

DRAFT Façade Improvement Panel Meeting Minutes

Council Chambers
Pembroke, Ontario
Councillor Lafreniere, Chair
Friday, July 6, 2018
11:00 a.m.

Call to Order

The meeting was called to order at 11:15 a.m.

Present:

Councillor Lafreniere, Chairperson

Absent:

Keith Banks
Curtis St. Pierre

Also Present:

Stephane Levesque, Chair, Community Improvement Panel
Michael St. Jean
Mayor LeMay
Heather Salovaara, Economic Development Officer
Colleen Sauriol, Manager of Planning & Building
Courtney Maika, Recording Secretary

1. Approval of Agenda

A motion could not be made because quorum was not met.

2. Approval of Minutes

A motion could not be made because quorum was not met.

3. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest.

4. Façade Improvement Request – 76 Pembroke Street West

Ali Chalmers was present to represent Kim Chenard, owner of Crazy Beautiful Dresses. Crazy Beautiful Dresses will be opening in what used to be Custom Draperies' ground-floor unit. Custom Draperies will continue to operate out of the upper unit at this address.

Ms. Salovaara presented her report. Ms. Chenard is applying for a Downtown Heritage Façade Improvement Grant as part of the renovation of the storefront. According to the lowest submitted quote, \$6,414 plus HST will be spent on the façade improvements; therefore, based on the guideline of a 50% reimbursement, \$3,207.50 can be awarded to the applicant.

The Committee spoke in favour of the application and agreed to provide Council with direction to approve it.

5. Façade Improvement Request – 18-22 Pembroke Street West

This agenda item represented three separate Downtown Heritage Façade Improvement Grant applications: 18, 20, and 22 Pembroke Street West.

The applicant was not present to represent the applications. Ms. Salovaara presented her report. Michelle Vaillancourt submitted the applications on behalf of Sleepwell Property Management for work including the installation of new windows and doors at all of the commercial spaces; new concrete slabs and steps for entranceways; and new paneing.

There are no outstanding work orders on file for the properties. Based on the lowest quotes submitted, \$11,249.00 will be spent on work at 18 Pembroke Street West; \$12,777.40 will be spent at 20 Pembroke Street West; and \$10,345.00 will be spent at 22 Pembroke Street West. Considering that up to 50% of the cost of work can be reimbursed, to a maximum of \$5,000.00 per property, a total of \$15,000.00 can be granted to Sleepwell Property Management for façade improvements at these three addresses.

Stephane Levesque pointed out that two of the three quotes submitted were from local contractors. There was discussion about the possibility of requiring quotes from only local contractors in the future.

The application received support from the Committee members who were present. It was decided that the Committee would direct Council to approve this Façade Improvement Grant request.

6. Façade Improvement Request – 32 Pembroke Street West

The applicant was not present to represent the application.

Ms. Salovaara presented her report. David Cornell, of Pizza Pizza, has submitted an application for a Downtown Heritage Façade Improvement grant for work at 32 Pembroke Street West. Work to be completed includes new awnings, gooseneck

lighting, signage, and façade. There are no open permits or outstanding orders against the property.

The lowest submitted quote was for \$24,425.00. Based on the guideline of 50% reimbursement to a maximum of \$5,000.00 per property, \$5,000.00 can be granted for this work.

A discussion was held. The Committee spoke in favour of the applicant's intention to renovate the façade to match the rest of the block.

Stephane Levesque noted that the quotes were not from local contractors. It was pointed out that this is because of franchise agreements, which should be emphasized during the submission's presentation to Council. It was also noted that out-of-town contractors contribute to the City's economic base while staying here.

Committee agreed to direct Council to approve the application.

7. Adjournment

The meeting was adjourned at 11:35.