

Minutes of the regular meeting of the ECONOMIC DEVELOPMENT COMMISSION held at the Community Futures Cowichan Boardroom on November 19, 2009 at 7:30 am.

PRESENT: Director Kent
Director Cossey
George Robbins
John Morris
Mike Kelly

ALSO

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

ABSENT: Chair Dave Johel
Vice-Chair Dave Jackson
Wade Simmons
Maria Lauridsen
Pat Foster
Bruce Sampson

**APPROVAL
OF AGENDA**

In the absence of the Chair and Vice Chair, George Robbins elected to chair the meeting.

Addenda were added to Business Arising, Correspondence, Reports and New Business.

It was moved and seconded that the agenda be accepted.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded that the minutes of the September 10, 2009 Regular EDC meeting be accepted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

Regarding the July 16, 2009 motion for Cowichan Place Director Kent reported that he met with Vancouver Island University, District of North Cowichan and School District 79. They are open for discussion on how the process would flow. Next step is to meet again and bring forward a motion to the next committee meeting.

DELEGATIONS

Not applicable.

CORRESPONDENCE

- C1
ICET Letter** EDC received a thank you letter from Al Baronas at ICET for organizing the Cowichan region component of the Communities Tour with Deputy Minister of Small Business Technology and Economic Development, Don Fast and Michael Track, his associate. De-briefing meeting is slated to take place. October 29, 2009 meeting notes were distributed.
- C2
City of Duncan Letter** EDC received a letter of invitation from the City of Duncan for the official opening of Craig Street on Friday, November 20th.
- C3
City of Duncan Letter** EDC received a letter of invitation from the City of Duncan for the Scroll of Honour Awards on December 7, 2009. Please RSVP.

REPORTS

- R1
Cowichan Agricultural
Area Plan Update** The Business Development Officer gave an update. State of the Industry and Issues and Opportunities reports are on the EDC website. Hardcopies are available upon request. There are 70 recommendations to move forward which are intertwined and need to be done concurrently. EDC submitted a supplemental budget request for an Agricultural Development Officer which was not approved to go forward to the Board. Will continue with plan to move forward and form a committee to review and prioritize recommendations.
- George Robbins noted growing food is the number one priority. The 4H movement needs to be included in the report as a stakeholder. They play an important role in the agriculture community.
- R2
Cowichan Clean
Technology Update** The Business Development Officer gave an update. Phase 1 and 2 Clean Technology studies have been completed. Reports are available upon request. Focus is on bio mass. Marketing package will be put together and rolled out in 2010. Tradeshow are booked and committee will be formed. Studies will be presented to the RSC and Board.
- The Economic Development Manager quoted a comment from Deputy Minister Don Fast – “they are interested in opportunities for Clean Technology as BC is the third largest in the world with 34,000 employers”.
- The project will dovetail with the CVRD Regional approach of the Community Energy process.

R3
ICET Economic
Indicators Report

Director Kent distributed copies of the November 2009 ICET Economic Indicators report. The report illustrates we are still in fragile economic times. Will forward monthly copies to Commission members.

UNFINISHED
BUSINESS

Not applicable.

NEW BUSINESS

NB1
2010 Strategic Plan

The Economic Development Manager distributed the 2010 EDC Strategic Action Plan which includes a long term forestry plan.

The Commission discussed other priorities including workforce development and affordable housing.

NB2
2010 Budget

The Economic Development Manager distributed the 2010 CVRD requisition review. The EDC and Tourism Cowichan requisitions will stay the same as last year. The budget does not reflect inflation increases. Supplemental requests were not passed by the Senior Management team. The Planning and Development General Manager reported a strategic plan may have merit to go forward. Recommended to put forward cost of strategic plan to the RSC. The Board will review priorities once more in January. Final budget will be end of March.

It was noted that communication with the Board needs to be further developed. A strategic plan will assist with this process.

Director Cossey left the meeting at 8:38 am.

NB3
2010 Olympics Update

The Economic Development Manager reported a community invitation to participate at the Richmond "O" zone. The booth is being sponsored by the City of Nanaimo. This opportunity would benefit both Economic Development and Tourism. Participation challenges include accommodation and transportation.

The Business Development Officer will incorporate event dates into the EDC newsletter.

CLOSED SESSION

Not applicable.

ADJOURNMENT

It was moved and seconded that the Regular meeting adjourn.

MOTION CARRIED

The meeting adjourned at 8:48 am. Next meeting is scheduled for January 14, 2010. The 2010 meeting schedule will be circulated via email before the next meeting.

Certified Correct:

Chairperson

Secretary

Dated: _____