



Making a difference...together

SALT SPRING ISLAND ECONOMIC DEVELOPMENT COMMISSION
Notice of Meeting on **Thursday, September 19, 2013 at 4:00 pm**
School Board Office Meeting Room – 112 Rainbow Road, Salt Spring Island, BC

AGENDA

- 1. Approval of Agenda**
- 2. Adoption of Minutes**
 - June 20, 2013 Meeting Minutes**
 - July 18, 2013 Meeting Minutes**
 - August 15, 2013 Meeting Minutes**
- 3. Reports**
 - 3.1 Chair Report**
 - 3.2 CRD Director Report**
 - 3.3 Commissioner Updates**
 - 3.4 Financial Report**
- 4. Unfinished Business / Other Business**
 - 4.1 Economic Development Strategy Workshop**
 - 4.2 Date For Experience Gulf Islands**
 - 4.3 Website Update**
- 5. New Business**
- 6. Next Public Meeting to be Held October 17, 2013**
- 7. Adjourn**

To ensure quorum, advise Karla Campbell or Tracey Shaver 250.537-4448 if you cannot attend.



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Community Economic Development Commission
Held June 20, 2013 in the School Board Meeting Room, Salt Spring Island, BC**

DRAFT

Present: **Director:** Wayne McIntyre
 Commission Members: John Tylee – Chair, Tarquin Bowers, Emma-Louise
 Eisey, Daniel Logan, Darryl Martin, Amber Quiring, Janet Smith
 Staff: Kees Ruurs, CRD Senior Manager; Sarah Shugar, Recording Secretary
 Delegations: Gregg Dow, Chair SSI Parks and Recreation Commission; Li
 Read, President Chamber of Commerce; Peter Grove, Islands Trustee

The Chair called the meeting to order at 4:00 pm.
The Chair called for introductions and introductions were carried out.

1. Approval of Agenda

MOVED by J. Smith, **SECONDED** by D. Logan,
That the agenda be accepted with the addition of:
Item 3.1 Li Read, Chamber of Commerce
Item 3.2 Gregg Dow, PARC

CARRIED

2. Approval of Minutes

MOVED by T. Bowers, **SECONDED** by D. Logan,
That the minutes of the May 16, 2013 Regular Meeting be accepted as
presented.

CARRIED

3. Presentations / Delegations

- 3.1 Li Read, SSI Chamber of Commerce
 L. Read verbally presented the following update:
- As the newly elected president of the SSI Chamber of Commerce she looks forward to collaboration with the CEDC.
 - The Chamber of Commerce Regular meetings are scheduled on the first Wednesday of each month, 4:00 to 6:00 pm in the Thrifty's Board Meeting Room. The next meeting is scheduled on July 3, 2013.

The Chair invited L. Read to attend the CEDC regular meetings.

3.2 Gregg Dow, PARC Chair

G. Dow verbally presented the following update:

- The next meeting of the Market Advisory Group (MAG), an advisory group to PARC is scheduled on July 17, 2013. The meeting has been called to address the current market issues. PARC has received a petition in support of expanding the Saturday Market. He noted that it is a complex issue and MAG will be assessing all of the factors and taking community needs into consideration.

It was generally agreed to schedule a meeting with the CEDC Chair, PARC Chair, SSITC Chair regarding the market issues prior to July 17, 2013.

The Chair invited G. Dow to the next CEDC regular meeting scheduled on July 18, 2013.

G. Dow left the meeting at 4:35 pm.

4. **Reports**

4.1 Chair Report

The Chair circulated the following Tourism Initiative working document and it was generally agreed that the document be included in the minutes.

SSI CEDC Tourism Initiative

Goal

- Despite recent efforts, the tourism sector on Salt Spring is not well integrated and there is no sustained, consistent effort to present a unified offering to potential tourists
- Following two well attended roundtables earlier this year, the CEDC is working with tourism volunteers from many sectors to develop, by the end of 2013, a tourist strategy for 2014 that includes:
 - A branding statement that reflects the offerings of all sectors of the tourist industry
 - A calendar of major events during 2014
 - A marketing strategy and collateral
 - A social media marketing strategy
 - A database of all tourism-related businesses

Progress to date

- Key sectors of the tourism industry that contribute to the SSI "brand" have been identified as follows:
 - Accommodation
 - Agriculture
 - Art
 - Food production/restaurants
 - History
 - Nature/trails

- Ocean activities
- Wellness
- It is planned to work with one or more representatives of each of these sectors to develop the strategy, events schedule and marketing for 2014. In some sectors, there are organizations and/or key organizers who have agreed to work with us. In other sectors where there appears to be little inter-business organization, meetings are being developed to identify people who can:
 - work with us on the above goals, representing the views of their sector, and
 - report back regularly on the work being done to other businesses in their sector, and ensure that their views are taken into account as the work progresses
- It is planned to hold a meeting with all sectors represented by the end of July
- All-sector meetings will be held as often as necessary, with reporting back on progress to the larger roundtables of interested businesses about every two months
- CEDC will:
 - chair all-sector representative meetings and roundtables
 - ensure coordination with the SSI Merchants Group, which is working on projects that have an important bearing on the 2014 tourism season
 - ensure inter-island coordination, to the extent necessary
- Current project status:
 - Tourism business database: first draft created by CEDC for discussion at first sector reps meeting
 - 2014 Calendar: to be taken up at first sector reps meeting
 - Single portal for submitting events to SSI calendars: working group in place, awaiting information from the Chamber
 - Social media strategy and training: Some training has already taken place; expansion of activity being considered
 - Branding: it is planned to hold a community competition, in conjunction with media, for the best (500 word max?) branding statement. Winning entries will be turned over to a marketing professional to turn into collateral for 2014 and future years

The Chair noted the following additional items:

- The agriculture sector has advised that they cannot meet until post Fall Fair. Anne Macey is the contact person for the Agriculture Sector.
- Susan Wetmore is the contact for the Accommodations Sector.
- Still seeking a contact person for the Arts Sector.
- There is a goal to develop a comprehensive 2014 calendar of main community events to publish by January.

It was noted that there is an annual quilting bee event with over 750 participants. To be added to events calendar.

It was also noted that the Harbour House Hotel and Restaurant could be a possible lead contact for the Food and Restaurant Sector.

The Chair circulated the following Merchants Meeting working document and it was generally agreed that the document be included in the minutes.

Merchants Meeting May 29 – Follow-up Priorities

- To date, no new volunteers have stepped up
- Need to prioritize all items raised at the meeting into:
 - 1 – some action immediately
 - 2 – start action in the fall
 - 3 – start action in 2014 or later
- Beautification
 - Art/sculptures downtown (2)
 - Centennial park – work with PARC (market layout, washrooms, kids area, water fountain, Kids horse (2)
 - Green wall – others undertaking
 - Murals by kids for barriers outside closed gas station (& remove parking?) – (1 – Amber; Jacquie Harkema also interested)
 - Group purchase flowers/native species (1- Amber)
- Historical tour
 - Investigate possibilities, incl. murals in Firehall, with Susan Wetmore (1 - John)
- Maps/signage
 - Chamber map published, Matt/Celia “Art-inspired” map with 30 businesses going ahead
 - Hereford Avenue signage going ahead, schedule unknown
 - Clarify Hereford sign status (1 – Amber)
 - Other signage, removal of sandwich boards (2)
 - New downtown map with all businesses, suggested walk – investigate costs & feasibility (1 – Tarquin)
 - Large map installed at Markets – (2)
- Garbage
 - Garbage cans – Centennial Park – being addressed by PARC
 - Garbage cans elsewhere, tie-in to “Garbage by Donation” (3)
 - Marinas garbage (3)
 - Tie-in to broader issues (retailers own garbage, CRD disposal, Transitions, etc.) (3)
- “Getting to know you” tours/events
 - Tours among 7 areas of downtown – pilot (1- Tarquin/Matt)
 - Add Saturday & Tuesday market vendors (2)
- Retailer Workshops, etc.
 - Investigate social media & inventory control pilot (1- Tarquin/John)
 - Job fairs (3)
- Buy local
 - Overall strategy (2)
 - Outreach to Agriculture sector (1 – John)
 - Outreach to Transitions, LOCO (1 – Tarquin)
 - Bumper stickers, marketing, etc. (2)

- Farmers Markets
 - Expansion, transportation possibilities (1- John to take up with PARC, Transportation Commission)
 - Survey, outreach to merchants, etc. – being undertaken by PARC with Vendors Advisory committee
- Events strategy
 - Research, esp. through Sea Capers post-mortem (1 – Amber)
 - Plan for 2014 (2)
- Social media
 - Monitoring (1 – Emma)
 - Coordinate with Salt Spring app, CEDC website, social media training (1- Emma)

The Chair provided the following update:

- Attended the meeting on Mayne Island regarding inter island collaboration. There was interest in collaboration expressed from Southern Gulf Islands, Islands Trust and San Juan Islands. There was a presentation regarding the development of the Experience Gulf Islands route. There will be a historical and agricultural focus.

4.2 CRD Director Report

W. McIntyre provided the following update:

- Attended local Islands Trust meeting today.
- This is the last meeting with Senior Manager Ruurs. He has been tremendous asset to the SSI community.
- Karla Campbell is the new Senior Manager and is scheduled to be in the office on July 2, 2013.
- Thanked Janet Smith for preparing the funding opportunities document.
- Regional Transportation Draft Plan was presented on May 25, 2013. SSITC held a follow up stakeholders meeting to review the plan and will be providing feedback to CRD.
- The SSITC approved the expansion of Transit Service. The recommendation will be considered at the July CRD Board Meeting.
- Attended a Solid Waste Meeting today regarding garbage and recycling. D. Martin was in attendance.
- The SSI Affordable Housing Society has requested CRD provide funding for a consultant regarding the proposed affordable housing development on Drake Road.

4.3 Senior Manager Report

K. Ruurs provided the following update:

- The MAG meeting scheduled to discuss the Saturday Market will be a good opportunity to re-evaluate the market and provide an opportunity to take community needs into account.
- Will be working with the new Senior Manager for two weeks to assist with a smooth transition.

- The contract with CCCR is now complete. There is \$7,500 in unused funds for the project.

4.4 Commissioner Updates

D. Logan provided the following update:

- Sean Goddard is process of developing a new map of SSI. He is coordinating with Phillip Reece on SSI App. It is due to be printed soon.
- Working on a Rotary Club Beautification project.

J. Smith provided the following update:

- Matt Steffich, former President of SSI Chamber of Commerce indicated funding needs have not been a major barrier identified by the Chamber.
- The CEDC could establish a grant process for non-profit initiatives.
- Met with Community Futures, they indicated interest in collaboration. Their loan fund of 2.5 M has a 2.5% repayment rate, neighbours loaning to neighbours.
- Duncan Economic Development and Community Futures are in the same building but are separate
- KEVA has indicated interest in collaboration.
- Sharespring is a local cloud funding initiative

T. Bowers provided the following update:

- The Getting to Know your Merchants initiative is in the planning stages. There are 11 zones identified including Merchant Mews and Fulford Village. The first tour is tentatively scheduled for late July. It will be Grace Point Square with a post event at Steffich Fine Art Gallery. The aim is to increase local referrals. The draft document is complete and will be circulated to merchants.
- Received an email from Jana Thomas regarding the Hereford Merchants Sign project. The group is seeking funding support for the sign.

D. Martin provided the following update:

- Attended Solid Waste meeting today. The issue is more complicated due to governance model. The landfill will be implementing greater restrictions by 2015. There may be business opportunities in recycling.
- Will be lead contact for Ocean Activities Sector. Ganges Harbour is key part of local tourism strategy. Will be meeting with various stakeholders.

A. Quiring provided the following update:

- The owner of Dragonfly Art Supplies has indicated they would contact the owner of the Shell site to ask permission to install art.

- Met with Lorraine Brewster, Manager of SSI Parks and Recreation regarding garbage and recycling.
- Boaters is a problem with garbage – talk with marinas
- There is a time capsule in Centennial Park. There was a sun dial at the location.

D. Logan left the meeting at 5:30 pm.

E. Elsey provided the following update:

- SSI Merchants Facebook Group is online.

4.5 Islands Trust Update

P. Grove provided the following update:

- Ganges Village Planning is an agenda item for future IT meetings.
- The consultant for the Governance Study will be appointed soon.
- The consultant for the Industrial Land Use has been appointed.

5. **Financial Reports**

5.1 Monthly Operating Report

The Monthly Operating Report ending May 31, 2013 was received for information.

5.2 Unallocated Funds

K. Ruurs reviewed the staff report regarding unallocated funds.

MOVED by D. Martin, **SECONDED** by A. Quiring,

That the Salt Spring Island Economic Development Commission approve the following items and amounts in the 2013 budget:

1. General Administration	\$1,500.00
2. Additional Community Meetings	\$6,600.00
3. IT (website preparation)	\$2,000.00
4. Rack Cards Development (printing)	\$2,000.00
5. Commission Meetings	\$ 400.00
6. Strategy Development	\$2,000.00

Total \$14,500.00

UNANIMOUSLY CARRIED

6. **Other Business**

6.1 Communications Strategy (website)

The Chair noted that CRD Victoria will advise on policy regarding communications.

There was discussion regarding rack cards. T. Bowers will email content and design to J. Tylee.

7. New Business

7.1 Protocol for Commission Communications

The document was received for information. It was generally agreed to be an agenda item at the next meeting.

8. Correspondence / Information

8.1 Survey – Islands Trust Industrial Lands

The correspondence was received for information.

9. Next Meeting

The next meeting is scheduled on July 18, 2013 4:00 to 6:00 pm at the School Board Meeting Room.

10. Adjourn

The meeting adjourned at 6:00 pm.



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**Minutes of the Regular Meeting of the
Salt Spring Island Community Economic Development Commission
Held July 18, 2013 in the School Board Meeting Room, Salt Spring Island, BC**

DRAFT

PRESENT: **Director:** Wayne McIntyre
 Commission Members: John Tylee – Chair, Tarquin Bowers, Emma-Louise
 Elsey, Darryl Martin, Amber Quiring, Janet Smith arrived at 4:40 pm
 Staff: Karla Campbell, CRD Senior Manager; Tracey Shaver, Recording
 Secretary
 Delegations: Peter Grove, Islands Trustee
EXCUSED: Daniel Logan

The Chair called the meeting to order at 4:05 pm.
The Chair called for round table introductions and welcome for Karla Campbell.

1. Approval of Agenda

MOVED by J. Tylee, **SECONDED** by D. Martin,
That the agenda be accepted as presented with Amber Quiring providing the
presentation on behalf of the Ganges Beautification Group under Item 3.
CARRIED

2. Approval of Minutes

MOVED by J. Tylee, **SECONDED** by T. Bowers,
That the minutes of the June 20, 2013 Regular Meeting be revised with input
provided by Commissioners, Tylee, Smith and Elsey. Revisions will be made
and the minutes will be represented for approval at the next regular meeting.
CARRIED

3. Presentations / Delegations

Ganges Beautification Group- RE: Sign posts

A. Quiring provided a handout and basic overview of the intended project. Each
business would provide \$250 and be given eight blank wooden signs which
would then be decorated by the merchants to match their individual businesses.
These wooden signs would be placed on a pole with a base surrounded by
seasonal flowers. The signs would be pointing to the business locations from
several different spots around town. A map was provided as a starting basis for
locations and to determine the process of obtaining permission from the various
property owners (example: MoT, Mouats, CRD).

Brief discussion regarding the challenges of unifying the style of advertisement in
the downtown area without legal authority. W. McIntyre to collaborate with other
island commissions to gain support where they may have authority over the
properties being considered for sign placement.

A. Quiring to be the lead project coordinator. Limited start up with merchants whom are in agreement with replacing their sandwich boards in favor of this beautification project. Introduce sign project with the limited samples already in place and then present to the downtown merchants to gain support and legitimize this project.

4. Reports

4.1 Chair Report

The Chair had several points to share:

- The Chairs of the 3 SSI Commissions are meeting on a regular basis to coordinate efforts which are inter-related. (Recreation, Transportation and Economic Development)
- Causal survey of Market Vendors- yes to increasing fees to provide money for downtown related capital projects such as bathroom improvements in Centennial Park.
- No reply on SALA project
- Industrial Land Use Review- useful information on the Island's overall economic picture. Requested presentation at next meeting.
- Finalize Fall Work Plan- Strategic plan, booth at Fall Fair, SALA project.

4.2 CRD Director Report

W. McIntyre provided the following update:

- CRD working on a master plan for regional transportation. Draft was presented with no mention of the EA areas. Revisions now underway to include the Southern Gulf Islands and incorporate issues for cycling and pedestrian transportation.
- Governance Study- Urban Systems have been named as the consultants.
- Dr. McIntyre to review PARC Budget and plans for Capital Improvement Projects

4.3 Islands Trust Update

P. Grove provided the following update:

- The Governance Study underway is to provide a comprehensive report on what our current system/structure is. The final report is targeted for completion in November. The next step would be to see if a comparison to incorporation is needed.

4.4 Senior Manager

K. Campbell provided basic overview on the following:

- Financial workings of local governments-allocation of funds
- Regulations over Donations, Tax Receipts, Grants
- Strict Procurement Policies

4.5 Commissioner Updates

E. Elsey provided the following update:

- CRD Website-waiting for over 6 weeks for directions on what can and cannot be done with social media and the CRD website. Director McIntyre to obtain answers.
- Plans in place for tourism based Health & Wellness meeting on August 1, 2013. Concept is to bring tourists to Salt Spring for the numerous styles of services based on health and wellness.
- Potential for an Octoberfest with SSI Brewery

J. Smith provided the following update:

- Further investigation into peer mentoring program-Women's Enterprise Centre. Potential for a program for Salt Spring.

T. Bowers provided the following update:

- Informal survey of shop local campaign. Not happening during summer months, works well for smaller Christmas gifts. Increase in staff referring to other local stores for products.

D. Martin provided the following update:

- Interested in ocean activities. Will organize a small group to meet and brain storm similar to the downtown merchant events.
- SSI New Fire hall- there is a proposal to have air compressor services available with the new facility.

A. Quiring provided the following update:

- Discussion with landscape designer regarding the beautification process. Permission has been granted to install a "Living Green Wall".
- Adventure Map is now out in the community and BC Ferries is distributing it on the spirit runs as well as the inter gulf islands.
- Map has a Key Code directing to the Salt Spring App.

5. Financial Reports

5.1 Monthly Operating Report

The Monthly Operating Report ending June 30, 2013 was received for information.

6. Old / Other Business

6.1 Tourism based Health & Wellness event

August 1, 2013 from 5 to 7 pm at the Library.

6.2 Protocol for SSI Commission

Per Director McIntyre, item is under review.

DEFERRED

7. New Business

7.1 Bullock Lake Cottages- application for OCP amendment
Invitation received by Cameron Chalmers Consulting for an informational presentation and tour of property. Developers currently have an OCP amendment and Land Use Bylaw amendment application in process with Island Trust.

Several Commissioners expressed interest in touring the facility.
T. Bowers volunteered to take tour and report back at next meeting.

7.2 Building Capacity

What can the EDC do to increase the capacity for successful businesses?

- awesome women website
- informal business training
- share knowledge/mentorships
- support employment services

7.3 Announcement-Library Official Opening
Community Event August 6th 1:00 PM

8. Correspondence / Information

8.1 Survey – Islands Trust Industrial Lands
The correspondence was received for information.

9. Next Meeting

The next meeting is scheduled on August 15, 2013 4:00 to 6:00 pm at the School Board Meeting Room.

10. Adjourn

The meeting adjourned at 6:00 pm.



Making a difference...together

**Minutes of the Regular Meeting of the
Salt Spring Island Community Economic Development Commission
Held August 15, 2013 in the School Board Meeting Room, Salt Spring Island, BC**

DRAFT

PRESENT: **Director:** Wayne McIntyre
 Commission Members: John Tylee (Chair), Tarquin Bowers, Emma-Louise
 Elsey, Darryl Martin, Amber Quiring, Janet Smith
 Staff: Karla Campbell, Senior Manager; Sarah Shugar, Recording Secretary
 Delegation: Stefan Cermak, Islands Trust Planner

ABSENT: Daniel Logan

Chair Tylee called the meeting to order at 4:00 pm.

1. APPROVAL OF AGENDA

MOVED by J. Smith, **SECONDED** by E. Elsey,
That the agenda be adopted as presented.

CARRIED

2. ADOPTION OF MINUTES

It was noted that the minutes of the June 20, 2013 regular meeting will be on the September 19, 2013 agenda.

3. PRESENTATIONS / DELEGATIONS

- 3.1 Stefan Cermak, Islands Trust Planner re: Industrial Land Use Review
S. Cermak reported the preliminary results of the Industrial Lands Need Assessment. He reviewed a map of the existing industrial land zoning. An LTC meeting is scheduled on August 22, 2013 at 9:30 am at the Lions Club. The consultant will present the Industrial Land Needs Assessment.

4. REPORTS

4.1 Chair Report

- Director McIntyre provided \$75 for the BC Cultural Crawl website membership. The BC Cultural Crawl is a self-guided tour of community-initiated events: music, theatre and dance performances, visual arts, festivals, museum and heritage exhibitions, culinary arts, community art walks and more. www.bcculturalcrawl.com
- There will be ongoing collaboration between the Chair of SSI Transportation Commission, Chair of SSI Parks and Recreation Commission and Chair of SSI Community Economic Development Commission regarding the Saturday Market. PARC has initiated a review process that will include a survey of tourists, vendors, and business owners.
- The next meeting for the tourism sector is planned for late September.

- The development of the community calendar project major tourist events during 2014 is not moving ahead as quickly as intended. It was noted that it would be important to have a series of meetings September to December to organize the calendar of events. Education, families and eco-tourism were suggested as other areas to consider in tourism planning and tourism collateral.
- He reported that the new best practice for “branding” is using social media.

4.2 Electoral Area Director Report

- The CRD Board approved a motion to support SSI to initiate the process to change the urban designation to rural. The rural/urban designation impacts funding opportunities.
- Attended the opening ceremony for the SS Library.
- North Ganges Transportation Plan Phase One is near completion.
- A CRD press release is expected soon regarding the expansion of the SSI Transit Service.
- The CRD/School District #64 Affordable Housing Project on Drake Road is proceeding.
- Looking into an opportunity for increased funding collaboration with VIHA.

4.3 Commissioner Updates

Commissioner Martin reported that the Ocean Activities Sector initial meeting is expected to be scheduled late August.

Commissioner Bowers reported:

- The Shop Local task group had a follow up meeting. Action items are proceeding.
- Barbs Buns reported a good level of business for 2013 so far.
- Some of the smaller businesses reported lower than expected sales to date.
- Ganges marine traffic is lower than usual for the time of year.
- Attended a Bullock Lake site meeting. The developers are at the beginning of their consultation process.

It was noted the proposed Bullock Lake be a future agenda item. It was agreed to invite Bullock Lake developers to a meeting in early December.

The Andy Rowe assessment document regarding the Bullock Lake economic report will be circulated to Commission.

Stefan Cermak left the meeting at 5:25 pm.

Commissioner Quiring reported there are no meetings to report for the Ganges Merchants Group as this is a busy season for retailers.

Commissioner Elsey reported the first meeting of the Health and Wellness and Tourism Roundtable was held on August 1, 2013. The second meeting is scheduled on August 22, 2013 at 5:00pm in the library meeting room.

- 4.4 Financial Reports
The Operating Report ending July 31, 2013 was provided for information. It was noted the data is not current. Staff to follow up.

5. OLD / OTHER BUSINESS

- 5.1 CEDC Website Development
Manager Campbell reported the CRD is in the process of a complete restructuring of the corporate website that is expected to be launched in October 2013. The saltspringstrategy.ca web site will be online until the new CRD web site is launched. Staff will follow up with maintaining the current web site. E. Elsey will assist.

Item 5.2 to follow Item 6.1.

6. NEW BUSINESS

- 6.1 Women's Enterprise Centre Mentoring Program Proposal

MOVED by J. Smith, **SECONDED** by D. Martyn,
That the Salt Spring Island Community Economic Development Commission approves the Women's Enterprise Mentoring Program proposal dated July 29, 2013 in the amount of \$1,500.

CARRIED

Commissioner Smith reported Lisa Sliwowska has been selected for mentoring training and will be the program facilitator. She will attend the training session in mid-September.

Chair Tylee called a five minute recess.

5.2 Fall 2013 Work Plan

Chair Tylee reviewed the SSI CEDC Major Tasks Fall 2013 document.

- The public consultation process of the Strategic Plan is complete.
- The outreach portion is complete except Digital SS. To be done prior to draft.
- Chair Tylee and Commissioner Bowers will prepare the draft Strategic Plan. It will include CEDC projects to date and a list of 2014 priorities.
- To schedule a workshop meeting to review the draft Strategic Plan.

The SSI Transportation Commission has asked for economic development priorities for transportation projects. The following suggestions were made for forwarding to the SSITC:

- Transit & Parking to alleviate problems with Saturday Market
- Ganges Bypass – to make Ganges pedestrian friendly
- Signage
- Inter-island travel
- Improve road to summit of Mt. Maxwell

- Transit hours
- Fulford Hill

Other items of note:

- Experience the Gulf Islands meeting is scheduled for late October. Chair Tylee will circulate the invitation.
- Chair Tylee and Commissioner Eley will meet prior to meeting with Mr. Roy.
- Hosting a meet the buyer trade show as an idea to support local entrepreneurs.
- Director McIntyre to contact Mr. Hazenboom and Mr. Dashwood regarding construction sector needs/bonding issues.

7. NEXT MEETING

The next meeting is scheduled on September 19, 2013 at 4:00 to 6:00 pm at the School Board Meeting Room.

The workshop meeting will be scheduled. Date to be determined. Chair Tylee requested that Commissioners forward dates of unavailability to the office.

Items to include in the workshop meeting:

- Commissioner Martin will provide report on uncovered sectors.
- Commissioner Smith will provide report on elder care and the shift of demographics – economic opportunities.
- Funding of a grant writer.
- CEDC financial viability/future.
- Communication strategy
- It was agreed VIHA/health/doctors would not be an item for the workshop meeting but that the importance of health care as an essential part of a healthy economy would be included in the Strategic Plan.

8. ADJOURN

The meeting adjourned at 7:20 pm.

	Original Budget	Revised Budget	Current	Period to Date	Encumbrance	Total	Budget Remaining
							\$

04:47:29 Period Ending: August Year: 2013 Print Destination:

Planning & Development

SSI Economic Development Commission

1001 General Revenue Fund							
100685 SSI Economic Development Revenue	0	(500)	0	(356)	0	(356)	(144)
429000 Interest Income	0	(20)	0	(21)	0	(21)	1
430000 Grant In Lieu- Federal	0	(30,000)	(30,000)	(30,000)	0	(30,000)	0
486000 Requisitions- Municipal Electoral Area-	0	(48,440)	0	(48,444)	0	(48,444)	4
490000 Surplus							
TOTAL SSI Economic Development Re	0	(78,960)	(30,000)	(78,820)	0	(78,820)	(140)

1001 General Revenue Fund

100686 SSI Economic Development Expenses	0	1,530	331	3,725	0	3,725	(2,195)
500000 Salaries - Full/Part-Time Regular	0	0	146	2,019	0	2,019	(2,019)
500280 Wages & Benefits -Other -Regular/Auxili	0	2,030	1,500	1,617	0	1,617	413
503130 Contract for Services	0	120	0	120	0	120	0
506010 Insurance - Public Liability	0	0	0	10	0	10	(10)
506090 Insurance - Service Contract	0	500	0	0	0	0	500
514030 Advertising	0	43,000	217	5,430	0	5,430	37,570
514480 Planning Costs	0	250	0	541	0	541	(291)
514880 Meeting Expenses	0	1,700	142	1,133	0	1,133	567
530010 Alloc.- Finance & Corporate Services	0	260	0	53	0	53	207
538000 Supplies - Office	0	29,570	0	0	0	0	29,570
599300 Unallocated Funds							
TOTAL SSI Economic Development Ex	0	78,960	2,336	14,648	0	14,648	64,312

TOTAL SSI Economic Development Comm

TOTAL SSI Economic Development Comm	0	0	(27,664)	(64,172)	0	(64,172)	64,172
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TOTAL Planning & Development

TOTAL Planning & Development	0	0	(27,664)	(64,172)	0	(64,172)	64,172
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