

Almaguin Community Economic Development (ACED)  
Interim Board Meeting Minutes

**Date:** Monday April 15<sup>th</sup>, 2019  
**Time:** 6:00 pm  
**Location:** Strong Township Municipal Office – Municipal Lane, Sundridge  
**Facilitator:** Dave Gray, BACED

**Present:** Melanie Alkins, ENDM  
Barb Belrose, Village of Sundridge  
Tim Brunton, Township of Magnetawan  
Tim Bryson, Township of Joly  
Kelly Elik, Township of Strong  
Willy Hollett, AHCC Representative  
Celia Finley, Township of Ryerson  
Lewis Hodgson, Village of Burk's Falls  
Margaret Ann MacPhail, Township of Perry  
Wendy Whitwell, Armour Township  
Brenda Scott, Village of South River

**Absent:** Ron Begin, FedNor

**Staff:** Nicky Kunkel, Village of Burk's Falls  
Nancy Field, Township of Ryerson  
Brayden Robinson, Township of Ryerson  
Jolene Mathieson, Recording Secretary  
John Theriault, Township of Armour

**Guests:** John Finley

**1. Call to Order**

The CAEDA meeting was called to order by Kelly Elik at 6:00 pm.

**2. Acceptance of the March 18<sup>th</sup> CAEDA Minutes**

**Resolution No. 2019-018**

**Moved by: Brenda Scott**

**Seconded by: Tim Bryson**

Be it resolved that Committee does hereby approve the minutes of the regular meeting of March 18<sup>th</sup> Meeting as circulated.

**Carried**

**Adjourn**

**Resolution No. 2019-019**

**Moved by: Barb Belrose**

**Seconded by: Willy Hollett**

Be it resolved that CAEDA does hereby adjourn at 6:01 pm.

**Carried**

**Resolution No. 2019-006**

**Moved by: Lewis Hodgson**

**Seconded by: Celia Finley**

Be it resolved that the Burk's Falls & Area Community Economic Development Committee approve the minutes of the March 18<sup>th</sup> BACED Meeting as CIRCULATED/AMENDED.

**Carried**

**3. Acceptance of the March 18<sup>th</sup> ACED Interim Board Minutes (Resolution 2019-005)  
Resolution No. 2019-005**

**Moved by: Margaret Ann McPhail**

**Seconded by: Brenda Scott**

Be it resolved that the Almaguin Community Economic Development Committee approve the minutes of the March 18<sup>th</sup> ACED Meeting as AMENDED.

*Carried*

**4. CEDO Report:**

**a. Discussion Items:**

i. Core Activity Review – Dave Gray provided an update on core activities of CAEDA and BACED.

ii Current Projects Review - Both committees websites will be updated to include minutes. Discussions continue with the Chamber of Commerce regarding a new ACED website. A brief discussion took place regarding RT012 – Explorer's Edge press release. The new ACED logo was well received among committee members. A discussion regarding the retirement of doctors in Sundridge and Burks Falls took place and ACED is willing to assist with recruitment if necessary.

**5. ACED Department Planning**

**a. Draft Terms of Reference Review**

i. The committee deferred the acceptance of the Terms of Reference in favour of a sub-committee that will finalize the document and bring it back to the committee for approval.

**b. Organizational Chart Review**

i. ACED - received

ii. Armour Township - received

**c. Draft Position Description Review**

i. Discussion regarding hiring process – an update was provided by Dave Gray

**6. Other Business: a brief round table discussion took place amongst members regarding new business owners in the area.**

**7. Next Meeting Date: Monday May 27<sup>th</sup>, 2019 at 6:00 pm**