

**TOWN OF NORMAN WELLS
ECONOMIC DEVELOPMENT COMMITTEE**

Minutes

Scheduled Meeting for Tuesday, October 13th, 2020
Council Chambers and Teleconference @ 6:00 pm

Present:	Pascal Audet Jim Boyle- telephone Michael Duclos Kyle Wright	Councillor- Chair Councillor- Vice Chair Member Member
Absent:	Chris Chivers	Member
Administration:	Cathy Clarke Kayla Turner	Senior Administrative Officer Governance & Community Engagement Manager

1. **Call to Order** **6:05pm**
2. **Declaration of Conflict of Interest- NA**
3. **Review and Adoption of Agenda**

‘Be it resolved that the agenda of the Economic Development committee regular meeting, dated October 13th, 2020 is hereby adopted.’

Motion: **No. 20-05-01**
Moved by: **Member Duclos**
Seconded by: **Member Wright**

4. **Delegation- NA**
5. **Review and Adoption of Minutes – August 17th, 2020**

‘Be it resolved that the minutes of the Economic Development Committee regular meeting, dated August 17th, 2020 are hereby adopted.’

Motion: **No. 20-05-02**
Moved by: **Member Wright**
Seconded by: **Member Duclos**

6. New Business

- a) **Role of the Economic Development Committee as part of a municipal government**
 - The Committee expressed their frustrations with the overall function of the Economic Development Committee (EDC).
 - Members are frustrated that the Recreation Committee was able to hire a consultant when the EDC’s initial proposal to hire a consultant did not pass through Council.
 - Members have put in a lot of volunteer hours researching to advance the Committee with no results from their hard work.
 - Administration recognized this frustration and suggested that the Committee propose again to Council the need and benefits for hiring a consultant.
 - The EDC is eager, willing, and excited to make and impact in the Town of Norman Wells.

- Members would also like clear direction from Council on what they believe the goals are for this Committee.
- Administration will assist the EDC in creating a report to bring forward to Council that will represent the goals of Council's Strategic Plan.
- The EDC members expressed their desire to be tools to Councillors and other Committees regarding items that fall under the capacity of the Committee.
- The Committee acknowledges they need a By-Law, Committee Procedures, training, clear direction, and support to move forward as a successful Committee of Council.
- The Committee agreed that Council Reps and Members must advocate for a proposal with other Members of Council as well as the Mayor.
- The EDC feels strongly about keeping \$ in the Sahtu Region and the Town of Norman Wells to reinvest back into the local economy.
- The Committee would like to meet with Industry more regularly. Members believe a partnership with Imperial Oil would benefit the Committee and the Town of Norman Wells greatly.
- Members agreed that to move forward as a successful Committee better communication with Industry, Council, the Mayor, as well as Town Administration is required.
- Members would like to have a completed proposal to present to Council by November 3, 2020.
- The Committee expressed that they would like to be apart of the Regular Council Meeting call outs done when staff creates the agenda for Council Meetings

Action Items:

1. Consulting Proposal (5-10-20 year plan). Develop a proposal to submit to Council by November 3, 2020
2. Confirm dollar amount of funding available to Committee to hire consulting company (GTF/Roberta?)
3. Find previous proposal to Council to use as a guide to create new one.
4. Create clear, effective By-Law
5. Create clear committee procedures
6. Schedule regular meetings with Imperial Oil and other key stakeholders in the Community
7. Look into Committee training
 - b) What is within our reach?
 - i. Think Tank
 - ii. Promotion
 - iii. Marketing
 - iv. Sales
 - v. Incubation
 - vi. Summit
 - c) Economic Development Strategic Action Plan
 - d) Draft Community Plan
 - e) Long Term Recreation Plan Proposal
 - f) Norman Wells Strategic Plan
- 7. Old Business**
 - a) Gas Tax Allocations
 - b) Mandate & review of repealed Economic and Tourism Committee By-Law #00-10
 - c) Membership
- 8. Open Forum**
- 9. Adjournment 8:00pm**