

**MINUTES**  
**SPECIAL ECONOMIC DEVELOPMENT TASK FORCE MEETING**  
**BOARD ROOM, SERVICE AND RESOURCE CENTRE**  
**411 DUNSMUIR STREET, NANAIMO, BC**  
**FRIDAY, 2020-NOV-06, AT 9:00 A.M.**

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**Present:** Councillor J. Turley, Chair  
Councillor Z. Maartman (joined electronically)  
D. Backhouse, At Large Member  
C. Carlile, At Large Member (joined electronically)  
D. Devana, Nanaimo Airport (joined electronically)  
J. Green, Community Futures (joined electronically)  
J. Michell, Nanaimo Port Authority Alternate (joined electronically)  
B. Moss, At Large Member (joined electronically)  
A. Sullivan, At Large Member (joined electronically at 10:08am)

**Absent:** C. Beaton, At Large Member  
R. McLay, Vancouver Island University Alternate  
K. Smythe, Nanaimo Chamber of Commerce  
E. Thomas, Snuneymuxw First Nation

**Staff:** B. Corsan, Director, Community Development  
A. Manhas, Economic Development Officer (joined electronically)  
S. Snelgrove, Deputy Corporate Officer  
A. Bandurka, Recording Secretary

1. CALL THE SPECIAL ECONOMIC DEVELOPMENT TASK FORCE MEETING TO ORDER:

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The Special Economic Development Task Force Meeting was called to order at 9:06 a.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted, as circulated. The motion carried unanimously.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Special Open Meeting of the Economic Development Task Force held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-OCT-07 at 8:00 a.m. be adopted. The motion carried unanimously.

4. REPORTS:

(a) Draft Economic Development Strategy

Introduced by Bill Corsan, Director, Community Development.

Presentation:

Steve Nicol, President, Lions Gate Consulting Ltd., facilitated a discussion on the Draft Economic Development Strategy. Highlights included:

- Survey feedback not included in the current situation report, is included in the draft strategy
- Principles section not highly detailed but a snapshot of the thinking that underlies the whole strategy
- The Strategy in Brief is the executive summary with a snapshot of the six focus areas with a few initiatives
- Economic capital and business development are the major focus areas
- Most of the content came from the previous workshop or focus groups
- Human Capital section is about skills, people, population and work force which will allow us to move into the next phase of the City's history
- Social Capital section pulled from feedback from the focus groups with homelessness, housing and poverty reduction being shown more in the economic development
- Move First Nations Economic Relationships from Social Capital to Business Development under Indigenous capital
- Business Development is the most important focus area for this strategy and is critical for place making and attraction and business retention
- Innovation and Technology Section is about building a stronger base and better foundation for connecting with other tech partners
- Place Making and Attraction section has a better tool kit of where Nanaimo should be going, rebranding Nanaimo and provides for a stronger marketing position and sense of place

Task Force discussion took place as follows:

- First Nations partnerships should be highlighted under Business Development and/or Economic Capital and change it to read 'Aboriginal Health and Well Being'
- Update Health and Housing Task Force to City of Nanaimo, as the Task Force won't always exist
- Expanding on the Health and Housing bullet and including Community Economic Development
- Incorporating the framework of the Donut Economy into the strategy
- Including a five year action plan within the strategy with priorities for each year
- Define 'regional' and 'local' within the strategy
- Principles to be adopted separately so it is a policy statement, how the plan moves forward and what staff needs to commit

- Something more ad hoc to be put together to reduce the amount of committees
- \$1,000,000 budget recommendation may not be supported
- Agency will need to decide on which priorities can be worked on depending on the budget
- Environmental Capital not included in strategy, could be included with the Social Capital section
- The Action Plan is an important part of the strategy and the Task Force should identify the top five actions that will need to be taken
- Staffing and transition out of the Task Force will be happening in the early months of next year
- Rough costing has been done for staff positions and office space for the Agency, the rest will be up to the Strategy and the actions that are prioritized and the costs associated with those actions
- Strategy refers to the Foreign Trade Zone as Nanaimo, should be Vancouver Island
- Remove the repeated point on Page 31: Establish a Nanaimo Broadband Task Force to build a community-wide movement towards a Gigabyte City
- Under Vision on Page 22: change to say that Nanaimo is 'the' City of choice not 'a' City of choice
- Action Plan and revised draft strategy will be sent next week

(b) Economic Development Task Force Collaboration with Health and Housing Task Force

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Introduced by Bill Corsan, Director, Community Development.

Task Force discussion took place regarding the collaboration with the Economic Development Task Force and the Health and Housing Task Force:

- Both strategies should be on the same page or aligned
- Support for two separate organizations with cost savings or resource sharing when it comes to office space, utilities and some backend staffing
- Emphasize the links within the strategy to the Health and Housing Task Force
- Should provide a motion or response back to Health and Housing Task Force

It was moved and seconded that the Economic Development Task Force continues preparation of its economic development strategy, which incorporates efforts to promote and link health and wellbeing and continues the pursuit of the Nanaimo Prosperity Agency focused on the implementation of the economic development strategy. The two initiatives (Economic Development initiative and Health and Housing initiative) would explore opportunities to share back of house resources and maintain constant communication and strategic alignment.  
The motion carried unanimously.

5. OTHER BUSINESS:

- Seeking a response from the five proposed Class B Shareholders, or are there other groups that should be considered
- Clarification on what the 'ask' will be as budgets are being finalized for next year
- Airport has spoken with the Stz'uminus First Nation band and questions have come up around the consultation process
- Possibility for two levels of commitment: one 'in principle' and one after the budget is confirmed
- Approach the Regional District of Nanaimo for shareholder conversation

6. ADJOURNMENT:

It was moved and seconded at 10:25 a.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER