

Municipality of North Cowichan
Official Community Plan Community Ambassador Teams
MINUTES

June 11, 2020, 5:00 p.m.
Electronically

Members Present	Anne Murray, Sheila Kitson, Carreen Unguran, Ken Brown, Wendy MacPherson, Tom Andrews, Cindy Lise, Andrew Wilson, Dave Jackson, Sarah Nelles, Nancy Dower, Christina Godbolt, Carol Donelly, Douglas Hume, Matthew Huotari, David Darwin
Members Absent	Laura Funk, Marita Judson
Consultants Present	Suzy Lunn, Rob Barrs, Vince Verlaan
Staff Present	Chris Hutton, Community Planning Coordinator Mairi Bosomworth, Community Planner

1. CALL TO ORDER

There being a quorum present, Chris Hutton called the meeting to order at 5:02 p.m.

2. APPROVAL OF AGENDA

IT WAS MOVED AND SECONDED:

That the OCP Community Ambassador Teams adopt the agenda.

CARRIED

3. ADOPTION OF MINUTES

3.1 Community Ambassador Team Meeting

IT WAS MOVED AND SECONDED:

That the minutes of the February 24, 2020 Community Ambassador Teams meeting be adopted.

CARRIED

4. BUSINESS

4.1 Welcome

Introductions and round table

4.2 Project Schedule Overview

The OCP consultants from MODUS provided a presentation and facilitated the workshop with team members and responded to questions and comments regarding the gap

analysis and engagement plan which was the focus of their presentation. Each of the following topics below were covered.

4.3 Engagement Plan

Teams received presentation for information.

4.4 Engagement Tools and Techniques

Teams received presentation for information.

4.5 Gap Analysis

Teams received presentation for information.

4.6 Housekeeping, Wrap Up and Next Steps

Draft gap analysis will be sent to the teams for review.

5. NEW BUSINESS

No new business.

6. ADJOURNMENT

The meeting adjourned at 7:01p.m.

Certified by Corporate Officer

Signed by Chair