

SALTSPRING ISLAND ECONOMIC DEVELOPMENT COMMISSION

Minutes of the Commission Meeting
Held April 19, 2012 at 4:00 pm in the
School Board Meeting Room

Attendance: Commissioner Rob Wiltzen - Chair
Commissioner Sheena Bull (4:06pm)
Commissioner Richard Kerr
Commissioner Janet Smith
Wayne McIntyre, CRD Director
Staff: Kees Ruurs, CRD Senior Manager
Sarah Shugar, Recording Secretary
Excused: Commissioner Brent Mainprize
Commissioner Doug Muldoon
Commissioner Rachel Scott
Delegation: Stefan Cermak, Islands Trust Planner
Observers: Peter Grove, Islands Trust Trustee
Derek Barrio, SSI Industrial Task Force

It was generally agreed to move Item 4 to the beginning of the meeting as there was no quorum present at 4:00pm.

4. Delegations / Presentations
Stefan Cermak, Islands Trust Planner
Mr. Cermak provided a verbal presentation regarding Industrial Land Use on SSI.
It was generally agreed to break from the discussion to call the meeting to order.

S. Bull
arrives at
4:06pm.

1. Call to Order
The Chair called the meeting to order at 4:28pm, as there was now a quorum present.
2. Agenda Approval

MOVED by W. McIntyre, SECONDED by J. Smith,
That the agenda be approved as presented.
CARRIED

3. Approval of Minutes

MOVED by R. Kerr, SECONDED by J. Smith,
That the minutes of March 15, 2012 Regular Minutes be approved
as presented.

CARRIED

It was generally agreed to continue the discussion regarding
Industrial Land Use with Mr. Cermak.
The Chair thanked Mr. Cermak for the presentation.

5. Rise and Report

There were no items for rise and report.

6. Reports

6.1 Verbal Report

6.1.1 Chair Report

There was no report at this time.

6.1.2 CRD Director

Director McIntyre provided a verbal report. He
advised that Commissioner Mainprize has resigned
from Commission.

6.2 Financial Reports

6.2.1 Operating Budget 2011

The Operating Budget Report ending December 31,
2011 was received for information.

6.2.2 Monthly Financial Report

The Operating Budget Report ending March 31, 2012
was received for information.

7. Old Business

7.1 RFP Working Group- Status & Scope

The RFP No. ED 01/2012 SSI Economic Development Study
was provided for review.

D. Barrio
and P.
Grove left
meeting at
4:48pm.

S. Cermak
left
meeting at
4:50pm.

MOVED by J. Smith, SECONDED by W. McIntyre,
That Commission approve to amend the RFP No. ED
01/2012 to include CRD Bylaw No. 3727 as an appendix and
then issue as circulated.

CARRIED UNANIMOUSLY

MOVED by J. Smith, SECONDED by W. McIntyre,
That Commission amend the RFP by deleting the following
paragraph on page 11:
“Only proposals whose technical scores are within 15% of
the proposal awarded the highest technical score will have
their financial proposals opened and evaluated. All other
financial proposals will be returned unopened upon
appointment of the selected firm. The only exception to this
policy is when the proposal of the second-ranked firm is
more than 15% below the highest technical score and still
technically qualified. In such a case, the second-ranked firm
would have its financial proposal opened to avoid a non-
competitive situation.”

CARRIED UNANIMOUSLY

MOVED by J. Smith, SECONDED by W. McIntyre,
That Commission amend the RFP by deleting the following
heading and paragraph on page 11:
“ Minimum Technical Score
Technical proposals must achieve a score of at least 350
points (70%) to be considered “technically qualified”.
Financial proposals for firms failing to achieve the minimum
technical score will not be accepted.”

CARRIED UNANIMOUSLY

8. New Business
 - 8.1 Industrial Land Use Discussion
The SSI Industrial Task Force Final Report, November 5,
2009 was provided for information.
9. Tabled Items
There were no tabled items for consideration at this time.
10. Correspondence and Information Items

- 10.1 Member Alert - BC Ferries Report, April 13, 2012
The correspondence item was received for information.

11. Next Meeting
The next meeting is scheduled on May 17, 2012 at 4:00 to 6:00pm
in the School Board Meeting Room.

12. Adjourn

MOVED by J. Smith, SECONDED by R. Kerr,
That the meeting be adjourned at 5:31pm.

CARRIED