

**SOUTH ALMAGUIN HIGHLANDS ECONOMIC DEVELOPMENT COMMITTEE/
COMMUNITY DEVELOPMENT OFFICER COMMITTEE**

JOINT MEETING MINUTES

NOVEMBER 4, 2013

The first joint meeting of the South Almaguin Highlands Economic Development Committee (SAHED) and the Community Development Officer Committee (CDO) was held at the Burk's Falls Municipal Office on Monday November 4, 2013 at 7:00 p.m.

In attendance: Ryerson Councillor Barb Marlow, Burk's Falls Councillor Lewis Hodgson, Chair Anna Branch, Judy Kosowan, Kim Dunnett, David Gray, Bob Gray, Willy Hollett, Andrew Farnsworth

Adoption of Minutes: The minutes from the regular meeting September 9, 2013 were approved on a motion moved by David Gray and seconded by Councillor Hodgson. (Carried)

Business Arising from Minutes:

Strategic Plan: Community Development Officer David Gray gave an update on the status of the Strategic Plan. Community backgrounds were added in as an appendix, and an age-breakdown was added to the labour force section. The plan was presented at the Tri-Committee meeting on October 28, 2013 with no objections. Councils will be passing resolutions to accept the plan at their November meetings.

Cultural Development Plan: David Gray gave an update on the October 15, 2013 meeting with community groups to discuss a cultural development plan. The meeting was an informal gathering of many local community groups. Going forward, the groups will continue to meet to discuss goals and objectives for the production of a plan. David will carry out a SWOT analysis (strengths, weaknesses, opportunities, threats) as was done with the EDC strategic plan.

Aviva Community Fund: Councillor Hodgson gave an update on the Burk's Falls theatre project for the Aviva Community Fund. Round 2 of voting is closing, and the project does not have enough votes to move forward. A third and final round of voting begins on November 10, 2013. If the project is unsuccessful, other means of obtaining money for the new projector will be pursued, potentially including business donations in exchange for ad space prior to movies; random free movie night sponsored by a business; and local musicians playing fundraising concerts.

New Business:

Budget Update: David Gray gave an update on the budget following presentation at Tri-Committee. The Saw Bucks initiative has been dropped for 2014. Initial quotes for the attraction directory are between \$8,000 and \$10,000 for 5,000 copies of either magazine style or newspaper style. Outside revenues were increased to \$7,500 for business advertisement in the directory.

Northern Communities Investment Readiness (NCIR): David Gray gave an update on the NCIR application. Carole Mantha (Ministry Northern Development and Mines, MNDM) has been instrumental in preparing the application which should increase its chance of success. David and Carole are preparing an application to NECO Community Futures Development Corporation for \$2,500 to offset the projected costs of the Infrastructure Readiness (IR) project. Councils will potentially pass a resolution to use \$6,000 from the 2013 budget for this project, further reducing the municipal portion of the total project cost. The NCIR application is due on December 1, 2013.

Joint Agreement: Judy Kosowan, CAO/Clerk-Treasurer for the Township of Ryerson presented a draft agreement for the joint operation and management of the EDC and CDO committees. The new entity will be temporarily referred to as the Burk's Falls, Armour, Ryerson Community/Economic Development Department or BARCEDD. Governance, membership and voting were discussed by the committee. It was suggested that voting members should include at least one member from each municipal council and potentially two members of the public. Councillor Hodgson suggested that a Chamber of Commerce seat with voting powers could encourage more businesses to become involved in the Chamber. The governance model outlined in the Strategic Plan could be addressed later, possibly with each voting member as the head of a separate sub-committee (i.e., Communication, Fundraising.)

The committee decided to start meeting again on Thursdays at noon in the Burk's Falls Council Chambers. Any committee members who are available and would like to attend these informal meetings will work toward a functional joint agreement. The committee will have a goal of providing councils with a working agreement going into 2014.

Other New Business: Chair Anna Branch brought forward a concern that messaging is inconsistent across the various municipal and organization websites. There needs to be a consistent, central web page for event communication. It was suggested that one calendar be chosen to display community events, perhaps the new Burk's Falls webpage calendar or the Chamber of Commerce calendar. All other municipal and community web pages could link to this central Event Calendar.

Next Meeting: December 9, 2013 at 6:00 pm in the Burk's Falls Township Offices

Adjournment: Motion to adjourn from Councillor Hodgson, seconded by David Gray. (Carried)