



MERRICKVILLE-WOLFORD  
& DISTRICT CHAMBER OF COMMERCE

MEETING MINUTES

Tuesday, September 12, 2021

7:10 - 9pm (via Google Meet)

**Attendees: Robyn Eagle, Robyn Frederickson, Jennifer Ritskes, Nick Previsich, Yves Grandmaitre, Cheri Kemp-Long, Bob Foster (left meeting after Council Liaison items)**

Welcome & Call to Order Opening Remarks:	
1. Approval of Agenda Additions/Deletions	Approved as presented
2. Declaration of Pecuniary Interests	None noted
3. Approval of <a href="#">Minutes of Previous Meeting August 10</a>	<a href="#">Deferred</a>
4. Business Arising/Action Items	
a. Tiny Doors Initiative - Update - Robyn E	
- No assistance from Chamber required at this time	
b. Strategy to Recruit New Board Members - <a href="#">Letter of Introduction</a> : Yves	
- Letter has been completed and is saved on shared drive	
- Robyn has a candidate in mind. Will reach out and advise	
c. Festival of the Arts: Debrief- Nick	
- Nick provided a recap of the weekend. Very successful event for all participants and visitors. Details of report can be read in minutes of event stakeholder meeting.	
d. <a href="#">Shop Local Grant Application</a> - Update Nick/Yves	
- Funds coming from the OCC	
- Motion tabled to accept revised budget as provided by OCC	
Jennifer proposed/Robyn E seconds Motion passed	
- Robyn E will sign and return contract documents to OCC	
5. Council Liaison: Bob Foster	
a. Painting of Parking Lines in Parks' Parking Lot (with Parks and Municipal	

Office)

- Parks Canada has provided an application to the Municipality which would allow the Village to paint the parking lines.
- Would be doing in spring due to late in this season
- b. Status of flags along main Streets (item 17-8253 in EcDev Budget)
  - Expenditures were above budget for 2021.
  - Suggestion is for Chamber to submit a theme(s) for next years budget
- c. [Signage By-Law](#) - Education and Enforcement
  - Municipality indicates they see this as a Chamber push
  - Chamber Board indicates that they wish to have the Village communicate the sign bylaw to all businesses and make sure it is enforced equally and as per the bylaw.
  - Robyn E and Robyn F indicate that they discussed this topic with the CAO during their meeting. They are awaiting a response from the CAO as to next steps
  - Focus is on communication first, enforcement after.
- d. Storage Space for Christmas in Merrickville Inventory: None available
- e. Collaboration: Welcome package for businesses
  - Suggestion is for Village to provide information on the following:
    - List of links
    - Landfill information
    - Digital Mainstreet
    - CAO contact details
    - Robyn (E and F) will provide Chamber information
- f. Chamber Post - repair/painting
  - Question raised re ownership of the posts. Needs to be confirmed
  - To be discussed at next meeting as ownership brings about responsibility and liability.
  - Regarding repairs suggestion is to wait till spring as late in season to paint and might have more damage over the winter.
- g. Question asked re Christmas Parade. Bob was unsure and suggested that Chamber send a letter to Brad Cole inquiring if Fire Department was considering a parade

## 6. Correspondence

- a. Received request re Eco Champs project. Yves will discuss further with Robbie Giles and report back

## 7. Treasurer's Report: Jennifer Ritskes

- a. Monthly Expense Report
  - 4 invoices
  - GST is due in April
- b. Update on CRA - Quote from Accountant
  - No financial information available prior to August 2014. Based on advice provided, filed as "No Activity" to the CRA
  - Awaiting on next steps by accountant

- c. Onboarding of Cheri Kemp-Long
  - Cheri shared her past experiences
  - Is now working with Jennifer (treasurer) and supporting those tasks

## 8. New Business

- a. Planning for December AGM - Set Date/Agenda/ etc...
  - 1. December 14
    - To take place at Legion
    - Start time 4:30 "Meet and Greet social"
    - AGM start time 5:30
- b. Feedback on Meeting with CAO Aug 13, 2021
  - Looking for a reset
  - Overall a good and positive conversation
- c. Status of Chamber - Pause state
  - Discussion around being a supportive organisation, beyond strictly marketing
  - Given the acceptance of OCC funds cannot pause
  - Suggestion was to send out a survey to members to better understand how/what Chamber can/should provide
- d. Merrickville "SWAG" – Yves Item was discussed and closed at last meeting
- e. Breakfast Meeting late September- Guest Speaker: [David Murray](#) Group Insurance
  - Information will be shared for those who may wish to attend
- f. Advocacy in partnership with the Trails Society regarding Fireworks at the Fairgrounds
  - Topic concerns fireworks relocation due to several concerns including impact on bird sanctuary
  - Robyn to draft letter to support move on behalf on Chamber

## 9. Committee Reports

- a. Membership: Yves
  - Nothing to report
- b. Marketing and Promotion: Robyn F. and Robyn E.
  - i. Feedback from meeting with Niklas Althoefer Hastings – Yves
    - As per above item discussed at last meeting and is now closed
- c. Communications: Robyn F and Robyn E
  - i. Website - Status Update
    - Progressing along well. More information on individual businesses being posted/added
  - ii. **Quarterly:** Merrickville Minute via MailChimp - to be sent in October
  - iii. **Monthly** Newsletter to Members - mid- September
  - iv. **Monthly** Chamber Chat - September Phoenix submitted
  - v. Post Office Sign Holder - Event Listing/Map/Other Info?

d. Partnerships & Networking: Nick & Yves

- i. Chamber-Chamber Chat: TBA, Fall, 2021
- ii. Chamber -[Minutes\\_09AUG21](#)

10. Question Period None

11. Date of Next Meeting: October 12, 2021