

**Economic Development and Business Committee
Meeting Minutes
Monday, February 22, 2021 at 6:00 p.m.
Township of Selwyn
Zoom meeting**

- Present:** Andy Mitchell, Mayor for Selwyn Township
Sherry Senis, Deputy Mayor for Selwyn Township
Pat Smith, Paluski Boats & Adventure Outfitters
Erin McLean, McLean Berry Farms
Rick Hickson, R&J Machine
Troy Percy, Napa Auto Parts
Donna Rork, Cottage Toys
Diana Carter, Style Boutique
Trevor Crowe, OMAFRA, Ag & Rural Economic Development Advisor
- Regrets:** Fred Koster, Bridgenorth Business Association
Dave Cavanagh, Homestead Creative Solutions
- Staff:** Leisha Newton, Economic Development Coordinator (Acting)
Angela Chittick, Manager of Community & Corporate Services
Gabi Dragomir, PKED, Rural Economic Development Officer

Chair, Andy Mitchell called the meeting to order at 6:01PM.

Declaration of Pecuniary Interest

None.

1. Deputations and/or Invited Persons

- a) Trevor Crowe – OMAFRA
- Trevor Crowe from the Ontario Ministry of Agriculture, Food and Rural Affairs introduced himself as the new Agriculture & Rural Economic Development Advisor for the Peterborough, Northumberland and Haliburton region.
 - CED 201: Trevor invited all EDBC members to participate in the upcoming Community Economic Development 201 training that is being held for his region on March 3, 9am – noon. The registration link was provided in the agenda. The CED 201 session will be focused on COVID-19 and the government response, and how the government and community leaders can support the businesses. There will be breakout groups with staff and community groups separated, so that each role can speak freely and information can be shared with among similar roles.

- Sharing information: Trevor advised that he provides briefing notes to the Minister's office, so this is an opportunity to share information that can be used to influence decisions and policy moving forward. Trevor asked that if any committee members are hearing anything "on the ground", to let Leisha know so that he can advise the Ministry so that programs can be modified to satisfy a need.

2. Minutes

The minutes of February 1, 2021 were reviewed for information purposes.

Moved by: Erin McLean; Seconded by: Donna Rork
That the EDBC minutes of February 1, 2021 be received for information.

Carried.

3. Question Period

None.

4. Correspondence for Discussion and/or Decision

Information Items

The following information items were received for information purposes:

- a) Letter from the Honourable Ernie Hardeman
 - A Guide to Starting a Home-based Food Business
 - No questions/ comments
- b) 2021 Peterborough County Recognition Awards Rescheduled to 2022
 - Sherry shared that it was agreed that the recognition is best done in person. The committee will review any recommendations that are collected, and this year they have chosen to recognize and celebrate first responders.
- c) Permitting goes online in Selwyn Township
 - No questions
 - Andy added that this is an initiative that came out of a much larger project, which was an outcome of the service review for Building & Planning.
 - Currently building permits and soon planning applications will be online. In the background, the new system will allow for metrics for senior management and Council to track and analyze.

- Building & Planning fees are frozen for 2021 – also moving to a different method to calculate fees (square foot vs. construction value)
 - Hiring an additional person to provide guidance for applications
 - Building & Planning 101 Primer created to help understanding of various processes and application types
 - Pre-consulting process includes an agreement between all parties so that everyone understands their role and responsibilities
 - Annual customer survey for people who have gone through the process
 - Annual open house (after Covid-19) to see how we are doing
 - Concurrent instead of consecutive processes – can speed up the process
 - Monthly dashboard review by Council to assess the implementation progress
 - Donna noted that there has been interest in her property for condo development. Donna would not like to see that property used for condos, and would like to see it used for mixed use, or commercial. What is the long term plan for Lakefield? Is there an incentive to attract more appropriate use for retail? Boutique shops?
 - i. Andy answer: Properties in the downtown core are zoned for mixed use; commercial with residential above. The Township's Official Plan and Zoning is structured to support Donna's desire that commercial uses are not overtaken by residential uses. In addition, the CIP has a master plan for how we develop downtown Lakefield. I.e. The intersection of Queen St. & Main St. in Lakefield.
 - Question: Donna has a friend who is interested in developing condos somewhere in Lakefield. Who should he talk to?
 - i. He can contact Andy as a first step and then be directed to Rob Lamarre can meet with him to determine his needs and interests
- d) Spotlight in OBOA, Chantal Simmons, Building Official for the Township Of Selwyn
- No questions

5. Reports

a) Business News

Committee members provided updates on various businesses in Selwyn Township:

Sherry

- The Village Inn has been awarded the #SafeTravels Stamp from the World Travel & Tourism Council (WTTC).
- OPA request for 724 Centre Line, Fairview United Church. The purpose of the application is a conversion of the former Fairview United Church to a rental music hall, the conversion of the former

rectory office into an administrative office for the property owners existing landscaping business, and the conversion of the former education centre to an accessory residential unit for use by the property owners. Public Meeting is scheduled for March 9 at 5:30pm.

- Zoning amendment for 1575 Chemong Road, formerly RONA. This will be a two phase redevelopment.

Phase 1 will permit the existing principal building (former RONA Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.

Phase 2 is intended to accommodate the proposed future development of the site; which includes: the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields

Public Meeting is scheduled for March 9 at 5:30pm

- Zoning amendment for 1824 Eighth Line, Lakefield, Polish Perfection. A 1,200 square foot building is proposed to be developed at the rear of the property dedicated to the business along with an outside vehicle storage / parking area. Public Meeting is scheduled for March 9 at 5:30pm.
- Peter Rotter is setting up an art gallery at 14 Queen Street in Lakefield. He will move in April 1, 2021. He will show some of his art, and he will be holding classes once a week. The business will evolve over time.
- Due to the outbreak of recent Covid-19 in Buckhorn, there have been some closures. The Pharmacy is open for curbside.

Leisha

- Shop the Lake at 1525 Chemong Road was approved on February 5, 2021 for a Façade Improvement CIP grant. They are planning to install new siding, new windows, new lighting and a new sign over the next three months.
- Economic Development has also been working with 3 other potential CIP applicants over the last two weeks, so we are hopeful that we will have some more applications before the next Council meeting.

b) County Council Update on the Official Plan

- Agriculture Systems Mapping
- Report OP Update – Waterfront Development
- Report OP Update – Prime Agriculture
- Report OP Update – Healthy Communities
- Report OP Update – Focus on Aggregate Resources

- Provincial policy statement will make guidelines for what we can and cannot do for our township
- Question: How do they come up with a formula for waterfront properties?
- **Action: We will provide details on how this is calculated from the County.**
- Question: Are these rules that all communities across the province will need to follow re: protection of agricultural lands
- There is a keen interest in agricultural land at County Council. The Local Federation used to have a quarterly leaders breakfast (Warden, Deputy Warden, MP, MPP) to meet to discuss key issues. Pre-Covid, it was hosted by a farm family.
- Andy suggested that Gabi and Karen Jopling from the County connect to discuss further.

6. Other, New and Unfinished Business

- a) PKED Update - Gabi Dragomir
 - i. Kawartha Choice
 - City of Kawartha Lakes and PKED have a joint project, bringing back Kawartha Choice
 - A new improved website to be launched March 15, 2021
 - Leisha & Meaghan to help promote in Selwyn
 - ii. Agri/Food Inventory
 - Using Connect All database from 2016
 - There are almost 2000 entries from 2 Counties, information to be included in Selwyn Business e-newsletter
 - iii. Food Training Series
 - This is for food retail businesses, and helps with Food Financial Management
 - The series will be recorded and available on the Kawartha Choice website, so a great resource.
 - iv. PKED Reports
 - 2020 Business Count Survey Project
 - 2021 Business Plan
 - 2020 Fourth Quarter Metrics
- b) Farm Safety: Working alone on the Farm Webinar
March 24 7PM, hosted by Peterborough Agricultural Roundtable
- c) Business Re-opening Program - Verbal update – Leisha

- Leisha advised that all of the funds have been assigned, and Community Futures is collecting invoices to award all of the funds before the end of March 2021.
- d) Invitation for Guests to be completed – Verbal update
 - Leisha advised that we are still trying to get MP Maryam Monsef to attend to discuss the rail project.
- e) Other Business
 - i. Update on the Skating Oval – Pat
 - The oval ran a candlelit skate, with three very successful sessions, 75 people per session.
 - It was very well planned out, with three different coloured glow sticks to differentiate which time slot each group was registered for
 - Another skate is schedule for Friday (Feb 26) but is sold out again due to the popularity
 - They have been having issues with flooding, related to the water and freezing. Would appreciate assistance from the township to resolve the issue.
 - **Action: Angela agreed to contact Adam Tobin to help with some solutions. Adam will call Graham directly.**
 - ii. The Causeway – Rick
 - They are apparently having trouble deciding where to put the last of the cedar stumps for the shoreline and fish habitat protection. Andy suggested that he would look into it.

7. Adjournment and Next Meeting

Moved by: Donna Rork; Second by: Pat Smith

- That the meeting of February 22, 2021 be adjourned.

Carried.

Next Meeting

- The next EDBC meeting will be held on **Monday, March 22, 2021** at **6:00 p.m.** using the zoom platform.

The Committee meeting adjourned at 7:10 p.m.