

In attendance: Council: Richard Marcoux, Sean Burns

Residents: Jeff Poole, Elaine Covey

Youth Intern: Alison Merkley

1. **Approval of Agenda as amended – October 24, 2013**
Moved by Jeff. Seconded by Elaine.
2. **Approval of Minutes – September 26, 2013**
Moved by Elaine. Seconded by Sean
3. **Website**
 - a. Sean presented a summary of desirable website features which be sent to 14 Theories so they can prepare a quote.
 - b. Changes include a background image, translucent banner, transparent menu bar that locks to the top of the page, consistent colour scheme, calendar link, weather information, quick links drop menu, and new style of text.
4. **School Visit**

As a part of Local Government Week, Ali contacted the school and set up class visits for the grade 4-6, 40+ students. Elaine and Ali gave them an overview about governments and answered questions, as well as playing a 'matching' game. Ali will place a news item on the website.
5. **Map**

Richard is working with TD Graham & Associates on the map. During the meeting, members quickly reviewed the map for missing information, so that corrections can be made. Some errors included roads appearing or ending at incorrect points. All members are to do a further review of the map.

Richard also presented the pricing for the outdoor brochure holders and bulletin board. Sizes were chosen and Richard will calculate the number of brochures the display can fit. Prices from D&D were provided.
6. **Workshop Summaries**
 - a. Brockville & the 1000 Islands Tourism Forum: A wide summary of summer events and visitor numbers. Garden tourism is a new area of focus.
 - b. Place-Based Tourism: Slides from the workshop were emailed to all CDC members.
 - c. Celebrate Ontario Funding: Festivals can apply for grants to increase visitor numbers.

7. **Office Space Rotation (Alison Wilson's Proposal)**

It was determined that CDC would have to organize and promote the idea. The idea of having the MP or MPP use the space was brought up. Questions of who would rent it and how much they would pay were raised. Jeff volunteered to check out potential clients and the cost of other rental spaces.
8. **Walking Tours Map and River Heritage Society Proposal**
 - a. It was proposed that a brochure for people who want to do a self-walking tour be made. CDC was all in favour for this idea. Ali is to produce it
 - b. The TIRHS also brought three other ideas for discussion. The first to assist with grant applications was agreed on, as well as the creation of brochures. The final proposal was to assist with scanning and archiving that was denied as the purpose of the grant is to hire someone to do these tasks. This work is also not in the Intern's job description.
9. **Island Life Magazine Advertisement**

All agreed to place a 1/6 ad for \$525 by January 1st. Moved by Sean and seconded by Ali.
10. **Other**

None
11. **Next Meeting**

The next meeting will be held in the Township Office on November 28th at 7:00pm.
12. **Adjournment**

The meeting was adjourned at 8:55 pm.