



## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	February 7, 2022
<b>From:</b>	Brigid Ayotte – Economic Development & Communications Officer
<b>Report Number:</b>	ECD-2022-02
<b>Subject:</b>	2021 Community Improvement Plan Grant Program Recipients

### Recommendations:

1. That Council accept the recommended 2021 Community Improvement Plan (CIP) Grant Recipients totaling \$28,023 as presented, and
2. That the 2021 CIP Grant Recipient program be funded through the \$25,000 as approved in the 2021 Capital Budget Downtown CIP Incentives with the remaining \$3,023 funds transferred from the undistributed funds from the 2019 and 2020 Community Improvement programs.

### Background:

The table below is a summary of the return on investment of the Millbrook Community Improvement Plan program (MCIP) for the 2019 and 2020 years.

	2019	2020	Total
Total CIP Budgeted	\$60,000	\$24,279.8	\$84,280
Total CIP Actual Dispersed	\$58,118.24	\$20,912	\$79,030
Undistributed funds	\$1,881.76	\$3,367.80	\$5,249.56
Total Projects	9	5	14
Subscription Rate	100%	100%	100%
Number of Businesses Supported	8	3	11
Projects Completed	7	2	9
Projects Outstanding	2	3	5
Total Private Investment	\$401,920.30	\$41,825.60	\$443,745.90

### Overview:

The approved 2021 Capital Budget for the 2021 MCIP Incentive Program was \$25,000 and eligible applicants were permitted to apply to any one of the nine incentive

programs outlined in the MCIP. Intake for the 2021 program was delayed due to the COVID-19 pandemic.

Application Forms were made available starting August 8, 2021 until September 20, 2021. Staff received a total of 8 applications which is the highest number of applications since the program started in 2019. Five of the applications were for the Building & Site Improvement program, two for Façade & Signage Improvement and one for Sidewalk Patio.

As expected, the funds requested by the applicants exceeded the annual approved incentive budget. The MCIP Implementation Committee reviewed the applications to determine eligibility. The Committee narrowed the list to six projects based on the highest score, new projects and/or new properties.

Table 1 (below) outlines the six projects with a detailed costing, funding breakdown and project description.

Property Address	Total Investment Costs	Amount Requested	Total Eligible	Priority Site Eligible	Total Recommended Contribution	Project Description
28 King Street East	\$11,639	\$10,000	\$5,820.00	\$0	\$5,820.00	build an additional bathroom to the store to accommodate sidewalk patio they are building in the spring. Renovate existing bathroom to match esthetic of new bathroom
28 King Street East	\$7,260.75	\$10,000.00	\$3,630	\$0	\$3,630	build a bump-out patio of pressure treated wood deck, metal railing, patio furniture, an umbrella/tent, flower and plant boxes/urns
23 King Street East	\$19,062.33	\$10,000.00	\$8,000.00	0	\$8,000	Paint outside of building to look like the brick again.
44 King Street East	\$3,081.13	\$5,288.40	\$1,541	\$0	\$1,541	Replace decorative pieces and "brow" above the door frame
12 King Street East	\$12,286.87	\$6,143.43	\$6,143	\$0	\$6,143	Replace old roof
8 King Street East	\$5,777.31	\$11,738.44	\$2,889	\$0	\$2,889	Pave the alleyway between 6-8 King St. E and 12 King Street. Fine grade and slope for proper drainage
<b>Total</b>	<b>\$59,107</b>	<b>\$53,170.27</b>	<b>\$28,023</b>	<b>\$0</b>	<b>\$28,023</b>	

In the 2019 and 2020 CIP Program Cycles, there were two projects that came in under budget creating an undistributed funds of \$5,249.56. Staff are recommending that Council redistribute \$3,022.53 of the undistributed funds to enable the Committee to fully fund the 2021 eligible costs of the six projects outlined below.

**Financial Impact:**

The total recommended contribution for the 2021 CIP projects is \$28,023 as presented. Staff are recommending that the 2021 CIP Grant Recipient program be funded through the \$25,000 as approved in the 2021 Capital Budget Downtown CIP Incentives with the \$3,023 funds transferred from the undistributed funds remaining in the 2019 and 2020 Community Improvement programs to enable the Committee to fully fund the eligible costs of the above noted projects.

Respectively Submitted by:

Reviewed by:

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Economic Development & Communications Officer

Yvette Hurley  
Chief Administrative Officer