

# COUNCIL REPORT

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**Meeting Date:** September 2, 2025  
**Department:** Building, Planning and By-law Enforcement  
**Report No.:** BBP-2025-80  
**Submitted by:** Saja Alasmar, Development Services Coordinator  
**Reviewed by:** Jake DeRidder, Manager of Growth and Development  
**Approved by:** Rob Browning, Chief Administrative Officer

**SUBJECT:** Community Improvement Application - September 2025 - 27 Front Street W, Strathroy

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**RECOMMENDATION: THAT:** Council deny Lynda Moore's application for funding through the *Beautification Program* to the maximum amount of \$594.75.

**BACKGROUND:**

A complete application for CIP funding was received in Q2 of 2025. The submission was made in accordance with the CIP application guidelines and the *Downtown Strathroy Urban Design Guidelines*. A summary of the submission is provided below:

**Address of proposed works:** 27 Front Street W, Strathroy ON

**Applicant:** Lynda Moore

The applicant has submitted a CIP application under the *Beautification Program*, specifically requesting support through the Construction Costs Matching Grant. The proposal involves removing the existing deteriorating shingled awning with a new black metal awning (See Image 1).



Image 1: Deteriorating shingled awning to be replaced.

The applicant has indicated that construction would commence if Council were to approve the CIP application.

### **CONSULTATION:**

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

#### **Lynda Moore Re: 27 Front Street W, Strathroy ON**

The CIP application was reviewed in consultation with the CIP Committee and assessed against the criteria outlined in the CIP Manual. The property is located within the Eligible Stream Zones as outlined in *Schedule A* of the Strathroy-Caradoc CIP Manual, specifically within Downtown Strathroy. While the application was found to be complete as of June 12, 2025, and generally aligned with the funding requirements, it did not comply with the eligibility condition in subsection 7.3.13 of the CIP Manual, which states:

“Applications for grants of less than \$1,500.00 are ineligible for funding, unless otherwise determined eligible by the Municipality in its sole discretion” (*Strathroy-Caradoc Community Improvement Plan*, p.46).

Based on this assessment, the Committee concluded that the application is not eligible for funding in accordance with the General Eligibility Requirements outlined in Section 7.3 of the CIP Manual.

**Table 1. Lynda Moore (27 Front Street W, Strathroy ON) – CIP Funding Summary**

<b>BEAUTIFICATION PROGRAM</b>		
<b>FUNDING PROGRAM AND INCENTIVES</b>	<b>FUNDING REQUEST</b>	<b>CALCULATED INCENTIVE AMOUNT</b>
<b>Construction Costs Matching Grant</b>	<b>Single Façade</b> 50% of construction costs, up to \$15,000  <b>Quote 1: \$1,189.50</b> <b>Quote 2: \$1,532.99</b>	50% of lowest Quote:  <b>\$594.75</b>
<b>Professional Fee Matching Grant</b>	50% of professional fees up to \$1,500	<i>Not applied for</i>
<b>Total Incentive Amount (\$):</b>		<b>\$594.75</b>

The grant value recommended for this application is \$594.75 (Table 1). 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.

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

1. **THAT:** Council approve Lynda Moore's application for funding through the *Beautification Program* to the maximum amount of \$594.75 or;
2. **THAT:** Council 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.

## **ATTACHMENTS:**

[Strathroy-Caradoc CIP Manual](#)

[Downtown Strathroy Urban Design Guidelines](#)

**Lynda Moore (27 Front Street W, Strathroy ON)**

- Compliance Report, Downtown Strathroy Urban Design Guidelines