

Minutes of October 13, 2016
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

Present: Mayor George Bridge, CAO/Clerk Bill White, Councillor Jean Anderson, Councillor Mary Lou Colwell, Councillor Ron Elliott, Economic Development Manager Belinda Wick-Graham, Economic Development Assistant Taylor Pridham, Treasurer Gordon Duff, Harold DeVries, Gerry Horst, Jonathan Zettler and Hope Reidt. Guest in attendance were Chief Building Official Terry Kuipers and Glen Hall.

Regrets were received from Chair John Mock, Kirk Brownell, Kelly Schafer and Alison Armstrong.

Wick-Graham opened the meeting at 3:12 p.m.

Wick-Graham informed the Committee that John Mock would be stepping down as Chair of the Committee due to the time commitment of his new Home Hardware Appliance store. She invited other Committee members to be the new chair. Glen Hall expressed interest in joining the EDPC.

Downtown Revitalization Update

The Committee reviewed the Harriston Downtown Revitalization minutes from July 18, 2016 and October 2, 2016 which are attached as "Schedule A".

The Committee also reviewed the Palmerston Downtown Revitalization minutes from October 12, 2016 which are attached as "Schedule B".

MOTION:

Moved by: Glen Hall and Seconded by: Jean Anderson

That the Economic Development and Planning Committee approve the Harriston Downtown Revitalization Committee Meeting Minutes from July 18 and October 3 , 2016, as well as the Palmerston Downtown Revitalization Committee Meeting Minutes from October 12, 2016.

CARRIED

The Committee reviewed the two Structural Grant Applications that were received. Michael Hendricks who owns the Old Post and Gurmit Singh who owns the old Mac's building in Palmerston. Chief Building Official Terry Kuipers and Wick-Graham reviewed the checklists with the Committee which are attached as "Schedule C".

The Committee had some concerns about what happens if the property owner sells the building and then changes are made to the building that were funded by the Town of Minto. CAO Clerk Bill White suggested that an agreement should be drafted and signed by the owner and kept on title to ensure that projects the Town funds are kept as is for a certain amount of time. White will bring a draft back to the Committee for approval.

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RECOMMENDATION:

Moved by: Councillor Mary-Lou Colwell and Seconded by: Councillor Jean Anderson
THAT the Economic Development and Planning Committee approve giving a \$25,000 grant to the Old Post
AND FURTHER THAT Gurmit Singh's application be deferred application until the Spring of 2017.
CARRIED

The Committee reviewed façade and signage applications submitted by The Old Post. Reports are attached as "Schedule D".

RECOMMENDATION:

Moved by: Councillor Ron Elliott and Seconded by: Harold DeVries
That the Council of the Town of Minto approves Facade Improvement Grant Application #H16 for the amount of \$1,935.00 for the property located at 39 Elora St. S. Harriston (The Old Post)
CARRIED

RECOMMENDATION:

Moved by: Councillor Ron Elliott and Seconded by: Harold DeVries
That the Council of the Town of Minto approves Signage Improvement Grant Application #H16 for the amount of \$581.90 for the property located at 39 Elora St. S. Harriston (The Old Post)
CARRIED

Wick-Graham reported that the Renew Program has four businesses in operation right now, three in Mount Forest and one in Palmerston. Dinkelmann Grappling Arts, Minto's first Renew Participant has expanded out into the old Solutions Building. Interest still comes in weekly about the Program.

Wick-Graham noted that the Downtown Investment Attraction Packages have been completely revamped and would be ready by November 16, 2016.

Joint Economic Development Committee Meeting

Wick-Graham reminded the Committee that there would be a joint Economic Development Committee Meeting take place on October 26, 2016 from 2:00 pm – 7:00 pm in the form of a self-guided tour of several Butter Tarts and Buggies participants. The tour will be followed by dinner and networking at The Spot in Mount Forest and encouraged the Committee to RSVP.

Wick-Graham also noted that the Butter Tarts & Buggies Tour at the IPM received rave reviews and was the only tour that did not get cancelled that week. She expressed that Butter Tarts & Buggies is hoping to have Mapleton join the initiative now that there is a full-time Economic Development Coordinator hired.

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Alumni Attraction and Resident Prospectus

Wick-Graham shared four videos with the Committee that had been made and posted on YouTube with the help of Wightman Telecom, TG Minto, MSW Plastics, Wellington, the North-Wellington Co-Op, and the Old Post.

Glen Hall discussed how the videos had been used as YouTube trivial marking, showing up as the short video clips ahead of other videos viewed. He also shared that many of the views have come from Toronto, Guelph, and Kitchener-Waterloo viewers.

Wick-Graham informed the Committee that there have been 17,000 views for the Manufacturing video and that they are going to start promoting the other 3 videos now.

Chamber of Commerce Update

Councillor Mary Lou Colwell reported that the IPM Chamber tent had nine spaces for the week and was very busy and successful. She noted that businesses were quiet in town during the day but restaurants were quite busy at night. She also informed the Committee that the Chamber Christmas Social would be taking place on December 1, 2016 at Harry Stones at 6:00 pm and that there would be a draw for a free Chamber membership.

LaunchIt Update

Glen Hall reported that LaunchIt had asked the Chamber of Commerce to increase their contributions to staff wages at LaunchIt as staff time is now split equally between LaunchIt and Chamber duties. The Chamber agreed to increase the amount to \$18,000.00 for one year and then revisit it annually.

Glen Hall also reported that LaunchIt had received a \$10,000.00 grant from Libro Credit Union towards Elevate Ag.

Wick-Graham informed the Committee that Harold DeVries is now a new LaunchIt Board Member.

Glen Hall recapped the Live2Lead event that was held at the Norgan on October 7, 2016 and that approximately 100 people attended the successful event. He also shared that LaunchIt has a license for two more showings by December 31, 2016 and that one viewing would take place in Mount Forest at the Community Centre and the other viewing returning to the Norgan for an evening event. LaunchIt made a profit from the last event and will receive money from the tickets and sponsoring for the upcoming events.

Glen Hall also mentioned to the Committee that there would be another Lunch and Learn at LaunchIt featuring work from Simon Sinek, one of the Live2Lead speakers, with the date to be determined.

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Other Business

Harold DeVries informed the Committee that the Bridges to Better Business Event would be taking place on Monday October 17, 2016 in Guelph. He shared that two local Minto businesses were nominated for awards, Elora St. Flowers and Worth Communications. He also reported that the Guelph-Wellington Business Enterprise Centre would be having a location change and will be presenting a rebranding at the event. Harold also noted that Jen from the Country Squire in Harriston has been enrolled in Starter Company and that it is going well.

CAO Clerk Bill White shared that we would now begin the process to implement the residential transition zoning, with a public meeting set to take place in January.

Mayor Bridge reported that the Economic Development meeting with the Walkerton BIA that himself, Chamber President John Burgess and Belinda Wick-Graham all presented at went very well. He also noted that Grey-Highlands would like them to return to further discuss Economic Development, along with various partnership opportunities.

Jonathan Zettler reported that there were many Cargill volunteers at the IPM and that overall it was successful. He also informed the Committee that an employee was very impressed with Minto's Economic Development Committee and praised the collaboration of the Committee. Jonathan also requested that lights in Regency Drive in Drew should be installed. CAO Clerk Bill White shared that for this to happen, it would have to be privately funded as the Town is unable to do so.

Hope Reidt shared that there was a lot of positive feedback regarding the IPM for Wightman Telecom. She informed the Committee that over 7500 information packs were picked up at their tent and that several Wightman Telecom History books were purchased, with all of the proceeds donated to the Library. Hope mentioned that Wightman's new website has been launched and with the help of the OSiM there has been an increase in online sales.

Adjournment at 4:41 pm

Next Meeting: Thursday November 10th, 2016 at 3:30 pm at Town of Minto Council Chambers

Taylor Pridham
Economic Development Assistant

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ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

Schedule A
HARRISTON DOWNTOWN REVITALIZATION COMMITTEE
July 18, 2016

The Harriston Downtown Revitalization Committee held its regular meeting on Monday July 18, 2016 at LaunchIt Minto. Committee members present for the meeting were Councillor David Turton, Cheryl Bell, Lisa Leslie, Ken Rogers, and Randy Martin. Members of staff present were Business and Economic Development Manager Belinda Wick-Graham and Economic Development Assistant Taylor Pridham. Regrets were received from Krista Fisk, Tony Tsotros, John Mock and Geoff Gunson,

The Committee reviewed the August 13th Street Party Schedule of Events and street placement which is attached as Schedule "A".

Belinda explained that the flyers would be going out to all homes in Minto (approximately 3,700) through the Wellington Advertiser for July 28th. The Minto Express/Independent Plus is doing a centre spread on the street party and selling ads to local businesses at a very reasonable rate. Radio ads will switch to the street party on the Blackburn Station and can switch before August 1st if construction is ahead of schedule.

Businesses were reminded to email Belinda their specials promotions for the day so the Town can share via social media and generate more interest. The Harriston Bakery will be doing Beaver Tales and the new business "Ladame" is planning a soft opening that day.

Belinda will follow up with Darren English about set up time and to Al about a rain plan for the dance.

Councillor Turton reported that that construction should be completed by July 29th with the road being opened prior to the long weekend.

The Committee discussed the mural on Anderson's building. Belinda will follow up with David as well as Innovative Print to determine the status of the wall preparation.

Next Meeting will be:
Monday October 3, 2016

Belinda Wick-Graham
Manager of Economic Development

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Town of Minto Administration Office 3:00 p.m.

HARRISTON DOWNTOWN REVITALIZATION COMMITTEE
October 3, 2016

The Harriston Downtown Revitalization Committee held its regular meeting on Monday October 3rd, 2016 at LaunchIt Minto. Committee members present for the meeting were Councillor David Turton, Cheryl Bell, Ken Rogers, Tony Tsotros, Lisa Leslie and Randy Martin. Members of staff present were Business and Economic Development Manager Belinda Wick-Graham and Economic Development Assistant Taylor Pridham. Regrets were received from John Mock, Krista Fisk, and Geoff Gunson.

The Committee reviewed the previous July meeting minutes.

Belinda Wick-Graham recapped the Street Party on Saturday August 13th and led discussion about thoughts and ideas for the 2017 event. Tony Tsotros expressed that Harry Stones had a successful day. Lisa Leslie noted that there were approximately 100 cars for the car show despite the weather. She also noted that Sunny's on Main closed at 2:00 pm that day and that it would be nice to get all businesses to accommodate their hours for the event for next year. The Committee agreed that the street dance was a success and that in terms of next year, changing the dance hours from 8:00 pm – 11:00 pm, to 9:00 pm – 12:00 am. The Committee also agreed that it is good to keep it as a one-day event. Leslie also mentioned that Leslie Motors are discussing having the Car Show in Harriston annually moving forward and would keep the Committee posted.

Wick-Graham reminded the Committee that there would be no grant for next summer's Street Party because of the Clifford Homecoming. Councillor Turton mentioned that it would be a good idea to get more groups involved and to find more sponsors. The Committee also suggested charging a small \$5 fee as admission to the dance. Wick-Graham suggested inviting the Kinsmen to the next meeting as well as looking into doing a Harriston Packers reunion. She also mentioned the idea of doing a dinner in the street at the Street Party next year in which local food producers would team up to create a locally-made dinner. She also mentioned the idea of incorporating the Urban Slide into next year's event.

Wick-Graham informed the Committee that Light Up the Town is on Tuesday November 15th at 7pm at Tannery Park and the Harriston Library. She also mentioned that Taylor Pridham would be meeting with members of the Cultural Roundtable on Tuesday October 4th for further planning.

Wick-Graham informed the Committee that Ladies Night would be taking place on Wednesday November 16th from 5:00 pm until 9:00 pm. She notified the Committee that there were several mentions of creating a minimum value to be spent in order to get passports stamped. The Committee agreed on creating a coupon booklet along with the passport, posters and promotions this year. To accommodate for this increase in cost, the Committee agreed to opt out of putting a full page ad in the Rural Route and instead will do a small ad on the Town Page promoting the event. The Committee also liked the idea of opening LaunchIt for a Pop-Up Store in November.

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Wick-Graham shared that the Downtown Investment Attraction Packages will be finished for the November 15th deadline. The packages will be completely revamped and ready by the December meeting.

Wick-Graham updated the Committee that Anderson's wall had been repaired, painted, and that Innovative Print would be placing the mural within the next week.

Wick-Graham informed the Committee that the Old Post's Public Space quote was \$2,514.00 to create a flower bed, install interlocking brick, etc. The construction would not be able to begin until Spring 2017 so the project will be put on hold until then and our capital dollars would be carried over to 2017 and utilized for the project through the Downtown Improvement Grant Program.

In terms of the Renew North-Wellington program, Wick-Graham notified the Committee Dinklemann's Grappling Arts has expanded in Palmerston and has occupied the old Solutions building. T&J Studios are happy with their new location and involvement in the program and there is another potential business in the works. There are no current vacancies in Harriston and Clifford in terms of useable, vacant building for business space.

In other business, Wick-Graham noted that the owner of the old Royal Bank has been working with CBO Terry Kuipers to comply with the orders to fix his building. Lisa Leslie raised questions about the way finding signs downtown Harriston and what was being done about the issue with larger trucks hitting them. Councillor Turton reassured the Committee that Council is aware of the issue and will be discussing further steps. Cheryl Bell made note of the lack of wheelchair parking signage and that the painted wheelchair logos on the pavement would not be enough when winter comes. Lisa Leslie also suggested that informing press about the electric car charging station in Minto to inform the public. Leslie questioned why we were having problems with insects in our planters again this year and questioned whether a different supplier should be looked at. Wick-Graham offered to follow up with the landscaping staff.

Wick-Graham added that she would be speaking with Mayor George Bridge and Minto Chamber of Commerce President John Burgess to the Walkerton BIA on Thursday October 6th about potentially hiring an economic development manager.

Next Meeting will be:
Monday, November 7th, 2016
6:00 pm
LaunchIt Minto

Taylor Pridham
Economic Development Assistant

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Town of Minto Administration Office 3:00 p.m.

Schedule B
PALMERSTON DOWNTOWN REVITALIZATION COMMITTEE
October 12, 2016

The Palmerston Downtown Revitalization Committee held its regular meeting on Wednesday October 12, 2016 at the C.N.R.A. in Palmerston. Committee members present for the meeting were Councillor Ron Elliott, Connie Robinson, Jurgen Stemmer, Sherry-Lynn McRobb, Paul Brown, Scott and Trish Norman, David Rock, Ron McTaggart, Shawn Lawler, Bill Davis, Amy Habermehl and Angie Christensen, Members of staff present at the meeting were Business and Economic Development Manager Belinda Wick-Graham. Regrets were received from Barb Burrows and Wayne Martin

The Committee reviewed the previous meeting minutes.

The Committee discussed the Palmerston Merchants Christmas Open House scheduled for November 30th, 2016. The Committee agreed to run the event from 9:00 am – 9:00 pm and to carry on with the Passport Program but that in order for people to enter they need to have visited at least half of the participating locations. The cost for businesses to participate this year will be \$75 + HST and Wick-Graham will follow up with the promotion package included for this price. Economic Development Assistant Taylor Pridham is coordinating the Living Windows Displays and Pop Up Store again this year.

Business and Economic Development Manager Wick-Graham noted that the traffic study has been received from the County of Wellington and that the Town of Minto Traffic Engineer was reviewing the study and preparing a report for Council that would be presented on November 15, 2016. Those interested in the study findings were encouraged to attend the Council meeting.

Wick-Graham reported that the grant for the Lighting of the Bridge was not able to be submitted. The Palmerston Lions were going to be the lead on the application but due to the fact that they take in over \$50,000 a year they would be required to have audited financial statements that would be costly and take time to prepare. The Town will wait for Trillium Funding to be released in 2017 and consider applying at that time for the project.

Wick-Graham reported that the Railway Museum Committee is trying to resurrect the Handcar Races to its “glory days” and a meeting will be held on October 13th at 7:00 pm at the CNRA Clubhouse for interested parties to come together and discuss the opportunities.

The Palmerston Railway Museum held a successful soft launch in August and a lot of work has been done over the summer months. The newly formed Committee continues to meet and will be looking for ways to engage more volunteers to extend the Museum season as well as prepare the Research Room and Rolling Stock.

The Committee discussed the parking issues in the downtown core. The issue still exists with people parking all day on the Main Street. The Committee came up with some quick win solutions:

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- Remove 2 hour parking on James St. to allow tenants or employees to park off Main Street.
- Install large, green Public Parking signs on street at the Public Parking Lots.
- Line Painting on Main Street to designate parking spots.
- Letters to business owners encouraging employees to park in public parking (Note: the CBO has done this once already)

The Committee would like to have a 2 hour parking by-law enforced on William St. from Main to Bell and on Main Street from Norman St. to Henry St.

The Committee also requested that while construction is taking place on Jane to have the parking spaces lined on Jane St. beside Blessings to You as well as to mark the Loading Zone.

The other item the Committee would like to see looked into is whether a long-term lease agreement could be worked out with the owner of the Jay's Variety parking lot to allow more Public Parking.

RECOMMENDATION:

Moved by: Amy Habermehl and Seconded by: Connie Robinson

THAT:

The Council of the Town of Minto creates and enforces a 2 hour parking by-law in downtown Palmerston on William St. from Main St. to Bell St. and on Main St. from Norman St. to Henry St.

AND FURTHER THAT:

The Council of the Town of Minto investigates the possibility of a long term lease for the purpose of parking with the owner of Jay's Variety.

CARRIED

The Committee reviewed a signage grant from Rural Spoon.

RECOMMENDATION:

Moved by: Amy Habermehl and Seconded by: Paul Brown

THAT:

The Council of the Town of Minto approves signage grant P12 for \$177.50 for the Rural Spoon Restaurant located at 185 Main St. W. Palmerston

Other concerns raised include if a fall sweep will be taking place and if ashtrays could be placed in front for the vacant storefronts.

Next Meeting

Wednesday November

6:30pm

C.N.R.A.

Belinda Wick-Graham
Business & Economic Manager

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Schedule C

BUSINESS NAME: 2444877 Ontario Inc. Gurmit Singh

ADDRESS: 212 Main St. Palmerston

Community Improvement Plan Structural Component Checklist

Under Section 4.0 of the Community Improvement Plan the Town could offer inside the urban areas for significant industrial, commercial, residential or institutional re-developments that accomplish **more than one** of the following (preference will be given to those that address multiple criteria):

- i) address structural and life safety issues to create usable and efficient floor space
- ii) improve property standards or preserve architectural significance
- iii) remediate a brownfield site, or improve the environment by planting trees, protecting habitat, or other methods to enhance the natural ecosystems,
- iv) upgrade public infrastructure such as sewer, water, storm, roadway, sidewalks
- v) preserve or enhance employment opportunities
- vi) create affordable housing in a range of occupancies
- vii) enhance fire protection such as sprinkler systems, fire separations and similar;
- viii) improve energy efficiency or reduce water and sewer needs
- ix) enhance urban design on and around the subject lands and adjacent public space as well as linkages to trails, parks, core areas and other focal points.

Below are criteria the Town seeks to address when to evaluating structural grant applications. When marking for a project indicate with a number whether the work is:

Minor = 1

Moderate = 2

Major = 3

1. Building Structural integrity

Total 6

Footing ____ Foundation ____ **Floor joists 3** Ceiling joists ____ **Rafters/trusses 3**
Walls ____ Main beam(s) ____ Other _____

2. Life Safety/ emergency

Total 0

Exit signage ____ Emergency lighting ____ Fire/CO2 Alarms ____ Extinguishers ____
Firewall Separation ____ Fire Doors ____ Sprinkler ____ Simese connection ____
Other _____

3. Usable and efficient floor space

Total 0

Increase ceiling height ____ Architectural restoration/retention ____
Accessible washroom ____ Main floor commercial ____ Upper floor residential ____
Increased density ____ Other _____

4. Brownfield Remediation

Total 0

Phase 1 ____ Phase 2 ____ Site Specific Risk Assessment ____ Record of Site
Condition ____
Monitoring program ____

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Other _____

5. Improve Environment

Total 0

Landscape plan ____ Tree planting ____ Manage Stormwater ____ Add/Protect
Habitat ____
Windbreak ____ Buffer zone ____ Riverbank protection/enhancement ____
Species at risk ____ Other _____

6. Upgrade/Improve Public Infrastructure

Total N/A

Sanitary sewer collection main ____ Water distribution main ____ Oversizing of main

Roadway widening ____ Road Turning lane ____ Curb and gutter ____
Public Sidewalk ____ LED Street lighting On-site Stormwater retention ____
Other _____

7. Employment Opportunities

Total 1

Creates new direct jobs ____ Retains existing jobs ____ Addresses skill shortage ____
Construction/Spin-off jobs 1 Fills market demand ____
Other _____

8. Housing

Total 1

New affordable rental housing 1 Affordable condominium housing ____
Affordable freehold semi or townhouse ____ Housing for seniors ____
Special needs housing ____ Other _____

9. Energy Efficiency

Total 0

Increased insulation ____ Window/Door upgrade ____ Passive energy benefit ____
New Furnace/cooling technology ____ Low flow fixtures ____ Graywater recycling ____
Solar technology ____ Alternative energy ____ Rainwater harvesting ____
Energy efficient lighting ____ Other _____

10. Enhance Urban Design

Total 0

Professional Landscape plan ____ Native species ____ Boulevard tree planting ____
LED Street Lighting ____ Sidewalk/trail link ____ Contribution to parkland ____
Design consistency ____ Architectural Rehab ____ Compatible Façade design ____
Exterior Accessibility (ramps etc.) ____
Other _____

Total 1 through 10

Grand Total 8

The leverage ratio and the total score assist provide a numerical basis to help compare applications and establish funding amounts. Final decision rests with Town Council.

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Calculate Leverage Ratio

Total Project Cost \$<a> \$<a>/ e.g. \$200,000 \$133,126.46	Total Funding Requested \$ \$40,000 \$34, 186. 76	Leverage Ratio 5:1 \$3.89: \$1
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Notes:

- Initiated repairs on a derelict property.
- Project will create needed residential apartments in downtown core.
- Will create 3 commercial spaces as well as commercial office space.
- The building is not yet in a rentable condition
- Contractors and supplies have not been sourced locally.
- Owner applied for vacancy tax rebate in 2015 and is expected to do so in 2016.

Staff Recommendation:

Defer until Spring 2017 to see what happens with the space over the coming months in the hopes of it being further along to a useable condition.

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BUSINESS NAME: The Old Post

ADDRESS: 39 Elora St. S. Harriston

Community Improvement Plan Structural Component Checklist

Under Section 4.0 of the Community Improvement Plan the Town could offer inside the urban areas for significant industrial, commercial, residential or institutional re-developments that accomplish **more than one** of the following (preference will be given to those that address multiple criteria):

- i) address structural and life safety issues to create usable and efficient floor space
- ii) improve property standards or preserve architectural significance
- iii) remediate a brownfield site, or improve the environment by planting trees, protecting habitat, or other methods to enhance the natural ecosystems,
- iv) upgrade public infrastructure such as sewer, water, storm, roadway, sidewalks
- v) preserve or enhance employment opportunities
- vi) create affordable housing in a range of occupancies
- vii) enhance fire protection such as sprinkler systems, fire separations and similar;
- viii) improve energy efficiency or reduce water and sewer needs
- ix) enhance urban design on and around the subject lands and adjacent public space as well as linkages to trails, parks, core areas and other focal points.

Below are criteria the Town seeks to address when to evaluating structural grant applications. When marking for a project indicate with a number whether the work is:

Minor = 1

Moderate = 2

Major = 3

1. Building Structural integrity

Total 1

Footing ___ Foundation ___ Floor joists ___ Ceiling joists ___ Rafters/trusses **1**
Walls ___ Main beam(s) ___ Other _____

2. Life Safety/ emergency

Total 1

Exit signage ___ Emergency lighting ___ Fire/CO2 Alarms ___ Extinguishers ___
Firewall Separation 1 Fire Doors ___ Sprinkler ___ Simese connection ___
Other _____

3. Usable and efficient floor space

Total 1

Increase ceiling height ___ **Architectural restoration/retention 1**
Accessible washroom ___ Main floor commercial ___ Upper floor residential ___
Increased density ___ Other _____

4. Brownfield Remediation

Total 0

Phase 1 ___ Phase 2 ___ Site Specific Risk Assessment ___ Record of Site
Condition ___
Monitoring program ___ Other _____

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5. Improve Environment **Total 0**
Landscape plan ____ Tree planting ____ Manage Stormwater ____ Add/Protect
Habitat ____
Windbreak ____ Buffer zone ____ Riverbank protection/enhancement ____
Species at risk ____ Other _____

6. Upgrade/Improve Public Infrastructure **Total N/A**
Sanitary sewer collection main ____ Water distribution main ____ Oversizing of main

Roadway widening ____ Road Turning lane ____ Curb and gutter ____
Public Sidewalk ____ LED Street lighting On-site Stormwater retention ____
Other _____

7. Employment Opportunities **Total 4**
Creates new direct jobs 1 Retains existing jobs ____ Addresses skill shortage ____
Construction/Spin-off jobs 3 Fills market demand ____
Other _____

8. Housing **Total N/A**
New affordable rental housing ____ Affordable condominium housing ____
Affordable freehold semi or townhouse ____ Housing for seniors ____
Special needs housing ____ Other _____

9. Energy Efficiency **Total 5**
Increased insulation 2 Window/Door upgrade ____ Passive energy benefit ____
New Furnace/cooling technology ____ **Low flow fixtures** 1 Graywater recycling ____
Solar technology ____ Alternative energy ____ Rainwater harvesting ____
Energy efficient lighting 2 Other _____

10. Enhance Urban Design **Total 3**
Professional Landscape plan ____ Native species ____ Boulevard tree planting ____
LED Street Lighting ____ Sidewalk/trail link ____ Contribution to parkland ____
Design consistency ____ **Architectural Rehab** 2 **Compatible Façade design** 1
Exterior Accessibility (ramps etc.) ____
Other _____

Total 1 through 10

Grand Total 15

The leverage ratio and the total score assist provide a numerical basis to help compare applications and establish funding amounts. Final decision rests with Town Council.

Calculate Leverage Ratio

Total Project Cost \$<a>	Total Funding Requested \$	Leverage Ratio
\$<a>/		
e.g. \$200,000	\$40,000	5:1

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Phase 2		
\$63,028.33	\$25,211.33	\$2.50: \$1
Phase 1 & 2 Combined		
\$290,252.36	\$62,421.64	\$4.65: \$1

Notes:

- The Old Post Project employed 16 local trade companies during the re-construction.
- \$44,834.09 has been paid out to date in local wages.
- The Old Post has 5 enterprising tenants with long term commitments ranging from 2-4 years and continues to attract interest from inside and outside the community.
- Purchased \$32,793.10 in local building materials
- Crowd Funded to raise \$17,500 to restore the bell clock tower, which are architecturally significant features that have been rebuilt or returned to their original function.
- The structure shows how modern building practices can be integrated into a historic structure – preserving the history yet making it modern and functional so as to attract commercial clients. The structure is well insulated, runs on high efficiency furnaces and AC, uses blinds and high efficiency windows, installation of reflective roof coatings to lower AC and gas costs.
- The successful buildout has helped push further development and enthusiasm for continued development in the downtown core. It helps create a new story about the potential and possibilities that exist in Harriston for social and economic development.
- Received \$42,000 in 2015 for structural and façade improvements.

\$28,503.44 Remains in the 2016 Downtown Improvement Grant Fund

Staff Recommendation:

Approval of \$25,000 through the Structural Improvement Fund.

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Schedule D

TOWN OF MINTO

DATE: October 13, 2016

REPORT TO: EDPC

FROM: Belinda Wick-Graham, Business & Economic Manager

SUBJECT: Facade Grant – The Old Post

STRATEGIC PLAN

9.1 Provide grants for businesses that improve the building facades, address structural improvements, and promote re-use and redevelopment of existing buildings where architectural and heritage features are maintained.

BACKGROUND

The Facade Grant Program was initiated in 2009 and continues in 2016 with \$12,000 available in facade grants on a first-come, first-serve basis.

COMMENTS:

This application deals with the access ramp and rails on the building. The original rails on the access ramp were badly deteriorated at their base leading to unsafe and unsightly conditions. The rails were moved onto fixed, stable cement and using a much improved anchor system. The old rails would have eventually rusted thereby causing the cement to crack and break. The new attachment secures the rails for the long terms.

The existing rails on the front step were not safe and were an eye sore making the building look less appealing. New rails have been installed properly according to code making the stairs safe and reliable for the long term.

The Harriston Downtown Revitalization Committee reviewed the application via email and is in full support of the application.

FINANCIAL CONSIDERATIONS

The cost of this improvement was \$3,870 + tax and therefore would qualify for \$1,935.00 in funding.

There is currently \$28,503.44 remaining in the Downtown Improvement Grant Program.

RECOMMENDATION

That EDPC receives the October 13, 2016 report from the Business & Economic Manager regarding Facade Improvement Grant Application #H16 for the amount of \$1,935.00 for the property located at 39 Elora St. S. Harriston (The Old Post) and

Minutes of October 13, 2016
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

approves this grant.

Belinda Wick-Graham
Business & Economic Manager

FAÇADE IMPROVEMENT



Minutes of October 13, 2016
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

TOWN OF MINTO

DATE: October 13, 2016

REPORT TO: EDPC

FROM: Belinda Wick-Graham, Business & Economic Manager

SUBJECT: Signage Grant – The Old Post

STRATEGIC PLAN

- 9.1 Provide grants for businesses that improve the building facades, address structural improvements, and promote re-use and redevelopment of existing buildings where architectural and heritage features are maintained.

BACKGROUND

The Signage Grant Program was initiated in 2009 and continues in 2016 with \$3,000 available in signage grants on a first-come, first-serve basis.

COMMENTS:

The Old Post sign provides a compelling welcome to the Old Post as well as clear and attractive signage for the tenants currently in the building. It also provides area to advertise special events and community activities. The sign adds to the attractiveness of the streetscape.

The Harriston Downtown Revitalization Committee reviewed the application via email and is in full support of the application.

FINANCIAL CONSIDERATIONS

The cost of this improvement was \$1,163.80 + tax and therefore would qualify for \$581.90 in funding.

There is \$28,503.44 remaining in the Downtown Improvement Grant Program.

RECOMMENDATION

That Council receives the October 13, 2016 report from the Business & Economic Manager regarding Signage Improvement Grant Application #H16 for the amount of \$581.90 for the property located at 39 Elora St. S. Harriston (The Old Post) and approves this grant.

Belinda Wick-Graham
Business & Economic Manager

Minutes of October 13, 2016
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

