



ECONOMIC DEVELOPMENT COMMISSION

THURSDAY, OCTOBER 20, 2011
12:00 PM COMMITTEE ROOM 2
175 INGRAM STREET

AGENDA

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

DISTRIBUTION:

Full Agenda Package:

MARSHA STANLEY, CHAIR
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WARREN JONES, CHIEF ADMINISTRATIVE OFFICER
TOM ANDERSON, GENERAL MANAGER PLANNING & DEVELOPMENT
GEOFF MILLAR, ECONOMIC DEVELOPMENT MANAGER
KATHY LACHMAN, BUSINESS DEVELOPMENT OFFICER

Agenda:

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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 Economic Development Commission Meeting held on Thursday, September 15, 2011 at 12:00 p.m. in the Community Futures Board Room, 135 Third Street, Duncan, B.C.

PRESENT

Marsha Stanley, Chair
Director P. Kent
Director I. Morrison
George Robbins
Jenn George

ALSO PRESENT

Director K. Kuhn
John Koury, EDC Chair, District of North Cowichan
Cathy Robertson, Manager, Community Futures Cowichan

ABSENT

Michael Kelly
Pat Foster
John Morris
Jane Worton
Tom R. Anderson, General Manager, Planning & Development Department

CVRD STAFF

Geoff Millar, Manager, Economic Development
Kathy Lachman, Business Development Officer
Jennifer Hughes, Recording Secretary, Planning & Development Department

APPROVAL OF AGENDA

It was Moved and Seconded that the agenda be approved.

MOTION CARRIED

Minutes

Jenn George noted that she was present at the July 21, 2011 Economic Development Commission meeting but her name was not reported in the Present Section and asked that be corrected.

It was Moved and Seconded that the Amended Minutes of the July 21, 2011, Economic Development Commission meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

UNFINISHED BUSINESS

UB1 – EDC Membership Appointments

Mr. Millar verbally updated the EDC on the progress of filling the membership appointments. He stated that there are four interested people in the seats on the Commission and the appointments will be filled in the following manner: two openings on the Commission, the VIU appointment and the Environment Commission appointment. He advised that they would like to have the appointments filled by October. Chair Stanley asked that Mr. Millar confirm with the four applicants that they are still interested sitting on the Commission.

UB2 – Joint Environment & EDC Meeting

Chair Stanley stated that there was an attempt to hold a Joint Environment & EDC meeting in July but that did not occur due to the Kinsol Trestle opening. Mr. Millar advised that they do need to set a date for the meeting as they have a draft agenda prepared that contains setting the Terms of Reference.

REPORTS

**R1 – Agricultural
Advisory
Commission Update**

Kathy Lachman verbally updated the EDC that the Agricultural Advisory Commission (AAC) is actively working on and prioritizing the 78 recommendations in the Area Agriculture Plan. Of the 78 recommendations, 14 action items have gone before the AAC with one recommendation forwarded onto the Regional Board, one recommendation going before the Regional Services Committee (RSC) and the others requiring a little bit more work, but stressed that they are moving forward with a number of them that will be involved with the EDC budget. Ms. Lachman further noted that they have a great working group and everyone is very enthused.

Mr. Millar stated that it is interesting to see the very good debate taking place between the farmers, business people and Directors.

**R2 – Islands
Agriculture Update**

Mr. Millar verbally updated the Commission on the Islands Agriculture Show that will be held at the Cowichan Exhibition Park on February 3-4, 2012.

Mr. Millar stated that a meeting will be held next Friday, September 23, 2011, at 8:00 a.m. - 9:30 a.m. with the Agricultural Land Commission (ALC), EASC and EDC in the CVRD Board Room.

**R3 – Sustainable
Economic
Development
Strategy
Communication Plan**

Mr. Millar reviewed the Sustainable Economic Development Strategy Communication Plan.

Discussion ensued with regard to: Adding First Nation groups to the list of stakeholder groups; communication is a huge process that must be involved in the Strategy implementation; is it possible to hold a public forum to receive comment and is it also possible to send an invitation to the focus groups to attend a meeting to update them on the progress and how to better educate the public with the meaning of "sustainable" and the Sustainable Economic Development Strategy Communication Plan.

Mr. Millar stated that at the next meeting he will bring forward a list of potential meeting dates and members who should be involved with the presentations.

NEW BUSINESS

Mr. Millar stated that he has received a very good response from Commission members on moving the meeting time from 7:30 a.m. to 11:30 a.m. during the 2nd or 3rd week of the month. Mr. Millar will draft a meeting schedule until the end of the year for the next Commission meeting.

Director Kent briefed the Commission on the Island Coastal Economic Trust and noted that he will be attending a meeting tomorrow in Courtenay and that they would be dealing with a couple of Cowichan projects that have applied for funding.

NEXT MEETING

The next meeting will be held on Thursday, October 20, 2011, in the Community Futures Cowichan Board Room, 135 Third Street at 12:00 p.m.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 1:00 p.m.

Chair

Recording Secretary