



**TOWN OF MINTO**

**MEETING DATE:** February 4, 2025  
**REPORT TO:** Mayor and Council  
**SERVICE AREA:** Economic Development  
**SUBJECT:** EC DEV 2025-001 – License Agreement with Minister of Infrastructure (Ontario Infrastructure & Lands Corporation)

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**RECOMMENDATIONS:**

THAT the Council of the Town of Minto hereby receives Report EC DEV 2025-001 License Agreement with Minister of Infrastructure, prepared by the Director of Economic and Community Development, for information purposes;

AND FURTHER THAT the Council of the Town of Minto authorizes the Mayor and Director of Legislative Services/ Clerk to sign the agreement.

**BACKGROUND:**

In May 2015, the Town of Minto signed an initial agreement with the Ministry of Economic Development, Employment and Infrastructure for use of the meeting room at LaunchIt Minto for 52 days a year. This agreement was extended on multiple occasions by a variety of Ministries:

- March 1, 2017 to February 28, 2019
- March 1, 2019 to February 28, 2021
- March 1, 2021 to February 28, 2023
- March 1, 2023 to February 28, 2025

This new License Agreement, noting the new location, with the Minister of Infrastructure will run from March 1, 2025 – February 28, 2027.

**COMMENTS:**

During the summer of 2024, the Town of Minto was approached by CBRE, which is a real estate company providing services to the Ontario Infrastructure and Lands Corporation expressing their interest in extending the license. With the change in location a process was followed to ensure the new space meets the requirements of the Ministry. The new license agreement would be in effect from March 1, 2025 – February 28, 2027, and have two options to renew for two years.

**FINANCIAL CONSIDERATION:**

The agreement with the Minister of Infrastructure provides LaunchIt with an annual revenue of \$2,860 (\$55.00/day for 52 days a year), which is the same as in our current agreement.

**STRATEGIC PLAN:**

Goal 3: Strong Vibrant Economy

3.4 Strengthening relations with our local businesses.

3.4 iii. Enhance investments in “LaunchIt” services like coaching, training, mentorship and space.

**PREPARED BY:** Belinda Wick-Graham, Director of Economic & Community Development

**RECOMMENDED BY:** Gregg Furtney, Chief Administrative Officer (CAO)