



**DRAFT Minutes of the
CIP Approvals Committee (CIPAC) Meeting**

Monday June 4, 2018 at 5:45 p.m.
Sandfield Centre
102 Derby Street West, Alexandria

A meeting of the Community Improvement Plan (CIP) Advisory Committee (CIPAC) was held on Monday, May 7th, 2018 at 5:45 pm at the Sandfield Centre (102 Derby Street West, Alexandria).

PRESENT:

Karen Davison Wood, Committee Chair
Jeff Manley, Councillor
Carma Williams, Councillor
Deirdre Hill, Maxville & District Chamber of Commerce
Nathalie-Anne Bussière, Arts, Culture & Heritage Committee
Michael Madden, Alexandria & District Chamber of Commerce (arrived at approx. 6 pm)
Tara Kirkpatrick, Economic Development & Communications Officer
Anne Leduc, Community Services Director

REGRETS:

Sarah Huskinson, Chief Administrative Officer
Jacob Rheume, Chief Building Officer

1) CALL TO ORDER

The meeting was called to order at 5:45 p.m. by Karen Davison Wood

2) ACCEPT THE AGENDA

Resolution No.: 1 Moved by: Nathalie-Anne Bussière Seconded by: Carma Williams

That the Agenda of the CIP Approvals Committee of June 4, 2018, be accepted.

Carried.

3) DECLARATION OF CONFLICT OF INTEREST

➤ There were no declarations of conflict of interest expressed by the members present.

4) RATIFICATION OF THE MINUTES OF May 7, 2018

Resolution No. 2 Moved by: Jeff Manley Seconded by: Carma Williams

That the minutes of the May 7, 2018 meeting of the Community Improvement Plan Approvals Committee (CIPAC) meeting be accepted as presented.

Carried.

5) AGENDA ITEMS

a) Closing CIP: 44 Main Street North, Alexandria (Wine Makers)

Resolution No. 3 Moved by: Carma Williams Seconded by: Deirdre Hill

That the Community Improvement Plan Advisory Committee (CIPAC) resolves that the Community Improvement Plan (CIP) Project at 44 Main Street North, in Alexandria (North Glengarry Township), has been completed as per the plans approved by Council on December 12, 2016 and amended by Council on February 21, 2017; And as per the Letter of Agreement for the Municipal Financial Incentive (Grant) Program signed by the applicants, Sotirios (Terry) Ladas and Paraskevi Moularogeorges on June 28, 2017.

The Building Improvement and Infill Grant (Program B) element of this Community Improvement Plan project has already been cashed out. A cheque for \$7,500 was issued by the Township on August 24, 2017, representing the totality of Program B. On July 31, 2017 CIPAC reviewed this file and found that the completed Program B works met all of the requisite requirements. This CIP project is now considered complete.

A total of \$5,145.53 shall be paid to Sotirios (Terry) Ladas and Paraskevi Moularogeorges. This payment represents:

- (1) The sum of **\$325.58** (Three-Hundred and Twenty-Five Dollars and Fifty-Eight Cents) in the form of a Planning and Design Grant (**Program A**).
 - (2) The sum of **\$977.45** (Nine-Hundred and Seventy-Seven Dollars and Forty-Five Cents) in the form of a Commercial Signage Grant (**Program C**).
 - (3) The sum of **787.50** (Seven-Hundred and Eighty-Seven Dollars and Fifty Cents) in the form of a Commercial Awning Grant (**Program C**).
 - (4) The sum of **\$2,000** (Two-Thousand Dollars) in the form of a Landscaping Grant (**Program D**).
 - (5) The sum of **\$555** (Five-Hundred and Fifty-Five Dollars) in the form of a Building Permit Fee Grant (**Program E**).
 - (6) The sum of **\$500** (Five-Hundred Dollars) in the form of a Planning Fee Grant (**Program E**).
- At the December 7, 2017 CIPAC meeting the committee reviewed the Public Art Component of Program D. The CIPAC committee determined that the design for this artwork was not approved prior to the creation of this piece, making it ineligible for CIP funding. During the June 4, 2018 CIPAC meeting the committee reviewed this component. They stand by their earlier decision.

TOTAL: \$5,145.53

Carried.

- During the discussion for this project, the CIPAC committee recommended that the Public Art Component of the CIP process needs to be revisited.
- CIPAC recommends that the Commercial Signage aspect of the CIP process also needs to be reworded to emphasize that commercial signage needs to directly link to your business.
- Both items were deferred for further discussion, as part of the discussion on the SDG Regional Incentives Program.

b) Opening CIP: Glengarry Pioneer Museum, Greenfield Property

Project Overview: Program B

- Repointing of the stone work on the entire west street facing wall.
- Repointing and repair of the west wall chimney.
- Repairs and repainting (white) of the sills and lintels of the TWO large windows on the west façade.
- Repainting of the wood framed attic windows on the west façade (white).
- Repainting of the front door and railing using black metallic paint.

Project Overview: Program D – Public Art

- 2 window decals to be added to the two windows on the south side. Featuring black & white photos of Glengarry pioneers.
- Window decal in the window above the main door, featuring a photo of the Greenfield Church and the Glengarry Pioneer Museum logo.
- The small window beside the door will include a decal of the museum contact information and hours of operation
- A cast aluminum plaque to be mounted on the west façade, detailing the historical significance of the building.
 - The historical plaque and the four window decals would all be considered within the Public Art Grant component.
 - The Pioneer Museum is already partially funded by the Municipality. This does not make it ineligible for funding, but it is important to verify that the CIP funding is not being matched by other Township grants.
 - The former Kenyon Township building is a public building and it has a public history. It will serve as an important anchor CIP project to help stimulate the community of Greenfield.
 - As part of the CIP, Council approved the use of funds for buildings that are considered of Heritage importance to the community. This is the only North Glengarry building featured in A History of Canadian Architecture The CIP aims to rejuvenate Main Streets, which would be accomplished by this.

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Nathalie-Anne Bussière

That the Community Improvement Plan Advisory Committee (CIPAC) recommends to Council the Community Improvement Plan (CIP) Project at 1645 County Road 30, in Greenfield (North Glengarry Township), as submitted by the Glengarry Pioneer Museum Board of Directors, as follows:

1. Program B (Building Improvement and Infill Grant) 50% matched grant up to a maximum of \$5,000 towards the cost of improvements to one façade.
2. Program C (Civic Address Signage Grant) of \$75 representing a matching grant of 75% up to \$75 for a civic address sign at one locale.
3. Program D (Public Art Grant) 50% matched grant up to a maximum of \$555.18.
4. Program E (Building Permit Fee Grant) equal to 100 % of eligible Building Permit fees, up to a maximum of \$750.

Recommendations:

Community Improvement Plan Advisory Committee

1. That the Glengarry Pioneer Museum logo be incorporated in the contact information panel, to the right side of the front door, rather than in the large window above the door.
2. That the history of the supposed Presbyterian Church of Greenfield be verified. Suggest historical photo of the actual building itself, or another building significant to Greenfield. possibly of the Greenfield Railway Station, or Station Master's House.
3. That all Public Art Components must be submitted to the committee for approval, prior to finalizing the printing process, including the two art pieces not being funded by this committee.
4. The language and design for the historical plaque must be reviewed by the committee, prior to being finalized. Suggestion that perhaps the text on the plaque could be shorter and more concise.

TOTAL: \$6,380.18

Carried.

c) Update on the United Counties of Stormont, Dundas & Glengarry (SDG) Regional Incentives Program.

- The Ministry of Municipal Affairs requires that the North Glengarry CIP, with the added SDG Regional Incentives Program, be sent back to them for review.
- Under the timeline proposed by the Counties, the Township would be required to pass a By-Law on July 9, 2018. We would then compile the comments and go back to the Counties with any commentary. Afterwards there is a 15-day period where the CIP can't be consolidated with the MMA – bringing us to July 25. Then there is a 20-day appeal period to the Ontario Municipal Board. The earliest we could do the intake is August 14.
- Proposal to hold a Public Consultation one hour prior to Council on June 25, 2018. The ad will be placed in the Glengarry News this week.
- We need to also advertise the CIP and have citizens begin their applications.
- We need to continue to expose our CIP. New advertising campaign will highlight this.
- We should start sending out press releases about the successful projects.
- We should cultivate new news articles.
- We should post Social media before and after photos of our successful CIP projects.
- July 9 – August 14 is the OMB Appeal Period.
- If we have a public information session and there is a desire to modify our local CIP, now is the time to do it. This could include the Public Art Component of the CIP.
- Proposal to tighten up the language of the public art component and to commercial signage and circulate the draft to the CIPAC committee.

- Overview of the SDG Regional Incentives:
 - The designated area is all of North Glengarry
 - Proposal to add Section 2, point 3 to our CIP "All proposed projects must result in some level of visible improvement of rehabilitation over the existing conditions and not simply represent a life cycle replacement.
 - Proposal to add "Incorporated non-profit groups (i.e. local fair boards, agricultural societies and community groups) are eligible for regional improvement grants.
 - Consult with treasury to determine how the value of building improvement is calculated in MPAC assessments, where there is both County and Municipal CIP funding.

d) Update on the Heritage Coordinators.

Two of the three Heritage Coordinators started working for the Township on May 28. The third student, Jerry Chow, will begin work on June 11. They will be working on the various projects that were identified to push forward the CIP and ACH projects.

6) NEW BUSINESS

- The Sandfield Centre at 102 Derby Street does not have a civic address sign. Suggestion of ordering a CIP civic address sign to better identify this building. Anne will address this.

7) CORRESPONDENCE

- There was no correspondence.

8) NEXT CIPAC MEETING

- Tuesday, July 3, 2018, 5:45 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

9) ADJOURNMENT

The meeting was adjourned at 7:46 pm.

Moved by: Jeff Manley

Carried.

Recording Secretary – Tara Kirkpatrick

Chair – Karen Davison-Wood