



ECONOMIC DEVELOPMENT COMMISSION MEETING

November 18, 2010

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

AGENDA

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Note: The full agenda package can be found on the CVRD website at www.cvrld.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 MARCOTTE
DIRECTOR HAYWOOD
DIRECTOR SEYMOUR
DIRECTOR WALKER
DIRECTOR HUTCHINS
DIRECTOR MCGONIGLE

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

AS WELL AS:

DIRECTOR GERRY GILES, CVRD CHAIR
WARREN JONES, CHIEF ADMINISTRATIVE OFFICER
GEOFF MILLAR, ECONOMIC DEVELOPMENT MANAGER
KATHY LACHMAN, BUSINESS DEVELOPMENT OFFICER
TOM ANDERSON, GENERAL MANAGER PLANNING & DEVELOPMENT
MARK KUEBER, GENERAL MANAGER CORPORATE SERVICES
FELICITY ADAMS, MANAGER OF DEVELOPMENT SERVICES, TOWN OF LADYSMITH
RUTH MALLI, CITY MANAGER, TOWN OF LADYSMITH
DAVE DEVANO, 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 Community Futures Boardroom on October 28, 2010 at 7:30 am.

PRESENT: Chair Bruce Sampson
Director Kent
Director Kuhn
Pat Foster
George Robbins
Mike Kelly
John Morris
Jenn George

ALSO

PRESENT: Justin Straker, Environment Commission
Tom Anderson, GM, Planning & Development
Geoff Millar, Manager, Economic Development
Kathy Lachman, Business Development Officer
Judy Mills, Recording Secretary

ABSENT: Director Morrison
Marsha Stanley
Jane Worton

**APPROVAL OF
AGENDA**

Five addenda were added.

It was moved and seconded the agenda be accepted.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded that the September 16, 2010 EDC meeting minutes be accepted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

Not applicable.

DELEGATIONS

**D1
Update of the State of
the Environment**

Rodger Hunter was not available to attend the meeting.

Justin Straker of the CVRD Environment Commission presented a powerpoint on the Update of the State of the Environment. It is an in-depth collection of information and analysis of data report card of the CVRD environment. The report was produced on contract by an expert scientific team. The State of the Environment reporting and strategies are reciprocal to Sustainable Economic Development. The full report is on the website at 12things.ca. Question and answer session followed.

CORRESPONDENCE

C1
Resignation Vice Chair, Dave Jackson resigned effective September 23, 2010. The Commission recommended the Board accept his mid-term resignation and send out a letter of appreciation.

REPORTS

R1
Term Expirations Three member terms expire December 31, 2010; Jane Worton, Marsha Stanley and George Robbins. Letters will be sent out to these members asking if they wish to be reappointed for a two-year term. Currently there are three vacancies including the Vice Chair position.

It was moved and seconded the Economic Development Department develop advertising to solicit new members.

MOTION CARRIED

R2
EDC Networking The EDC meeting to be followed by networking has been postponed until the New year.

R3
ICET Director Kent gave an update on the Island Coastal Economic Trust. Core measures have not yet been met. Will be putting together recommendations. Strategy will provide direction. The website is open for applications for matching funds and limits. They are going through a legislative review. Third party performance review to be completed.

R4
Commission Structure John Morris recommended the Economic Development Commission and the Environment Commission be combined to form one Sustainable Growth Committee. The EDC members engaged in discussion.

It was moved and seconded that the Economic Development Commission will further discuss integration at the next EDC meeting.

MOTION CARRIED

R5
Investment Readiness Project The EDC Manager distributed a Committee Report.
It was moved and seconded the Economic Development Commission approve sole sourcing for the Investment Readiness Project to EDCD Consulting.

MOTION CARRIED

R6
Neil Dawn
Presentation

Chair Sampson suggested that Neil Dawn make a presentation to the Economic Development Commission on the need to transition to a steady state economy. He recently presented this excellent presentation to the Environment Commission. There is a \$500 fee which goes to the Qualicum Institute.

R7
RSC Meeting
Presentation

Chair Sampson presented to the Regional Services Committee on October 26, 2010 re EDC Project & Program Updates. The handout was circulated.

UNFINISHED
BUSINESS

UB1
Core Measurements

Nothing to report at this time.

Director Kent & John Morris left the meeting at 9:08 am.

NEW BUSINESS

NB1
Online Survey

Two on-line surveys have been launched to gauge the key issues, concerns, and opportunities for economic development in electoral and municipalities of the CVRD. One is for residents and one is for businesses. This is part of the process being undertaken by the consultant for the Sustainable Economic Development Strategy. The surveys can be found on the CVRD website at www.cvrld.bc.ca

NB2
VIU Tour

The EDC Manager is organizing a tour of the Vancouver Island University for Friday, November 19th at 9am. A meeting request will be sent out to all EDC members.

CLOSED SESSION

Not applicable.

ADJOURNMENT

It was recommended that the Regular meeting adjourn.

The meeting adjourned at 9:15 am. Next meeting is November 18, 2010.

Certified Correct:

Chairperson

Secretary

Dated: _____