



ECONOMIC DEVELOPMENT COMMISSION MEETING

SPECIAL MEETING
March 29, 2011

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

AGENDA

	PAGES
1. <u>APPROVAL OF AGENDA:</u>	1-2
2. <u>ADOPTION OF MINUTES:</u> EDC Meeting Minutes of March 17, 2011	3-4
3. <u>BUSINESS ARISING FROM THE MINUTES:</u>	
4. <u>UNFINISHED BUSINESS</u> UB1 Review Sustainable Economic Development Strategy – comments for Consultants & recommendation to Board **PLEASE BRING YOUR COPY OF THE STRATEGY**	
5. <u>NEW BUSINESS:</u>	
6. <u>ADJOURNMENT:</u>	

Note: A copy of the full agenda package is available at the CVRD website 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 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
JOHN KOURY, EDC CHAIR, 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, March 17, 2011 at 7:30 am.

PRESENT: Chair Bruce Sampson
Director K. Kuhn
Director G. Giles
Pat Foster
Mike Kelly
George Robbins
Jane Worton
Jenn George

ALSO PRESENT: Kate Miller, Manager, Environment
Tom Anderson, GM, Planning & Development
Geoff Millar, Manager, Economic Development
Kathy Lachman, Business Development Officer
Judy Mills, Recording Secretary

ABSENT: Director I. Morrison, Director P. Kent, John Morris,
Marsha Stanley

APPROVAL OF AGENDA

It was moved and seconded the agenda be accepted.

MOTION CARRIED

ADOPTION OF MINUTES

It was moved and seconded the February 22, 2011 Regular EDC meeting minutes be accepted.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES

At the March 9, 2011 Regular Board meeting the EDC Lease and Contribution Agreement with the Investment Agriculture Foundation of BC were approved for signature.

REPORTS

**R1
UPDATE ON
AGRICULTURAL
ADVISORY
COMMITTEE**

The Economic Development Manager reported there was a full attendance at the inaugural Agricultural Advisory Committee meeting on February 25, 2011. The Committee Chair is Mary Marcotte. George Robbins and Marsha Stanley are the EDC representatives. The Area Agriculture Plan was distributed. The top 5 priorities will be established at the next meeting on March 22, 2011.

DELEGATIONS

**D1
EDCD CONSULTANTS**

EDCD consultants Dale Wheeldon and Colleen Bond made a PowerPoint presentation via Go To Meeting technology and conference call.

The presentation was an overview of the Sustainable Economic Development Strategy which consists of 8 goals, 33 objectives and 89 actions. Primary focus was on a strong sense of community and it was noted the Regional Branding Program is very well respected. There is a high, medium and low priority level to action items. The Tourism recommendations in the Strategy are consistent with the Regional Tourism Plan. A full version of the Strategy will be available for distribution early next week.

A copy of the presentation was handed out.

The Economic Development Manager reported there will be a Special EDC meeting on Tuesday, March 29th at 7:30 am to review the Strategy and provide input and comments for the Consultants. At that time the Commission will consider a recommendation to forward the Strategy to the CVRD Board for acceptance and approval. EDC staff will then take the input from the Commission members back to EDCD Consulting for incorporation into the final report.

A full presentation will be made by EDCD Consulting to the CVRD Board at the Regional Services Committee meeting Wednesday April 27 at 6:00pm at the CVRD Boardroom on Ingram Street. All EDC members are encouraged to mark that date on their calendars and attend the presentation. We will also invite the Environment Commission, Agriculture Advisory Committee, Chamber of Commerce Presidents and Managers and Tourism industry partners.

The May 11, 2011 CVRD Board meeting should have a report from the Economic Development Commission reporting on the recommendation from the EDC regarding acceptance and approval of the Sustainable Economic Development Strategy.

NEW BUSINESS

Not applicable.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 9:02 am. Next meeting will be on March 29, 2011 at the Community Futures Cowichan Boardroom, 135 Third Street at 7:30 am.

Certified Correct:

Chairperson

Secretary

Dated: _____