

City of Port Moody

Minutes

Economic Development Committee

Minutes of the meeting of the Economic Development Committee held on Wednesday, September 1, 2021 via Zoom.

Present

Councillor Hunter Madsen, Chair
Mayor Robert Vagramov, Vice-Chair
George Broderick
Edward Chan
Dustin Chelen
Matt Ferguson
Sharleen Karamanian
Bill Laidler
Greg Pepler
Robert Simons

Absent

Taryn Barker (Regrets)
Lisa Beecroft
Brian Krieger (Regrets)
Christopher Pope (Regrets)
Aaron Robinson

In Attendance

Esin Gozukara – Legislative Services Assistant
Joji Kumagai – Manager of Economic Development
Jennifer Mills – Committee Coordinator

1. Call to Order

Call to Order

- 1.1 The Chair called the meeting to order at 7:04pm.

2. Adoption of Minutes

Minutes

- 2.1 EDC21/015
Moved, seconded, and CARRIED
THAT the minutes of the Economic Development Committee meeting held on Wednesday, July 7, 2021 be adopted.

3. Unfinished Business

4. New Business

Roundtable on EDC Working Group Format

- 4.1 The Chair noted that the Economic Development Committee's working groups have provided valuable information to Council and the Economic Development Office, and requested feedback from the Committee regarding the working groups' effectiveness and to ensure that the working group recommendations represent the views of the entire Economic Development Committee.

The Committee noted the following:

- the working groups are effective and members are engaged;
- the working groups could be reviewed at times to ensure their effectiveness;
- the Manager of Economic Development's membership in the working groups helps navigate City policies and procedures;
- the working groups could benefit from clear direction about Port Moody's economic development goals from Council and the Committee Chair to ensure work is aligned with the City's strategic priorities; and
- the working groups' reports could include draft and alternative recommendations.

The Chair noted that the joint Council and Committee meetings are an effective way of sharing information and suggested tailoring the next joint meeting's agenda to help guide conversations towards high level economic development issues.

EDC Work Plan Q4

- 4.2 Attachments:
- a. EDC Work Plan
 - b. Proposed Q4 Project Timelines and Deliverables
- File: 01-0360-20-03-01

The Chair provided an overview of the Proposed Q4 Project Timelines and Deliverables, and the following was noted:

- the initial discussion with the consultant regarding the Economic Development Master Plan (EDMP) is scheduled for October, and will provide an opportunity for the Committee to provide feedback to the consultant;
- the working groups' objectives and timelines are aligned with the EDMP;
- the microsite text information can be revised and forwarded to the Manager of Economic Development for inclusion on the website;
- the development of professional local business profiles could be included in the microsite to inform prospective

businesses about the business community and available partnership opportunities;

- the Spike Awards/Business Retention Working Group should jointly meet with the Industrial Lands Working Group to clarify the objectives of the Business Survey and should schedule a meeting in October;
- the Manager of Economic Development could test and present preliminary results of the Business Survey in late-October or November;
- the Spike Awards are scheduled to be hosted virtually in early-December; and
- the Spike Awards/Business Retention Working Group is reviewing current support programs to develop recommendations on changes and extensions for the Wave 4 Business Relief Plan.

The Committee agreed that the Proposed Q4 Project Timelines and Deliverables workload and outcomes are achievable and that they look forward to seeing the content considered for inclusion in the EDMP.

EDC21/016

Moved, seconded, and CARRIED

THAT the Economic Development Committee – 2021 Work Plan, Q4 Project Timeline Update be approved as presented.

Pandemic Wave 4 Relief

- 4.3 Link: [Proof of vaccination - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/health/diseases/communicable-disease-prevention-guide)

Attachment: Communicable Disease Prevention Guide

File: 01-0360-20-03-01

The Manager of Economic Development provided an update on the Pandemic Wave 4 Relief, and the following was noted:

- businesses are transitioning from COVID Safety Plans to communicable disease prevention plans;
- conversations with businesses associations are ongoing to address the challenges that businesses may encounter when enforcing proof of vaccination; and
- Port Moody businesses wishing to make temporary patio program alterations permanent must apply by October 31, 2021 and applications will be reviewed by Council on a case-by-case basis, as many require variances;
- authorization for temporary patios has been extended through to June 1, 2022 by the BC Liquor and Cannabis Regulation Branch subject to support by municipalities; the City did not participate as a blanket authorization was required;

- Tri-Cities Chamber of Commerce has a new Chief Executive Officer;
- Taste of the Tri-Cities was a success and planning for 2022 will commence in the coming months and provides an opportunity to continue supporting local businesses;
- HUB Cycling's Bike to Shop event took place in August;
- Port Moody's Spike Awards will provide an opportunity to promote supporting local businesses; and
- hiring staff has been an unexpected challenge for businesses and many businesses are finding it challenging to operate at full capacity.

5. Information

Council Update

5.1 The Chair noted the following:

- the presentations scheduled for the September Committee meeting were unable to take place due to staff turnover at both Simon Fraser University and Capilano University; and
- the Committee work related to the jobs to population ratio targets has impacted conversations with developers and provided an opportunity for Council to emphasize the importance of adhering to the guidelines in proposals and for developers to provide Council with feedback on why or why not their proposal can achieve the targets.

Staff Updates

5.2 The Manager of Economic Development noted the following:

- the start of updates to the Economic Development-related chapters of the Official Community Plan are scheduled to commence shortly and thanked the Committee for their contributions earlier in the year; and
- the Committee should receive an update about the Metro Vancouver Regional Economic Prosperity Service in early 2022, including information about the recent hirings of a Vice President of Strategic Investment and a Vice President of Collaboration and opportunities for partnerships to further promote and communicate Port Moody's economic development goals with external organizations.

Recent Media

- 5.3 Port Moody – History of Local Job Economy at Station Museum:
<https://www.tricitynews.com/local-news/new-museum-exhibit-shows-employment-opportunities-have-always-been-a-part-of-port-moodys-history-4233082>

Port Moody Spike Awards – Call for Nominations:
<https://www.tricitynews.com/local-business/port-moody-seeks-businesses-to-honour-with-annual-spike-awards-4225936>

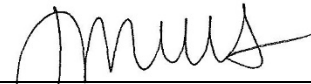
This item was provided for information only.

6. Adjournment

The Chair adjourned the meeting at 8:16pm.



Councillor Hunter Madsen,
Chair



Jennifer Mills,
Committee Coordinator