



File No. 0540-20

Sooke Economic Development Commission

Thursday, November 17, 2011 at 7:00 pm

Location: Lobby Boardroom

Prestige Oceanfront Resort

6929 West Coast Road, Sooke, BC

AGENDA

1. **Call to Order**
2. **Introduction of New Business/Approval of Agenda**
3. **Adoption of Minutes:** May 12, July, 13, Sept 21, and Oct 6
4. **Presentation:**
 - Sooke Mountain Biking Pilot Project - Ray Freeman
 - LifeSport Coaching – Paul Regensburg
5. **Business Arising from the Minutes:**
 - Minister of Community, Sport and Cultural Development meeting update
 - VIEA Conference Update
6. **Composting Facility**
7. **Membership Renewals:**
 - Partnership in Mountain Biking BC
 - 2012 EDABC
 - Urban Development Institute (UDI)
8. **Schedule Next Meeting: TBD**
9. **Adjournment**

DISTRICT OF SOOKE

Sooke Economic Development Commission

May 12, 2011

7:00 p.m. Municipal Meeting Room

Committee Members Present:

Bryan Mooney (Chair)
Dana Lajeunesse
Randy Welters, Sooke Region Chamber of Commerce
Steve Grundy
Lorien Arnold

Council: Councillor Sheila Beech

Absent: Councillor Herb Haldane

Staff: Evan Parliament, Chief Executive Officer
Lisa Urlacher, Corporate Assistant (Recorder)

ACTION

1. **Call to Order**
The meeting began at 7:01 p.m.
2. **Approval of Agenda**
The agenda was approved with the addition of Small Business Friendly Community Award discussion.
3. **Adoption of Minutes:**
The minutes of March 9, 2011 were adopted as circulated.
4. **Presentations:**

JDF Cycling Coalition – Stephen Hindericks

Mr. Hindericks provided information about the coalition and explained that the Coalition is working with the Ministry of Transportation, the District of Sooke, the RCMP and BC Transit. The following information was provided:

- Two types of Cycle tourism – Mountain Biking and Highway Riding
- Benefits of cycling - enhanced shopping districts, traffic calming effect, proximity to paths, increased residential property values, contributes to fitness
- Bike tours trips generate economy

Mr. Hindericks provided information as to the following initiatives:

- investments in cycling infrastructure
- improved signage
- network of trails and links to create a destination
- improved shoulder of highway 14
- designation off road trails
- bike lanes

- secure bike parking
- appropriate promotion

The Commission discussed the cycling event from Sooke to Port Renfrew, the Circle Route, safety and packaged tours.

Volunteer Centre Steering Committee – Marlene Barry and Nikki Logins

Ms. Barry provided a visual presentation of the online resource website and overviewed the Community Health Initiative report of 2006. It was explained that a partnership of community members, and health & social providers work towards advocating for, and creating healthily communities. Ms. Barry provided information resulting from the Open Spaces Forum and highlighted the volunteer centre and funding foundation. Ms. Logins explained that the report assessed the range of requests and functions of a volunteer centre, the training appreciation and sharing of infrastructure. Ms Logins explained the legal entity and charitable non profit portion of CASA.

The Commission discussed amalgamation as to housing of a wellness center and social enterprise.

Mr. Parliament provided information and criteria for a grant with P3 Canada for a multi-use facility wellness centre with medical doctors.

5. Monthly Reports:

Sooke Harbour Chamber of Commerce

Mr. Welters provided information as to the updated website with twitter and facebook, the member directory, and the advertisement for a chamber manager.

6. Business Arising from the Minutes:

The Commission overviewed the action list.

Mr. Parliament updated the Commission on the application with Industry Canada for Stickleback FM.

7. EDABC 2011 Conference

The Commission received information as to the EDABC 2011 Conference.

8. Small Business Friendly Community Award

The Commission received the correspondence for the Small Business Friendly Community Award.

9. **Schedule Next Meeting:** Wednesday, June 9, 2011

10. **Adjournment:**

The meeting adjourned at 9:08 p.m.

Certified by:

Brian Mooney
Chair

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Sooke Economic Development Commission

July 13, 2011

7:00 p.m. Prestige Oceanfront Resort

Committee Members Present:

Bryan Mooney (Chair)
Dana Lajeunesse
Randy Welters, Sooke Region Chamber of Commerce
Steve Grundy

Council: Councillor Sheila Beech
Councillor Tait

Absent: Lorien Arnold

Staff: Evan Parliament, Chief Executive Officer

ACTION

1. **Call to Order**
The meeting began at 7:00 p.m.
2. **Approval of Agenda**
The agenda was approved as circulated.
3. **Monthly Reports: Sooke Harbour Chamber of Commerce**

The Sooke Harbour Chamber of Commerce report was received.
4. **Report for Action: Economic Development Task Force**

MOVED to approve the Terms of Reference for the Economic Development Task Force.
CARRIED
5. **EDABC 2011 Conference**

The Commission received information as to the EDABC 2011 Conference.
7. **Schedule Next Meeting:** September 14, 2011
8. **Adjournment:**
The meeting adjourned at 9:05 p.m.

Certified by:

Brian Mooney
Chair

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Sooke Economic Development Commission

September 21, 2011

7:00 p.m. Municipal Meeting Room

Committee Members Present:

Bryan Mooney (Chair)
Dana Lajeunesse
Randy Welters, Sooke Region Chamber of Commerce
Steve Grundy
Lorien Arnold

Council: Councillor Sheila Beech
Councillor Tait

Staff: Evan Parliament, Chief Executive Officer
Lisa Urlacher, Administrative Assistant (Recorder)

ACTION

1. **Call to Order**

The meeting began at 7:02 p.m.

2. **Approval of Agenda**

The agenda was approved as circulated.

3. **Business Arising from the Minutes:**

The Commission reviewed the 2011 Action Plan and noted the following:

- Steve Grundy to invite Ken Stafford to apply to be a member of the SEDC and discuss business training in Sooke as well as investigate cost Steve
- Bryan Mooney to investigate a grant program for business plans – Dragon Den Style Bryan
- Invite Bob Saunders to the next SEDC meeting to discuss the triathlon Staff
- Invite Jim Craven to the next SEDC meeting to discuss brownfield opportunities Staff
- VIEA Summit in Nanaimo – October – Evan to attend Evan

Councillor Tait provided an update as to the status of the Sooke Economic Development Task Force.

MOVED to close the meeting to the public under section 90(1) of the Community Charter to discuss:

- (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.

CARRIED

Open Portion resumed.

MOVED to appoint Councillor Tait as chair of the Sooke Economic Development Task Force.

CARRIED

The Commission discussed the Provinces new BC Jobs Plan, partnering opportunities to create work, live and study in the region and international students creating economic development.

The Commission was provided information as to a Sooke Pilot Project - Mountain Bike Tourism and Community Development Pilot Project.

The Commission discussed the Galloping Goose Crossing and it was noted that the Feasibility study would be provided to Mr. Arnold.

Staff

4. **Schedule Next Meeting:** October 14, 2011

5. **Adjournment:**

The meeting adjourned at 8:55 p.m.

Certified by:

Brian Mooney
Chair

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Sooke Economic Development Commission

October 6, 2011

7:00 p.m. Prestige Oceanfront Resort

Committee Members Present:

Bryan Mooney (Chair)
Dana Lajeunesse
Steve Grundy

Council: Councillor Tait

Absent: Randy Welters, Sooke Region Chamber of Commerce
Lorien Arnold
Councillor Beech

Staff: Evan Parliament, Chief Executive Officer
Lisa Urlacher, Administrative Assistant (Recorder)
Laura Byrne, Parks and Environmental Service Coordinator
Steve Sorenson, Fire Chief

ACTION

1. **Call to Order**
The meeting began at 7:05 p.m.
2. **Approval of Agenda**
The agenda was approved as circulated.
3. **Business Arising from the Minutes:**

Goodridge Island

Jim Craven provided information on FCM's Green Municipal Fund opportunities for brownfield capital projects. It was noted that staff would provide the Goodridge Environmental Studies to Jim for the FCM meeting in November.

Evan

Subaru Triathlon 2012 Bob Saunders, Saunders Subaru

Laura Byrne, District of Sooke overviewed the staff report regarding the Subaru Sooke International Triathlon and provided an update as to the Ironman 70.3. The 60 minute National Television Program showcasing the triathlon and the Sooke community was noted and the Commission viewed the vignette commercials created by the District of Sooke. Staff to provide the links to the Commission members. The Commission discussed the positive economic impact for local businesses, boost in tourism, and the creation of continued interest in the area.

Laura

The Commission suggested that a meeting be arranged with Hon. Ida Chong, Minister of Community, Sport and Cultural Development with Bob Saunders in attendance to lobby for the International Ironman Triathlon to be hosted in Sooke.

Staff

4. **Schedule Next Meeting:** November 17, 2011

5. **Motion to Close the Meeting to the Public:**

MOVED to close the meeting to the public under section 90(1) of the Community Charter to discuss:

- (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.

CARRIED

6. **Report of In Camera Resolutions**

MOVED to release the following resolution to the public.

MOVED to appoint the following public members at larger to the Economic Development Task Force:

Tim Ayre
Tom Myrick
Lorien Arnold

CARRIED

7. **Adjournment:**

The meeting adjourned at 8:58 p.m.

Certified by:

Brian Mooney
Chair

Bonnie Sprinkling
Corporate Officer



Western Canada Mountain Bike Tourism Association

c/o 2654 Eton Street, Vancouver, BC V5K 1K1
Tel (604) 254-4266 Email info@mbta.ca

INVOICE

INVOICE # : 194-11
DATE: November-10-11

TO: Evan Parliament
District of Sooke
2205 Otter Point Road,
Sooke, British Columbia,
Canada, V9Z 1J2

FOR: MTB Tourism Sector Marketing Program

DESCRIPTION	AMOUNT
Mountain Biking BC - Annual Partner Fee	\$ 1,500.00
HST 12%	\$ 180.00
TOTAL	\$ 1,680.00

HST# 81700 1944 RT0001

Make all cheques payable to MBTA.

Please make payment within 30 days.

If any questions about this invoice, please contact Martin Littlejohn at (604) 254-4266 or martin@mbta.ca



EDABC

Economic Development Association of BC

2012 Membership Renewal Form

Organization: Sooke Economic Development Commission

	Member Name	Price	12% HST	Total	Purchase Amount
Primary Membership	Evan Parliament	\$300 +	\$36	= \$336.00	336
Secondary Membership		\$175 +	\$21	= \$196.00	
Third Membership		\$125 +	\$15	= \$140.00	
Additional Membership		\$125 +	\$15	= \$140.00	
		\$125 +	\$15	= \$140.00	
		\$125 +	\$15	= \$140.00	
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		\$125 +	\$15	= \$140.00	


Office Membership	New!	
Available to non-profits and local government offices only.		\$595 + \$71.40 = \$666.40
First Member		
Second Member		
Third Member		
Mayor/E.D. Board/Council Member		
Complimentary (no voting privileges)		

Student Membership		
With valid student ID. No voting privileges.		\$65 + \$7.80 = \$72.80

EDO in Transition/Retired Membership	New!	
EDO in Transition available for 1 year only to an individual between jobs in the economic development field. Retired professionals working as paid consultants do not qualify. No voting privileges.		\$100 + \$12.00 = \$112.00

Elected Official/E.D. Board Membership	New!	
Available to Mayors, Council Members, and Economic Development Board Members. No voting privileges.		\$100 + \$12.00 = \$112.00

Add Optional Features:

Homepage banner ad on edabc.com	Example: 	\$300 + \$36.00 = \$336.00
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A printed 2012 Member Certificate	No charge = \$0.00
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Total Memberships and Optional Features = \$ 336

Method of Payment:

Visa
 Mastercard
 Cheque

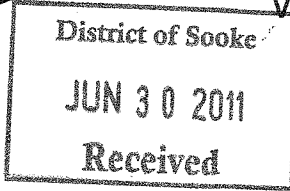
Card Number: _____ Expiry Date: _____

Name as it appears on card: _____ 3 digit security code: _____



Urban Development Institute

Pacific Region
 Suite 200 - 602 West Hastings Street
 Vancouver, B.C. V6B 1P2



District of Sooke

Evan Parliament
 2205 Otter POint Road
 Sooke, BC
 V9Z 1J2

RENEWAL NOTICE

Order No.: V-DISS0011-12

Date: 09.06.2011

Business No.: 11932 4994 RT0001

Description	Tax	Amount																								
Urban Development Institute Pacific Region Annual Membership Dues - Victoria Municipal IV July 1, 2011 - June 30, 2012	H	500.00																								
H - HST 12% HST		60.00																								
<table border="1"> <thead> <tr> <th>G/L Account</th> <th>Total Amount</th> <th>GST</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr> <td>Goods & Services Received</td> <td>Expenditure Approved</td> <td>Payment Approved</td> </tr> </tbody> </table>	G/L Account	Total Amount	GST																			Goods & Services Received	Expenditure Approved	Payment Approved		
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To renew your Membership send your cheque payable to the Urban Development Institute Pacific Region to the above address.	TOTAL	560.00																								



June 2011

Dear Member:

Re: An Invitation to Renew

As we review the many issues, professional development programs, government liaison and other UDI activities that took place over the past year, we appreciate the ongoing support of our membership. Without this commitment and participation of over 500 corporate members, UDI Pacific Region could not maintain its hard-earned reputation as the premier association representing the interests of the development industry; nor could we be as successful as we have been in minimizing the impact of the numerous legislative and regulatory changes facing our industry.

It is now time to renew your membership, and we would be pleased to have your continued support. UDI is *your* association, it provides you with information, education, and opportunities to better meet the ever changing needs of our industry.

We value your significant contribution to the growth of the Institute, and hope that you will continue to allow us to serve you and the development industry through membership. Our goal is to build an even stronger, relevant organization of which we can all be proud.

On behalf of the Board of Directors, we thank you for your ongoing involvement in UDI, and look forward to seeing you at upcoming events. Please contact me at any time regarding questions or comments you may have about the Institute's programs and services.

Regards,

A handwritten signature in cursive script that reads 'Maureen B. Enser'.

Maureen B. Enser
Executive Director

URBAN DEVELOPMENT INSTITUTE

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