



**Lucknow Downtown Revitalization Committee**

**Lucknow and District Sports Complex**

**February 10, 2015 at 7:00 pm**

**Minutes**

Wayne McDonagh	Chair	P
Lillian Abbott	Council Representative	P
Joan Chamney	Beautification Committee Representative	P
Morten Jakobsen	Chamber of Commerce Representative	P
Laura Johnson	Member at large	A
Margie MacPherson	Member at large	P
Ian Montgomery	Member at large	P
Stu Reavie	Member at large	P
Taralyn Martin	Business & Economic Officer	A
Vicki Ly	Bruce County Representative	A

**1.0 Call to Order**

Jakobsen called the meeting to order at 7:00pm.

**2.0 Disclosure of Pecuniary Interest**

Name	Item	Nature of Interest
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None Reported.

**3.0 Minutes**

Moved by Montgomery  
Seconded by MacPherson

**Adopt Minutes** THAT the Lucknow Downtown Revitalization Committee hereby adopts the [November 25, 2014](#) meeting minutes. **Carried**

**4.0 Action Plan**

Please review the 2015 [Action Plan](#) and advise of any actions that should be added.

ACTION: The action plan was reviewed; no changes or additions.

**5.0 Reports**

**5.1. New Members**

At the last meeting, it was suggested that we ask Brian Evans, Marilyn Scott and Danielle Sutton if they would be interested in joining the Committee. Taralyn has invited them all to this meeting to listen in and see what the Committee is all about.

ACTION: Danielle and Marilyn attended the meeting. Brian Evans sent his regrets.

## **5.2. Historical Walking Tour**

With the help of some others, Pat Livingston has come up with some historical points of interest and routes. Please see the attached [Proposed Tour Map](#) and [Historical Walking Tour Points of Interest](#) document. Pat will explain the map further at the meeting.

The Committee needs to decide how they would like to set-up the tour. Some towns just have booklets or brochures with the information that visitors can pick-up. Others also put plaques on the properties or in windows. The Township has committed to providing design services.

ACTION: Pat presented a map featuring a layout of three possible walking routes. Discussion on context and types of signage (would signage be tasteful and permanent in nature). Taralyn will look into Spruce the Bruce Grants for this project when an announcement is made.

## **5.3. Pedestrian Crosswalk**

All members are encouraged to attend the Lucknow Pedestrian Crosswalk Open House on Wednesday, February 11<sup>th</sup>. It will be held at the Lucknow and District Sports Complex in the downstairs multi-purpose room at 7:00pm. This Open House is hosted by the Bruce County Highways Department and will be an open forum to further explore the community's opinion regarding the location of a pedestrian crosswalk on Campbell Street. Please spread the word and encourage other business owners and residents to attend. A [poster](#) is attached.

ACTION: Members were reminded to attend this County meeting on the proposed roadwork on Campbell St.

## **5.4. Spruce the Bruce Report Card**

Each year, we are required to submit a status report to Spruce the Bruce in order to be considered in their grant program. Taralyn submitted the report on behalf of the Committee. A copy of the [Report Card](#) is attached.

ACTION: The Committee reviewed the Report Card and thanks Taralyn for her hard work.

## **5.5. Streetscape and Flower Beds**

At our last meeting, members wondered if the Township of Huron-Kinloss looked after the watering and maintenance of flower beds on public property in the Lucknow. The Horticultural Society had also raised concerns about the flower beds by the Lucknow

and District Sports Complex parking lots. There was also a concern about the gravel portion of the Sports Complex parking lot.

Taralyn e-mailed Mark Hackett (Lucknow Recreation) and Mike Fair (Huron-Kinloss Director of Community Services) regarding these matters. Mark stated that his staff assists the Horticultural Society with watering and can help with some light weeding if requested. Mike said that the summer students do maintain the gardens at the public parks in Lucknow and can help with other flowerbeds.

In regards to the gravel portion of the parking lot, Mark said it does get graded once a year; however, it always seems to be in rough shape when we get a lot of water. He said it would be nice to look into a grant that would allow them to pave the back parking lot.

**ACTION:** Committee members feel paving the gravel portion of the arena parking lot would benefit the entire arena area.

## **5.6. Cleaning-up Downtown Buildings**

A concern was raised at the last meeting regarding the state of some of the downtown commercial buildings, especially the upper-level living areas. Taralyn spoke with Matt Farrell, the Chief Building Inspector about these issues. There is not much he can do to force landlords to clean-up their buildings. If the building is unsafe for occupancy then he can issue an order, but that is the extreme. He mostly deals with new construction or when renovation work is being done. That is really the only time he can make a building owner comply with building code regulation.

The Fire Code gives the Fire Chief more powers than what Matt has to deal with the non-compliance issues. The Fire Chief has the ability to make the owner bring the buildings up to the current Fire Code standards. Pursuing compliance through Huron-Kinloss' Property Standards By-law is an option as well depending on the situation.

**ACTION:** All members present at the meeting would like to see a clean-up of downtown buildings, as there is a lack of attention paid to cleaning windows, façade repairs and maintenance. Upper level residential apartments have fallen into disrepair and not habitable in some cases. What power does the Township have under the building and fire code? How intrusive can the codes be without alienating the property owners, is a general concern.

Morten is concerned with residential uses in commercial buildings, as the commercial district is diminished and commercial store fronts are being taken out of use. He questioned what might be done under the official plan review to address this issue.

## **5.7. Best of Guide and Marketing**

The Township is still waiting for confirmation from the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Rural Economic Development Grant we applied for.

**ACTION:** Noted.

### 5.8. Huron-Kinloss Discovery Guide

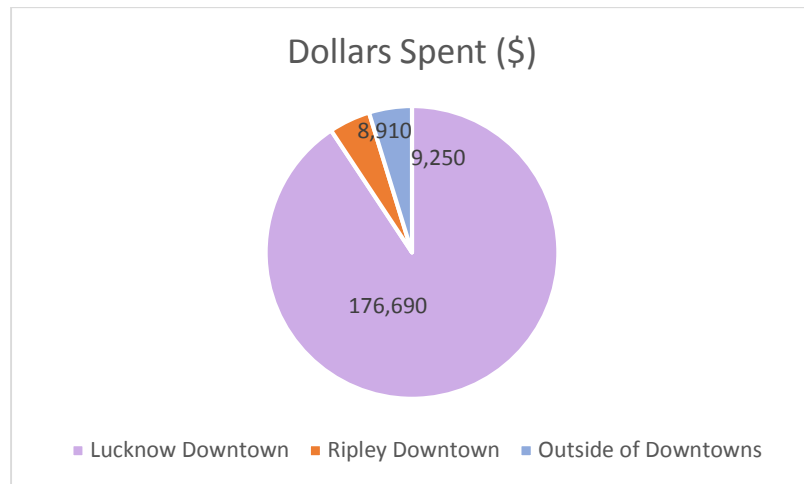
The Township is currently gathering information about 2015 and early spring 2016 events as well as finalizing the business directory. Please check the Township's [online business directory](#) to ensure your business information is correct as this will be the information printed in the Guide. For your information only.

ACTION: Noted.

### 5.9. Huron-Kinloss Holiday Shopping Pass

This past year we received 1,299 completed Passes, which represents \$194,850 spent in our communities over the holiday season. Twenty-five additional Passes were submitted; however, they were incomplete. These numbers are similar to the 2013 Holiday Shopping Pass statistics, when we received 1,472 completed Passes.

In Lucknow, 22 downtown businesses participated in the promotion and 12 downtown businesses participated in Ripley. Pine River Cheese, and I.C. Greenhouses also participated. The diagram below shows the breakdown of where the dollars were spent.



ACTION: Members are pleased with the success of the Holiday Shopping Pass and certainly wish to see it continue.

### 6.0 Finances

Balance 3,053.18

ACTION:

### 7.0 New Business

### 8.0 Adjournment

Moved by Abbott  
Seconded by Jakobsen

**Adjourn** That the Lucknow Revitalization Committee do now adjourn to meet again on April 7, 2015 at 7:00 pm.

**Carried**