

## **ECONOMIC DEVELOPMENT COMMITTEE REGULAR MEETING MINUTES**

**Monday, March 5, 2018**

The Township of Rideau Lakes Economic Development Committee held a Regular Meeting on Monday, March 5, 2018 at the Municipal Office in Chantry, Ontario.

The following committee members were in attendance: Councillors Bob Lavoie, Arie Hoogenboom, Cathy Livingston, Claire Gunnewiek, Mayor Ron Holman, and public representatives Sharen Symondson and Jennifer Campbell. Michael Dwyer, CAO, was arrived at 9:55 a.m.

### **ADOPTION OF THE AGENDA:**

That agenda item 6.3 be removed.

### **RECOMMENDATION #1**

Moved By: Cathy Livingston

Seconded By: Ron Holman

That this Committee adopt the Agenda, as amended.

Carried:

### **DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF:**

Chairperson Lavoie asked if anyone had a pecuniary interest and the general nature thereof and none were declared.

### **ADOPTION OF THE MINUTES:**

Minutes of the February 5, 2018 Economic Development Committee Meeting were distributed to the Committee. Chairperson Lavoie asked for any errors, omissions or questions.

Councillor Hoogenboom noted an error under the Guest Speaker item.

The following recommendation was duly moved and seconded:

### **RECOMMENDATION #2**

Moved By: Arie Hoogenboom

Seconded By: Ron Holman

That this committee approve the Economic Development Committee Meeting Minutes of February 5, 2018, as amended.

Carried:

### **ACTION LISTING:**

Chair Bob Lavoie provided a brief overview of the Action Listing items and their progress.

**NEW BUSINESS:**

**CHAFFEYS LOCK COMMUNITY IMPROVEMENT PLAN**

The Committee discussed the proposal made by the Chaffeys Lock & Area Heritage Society, and how the group is focused on remedying certain long standing issues they have identified. The Committee was supportive of the overall objective and select projects, noting that funding that is already granted for hall and beautification purposes.

Mayor Holman asked staff to prepare a map of the area and its property lines.

The Committee discussed the need for more information from either the community group, or from Mike Dwyer, CAO, who has been in communication with the group leaders.

The following recommendation was duly moved and seconded:

**RECOMMENDATION #3**

Moved By: Claire Gunnewiek

Seconded By: Ron Holman

That the Economic Development Committee acknowledges the Chaffeys Lock Community Improvement Plan update.

Carried:

**AMAZING PLACES WORKSHOP**

Alison Merkley, Administrative Assistant, provided a brief overview of the Amazing Places Workshop organized by the Frontenac Arch Biosphere. Ms. Merkley stated that the workshop was focused on building itineraries and visitor packages and that she will be attending a meeting with the Township of Leeds & the Thousand Islands to discuss partnership opportunities.

**WEBSITE – ECONOMIC DEVELOPMENT SECTION**

Alison Merkley, Administrative Assistant, stated that the Committee requested at a previous meeting that economic development pages be created for the municipal website. Ms. Merkley presented mock webpages that will become available online.

The following recommendation was duly moved and seconded:

**RECOMMENDATION #4**

Moved By: Arie Hoogenboom

Seconded By: Ron Holman

That the Economic Development Committee recommends to the Council of the Corporation of the Township of Rideau Lakes that an Economic Development section be added to the municipal website.

Carried:

**BIKE RACKS**

Alison Merkley, Administrative Assistant, provided an overview of an email she received from a Delta area business owner concerning the placement of an existing bike rack within the village, and the request for additional racks within the municipality.

Councillor Livingston stated that additional racks within Delta have been stolen so any new racks would have to be secure to prevent a similar situation.

Mayor Holman discussed the Elgin Main Street reconstruction, and that the plans accounts for public benches. Mayor Holman suggested that a request be made to the United Counties of Leeds and Grenville to replace a proposed bench with a bike rack.

Chair Lavoie requested staff to research the cost of various bike racks to possibly include within the 2019 budget.

The following recommendation was duly moved and seconded:

**RECOMMENDATION #5**

Moved By: Cathy Livingston  
Seconded By: Arie Hoogenboom

That the Economic Development Committee acknowledge the request made by a Delta business owner;

And further that a request for a bike rack along Elgin Main Street be made;

And further that staff obtain prices for bike racks and bring them back to the Committee.

Carried:

Mike Dwyer, CAO, arrived at the meeting at 9:55 a.m.

**CHAFFEYS LOCK COMMUNITY IMPROVEMENT PLAN – REVISITED**

The Committee requested that Mike Dwyer, CAO, provide additional information concerning the Chaffeys Lock Community Improvement Plan funding request.

Mr. Dwyer stated that the initial request has been budgeted for and that the Committee is being consulted to confirm their support before the proposal proceeds to the next step.

The following recommendation was duly moved and seconded:

**RECOMMENDATION #6**

Moved By: Arie Hoogenboom  
Seconded By: Claire Gunnewiek

That staff be authorized to provide up to \$3000.00 to support the Chaffeys CIP LITE for 2018, to be paid upon completion, excluding work on halls and beautification where the Township already contributes.

Carried:

The Committee observes a 10 minute break.

**LIBRARY TOURISM PROJECT**

Chair Bob Lavoie stated that the Library Board is proceeding with its tourist information project which is planned to commence in May.

The Committee discussed whether the request was for funds beyond what was already granted and the scale of work the library staff would be expected to offer.

Mike Dwyer stated that all library staff would be trained to assist any traveller with their inquiries and offer suggestions of local attractions and businesses. He continued to state that the libraries already offer similar services, but would now incorporate it into their daily duties and offer brochures at the branches.

Public representative Sharen Symondson asked whether the library had plans to track information on how many people requested information, as well as other details about their travels. Chair Lavoie stated that the library plans to collect information.

#### **RECOMMENDATION #7**

Moved By: Arie Hoogenboom  
Seconded By: Cathy Livingston

That the Economic Development Committee review the request by the Library Board and discuss it at a future meeting.

And further that the CAO obtain more information about the proposal.  
Carried:

#### **COMMUNITY MAPS**

Mike Dwyer, CAO, stated that the visitor community maps designed last year are being reviewed for changes before they are printed and distributed for the upcoming tourist season.

Mr. Dwyer stated that a joint Morton and Jones Falls map will be developed, and that there is interest in creating a Rideau Ferry map with the Township of Tay Valley which borders the village.

#### **PORTLAND STREETSCAPE DESIGN**

Mike Dwyer, CAO, provided a verbal overview of the public meeting held in Portland. Mr. Dwyer stated that the event was well received and that the community and interested stakeholders, with the next stage involving collecting information about existing infrastructure to identify the immediate needs in order to be "shovel ready" for potential future grant proposals.

Councillor Gunnewiek asked if there have been any developments with the proposed Portland library branch and Anglican Church partnership. Mr. Dwyer stated that the proposal remains under consideration.

#### **BUSINESS ARISING:**

##### **BUSINESS RECOGNITION PROGRAM**

Alison Merkley, Administrative Assistant, provided a verbal overview of the Business Recognition Breakfast event.

#### **CORRESPONDENCE**

The Committee discussed the correspondence items.

#### **GENERAL DISCUSSION OF NEXT MEETING AGENDA ITEMS:**

The Committee did not have any additional items to include on the next meeting's agenda.

#### **ADJOURNMENT:**

The Chair declared the Economic Development Committee Meeting adjourned at 11:13 a.m., until the next Regular Meeting.

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Bob Lavoie  
Chairperson

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Michael Dwyer  
Secretary