

**THE CORPORATION OF THE CITY OF ST. THOMAS  
CIP EVALUATION COMMITTEE**

**ROOM 204  
CITY HALL**

**September 22, 2017**

The meeting convened at 8:30 a.m.

**ATTENDANCE**

Members

Beth Burns, Chair, DDB  
Councilor Joan Rymal  
Frank Lattanzio, MHC

Officials

Wendell Graves, City Manager  
Matt Smale, Corporate Administrative Clerk

Regrets

Councilor Linda Stevenson  
Russell Schnurr, MHC

Guest

Debbie Hamilton, Co-operators Insurance

**Minutes**

Moved by Councillor Rymal - F. Lattanzio:

THAT: The minutes of the meeting on May 26th, 2017 be confirmed.

Carried.

**Disclosures of Interest**

Nil

**New Business**

Promotion of Community Improvement Program within Phase 2 - Talbot Street  
Reconstruction

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The City Manager advised that the next phase of Talbot Street reconstruction was scheduled for 2018 extending as far east as approximately Mary Street.

The Chair advised that the Downtown Development Board was planning a “Big Dig” campaign to promote businesses in the construction zone and the fact that they would remain open. She further advised that businesses would be encouraged to complete CIP projects during the reconstruction.

The members inquired how the campaign would be promoted.

The Chair advised that the Board’s newsletter and an open house for affected property owners could be effective tools. The details of the campaign including partnerships with other organizations and the City were being considered.

The members discussed the role of the Committee in promoting the Community Improvement Program as part of the larger “big dig” campaign.

### **Project Applications**

#### 555 Talbot Street - Debbie Hamilton

The members were in receipt of an application from Ms. Hamilton for a façade improvement project at 555 Talbot Street.

Ms. Hamilton stated that the project was proposed to be completed in two phases with the ground level completed initially and the upper level completed during a second phase.

The members reviewed the rendering attached to the application and the importance of the completed work reflecting what was proposed.

The members inquired if the transom window band on the ground level would extend over both the entire front window and door and whether that ground level window would be in 1 or 3 segments.

The members inquired if the brick veneer on the ground level would match the upper storey and confirmation of the window frame colour.

The City Manager advised that if approved, the loan funds would be conferred at the project outset and that grant funding would be released over two years as the project achieved completion.

The members agreed to defer consideration of the application pending further information on the above noted questions.

### **Other Business**

#### Projects Update

The City Manager advised that the deadline for completion of the residential rehabilitation project approved in 2004 at 763-767 Talbot Street was Friday, September 29, 2017.

The City Manager advised that a previously approved project by Prespa Homes on Flora Street had not yet been started and that the deadline for that project was about to lapse.

The City Manager advised that funding allocated to both projects would be returned to the CIP for use on future projects.

The members requested an updated project status listing for a future meeting.

#### Vacancy Rebates

The City Manager advised that under legislation, owners of vacant commercial properties could receive a tax rebate for those properties. Council had now been granted the authority to discontinue this practice and had made the decision to confer any additional revenue from the discontinued process to the Community Improvement Program.

Councilor Rymal inquired about the geographic area for eligible CIP projects.

The City Manager advised that a citywide review was underway and would be presented to Council in future.

**Adjournment**

The meeting adjourned at 9:10 a.m.