



MERRICKVILLE-WOLFORD
& DISTRICT CHAMBER OF COMMERCE

Draft Minutes

Tuesday, October 17th 2023

5:30 pm Library Meeting Room

Welcome & Call to Order

Present: Robyn, Trevor(Chair), Pam, Kate, Yves

Resignations: Chantal Roulston, Sally McRae

Public: Carlos and Lisa Card, Gary Decatur

Approval of Agenda Motion to approve with additions, tabled by Kate, seconded Pam Carried

Declaration of Pecuniary Interests None

Approval of Minutes of Previous Meeting : [Sept 12th](#) Motion to approve as tabled: Pam, seconded Yves Carried

Council Liaison: Anne Barr (As Anne was not present most items did not have updates)

- Opportunities for collaboration:
 - (update) replacement of Map holder at Parkette
 - in progress. Working with Brad Cole
 - (update) Posting of Ontario by Bike Sign Municipality Entrance
 - CAO has delegated to an admin staff to get a larger sign
 - Rink washroom condition
 - **ACTION:** Discussion occurred to request a delegation to Council to discuss the washroom situation. Tabled by Robyn/Seconded by Kate Carried
- Information/Updates from Council
- Flying of Pride Flag and others
 - With Council to address and decide on a path to move forward
 - NOTE: Councillor Maitland was the only Council member to respond to the Chamber letter

Business Arising/Action

- Grant Match Update:
 - Accessibility ramps
 - No grants available, will continue to monitor. Discussion ensued in regards to a better definition of the project
- Refresh of Entrance Signs- status update
 - Specification still needs to be detailed further
 - An application form needs to be designed
 - A request to MAG to send out a reminder will be done
 - Two submissions received thus far
- Business Recognition Awards - Establish a Working Group, Notice to go out
 - Notice in newsletter resulted in no applicants
 - **ACTION:** Kate/Robyn to draft criteria and categories
- Disco bus -status
 - Kate has spoken with Chamber businesses

- A bingo card will be prepared and handed out to participants and stickers to businesses. A minimum number of stickers will result in a gift from Chamber
- AGM planning- Discussion of Vacancies (3) to Fill and potential Candidates
- Dine Ontario status
 - We will not be pursuing due to lack of resources and timing

New Business

- Float in Christmas parade
 - Pam has offered to decorate. Yves will provide trailer.
- ChamberWreath for Remembrance Day
 - Yves motions to purchase a wreath for \$60 Robyn seconds, carried
- Board Resignations
 - Thank you cards will be sent out to Sally and Chantal as well as the departing CAO
- Yves tabled a motion to give \$200 to each of the two businesses that offered public washrooms during the year. These are The Village Bean and Mainstreet Restaurant. Seconded by Robyn, Carried

Correspondence

- Request for support Makers Market November 4-5
 - Motion for \$200 by Robyn, seconded by Pam Carried
- Request for support - Christmas in Merrickville December 2
 - Motion for \$200 by Robyn, Seconded by Pam

Committee Reports

- Membership:
 - follow up with members to collect outstanding fees
 - members with outstanding fees will be removed from financials
- Communications/Marketing & Promotion: Kate
 - Website
 - Webmaster – Yves
 - Yves has found a bilingual webmaster willing to do the updates and regular upkeep for a modest fee. Budget of \$200 is proposed for the updates and to get things going. Kate motions/Robyn seconds Carried
 - Social Media Activities
 - stats on Promotions
 - Stats are continuously improving
 - Kate is working on a new video
 - Marketing Activities
- Networking & Partnership: Sally
 - Farm to Fork Map
 - Lack of response from the ag community/ project is deferred to the new year
 - New Resident Welcome – complete
 - Package now complete thanks to Kate Westrade and Sally. Will be sent to new residents with waterbill/taxes. Copy to be supplied for Chamber files
- Events:

Streetscaping Working Group - Lisa

- Tote Bag Sales
 - Sales are slow going, about 50% of bags are sold. Need to finalize accounting with the Depot
- Posts
 - Slow going. With the new CAO might have additional delays

- Seasonal Decorating Plans
 - Recognized Truth & Reconciliation Day September 30
- Done

Treasurer Report : Pam

- Finance Report
 - Motion to approve as tabled by Yves/Second Robyn Carried
- CRA Update
 - HST refund credit in the amount of \$3655.11 has been issued by CRA
 - CRA asked about the 2009 return. We do not have documentation for that year.
Pam will file is NIL Return
- Budget will be tabled at the November meeting

9. Date of Next Meeting: November 14th, 2023

10. Adjournment @6:50pm

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