



# VILLE DE - TOWN OF GRAVELBOURG

## ECONOMIC DEVELOPMENT OFFICE

### Monthly Activity Report

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**To:** Town Council

**From:** Isabelle Blanchard, Economic Development Officer

**Date:** April 25<sup>th</sup>, 2018

**Subject:** Monthly Activity Report: April 2018

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#### March 2018 ACTIVITIES REPORT

##### Economic Development

- Prepared the RFP for the website, prepared a list of website developers.
- Review and translate the partnership agreement for solar project – feasibility studies
- Had a meeting with Economic Development Committee
- Work on Town Profile, need some info about clubs, organization and sports contact persons.
- Review of the material for Youth Entrepreneurship program (Junior Achievement)
- Business survey: compile the result, will host a meeting with businesses on May 15<sup>th</sup> to discuss the results, initiatives to support businesses,

##### Museum

- Had the Museum AGM, prepared the Agenda, in attendance were the 3 board members, mayor and one member of the public.
- Prepared the interview for summer student and interviewed the student.

##### Convent

- Had meetings on April 13 &14, and April 29 with Consultants
- Project update in attachment

**Various**

- Worked on 2018 budget for my office
- Attended a Webinar about online resources to promote your town