C·V·R·D

ECONOMIC DEVELOPMENT COMMISSION MEETING

March 17, 2011

7:30 AM – Community Futures Boardroom
135 Third Street, Duncan, BC V9L 1R9

AGENDA

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2.	**ADOPTION OF MINUTES:**		
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3.	**BUSINESS ARISING FROM THE MINUTES:**		
4.	**REPORTS**		
	R1	Verbal report – update on Agricultural Advisory Committee	
5.	**DELEGATIONS:**		
	D1	EDCD Consultants; Dale Wheeldon & Colleen Bond Economic Development Sustainable Strategy Overview Video presentation of Strategy goals & objectives	
6.	**NEW BUSINESS:**		
7.	**ADJOURNMENT:**		

Note: A copy of the full agenda package is available at the CVRD website www.cvrd.bc.ca

Bruce Sampson, Chair
Vacant, Vice-Chair
Director Kent
Director Morrison

George Robbins
Pat Foster
Michael Kelly
John Morris

Jane Worton
Marsha Stanley
Jenn George

DISTRIBUTION:

Full Agenda Package:

DIRECTOR GILES, CHAIR
DIRECTOR MARCOTTE
DIRECTOR HAYWOOD
DIRECTOR SEYMOUR
DIRECTOR WALKER
DIRECTOR HUTCHINS
DIRECTOR MCGONIGLE

DIRECTOR KUHN
DIRECTOR HARRISON
DIRECTOR IANNIDINARDO
DIRECTOR DUNCAN
DIRECTOR COSSEY
DIRECTOR DOREY

AS WELL AS:
WARREN JONES, CHIEF ADMINISTRATIVE OFFICER
MARK KUEBER, GENERAL MANAGER CORPORATE SERVICES
TOM ANDERSON, GENERAL MANAGER PLANNING & DEVELOPMENT
GEOFF MILLAR, ECONOMIC DEVELOPMENT MANAGER
KATHY LACHMAN, BUSINESS DEVELOPMENT OFFICER
FELICITY ADAMS, MANAGER OF DEVELOPMENT SERVICES, TOWN OF LADYSMITH
RUTH MALLI, CITY MANAGER, TOWN OF LADYSMITH
DAVE DEVANA, ADMINISTRATOR, DISTRICT OF NORTH COWICHAN
JOSEPH FERNANDEZ, ADMINISTRATOR, TOWN OF LAKE COWICHAN
TOM IRELAND, ADMINISTRATOR, CITY OF DUNCAN
CATHY ROBERTSON, MANAGER COMMUNITY FUTURES COWICHAN

Minutes of the regular meeting of the ECONOMIC DEVELOPMENT COMMISSION held at the CVRD, Committee Room 2, February 22, 2011 at 4:00 pm.

PRESENT: Chair Bruce Sampson
Director I. Morrison
Director P. Kent
Director K. Kuhn
Director M. Marcotte
Pat Foster
Mike Kelly
George Robbins
John Morris
Marsha Stanley

ALSO PRESENT: John Koury, Councillor North Cowichan
Tom Anderson, GM, Planning & Development
Geoff Millar, Manager, Economic Development
Kathy Lachman, Business Development Officer
Judy Mills, Recording Secretary

ABSENT: Jenn George, Jane Worton

APPROVAL OF AGENDA

Two addenda were added. Correspondence C1 was moved to item #8 and C2 was moved to item #4.

It was moved and seconded the agenda be accepted.

MOTION CARRRIED

ADOPTION OF MINUTES

It was moved and seconded the November 18, 2010 EDC meeting minutes be accepted.

MOTION CARRRIED

BUSINESS ARISING OUT OF MINUTES

BA1 EDC LEASE

It was recommended the Board authorize the Chair and Corporate Secretary to sign a five year (renewal) lease for the Economic Development Division at 135 Third Street, Duncan.

MOTION CARRIED

CORRESPONDENCE

C2 IAF LETTER

The Economic Development Manager received a letter from the Investment Agriculture Foundation of BC dated February 14, 2011. It contained a Contribution Agreement that requires signatures of authorized CVRD representatives in order to proceed with the funding for the CVRD Area Agriculture Plan.

It was recommended the Board authorize the Chair and Corporate Secretary sign a Contribution Agreement with the Investment Agriculture Foundation of BC for the CVRD Area Agriculture Plan.

MOTION CARRIED

DELEGATIONS

Not applicable.

REPORTS

R1
EDC & TOURISM BUDGET

The Economic Development Manager reviewed the 2010 year end financials as well as the 2011 Economic Development and Tourism budget. It was noted the 2011 requisition for both budgets remained the same with no increases.

It was moved and seconded the 2011 Economic Development and Tourism budget was received by the Economic Development Commission.

MOTION CARRIED

UNFINISHED BUSINESS

UB1
SUSTAINABLE ECONOMIC DEVELOPMENT STRATEGY

Marsha Stanley arrived.

The Economic Development Manager provided an update on the Sustainable Economic Development Strategy. The consultants are working on the draft along with the Investment Readiness Test. Estimated completion is mid March. Both documents will be circulated to the Economic Development Commission for review and comments at the next meeting, March 17, 2011. Next step will be to do a joint presentation to the CVRD Regional Services Committee.

CORRESPONDENCE

C1
ENVIRONMENT COMMISSION LETTER

John Morris and Director P. Kent arrived.

The EDC Chair received a letter of invitation from the Environment Commission Chair dated February 2, 2011 for a workshop on Sustainable Land-Use and a proposed joint meeting for February 22, 2011. This will include a discussion about whether or not the Economic Development and the Environment Commissions should form a closer working relationship to examine both economic and environmental issues.

An in-depth discussion took place regarding benefits, concerns, structure, environmental constraints, contribution, Commission vision, growth and assistance. It was decided there was not enough member support for a combined Commission. It was suggested the Economic Development Manager and Environment Manager meet for discussions prior to agenda preparations to incorporate joint projects of interest.

It was moved and seconded to have quarterly or bi-annual meetings with the Environment Commission in support of shared dialogue.

MOTION CARRIED

NEW BUSINESS Not applicable.

CLOSED SESSION Not applicable.

ADJOURNMENT **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 5:11 pm. Next meeting will be on March 17, 2011 at the Community Futures Cowichan Boardroom, 135 Third Street at 7:30 am.

Certified Correct:

Chairperson

Secretary

Dated: ____________________