



Minutes

Municipality of Thames Centre

Economic Development Advisory Committee

February 29, 2024, 10:00 A.M.

**Municipal Office - Council Chambers
4305 Hamilton Road, Dorchester, ON**

Members Present: T. Heeman, Chair/Council Representative
A. McClean, Vice-Chair/Community Representative (*retired 11:00 a.m.*)
S. McMillan, Council Representative (*retired 11:46 a.m.*)
J. Baribeau, Community Representative
J. Crosby, Community Representative (*retired 10:10 a.m.*)
C. Green, Community Representative
C. Hicks-Webster, Community Representative
J. Iglesias, Community Representative
D. Reiche, Community Representative
G. Thorel, Community Representative

Absent with Regret: H. Wilson, Community Representative

Staff Present: D. Barrick, Chief Administrative Officer
S. Henshaw, Recording Secretary
M. Bancroft, Director of Planning and Development Services

Others Present: M. Davidson, Stantec

1. Call To Order

The Recording Secretary called the meeting to order at 10:04 a.m.

2. **Introductions**

Members of the committee and staff each provided a brief introduction.

3. **Appointment of Chair and Vice Chair**

3.1 **Nomination and Election of Chair**

The Recording Secretary called for Nominations for Chair of the Committee.

Resolution: EDAC-001-24

Moved by: D. Reiche

Seconded by: A. McClean

THAT Councillor Tom Heeman be Chair of the Economic Development Advisory Committee.

Carried.

3.2 **Nomination and Election of Vice Chair**

The Chair called for Nominations for Vice-Chair of the Committee.

D. Reiche and A. McClean were both nominated as Vice-Chair.

Resolution: EDAC-002-24

Moved by: S. McMillan

Seconded by: C. Hicks-Webster

THAT CAO Barrick and S. Henshaw, Recording Secretary, be appointed as Scrutineers for the Election of Vice-Chair.

Carried.

D. Reiche and A. McClean each provided a short speech on why they should be Vice-Chair.

The committee members individually voted on their selections for Vice-Chair.

The Recording Secretary and CAO Barrick collected the votes, calculated the totals and gave the results to the Chair to announce.

The Chair announced that Arden McClean has been voted the Vice-Chair of the Economic Development Advisory Committee.

4. Disclosure Of Pecuniary Interest

4.1 J. Baribeau - Thames Centre Community Improvement Plan (CIP)

As a general contractor and developer. We may be interested in applying for the permits and planning grant.

5. Presentations/Delegations

5.1 Thames Centre Community Improvement Plan (CIP)

J. Baribeau declared a conflict on this item. (As a general contractor and developer. We may be interested in applying for the permits and planning grant.)

Moira Davidson, of Stantec, provided a presentation on Thames Centre's Community Improvement Plan, consisting of the following topics:

- What is a CIP?
- Section 28 Definitions
- Thames Centre CIP Overview
- Thames Centre CIPA
- Thames Centre CIP: Goals and Objectives
- Municipal Programs
- CIP Incentive Programs
- County CIP Primer Program
- Program Availability
- Program Implementation
- Council's Role
- Ec. Dev. Committee's Role

5.2 Discussion on Community Improvement Plan (CIP)

Committee members inquired on and discussed the following:

- Funding sources
- County CIP Primer Program
- Reimbursement
- Maximum total amount available for grants - \$20,000
- Proposed municipal programs
- 2024 Municipal Budget
- Priorities
- Public Engagement
- Recommendations of specific programs
- Arterial streetscape and wayfinding
 - County has a wayfinding project

- Focus on signs, this also helps market the program
- Data on previous intakes and gauging interest in advance
- Building Permit process
- Communication with other municipalities - potential joint marketing
- Potential review process and timeframe for applications
- Maximum amount of funds per applicant
- Farm diversification - any current initiatives

Ms. Davidson, CAO Barrick and M. Bancroft all answered questions from the committee.

Resolution: EDAC-003-24

Moved by: D. Reiche

Seconded by: C. Hicks-Webster

THAT the presentation regarding the Thames Centre Community Improvement Plan be received for information;

AND THAT the Economic Development Advisory Committee recommend to Council that priorities be placed on the following grants:

- Planning & Building Permit Fee Grant
- Sign Improvement Grant
- Façade Improvement Grant
- Landscaping Grant

Carried.

Resolution: EDAC-004-24

Moved by: C. Green

Seconded by: S. McMillan

THAT the Economic Development Advisory Committee (EDAC) adopt a time period for application acceptance and then a period for review;

AND THAT at the proposed upcoming December 12, 2024 meeting of the Economic Development Advisory Committee, the committee will review the Community Improvement Plan (CIP) for 2025 to decide which of the eight (8) application grants (CIP Incentive Programs) to focus on.

Carried.

6. Reports of Staff

6.1 Terms of Reference Review

Resolution: EDAC-005-24

Moved by: C. Green

Seconded by: S. McMillan

THAT Report No. C-EDAC-001-2024 be received for information;

AND THAT the Terms of Reference for the Economic Development Advisory Committee (EDAC) be received by the EDAC members.

Carried.

6.2 Proposed Meeting Dates for 2024

Resolution: EDAC-006-24

Moved by: C. Green

Seconded by: J. Baribeau

THAT Report No. C-EDAC-002-24 be received for information;

AND THAT the following schedule of meeting dates for 2024 be approved:

- **Thursday, May 23, 2024 at 9:00 a.m.**
- **Thursday, September 12, 2024 at 9:00 a.m.**
- **Thursday, December 12, 2024 at 9:00 a.m.**

AND THAT these meeting dates and times may be altered at the call of the Chair, in consultation with staff.

Carried.

7. Committee Business

The Chair advised a roundtable discussion could be held at the next meeting, to discuss future objectives of the committee and how to move forward.

8. Correspondence

8.1 Thames Centre - Environmental Advisory Committee

Resolution passed by the Environmental Advisory Committee at the regular meeting held on February 5, 2024:

THAT the Environmental Advisory Committee (EAC) recommends to Council the creation of a recognition program for land stewardship;

AND THAT two awards be given on an annual basis:

- Green Champion Award to a qualified individual who has demonstrated excellence in advancing a green initiative and is a resident of Thames Centre; and
- Community Champion Award to a qualified applicant who has demonstrated environmental leadership within a community organization within Thames Centre.

THAT a third award category be created to award a business that has initiated ongoing environmental initiatives or projects in Thames Centre;

AND THAT this resolution be forwarded to the Economic Development Advisory Committee.

8.2 Ontario - Consultation: Rural Economic Development Survey

Please visit: <https://www.ontario.ca/page/consultation-rural-economic-development-strategy>

Resolution: EDAC-007-24

Moved by: D. Reiche

Seconded by: C. Green

THAT Correspondence Items 7a) & 7b) be received for information;

AND THAT these items be referred to the next meeting for further discussion.

Carried.

9. Unfinished Business

No items.

10. New Business

There was some discussion regarding decorum when speaking at committee meetings.

11. Scheduling of Meetings

Next Meeting: Thursday, May 23, 2024 at 9:00 a.m.

12. Adjournment

There being no further business to discuss it was:

Resolution: EDAC-008-24

Moved by: G. Thorel

Seconded by: D. Reiche

RESOLVED THAT the meeting adjourn at 11:49 a.m.

Carried.