

WOLFE ISLAND BUSINESS AND TOURISM ASSOCIATION

www.wolfeisland.com

Minutes of Meeting held
16 Dec 2003,
at the United Church Hall

Attending: Executive: President – Jim Calvin; Vice-President – Cindy Day
Treasurer – Linda Thomas; Secretary – Elise Huffman
Directors - David Colburn

Members: Linda Van Hal, Diane Kerbel, Jarda Zborovsky, Eldon McCready,
Chris Angenent, Cathie Harroun, Jim Vanden Hoek

Meeting called to order at 7:14 pm.

Agenda Item	Discussion	Action By
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1. Presidents
Remarks

Jim welcomed the small group and noted that the attendance was expected to be small due to the Marysville Christmas Concert and the Medical Clinic meeting being held at the same time.

Putting on his councilor hat, Jim updated the members on the appointments made at the December Council meeting; he was representative to the Medical Clinic Board, Big Sandy Bay Project and along with Wayne Grant, the Community Centre Board. Wayne was taking on the Canal Project and the representative to the Wolfe Island Fire Department.

Regarding the Medical Clinic, the Board will be submitting an application to the ministry by 7 Jan 04 in order to be first in line to receive funding for a nurse practitioner from the Province in the new fiscal year funding envelope beginning 1 Apr 04. To support this application, they would like the opinions of the residents about the Island's needs, for example clinic hours, prescriptions, direct care etc. To help them gather this information they have provided a series of questions to stimulate ideas and responses. **Decision:** The list of questions will be included with the minutes as Appendix A. Responses are to be dropped of the Terry O'Shea at the Township office or may be emailed directly to Dr. Duncan Day, Vice-President of the Medical Clinic Board at duncan_day@yahoo.ca. Members are encouraged to respond as soon as possible to ensure their input is included in the application proceedings.

In response to the Association's invitation to MTO to attend a meeting, a letter from Roger Harrison was received. It included a copy of last year's letter to the Council outlining the criteria by which the decision to move the boat from the village is made. It indicated that there was 4 feet of water below the boat however this was further reduced by the natural draw of the moving boat and high winds. It also noted that on the shoulders of the channel there were areas in which there was only a 12" clearance. The letter also stated that the ferry will move to the Dawson's Point dock annually when the lake level drops to 244.2 feet above sea level (ASL). It was felt that this information did not reflect new and more accurate information regarding the channel or answer to questions of the membership.

Decision: Jim will speak directly to Roger Harrison in the new year.

Brian MacDonald noted that current information on water levels could be obtained through a website, which he would relay to David. **Decision:** David will provide a link to this website from ours. Members could then monitor water levels and judge when the ferry was would likely move.

The executive had discussed and decided that it would benefit all parties involved to reimburse Tom Dickie and Susan Barker \$110.00 to cover the cost of mounting the eagle sculpture. Members agreed.

Jim

Brian,
David

Linda,
Elise

2. Agenda Items	Three items were added to the agenda, KEDCO visitor guide, OFAC seminar, Frontenac CFDC.	Elise
3. Minutes	Elise noted that the handing over to the new executive was recorded in the AGM minutes and did not reflect in the regular monthly meeting. This information should added to the November minutes to disseminate the information to all members. Motion: Linda Van Hal moved that the minutes be adopted as amended. Seconded by David Colburn, carried.	Elise
4. Treasurer's Report	<p>Linda reported the opening balance of the account was \$7228.00. The is almost \$17,000.00, which includes the Wolfe Island Classic funds, to begin the new year. Receipts for membership dues will be mailed out with the minutes.</p> <p>The new executive will meet early in January to review the OSTAR commitments in order to prepare for the new budget. Linda Thomas and Linda Van Hal will also be completing a summary of the OSTAR projects and expenditures. Decision: Linda Van Hal will provide the executive with copies of the completed summary and the 2004 OSTAR project milestones.</p>	<p>Linda Thomas</p> <p>Linda Van Hal</p>
5a. Fundraising Committee	Cindy explained how WIBTA had reserved a table to at The Factory for the Christmas Sale to sell calendars, which did not happen, so Diane Kerbel and Cathie Harroun, created seasonal notecards, pens, gift tags and fridge magnets as replacements. They used various photo contest pictures and raised \$170.00! All the material as well as their time was donated. Cindy also encouraged members to take advantage of the display of the remaining items! For those not at the meeting, contact Cindy if you would like to purchase any of the items for Christmas.	
<p>5b. By-Laws Committee</p> <p>5b. (cont)</p>	<p>Cindy put on her other hat and reported that the committee had met and raised several points during the discussion regarding by-laws and policies. For example, when WIBTA commits people, time, effort and money to a project, it should then become the property of the Association. The model used for the by-law revisions was the newly created Frontenac CFDC (Community Futures Development Corporation) organization. A draft of the revisions would be presented at the January meeting at which time all members would be asked for their input.</p> <p>Additional discussion included the use of the Photo Contest photos by all members for their businesses. Ideas included the brochure committee selecting the photos for their use then declaring the rest available, possible make the photos available for a nominal fee, include a disc of photos in the business kits that were being developed and a policy on photo use should be established and noted in the by-laws. It was agreed that any policy would be subject to change over the years as the Association gained experience in such matters. Decision: It was decided that with regards to the photo issue, the executive would determine the policy for their use.</p> <p>Elise will forward the current by-laws to David to load them onto the website.</p>	<p>Cindy</p> <p>Executive</p> <p>Elise, David</p>

<p>6b. Draft 5-year Plan</p>	<p>Jim introduced the proposal that the Association develop a 5-year plan to permit adequate planning and more potential for applying for grant money. Attached at Appendix C to these minutes is a very rough draft list of project that cover a period of the next five years. Jim felt that the Association should focus on one major project each year and have them outlined well in advance in order to allow for planning time. Major projects might include having another Country Fest that was last held almost a decade ago. This would require two years to plan, apply for grant money and gather Island resources and personnel. It is important to lay the groundwork for future projects. This list was just a means of stimulating ideas and discussion for the January meeting. All members consider what projects they believe WIBTA should undertake in the future and communicate them to the President or Secretary. Over the next three months, beginning in January 04, the Association will refine the 5-year plan.</p> <p>Discussion included the availability of funds through the OSTAR partnership, the need to include all other Island organizations in a project such as the Country Fest, send a flyer to all residents to include information on plans for the future, how to meet their needs and recruit new members other than those who have businesses and clarify the misinformation that \$17,000.00 had been spent on website improvements when in fact that was the total for all 3 projects of which the improvements was the first to be done.</p> <p>Decision: Cindy Day and Linda Thomas would create a flyer to send out to all Islanders in January. It would include WIBTA's year end report, the proposed 5-year plan, questions on how to meet members needs, introduce the new executive, attract new members. Jim will write a paragraph about the 5-year planning idea. A draft of the flyer will be circulated for comment</p>	<p>All</p> <p>Cindy, Linda T.</p>
<p>6c. Frontenac CFDC</p> <p>6c. (cont)</p>	<p>Cindy Day announced that as of 10 Dec 03 the Frontenac Community Future Development Corporation had officially opened their doors. There are over 300 CFDCs across Canada, 58 in Ontario itself. The primary mandate of the organization is to:</p> <ol style="list-style-type: none"> (1) provide counsel and advise to small businesses, (2) promote economic and community development projects (3) to lend money to small businesses. <p>These services are to be provided specifically to rural communities. Early in January the Frontenac CFDC will start their strategic planning process and WIBTA members are invited to provide input on their economic development ideas. Funding comes from Industry Canada but each region is unique and served directly by their office. The Frontenac office is located in Harrowsmith.</p> <p>Secretarial note: WIBTA is particularly lucky to have Cindy Day a member of the Frontenac CFDC board and Linda Van Hal as a regular member to provide current information.</p>	

6d. OCAF Seminar	David Colburn and Elise Huffman attended a seminar presented by the Ontario Cultural Attraction Fund to discuss Cultural Tourism Marketing. It was amusing to discover that when the workshop split into small groups to brainstorm how to market a specific, 2 of the 5 groups elected to use the Scene of the Crime event! A presentation on the seminar will be ready for the January meeting.	David, Elise
6e. KEDCO Brochure	Linda Van Hal had received the forms for advertising in the Kingston Economic Development Corporation's brochures. The costs was very high, so it was unlikely WIBTA would be able to make use of this offer. The forms were passed to the Brochures Committee for reference.	Elise
7. Other Business	(1) Jim Vanden Hoek suggested that Anne Pritchard, the executive directory of the Frontenac CFDC and Karen Fisher, Economic Development Officer for the County of Frontenac be added to the flyer. It was noted that Karen and Anne would be attending the WIBTA January meeting and that Karen had offered to assist the Brochure Committee, which was quickly accepted!	Cindy, Elise

Motion to adjourn the meeting at 8:50 pm

President: 385-1486 or jcalvin@ihorizons.net

Secretary: 385-1486 or ehuffman@ihorizons.net

NEXT MEETING - TUESDAY 21 JANUARY 2003

**MERRY CHRISTMAS
AND
HAPPY NEW YEAR!**

Appendix A to
WIBTA Minutes
Of 16 Dec 03

Nurse Practitioner Application Survey
Wolfe Island Medical Clinic Board

If health care services are not available in the community:

- Where do patients go to obtain service
- How far do patients travel
- How much time is needed to reach a service provider
- How do patients travel (road, rail, air or water)
- Are there any travel conditions that may cause hardship
- How many health care providers are located in the community patients travel to
- Are those physicians working full- or part-time
- Are those physicians restricting or limiting their practices
- Are those physicians able to accept the additional patients
- Type of practice (family or specialty)
- Other relevant data