# Petawawa Business Advisory Network logo

## Minutes

**In-Person Meeting, Petawawa ON
October 4, 2022**

**Present:**

Val Hyska
William Grandy
Richard McNishTheresa Sabourin (departed 10:15 am)Christina McFadden (arrived 9:30 am)

**Regrets:**Laura Hanek
Claude Tessier
Portia Hoffman Strang
Cindy Sell

**Also Present:**Christine Mitchell

## Welcome and Introductions

Val Hyska, Chair, called the meeting to order at 9:30 am.

## Approval of Agenda

Moved by Richard McNish

Seconded by Christina McFadden

That the agenda for the October 4, 2022 meeting of PBAN be approved.

**Carried**

## Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

## Approval of Minutes

Moved by William Grandy

Seconded by Theresa Sabourin

That the minutes of September 6, 2022, be approved.

**Carried**

## Old Business

### Business Grants/Programs and Resources

Christine reported that e-news documents of various topics and timely notices were created and circulated on the following dates: September 9th and 29th.

The following programs or resources are available to businesses and affiliate organizations.

1. The **BDC launches $500 million Thrive Venture Fund and Lab for Women:** This fund has three streams the Thrive Seed and Series A/B stream, the Thrive Lab, and the Thrive Indirect Investment Envelop. This fund is to support women-led businesses and technology to advance their business models and open new market opportunities. Learn more about the [BDC Thrive Fund](https://www.bdc.ca/en/bdc-capital/venture-capital/funds/thrive-platform).
2. **The Enabling Accessibility 2022 Small Components Fund** has opened and is accepting applications until November 1, 2022. Projects should be based on making the places accessible. Flat rate fund examples include accessible elements such as ramps, accessible doors, accessible washrooms, elevators, accessible lifts, pool lifts, multi-sensory rooms, and accessible playgrounds. Learn more about the [Apply for funding for the 2022 Small Projects Component – Enabling Accessibility Fund - Canada.ca](https://www.canada.ca/en/employment-social-development/services/funding/enabling-accessibility-fund-small-projects.html).
3. **Skills Development Fund** has opened September 29th through the Province of Ontario and will accept applications on a rolling basis until January 31, 2023. Innovative projects that address challenges to hiring, training or retaining workers, including apprentices to drive Ontario's economic growth. Learn more about the [Skills Development Fund](https://www.ontario.ca/page/skills-development-fund#section-2).
4. **UOVCC Chamber of Commerce** will be hosting an information session about how member and non-member businesses can accessfunding support under the **Main Street Digital Program 4.0**. Join us for an information session on Tuesday, October 18th at 3:00 pm at the Quality Inn and Suites Petawawa. [Registration is requested](https://www.petawawa.ca/events/business-events/cocktail-and-networking-business-harvest-display-awards-presentation-4665.html).
5. **Canada Digital Adoption Program (CDAP)** is a digital funding program administered by The Government of Canada and the Ontario Chamber of Commerce. Registered participants have been receiving communications to complete additional forms that will connect them with their regional supports. [Learn more about the CDAP program](https://occ.ca/growyourbusinessonline/).
6. **Community Improvement Plan (CIP):** Petawawa has an active CIP program. Applicants interested in learning more about this local matching funds program should review the material provided on the municipal website at [Community Improvement Plan (CIP) - The Town of Petawawa](https://www.petawawa.ca/business/economic-development/community-improvement-plan-cip/).

### Petawawa Ramble

PBAN will host a cocktail networking event on October 18th from 4 – 7 pm at the Quality Inn and Suites as part of Small Business Week. During this event, we will present the winning businesses with their Harvest Display awards. Due to the growing scope of work in facilitating the Petawawa Ramble a larger committee will be formed to realize the event for subsequent years.

### Christmas Parade/Market and Light Event

With the Petawawa Container Market area now paved and lighting receptacles installed, PBAN can proceed with an event during the Christmas parade and recently introduced tree lighting ceremony. December 3rd, between 4 pm – 9 pm in the Petawawa Container Market area there will be an evening of gathering and celebration that will include an outdoor vendor market, with invited food vendors, traditional hot chocolate and cider, along with an ornament in remembrance program to help decorate our lighted tree. Donations at this event, outside of vendor products, will be a goodwill offering in support of Soldier ON.

Moved by Richard McNish

Seconded by Theresa Sabourin

PBAN members and community partners will organize, support, and facilitate this event and the donations raised by this event will be donated to Soldier ON.

**Carried**

## New Business

### Review of Small Business Week Events

### The following small business events are being offered locally by various organizations:

### **Enterprise Renfrew County**

Virtual Workshop: Wellness for Entrepreneurs - October 17th - 11 am - 12:30 pm
In-person Workshop: Phone Photography - October 18th - 8 am - 12:00 pm
Virtual Workshop: The Power of Beliefs for Entrepreneurs - October 19th - 11 am - 12:30 pm
Virtual Workshop: Leadership for Entrepreneurs & Newcomers - October 20th - 11 am - 1 pm

Register:  [https://ovta.typeform.com/to/gYUCQQd9](http://https/ovta.typeform.com/to/gYUCQQd9)

* **Algonquin College**

Virtual or In-Person workshop: Fall Business Leadership Conference October 17th – 8 am – 4 pm.
Registration required: [Link for Registration to the 2022 Fall Business Leadership Conference](https://www.algonquincollege.com/pembroke/business-conference/)

* **Upper Ottawa Valley Chamber of Commerce**

In-person Session: Digital Service Squad meet and greet – October 18th, 3 pm – 4 pm at the Quality Inn and Suites Petawawa.

* **PBAN Social and Petawawa Ramble Harvest Display Awards**

In-person event: Join us for a cocktail and networking opportunity as part of our small business week celebrations.  October 18th from 4 pm – 6:30 pm at the Quality Inn and Suites Petawawa.
Cost: FREE - [Registration Requested](https://forms.gle/VDqdTdg6cWCGiyEu9)

## Correspondence

There was nothing to report.

## Information (Business Openings/Milestones/Celebrations)

* Bright Eyes and Bushy Tails hosted the Pet Carnival event at their business location on October 1st.
* M&J Enterprises celebrated 50 years in business (September true anniversary date)
* Bowers Esso celebrated 50 years in business this year (March true anniversary date)

## Events

* October 8th The Shed is hosting a Parking Lot Take over event
* October 14th -16th Petawawa Ramble featuring Pumpkin Folks activities including the Pints and Gourds event and Ultimate Werewolves event at the Petawawa Heritage Village facilitated by Looking Glass Toys and Games on October 14th.
* October 17th- 21st is Small Business Week various activities will be planned for both in-person and virtual opportunities. Refer to the New Business section for the list of these events.
* October 24th is the date for the Municipal Elections.
* November 5th – 11th Veterans week – End of the Leash Pet Boutique is hosting a Veteran Market at the upper hall of the Civic Centre on November 5th from 10 am – 4 pm

## Round Table

Theresa spoke about the upcoming Treat Accessibility through PAAC. This event is a national campaign that local areas can adopt and promote, it is sponsored in part by Re/Max Canada. Participating residents can register with the Town and collect the signage for their lawns. A general map of participating accessible trick-or-treating spots will be posted on the municipal social pages.

Christina reported on the upcoming meet and greet scheduled for CANSOFCOM families and discussed how her team is working on more integration and, where possible, more collaboration in public events and activities to support this sector of military residents.

Richard reported that September was a very busy month for his business noting participation at the Canadian War Museum as the sole beverage at the Pepper Pod event. They also participated in the Rotary golf tournament, the LV Fall Festival and the Renfrew Fest event. This led to a comparative discussion on event attendance and public participation. Successes and challenges were noted.

Bill reported details on his Parking Lot Takeover event which will raise funds in support of the Petawawa Pantry and Music Heals Veterans. He has local businesses sponsoring some of the musical entertainment and in collaboration with Dog House Brewing has secured the necessary licenses/permits for his event.

Val spoke of the launch of the Rotary Petawawa and Legion collaboration on the Veterans banner program. Banners will be in place until just after Remembrance Day and moving forward will be an annual installation. Val reported that she attended the Upper Ottawa Valley Chamber of Commerce Business Excellence Awards. She indicated the event was a great celebration and networking opportunity. Val encouraged all businesses to support this member-based organization whose mandate is to support our local businesses.

## Adjournment

The meeting adjourned to the call of the Chair at 11:42 am.