United Townships of Head, Clara & Maria Municipal Council

Type of Decision									
Meeting Date	**Friday, October 16, 2015**				**Report Date**	**October 10, 2015**			
Decision Required		**Yes**	**X**	**No**	**Priority**		**High**	**x**	**Low**
Direction		**Information Only**	**X**	**Type of Meeting**	**X**	**Open**			**Closed**

REPORT TITLE

Administrative Assistant's Report – Information Only # 16/10/15/805

ROAR Conference 2015, Calabogie, ON

In the Kitchen – Discussed children and seniors in the kitchen. Things to consider for senior's program:

- Cooking for one or two - it can be difficult to adjust to grocery shopping and cooking for smaller families.
- Bulk cooking, dividing food and freezing – this saves time and money, meals just need to be taken out of freezer. Participants can all sit down and enjoy a meal together once all the cooking is done.
- Budgeting
- Multiple recipes for one ingredient- lots of times you buy an ingredient for a recipe and only use half or part…what can you do with the rest so it doesn't go to waste?
- New and trending ingredients – quinoa, collards
- Portioning wild game – if you do not moderate intake it can cause inflammation in body over time.
- Canning and Preserving
- Raised garden bed – a community garden? Jordan from The City of Pembroke built a 4ft raised garden bed. No weeding and no bending.

Senior Trends – discussed different activities seniors are interested in. Nordic pole walking pickle ball are rising trends. Gayle and I am looking for someone to come to the hall to do a demo and teach the scorekeeping aspect.

Pickle Ball – Was instructed on how to play and then competed against other team. It is a very fun game to play, would be good for the adults and seniors. The scorekeeping is somewhat confusing, but we were given an instruction pamphlet to take home.

Partnering- with decreased funding it is important to partner and share resources. City of Pembroke and Town of Petawawa partnered to create The Upper Ottawa River Race. It was a very successful fundraiser, not possible without partnership. The goal was to increase the economy of both locations as a region, not individual.

Apps & Websites – Most municipalities are reviewing their websites, they all need updating. Some suggestions include:

- Using a clean and neat template
- Having an easily- accessible search box. Putting it in the center of the page so that it is eye-catching will help users by giving them a shorter search process; they can just type it in. Anything you can do to limit searching will be beneficial because users are turned off by websites that you have to continuously search just for one item. It is frustrating for users.
- Having a Home Page button that stands out so that users can easily return home without having to backtrack.
- Using less drop-downs. Some websites do not have any. The headings are listed on the main page.

Note: It was suggested that there be uniformity for all publications of municipality (website, newsletters, Facebook, posters etc). They should use the same colours, formats, fonts and structures.

Apps are very expensive. There are two different ways to purchase either a lump sum or yearly contract. Town of Petawawa pays $6000 for their App and are signed on a three year contract. Their app is called "Guide to Outside" and it is mostly used for tourism as it shows the different restaurants, campsites etc.

Paddle Boarding – This slot was supposed to be Yoga and I thought it would be beneficial to take yoga course since it is frequently offered at the hall. The yoga instructor was not available to do the course so it was turned into Paddle Boarding. Once you get over the nerves of standing on a board in the middle of the lake in September, it is very peaceful and calming. I really enjoyed it. Gayle is looking into funding for boards as we think it would be a popular activity here in the summer.

Nature Walk- Lyndsey Mask from Shaw Woods led the program. She has a lot of resources, especially for kids. Has a FIT program. We could create better use of our trails. Maintaining the trails would be easy enough once the initial clean- up was completed. It is good to have an attraction in your trail. It could be water or a display. Shaw Woods has a bald eagle display made out of corks. There are reading trees or you can post stories along the trails. It is nice for users to have something to go along with walking. Geocaching is also used at Shaw Woods.