

# UDRAC MINUTES – JANUARY 29, 2024



## UXBRIDGE DOWNTOWN REVITALIZATION ADVISORY COMMITTEE

<b>DATE</b>	January 29, 2024
<b>TIME</b>	3 p.m. to 4:30 p.m.
<b>LOCATION</b>	Uxbridge Town Hall (Boardroom A) & Virtual (TEAMS)
<b>ATTENDEES</b>	Members Present: Mayor Barton; Councillor Willie Popp; Councillor Todd Snooks; Mary Bridger; Don Andrews; Joan Crosbie; Shelley Macbeth; Alexandra Lazarevski (V) and Craig Miller (V)
	Township Resources: Kyle Rainbow, Director, Dev. Services; Judy Risebrough, Project Mgr. & Committee Staff Rep.; Courtney Clark, Dep. Director, Public Works; Katlyn Jones, Tourism Coordinator; Sierra Miller, BIA Coordinator and Kurtis McAleer, RED Downtown Proj. Coordinator(V).
	Resources: Danielle Culp, Durham Traffic (V) and Carolyn Puterbough, OMAFRA (V)
	Regrets: Frank Mazzotta; Lesley Cornelius; Stacey Jibb, Invest Durham, Glen Macfarlane, Invest Durham and Kristi Honey, CAO.

### 1. CALL TO ORDER

Mary Bridger (Chair) opened the meeting at 3:02 p.m. and asked if anyone needed to declare a pecuniary interest. None were declared.

Mayor Barton attended for the first few minutes and thanked the committee for their work.

### 2. REVIEW OF THE MINUTES

Don Andrews made the motion to approve the minutes from November 27, 2023. Shelley Macbeth seconded the motion. Approved.



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### 3. REVIEW OF THE AGENDA

Mary reviewed the meeting agenda. Joan Crosbie made the motion to approve the agenda. Craig Miller seconded the motion. Approved.

### 4. UPDATE ON ANNUAL REPORTS

Judy Risebrough updated the committee on the status of the two reports.

1. The report that will go to OMAFRA requires statistical information from the Region and the Township. It is anticipated that the report will be ready to go to Council in May.
  - a. Glen Macfarlane is collecting the data on behalf of the region. He expects that the business count data will be available in late March or early April.
  - b. Kyle Rainbow is collecting the data on behalf of the Township.
2. Judy led the committee through the report that provides a subjective view of the progress against the Downtown Vision statement.



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Don made the motion that Judy should provide the second report to Kristi Honey for her information and to discuss next steps. Joan seconded the motion. Approved.

### 5. 2024 WORKPLAN UPDATE

#### a) Dedicated Leadership

Willie Popp informed the committee that the 2024 Township budget process has resulted in a 5.77% levy increase with 2.03% going to looking after the roads.

Willie added that the proposed Downtown Revitalization budget that was presented by Kyle received support. This means that UDRP has maintained the level of funding that was approved in 2023 which is approximately \$155K.

Kyle explained that in 2023 the UDRP expended \$122K. This year, UDRP has allocated \$155K plus the carryover from last year. These funds will be allocated to priorities that were recommended by this committee at the last meeting.

Kyle added that the CIP Building, Façade, and Signage Improvement Grant budget for 2024 will be \$30K again this year. The priority for 2024 remains the Downtown area and

will be looking for projects that support façade improvements, for either street-front or rear facades, as well as projects that improve accessibility. Projects can be up to \$10K with the township paying 50%. This CIP can be applied by either the business or the property owner.

## b) Revitalization of Lower Brock

Kyle reported on the following development projects:

- 34/36 Brock – a building permit for a two-story building that will have 2 retail spaces with residential space on the second floor has been submitted and they are looking for an April 2024 start date.
- Kindred Works is working through their site plan agreement submission, but it has not been received. They did receive Section 37 Council approval that allows for additional density (6 floors). They are targeting a July start date.
- 11/13 Brock – the “burnt down building”. The building is now listed for sale.
  - Note: The Township gave the property owner a notice re: demolition of the building and as nothing has happened the Township will be considering next steps given the residential feedback.

## c) Safe, Walkable Downtown

### **Truck Traffic**

- Judy informed the committee that there will be a meeting with the Region on February 15th to review the most recent traffic count, with a particular focus on the Heavy Truck Traffic.

### **Parking Study**

- Kyle provided an update on the Parking Study that is being done by LEA Consulting Ltd. They are presently performing a jurisdictional scan at the present time and are planning to do an actual count in March when the weather has improved. The results are expected by May.

### **Streetscaping**

- Courtney provided an update on the streetscaping initiative that Public Works and Parks are working on with the UDRAC – sub-committee.
  - They have identified three options for garbage cans and benches and have reached out to Frank Mazzotta for his comments and suggestions.

#### **Next steps:**

- a) Follow-up with Frank.
- b) Meeting with the Streetscape sub-committee.
- c) Presentation to UDRAC in February.

- Future topics for this committee:
  - Location of furniture
  - Dedication plaques
- Courtney and Sierra also provided an update on the hanging baskets and gardens for Brock Street. The plantings have been ordered.

#### d) Downtown as a Destination

##### **RED Project – Downtown as a Destination**

- Kurtis provided an update on the RED grant. An advisory committee has been established. The branding exercise will be undertaken in the fall. Currently he is working on developing a linkage chart to create collaboration activities. The “Nod to Maud” provides an opportunity for collaboration of events throughout the year.
- The future location of the Farmer’s Market was discussed, and the committee spoke to their desire of having it located long term in the Town Square and / or Centennial Park. One of the deliverables of the RED grant and the Centennial Park Plan is to Identify the long-term requirements of the Farmer’s Market and other groups (e.g. Springtime and that will need to be considered by the Township as part of the revitalization of the downtown.

##### **Centennial Park Master Plan**

- Courtney informed the group that the Township requires the Environmental Study to finalize the tender documents.
- Kyle is expecting the Environmental Study to be completed by the end of February.

##### **YDHR**

- Willie informed the committee that the Township has not heard anything since YDHR announced their bankruptcy.
- The Township is looking at the repairs required for the Train Station in anticipation of future use.
- Metrolinx continues to work with the Township.

## 6. ROUNDTABLE

Don informed the committee that the building his business is located in has been sold.

Judy informed the committee that the Township is considering an application for the current RED Grant intake, with a focus on marketing our downtown to investors and businesses and do a digital refresh of the Brock Street Heritage Guidelines. The deadline is February 21, 2024.

## 7. NEXT MEETING

The next official meeting will be Monday, February 26, 2024, at 3:00 p.m. at the Uxbridge Township Municipal Office. A virtual option will be available.