

MEETING MINUTES

Meeting Name:	Economic Development Committee Meeting	
Meeting Location:	M/B Council Chambers	
Date / Time:	MAY 4 2016	7:00 pm
Minutes Prepared By:	Lori Hoddinott	

1. Purpose

Monthly meeting of the committee

2. Attendance				
Name	Present	Name	Present	
Lori Hoddinott (Chair)	Present			
Andris Kalnins	Present			
Roger Robertson	Present			
Jan Selles	Regrets			

3. Agen	da	
No.	Subject	Responsible
1	Call to Order/Welcome/Attendance	LH
2	Adoption of Agenda	LH
3	Declaration of pecuniary interest	LH
4	Delegations: Mayor Peckett with Councillor Lang	LH
5	Adopt previous minutes	LH
6	Follow up business from minutes 6.1 Result of recommendations in April 19 report to council	All
7	Correspondence: Nil	All
8	New/Other business 8.1 Resignation Wendo Blondeau 8.2 Resignation Peter Murray 8.3 ENVISIONING EXERCISE	All
9	Public Questions/Comments	All
10	Closed Session	All
11	Next meeting/Adjournment	

4. Action Items:				
No.	Actions, Decisions and Important Issues	Responsible	Status	Closure Date
1	The meeting was called to order at 7:05pm by Chair Lori Hoddinott and attendance was taken. Chair welcomed Mayor Peckett and Councillor Lang as delegates to the meeting.		Closed	2016-05-04
2.	AGENDA: Committee member Roger Robertson moved that the agenda be adopted and Committee member Andris Kalnins seconded. New Business Items Added to agenda: Website Review, Follow Up Show Us Your McNab/Braeside were added to the agenda. CARRIED	LH	Closed	2016-05-04
3.	PECUNIARY INTEREST: The Chair invited members to declare items of pecuniary interest and no declarations of pecuniary interest were made by the group.	LH	Closed	2016-05-04
4.	DELEGATIONS: Mayor Tom Peckett/Councillor Lang spoke briefly to the committee, thanking them for their hard work, and encouraging them to continue onward with their goals. Mayor Peckett and Councillor Lang exited the meeting at 7:45pm.	LH	Closed	2016-05-04
5	PREVIOUS MINUTES: Chair circulated Economic Development Committee meeting minutes from April 10 2016 moved by committee member Andris Kalnins and seconded by Roger Robertson. CARRIED.	1	Closed	2016-05-04

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).	Actions, Decisions and Important Issues	Responsible	Status	Date
	BUSINESS ARISING FROM PREVIOUS MINUTES:	LH		2016-05-0
	6.1 Report - April 19 2016 recommendations results from council			
	Roger Robertson moved Andris Kalnins seconded.			
	Review of April report to council - recommendations results.			
	Recommendations that were submitted:			
	6.1(a) MINUTES - RESOLUTION - 204-2016 the minutes of the April 10, 2016 CARRIED by Council		Closed	2016-05-0
	6.1 (b) COMMITTEE SIZE - RESOLUTION - 205-2016 membership be expanded to seven, allowing for the future nomination of a member from the agriculture/business community. CARRIED by Council		Closed	2016-05-0
	6.1 (c) SURVEY - RESOLUTION - 206-2016 That Council approves the Economic Development survey as submitted and circulated. TABLED by Council		Open	2016-05-0
	RECOMMENDATION: THAT the survey now be approved by Council for distribution.			
	6.1(d) Committee discussion pertaining to notification of survey to the constituents.		Open	2016-05-0
	Concern that a byline buried in the newsletter will not garner enough attention, committee would like to include a business card sized insert in the June tax mailing (replacing the previous mailings Landfill Voucher).			
	Mail out survey card artwork supplied.			
	Cost to produce 5,000 cards from vistaprint.ca is \$203.38 tax included, 3 day express service, costs to come from EDC 2016 budget.			
	Should survey card insert cause an increase in postage due to weight, any increase costs to be recovered from EDC 2016 budget funds.			
	Chairperson will make herself available to staff if requested to insert the cards into the envelopes.			
	RECOMMENDATION: THAT Council approve the insert Survey Card in the June tax mailing.			
	6.1(e) Committee discussed placement of ¼, page ad in Arnprior Chronicle Guide and Renfrew Mercury, June 22 2016 publication for the survey. Ad price is \$464.00 plus tax. Ad artwork supplied. Costs associated with ads to be taken from the EDC 2016 Budget funds.		Open	2016-05-0
	RECOMMENDATION: THAT Council approve the purchase of a ¼ page advertisement in the Arnprior Chronicle Guide AND Renfrew Mercury newspapers, June 22 2016 publication.			
	Carried.			

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lo.	Actions, Decisions and Important Issues	Responsible	Status	Date
	CORRESPONDENCE: NII	LH	Closed	2016-05-04
	NEW BUSINESS:			
	 8.1 Resignation: Wendo Blondeau received on April 13 2016. Andris Kalnins moved, seconded by Roger Robertson Discussion: Email attached received from Wendo Blondeau which was forwarded 		Closed	2016-05-0
	to township office. Regretfully the committee accepts the resignation of member Wendo Blondeau.			
	RECOMMENDATION: THAT Council accept the resignation of committee member Wendo Blondeau dated April 13 2016 from the Economic Development Committee and vacate the seat.			
	Carried.			
	8.2 Resignation: Peter Murray Roger Robertson moved Andris Kalnins seconded.			
	Discussion: Email attached which was forwarded to township office. Committee was advised that the resignation was forwarded by staff to council prior to this committee meeting and the seat has already been vacated by council. Regretfully, the committee accepts the resignation of member Peter Murray. Carried.		Closed	2016-05-0
	8.3 Website Review Andris Kalnins moved, seconded by Roger Robertson		Open	2016-05-0
	Discussion pertaining to missing information, links. EDC continues to be listed as dormant on the committees page. Chair to do a systematic analysis of the new website noting any errors or omissions and report back to committee. Carried.			
	8.4 Show Us Your McNab/Braeside follow up. Roger Robertson moved Andris Kalnins seconded.		Open	2016-05-0
	Discussion: As per RESOLUTION - 74-2016 Moved by Councillor Brum, seconded by Councillor Lang on February 2 2016, THAT the submission form as attached to the Economic Development Committee's Report dated January 14, 2016 pertaining to the logo and slogan development plan be included on the Township's website document page to enable and facilitate the submission of photos to be sent to the CAO/Clerk's e-mail address for review and possible use by the Township. Which was CARRIED, be implemented. Copy of form attached.			
	RECOMMENDATION: THAT the form contained in the Resolution 74-2016 carried on February 2 2016 be implemented as outlined. Carried.			

4. Acti	4. Action Items:					
No.	Actions, Decisions and Important Issues	Responsible	Status	Closure Date		
	 8.5 ENVISIONING EXERCISE Economic Development Committee joined the Recreation Committee in the adjoining room and discussed the following: County acquisition of CN Trail, municipal involvement with the trail in the future, advised Rec Committee of potential 'pop up' event for Fat Bike industry, discussed use of trail for the event. To be followed up once county advises the future of the trail. Social media pages, EDC is going to partner with events on the Rec. Committee's facebook page. 		Open	2016-05-04		
8	CLOSED SESSION: Nil	LH	Closed	2016-05-04		
9	PUBLIC INPUT: Nil		Closed	2016-05-04		
10	NEXT MEETING/ADJOURNMENT: Committee member Roger Robertson moved to adjourn the meeting at 8:55pm pm and Committee member Andris Kalnins seconded. All were in favor. The next meeting is scheduled for June 1 2016 starting at the chambers at 7pm. <i>No further action necessary</i> .		Closed	2016-05-04		