

CAEDA Meeting
November 19, 2018 – 5:30 p.m.
Township of Strong Municipal Office

Present: Sundridge – Lyle Hall
Strong – Jeff McLaren for Jason Cottrell
South River -
Joly - Chris Nicholson
AHCC Reps –Jennifer Farquhar
ENDM – Carole Mantha
FedNor – Ron Begin

Absent: Jason Cottrell, Sharon Smith

Guest(s): Kelly Elik

Delegate(s): None

Staff Present: Jolene Mathieson – Recording Secretary
Courtney Metcalf – EDO

1. **Call to Order:** The meeting was called to order at 5:33 p.m. by Chairperson Chris Nicholson.

2. **Declaration of Pecuniary Interest:** None

3. **Approval of Agenda**

Resolution: 2018-059

Moved by: Jennifer Farquhar

Seconded by: Lyle Hall

Be it resolved that this committee does hereby approve the November 19, 2018 Agenda as presented.

Carried

4. **Delegate(s):** None

5. **Discussion:**

- a. **FedNor Update:** Ron provided an update on the opportunities for women's funding for business and non-profit. The business application process is closed and the non-profit is open for 1 more week. The

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National program for Economic Development has \$1 million available. Phase 1 for CIINO funding has been approved for the regional economic development plan. Phase 2 is proceeding to application and commitments from partnering municipalities for funding is required.

- b. ENDM Report:** Carole Mantha noted that she attended the first board meeting with the new government. They will continue to receive and approve applications for funding for public and private sector. Carole reminded the committee that the deadline for submitting an application for NCIR funding is November 30, 2018.
- c. AHCC Representative Report:** Jennifer Farquhar reported that the Chamber continues to finalize plans for the annual general meeting and is looking to recruit board members. The annual general meeting is on November 27th, 2018 at 7:00 pm at the Highlander Brewery.
- d. EDO Report:** Courtney Metcalf presented her monthly report reviewing the following;
 - Courtney advised that she met with the Deputy Clerk of Strong to review the CAEDA budget and noted that \$3,000.00 is left in the 2018 budget for projects.
 - **Townfolio** – a quote has been provided to create consolidated profiles for 4 municipalities being Strong, Sundridge, South River and Joly. The 3 municipalities that participate in BACED currently have profiles and has been well received. The cost will be \$800.00 if committed to before November 30th. After that date the cost will increase to \$2000.00.
 - **Small Business Week** – the event was well attended with 45 businesses in attendance.
 - **Almaguin Volunteer Recruitment and Appreciation Day** – the pilot project event had some attendance and helped organization recruit new volunteers.
 - **Wrap Up Almaguin** – the launch date has been delayed until November 26, 2018.

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- **Funder's Forum** – the event has been postponed and will be rescheduled for January or February 2019. Therefore \$1000.00 will not be used out of the 2018 budget for this project.
- **NCIR Program** - the application is being submitted this week. Courtney provided an overview Downtown Assessment project. NCIR funding covers 75% and the remaining 25% will be raised from committees/communities. Carole Mantha, Ron Begin, and Courtney recommend this project to enhance business exposure throughout Almaguin. See resolution No. 2018-060
- **Regional Economic Development Plan** - the committee revisited the discussion on options for a leave of absence and recommends that the EDO meet with the councils of Sundridge, Strong, South River and Joly to gain support for the RED plan moving forward. See resolution No. 2018-062.

6. Resolution: 2018-060

Moved by: Lyle Hall

Seconded by: Jennifer Farquhar

Whereas the Many Villages, One Voice presentation by Roger Brooks highlighted the need for downtown beautification to attract investors and tourists; And; Whereas the Destination Development Team, with Roger Brooks as president, offers a program to help downtowns improve their site selector scores and overall community attractiveness for downtown centres across Almaguin Highlands; and Whereas the Burk's Falls and Area Community Economic Development Committee has researched funding for this program through the Northern Communities Investment Readiness Initiative (NCIR); Therefore be it resolved that CAEDA hereby supports the application for NCIR funding for the Almaguin Downtown Assessment Project through the contribution of staff time and additionally a financial contribution of up to \$2200.00

Carried

7. Townfolio

Resolution: 2018-061

Moved by: Jeff McLaren

Seconded by: Lyle Hall

Be it resolved that this committee hereby approves the purchase of services from Townfolio for a consolidated profile to combine data from Sundridge, Strong, South River, and Joly for the amount of \$800.00 + HST.

Carried

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8. Regional Economic Development Department

Resolution: 2018-062

Moved by: Jeff McLaren

Seconded by: Jennifer Farquhar

WHEREAS CAEDA has previously supported a Regional Economic Development Department, effective January 1st, 2019 with Resolution: 2018-044; AND

WHEREAS The 2018 Almaguin Highlands Regional Economic Development Strategic Plan recommends the deployment of a regional community economic development department to serve the entire Almaguin Highlands Region; AND WHEREAS CAEDA recognizes the need to work together with regional economic development stakeholders to support the continuation of economic development services in the Almaguin Highlands;

THEREFORE BE IT RESOLVED that CAEDA recommends to Councils that the best course of action for CAEDA municipalities is to support the creation of 1 Economic Development department contingent on the success of the new CIINO application.

Carried

9. Correspondence:

- The committee discussed the Township of Strong Resolution no. 2018-261 and Resolution no. 2018-263.

10. Adoption of Minutes

Resolution: 2018-063

Moved by: Lyle Hall

Seconded by: Jeff McLaren

Be it resolved that this committee does hereby adopt the amended minutes of the regular meeting of October 15, 2018 as circulated.

Carried

11. Approval of Expenses

Resolution: 2018-064

Moved by: Jeff McLaren

Seconded by: Jennifer Farquhar

Be it resolved that this committee does hereby approve expenses between October 16, 2018 and November 19, 2018 in the amount of \$4,230.99 and authorize the administrator to issue cheques for the same.

Carried

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12. New Business:

A brief roundtable discussion took place;

- Carole Mantha noted that a business retention expansion project from 2015-2016 which was a OMAFRA eco-initiative created follow-up initiatives which came from the report. ENDM will be meeting with Dave Grey and Courtney Metcalf to share successes of the project. Carole also mentioned that the EDCO (Economic Development Council of Ontario) conference is scheduled for 2019.
- Lyle discussed the December meeting as councils are turning over and committee members will be changing. Courtney advised that there will not be any new budget items for December. A tentative meeting date has been set for December 17, 2018.
- Chris Nicholson thanked the members of the committee for their contributions and support throughout his term as Chairperson.

13. Next Meeting: Monday December 17, 2018 – 5:30 pm (tentative)

14. Adjournment

Resolution: 2018-065

Moved by: Jeff McLaren

Seconded by: Jennifer Farquhar

Be it resolved that this committee does hereby adjourn at 6:33 p.m. until the next regular meeting on December 17, 2018 at 5:30 p.m. at the Township of Strong Municipal Office, or at the call of the Chair.

Carried

Chris Nicholson, Chairperson

Jolene Mathieson, Recording Secretary