



COMMITTEE REPORT COMMUNICATIONS

DATE: November 1, 2021

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

REGRETS: None

The Communications Committee met on Monday, November 1, 2021 @ 5:30 pm.

Committee Report of October 4, 2021

The Committee was provided with a copy of the Committee Report that went to Council in October. The Committee had no comments.

An update on projects were provided:

Christmas Newsletter:

- The Committee agreed that we should do a one-page newsletter to be mailed out between December 3rd and December 7th
- The newsletter will be comprised of section listing happenings over the holiday season (church activities, dinners, open houses, tree stands, activities at Kingswood, etc.), a holiday message from Hanwell to residents, and a "BINGO card" of activities and acts of kindness that people can do over the holiday season (shop local, give to charity, donate food, check in on elderly neighbours, etc.), all related to Hanwell. People who submit a completed Bingo card and who comment and share on our Bingo social media posts will be entered in a draw to win a prize.
- Tim will contact United Way to see if they are doing any holiday giving programs
- Emily will seek a prize for the Bingo winner.
- Committee members will provide their suggestions for Bingo card actions to Emily by Friday, November 5

Hanwell Herald Winter Edition

- The Committee decided on the following stories (writer is in brackets):
 - Mental Health (Cindy)
 - Trails and Recreation (Nancy)
 - 2021 Council Highlights (Pat)
 - Halloween and Christmas contest winners (Emily)
 - Ladder Truck (Emily)
 - Fire Safety (Cindy)
 - Emergency Measures (Mark)
 - Become Informed and Get Involved (Tim)
 - Pick up Dog Poop this Winter (Tim)

Hanwell Herald Spring Edition

- The Committee discussed potential stories for the Spring edition:
 - School safety



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- Meet our new School Principal
- Outdoor Adult Gym
- Speeding (new radar signs)

Welcome Package

- We are ready to produce the package so Emily will go ahead with ordering the bags, finalizing the post card and getting them printed before year end.
- Emily will contact the Real Estate Board to determine the best way to ensure distribution of the packages.

Social Media Communications Policy (Draft)

The Governance Committee made changes to the policy and Emily provided additional changes. This was followed up with another meeting of some members of the Governance Committee and Emily where the policy was finalized. The Governance Committee is happy with the policy and it was brought back to the Communications Committee to see if there were any last changes to be made. Committee members have until Friday, November 5th to submit any changes to Emily and Tim.

Next regular meeting will be held on December 6, 2021 at 5:30 pm

Meeting Adjourned at 6:45 pm.

Respectively Submitted,

Councillor Tim Fox (Chair)