



## ECONOMIC DEVELOPMENT COMMISSION

THURSDAY, JANUARY 19, 2012  
12:00 PM COMMUNITY FUTURES BOARDROOM  
135 THIRD STREET

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### AGENDA

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R1     Environment Commission Appointee Geoff Millar, Manager, Economic Development	Verbal
R2     Community Profiles Kathy Lachman, EDC Business Development Officer	Verbal
R3     Regional Tourism Report Geoff Millar, Manager, Economic Development	To be distributed
6. <u>NEW BUSINESS:</u>	
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NOTE: A copy of the full agenda package is available at the CVRD website [www.cvrld.bc.ca](http://www.cvrld.bc.ca)

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Marsha Stanley, Chair  
Director Kent  
Director Fraser

Pat Foster  
George Robbins  
Michael Kelly

Jenn George  
John Morris  
Jane Worton

**DISTRIBUTION:**

**Full Agenda Package:**

DIRECTOR HUTCHINS, CVRD CHAIR  
DIRECTOR MORRISON  
WARREN JONES, CHIEF ADMINISTRATIVE OFFICER  
TOM ANDERSON, GENERAL MANAGER, PLANNING & DEVELOPMENT  
GEOFF MILLAR, MANAGER, ECONOMIC DEVELOPMENT  
KATHY LACHMAN, EDC BUSINESS DEVELOPMENT OFFICER

**Agenda:**

DIRECTOR LEFEBURE	DIRECTOR GILES
DIRECTOR HARTMANN	DIRECTOR IANNIDINARDO
DIRECTOR LINES	DIRECTOR DUNCAN
DIRECTOR MCGONIGLE	DIRECTOR DOREY
DIRECTOR WALKER	DIRECTOR MARCOTTE
DIRECTOR WEAVER	

MARK KUEBER, GENERAL MANAGER, CORPORATE SERVICES  
FELICITY ADAMS, MANAGER, 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 on Thursday, November 17, 2011 at 12:00 pm in the Community Futures Boardroom, 135 Third Street, Duncan, BC

**PRESENT:** Marsha Stanley, Chair  
Director Morrison  
Director Kent  
Mike Kelly  
George Robbins  
Jane Worton

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

**ABSENT:** Pat Foster  
John Morris  
Jenn George  
Maria Lauridsen

**APPROVAL OF AGENDA**

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

**MOTION CARRIED**

**ADOPTION OF MINUTES**

**It was moved and seconded the Regular EDC minutes of October 20, 2011 be amended by placing Director Kuhn under "also present" as he is not an appointed member.**

**MOTION CARRIED**

**It was moved and seconded to adopt the amended Regular EDC meeting minutes of October 20, 2011.**

**MOTION CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

Not applicable.

**UNFINISHED BUSINESS**

**UB1  
2012 EDC & TOURISM  
SUPPLEMENTAL  
BUDGET ITEMS**

The Economic Development Manager discussed the 2012 EDC supplemental budget items with respect to the financial implications of the 2011/12 EDC work plan.

Discussion took place regarding the Agricultural supplemental items and the structure of the AAC. It was noted the 10k for Agricultural Land Use Inventory is a component of the 40K budget

for an overall project initiated by the Environment Commission.

The members expressed that the Sustainable Economic Development Strategy provides good representation for competing interests.

**It was moved and seconded by the EDC members to approve the Economic Development (121) and Regional Tourism (123) 2012 supplemental budget items.**

**MOTION CARRIED**

**REPORTS**

**R1  
2011 ACCOUNTS  
RECEIVABLES WRITE  
OFFS**

The Economic Development Manager went over the 2011 Accounts Receivable write-off request.

**It was moved and seconded to approve the Economic Development Division 2011 Accounts Receivable write off's totalling \$776.72.**

**MOTION CARRIED**

**R2  
SUSTAINABLE  
ECONOMIC  
DEVELOPMENT  
STRATEGY  
PRESENTATION**

The Economic Development Manager reported the SEDS presentations to date, with the help of EDC members Pat Foster and Jane Worton, have been very well received. It was noted the CVRD Board presentation has been moved to Jan 2012.

Jane Worton presented the power point presentation to the EDC members in place of Chair Stanley.

**NEW BUSINESS**

Not applicable.

**NEXT MEETING**

Chair Stanley will host an informal meeting on December 15, 2011 at the MNP office in Duncan. An invitation will be circulated to members. It was requested that MLA Bill Routley also be given an invite.

**ADJOURNMENT**

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

**MOTION CARRIED**

The meeting adjourned at 12:55 pm.

Certified Correct:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

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