

**Cortes Local Economic Action Plan Steering Committee Minutes
Weds 28th June, 2017**

Present: Fred Savage, Eric Hargrave, Terri Story, Colin Funk, Noba Anderson, Bill Dougan, Adam Schick, Helen Hall, Dan Hilton, Dave Nikleva, Mark Lombard

Apologies: Romina Wendell

1. Review of minutes of May committee meeting and business arising

Motion to approve minutes Adam / Eric

2. LEAP Survey – update

So far we have 128 people take part in the survey. It has been on Tideline twice, cards are available at the post offices, and have been handed out on the ferry. It is also being advertised on the radio. Deadline is 25 July. We ideally need at least 240 responses to make results statistically valid.

It was agreed that

- Paper copies would be made available at the post offices for pick-up and drop off, and at Mansons Hall.
- We will put 2 more ads on Tideline. One with article from Noba advertising the availability of paper copies, and another coming up to the deadline.
- Eric will also advertise in the Co-op news.
- Everyone to contact people they know to encourage them to take part / post on their facebook pages
- Adam to plug again on the radio.

Action: All

3. Focus groups meetings – planning

Colin explained that Daniel is not able to do the focus groups at present due to other commitments. So, we need to make them happen as a group with support from Colin / Helen. Daniel will be sending questions for us to use. Action: Daniel

It was agreed that steering group members would organize their sector focus groups. Each session should take about 1hr. Helen to be present to record feedback / assist.

The following was agreed

FOCUS GROUP	SG member/s	Potential participants	Potential Date
Aquaculture	Dan, Dave	Eric Lyons, Kristen/John, Phil/ Sujon, Julia Rendell	Mid-Aug
Forestry	Fred, Dave	Matt, Aaron, Kevin Peacey, Desta Beatty	Beginning Aug

FOCUS GROUP	SG member/s	Potential participants	Potential Date
Tourism and Services	Terri, Eric	Ryan Harvey (Parks), Dana Solomon, Bill / Tammy, Mike Moore, Craig (CIVR), Kurt (SCove), Marnie, Cortes Connection, Lynne / Nancy(CIMAS)	Early Sept
Trades	Fred	Chris Walker, Tryge, Kate Archibald, Hubert Havalaa, Ro Ghagnon, Max Thaysen, Laura Ellingsen, Judy Khemchand, John Fontain, Tom and Dona	July
Farms	Adam	Adam, Anne (Big Fir), Henry, Mike / Donna Manson, Philip Figuera	????
Professional Services	TBC	David R, Romina, Ester, Eric ?, Adam McKenty, Om Beach, Mark Vonesch	Aug?
Young families	Eric	Anne & Sam, Jeff & Jodi, Namche, Alan & Kim, Katie Babb, Christa & Jordan, Dan Peters, Tess Tschesky	Early July
Retirees	TBC	Walking group, Fred Riddel and Sandra, Jimmy and Diane, Bobo and Judy, Denise and Norm Gibbons	July
Secondary Residents	TBC	Schwartzes, Penny/ Claude, Deepa /John, Priya/Thomas, Gordon/Charlene, Tzeporah	July
Long term residents	Adam	Myann, Gordon Turnbull, Bruce/Ginnie, Bertha, Norm/Denise, Rose Hansen, Gary Block, Barb Vosper, Burt/Victoria Summers	Aug

Agreed all focus groups to take place in the pioneer room. Noba and Colin agreed to support focus groups where needed.

We will send a standard email out to people to invite them to come. Wording needs to be agreed. Action: All to send suggested wording to Helen. **Action: All**

4. Community Forum

The following was agreed:

- Goal to inform community what has been said through survey / focus groups and for community to prioritize actions
- Location – Linnaea Farm Education Centre
- Provisional Date Sat 21 Oct (Helen to check for clashes with other events) **Action: Helen**
- All day event – with sessions morning and afternoon
- Facilitation – Daniel, with backup of local facilitator/s
- Daniel to design layout, and figure out best way to engage people **Action: Daniel**
- Format – needs to have good opening and closing circle, could include presentations from different organizations, could do another conversation café, and could have tables based on the sector groups
- Should aim have food / potluck
- Overall want to get excitement in community about the plan and shift in thinking

The process after the forum will be report writing, and for steering group to review the draft economic action plan, with a deadline of Feb 1st

5. Date of next meeting

Weds July 26