

# **Advisory Committee on Industry, Economic Development and Tourism**

Meeting Minutes – January 27, 2016

The 7<sup>th</sup> meeting of the Advisory Committee on Industry, Economic Development and Tourism was called to order at 7:00 pm on January 27, 2016 in Council Chambers.

**Present:** Jane Graham (Chairperson), Nick Previsich (Secretary), Cheri Kemp-Long, Ian Donald, Yves Grandmaitre, Councillor Anne Barr. **Absent:** Councillor Dave Snowdon

## **Approval of Minutes**

Minutes of the January 4, 2016 meeting of the Advisory Committee were previously approved by e-mail.

## **Declaration of pecuniary interest**

None declared

## **Approval of Agenda**

The agenda was unanimously approved as distributed with an addition to discuss opportunities for accessing small community grants from the Provincial and Federal governments.

## **Old Business:**

Councillor Barr raised with Council the issue concerning the timely posting of minutes of meetings of Advisory Committees and Council minutes. There was general acknowledgment by Council that there is a problem and that the community relies on the web site posting in order to be kept apprised of deliberations and decisions. It was also acknowledged that community members do not consult the notice board in front of the Post Office as a way of keeping informed. There is no dedicated IT person on staff and there are conflicting demands on staff time. Council indicated that fixing the web site problem is a priority and quotes are/have been solicited for new software and web site design. Ian Donald suggested that perhaps the Regional Community Health Services could be of assistance with respect to IT. The Scoping Review provided by Ian Donald was provided to Council by Councillors Barr and Snowdon - there were no concerns expressed by Council as to the items and timing proposed.

With respect to the letter received by the Economic Developers Council of Ontario (EDCO), Council supported the recommendation of the ACIEDT that we decline membership at this time. The Advisory Committee suggested that a letter be drafted for signature by the Mayor thanking the EDCO for their invitation and indicating that we might reconsider at a future time and after we have developed the Strategic Plan for the Municipality.

**New Business:**

**a.** Nominees for the Ad Hoc Strategic Planning Committee (AHSPC) as suggested by the Advisory Committee are listed below. The Advisory Committee noted that the ideal size of the Ad Hoc Committee would be approximately 12 persons. However, the list below is provided to help guide Council's decision. The Advisory Committee also acknowledged that despite who is chosen to be on the Ad Hoc Committee, there will be ample opportunities during the consultation phase to ensure that various sectors/interests have an opportunity to input into the development of the Strategic Plan.

- Councillor Anne Barr
- One member - Chamber of Commerce
- One member - Regional Community Health Services
- One member - Vision 2020
- One member - Special Events Committee
- One member - Industry, Economic Development and Tourism Committee
- One member - Environment Committee
- One member - Recreation Committee -- Councillor MacInnis
- One member - Planning Committee - Possibly the Chief Building Official
- One member - Historical Society
- One member - Trails Society ?
- One member - Lions Club
- One member - Legion
- One member - Friends of the Rideau ?
- One member - Artist's Guild
- One member - Fair and Agricultural Society/Agriculture Sector/Wolford
- One member - Parks Canada
- One member - Tourism/Hospitality Sector ?
- One member - Religion Sector (Interdenominational) ?

**b.** Councillor Barr was asked by Councillor Snowdon (who was absent) to remind the Advisory Committee that he had recommend at the October 19, 2015 meeting of the Advisory Committee the development of an Economic Development Forum for Merrickville-Wolford in 2016. This could involve the participation of key groups such as Valley Heartland.

**c.** Ian Donald circulated a Draft Projects Activities document to help provide key dates for activities and deliverables to be undertaken by the AHSPC. Some Advisory Committee members noted that some of the dates were rather tight and the deadlines need to be extended (see Annex).

**d.** Nick Previsich noted that he had accessed information on the Ontario Infrastructure Funding for Small Communities. He had spoken to the Municipality's Treasurer and learned that recently an application had been made but had not been accepted. The Advisory Committee members reiterated their offer at an earlier Advisory Committee meeting that individual Committee members are available to assist in the writing and development of funding applications if Staff cannot do so due to conflicting time/work commitments.

e. Ian Donald noted that in discussions with representatives of Valley Heartland they indicated that they are currently staffing an economic development officer position. This may present an opportunity for the Municipality to share this resource and it is suggested that Councillor Barr raise it at the next Council meeting to solicit feedback.

### **Future Actions**

The following items have been identified for action:

- Councillor Barr to provide the list of suggested Nominees above to the next Council meeting for a decision and issuance of letters of invitation to be on the Ad Hoc Strategic Planning Committee;
- Advisory Committee members to bring forward at their next meeting a plan to hold an Economic Development Forum for Merrickville-Wolford. Councillor Barr to raise this item at the next Council meeting for feedback;
- Councillor Barr to provide Council with Ian's Draft Project Activities chart for feedback;
- Councillor Barr to recommend to Council that a letter of response be provided to EDCO.
- Councillor Barr to raise at Council the possibility of sharing an economic development officer's position with Valley Heartland.

### **Agenda and Date for the Next Meeting**

The next meeting is scheduled to take place on Monday, February 29, 2016 at 7:00 pm in Council Chambers.

**Adjournment** The meeting was adjourned at 9:05 pm by the Chairperson.

