

Minutes of January 12, 2017
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

Present: Mayor George Bridge, Councillor Jean Anderson, Councillor Ron Elliott, CAO/Clerk Bill White, Economic Development Manager Belinda Wick-Graham, Economic Development Assistant Taylor Pridham, Chair Jonathan Zettler, Kirk Brownell, Treasurer Gordon Duff, Harold DeVries, Gerry Horst, Kelly Schaefer and Alison Armstrong. Guests in attendance included Chief Building Official Terry Kuipers, Tax Collector Janet Klemp and SWAF Representative Shelley Bell.

Regrets were received from Glen Hall and Councillor Mary Lou Colwell.

Chair Zettler opened the meeting at 3:03 p.m.

The Committee reviewed the previous meeting minutes.

MOTION

**Moved by: Councillor Ron Elliott and Seconded by: Councillor Jean Anderson
THAT the Economic Development and Planning Committee approve the minutes of
the November 10, 2016 meeting.**

CARRIED

Wick-Graham introduced Shelley Bell from SWAF to the meeting. Shelley explained that School Within a Factory (SAWF) is a program that caters to adults without their high school diplomas. She explained that the program is free to all and that it can also help people with specific high school courses. Shelley mentioned that there would be a registration blitz at the Palmerston library the following week and that her goal would be to see SWAF take place in Palmerston and Harriston at least once a week. She added that she would appreciate the Committee's involvement by promoting the program to grow and expand in Minto. Wick-Graham added that there are a lot of success stories associated with SWAF and that it also allows individuals to grow within their respective companies. Shelley added that the program has proven to be beneficial for migrant workers by bridging the language barrier. Gerry Horst commented that it can be a very beneficial feeder system for people to grow in their careers. Councillor Elliott offered the CNRA Clubhouse as a meeting place for SWAF.

Mayor Bridge noted that he had spoken with the University of Guelph President and suggested that they look into promoting more online courses in the future. Chair Zettler added that he was familiar with this and would be happy to look into it further.

Treasurer Duff provided a recap of his involvement on a Committee to look at changes to the vacancy rebate program. This has long been an issue in Minto and something that Council has been lobbying against for some time. A letter was issued in December 21, 2016 and provided to the Committee as a reference. This letter is attached as Schedule A.

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RECOMMENDATION

Moved by: Councillor Ron Elliott and Seconded by: Mayor George Bridge
THAT the Council of the Town of Minto direct staff to implement a process of consultation with the Minto business community around the Vacant Rebate Program.
CARRIED

Downtown Revitalization Update

The Committee reviewed the Palmerston Downtown Revitalization Committee minutes attached as Schedule 'B'. The main issue at the Committee was the 2 hour parking by-law that has been enforced. Due to complications of William Street with Deb's Hair Design clients frequently needing to park for over 2 hours, the Committee recommended removing the 2 hour parking by-law on that street for the winter and to review in the summer.

MOTION

Moved by: Councillor Ron Elliott and Seconded by: Alison Armstrong
THAT a report be written by CBO Terry Kuipers that the 2 hour parking by-law be removed on William Street for the winter and be revisited in the summer of 2017.
CARRIED

Wick-Graham also shared that the Palmerston Downtown Revitalization Committee had concerns about crossing the main street due to the increase in traffic through Palmerston. Wick-Graham noted that Triton Engineer Paul Ziegler was present at the meeting and that he reported approximately 4 to 6 parking spaces could be lost and estimated a cost of \$10,000.00 to implement the crosswalk. Mayor Bridge highlighted that although it is a County road, it would still be the Town's cost as it is not warranted by the study.

RECOMMENDATION

Moved by: Councillor Ron Elliott and Seconded by: Alison Armstrong
THAT the Council of the Town of Minto direct Paul Ziegler to investigate the cost of the Type B crosswalk and to find out exactly how many parking spaces would be lost.
CARRIED

Wick-Graham reviewed the Harriston and Clifford Downtown Revitalization Minutes attached as Schedule 'C' and Schedule 'D'.

MOTION

Moved by: Councillor Jean and Seconded by: Harold DeVries
THAT the Economic Development and Planning Committee approve the minutes of the Clifford Downtown Revitalization Committee meeting held December 8, 2016, the Harriston Downtown Revitalization Committee meeting held January 9, 2017 and the Palmerston Downtown Revitalization Committee meeting held January 11, 2017.
CARRIED

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Innovation Guelph – “So You Want to Start a Food Company” Workshop Sessions

Wick-Graham informed the Committee about an event taking place at Innovation Guelph on February 28th, 2017 called “So You Want to Start a Food Company”. She proposed that they become a bronze sponsor of \$560.00 for the event which would include all day table, interaction at breaks, a logo on the website etc., which would be beneficial in terms of networking and exposure for the Ag. Incubator Project. Mayor Bridge noted that he would look into whether the County was sponsoring the event. The Committee felt it would be just as beneficial to send two staff members to the event for \$180 to network and be educated then to sponsor the event.

Chair Zettler informed the Committee that the 2017 Economic Development Priorities would be revisited at the next meeting.

Chamber of Commerce Update

Wick-Graham informed the Committee that the Chamber would be hosting their AGM on February 6th, 2017 in the basement at the Harriston Library. She shared that it would be a whole new approach with a dinner and speaker Michael Snyders. Wick-Graham also pointed out that they would be recognizing all of the new businesses that opened in 2016. She also added that the Christmas party was a success and the most attended Christmas Social yet.

LaunchIt Training

Wick-Graham informed the Committee that she and Somer Gerber would be meeting with potential new businesses the following week. She also informed the Committee that LaunchIt's lease had been renewed for two more years, along with Somer Gerber's contract. Wick-Graham added that they would be looking into more promotions for LaunchIt in 2017.

Other Business

Kelly Schafer shared that she had a meeting with the Upper Grand District School Board regarding a Youth Employment Fair. She informed the Committee that according to the statistics, 50% of students would not be immediately attending post-secondary education following high school and either taking a year off or going straight to the workforce. Shelley Bell questioned if there were any Norwell-specific facts. Mayor Bridge shared that it was interesting because the statistics seem to go against what they have been told, being that all students were in school and not available for work. Schafer said that she would look into it and provide more information at the following meeting.

Wick-Graham shared that they did not receive the Canada 150th partnership grant for their youth strategy but the partners were meeting to see if they could deliver the program on a smaller scale with a smaller budget.

Armstrong informed the Committee that Dr. Cressey is expected to retire soon and that there were several prospective doctors interested. New medical residents are

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arriving every two months. She also informed the Committee that the Rural Health Centre has proven to be a real draw with new residents in Minto.

Taylor informed the Committee about the progress of the Minto Youth Action Council (MYAC) and that the Committee had over nine dedicated members between the ages of 12-19 since starting in October. She noted that MYAC had a New Year's Eve dance on January 6th and that the Council was eager to start planning more projects for 2017.

Horst reported that he was still waiting to receive more details about potential RED funding.

Mayor Bridge informed the Committee that he would be hosting a meeting January 16th with the MP, MPP, Workforce Planning Board, Libro Credit Union, TG Minto and the County of Wellington Talent Attraction Coordinator to look at workforce attraction related to immigration and migration.

Duff shared that he was busy setting budgets for 2017 and that more lots had been sold on Ann Street in Clifford.

Chair Zettler informed the Committee that he had been nominated for Certified Crop Advisor of the year in Ontario and that there would be changes coming into place to protect Lake Huron from phosphorus.

Adjournment at 4:56 pm

Next Meeting: Thursday February 16, 2017 at 3:00 pm at Town of Minto Council Chambers

Taylor Pridham
Economic Development Assistant

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Schedule "A"
Vacant Rebate and Reduction Programs

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Ministry of Finance
Provincial-Local
Finance Division
10th Floor
777 Bay Street
Toronto ON M5G 2C8
Tel (416) 327-0264
Fax (416) 325-7644

Ministère des Finances
Division des relations provinciales-
municipales en matière de finances
10^e étage
777, rue Bay
Toronto (Ontario) M5G 2C8
Tél. : 416 327-0264
Télec. : 416 325-7644



December 21, 2016

Dear Municipal Treasurer,

I am writing to advise you of a number of important decisions for the 2017 taxation year related to municipal flexibility in setting tax policy and to provide a property assessment update.

Please note that all of these decisions will be reflected in the Online Property Tax Analysis (OPTA) system to support municipal property tax analysis and policy implementation.

The Province will update municipalities when regulations implementing the property tax policy decisions are in place.

Property Tax - 2016 Ontario Economic Outlook and Fiscal Review Update

Vacant Rebate and Reduction Programs

As you may know, the Province has been reviewing the Vacant Unit Rebate and Vacant/Excess Land Subclasses. The review was initiated in response to municipal concerns regarding the appropriateness of the lower tax level provided through these programs and any unintended implications this may have for local economies.

Since the 1990s, these programs have provided tax rebates and reductions to property owners who have vacancies in commercial and industrial buildings or land. In response to municipal requests, the Province introduced a legislative framework through the *2016 Ontario Budget* to facilitate potential program changes as a result of the ongoing review.

The Province is now moving forward with providing municipalities broad flexibility for 2017 and future years to tailor the programs to reflect community needs and circumstances, while considering the interests of local businesses. Municipalities can implement changes by notifying the Minister of Finance of their intent to utilize this flexibility and providing details of the proposed changes along with a council resolution.



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As you are aware, the Province has an interest in continuing to ensure tax competitiveness and consistency for taxpayers and as such, will be encouraging municipalities to engage with their local business community.

To accommodate different municipal budgeting schedules, an administrative process has been put in place to provide municipalities three opportunities to notify the Minister of their intent. The Minister can be notified by one of the following dates to ensure requested amendments are included in regulation in a timely fashion:

- March 1, 2017
- April 1, 2017
- July 1, 2017

To further support the municipal implementation of any changes, the Ministry of Finance will provide a check-list. The check-list will include considerations for making changes to the programs, including engaging with your local business sector. To request a copy of the check-list or if you have any questions, please email info.propertytax@ontario.ca.

Business Property Tax Capping

The Province is providing municipalities with increased flexibility to manage business property taxes through the business property tax capping program. This builds on 2016 enhancements to the capping program that provided municipalities increased flexibility to accelerate progress to current value assessment (CVA) level taxes, as well as the option to exit or phase-out from the program.

Beginning in 2017, eligibility criteria to allow municipalities to phase out the capping program are more extensive. Municipalities may choose to exclude vacant land from the phase-out eligibility criteria where all properties must be within 50% of CVA level taxes. Municipalities will also have the option to limit capping protection only to reassessment-related changes prior to 2017. For municipalities that select this option, reassessment-related increases, beginning in 2017, would not be subject to the cap.

The adoption of any flexibility measure is a municipal decision and would be enacted through a municipal by-law.

Multi-Residential Properties

The Province has heard concerns about the significantly higher property tax burden for multi-residential apartment buildings and its potential implications for housing affordability in the rental market. In response to these concerns, the Province has announced it will review the property taxation of multi-residential apartment buildings. The review will involve extensive consultations with municipalities, as well as other affected stakeholders, including renters and apartment building owners. Consultations are anticipated to begin in early 2017.

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Currently, the average municipal property tax burden on multi-residential apartment buildings is more than double that of residential properties. In many cases, multi-residential properties are taxed by municipalities at nearly three times the rate of residential properties. The inequity resulting from this higher property tax burden is especially concerning given the lower average incomes of tenants in multi-residential apartment buildings. In fact, the average income of apartment renters is less than half of other residential households.

While the review is under way, the Province will take steps to ensure that high municipal tax burdens on multi-residential properties do not increase. For these municipalities, this means that the municipal property tax burden for multi-residential properties will be no higher in 2017 than it was in 2016.

For the 2017 tax year, municipalities with a multi-residential tax rate that is double the residential rate or higher will be restricted from increasing this burden. This means, where the multi-residential tax ratio is greater than 2.0, a full levy restriction will be implemented and reassessment related shifts onto the multi-residential class will be prevented.

Since 1998, the Province has treated all forms of housing similarly by prescribing a uniform province-wide education tax rate for the residential and multi-residential property classes. To ensure equitable taxation for education purposes, the Province will continue to treat all forms of housing equally.

Other Property Tax Decisions

Property Tax Rate Calculation Adjustment

In response to municipal requests, a technical adjustment to the provincially prescribed notional property tax rate calculation was announced in the *2016 Ontario Budget*. This adjustment ensures that when calculating notional tax rates, municipalities and the Province are able to address any unintended effects due to specific in-year property assessment changes, such as assessment appeal losses.

Municipalities have the option to adjust the year-end assessment used in the notional property tax rate calculation to offset changes resulting from certain in-year reassessment related changes, including:

- Assessment Review Board decisions;
- Request for Reconsiderations;
- Post Roll Amended Notices; and
- Special Advisory Notices.

Applying the technical adjustment is an annual municipal decision and requires a council resolution.

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In 2016, regulations were enacted for each municipality that adopted the adjustment. For 2017 and future years, the Ministry has taken steps to ensure a more streamlined process, which will not require further regulations. Adoption of the adjustment can be implemented for any municipality by selecting the adjustment through the OPTA system. Municipalities that do not use OPTA are required to send information including their calculations supporting their adjustment to the Ministry via email to info.propertytax@ontario.ca.

To ensure the ongoing integrity of education property tax revenues, the property tax rate calculation adjustment is also applied to education property tax rates.

Tax Ratio Flexibility

Municipalities will continue to be provided with tax ratio flexibility to avoid most tax shifts that may occur between property classes as a result of phased-in reassessment impacts. For the 2017 tax year, municipalities that tax multi-residential properties at more than double the rate of residential properties will continue to have tax ratio flexibility, but will not be able to increase the multi-residential tax ratio. These municipalities will still be able to choose whether to use tax flexibility in response to reassessment-related tax shifts among other property classes.

Modified Levy Restriction

Municipalities with property classes subject to the levy restriction will continue to have the flexibility to apply a municipal tax increase to those classes of up to 50 per cent of any increase applied to the residential class. For instance, a municipality levying a 2 per cent increase in residential taxes could raise taxes on any restricted class by up to 1 per cent. As noted above, a full levy restriction will apply to multi-residential properties with a tax ratio greater than 2.0 in 2017.

Property Assessment Update

Landfills Assessment Review

Earlier this year, the Ministry engaged former Cabinet Minister John Wilkinson to lead a review on the assessment methodology for landfills and make recommendations for the 2016 reassessment. Mr. Wilkinson delivered a report which recommended using an historic valuation approach for 2017 to 2020, implementing a new income approach for 2021 and future years, creating a new landfill property class, and excluding the value of environmental protection features from the assessed value of landfills. The Minister of Finance accepted these recommendations in June 2016.

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In November 2016, Mr. Wilkinson submitted a second report advising on the technical implementation of his recommendations regarding the definition of the new landfill property class and the proposed tax ratio framework. Both reports on Landfills Assessment Review can be accessed from the Ministry's website at: <http://www.fin.gov.on.ca/en/consultations/par/>.

On December 13, 2016, an amendment to *Ontario Regulation 282/98* under the *Assessment Act* was filed, which implements several of the Landfills Assessment Review recommendations. The regulation:

- prescribes the use of the historic valuation methodology to assess landfills for the 2016 reassessment. The historic methodology values landfills as vacant industrial land, with structures assessed based on the replacement cost approach;
- prescribes the exclusion of environmental protection features from the assessed value of landfills; and
- establishes a new landfill property class, which is defined as recommended by Mr. Wilkinson.

The Minister's decisions regarding the tax ratio framework for the new landfill property class for 2017-2020 are anticipated in the near future.

Special Purpose Business Property Assessment Review

The Ministry worked in partnership with municipalities, the Municipal Property Assessment Corporation (MPAC) and stakeholders to complete the implementation of the recommendations of the Assessment Review (Special Purpose Business Property Assessment Review) to improve the property assessment system for the 2016 reassessment.

One of the key recommendations from the Assessment Review was the introduction of an advance disclosure process for special purpose business properties that involve complex assessment methodologies. MPAC completed the implementation of this process for the 2016 reassessment, which enabled affected municipalities and businesses to contribute to the determination of assessed values before the assessment roll was finalized.

The Ministry has published a final progress update bulletin which will summarize how each of the Assessment Review recommendations were implemented

The implementation plans for the Assessment Review recommendations were guided by the Assessment Review Reference Committee, which included municipal staff representatives. The insights and contributions from the Reference Committee were a crucial factor for the successful implementation of the Assessment Review recommendations.

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Property Tax and Assessment Municipal Advisory Committee

The Ministry is committed to ongoing collaboration with municipalities to strengthen Ontario's property tax and assessment system.

Following the implementation of the Assessment Review recommendations, the Ministry will continue to engage with municipalities on assessment and tax policy matters. To further support this work, the Ministry established a Property Tax and Assessment Municipal Advisory Committee in spring 2016, which provides a collaborative environment for municipalities and the Province to discuss property tax and assessment policy issues.

Contact Information

If you have any questions related to property tax policy decisions, please contact Andrea Chow, Manager, Property Tax Policy Unit at 416-327-0252 or Andrea.Chow@ontario.ca.

For questions related to the property assessment update, please contact Carolina Torres, Manager, Assessment Policy Unit at 416-325-4754 or Carolina.Torres@ontario.ca.

Sincerely,

original signed by

Allan Doheny
Assistant Deputy Minister

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Schedule "B"
PALMERSTON DOWNTOWN REVITALIZATION COMMITTEE
JANUARY 11, 2017

The Palmerston Downtown Revitalization Committee held its regular meeting on Wednesday January 11, 2017 at the C.N.R.A. Clubhouse in Palmerston. Committee members present for the meeting were Councillor Ron Elliott, Wayne Vanden Hazel, Shawn Christensen, Brent Lavalley, Susan Forbes, Paul Brown, Barb Burrows, Connie Robinson and Bob McEachern. Member of staff present at the meeting was Business and Economic Development Manager Belinda Wick-Graham. Regrets were received from JoAnne Caughill. Guests in attendance were Jenna and Scott Patterson, Chief Building Official Terry Kuipers, Public Works Director Brian Hansen and Triton Engineer Paul Ziegler.

The Committee reviewed the previous meeting minutes.

Wick-Graham began the meeting by highlighting that the night's meeting had several important issues to deal with and the key contacts were present at the meeting. After this meeting complaints related to parking and snow removal could be directly forwarded to the Department Head.

Wick-Graham recapped the parking by-law history. Chief Building Official Terry Kuipers answered questions related to the parking by-law enforcement as well as tenant parking. Jenna Patterson operates a business out of Deb's Hair Salon and was in attendance representing herself as well as Deb's Hair Salon owner Laura Binning. Patterson explained that many of their clients are in the facility for longer than two hours and the two hour parking by law is having a negative impact on the business, as customers are being forced to park further away and or reduce the number of services they are receiving. She explained that there has never been an issue with parking on William St. She also highlighted how two of the employees received parking tickets and one of them was parked there for less than two hours, pointing to this being a frivolous complaint. CBO Kuipers said that the number of complaints has decreased since the initial implementation. The Committee sympathized with the situation at Deb's Hair Salon and discussed various options including:

- Leave the situation as it is now and monitor the situation.
- Keep track of individuals making complaints and if they are frivolous ignore them.
- Have landlords speak to their tenants about parking in their permitted spots.
- Partial 2 hour limit on William St.
- Removing the 2 hour parking limit on William St.

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RECOMMENDATION:

Moved by: Paul Brown and Seconded by: Councillor Ron Elliott

THAT:

The Council of the Town of Minto remove the 2 hour parking by-law from William St and review the situation over the summer.

CARRIED

The Committee asked that any unused rental spaces in the Foodland Parking Lot be covered so that others can use them until they are rented. CBO Kuipers agreed to look into this.

Wick-Graham introduced the Town of Minto's Engineer Paul Ziegler from Triton Engineering. She recapped that previously the Downtown Revitalization Committee had concerns about the increase in traffic in downtown Palmerston and the safety of pedestrians. As a result of a DRC recommendation the County of Wellington conducted a traffic study and the traffic study was reviewed by Triton Engineering. Ziegler referenced the 2016 Traffic Manual and explained that when conducting the review of the traffic study the engineers reviewed data and the Traffic Manual. The current situation is that there is a painted crosswalk but no signals, which is not appropriate and puts us in a negligent position. Ziegler highlighted that the traffic study did not warrant any traffic signals but suggested that a Type B crosswalk could be installed. This is a County of Wellington Road however, and would need to be addressed to the County. Ziegler estimated it could cost \$10,000 to install this type of crosswalk. The other issue to take into consideration if the crosswalk is installed is that it was estimated that 4-6 parking spaces could be lost on Main Street.

RECOMMENDATION:

Moved by: Bob McEachern and Seconded by: Councillor Ron Elliott

THAT:

The Council of the Town of Minto direct Paul Ziegler from Triton Engineering to find out the number of parking spaces that will be lost with the installation of a crosswalk at the corner of Main St. and William St.

AND FURTHER THAT:

Paul Ziegler also be directed to look into the actual cost of installation of the crosswalk.

CARRIED

Wick-Graham introduced Director of Public Works Brian Hansen. Hansen reviewed how the Town plows the roads in Minto and how they follow a Winter Maintenance Standard set out by the Province of Ontario. Town of Minto backroads and town roads are plowed once a day and it takes 8-9 hours to plow using all equipment. County Road 2 & 3 are plowed three times a day. The Town owns seven plows, two top kicks for parking lots, two graders and three sidewalk plows. All plows are equipped with cameras and the weather is monitored 24/7.

Downtown sidewalks are generally plowed between 3:30 am – 4:00 am. Wick-Graham highlighted that in Palmerston snow banks are removed on Main St. from

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Henry St. to White's Road and William St. to Bell. Moorefield Excavating is contracted to remove snow banks. The cost to do the snow banks in Palmerston is \$1,907.50 for 3.5 hours of work to remove 1.0 metre banks. If the Town wanted to remove a smaller area more frequently the rate is \$545/hr. Hansen highlighted that it takes a tractor blower, dump truck, back hoe, skid steer and a Town employee to remove snow banks.

The Committee questioned whether a smaller area could be done on Main St. from Henry St. to Norman St. and on William to Bell and that they be done before the banks reach 1.0 metre high. Paul Brown referenced the North Perth Winter Maintenance By-Law for Snow Lifts which reads:

SNOW LIFTS

Snow is removed from street gutters in the Listowel downtown core (See Schedule 'D') when gutter accumulations from snow plowing and sidewalk clearing reach approximately 20cm above the curbs. Snow is removed from the highway gutters in the Atwood downtown core when warranted. The snow lifts are completed during the night time hours.

Hansen agreed to speak to the contractor if this is possible as some contractors may have a minimum length of time they go out or may charge a premium for going out for a short time. Hansen was also thinking of other options and offered to provide the information back to Wick-Graham to bring to the Committee.

Hansen offered that if at any time businesses or residents have concerns about public works issues to give him a call or send him an email.

Wick-Graham explained that there are misunderstandings about the Renew Northern Wellington Program. When someone applies to Renew to participate in the program there cannot be an already established businesses offering the same service. If this is the case the individual cannot take part in the program (i.e. if a hair dresser exists another hair dresser cannot start in the Renew Program). The Town of Minto can also not dictate where businesses set up. The Town of Minto does not grant people money in the Renew Program.

Next Meeting
Wednesday February 1, 2017
6:30 pm
CNRA Clubhouse

Belinda Wick-Graham
Economic Development Manager

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Schedule "C"
HARRISTON DOWNTOWN REVITALIZATION COMMITTEE
JANUARY 9, 2017

The Harriston Downtown Revitalization Committee held its regular meeting on Monday January 9th, 2016 at LaunchIt Minto. Committee members present for the meeting were Councillor David Turton, Ken Rogers, Tony Tsotros, Lisa Leslie, Randy Martin, Krista Fisk, and Geoff Gunson. Member of staff present was Business and Economic Development Manager Belinda Wick-Graham and Economic Development Assistant Taylor Pridham. Regrets were received from John Mock.

The Committee reviewed the previous meeting minutes from November 7th, 2016.

Taylor reviewed the Ladies Night survey results for 2016 and made comparisons to 2015. She noted that there were many positive reviews and that sales and overall experience of the event increased. She also made suggestions for a re-vamped 2017 holiday shopping booklet, including holiday events and business promotions/coupons.

Wick-Graham reviewed the new Downtown Investment Package that she and Heather Watterworth of Worth Communications created. She highlighted that the package would replace the previous one and would be included in folders for potential businesses. The Committee looked over the package as it was passed around.

Councillor Turton updated the Committee about wishing to pursue incorporating the Canada Packers reunion with the 2018 Street Party. He highlighted that the reunion could consist of a BBQ and dance. Councillor Turton also noted that it would be key to advertise and promote the event well in advance in order to have a good turnout and give notice to past residents so that they can plan to come back into Harriston. Wick-Graham suggested posting a call-out for committee members on social media. Taylor agreed to be the contact.

Wick-Graham explained that the downtown lights were having issues due to weather with GFIs which caused some to quite working. She informed the Committee that Wayne Metzger was on holidays the past week but she would speak to him regarding the issue upon his return. Wick-Graham also suggested the idea of expanding on the pre-existing Light Up the Town event and having some entertainment or music in Tannery Park to create more of an experience when lighting up the downtown.

Lisa Leslie asked if the clock at the Old Post was ringing consistently yet or not. Wick-Graham shared that Michael was still waiting for the bugs to be worked out. She reminded the Committee that the Old Post's Escape Room would be opening in the spring.

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Wick-Graham added that she had no further details regarding Ben's building. However, she shared that Treasurer Gordon Duff had been selected alongside various larger cities to sit on a committee to deal with vacant building issues and is seeking to give municipalities more control over vacancy rebates. She noted that Gordon would be discussing further details at the Economic Development Planning Committee on Thursday January 12th, 2017.

The Committee engaged in an exercise to highlight various topics regarding Harriston's Downtown such as: Positives, Negatives, how to enhance the positives, and how to enhance the negatives. The responses were as follows:

Positives:

- Revamp of the Old Post
- Lots of shopping options downtown
- Street dance x3
- Most shops are friendly/good variety
- Attractive downtown/streetscapes/beautification x4
- Nice improvements
- Working relationship is good
- Ladies night and street dance are proving to be successful
- River
- Most businesses are supportive of events
- Great signage
- Good DRC
- Always able to attract new businesses
- Coming events sign at the library
- Pathway between Harry Stones & Foodland

How to enhance the positives:

- Look into available funding
- More activity-based businesses to bring people downtown:
 - Ex. Like the Escape Room, Grappling Arts, Axe Throwing, etc.

Negatives:

- Everything closes too early
- Nowhere to stay for the night
- Not much to do after work
- Vacant buildings x4
- Quite a few homeless/shady characters
- Difficult to cross the street in lower downtown
- Maintain businesses
- With consistent constructions, traffic have found new ways of traffic
 - Travelling around Harriston/downtown

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How to enhance the negatives:

- Create a nice pathway between Harry Stones & Foodland parking lots

Next Meeting will be:
Monday February 6, 2017
6:00 pm
LaunchIt Minto

Taylor Pridham
Economic Development Assistant

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SCHEDULE "D"
CLIFFORD DOWNTOWN REVITALIZATION COMMITTEE
DECEMBER 8, 2016

The Clifford Downtown Revitalization Committee held its regular meeting on Thursday December 8th, 2016 at Gramma Jo's in Clifford. Committee members present for the meeting were Isabel Senek, Don Senek, Georgie Hutchison, Ron Gillespie and Karen Dowler. Members of staff present at the meeting were Manager of Economic Development Belinda Wick-Graham and Economic Development Assistant Taylor Pridham. Regrets were received from Councillor Jean Anderson.

Belinda Wick-Graham opened the meeting at 11:15 am and thanked Committee members for attending the meeting.

The Committee reviewed the previous meeting notes. Karen Dowler and Don Senek pointed out several changes to be made from the October meeting's minutes.

Wick-Graham opened the discussion of the Capital budget for 2017 and asked the Committee about their thoughts regarding a Feed Mill Mural. Georgie suggested having a mural designed and painted by Cliff and passed around a photo of the Old Mill. She pointed out that he would charge \$3500.00 and would need to know before Christmas if the Committee would like to move forward with the mural. Wick-Graham stressed that a decision regarding the mural should be made that day. Don Senek asked about the remaining budget after the Christmas lights were purchased. Wick-Graham stated that there was no money left from that budget due to the cost of the lights that they put up and that Public Works matched. Wick-Graham explained, however, that the Local Heritage Markers Committee accept applications to place plaques in significant locations across Minto. Don Senek shared that he liked this idea, not to replace the mural, but to place around Clifford before Homecoming.

MOTION

Moved by: Don Senek and Seconded by: Karen Dowler

THAT the Clifford Downtown Revitalization Committee approve moving forward with placing either a permanent or semi-permanent plaque to be placed in Clifford.

CARRIED

Wick-Graham shared that 2017 would be a year that Minto would be evaluated for Communities in Bloom and that she thinks a mural would be a great addition for judging. Georgie noted that discovering pictures, dates, etc., then consulting with Cliff would be helpful in making the decision. Wick-Graham mentioned that she could invite the beautification to the next meeting to help decide on mural art. Don Senek shared that consulting with other artists could be helpful in making a decision. Ron Gillespie agreed with Don and said that it would not hurt to receive several quotes and compare. Wick-Graham informed the Committee that she would fill out the paperwork to do the feed mill sign. Georgie shared that she would talk to Peter and the Historic Society about what building and/or properties would work for the

Minutes of January 12, 2017
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

plaques.

MOTION

Moved by: Karen Dowler and Seconded by: Georgie Hutchinson

THAT the Clifford Downtown Revitalization Committee approve an approximate \$3500.00 installation for a mural and will decide after approaching Cliff and Alicia Forbes to receive quotes for a mural. CARRIED

Wick-Graham reviewed the Signage Grant Application for the Clifford Take-Out Sign. She noted that there was \$370.00 for Leonard and that this would be the last for 2016.

MOTION

Moved by: Isabel Senek and Seconded by: Ron Gillespie

THAT the Clifford Downtown Revitalization Committee approves Clifford Take-Out's Signage Grant Application for \$370.00. CARRIED

Wick-Graham reviewed the previous report from the First Impressions Community Exchange (FICE) that Clifford participated in back in 2010. She said that it would be useful to look through and see what can be improved based on the report.

Wick-Graham informed the Committee that the 2018 constructions would be continuing on into August and that she had no further updates at that time.

Don Senek recapped the Homecoming involvement and shared that there were many committees with many volunteers. He shared that there would be a worship service on Sunday afternoon at 2:00pm in the entertainment tent with Reverend Jenifer and Pastor Doug Bott preaching with a joint choir. Don also informed the Committee that: souvenirs were available at Wesley Bates' store, cookbooks were now available for purchase, bands and security was booked. He also informed the Committee that the New Year's Eve Dance was well underway with 200 people so far and that the dance would close the silent auction.

In other business, Don Senek questioned if there should be a change to the meeting times in order to accommodate more business owners so that they could attend the meetings. Karen suggested making the meetings in the morning before work rather than at night so that there could be a better opportunity for them to attend. The Committee agreed to try moving the meetings to 8:00 am at Gramma Jo's.

Meeting adjourned at 12:15pm.

NEXT MEETING:

Thursday, March 2nd, 2017

8:00 am

Gramma Jo's

Minutes of January 12, 2017
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
Town of Minto Administration Office 3:00 p.m.

2017 Meeting Dates:

Thursday, June 1st, 2017

8:00 am

Gramma Jo's

Thursday, September 7th, 2017

8:00 am

Gramma Jo's

Thursday, December 7th, 2017

8:00 am

Gramma Jo's

Taylor Pridham
Economic Development Assistant