterborough region and include measurements applicable to the local situation.
7. The plan's implementation needs to demonstrate clear value for the residents of our region.
8. The plan's implementation needs to proceed at a pace which balances proposed actions with available financial resources and current priorities.
9. The plan needs to build on and utilize existing local community capacity.

Objectives

- Organize and conduct community consultations designed to provide general and focused input to the development of a community environmental sustainability plan.
- Work with the Sustainability Task Team of the Prosperity Roundtable to develop and implement processes which engage the business community in the development of a community sustainability plan.
- Liaise continually with both elected and staff officials from the City, County and area townships on the development of a community plan.
- Identify, coordinate consultations with, and integrate other community planning exercises, public and private.
- Complete research, develop and periodically monitor area sustainability measurements that can be employed by the area's public and private sectors as well as the general public.
- Construct an environmental sustainability lens through which public and private policy decisions can be assessed.
- Identify and communicate current or new opportunities to take action on sustainability.
- Apply to the Federation of Canadian Municipalities (FCM) for funding to complete a municipal sustainability plan based on the under noted assumptions:
 - As a means to reflect the regional basis of the application, the lead applicant will be the GPA EDC (wholly owned municipal corporation) in partnership with the City and County and supported by municipal councils' resolutions and with the support of other community organizations.
 - Submit an initial ***intent to apply*** by April 30th.
 - Submit a ***detailed application*** by June 30th.
 - The FCM application will suggest a plan constructed in a manner to form the basis of a broader community plan.
 - The plan, consistent with a regional approach, will address both urban and rural issues in a comprehensive and co-ordinated manner.
 - The plan will address specific environmental issues relating to natural heritage, brownfields, waste, energy, water and transportation.
 - Once an intent to apply has been accepted, a cost benefit analysis will be prepared by staff as part of the development of a detailed application.
 - Monitoring and guidance of the plan's completion will be developed in conjunction with the funder(s) and municipal partners.
 - Financial details of a proposed application include:
 - Maximum project cost not to exceed \$400,000 over two years

- Maximum request from FCM not to exceed \$200,000 over two years
- Maximum cash request from the City not to exceed \$60,000 over two years
- The City will supply the lead applicant (GPA EDC) with up to \$25,000 of eligible in kind services over two years to support the application
- The County will supply the lead applicant (GPA EDC) with in kind services to support the application
- The Sustainable Peterborough Steering Committee will raise \$64,000 over 2 years from public and private sources to support the application

Administration

The development of the sustainable community plan will be overseen by the Sustainable Peterborough Steering Committee, which will operate as an ad hoc committee of the GPA EDC. The Committee will be made up of two City staff representatives, one County staff representative, and one township staff representative from each municipality. Appointed municipal representatives will also select up to seven community members to serve as members at large on the Committee. The Committee will be supported by a small secretariat, will meet monthly, and will follow Roberts Rules of Order. The Committee will formally report to each municipal council on the progress of the development of the plan at each completed plan milestone.

Future Activity

After completing the sustainability plan, work with area municipalities, the private sector and community members to design an implementation strategy which will include the achievement of early deliverables. The implementation plan will be constructed around six key activities:

1. Firstly, awareness, education and training
2. Measurement and reporting on key indicators
3. Adoption of appropriate municipal policy
4. Promotion of stewardship and financial mechanisms
5. Development of appropriate infrastructure
6. Community capacity building