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**Date:** June 1, 2021

**To:** Mayor and Council

**Author:** Robert Brown, H. Ba, MCIP, RPP  
Manager, Planning Services

**RE:** Cottam Community Improvement Plan Application by  
Tim Lindsay.  
105/107 County Road 34 W  
Pt. Lot 270, Concession STR, Part 1, RP 12R 553

**Report No.:** PS 2021-033

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## **RECOMMENDED ACTION**

That Council:

Approve the Cottam Community Improvement Plan funding application for façade upgrading and improvement for 105/107 County Road 34 W in the amount of \$1,750 representing 25% of the funding allowance for the proposed improvements;

Agree that future Cottam Community Improvement Grant applications will be reviewed and approved by the CAO and Director of Financial and IT Services upon the advice of the Manager of Planning Services with the understanding that administration will provide a biannual report to Council outlining those approvals.

## **BACKGROUND**

In November of 2017 Council approved the Cottam Community Improvement Plan and associated funding to support, maintain and enrich the Cottam downtown area by realizing the benefits of the area. The overall funding plan was to provide a total of \$50,000 over a five year time frame. Qualifying projects under the CCIP would be eligible for up to 25% of the cost of the project up to a maximum of \$2,500. Qualifying project could be one of the following:

1. Façade Upgrading & Improvement
2. Accessibility Upgrades
3. New Signage
4. Permanent Landscaping Infrastructure
5. Energy Efficiency Improvements

## **DISCUSSION**

The subject property is located at 105/107 County Road 34 W and is a mixed use commercial/residential building. The commercial tenant in the building is proposing to undertake external improvements including the sealing of cracks and the replacement of eavetroughs. Total cost of the project is \$7,000.

This property also received grant funding in 2020 for the replacement of two existing HVAC systems for the residential units with new energy efficient units. The program does not have a limit on applications from a single property. The limitation of the program are established by the available funding and number of annual applications.

## **LINK TO STRATEGIC PLAN**

Promote the betterment, self-image and attitude of the community.

### **Link to Council 2021-2022 Priorities**

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☒ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☐ No direct link to Council priorities

## **FINANCIAL CONSIDERATIONS**

A total of \$20,000 was allocated to the initial year of the CCIP in 2018. A total of \$13,778.86 has been paid in grants to date. Originally, \$50,000 was anticipated for the CCIP program with money to be allocated as needed. Funding still remains available for 2021 however there will be a need in 2022 to consider a top up to the program from the original \$50,000 allocation.

## **CONSULTATIONS**

Technical Advisory Committee & SMT

Council has been provided with several reports on the initial grant request for the Cottam CIP over the last two years. Administration has also had discussions regarding the need to continue to prepare reports to Council given the general routine nature of the requests and the limits on each individual grant application. It was suggested that application would continue to be reviewed by TAC and SMT and a biannual report be brought to Council in place of individual reports to help streamline the application process for property owners and reduce report preparation for staff.

*Robert Brown*

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