



P R O C E E D I N G S
Regarding a Public Meeting
Concerning a Proposed Amended Community Improvement Plan -
Harbourtown Centre
Tuesday, July 10, 2011
10:00 a.m.

PRESENT: Councillor Drinkwalter, A/Chair, Property & Planning Member
Mayor D. Canfield
Councillor R. McKay
Councillor R. McMillan
Councillor S. Smith
Tara Rickaby, Planning Administrator
Karen Brown, CAO
Richard Perchuk, Operations Manager
Joanne McMillin, City Clerk

REGRETS: Councillor L. Roussin
Councillor R. Lunny
James Tkachyk, Planning Advisory Chair

Councillor Drinkwalter, Chair of Property and Planning Committee opened the meeting and advised as follows:

This public meeting is being held by the City of Kenora in accordance with Section 28 of the Planning Act to consider an amendment to the City of Kenora Harbourtown Centre Community Improvement Plan. The purpose and effect of the proposed amendments to the Harbourtown Centre CIP are to continue a program for municipal financial incentives to encourage the rehabilitation and improvement to private lands and to coordinate public and private works in a manner that will make the most efficient use of public infrastructure. The effect of approval is that the City may provide financial incentives in the form of grants to commercial property owners/businesses who wish to improve building facades, signs or landscaping.

The Property and Planning Committee will make a recommendation to Council with respect to whether or not the proposed amendments to the CIP should be approved. The Council of the City of Kenora will make the decision at the July 16th meeting of Council.

If anyone wishes to receive written notice of the adoption of the amending By-law please leave your name and address with the Clerk.

An appeal may be made to Ontario Municipal Board not later than 20 days after the day that the giving of notice is completed by either the applicant or person or public body who, before the by-law is passed makes oral submissions at a public meeting or written submissions to the Council by filing a notice of appeal setting out the objection to the by-law and the reasons in support of the objection, accompanied by the fee prescribed under the Ontario Municipal Board Act, and the fee prescribed by the City of Kenora Tariff of Fees, with the City Clerk.

The Planning Administrator will provide information from the planning report, after which anyone who wishes to speak either for or against the amended Harbourtown Centre Community Improvement Plan will be given the opportunity to do so, and a record will be kept of all comments.

If anyone has a cell phone please either turn it off or use the vibrate option only. Thank you.

Tara Rickaby, Planning Administrator, then reviewed the details of the Report along with a presentation for Committee regarding amendments to Harbourtown Centre Community Improvement Plan City of Kenora

The *Planning Act*, specifically Section 28, allows municipalities, with provisions in Official Plans relating to Community Improvement Plans (CIPs), to designate by by-law a "community improvement project area" and prepare and adopt a community improvement plan. CIPs also include financial incentives which are legislated under Section 365.1 of the *Municipal Act*. CIPs provide the planning and economic development framework for municipalities to use in shaping the local needs, priorities and circumstances for CIP project areas. The site is designated as a community improvement project area in the City of Kenora Official Plan, 2010.

The City of Kenora adopted the Harbourtown Centre CIP in October of 2007. The funding for this project was originally approved as part of the funding agreements between the City of Kenora and both FedNor and the Northern Ontario Heritage Fund for Downtown Revitalization. There is currently approximately \$35,912.50 remaining from that original budget, in addition to \$100,000 allocated for 2012.

Heritage Kenora, the City's Heritage Committee, administers the Harbourtown CIP on behalf of Council. The Committee has worked with the plan since 2007 and recently reviewed it. Based on the review and identification of recurring matters which limited the scope of work, the Committee is proposing the changes indicated in the attached schedule. The main revision would see an increase in the grant permitted in section 5.4 Landscaping from a maximum of \$2500 to a maximum of \$15,000.00 with associated changes in criteria.

It is proposed that the Harbourtown Community Improvement Plan be extended until December 31, 2017. This extension would offer an opportunity to property owners

along Second Street South after the completion of the next phase of Downtown Revitalization.

Heritage Kenora adopted the resolution below at its May 10, 2012 meeting:

Moved by Rory McMillan, seconded by Lisa Moncrief to recommend that the Council of the City of Kenora adopt the amended Community Improvement Plan as amended.

Carried

Appendix I hereto provides a listing of applicants and funding provided since 2008. The City and private enterprise have invested approximately \$248,000.00 into the Harbourn Centre area, as generally, grants are based on a 50/50 cost sharing. The private sector investment totals 785,700.50 - \$247,797.31 = \$537,903.20 of reported private sector investment.

Public and Agency Comments

No written comments received from the public at the writing of this report.

City of Kenora Inter-departmental review –

June 12, 2012 - Property and Planning Committee - Receipt of report and recommendation to proceed with statutory public hearing

July 10, 2012 – Statutory Public Meeting on Draft CIP

July 16, 2012 – Council Meeting to make a decision on amendment to CIP by by-law

As of July 4, 2012 there have been no objections received

July 4, 2012 - Jennifer Findlay, Economic Development Officer:

1. Section 5.4 – Landscaping & property improvements

Excellent vision and synergies with the new brand promise and the need for improved parking and docking options

2. Section 5.5 – Application Fees

I had forgotten about this element of the program. Are we using it? Are the numbers reflected in the outline of projects/grants?

3. Section 5.6 Heritage Buildings

Can you clarify for me whether an owner of a heritage building is now being restricted from accessing the other programs within the CIP (i.e. are we re-directing them to federal and provincial assistance only?)

4. Section 6.4 – Great addition

5. Section 6.9 – I like the increased flexibility
6. Section 6.10 – request for clarification

The new language appears to require the owner to register the site plan on title, although your note states that sometimes an undertaking is ok. How do you determine which it is? Who makes that determination and how much does it cost the business owner to register it on title? I am leaning towards the undertaking, which would seem to be less onerous and equally effective

Circulation and Notification

Notification of the Public Open House (Official Plan Amendment No. 1), for a Community Improvement Plan, was advertised through the following communication tools:

- City of Kenora Community Portal www.kenora.ca, under “What’s New”
- Lake of the Woods Enterprise on June 21, 2012

Notification of the Statutory Public Meeting (Official Plan Amendment No. 1) was advertised as follows:

- Lake of the Woods Enterprise on June 21, 2012
- Notification of the for the Statutory Public Meeting with links to the Community Portal were sent by the City’s Planning Administrator via email on June 21, 2012 to the following:
 - Interested members of the public (None to date)
 - Department Heads/Managers
 - City Clerk
 - City Council
 - Kenora Planning Advisory Committee
 - Keewatin Patricia District School Board
 - Kenora Catholic District School Board
 - Secretary of Union Gas

- TransCanada Pipelines
- CP Rail
- Ontario Power Generation
- Hydro One Networks Inc.
- Kenora Hydro
- Chief Ken Skead -Wauzhusk Onigum First Nation
- Chief Lorraine Cobiness, Ochiichagwe'babigo'ining First Nation
- MMAH – Ministry of Municipal Affairs & Housing
- Kenora Chamber of Commerce (email)
- Kenora BIZ (email)
- Heritage Kenora

2012 Proposed Amendment	2007 Original CIP	Rationale
<p>5.4 Landscaping and Property Improvement A grant of 50 per cent (up to a maximum of \$15,000) of the costs will be available for improving outdoor landscaping on private property in the Community Improvement Area. Grants shall be provided for the rehabilitation and/or construction of patios, gardens, trees & shrubs, walkways, park benches, waste receptacles, fountains, retaining walls, fencing, outdoor lighting, accessibility structures and any other outdoor landscape related improvements. The grant will be payable upon completion of the works.</p>	<p>5.4 LANDSCAPING AND PROPERTY IMPROVEMENT A grant of 50 per cent (up to a maximum of \$2,500) of the costs will be available for improving parking and docking spaces in the Community Improvement Area. Grants shall be provided the at a rate of \$500 per new space or slip created plus up to \$1,000 for landscape improvements between parking areas and docking areas and roadways or laneways. The grant will be payable upon completion of the works.</p>	<p>The 2007 version of the CIP constrained prospective applicants to improving parking and docking spaces only. This will provide property owners with opportunity to beautify properties by encouraging the rehabilitation and improvement to private lands</p>
<p>5.5 Application Fees</p>	<p>5.5 APPLICATION FEES</p>	<p>Removed reference to</p>

<p>These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act. In particular, the waiving of building permit fees is permitted per s. 7 of the Ontario Building Code Act.</p> <p>Where a property owner or business is undertaking improvements to lands and buildings in accordance with this report, the City will provide a grant equivalent to the cost of the normal application fees for approved projects in accordance with the provisions of Section 69 of the Planning Act and the City's Tariff of fees by-law.</p> <p>The applicant will be responsible for all mapping and registration costs for agreements where applicable.</p>	<p>These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act. In particular, the waiving of building permit fees is permitted per s. 7 of the Ontario Building Code Act.</p> <p>Where a property owner or business is undertaking improvements to lands and buildings in accordance with this report, the City will provide a grant equivalent to the cost of the normal application fees for approved projects in accordance with the provisions of Section 69 of the Planning Act and the Town's Tariff of fees by-law:</p> <ul style="list-style-type: none"> - Site Plan approval (\$850) Rezoning (\$850) - Minor Variance (\$250) - Building Permit (\$40) <p>The applicant will be responsible for all mapping and registration costs for agreements where applicable</p>	<p>specific fee amounts in case they change/have changed.</p>
<p>5.6 Heritage Buildings</p> <p>These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act.</p> <p>Heritage Kenora will assist property owners seeking Federal and Provincial financial assistance to rehabilitate buildings that have been designated under the Ontario Heritage Act.</p>	<p>5.6 HERITAGE BUILDINGS</p> <p>These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act.</p> <p>The City of Kenora will assist property owners seeking Federal and Provincial financial assistance to rehabilitate buildings that have been designated under the Ontario Heritage Act. A municipal grant provided in accordance with this incentive program will be considered as a</p>	<p>Removed references to municipal grant program.</p>

	<p>portion of the owner's contribution to the costs where matching Provincial funding under the Heritage Challenge Fund Community Program, Commercial Heritage properties Incentive Fund (CHIF), or other similar programs that may become available.</p>	
<p>6.4 Building façade grants will be granted based on a primary grant for the building façade that forms the primary entrance to the building, or faces a navigable waterway, and a secondary grant for a building side that faces the street.</p>	<p>6.4 Building façade grants will be granted based on a primary grant for the building façade that forms the primary entrance to the building, and a secondary grant for a building side that faces the street.</p>	<p>Addition of "navigable waterway" as it is recognized that the Harbourtown Centre includes many structures located adjacent to navigable waterways and that those facades may benefit from improvement</p>
<p>6.9 6.9 Façade Improvement grants are encouraged for entire building faces. Partial improvements to a portion of a building face may be approved on a limited basis. However, one façade may be improved on buildings that have side or rear facades that are also eligible for grants.</p>	<p>6.9 Façade Improvement grants will only be available for entire building faces. Partial improvements to a portion of a building face will not be eligible. However, one façade may be improved on buildings that have side or rear facades that are also eligible for grants.</p>	<p>This provides an opportunity for owners to apply only for certain portions of facades. Decisions will be made on a case by case basis.</p>
<p>6.10 The owner may be required to register a site plan agreement on the title of the lands guaranteeing all of the improvements where grants have been provided.</p>	<p>6.10 The owner will be required to register a site plan agreement on the title of the lands guaranteeing all of the improvements where grants have been provided.</p>	<p>The City of Kenora's Site Plan Control By-law also permits undertakings to be signed rather than agreements to be registered on title.</p>

Planning Rationale

The 2005 Provincial Policy Statement (specifically Section 1.7.1(g)) acknowledges the importance of maintaining and, where possible, enhancing the vitality and viability of downtowns and main streets in order to support economic prosperity.

The **Growth Plan for Northern Ontario** was released in early March 2011 and has been prepared under the *Places to Grow Act, 2005*. This Growth Plan recognizes the interconnected contribution of people, communities, infrastructure and the environment to a successful and sustainable economy. As such the Growth Plan is a plan for:

- Economic development;
- Infrastructure investment;
- Labour market; and
- Land use.

Section 2.2 of the Growth Plan is dedicated to economic development and includes several policies for existing and emerging priority economic sectors.

The **City of Kenora Official Plan (2010)** established goals and objective which provide a wide range of employment opportunities by supporting existing businesses and attracting a diverse range of new employment opportunities for new and existing residents (2.2.4), continuing to expand its role as an urban, cultural service centre and tourist destination, providing services to the traveling public and residents of the area (Section 2.2.5), and promote a desirable built form in any development or re-development by ensuring that all aspects (e.g. buildings, streetscapes, landscapes) contribute to everyday living in a positive manner (Section 2.2.7).

There are Official Plan provisions (section 4.3) which directly address Council's objectives for the Harbourtown Centre area as promoting the continued development and growth of the Harbourtown Centre as the primary office, business, cultural, entertainment, tourism and administrative area for the City of Kenora by adopting such special agreements as joint ventures with private enterprise for the acquisition and disposal of such land, the rehabilitation of buildings, the encouragement of the private assembly of land, the pooling of land ownership, and development of land and by supporting co-operative ventures to improve the general attractiveness of public and private properties. In particular the Official Plan encourages the development of a plan regarding the development of a Harbourtown Centre theme, or project, which recognizes the historical importance of the area to integrate existing and new buildings both aesthetically and architecturally, and additional initiatives including: property security and safer streets, marketing and promotion of the Harbourtown Centre, parking and traffic flow; and signage.

The Official Plan also acknowledges the creation of the Harbourtown Centre Community Improvement Plan in order to implement the objectives of the Official Plan.

The Draft CIP is available under separate cover and contains the details regarding the financial incentive programs. Copies are available at City Hall and the Operations Centre as well as online at www.kenora.ca.

APPENDIX I

PROJECTS WHICH HAVE RECEIVED LOANS

As of June 19, 2012

Approved for Funding:

Paid

Verti-Shade - facade improvement and signage - Dec.7/07 Y	10,600
Pharmasave - facade improvement and signage - Dec. 7/07 \$3,364 Y	14, 538 +
Bistro on Second Street - facade improvement - Oct. 30/07 Y	15,000
Bistro on Second Street - signage - Feb. 28, 2008	2,000
Cornerstone Restaurant - signage - June 25/09	2,800
Larry's Jewellers - awning/signage/lighting - Sept. 3/09 Y	4,240
Dental Arts Building - signage - Oct. 1/09 Y	1,318
PreKay Building - facade improvement - Oct. 1/Nov.26/09 Y	20,500
Kenora's L'il Antique Shoppe - signage - Oct.29/09 Y	250
Lakeside Dental - signage - Nov. 26/09 Y	1,300
Boardanyone - signage - Nov. 26/09 Y (May/10)	2,000
Agnew Chapman - signage - 2010 Y	1,340.25
Urban Shag, Page Florists - facade improvement - 2010 Y	23,500
St. Alban's - signage - Nov. 19/10 Y	3,087.50
Claude Lord's building - facade improvement - May 2010 Y	22,000
Urban Shag - signage - Jan. 27, 2011 Y	600
Penner's Jewellers - facade, signage, design - Feb. 23/11 Partially	9,184.56
LOW Hotel - facade, signage - Feb. 23/11 Y	16,900
Kenora Professional Building - June 23/11 Y	21,000
Ristorante Pizzeria (Mid Canada Amusements) - Sept. 8/11 Y	22,000

Second Street Bakery - facade and design - Oct. 27, 2011	20,500
Page Florists - signage - Oct. 27, 2011	275
Meyers Norris Penny - signage - Oct. 27, 2011	1,300
Bijou Steakhouse - signage, design - May 10, 2012	2,500
Boathouse Steakhouse - design, facade, signage - June 19/12 (based on signage options)	22,500 OR 23,700
The Only One - signage - June 19/12	2,000
TOTAL	\$247,797.31

Not Approved for Funding:

Dino's Restaurant - facade improvement, planning and design - July 17/08

Doner Block - facade improvement - June 25/09

Cers Investments Ltd. - Wilson's Business Sol. - Feb. 2/12

Deferred pending further discussion with applicant

Nancy's Boutique - signage/awning - Dec. 18/08

King Furniture - facade improvement - Nov. 26/09

Interest in program shown by:

Standard Insurance - Jan. 15/08

The Chip Trucks

Abundance - May 2009

Nibblers' Nook - October 2009

Canadian Hearing Society - April 2010

** Actual investment by private sector = \$785,700.50 - \$247,797.31 = \$537,903.20

APPENDIX II
Letters of Appreciation
Kenora Design Group

November 2, 2010

City of Kenora

Heritage Committee

Chairperson Lori Nelson

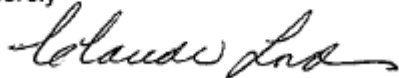
Dear Lori Nelson

Thank you for your recent cheque for the CIP grant to improve the façade of 30-32 Main St S. Your encouragement for businesses to improve their property is greatly appreciated.

Since my submission of invoices for work completed, I have done further improvements and will be continuing renovations both interior and exterior.

Working with you and your committee has been a pleasure and I thank you again for your assistance in improving heritage buildings.

Sincerely



Rosalind, Graeme and Robert Dick
209 Second Street South - Harbourtown Community Improvement Plan Grant

July 3, 2012

Dear Ms. Rickaby,

I am writing to express our appreciation to the City of Kenora and the City of Kenora Heritage Committee for the support provided by the Harbourtown Community Improvement Plan Grant.

We purchased the property known as 209 Second Street South in September, 2009, with a view to restoring it. Our family has a long history in Kenora: we wanted to deepen our connection with, and contribution to, the community. The acquisition and restoration over time of this building, which is believed to have been built in the 1890s, represented an opportunity to do so. Coincidentally, the Dick family first came to the region at about this time.

In the course of our due diligence, we learned that 207 Second Street is believed to have been built in 1892-3. It appears to have been purchased at the time by the owner of the building to the East when he was building 209 Second Street in 1894. The main floor commercial space of 207 was then opened up and combined with the commercial space at 209 to make both larger. To tie the two buildings together architecturally, the cornice, sign band and panelling under the windows were extended across to include the brick building (207).

The pressed tin on the second story has made this a heritage building, though it is not formally registered as such. Also, most of the panels around the windows are actually pressed tin with a small wash-board pattern. Some of the pressed tin on the rear of the building had been lost during some repairs, but has been restored with salvaged tin from the base of the building. The Chief Heritage Architect for Ontario has visited the property and advised that it is one of the three best examples of pressed tin work in the Province.

While we were committed from the outset to restoration, we anticipated it would be a long-term endeavour as a significant investment was required to address essential maintenance issues that had been deferred.

The Harbourtown Community Improvement Plan Grant enabled us to adjust our plans in two respects. First, we were able to move forward with restoration and improvement work to the front and rear façades much sooner than would otherwise have been possible. Second, the matching funding meant we were more ambitious in terms of the scope and professionalism of the work we undertook. Absent the funding, we probably would have taken some decisions on the basis of cost that would have been less respectful of the heritage design. Having professional architectural input was essential, but we would note that the \$500 grant provided for this work was a very small percentage of the associated fees.

With the façade grant, the building has been re-painted and the cornice and cladding repaired such that the entire structure ties together as would originally have been the case; the heritage tin has been repaired. Some minor work remains to be done at the rear of the building, and the doors to the commercial units will be replaced.

We hope the City and Heritage Board are as pleased with the results as we are, and as we believe our tenants to be. The Downtown Revitalization and Hennepin Lane initiatives are exciting, and as they proceed we hope to be able to invest further in the building, including to its interior, where original tin ceilings remain largely covered.

Once again, thank you for the support in restoring 209 Second Street South.

Sincerely,

Rosalind, Graeme and Robert Dick

cc: Lori Nelson (lnelson@kmts.ca)

Councillor Drinkwalter stated that any person may express his or her views of the CIP and a record will be kept of all comments.

Councillor Drinkwalter asked if there was anyone who wishes to speak in favour of the CIP.

Thelma Wilkins-Page

Ms Wilkins-Page, representing the Lake of the Woods Development Commissions' Business Development Committee as Chair spoke in favour of the amendments. She commended Heritage Kenora for the administration of the program to-date and thanked Council for its support of the initial phase of the Plan. She referenced how the CIP has brought outside investment into the community and has addressed a number of positives in the community such as 78 new jobs; building improvements and increased assessment; a unique downtown and excellent restaurants as well as a vibrant appearance in the downtown core. As such the Business Development Committee fully supports the amendments going forward to Council for adoption.

Councillor McMillan commended the Heritage Committee for bringing forward the amendments and all the input they have provided to bringing this matter to fruition.

Councillor Smith also likes the look of the downtown as well as the addition of the landscaping component She referred to comments made to Council at the Home Show in Winnipeg about what is taking place in Kenora. She made the observation that if the City is prepared to invest then the community is prepared to invest as well and we need to keep making these kinds of investments and moving forward. Councillor Smith expressed good work to the Heritage Committee and those businesses taking advantage of it.

Councillor McKay explained he is really proud of the community and while there is a need to focus on tourism this is also a statement of building it for our community and residents and the rest will fall into place.

Mort Goss

Mr. Goss referred to how the return on investment has changed from a one to one return to a two to one return. He mentioned we need a more pedestrian friendly environment and he congratulated both the City and the Heritage Committee, noting that anything that helps with patios, docks and landscapes is a bonus.

Tara Rickaby advised that as of this date she received a letter of support from Jeffrey Port, Member of Heritage Kenora and she read Mr. Port's comment expressing how the CIP has had a significant impact on the redevelopment of the downtown core in the City of Kenora, coupled with Phase 1 and 11 of Downtown Revitalization has spurred significant private investment in the improvement of building facades and signage in the downtown core. He further stated that changes to the current by-law are another very important step in the continued growth and development of the city and he wholeheartedly supports the changes.

Councillor Drinkwalter asked if there was anyone who wishes to speak in opposition of the CIP. There were no comments.

Councillor Drinkwalter asked if there were any questions or comments. There were no questions.

Councillor Drinkwalter then declared the Public Meeting closed at 10:25 a.m. and the following recommendation was referred for discussion under the Property & Planning Committee's open meeting:

Report Recommendation:

That the Property and Planning Committee recommends to Council to adopt a new by-law incorporating various amendments to the Harbourtown Centre Community Improvement Plan; and

That Council gives three readings to adopt a new by-law thereby repealing By-law Number 113-2007; and further

That the Notice of Decision be forwarded/advertised per the appropriate sections of the Planning Act.