

Minutes of the Regular Economic Development Commission Meeting held on Thursday, October 17, 2013 at 7:30 am in the Community Futures Boardroom, 135 Third Street, Duncan, BC.

**PRESENT**

George Robbins, Chair  
Directors I. Morrison and P. Kent  
Sandra Goth, Russ Jenkins, Michael Kelly and Roger Hart

**ALSO PRESENT**

Tom Anderson, General Manager, Planning & Development  
Geoff Millar, Manager, Economic Development  
Kathy Lachman, EDC Business Development Officer  
George Gates, Regional Chambers Representative  
Cathy Mailhot, Tourism Cowichan Marketing Coordinator  
John Koury, EDC Chair, Municipality of North Cowichan (7:43 am)  
Judy Mills, Recording Secretary

**ABSENT**

Warren Weir, Dana Thorne, Marsha Stanley and Blair Herbert.

**APPROVAL OF  
AGENDA**

**It was moved and seconded that the agenda be amended with the addition of the following items:**

**IN1 –Ten Percent Shift**

**NB1 – Nanaimo Airport Open House**

**and that R3 be removed from the agenda as it is covered in the R4 report  
and further, that the agenda, as amended, be approved.**

**MOTION CARRIED**

**ADOPTION OF  
MINUTES**

**It was moved and seconded that the minutes of the Economic Development Commission meeting held September 12, 2013 be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING  
FROM THE MINUTES**

None.

**DELEGATIONS**

None.

**CORRESPONDENCE**

None.

**INFORMATION**

**IN1 – Ten Percent  
Shift**

On October 8, 2013 Director Morrison attended the Branding and Spending in the Ten Percent Shift seminar presented by Island Savings and the Duncan Cowichan Chamber of Commerce. There were two speakers; Barry O'Neil and Jenny Marshall who spoke about the value of shifting your spending into the local economy and how to effectively position your brand as "local". More information can be found on the website [www.tenpercentshift.ca](http://www.tenpercentshift.ca)

**REPORTS**

**R1 – Economic Development Commission**

Geoff Millar reported there are two Commission vacancies. One is being held for the Regional Chambers of Commerce representative and one to be filled.

On October 9, 2013 the CVRD Chair appointed Blair Herbert as the Economic Development Commission Vice-Chair.

Members advised staff to initiate process to advertise for the vacant position on the Commission.

**R2 – Regional Chambers**

Geoff Millar introduced George Gates who is representing all five Chambers of Commerce.

George Gates reported the five Chambers; Ladysmith, Chemainus, Lake Cowichan, Duncan-Cowichan and South Cowichan, recently finalized a Regional Accord. October 28, 2013 date is tentative as a media event, to be confirmed. A BC Chamber representative will also sign to show their support.

A Regional Chambers Board has been formed. Two members from each Chamber will attend Regional meetings, generally, the Chamber President and the Senior staff person. The Board will review economic development and business advocacy. Visitor Services will continue to be operated and maintained by each individual Chamber. George Gates is appointed as the Regional Chambers representative to the EDC.

**R4 – State of the Economy**

Russ Jenkins reviewed the State of the Economy Reports recommendations submitted by Sandra Goth and himself on September 4, 2013.

**It was moved and seconded to accept the Subcommittee's State of the Economy Report as presented with recommendations.**

**MOTION CARRIED**

**It was moved and seconded to direct staff to work on developing the budget for Supplemental approval to resource the recommendations in the State of the Economy Report dated September 4, 2013.**

**MOTION CARRIED**

The Chair and members thanked the Subcommittee for their hard work.

**R5 – Commission Member Reports**

Directors I. Morrison and P. Kent both gave an update on the Board.

Kathy Lachman gave an update on the Regional Agricultural Advisory Commission and Cowichan Region Agriculture and Climate Action Strategies.

**9:05 AM**

Director I. Morrison left the meeting.

Mike Kelly and Cathy Mailhot gave an update on the Regional Tourism Advisory Group.

Roger Hart gave an update on the Environment Commission. It was noted you can sign up for the 12 months of Big Ideas e-newsletter at [www.12things.ca](http://www.12things.ca). And the Environment Commission has extended an invitation for a joint meeting on a topic of mutual interest, such as green technology. The Chair suggested a breakfast session.

There was no update on Cowichan Tribes or Vancouver Island University.

#### **R6 - Round Table**

Based on the list developed by members at the September 2013 Commission meeting the top three items were considered high priority:

1. Tourism Infrastructure
2. Transportation including linkages to land use and development
3. Regulatory barriers to Business & Development

Geoff Millar will circulate the website link to the Ministry of Jobs Tourism and Skills Training Investment Readiness checklist for Community as suggested by John Koury.

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

#### **NB1 – Nanaimo Airport Open House**

The Chair reported he attended the Nanaimo Airport Open House on September 27, 2013. Speaker was from Air Canada. Information will be circulated.

**9:33 AM**

George Gates left the meeting room due to a conflict of interest.

#### **RESOLVING INTO CLOSED SESSION 9:34 AM**

**It was moved and seconded that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (a) as follows:**

***(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;***

**MOTION CARRIED**

#### **RISE FROM CLOSED SESSION 9:36 AM**

**It was moved and seconded that the Commission rise without report, and return to the Open portion of the meeting.**

**MOTION CARRIED**

#### **ADJOURNMENT**

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

**MOTION CARRIED**

The meeting adjourned at 9:37 am. Next meeting is on November 21, 2013.

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Chair

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Recording Secretary