



**MUNICIPALITY OF EAST FERRIS
COMMUNICATIONS COMMITTEE MINUTES
Tuesday, January 19th, 2021 at 10:00 a.m.**

Present: Erika Lougheed, Pauline Rochefort, Jason Trottier and Monica Hawkins

1. **Called to order** - Meeting called to order at 10:00 a.m.
2. **Approval of the agenda** - Agenda approved with the addition of Municipal Building and Strategic Plan Survey
3. **Minutes of October 26th, 2020** - Minutes were approved. Minutes were circulated on Council agenda of November 10th, 2020
4. **Declaration of Conflict of Interest/Pecuniary Interest** - None for this meeting
 - a) **Phil Koning - Communications Policy** - Erika will contact Mr. Koning and advised that the committee reviewed his concerns regarding the communications policy and advise that there have been no changes since approved by Council
 - b) **Phil Koning- referral from Council meeting, January 12th, 2021 - Website** - Monica to send a formal letter to Mr. Koning advising that the matter of his letter referred by Council to the Communications Committee has been reviewed and the Committee will take it under advisement
 - c) **Municipal Building** - Pauline advised that a report will be coming to Council from the Technical Advisory Committee
 - d) **Strategic Plan Survey** - Survey questionnaire will be prepared for the next Communications Committee Meeting
5. **Correspondence and Information:**
6. **Other Business** - Jason advised that we have started quarterly newsletters. It was launch last week. East Ferris residents can subscribe and get them quarterly. Pauline advised that we were getting great comments regarding the newsletter
7. **Referred to next meeting:**
 - a) Strategic Plan survey. Review of the questions
 - b) Items for next quarterly newsletter (March)
 - c) Complaint/Service Policy
 - d) Community Engagement Policy
8. **Next scheduled meeting** - February 16th, 2021
9. **Adjournment**- Meeting adjourned at 10:40 a.m.