



City of Maple Ridge  
Economic Development Committee  
**AGENDA**

Thursday, February 11, 2021 at 4:00 pm  
Held via Zoom Teleconference

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**Meeting Access Information**

To practice social distancing during the COVID-19 pandemic we will be holding the Economic Development Committee (EDC) meeting via Zoom teleconference. All participants are asked to join the meeting from home using the following access information:

Join the meeting from your computer, tablet or smartphone

<https://mapleridge-ca.zoom.us/j/95025502731?pwd=RmVIVEt3NERFbFINQmJyeEIJcHRTUT09>

Or join the meeting using your phone

Dial: +17789072071 Meeting ID: 950 2550 2731 Passcode: 562223

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1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES** – November 5, 2020
4. **DELEGATIONS**
5. **QUESTIONS FROM THE PUBLIC**
6. **NEW AND UNFINISHED BUSINESS**
  - 6.1 Member Introductions
  - 6.2 Advisory Committee Overview
  - 6.3 2021 Meeting Schedule
  - 6.4 2021 EDC Work Plan
  - 6.5 Chair and Vice Chair Selection
7. **LIAISON UPDATES**
  - 7.1 Staff Liaison
  - 7.2 Council Liaison
8. **TASK FORCE UPDATES**
  - 8.1 EDC Task Force
9. **ROUNDTABLE**
10. **ADJOURNMENT**

**Next Meeting:** April 8, 2021

**Agenda Items Submission Deadline:** March 25, 2021

**QUESTION PERIOD**

Question Period provides the public with the opportunity to ask questions or make comments on subjects that are of concern to them. Each person will be given 2 minutes to speak. Up to ten minutes in total is allotted for Question Period.

The Minutes of the Regular Meeting of the Economic Development Committee (EDC)  
held on-line via ZOOM Teleconference November 5, 2020 at 4:00 pm.

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**COMMITTEE MEMBERS PRESENT**

Dominic Kotarski, Chair	Community at Large
Camilla Brown	Community at Large
Al Hogarth	Community at Large
Tom Meier	Community at Large
Councillor Yousef	City of Maple Ridge

**STAFF MEMBERS PRESENT**

Karen Hansen	Administrative Assistant, Economic Development
Bruce Livingstone	Business Retention & Expansion Officer, Economic Development

**REGRETS/ABSENTS**

James Zelinski	Community at Large
Chrislana Gregory	Community at Large
Wendy Dupley	Staff Liaison / Director, Economic Development

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**1. CALL TO ORDER**

There being a quorum present the Chair called the meeting to order at 4:00 pm

**2. AGENDA ADOPTION**

R20-10

It was moved and seconded

**That the Agenda of November 5, 2020 be adopted.**

CARRIED

**3. MINUTE ADOPTION**

R20-11

It was moved and seconded

**That the Minutes of September 10, 2020 be adopted.**

CARRIED

**4. DELEGATIONS - Nil**

**5. QUESTION PERIOD - Nil**

**6. NEW AND UNFINISHED BUSINESS**

**6.1 EDC Vacancy**

Ms. Hansen reported that there is vacancy for one member-at-large on the Economic Development Committee. Councillor Yousef, Councillor Meadus and Wendy Dupley will be conducting interviews to fill this position.

**6.2 2021 EDC Meeting Dates**

Ms. Hansen provided an updated schedule of the EDC's meeting dates for 2021: February 4, April 8, June 3, September 9 and November 4. All meetings will take place from 4-6pm using Zoom until further notice.

**7. LIAISON UPDATES**

**7.1 Staff Liaison**

Mr. Livingstone provided updates on the Community Leaders Forum, Glow Maple Ridge, the Expedited Permitting Process for Patios Report, and the upcoming SMART 21 event. Mr. Livingstone noted that he would be sending invitations for the Community Leaders Forum to members of the EDC within the next week.

**7.2 Council Updates**

Councillor Yousef provided updates on the Expedited Patio Processing report, Metro Vancouver Industrial Land Report, and Committees of Council reports.

**8. TASK FORCE UPDATES**

Ms. Brown provide an update on the questionnaire development and asked that any feedback be sent to her and Mr. Kotarski. Each member of the EDC was asked to select three or four businesses in Maple Ridge to administer the questionnaire to in person.

**9. ROUNDTABLE - Nil**

**10. ADJOURNMENT**

The meeting adjourned at 6:00 pm.

The next regular meeting of the Economic Development Committee will be held on Thursday, February 4, 2021 at 4:00 pm.

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Chair, Dominic Kotarski  
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City of Maple Ridge  
Economic Development Committee  
2021 MEETING SCHEDULE

All Economic Development Committee meetings begin at 4:00 pm and are held in the Blaney Room, Maple Ridge City Hall. Due to the ongoing COVID-19 health emergency meetings may be held virtually using video conferencing software.

**Meeting Dates:**

- February 11
- April 8
- June 3
- September 16
- October 28

**Notes:**

- Meetings are held quarterly at 4:00 pm
- Agenda items can be sent to the Staff Liaison up to 2 weeks prior to a meeting
- Agendas will be distributed via email one week prior to the meeting
- Please help us ensure quorum by confirming your attendance prior to the meeting

STAFF MEMBER	CONTACT INFO	POSITION
Wendy Dupley	<a href="mailto:wdupley@mapleridge.ca">wdupley@mapleridge.ca</a> C: 604-340-9453	Director of Economic Development, Staff Liaison
Bruce Livingstone	<a href="mailto:blivingstone@mapleridge.ca">blivingstone@mapleridge.ca</a> C: 604-219-7655	Business Retention & Expansion Officer, Staff Liaison Alternate
Sabina Chand	<a href="mailto:schand@mapleridge.ca">schand@mapleridge.ca</a> C: 778-839-1924	Committee Clerk, Legal and Legislative Services

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