



Erin Economic Development Committee (EEDC)

Minutes of the Tuesday November 14<sup>th</sup>, 2023 Meeting, 6:30pm

Town of Erin – Conference Room

**Present:** Jessica Bailey (Chair), Jackie Robinson (Co-Chair), Chris Bailey (Secretary), Christian Piche, Sarah Prevette, David Spencer, Ashley Travassos Moniz, Councillor Cathy Aylard

**Regrets:** Alex Keller

**Absent:** n/a

**1. Call to Order**

The meeting was called to order at 6:33pm by Chair Jessica Bailey

**2. Approval of the Agenda**

Moved by: Christian Piche

Seconded by: Jackie Robinson

**3. Adoption of the Minutes from October 10<sup>th</sup>, 2023**

Moved by: David Spencer

Seconded by: Jacke Robinson

**4. Business Related to Committee Structure**

The Erin Economic Development Committee has received and accepted the resignation of member David Spencer, effective immediately. This will be David's final meeting – thank you for your contributions to our committee and the Erin community.

Moved by: Jessica Bailey

Seconded by: Chris Bailey

**5. Reports & Discussion Topics**

**5.1 Business Community Announcements & Updates**

- 5.1.1 *Erin Chamber of Commerce:*** the Chamber will be holding Window Wonderland retail shopping event on Nov 17<sup>th</sup> and their Holiday Mixer will be held on Nov 30<sup>th</sup>.

**5.1.2 Construction Liaison Group:** there have been very few changes to the construction aside from hitting bedrock which has slowed progress on tunneling. The goal is to restore Shaft 5 sooner than originally expected. Concerns regarding the impact on local businesses was discussed and a survey was suggested to seek feedback. On the trail, there will be a focus on restoring native species but this will take many years to achieve. The current tax base cannot afford to build the infrastructure to hook up existing residents without funding from higher levels of government and the Town is working on clear communication about this reality.

## **5.2 Council Update**

**5.2.1 Town Vacancies:** recruitment for a new CAO is underway with the RFP for a recruiter expected to be approved at the next Council meeting. The position for Economic Development Manager has been posted. A new Communications Manager has been hired.

**5.2.2 Wellington County BR&E Grant:** a request has been submitted for this grant, which will be used to hire an agency to work on messaging for Erin's Economic Development. This will use our work as a Committee as a foundation.

## **5.3 Economic Development Department – Monthly Brief**

n/a

## **5.4 EEDC 2024 Committee Budget**

**5.4.1 Committee Budget:** the Committee will submit a budget request of \$2000 for Select key initiatives that support the Town of Erin Economic Development Plan to be decided by the committee via vote.

Moved by: Jessica Bailey

Seconded by: Chris Bailey

## **5.5 EEDC Strategic Priorities**

**5.5.1 Presentation to Council:** we plan to present our work to Council early in 2024. Discussion was held on the connection between the work we have done as a Committee on Erin's Economic Development messaging and the process of hiring an agency to develop it. We need to ensure clear metrics are included as well as a connection to the Town's overall strategic priorities. Discussion was also held on meeting with the Town's new Communications Manager to discuss opportunities for inclusion in Town communication pieces.

**6. New Business**

n/a

**7. Next Meeting Date** – Tuesday December 12<sup>th</sup> at 6:30pm

**8. Adjournment** - 8:01pm

Moved by: Ashley Travassos Moniz

Seconded by: Sarah Prevetie