

UDRAC MINUTES – APRIL 28, 2025



UXBRIDGE DOWNTOWN REVITALIZATION ADVISORY COMMITTEE

DATE	April 28, 2025
TIME	3 p.m. to 4:30 p.m.
LOCATION	Uxbridge Town Hall (Board Room A) & Virtual (TEAMS)
ATTENDEES	Members Present: Mayor Dave Barton; Councillor Willie Popp; Councillor Todd Snooks; Mary Bridger (Chair); Don Andrews (Vice Chair); Craig Marlatt; and Shelley Macbeth.
	Township Resources: Judy Risebrough, Project Mgr. & Committee Staff Rep.; and Sierra Miller, Communications Officer.
	Resources: Katlyn Jones (V), Museum Curator, Tourism Coordinator & BIA.
	Regrets: Joan Crosbie (V); Craig Miller; ; Mackenzie Rintz; Kristi Honey, CAO; Hilary Williams, Director By-law, Animal Control & Development Services; Cody Morrison, Chief Planning Official; Courtney Clark, Director Public Works; Lori Talling, Invest Durham; Danielle Culp (V), Region of Durham, Transportation Planning; Michael Scott (V), Region of Durham, Project Planner and Carolyn Puterbough, OMRA.
	Public: Jack Nelson (Student)

1. CALL TO ORDER

Mary Bridger opened the meeting at 3:03 p.m. and asked if anyone needed to declare a pecuniary interest. None were declared.

2. REVIEW OF THE AGENDA

Mary reviewed the meeting agenda. Shelley Macbeth made the motion to accept the agenda. Todd Snooks seconded the motion. Approved.



20. UDRAC Agenda
28-04-2025(f).pdf

3. REVIEW OF THE MINUTES

Mary reviewed the March 31, 2025, minutes. Willie Popp made the motion to approve the minutes. Don Andrews seconded the motion. Approved.



19. UDRAC Minutes
31-03-2025 (f).pdf

4. 2024 WORKPLAN UPDATE

○ Dedicated Leadership

- **Annual Report to Council:**

- Judy informed the committee that the report will go to the General Purpose and Administration Committee on May 5, 2025.

- **Summer Student Opportunity:**

- Judy informed the committee that she had made an offer to the successful student applicant but unfortunately the individual had declined as they had received a job offer in their field of study. The decision was made to not readvertise but rather look for alternative means to complete the tasks.

- **Communication Sub- Committee:**

- The Communication Sub-Committee met on April 16th. Topics discussed:

- Open house

- Sierra has confirmed with Clerks that this is an option
 - Need to provide at least two weeks' notice to the public
 - Need to book the facility etc.
- The Music Hall would be the preferred site due to size and location in the downtown. It is currently available from June 25th to July 5th.
- Best time would be during the week, Tues, Wed., or Thursday from 5 to 7
- Recommend a short update / message – possibly by Mayor that would then encourage participants to visit the various stations. (Lower Brock, CIP's, Centennial Park, Historical Train District etc.)
- Would like to invite other committees to attend – possibly some may want a station to provide their update re: activity in the downtown (e.g. Heritage)

- **Action:**

- Mary will work with Judy and Sierra to develop an invite to go to other committee chairs. Some to participate and others to attend.

- Judy to confirm dates when the Music Hall is available as well as the availability of the Mayor and CAO.

Future Town Square Sign

- Judy confirmed that the “high” sign will be part of the demo of the building.
- The discussion was “how long” before the building is taken down and when will the RFEI be posted and what will the site look like when the building is down. Mayor indicated that it will likely be a parking lot. The corner lot may be more like the “shell building”. The little parkette will remain in the short term and may be a space for the BIA and / or Tourism trailer to be located.
- The group discussed options that could be portable. Perhaps a billboard that could be located near the parkette.
- Katlyn suggested that it could be a “pop-up” idea for photo ops.

Action:

- Judy and Sierra will work with Courtney to look at options for the sign.
- Communications Sub-committee to discuss other options – e.g. wrap for Tourism trailer.

Springtime

- Mary and Willie informed the committee that Springtide will be requesting permission to close upper Brock for a few hours on Saturday, June 14th.
- Mary attended a meeting with Springtide and recommended that the UDRAC wait for additional details from the Springtide committee before agreeing to have a display (potentially the BIA trailer).

Sidewalk sale

- Judy confirmed with Courtney. Public Works does have a permitting requirement that would require the BIA to apply on behalf of the downtown businesses. There is a permit cost and a need to ensure proper insurance.

CIP brochure

- Sierra informed the committee that she will be updating the current CIP brochure.

- Revitalization of Lower Brock

Development

- **Lower Brock Street Redevelopment**

- Mayor Dave provided an update on the demolition plans for the Circle K property and the RFEI.
- The committee was very engaged in making sure that the Township achieves its vision, particularly the Town Square. How will the Township ensure that there is an ongoing public / private partnership for the development and ongoing management and availability of the Town Square.
- The committee was informed that the Township will need to have an easement for the area over the culvert which will include the Town Square.

- **Downtown Development Updates**

Judy, in the absence of Cody, provided an update on behalf of Dev. Services.

- The Township has received applications from Kindred Works for demolition permits for the three buildings on Main Street.
- 11-13 Brock Street - The property owners have agreed to allow the Township to arrange for the hoarding in front of the buildings to be painted. Craig Marlatt confirmed that he had approached the Secondary School Art's Department, but they are oversubscribed and not able to take on this work.
- A site plan amendment has been recently submitted for 2 Victoria St. Their request is to convert the upper 4 floors to apartments.

Action:

- Judy will contact Courtney to have her arrange for the hoarding at 11-13 to be extended to cover the previous signs and paint the hoarding a neutral grey.
- Mary, Willie and Shelley will work together to contact Durham College to see if they would be interested in painting the boarding in front of 11-13 Brock.

- **Heritage District**

- The committee is still interested in exploring establishing Downtown Heritage District and Shelley raised that Stouffville had created three districts.
- Shelley and Don are concerned about the potential of "Big Box" stores in the downtown.

Action:

- Judy will reach out again to the Heritage Committee through Maggie MacKenzie, the Chair for Heritage as well as Jake Locke. Jake has indicated that the next step is for the Heritage Committee to go to Council for their direction.

- Judy will ask Cody to provide a list of the businesses that are allowed in the Downtown and how the list can be amended to include the prevention of “big box stores”.
- Judy will send out a link to the Stouffville Heritage information and the C3 zoning information to the committee.
- **RED Grant – Update**
 - Render Developments is working on making the renderings for Lower Brock that will be used to promote downtown redevelopment opportunities.
 - The objective is that the site will be available to the public in June.
- **Safe, Walkable Downtown**
- **Parking Study**
 - Judy informed the committee that comments have been provided back to Lea Consulting and the Township is waiting for an updated draft report.
- **Downtown as a Destination**

Heritage Railway District

- There was an auction on the previous weekend to sell off some of the remaining assets.
- Judy informed the group that Kristi continues to communicate with Metrolinx regarding the future use of the area and the new lease for 2026.

Action:

- The committee has asked for an update on the YDHR grounds/ equipment at the May meeting.

Centennial Park Master Plan

- Judy informed the group that the next steps will be for Courtney to issue a RFP for a plan for Centennial Park.

Enviro-nics Update

- Katlyn informed the committee that she had provided an update to the Council on April 7, 2025.



RC-05-25.pdf



Tourism Report
Presentation - 2025.pptx

Volunteers & Activities

- The BIA Easter Egg Hunt and the Canadian Independent Book Store Days were held in April.

5. ROUNDTABLE

- There was a discussion of what was potentially happening in the previous Chances Are location. Nothing could be confirmed at the meeting.

6. NEXT MEETING

The next meeting will be on Monday, May 26, 2025, at 3:00 p.m. at the Uxbridge Township Municipal Office. A virtual option will be available.