

# COUNCIL REPORT

---

**Meeting Date:** May 5, 2025  
**Department:** Building, Planning & By-law Enforcement  
**Report No.:** BBP-2025-45  
**Prepared by:** Saja Alasmar, Development Services Coordinator  
**Reviewed by:** Jake DeRidder, Senior Development Coordinator  
**Approved by:** Rob Browning, Chief Administrative Officer

**SUBJECT: Community Improvement Application – May 2025 – 77, 79, 81 Thomas Street**

---

**RECOMMENDATION: THAT: Report BBP-2025-45 “Community Improvement Application – May 2025 – 77, 79, 81 Thomas Street” be received for information, and further;**

**THAT: Council approve Dale Ross’ CIP By-law Amendment through the Beautification Program.**

**BACKGROUND:**

A complete application for CIP funding was received in Q1 of 2024. The submission was made in accordance with the CIP application guidelines and the policies set forward and approved by Council. A summary of the submission is provided below:

**Address of proposed works: 77, 79 and 81 Thomas Street, Strathroy ON**

**Applicant: Dale Ross et. Al.**

The applicant has submitted a CIP application under the *Beautification Program* in May 2024, requesting support through the Construction Costs Matching Grant with the Multiple Façades option. Although the application was approved by Council, the project has not been completed within the original timeframe. As the current CIP Agreement is set to expire on May 6, 2025, the applicant is requesting a one-year extension to the CIP Agreement to allow time for the rehabilitation of the exterior brick.

The delay is due to post-COVID contractor and permit challenges, along with limited revenue during extensive interior renovations. Since purchasing the building in 2020, the applicant has completed significant upgrades, including replacing the roof, windows, doors, and HVAC systems, and renovating Unit #79, which now operates as a retail space.

The applicant is currently developing Unit #77 into a café, and once operational, the revenue generated will assist in funding the exterior improvements. The exterior work is anticipated to begin in early spring 2025, and the applicant remains committed to revitalizing this historic building and enhancing the downtown streetscape.

### **CONSULTATION:**

The CIP application was reviewed in consultation with the CIP Committee and evaluated based on criteria outlined in the CIP Manual. The following conclusions and recommendations were made by the CIP Committee:

#### **Dale Ross et al. Re: 77, 79 and 81 Thomas Street, Strathroy ON**

Following a review of the existing application and the applicant's request, the CIP Committee confirmed that the application for 77, 79, and 81 Thomas Street continues to meet all funding requirements and was deemed complete on April 16, 2024. The property is located within the Eligible Stream Zones identified in *Schedule A* of the Strathroy-Caradoc CIP Manual, specifically within the Downtown Strathroy area. As such, the proposal remains subject to the *Downtown Strathroy Urban Design Guidelines*, with which it continues to comply. The application falls under the *Beautification Program* and continues to seek support through the Construction Costs Matching Grant under the Multiple Façades option.

After consulting with the applicant and carefully considering the reasons provided for the delay—namely, post-COVID contractor and permit challenges, as well as limited revenue during substantial interior renovations—the CIP Committee acknowledged the applicant's ongoing commitment to the project and agreed that a one-year extension should be approved to the CIP Agreement to allow sufficient time for the completion of the proposed exterior improvements with the already approved grant value of \$20,000.00.

Payment of the grant would be provided after a site inspection of the completed works is conducted to confirm the works have been carried out in accordance with the CIP Funding Agreement, and after receiving proof of payment for all costs claimed for eligible works.

### **FINANCIAL IMPLICATIONS:**

None, \$20,000 of funding was previously approved through Council.

### **ALTERNATIVE(S) TO THE RECOMMENDATION:**

1. Council to provide alternate direction.

### **STRATEGIC PLAN ALIGNMENT:**

This matter is in accord with the following strategic priorities:

1. **Economic Development:** Strathroy-Caradoc will have a diverse tax base and be a place that offers a variety of economic opportunities to current and prospective residents and businesses.
2. **Managing the Challenges of Growth for the Municipal Organization:** Strathroy-Caradoc will be an inclusive community where growth is managed to accommodate a range of needs and optimize municipal resources. We are committed to maintaining operational efficiency and economies of scale through these times of change.

**CONSULTATION:**

Chief Administrative Officer  
Director of Finance & IT/Treasurer  
Director of Community Services  
Development Commissioner

**ATTACHMENTS:**

[Strathroy-Caradoc CIP Manual](#)

[Downtown Strathroy Urban Design Guidelines](#)