



# CTP TO DO LIST

- ☞ Work to complete the items on this list.
- ☞ Enter a start date and a completion date to track your progress.
- ☞ Watch the CTP Website for updates [www.sarm.ca](http://www.sarm.ca) (Click on CTP Logo) in the **CTP Leaders Kit**
- ☞ Keep the CTP Committee posted on your progress by **fax 306-565-2141 or phone 306-761-3733**

	Tools To Help	Start Date	Complete
<p><b>Step 1:</b> Organize a meeting of neighboring municipalities in your trading area and invite other organizations that have a vested interest in economic development ie. REDAs, Community Futures, other leaders as well as facilitators and planners, if required.</p>	<ul style="list-style-type: none"> <li>• Use the contact lists distributed at the CTP workshop</li> <li>• Use the Municipal Directory to find contact info. for municipalities</li> </ul>		
<p><b>Step 2:</b> Run through the same exercises we did at the workshops at the first meeting of all the municipalities in the trading area.</p> <ol style="list-style-type: none"> <li>1. Have them identify positives in their individual communities and as a larger trading area.</li> <li>2. Turn those positives into sectors of development that you would like to see thrive in your area.</li> </ol>	<ul style="list-style-type: none"> <li>• Refer to the questions in your CTP Workbook for SESSION 1.</li> </ul>		
<p><b>Step 3:</b> Turn the sectors you identified into your development priorities for the area and identify sectors of development and industries that you would welcome in your area and those that you would not welcome.</p>	<ul style="list-style-type: none"> <li>• Refer to the questions in your CTP Workbook for SESSION 2.</li> <li>• Make a list of developments that are welcome and those that are not and list reasons why.</li> </ul>		
<p><b>Step 4:</b> Start <i>Sector Specific Planning</i> and work to develop a template of regulations and bylaws (<i>including adopting zoning bylaws and a basic planning statement</i>) for the various development sectors you would like to attract to your area.</p>	<ul style="list-style-type: none"> <li>• Use the CTP Contact List distributed at the CTP workshop to find contact information for planners or Government Relations for assistance.</li> </ul>		
<p><b>Step 5:</b> Give all individual municipalities in the area the opportunity to voluntarily decide whether or not to adopt the templates.</p>	<ul style="list-style-type: none"> <li>• Ensure that all municipalities solicit feedback from councils/ratepayers on the templates.</li> </ul>		