



**MUNICIPALITY OF SOUTH WEST MIDDLESEX
COMMITTEE MINUTES**

FRIDAY, APRIL 5, 2019 1:30 PM
Council Chambers

MINUTES

COMMITTEE MINUTES

SOUTHWEST MIDDLESEX ECONOMIC DEVELOPMENT COMMITTEE MINUTES

The Municipality of Southwest Middlesex Economic Development Committee met in Regular Session in the Council Chamber on April 5, 2019 at 1:30 p.m.

MEMBERS PRESENT:

Allan Mayhew (Chair presiding), Doug Bartlett, Christa Cowell, Mark McGill, Mike Sholdice

REGRETS:

Facilities & Recreation Manager – Steve MacDonald

STAFF PRESENT:

CAO/Clerk - Jill Bellchamber-Glazier, Deputy Clerk – Sheila McCahon

ALSO PRESENT:

Members of the public, Councillor Ian Carruthers

1. CALL TO ORDER

Chairperson Mayhew calls the meeting to order at 1:30 p.m.

2. APPROVAL OF AGENDA

#2019-ED001

Moved by M. McGill

Seconded by D. Bartlett

THAT the Economic Development Committee Agenda dated April 5, 2019 be accepted as presented.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

The Municipal Conflict of Interest Act requires any member of the Committee declaring a pecuniary interest and the general nature thereof, where the interest of a member of the Committee has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Committee and otherwise comply with the Act.

No declarations were made.

4. DEPUTATIONS AND PETITIONS

None scheduled

5. MINUTES OF PREVIOUS MEETINGS

None

6. BUSINESS ARISING FROM THE MINUTES

None

7. NEW BUSINESS

1. Southwest Middlesex Economic Development Committee – Draft Terms of Reference

#2019-ED002

Moved by C. Cowell

Seconded by D. Bartlett

THAT the Southwest Middlesex Economic Development Committee recommend to Southwest Middlesex council that Draft Terms of Reference be adopted with membership of five members of Southwest Middlesex Council, three individuals-one from each ward, one not-for-profit representative and four business community members with the entire membership being re-evaluated at the end of 2019.

Carried

2. Update on Economic Development Projects and Initiatives

a. Certified Site Program

Committee members were advised of Southwest Middlesex recently being approved through the Ontario government as having a Certified Site. This supports local economic development as this site will be advertised across the globe as available development lands showing that we are ready for business. The information will be available on the Southwest Middlesex website when finalized.

b. RED Application (for Economic Development Strategic Plan Update)

Committee members were advised that a RED application for an economic development strategic plan update is with the ministry for approval at present.

c. Draft Strategic Plan and Discussion Notes:

Committee members were advised that the draft Strategic Plan is included for discussion purposes noting that there is a Council Strategic Planning meeting coming up in May. The draft plan is provided to assist the committee in setting their priorities.

3. Recent Development Inquiries

The Committee was apprised of recent development inquiries in the community on the deregulation of cannabis as well as agri-business which the Administrator, Planner, Building Inspector and Public Works have been discussing various opportunities and progressing toward active business.

Closed Session

#2019-ED003

Moved by D. Bartlett

Seconded by M. McGill

THAT the economic development committee move into closed session at 3:10 p.m. to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality or the local board

Specifically, the matter relates to development opportunities.

Carried

Rise and Report

#2019-ED004

Moved by D. Bartlett

Seconded by M. McGill

Allan Mayhew, Chair of the closed session, reported that the committee were apprised of discussions held with potential business owners wishing to develop within Southwest Middlesex.

Carried

#2019-ED005

Moved by A. Mayhew

Seconded by D. Bartlett

THAT a closed session meeting was held and only closed session items identified were discussed in closed session; and

THAT the committee approve the report of Allan Mayhew of the closed meetings.

Carried

Enquiries and comments of committee members:

- Status of Silver Dove planning matters
- Status of Gerber Electric planning matters
- Status of ViBrent Subdivision
- Sifton Developments have been approached to consider development in Southwest Middlesex
- Status of new dentistry office
- Economic Development budget for 2019

- Glass manufacturing company has been approached to consider Southwest Middlesex
- CBO discussions to be included in a report to council at an upcoming meeting.

4. Downtown Revitalization

- Christa Cowell spoke about the possibility of providing funds in the future to local business owners for business improvement/development through a Community Improvement Plan.
- Doug Bartlett talked about the vacant building at the corner of Main and McKellar Streets – the possibility of having displays placed in the windows.
- Allan Mayhew provided a document to the committee members for their consideration as future directions for the committee.
- Christa Cowell spoke about Earth Day clean-up events for the committee to consider in the future.

Jill Bellchamber-Glazier noted that as next steps, she will provide a report to council with the various recommendations brought forward and proceed based on Council decision.

8. UNFINISHED BUSINESS

None

9. INFORMATION CORRESPONDENCE

None

10. FUTURE MEETINGS AND TOPICS

- Land Use Planning, e.g. Community Improvement Plan Development;
- County Economic Development, e.g. economic development meetings; strategic plan/priorities, connectivity;
- Finance, e.g. Asset Management, budget implications;
- Public Works, e.g. understanding local public works servicing capacity, municipal standards;
- Facilities & Recreation, e.g. Programming Considerations;
- Building Services – e.g. building process, integration with planning (e.g. zoning by-law);
- Administration, e.g. overall development review
- Next meeting of the committee is proposed for May 31, 2019 – 1:30 p.m.

11. ADJOURNMENT

The Chairperson adjourned the meeting at 4:06 p.m.

Chairperson

Secretary