



COMMITTEE REPORT

COMMUNICATIONS

DATE: September 13, 2021

ATTENDEES: Councillor Tim Fox (Chair), Councillor Pat Septon (Vice Chair), Dan Fortier, Nancy Moore, Cindy Hackett, Emily Gregory (Staff)

***staff members Taylor Bradley (Summer Student) and Terri Parker (Clerk/Treasurer) no longer required to sit on committee.*

REGRETS: Susan Cassidy

The Communications Committee met on Monday, September 13th @ 5:30 pm.

An update on projects were provided:

Welcome Package

- Postcard image was changed to an image of Hanwell Place
- It was agreed that the conceptual image on the postcard will be replaced with a photograph of Hanwell Place.
- It was agreed that the postcard would be made bigger using one of the standard sizes to give more room for information and to allow a larger font to make it easier to read
- Staff will source the bags and get quotes for reusable bags and hopefully have samples for the next meeting
- It was suggested that seed packages be placed in the welcome package
- Contact local businesses to see if they are interested in donating items

Hanwell Herald Fall Edition

- Edits were made to the draft issue of the Hanwell Herald
- Staff will make edits and send out to Committee for review
- Committee will provide any edits by September 24th with the goal of getting to print early October

Committee Recommendation: *To accept the following as members of the Communications Committee for a period of one year August 2021- August 2022 (our first meeting was August 2021):*

*Dan Fortier
Nancy Moore
Cindy Hackett
Susan Cassidy
Mark Murray*



COMMITTEE REPORT

COMMUNICATIONS

Due to some members of the committee working during the day the committee will meet on the 1st Monday of each month at 5:30 pm.

Next regular meeting will be held on Oct 4th both at 5:30 pm.

Meeting Adjourned at 6:45 pm.

Respectively Submitted,

Councillor Tim Fox (Chair)