

Minutes of the regular meeting of the ECONOMIC DEVELOPMENT COMMISSION held at the Community Futures Boardroom on June 17, 2010 at 7:30 am.

PRESENT: Vice-Chair Dave Jackson
Director Morrison
George Robbins
Pat Foster
Mike Kelly
John Plas
Jane Worton
Marsha Stanley

ALSO

PRESENT: Director Kuhn
Linden Colette, Social Planning Cowichan
Tom Anderson, General Manager, Planning & Development
Geoff Millar, Manager Economic Development
Kathy Lachman, Business Development Officer
Judy Mills, Recording Secretary

ABSENT: Chair Bruce Sampson
Director Kent
John Morris

**APPROVAL OF
AGENDA**

Due to schedules the delegates requested to be first up on the agenda.

It was moved and seconded the agenda be accepted.

MOTION CARRIED

**ADOPTION OF
MINUTES**

It was moved and seconded that the May 13, 2010 EDC meeting minutes be accepted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

**BA1
2010 Potential Activities**

The Economic Development Manager discussed the memo to the CVRD EDC members regarding proposed delegations, site visits and municipal tours for future meetings. Discussions indicated an interest to include small business site visits and Business & Retention information. Also it was agreed there was value to host coffee meetings with Associations to identify how the EDC can assist them.

DELEGATIONS**D1
VIU Update**

Maria Lauridsen, Principal, Vancouver Island University, Cowichan Campus and Sarah Loewen, Manager, Centre for Continuing Studies gave a presentation on the new Vancouver Island University. It will include a 120 seat lecture theatre which will be available as a community resource. The interest is to use the facility for maximum use. Continuing Studies include 28 professional certificate and diploma programs. Recognize that Economic Development and Education are tied together. Sarah is available to meet and discuss needs of community. Currently there is a gap around science education (1st and 2nd year) and Business and Health Care programs. The University employs 200 full-time/part-time staff and registers between 3000 and 5000 students per year. The new facility is scheduled to be completed and open in Jan 2011. After opening, Phase II will include seeking funds for a trade's component. In 2010, VIU will be handing out \$102,000 in gifts to local high schools. It was noted that Child Care Training did not meet the mandate and scope criteria for resources. Agriculture is a good fit with the Region and is on VIU's radar and they are interested to discuss further with EDC.

CORRESPONDENCE Not applicable.

REPORTS**R1
Staff Report**

Director Morrison arrived at 7:55 am.

Tom Anderson, General Manager, Planning & Development reviewed the options for initiating the process to develop a Sustainable Economic Development Strategy. It was agreed to put out an Expressions of Interest (EOI) to target key consultants. It will include background information. Once responses are received it will be short listed to 3 consultants and they will be required to respond with a proposal. Plan is to complete this process by late fall. It was noted there are 5 or 6 consultants that are suitable for this project. EDC staff will work closely with consultant to build relationship and information requirements. A short list committee was formed; Marsha Stanley, Jane Worton and Director Kuhn. Budget is \$20,000 with possible option to spend another \$5,000. EDC to provide information regarding what other communities budgeted. The CVRD Economic Development Commission granted consent to the General Manager, Planning & Development to proceed with an EOI.

Linden Colette and Jane Worton left meeting at 8:45 am.

R2
EDC update The Economic Development Manager provided an update on the Economic Development 2010 Work plan activities.

R3
Update on Regional Tourism Plan The Economic Development Manager handed out an overview on the Cowichan Region Tourism Plan. The question was raised would the gas tax dollars fit with Tourism? Currently the \$120,000 budget is primarily used for marketing which responds to “demand”. The Regional Plan calls for a management organization which responds to “supply”.

Director Morrison left the meeting at 9am.

UNFINISHED BUSINESS Not applicable.

NEW BUSINESS

NB1
Core Measurements The sub-committee; John Plas, Jane Worton and Director Kent, put together a list of preliminary EDC indicators. John Plas distributed the handout. A good example of a "sustainable" and "inter connected" strategy is Williams Lake – Imagine our Future. It illustrated alignments with Tourism, Affordable Housing etc. The sub-committee will come back in August with a more evolved approach and recommendations that can be used as a background document for the consultant.

Director Kuhn left at 9:15 am.

NB2
EDC Newsletter Economic Development Cowichan “Year in Review” is posted on the Economic Development website.

CLOSED SESSION Not applicable.

ADJOURNMENT **It was recommended that the Regular meeting adjourn.**

The meeting adjourned at 9:23 am. Next meeting is August 19, 2010.

Certified Correct:

Chairperson

Secretary

Dated: _____