



## **ECONOMIC DEVELOPMENT STANDING COMMITTEE AGENDA**

Wednesday, February 22, 2017, 6:15 pm  
Committee Room

Pages

1. ROLL CALL
2. DECLARATION OF CONFLICT OF INTEREST
3. MINUTES OF THE PREVIOUS MEETINGS
  - 3.1 December 19, 2016 2
4. PUBLIC PRESENTATIONS
5. INTRODUCTION AND CONSIDERATION OF CORPORATE REPORTS
6. PRESENTATION OF COMMITTEE REPORTS
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  - 8.3 Minutes of the Community Liaison Committee - December 2016 18
9. CORRESPONDENCE
10. PUBLIC QUESTION PERIOD
11. ADDENDUM
12. SCHEDULING OF NEXT MEETING

The next regular meeting is scheduled for March 20, 2017 at 6:15 P.M
13. ADJOURNMENT



**ECONOMIC DEVELOPMENT STANDING COMMITTEE  
MEETING MINUTES**

Monday, December 19, 2016, 4:15 pm  
Committee Room

Present: S. Reinhardt, Chair, N. Mann, Councillor, D. Marchisella, Ex-Officio  
Regrets: L. Cyr, Councillor  
Resources: W. Elliott, ELNOS  
Others Present: Wendy Rowland

**1. ROLL CALL**

The meeting was called to order by the Chair at 4:15 pm.

**2. DECLARATION OF CONFLICT OF INTEREST**

No Conflicts of Interest

**3. MINUTES OF THE PREVIOUS MEETINGS**

**Res#: 53/16**

Moved By: D. Marchisella

Seconded By: N. Mann

That the minutes of the previous meeting held October 17, 2016 be accepted as presented.

Carried

#### **4. CORRESPONDENCE**

##### **4.1 Letter of Resignation**

Donna Chris Morris- Waterfront Development Working Group

**Res#: 54/16**

Moved By: D. Marchisella

Seconded By: N. Mann

That the letter of resignation be deferred to then next meeting.

Carried

#### **7. NEW BUSINESS**

##### **7.1 Minutes of the CLC- September, October & November 2016**

**Res#: 55/16**

Moved By: N. Mann

Seconded By: D. Marchisella

That the minutes from the September, October and November 2016 CLC meetings be accepted as presented.

Carried

##### **7.2 SR EDC 2016-06 CDIM Update**

**Res#: 56/16**

Moved By: N. Mann

Seconded By: D. Marchisella

That Staff Report EDC 2016-06 dated November 16, 2016 of the Economic Development Coordinator be received;

And that the Economic Development Standing Committee supports the proposal from Econometric Research Ltd. to update the Community Development Model for \$7,500 plus HST;

And that funding for the project be transferred from Economic Development reserve.

Carried

**7.3 SR EDC 2016-08 Community Improvement Plan (CIP)****Res#: 57/16**

Moved By: D. Marchisella

Seconded By: N. Mann

**That** Staff Report EDC 2016-08 dated December 12, 2016 of the Economic Development Coordinator be received;

**AND THAT** the Economic Development Standing Committee supports the amendments to the Community Improvement Plan “CIP” and recommends to Council for approval;

**AND THAT** the amendments to the CIP be forward to the Ministry of Municipal Affairs and Housing in accordance with section 28 of the Planning Act of Ontario;

**AND THAT** a public meeting be scheduled for February 13, 2016 at 6:30 PM to present the report in accordance with section 28 of the Planning Act.

Carried

**7.4 SR EDC 2016-09 Commercial/Industrial Land Profile****Res#: 58/16**

Moved By: D. Marchisella

Seconded By: N. Mann

**That** Staff Report EDC 2016-09 dated December 12, 2016 of the Economic Development Coordinator be received;

**AND THAT** the Economic Development Standing Committee supports the Commercial Industrial Land Profile and forward to Council for approval.

Carried

**7.5 Report from the Economic Development Coordinator****Res#: 59/16**

Moved By: N. Mann

Seconded By: D. Marchisella

That the report of the Economic Development Coordinator December 2016 be received;

Carried

**8. ADDENDUM****9. CLOSED SESSION****10. SCHEDULING OF NEXT MEETING**

The next scheduled Economic Development Standing Committee meeting is January 16, 2017.

**11. ADJOURNMENT****Res#: 60/16**

Moved By: N. Mann

Seconded By: D. Marchisella

That the meeting be adjourned at the hour of 5:02 P.M.

Carried



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1 HORNE WALK SUITE 101, ELLIOT LAKE, ON, P5A 2A5

November 16, 2016

Elliot Lake Waterfront Committee  
Ashton Vlahovich  
City of Elliot Lake

Greetings

Please accept this as official notice of my resignation. Unfortunately I am not able to fulfill the time commitment at this point and in the foreseeable future. Therefore, I feel that resigning is the best option for me and for the committee.

It has been my pleasure to volunteer on the Waterfront Committee for the past three years.

Thank you

A handwritten signature in blue ink, appearing to read 'DM' followed by a horizontal line.

Donna Chis Morris



The Corporation of the City of Elliot Lake

***Staff Report EDC 2017-03***

Report of the **Economic Development Coordinator**

**RE: WATERFRONT DEVELOPMENT PROJECT**

**OBJECTIVE**

To provide information to Council with respect to the waterfront development project proposed for the Elliot Lake boat launch area.

**RECOMMENDATION**

That Staff Report EDC2017-03 of the Economic Development Coordinator dated February 15, 2017 be received;

And that the Economic Development Standing Committee recommend to Council to support an application for funding to NOHFC and FedNor for the Waterfront Development Project on Elliot Lake.

Respectfully Submitted

Approved

Ashten Vlahovich  
Economic Development Coordinator

Wendy Rowland  
Director of Community Services

February 15, 2017

## BACKGROUND

The waterfront development project began as an idea presented by Mr. Tom Turner to the Economic Development Advisory Committee. EDAC supported the idea of the project and created an adhoc committee to continue to work on developing the plan. At the June 23, 2014 Council meeting; resolution 257/14 was passed;

“That the Waterfront Enhancement Project dated May 2014 prepared by the Economic Development Advisory Committee be approved in principle, as recommended by the Economic Development Committee in their Resolution No. 19/14 dated June 17, 2014.”

The approval was given by Council in principle as detailed cost estimates were unavailable at that time. Since the approval in principle, Mr. Turner and members of EDAC have continued to work on the project.

As the Economic Development Committee structure changed in 2015, the waterfront development project was assigned as a working group in January 2016 by the Economic Development Standing committee in resolution 03/16:

“That the Economic Development Standing Committee creates a working group for the Waterfront Development Project”. This assigned dedicated staff and specific terms of reference for the working group.

The working group has met numerous times throughout the last 13 months, and in order to determine feasibility of the project and a funding model, has commissioned preliminary budget estimates for construction and engineering.

## ANALYSIS

The Waterfront Development Project encompasses a 50 metre, fully accessible permanent fishing pier structure located at the Elliot Lake Boat launch. This project had previously been reviewed by the Municipality as part of the HWY 108 Corridor Study, although it was for a pier about half the size at 25 metres. During this study, geotechnical and bathymetric surveys were completed to 25M and are still available.

A preliminary budget estimate for the pier project +/- 25% came in at \$1,100,000. This budget estimate does provide detail to allow the Municipality to submit an application; however the working group noted that it would be beneficial to have a cost estimate with a more refined accuracy window as the project scale is large.

To provide a more accurate budget estimate for the pier project, pre-engineering services would be required. This would include more detailed design, bathymetric and geotechnical surveys for the additional 25 metres, as well as consultation with ministries to determine environmental reporting requirements/permits. Pre-engineering costs would be significant to the municipality at this time; however they are considered an eligible cost of the project and may be considered in the funding applications.

As this project aligns with the Boardwalk Replacement Project being planned by the Infrastructure Services Department; staff has kept in constant contact with the Director of Infrastructure Services and has reviewed the opportunity of connecting both projects into one.



## LINKS TO STRATEGIC PLAN

The waterfront development project aligns with multiple action items of the 2015 Strategic Plan including;

- Explore eco-tourism and geo-tourism possibilities and challenges as part of a tourism package
- Provide activities that promote healthy lifestyles through recreation for all age groups

The waterfront development project also aligns with the Economic Development & Diversification Strategy, Goal 3: Nurture the Built Environment

- Beautification of Nodal Points - Implement urban design and landscape standards on HWY 108 and Hillside Drive.

## SUMMARY

Administration recommends that the Council approve and support an application to NOHFC and FedNor for the Waterfront Development Project which would encompass the Boardwalk Replacement Project. Although the project is large scale, it would allow the municipality to leverage funding for a capital project that promotes tourism and recreation within the community.

There is an opportunity to potentially leverage funding up to 90%, which would require 10% contribution from the Municipality. As there are budgeted funds for the Boardwalk Replacement Project there would be access to funding to meet the contribution requirement.

# Report of the Economic Development Coordinator

**February 2017**

**CITY OF ELLIOT LAKE**

# Report from the Economic Development Coordinator

February 2017

## The Business Incubator

The Business Incubator project had been in operation for 2 years; and as a project funded by FedNor and the City of Elliot Lake, the project had met its terms and most of its objectives and has been completed. The Business Incubator had specific performance measurements and statistics were recorded, as well as to participated in Tradeshows and delivered retail events. The Business Incubator was staffed with a Business Coach supporting established business primarily in the retail sector and emerging new enterprises.

## Completed Training

- Business Retention and Expansion
  - Best practices for working with local business to increase success for both the businesses and community
- International Economic Development Council Training – Entrepreneurial and Small Business Development
  - 2 day training in Toronto with topics that included: Assisting Growth Companies; Rural Entrepreneurship; Finance and Equity Options; Incubator Support; Role of EDO
- Interesting outcome: The Business Incubator's virtual collaborative model is viewed as a future trend and had the opportunity to discuss the model's success to other attendees in session
- May 2016 – Year 1 – Fundamentals of Economic Development – University of Waterloo

## Collaboration and Communications

- Christmas message sent to all contacts
- Social media promotion of client event

## Events/Workshops

- Referred tax planners to other organizations to coordinate potential tax seminar.
- Small Business Health and Safety – January 25, 2017

Business launches now in operation include are categorized as the following: 1 agricultural (honey producer), 1 manufacturing (steel), 1 healthcare, (dermatology) 4 arts (artisans), 11 contractors (home reno/maintenance), 3 entertainment (DJ, film production, sports), 5 food service (restaurants, takeout/catering), 13 retail (Esthetician, Consignment, Coffee vendor/supplier, Deli, Hair Salon, Memory lockets etc, Movers, Confectionary/Smoke Shop, Coffee Shop, Candy Store, General Merchandise, Party Supplies, Women's Fashions, Wool), 25 service (includes personal trainers, cleaners, virtual assistants, health and safety services, delivery services, port-a-potties, seniors support & concierge services, speakers, online portal services, counseling services and sales and marketing agents), 2 technology, 1 transportation.

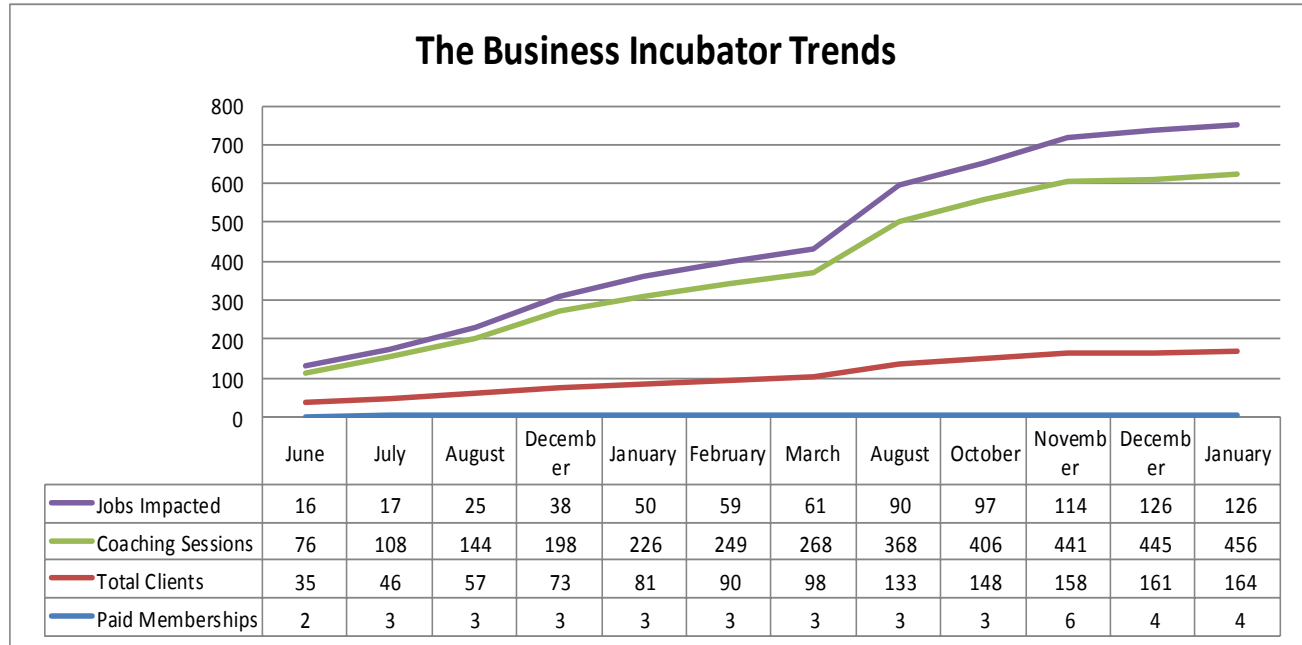
## Performance Measurements



### Monthly Results - January 2017

	December	January	Growth	Percentage Change
<b><u>Memberships</u></b>				
Virtual office	4	4	0	-
Frequent User	1	1	0	-
<b><u>Cienteles</u></b>				
Total Clients	161	164	3	2%
Clients Operating	67	67	0	0%
Resource only /on hold	7	6	-1	-
Planning/referrals	74	78	4	5%
Closed	2	2	0	0%
Archived	11	11	0	0%
<b><u>Sector Analysis of Clients</u></b>				
Agriculture	2	2	0	-
Arts/Entertainment	10	10	0	0%
Contractor	14	14	0	0%
Education	1	1	0	-
Food Service	13	13	0	-
Health	4	4	0	-
Home Based	3	3	0	-
Manufacturing	3	3	0	0%
Non-Profit	1	1	0	-
Real Estate/Property Management	2	2	0	-
Retail	30	31	1	3%
Service	55	56	1	2%
Social Enterprise	2	2	0	-
Technology	6	7	1	17%
Tourism	5	5	0	-
Transportation	4	4	0	-
Uncategorized	6	6	0	-
<b><u>Sessions</u></b>				
Coaching/Support	445	456	11	2%
Peer Learning Social	0	0	0	-
Paro Info Session	17	17	0	0%
Downtown Block Party (vendors)	64	64	0	0%
Hometown Christmas Campaign	28	40	12	43%
<b><u>Workshops</u></b>				
Business Tax Workshop	14	0	-14	-
EBusiness Workshop - BR	2	0	-2	-
eBusiness Workshop - EL	11	0	-11	-
Idea Generation	0	0	0	-
OTF Info Session	32	0	-32	-
SENO Information Session	10	0	-10	-
Social Media Marketing	11	0	-11	-
Business Planning	15	0	-15	-
Social Enterprise 101 / Funding	19	0	-19	-
Customer Service	28	0	-28	-
Entrepreneurship (SRFN)	3	0	-3	-
Funding Information Session	31	0		
Succession Planning	14	0		
<b><u>Jobs</u></b>				
Full Time Created	66	66	0	0%
Part Time Created	31	31	0	-
Full Time Maintained	25	25	0	0%
Part Time Maintained	4	4	0	0%
<b><u>Funding</u></b>				
Obtained by Clients	\$ 30,750.00	\$ 30,750.00	\$ -	0%

## Trends



## Community Planning Intern

The Community Planning Intern has been working with the City of Elliot Lake since September 2014, and is currently on contract with the City. The Community Planning Intern is working on community development initiatives through implementation of action items listed under 'Goal#2: Building a Network of Networks' and 'Goal #6 Making Aging in Place a Reality' of the Economic Development & Diversification Strategy.

### Committees

- Recording secretary to the Seniors Advisory Committee, City staff resource to the Age Friendly Working Group, and member of the Seniors at Risk Committee.

### Age Friendly Action Plan

- The Community Planning Intern has completed the draft Age Friendly Elliot Lake 5 year Implementation Action Plan and Report to the Community in conjunction with the Age Friendly Working Group. The final step before bringing it to committee is reviewing with City Staff. The Action Plan and final Report will be presented to EDC in March and recommending that both documents be forwarded to Council for review approval.

### Other Responsibilities

- Training plan to attend Economic Development Year 2 training through the University of Waterloo
- Assisting with two CIP applications
- Part of the Northern Ontario Age Friendly Network. Every other month there is a teleconference between northern Ontario communities perusing Age Friendly initiatives and updates and suggestions are given to those that are a part of the Network
- Took part in a telephone conference for research being conducted through The Ontario Seniors' Secretariat, who has partnered with the Universities of Waterloo, Queen's, and Huntington/Laurentian, the Ontario Interdisciplinary Council on Aging and Health (OICAH) and the Seniors Health Knowledge Network (SHKN) to administer the Age-Friendly Community (AFC) Outreach Initiative to support communities, including age-friendly grant recipients, to develop plans, programs and environments that enable seniors to live healthy, active and meaningful lives. Through consultations with age-friendly communities, we are seeking to identify common successes and challenges. This information will guide the development of new processes and resources to support AFC activities
- Participate in many Age Friendly and Aging in Place related webinars
- Assistance with research, funding applications and claims as requested by Economic Development Coordinator

## Economic Development Coordinator

### Committees

- EDC
  - ELCLC Minutes and reporting to EDC
  - Resource to working groups
- SAC
  - Resource to Senior's Advisory Committee
- CLC
  - Resource to Community Liaison Committee
- Drag Race Committee - Resource

### Projects

- **Fox Drive Servicing Project**
  - 'Anchor' tenant as made a proposal to purchase property
  - Amendment request being completed to NOHFC to amend funding model as FedNor is not funding the project
  - Looking to start in spring
- **Mississagi Park Infrastructure Upgrade Project**
  - Structural review complete and tender documents will be received by February 28, 2017 and then will issue tender for work to be completed
  - Purchasing started for other infrastructure equipment upgrades
  - Work permits to be received through Ontario Parks.
- **Investment Readiness**
  - Community Profile updated through McSweeney and Associates
  - Land profile completed with Working Group and ELNOS Project Coordinator
  - Land policy created for economic development purposes
  - Working group to look at developing incentive program for industrial commercial investment as per terms of reference.
  - Update of CDIM model underway with Econometrics Research Ltd.
- **Project 150 - Legion Project**
  - Application of funding completed and submitted
  - Drawings of buildings obtained, met to review business plan and potential costs for renovation of potential site
  - Met to determine work plan to bring forward the request for a specific building

## Continued Investment Facilitation/Inquiries

- 3 – Residential / Assisted Living /Long term care
- 2 – Manufacturing
- 2- Tourism/Lodging
- 1 for land lease for communications infrastructure
- 1 Funding request approved from CIP, 2 Pending approval and 3 more requests for information on CIP

## Working Groups:

- **Age Friendly:** The Age Friendly Working Group met:
  - February 4<sup>th</sup>, 2016
  - July 26<sup>th</sup>, 2016
  - November 10<sup>th</sup>, 2016
  - January 24<sup>th</sup>, 2017
  - February 7<sup>th</sup>, 2017

The working group has assisted City Staff in completing the draft Age Friendly Elliot Lake Action Plan and Report to the Community. The working group may dissolve in March 2017 after the presentation of the Age Friendly Action Plan, or the terms of reference may be extended for implementation if needed.

- **Small Business Improvement:** As the working group has met and made recommendations for amendments to the CIP it has met one of the objectives in the terms of reference. The next project for the working group is to review the opportunity of undertaking a Business Retention and Expansion Project. The working group is set to meet on February 28, 2017 should members be able to meet that day. Staff has had initial training but require additional to complete the courses. The working group will look at training offered and where funding may be available; government or partnerships, as well as review the last BR+E project and identify resources to sit with working group for the project.
- **Investment Readiness/Attraction:** The working group developed at Commercial Industrial Land Profile that will be forwarded to Council March 13. Since the approval of the profile at EDC staff as worked, with external assistance, to develop a land policy for the purpose selling properties identified in the Profile. This was completed to reflect pricing strategy and convene more accessible way to purchase/sell land. The policy will be brought to bylaw and planning Committee March 6 and if at the will of the committee, to Council March 13<sup>th</sup>. As there is currently one volunteer member on this working group we will be issuing an ad to add 1-2 more volunteers to the group. As per the Terms of Reference; the next project for the Working Group will be to investigate and develop a Commercial Industrial Community Improvement Plan to provide incentives for commercial/industrial investment as an attraction component for small to medium enterprise.
- **Waterfront Development:** Working group has met several times in 2017 to review cost estimates and pre engineering cost estimates for the Pier Project. A staff report with a recommendation from the working group to proceed with funding applications will allow the project to continue to move



forward. If approved the working group will work on Phase 1 of the funding application and proceed to research and obtain detailed information for Phase 2 funding applications.

**Community  
Liaison Committee**



**Comité de liaison  
communautaire**

*Learning More About Canada's Plan for the  
Long-Term Management of Used Nuclear Fuel*

*Apprendre davantage sur le plan du Canada pour la  
gestion à long terme du combustible nucléaire irradié*

January 19, 2017

Economic Development Committee  
c/o Mr. Scot Reinhardt, Chair  
45 Hillside Drive North  
Elliot Lake, ON P5A 1X5

**RE: COMMUNITY LIAISON COMMITTEE – MINUTES OF DECEMBER 13, 2016**

At the regular meeting of the Community Liaison Committee held Tuesday, January 17, 2017 the following resolution was passed with respect to the above noted matter.

**Resolution 01/17**

**“That the minutes of December 13<sup>th</sup>, 2016 be accepted and be forwarded to the City of Elliot Lake Economic Development Standing Committee for information purposes.”**

Carried

Yours very truly,

Brenda Lackie, Secretary  
Community Liaison Committee  
/bl



## COMMUNITY LIAISON COMMITTEE MINUTES

TUESDAY, DECEMBER 13<sup>TH</sup>, 2016

2<sup>ND</sup> FLOOR MEETING ROOM, WHITE MOUNTAIN BUILDING

### Present

E. Pearce, Chair  
C. Gunning, Vice Chair  
R. Racine, Member  
C. Giroux, Member  
P. Stirling, Member  
S. Pomerleau, Member  
P. Torrance, Member  
D. Marchisella, Mayor and Ex Officio  
C. Nykyforak, Member/Councillor

B. Lackie, Secretary / CLC Coordinator  
N. Sandberg, Relationship Manager, NWMO  
T. Olsen, NWMO Community Liaison Manager  
M. Krizanc, NWMO

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### Regrets

R. deBortoli, Member  
D. Matheson, Member  
W. Elliott, GM ELNOS  
J. Renaud, CAO  
A. Vlahovich, Ec. Dev. Coordinator  
R. Hatfield, Aboriginal Relations, NWMO  
R. Holden, Aboriginal Relations, NWMO  
T. Weber, Social Research Associate, NWMO

The meeting was called to order at 6:30 p.m. by the Chair.

The Chair noted that all members were present except for Rob deBortoli, who sent his regrets, and Dave Matheson, who did attend the meet and greet social at 6PM but had to leave early.

### **CONFLICT OF INTEREST**

Member Ray Racine declared a conflict of interest on item #7, the budget.

### **MINUTES OF THE PREVIOUS MEETINGS**

Moved by: Pat Stirling

Seconded by: Dan Marchisella

**“That the minutes of November 15<sup>th</sup>, 2016 be accepted and be forwarded to the City of Elliot Lake Economic Development Standing Committee for information purposes.”**

Carried

### **Resolution 44/16**

### **CHAIR’S REPORT**

The Chair thanked everyone who attended the meeting that evening including representatives from Blind River, Township of the North Shore and Spanish.

The Chair and NWMO representative Tammy Olsen made a presentation to the City of Elliot Lake’s Youth Council on Monday, December 12<sup>th</sup>. The meeting was interesting with good suggestions made by the youth members.

### **CORRESPONDENCE**

None

### **BUDGET**

Moved by: Cherry Gunning

Seconded by: Paul Torrance

**“To receive the Community Liaison Committee financials dated November 30<sup>th</sup>, 2016 as presented.”**

Carried

**Resolution 45/16**

#### **NWMO REPORT TO THE COMMITTEE**

Norman Sandberg reported that more information regarding the document “Planning for the APM Project: Early Investments in Educations and Skills” that was presented at the November CLC meeting will be forwarded to the committee early in January 2017. Norman also introduced the other two NWMO representative who were present at the meeting.

Tammy Olsen reviewed the NWMO activities in the region, as well as, in Elliot Lake.

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

Cherry Gunning reviewed the 2017 Elliot Lake CLC Learning Plan and Norman Sandberg mentioned that the NWMO will also be bringing forward to the CLC a list of speakers and topics that they would like to present in 2017. She asked that CLC members bring forward other topics they would like to see added to the document. She also reminded the public that they can as well as topics that they would like the CLC to pursue and to contact the Coordinator with their ideas.

The Chair noted, with thanks to member Nykyforak’s suggestion, that in 2017, business cards will be ordered for ELCLC members. The business cards will contain the member’s name on one side of the card and the office and coordinator’s contact information on the other side. Ray Racine asked if the cards can be made bilingual.

The meeting dates were reviewed for 2017. The third Tuesday of each month will continue to be the Elliot Lake CLC’s meetings. It was noted that there was a typo in the agenda and that the meetings are not held on the 3<sup>rd</sup> Thursday of every month, but in fact, will be held on the 3<sup>rd</sup> Tuesday of each month. The meeting dates are subject to change based on quorum and availability of guest speakers.

#### **REPORT FROM THE CLC COORDINATOR**

Moved by: Ray Racine

Seconded by: Christian Giroux

**“To receive the Community Liaison Committee Coordinator December 13, 2016 report as presented.”**

Carried

**Resolution 46/16**

#### **ADDENDUM**

None.

#### **SCHEDULING OF NEXT MEETING**

The next regularly scheduled ELCLC meeting will be on Tuesday, January 17, 2017 at 6:30 PM in the 2<sup>nd</sup> floor meeting room, White Mountain Building.



**PUBLIC PRESENTATIONS**

None

**PUBLIC QUESTIONS**

None

**ADJOURNMENT**

Moved by: Pat Stirling

Seconded by: Sirje Pomerleau

**"That the meeting adjourns at the hour of 6:49 pm."**

Carried

**Resolution 47/16**