



**ECONOMIC DEVELOPMENT COMMITTEE
MINUTES**

**October 15, 2012 –1:00 PM
Council Chamber, Township of Perth South**

Members Present: Councillor Robert Wilhelm, Councillor Vince Judge, Councillor Walter McKenzie, Councillor Bob McMillan and Warden Ian Forrest

Staff Present: Bill Arthur, Chief Administrative Officer, Kristin Sainsbury, Economic Development Coordinator, and Pauline Walkom, Recorder/Administrative Support Clerk

ABSENT: None

GUEST: Cathy Bieman, General Manager, Perth County Visitors Association

1. CALL TO ORDER

Chairperson Robert Wilhelm called the meeting to order at 1:00 PM and verified quorum was present.

Carried

2. ADOPTION OF AGENDA

Moved by: Warden Ian Forrest

Seconded by: Councillor Vince Judge

THAT the Agenda for October 15, 2012 be approved as amended;

Carried

3. DECLARATIONS OF PECUNIARY INTEREST and general nature thereof
No Disclosures stated.

4. ADOPTION OF PREVIOUS MINUTES

Moved by: Councillor Walter McKenzie

Seconded by: Councillor Vince Judge

(Location of next meeting – Township of Perth South)

THAT the minutes of the September 17, 2012 Economic Development Committee meeting minutes be approved as amended.;

5. DELEGATIONS - NONE

6. REPORTS

6.1 Cathy Bieman, General Manager – Perth County Visitors Association

Cathy Bieman, General Manager for Perth County Visitors Association reviewed the proposed 5 year work plan and budget for Perth County Visitors Association.

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Funding and sources of other revenues for Perth County Visitor Association were discussed.

Cathy Bieman is now absent from meeting.

Motion by Warden Ian Forrest
Seconded by Councillor Walter McKenzie

THAT report prepared by Kristin Sainsbury, dated October 5, 2012 regarding the PCVA 5 year proposed work plan and budget be received; and

FURTHER that staff be directed to prepare a report to Council including the PCVA assessment report, work plan and budget, in accordance with the Committee resolution dated August 14, 2012;

Carried

6.2 Preliminary Budget Report – Economic Development

The following budget attachments were discussed and reviewed:

Table 1: Strategic Action plan

Table 2: Aggregated Budget

Table 3: Economic Development Operating Budget 2013-2015

Motion by Warden Ian Forrest
Seconded by Vince Judge

THAT the Economic Development Committee direct the Chief Administrative Officer (CAO) to formulate a draft position description for an Economic Development/ Communication staff person for consideration by the Human Resources (HR) committee for possible recommendation to Perth County Council;

Carried.

Moved by Councillor Bob McMillan
Seconded by Councillor Walter McKenzie

THAT report prepared by Kristin Sainsbury, dated October 5, 2012 regarding the 2013 Economic Development Budget be received as amended

Carried.

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6.3 Four County Labour Market Planning Board

Motion by Warden Ian Forrest
Seconded by Councillor Bob McMillan

THAT report prepared by Kristin Sainsbury, dated October 5, 2012 regarding the Skills Gap Study funding by the Four County Labour Market Planning Board be received and;

THAT up to \$5,000. be provided in support of the project from the 2012 County of Perth Economic Development Special Projects Budget; subject to Four County Labour Marketing Planning Board receiving the grant;

Carried.

6.4 Rural Economic Development (RED) Reports

Motion by Councillor Walter McKenzie
Seconded by Warden Ian Forrest

THAT report prepared by Kristin Sainsbury, dated October 5, 2012 regarding the Rural Economic Development (RED) final reporting be received; and

THAT staff be directed to forward this report and the attachments to Council;

Carried

Kristin Sainsbury, Economic Development Coordinator was directed to review purpose of companies using Employment Agencies for hiring staff.

6.5 Culinary Capers Bussing Request

Kristin Sainsbury reviewed the bussing request which would cover 250-270 students in 10 classes.

Moved by: Councillor Vince Judge
Seconded by: Councillor Bob McMillan

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THAT report prepared by Kristin Sainsbury, dated October 5, 2012 regarding the Culinary Capers be received;

Carried

7. **Correspondence –**
Moved by Councillor Vince Judge
Seconded by Councillor Walter McKenzie

THAT the minutes of West Perth Economic Development Committee meeting dated September 12, 2012; and

THAT the draft minutes of Township of Perth South Economic Development Committee dated September 25, 2012 be received;

Carried

8. **Other Business – None**

8.1 Meeting Dates for 2013

Kristin Sainsbury, Economic Development Coordinator will prepare 2013 dates for next meeting.

9. **CLOSED MEETING – NO CLOSED MEETING**

10. **REPORTING OUT FROM CLOSED MEETING - NONE**

13. **NEXT MEETING:** (Mon) December 17, 2012 at 10:00 AM at Township of Perth East

14. **ADJOURNMENT**
Motion by Councillor Vince Judge
Seconded by Warden Ian Forrest
THAT the meeting adjourn at 3:20 PM

Carried.

Councillor Robert Wilhelm, Chair

Pauline Walkom, Administrative Support
Clerk/Recorder