



MERRICKVILLE-WOLFORD
& DISTRICT CHAMBER OF COMMERCE

MEETING MINUTES

Tuesday, August 10, 2021

7 - 9pm (via Google Meet)

Welcome & Call to Order at 7:02 pm

Present: Robyn Eagle, Robyn Fredrickson, Yves Grandmaitre, Nick Previsich, Jennifer Ritskes, Mary Kate Laphen, Bob Foster, Doug Stroud (guest), Patricia Warnock (guest)

1. Approval of Agenda : Robyn F motions, Jennifer R seconds
Additions/Deletions
Addition: Pause state for Chamber 8b

2. Declaration of Pecuniary Interests: None declared

3. Approval of Minutes of Previous Meeting ([July 13, 2021](#)) Yves G motions, Nick P seconds.

4. Business Arising/Action Items

- a. Tiny Doors Initiative - seems to be approx. \$125 for printing of the tiny door map. Waiting on further information from Angelina Wrona.
- b. Community Development Advisory Committee - Scott Parker is a member and Robyn E shared notes from the recent event organizers meeting. Nick P expressed concerns re. Committee not having met yet and the history of these committees having little impact on decisions. Bob F indicated that the chair (Helen Canjar) has yet to call a meeting due to Covid concerns. Robyn E will have a discussion with Scott re. Business representation. **Action: Invite Chair to future Chamber Meeting.**
- c. Strategy to Recruit New Board Members - **Yves G to produce a letter to invite new members.** 1 person has indicated they would be interested so adding In Camera session at the end to discuss.
- d. Festival of the Arts: Nick P updates that Chamber event insurance is not able to cover as Chamber is not the primary co-ordinator. Planned for 30 artisans in 2 locations, block house pavilion to have theatre, poetry and music, 2 productions by TNIM, Town Crier and has done lots of print, social media and radio advertising. Brad Cole has been very helpful in the site planning. **Action: boost social media posts of this event through the chamber page leading up to event.**
- e. [Shop Local Grant Application](#) - Application has been submitted with the plan of "Rediscover Merrickville - Our Doors are Open" to highlight Shop Local. Questions from OCC looking for more clarification. **Action: Once approved, set up sub working group to finalize plan.**

5. Council Liaison: Bob Foster

- a. Discussion - [Council Resolution Sign Holder](#) - Post Office - Bob F recommends Chamber uses the sign space to the best of our abilities. Robyn F suggests a proper header and larger map to fill the 2/3. **Action: Create header and have printed at COBA.**
- b. Discussion - Map Directory holder for Parkette has been refurbished in a less user friendly way. Have worked around by printing window cling event ads to apply on the plexiglass. Concerns brought up re. It not meeting the accessibility act. Better communication would have helped with having better functionality. Parks Canada plans to install an old lock door directly behind the parkette. Unclear how much this will be blocking the view of the canal.
- c. Discussion - Communication with CAO - currently CAO is extremely busy and does not see a regular 'dialogue' happening however request based inquiries are ok. Robyn E to reach out directly to Doug R and copy Bob F. Hoping to move towards a more consultative relationship between the Chamber and Municipality as is the case with other areas. **Action: Bob F to set up meeting with Robyn E, Robyn F and Doug R.**
- d. Painting of Parking Lines in Parks' Parking Lot - Lot is owned by Parks Canada and would need to reach out to Craig Cunningham who is in charge of property maintenance.
- e. Fireworks for Festival of the Arts August 28-29 (item 17-8270 EcDev Budget) - Still not confirmed however Brad C is phoning daily in the hopes of it going ahead. Fireworks would not be event related but would be Community Appreciation.
- f. Status of flags along main Streets (item 17-8253 in EcDev Budget) - currently flags are in replaced only as needed. Chamber would like to be involved in the selection of future flag designs.
- g. [Signage By-Law](#) - Education and Enforcement - Robyn E to bring up in discussion with Doug R.
- h. Storage Space for Christmas in Merrickville Inventory - According to TNIM, white rail car is empty. Bob F mentioned that no storage space is available.
- i. Bob F shared that there is movement towards opening the village offices.
- j. Yves G question re. Covid safety rules and the use of the community centre and safe distancing for fireworks.

6. Correspondence

- a. [Sponsorship Request from Merrickville Makers Market](#) - Chamber agrees to contribute \$200 towards the port a potty expenses. Nick P motion, Yves G seconds, all in favor.

7. Treasurer's Report: Jennifer Ritskes

- a. Monthly Expense Report - bank balance of \$12625.27
- b. Update on CRA - left several msg with RBC to get statements from 2012 to 2015. Jennifer R will work on 2016 forward. Tentatively have \$10 000 allotted to CRA expenses. Most recent quote is \$6000 and unsure of penalties. Recommends to remind business of 2022 dues well in advance.
- c. Cheri and Bob Kemp-Long - Yves motions to discuss at in camera session. Robyn F seconds.

8. New Business

- a. Review of [Chamber Game Plan 2020-21](#) - reminder for everyone to review and update plan.
- b. Status of Chamber - Defer to future discussion

9. Committee Reports

- a. Membership: Yves
 - i. 3 new members, including the Fish Tackle shop in town
- b. Marketing and Promotion: Robyn F. and Robyn E.
 - i. Chamber will have a table at the September 11th MMM
- c. Communications: Robyn F and Robyn E
 - i. Website - redesigned, simplified and tourist.resident focused. Each member to have their own feature page which is currently being populated.
 - ii. Quarterly [Newsletter](#), Merrickville Minute via MailChimp - sent 1st week July
 - iii. Monthly Newsletter to Members - sent July 2021
 - iv. Chamber Chat - August Phoenix submitted
- d. Partnerships & Networking: Nick & Yves
 - i. Chamber-Chamber Chat: TBA, Fall, 2021
 - ii. Chamber - [Event Coordinators Meeting July 12, 2021](#) - Currently creating an event guideline document. Christmas in Merrickville is still uncertain for this year. There is \$6-7k seed money. Yves G suggests discussion re CIM as a Chamber event.

10. Question Period

11. Date of Next Meeting: September 14,, 2021 - explore options for an in person meeting. Library?

12. Meeting Adjourned 9:20 pm