

# UDRC MINUTES – MAY 29, 2023



## UXBRIDGE DOWNTOWN ADVISORY COMMITTEE

<b>DATE</b>	May 29, 2023
<b>TIME</b>	3 p.m. to 4:30 p.m.
<b>LOCATION</b>	Uxbridge Town Hall (Council Chambers)
<b>ATTENDEES</b>	Members Present: Councillor Willie Popp; Councillor Todd Snooks; Mary Bridger; Joan Crosbie; Don Andrews; Lesley Cornelius; Shelley Macbeth; Craig Miller and Frank Mazzotta
	Member Regrets: Alexandra Lazarevski and Danielle Culp, Durham Traffic.
	Township Resources: Kristi Honey, CAO; Kyle Rainbow, Director, Dev. Services and Judy Risebrough, Project Mgr. & Committee Staff Rep.
	Resources: Carolyn Puterbough, OMAFRA and Stacey Jibb, Invest Durham

### 1. CALL TO ORDER

Willie Popp opened the meeting at 3:02 p.m. and asked if anyone needed to declare a pecuniary interest. None were declared.

### 2. REVIEW OF THE AGENDA

Willie reviewed the meeting agenda. Craig Miller made the motion to approve the agenda. Frank Mazzotta seconded the motion. Approved.

### 3. REVIEW OF THE MINUTES

Don Andrews made the motion to approve the minutes from April 24, 2023. Shelley MacBeth seconded the motion. Approved.

#### 4. UXBRIDGE STRATEGIC PLAN

Kristi Honey provided a brief overview of the draft terms of reference. She explained how the work of the committee needs to link to the Township's strategic plan. Each committee of council will be asked to complete a work plan to ensure alignment.

Kristi informed the committee that the Township is planning an evening for committee members to come together to network, to learn about the work of the Township and the strategic plan.



Strategic Priorities  
Desk Reference.jpg

**Action:** Judy will share the **Terms of Reference** in advance of the next meeting. Committee members were asked to provide feedback to either Kristi or Judy in advance of the meeting.



Terms%20of%20Reference%20-%20UDRC'

#### 5. SELECTION OF CHAIR AND VICE-CHAIR

Kristi led the group through a discussion of the high-level role of Chair and Vice-chair.

Shelley made the motion to nominate Mary Bridger as Chair and Joan Crosbie as Vice-chair. Craig seconded the motion.

Mary and Joan accepted the nomination.

The motion was approved.

**Action:** Judy will set up a call with Mary, Joan and Willie to discuss the roles, expectations etc. in advance of the meeting.

## 6. UPDATE OF CURRENT ACTIVITIES RELATED TO THE DOWNTOWN REVITALIZATION ACTION PLAN

Kyle Rainbow provided an overview of the project and the activities that were undertaken that resulted in the final Strategic Plan and Action Plan and provided an update on the status for the action plan items.



UDRC - May 29  
update.pdf

It was noted that the decision of Council to provide a 1% levy in 2023 for Downtown Revitalization will fund several items within the Action Plan.

Most notable work for 2023

- a) A Park plan for Centennial Park.
  - The first step is an environmental report to understand the potential and real limitations for this area due to its historical use as a landfill site.
- b) A Traffic / Parking study
  - Working with the region to undertake a parking study that will look at current and future needs within the downtown area.
- c) Sunday availability of Public Washrooms and Tourist Information
  - The library will be open year-round on Sundays as part of the Downtown Action Plan.
- d) Brock Street Parkette
  - Work will be done in May to repair the table and a bike repair station will be added.
- e) Zoning changes in Lower Brock
  - LSRCA has confirmed the area within Lower Brock that is no longer in the flood plain.
  - Dev. Services will work with property owners to remove the “H” (hold) to allow for development /redevelopment in this area.

Committee members agreed that we need to continue to inform the community of the ongoing work that is being undertaken.

## 7. WORK PLAN

As noted in Section 4, all committees were asked to submit a Work Plan.

Kyle and Judy will lead this work at the next meeting.

### Possible work items:

#### Streetscaping:

The committee discussed the challenges of streetscaping on Brock Street, in particular the location and design of garbage bins and the location and style of benches.

It was agreed to form a working group who would be available to work with Public Works and Parks to develop recommendations for streetscaping on Brock Street.

UDRC Members: Frank Mazzotta (Chair), Mary, Shelley, Don, Craig and Todd. The committee also felt that the BIA, Tourism, Heritage and the Region should be involved.

**Note:** Carolyn provided two links for the committee to consider:

- [Detailed-Streetscape--Design-Guidelines-for-Downtown-Millbrook FINAL FULL-REPORT.pdf \(cavanmonaghan.net\)](#)
- [KL-Lindsay-SKA-Aug.2.17.compressed.pdf \(kawarthalakes.ca\)](#)

**Action:** Judy will set up a call with Kyle and Willie to discuss the next steps for establishing this working group.

### Brock Street Parkette:

The committee brought forward possible options for gardens and murals for that area.

- Stacey shared a link for possible mural options.  
<https://www.signsoflifemuralproject.com/>
- The committee members suggested that the Horticultural Society might be interested in creating a “pollinator garden”.

**Action:** Judy is going to follow-up with the BIA, Parks and Amanda Ferraro, Director, Community Services.

## 8. ROUND TABLE UPDATES

Danielle Culp had sent the following update:

- The Region has started their cycling wayfinding and signage strategy this month and plan to host a virtual kick-off meeting in June (date to be determined)
- The Region has added the [Freight and Goods Movement Forum Summary Report](https://www.durham.ca/en/living-here/transportation.aspx) to the Transportation Planning webpage here: <https://www.durham.ca/en/living-here/transportation.aspx>

## 9. NEXT MEETING

The next meeting will be Monday, June 26th at 3:00 p.m. at the Uxbridge Township Municipal Office (Council Chambers).

The group agreed that the preference is for in-person meetings, but that the meetings should also allow individuals to join on-line when in-person is not possible.

The agenda will include the terms of reference and discussing the 2023 workplan for the committee.