

UDRAC MINUTES – MARCH 25, 2024



UXBRIDGE DOWNTOWN REVITALIZATION ADVISORY COMMITTEE

DATE	March 25, 2024
TIME	3 p.m. to 4:30 p.m.
LOCATION	Uxbridge Town Hall (Boardroom A) & Virtual (TEAMS)
ATTENDEES	Members Present: Councillor Willie Popp; Councillor Todd Snooks; Mary Bridger; Don Andrews; Shelley Macbeth; and Craig Miller.
	Township Resources: Kyle Rainbow, Director, Dev. Services; Judy Risebrough, Project Mgr. & Committee Staff Rep.; and Courtney Clark, Dep. Director, Public Works
	Resources: Sierra Miller, BIA Coordinator; Danielle Culp (V), Durham Traffic; Carolyn Puterbough, OMAFRA; and Glen Macfarlane, Invest Durham.
	Regrets: Joan Crosbie; Alexandra Lazarevski; 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.

2. REVIEW OF THE MINUTES

Craig Miller made the motion to approve the minutes from February 26, 2024. Don Andrews seconded the motion. Approved.



8. UDRC Minutes
26-02-2024(f).pdf

3. REVIEW OF THE AGENDA

Mary reviewed the meeting agenda. Don made the motion to approve the revised agenda. Craig seconded the motion. Approved.

4. MEMBERSHIP

Judy confirmed that there is no requirement per the Terms of Reference to replace the two members, but if a decision is made to add an individual, it will need to be advertised.

Mary informed the committee that there had been a meeting that included Mary, Don, Willie Popp, Todd Snooks and Judy to discuss membership. The group discussed possible options for augmenting the current membership, including a Youth voice, Artistic representative etc.

Judy and Willie provided an overview of a meeting they had with a teacher from Uxbridge Secondary School who is using the UDRP as part of their curriculum and how a natural connection to the youth of Uxbridge may be possible.

Todd made the motion to recommend that the committee support the inclusion of another member, and that priority should be given to an individual who is either youth representative or works in a role with youth. Shelley Macbeth seconded the motion. Approved.

Action: Judy will work with Legislative Services to develop a notice to be placed in the COSMOS for two weeks in April. Judy will also confirm the minimum age requirement for committee members.

5. UPDATE ON ANNUAL REPORTS

Judy informed the committee that the reports have been shared with Kristi Honey, CAO, for her recommendations regarding when they should go to Council.



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bridge%20Downtown



UDRP%202023%20A
ccomplishments%20%

Judy and Carolyn Puterbough informed the group that Judy will be participating in a call with OMAFRA re: evaluation as part of their “long-term” follow-up.

Judy informed the group that the Business Count numbers are just starting to be released. Glen is supporting this work with the goal that this OMAFRA report will be ready to go to Council in May.

○ Dedicated Leadership

My Main Street Application

Judy informed the committee that Council provided approval today to go forward with the application. It is anticipated that the Township will receive a decision by the end of May. If we are successful, the project should be completed during 2024.

Judy thanked Katlyn for taking the lead on the application and Courtney for her leadership on the procuring concepts for the plan.



RC 01-24 My Main
Street Grant.pdf



Town Square
Concept (my Main St.

The budget for the project will include a contribution of \$50K from the UDR budget allocation.

Courtney worked the committee through the concepts that have been incorporated into the conceptual plan.

Willie noted that if this grant is approved, the material that was installed in the parkette will be relocated within the downtown as they were procured through a BIA project.

Shelley made the motion that UDRAC provide a letter of support. Don seconded the motion. Approved.

Action: For the next meeting, Judy will bring the names of the members who offered to be on the Streetscaping working group to determine if this group would be appropriate to be a working group to work with Courtney re: design if the project is approved.

○ Revitalization of Lower Brock

Development

Kyle reported on the following development projects:

- 34/36 Brock – a building permit has been submitted and they are looking for a late April or early May start date.

- Kindred Works is continuing to work towards a summer start date. A Section 37 agreement is now in draft with Kindred Works to review. They are working toward a site plan application within the next four weeks. Now looking at August start date.
- The old fire hall – the owner continues to explore options, but no final decisions have been made. Willie provided an update that Council will be informing the owner that the Township has no interest in selling the Music Hall.
- The renderings for Brock St. and Spruce have now been posted on the website and are included in the Downtown Revitalization video.



shell corner (3).jpg



brock St. Looking east.jpg

- 12 Brock St. E. have applied for a permit for a second stairway for access to another apartment.
 - Don asked if there is an option to do “special district” criteria going forward.
 - The use as a Gun Store is under RCMP jurisdiction.
 - Kyle informed the committee that the Township will be undertaking an update to the Township’s Official Plan and the zoning will need to be refreshed as well.

Sunday Library Visits

Judy provided the committee with an overview of the Sunday stats that were collected by the library for the period paid for through the UDR Budget.



Sunday%20Stats%20for%202023,%20line%205

Note: Willie noted that the drop off during the fall was when the library was closed.

o Safe, Walkable Downtown

Parking Study

- Kyle updated the committee on the Parking Study that is being done by LEA Consulting Ltd. They have indicated that the traffic counters should be deployed by mid-April and associates should be doing manual scans in April. The results are expected by May with a Report to Council in June.

Streetscaping

- Courtney advised the committee that she has ordered a bench. She does not have a delivery date.

Action: Judy will work with Carolyn to look for possible garbage receptacle options when they are at the OBIAA.

Benches as Art

- Shelley provided an update on her My Main Street application, which will include an artistic bench. Shelley also talked about communities that have “Bench Trails.”
- A general discussion took place of where a bench trail could happen and the reminder that functionality, storage etc. needs to be considered.

○ Downtown as a Destination

RED Project – Downtown as a Destination

- Sierra mentioned that there are several events being planned. The first one is a Summer Social on July 21s with LMMSO, BIA and Farmer’s Market. The next is aligned to the Auto Fest event, another in September with the Farmer’s Market for Harvest Moon, the Santa Parade, the Holiday Trail and support to Remembrance Day.
- Judy also spoke to the event calendar and the ongoing collaboration between TAC, LMMSO, BIA and Farmer’s Market.
- Sierra reminded individuals that there will be a BIA event downtown this weekend.

Centennial Park Master Plan

- Judy spoke to using this initiative to conduct requirements gathering for current and possibly future events.

7. ROUNDTABLE

- Glen provided the following:
 - A reminder that we are awaiting a decision on the RED grant.
 - Last spring, Invest Durham completed a Building/Business Inventory. The group agreed that they would like to have a copy to review/update on a regular basis.
 - The region is preparing a “signatures site” document for key investments. The document will include the Downtown and the Industrial area.
 - Updates to the business toolkit – live updates are available now.

Interactive Data Dashboards:

- [The Durham Advantage](#)
- [Township of Uxbridge Community Profile](#)
 - Please note that we will soon be undertaking an update of the info that lives on this webpage. I’m sharing this link with the intent of the committee familiarizing themselves with the interactive data dashboards

- Links to these webpages will also soon be incorporated into the [Uxbridge Business Toolkit](#) and [Uxbridge's Community Profile webpage](#).

2023 Durham Region Business Count Highlights:

- Here is the report that was included in the Durham Region Council Information Package on Friday, March 22 - <https://pub-durhamregion.escribemeetings.com/filestream.ashx?DocumentId=3661>
 - See page 41 of the PDF for Uxbridge specific information
- Carolyn provided an update on data that is now available and will be used to update the Area Market Data Report. She is also speaking at the OBIAA on May 1st, re Downtown Revitalization and Judy will be participating.

8. NEXT MEETING

The next meeting will be Monday, April 29, 2024, at 3:00 p.m. at the Uxbridge Township Municipal Office. A virtual option will be available.