



ECONOMIC DEVELOPMENT COMMISSION MEETING

REGULAR MEETING

April 21, 2011

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

AGENDA

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2. <u>ADOPTION OF MINUTES:</u> Special EDC Meeting Minutes of March 29, 2011	3-4
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4. <u>UNFINISHED BUSINESS</u> UB1 Review results of the EDC Strategy Prioritization Survey (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
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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 Special Meeting of the ECONOMIC DEVELOPMENT COMMISSION held at the Community Futures Boardroom, March 29, 2011 at 7:30 am.

PRESENT: Chair Bruce Sampson
Director K. Kuhn
Director P. Kent
Director I. Morrison
Pat Foster
Mike Kelly
Jane Worton
Jenn George
Marsha Stanley
John Morris

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

ABSENT: George Robbins

APPROVAL OF AGENDA

One Unfinished Business item was added.

It was moved and seconded the agenda be accepted.

MOTION CARRIED

ADOPTION OF MINUTES

It was moved and seconded the March 17, 2011 Regular EDC meeting minutes be accepted.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES

Not applicable.

UNFINISHED BUSINESS

**UB1
REVIEW
SUSTAINABLE
ECONOMIC
DEVELOPMENT
STRATEGY**

The consensus was that it is a good document which links well with the CVRD strategy. Concern regarding the amount of work and priorities. Community profiles will be an asset. Not clear regarding the role of the Commission. A request will be given to the Consultants to include this information.

Jane Worton offered to set up an on-line poll process for EDC members and staff to prioritize actions and rank top three or top ten. The advance poll will be completed prior to the next EDC meeting on April 21, 2011.

It was noted that it's important to have an implementation plan that's in line with the budget and success indicators to bring forward along with the Consultant Strategy.

Next step is to present the Strategy with action items, effect on budget and success indicators to the Regional Services Committee on May 25, 2011 and to the Board on June 8, 2011.

Jane Worton is able to set up an audience response system (clicking system) to rank if required for the Regional Services Committee meeting on April 27, 2011.

**UB2
PREPERATION FOR
JOINT ECONOMIC
DEVELOPMENT &
ENVIRONMENT
COMMISSIONS
MEETING**

The Environment Commission motion from the February 22, 2011 joint meeting regarding the two Commissions working together was conveyed by the Chair. It states *"the Environment Commission recommends to the Board to have quarterly meetings with the Economic Development Commission with the first one to be a workshop. Also to set up a Task Force to look at different reports that are developed for each Commission."*

Chair Sampson asked for four EDC members to volunteer to meet with four Environment Commission members to prepare for the upcoming joint Economic Development and Environment meeting. The following members volunteered: Director I. Morrison, Director P. Kent, Director K. Kuhn and Chair Sampson.

NEW BUSINESS

Not applicable.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 8:57 am. Next meeting will be on April 21, 2011 at the Community Futures Cowichan Boardroom, 135 Third Street at 7:30 am.

Certified Correct:

Chairperson

Secretary

Dated: _____