



Minutes of Community Development

Advisory Committee Meeting

January 16, 2017

6:30 PM

Town Hall (Council Chambers), Arnprior, ON

**Present:**

Chair, Lynn Grinstead  
Vice-Chair, Tom Burnette  
Citizen Member, Neil Caldwell  
Citizen Member, Gib McMullen  
Citizen Member, Darrel O'Shaughnessy  
Citizen Member, Dennis Turpin

**Also Present:**

Glenn Arthur, Director of Recreation  
Robin Smith, Town Planner  
Lindsay Wilson, Marketing & Economic Dev. Officer  
Maureen Spratt, Town Clerk

**Absent:**

1. Call to Order

Chair Lynn Grinstead called the Community Development Advisory Committee Meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The Town Clerk called the roll with all Members of the Community Development Advisory Committee being present.

3. Disclosures of Pecuniary Interest

None

4. Adoption of Agenda

Resolution No. CDC001-17

Moved by Darrel O'Shaughnessy

Seconded by Dennis Turpin

**Be IT Resolved That** the agenda for the Community Development Advisory Committee Meeting dated Monday, January 16, 2017 be adopted.

Resolution CARRIED

5. Adoption of Minutes of Previous Meetings

**a) Community Development Advisory Committee Minutes – October 17, 2016 and November 30, 2016**

Resolution No. CDC002-17

Moved by Gib McMullen

Seconded by Neil Caldwell

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THAT the Community Development Advisory Committee Minutes of October 17, 2016 and November 30, 2016 be adopted.

Resolution CARRIED

### 6. Presentations/ Delegations

#### Presentations

##### **a) Community Development Branch**

##### **i) CIP Application (180 Elgin Street West), MEDO**

The Marketing and Economic Development Officer provided a PowerPoint Presentation attached as Appendix A and forming part of these minutes on the CIP Application for 180 Elgin Street West.

On question of Committee Members the following was clarified:

- The application is under the Façade and Property Improvement Program and will include front, sidewall and rear façade improvements.
- Eligible for the full grant amount of \$5000. Staff recommendation is for a financial incentive of \$4562 which is 25% of the project cost which is in keeping with previous approved applications.
- The colour of the cladding is a decision made by the applicant.

#### **Resolution No. CDC002-17**

Moved by Neil Caldwell

Seconded by Darrel O'Shaughnessy

That the Community Development Advisory Committee recommend to Council:

"That Council approve a financial incentive of \$4,562. under the Façade and Property Improvement Program for 180 Elgin Street West; and

Further that the financial incentive be funded from the CIP Grant Operating Account.

Resolution CARRIED

##### **ii) Economic Development Update, MEDO**

The Marketing and Economic Development Officer provided a PowerPoint Presentation, attached as Appendix B and forming part of these minutes.

On question of Committee Members the following was clarified:

- New industrial businesses in 2016 include CCI Balconies, Snark Coffee, Greater Madawaska Doors Showroom and Shades of Colour Woodworking

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- Ten participants attended the Retail Start – Up 101 Workshop and were interested in opening a business. The participants were provided with the Retail Demand Study which identified the need for the establishment of men’s and children’s clothing stores, as well as a shoe store. Participants did not identify the types of businesses they were interested in opening, however did indicate they would be doing market research to see if there was a need for the particular business.
- Brennan Loh, Shopify’s Director of Business Development and Strategic Partnerships to Arnprior is coming to Arnprior on February 28<sup>th</sup> to share his insight on small businesses and will be providing attendees with tactics they can implement to improve their business both in-store and on-line.

### iii) **Arnprior Market, MEDO**

The Marketing and Economic Development Officer provided a PowerPoint Presentation, on the proposed Arnprior Market attached as Appendix C and forming part of these minutes.

On question of Committee Members the following was clarified:

- The Market Research Survey was open for a two week period with 270 responses received with 170 responses received the night the survey launched.
- The proposed market would take place beginning the long weekend in May through to Thanksgiving which will cover all growing seasons.
- Sundays were chosen to coincide with the Town’s Concerts in the Park Series, and to try to draw the vendors that are attending the Carp and Renfrew Markets on Saturdays.
- John Street between Rock Lane and Elgin Street will be closed. The 2017 phase of the downtown construction will not affect the intersection of Elgin and John.
- Staff will be providing the downtown businesses with the survey results and suggesting that the businesses open on Sundays to coincide with the market.

### iv) **OP and Comprehensive Zoning Update and Review Status, Planner**

The Planner provided a PowerPoint Presentation attached as Appendix D and forming part of these minutes.

On question of Committee Members the following was clarified:

- Official Plans are the municipality’s primary strategic documents for guiding land use and development and the Comprehensive Zoning By-law is the regulatory document that regulates and directs land use.
- Staff intends to bring the zoning by-law to the Community Development Advisory Committee in draft form for feedback.

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### b) Recreation Department

#### i) Upcoming Grants, Director of Recreation

The Director of Recreation provided a PowerPoint Presentation on Upcoming Grants (Ontario Sport & Recreation Communities Fund (OSRCF) and Senior Community Grant Program) attached as Appendix E and forming part of these minutes. The Director of Recreation advised that the grant funding was only just announced, therefore, should the municipality apply it will be a quick turnaround.

On question of Committee Members the following was clarified:

- The grant funding (OSRCF) was established to support short term projects that have the potential for long-term sustainability.
- The Senior Community Grant Program provides funding that encourages seniors to take part in social activities and volunteer.

#### 7. Matters Tabled/Deferred/Unfinished Business

None

#### 8. Staff Reports

None

#### 9. New Business

None

#### 10. Closed Session

None

#### 11. Adjournment

##### Resolution No. CDC0

Moved by Gib McMullen

Seconded by Neil Caldwell

THAT this meeting of the Community Development Advisory Committee be adjourned at 7:17 p.m.

Resolution CARRIED