

# Memorandum

Date: November 19, 2019

To: Members of Council

From: Sandra Dolson, Economic Development Officer, Strategic Initiatives

Subject: Bolton Business Improvement Area Request for Funding Update

The Bolton Business Improvement Area ("BIA") is a local board that was established to promote the businesses within the area and to improve, beautify and maintain municipally owned lands, buildings and structures in the area above the current service level provided by the Town. This area is designated to promote the area as a business and shopping district.

## 2019 BIA Budget\*

The Bolton BIA Operating Budget is funded by:

- a) A special tax levy of commercial properties located within the Bolton BIA boundaries in the amount of \$56,000;
- b) \$3,000 in general event revenues;
- c) An accumulated surplus of \$13,930.30

\*As outlined in Staff Report 2019-30 and approved by Council on March 26, 2019.

## BIA Request

In June 2019, Council received correspondence (dated May 22, 2019) from Jean Carberry, Chair of the Bolton Business Improvement Area (BIA) requesting the Town to fund the cost of various items to beautify the area.

Items for consideration included:

- 58 self-watering planters and hanging baskets
- 86 self-watering window boxes
- 36 self-watering large urns
- 20 benches
- 12 garbage receptacles
- Bike racks (specifically at the public parking lot)
- Street signs
- Stone signage to welcome visitors to Downtown Bolton

The correspondence indicates: "We are asking for a contribution from the Town from the funds already designated for urban improvement as well as an ongoing commitment to funding for the next four years."

Currently there are no funds designated for urban improvement.

On September 17, 2019, Council passed the motion indicating “that staff be directed to review the BIA’s request dated May 22, 2019 in consultation with the BIA and report back to Council as part of the 2020 budget deliberations.”

On October 18, 2019 Strategic Initiatives staff met with the Bolton BIA Chair and two members of the Board to discuss prioritizing the list and how we may work together to move forward, including possible cost sharing.

Some of the items on the list have been implemented or accounted for in upcoming Town of Caledon projects, as follows:

- Street signs within the Bolton Heritage District are scheduled to be replaced as part of the Main Street Revitalization Initiative, which provided one-time funding from the Province of Ontario. Signs have been designed and ordered. Once received, Strategic Initiatives staff will work with Roads and Fleet to arrange for installation.
- Funding for bike racks is currently available within the active transportation funding envelope with Town’s Transportation capital budget. They will be installed at the public parking lot pending an evaluation of the requested location(s).
- Traditional entry signage to the Heritage District is currently being designed by Heritage staff and will be installed in Q1 2020.

It was agreed that to better understand the need and locations the additional capital requests, a walkabout meeting was required and should include Region of Peel (Region) staff as Queen Street and King Street are Regional roads.

The meeting was conducted on October 29, with the following determinations:

*Garbage receptacles:*

Several of the 12 garbage receptacles requested are replacements due to damage.

The BIA will compile a detailed inventory of damaged garbage receptacles and provide that list to both Town and Region staff. Replacements will be organized by Town staff and funded by the Region as operating budget allows.

Additional garbage receptacles will not be purchased by the Region therefore the BIA will review the need and may determine if underutilized receptacles may be moved to higher traffic areas.

If the BIA determines additional new receptacles are required, they would like the Town to cost share.

*Benches:*

16 of the 20 benches requested are in or adjacent to the Region’s right of way. Region staff indicated that each location would have to be evaluated to ensure safety and sidewalk maintenance standards could be maintained. A BIA representative is sending a detailed list of requested bench locations to the Region. Evaluation will take place over the coming months.

There may be an opportunity for the Region to fund the purchase and installation of some of the benches, this is to be determined through the evaluation.

Any benches located on private property would require agreement by the property owner. BIA representatives indicated they would approach property owners in this regard.

The BIA requested benches on Ann and Sterne street. Through further review it was determined that there is sufficient seating along Ann Street. The three locations requested on Sterne Street are on private property. Further discussion between the Town, the BIA and the private land owners is necessary before making any recommendations to Council for funding.

One additional bench was requested by the BIA at Bolton Mill Park. Parks staff agree that a bench in that location would be ideal. Since the bench would be located on Town' property, the Town will cover the cost (approximately \$1500) out of the Park Operations Material budget within Community Services.

#### *Planters:*

The BIA Board would like to replace their current planters with those of a self-watering variety to reduce costs. Annual cost of watering plants in the BIA is approximately \$10,000.

The Town's high-level estimated cost to replace all current planters, urns, baskets and window boxes with self-watering models is over \$100,000. This does not include installation or any on-going maintenance cost.

This specific funding request is included in the 2020 Budget as an unfunded capital request.

#### Attachments:

Schedule A: Correspondence from Bolton BIA