

## **Economic Development and Tourism Committee Meeting Minutes**

Date: April 26, 2023  
Time: 12:00 pm - 1:30 pm  
Location: Zoom

**Members Present**      **Mayor Bent**  
                                 **Deputy Mayor Gosse**  
                                 **Councillor Moores**  
                                 **Councillor Connors**  
                                 **Councillor Barrett**

**Staff Present**            **Jennifer Lake, Director of Economic  
Development and Tourism**

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### **1. Business Development**

#### **1.a Global Affairs Funding**

The Town has been successful in its application to the CanExport Community Investments Program through Global Affairs Canada. Funds have been received to offset costs associated with an analysis of renewable energy opportunities and gaps and a development of an action plan, funds that will contribute to staff attendance at two international energy events, and funds to offset costs associated with enhancing the Town's web resources. The total funding approved is \$34,502.50 which requires 50% matching funds. Matching funds are available within the Economic Development operating budget.

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to enter into a Contribution Agreement with Global Affairs Canada for funding through the CanExport Program for funding totalling \$34,502.50 to be used towards enhancement of investment attraction tools, marketing efforts and opportunity exploration.

**2. Tourism Development**

**2.a T’Railway Phase 4 - Active Transportation Fund**

Funding for 51% of the T’Railway Phase 4 Project has been allocated through the Infrastructure Canada Active Transportation Fund. This is a multi-year project and will include the replacement of the trestle at Seal Cove Pond in 2023 and T’Railway Development in 2024. As this was approved confidentially at the December 20, 2022 Committee of the Whole meeting until the public announcement could be made, a public resolution is now required.

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the acceptance of financing from Infrastructure Canada's Active Transportation Fund in the amount of \$711,458 to offset costs associated with the T’Railway Phase 4 Development Project.

**2.b T’Railway Phase 4 - Regional Development Fund**

Funding for 24% of the T’Railway Phase 4 Project has been allocated through the Provincial Department of Industry, Energy and Technology's Regional Development Fund. This is a multi-year project and will include the replacement of the trestle at Seal Cove Pond in 2023 and T’Railway Development in 2024. As this was approved confidentially at the December 20, 2022 Committee of the Whole meeting until the public announcement could be made, a public resolution is now required:

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the acceptance of financing from the Provincial Department of Industry, Energy and Technology's Regional Development Fund in the amount of \$338,107 to offset costs associated with the T'Railway Phase 4 Development Project.

**2.c T'Railway Phase 4 - Community Revitalization Fund**

Funding for 7% of the T'Railway Phase 4 Project has been allocated through the ACOA's Community Revitalization Fund. This is a multi-year project and will include the replacement of the trestle at Seal Cove Pond in 2023 and T'Railway Development in 2024. As these funds were approved confidentially at the March 29, 2022 Economic Development and Tourism Committee meeting until the public announcement could be made, a public resolution is now required:

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the acceptance of financing from ACOA's Community Revitalization Fund in the amount of \$100,000 to offset costs associated with the T'Railway Phase 4 Development Project.

**2.d T'Railway Phase 4 - Trans Canada Trail**

Funding for 5% of the T'Railway Phase 4 Project has been allocated through Trans Canada Trail. This is a multi-year project and will include the replacement of the trestle at Seal Cove Pond in 2023 and T'Railway Development in 2024. As this was approved confidentially at the March 14, 2023 Economic Development and Tourism Committee meeting until the public announcement could be made, a public resolution is now required:

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the acceptance of financing from Trans Canada Trail for funding totalling \$75,000 associated with the T'Railway Phase 4 Project.

**2.e T'Railway Phase 4 - Town Commitment**

During the Economic Development and Tourism Committee meeting of March 14, 2023, the Committee concurred with the approval of the Town's portion of Phase 4 of the T'Railway Development project at \$175,315 which constitutes 13% of the total project budget to come from Capital Out of Revenue over the next two years. As this was approved confidentially at the March 14, 2023 Economic Development and Tourism Committee Whole meeting until the public announcement could be made, a public resolution is now required:

The Committee concurred with the following recommendation:

**Recommendation:**

Be it so resolved that approval be given to ratify the approval of funding from the Town of Conception Bay South in the amount of \$175,315 to offset costs associated with the T'Railway Phase 4 Development Project. Funds will come from Capital Out of Revenue over the next two years.

**3. Sustainability**

**3.a Municipal Food Waste Program**

Staff had been approached to determine if the Town would be interested in being one of the participating municipalities to offer a pilot program to residents related to Municipal Food Waste. Following a discussion, the Committee expressed initial interest in this program and concurred to invite a representative from this program to an upcoming Committee meeting to discuss the initiative.

#### **4. Community Development**

##### **4.a Student Job Fair - Holy Spirit**

On May 4, Rotary Avalon Northeast in partnership with the two high schools in the Town are holding a job fair targeted to student employment for high school students. The event will take place at Holy Spirit High School from 8:30 am - 12 noon.

The Town's student employment opportunities will have gone through the hiring phase by this date however the Green Team application deadline is not until May 7. In addition, there are two, maybe four, positions with the Conception Bay South Parks Commission that will be accepting resumes over the coming weeks.

And finally, as a means to enhance students resumes, students will be encouraged to sign up through the Town's volunteer portal as a means to boost employability skills through a variety of volunteer opportunities.

Councillor Butler has indicated interest in attending the Job Fair on behalf of the Town.

Mayor Bent and Deputy Mayor Gosse joined the meeting at 12:24 pm.

#### **5. Departmental Report**

The Director discussed accomplishments and ongoing initiatives of the department with the Committee.

During this discussion, the Committee concurred to explore options and estimated costs associated with upgrading the pedestrian connectivity from 2570 Topsail Road to Chamberlains Park, via Chaytors Road.

#### **6. Visitor - Mind your Plastics**

Michelle Brake, Environmental Policy Analyst for Mind Your Plastic joined the meeting at 12:30 pm to talk to the Committee on a potential sustainability initiative and referenced municipalities across Canada who have taken steps to address plastic pollution.

The Committee discussed the contents of the presentation and were very interested in exploring opportunities within current municipal programs and

events with a goal of increasing mindfulness of plastic use across the organization. The Committee requested the Director discuss potential initiatives among senior management to support this mindset.

Ms. Brake left the meeting at 1:05 pm.

## **7. Economic Development and Tourism Committee Report**

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee meeting of April 26, 2023 be accepted as presented:

- Municipal Food Waste Program
- Student Job Fair - Holy Spirit
- Departmental Report
- Visitor - Mind Your Plastics

The meeting adjourned 1:30 pm.

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Councillor Connors, Chair

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Jennifer Lake, Director of Economic  
Development and Tourism