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Prepared for:

**TOWN OF IROQUOIS FALLS**  
253 Main Street  
Iroquois Falls, ON  
P0K 1G0

Prepared by:

**J.L. RICHARDS & ASSOCIATES LIMITED**  
314 Countryside Drive  
Sudbury, ON  
P3E 6G2  
TEL: 705-522-8174



# Community Improvement Plan (CIP) for the Town of Iroquois Falls



# Community Improvement Plan (CIP) for the Town of Iroquois Falls

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Appendix A CIP Project Areas

# Community Improvement Plan (CIP) for the Town of Iroquois Falls

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## 1.0 Introduction

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The Town of Iroquois Falls (Town) is a single tier municipality in Cochrane District in northeastern Ontario. The Town has a population of approximately 4,500 residents and a medium population density of 7.4 persons/sq km. The Town has experienced population growth since the Covid-19 pandemic and is planning on a low population growth scenario.

The Town is located along the Abitibi River and is traversed by the Trans-Canada Highway 11. The Town's Official Plan (OP) defines the Iroquois Falls townsite as an Urban Settlement Area and identifies the mixed-use Villages of Porquis Junction and Monteith as rural settlement areas. The Iroquois Falls Airport is situated in the rural area, on Highway 11 at 8 kilometres west of the downtown and 3 kilometres from Porquis Junction. The Town also has significant rural and recreational waterfront lands with a variety of recreational and resource land uses permitted.

The Town's economic base encompasses healthcare, public services, and educational services as key industries. Other local economic sectors include retail, food services, mining, accommodations, agriculture, and construction.

Community Improvement Plans (CIPs) are used to benefit communities in Ontario by enabling municipalities to provide grants, fee rebates, and loans to encourage investment in targeted areas of the municipality referred to as CIP Project Areas. The revitalization of communities through the implementation of CIPs can be used for promoting businesses, enhancing the urban character of the Town, as well as supporting environmental remediation and redevelopment initiatives.

Following the adoption of the OP in 2023, and its subsequent approval in 2024, the Town prepared a CIP which aims to provide financial incentives for improvements in targeted areas in alignment with Town's main development strategies.

The CIP must be adopted in accordance with the public consultation requirements of the *Planning Act*.

## 2.0 Legislative Authority

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The CIP has been developed in accordance with Section 28 of the *Planning Act* and the *Municipal Act*, as well as other relevant policies and documents including the Provincial Policy Statement (2020), and Town of Iroquois Falls Official Plan, Zoning By-law, and Economic Development Strategy Plan.

Specifically, Section 2.4 of the Town's OP contains community improvement policies which set out the overall purpose and information that a CIP should contain. It is within these guidelines that this CIP was prepared.

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## 3.0 Public Consultation

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In order to understand the potential uptake and interest in incentive programs, project areas, and stakeholders and community needs, a first targeted stakeholders meeting was held on July 13, 2023 as part of Phase 1 to define priorities for improvement, identify appropriate CIP programs, and adjust threshold values for CIP incentives. A review of the draft with targeted stakeholders took place on September 26, 2023.

A project update and the proposed incentive and project areas were discussed at an open Council Meeting on November 13, 2023.

A virtual Open House was held on November 29, 2023 to present the draft document, including purpose, proposed incentives, and project areas.

The Statutory Public Meeting for Council to receive input and consider adoption of the CIP will take place on February 26, 2024.

## 4.0 Goals and Objectives

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Identified objectives of a CIP as stated in the Town's Official Plan can be summarized as follows:

- Support the economic and community development activities;
- Support brownfield remediation and redevelopment;
- Support affordable housing and "purpose-built"<sup>1</sup> rental housing units;
- Encourage residential intensification such as mixed use and infill development;
- Improve urban aesthetics;
- Preserve, rehabilitate, renew and reuse heritage resources;
- Promoting social and economic vitality;
- Support investment in residential, commercial and industrial properties;
- Encouraging ongoing maintenance and improvement of the physical environment in a fiscally sound manner; and
- Align with the Town's Official Plan and Zoning By-law.

## 5.0 CIP Project Areas

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The CIP is applicable in CIP project areas and will generally support improvements of medium to high density residential, commercial, and industrial properties. The identified areas generally include the Town of Iroquois Falls townsite, the rural settlement areas of Porquis Junction and Monteith, the airport area, and specific rural and waterfront commercial properties (refer to the CIP Project Areas in Appendix A).

More specifically, the CIP applies throughout the CIP Project Area to lands within the following zones:

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<sup>1</sup> Refers to apartment buildings designed and built expressly as long-term rental housing

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- Residential zones: Second Density Residential (R2) and Third Density Residential (R3) Zones allow for medium and high density residential uses.
- Commercial zones: General Commercial (C1), Highway Commercial (C2), Local Commercial (C3), and Resort Commercial (RC1) that allow for a variety of commercial uses.
- Industrial zones: Light Industrial (M1) and Heavy Industrial (M2) zones allow for a range of industrial uses. Most industrial zones are in the Iroquois Falls Urban Settlement Area.
- Airport: Airport Business Industrial (ABI) Zone.

A specific by-law will be adopted to enact the CIP Project Areas.

## 6.0 CIP Incentives and Tools

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In addition to being located in an appropriately zoned Community Improvement Project Area, a proposed CIP project must meet general program requirements and program-specific requirements to be considered eligible.

The requirements contained in this CIP are not necessarily exhaustive and the Town reserves the right to include other requirements and conditions as necessary on a property-specific basis. All of the financial incentive programs contained in this CIP are subject to the following general requirements, as well as the individual requirements specified under each program:

### 6.1 General Requirements

- i) The Town reserves the right to audit the cost of project feasibility studies, environmental studies, environmental remediation works, and/or rehabilitation works that have been approved under any of the financial incentive programs, at the expense of the applicant;
- ii) The Town is not responsible for any costs incurred by an applicant in relation to any of the programs, including, without limitation, costs incurred in anticipation of a grant and/or tax assistance;
- iii) If the applicant is in default of any of the general or program specific requirements, or any other requirements of the Town, the Town may delay, reduce, or cancel the approved grant and/or tax assistance;
- iv) The Town may discontinue any of the programs at any time, but applicants with approved grants and/or tax assistance will still receive said grant and/or tax assistance, subject to meeting the general and program specific requirements;
- v) All proposed works approved under the incentive programs and associated improvements to buildings and/or land shall conform to all Municipal By-laws, policies, procedures, standards, guidelines, including applicable Official Plan and Zoning requirements and approvals. Where appropriate, the applicant may require applications for a Zoning By-law Amendment or Minor Variance;
- vi) The improvements made to buildings and/or land shall be made pursuant to a Building Permit and/or other required permits, and constructed in accordance with the Ontario Building Code and/or other municipal requirements;

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- vii) Outstanding charges from the Town (including tax arrears), work orders, and/or orders or requests to comply on any property owned by the applicant (not just the property subject to the application) must be satisfactorily addressed prior to application processing and grant and/or tax assistance payment;
- viii) Town staff, officials, and/or agents of the Town may inspect any property that is subject of an application for any of the financial incentive programs offered by the Town;
- ix) The total of all grants (excluding tax assistance) provided in respect of the particular lands and buildings of an applicant under the programs contained in this CIP shall not exceed 50% of the cost of rehabilitating said lands and buildings;
- x) If the applicant is not the owner of the property, the applicant must provide written consent from the owner of the property to make the application and undertake the works;
- xi) Applicants shall enter into a maintenance agreement with the Town and shall undertake to keep the property and specifically those parts of the property subject to the CIP improvement project in good condition;
- xii) Projects must be completed within one year of approval, but recipients may apply for a grant extension;
- xiii) The following definitions apply to projects and incentives proposed for multi-residential development or affordable housing:

**Multi-residential:** shall mean properties with 6 or more residential units.

**Affordable Housing:** shall mean housing for which annual accommodation costs (ownership or rental) do not exceed 30 percent of gross annual household income for low and moderate income households.

Council retains the right, in its sole and absolute discretion, to extend, revise, or alter this CIP in accordance with the *Planning Act* beyond the five-year horizon, at any time during the five-year operational period of the Plan, subject to the objectives of Council and the satisfactory performance of the Plan in the opinion of Council.

## 6.2 Recommended CIP Programs and Requirements

The following programs are available to the Town during the initial five-year period of the CIP (2024-2029). However, Council will review its municipal budget on a yearly basis and decide which programs are in effect on a yearly basis.

The purpose, amount, eligible costs, and application requirements for each of the financial incentive programs are described in detail in the following sections. The requirements for the recommended CIPs programs were determined in close collaboration with the Town's staff based on the financial capacity and potential for municipal allocations.

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The following table presents a summary of recommended CIP programs. Grant amounts are subject to Council approval:

<b>Program</b>	<b>Grant Amount</b>
Façade Improvement Grant Program	50% of eligible costs, to a maximum of \$5,000
Signage Improvement Grant Program	50% of eligible costs, to a maximum of \$2,500
Planning, Design and Architectural Grant Program	50% of eligible costs, to a maximum of \$1,000
Sale of Land for Less than Market Value	Up to 25% less than the listed value established by Council
Building Permit and Planning Application Fee Rebate	50% of the Town's fee, to a maximum \$500
Tax Increment Grant Program	75% rebate in year 1 50% rebate in year 2 25% rebate in year 3
Environmental Site Assessment Grant	50% of eligible costs, to a maximum of \$5,000 per study/property.
Brownfields Financial Tax Incentive Program	Tax assistance is provided for up to 5 years
Total amount per property	\$10,000 per property (excluding tax increment grant, building permit and planning fee rebates, and sale of land for less than market value)

The following incentives and tools could be used to promote improvements in the Community Improvement Project Areas. The purpose, amount, eligible costs, and application requirements for each of the financial incentive programs are described in detail in the following sections.

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## 6.2.1. Façade Improvement Grant Program

<b>Purpose</b>	To stimulate private investment in the Project Areas of the CIP and to promote the undertaking of building façade improvements.
<b>Grant Amount &amp; Disbursement</b>	<p>Matching grant of up to a maximum of 50% of eligible costs up to a maximum grant of \$5,000, whichever is less, per property.</p> <p>The Grant will be disbursed as follows:</p> <ul style="list-style-type: none"> <li>- 100% on Final Completion</li> </ul>
<b>Eligible Costs</b>	<p>Improvements to the Front or Corner Side Façades designed specifically to enhance the look and appearance of these elevations of the property including:</p> <ul style="list-style-type: none"> <li>- Restoration of the brickwork or cladding, including exterior painting;</li> <li>- Replacement or repair of cornices, eaves, parapets, windows, doors, and other significant architectural details;</li> <li>- Repair, replacement, or addition of awnings, marquees, and canopies;</li> <li>- Repair, replacement, or addition of exterior lighting;</li> <li>- Street furniture related to the façade;</li> <li>- Modifications to the entranceway; and</li> <li>- Any other work as approved by the Town.</li> </ul>
<b>Target</b>	All businesses and multi-residential developments located within the Project Area.
<b>Additional Requirements</b>	<p>Minimum improvement costs: \$1,000</p> <p>Applicants will submit design drawings, architectural/engineering plans, and a work plan indicating proposed improvements, and a cost estimate for the works.</p> <p>The grant will be paid based on the actual cost of the work, up to the amount approved in the application.</p> <p>All completed drawings/plans must comply with the description of the work plan as provided in the grant application form</p>



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## 6.2.2. Signage Improvement Program

<b>Purpose</b>	To promote the undertaking of signage improvements.
<b>Grant Amount &amp; Disbursement</b>	<p>Matching grant of up to a maximum of 50% of eligible costs up to a maximum grant of \$2,500, whichever is less, per property.</p> <p>The Grant will be disbursed as follows:</p> <ul style="list-style-type: none"> <li>- 100% on Final Completion</li> </ul>
<b>Eligible Costs</b>	<p>Improvements to or placement of new building or free-standing signage including:</p> <ul style="list-style-type: none"> <li>- Graphic design of signage;</li> <li>- Sign materials and construction;</li> <li>- Sign lighting; and</li> <li>- Any other signage-related work as approved by the Town.</li> </ul>
<b>Target</b>	All businesses located within the Project Area
<b>Additional Requirements</b>	<p>May apply to multiple signs, up to the maximum allotted per property.</p> <p>Applicants will submit design drawings indicating proposed signage improvements, and a cost estimate for the works.</p> <p>The grant will be paid based on the actual cost of the work, up to the amount approved in the application.</p>

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### 6.2.3. Planning, Design and Architectural Grant Program

<b>Purpose</b>	To promote the undertaking of planning concepts, urban design drawings, and architectural plans, and/or engineering studies for site development and building façade improvements in preparation for site/building redevelopment and improvements.
<b>Grant Amount &amp; Disbursement</b>	Matching grant of up to a maximum of 50% of eligible costs up to a maximum grant of \$1,000, whichever is less, per property. The Grant will be disbursed as follows: - 100% on Final Completion of the CIP project improvement.
<b>Eligible Costs</b>	May include the following professional fees: - Architectural services, engineering consulting services, and/or planning consulting services; - Concept plans; - Design drawings; - Building façade plans; - Any other related study as approved by the Town.
<b>Target</b>	All businesses and multi-residential developments located within the Project Area Preference will be given to technical studies towards façade and signage improvement programs
<b>Additional Requirements</b>	This grant will apply to a maximum of one study per property. Applicants will submit a work plan for the study indicating proposed improvements and a cost estimate for the study from a qualified consultant. The grant will be paid based on the actual cost of the study, up to the amount approved in the application. All completed drawings/plans must comply with the description of the work plan as provided in the grant application form. Since this grant is disbursed only upon completion of the related works, it may be used in combination with another CIP incentive program.

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### 6.2.4. Sale of Land for Less than Market Value

<b>Purpose</b>	To stimulate private investment in properties by selling municipally owned properties for less than market value.
<b>Grant Amount &amp; Disbursement</b>	Council will consider the sale of Town-owned property at up to 25% less than market value.
<b>Eligible Costs</b>	N/A
<b>Target</b>	All municipal-owned properties proposed for multi-residential, affordable housing, commercial, or industrial development project in the Project Area.
<b>Additional Requirements</b>	<p>Potential purchasers of municipally owned land will be required to submit detailed architectural concepts and site drawings describing the proposal.</p> <p>Council, with recommendations from Staff, will determine the percentage below market value, if any, that the Town will sell the property for (up to the maximum amounts established by these guidelines) based on the development's design performance and the benefit to the public generated by the project, as determined by Council.</p> <p>The purchaser has two years to complete the development of the property. Should this not be met, council has the option to re-purchase the property at the original price or to extend the agreement.</p> <p>The Town will retain a right-of-first refusal to purchase the vacant property, at the original price, should the purchaser choose to divest the property prior to construction.</p>

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### 6.2.5. Building Permit and Planning Application Fee Rebate

<b>Purpose</b>	To stimulate private investment in properties by reducing applicable municipal fees related to a CIP improvement project which improves the façade, signage, accessibility, parking areas, or landscaping in existing built-up area.
<b>Grant Amount &amp; Disbursement</b>	A grant equal to 50% of the Town's fee up to a maximum \$500 to cover the cost of minor variance applications, zoning by-law amendment applications, site plan applications, building permit fees or demolition fees. The Grant will be disbursed as follows: - 100% upon completion of the work.
<b>Eligible Costs</b>	Grant applies to: - Building permit fees for improvements related to a CIP improvement - Signage permit fees - Demolition permit fees for demolitions related to CIP improvements - Landfill fees
<b>Target</b>	All businesses and multi-residential properties located within the Project Area
<b>Additional Requirements</b>	None.

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## 6.2.6. Tax Increment Grant Program

<b>Tax Increment Grant Program Purpose</b>	To stimulate private investment and to promote the undertaking of building improvements and development on vacant land.
<b>Grant Amount &amp; Disbursement</b>	<p>The total amount of the grant provided will not exceed the value of the work that resulted in the reassessment.</p> <p>This grant excludes the education portion of the tax bill. The Town is only able to rebate the municipal portion of the tax bill.</p> <p>The grant is based on the assessed value at the date of the application.</p> <p>For multi-residential, or affordable housing projects, residential/commercial projects and non-residential properties in the urban area:</p> <p>The grant is provided over 3 years, where the tax increase is paid back to the applicant as follows:</p> <ul style="list-style-type: none"> <li>- 75% rebate in year 1</li> <li>- 50% rebate in year 2</li> <li>- 25% rebate in year 3</li> </ul> <p>The owner is paying based on the full assessed amount in year 4. In order to qualify for the program, non-residential properties must be owned or otherwise controlled (directly or indirectly) by an individual who is a resident of Canada, a partnership (general or limited liability) that is controlled by individuals who are residents of Canada or a Canadian Controlled Private Corporation as defined under the <i>Income Tax Act</i> of Canada. Notwithstanding these considerations, the Town reserves the right to determine eligibility for non-residential properties, including the exclusion of any proponent that otherwise meets the eligibility requirement under the program.</p> <p>For all properties:</p> <p>The Grant will be disbursed as follows:</p> <ul style="list-style-type: none"> <li>- After payment of taxes, once the property has been reassessed by MPAC, following completion of the CIP project.</li> </ul> <p>The Town will collect the full amount of property taxes owed for each of the years of the program’s applicability and will issue the grant to the approved applicant after final tax bills for each year have been collected. If the tax bill is not paid in full, the Town will cancel all future grants and collect past grants made as part of this program.</p> <p>The grant will not be provided based on a graduated reassessment by MPAC if done prior to completion of the project.</p>
<b>Eligible Costs</b>	Any improvements to eligible properties/buildings in the CIP project areas which meet the CIP goals and objectives.
<b>Target</b>	All residential, multi-residential, commercial, affordable housing, and commercial or industrial properties located within the Project Area.

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## **Additional Requirements**

Minimum increase in assessment: \$25,000, directly related to a building permit for CIP improvements.

The Tax Increment Grant may be received by a property owner and/or assignee in combination with any other incentive program offered by the CIP.

Property owners and/or assignees will be required to submit a complete application to the Town describing, in detail, the improvements that are planned. The application must be submitted to the Town and approved prior to the improvements being made in order to be eligible for this program. The Town will review the application to ensure that the improvements are eligible. For the purpose of this program, eligible improvements are deemed to be improvements that will lead to an increase in the property's assessed value by improving the physical condition of the building and/or property in a manner that is consistent with the CIP's intent and design guidelines. For greater clarity, the construction of new buildings is an eligible activity.

Projects are required to be in compliance with the Town's other By-laws and policies, including zoning and building regulations.

The subject property shall not be in a position of tax arrears or any other financial obligation towards the Town.

This program does not exempt property owners from an increase in municipal taxes due to a general tax rate increase or a change in assessment for any other reason after property has been improved, except by reason of an assessment appeal.

The grant will be forfeited and repaid to the Town if the owner makes the decision to demolish or alter the property in a manner that does not comply with the CIP objectives before the grant period elapses.

If the property is sold prior to completion of the project and receipt of the grant, subsequent owners may re-apply to the Town to be eligible to receive the grant.

If the property is sold after completion of the project, and while the tax increment grant is being received, the grant expires upon transfer of ownership. Subsequent owners are not eligible to continue receiving the grant for the tax increase associated with the project which has already been completed.

The grant amount will be established after the final inspection of the improvements in accordance with the OBC, and MPAC has established a new assessment value based on the building permit for the CIP project.

In the case of an assessment appeal, the Town and the owner shall come to an agreement regarding appropriate alteration of the grant as a result of the appeal.

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### 6.2.7. Environmental Site Assessment Grant

<b>Purpose</b>	To promote the undertaking of environmental studies so that more and better information is available with respect to the type of contamination and potential remediation costs on brownfield properties.
<b>Grant Amount &amp; Disbursement</b>	<p>Matching grant of 50% of eligible costs to a maximum grant of \$5,000 per study/property.</p> <p>The grant will be disbursed as follows:  - 100% on submission of the final completed study to the Town with the original invoice, indicating that the study consultants have been paid in full.</p>
<b>Eligible Costs</b>	<p>Eligible environmental studies include:</p> <ul style="list-style-type: none"> <li>- Phase II Environmental Site Assessment (ESA);</li> <li>- Remedial Work Plan; and</li> <li>- Risk Assessment.</li> </ul>
<b>Target</b>	All brownfield and greenfield properties proposed for a development project in the Project Area.
<b>Additional Requirements</b>	<p>A Phase I ESA has become a standard requirement of most financial institutions. A Phase I ESA does not provide detailed information with respect to the type of contamination and cost of remediation. Therefore, Phase I ESAs are not eligible for funding under this program. To be eligible to apply for this grant, a Phase I ESA must have been completed on the property, must be submitted to the Town, and must show that the property is suspected of environmental contamination.</p> <p>The grant will only be offered on eligible properties where there is potential for rehabilitation and/or redevelopment of the property.</p> <p>The applicant will agree to provide the Town with permission to notify any other subsequent project proponents of the existence of an environmental study or studies.</p> <p>Applicants will submit a work plan for the study and a cost estimate for the study from a qualified consultant.</p> <p>The grant will be paid based on the actual cost of the study, up to the amount approved in the application.</p> <p>The grant may be reduced or cancelled if the study is not completed, not completed as approved, or if the consultant(s) that conducted the study are not paid.</p> <p>All completed studies must comply with the description of the work plan as provided in the grant application form.</p>

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## 6.2.8. Brownfields Financial Tax Incentive Program

<b>Purpose</b>	To encourage the remediation and rehabilitation of brownfield sites by providing a cancellation of the property tax increase on a property that is undergoing or has undergone remediation and development to assist with payments of the costs of environmental remediation.
<b>Grant Amount &amp; Disbursement</b>	<p>Tax assistance is provided for up to 5 years, where the Town may pass a by-law providing for the cancellation of all or a portion of the taxes for municipal and school purposes:</p> <ul style="list-style-type: none"> <li>- Up to 50%</li> </ul> <p>The maximum 5 year period for tax assistance includes:</p> <ul style="list-style-type: none"> <li>- a maximum of 18 months for the rehabilitation period; and</li> <li>- the remainder for the development period to a date specified in the by-law or the date that tax assistance equals the sum of eligible costs.</li> </ul> <p>The total amount of the grant provided will not exceed the total of eligible costs incurred as part of the property rehabilitation and redevelopment.</p> <p>The municipal property tax assistance provided will cease:</p> <ul style="list-style-type: none"> <li>- when the total tax assistance provided equals the total eligible costs as specified above; or,</li> <li>- after 5 years, whichever comes first.</li> </ul> <p>The matching education property tax assistance will cease:</p> <ul style="list-style-type: none"> <li>- when the total tax assistance provided equals the total eligible costs as specified above; or,</li> <li>- after such time period as is approved by the Minister of Finance, whichever comes first.</li> </ul> <p>The property will be subject to passing of a By-law by the Town that authorizes the provision of the tax assistance. This By-law will contain conditions required by the Town as well as conditions required by the Minister of Finance. In order for the By-law to apply to education property taxes, before it is passed by the Town, the By-law must be approved in writing by the Minister of Finance.</p> <p>The matching education property tax assistance is subject to approval by the Minister of Finance. The matching education property tax assistance may be provided on a different schedule from the municipal property tax assistance provided by the Town and may be subject to additional conditions.</p>
<b>Eligible Costs</b>	Eligible costs are the costs of any action taken to reduce the concentration of contaminants on, in or under the property to permit a record of site condition (RSC) to be filed in the Environmental Site Registry under Section 168.4 of the <i>Environmental Protection Act</i> . This includes the costs of:



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	<ul style="list-style-type: none"> <li>- Phase II ESA, Remedial Work Plans, and Risk Assessments not covered by the ESA Grant Program;</li> <li>- environmental remediation, including the costs of preparing a RSC;</li> <li>- placing clean fill and grading;</li> <li>- installing environmental and/or engineering controls/works as specified in the Remedial Work Plan and/or Risk Assessment;</li> <li>- monitoring, maintaining and operating environmental and engineering controls/works, as specified in the Remedial Work Plan and/or Risk Assessment;</li> <li>- environmental insurance premiums.</li> </ul>
<p><b>Target</b></p>	<p>All brownfield properties proposed for a development project in the Project Area.</p>
<p><b>Additional Requirements</b></p>	<p>The application must be accompanied by a Phase II ESA prepared by a qualified person that shows that the property does not meet the standards under subparagraph 4i of Section 168.4(1) of the Environmental Protection Act to permit a RSC to be filed in the Environmental Site Registry.</p> <p>The application must be accompanied by a Phase II ESA, Remedial Work Plan or Risk Assessment prepared by a qualified person that contains:</p> <ul style="list-style-type: none"> <li>- an estimate of the cost of actions that will be required to reduce the concentration of contaminants on, in or under the property to permit a RSC to be filed in the Environmental Site Registry under Section 168.4 of the Environmental Protection Act; and</li> <li>- a work plan and budget for said environmental remediation and/or risk management actions</li> </ul> <p>If a property is sold by the original applicant within the 3 years term from the date of the passing of the By-law, both the municipal and education property tax assistance will cease. Rollover of any remaining municipal tax assistance into the Brownfields Financial Tax Program will not be permitted.</p> <p>As a condition of the application, the Town may require the applicant to submit a Business Plan for redevelopment of the property (as applicable), with said Plan to the Town's satisfaction.</p> <p>The property shall be rehabilitated such that the work undertaken will result in an increase in the assessed value of the property.</p> <p>All property owners participating in this program will be required to enter into an agreement with the Town that will specify the terms, duration, and default provisions of the tax assistance.</p> <p>All applications and agreements must be approved by Council.</p> <p>Should the owner of the property default on any of the conditions in the By-law, the tax assistance provided (plus interest) will become payable to the Town and the Province.</p>

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The owner shall file in the Environmental Site Registry a RSC for the property signed by a qualified person, and the owner shall submit to the Town, (within six months of acknowledgement) proof that the RSC has been acknowledged by the Ministry of the Environment, Conservation and Parks (MECP).

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## 7.0 Administration and Financial Implications

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### 7.1 Administration

The CIP will be administered by the Town as part of the implementation of the Community Improvement Policies of the Town's Official Plan.

Applications for the CIP programs will be submitted to Staff to review for compliance with general program criteria and completeness. Municipal staff will review applications and provide recommendations to Council. Applications will be reviewed on a first come-first-serve basis once they are complete.

Council will make the final decisions on allocation of program grants up to the maximum amounts noted herein.

An applicant may apply simultaneously for more than one CIP incentive program; however, the maximum funding available is \$10,000 per applicant and property.

### 7.2 Municipal Funding

For a CIP to be successful, it requires support from the business community and support from the Town in the form of funding and implementation. It is recommended that the Town of Iroquois Falls allocate \$100,000 per year towards grant incentive programs during the initial years of the CIP. In addition, the Town will be expected to provide assistance via foregone revenue (municipal tax increases and fees). As the private and public sectors increase their investment in the community, with the assistance of the CIP, the overall benefits will be significant.

It is not possible to accurately predict the number and scale of applications in advance of implementing the Plan. The recommended funds are minimums that should be approved to meet the goals of the Plan over the five-year term. These funding levels can be evaluated and adjusted in future years of the Plan.

Funding allocations contained in this Plan are subject to review and approval by Council. Financial incentives proposed in this CIP are based on a five-year cycle but are also subject to the Town's fiscal situation and will be determined on a yearly basis during Council's annual budget allocation.

## 8.0 Monitoring and Amendments

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Town staff will conduct periodic reviews of the CIP programs and activities relating to Community Improvement to determine their effectiveness and provide an update to Council.

Council may amend this Plan as is necessary in accordance with the *Planning Act* to ensure that the goals and objectives outlined in this Plan are achieved. Any increase in program financing permitted under Section 28 of the *Planning Act* will require an amendment to this Plan. An extension to any program and any decrease in program financing in any given year will not require amendments to this Plan.

# Community Improvement Plan (CIP) for the Town of Iroquois Falls

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Following the first year of the program, the Town should evaluate the effectiveness of the organizational and funding structure of the CIP process, the evaluation process, and the amount of staff resources to administer, monitor, and market the Plan.

The following measures are recommended for monitoring the CIP programs:

## **1. Annual Report:**

An annual CIP report to Town Council should be produced and presented to Council, reviewing in particular the number of applications, number of CIP projects, funds expended by the Town, and results: i.e. increase in usable commercial/industrial space, jobs created, and increase in assessed values.

## **2. Post-Project Evaluation Report:**

Following the completion of a CIP-funded project, municipal staff should complete a project close-out checklist with detailed descriptions of the work completed with any issues that may have arisen during the application process. This information can be used in the preparation of the annual CIP report to Town Council.

The following information should be documented for each CIP Project:

- Before/after project photos
- Description of the project
- CIP program(s) utilized
- Benefit created to the Town (i.e. type of employment, increase in useable space, number of jobs, increase in assessment, aesthetic/safety/efficiency/accessibility or other improvement)
- Grant amount
- Construction value

## **3. Application Database:**

A database of past CIP applications can be used to assess the effectiveness of various financial incentive programs with amendments to the Town CIP made where necessary.

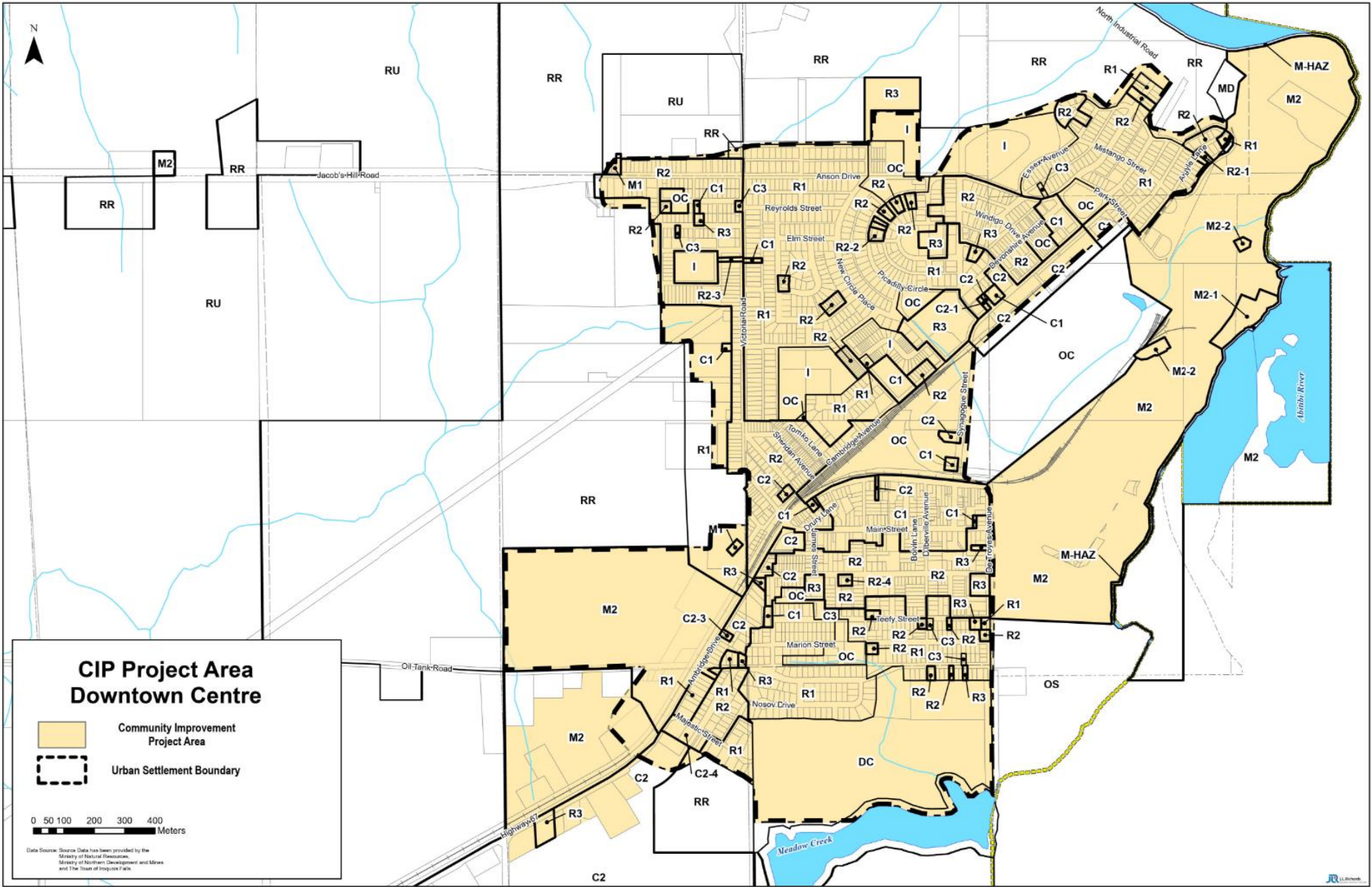
**Community Improvement Plan (CIP)  
for the Town of Iroquois Falls**

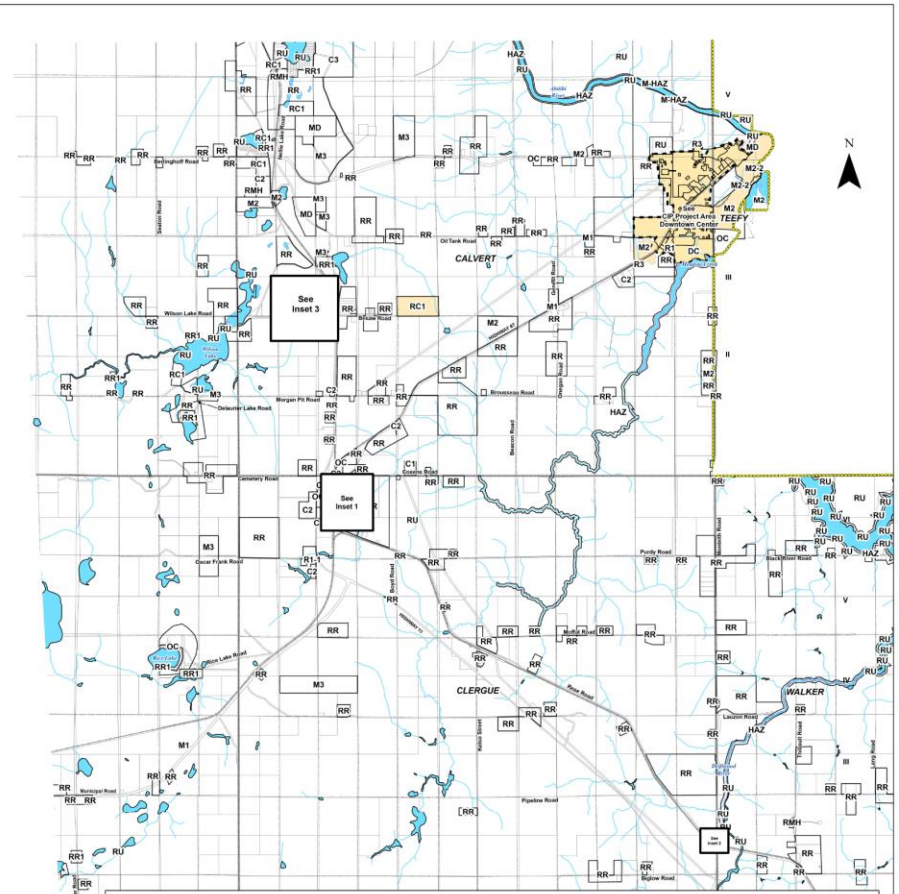
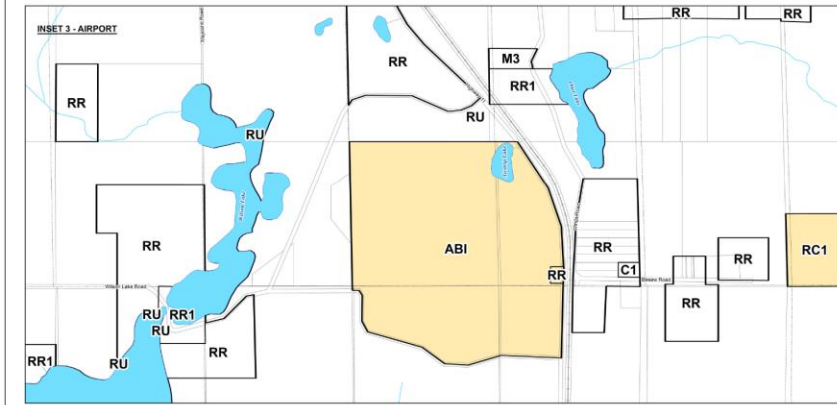
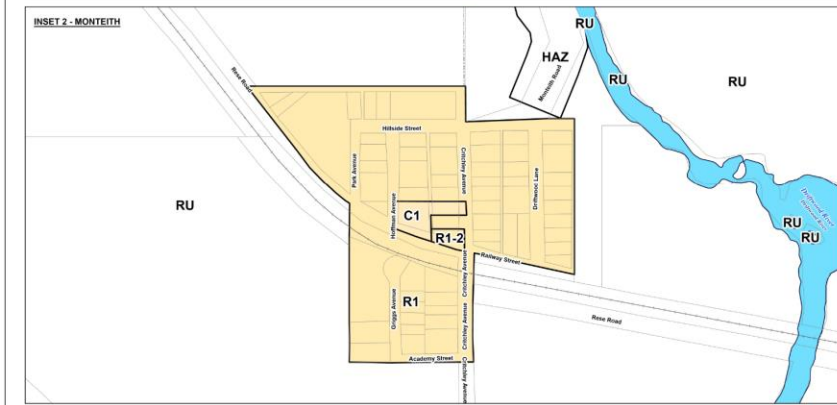
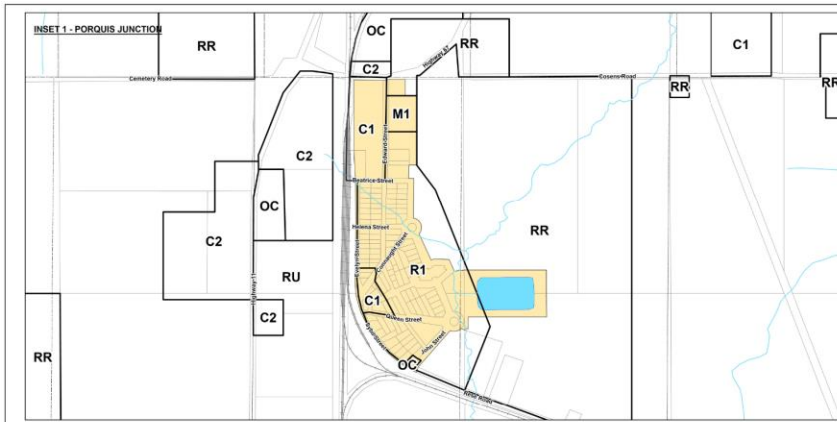
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**Appendix A**

CIP Project Areas







Platinum  
member

[www.jlrichards.ca](http://www.jlrichards.ca)

#### Ottawa

343 Preston Street  
Tower II, Suite 1000  
Ottawa ON Canada  
K1S 1N4  
Tel: 613 728-3571  
[ottawa@jlrichards.ca](mailto:ottawa@jlrichards.ca)

#### Kingston

203-863 Princess Street  
Kingston ON Canada  
K7L 5N4  
Tel: 613 544-1424  
[kingston@jlrichards.ca](mailto:kingston@jlrichards.ca)

#### Sudbury

314 Countryside Drive  
Sudbury ON Canada  
P3E 6G2  
Tel: 705 522-8174  
[sudbury@jlrichards.ca](mailto:sudbury@jlrichards.ca)

#### Timmins

834 Mountjoy Street S  
Timmins ON Canada  
P4N 7C5  
Tel: 705 360-1899  
[timmins@jlrichards.ca](mailto:timmins@jlrichards.ca)

#### North Bay

501-555 Oak Street E  
North Bay ON Canada  
P1B 8E3  
Tel: 705 495-7597  
[northbay@jlrichards.ca](mailto:northbay@jlrichards.ca)

#### Hawkesbury

326 Bertha Street  
Hawkesbury ON Canada  
K6A 2A8  
Tel: 613 632-0287  
[hawkesbury@jlrichards.ca](mailto:hawkesbury@jlrichards.ca)

#### Guelph

107-450 Speedvale Ave.  
West Guelph ON Canada  
N1H 7Y6  
Tel: 519 763-0713  
[guelph@jlrichards.ca](mailto:guelph@jlrichards.ca)

