



**AGENDA
PUBLIC MEETING
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT**

Monday, October 6, 2025, 6:00 PM

**Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario**

- 1. Call Meeting to Order**
Chair, Councillor Chris Ward
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof**
- 4. Process and Information**
- 5. Proposed New Community Improvement Plan**
 - a. Presentation by Denise Horne, NPG Consulting
 - b. Public Comment
 - c. Committee Discussion
- 6. Next Steps**
- 7. Adjournment**

Public Meeting

Edwardsburgh Cardinal Community Improvement Plan (CIP)

October 6, 2025

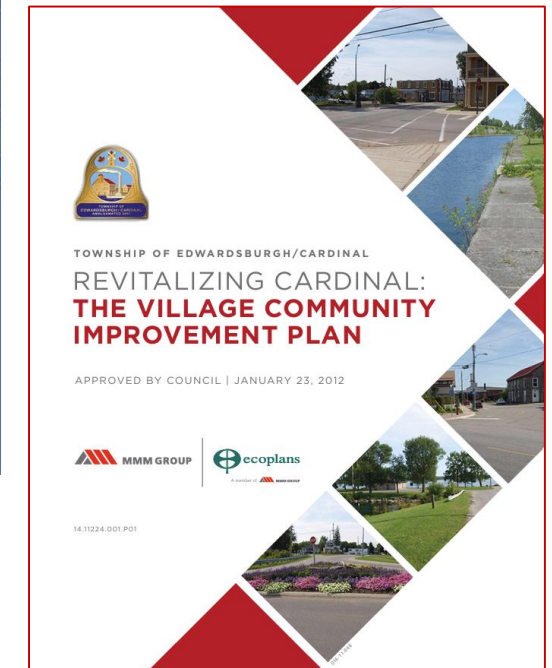
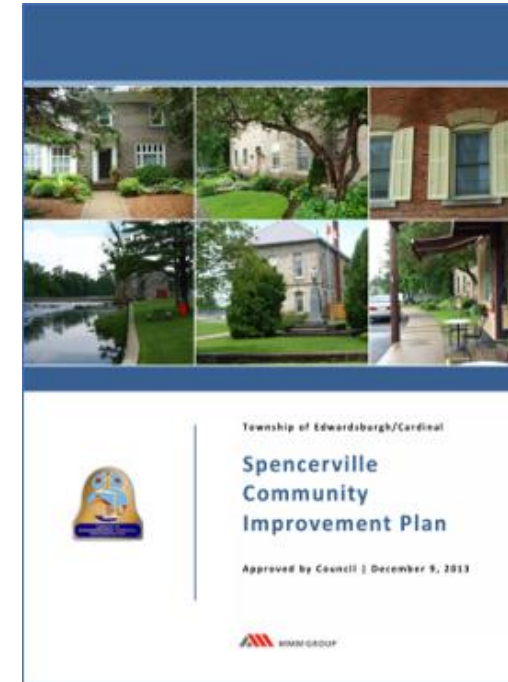
What is a CIP?

A Community Improvement Plan (CIP):

- Is a **tool to support revitalization and redevelopment efforts** in specific areas by offering financial incentives like grants and loans to property owners and developers, etc.
- A CIP identifies **goals and objectives** for an area. Goals may be targeted to supporting economic growth or for specific matter such as increasing the affordable housing supply
- The authority to prepare and implement a CIP is provided under the *Planning Act* (Section 28).

Purpose of this Project

- Review the existing CIPs for the villages of Cardinal and Spencerville
- Consider whether to expand CIP boundaries
- Review incentives to support on-going investment and improvements and the creation of affordable and attainable housing



Project Timeline



- Community engagement activities included:
 - Online survey
 - Trade show booth
 - Economic Development & Housing Workshops

Public Engagement Overview

Engagement Findings		Integration into Draft CIP
Increase CIP Program awareness	→	A marketing component has been incorporated to promote awareness
Extend CIP Project Area to expand eligibility	→	CIP Project Area has been expanded for programs to the entire Township
The existing CIP Goals remain relevant to the community	→	CIP goals updated to ensure they represent community needs / priorities / aspirations
Need for varied housing options and affordable housing are needed for all life stages and family sizes	→	Programs now support affordable housing and additional residential units (ARUs)

Overview of Changes to CIP Programs

Changes to CIP programs

- Updated CIP goals
- Application requirements and criteria revised to facilitate understanding
- CIP programs permit combined funding with other funding sources (eg., CF Grenville)
- Program eligibility of the Application and Permit Fees Program has been expanded to include Additional Residential Units (ARUs)
- Project criteria has been updated to ensure requirements are appropriate to expanded Project Area

New CIP Programs

- **Signage Improvement Grant** to enhance the community character and support local businesses
- **Accessibility and Safety Renovation Grant** to increase accessibility in the Township

Suite of CIP Programs

1. Façade and Property Improvement Grant
2. Application and Permit Fees Grant
3. Housing Improvement Grant
4. Heritage Property Improvement Program
5. Project Feasibility Program
6. *Accessibility and Safety Renovation Grant
7. Tax Increment Equivalent Rebate
8. *Signage Improvement Grant



CIP Programs



Façade and Property Improvement Grant

Purpose: To support property and business owners with revitalizing the exterior appearance of their buildings to aid in enhancing the community's overall character.

Funding: Maximum amount of **\$5,000** per project

Eligible Projects:

- Repair and replace exterior architectural elements (doors, windows, architectural details, etc.)
- Façade painting or treatments to improve the durability of façade materials
- New and/or upgraded light fixtures
- Landscape improvements

CIP Programs



Application and Permit Fees Grant

Purpose: Encourage private investment and the development of Additional Residential Units (ARUs) by refunding Planning Act and Ontario Building Code Applications that meet the goals and objectives of the CIP.

Funding: Maximum amount of **\$5,000** per project

Eligible Application Types:

- Official Plan Amendment
- Zoning By-law Amendment
- Site Plan
- Minor Variances
- Building Permit Fees

CIP Programs



Housing Improvement Grant

Purpose: To provide financial assistance for the creation and/or renovation of existing residential units

Funding: Maximum amount of **\$1,500 per unit**, to a maximum of (4) units

Eligible Projects:

- Construct new residential units above or behind existing or future commercial space
- Convert existing vacant commercial/mixed use buildings areas into residential units
- Renovations to increase the number of residential units
- Projects that involve upgrades necessary for existing residential units to achieve compliance with the Ontario Building Code

CIP Programs



Heritage Property Improvement Program

Purpose: To encourage the long-term conservation of buildings designated under the Ontario Heritage Act.

Funding: Maximum amount of \$7,500 per project

Eligible Projects:

- Repair and restore based on historical documentation (historical photographs or images).
- Building repairs critical to stabilization and conservation of the property
- Services of a licensed professional engineer, architect or a certified heritage professional to design or advise upon the proposed conservation works.

CIP Programs



Project Feasibility Program

Purpose: To encourage potential business owners to explore the feasibility of building reuse, rehabilitation, or development/redevelopment of land.

Funding: Maximum amount of \$5,000 per project

Eligible Projects:

- Studies that examine the feasibility of rehabilitating buildings and structures, or (re)development of lands
- Projects that support the creation or rehabilitation of affordable housing units

CIP Programs



Accessibility and Safety Renovation Grant

Purpose: To encourage owners of commercial, office, institutional, and mixed-use buildings, and areas of home-based businesses to upgrade the physical conditions of buildings to improve their safety and accessibility

Funding: Maximum amount of \$5,000 per project

Eligible Projects:

- Renovations and/or retrofits to accessibility (as per the *Accessibility for Ontarians with Disabilities Act*, Building Code and Fire Code).
- These improvements include wheelchair ramps, automatic doors, handrails, and widening openings and entrances.

CIP Programs



Tax Increment Equivalent Grant Program

Purpose: To stimulate investment by providing a rebate equal to the tax increase resulting from redevelopment or rehabilitation of buildings to create new affordable housing. Proponents will be required to provide at least four (4) affordable units.

Funding: 80% of the Township tax increase for 10 years

Eligible Projects:

- Construction and reconstruction of lands and buildings for the provision of affordable housing.
- Projects which involve improvement of more than 25% of the existing gross floor area or are a new development providing affordable units.
- Infrastructure work such as the improvement or reconstruction of existing on-site public infrastructure (which result in an increase in the assessed value of the property).

CIP Programs



Signage Improvement Grant

Purpose: To support local property and business owners in enhancing visibility, appearance and quality of their exterior signage.

Funding: Maximum amount of **\$3,000** per project

Eligible Projects:

- Replace outdated, damaged and/or non-compliant signage
- Routine maintenance or repairs related to signage
- Primary signs attached to buildings, and primary and secondary signs that complement the main building signage
- Signage that improves accessibility for wayfinding and multilingualism

Thank you.

Questions
and
Feedback?



Wendy Van Keulen

From: Abby McIntyre [REDACTED]
Sent: Thursday, September 25, 2025 1:34 PM
To: Wendy Van Keulen
Subject: Suggestions
Attachments: draft-cip-for-council-review-07312025.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi Wendy - great work on this plan!

https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.twpec.ca%2fmedia%2fbcagfei%2fdraft-cip-for-council-review-07312025.pdf%3ffbclid%3dlwVERFWANCWjhleHRuA2FlbQlxMQABHnnE4RApS5WeBBv-r2GZhs16uyzlg82Ks2y0hPI6eJdBFCAdhsYvK9TqjidL_aem_Mi0oJ8VAcwPVZAfJTUnZSQ&c=E,1,01xCV_U2geA1CWlsE7TsL4kQTGk51WSJiU-f9PQbCLbWZbafQzjXoFVDid8yGTvu6U3SrNcnfDHTYpaKuPT3nTQmnpWaBaRphrOjxTwZ&typo=1

Offering some suggestions for your consideration:

1. Clarity and Accessibility

- Plain language summaries: Each program section is highly detailed but written in technical/administrative language. Adding a one-page “at-a-glance” chart or infographics would help residents and small businesses quickly understand what’s available, who qualifies, and the maximum funding.
- Application roadmap: A visual flow chart of the application process (pre-consultation → application → approval → payment) would reduce perceived complexity.
- Examples and case studies: Include short profiles of past successful projects (before/after photos, testimonials). This builds credibility and demystifies the process.

2. Financial Design

- Update grant caps: Many funding limits (\$3K–\$7.5K) are modest compared to current construction costs. Indexing grant amounts to inflation or offering higher caps for priority projects (e.g., affordable housing, accessibility) would improve uptake.
- Flexible funding mix: Engagement feedback suggested adding low-interest loans or “stackable” incentives. Even piloting this for a small number of projects could diversify options.
- Retroactivity: Consider limited retroactive eligibility (e.g., within 6 months) for projects that meet goals but began before adoption—something residents specifically asked for.

3. Housing and Affordability

- Tie incentives to housing outcomes: For example, require Housing Improvement Grants to prioritize affordability, not just unit creation.
- Promote ARUs (Additional Residential Units): Provide explicit examples of eligible ARU projects, and consider reducing red tape through coordinated permitting.
- Land partnerships: Explore options to pair CIP incentives with surplus municipal or County land for affordable housing.

4. Business and Economic Development

- Expand beyond façades: Uptake data shows façade programs dominate. Consider targeted incentives for:
- Green/energy efficiency retrofits
- Rural/farm diversification (noted in survey feedback)
- Digital upgrades for home-based businesses (e-commerce, signage, broadband supports)
- Sector targeting: Prioritize industries aligned with Township economic strategies (tourism, agri-business, logistics near the port).

5. Marketing and Uptake

- Dedicated campaign: Move beyond quarterly posts. Create branded CIP materials with a consistent look and feel (flyers, short videos, social media campaigns).
- Leverage partners: Real estate agents, banks, Chambers of Commerce, and CF Grenville can all be multipliers for awareness.
- Clear success metrics: Share stories publicly—"X dollars invested → Y jobs created → Z new housing units"—to normalize participation.

6. Monitoring and Accountability

- Performance dashboard: Publish annual results in an online dashboard (units created, grants issued, total private investment leveraged).
- Equity lens: Track who benefits (small vs. large businesses, rural vs. village cores, seniors vs. younger families) to ensure broad access.
- Review cycles: While the plan calls for a 5-year review, an interim 2-year check-in would allow quicker course correction.

7. Strategic Alignment

- Tie directly to Township Strategic Plan priorities: The plan references the 2024-2028 strategy, but each CIP goal could be mapped explicitly to Strategic Plan outcomes for stronger alignment.
- Regional partnerships: The Counties and neighbouring municipalities face similar housing/economic challenges. Exploring coordinated programs (shared marketing, co-funding for ARUs, joint heritage promotion) could multiply impact.

Abby McIntyre



Sent from my iPhone