



Economic Development and Planning Committee Minutes

Thursday, February 10, 2022

3:00 p.m.

Remote Participation Via Web Conferencing

Join from a PC, Mac, iPad, iPhone or Android device:

<https://us02web.zoom.us/j/82845076507> Meeting ID: 828 4507 6507

Or join by phone 1-855-703-8985 Webinar ID: 828 4507 6507

Members Present: Chair Glen Hall, Mary Lou Colwell, Kirk Brownell, and Jamie Doherty

Council Present: Mayor George Bridge, Councillor Ron Elliott, Councillor Judy Dirksen, and Councillor Jean Anderson

Staff Present: Belinda Wick-Graham, Director Economic & Community Development, Somer Antonopoulos, Business Development Coordinator, Erin Raftis, Marketing & Community Development Coordinator, Terry Kuipers, Director of Building & Planning Services, Gordon Duff, Treasurer, Dave Wilson, Deputy Chief Building Official, and Ashley Sawyer, Planning Technician

Regrets: Rob McLaughlin

1. **Call to Order at 3:09 p.m.**
2. **Minutes of Previous Meeting**
 - a. Minutes of January 13, 2022 Economic Development & Planning Committee Meeting

MOTION:

Moved By: Mary Lou Colwell Seconded By: Councillor Jean Anderson

THAT the Economic Development Planning Committee Minutes of the January 13, 2022, meeting be approved.

CARRIED

3. **Committee Minutes for Approval**
 - a. Minutes of January 10, 2022 Clifford Connects Steering Committee Meeting
 - b. Minutes of January 10, 2022 Harriston Rising Steering Committee Meeting
 - c. Minutes of January 12, 2022 All Aboard Palmerston Steering Committee Meeting

The Committee reviewed the Steering Committee Minutes from the January 10, 2022 Clifford Connects meeting, the January 10, 2022 Harriston Rising meeting and the January 12, 2022 All Aboard Palmerston meeting. All minutes are attached as Schedule "A".

MOTION:

Moved By: Mayor George Bridge Seconded By: Councillor Jean Anderson

THAT the Clifford Connects (January 10), Harriston Rising (January 10), and All Aboard Palmerston (January 12) Steering Committee meeting minutes be approved.

CARRIED

4. Roundtable Discussion

a. Downtown Commercial Zoning Update

Planning Technician, Ashley Sawyer, provided an update on Downtown Commercial zoning, noting research conducted on by-laws in nearby municipalities which show many working towards permitting residential on the ground floor of commercial areas to combat the current housing crisis. Since Minto already allows such permits already, Sawyer shared potential ideas to allow for more residential spaces, while protecting commercial space, including:

- Limiting square footage for residential on main floor commercial to a number, rather than a percentage or provide a minimum square footage for commercial space. A Zoning By-Law Amendment would be required to put this in place.
- Reduce the square footage that is currently permitted for residential (Sawyer noted concern regarding public perception with this option).

Wick-Graham will seek out an opinion on reasonable square footage for a commercial retail space from Palmerston Home Hardware store owner, Terry Cormack.

b. Building & Development Updates

Dave Wilson shared that the building department has received 30 permits totalling \$52 million in costs of construction, compared to 10 permits at this time last year, and a total of \$32 million in construction costs for the entirety of 2021. He also highlighted an increase in secondary dwelling units, particularly basement apartments. Wilson agreed to promote the Northern Wellington Jobs and Housing Portal to those building secondary units to post housing they have for rent/sale.

MOTION:

Moved By: Mayor George Bridge Seconded By: Gordon Duff

THAT the Economic Development & Planning Committee move into Closed Session at 3:28pm to consider a proposed or pending acquisition or disposition of land; Industrial Lands update.

CARRIED

MOTION:

Moved By: Mary Lou Colwell Seconded By: Councillor Jean Anderson

THAT the Economic Development & Planning Committee moved into Open Session at 3:50pm.

CARRIED

Dave Wilson, Deputy Chief Building Official, and Ashley Sawyer, Planning Technician provided an update on industrial, commercial and residential developments

c. Entrepreneurship Support in Minto, Launchit

Somer Antonopoulos highlighted the ways Launchit provides support forentrepreneurs including:

- Offering relevant training, resources, grants, coaching, and supports, for new and growing businesses, both in-person and virtually, or provided by partners.
- Promoting products and services offered by home-based and other businesses on social media platforms and by word of mouth
- Applying for grants to assist businesses
- Providing reasonable office space for businesses or study spaces for students (CEO Days are coming)
- Creating businesses-to-business opportunities to assist in networking and form meaningful business relationships.
- Connect businesses seeking advice with more experienced people or organizations (Mentorship program to be revamped)
- Guiding businesses with one-on-one help with social media and other apps and platforms
- Providing a direct link to the municipality

Other Economic Development/Chamber of Commerce supports include the PitchIt Business Plan Competition, sponsoring and supporting the Hawk’s Nest Business Plan Contest, providing support in location selection (connecting properties and property owners), providing relevant data (such as Trade Area Reports, Demographic Data, and Spending Data), offering a variety of grant programs (Structural, Façade, Signage, Patio, Public Art, Storefront Enhancements, TIFs), assisting in Grand Openings, and providing free 6-month trial memberships to benefit from Chamber programing, being active in partnerships to support businesses like Saugeen Connects and WOWZA.

d. 2022 Municipal & Provincial Elections and Roundtable Updates

The Committee Question posed by Chair Hall was “What kind of questions or priorities would we be looking for as we head into the upcoming election season?”.

Jamie Doherty shared that SEDC recently hired a new Communications Officer/Project Coordinator. Saugeen Connects is currently working on Advancing Women Economically (AWE) Virtual Webinar Series, which will launch on International Women's Day.

Councillor Elliott updated that the Palmerston Lion's Club is almost sold out for its Valentine's Day draw. Regarding the election, Elliott is focusing on understanding the needs of the community.

Brownell reported that TG Minto is currently having supply chain issues, resulting in a shutdown until Sunday night. The company will be using this time to recover from their own delays and prepare for a new product launch.

Councillor Dirksen noted that Food Freedom Day was February 8th, which is the day a Canadian household of average income will have earned enough to pay their entire year's grocery bill. She noted supply chain issues in the agricultural industry. In response to today's question, Dirksen highlighted the importance of being flexible, willing to learn, and sharing what you believe.

Mayor George Bridge mentioned the current Provincial Plan for Reopening seems ideal and highlights the importance of avoiding rushing to loosen restrictions too quickly. He also shared that the Lions' Medical Centre now has a builder and is set to start in April.

Treasurer Duff noted he will be working on infrastructure grants for the new developments, and shared his hope that climate change, which has been pushed aside over the past few years, will become more important again in this election. From the Arts Council, Duff noted that the SPARC committee will be hosting four Trillium Foundation workshops, which is a partnership between the Cultural Roundtable, Minto Arts Council, Grey-Wellington Theatre Guild, and Supporting Arts Group from Haliburton.

Wick-Graham reported that she is sitting on an advisory committee with representatives from OMAFRA, University of Waterloo, University of Toronto, Canadian Federation of Agriculture, Rural Federation of Agriculture, and others in the agriculture sector, around disruptive technologies in the Ag industries. She also shared that summer events will be happening. Wick-Graham shared that she was re-elected for the EDCO Board and elected as Treasurer for 2022. for the EDCO. Finally, she highlighted that the Employer One surveys are completed with over 600 survey responses across the region and Minto accounting for approximately 10%.

Antonopoulos reported that the Mayor's Breakfast is April 22nd, International Women's Day is March 8th. and the Chamber and the Town are currently looking for nominations for outstanding Minto women. Nominations are due February 18th and Antonopoulos encouraged everyone to send in their nominations. She also reported that Minto Spread Kindness has been very successful so far, raising more than \$10,000 from businesses and residents. Money has been spread across the community to residents, hospital and nursing home staff, teachers, etc.

5. Reports

- a. Signage Grants, JEMA Homes and Fallis, Fallis McMillan Law Office

The Committee reviewed the Signage Grant report for JEMA Homes and Fallis, Fallis McMillan Law Office, which is attached as Schedule "B".

MOTION

Moved By: Councillor Ron Elliott Seconded By: Mayor George Bridge

THAT the Town of Minto Economic Development & Planning Committee receives the February 10, 2022 report from the Director of Economic & Community Development regarding Signage Grant P20 for 209 Main St. Palmerston for \$845.69 and Signage Grant P21 for 233 Main St. Palmerston from \$852.92 and approves these grants.

CARRIED.

- b. Facade Grant - 233 Main St. W. Palmerston

The Committee reviewed the Facade Grant report for Fallis, Fallis McMillan Law Office, which is attached as Schedule "C".

MOTION

Moved By: Mary Lou Colwell Seconded By: Kirk Brownell

THAT the Town of Minto Economic Development & Planning Committee receives the February 10, 2022, report from the Director of Economic & Community Development regarding Façade Grant P22 for 233 Main St. Palmerston for \$800 and approves this grant.

CARRIED.

- c. Structural Grant, 53 Elora St. S. Harriston (Harriston Legion)

Mary Lou Colwell declared a conflict of interest as a member of the Harriston Legion and removed herself from the meeting.

The Committee reviewed the Structural Grant report for the Harriston Legion, which is attached as Schedule "D".

MOTION

Moved By: Mayor George Bridge Seconded By: Councillor Jean Anderson

THAT the Town of Minto Economic Development & Planning Committee receives the February 10, 2022, report from the Director of Economic & Community Development regarding Structural Grant H10 for 53 Elora St. S. Harriston (Harriston Legion) for \$20,000 and approves this grant.

CARRIED.

6. Adjournment at 4:38 p.m.

Next meeting will be on March 24th, 2022, in-person at the Harriston Arena. An April meeting will be scheduled if required.