

Yarmouth Façade Society FAQs

What is the background of the Yarmouth Façade Program?

In 2010, the Town of Yarmouth created the Downtown Blueprint Plan to stimulate efforts to improve the street appearance of the historic Yarmouth's business district façades and in doing so help stimulate the business environment of downtown Yarmouth. The Yarmouth Façade Society (YFS) was formed in 2014 to administrate the Façade Guidelines and dispense the Façade Improvement Grant Fund to commercial property owners and tenants with the eligible program area.

In July 2020, a new program, the Mural Grant Program was added Yarmouth Façade Society mandate.

Who is the Yarmouth Façade Society?

The Yarmouth Façade Society is a not-for-profit incorporated society of the Town of Yarmouth. The society is guided by a Town of Yarmouth Memorandum of Understanding. The YFS is 100% funded by the Town of Yarmouth.

The Society is currently made up of seven members consisting of four Officers (President, Vice-President, Treasurer, Secretary) and three Directors at Large. A sub-committee of non-voting members will be added to the YFS to carry out the application and oversight process of the Mural Grant Program.

What is the Façade Improvement Grant Fund?

The Façade Improvement Grant fund offers an opportunity to receive grant monies for commercial exterior façade improvements that meet the criteria of the Façade Terms and Guidelines. All grants awarded require a matching dollar-for-dollar expenditure by the owner or commercial tenant up to a maximum matching contribution of \$5,000 per civic address. Grants are limited to exterior preservation, restoration or rehabilitation of real properties identified on the approved façade map for eligible sites.

What is the Mural Grant Fund?

The Mural Grant Program will award matching funds grant for murals within Downtown Yarmouth. These projects contribute to Town of Yarmouth's strategic Downtown revitalization goals.

This grant offers support towards the costs involved in creating and delivering new inspiring installations in prominent Downtown locations. Aimed at improving the image of structures in Downtown Yarmouth, the work will enhance the environment and add to the experience of visiting the area while also contributing to local regeneration. This opportunity exists for downtown property owners and businesses to work with professional artists to bring their ideas to life and provide a platform for their talent to be showcased.

All grants awarded require a matching dollar-for-dollar expenditure by the applicant up to a maximum matching contribution of \$5,000 per project application.

What is required to be a member of the YFS?

You need to be a resident in Yarmouth County, Nova Scotia. There are no fees to be a member of YFS. To work effectively as a team, having the following attributes is a plus:

- Forward-thinking individual within the community
- Creative thinker
- Ability to make a time commitment
- Good judgment
- Good communication skills
- Compassion and respect for others
- Willingness to learn
- Ability to work well with others
- A sense of wider community and passion for the mandate of the organization
- Interested in community development projects
- Understanding of confidentiality and conflict of interest.

Would I need any special tools and equipment to be a member of the YFS?

All members of the Yarmouth Façade Society need access to personal computer and or electronic reading device with access to the internet.

What are the roles and responsibilities of the YFS members?

Officers' Roles:

- **Chairperson (or president):** Chairs board meetings; responsible for conduct of board meetings and of board members; sets and follows agendas; the spokesperson for the organization to the public; often a signing authority on legal and financial documents. Has experience or knowledge in board governance and the managing volunteer boards.
- **Vice-chairperson (or vice-president):** Fulfills duties of the chairperson in his/her absence.
- **Secretary:** Takes accurate minutes of board meetings; keeper of board bylaws, policy statements and board correspondence; maintains database and accurate contact information of current board of directors and administrates meeting notices as required.
- **Treasurer:** Accounts for and reports on the funds, budget and expenditures of the organization; with signing authority on financial documents. Prepares and presents monthly financial reports at meeting. Has experience with excel or use of other financial reporting software.
- **Executive Officers Responsibilities:**
 - Understanding the scope of authority for directors as per the [Society Act](#) and the Memorandum of Understanding established with the Town of Yarmouth.
 - Regularly reviewing bylaws and policies prior to the Annual General Meeting.
 - Ensuring legal requirements related to governance, incorporation, etc. are met.
 - Ensuring meetings are held and documented with meeting minutes.
 - Understanding the requirements of laws and standards related to the clients the organization it serves.
 - Ensure the mandate of the Façade Improvement Grant Fund and the Mural Grant Fund are carried out in accordance to the Terms and Guidelines established.

Directors at Large:

- Staying informed by reading minutes, agendas and support material.
- Attending meetings regularly and voting on issues brought before the board.
- Being knowledgeable about the policies and operations of the organization.
- Avoiding and/or declaring conflicts of interest.
- Representing the organization in a positive manner.
- Respecting confidentiality.

Non-Voting Committee Members & General Members:

- Staying informed by reading minutes, agendas and support material.
- Attending meetings as required.
- Being knowledgeable about the policies and operations of the organization.
- Avoiding and/or declaring conflicts of interest.
- Representing the organization in a positive manner.
- Respecting confidentiality.

Links to resources:

Façade Program : <https://www.townofyarmouth.ca/downtown-facade-improvement-program-1.html>

Façade Project Profiles: <https://www.townofyarmouth.ca/facade-spotlights.html>

Façade Video: <https://youtu.be/4QccZcU7zdo>

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