

Minutes of the Regular meeting of the Economic Development Commission held on Thursday, October 20, 2011 at 12:00 pm in the CVRD Committee Room 2, 175 Ingram Street, Duncan, BC

**PRESENT:** Marsha Stanley, Chair  
Pat Foster  
Director I. Morrison  
Director P. Kent  
Mike Kelly  
John Morris  
George Robbins  
Jenn George  
Jane Worton

**ALSO  
PRESENT:** Director K. Kuhn  
Cathy Robertson, Community Futures Cowichan  
Rob Grant, GIS Supervisor  
Tom Anderson, GM, Planning & Development  
Geoff Millar, Manager, Economic Development  
Kathy Lachman, Business Development Officer  
Judy Mills, Recording Secretary

**ABSENT:** Maria Lauridsen, VIU Cowichan Campus

**APPROVAL OF  
AGENDA**

One item was added to Unfinished Business and two items to New Business.

**It was moved and seconded the amended agenda be accepted.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

**It was moved and seconded the Regular EDC meeting minutes of September 15, 2011 be accepted.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE MINUTES**

Not applicable.

**UNFINISHED  
BUSINESS**

**UB1  
EDC MEMBERSHIP**

The Economic Development Manager confirmed all four candidates are still interested to apply for positions on the Economic Development Commission. The subcommittee (Director Kent, Chair Stanley, John Morris and new volunteer George Robbins) will meet and conduct interviews. They will plan for appointments in January 2012 after the new Board is assembled.

**UB2  
VESSEL OPERATION  
RESTRICTION  
REGULATION**

The Economic Development Manager reported on October 12, 2011 the CVRD Board approved the following recommendation from the Regional Service Committee:

*That the Cowichan Valley Regional District Board of Directors support the adoption and implementation of a Federal Vessel Operation Restriction Regulation in Cowichan Bay along with exemptions for the following activities: First Nations FSC (Food, Social and Ceremonial), search and rescue, marine research and education, habitat restoration, kayaking/canoeing tour support, and waterfront property access; and to support the implementation of a clearly marked navigation channel to access the marinas and boat launch in Cowichan Bay.*

**REPORTS****SR1  
2012 BUDGET  
REQUISITION REVIEW**

The Economic Development Manager handed out a staff report to provide the Commission with an overview of the EDC (121) and Tourism (123) supplemental budget items for 2012. Supplementals are items that come forward that are above operational and staff level and do not fit into the core level funding.

The supplemental items for EDC include i) Cowichan Region Area Agricultural Plan implementation \$20,000 and ii) Agricultural Land Use Inventory project \$10,000. The supplemental item for Tourism is Tourism Plan implementation \$6,250.

A lengthy discussion ensued.

**It was moved and seconded the Economic Development and Tourism supplemental items presented to the Commission be approved and moved forward to the Board.**

**MOTION NOT CARRIED**

Further discussion ensued. The Commission would like to see how the EDC work plan 2011/12 correlates with the Sustainable Economic Development Strategy priorities and supplementals. It was requested that EDC develop a report that outlines how the core budget fits into the Sustainable Economic Development Strategy priorities identified by the Commission. The Economic Development Manager will circulate the EDC Work plan for 2011/12 updated with financial implications.

**It was moved and seconded to table the Economic Development and Tourism supplemental items presented to the Commission to the next meeting.**

**MOTION CARRIED****SR2**

The Sustainable Economic Development Strategy

**SUSTAINABLE  
ECONOMIC  
DEVELOPMENT  
STRATEGY  
COMMUNICATION**

Communications Plan was handed out. Presentations will be scheduled to present the goals of the plan to Stakeholder groups. Volunteers from the Economic Development Commission are required to assist with these presentations starting November 8, 2011. Please contact the Economic Development Manager to advise your availability to attend.

Jennifer George & Pat Foster volunteered for the December 21, 2011 presentation to Community Futures Cowichan.

**SR3  
AGRICULTURAL  
ADVISORY  
COMMITTEE UPDATE**

The EDC Business Development Officer will be presenting an update on the Agricultural Advisory Committee to Regional Services on October 26, 2011. The staff report submitted October 20, 2011 for the Regional Services Committee meeting agenda was handed out to the Commission.

On July 13, 2011 the CVRD Board adopted Bylaw No. 3515 to establish a permanent Regional Agricultural Advisory Commission. The appointments have yet to be ratified. Currently George Robbins and Marsha Stanley sit on the Agricultural Advisory Committee.

On September 14, 2011 the CVRD Board approved the following recommendation received from the Agricultural Advisory Committee:

*"That when OCP's and Zoning Bylaws come up for review they be referred to the Agricultural Advisory Committee for review and comment on policies and issues related to agriculture".*

**NEW BUSINESS****NB1  
GEOGRAPHICAL  
INFORMATION  
SERVICES  
DEPARTMENT**

The Economic Development Manager introduced Rob Grant from the Geographical Information Systems (GIS) department. Rob is interested in connecting with Economic Development for mapping purposes. It was suggested this may be a good fit with the Community Profiles priority in the EDC Work Plan 2011/12 that was developed from the Sustainable Economic Development Strategy.

**NB2  
BC MARINE HIGHWAY**

The Economic Development Manager reported the Nanaimo Port Authority is looking to develop a BC Marine Highway project for the Power & Sail Cruise sector. It is in the early stages of development.

**ADJOURNMENT**

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

**MOTION CARRIED**

The meeting adjourned at 1:15 pm. The next meeting will be on November 17, 2011 at the CVRD, Committee Room 2, 175 Ingram Street at 12:00 pm.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

Dated: \_\_\_\_\_