



Municipality of North Grenville

To:	COUNCIL	Meeting Date: 02/03/2021
Subject:	Small Business Centre Report	Report No: CAO-005-2021
Prepared by:	Matt Gilmer, Economic Development Officer	File No: C7-CAO

RECOMMENDATION(S)

That Council:

1. Extend the Leeds Grenville Small Business Enterprise Centre contract for the period from January 01, 2021 to December 31, 2021 at a cost of \$16,800.

EXECUTIVE SUMMARY

Purpose

- To present the Small Business Centre's 2020 report and recommend that Council approve the extension of their contract from January 01, 2021 to December 31, 2021.

Key Findings

- The contract between the Municipality and the Leeds Grenville Small Business Enterprise Centre (SBC) expired December 31, 2020.
- The Small Business Centre is requesting a 12-month extension to the contract.
- Staff recommends that Council extend the Small Business Centre contract from January 01, 2020 to December 31, 2021.

Financial Implications

- The \$16,800 cost of the 2021 Small Business Centre contract was included as part of the approved 2021 Municipal budget

BACKGROUND

The Leeds Grenville Small Business Centre is one of 57 such centres across Ontario whose mission is to guide and nurture entrepreneurship. The SBEC provides business consultations, mentorship, workshops and conferences geared to assisting small business owners with all facets of their business. They are located in City Hall in Brockville; however, they serve all of Leeds Grenville County. They offer one-on-one business consultations to assist business owners with decisions about their business, including marketing, planning and financing.

In May, 2019, the Municipality of North Grenville partnered with the Leeds Grenville Small Business Enterprise Centre to run a 6 month business services pilot project.

The project was developed with the following objectives:

- Improve accessibility of business consultants and business services to the Municipality of NG
- To retain existing jobs and create new ones by helping businesses grow
- To strengthen working relationships between community partners in order to expand and improve services to small business

After a successful 6 month program, the Municipality agreed to extend the Small Business Centre's contract from October 31, 2019 to April 30, 2020. In April 2020, the Municipality granted an additional contract extension from April 30, 2020 to December 31, 2020.

The attached Small Business Centre report outlines the key highlights from their 2020 program and outlines their plans for 2022.

The Small Business Centre also became an integral part of North Grenville's Covid-19 Business Support Group. This support group was convened by Council and comprised of representatives from local business support services, to assist the Municipality in developing Covid-19 support programs. The group helped the Municipality better respond to the evolving needs of the business community. The SBC is committed to partnering with the Municipality to provide the support needed in order for local businesses to succeed beyond Covid-19.

ANALYSIS

The contract between the Municipality and the Leeds Grenville Small Business Enterprise Centre (SBEC) ended December 31, 2020. The SBEC is requesting a new contract that would extend their services to December 31, 2020.

The SBEC is requesting a 12-month contract extension at a cost of \$16,800 that would run from January 01, 2021 to December 31, 2021. The cost of the 2021 Small Business Centre contract was included as part of the approved 2021 Municipal budget

At the end of the 12 months, Economic Development staff will assess and evaluate the results of the 2021 program to ensure that the needs of the Municipality and business community are being met. Staff will request the representatives from the Small Business Centre report to Council on the implementation of their 2021 program as part of the 2022 budget deliberations.

In preparing for the contract extension, the Economic Development department requested that the SBC report to Council on the success of their 2020 program.

The Small Business Centre has played a key role in the development and implementation of the Municipality's Covid-19 Business Support programs. Throughout 2021, Economic Development Staff will continue to work with the Small Business Centre to develop programs that will assist businesses as they deal with impacts of Covid-19. The Municipality and Small Business Centre are committed to working collaboratively to develop programs that align with the current needs of the local business community.

COMMENTS

From concept, through start-up and early growth stages, the Small Business Centre is a one-stop source for information, guidance and professional advice on starting and running a successful business. The Small Business Centre will continue to assist the Municipality in developing supports services and relief programs that will assist business owners as the Covid-19 situation evolves and as the economy re-opens and recovers.

EXISTING POLICY/BY-LAW

None.

FINANCIAL IMPACT

This item has been identified in the current budget: Yes x No ☐ N/A

This item is within the budgeted amount: Yes x No ☐ N/A

PUBLIC INPUT

The small Business Centre has conducted a number of surveys to ensure that their programs align with the current needs of the business community.

INTERNAL/EXTERNAL CONSULTATION

N/A

CONCLUSION

The Economic Development Department sees tremendous value in the partnership between the Municipality and the Small Business Centre and looks forward to working with them to continue to support our local business community.

SIGNATURE

Prepared by:

Original Signed By

Name: Matt Gilmer

Title: Economic Development Officer

Submitted for

Council consideration by:

Original Signed By

Name: Gary Dyke

Title: Chief Administrative Officer

ATTACHMENTS

- **Attachment 1:** Small Business Centre 2020 Report