

The Corporation of the City of Kawartha Lakes

Agenda

Downtown Revitalization Advisory Committee Meeting

DRAC2018-04

Tuesday, June 12, 2018

5:00 P.M.

Coboconk Lion's Hall

9 Grandy Road

Coboconk, Ontario

K0M 1K0

Members:

Councillor Doug Elmslie

Councillor Mary Ann Martin

Chris Handley

Edward Wayne Hilton

Matthew Hutchison

Julie Kellett

Lynne Manning

Stephen Podolsky

Paul South

Dinah Wilson

Anna Radey (Alternate)

Accessible formats and communication supports are available upon request.

1.	Call to Order	
2.	Administrative Business	
2.1	Adoption of Agenda	
2.2	Declaration of Pecuniary Interest	
2.3	Adoption of Minutes	
3.	Deputations/Presentations	
3.1	Community Action Plans	
3.2	Working Group Updates	
4.	Correspondence	
4.1	Annual OMAFRA DR Report Card	4 - 11
4.2	Community Improvement Plan	

- Lindsay Downtown Reconstruction Meeting (May 31) Review
- Report PLAN2018-046 Parking Requirements - Re-development of 171-183 Kent St. West

Parking Related Issues Summary For Discussion/Feedback From The Working Groups

1. General Demand: What is the current & future demand for parking? Part of this would be addressed in the current Downtown Parking Strategy being undertaken, but there are issues/concerns in other communities outside the study area that might need to be considered from an Economic Development context.
2. Unique Demands: This would include parking demands including fully accessible, seasonal, motorcoach, horse & buggy, ATV/snowmobile, bikes, as well as electric vehicle (EV) parking/charging stations.
3. Costs: What is the real cost of parking both for initial construction (including land)/periodic capital repairs & replacement, as well as the on-going maintenance expense.
4. Cost Recovery: Will parking costs be recovered through user fees, area charges, development charges (including cash-in-lieu), general revenues.
5. Accounting: How has and how will cash-in-lieu funds (and other funds specific to parking) be accounted for to see them utilized to address parking requirements.
6. Signage: Both in terms of standard general signage for parking areas, and potential uses of electronic signs on a temporary basis for special events and permanent basis (where practical) to improve utilization rates and user experience.

5. New or Other Business

6. Closed Session

7. Next Meeting

8. Adjournment

Downtown Revitalization



Tracking Your Downtown Revitalization
Program's Performance

Annual Report Card

Name of Community/Project:

Completed by:

Date completed:

Time frame:

January 1-December 31, 2017

Number of businesses surveyed (if applicable):

Purpose of the Survey:

The goal of the Annual Report Card is to establish an understanding of the impacts that downtown revitalization activities have generated in communities over time. The data collected will help downtown revitalization groups to build an understanding of those impacts with their respective committee members, their municipality and key stakeholders.

There are many indicators to take into consideration when determining the success of a Downtown Revitalization process. As part of the broader Annual Report Card process OMAFRA asks you to respond to the questions included in this Report Card. However we encourage you to consider including additional indicators relative to your project in your annual reporting and monitoring activities, as outlined in the Downtown Revitalization program resources.

Confidentiality:

Your Annual Report Card data will be consolidated into a combined report that will be shared with other Downtown Revitalization projects and stakeholders. The specific details for your community will not be shared outside of the Ontario Ministry of Agriculture, Food and Rural Affairs.

Questions:

For further information or general questions, please contact your local Agricultural and Rural Economic Development Advisor.

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

†Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

Annual Downtown Revitalization Report Card

Section One

The following questions deal with more quantitative aspects of downtown revitalization initiatives, including employment, investment, and stakeholder engagement. It is expected that answers to these questions will generally emerge from annual monitoring activities of the organization, but data may also be sourced from more general areas as well (e.g. municipal building permit records, outreach to businesses/organizations).

1. Do you have a Community Improvement Plan focused on your downtown area?

☐ Yes ☐ No

2. a. How many people were employed in your downtown at Dec. 31, 2017?

[Click here to enter text.](#)

- b. What was the net increase or decrease since Dec. 31, 2016?

[Click here to enter text.](#)

3. How many businesses were in the downtown at Dec. 31, 2017?

[Click here to enter text.](#)

4. What was the commercial (i.e. office and retail) vacancy in your downtown:

- a. At Dec 31, 2016

- i. Number of vacant units: [Click here to enter text.](#)
ii. Rate (% by number of vacant units): [Click here to enter text.](#)

- b. At Dec 31, 2017

- i. Number of vacant units: [Click here to enter text.](#)
ii. Rate (% by number of vacant units): [Click here to enter text.](#)

5. How many businesses expanded their square footage (i.e. added new commercial space) in 2017*?

[Click here to enter text.](#)

6. How much new commercial space was added in total*?

[Click here to enter text.](#) ☐ Sq.Ft. **OR** ☐ Sq. M.

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

*Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

7. Did you lose any commercial space (e.g. to demolition, conversion to non-commercial uses) in your downtown area in 2017?

☐ Yes ☐ No

- a. If yes, how much commercial space was lost in total*?

[Click here to enter text.](#) ☐ Sq.Ft. **OR** ☐ Sq. M.

8. How many business units had physical improvements⁺ made to them in 2017*?

[Click here to enter text.](#)

- a. What were the approximate value of the improvements*: \$ [Click here to enter text.](#)

9. What was the total assessed value of properties in the downtown area, by class, for 2017?

- a. Residential: [Click here to enter text.](#)
- b. Multi-Residential: [Click here to enter text.](#)
- c. Commercial: [Click here to enter text.](#)
- d. Office: [Click here to enter text.](#)
- e. Other: [Click here to enter text.](#)

10. What is the total amount of public funds invested in downtown revitalization in 2017 from all public sources[^]?

\$ [Click here to enter text.](#)

- a. What was the total investment from the municipality in downtown revitalization initiatives (e.g. streetscaping, servicing, Community Improvement Plans, marketing and promotion)[^]?

\$ [Click here to enter text.](#)

- b. What other sources of public funding were used for downtown revitalization (e.g. CFDC, Provincial)[^]?

[Click here to enter text.](#)

11. a. How many volunteers were engaged in downtown revitalization initiatives in 2017?

[Click here to enter text.](#)

- b. How many organizations were engaged in downtown revitalization initiatives in 2017?

* Denotes information that may be available from municipal building departments and building permit data

[^] Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

⁺Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

Click here to enter text.

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

†Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

Section Two

The following questions deal with qualitative aspects of downtown revitalization initiatives, including opportunities and challenges in implementing the program, and illustration of intangible positive impacts and outcomes arising from the program.

1. What projects did you work on in 2017, and what have been the results of those projects?

[Click here to enter text.](#)

2. What priority projects do you intend to undertake over the next year?

[Click here to enter text.](#)

3. Can you provide an example of how you have used the findings of the downtown revitalization planning process over the last year?

[Click here to enter text.](#)

4. Is there any specific achievement or success you have had based on downtown revitalization?

[Click here to enter text.](#)

5. Did you have any challenges and lessons learned over the previous year that you would like to share?

[Click here to enter text.](#)

6. What emerging trends, opportunities, or challenges do you see influencing your downtown revitalization activity over the next year?

[Click here to enter text.](#)

7. What strategies/activities are you pursuing to ensure the ongoing sustainability of your downtown revitalization initiative over the next year?

[Click here to enter text.](#)

8. Is there anything that you are presently working on in downtown revitalization that the ministry can assist with?

[Click here to enter text.](#)

9. What is the methodology that you used to collect data for Section 1 (e.g. purchase of census or custom data set, surveys, interviews)?

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

*Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

Click here to enter text.

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

†Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.

Data Notes

Daytime Employment:

Daytime employment estimates are based on compiled business data which includes counts of employees who work, presumably during the day, at the business location within a given dissemination area (DA), based on businesses geocoded to that specific DA.

Business Points:

Canada Business Points is a national database of business establishments that provides geocoded points for each business record. The business data is provided by InfoCanada, which assembles its business file from a variety of sources including yellow page directories, new business filings, utility connections, press releases, corporate websites, annual reports, and user generated feedback.

* Denotes information that may be available from municipal building departments and building permit data

^ Denotes data that may be available from municipal treasurers and/or finance departments, business improvement areas, or other downtown development and business organizations.

†Physical improvements defined as additions, alterations, signage, facades, and any other activities that would normally be collected as part of municipal permitting activities.