



Agenda
Economic Development Advisory Committee
July 12, 2021 | 11 a.m. – 12:30 p.m.

Virtual meeting, via zoom:

<https://us02web.zoom.us/j/83002747969>

Meeting ID: 830 0274 7969
Dial: +1 647 558 0588
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1. Call to order
 2. Approval of agenda
 3. Declarations of pecuniary interest and general nature thereof
 4. Delegations:
 - a. None
 5. Guests:
 - a. Jamie Doherty, Saugeen Economic Development Corporation and Saugeen Connects
 - b. Genevieve Scharback, West Grey municipal clerk
 6. Approval of previous meeting minutes (June 21, 2021)
 7. Business arising from previous meeting
 8. Staff reports
 - a. Elect chair, Vice-chair (Genevieve)
 - b. Committee overview (Genevieve)
 - c. Strategic Plan (Kodey)
 - d. CIP Update (Kodey)
 - e. Banner program (Kodey)
 - f. AMO delegation: committee input (Laura)
 - i. Ministry of Economic Development, Job Creation and Trade regarding economic development and COVID-19 recovery funding, with input from the West Grey Economic Development Committee, and West Grey staff shall reach out to the County of Grey to request collaboration on this delegation. CARRIED.

9. New business - none

10. Correspondence – none

11. Closed session

Recommendation: that the West Grey Economic Development Advisory Committee members go now into a closed session at _____ a.m./p.m. with the municipal clerk, chief administrative officer, and recreation supervisor, for the purpose of addressing matters related to information explicitly supplied in confidence to the municipality by Canada, a province or territory or a Crown agency of any of them.

12. Report from closed session.

13. Next meeting date

a. Second Monday each month

14. Adjournment

Minutes

West Grey Economic Development Advisory Committee

Monday, April 12, 2021, 11 am – 12:30 pm

Virtual meeting, via Zoom

Members present: Deputy Mayor Tom Hutchinson, Councillor Stephen Townsend, Councillor Doug Huchinson, Andrew Lawrence, Hazel Pratt-Paige, Elizabeth MacKenzie, Rob Sisolak, Laura Johnston CAO/Clerk, Kodey Hewlett Recreation Manager, Lorelie Spencer Manager of Planning and Development

Members absent: Jackie Gingrich

1. **Call to order** at 11:12 am with quorum.
2. **Update from Saugeen Economic Development Corporation** (Rose Austin)
 - SEDC is funding 70 businesses with \$1.1M in assistance with West Grey having 15 of the businesses with \$690,000 invested within the SEDC catchment area. Agribusiness is the largest sector for loans, followed by Retail, Food, Real Estate, Wholesale
 - \$230,000 for SMEs consulting services and digital training. There are 340 spots with lots left. RRRF funding may become available. West Grey's Council has approved the WG CIP. Lorelie Spencer shared that there are 10 CIP applications in West Grey, need site visits. Rose Austin said that if project applications are approved by West Grey CIP, they will receive automatic approval for SEDC low-interest loan. Terms and conditions of the SEDC business loans and a copy of the contract will be sent to West Grey for posting on the municipal website.
3. **Appointment of Chair** deferred to future meeting.
4. **Approval of Agenda** Moved by Elizabeth MacKenzie, seconded by Hazel Pratt-Paige to approve agenda
5. **Declarations of pecuniary interest and general nature thereof** none declared
6. **Approval of Previous Meeting Minutes** Moved by Hazel Pratt-Paige, seconded by Rob Sisolak to adopt the minutes from the previous meeting.
7. **Business Arising from previous meeting**
 - West Grey Economic Development Strategic Plan Update** Kodey Hewlett working with Grey County staff (Allison) working on Business Mix Analysis of downtown Durham, to be followed by Neustadt, then Ayton in the longer term. Analysis will cover physical storefronts, on-line presence, types of businesses, working in consultation with businesses.
8. **Ongoing Business**
 - a. **Banner Program Update** (Kodey Hewlett) There will be a new communication coordinator. Fall will be the roll-out of the banners. The

committee had a discussion about the banner design/ideas. There will be 2 cohorts of banners – one for spring/summer, one for fall/winter

- b. **Park and Flower Bed Updates** (Kodey Hewlett) Spring flowers will be out soon. Elizabeth MacKenzie asked that the hanging brackets in Neustadt are too low and should be looked at. Public works and volunteers will work on flowerbeds beautification. Hanging baskets are on order with Davishill Nursery for first week of June. Discussion of flowerbed placement around Town.
- c. **CIP Program Update** (Lorelie Spencer) There is a lot of interest in CIP programs – 10 applications and 4 pre-consultation, more specific to settlement areas but few rural areas. Accessibility (ramps/automatic doors), signage, some facade improvements and awnings. There is no deadline, applications are accepted until funds are depleted. 1 approval, pre-consultation and the rest are under review for site visit, agreement, work, and then final inspection. \$5500 is the maximum cap for funding CIP, some requiring quotes. Committee discussed CIP funding and downtown aesthetics.

9. New Business

- a. **Main Street Streetscaping (Durham BIA)** Doug Hutchinson led discussion about new waste/recycling receptacles, outdoor seating/benches, bike racks for Durham. Kodey Hewlett will look into R.E.D. streetscape improvements funding applications.
- b. **West Grey Durham Lion's project: Heritage Bridge Park** Project fundraising for benches, garbage receptacles to follow the Streetscape model.
- c. **Summer Student Start-up Program** young entrepreneurs grade 6-12 for summer businesses. Includes training in marketing/advertising/customer service. Sponsorship is being sought for 3 levels of support for this program.

10. Correspondence none

11. Next Meeting Monday May 10 at 11:00 am

Adjournment at 12:41 pm, moved by Hazel Pratt-Paige, seconded by Elizabeth MacKenzie to adjourn meeting.

, Chair

, Secretary

Minutes

West Grey Economic Development Advisory Committee
Monday, May 10, 2021
Virtual meeting, via Zoom

Members present: Deputy Mayor Tom Hutchinson, Councillor Stephen Townsend, Councillor Doug Hutchinson, Jackie Gingrich, Andrew Lawrence, Laura Johnston CAO/Clerk, Kodey Hewlett Recreation Manager, Lorelie Spencer Manager of Planning and Development, Hunter Rowley, Communications Coordinator

Members absent: Hazel Pratt-Paige, Elizabeth MacKenzie, Rob Sisolak,

1. Call to order

- a. Adjourned at 11:21 due to no quorum. Rescheduled to May 12, 2021 at 9 a.m.

, Chair

, Secretary

Minutes

West Grey Economic Development Advisory Committee
Monday, May 12, 2021 | 9 a.m.
Virtual meeting, via Zoom

Members present:

Deputy Mayor Tom Hutchinson, Councillor Stephen Townsend, Councillor Doug Hutchinson, Jackie Gingrich, Kodey Hewlett Recreation Manager, Lorelie Spencer Manager of Planning and Development, Hunter Rowley, Communications Coordinator

Members absent:

Andrew Lawrence, Elizabeth MacKenzie, Hazel Pratt-Paige, Rob Sisolak

1. Call to order

- a. Adjourned at 9:16 a.m. due to no quorum. Rescheduled to June 21, 2021 at 11 a.m.

, Chair

, Secretary



Minutes

West Grey Economic Development Advisory Committee
Monday, June 21, 2021, 11 am – 12:30 pm
Virtual meeting, via Zoom

Members present: Deputy Mayor Tom Hutchinson, Councillor Stephen Townsend, Councillor Doug Huchinson, Andrew Lawrence, Hazel Pratt-Paige, Elizabeth MacKenzie, new member Steve Morrel (from Jest Arts)

Members absent: Jackie Gingrich, Rob Sisolak

1. **Call to order** at 11:20 am
2. **Approval of Agenda** Moved by Hazel Pratt-Paige, seconded by Steven Morrel to approve agenda
3. **Declaration of pecuniary interest** – none expressed
4. **Delegation:** Timothy Dyck, Durham BIA – BIA working on downtown Durham, promoting CIP to downtown beautification, support economically, would like to develop Town of Durham website with directory of businesses, features of Durham maps with locations such as McGowan Falls, murals, parks, etc, Good connection with BIAs and Chambers development. Alison Theodore mentioned the “ON by Bike Program” – provincial list of “Bicycle-friendly” businesses with Grey County Tourism.
5. **Guests:** a) Alison Theodore from Grey County Economic Development and b) Jamie Doherty, Saugeen Economic Development Corporation and Saugeen Connects
6. **Approval of Previous Meeting Minutes** Moved by Hazel Pratt-Paige, seconded by Elizabeth MacKenzie to adopt the minutes from the April 12, May 10, and May 12 meeting.
7. **Business Arising from previous meeting** - see Ongoing Business
8. **Ongoing Business**
 - a. **Strategic Plan** – to discuss/develop a project plan – Alison Theodore, Grey County Economic Development. Prior to pandemic, had started work on the business mix analysis, ongoing information gathering.
 - b. **SEDC update** - Jamie Doherty. SEDC continues with succession matching initiatives and partnerships, online coaching, mentoring and business support. SEDC offers financial support in addition to CIP programs. Surveys to go to new businesses and real estate for data collection.

(2) December 17, 2019

- c. **SSUP update, status** – Jamie Doherty. Student Start-Up Program has 20 youth businesses with 5 partners, West Grey has a 3-person and a 2-person partnership.
- d. **Grey County Growth Plan** – review West Grey projections – Lorelie Spencer. Influx of people moving to rural communities including working from home.
- e. **CIP Update** – Lorelie Spencer. CIP Approvals – several applications worth \$120,000, with \$46,000 still available. 2 applications have been approved.
- f. **Banner Program Update** - Kody Hewlett. Launching banner program to receive design submissions. 14 submissions received so far. Plan to have 2 designs – one for spring/summer and one for fall/winter, will alternate art banners with West Grey banners.
- g. **Street Furniture update** – Kody Hewlett. Presently doing costing, and custom print. Will be accessing and applying for RED grant for support.

9. New Business

- a. Association of Municipalities of Ontario (AMO) delegation topic, as directed by Council at the May 4, 2021 meeting (Councillor Hutchinson:
 - i) Ministry of Economic Development, Job Creation and Trade regarding economic development and COVID-19 recovery funding, with input from the West Grey Economic Development Committee, and West Grey staff shall reach out to the County of Grey to request collaboration on this delegation. CARRIED.

10. Correspondence none

10. Next Meeting Monday July 12 at 11:00 am, will be looking for input for AMO delegation, EDAC Chair to be elected in the fall.

Adjournment, moved by Steve Morrel, seconded by Elizabeth MacKenzie to adjourn meeting.

, Chair

, Secretary