



**AGENDA**  
**BLIND RIVER DEVELOPMENT CORPORATION**

**June 11, 2020**  
**2:00 p.m.**  
**Council Chambers**

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	<b>Pages</b>
<b>1. CALL TO ORDER</b>	
<b>2. Remarks from the Chair</b>	
<b>3. REVIEW OF AGENDA/ADDENDUM TO THE AGENDA</b>	
<b>4. ADOPTION OF THE PREVIOUS MINUTES</b>	<b>3</b>
<b>5. STAFF REPORTS</b>	
5.1 Treasurer	5
-Financial Update.	
5.2 Treasurer	7
-Proposed 2020 Budget.	
5.3 Director of Facilities & Community Services	9
-Community Improvement Plan.	
5.4 Director of Facilities & Community Services	22
-Prioritizing Blind River's Downtown Merchants.	
5.5 Director of Facilities & Community Services	26
-Request for Support - FedNor Grant, Blind River Marina.	

- 5.6 Director of Facilities & Community Services 27  
-Wayfinding Signage Development.

- 5.7 CAO/Clerk 29  
-Business Operations Direction; Phone number/web presence, etc.

**6. CORRESPONDENCE FOR ACTION**

- 6.1 Green Tech Building

**7. CORRESPONDENCE FOR INFORMATION**

**8. CLOSED SESSION**

- 8.1 Proposed Business Venture

**9. NEW BUSINESS**

**10. NEXT MEETING**

September 3, 2020. Time to be determined based on COVID-19 situation.

**11. ADJOURNMENT**



**MINUTES  
BLIND RIVER DEVELOPMENT CORPORATION MEETING  
MAY 4, 2020**

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PRESENT: S. HAGMAN  
 BA. DUNBAR (via ZOOM)  
 J. DUNBAR (via ZOOM)  
 J. POSTERARO (via ZOOM)  
 H. P. ROY (via ZOOM)  
 P. SUMMERS (via ZOOM)  
 S. WELLS (via ZOOM)

K. SCOTT – CAO/CLERK  
 P. WALSH, DEPUTY CLERK (via ZOOM)

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1. Meeting called to order at 6:30 p.m. with S. Hagman presiding.
2. REVIEW OF THE AGENDA.
3. APPOINTMENT OF TREASURER/SECRETARY

3.1 Resolution to appoint K. Scott

RESOLUTION TO APPOINT A TREASURER/SECRETARY

MOVED BY: H.P. ROY  
SECONDED BY: S. WELLS

“BE IT RESOLVED THAT the Blind River Development Corporation Board appoint Kathryn Scott as Treasurer/Secretary for the Board.”

CARRIED

4. NOMINATION OF CHAIR/VICE CHAIR

4.1 Nomination for Chair

RESOLUTION TO APPOINT A CHAIR.

MOVED BY: S. WELLS  
SECONDED BY: J. POSTERARO

“BE IT RESOLVED THAT the Blind River Development Corporation Board appoint B. Dunbar as Chair.” CARRIED

#### 4.2 Nomination for Vice-Chair

#### RESOLUTION TO APPOINT A VICE-CHAIR.

MOVED BY: B. DUNBAR  
SECONDED BY: P. SUMMERS

“BE IT RESOLVED THAT the Blind River Development Corporation Board appoint P. Summers as Co-Chair.” CARRIED

#### 5. ADJOURNMENT.

MOVED BY: P. SUMMERS  
SECONDED BY: H.P. ROY

“BE IT RESOLVED THAT the Blind River Development Corporation Board adjourn at 6:33 p.m.” CARRIED

## **ADMINISTRATIVE MEMO**

TO: The Board of the Blind River Development Corporation

AUTHOR: Sue Dent, Treasurer Director of Finance, Town of Blind River

DATE: June 9, 2020

RE: Update on BRDC Financial Activity

This memo is to update the BRDC Board on the financial activity since the termination of the Board employee in June 2019.

Following the termination, the BRDC computer and files were moved to Town Hall. The Treasurer for the Town has taken over looking after the finances for the corporation.

Unfortunately, we were unable to get QuickBooks to open on the BRDC computer. In the interim, all required payments were made by the Town on behalf of the BRDC. The Town's IT service provider – Unique – was eventually contacted and they were able to get QuickBooks running both on the BRDC machine and on the Treasurer's computer.

As part of the installation process, the last backup was used. It was discovered that this did not include the latest transactions that had actually been processed through QuickBooks as evidenced by the subsequent cheques that had been issued. A complete review of all paperwork and bank transactions was completed and all missing information was re-entered into QuickBooks. An invoice was issued to the BRDC from the Town for all payments made on the BRDC's behalf and the Town was reimbursed.

At this time, access to the online CRA account for the BRDC was established. This brought to light the fact that the October to December **2018** HST return had not been filed. Further investigation indicated that, despite several requests from CRA, the return was not filed. Eventually CRA issued an assessment notice for \$2,943.74 which was paid on May 1, 2019. When the actual return was filed for this period, the amount actually owing was \$389.09 resulting in a credit. This resulted (because of the delay in getting everything sorted out) in no payment needing to be made for the final quarter of 2019 and a refund in the amount of \$408.47. HST returns are now being filed on time.

The second installment of 2019 Interim tax bill, which was due on May 31, 2019 was not paid, resulting in a late payment fee being applied to the account. The taxes have been set up for pre-authorized debit on the due date to avoid any future penalties.

All utility bill payments for the GreenTech building were also set up for automatic withdrawal from the BRDC bank account.

On the revenue side, NSPG continues to be invoiced monthly for the rent of the GreenTech building.

The BRDC did receive a student wage grant in 2019. It is recommended that these funds be transferred to the Town, as the Town paid the wages for the summer student at the Tourist Information Centre. The amount received was \$3,797.00.

In preparing for the 2019 audit, several items were discovered:

- The year end audit entries for 2018 had not been posted to the general ledger
- Several payments from NSPG for rent had been applied incorrectly, resulting in revenue being double posted (once through A/R and once when the payment was received)
- Benefits expenses were being posted to the payroll liability and the payroll expense account and not the benefits expense account
- There are a number of voided cheques still listed on the outstanding cheque list (this item still needs to be corrected)

Most of these items, and a few other small items that needed to be cleaned up, have been addressed and, once the audit is final, all entries will be posted to the accounts.

Due to the dissolution of the old BRDC Board, the Town is again paying some invoices on behalf of the BRDC, until such time as the signing authorities can be changed on the account. To date these are:

- Town of Spanish for the MTO fee for the Historic Trail Sign - \$56.25
- CRA for the 1<sup>st</sup> Quarter 2020 HST return - \$1,590.20
- Bell Canada May 2020 invoice - \$60.28 (this account was on PAP - will need to investigate what happened)

Here is the current status of the BRDC's bank account:

Bank balance @ June 4, 2020	\$64,404.71
2 <sup>nd</sup> Installment of Interim Tax Bill	(\$5,000.00)
June rent owing	\$7,713.20
Amounts owed to Town (as listed above)	(\$1,706.73)
<b>Balance Available</b>	<b>\$65,411.18</b>

June 5, 2020

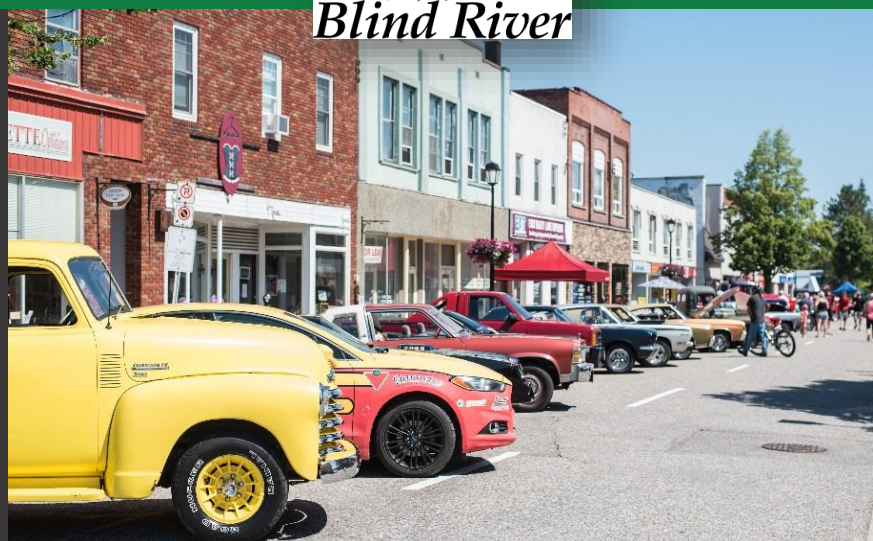
		Proposed		
Revenue	2020 YTD Actual	2020 Budget	2019 Actual	2019 Budget
0-4039 Misc Revenue	-	-	(12.50)	
0-4099 - Grants				
0-4120 Town of BR	-	-	-	(40,000.00)
0-4125 Canada Student Grant	-	-	(3,797.00)	(17,500.00)
	-	-	(3,797.00)	(57,500.00)
0-4200 GTB				
0-4201 Rent Unit 1	(13,455.00)	(26,910.00)	(26,910.00)	(29,152.50)
0-4203 Rent Unit 2	(13,750.02)	(27,500.00)	(27,500.04)	(29,791.71)
0-4204 Rent Unit 3	(13,750.02)	(27,500.00)	(27,500.04)	(29,791.71)
	(40,955.04)	(81,910.00)	(81,910.08)	(88,735.92)
<b>TOTAL REVENUE</b>	<b>(40,955.04)</b>	<b>(81,910.00)</b>	<b>(85,719.58)</b>	<b>(146,235.92)</b>
Expenses				
Reconciliation Discrepancies	-	-	10.46	
0-5000 Capital Furn/Equip	-	-		3,500.00
0-5050 Banking Fees	-	-	40.00	
0-5150 Marketing & Promotions	900.00	1,000.00	1,875.00	23,500.00
0-5200 Memberships	831.60	1,000.00	559.60	5,000.00
0-5250 Office Supplies	300.00	720.00	828.48	1,500.00
0-5300 Professional Fees	-	3,790.00	3,540.00	5,500.00
0-5350 Postage	-	-	-	100.00
0-5400 Photocopy	-	-	352.99	700.00
0-5500 Conf/Mtg/Workshops	-	-	625.00	3,500.00
0-5550 Internet Connectivity	-	-	851.54	804.00
0-5600 Travel	-	-	-	1,500.00
0-5700 Telephone	776.25	1,700.00	1,068.66	3,000.00
0-6000 Payroll Expenses	-	-	25,953.61	62,541.00
0-6010 Benefits	-	-	5,486.51	6,884.16
0-6200 WSIB	-	-	1,075.77	2,000.00
0-6251 Investment Attraction				
0-6253 Tourism-Bike Trail	-	-	-	2,000.00
0-6254 Lure Brochure/Tourism	-	-	45.00	-
0-6256 Wayfinding Signage	-	-	-	6,000.00
	2,807.85	8,210.00	42,312.62	128,029.16
5-5000 Green Tech Building				
5-5004 Hydro Unit 1	1,173.96	3,000.00	2,611.10	3,500.00
5-5005 Hydro Unit 2 & 3	1,059.38	3,500.00	2,920.00	3,000.00
5-5006 Gas Unit 1	911.33	2,000.00	1,416.76	2,500.00
5-5007 Gas Unit 2 & 3	1,433.42	3,000.00	2,458.06	3,500.00
5-5008 Taxes	5,001.43	20,200.00	20,190.05	21,500.00
5-5009 Water	120.62	500.00	483.08	500.00
5-5010 Misc Charges	-	3,000.00	265.00	3,000.00
5-5011 Insurance	-	1,000.00	907.60	1,500.00
	9,700.14	36,200.00	31,251.65	39,000.00
7-5000 Misc Expenses	1,478.88	1,479.88	1,480.88	1,000.00
<b>TOTAL EXPENSES</b>	<b>13,986.87</b>	<b>45,889.88</b>	<b>75,045.15</b>	<b>168,029.16</b>
<b>NET</b>	<b>(26,968.17)</b>	<b>(36,020.12)</b>	<b>(10,674.43)</b>	<b>21,793.24</b>

	Levy			\$\$		
	2020	Mun	Edu	Mun	Edu	
XT	689700	0.01921495	0.0098	\$ 13,252.55	\$ 6,759.06	
XU	6300	0.01345047	0.0098	\$ 84.74	\$ 61.74	
				<u>\$ 13,337.29</u>	<u>\$ 6,820.80</u>	\$ 20,158.09
	2019					
XT	689700	0.01851151	0.0103	\$ 12,767.39	\$ 7,103.91	
XU	6058	0.01295892	0.008755	\$ 78.51	\$ 53.04	
				<u>\$ 12,845.89</u>	<u>\$ 7,156.95</u>	\$ 20,002.84
				\$ 491.40	\$ (336.15)	\$ 155.25





# Blind River Community Improvement Plan



# 10 LANDSCAPING & PROPERTY IMPROVEMENT GRANT



## ***Eligibility Criteria & Program Requirements***

Grants shall be provided for the rehabilitation and/or construction of patios, gardens, trees & shrubs, walkways, park benches, bicycle racks, waste receptacles, fountains, retaining walls, fencing, outdoor lighting, and any other outdoor landscape related improvements.

Only commercial, mixed-use, institutional, industrial properties and Residential Third Density Zone (R3) zoned properties are eligible for this grant. For clarity, properties zoned Residential First Density Zone (R1) and Residential Second Density Zone (R2) are not eligible for this grant. A grant for a total of half (50%) of the construction costs, to a maximum of \$5,000.

The maximum amount of a grant for professional landscape architectural services shall not exceed 50% of the grant that is calculated for eligible construction costs.

As a condition of grant application, the Town may require the applicant to submit for approval professional design/architectural drawing(s) which shall be in conformity with Downtown Design Guidelines, as well as impact studies such as traffic studies.

The grant will be payable upon completion of the works.



## **Purpose**

To encourage an appealing pedestrian environment by supporting improvements to the aesthetics of outdoor landscaping on private properties, improving their aesthetics, and providing better pedestrian connections and seating.

## **Program Details**

A grant of 50% to a maximum of \$5,000 of the costs for improving outdoor landscaping and property improvement on private property in the Community Improvement Areas.





# ACCESSIBILITY GRANT

## Purpose

The purpose of the Accessibility Grant is to improve the accessibility to existing buildings in accordance with the Accessibility for Ontarians with Disabilities Act, 2005.

## Program Details

A grant of 50% to a maximum of \$2,500 is available to assist property owners, tenants, or assignees to encourage the provision of accessibility to existing buildings. Examples include customized portable ramps.

Property owners or businesses within the CIP project area are eligible to apply for funding to renovate existing buildings to make them accessible according to the Accessibility for Ontarians with Disabilities Act, 2005.

## Eligibility Criteria & Program Requirements

Only commercial, mixed-use, institutional, industrial properties and Residential Third Density Zone (R3) zoned properties are eligible for this grant. For clarity, properties zoned Residential First Density Zone (R1) and Residential Second Density Zone (R2) are not eligible for this grant.



# COLOUR GUIDE



**PANTONE®**  
7572 C



**PANTONE®**  
364 C



**PANTONE®**  
7533 C



**PANTONE®**  
652 C



**PANTONE®**  
288 C



**PANTONE®**  
7526 C



**PANTONE®**  
7555 C



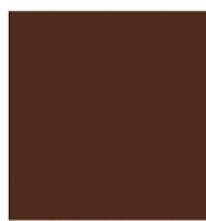
**PANTONE®**  
PQ-5605C



**PANTONE®**  
4485 C



**PANTONE®**  
731 C



**PANTONE®**  
4625 C



**PANTONE®**  
7735 C



**PANTONE®**  
Cool Gray 5 C



**PANTONE**  
5635 C

## Reflect

Does your store make you smile?

Do you take pride in your space?

Think about adding a unique decoration so people to stop, look, and spend.

Updates can be thoughtful without being expensive



# BUILDING FAÇADE DESIGN & IMPROVEMENT PROGRAM



## Eligible Improvements

The following renovation/restoration projects will be considered to be eligible projects under this program:

- ✓ repair or replacement of exterior facades including cladding materials, windows, and doors
- ✓ brick cleaning façade treatments, such as power washing
- ✓ repair or repainting of façade masonry and brickwork. The maintenance of brick facades will be encouraged
- ✓ installation, repair or replacement of architectural details and features
- ✓ installation, repair or replacement of awnings or canopies
- ✓ façade restoration, including painting and cleaning
- ✓ installation of lighting
- ✓ installation of exterior decorative lighting and upgrading of fixtures
- ✓ redesign of business front
- ✓ installation/improvement of signage (as permitted by the Sign By-law/ Town's Property Standards By-law and the Ontario Building Code and Regulations)
- ✓ landscaping, including plant materials (to a maximum of 15% of the approved grant amount)
- ✓ professional design services required to complete eligible work
- ✓ other similar improvement projects may be approved that demonstrate improvement to the quality of the property

## Purpose

To promote the rehabilitation, restoration and improvement of the front, rear and side facades of commercial, institutional and mixed-use buildings in Community Improvement Project Areas, including retail storefront display areas and signage. To encourage aesthetic improvements to buildings and properties, that reflect the Town's theme, and contribute to a vibrant, attractive and welcoming environment.

## Design

A grant of 50% to a maximum of \$1,000 will be available to fund the cost of preparing architectural plans for building façade improvements.

In addition, a grant of 50% to a maximum of \$1,000 will be available to fund the cost of preparing a site plan suitable for approval by the Town in accordance with the Property Standards, Sign By-law, Design Guidelines and regular site plan requirements.

These grants would be paid at 50% (to a maximum of \$500 each) upon completion of design, and the remaining 50% after implementation.



# BUILDING FAÇADE DESIGN & IMPROVEMENT PROGRAM

## Primary Façade Improvement Grant

The Town will provide a grant of 50% (to a maximum of \$5,000) of the costs to assist with improvements to buildings. The grant would be structured to provide additional funding at a rate of \$1,000 per additional storey, up to a maximum of \$6,000. The grant would include building materials, labour and professional fees.

## Secondary Façade Improvement Grant

Funding is available for improvements to each exterior side and rear of buildings that front onto a street and back onto a lane. The Town will provide a grant of 50% (up to \$1,500) of the costs per exterior or rear building face. Where buildings exceed two stories, the grant may be increased by an additional \$500 per storey.

## Program Requirements

Designs for eligible projects must be prepared by a qualified professional. The grant will be conditional on the Town approval of the architectural plans, to ensure that the guidelines outlined in the Blind River Community Improvement Plan are implemented. Only commercial, mixed-use, institutional, industrial properties and Residential Third Density Zone (R3) zoned properties are eligible for this grant. For clarity, properties zoned Residential First Density Zone (R1) and Residential Second Density Zone (R2) are not eligible for this grant.

Eligible façades include both front and side facades (for corner properties).

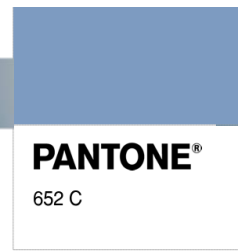
Rear façade improvements will be considered secondary for the purposes of allocating funds. The improvement grant may not be used solely for window improvements.

Grants would be paid upon completion of the work in accordance with the agreement between the City and the landowner.

Only commercial, mixed-use, institutional, industrial properties and Residential Third Density Zone (R3) zoned properties are eligible for this grant. For clarity, properties zoned Residential First Density Zone (R1) and Residential Second Density Zone (R2) are not eligible for this grant



# COLOUR GUIDE



## Reflect

Does your store make you smile?

Do you take pride in your space?

Think about adding a unique decoration so people to stop, look, and spend.

Updates can be thoughtful without being expensive





# 16 MATERIALS

1. Materials, particularly at ground level, shall be durable and detailed in a manner that provides interest to pedestrians.
2. The colour scheme for all projects shall be suitable to the streetscape, Blind River's natural environment and the building's style. Design and colours should reflect the range of colours and tones present in the surrounding environment with neutral, darker tones for major surfaces and materials, and brighter colours utilized for building detailing such as window and door trim.
3. Unpainted clear anodized aluminium window frames, door frames and doors are not recommended.
4. Side and rear elevations facing a street shall be of similar colours and materials as the front facades (excepting fireproof walls required as part of the Building Code).
5. Reflective-coated or mirrored glass is not acceptable (except Low E coatings to reduce energy use).
6. The use of salvaged and refurbished materials in new building projects is encouraged. Salvaged materials can add character to the building and can be used effectively as architectural details. Examples of common salvaged materials include: beams and posts, wood flooring, wood paneling, doors and frames, cabinetry and furniture, masonry products, decorative items such as mantels and ironwork.
7. Consider the incorporation of building materials with recycled content as a means of reducing the use of virgin materials and solid waste. Some common recycled products include: metals, concrete, masonry, ceramic tile and insulation. Ensure the recycled materials perform equally or better than virgin materials in terms of strength, maintenance and durability.
8. Encourage the use of regionally manufactured building materials (supports local economy, reduces transportation costs and environmental impacts).
9. Renewable materials are encouraged to help reduce the use and depletion of finite raw materials and long-cycle renewable materials (for example: bamboo flooring, cotton batt insulation, sunflower seed board, wool carpet).

The choice of appropriate materials and colours is very important. A selective and innovative use of materials and colours will create unified and interesting streetscapes. Predominant building materials should be from raw materials present in the regional area and ones that reflect the forestry history and heritage of Blind River. While no standard colour scheme is proposed the overall colour schemes of buildings should strike a balance. Strong colours should be used to highlight features while the major portions of buildings should be in 'natural' tones.



# 17 ROOFING MATERIALS

- ✓ slate or slate like materials (black, grey or greenish hues)
- ✓ heavy gauge interlocking asphalt shingles (red, green, dark brown, dark grey)
- ✓ metal: dark colours or treated copper. Metal roofs with standing seams, intermediate control creases and fabricated of a sufficiently heavy gauge of metal to control deformation.
- ✓ grey, brown or black ballast or exposed membrane for flat roofs
- ✓ other roofing materials made from recycled materials that emulate cedar shakes or asphalt shingles that shall have a minimum Class B Underwriters Laboratory Canada fire rating
- ✓ treated cedar shingles or shakes treated for fire resistance shall have a minimum Class B Underwriters Laboratory Canada fire rating.
- ✗ untreated cedar shingles or shakes
- ✗ large areas of glass
- ✗ uncoated (clear) aluminium or galvanized metal

# WALL FINISHES

- ✓ wood siding, stained or weathered
- ✓ real stone
- ✓ manufactured, cultured stone that emulates real stone may be permitted
- ✓ high quality cultured stone may be used with no repetition in pattern or obvious boundaries between “tiles” of cultured stone
- ✓ stucco finishes may be approved if they are complemented with appropriate detailing
- ✓ cementitious fibre board or “Hardiplank” materials that are installed in the same manner as wood siding and not installed in sheets
- ✓ architecturally designed concrete blocks may be considered
- ✓ brick may be considered
- ✗ tiles
- ✗ glass curtain walls
- ✗ metal

The CIP consists of various financial incentive programs that have been created to stimulate Blind River private sector redevelopment, with a priority on the Town's downtown. Applicants may use individual incentive programs or combine multiple complementary programs for a single site or development, unless otherwise stipulated under the individual programs. The purpose, description, and eligibility requirements for each “financial” incentive program are outlined within the CIP Program Overview and Guidelines. Eligible projects may also be augmented with other federal and provincial funding programs. Only commercial, mixed-use, institutional, industrial properties and Residential Third Density Zone (R3) zoned properties located within the designated CIP Project Area is eligible. For clarity, properties zoned Residential First Density Zone (R1) and Residential Second Density Zone (R2) are not eligible for this grant.

# <sup>18</sup>PLANNING & BUILDING FEE GRANT

## Purpose

To encourage infill development and redevelopment that is context-sensitive, attractive, and desirable, this incentive program waives any associated planning approval and building permit fees for the landowner/ developer. Although this incentive is not included under Section 28 of the Planning Act, the waiving of building permit fees is permitted under Section 7 of the Ontario Building Code Act. This grant reduces the administrative costs associated with the planning and building applications required to undertake improvements to private property. This grant is not intended for greenfield development or development through Consent to Sever applications.

## Program Details

The Town will provide a grant equivalent to the cost of the Town's planning application and building permit fees for approved projects in accordance with Section 69 of the Planning Act and the Town's Tariff of Fees By-law.

Requirements: Any property or business owner who undertakes redevelopment of lands and/or buildings in the CIP project area is eligible for this grant. The owner would be responsible for all mapping and registration costs for agreements and plans where applicable

This program will provide a grant equal to 100% of the fee paid on planning and development applications. The Planning Fees Grant will be paid once all construction is complete and the Town has conducted all final inspections pertinent to all permits eligible for grants.

- ✓ Planning Fee Grant: A grant to a maximum of \$1,500 may be provided to cover the cost of minor variance applications, zoning by-law amendment applications, or site plan applications. The grant may equal 100% of the Town's fees, provided it does not exceed \$1,500.
- ✓ Building Fee Grant: A grant to a maximum of \$1,500 may be provided to cover the cost of building permit fees or demolition permit fees. The grant may equal 100% of the Town's fees, provided it does not exceed \$1,500.





# <sup>19</sup> PLANNING & BUILDING FEE GRANT

## Eligibility Criteria, Costs, & Program Requirements

Applicants are eligible to apply for funding under this program, subject to meeting the general program requirements, the following program requirements, and subject to the availability of funding as approved by Town Council:

The following types of planning and development applications and building permits are considered eligible for this program:

- ✓ Building Permit
- ✓ Demolition Permit
- ✓ All Planning Act applications (Minor Variances, Zoning By-law Amendments, etc.)
- ✓ Site Plan Control and Development Agreements
- ✓ Plan of Subdivision/Condominium
- ✓ Sidewalk Café Permit
- ✓ Sign Permit
- ✓ Encroachment Agreement

Other permits issued by the Town that are not listed above, but which advance the purpose of this program, may be considered.



# TAX INCREMENT EQUIVALENT GRANT

## Purpose

To stimulate investment by effectively deferring part of the increase in property taxation because of adaptive reuse, building rehabilitation, and retrofit works.

## Program Details

Grants shall be equal to a declining percentage of the municipal tax increase resulting from the improvements and shall be paid to the owner each year for a maximum of 2 years. In year one (1), the amount of the grant shall equal up to 100% of the tax increment and shall decrease by 50% per year until it reaches 0%.

"Municipal taxes" under this Program refers only to the general portion of the total taxes paid and will not include education taxes levied.

## Eligibility Criteria & Program Requirements

The Tax Increment Equivalent Grant is offered to eligible property owners only where the property assessment increases as a result of development, redevelopment, or major improvement, and there is a subsequent increase in municipal property taxes. For the purposes of calculating this grant, municipal property taxes include the municipal portion of the taxes only, and do not include education or any other special charges.

Grants shall be provided upon successful completion of the work, as approved by Council, and payment in full of the property taxes including the taxes for the incremental assessment increase. The amount of the grant in the first year cannot be calculated until the incremental assessment has been determined by the Municipal Property Assessment Corporation (MPAC) and provided to the municipality, which may take up to two years. Grants for subsequent years shall be paid annually to property owners within three (3) months of payment of the full property tax.

The Tax Increment Equivalent Grant shall not be paid and shall not accumulate for any year when taxes remain unpaid by the due date. Any failure to pay taxes in any year shall disqualify the owner for further grant payments.

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### Example Scenario

*A hypothetical property pays \$2,500 in annual municipal property taxes this year. If the property is redeveloped and a reassessment results in municipal property taxes of \$5,000 annually, the tax 'increment' is \$2,500 (i.e. \$2,500 + \$2,500 = \$5,000). In the first year after re-assessment, the applicant would be eligible for a grant of \$2,500, representing 100% of the tax increment. In the second year after re-assessment, the applicant would be eligible for a grant of \$1,250, representing a decrease of 50% from the previous year. The next year, the grant would expire. This example assumes that all eligibility criteria are met.*

# TAX INCREMENT EQUIVALENT GRANT

## Funding Information

Applicants are eligible to apply for funding under this program, subject to meeting the general program requirements, the following program requirements, and subject to the availability of funding as approved by Town Council:

1. As a condition of grant application, the Town may require the applicant to submit a business plan, prepared to the satisfaction of the Town, in relation to an application for the Tax Increment Equivalent Grant.
2. To be eligible for the Tax Increment Equivalent Grant, the property shall be improved such that the amount of work undertaken results in an increase of at least \$500 in the assessed value of the property, or the improvement involves more than 25% of the existing gross floor area.
3. In order to determine the suitability of the Tax Increment Equivalent Grant, prior to submitting an application for the program, eligible applicants may be required to estimate the total potential value of the tax increment, based on current assessment values and anticipated investment.
4. If the total value of the Tax Increment Equivalent Grant is significantly less than the applicant's estimated value, at the sole discretion of the Town, the applicant may be given the opportunity to withdraw their application for the Tax Increment Equivalent Grant program, and submit an application for one or more of the other incentive programs in this Plan as may be applicable to the project.
5. Should an eligible applicant be approved for the Tax Increment Equivalent Grant, and if the subject property is sold, in whole or in part, before the original grant period lapses, the original owner may not be entitled to receive the remaining grant payments, in accordance with the terms of the program agreement. The payments are also non-transferrable to the new owner, unless specifically stipulated as part of the CIP Financial Incentive Program Agreement executed between the original owner and the Town.
6. The Tax Increment Equivalent Grant cannot be combined with any other grant or rebate in this Plan.
7. The property owner is responsible for the entire cost of the development or redevelopment project.





## Prioritizing Blind River's Downtown Merchants



### A DOWNTOWN BUSINESS RETENTION AND BEAUTIFICATION EFFORT DESIGNED TO:

- ✓ PROMOTE PARTNERSHIPS
- ✓ PROMOTE CIP MOMENTUM
- ✓ PROVES COMMITMENT TO BLIND RIVER'S DOWNTOWN
- ✓ ENGAGES COMMUNITY MEMBERS
- ✓ ALLOWS A VARIETY OF BOARD MEMBERS TO SEE THEIR HARD WORK
- ✓ A GOOD NEWS STORY FOR MEDIA

**PROVIDED TO:** ELNOS, THE BLIND RIVER CHAMBER OF COMMERCE, BRDC

# Milestone Undertakings

The Blind River Chamber of Commerce and Blind River Development Corporation directors were heavily involved in all stages of The Strategic Economic Development Plan. The Strategic Plan Committee volunteer members successfully moved an updated Community Improvement Plan to Council. This plan was approved without hesitation. It is clear that The Community Improvement Plan and The Strategic Plan work cohesively toward a mutually beneficial end result: a vibrant and prosperous downtown.

Destination Northern Ontario has been a strong partner, both supporting and leading wayfinding projects for Northern Ontario communities. DNO is committed to developing Northern Ontario's product and has worked closely with both the BRDC as well as Town of Blind River.

ELNOS is a leader that oversees support and development for Northern Ontario communities. Top notch direction ensures that a wide variety of supports that cultivate business retention and expansion efforts for ELNOS' umbrella community members.

## Previous Project Partnership

There are countless examples to share of partnerships between Boards. Most recently, following the adoption of The Community Improvement Plan, The Town of Blind River partnered with The Chamber of Commerce by funding banners for downtown. The Chamber of Commerce is surveying owners and operators to ensure a wide variety of community members are engaged.

The Town of Blind River and BRDC worked as a team alongside FedNor and Destination Northern Ontario to produce incredible wayfinding signage. Our gap is Blind River's downtown. Stores have signage that is 18 years old, as well do not match the updated CIP, or any sign board whatsoever. This is not the inviting, professional, and upbeat environment our community should present.

ELNOS has been asked to participate in this next-step initiative to engage Blind River and Elliot Lake business retention and expansion-based boards. During these times, it is imperative that projects be approached with regional outlook and collaboration.

Please see the remarks below from a previous Chamber of Commerce/Town of Blind River initiative for Downtown.

*This looks great! What a great idea* 

*These are all so beautiful...thank you for all you do.*

**WOW**

## Continuing Positive Momentum

As owners and merchants responded both quickly and with added upbeat comments to the survey promoted by The Chamber of Commerce, this mini trial project is considered a successful way to engage our downtown sector. Collaboration with additional like-minded partners is a logical and natural progression toward further signage development.

Let's keep moving forward. Destination Northern Ontario has approved this project and will fund 50% of overall costs as shown below.

## Signage Updates

Town Staff reached out to many merchants to ask their feedback on receiving an updated sign. All feedback was positive. Each operator that returned calls agrees that a cohesive look and including all merchants will promote the downtown district. It will also present downtown as a team network, rather than somewhat scattered or hodge-podge.

## What's Next

It is suggested that all downtown merchants be provided a one-time starter sign. In the event it is damaged or weathered, it is replaced at the owner's cost. This ensures all signs are created at the same time and any defective products can be addressed easily. If signs are ordered at different times, it is difficult to seek warranty etc. Consistency will create Blind River's overall product development strategy and encourage investment attraction.

As storefronts are rented, it is suggested that operators be provided a sign, at no-cost, as a means of welcoming business to downtown. This can easily be achieved through modest budgeting by both The Chamber of Commerce and BRDC.

**Sign Cost:** \$106.25 each    **Bracket Cost:** \$280.14 each

**Total Project Funding Required: \$6000.00**

*This ensures all core downtown storefronts receive an updated sign, and where required, a bracket that matches existing mounts.*



Example for file use only. Proofs will be created for merchant vote upon project approval.



# Partnership Suggestion

And all future signage and brackets be funded 50/50 by both The BRDC and The Chamber of Commerce as a means of encouraging new, local, entrepreneurs.

## Board Decisions

This proposal can be used as an MOU between The Blind River Chamber of Commerce and BRDC to ensure project sustainability as well as ensure valuable investment from both DNO and ELNOS are maximized.

As such, it is requested that each committee pass the following resolutions:

- 1- *The Blind River Chamber of Commerce is committed to a one-time funding commitment of \$1000.00 toward signage for downtown merchants. And that future business sign cost be shared between both The Chamber and BRDC at 50% each. And that the Chamber budget have \$387.00 in a signage reserve in order to be prepared for two (2) eligible businesses at all times.*
- 2- *The Blind River Development Corporation agrees to contribute \$1000.00 toward signage that supports downtown merchants, achieves strategies outlined within both the Community Improvement Plan as well as Strategic Plan. And that, the BRDC will fund 50% of one-time future downtown business signage outlined within this project on a go-forward to ensure that all downtown merchants are included. And that the BRDC budget have minimum \$387.00 in a signage reserve in order to be prepared for two (2) eligible businesses at all times.*
- 3- *ELNOS approves a one-time investment to support Blind River's downtown business retention and expansion as well as Community Improvement Plan project. ELNOS agrees to contribute \$1000 toward this effort.*

Thank you to:

*Pat Forrest and Destination Northern Ontario, The BRDC, Mayor and Council of Blind River, William Elliott and ELNOS Board of Directors, and The Blind River Chamber of Commerce for your consideration.*

*The Town of Blind River looks forward to liaising with all of you to bring this project to fruition as soon as possible. Our hopes are to achieve this early June. Your timely response is appreciated. Any questions or clarification can be sent to [karen.bittner@blindriver.ca](mailto:karen.bittner@blindriver.ca).*

*Respectfully Submitted*



K Bittner, Director of Facilities and Community Services

# *The Corporation of the Town of Blind River*

## **FOR ACTION**

Report of the Director of Facilities and Community Services

**FOR ACTION**

June 5, 2020

**RE: LETTER OF SUPPORT**

### **PURPOSE**

To provide BRDC options to promote its tourism product, as well as business retention and expansion tactics through funding opportunities.

### **BACKGROUND**

Staff have consulted FedNor to leverage funds allocated for "C Dock" to nearly double Council's investment. C Dock value dollars act as municipal contribution toward developments at Marine Park. Blind River's application has been authored and submitted following peer review and direction that timing for such request is aligned with senior government priorities.

- ✓ Complete Boardwalk
- ✓ Removal of Turbine Tower
- ✓ Installation of pavilion with trilingual education
- ✓ Ramping for accessibility to pavilion
- ✓ Accessible picnic spaces
- ✓ Accessible tourism push through local product
- ✓ Product development to lure travelers, and support value-added TREIM reporting

### **BUDGET IMPLICATION**

None. In the event the BRDC would like to contribute funds toward this project, the budget can be reflected to show BRDC involvement.

### **RECOMMENDATION**

The Blind River Development Corporation is in full support of The Town of Blind River's application to FedNor seeking funding that will allow Blind River to have a fully-developed accessible tourism product. And that The BRDC fully supports goals of:

Business Retention and Expansion  
 English, Ojibwe, and French Language Product Promotion  
 Local Investment  
 Accessible Tourism  
 Marine Tourism  
 Professional Product Offering  
 Regional Economic Prosperity  
 Local Merchant Covid-19 Business Rescue Efforts

The BRDC looks forward to a positive response from The Honourable Minister Joly, Minister of Economic Development and Official Languages, as this project meets the mandate of FedNor.

Respectfully Submitted,



K Bittner  
 Director of Facilities and Community Services

*The Corporation of the Town of Blind River*  
**FOR ACTION**  
 Report of the Director of Facilities and Community Services  
**FOR ACTION**  
 June 5, 2020

**RE: WAYFINDING SIGNAGE COMPLETION**

**PURPOSE**

To provide BRDC options to promote services utilizing existing infrastructure.

**BACKGROUND**

Wayfinding signage (image shown) is ideally placed to promote (at minimum): RV Dump, Picnic Area, Farmer's Market.

This will encourage local spending, cost-recovery, revenue to support ongoing service commitments etc. Graphics appeal to travelers regardless of language.

**BUDGET IMPLICATION**

Budget is attached to support request. Treasurer has confirmed this is well within BRDC capability to support.

**RECOMMENDATION**

That The BRDC board approve the expense of \$913.31 to wayfinding signage in order to promote revenue-generating services that offset municipal operating pressure, as well as promote Blind River's tourism attributes.

*Sign ideally positioned westbound Highway 17 before Farmer's market/TIC area.*

Respectfully Submitted,



K Bittner  
 Director of Facilities and Community Services



**Estimate #11010****6/5/2020****Prepared For:**

Blind River Town - Facility Manager

Karen Bittner

11 Hudson

Blind River, On P0R 1B0

Phone: 705-227-0141

Fax: 705-356-7343

Alt. Phone:

Email: karen.bittner@blindriver.ca

**Prepared By:**

Mark Pinkse

Laird Signs

P.O. Box 520

Iron Bridge, ON P0R 1H0

Phone: 705 843 2514

Fax: 1 705 843 2656

Alt. Phone: 1 877 766 7446

Email: info@lairdsigns.com

Description: Wayfinding signs - RV Dump, Water Fill up and Farmers Market

Quantity	Description	Each	Total	Taxable
3	17"x69" reflective wayfinding signs on 3mm APC, router cut	187.9774	\$563.93	✓
1	----- PLUS -----	0.00	\$0.00	✓
1	Adjustments to existing wayfinding boards and Installation of 3 new signs	244.84	\$244.84	✓
		<b>Subtotal</b>	<b>\$808.77</b>	
		HST	\$105.14	
		<b>Total</b>	<b>\$913.91</b>	

*The Corporation of the Town of Blind River*  
**FOR ACTION**

Report of the Secretary/Treasurer  
FOR ACTION  
June 5, 2020

**RE: Business Operations**

**PURPOSE**

To obtain direction for business operations.

**BACKGROUND**

The BRDC previously operated out to the Tourist Information Centre when there was a full time staff member employed. The phone system did not operate correctly for the last year of the operations and the letterhead had the former address of 11 C Hanes.

Administration is requesting that new office supplies be purchased with the new corporate address as well as a web presence be established through the municipal website with a dedicated page, and to ensure that BRDC has a proper google presence for when a search is completed accurate information is provided.

**BUDGET IMPLICATION**

Budget is attached to support request.

**RECOMMENDATION**

That The BRDC Board direct the secretary/treasurer to proceed with establishing a web based presence for the BRDC; and that expenditures for office supplies be authorized.

Respectfully Submitted,

K Scott  
Secretary/Treasurer