



Minutes

Economic Development Advisory Committee

Meeting Date: February 4, 2019
Meeting Time: 9:00 a.m. – 10:30 a.m.
Location: Council Chambers
Prepared by: Tim Hendry on behalf of EDAC

A. Call to Order

Councillor Peter Bordignon called the meeting to order at 9:06 a.m.

Also in attendance were EDAC members Mylisa Henderson, Steve Simon, Tim Newton, Tony Poole, Sarah Filion, Krystin Rennie and Deputy Mayor Odette Batnicki. EDAC member Andrew Siegwart joined the meeting at 9:13 a.m.

Town staff in attendance included Interim Chief Administrative Officer Shawn Everitt and Communications and Economic Development Coordinator Tim Hendry. Town Clerk Corrina Giles attended the meeting to discuss Item B.2 2018-20 Procedural By-law Overview.

Regrets were sent from ex officio EDAC member Mayor Alar Soever.

It was noted that additional members representing The Blue Mountains Agricultural Advisory Committee, The Blue Mountains Attainable Housing Corporation, The Blue Mountains Transportation Committee and The Blue Mountains Sustainability Committee will attend future meetings once appointed.

▪ Approval of Agenda

Moved by: Tony Poole

Seconded by: Steve Simon

THAT the Agenda of February 4, 2019 be approved as circulated, including any revisions to be made, being Item B.4 Grey County Economic Development Update, Item B.5 Attainable Housing Corporation Update, Item B.6 Transportation Committee Update, Item B.7 Communications & Economic Development Update, Item B.8 Election of a Chair for EDAC, Carried.

▪ Previous Minutes (November 5, 2018)

Moved by: Tim Newton

Seconded by: Steve Simon

THAT the Minutes of November 5, 2018 be approved as circulated, including any revisions to be made, Carried.

B. Meeting

B.1 Economic Development Advisory Committee Terms of Reference

Councillor Peter Bordignon provided an overview of the Economic Development Advisory Committee Terms of Reference, including EDAC's Purpose, Mandate, Membership and Voting, Quorum requirements, Remuneration, Meeting Time and Location. It was noted the revised EDAC Terms of Reference were approved at the January 30, 2019 Council Meeting. All members are encouraged to review the Terms of Reference as needed to ensure familiarity with the document. Interim CAO Shawn Everitt advised EDAC that the Terms of Reference is intended as a living document with changes to be made as needed. Any changes to the Terms of Reference document can be initiated by EDAC but require final approval by Council.

B.2 2018-20 Procedural By-law Overview

Communications & Economic Development Coordinator Tim Hendry thanked Town Clerk Corrina Giles for attending, noting it is helpful to review the Procedural By-law as it governs the proceedings of the EDAC meetings.

Corrina noted that the Procedural By-law governs how meetings are held, called, and how members act at meetings. The Procedural By-law dictates that quorum is required for a meeting to happen and requires meetings to start at the time set. Corrina clarified that, if quorum is not met at the set meeting time, the Committee may wait fifteen (15) minutes to obtain quorum. If quorum is not obtained in 15 minutes, the meeting is cancelled. Corrina emphasized that no informal meeting can occur with the members present following the 15-minute deadline. Corrina noted that, per the Procedural By-law, all comments must be directed through the Chair, and the Chair is responsible for setting the pace and flow of discussion.

Tony Poole spoke, noting the change to quorum in the revised Terms of Reference document. Specifically, Tony noted that a member of Council must be present for quorum to be obtained, regardless of the number of non-Council members in attendance. Tony questioned what happens with EDAC meetings if a Special Meeting of Council is called that conflicts with the time set previously by EDAC. Shawn confirmed that scheduling conflicts will be known in advance of the EDAC meeting and if necessary, the EDAC meeting would be cancelled with sufficient notice to members.

Shawn further discussed the role of the Chair in setting meeting flow and ensuring that no informal meetings take place if quorum is not obtained. Shawn commented that an option is to have a member of Council sit as Chair for EDAC, noting that members of Council understand procedural requirements and are able to champion EDAC's priorities when under review by Council. Peter commented that Council members considered the meetings they wished to sit on, noting that the procedural requirements are not meant to delay or dampen the efforts of EDAC, but rather, to provide structure and consistency in the meetings.

Steve Simon noted the procedural requirements are not what the EDAC members are used to, questioning whether there is an opportunity to have some meetings in a free-form setting. Peter thanked the EDAC members for volunteering their time, noting that open discussion does not disrupt the procedural requirements. Corrina noted the importance of ensuring that agenda items are set and followed, with an opportunity for open discussion following each agenda item. Corrina noted that open discussion cannot result in decisions being made, clarifying that decisions can only be made on set agenda items. If items arise during open session that require a decision being made, that item should be included on a subsequent agenda for consideration. The Agenda is an important public engagement tool to ensure the public is aware of the items being considered. It was noted that the EDAC meetings, while taking place in Council Chambers and open to the public, are not livestreamed on the Town's website.

Andrew Siegwart commented that the agenda-setting process may require additional review. Deputy Mayor Odette Bartnicki clarified that each EDAC member has an opportunity to provide agenda items for inclusion on the Agenda. Odette noted Agenda items should be provided to the Chair and it is at the Chair's discretion whether the item is included. The Agenda could be revised to include an update from each member and the organization/Committee they represent.

Steve pointed out s. 21(2) of Procedural By-law 2018-20 which states:

"All members of such Committees shall be qualified electors within the municipality".

Corrina clarified that this requirement can be waived at Council's discretion, further advising that, since EDAC's appointments are made by external organizations, the Town does not have control over appointment. Shawn further noted that the organizations and Committees that make up EDAC's membership have been identified as significant community groups, so their membership representation is important.

Tim Hendry questioned whether it is possible for members to phone in and be counted towards quorum. Corrina explained that the *Municipal Act, 2001* has been expanded to allow electronic participation of members. However, the Town's Procedural By-law does not permit electronic participation; this would have to be amended in the Procedural By-law before phone-in participation would be permitted. Even with electronic participation permitted, those phone-in members may not count towards quorum or be permitted to pass motions.

Steve noted the increase of Council membership on EDAC; with all the procedural requirements, at what point does EDAC become an extension of Council? Shawn confirmed that 4 members of Council constitute a quorum, meaning that if 4 members are present at EDAC, it technically becomes a Special Meeting of Council. Shawn clarified that the goal is to keep appointments from organizations and Committees as the majority on EDAC. Peter echoed this, noting that EDAC is a business forum first and foremost.

Odette questioned whether one (1) individual, who may represent multiple Committees or organizations, could count for multiple seats. Andrew commented that the priority is to ensure the correct diversity of individuals around the table. Corrina clarified it is not the Town's preference to have one person represent multiple Committees or organizations. Odette commented EDAC's Terms of Reference may need to be revised to specify that 1 person cannot represent multiple Committees or organizations.

Peter thanked Corrina for attending to discuss the Town's Procedural By-law.

B.3 Discussion regarding Bayou Cable Park Deputation

Steve noted his belief that this development requires discussion as it has the potential to be a significant economic development opportunity. Odette questioned whether the Director of Planning and Development Services could provide an overview of all developments in The Blue Mountains prior to initiating a focused discussion on any one development.

Moved by: Peter Bordignon

Seconded by: Odette Bartnicki

THAT the Economic Development Advisory Committee ("EDAC") request the Director of Planning and Development Services to attend the March 11, 2019 EDAC meeting to provide an overview of all developments in The Blue Mountains, Carried.

B.4 Grey County Economic Development Update

Odette advised that she is a representative at Grey County Council and sits on Grey County's Economic Development Committee, in addition to EDAC. Odette noted that Grey County may be able to provide additional resources related to Economic Development. Odette provided a brief overview of Grey County and The Blue Mountains activities including: building permits are up 4% in number and 17% in value over the previous year's totals. This development information is important when considering the economic health of the community. Further, Odette noted the Library Business Case will be presented at the February 4, 2019 Committee of the Whole meeting which includes several considerations for potential expansion. Odette commented on the considerable discussion that Short Term Accommodations have generated, specifically around the 2+2 and 2+4 model. Odette noted that Cannabis regulating by-laws and policies will be developed, further noting EDAC may be able to support Cannabis initiatives in The Blue Mountains.

Odette noted March 8, 2019 is International Women's Day, the Four County Labour Supply Market Plan can present to The Blue Mountains Council or EDAC around ways to bolster labour supply in The Blue Mountains. The Grey County Job Fair is taking place February 21, 2019; Tim Hendry confirmed that The Blue Mountains, in partnership with Municipality of Meaford, is sponsoring a bus for residents to participate in the event. Odette noted there is a farm link program which links those interested in trying farming with farmers who can supply small plots of land. Blue Mountain Village is hosting an Economic Development Symposium May 8, 9, 2019 and EDAC should consider representation at the event.

B.5 Attainable Housing Corporation Update

Andrew, who is a member of the Attainable Housing Corporation (“AHC”), provided a brief update. The AHC released a Request for Proposal to retain a consultant or individual to shape the next steps for the AHC, as it relates to an attainable housing development. Andrew noted the AHC also offers secondary suite assistance programs and down payment assistance to qualifying individuals. Andrew noted that having a member of AHC on EDAC will lead to strengthening and collaboration between the two groups. EDAC members will be forwarded a copy of the RFP for reference.

B.6 Transportation Committee Update

Odette withdrew Item B.6 Transportation Committee Update from the Agenda.

B.7 Communications & Economic Development Update

Tim Hendry updated EDAC on Blue Mountain Link, the transportation initiative between The Blue Mountains, Town of Collingwood and Wasaga Beach. Tim advised that 5,000 riders have realized the benefit of the Blue Mountain Link and confirmed that transit information is being included in the new hire packages at Blue Mountain Resorts.

Tim advised he attended the Economic Development Council of Ontario (“EDCO”) Conference which was an excellent networking opportunity with very informative sessions. Discussion was focused around Business Retention and Expansion and Cannabis.

Tim confirmed that an Economic Development Strategy has been included in the 2019 Budget for Council consideration. EDAC agreed that a Strategy is necessary to promote and support economic development growth in The Blue Mountains.

Tim advised that the regional Curling Ontario Challenge Cup is coming to the area. Tim further noted he is working with Ontario Curling Association to best support this opportunity.

Tim reported that he is working with Grey County Economic Development to leverage the existing Grey County GIS-based land index platform for use in The Blue Mountains. Tim advised that he will be prepared to provide an update on this initiative at a subsequent meeting.

Tim commented that he has been working with local businesses and agricultural providers to assist in the administrative burdens associated with business development. Tim thanked EDAC member Tim Newton of the Small Business Enterprise Centre (“SBEC”), noting that he has been instrumental in this initiative.

Tim Newton advised that the SBEC is facilitating a session by Ontario Ministry of Agriculture, Food and Rural Affairs regarding Community Economic Development on April 10, 2019. The session is being held at Simcoe Street Theatre in Collingwood and is geared towards new Council members and municipal staff with some seats remaining for interested members of the public.

B.8 Election of a Chair for EDAC

Moved by: Sarah Filion

Seconded by: Odette Bartnicki

THAT the Economic Development Advisory Committee defers the appointment of a Chair to the March 11, 2019 EDAC meeting, Carried.

C. Upcoming Meeting Dates

The next meeting date will take place March 11, 2019 at 9:00 a.m. in Council Chambers at Town Hall.

D. Adjournment

Prior to adjournment, Krystin Rennie requested that EDAC members provide a brief introduction for the benefit of those in attendance.

Each attendee provided a brief overview: Andrew Siegwart represents Blue Mountain Village Association, Mylisa Henderson is the co-owner of Scandinave Spa and represents South Georgian Bay Tourism, Steve Simon is the owner of Lifestyles North and represents The Blue Mountains Chamber of Commerce, Tim Newton represents the Small Business Enterprise Centre, Tony Poole represents the Thornbury Business Improvement Area, Sarah Filion is the owner of the Matilda Swanson Gallery and represents the Clarksburg Business Association, Krystin Rennie is the owner of Georgian Planning Solutions and represents the Georgian Triangle Development Institute, Peter Bordignon is an elected Councillor for The Blue Mountains and was appointed to EDAC, Odette Bartnicki is the elected Deputy Mayor for The Blue Mountains and was appointed to EDAC, Tim Hendry is the Economic Development and Communications Coordinator for the Town, Shawn Everitt is the Interim CAO for the Town and Sarah Merrifield is the Recording Secretary for EDAC.

Moved by: Odette Bartnicki

Seconded by: Steve Simon

THAT the Economic Development Advisory Committee does now adjourn at 10:30 a.m. to meet again March 11, 2019 or at the call of the Chair, Carried.