

**BURK'S FALLS AND AREA
ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT
(ACED)**

**MINUTES
May 27, 2019**

The meeting was held at the Strong Municipal Office on May 27, 2019 at 6:00 pm.

Present: Tim Brunton, Township of Magnetawan
Barb Belrose, Village of Sundridge
Melanie Alkins, ENDM
Robert MacPhail, Township of Armour
Margaret Ann MacPhail, Township of Perry
Kelly Elik, Township of Strong
Willy Hollett, AHCC Representative left at 7:15 p.m.
Celia Finley, Township of Ryerson
Tim Bryson, Township of Joly

Regrets: Brenda Scott, Village of South River
Lewis Hodgson, Village of Burk's falls
Wendy Whitwell, Township of Armour
Ron Begin, FedNor

Staff: Nicky Kunkel, Village of Burk's Falls
John Theriault, Township of Armour
Dave Gray, Economic Development Officer
Nicole Fraser, Municipality of Magnetawan

Call to Order

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

Minutes

That the minutes of Monday April 15, 2019 meeting were adopted as circulated.

CEDO Report and Discussion

Dave Gray presented his monthly report which included an update on his activities over the last month, how the Cyber Security presentation was received and updates on the communications internship and digital main street program, the central Almaguin First Impressions Community Exchange, the Almaguin Business Engagement/Support Model, the Gravenhurst Airport and the infrastructure expansion in Armour and Burk's Falls. Questions were asked and answered.

The Board discussed the problem of implementing broadband services in the North. The CEDO is looking into a new company which is offering to bring high speed internet to our region. He will report to the Board at the next meeting.

Terms of Reference

The Board reviewed and discussed the draft Terms of Reference proposed by the ACED sub-committee. Following the discussion, the Board passed a resolution to recommend the adoption of the Terms of Reference as circulated.

Shared Service Agreement

The Board reviewed and discussed the draft Shared Service Agreement proposed by the ACED sub-committee. Following the discussion, the Board passed a resolution to recommend the adoption of the Share Service Agreement as circulated.

Position Descriptions

The Board reviewed and discussed the draft position descriptions for the Director of Economic Development and the Economic Development Officer. Some minor amendments were made. The position descriptions will be circulated again to Board Members to be approved at the next regular meeting.

Potential Investment Opportunity - Research Park for Educational Village

The Economic Development Officer informed the Board he had been contacted by a person interested in constructing a research park for educational purposes. This project is in its infancy stage and the Board will be updated as it progresses.

Other Business

There was a request for the CEDO to produce a newsletter so it could be shared with Councils and residents. The Board discussed this issue and thought that the CEDO report each month was sufficient if Board Members shared it with their Councils. Board Members will bring forward any ideas they have to improve communications in the future.

Resolutions

1. 2019-006 - Moved by Margaret Ann MacPhail; Seconded by Barb Belrose;
Be it resolved that the Almaguin Community Economic Development (ACED) Board approve the minutes of April 15th, 2019 as amended.
2. 2019-007 - Mover by Kelly Elik; Seconded by Tim Bryson;
Be it resolved that the Almaguin Community Economic Development (ACED) Board accept the ACED Terms of reference and Agreement for Shared Economic Development Services as presented and recommend that all partner organizations and municipalities add them to their upcoming regular meetings for review and approval.

Adjournment

The meeting was adjourned at 7:37 p.m.

The next meeting will be Monday June 17, 2019 at the Strong Municipal Office.