

Municipality of North Cowichan Public Engagement Committee MINUTES

September 3, 2020, 6:00 p.m.
Electronically

Members Present Mayor Al Siebring, Chair
 Councillor Rob Douglas
 Councillor Rosalie Sawrie

Staff Present Ted Swabey, Chief Administrative Officer (CAO)
 Megan Jordan, Manager, Communications and Public Engagement
 Terri Brennan, Executive Assistant

1. CALL TO ORDER

There being a quorum present, the Chair called the meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

A discussion re: in-person consultations was added to the agenda under New Business as item 6.1

IT WAS MOVED AND SECONDED:

That the Committee approve the agenda, as amended.

CARRIED

3. ADOPTION OF MINUTES

IT WAS MOVED AND SECONDED:

That the Committee adopt the minutes of the Public Engagement Committee meeting held August 4,, 2020.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

None.

5. BUSINESS

5.1. Draft Communications and Engagement Plan

Jessica Delany, Delaney and Associates, discussed with the Committee the current draft communications and community/stakeholder engagement plan. A few minor edits will be made based on input received from the Committee.

IT WAS MOVED AND SECONDED:

That the Committee approve the final draft Communications and Engagement Plan for collection of community and stakeholder input under the draft engagement framework and policy.

CARRIED

5.2. Feedback on Survey

IT WAS MOVED AND SECONDED:

That the Committee approve the draft engagement survey as presented with the minor amendments as suggested by the Committee.

CARRIED

5.3 Sample Graphics

The Committee reviewed the sample graphic and determined that staff are to decide on the final product.

6. NEW BUSINESS

6.1. In-person Consultation

The Committee determined there were a sufficient number of questions already included in the draft survey to elicit feedback on in-person engagement. Public feedback on in-person engagement will help inform the community engagement and framework policy. Responses specifically from the survey may assist Council with determining the need for in-person consultation in 2021 and 2022, especially when staff bring forward suggestions for Budget 2022 engagement.

7. ADJOURNMENT

The meeting ended at 6:33 p.m.

Certified by Recording Secretary

Signed by Chair