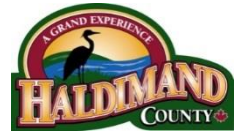

HALDIMAND COUNTY

Report PED-EDT-02-2018 Rural Business and Tourism Community Improvement Plan – 834 Northshore Drive, Dunnville - Shared Harvest
For Consideration by Council in Committee on March 27, 2018



OBJECTIVE:

To seek Council approval of one (1) application for funding made under the Terms and Conditions of the Haldimand County Rural Business and Tourism Community Improvement Plan (RBTCIP).

RECOMMENDATIONS:

1. THAT Report PED-EDT-02-2018 Rural Business and Tourism Community Improvement Plan – 834 Northshore Drive, Dunnville - Shared Harvest be received;
2. THAT the project as outlined in Report PED-EDT-02-2018 for the property at 834 Northshore Drive, Dunnville be approved for a grant to be funded from the Community Improvement Plan Reserve, to a maximum of \$31,765, pending Council approval of the ongoing contribution to the Community Improvement Plan Reserve, included in the Draft 2018 Tax Supported Operating Budget, to be ratified on April 3, 2018;
3. AND THAT the Mayor and Clerk be authorized to execute the Rural Business and Tourism Community Improvement Plan Financial Incentive Program Agreement with the respective property owner.

Prepared by: Zach Gable, MAES, EcD CEcD, Senior Economic Development Officer

Reviewed by: Lidy Romanuk, BA, EcD, CEcD, Manager, Economic Development and Tourism

Respectfully submitted: Craig Manley, MCIP, RPP, General Manager of Planning and Economic Development

Approved: Karen General, CPA, CGA, Deputy Chief Administrative Officer

EXECUTIVE SUMMARY:

The proposal is to renovate an existing on-farm commercial kitchen, undertake restorative work to a heritage building and other improvements to the property at 834 Northshore Drive, Dunnville utilizing financial support from the Rural Business and Tourism Community Improvement Plan (RBTCIP). Economic Development and Tourism staff recommend that this application be approved for funding under the RBTCIP, as all program eligibility requirements have been met.

BACKGROUND:

In May 2008, Haldimand County Council adopted the Haldimand County Downtown Areas Community Improvement Plan (CIP) and corresponding Downtown Community Improvement Project Areas (CIPAs). The CIP provides Council with the ability to offer financial incentives to private property owners to revitalize, redevelop, and renovate properties and buildings within the CIPAs. The CIPAs are identified as the downtown areas of the communities of Caledonia, Cayuga, Dunnville, Hagersville,

Jarvis and Selkirk. In September 2013, Council approved the Rural Business and Tourism Community Improvement Plan (RBTCIP). The RBTCIP targets key Haldimand County economic objectives by supporting hamlets, commercial roofed accommodations and value added agricultural businesses. Amendments in November 2014 added a new program to the Downtown Areas CIP to include interior renovations for places of assembly related to arts and culture, commercial roofed accommodations and restaurants, and expanded eligible costs for existing programs.

Economic Development and Tourism (EDT) staff continue to promote both financial incentive programs to the communities and stakeholders. EDT staff also assist proponents with their applications, in order to bring eligible projects before Council in a timely manner. Further, staff continue to work with applicants to ensure that their projects move forward to completion.

As of this report date, one hundred and eighteen (118) Downtown Areas CIP applications and nineteen (19) RBTCIP applications have been approved (including this report PED-EDT-02-2018, PED-EDT-03-2018 and PED-EDT-04-2018). One Hundred and twenty-one (121) of the previously approved applications have been completed and the files have been closed on three (3) applications. Downtown area grants have been approved in Caledonia, Cayuga, Dunnville, Hagersville, Jarvis and Selkirk. Grants have been approved for value added agriculture projects in the rural areas of Haldimand County; as well, projects in the hamlets of Fisherville, Port Maitland and York have been approved under the RBTCIP.

Summary of the 137 Downtown Areas CIP and RBTCIP Applications (including PED-EDT-02-2018, PED-EDT-03-2018, and PED-EDT-04-2018) Considered by Council:

Financial Incentive Program <i>(Including PED-EDT-02-2018, PED-EDT-03-2018 and PED-EDT-04-2018)</i>	Downtown Areas	Rural Business and Tourism
Application and Permit Fees Refund	\$165,604	\$15,458
Building Restoration, Renovation and Improvement	\$48,527	\$120,712
Downtown Housing Grant	\$127,971	N/A
Heritage Improvement Grant	\$20,000	\$29,923
Façade Improvement Grant	\$710,764	\$77,412
Total value of CIP grants provided by the County**	\$1,072,866	\$243,505
Total construction value of CIP Projects	\$5,009,889	\$843,432
Grant values as a percentage of construction values	21%*	29%
Council approved transfers from CIP Reserve for other initiatives	\$6,360	
Total funds remaining in CIP Reserve (Subject to approval of 2018 operating budget)	\$77,624	

* **Grant as a % of Construction** – This calculation shows the leveraging factor; basically, how much funding the County is contributing to the project compared to the total cost of the project. As it currently stands, for every dollar granted by the County, approximately \$5.00 of private funding has been

invested. The Kinsmen Park Revitalization and Dunnville Farmers Market Project are not included in the total construction values.

** Includes grant amounts related to staff approved projects under \$5,000.

ANALYSIS:

The final completed application for the property known as 834 North Shore Drive, Dunnville was received in Fall, 2017. A location map has been included in this report as Attachment 1. Contact with EDT staff occurred in Summer 2017, and since that time, staff has worked with the applicant to finalize their plans and prepare the subject application for Council's consideration.

This application is for the Building Restoration, Renovation and Improvement Grant, Development Charges, Planning Fees & Building Permit Grant, and the Heritage Commercial Use Grant programs. The property at 834 Northshore Drive, Dunnville currently operates as Shared Harvest Community Farm which is a certified organic vegetable farm and is a registered charity. In addition to vegetable production, a variety of valued added agricultural activities take place on the farm. This includes processing and fermenting of various vegetables, educational events and seminars on agriculture and organic farming processes, healthy eating, and a community supported agriculture program. Also located on the farm is the Squire William Anthony Log Cabin, a heritage designated property used for a variety of educational programming. Photos of the existing structures of the property can be found in Attachment 2.

Proposed Improvements and Intent of the Rural Business and Tourism Community Improvement Plan

Shared Harvest Community Farm is a registered non-profit community farm. Their mission is to provide families within the community organic produce that is environmentally sustainable, locally desirable and socially responsible. Another key focus of the operation is to provide educational and agricultural experiences to encourage visitors to Shared Harvest to learn about organic processes and healthy eating.

Currently, at the Shared Harvest Community Farm property there is an existing outbuilding which houses a walk-in cooler, vegetable processing space and a commercial kitchen. Within the outbuilding vegetables are graded, washed, processed in the kitchen and stored for "farm gate" sales that are taken to various farmers markets and sold through a community-share agriculture program. A program entitled "Let's Eat Right Dunnville"—which offers subsidized food boxes to low income families in Dunnville—also takes place on the property using produce grown on the farm. The existing kitchen is also used to prepare meals as part of value added agriculture experiences and a variety of vegetables are fermented and canned for sale representing on-farm processing. Within both the outbuilding and Squire William Anthony Log Cabin a variety of value-added agriculture activities take place. Examples of programming include healthy eating classes, planting and seedling workshops, and fermentation workshops.

Since 2010, the existing space has accommodated the needs of Shared Harvest but with growing interest from the community and increased programming to satisfy the public's interest in agri-tourism, the existing structures are in need of expansion and improvements. The existing outbuilding in its current layout is too small to accommodate vegetable processing and the value-added agricultural activities which take place on the farm. The commercial kitchen is in need of improvements to keep up with the demands required for processing and meal preparation. The proposed improvements are meant to increase to capacity for Shared Harvest to process vegetables and provide expanded valued added agricultural activities and experiences.

The proposed improvements to the commercial kitchen include the reconfiguration of the space, as well as re-plumbing and installation of new cabinets, sinks, counters. The existing walk-in cooler will be relocated to the outside of the building. As well, the proposed improvements include the pouring of concrete pads to establish a porch area to create an outdoor kitchen space for the vegetable washing and grading that currently takes place indoors. The purpose of these improvements is to create more space in the existing outbuilding to increase capacity for vegetable processing and space for programming to ensure the ongoing viability of the Shared Harvest Community Farm. A portion of the project includes re-grading of the driveway and leveling of the property to reconfigure and create safer parking areas as the volume of traffic to the farm has increased. A concept drawing is included in Attachment 3. The proposed improvements are eligible under the Building Renovation, Restoration and Improvement grant which also considers exterior improvements. The end result is intended to create an improved environment and space for on-farm processing, as well as educational programming thus enhancing the farm's viability and creating a better visitor experience.

Additionally, the existing façade of the Squire William Anthony Log Cabin is in need of heritage restoration works to restore the façade. The cabin is a heritage designated building and is believed to be one of the original areas of settlement and commercial development which led to the growth of Dunnville. The space is currently used for workshops and other experiential learning in addition to the other building on the property. Some of the proposed work includes: re-chinking of existing logs and rebuilding of the existing porch, both items are part of the heritage designation. These proposed improvements are eligible under the Heritage Commercial Use Grant Program and are meant to restore the heritage elements of a building visited by the general public.

The RBTCIP program is designed to assist property owners undertaking various value added agriculture activities such as on farm processing and hosting the general public. This application is meant to enhance existing value added production, as well as improving the farm for a better experience for residents and visitors that engage in the value-added activities. By increasing the commercial viability of the farm, this application meets the intent of the RBTCIP. The on-farm market also connects to other Economic Development and Tourism initiatives such as Harvests of Haldimand, a program designed to encourage residents and visitors to patronize producers, processors and restaurants that support local agriculture. Shared Harvest was recently involved as a host experience in the tourism experience training workshop facilitated by the Haldimand County Economic Development and Tourism Division in late 2017.

A letter of intent is included in Attachment 4.

Review Panel Recommendation			The application is complete and recommended for approval.		
File No.	Community	Address	Value of Project	Value of Grant	Grant as a % of Construction
16	Dunnville	834 Northshore Drive	\$91,075	\$31,765	35%
Building Restoration, Renovation & Improvement Grant					\$20,565
Development Charge, Planning Fees & Building Permit Fees					\$1,200
Heritage Commercial Use Grant Program					\$10,000
Total Grant to 834 Northshore Drive, Dunnville					<u>\$31,765</u>
Project Description		Improvements to the commercial kitchen and creation of external kitchen space. Restorative work to heritage designated property.			

<p>Conditions</p>	<ol style="list-style-type: none"> 1. Property taxes must be in good standing and the property must be in conformity with all County/Provincial/Federal by-laws and legislation throughout the term of the program – i.e. property standards, zoning by-laws, official plan, etc. 2. Building permit will be required for proposed improvements. 3. Grand River Conservation Authority permit will be required for proposed improvements. 4. Consultation with Heritage Haldimand must occur for proposed improvements to Squire Cabin. 5. Kitchen space must meet health unit regulations.
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FINANCIAL/LEGAL IMPLICATIONS:

Upon approval of this application, PED-EDT-03-2018 and PED-EDT-04-2018, Council will have approved a total of \$1,322,376 from this Reserve. This application requires \$31,765 in funding from the Reserve. There are currently insufficient funds within the Community Improvement Plan Reserve to accommodate this application.

The Downtown Areas Community Improvement Plan (CIP) was established in 2008, with an annual allocation of \$100,000 contributed to a Community Improvement Plan Reserve to be used to fund approved grant applications under the financial incentives component of the Downtown Areas CIP. In 2013, the annual contribution was increased to \$150,000, to incorporate the Downtown Areas CIP and the Rural Business and Tourism Community Improvement Plan. That level of annual contribution continued until 2018, when the initial 10 year period for evaluating the success of this program was up for Council's review.

Contained within the Draft 2018 Tax Supported Operating Budget is a new initiative to continue the ongoing annual contributions to this reserve at the same level of \$150,000 per year. Council reviewed the 2018 Tax Supported Operating Budget on March 7, 2018, with ratification of the budget set for April 3, 2018. If the ongoing contribution is approved, this would bring the projected balance of the Community Improvement Plan Reserve to \$77,624 should PED-EDT-02-2018, PED-EDT-03-2018, and PED-EDT-04-2018, receive Council approval. Staff proposed that this application be approved, contingent upon the approval of this ongoing funding.

Legal: A grant agreement will be prepared for execution by the Mayor and Clerk should Council approve this application. The grant agreement was reviewed by legal counsel in the Spring of 2008.

STAKEHOLDER IMPACTS:

All Community Improvement projects are circulated and reviewed by a staff committee that consists of representatives from Building Controls and By-law Enforcement, Planning and Development, Community Development and Partnerships (Heritage and Culture) and Finance Divisions. Once this project has received Council approval, staff from the Building Controls and By-law Enforcement Division will be required to assist Economic Development and Tourism staff to ensure that all proposed works are carried out in the manner applied for and that terms and conditions are met.

REPORT IMPACTS:

Agreement: Yes

By-law: No

Budget Amendment: No

Policy: No

ATTACHMENTS:

1. Location Map of 834 Northshore Drive, Dunnville.
2. Existing Photos of 834 Northshore Drive, Dunnville.
3. Concept of Improvements of 834 Northshore Drive, Dunnville.
4. Letter of intent.