



Community Development Committee

MINUTES

Wednesday, November 25, 2020 at 3:00 pm

Meeting through ZOOM

PRESENT: Carma Williams, Chair
Michael Madden, Councillor
Jeff Manley, Councillor
Brenda Noble, Councillor
Gina Dragone, Community Representative
David Fillion, Community Representative
Rory Levert, Community Representative
Dean MacGillivray, Community Representative
Sarah Huskinson, Chief Administrative Officer / Clerk
Anne Leduc, Director – Community Services / Recording Secretary

REGRETS: None

1) **CALL TO ORDER**

The meeting was called to order at 3:01 pm by Carma Williams.

2) **DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest by the members present.

3) **ADDITIONS, DELETIONS OR AMENDMENTS**

None

4) **ADOPTION OF THE AGENDA**

Moved by: Jeff Manley

Seconded by: Rory Levert

THAT the agenda for the Community Development Committee for November 25, 2020 be adopted as presented.

Carried.

5) **ADOPTION OF THE PREVIOUS MINUTES**

Moved by: Brenda Noble

Seconded by: David Fillion

THAT the minutes of the October 28, 2020 Community Development Committee meeting be accepted as presented.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

None

8) AGENDA ITEMS

a. Development and Marketing Strategy

i. Action Table

The Committee members received the final Action Table for the Development and Marketing Strategy by email and no changes were made.

ii. Request for funding through 2021 Capital Budget

Council approved the request for \$80,000 to hire a Development and Marketing Coordinator for a period of one year to do the intensive work listed in the Action Table. The Job Description was reviewed by the Committee and minor modifications were made to the order of the responsibilities. The Job Description will be posted to the EDCO, AMTCO, the Glengarry News and a Real Estate magazine as soon as possible. The applications will be triaged by Staff but all applications will be forwarded to the Committee members for their comments. Interviews will be held with the Hiring Committee which is composed of Carma Williams, Gina Dragone, David Filion, Sarah Huskinson and Anne Leduc.

b. Educational Reform / School Boundary Working Group – Update

Mr. David Filion shared a conversation he had with Mayor Jamie MacDonald regarding the education reform. It seems that information was misinterpreted by some councillors at the SDG Council but at the conclusion of the meeting, it was decided that a consultant would be hired to move this process forward with a goal of creating Regional Strategy from information / guidelines from the municipalities and Province.

Mr. Jeff Manley indicated that he had obtained information from Erica on the GDHS Parent Council regarding new registrants to GDHS. The breakdown is as follows: from 24 grade 6 students from Maxville, 9 opted to go to GDHS. 8 high school students had a choice between Tagwi and GDHS – 6 went to Tagwi, 1 went out of the school board zone, and 1 to GDHS.

Mr. Dean MacGillivray mentioned that it would be important to obtain the number of children from the area that elected to go to Roxmore Public School for the French immersion program. This point was also affirmed by Mrs. Gina Dragone.

Mrs. Carma Williams highlighted that creating residential development in Maxville will have the benefit of increasing the number of students in Maxville and resulting in the need to bring French immersion to that school.

c. Alexandria Lagoon Project – Update

Ms. Sarah Huskinson shared the meetings held with different government officials and ministries over the last weeks and the plan to hold additional meetings with any ministry or official that would be supportive in moving the Alexandria Lagoon project forward. In preparation, Sarah will be meeting with the engineering firm who prepared the plans for the upgrade to discuss breaking down the project according to critical points that might meet the conditions for funding under this last round of Green Funding.

Sarah has asked the Planning and Public Works Departments to put together a timeline for the development of the lagoon project.

d. IHA – Update

Mrs. Sarah Huskinson has spoken with Mr. Steve Grieveson to obtain supporting documents on the Glengarry Village and Long Term Care Facility that would contain information on the number of units or beds, and the number of actual positions that would be created through this development.

At the last Council Meeting, the severance for the Long Term Care portion of the project was approved. IHA is now in a position to submit their application to the Ministry of Health and Long Term Care.

It was further explained that a way to ensure accountability for this project is through the site plan process. Staff will work with IHA to include an appropriate amount of time for questions and deliberations once the site plan is submitted to Council for review. No decisions will be made at the Council Meeting following the Public and Planning Meetings but rather a subsequent meeting.

It was highlighted how the IHA project and the Alexandria Lagoon project are closely knit together and that both supported and benefitted from each other.

e. Committee Calendar

Moved by: Michael Madden

Seconded by: Jeff Manley

THAT the calendar for Community Development Committee meeting dates be accepted as presented.

Carried.

9) **PENDING BUSINESS**

None

10) **CORRESPONDENCE/INFORMATION ITEMS**

f. Key Information Report – Economic Development Update

The report was submitted for review by the Committee regarding Community Improvement Plan, the Regional Incentives Plan, Business Retention and Expansion, Youth Retention, Branding Initiatives, Conferences, Training and Networking, Communications and various items. Staff shared the details regarding the SDG Radio Campaign and the proposed Shop Local Campaign that will be published the week of November 25th in the Glengarry News and in The Review. Also the Light Up North Glengarry initiative was highlighted as a great community spirit builder.

2) NEXT MEETING January 27, 2021 at 3 pm either by Zoom or at the Glengarry Sports Palace

3) ADJOURNMENT

The meeting was adjourned at 4:34 pm by Michael Madden.

Carma Williams
Chair

	Critical Step	Responsibility	Budget	Timeline	Comments
1a	Confirm Interest of Maxville Landowners to Pursue Subdivision Development <ul style="list-style-type: none"> Conduct due diligence with all landowners in Maxville with “subdivision-ready” land; be clear on the Township’s motivation and commitment; identify those to proceed with. 	Contract Employee	\$80,000 cost to hire contract employee \$5K – for incidentals / outreach (meetings, events, mileage)	Months 1 and 2	
1b	Country estate and infill properties in Alexandria, Maxville and other areas in North Glengarry <ul style="list-style-type: none"> Reaching out to the owners of larger vacant rural properties to gauge their interest in subdivision development. 	Contract Employee	No additional costs	Months 1 and 2	Follow similar process to the critical path identified for Maxville.
	<ul style="list-style-type: none"> Clarify the inventory of sellable infill properties 	Contract Employee	No additional costs	Months 1 and 2	
1c	<ul style="list-style-type: none"> List properties on “real estate” portal (possibly at Township level if not yet possible at Counties level). 	Contract Employee Support from SDG Counties	No additional costs	Months 1 to 12 Done in parallel with other projects	Portal can be an extensive undertaking and costly. Knowing that this is a possibility through the United Counties will save considerable time and money Portal costs would be shared with other townships & SDG

 - Represent Critical Steps for Maxville Subdivision

 - Represent steps that are accomplished alongside the Critical Steps for Maxville

	Critical Step	Responsibility	Budget	Timeline	Comments
2	Create Two Township Development Teams <ul style="list-style-type: none"> One team will consist of technical experts who will support the landowner and land developer in understanding the opportunities and challenges of the site which leads to a clear understanding of the site's development potential. Another team will consist of community-minded ambassadors who will be available to answer questions from potential home buyers about aspects of living in North Glengarry. 	Township staff in consultation with Community Development Committee Members	\$2K – to support Team members' and Ambassadors' travel and meeting costs	Months 1 and 2	<p>Early in the process – put together mandate for Ambassadors.</p> <p>Present report on creation of Technical Development Team and Community Ambassadors with proposed call for nominations to Council</p>
3	Develop a Prospectus and Secure Land Developer for subdivision <ul style="list-style-type: none"> Negotiate future activities and costs with landowner. 	Contract employee	No additional costs	Months 3 and 4	
	<ul style="list-style-type: none"> Develop prospectus. 	Contract employee	\$5K to design prospectus and external printing.	Months 4 to 6	
	<ul style="list-style-type: none"> Create list of potential land developers, communicate with them, and secure land developer. 	Contract employee	No additional costs	Months 1 to 6	
4	Initiate the Development Process for subdivision <ul style="list-style-type: none"> Support the completion of the Plan of Subdivision. 	Township staff , Technical Development Team & Contract Employee	No additional costs	Ongoing	
	<ul style="list-style-type: none"> Leverage marketing / promotions / public relations campaigns for subdivision development. 	Township Staff & Contract Employee	No additional costs	Ongoing	
5	Reaching out to Home Buyers & Real Estate Professionals for subdivision <ul style="list-style-type: none"> Negotiation with land developer on who does what when it comes to marketing, promotion and public relations. 	Contract Employee Township's broader support of living in North Glengarry is also highly variable and dependent on County support	TBD depending on developer	Months 6 to 2	Highly dependent on land developer's approach and their established in-house resources.

Other Steps	Responsibility	Budget	Timeline	Comments
<p>Alexandria subdivisions</p> <ul style="list-style-type: none"> Reaching out to the owners of larger vacant rural properties surrounding Alexandria to gauge their interest in subdivision development. 	<p>Contract Employee or Township Staff depending on timing</p>	<p>No additional costs</p>	<p>Dependant on lagoon upgrade</p>	<p>Follow similar process to the critical path identified for Maxville.</p> <p>Effort ramps up significantly once process enters step 3 of Critical Path</p> <p>Hard costs could be less or minimal if Maxville campaign has been successful and development interest is coming to North Glengarry.</p>
<p>Community Improvement Plan</p> <ul style="list-style-type: none"> Based on results, adapt Community Improvement Plan so it appeals to the target sectors. 	<p>Township Staff in consultation with the Arts, Culture and Heritage Committee</p>	<p>Recurring costs included in the operating budget</p>		<p>Must be completed prior to the end of 2021</p>
<p>Commercial gap analysis &</p> <ul style="list-style-type: none"> Prioritize the types of retail and services that the township could support at its existing population level and with more people once homes are built and occupied. 	<p>Third party analysis</p> <p>Post-study implementation/sales support will require significant staff time and budget of minimum \$5k</p>	<p>TBD</p>		<p>For the future if deemed necessary</p>