



## **Minutes**

### **Economic Development Advisory Committee**

#### **Regular Meeting**

May 30, 2018

7:30 am

Council Chambers, Town Hall

Members Present: Cathy Forster  
Deb Hotchkiss  
Andrew Atlin  
Council Present: Al Strathdee, Carey Pope  
Staff Present: Kelly Deeks-Johnson, Economic Development Manager  
Absent: Matt Staffen, Tammy Adkin

#### **1. CALL TO ORDER**

The Chair called the meeting to order at 7:36 am.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Cathy Forster

**Seconded By** Carey Pope

THAT the May 30th EDAC agenda be accepted as presented.

**CARRIED**

#### **5. ACCEPTANCE OF MINUTES**

**Moved By** Al Strathdee

**Seconded By** Cathy Forster

THAT the April 25th EDAC minutes be approved and signed by the Chair.

**CARRIED**

## **6. BUSINESS ARISING FROM MINUTES**

A. Atlin noted that there have been a few cases on the news of cyber-attacks and that his personal business experienced this threat. He would like EDAC to look at hosting a community info session about cyber-attacks. K. Deeks-Johnson will connect with Quadro about leading this session.

## **7. NEW BUSINESS**

### **7.1 Goals for EDAC for remaining term**

D. Hotchkiss noted an important focus would be keeping people here to live and work. A. Atlin would like to see quarterly meetings with all business owners and talk about progress.

The committee also discussed the role of the BIA and its role with economic development.

The Chair asked members to develop five recommendations to council for the remaining term and these will be discussed at the next meeting.

### **7.2 Sale of Shepherd's Gourmet Dairy to Saputo**

#### **7.2.1 EDAC procedure for welcome and congratulations**

The committee agreed to a process for acknowledging the changeover through a letter welcoming Saputo, signed by Mayor and CAO. Letter will include important contacts and information for their records.

### **7.3 Report on building and development**

The Chair requested quarterly correspondence for building and planning.

## **8. Other Business**

D. Hotchkiss informed the committee that Partners in Employment offers training incentives. The Chair noted that this information is unknown to many. These incentives provide funds to businesses. They have \$22, 000 annually to give out, about \$4,000 per business. And employers can get new staff and receive funding for hiring people who need training.

## **9. UPCOMING MEETINGS**

The committee decided to meet earlier to discuss recommendations. Date has been changed to June 13 at 7:30 am in Council Chambers.

**10. ADJOURNMENT**

**Moved By** Carey Pope

**Seconded By** Cathy Forster

THAT this meeting of EDAC be adjourned at 9:00 am.

**CARRIED**

---

Chair Atlin