



Minutes of Regular Council Meeting

May 23, 2017

6:30 PM

Stanley Tourangeau Fire/Police Services Centre  
(67-A Meehan Street, Arnprior ON.)

**Present:**

Deputy Mayor Lynn Grinstead  
Reeve Walter Stack  
Councillor Ted Strike  
Councillor Dan Lynch  
Councillor Tom Burnette  
Councillor Frank Dugal

**Also Present:**

Michael Wildman, CAO  
Maureen Spratt, Town Clerk  
Jennifer Morawiec, GMCS/Treasurer  
Kaila Zamojski, Deputy Clerk/ A/Human Resources  
Officer  
John Steckly, Director of Public Works  
Robin Paquette, Town Planner  
Lindsay Wilson, MEDO  
Ken Terry, IT Support Coordinator

**Absent:**

Mayor David Reid

1. Call to Order

Deputy Mayor Lynn Grinstead called the Council meeting to order at 6:30 PM and welcomed those present.

2. Roll Call

The roll was called, with all Members of Council being present except Mayor David Reid.

3. Adoption of Agenda

Resolution No. 190-17

Moved by Ted Strike

Seconded by Walter Stack

**Be It Resolved That** the amended agenda for the Regular Meeting of Council dated Tuesday, May 23, 2017 be adopted.

Resolution CARRIED As Amended

4. Disclosures of Pecuniary Interest

None

5. Question Period

None

6. Adoption of Minutes of Previous Meetings

Resolution No. 191-17

Moved by Dan Lynch

Seconded by Tom Burnette

**That** the Minutes of the Regular Meeting of Council listed under Item #6 a on the Agenda, be adopted (Regular Meeting of Council – May 8, 2017).

Resolution CARRIED

## Minutes of Regular Council Meeting

### 7. Awards/ Delegations/ Presentations

#### a) **Presentations**

##### i) **Watson & Associates – 2017 Downtown Parking Analysis**

Gary Scandlan, Director, of Watson & Associates provided a presentation attached as Appendix A and forming part of these minutes, and responded to questions.

##### ii) **MEDO – CIP Application 88 John Street**

The Marketing and Economic Development Officer provided a presentation attached as Appendix B and forming part of these minutes, and responded to questions.

### 8. Public Meetings

None

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

None

### 10. Staff Reports

#### a) **Snow Blower Replacement – Director of Public Works**

Resolution No. 192-17

Moved by Tom Burnette

Seconded by Dan Lynch

That Council authorize staff to proceed with an early tender call for the purchase of a new detachable snow blower at an estimated cost of \$110,000 to be funded from the Capital Expenditure Reserve Fund.

Report and Resolution CARRIED

The Director of Public Works provided an overview of the report and responded to questions.

#### b) **Proclamation – “Valley Has Heart Day” –Town Clerk**

Resolution No. 193-17

Moved by Walter Stack

Seconded by Dan Lynch

That Council proclaim June 9, 2017 as “The Valley Has Heart Day” in the Town of Arnprior.

Report and Resolution CARRIED

#### c) **Proclamation – “Lions Day”/ Raise the Lions Flag –Town Clerk**

Resolution No. 194-17

Moved by Frank Dugal

Seconded by Ted Strike

That Council proclaim June 7, 2017 as “Arnprior Lions Club Day” in the Town of Arnprior and raise the Lions Clubs International Centennial Flag.

Report and Resolution CARRIED

## Minutes of Regular Council Meeting

### d) Proclamation – “Seniors Month” – Town Clerk

Resolution No. 195-17

Moved by Walter Stack

Seconded by Dan Lynch

That Council proclaim the month of June 2017 as “Seniors’ Month” in the Town of Arnprior.

Report and Resolution CARRIED

### 11. Committee Reports and Minutes

None

### 12. Notice of Motions

Resolution No. 196-17

Moved by Dan Lynch

Seconded by Frank Dugal

Whereas Council recognizes that staff provides professional services in support of, and to assist Council in, advancing its agenda, and

Whereas Council recognizes the level of effort, high volume and competing interests associated with delivering on Council’s mandate, and

Whereas Council believes strongly that Council must also play a reciprocal role in supporting staff efforts wherever and whenever possible, and

Whereas Council further believes strongly in the need for a spirit of cooperation between Council and staff, and also the professional courtesies which should be afforded to staff to ensure staff have time to adequately prepare and conduct research in support of providing advice to Council on agenda matters.

Therefore Be It Resolved That Council members will pre-consult with staff in advance when they have a list of questions or concerns which they intend to ask or bring forward concerning Council agenda items.

Resolution LOST

### 13. Reeve’s Report from County Council

None

## Minutes of Regular Council Meeting

### 14. Correspondence & Petitions

#### **a) Correspondence Package No. I-17-MAY-10**

##### Resolution No. 197-17

Moved by Walter Stack

Seconded by Dan Lynch

**That** the Correspondence Package No. I-17-MAY-10 be received as information and filed accordingly.

Resolution CARRIED

Councillor Dan Lynch noted the following:

- Item #5 - Page 10 & 11 – Correspondence from Association of Ontario Road Supervisors – Letters - Association Road Supervisor Certifications
  - Congratulations to a couple of Town Employee's in Public Works, Peter Headrick and Stephen McLean who recently received their Associate Road Supervisor Certificate. Nice to see staff taking the initiative to further their education which in turn brings more experience to the Town.
- Item #8 - Page 16 – Information from Ontario Energy Board – Notice – Renewal of Enbridge Gas Natural Gas Agreement with the Town of Arnprior
  - The Enbridge Gas Distribution has applied to renew its gas franchise with the Town for a further 20 years. The Ontario Energy Board will be having a Public meeting to which the public is invited. No date as of yet.
- Item #9 – Page 30 – AMO – Watch File – May 11, 2017
  - In response to Councillor Lynch the CAO noted the AMO Gas Tax awards are selected based on criteria that includes building a stronger community, creating economic growth and/or increased productivity, and achieving environmental outcomes. Applicants must also illustrate how the Gas Tax Fund played a critical role in allowing the community to complete the project. For 2017, the Town of Arnprior has dedicated the majority of our Gas Tax Funds to smaller road and sidewalk repairs as part of our annual rolling road rehab. In this particular case, the Town's project is not strongly aligned with the AMO Gas Tax Award criteria.
  - In response to Councillor Lynch the CAO noted FCM's Municipal Asset Management Program provides funding for projects that will help municipalities enhance their asset management practices. It is not granted for construction of infrastructure projects.

Councillors Ted Strike and Lynn Grinstead noted the following:

- Item #4 – Page 8-9 – Correspondence from the Arnprior & District Humane Society
  - In response to Councillors Strike and Grinstead the CAO noted the new Licencing By-law No. 6695-17 was adopted at the April 10, 2017 meeting of Council. This by-law regulates various new types of businesses, including Special Event Vendors.

## Minutes of Regular Council Meeting

The thought process behind including these types of vendors was to be fair to all types of for profit businesses, as all “Market Vendors” and “Special Event Vendors” at Town events will be required to obtain a licence and pay the appropriate licence fee. As the proceeds made by the vendors are not being donated to a bona fide charity, in this case the Humane Society, rather they are for profit, staff recommends that the fees not be waived for vendors of this event.

### **b) Correspondence Package No. A-17-MAY-07**

#### Resolution No. 198-17

Moved by Walter Stack

Seconded by Tom Burnette

That the Correspondence Package No. A-17-MAY-07 be received and that the recommendations outlined be brought forward for Council’s consideration.

Resolution CARRIED

#### Resolution No. 199-17

Moved by Walter Stack

Seconded by Tom Burnette

**That** Council receive the correspondence from Scott Brum dated March 31, 2017;

**And Further That Council** approve the request to waive the Nick Smith Centre Hall Rental fee (\$395.50 including HST) for a Christmas Craft Show in support of and cooperation with the Arnprior Special Olympics, on November 19, 2017.

**And Further That** Scott Brum be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.

Resolution CARRIED

#### Resolution No. 200-17

Moved by Walter Stack

Seconded by Tom Burnette

**That** Council receive the correspondence from Sonia Mullins dated May 7, 2017;

**And Further That** Council approve the request to waive the Arena B Rental fee (\$738.26 including HST) for a fundraising event for affected Flood Victims in the Arnprior and McNab/Braeside municipalities, on June 30, 2017;

**And Further That** Sonia Mullins be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event;

**And Further That** Council direct staff to provide a letter of support recognizing the fundraising efforts for flood victims in our community, to satisfy the bank’s requirement of Town support;

**And Further That** Council approve of staff posting the event on the Town’s website through the “Events Calendar.”

Resolution CARRIED

## Minutes of Regular Council Meeting

### 15. Bylaws/ Resolutions

#### a) **By-laws**

Resolution No. 201-17

Moved by Frank Dugal

Seconded by Ted Strike

**That** the following by-laws be and are hereby enacted and passed:

- i) By-law No. 6709-17 – Adopt Accountability & Transparency Policy #AS-CS-01
- ii) By-law No. 6710-17 – Adopt 2017 Tax Rates
- iii) By-law No. 6711-17 – CIP Agreement (88 John Street North)

Resolution CARRIED

### 16. Announcements

Councillor Dan Lynch made the following announcements:

- A first for Arnprior. Bob and Sue Adkins won a “Bronze” medal in the Renfrew County Seniors Games Carpet Bowling Competition. Thanks to our staff at the Nick Smith Centre, the volunteers who assisted in the competition and to Island View Suites for providing the very nutritious lunch.
- Priorpalozza 2017 is almost here. The big day is June 3, 2017 with a start time of 11:00 am at Robert Simpson Park with an opening act of Kyle Felhaver.
- Get your cowboy boots ready for the Arnprior Stampede which is the weekend of June 17, 2017.
- Concerts in the park start Sunday, June 4, 2017 at 2:00 p.m. with Gary Patrois performing.
- Gilks Signs and Trophies will be celebrating their 35<sup>th</sup> Anniversary with a Barbeque and Sidewalk Sale on May 27, 2017.

### 17. Media Questions

None

### 18. Closed Session

Resolution No. 202-17 (8:01 pm)

Moved by Dan Lynch

Seconded by Walter Stack

That Council move into Closed Session regarding one (1) matter pursuant to Section 239 2(c) of the Municipal Act to discuss a proposed or pending acquisition or disposition of land by the municipality or local board (MacDonald Street).

Resolution CARRIED

**Minutes of Regular Council Meeting**

Resolution No. 203-17 (8:13 pm)

Moved by Dan Lynch

Seconded by Tom Burnette

That Council move into Open Session.

Resolution CARRIED

Resolution No. 204-17

Moved by Ted Strike

Seconded by Frank Dugal

That Council resolves to sell Parts 4 and 8, Plan 49R-13955, by disposal to the abutting landowner, per the Disposal of Sales policy.

That the CAO, in consultation with the Town Solicitor, is authorized to finalize the sale of Parts 4 and 8 on Plan 49R-13955, for a lump sum purchase price of \$50,000, plus legal, survey, appraisal, and administrative costs, to West Station Lofts Inc.

Resolution CARRIED

**19. Confirmatory By-Law**

Resolution No. 205-17

Moved by Dan Lynch

Seconded by Tom Burnette

**That** By-law No. 6712-17 being a By-law to confirm the proceedings of the Regular Meeting of Council held on May 23, 2017 and it is hereby enacted and passed.

Resolution CARRIED

**20. Adjournment**

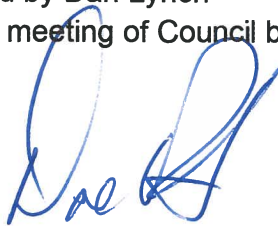
Resolution No. 206-17

Moved by Walter Stack

Seconded by Dan Lynch

**That** this meeting of Council be adjourned at 8:15 pm.

Resolution CARRIED



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David Reid, Mayor



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Maureen Spratt, Town Clerk

# Town of Arnprior

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## 2017 Downtown Parking Analysis

### Council Workshop

May 23, 2017

## Agenda

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- ❑ This presentation is aimed to provide Council a review of the recent analysis undertaken for the Town's proposed parking lots located in the Downtown area
- ❑ Subsequent to this presentation, staff will engage with the Downtown Commercial Owners to review the calculations and receive input
- ❑ Based on those findings, the Town will undertake the public process for Council's consideration of a new by-law



## Parking Analysis Process

- ✓ Project commencement (June 2016)
- ✓ Policy Review and discussions with Staff (July 2016 – November 2016)
- ✓ Detailed calculations (November 2016 – February 2017)
- ✓ Options Presented to staff (March 2017)
- ✓ Finalized Calculations (April 2017)
- ✓ Council Workshop Presentation (May 23, 2017)
- Staff engagement with Stakeholders (Mid-Late 2017)
- Draft by-law consideration (Late 2017)
- Public Meeting (Late 2017)
- Council Consider By-law for adoption (Late 2017)
- By-law effective date (January 1, 2018)

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## Background Information

- The Town is looking to add a parking lot on McGonigal Street (parking lot 1) located in the Downtown core, with the potential to add a 2nd parking lot (parking lot 2) in the future.
- These two parking lots are to be funded by the downtown commercial owners.
- The analysis herein only pertains to the capital costs of the parking lots. It is assumed that the annual operating costs would be charged Town-wide and included in future taxation.

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## Assumptions

- The McGonigal parking lot is estimated to cost \$250,000 while the potential 2nd parking lot is \$200,000;
- Assumed that the McGonigal parking lot will have \$20,700 of grant funding while the 2nd parking lot will have \$15,000 of grant funding; and
- Included properties that have provided their own parking spots (the assessment value of the parking lots has been included in the principal property).
- Based on discussions with staff, we have undertaken four (4) different alternatives for imposing the charge, each with six (6) options for properties to be included along with options for paying the charge over time. This totals to 24 unique possibilities.

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## Alternatives and Options

- **Alternatives:**
  1. Charge based on Commercial Assessment Values;
  2. Charge based on a Per Lot Basis (Flat Rate);
  3. Blended Charge (based on 50% by Assessment and 50% by Per Lot); and
  4. Minimum (\$2,000) and Maximum (\$7,000) Charge based on Assessment.
- **Varying Options:**
  - Exclude Properties that paid a cash-in-lieu
  - Include Properties that paid a cash-in-lieu
  - Exclude Churches
  - Include Churches
  - 10-year debenture
  - 15-year debenture

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# Staff's Recommendation

## Alternatives:

- 3. Blended Charge (based on 50% by Assessment and 50% by Per Lot);

## Varying Options:

- Include Properties that paid a cash-in-lieu
- Include Churches
- 15-year debenture

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Roll	Address	Cost Distribution by 50% Charge by Assessment & 50% Charge per Lot		
		McGonigal Parking Lot	Potential Second Parking Lot	Annual Payment (15-Yr debt)
01501900	164-166 DANIEL ST	\$ 2,588	\$ 2,088	\$ 4,677
1509000, 1509300, 1509200	128, 142, 138 DANIEL ST N	\$ 3,888	\$ 3,137	\$ 7,024
2004700	75 DANIEL ST N	\$ 1,690	\$ 1,364	\$ 3,054
1508600	106 DANIEL ST N	\$ 2,020	\$ 1,630	\$ 3,650
1510200	139 DANIEL ST N	\$ 2,066	\$ 1,666	\$ 3,732
0250200	82 Daniel St N	\$ 4,254	\$ 3,432	\$ 7,685
2501500	22 ELGIN ST W	\$ 1,425	\$ 1,150	\$ 2,575
2501100	14 ELGIN ST W	\$ 1,735	\$ 1,400	\$ 3,135
1510800	12 ELGIN ST W	\$ 1,970	\$ 1,580	\$ 3,550
2501300	18 ELGIN ST W	\$ 2,043	\$ 1,648	\$ 3,691
2500700	4 ELGIN ST W	\$ 1,745	\$ 1,408	\$ 3,152
2500802	8 ELGIN ST W	\$ 1,899	\$ 1,532	\$ 3,430
02501800	32 Elgin St W	\$ 1,742	\$ 1,406	\$ 3,148
02504300	44-46 Elgin St W	\$ 1,808	\$ 1,459	\$ 3,267
2501720	24 ELGIN ST W	\$ 2,176	\$ 1,756	\$ 3,932
01508300	25 Elgin St W	\$ 1,695	\$ 1,367	\$ 3,062
02501700	28 Elgin St W	\$ 1,950	\$ 1,574	\$ 3,524
2504625	60 ELGIN ST W	\$ 2,729	\$ 2,202	\$ 4,931
02504500	54 Elgin St W	\$ 3,116	\$ 2,514	\$ 5,630
2505500	93 HUGH ST N	\$ 2,076	\$ 1,675	\$ 3,750
02501900	99 John St N	\$ 1,761	\$ 1,420	\$ 3,181
01506300	128 John St N	\$ 1,759	\$ 1,419	\$ 3,178
01507100	147 John St N	\$ 2,171	\$ 1,752	\$ 3,923
01506500	136 John St N	\$ 2,025	\$ 1,634	\$ 3,658
02517300	32 John St N	\$ 1,339	\$ 1,080	\$ 2,419
01507800	127 John St N	\$ 2,116	\$ 1,707	\$ 3,823
02503800	94 John St N	\$ 1,819	\$ 1,468	\$ 3,287
01506000	116 John St N	\$ 2,191	\$ 1,768	\$ 3,959
01507600	131 John St N	\$ 1,702	\$ 1,373	\$ 3,074
2503500	74 JOHN ST N	\$ 2,463	\$ 1,987	\$ 4,449
2502401	75 JOHN ST N	\$ 2,246	\$ 1,812	\$ 4,059
01506400	130 John St N	\$ 1,958	\$ 1,580	\$ 3,539
1507400	135 JOHN ST N	\$ 2,006	\$ 1,618	\$ 3,624
01506200	124 John St N	\$ 1,827	\$ 1,474	\$ 3,301
01508000	117-119 John St N	\$ 1,873	\$ 1,511	\$ 3,384
01507300	137 John St N	\$ 2,292	\$ 1,849	\$ 4,141
02503700	84 John St N	\$ 1,447	\$ 1,167	\$ 2,614
01502300	159 John St N	\$ 2,302	\$ 1,857	\$ 4,159
01506900	152 JOHN ST N	\$ 2,525	\$ 2,041	\$ 4,570
1502600	160 John St N	\$ 1,464	\$ 1,181	\$ 2,644
1502900	172 John St N	\$ 1,643	\$ 1,326	\$ 2,969
2517105 and 2517200	50 & 56 John St N	\$ 5,636	\$ 4,547	\$ 10,184
01507200	141 John St N	\$ 2,386	\$ 1,925	\$ 4,311
01507000	153 John St N	\$ 2,533	\$ 2,044	\$ 4,577
2502400	81 JOHN ST N	\$ 1,888	\$ 1,523	\$ 3,411
01505800	114 John St N	\$ 2,639	\$ 2,129	\$ 4,767

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Cost Distribution by 50% Charge by Assessment & 50% Charge per Lot						
Roll	Address	McGonigal Parking Lot	Potential Second Parking Lot	Total	Annual Payment (15-Yr debt)	
2502200	89 John St N	\$ 2,122	\$ 1,712	\$ 3,834	\$321	
02502100	91 John St N	\$ 2,669	\$ 2,153	\$ 4,822	\$404	
02503900	100 John St N	\$ 2,232	\$ 1,801	\$ 4,033	\$338	
015036100	120 John St N	\$ 2,629	\$ 2,121	\$ 4,751	\$398	
015035300	105 John St W	\$ 2,313	\$ 1,867	\$ 4,180	\$350	
2503600	80 JOHN ST N	\$ 2,201	\$ 1,776	\$ 3,977	\$333	
01506800	140-146 JOHN ST N	\$ 2,700	\$ 2,227	\$ 4,927	\$417	
01508100	105-115 John St N	\$ 2,383	\$ 1,923	\$ 4,306	\$360	
01506905	152 JOHN ST N	\$ 2,735	\$ 2,207	\$ 4,942	\$414	
1502200 and 1502100	169 John St N	\$ 4,049	\$ 3,266	\$ 7,315	\$612	
01004300	97 MADAWASKA ST	\$ 1,945	\$ 1,569	\$ 3,514	\$294	
01004600	87 Madawaska St	\$ 1,995	\$ 1,610	\$ 3,605	\$302	
01009600	47 Madawaska St	\$ 1,548	\$ 1,249	\$ 2,796	\$234	
01007000	79 Madawaska St	\$ 1,796	\$ 1,449	\$ 3,245	\$272	
01009300	57 Madawaska St	\$ 1,626	\$ 1,312	\$ 2,937	\$246	
01006900	81 Madawaska St	\$ 2,352	\$ 1,898	\$ 4,250	\$356	
01007400	73 Madawaska St	\$ 2,152	\$ 1,407	\$ 3,559	\$294	
01009700	39-43 Madawaska St	\$ 2,325	\$ 1,737	\$ 4,062	\$338	
01502000	14-16 MADAWASKA ST	\$ 2,235	\$ 1,803	\$ 4,038	\$338	
01007200	77 Madawaska St	\$ 2,774	\$ 2,238	\$ 5,013	\$420	
01007500	59 Madawaska St	\$ 3,749	\$ 3,025	\$ 6,775	\$567	
01504900	90 Madawaska St	\$ 4,368	\$ 3,524	\$ 7,892	\$661	
01503400	48 Madwaska St	\$ 1,809	\$ 1,460	\$ 3,269	\$274	
01503500	50 Madwaska St	\$ 1,638	\$ 1,322	\$ 2,960	\$248	
01503900	60 Madwaska St	\$ 1,484	\$ 1,197	\$ 2,682	\$224	
01504200	66 Madwaska St	\$ 1,687	\$ 1,361	\$ 3,047	\$255	
01503700	54 Madwaska St	\$ 1,457	\$ 1,175	\$ 2,632	\$220	
01503300	46 Madwaska St	\$ 1,789	\$ 1,443	\$ 3,232	\$271	
02503800	10 Elgin St	\$ 1,650	\$ 1,331	\$ 2,982	\$250	
01504800	83 Madawaska St	\$ 2,799	\$ 2,259	\$ 5,058	\$423	
01504700	74 Madwaska St	\$ 2,742	\$ 2,212	\$ 4,954	\$415	
02518800	24 MCGONIGAL ST W	\$ 1,774	\$ 1,432	\$ 3,206	\$268	
02517000	46 MCGONIGAL ST W	\$ 1,816	\$ 1,465	\$ 3,282	\$275	
02519100	8 MCGONIGAL ST W	\$ 2,128	\$ 1,717	\$ 3,845	\$322	
02513900	106-108 MCGONIGAL ST W	\$ 3,389	\$ 2,734	\$ 6,124	\$513	
1505100	75 ELGIN ST W	\$ 5,092	\$ 4,108	\$ 9,199	\$770	
2505700	104 ELGIN ST W	\$ 3,860	\$ 3,114	\$ 6,974	\$584	
02518200	51 John St N	\$ 2,431	\$ 1,962	\$ 4,393	\$368	
01505700	John St N W	\$ 15,230	\$ 12,288	\$ 27,518	\$2,303	
02517800	27 John St N	\$ 2,074	\$ 1,674	\$ 3,748	\$314	
01505600	108 John St N	\$ 1,940	\$ 1,565	\$ 3,505	\$293	
2503400	0 MCGONIGAL ST W	\$ 2,072	\$ 1,672	\$ 3,743	\$313	
2501710	26 ELGIN ST W	\$ 1,954	\$ 1,585	\$ 3,540	\$297	
01507900	123 John St N	\$ 1,750	\$ 1,412	\$ 3,163	\$265	
01507700	129 John St N	\$ 2,558	\$ 2,064	\$ 4,622	\$387	
2504800	80 Elgin St W	\$ 9,159	\$ 7,390	\$ 16,549	\$1,385	

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## Policy Matters

- ❑ Vacant Lots included will only pay a charge if any development occurs on the property.
- ❑ Properties that have paid a cash in lieu (CIL) would receive a credit (up to the amount they paid historically).

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## Comparison of Parking Charges to BIA

Total Parking Lot Annual Debt Payments (15-Year Debt)	Total Annual BIA Payments
\$ 34,574	\$ 35,011

- The annual payments of the calculated parking charge (assuming the owners pay the charge with a 15-year debenture) is similar to the previous BIA annual charges imposed historically.
- Given that the BIA is no longer active, the Town picks up the operating costs of what the BIA used to provide (downtown beautification, flower planting, etc.)

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## Next Steps

- Based on matters reviewed with Council and input received, staff to engage with Commercial Owners
- Undertake the public process to receive input prior to Council's consideration of a by-law

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# Questions?

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# CIP Application 88 John Street North

Lindsay Wilson, MEDO

Council Meeting- Tuesday, May 23, 2017

## Proposed Project

- 88 John Street North
- Resurface wood paneling and re-paint.
- Add gooseneck lighting above sign
- Replace awning.
- Replace front step.
- Add barn board detail to bottom of shop.



## General Eligibility Criteria

- ✔ Application submitted prior to commencing
- ✔ Applicant is owner or tenant of the property
- ✔ Within designated CIP area
- ✔ No outstanding tax arrears/good standing
- ✔ Complete application form & materials
- ✔ Work is in accordance with Town regulations
- ✔ Land use is in conformity with OP and zoning



## General Eligibility Criteria

- ✔ Application must take place before any permits or approvals are applied for.
- ✔ Any exterior changes must meet Urban Design Guidelines (Appendix A)
- Work must be consistent with application
- ✔ The total of combined grants and rebates must not exceed total project costs.





## Façade Improvement



## Façade and Property Improvement Program

- ☑ Meets General Eligibility Requirements
- ☑ Front, Sidewall and Rear façade restorations or property improvement.

Total cost of project \$3545.00

Eligible for grant up to \$1,772.50

Application and Permit Fee Rebate Program

Sign permit \$50, rebate of 50%



## Recommendation

- Down Town Revitalization is a key objective of the Town's Strategic Plan – this application helps achieve this objective.
- The improvement to this downtown building will assist with the overall revitalization of the Downtown.
- A grant for \$890.00 under the Façade and Property Improvement program. \$25 Application and Permit Fees Rebate



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## Funding

Total cost of recommendation: \$915.00

- Funded from the CIP Grants Operating Account
- \$9,458.40 remains of uncommitted funds in 2017 CIP Grants Budget, therefore if approved the remaining balance would be \$8,543.40.



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# Questions?



• WHERE THE RIVERS MEET •