

UDRAC MINUTES – NOVEMBER 25, 2024



UXBRIDGE DOWNTOWN REVITALIZATION ADVISORY COMMITTEE

DATE	November 25, 2024
TIME	3 p.m. to 4:30 p.m.
LOCATION	Uxbridge Town Hall (Council Chambers) & Virtual (TEAMS)
ATTENDEES	Members Present: Mayor Dave Barton; Councillor Willie Popp; Councillor Todd Snooks; Mary Bridger (Chair); Don Andrews (Vice Chair); Craig Marlatt; Shelley Macbeth; Mackenzie Rintz; Joan Crosbie (V) and Craig Miller (V).
	Township Resources: Judy Risebrough, Project Mgr. & Committee Staff Rep.; Hilary Williams, Director By-law, Animal Control & Development Services (V); Cody Morrison, Chief Planning Officer; Sierra Miller, Communications Officer; Katlyn Jones (V), Museum Curator, Tourism Coordinator & BIA; and Courtney Clark, Director Public Works.
	Resources: Carolyn Puterbough, OMRA (V); Lori Talling, Invest Durham; Glen Macfarlane, Invest Durham; and Danielle Culp, Region of Durham, Transportation Planning.
	Regrets: Alexandra Lazarevski; and Kristi Honey, CAO.
	Presenters: Ranee Leung, Urban Designer and Ray Lister, Urban Planner, Associates with Brook McIlroy.
	Heritage Committee: Councillor Pam Beach, Maggie MacKenzie, Ted Shepherd; Krista Metcalfe and Hailey Wetherbee (V).
	Public: Jack Nelson (Student); Elliott Hoban and Lisa Ritchie.

1. CALL TO ORDER

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

2. BROCK STREET HERITAGE GUIDELINE REFRESH – BROOK MCILROY INC.

Judy thanked the Heritage Committee members for attending the meeting today. Rane Leung and Ray Lister walked the committee through the attached document and solicited feedback for the presentation.



2024-11-19
Downtown Uxbridge f

Highlights of the discussion:

- The document will be AODA compliant.
- Three new diagrams and illustrations will be included in the refreshed document.
- Reminder that bricks should not be painted.
- The sign bylaw is out of date and will be a priority for the Township in 2025.
- The Heritage Committee and the UDRAC were interested in the next steps and costs to have the downtown declared a Heritage District under Section V of the Ontario Heritage Act.
- Carolyn Puterbough informed that group that in the past the RED program had funded initiatives to have an area declared a Heritage District. We will have to wait and see if the new RED program will support that type of initiative.

Action: Attendees were encouraged to provide input to Judy by November 30th, for her to consolidate and send back to Brook McIlroy by December 2nd.

Action: Heritage Committee will research the requirements for identifying the downtown as a Heritage District under Part V of the Act, and what the cost and benefits would be for the Township. The UDRAC will consider supporting a report from the Heritage Committee to Council on the concept of a Heritage District for the downtown.

3. REVIEW OF THE AGENDA

Mary reviewed the meeting agenda. Don Andrews made the motion to accept the agenda. McKenzie Rints seconded the motion. Approved.

4. REVIEW OF THE MINUTES

Mary reviewed the October 28, 2024, minutes. Craig Marlatt made the motion to approve the minutes with a revision to the description of the communication update. Don Andrews seconded the motion. Approved.



15. UDRAC Minutes
28-10-2024(f).pdf

5. 2024 WORKPLAN UPDATE

○ Dedicated Leadership

Budget update:

- Hilary Williams informed the committee that we are working with other directors to identify the anticipated expenditure for 2025 with the demolition and sale of the budget.
- The budget meeting tomorrow has identified that the budget for UDR will be \$155K for 2025.

Communication Sub- Committee:

- Sierra has been appointed as the Communications Officer.
- A date has not been set due to workload, but a meeting will be held with the sub-committee prior to the next UDRAC meeting at the end of January.
- Sierra informed the committee that the Township will be introducing a monthly newsletter that will be subscriber based. UDRAC will be able to provide articles for the newsletter – more details to follow.

Action: Mary, Judy and Sierra to set up a date for the sub-committee meeting.

○ Revitalization of Lower Brock

Development

• **Lower Brock Street Redevelopment**

- Cody provided the following updates on behalf of the building department.
 - The Township is still waiting for information from Kindred Works.
 - 34/36 Brock St. W. The property owner is still working out a couple of things to finalize his site plan/permits.
 - 11-13 Brock Street – the property owner is working to clean up the property. They are not doing anything with the walls at this time. The committee asked if anything could be done to “improve” the look.

- **RED Grant – Update**

- Brook McIlroy continues to work on the digital refresh of the document.
- Judy, Cody and Glen are meeting with a company to consider an online application that could be used to promote downtown redevelopment.
- Glen informed the group that Invest Ontario is launching an online portal that will be available to site selectors looking for a place to develop across Ontario and this will link to the signature sites that were identified by Invest Durham.
- A midterm report has been filed with OMAFRA that identified that the project is on time, scope and budget.

- **Safe, Walkable Downtown**

- **Parking Study**

- Ben provided the following written update to be shared with the committee.
 - *The parking study is progressing well. Data is all collected, and they are sorting through it.*
 - *They are also gathering information on other towns' bylaws as they relate to parking (including development applications and required parking).*
 - *I have not seen any draft reports on the parking study.*

- **Downtown as a Destination**

- **Heritage Railway District**

- Kristi provided the following written update:
 - *The Township continues to work with Metrolinx on the new legal liability, insurance, and oversight requirements under a new lease.*
- A discussion followed between the committee members. The mayor spoke of the fact that the Township is still exploring the option with one potential operator but is also working on another long-term option with Metrolinx as the railway district is a key part of the downtown vision.

- **Centennial Park Master Plan**

- Ben provided the following written update to be shared with the committee.
 - *Environmental report. They are drafting a 2-page executive summary as the report itself was over 1700 pages long. There was nothing earth shattering in the report, just more testing through boreholes needed.*

Volunteers & Activities

- In the last month and in December: Remembrance Day, Santa Clause Parade, Holiday Trail, LMM Party, Rotary Home Tour, Fantasy of Lights, Busking on Brock by the Secondary School.

6. ROUNDTABLE

- Don announced that 9byTin will be opening at the end of next week. It will be a soft launch.
- Craig Marlatt told the group about the establishment of the Urban Involvement Club.
- Shelley spoke to the My Main Street Grant she received. There will be a mural on the back of the store.
- Willie spoke in general terms about a pre-con that is coming up for a building downtown.
- Judy also gave a general update on an upcoming CIP Redevelopment/Rehabilitation application going to council in the next week or two.
- Willie informed the committee that the Bounty from the Boonies has opened at 18 Brock St. W.
- Don and Shelley spoke to the repaving of the parking lot behind upper Brock Street by the property owner.
- Glen mentioned that Dec 1st to 7th is “Shop in Durham” week.
- Glen also informed the committee that the Workforce Study is complete and will be going to Regional Council and the North Durham councils in the future.
- Mary suggested that there needs to be a better partnership with Wooden Sticks to promote the downtown to their overnight guests.
 - Katlyn agreed to investigate it.

7. NEXT MEETING

The next meeting will be Monday, January 27, 2025, at 3:00 p.m. at the Uxbridge Township Municipal Office. A virtual option will be available.