

MINUTES

**MARKSTAY-WARREN
COMMUNITY DEVELOPMENT CORPORATION**

GENERAL MEETING

**October 10th, 2007
6:00pm**

**MARKSTAY-WARREN COMMUNITY DEVELOPMENT CORPORATION
HEAD OFFICE
21 MAIN ST. S., MARKSTAY, ON**

1. Opening Remarks by Chair

Vice Chair Doug Reynolds welcome all in attendance.

2. Roll Call and call meeting to order

Meeting was called to order at 6:16pm

President/Chair: Rheal Forgette - Absent

Vice-Chair: Doug Reynolds - 6:07pm

Directors: Joanne McNabb
Chantal Roberts
Kathy Proulx - Absent
Keith Keeping
Kenneth Burns

Staff: Lorraine Demore, Secretary/CAO
Normand Roberge, Treasurer/Deputy Clerk -Absent
Paul Hughes, Intern

3. Disclosure of Pecuniary Interest and General nature thereof

None was disclosed.

4. Adoption of minutes

1. General Meeting Minutes dated September 12th, 2007

#2007-48

Moved by: Chantal Roberts

Seconded by: Joanne McNabb

That the General Meeting Minutes dated September 12th, 2007 be adopted and circulated.

CARRIED

5. Report from Chair

1. Website

Lorraine Demore (Secretary) and Paul Hughes (Project Coordinator) spoke about the Municipal website. Lorraine advises that she received an e-mail from Rheal Forgette (Chair) stating that Digital Webworks has designed the website in a program Microsoft SQL database, but it states very clearly in the Request for Proposal that if database to be utilized; it needs to be based on MySQL. Digital Webworks is suggesting different ways to change things to help the situation. Lorraine advised the board that they will have to fix it to what the RFP says.

2. Sled Dog Race

Paul Hughes (Project Coordinator) advised the board that he has received \$1200.00 dollars from brochure sponsors. Our goal is about \$8000.00 this year for the Sled Dog Brochure and I'm working on getting more sponsors.

3. Sub-Committee Business Development

Paul Hughes (Project Coordinator) advised that he will be asking local businesses if they are interested in contributing some of their time to help with business development.

Kenneth Burns (Director) mention that we will be attracting different business people like agricultural, tourism and services. Questionnaire will be prepared to receive feed back. Focus Group is an ideal thing.

#2007-49

Moved by: Keith Keeping

Seconded by: Kenneth Burns

That the board acknowledges receipt of the intern's reports of October 10th, 2007

CARRIED

6. Report from Secretary

1. Special Events Coordinator

Lorraine Demore (Secretary) advised the board that the position for Special Events Coordinator is being advertised and that the deadline for resumes is October 15th, 2007. We have already received 11 resumes so far. Kathy Proulx (Director) and Rheal Forgette (Chair) will be on the hiring committee.

7. Report from Project Coordination

1. Sled Dog Sponsorship

See information under Chairs Report

2. Self Employment Benefit Plan

Paul Hughes (Project Coordinator) advised that he attended 2 seminars on the SEBP in Sudbury. I have gathered all the necessary information on this and will be putting it into the CDC Newsletter. I will also have a binder with this information here at the Municipal Office. The Program is for people collecting employment insurance or have in the last 3 years who want to start there own business.

3. Christmas Promenade

Paul Hughes (Project Coordinator) advised that we have received a budget proposal for the Christmas Promenade from Pearl Constantineau. They are asking for an estimated budget of \$50.00 dollars for Stamps, envelopes ex.

#2007-50

Moved by: Chantal Roberts

Seconded by: Keith Keeping

That the board approves donation of \$50.00 dollars for the Christmas Promenade Budget as requested by Mrs. Pearl Constantineau on behalf of the organizing committee.

CARRIED

8. New Business

Secretary (Lorraine Demore) Presented the By-law that will state that 2 council members have to sit on the CDC Board. With no mention of who will be specifically appointed thereby Mayor or Councilor could serve.

Secretary advised that the former Home Hardware in Warren has been sold according to the information received, will be open for business, type to be confirmed.

#2007-51

**Moved by: Joanne McNabb
Seconded by: Chantal Roberts**

That by-law 2007-01 Being a by-law to amend by-law 2005-01 as amended be read a first and second time

CARRIED

#2007-52

**Moved by: Chantal Roberts
Seconded by: Joanne McNabb**

That by-law 2007-01 be read a third time and finally passed

CARRIED

9. Adjournment and date of next meeting

#2007-52

**Moved by: Keith Keeping
Seconded by: Joanne McNabb**

That the Markstay–Warren Community Development Corporation adjourn its proceedings at 7:04pm until the next meeting to be held on November 20th, 2007 at 6pm.

CARRIED

Rheal Forgette – Chair

Lorraine Demore - Secretary