

Mayne Island Community Chamber of Commerce Board Meeting  
 September 17, 2019  
 5:30 pm at Studio 652 (Home Hardware House)

Agenda Item	Responsibility
1. Guest speaker: Melody Pender, CRC	
2. Additions to the Agenda	Brian
3. Approval of the Agenda	Brian
4. Approval of the April 2019 Board Meeting Minutes	Brian
5. Correspondence <ul style="list-style-type: none"> <li>• Chamber hosting All-Candidates Meeting</li> <li>• Email from SGITPS</li> </ul>	Brian/Lauren
6. President's Report	Brian
7. Treasurer's Report	Brian, Colleen
8. Membership Report	Lauren
9. Marketing Committee Report	Kat
10. Executive Officer Report	Lauren
11. Welcome Bag	
12. Rumble Strip Letter	Brian
13. Harvest Dinner	Lauren
14. Business Appreciation Event	Sharon
15. Brochure	
16. Parks & Recreation Washroom Funding	Bill
17. Adjournment	Brian

Present: Sharon Hinton, Kat Ferneyhough (Secretary), Brian Dearden (President), Bill McCance, Lauren Underhill (Executive Officer), Drew Ferneyhough, Melody Pender (Guest- Community Resource Centre (CRC)), Deborah Goldman (Mayne Island Board Representative, CRC)

With Regrets: Allison Taylor, Annette Witteman, Candida Kitka, Richard Jarco

1. Guest Speaker: Melody Pender, Community Resource Centre (CRC)

- The CRC begun on Pender Island, becoming a society in May 2016. It was created as a way to provide one place for all information on island. They partnered with the Pender Island Chamber and eventually built a visitor and resource centre, which includes office spaces, as well as technological equipment (videoconferencing/photocopiers etc.).
- They are working on a volunteer centre so that people have a place to find out about all opportunities on island without being bombarded by volunteer requests.
- Other services provided: non-profit hub (fee for service, grant writing, accounting, bookkeeping), WorkBC Employment services (wage subsidies, helping find work), courses/workshops, community justice programming (Jessica Easton is involved with on Mayne), EduTourism (educational tourism) that brings off-season tourism to island, Community Bus Coordinator (paid for by Service Canada for 8 weeks in summer), regional events calendar, staff training workshops.

- The Pender Chamber has partnered with the CRC for market tables, and shared a student for visitor/island information.
- Brian Dearden felt that the Chamber should be working with the CRC, and that the Chamber should be making businesses aware of potential CRC services. There is concern about redundance.
- Because the CRC has society status, they can partner with the Chambers and apply for grants. Deborah Goldman is on the board of the CRC as the Mayne Island rep.
- Traffic to the Mayne Island office hasn't been huge, but people are starting to hear about and bring posters for events. They do have a room that can seat 8 people. Pender Island CRC charges \$20/hr for non-members of the CRC, and \$15/hr for first hour for members (memberships \$5/person).
- Melody Pender stated that they don't want the expectation for the centres to be too high before they can meet the expectations. At the moment, on Mayne, Jeylan is working 4 hours twice a week and the CRD liaison is there 2 afternoons/week.
- For the Mayne Island CRC, can spread the word that it is a potential meeting place, and videoconferencing/zoom meetings can take place. They are looking at the option of a lock-box so that people can get into the centre when staff are not there.
- The CRC could be a great place to from which to have Welcome Bags kept and dispersed.
- The Mayne Island CRC is grateful for the \$5000 from the Mayne Island Chamber, and they are happy if the Chamber wants to have a more public presence.

## 2. Additions to the Agenda

- Brochure
- Parks Letter RE: Washroom funding

## 3. Approval of the Agenda

**Motion to approve the agenda by Kat Ferneyhough, seconded by Drew Ferneyhough**

**CARRIED**

## 4. Approval of April 29, 2019 Board Meeting Minutes

**Motion to approve the board meeting minutes by Sharon Hinton, seconded by Bill**

**McCance**

**CARRIED**

## 5. Correspondence

- All-Candidates Meeting: Deb Foote (Green Party Representative on Mayne Island) contacted the Chamber to ask if we would be organizing an all-candidate meeting for the federal election. Jim Traversy from Alea also contacted the Chamber to see if we would like him to update the previous all-candidates meeting ad for a meeting this year.

Because no one else appears to be organizing this, the Chamber will try to organize this.

**Action Item: Brian Dearden to contact Deb Foote to see if she can help set the wheels in motion for an All-Candidates Meeting.**

- An email was received from Randy Cunningham from the Southern Gulf Islands Tourism Partnership Society. It is attached at the bottom of these minutes and Lauren has sent an email back to Randy asking how he envisions possibly working with the Chamber.

## 6. President's Report

- Nothing to report, and this item will be removed from future agendas.

## 7. Treasurer's Report

- Balance forward is \$36,886.18
- Brian stated he was encouraged by the CRC and the opportunity to capitalize on a partnership with them. Sharon noted that this funding could allow the Chamber to start taking on projects that have been brainstormed ex. Welcome Signs at the dock and ferry terminal.

**Motion to approve the Treasurer's report by Kat Ferneyhough, seconded by Sharon Hinton. CARRIED**

## 8. Membership Report

- Lauren will be sending out invoices for 2020 membership on October 5<sup>th</sup>, with the due date being November 5<sup>th</sup>. The amount for each membership level will stay the same.

## 9. Marketing Report

- Kat has been unable to work on marketing ideas over the busy summer, but will be doing some prototyping of marketing items over the winter.

## 10. Executive Officer Report

- A lot of tourism emails were received and answered throughout the summer.
- The Chamber continues to receive media related inquiries for media visits. Lauren has been sending these opportunities out to the membership, but without a lot of response. In the future, Lauren will continue to send out the information to the membership, but if little response is received, she will contact the CRC to see if they're interested in the media opportunities.

**Motion to approve the Executive Officer Report by Sharon Hinton, seconded by Bill McCance CARRIED**

## 11. Welcome Bag

- Kat is happy to assist with the welcome bag once the shoulder season winds down. The idea was raised about having the bag kept and distributed from the CRC, which is looking at possibly doing newcomer groups. Only Chamber businesses would be in the bag, but the CRC could add other island information.

## 12. Rumble Strip Letter

- Kyle Stobart and Amy Dearden have both said they would support rumble strips in the playground zone.

## 13. Harvest Dinner

- Brian will talk to Sue Duncan to see if she will cater the dinner.
- Drew suggested having a sheet that diners can fill out regarding whether they want to see changes to the dinner format.
- Lauren will source alcohol for the event.
- Invite Deborah Goldman and Jean Daniel-Cusin to dinner to talk about their initiatives.

#### 14. Business Appreciation Event

- Sharon voiced her concern that the Mayne Island Resort didn't get to participate in the business appreciation event in September because the resort was full. At the same time, people staying at the resort didn't have access to a restaurant because Bistro closed for this event. She felt it was a great idea, but suggested it be done at a less busy time. She also wanted the organizers to know that the resort didn't not take part on purpose.
- Was noted that this event wasn't associated with the Chamber in any way.
- Questions raised: Does the Chamber want to do a similar event? Do businesses want to nominate employees to appreciate?

#### 15. Brochure

- Lauren will check with Richard to see if he will do the brochure design for 2020. She was also advertise for photographs and art for the Chamber cover.
- Question raised: Can artists represented by EnVision be allowed. It was decided that the artists themselves had to be members of the Chamber, but could be at Community Membership level of \$25.

#### 16. Parks and Recreation Washroom Funding

- Mayne Island Parks is finding that there is too much use of their washrooms and costs are getting high. They are asking if the Chamber will provide funding to help cover this issue.
- Bill will respond to this question and ask for them to provide a letter of request, which will then circulate to the board so that more details are known.

#### 17. Adjournment

**Motion to adjourn the meeting by Brian Dearden, seconded by Sharon Hinton.**

**CARRIED**

- Meeting adjourned at 7:20pm

Email from Randy Cunningham:

Thank you Deb and nice to 'meet' you Bill and Lauren

I want to make contact with you for the MI Chamber's role representing the tourism businesses on your Island. I am traveling at the moment but back on SSI early next week. Maybe we can set a day/time to chat. And if it helps I would come over to Mayne I. to meet with you and others if necessary.

The Southern Gulf Islands Tourism Partnership Society (SGITPS) mandate with our funding is to represent the Southern Gulf Islands region – Galiano, Mayne, Pender, Saturna and Salt Spring. WE will collect the MRDT and use those funds to promote the region according to our community focused 5-year plan and the annual tactical plans we create. (the plan is on <https://www.sustainableislands.ca/> as is the Experience the Gulf Islands Concept plan which stimulated our effort to organize and access Destination BC funding). For the current year the Chamber syndicate doing ETSGI headed by the Salt Spring Chamber has accessed funding from the Co-op program administered by DBC. SGITPS will take this over for 2020.

So SGITPS will be keen to work closely with whatever entity on each Island will be addressing tourism for both the MRDT and Co-op programs. We have had a good meeting with the Salt Spring Chamber and we will work closely with them regarding Salt Spring. I hope to create the same connection on Mayne in a way that will benefit tourism operators and Mayne's community.

And of course I wanted to alert you to the communication we had from the Ministry of Finance regarding registering and collecting the PST/Hotel tax as well as the MRDT when it starts on September 1<sup>st</sup>. I hope you can inform your members involved in providing accommodations on Mayne island. Mayne Island Resort, Springwater and Blue Vista resorts as commercial properties are already registered but the all the others that were added in to mix last October through the provincial government's new policy need to be aware; some but not all are registered.

It might be worthwhile to alert your relevant members providing accommodations per Bulletin PST 120 about the reminder we received from the Ministry of Finance:

If an accommodation provider was required to collect PST as of October 1, 2018 and has not done so, they would still be required to remit that PST retroactive to October 1, 2018, or the first date in which they offered taxable accommodation. Failure to do so could result in penalties and assessments.

Consumer Taxation Programs Branch | Ministry of Finance

**Randy Cunningham**  
**Chair – Southern Gulf Islands Tourism Partnership Society**  
250-537-8903  
[randy.cunningham@shaw.ca](mailto:randy.cunningham@shaw.ca)