



**MUNICIPALITY OF SOUTH WEST MIDDLESEX  
COMMITTEE AGENDA**

MONDAY, FEBRUARY 3, 2020 4:00 PM  
Council Chambers

**AGENDA**

**COMMITTEE AGENDA**

**SOUTHWEST MIDDLESEX COMMITTEE AGENDA**

The Municipality of Southwest Middlesex Economic Development Committee will meet in Regular Session in the Council Chamber on February 3, 2020 at \_\_\_\_\_ p.m.

**MEMBERS PRESENT:**

Allan Mayhew (Chair presiding), Doug Bartlett, Harold Carruthers, Christa Cowell, Rick Cowell, Dennis Harmsworth, Hilary Janemi, John Kendall, Mark McGill, Phil Moddle, Mike Sholdice

**REGRETS:**

Erin Waller-Burnett

**STAFF PRESENT:**

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald,  
Secretary – Sheila McCahon

**ALSO PRESENT:**

Members of the public and press

**1. CALL TO ORDER**

Chairperson Mayhew calls the meeting to order at \_\_\_\_ p.m.

This meeting may be recorded, streamed live and published in accordance with council’s Electronic Recording of Meetings Policy.

To those present in the gallery today, by attending an open public meeting of the Municipality of Southwest Middlesex you are consenting to your image, voice and/or comments being recorded and published.

Anyone who is invited to speak may be recorded and their voice, image and/or comments will form part of the live stream and recording.

The chair and/or the clerk have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

Today’s meeting may be streamed live as well as recorded and published on the Southwest Middlesex website.

Thank you.

**2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council 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 Council and otherwise comply with the Act.

<u>Name</u>	<u>Item</u>	<u>Nature</u>
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**Conflict of Interest Reporting Form**

- **Councillor** [02 00 C CONFLICT OF INTEREST REPORTING FORM 2018 Councillor](#)

- **Deputy Mayor** [02 00 DM CONFLICT OF INTEREST REPORTING FORM 2018 Deputy Mayor](#)
- **Mayor** [02 00 M CONFLICT OF INTEREST REPORTING FORM 2018 Mayor](#)

### 3. DELEGATIONS AND PRESENTATIONS

- Community Improvement Plan (CiP) – Cara Finn, Middlesex County Director of Economic Development with Durk Vanderwerff, Middlesex County Director of Planning
  - Community Improvement Plan presentation  
[03 a County CiP Presentation](#)
  - Community Improvement Plan Primer  
[03 b 2019 Middlesex County CIP Primer FINAL](#)

#2020-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**THAT** the Economic Development Committee recommend to Southwest Middlesex Council that a Community Improvement Plan be considered.

### 4. CONSENT AGENDA

4.1 Economic Development Committee Minutes – December 9, 2019

[04 01 Minutes Dec 09 2019](#)

4.2 RED Funding Application

[04 02 RED Program Funding](#)

4.3 Community Futures Development Corporation (CFDC) recruiting volunteer board members

[04 03 Municipal Letter CFDC Board Members](#)

4.4 Economic Development Strategic Plan Update – verbal report

1. 2020 Economic Development Budget
2. Economic Development Position
3. Communication Strategy
4. Development Charges Investigation

#2020-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda Items 4.1 through 4.4 as information, and approve the December 9, 2019 meeting minutes.

**5. STAFF REPORTS**

- a. Tourism Asset Inventory  
[05 a Tourism Asset Inventory](#)

#2020-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**THAT** the Economic Development Committee members report back at the May 4, 2020 meeting with a draft Southwest Middlesex tourism asset inventory.

**6. UNFINISHED BUSINESS**

- a. Accessibility Standards Training from December 9, 2019 meeting – document to be reviewed, signed and returned to Southwest Middlesex CAO/Clerk  
[06 a AODA Training](#)

**7. NEW BUSINESS**

- o Items removed from Consent Agenda to be dealt with separately
- o Addendum Items
- o Other Business

**8. FUTURE MEETINGS (subject to change)**

- Monday, May 4, 2020 – 4 p.m.
- Monday, September 14, 2020 – 4 p.m.
- Monday, December 7, 2020 – 4 p.m.

**9. ADJOURNMENT**

The Chairperson adjourned the meeting at \_\_\_\_p.m.