



City of Maple Ridge  
Economic Development Committee  
**AGENDA**  
Thursday, April 8, 2021 at 4:00 pm  
Held via Zoom Teleconference

---

**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/94872392692?pwd=NzIBcFdvQlNsbU5SUWhWZ1NyZ1BLdz09>

**Or join the meeting using your phone**

Dial: +17789072071 Meeting ID: 948 7239 2692 Passcode: 463018

---

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES** – February 11, 2021
4. **DELEGATIONS**
  - 4.1 Community Social Safety Initiatives – Chad Cowles, Licenses and Bylaws
  - 4.2 Introduction to the Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI) – Petra Frederick, Recreation and Community Engagement
5. **QUESTIONS PERIOD**
6. **NEW AND UNFINISHED BUSINESS**
  - 6.1 Anti Discrimination Policy
  - 6.2 Respectful Workplace Policy
7. **LIAISON UPDATES**
  - 7.1 Staff Liaison
  - 7.2 Council Liaison
8. **TASK FORCE UPDATES**
  - 8.1 2021 EDC Work Plan
  - 8.2 EDC Task Force Report Update
9. **ROUNDTABLE**
10. **ADJOURNMENT**

**Next Meeting:** June 3, 2021

**Agenda Items Submission Deadline:** May 20, 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.



City of Maple Ridge  
Economic Development Committee  
MEETING MINUTES

The Minutes of the Regular Meeting of the Economic Development Committee (EDC)  
held via Zoom teleconference on February 11, 2021 at 4:03 pm.

---

**COMMITTEE MEMBERS PRESENT**

Councillor Ahmed Yousef	Council Liaison
Tom Meier	Business Improvement Association Representative
Al Hogarth	Chamber of Commerce Representative
Camilla Brown <i>joined at 5:20 pm</i>	Member at Large
Dominic Kotarski	Member at Large
Christlana Gregory	Member at Large
Mehdi Vezvaei	Member at Large

**STAFF PRESENT**

Wendy Dupley	Director of Economic Development
Bruce Livingstone	Business Retention and Expansion Officer
Sabina Chand	Committee Clerk

---

Ms. Wendy Dupley, Staff Liaison chaired the inaugural meeting of the Economic Development Committee.

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-001

It was moved and seconded

**That the February 11, 2021 Economic Development Committee meeting Agenda be approved as circulated.**

CARRIED

**3. ADOPTION OF THE MINUTES**

R/2021-002

It was moved and seconded

**That the minutes of the Maple Ridge Economic Development Committee meeting dated November 5, 2020 be adopted.**

CARRIED

**4. DELEGATIONS – NIL**

**5. QUESTION PERIOD – NIL**

**6. NEW AND UNFINISHED BUSINESS**

### 6.1 Member Introductions

The Committee members introduced themselves and welcomed new Member at Large, Mehdi Vezvaei.

### 6.2 Advisory Committee Overview

The Committee Clerk and Staff Liaison provided an advisory committee orientation to the members and responded to questions and comments. Highlights included an overview of the City's governing guidelines, committee meeting procedures and background information on the Economic Development department that will help drive the work of the Committee.

The Staff Liaison displayed a short video that was made by Economic Development Winnipeg on how economic development works and discussed core functions of business retention and expansion, community resources and marketing: [What is Economic Development? - YouTube](#).

### 6.3 2021 Meeting Schedule

The Committee reviewed the proposed 2021 Meeting Schedule that was included in the agenda package.

R/2021-003

It was moved and seconded

**That the 2021 Meeting Schedule of the Economic Development Committee be adopted as presented.**

CARRIED

### 6.4 2021 EDC Work Plan

Ms. Dupley provided a brief update on the status of the draft 2021 Work Plan that will require a task force to complete the work.

R/2021-004

It was moved and seconded

**That a Task Force including Councillor Yousef, Chrislana Gregory and Al Hogarth with the Staff Liaison and Karen Hansen, Administrative Assistant, be created to develop the 2021 EDC Work Plan.**

CARRIED

### 6.5 Chair and Vice Chair Selection

Ms. Dupley opened up the floor to nominations for Chair and Vice Chair of the Economic Development Committee.

The newly elected Chair and will preside at the next meeting for a seamless transition and therefore Ms. Dupley continued to chair the rest of the meeting.

R/2021-005

It was moved and seconded

**That Councillor Ahmed Yousef be elected as Chair of the Economic Development Committee for 2021.**

CARRIED

R/2021-006

It was moved and seconded

**That Mehdi Vezvaei be elected as Vice-Chair of the Economic Development Committee for 2021.**

CARRIED

## 7. LIAISON UPDATES

### 7.1 Staff Liaison

The Staff Liaison provided an update on the following items:

- 2021 Economic Development Department deliverables/strategies;
- Engagement of a consultant in March 2021 to develop an economic development strategy for City of Maple Ridge;
- Virtual Intelligent Community Forum February 22, 2021;
- New GIS site selector tool on the City's website;
- Assistance programs to help local businesses; and
- Update on the Hotel Feasibility Study for City of Maple Ridge.

The Committee inquired about the City's property crime prevention to which Ms. Dupley provided. It was noted that staff will reach out to Chad Cowles, Manager of Community Social Safety Initiatives to provide an update on Community Social Safety Initiative (CSSI) program at the next meeting.

### 7.2 Council Liaison

Councillor Yousef provided an update on the new three-month pilot project launched by the Ridge Meadows RCMP to enhance visibility, facilitate outreach and support services and assist enforcement in downtown Maple Ridge.

Note: Camilla Brown joined the meeting at 5:20 pm.

## 8. TASK FORCE UPDATES

### 8.1 EDC Task Force

Camilla Brown advised that the Task Force continues to engage with the business community to highlight opportunities to improve interactions with the City and gather recommendations from local business owners on how to streamline regulations. A final report will be provided to the Committee at the next meeting.

R/2021-007

It was moved and seconded

**That EDC Task Force be extended until Thursday April 8, 2021 to submit its final report on the local business survey findings to the Economic Development Committee.**

CARRIED

## 9. ROUNDTABLE

Members provided verbal reports on relevant events and activities.

**10. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:42 p.m.

The next regular meeting of the Economic Development Committee will be held on Thursday, April 8, 2021 at 4:00 pm.

---

Ms. Wendy Dupley, Staff Liaison  
Acting-Chair

/sc