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Economic Development Task Force EDTF#03-17

**Wednesday, October 4, 2017
1:30 p.m.**

Minutes

A meeting of the Economic Development Task Force was held on Wednesday, October 4, 2017 at 1:30 p.m. in the Mayor and Council Boardroom with the following members of the Task Force in attendance:

Councillor Chan (Chair)
Mayor Barrow
Regional and Local Councillor Spatafora
Councillor Cilevitz

Regrets:

Councillor Muench

Staff:

G. Manderson, Director, Strategic Initiatives
G. Sue, Manager, Economic Development
M. Jedinak, Coordinator, Economic Development Programs
B. Osler, Coordinator, Economic Development Programs
J. Gedge, Small Business Consultant
A. Horghidan, Small Business Consultant - Youth Program
K. Hurley, Council/Committee Clerk

Adoption of Agenda

Moved by: Regional and Local Councillor Spatafora

That the agenda be adopted as distributed by the Clerk.

Carried Unanimously

Disclosures of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest by members of the Task Force under the *Municipal Conflict of Interest Act*.

Minutes of Previous Meeting

1. Minutes – Economic Development Task Force meeting EDTF#02-17 held on April 12, 2017

Moved by: Mayor Barrow

That the minutes of the Economic Development Task Force meeting EDTF#02-17 held on April 12, 2017, be adopted.

Carried Unanimously

2. Extracts – Council meeting C#14-17 held on April 24, 2017

Moved by: Mayor Barrow

That the extracts from Council meeting C#14-17 held on April 24, 2017 regarding the Economic Development Strategy Update Final Report (Staff Report SRCAO.17.09), Funding for The Richmond Hill Centre for High-Tech Business Development (Staff Report SRCAO.17.10), and Expanding CAO's Delegated Authority to be able to enter into a lease agreement with The Richmond Hill Center for Hi-Tech Business Development (Staff Report SRCAO.17.13), be received.

Carried Unanimously

Scheduled Business

3. Good News – Presentation by Gwen Manderson, Director, Strategic Initiatives

Gwen Manderson, Director, Strategic Initiatives, highlighted various “Good News Stories” regarding Richmond Hill Businesses as detailed in the correspondence distributed at the meeting.

Moved by: Regional and Local Councillor Spatafora

That the presentation by Gwen Manderson, Director, Strategic Initiatives, regarding Good News, be received.

Carried Unanimously

4. Small Business Enterprise Centre Activities Update – Presentation by Jessica Gedge, Small Business Consultant, and Alexandru Horghidan, Small Business Consultant

Jessica Gedge, Small Business Consultant, provided an update on the Small Business Enterprise Centre including their core focus areas, Summer Company, and Starter Company/Starter Company Plus. She provided additional details on the core focus area of client support; reviewed the 2017 Marketing Plan, spring and fall 2017 seminar sessions, and partnerships; and highlighted success stories.

Alexandru Horghidan, Small Business Consultant, highlighted successes of the Summer Company program and advised that \$48,000 in grant money had been given out, and a total of 16 businesses were launched. He advised that Starter Company had been replaced by Starter Company Plus, noted the changes in the program, and highlighted both the success stories and the impact of Starter Company.

Members of the Task Force inquired about the success rate of the businesses that got their start through Starter Company, how the program was funded, and the requirements to take part in the program.

Moved by: Regional and Local Councillor Spatafora

That the presentation by Jessica Gedge, Small Business Consultant, and Alexandru Horghidan, Small Business Consultant, regarding the Small Business Enterprise Centre Activities Update, be received.

Carried Unanimously

5. Creative Industries Symposium – Presentation by Martina Jedinak, Coordinator, Economic Development Programs

Martina Jedinak, Coordinator, Economic Development Programs, advised of the upcoming 7th Annual Creative Industries Symposium to be held on November 7, 2017 at the Richmond Hill Centre for the Performing Arts, and reviewed the agenda for the day including keynote speaker Stuart Knight, concurrent sessions, and Creativity Connected Awards. M. Jedinak noted that registration for the event was still open.

Members of the Task Force inquired about the availability of Wi-Fi at the Richmond Hill Centre for the Performing Arts and other Town owned facilities.

Staff confirmed that the Creative Industries Symposium would be livestreamed from the Town of Richmond Hill website.

Moved by: Councillor Cilevitz

That the presentation by Martina Jedinak, Coordinator, Economic Development Programs, regarding the Creative Industries Symposium, be received.

Carried Unanimously

6. Story Map Vacant Land Inventory Demonstration – Presentation by Brenda Osler, Coordinator, Economic Development Programs

Brenda Osler, Coordinator, Economic Development Programs, provided members of the Task Force with a demonstration of the functionality of the Story Map Vacant Land Inventory, an interactive GIS based software, and advised that the Vacant Employment Land Inventory brochure had since been reinvented using the Story Map software.

Members of the Task Force provided positive feedback regarding the Story Map Vacant Land Inventory software and inquired if an announcement would be made to advise businesses that this technology was now available.

Moved by: Regional and Local Councillor Spatafora

That the presentation by Brenda Osler, Coordinator, Economic Development Programs, regarding the Story Map Vacant Land Inventory Demonstration, be received with thanks.

Carried Unanimously

7. Downtown Village District Wayfinding Strategy – (Staff Report SRCAO.17.24)

Gwen Manderson, Director, Strategic Initiatives, provided an overview of the information and recommendations contained in staff report SRCAO.17.24 regarding the Downtown Village District Wayfinding Strategy.

General discussion ensued regarding the role of the Village of Richmond Hill Business Improvement Area (BIA) in marketing and promoting the downtown village district as a local attraction.

Moved by: Mayor Barrow

That staff report SRCAO.17.24 regarding the Downtown Village District Wayfinding Strategy be received.

Carried Unanimously

Date of Next Meeting

The next meeting of the Economic Development Task Force will be at the Call of the Chair.

Adjournment

Moved by: Councillor Cilevitz

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 2:20 p.m.