

**CAEDA Meeting
December 17, 2018 – 5:30 pm
Township of Strong Municipal Office**

Present: Sundridge – Lyle Hall
Strong – Kelly Elik
South River – Brenda Scott
Joly – Tim Bryson (arrived 5:40 pm)
AHCC Reps – Jennifer Farquhar, Willy Hollett, Dwayne Wanner
ENDM -
FedNor –

Absent: Carole Mantha, Ron Begin

Staff Present: Kim Dunnett – Recording Secretary
Courtney Metcalf – EDO

Guests: None

1. Call to Order:

The meeting was called to order at 5:35 p.m. by the Secretary. The Secretary opened the floor for nominations for Chair and Vice Chair for the 2018-2019 term.

2. Resolutions:

Resolution: 2018-066

Moved by: Willy Hollet

Seconded by: Kelly Elik

Be it resolved that this committee does hereby appoint Lyle Hall, as Chair for the 2018-2019 term.

Carried

Resolution: 2018-067

Moved by: Brenda Scott

Seconded by: Jennifer Farquhar

Be it resolved that this committee does hereby appoint Kelly Elik, as Vice Chair for the 2018-2019 term.

Carried

The meeting was turned over to the newly appointed Chair, Lyle Hall. The Chair asked everyone to introduce themselves before proceeding through the Agenda.

3. Declaration of Pecuniary Interest: No pecuniary interest was declared

The CAEDA vision is to encourage and support economically and environmentally sustainable growth through collaboration with local partners in Central Almaguin.”

4. Approval of Agenda:

Resolution: 2018-068

Moved by: Tim Bryson

Seconded by: Kelly Elik

Be it resolved that this committee does hereby approve the December 17, 2018 Agenda as presented and/or amended.

Carried

5. Delegate(s): None

6. Discussion:

a. FedNor Report: No report

b. ENDM Report: No report

c. AHCC Report: Willy Hollet reported the newly elected Board of Directors are in place and the annual AGM was well attended. The AHCC continues to align with the Regional Economic Development model and work closely with CAEDA and BACED to achieve their goals.

d. EDO Report: Courtney Metcalf presented her monthly report covering key highlights from the report;

Townfolio: Currently working with Sofa Communications to embed link into the CAEDA website

Porkfest: A request for a letter of support for funding application aligns with CAEDA's economic goals, therefore the EDO suggested a letter of support in principle should be considered. There were some questions in regards to the event, Courtney let the Committee know that the organizer is available to attend a CAEDA Meeting to explain the event details further. The Committee directed the EDO send the draft a letter of support in principle.

TODS Signage: Highway signage has significantly increased which will affect businesses advertising and economic development to the area. A letter of support was suggested by the EDO to show support to the businesses in the area. The Committee discussed and felt a letter of support was an appropriate action.

Regional ED: The EDO reaffirmed the process moving forward. A suggestion from a committee member was put forward to write Machar Township another letter

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requesting they may consider rejoining CAEDA and/or the Regional Economic Development Committee. Courtney will draft a letter to Machar extending the option to join, which will be presented at next meeting.

Digital Mainstreet: Courtney gave a brief overview of this project, as funding will be applied for in January 2019. She explained the process and how the project would work. Concerns were brought forward on infringing on other businesses, but it was explained this would be a tool used for businesses owners to get started and perhaps taught to maintain on their own. Armour Township will be taking the lead on this project as part of the Regional Economic Development model and CAEDA will be given the option to take part financially if they choose to. The project will be driven by an intern position.

7. Correspondence:

a. The Committee reviewed and discussed Joly Resolution R2018-200

b. The Committee reviewed and discussed Strong Resolution R2018-308

Resolutions from Sundridge and South River are still anticipated for support of the Phase 2 CIINO application with FedNor.

c. The request for letter of support from the Eagle Lake Gun Club was discussed and the Committee decided to direct the EDO to draft a letter of support in principle.

8. Adoption of Minutes:

Resolution: 2018-069

Moved by: Kelly Elik

Seconded by: Jennifer Farquhar

Be it resolved that this committee does hereby adopt the minutes of regular meeting of November 19, 2018, as circulated.

Carried

9. Approve CAEDA Expenses:

Resolution: 2018-070

Moved by: Willy Hollet

Seconded by: Kelly Elik

Be it resolved that this committee does hereby approve expenses between November 20, 2018 and December 17, 2018 in the amount of \$3,261.36, and authorize the administrator to issue cheques for the same.

Carried

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10. 2018 Christmas Hours:

The Recording Secretary explained the reasoning behind the holiday closure over the Christmas season, stating the Strong Municipal Office will be closed as well.

Resolution: 2018-071

Moved by: Brenda Scott

Seconded by: Jennifer Farquhar

Be it resolved that this committee does hereby approve the Economic Development Office to be closed from December 25, 2018 to January 1, 2019 inclusive. **Carried**

11. 2018 Christmas Bonus:

The Recording Secretary on behalf of the Administration put forward a Christmas bonus resolution for the Committee's consideration.

Resolution: 2018-072

Moved by: Kelly Elik

Seconded by: Tim Bryson

Be it resolved that this committee does hereby approve a Christmas bonus for the Economic Development Officer in the amount of \$150.00 and request the Administrators include this amount on the next pay cycle. **Carried**

12. New Business: The EDO advised the Committee that an Economic Overview document was included in their Agenda package for their review.

13. Next Meeting: Monday, January 21, 2019 – 5:30 p.m.

14. Adjournment:

Resolution: 2018-073

Moved by: Kelly Elik

Seconded by: Brenda Scott

Be it resolved that this committee does hereby adjourn at 6:59 p.m. until the next regular meeting January 21, 2019 at 5:30 p.m. at the Strong Township Municipal Office, or at the call of the Chair. **Carried**

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Chair, Lyle Hall

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Recording Secretary, Kim Dunnett