

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

JOINT MEETING MINUTES

February 10, 2014

The regular 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 February 10, 2014 at 6:00 p.m.

In attendance: Councillor Lewis Hodgson, Councillor Barb Marlow, Councillor Rod Blakelock, Tom Tota, David Gray, Bob Gray, Anna Branch, Wendy Whitwell, Andrew Farnsworth

The meeting was called to order at 6:00 pm.

Community/Visitor Guide

The committee heard presentations from Metroland Media, the Great North Arrow and Minute Man Press regarding design and printing options for the Community/Visitor Guide. The committee voted to pursue the printing of the guide in collaboration with the Great North Arrow, as it was felt that they will be able to provide the greatest flexibility given the tight timeline and assistance in all aspects of the Guide for the most reasonable price. The committee decided to move forward with a 9 inch by 11 inch magazine-style format, following concerns that a newspaper-style format would not have the staying power that the committee requires of an annual guide. David will follow up with the Great North Arrow staff to determine an appropriate model for advertising costing. David will pass the costing model on to members of the Burk's Falls and Area Chamber of Commerce, with member advertising interest to be expressed by March 7, 2014.

Joint Operation and Management Agreement

Following review of comments from Armour Township regarding the form of the agreement, the committee voted to:

1. retain the description of committee voting members as stated in the draft agreement, being one representative from each municipal council, one community representative from each member municipality, and one representative from the Burk's Falls and Area Chamber of Commerce;
2. change the agreement to remove the Community Development Officer (CDO) as committee chair, and have the members of the committee elect a chair; and
3. retain the name South Almaguin Highlands Economic Development Committee (SAHEDC), as many initiatives have already begun under this name.

CDO Update

David provided an update on the following initiatives:

NCIR

The draft Investment Readiness report will be provided to the committee by February 19, 2014. The committee called a special meeting for February 24, 2014 at the Burk's Falls Municipal Office in order to review the draft report and provide comments to Mr. Finley.

Humanika

The library will be the primary access point for the Humanika database and service. David will pursue the set up of a second access point in his office.

Burk's Falls Theatre

David will work with Carole Mantha of the Ministry of Northern Development and Mines to prepare a Rural Economic Development (RED) grant to purchase the projector and sound system for the Burk's Falls Theatre. David will determine the potential municipal portion of the project cost and work with the three townships to obtain the required money.

Community Garden

David will meet with Burk's Falls Reeve Cathy Still and Councillor Bruce Campbell to determine if there is an appropriate piece of land upon which to site a small community garden. The committee discussed the Food Bank's current policy to refuse fresh food due to their limited hours of operation. The committee felt that this policy will have to be addressed if the community garden is to provide fresh food through the food bank.

"Dave Sent Me" Initiative

The committee discussed making room in the 2014 budget for the purchase of coupons for small items (e.g., ice cream cones) at local stores. These could be handed out to visitors and residents in the summer to promote local business and boost foot traffic in local stores. David will follow up with more details at a later meeting.

Next Meeting

February 24, 2014 at 6:00 pm, Burk's Falls Municipal Office

Adjournment: Motion to adjourn from Councillor Hodgson, seconded by Anna Branch.
(Carried)