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Windsor, Ontario January 20, 2010

A meeting of the **Small Business Advisory Panel** is held this day commencing at 3:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Dr. Alfie Morgan, Chair
Councillor Alan Halberstadt
Norm Marcoux
James Marsh
John Millson
Charlie Regan (arrives at 3:32 p.m.)
Jim Williams

Regrets received from:

Councillor Caroline Postma
Don Larkin
Vicky Smith

Delegation

Chris Edwards, Executive Director, Downtown Windsor BIA (DWBIA)

Also present are the following resource personnel:

Diane Bertolin, Licence Commissioner
Michael Chantler, Manager of Business Administration, Licensing & Enforcement
Gary Cian, Manager of Council/Community Services/Deputy Clerk
Lee Anne Doyle, Executive Director/Chief Building Official
Janice Guthrie, Deputy Treasurer – Taxation & Revenue
Thom Hunt, City Planner
Rose MacLachlan, Business Improvement Area Development Officer
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 3:05 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. MINUTES

Moved by Councillor Halberstadt, seconded by J. Marsh,

That the minutes of the meeting held December 9, 2009 **BE ADOPTED** as presented.

Carried.

3. DECLARATIONS OF CONFLICT

None.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Small Business Advisory Panel Subcommittee Report

Councillor Halberstadt refers to the following resolution approved by City Council at its meeting held January 11, 2010:

M13-2010 - “That Administration **REPORT BACK** on the steps required to enact provisions in the Municipal Act to grant relief from tax interest and penalties by way of a means test and indicate the resources required to implement a means test process. The pertinent Sections under the Act are Section 319 covering low-income seniors or low-income persons with disabilities. Section 357/358 related to extreme poverty or sickness and Section 365 related to persons whose taxes are considered by Council to be unduly burdensome.”

Councillor Halberstadt states that he is endeavouring to convene a meeting with the Honourable Dwight Duncan, Minister of Finance regarding tax reassessments.

In response to a question asked by J. Williams regarding notification to a mortgagee if there are tax arrears, J. Guthrie responds there is no requirement to inform interested parties, however, it is permissible for the mortgagee to contact the Finance Department to determine if there are tax arrears.

A letter from James Marsh, WFT Investments Ltd. is distributed regarding “Property Tax Rate Comparison Between Windsor, Surrounding Areas and Toronto”, ***attached*** as Appendix “A”. J. Millson suggests that the City of Toronto be removed from the Tax Rate Comparison as a \$200,000. home in Toronto is not comparable to the same value in the City of Windsor.

4. PRESENTATION

Chris Edwards presents a plan relating to the incentive program including the development incentives for the downtown core.

J. Marsh leaves the meeting at 3:30 o’clock p.m.

C. Edwards advises that the City of London in the late 1990’s introduced a number of financial incentives to encourage the revitalization and renewal of the existing

building stock in the downtown core. He states that a non-profit Board was created entitled Main Street London through which the incentives are generated. He indicates that some of the financial incentives include the following:

- The Tax Holiday Grant Program
- The Heritage Building Improvement Grant Program
- The Facade Improvement Loan Program

C. Edwards reports that the only incentive in the DWBIA is a grant for facade improvements. He advises that in discussion with representatives of the Planning Department that the DWBIA could make application for the downtown core to enter into a Community Improvement Plan (CIP) model.

The “City of Cambridge Financial Incentives” document is distributed and **attached** as Appendix “B”.

R. MacLachlan advises that changes to the Municipal Act allow more freedom to BIA’s to develop incentives. She states that BIA’s are now able to offer incentives similar to the City of London.

C. Edwards indicates that an application has been submitted to FedDev for funding to create a Business Incubator in the downtown core.

J. Williams leaves the meeting at 3:55 o’clock p.m.

The document entitled “From the Desk of the President and Chairman” from the Windsor-Essex Regional Chamber of Commerce is distributed and **attached** as Appendix “C” for information purposes.

7. DATE OF NEXT MEETING

The next meeting will be held on Friday, February 19, 2010 at 3:00 o’clock p.m. in the Town of Sandwich Meeting Room, Lower Level, City Hall.

8. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:01 o’clock p.m.

CHAIR

COMMITTEE COORDINATOR