

**BURK'S FALLS AND AREA
COMMUNITY ECONOMIC DEVELOPMENT COMMITTEE
(BACED)**

**MINUTES
September 17, 2018**

The meeting was held at the Burk's Falls Municipal Council Chambers on Monday, September 17th, 2018 at 6:00 pm.

Present: Chair Tim Brunton, Margaret Ann MacPhail, Cheryle Marshall, Dan O'Halloran, Lewis Hodgson, Rosalind Hall, Judy Kosowan, Nancy Field, Andrew Farnsworth, Nicky Kunkel, Dave Gray, John Theriault, Rod Blakelock and Willy Hollett.

Call to Order

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

Minutes

Resolution 2018-22 Moved by Rosalind Hall Seconded by Dan O'Halloran: That the minutes of the meeting held on August 13th, 2018 be approved as circulated. Resolution was carried.

A. CEDO Report

1. RED Plan Update

CEDO corrected time on flyer for September 19th presentation on the Regional Economic Development Plan as it should read 12:30 pm, not 1:00 pm. There will be three (3) meetings scheduled for Laridae to present the Plan to all Almaguin Councils instead of an additional funding summary that would have been completed after the Province announced programs. It was felt more focus on the regional plan and showcasing it to Councils would better received since the funding agencies typically send out announcements as well. The additional report could be purchased at a different time.

2. Cycling Initiative Update

The CEDO commented that the signs and fit it stations are starting to be installed. This will wrap up this project. There are still some routes signs available should municipalities find they need additional ones once they have set up the route signage within their area.

3. Explorers Edge

The partnership for Almaguin content saw another article go live this month. The article on fall colours and eateries can be found at <http://almaguinhighlandstourism.ca/fall-flavours-in-the-almaguin-highlands-of-ontario>.

4. Many Villages, One Voice Event

The event planning is completed and advertising for the public to attend will begin shortly. There are 150 seats for the dinner portion, but more could be available for just the presentations if required. There are over 60 registered from Almaguin municipal officials already. The CEDO will send out the poster and encourage all Clerks to ensure the election candidates are made aware of the event as well.

5. NNEC Rural Sustainability

The CEDO provided the members with the advertisement for the event. The Committee had deferred the discussion of offering a contribution until this meeting and more information being provided. The CEDO will be attending the event and offering in-kind services. No budget has been provided for the event and the fee for the event is \$40.00 per person. BACED members are concerned that there is a RED Plan drafted and they are not sure this event aligns with the goals of that Plan, so they decided not to offer funding. Once more details are known of the RED Plan better discussion can be made on where funding contributions are offered within the region.

6. Mapping Update

The CEDO provided a report on the CGIS mapping system that is currently available to all participating municipalities. For the new service the fee would be \$300/year per municipality. Now that this comparison has been made with the ESRI service, the Committee felt the mapping considerations could be closed and BACED would continue with Google services and mapping. Google is at no cost and has considerably less maintenance for staff to update. This could be revisited at the Regional stage once that project has commenced.

7. BACED Website Townfolio Update

The Committee reviewed the proposal to add the three municipalities of McMurrich, Perry, and Magnetawan to the Townfolio website for the BACED community profile information. The budget was reviewed, and funds were allocated from Advertising and Communication to allow for this upgrade. The Committee stressed concerns over accuracy and missing information. The CEDO will communicate the concerns to Townfolio and have them corrected as soon as possible.

Resolution 2018-019 Moved by Rosalind Hall and Seconded by Margaret MacPhail that BACED approve the expansion of the current Townfolio services on the BACED website to include the three municipalities at a cost of \$4,400 (\$2,200/year for two years). The resolution was carried.

8. 3R Volunteer Fair

The Committee received the poster for the event and the updates regarding event planning. More details will come forward as the event draws closer.

9. Business Events

The CEDO updated the Committee on details for the Facebook Advertising for Business event during Small Business Week and another one for mid-November on funding programs. These two events have a budget of \$3,500.

B. Budget Update

The Committee reviewed the budget year to date amounts. Projects considered for the remaining quarter include, purchase of some BACED USB Memory Sticks, supporting Townfolio and conducting a buy local campaign near Christmas. It was also discussed here that perhaps students could help with the mapping project and the CEDO will explore this possibility and report back to the Committee.

The CEDO brought forward an invoice regarding the repairs needed for the digital sign. A second electrical line is required to support the colourful digital board. Resolution 2018-23 Moved by Lewis Hodgson Seconded by Rod Blakelock that the expenditure of up to \$1,000 to add a 20-watt electrical line to the economic development sign in front of the Township of Armour municipal office. The resolution was carried.

C. BACED Administration

The Committee received the resolutions from the Township of Armour and the Village of Burk's Falls, both offering administration services for BACED.

The discussion also involved timelines for regional economic development FedNor Phase 1 and Phase 2 applications, impacts of the election, impacts of bridge funding on municipal budgets and creating a plan for moving forward with the Regional Economic Development Plan regarding municipal support and financial commitment by the Phase 2 application deadline. Andrew Farnsworth is currently drafting the Phase 1 application and the municipal resolutions from a year ago will be submitted with the application. All municipalities will receive the RED Plan for their first meetings in October for discussion purposes, a resolution with commitment will be needed for the Phase 2 application come December 2018.

The discussion for the administration duties centred around the Township of Armour resolution and the understanding of the wording. The Committee would like a contract employment relationship for the CEDO until the new CIINO funding has been decided rather than the Township automatically hiring the CEDO as a permanent employee as stated in the resolution. At the meeting, Armour representatives did state that they are willing to hire the position as a permanent employee and wanted that known as they want the position of an Economic Development Officer to continue even if regional is not realized. However, they further explained that they would work within the parameters the Committee set for employment status until further notice and once the new funding program was awarded and the new regional department is set up this would be revisited with the Township and the Committee.

Resolution 2018-24 Moved by Rod Blakelock and Seconded by Lewis Hodgson that the Committee received the resolutions offering administration services from the Township of Armour and the Village of Burk's Falls; and Further that the BACED Committee recommends accepting the offer of Armour. The Resolution was carried.

Next steps are for the Clerk's to include this resolution in their next Council meeting package so that the administering municipality is officially accepted. Once official by majority vote of all BACED municipalities then that administering municipality (Armour) would be the body applying for the FedNor funding. It is hoped this process will be completed so that a Phase 1 application can be submitted just after October 15th, 2018.

D. Adjournment

The meeting adjourned at 7:47 pm.

The next meeting will be October 15th, 2018 at 6:00 pm at the Burk's Falls municipal office.