



# City of Port Moody

## Minutes

### Economic Development Committee

Minutes of the meeting of the Economic Development Committee held on Thursday, July 30, 2020 via Zoom.

#### Present

Councillor Hunter Madsen, Chair  
Mayor Robert Vagramov, Vice-Chair  
Taryn Barker  
Lisa Beecroft  
Edward Chan  
Dustin Chelen  
Matt Ferguson  
Sean Ogilvie  
Greg Pepler  
Christopher Pope  
Robert Simons  
Mary Vellani

#### Absent

Sharleen Karamanian (Regrets)  
Brian Krieger (Regrets)

#### In Attendance

Mary De Paoli – Manager of Policy Planning  
Joji Kumagai – Manager of Economic Development  
Jennifer Mills – Committee Coordinator  
Laura Sampliner – Sustainability and Energy Coordinator

#### 1. Call to Order

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#### Call to Order

1.1 The Chair called the meeting to order at 5:04pm.

#### 2. Adoption of Minutes

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#### Minutes

2.1 EDC20/018  
Moved, seconded, and CARRIED  
**THAT the minutes of the Economic Development Committee meeting held on Thursday, June 25, 2020 be adopted;**

**AND THAT the minutes of the Economic Development Committee meeting held on Wednesday, July 8, 2020 be adopted.**

### 3. Unfinished Business

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### 4. New Business

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#### **Sustainability Report Card Review**

- 4.1 Presentation: Laura Sampliner, Sustainability and Energy Coordinator, and Mary De Paoli, Manager of Policy Planning
- Attachments:
- a) Sustainability Report Card – 2020 Review
  - b) Sustainability Report Card – Mixed Use
- File: 01-0360-20-03-01

The Sustainability Coordinator gave a presentation on Sustainability Report Card 2020 Review and the following was noted:

- the feedback received from the Civic Committees will be considered in the next update of the Sustainability Report Card which is scheduled for December 2020;
- the Sustainability Report Card is a tool used throughout the development application process to aid in decision making and to communicate community sustainability values; and
- the review is an opportunity to expand the economic development pillar by adding more performance criteria measures and enhancing the pillar's scoring to be more proportionate to the other pillars.

The Sustainability Coordinator requested Committee members' feedback in regards to community priorities, ease of use and comprehension, and relevancy of the Sustainability Report Card and the following was noted:

- the economic development pillar should be enhanced to make it equal to the other pillars;
- the criteria within the economic development pillar could be reviewed to ensure its suitability for the pillar;
- the criteria could include scoring for short-, medium-, and long-term economic impacts to the community;
- the Report Card could incorporate specific weighted scoring for each zoning type;
- the Economic Development White Paper research on Establishing Job Targets and Business District could help inform the scoring;
- the character and form of an area should be considered in scoring in order to provide added value to a development, achieve a diverse range of jobs, and maintain a vibrant and attractive community; and

- the economic development vision from the Economic Development White Paper could be incorporated into the Report Card and used as measurement criteria.

The Sustainability and Energy Coordinator and the Manager of Policy Planning left the meeting at this point and did not return.

## **Local Back-to-Business Update**

### **4.2 The Chair requested an update from Shop Local Port Moody (SLPM) and the following was noted:**

- the Tri-Cities Chamber of Commerce, local Business Improvement Areas, and SLPM have combined their efforts and formed the Tri-Local Campaign which is scheduled to be launched in early August;
- the business owner profiles are in progress with videography services by Butter Studios; and
- the crowdsourcing videos will include a weekly prize draw to encourage supporters to share videos of their favourite local businesses.

The Chair requested feedback from Committee members regarding local business recovery efforts and the following was noted:

- the fall weather will have a substantial impact on seating and will require more adaption;
- the sourcing of personal protective equipment is a concern; and
- there is need for enhanced employee cyber security training.

The Vice-Chair advised that, due to a scheduling conflict, he was unable to attend the COVID-19 Teleconference with Minister Robinson; however, the information was forwarded and a confirmation of receipt was received, including an assurance that the input would be included in the meeting.

The Vice-Chair provided an overview of the Teleconference correspondence and the following was noted:

- the split classification assessments are essential to ensure family-run businesses are not forced out due to the additional tax burden arising from land lifts;
- the City is advocating for a further deferral of taxes and continuation of the Canada Emergency Wage Subsidy (CEWS);
- the rent support through the Canada Emergency Commercial Rent Assistance (CECRA) continues to be a necessity for businesses; and

**Economic  
Development White  
Paper**

- the timely communication of operational and protocol directives to businesses from the Government and Health Authorities, and the continued investment by senior levels of government for business support programs and access to capital over austerity measures, are critical for the continued operation of businesses.
- 4.3 The Manager of Economic Development gave a presentation on the Economic Development White Paper and the following was noted:
- the key revisions to the White Paper include: a recommended jobs to population ratio, a section indicating how many more jobs would be required with a population of more than 50,000 residents, and a breakdown of key employment areas and how much employment space they could potentially accommodate;
  - a challenge associated with determining the projected job and space target numbers is being informed of new development applications; this connection could assist in creating opportunities to build new employment spaces; and
  - the current and future development applications illustrate the challenge of achieving the desired jobs to population ratio and highlight the importance of economic development considerations in the development application conversations.

The Committee noted the following in response to the Economic Development White Paper presentation:

- the City's existing policies could be reviewed for opportunities to incorporate economic development aspects which could assist in conversations with developers and reaching desired targets;
- the employment space requirements for development applications could be expanded;

Robert Simons left the meeting at this point and did not return.

**EDC20/019**

Moved, seconded, and CARRIED

**THAT the meeting be extended for up to 30 minutes.**

- the jobs to population ratio must be supported by Council to ensure a cohesive vision for the city and make sure that the job targets are realized;

Mary Vellani left the meeting at this point and did not return.

- the industrial sector's form, character, and use must be considered in future developments in order to secure the sector's future and the land supply that can accommodate these types of businesses; and
- the square footage office space requirements may need to be recalculated due to the impacts of COVID-19.

5. Information

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**Staff Updates**

5.1 No updates were provided at this time.

6. Adjournment

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The Chair adjourned the meeting at 7:21pm.



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Councillor Hunter Madsen,  
Chair



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Jennifer Mills,  
Committee Coordinator