

# Municipality of North Cowichan

## Official Community Plan Community Ambassador Teams

### MINUTES

October 22, 2020, 5:00 p.m.  
Electronically

Members Present            Lisa Hudson, Chair  
                                     Wendy MacPherson  
                                     Marita Judson  
                                     Craig Meredith  
                                     Sheila Kitson  
                                     Cam Campbell  
                                     Caitlin Kenny  
                                     Andrew Wilson  
                                     Laura Funk  
                                     Rhiannon Snaith  
                                     David Messier  
                                     Cindy Lise

Staff Present                Megan Jordan, Manager of Communications  
                                     Chris Hutton, Community Planning Coordinator  
                                     Mairi Bosomworth, Community Planner  
                                     Anthony Price, Planning Technician

#### 1.     **CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 5:04 p.m.

#### 2.     **APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That the Official Community Plan Community Ambassador Teams approved the agenda as circulated.

CARRIED

#### 3.     **BUSINESS**

##### 3.1 Part One - Conference session with all attendees

##### 3.1.1 Welcome

Name and brief intro.

##### 3.1.2 Introducing Community Character and Values Engagement

A presentation was provided to the teams followed by a discussion.

##### 3.1.3 Presenting Community Character Framework

A presentation was provided to the teams followed by a discussion.

**3.1.4 Present example survey/workbook exercise**

The survey tool and workbook have not yet been finalized.

**3.1.5 Discuss proposed role of Ambassadors**

A presentation was provided regarding the role and expectation of the Ambassadors.

**3.2 Part Two - Breakout with each community**

The teams broke out into four groups, representing each Community Ambassador Team, led by a member of the Planning department. Each team was asked the same questions, identified below.

**3.2.1 Is this the right area for your community?**

**3.2.2 Is this the right name for your community?**

**3.2.3 Discussion of Engagement Framework and Engagement Exercise Questions**

**3.2.4 Can you tell us your top 3 (natural, built, cultural/heritage) landmarks in your community?**

**3.2.5 Are there any questions we should not be asking?**

**3.3 Part Three - Conference session with all attendees**

**3.3.1 Wrap Up and Next Steps**

Summaries of each breakout occurred and the teams then had an opportunity to ask staff any questions they may have.

**4. NEW BUSINESS**

None.

**5. ADJOURNMENT**

The meeting ended at 7:03 p.m.

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Signed by Chair

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Certified by Recording Secretary