

**BURKS FALLS AND AREA COMMUNITY ECONOMIC DEVELOPMENT  
COMMITTEE (BACED)**

**MINUTES  
October 3, 2016**

The regular meeting of the Burks Falls and Area Community Economic Development Committee (BACED) was held at the Burk's Falls Municipal Office on October 3, 2016 at 6:00 p.m.

In attendance: Dave Gray; Councillor Rosalind Hall; Wendy Whitwell; Willy Hollett; Nicky Kunkle; Dennis Sabourin; Randy Cox; Judy Kosowan; Gerry Spooner (FedNor).

Guest: Martin Cremin, Northern Nerds.

Regrets: Tom Tota, Rod Blakelock; Lewis Hodgson; Leanne Fetterley.

Dave Gray called the meeting to order at 5:56 p.m.

**MINUTES**

Moved by Dennis Sabourin seconded by Randy Cox, be it resolved that the BACED Committee accept the minutes from the regular meeting September 12, 2016, with the addition of Gerry Spooner's name. (Carried)

**CEDO REPORT**

Dave Gray highlighted the CEDO Report dated October 3, 2016.

**2017 Budget and CIINO Contract Considerations**

The eight CIINO contract goals were reviewed in reference to the draft 2017 budget. The first two years of the program have been to determine how to meet the CIINO contract goals by developing plans supported by reports. 2017 and the end of the program in 2018 will be for the implementation of the plans. There are four main budget lines for the BACED Committee to consider in detail: office supplies (\$15,000.00 from this line will be moved to a contingency line); Advertising and Promotion; Communications and Conferences and Training.

Gerry Spooner advised that as project and budget plans are finalized, if line items have any significant changes that we can always contact FedNor to ask for a contract amendment along with our rationale for the changes. It is important that we meet the budget allocations as there is no allowance if the budget is overspent and if it is underspent any unused funds would be returned to FedNor.

The budget as amended with a contingency fund will go to the October 24, 2016 Tri-Council meeting.

### Wayfinding Signage/Signage Theme

Signage theme and Ministry of Transportation requirements (MTO) were discussed. The Committee will have to establish a signage plan and meet with the representative from MTO before determining signage theme, colours, font etc. Dave Gray will follow up with Gerry Spooner regarding the FedNor logo format.

The Committee will be prioritizing project initiatives at future meetings.

### Marketing Plan

The Marketing Plan will be presented again at the November meeting.

### Accommodation Study

There is an opportunity for funding for an accommodation study from the Northern Communities Investment Readiness Program (NCIR) program. An application has been drafted with a projected cost of \$15,000.00 for the study. NCIR funding is projected at \$11,500.00, leaving a balance of approximately \$3,500.00 to be funded by the municipalities. Once letters and resolutions of support have been received, the application will be submitted.

### Villages of Almaguin

A meeting of AREA was held September 28, 2016. The attendance was disappointing but we will be moving forward with resolutions for consideration at the November meeting.

### Website RFP

Martin Cremin representing Northern Nerds left the meeting before the discussion on the website RFP, as they may submit a quote for the website RFP.

The draft request for proposal (RFP) was up-dated and the schedule finalized.

The following people will be asked to sit on a sub-committee to review the submissions: Leanne Fetterley; Nicky Kunkle; Willy Hollett; Charlene Watt; Dave Gray.

### **NEW BUSINESS**

Information provided regarding the Nipissing Parry Sound Business Centre's presentation called 'Learn, Connect, Grow' to be held at the arena in Burks Falls October 19, 2016 from 9:00 a.m. until 2:00 p.m.

Susan Church from Blue Sky is appealing to FedNor regarding the broadband connectivity funding and is looking for resolutions and letters of support. Dave Gray was directed to send a letter of support.

## **RESOLUTIONS**

Moved by Dennis Sabourin, seconded by Willy Hollett, be it resolved that the BACED Committee accept the draft 2017 budget as presented. (Carried)

Moved by Rosalind Hall, seconded by Dennis Sabourin, be it resolved that the BACED Committee approve and issue a Request for Proposal for a website, as presented. (Carried)

## **NEXT MEETING**

Monday, November 14, 2016 at 6:00 p.m. at the Village Office.

## **ADJOURNMENT**

It was moved by Randy Cox and seconded by Willy Hollett that the meeting be adjourned at 8:00 p.m.