



Corporation of the Village of Cumberland

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Economic Development Steering Committee Minutes October 3, 2018 at 6:00 pm Council Chambers

Members Present:

Roger Albert
Sean Carberry
Meaghan Cursons
Troy Ellis
Chris Higgins
Melissa Roeske
Nick Ward
Councillor Jesse Ketler
Mayor Leslie Baird (alternate)

Staff:

Kaelin Chambers, Economic Development Coordinator
Sundance Topham, Chief Administrative Officer

Regrets: Mike Manara

Mr. Chambers called the meeting to order at 6:00 pm

1. Approval of Agenda

Cursons/Roeske: THAT the agenda be approved.
Carried

2. Adoption of Minutes

3. Delegations

4. Correspondence

5. Unfinished Business

6. New Business

6.1 Introductions

Steering Committee members, staff and council representatives introduced themselves and why they are participating in the Economic Development Steering Committee (the Committee).

6.2 Background

The Economic Development Coordinator (EDC) provided a brief description of what Local Economic Development is and how it has changed over the last half century.

The EDC then provided context regarding economic development in Cumberland, including the Village's preceding efforts in selecting an Economic

Service Delivery Model, the development of the Economic Development Strategy (the Strategy) and the implementation of the Committee.

6.4 The Economic Development Steering Committee

The Committee reviewed the EDSC Terms of Reference.

Discussion occurred regarding the purpose of the Committee, the roles and responsibilities of Committee members, and the practice and protocols in place with respect to meeting times, decision making, communications and conflicts of interest.

6.6 Cumberland Economic Development Strategy

The EDC presented details of the Strategy including the timing and prioritization of strategic actions/initiatives.

As part of the overview, Steering Committee members discussed each of the eight strategies and their associated actions. They also explored and discussed elements of the Strategy including its vision, objectives, and how the committee can/will support the EDC in the implementation of the Strategy

6.7 Work to Date

The EDC and CAO provided information regarding Strategy related work and initiatives completed over the last two months.

The Committee discussed these works in relation to the Strategy and its implementation.

6.8 Selection of Committee Chair and Co-Chair

Ward/Roeske: THAT Meaghan Cursons and Troy Ellis be elected as Co-Chairs, who will alternate Chair responsibilities from meeting to meeting.

Carried

6.9 Next Steps

The consultant reviewed work and deliverables to be conducted up until the next Steering Committee meeting, which is anticipated sometime in January of 2019.

The Committee agreed to establish recurring quarterly meetings in the evenings of the first Wednesday of every third month.

7. Upcoming meetings

Expected in early to mid-January 2019. The EDC to provide scheduling options for the Steering Committee.

8. Adjournment

The meeting was adjourned at 8:20 pm.

Certified Correct:

Chair

Deputy Corporate Officer