



**RichmondHill.ca**

## **Economic Development Task Force EDTF#01-18**

**Wednesday, June 13, 2018  
1:30 p.m.**

### **Minutes**

A meeting of the Economic Development Task Force was held on Wednesday, June 13, 2018 at 1:36 p.m. in the Mayor and Council Boardroom with the following members of the Task Force in attendance:

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

#### **Regrets:**

Councillor Muench

#### **Staff:**

N. Garbe, Chief Administrative Officer  
S. Baker, Commissioner of Community Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
G. Manderson, Director, Strategic Initiatives  
G. Sue, Manager, Economic Development  
M. Jedinak, Coordinator, Economic Development Programs  
B. Osler, Coordinator, Economic Development Programs  
F. Niroui, Small Business Consultant  
A. Horghidan, Small Business Consultant - Youth Program  
L. Sampogna, Council/Committee Clerk

Mayor Barrow (Vice-Chair) assumed the Chair at 1:36 p.m.

### **Adoption of Agenda**

Moved by: Councillor Cilevitz

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#03-17 held on October 4, 2017**

Moved by: Regional and Local Councillor Spatafora

That the minutes of the Economic Development Task Force meeting EDTF#03-17 held on October 4, 2017, be adopted.

Carried

### **2. Extracts – Council meeting C#36-17 held on October 23, 2017**

Moved by: Councillor Cilevitz

That the extracts from Council meeting C#36-17 held on October 23, 2017 regarding Staff Report SRCAO.17.24, Downtown Village District Wayfinding Strategy, be received.

Carried

Councillor Chan (Chair) assumed the Chair at 1:38 p.m.

## **Scheduled Business**

### **3. Good News – Presentation by Graham Sue, Manager, Economic Development**

Graham Sue, Manager, Economic Development, highlighted various “Good News Stories” regarding Richmond Hill Businesses as detailed in the correspondence distributed at the meeting.

Moved by: Mayor Barrow

That the presentation by Graham Sue, Manager, Economic Development, regarding “Good News Stories”, be received.

Carried

#### **4. Economic Development Strategy Annual Implementation Update – (Staff Report SRCAO.18.09)**

Graham Sue, Manager, Economic Development, provided an update on the Economic Development strategy implementation including the vision, goals and action plan of the strategy. He reviewed the economic context and progress on the implementation of immediate priorities for each of the 4 Goals and highlighted other initiatives for 2018. G. Sue concluded the presentation by reviewing next steps to begin investigation and/or implementation of the short-term actions identified in the Economic Development strategy.

Members of the Task Force extended appreciation to staff for their contributions toward the Community Improvement Plan (CIP), inquired about the feedback received from the business community, suggested Economic Development staff have discussions with realtors as part of the CIP promotion for vacant employment lands, and to consider including the DDO as a location in support of the placemaking initiative. Members advised of vacant employment space being available in the Town and yet finding suitable space was difficult, inquired whether businesses could retrofit space, and whether the Town was required to carry a certain amount of employment lands.

Members of the Task Force noted concern with many young people finding the Richmond Hill community unaffordable and that staff find incentives for affordable housing for a balanced community. Members expressed the importance of attracting the younger generation, as the community has an aging population, and the need to capitalize on regional post-secondary assets in order to attract and retain local and international students as part of Richmond Hill's future workforce.

Discussion ensued regarding enabling the growth of technology-based businesses and industries, the need to be aware of available properties and the broadband implementation plan.

Members of the Task Force acknowledged that Richmond Hill companies has been featured 45 times through YorkLink.ca since June 2017, and highlighted the success in supporting the Town's global connections and international presence with Netanya, Israel.

Moved by: Councillor Cilevitz

- a) That the presentation by Graham Sue, Manager, Economic Development, regarding the Economic Development Strategy Annual Implementation Update be received with thanks;
- b) That staff report SRCAO.18.09 regarding the Economic Development Strategy Annual Implementation Update be received for information.

Carried Unanimously

**5. Proposed Business Concierge Pilot Program – (Staff Report SRCAO.18.07)**

Graham Sue, Manager, Economic Development, provided an overview of the proposed Business Concierge Pilot Program. He reviewed models in other municipalities, the proposed pilot program for the Town, including eligibility criteria, duration of the pilot program, how the program works and the roles and responsibilities of staff.

Members of the Task Force provided positive feedback on the proposed Pilot Program and inquired how other municipal comparators were determined, whether there was any impact on the operating budget, how the eligibility criterion of a minimum of 35 full-time jobs was determined, and how smaller businesses were being supported.

Moved by: Councillor Cilevitz

Approved at the  
July 9, 2018  
Council meeting

**That the Economic Development Task Force recommends to Council:**

- a) That staff report SRCAO.18.07 regarding the proposed Business Concierge Pilot Program be received;**
- b) That staff be directed to implement the proposed Business Concierge Pilot Program identified in staff report SRCAO.18.07;**
- c) That staff report back to the Economic Development Task Force in 2019 at the conclusion of the Business Concierge Pilot Program on its success.**

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: Regional and Local Councillor Spatafora

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 3:01 p.m.