



COLUMBIA SHUSWAP REGIONAL DISTRICT

Shuswap Economic Development Advisory Committee Meeting

AGENDA

Date: Thursday, December 13, 2018
Time: 9:30 AM
Location: CSR D Boardroom
555 Harbourfront Drive NE, Salmon Arm

Pages

1. Call to Order

1.1 Guest(s) in Attendance

1.2 Approval of Agenda

Motion

THAT: the agenda of the December 13, 2018 Shuswap Economic Development Advisory Committee meeting be approved.

1.3 Adoption of Minutes

1

Motion

THAT: the minutes of the September 6, 2018 Shuswap Economic Development Advisory Committee meeting be adopted as circulated.

2. Discussion Items

2.1 Budgets - 2019

11

- Economic Development
- Film Commission
- Shuswap Economic Development Work Plan – 2019 - revised

2.2 North Shuswap Chamber presentation – November 26, 2018

2.3 Work BC Application – Add board report – submitted

15

2.4 Communications Agreement – Signing Ceremony – Update on other communities signing

2.5 Update from Kyle Dearing

- Prospective business investor collaboration with Development Services
- Funding partnership – Women in Business (Salmon Arm Economic Development Society (SAEDS), Community Futures (CF))
- Website update
- New PNP Pilot program
- Virtual Business Walks webinar
- Opportunity for Business Accelerator partnership with SAEDS/CF

3. Community Roundtable

Time permitting.

4. Next Meeting

January 31, 2019 at 9:30 AM, CSRD Boardroom, 555 Harbourfront Drive NE, Salmon Arm.

5. Adjournment

Motion

THAT: the December 13, 2018 Shuswap Economic Development Advisory Committee meeting be adjourned.



SHUSWAP ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

Note: The following minutes are subject to correction when endorsed by the Committee at its next meeting.

Date: September 6, 2018
 Time: 9:30 am
 Location: CSR D Boardroom
 555 Harbourfront Drive NE, Salmon Arm

Committee Members Present	R. Martin (Chair)	Director, Electoral Area E
	P. Demenok	Director, Electoral Area C
	R. Talbot	Director, Electoral Area D
	R. Misseghers	Alternate Director, Electoral Area F
	T. Rysz	Mayor, District of Sicamous
	K. Brown	South Shuswap Chamber of Commerce
	R. Marshall	Community Futures Shuswap
Committee Members Absent	L. Morgan	Director, Electoral Area F
	J. de Vos	Wabybrook Farms
Staff Present	R. Cyr	Economic Development Officer
	E. Johnson	Electronic Records Management Facilitator
	J. Pierce	Manager, Financial Services

1. Call to Order

The Chair called the meeting to order at 9:42 AM.

1.1 Guest(s) in Attendance

The Chair acknowledged the guests in attendance:

- Kyle Dearing - Kyle Dearing Consulting, Shuswap Economic Development Consultant
- David Barritt - Film Commissioner, Columbia Shuswap Film Commission

1.2 Approval of Agenda

Moved By P. Demenok

Seconded By K. Brown

THAT: the agenda of the September 6, 2018 Shuswap Economic Development Advisory Committee meeting be approved.

CARRIED

1.3 Adoption of Minutes

Moved By P. Demenok

Seconded By T. Rysz

THAT: the minutes of the May 3, 2018 Shuswap Economic Development Advisory Committee meeting be adopted as circulated.

CARRIED

2. Discussion Items

2.1 Update on Communication Protocol - Next Steps

R. Cyr provided an update to the Committee about the next steps for the Communications Protocol (attached to the HTML version of these minutes for reference) which includes Adams Lake Indian Band, Little Shuswap Lake Indian Band, Neskonlith Indian Band and Splatsin.

Signing was arranged for July but there were some concerns from elders of the Adams Lake Indian Band about the word “protocol” and about the potential implications of provincial representation at the meeting. The word was changed from protocol to agreement and there was a better dialogue about the agreement not applying to First Nations communication with the province.

Set date for the agreement to be signed is September 27th. R. Cyr noted that this agreement is not a legal document but is simply about how local governments and first nations talk to one another in discussion moving forward. This is the ground work on how they communicate with each other.

2.2 Review and Discussion of the Workplan for the Rural Dividend Funding

R. Cyr introduced this topic to the committee. Having received Rural Dividend Funding, the Strategy Workplan spreadsheet (attached to the HTML version of these minutes) has been developed to outline the implementation plan. R. Cyr opened the topic up for discussion:

- The Electoral Area C Director asked about Area C Specific needs identified in the strategic plan, where were they in the strategy workplan?
 - The Support Community Specific Needs section.
- Discussion about working with the Development Service department of the Columbia Shuswap Regional District.
- Entrepreneurship – Youth to Seniors – Innovation: Seniorpreneurship as discussed in the Economic Development strategy but with a youth component added.
- Businesses are short staffed – cannot find housing for staff.
- Issues with affordable housing in general, not just impacting labour shortage but also impacting seniors.
 - Suggestion: Try to develop a wider discussion at the Board level, this is an issue everywhere, not just community specific.
- Some communities have senior citizen's housing societies, this can be helpful to look at issues.
- Back to the proposed workplan, some of the items can be reviewed; items with RD noted beside must be done for the Rural Dividend funding, these are things that Shuswap Economic Development has to do based on funding application and deliverables. But there can be changes.

2.3 Rural Dividend Projects Update

R. Cyr and K. Dearing provided an update to the committee about the progress in implementing Rural Dividend projects as outlined below:

Agriculture Tour 2018

Shuswap Food Action Society ran the second annual farm tour. There were about 12 farms that participated from Enderby to Sorrento. It was a self-directed tour, so attendees could choose what farm they wanted to go to. Wide range of diversity in the attendance: families, horticulture aficionados, seniors, those asking about growing techniques.

Shuswap Economic Development partnered with the Shuswap Food Action Society in July to help put this event on. The society had already established the farms that would take part, Shuswap Economic Development primarily assisted with the marketing. Lots of positive feedback about the event.

The society took a break for the summer and are getting back to it now. They want to analyze what marketing works best; Shuswap Economic Development will work with them in future years.

The committee also discussed farmers markets in rural areas and Salmon Arm.

Community Profiles

Shuswap Economic Development has community profiles, but they are out of date. This is a project to redevelop and evolve the profiles. Shuswap Economic Development is looking at having a profile and location guide. The profile is more of a fact-based document whereas a location guide is more of the marketing piece. This process will allow Shuswap Economic Development to develop one document for each area, consider expanding, and include the Development Services piece to connect the process. They have been developed in draft form for each area and feedback is needed from Development Services and then the marketing company can turn the documents into something that can be rolled out in print form, as well as more comprehensive online form.

Website Development

R. Cyr is working on a request for proposals package for the development of a new website. Rather than having separate websites for the Columbia Shuswap Film Commission, Shuswap Tourism and Shuswap Economic Development, the new website will bring the three together. The current separation of the websites has proven to be challenging to manage and bringing the websites together will allow for the back-end database on the tourism website to be available on all three websites. This will be advantageous because the services listed will be helpful for film crews and for other businesses in an economic development capacity. i.e. there would be a listing of plumbers, electricians, etc.

Destination Think, the marketing consulting company assisting Shuswap Economic Development and Shuswap Tourism, performed a comprehensive assessment of the websites and are in favour of bringing

the websites together. Shuswap Tourism, Shuswap Economic Development and Columbia Shuswap Film Commission will each have their own section but would be housed on one site.

This amalgamation of the websites is also helpful because it provides more opportunities for funding.

The goal is to have the new website live in March or April.

2.4 Highlights of the BC Economic Development Association Summit – June 2018

R. Cyr and K. Dearing attended the 2018 BC Economic Summit in June that was hosted by BC Economic Development Association (BCEDA). R. Cyr and K. Dearing provided highlights from the summit with the committee.

- R. Cyr went to a session about economic development recovery after natural disasters. R. Cyr also went to a workshop about economic development strategy which was helpful to know more about how to move forward into the future.
- This was K. Dearing's first time going to the BCEDA Summit. K. Dearing felt that he had learned a lot from the workshops. He got to find out more about communities that have worked with first nations with various economic development functions. The conference was more rural focused and there were examples that Shuswap Economic Development can relate to.

The committee moved to discussion on the topic:

- R. Marshall also attended the summit and spoke about it: He thought that it had good speakers and the rural focus was nice. He got to attend a Great presentation from Doug Griffiths (author of the book *Thirteen Ways to Kill Your Community*).
- The committee asked if it could have someone come speak about this kind of thing? Potentially have a partnership and get the chambers involved. There was an expression of concern about business owners lacking warm hospitality.
- The committee discussed the Go2HR Superhost program and the idea that it would be helpful for business owners to have access to this training.

2.5 Managing Economic Development Organizations Course – IEDC – June 2018

R. Cyr and K. Dearing attended the Managing Economic Development Organizations course put on by IEDC (International Economic Development Council) ([click link to view more information about the IEDC course](#)). R. Cyr reported that Shuswap Economic Development is already doing a lot of best practices as outlined in the course and that there are some things that Shuswap Economic Development has room for improvement in.

2.6 Kyle Dearing – Business Development – Update

K. Dearing provided an update about the business development activities he's undertaken between May 3, 2018 and September 6, 2018. The Tourism Marketing Coordinator left Shuswap Tourism mid-July, so K. Dearing has been helping out a bit more with Shuswap Tourism because it is the busy tourism season. R. Cyr plans on sitting down this fall to look at how to move forward with staffing.

K. Dearing reported that he has had inquiries about businesses that are looking to move their business here and develop property. He is working with them on a case-by-case basis to determine their needs.

K. Dearing is looking at the business retention and expansion study. Looking to include the survey on the website so that businesses can complete it on their own.

K. Dearing attended meetings organized by Okanagan College that were about technology and agriculture. Those in agriculture need a database of suppliers and businesses that meet agricultural needs. There was a survey sent out to stakeholders to determine what kinds of info they are looking for. A database of this kind is in the introductory stage.

2.7 David Barritt – Film Commission Update

D. Barritt handed out a synopsis of the activities he's undertaken for the Columbia Shuswap Film Commission between May 3, 2018 and September 6, 2018 (attached to the HTML version of these minutes) and provided a verbal report with more detail about the activities he's been working on.

Creative BC will be funding a trip to send the Columbia Shuswap Film Commissioner to Los Angeles to network with producers and sell the Columbia Shuswap region.

The committee recessed at 11:26 AM.

K. Dearing and D. Barritt left the meeting.

The committee reconvened at 11:34 AM.

2.8 Budget Review re: Sicamous Withdrawal in 2019

Sicamous will be withdrawing from the Shuswap Economic Development service in 2019. R. Cyr provided the committee with two budget spreadsheets to outline the impact on the budget. One spreadsheet shows the existing budget prior to any reductions and the other shows the budget with the amounts reduced in the absence of Sicamous (both spreadsheets are attached to the HTML version of these minutes). These spreadsheets were prepared by the Columbia Shuswap Regional District Manager, Financial Services, Jodi Pierce. J. Pierce highlighted where the major changes have been made on these spreadsheets, primarily: contracts and projects (because they were the easiest items to change).

Contracts include the hours of the Business Development Coordinator. The current budgeted amount has covered 25-29 hours a week towards the business retention and expansion program, work on the community profiles, website changes, etc. The change to reduce the budget from \$50,000 to \$30,000 would reduce the workload to 15-20 hours a week.

Currently there is \$55,000 allocated for project funding to use throughout the year to support economic development projects. The amount here is a 60% reduction in project funding, recognizing that there has to be a certain amount of money left to meet the requirements for Rural Dividend funding.

Surplus from 2018 will move into the 2019 budget and that can support rural dividend.

The Shuswap Tourism and Economic Development budgets used to be pooled into one but were separated a few years ago. The separation brought to attention that Shuswap Tourism was being subsidized by the Shuswap Economic Development budget. The Board approved the recommendation of CSRD staff (at the time) to gradually shift the costs so that there wouldn't be subsidization. The gradual shift would allow time for Shuswap Tourism to seek out funding opportunities and plan for a smaller budget.

P. Demenok noted that he has concerns with the transfer from Economic Development to the Tourism budget. Shuswap Tourism has different partners and this transfer is not recognizing the partner contributions fairly.

P. Demenok also pointed out that the reduced budget puts a greater portion of spending on administration and less on delivery of service. With these changes, the contribution of Electoral Area C increases and P. Demenok feels that there may be a need to think about the membership of the Shuswap Economic Development service and consider what the function should and could look like going forward to help gain efficiencies.

It was noted that the withdrawal of Sicamous could leave more time to focus on the remaining partners as there is one less jurisdiction to look after.

J. Pierce joined the meeting at 11:43 AM.

P. Demenok's concerns were outlined for J. Pierce so that she could weigh in on them.

J. Pierce Noted that the budget spreadsheets are absolutely only in draft format and that she had only made changes to Projects and Contracts because they were the easiest line items to change and because this is more just to show the overarching impact of the withdrawal of Sicamous; other line items can certainly be looked at to allow for changes so that there is less impact on project funding.

J. Pierce reminded the committee of the background for the subsidy from Shuswap Economic Development to Shuswap Tourism (that they used to have a combined budget) and reminded the committee that the gradual shift of the subsidy from Shuswap Economic Development to Shuswap Tourism was intended to allow for a smoother transition. The gradual shift, as outlined in the budget, was set before the withdrawal of Sicamous; with the withdrawal of Sicamous, it may make sense to re-evaluate the transition model.

J. Pierce noted that budget changes that affect the subsidy from Shuswap Economic Development to Shuswap Tourism affect Salmon Arm and Sicamous and it is only fair to ensure that they get to hear about proposed changes. J. Pierce offered to prepare four options in new budget spreadsheets to bring to the September Board meeting.

- Status quo: no change in the subsidy schedule – eliminate subsidy over a five to six year period.
- Eliminate the subsidy completely in 2019.
- Reduce subsidy period to three years and reduce to 50%.
- Reduce subsidy period to three years and reduce another 25%.

J. Pierce reiterated that the budget spreadsheets are absolutely preliminary and are only intended to show the bottom line with the withdrawal of the District of Sicamous. She also reiterated that the budget spreadsheets are based on the 2018 budget.

T. Rysz left the meeting at 12:19 PM.

2.9 New Business

P. Demenok brought up Southern Interior Development Initiative Trust (SIDIT). SIDIT received monies in relation of economic development projects and BC rural projects. Haven't reported to the Shuswap Economic Development Advisory Committee in a while. P. Demenok suggested inviting SIDIT to come to a meeting to report their activities.

2.10 Community Roundtable

K. Brown – K. Brown has been nominated by her peers to sit on the Board for the Provincial Chamber. Appointments to the Board are yet to be made.

K. Brown left the meeting at 12:39 PM

R. Misseghers – There has been an application for a medical marijuana facility in the North Shuswap. Some residents are in opposition, some are for it.

P. Demenok – P. Demenok is partnering up with Community Futures in the South Shuswap to host more workshops for non-profits and for businesses this fall. Looking to host three to four workshops in October and November. P. Demenok is also working on a proposal to the province regarding the 2019 roads budget. P. Demenok is concerned about the lack of budget for rural roads and wants to bring attention to this.

R. Martin – This was quite a summer: there were two fatal accidents around Sicamous. Having the Trans-Canada Highway closed caused issues with more vehicles stuck in the back roads. CP Rail was going to double track in Cambie Solsqua. Almost completed the project; the turning lane will help. Most of the lots at Cedars Camp Ground have sold, only two lots left out of 190. Most of the businesses have had a good summer.

3. **Next Meeting**

Meeting date has changed: Thursday, December 13, 2018 at 9:00 AM, CSRD Boardroom - 555 Harbourfront Drive NE, Salmon Arm.

4. **Adjournment**

12:53 PM

Moved By P. Demenok

Seconded By R. Misseghers

THAT: the September 6, 2018 Shuswap Economic Development Advisory Committee meeting be adjourned.

CARRIED

Chair

Columbia Shuswap Regional District								
Worksheet - 5 Year Financial Plan		3-Dec-18						
2019	Film Commission Function # - 305							
		2018 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
REVENUES								
1116165	Little Shuswap Indian Band	-526	-517	-537	-547	-558	-569	-581
1116373	Grant - Provincial	-11,250	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000
1116680	Surplus	-	-	-	-	-	-	-
1116770	Transfer from Operating Reserve	-10,000	-20,000	-	-	-	-	-
1116810	Tax Requisition	-33,634	-33,634	-33,993	-34,524	-35,769	-37,006	-38,247
Total Revenues		-55,410	-69,151	-49,530	-50,072	-51,328	-52,576	-53,828
EXPENSES								
1228030	Administration	2,169	2,169	2,505	1,847	1,903	1,951	2,003
1228235	Communication/Web Site	971	5,000	1,000	1,000	1,000	1,000	1,000
1228270	Contract	38,252	30,000	28,000	29,000	30,000	31,000	32,000
1228400	Repayment - P/Y deficit	2,957	2,957	-	-	-	-	-
1228740	Memberships	1,093	1,200	1,200	1,200	1,200	1,200	1,200
1228750	Miscellaneous	-	-	-	-	-	-	-
1228950	Postage/Freight	-	125	125	125	125	125	125
1229042	Transfer to Operating Reserve	-	-	-	-	-	-	-
1229120	Salaries/Benefits	3,705	6,000	6,000	6,200	6,400	6,600	6,800
1229130	Overtime	298	-	-	-	-	-	-
1229220	Supplies	46	200	200	200	200	200	200
1229240	Telephone/Fax/Internet	69	-	-	-	-	-	-
1229252	Marketing ***** New Category	3,969	10,000	5,000	5,000	5,000	5,000	5,000
1229300	Travel	1,759	3,500	3,500	3,500	3,500	3,500	3,500
1229303	Trade Shows	-	3,000	-	-	-	-	-
1229780	TCA - Machinery & Equipment	-	-	-	-	-	-	-
1229795	Image Library	4,109	5,000	2,000	2,000	2,000	2,000	2,000
Total Expenses		59,398	69,151	49,530	50,072	51,328	52,576	53,828
Surplus(-) / Deficit(+)		3,988	0	0	0	0	0	0
\$1,137,074,742	Converted Assessment (2017 Revised)							
	Residential Tax Rate - \$/1,000		\$0.003	\$0.003	\$0.003	\$0.003	\$0.003	\$0.004
	% increase =			1.1%	1.6%	3.6%	3.5%	3.4%
	Estimated balance operating reserve at year end	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Item Description Included In Worksheet Above								
Tangible Capital (Cost greater than \$10,000):								
Total			\$0	\$0	\$0	\$0	\$0	\$0
CSRD - 2017 Average Residential Property Assessment:			\$301,457	\$305,103	\$305,103	\$305,103	\$305,103	\$305,103
CSRD - Average Residential Property Tax:			\$0.94	\$0.96	\$0.97	\$1.01	\$1.05	\$1.08

Columbia Shuswap Regional District									
Worksheet - 5 Year Financial Plan									
2019	EDC Areas C D E F		13-Nov-18						
	Function # - 302		2018	2018	2019	2020	2021	2022	2023
			Actual	Budget	Budget	Budget	Budget	Budget	Budget
REVENUES									
1116165	Agreement - Little Shuswap Indian Band		0						
1116350	Grant - Shuswap EcDev Strategy - Rural Dividend			-264,900	-146,960	-53,040			
1116360	Grant		-6,286						
1116550	Recovery		-10,000						
1116680	Surplus		-19,767	-19,767	0				
1116767	Transfer from EDC								
1116810	Tax Requisition		-346,530	-346,530	-303,854	-308,375	-273,875	-256,880	-299,000
Total Revenues			-382,583	-631,197	-450,814	-361,415	-273,875	-256,880	-299,000
EXPENSES									
1228030	Administration		14,280	14,280	11,894	21,835	15,875	11,880	12,000
1228040	Advertising		-	250	250	250	250	250	250
1228235	Communications/Website		6,446	10,000	10,000	10,000	10,000	10,000	10,000
1228241	Computer Equipment Software			-	-	-	-	-	-
1228270	Contract		41,402	50,000	-	-	55,000	55,000	55,000
1228270	Contract - Rural Dividend				55,000	55,000			
1228410	Director's Remuneration		1,393	1,500	1,500	1,500	1,500	1,500	1,500
1228420	Director's Travel & Expense		700	1,500	1,500	1,500	1,500	1,500	1,500
1228740	Memberships		1,365	1,500	1,500	1,500	1,500	1,500	1,500
1228742	Meetings & Networking		1,045	750	1,000	1,000	1,000	1,000	1,000
1228750	Miscellaneous		50						
1228950	Postage/Freight		460	1,000	1,000	1,000	1,000	1,000	1,000
1228955	Projects - Other		30,978	339,667			20,000	20,000	60,000
1228955	Projects - Rural Dividend				91,960	53,040			
1228955	Projects - Matching				97,960	35,540			
1229120	Salaries/Benefits		54,634	89,000	91,000	93,000	95,000	97,000	99,000
1229130	Overtime		4,716	2,500	2,500	2,500	2,500	2,500	2,500
1229190	Seminars/Conferences/Training		3,033	2,250	2,500	2,500	2,500	2,500	2,500
1229220	Supplies		262	1,250	500	500	500	500	500
1229240	Telephone/Fax/Internet		142	750	750	750	750	750	750
1229250	Tourism Initiatives (Transfer to 300)		110,000	110,000	75,000	75,000	60,000	45,000	45,000
1229300	Travel		4,417	5,000	5,000	5,000	5,000	5,000	5,000
Total Expenses			275,323	631,197	450,814	361,415	273,875	256,880	299,000
Surplus(-) / Deficit(+)			-107,260	0	0	0	0	0	0
\$519,886,746	Converted Assessment (2018 Revised)								
	Residential Tax Rate - \$/1,000			\$0.070	\$0.062	\$0.062	\$0.055	\$0.052	\$0.061
	% increase =				-12.3%	1.5%	-11.2%	-6.2%	16.4%
Item Description Included In Worksheet Above									
Projects/Tangible Capital (Cost greater than \$10,000):									
Contract - Economic Development Projects			50,000		55,000	55,000	55,000	55,000	55,000
Reduction re: loss of Sicamous									
Contract - Tourism Marketing Projects									
Total Contracts			50,000		55,000	55,000	55,000	55,000	55,000
Projects									
Reduction from Sicamous withdrawing from service					0	0	0	0	0
Agriculture Strategy Implementation			19,767						
Shuswap Economic Development Strategy			55,000		0	0	0	0	0
Community to Community Forum									
Rural Dividend Projects			264,900						
Strategic Workplan					244,920	88,580			
Regional Labour Market Assessment									
Consortium - Sun Peaks/Kamloops/Shuswap Partnership									
Total Projects			\$339,667		\$244,920	\$88,580	\$0	\$0	\$0
Tax Requisition Contributions:									
Sicamous			49,942						
Area C			151,778		155,498	157,812	140,156	131,459	153,014
Area D			32,415		33,209	33,703	29,932	28,075	32,678
Area E			30,240		30,980	31,441	27,924	26,191	30,486
Area F			82,155		84,167	85,419	75,863	71,155	82,822
			346,530		303,854	308,375	273,875	256,880	299,000
CSRD - 2018 Average Residential Property Assessment:			\$302,701		\$337,999	\$337,999	\$337,999	\$337,999	\$337,999
CSRD - Average Residential Property Tax:			\$21.24		\$20.79	\$21.10	\$18.74	\$17.58	\$20.46

2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
-303,520	-305,640	-307,760	-309,880	-312,000
-303,520	-305,640	-307,760	-309,880	-312,000
14,520	14,640	14,760	14,880	15,000
250	250	250	250	250
10,000	10,000	10,000	10,000	10,000
-	-	-	-	-
55,000	55,000	55,000	55,000	55,000
1,500	1,500	1,500	1,500	1,500
1,500	1,500	1,500	1,500	1,500
1,500	1,500	1,500	1,500	1,500
1,000	1,000	1,000	1,000	1,000
1,000	1,000	1,000	1,000	1,000
60,000	60,000	60,000	60,000	60,000
101,000	103,000	105,000	107,000	109,000
2,500	2,500	2,500	2,500	2,500
2,500	2,500	2,500	2,500	2,500
500	500	500	500	500
750	750	750	750	750
45,000	45,000	45,000	45,000	45,000
5,000	5,000	5,000	5,000	5,000
303,520	305,640	307,760	309,880	312,000
0	0	0	0	0
\$0.061	\$0.062	\$0.062	\$0.063	\$0.063
1.5%	0.7%	0.7%	0.7%	0.7%

55,000 55,000 55,000 55,000 55,000

55,000	55,000	55,000	55,000	55,000
0	0	0	0	0
0	0	0	0	0

\$0	\$0	\$0	\$0	\$0
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155,327	156,412	157,497	158,582	159,667
33,172	33,404	33,636	33,867	34,099
30,946	31,163	31,379	31,595	31,811
84,074	84,661	85,249	85,836	86,423
303,520	305,640	307,760	309,880	312,000

\$337,999	\$337,999	\$337,999	\$337,999	\$337,999
\$20.77	\$20.91	\$21.06	\$21.20	\$21.35

FUNDING SOURCE										
	RDF	2018	2018	2019 - Rural Dividend Grant	2019 - Matching Funds	2019 - Other SED funds	2020 - Rural Dividend Grant	2020 - Matching Funds	2020 - Other SED funds	SED - projects to be implemented - strategy not RDF
Create a Modern, Inclusive and Effective Economic Development Program										
Restructure Existing Economic Development Structure		0	RD		20000			5000		
Committee Training - Consultant - Project					7000					
Business Development Officer	91000	0	RD	45500	9500		45500	9500		0
Development of a Communication Plan					6000					
Economic Disaster Resiliency Plan	25000			25000						
Establish a Best-in-Class Economic Development Toolbox										
Enhanced Regional Profile with Individual Sub-Region Profiles - design and printing, positioning the Shuswap for business or resident attraction	10000	0	RD	7500			2500			
Refreshed Website - review of our digital assets underway	34960		RD	34960						
Promote the Shuswap Through Townfolio					3000					
Develop and Maintain Commercial and Industrial Land Inventory - partnership with realtors, and current listing on new website		ongoing		ongoing			ongoing			
Business Guides for each Community within the SED Region - design and printing - website integration		0	SED		20000					
Complete a Review of the CSRD Development Approval Process				review						
Create a “Business First” Expedited Program				review						
Become a Leader in Business Development and Support										
Enhance BRE Program		ongoing		ongoing			ongoing			
Annual Business Walk				develop			ongoing			
Entrepreneurship - youth to seniors - innovation										20000
Marketing/Support Launch-a-Preneur		ongoing								10000
Encourage Pop-up Shops Throughout All Electoral Areas - partnerships in communities to access available space and/or land				research			possible development			
Regional Business Lunch and Learn - partnership with Regional Chambers		ongoing		ongoing			ongoing			
Increase the Awareness of the SED Region Regarding its Economic Development Opportunities										
Expand Presence at Tradeshows - ICSC										15000
‘Shuswap - the Opportunity Awaits’ (marketing initiative), Business and Resident Attraction (ie. Physician Medical Worker recruitment) - digital marketing campaign - video testimonials										30000
SED – Explore/Live Shuswap (booth and banners, marketing collateral)										10000
Regional Wayfinding Program - partnership with other organizations				research			development			
Support the Further Development of a Strong and Vibrant Agriculture Sector										
Establish a CSRD Agriculture Advisory Committee - tasked an Annual Review of Agriculture Strategy and review of priorities of the agriculture industry										
Hire a Part-Time Agriculture Coordinator	23000			23000						47000
Shuswap Grown Program - development of criteria (what defines Shuswap Grown and the marketing of Shuswap Grown)					2500			2500		
Develop and Maintain an Agriculture Asset Map and Agriculture Fact Sheet - partnership with Soil Mate??				research			development			
Agriculture Tour – Celebrate Agriculture		3000	SED							9000
Partner with Local Farmers and Agricultural Landowners to Explore Options for Succession - partnership with SFAC	2000			1000			1000			
Establish the Shuswap as a Film Location of Choice - (included in Film Commission budget)										
Establish an Effective and Efficient ‘One Stop’ Film Office					5000			5000		
Integrate Film Communication with Overall Economic Development Communication										
Conduct Post-Production Feedback										
Work with Creative BC										
Location/Resource Inventory and Photo library					6000			6000		
External Marketing Program for Film										
Support Community Specific Needs - Staff time to research and develop proposals for funding on an as needed basis										
Annual Community Specific Needs Identification		ongoing		ongoing			ongoing			
Seymour Arm Wharf - possibly partnership with CSRD to assist with funding opportunities										
Pocket Community - opportunity for new development										
Dementia Friendly Community Designation - ossible partnership with Eagle Valley Resource Society										
Electrical Power Expansion - opportunity not available at this time but will pursue if new opportunities are available										
Broadband Expansion				research			possible development			
Hut-to-Hut Trail - support and possible funding proposal support		ongoing		ongoing			ongoing			
Support Tourism Initiatives										
Shuswap Ambassador Program - support new Super Host Program and provide support for business and staff training	14040		RD	10000	960		4040			
Implement Tourism Strategy and Marketing Plans		0	SED		14000			5000		
Regional Tourism Marketing Initiatives		0	SED		4000			2540		
Support Labour Market Initiatives										
TOTAL	200000	3000		146960	97960	0	53040	35540	0	141000



BOARD REPORT

TO:

Chair and Directors

File No: 0580 01

SUBJECT:

Work BC – Emerging Priorities Grant Application

DESCRIPTION:

Report from Robyn Cyr, EDO, dated October 15, 2018. Authorization is required from the Board to submit a grant application to Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities.

RECOMMENDATION #1:

THAT: the CSR D Board provide authorization to the CSR D Shuswap Economic Development department for the submission of a grant application of up to \$300,000.00 to Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities program.

SHORT SUMMARY:

Funding has become available through Work BC that supports communities undergoing a significant shift in the local labour market. Reasons for that shift may be an industry closure or expansion, a natural disaster such as a forest fire or a flood, or other conditions that have impacted employment in the community.

The Elite Sawmill in Malakwa closed indefinitely in 2017, due to a fire which directly displaced approximately 35 full time workers and indirectly displaced several others in the small rural communities of Malakwa and Sicamous. While historically founded on the lumber industry these local economies have suffered ongoing reductions in natural resource development employment for several years prior to this last closure. Louisiana Pacific was a major employer in the region and the permanent closure of the sawmill in the late-2000s saw many residents unable to find jobs in the area. Area residents have sought to re-invent and re-invigorate their skills sets as the local economy has become more reliant on service and tourism jobs and less reliant on higher paying natural resource jobs.

Many of the impacted sawmill workers have had difficulty adapting to the changing skill requirements of the changing local economy. This program will aim to help these impacted workers adapt to the local changing job market. It is important to note that according to census data, the population of this region has both aged and declined over the last 10 years.

Funding has become available through the Work BC – Emerging Priorities funding grant that will provide up to \$300,000.00 for employment assistance services, skills training, and financial support for participants if they are required to live away from home to attend courses that will ultimately allow them to find full time employment or be self-employed.

Board Report

Enter Subject

[Click here to enter a date.](#)**VOTING:**Unweighted ☐
CorporateLGA Part 14 ☐
(Unweighted)Weighted ☐
CorporateStakeholder ☒
(Weighted)**BACKGROUND:**

This program will be a partnership between Okanagan College and the CSRD Shuswap Economic Development department.

Okanagan College delivered a similar program in Revelstoke in 2014 which was called “Experience Works” and was specifically targeted to prepare workers for new and immediate employment or self-employment.

Based on five years of successful experience delivering the Experience Works program in Revelstoke, Okanagan College can state with confidence that the program increases the employability of workers and ensures they remain active and productive in the labour market. Okanagan College continually consults with community partners to ensure that the program is current and meets the local labour market needs.

Experience Works combined relevant, hands on and practical skill training for workers with community outreach activities. These activities promote and inform various employment sectors about the benefits associated with a slightly older demographic of workers enhancing their opportunity to find employment. The program will be marketed to the eligible older worker and promoted via their community partnerships.

The new program that is being proposed would have similar goals for the eligible applicants. Work BC will fund up to \$15,000.00 per individual to attend this course.

The Shuswap Economic Development Strategy also supports the development of programs that can provide support for older workers to be able to become self-employed.

POLICY:

This request is under the authority of Bylaw No. 5582, Section 11 (b) for the delegation of authority in relation to grant applications.

FINANCIAL:

There are no financial implications to the CSRD Shuswap Economic Development department to submit this grant application other than wages for the Economic Development Officer to submit the application and ensure that reports are prepared and submitted as required.

KEY ISSUES/CONCEPTS:

The key concept to the submission of this grant application is to support Okanagan College in the development of a skills training program to the unemployed, underemployed, or precariously employed participants in Malakwa and Sicamous to enable these participants to obtain fulltime employment or become self-employed.

IMPLEMENTATION:

The grant application will be prepared in partnership with the CSRD Shuswap Economic Development department and Okanagan College. The CSRD Shuswap Economic Development department will be the eligible applicant and Okanagan College will deliver the program as identified. I would also recommend that a memorandum of agreement is developed between the CSRD Shuswap Economic Development department and Okanagan College for the delivery of this program.

COMMUNICATIONS:

Regular communication and updates will be provided to R. Cyr, EDO, and reports will be prepared to be presented at the regular Shuswap Economic Development Advisory Committee meetings. The minutes of these meetings are then presented to the CSRD Board at regular board meetings.

DESIRED OUTCOMES:

The desired outcomes of this report would be that the funding for the Work BC – Employment Services – Community Workforce Response Grant – Emerging Priorities program application is approved and up to 15 residents of Malakwa and Sicamous gain the skills to obtain employment or become self-employed.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Overview of the "Experience Works" targeted initiative for older workers program deliver in Revelstoke in 2014.