

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

**JOINT MEETING MINUTES**

**OCTOBER 20, 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 October 20, 2014 at 6:00 p.m.

In attendance: Councillor Rosalind Hall, Councillor Lewis Hodgson, Councillor Rod Blakelock, Wendy Whitwell, Nicky Kunkel, Willy Hollett, Dave Gray, Tom Tota, Andrew Farnsworth.

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

**Minutes**

Moved by Councillor Hodgson, seconded by Councillor Hall, the Committee accepted the minutes from the previous meeting, September 8, 2014.

**Draft Terms of Reference**

The Committee reviewed the draft Terms of Reference (TOR) and discussed the following changes:

- 3.6 – a member of the Almaguin Highlands Chamber of Commerce (AHCC) shall be present to approve the annual budget;
- 3.3 – a Council member may be chair or vice chair of the Committee
- 4.0 – pecuniary and perceived/potential conflict of interest added

The corrected draft TOR will be circulated to the three municipalities. The updated TOR will be used in the Economic Development Plan in place of the current Governance Model section, and the TOR will be included as a schedule in the municipal shared service agreement.

**Economic Development Plan**

Any outstanding questions or edits relating to specific points in the Economic Development Plan should be brought to Dave's attention by November 5, 2014. The Committee will consider the changes as an amendment at the next meeting.

**Budget Review**

Dave is currently seeking quotes for way-finding signage. Nicky will provide Dave with the costs to Burk's Falls under the Ministry of Transportation TODS program as additional information.

An application to NECO was approved on behalf of the Lakeland fibre optics extension to the north end of Burk's Falls and Lofthouse Manufacturing. Businesses along the corridor will be guaranteed access to the network.

The Committee discussed upcoming recreation and active living projects in the three municipalities and how best to represent them in the budget.

**New Business**

Councillor Hall suggested that additional work is required to raise the profile of the Almaguin Highlands and suggested that the Committee host an event during the 2015 Sweater Weather to bring more people into the area to view the fall colours. The Committee discussed a signature event for Burk's Falls. Committee members are encouraged to send ideas to Dave for discussion at future meetings.

Federal funding for the Economic Development program was discussed.

Dave will be meeting with economic development officers from the Almaguin Highlands once each month to discuss cooperation and mutual benefit.

Councillor Hall mentioned that the Historical Society 2015 calendars are for sale in the municipal offices for \$10. The calendar features images from the Society's archives.

The Committee discussed the Almaguin Community Umbrella (ACU) initiative and opportunities to work with ACU. Dave will connect with ACU on behalf of the Committee to obtain more information on the initiative.

**Next Meeting**

The next meeting of the SAHED-CDO Committee will be held on November 10, 2014 at 6:00 p.m. in the Burk's Falls Township offices.

**Adjournment**

Moved by Councillor Hodgson, the meeting was adjourned at 8:15 p.m.