



City of Maple Ridge  
Community Development & Enterprise Services Committee  
**MEETING AGENDA**  
Monday, June 7, 2021 from 10:30 am – 12:00 pm  
Held virtually including the Blaney Room

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Zoom Meeting ID: 914 3675 2027 Passcode: 589218 Phone: 778-907-2071  
<https://mapleridge-ca.zoom.us/j/91436752027?pwd=a1RyZUVyWG1jcUk1dkhSK3NDZU5oUT09>

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1. CALL TO ORDER
2. APPROVAL OF THE AGENDA
3. ADOPTION OF MINUTES – May 3, 2021
4. DELEGATIONS – Nil
5. NEW AND UNFINISHED BUSINESS
  - 5.1. Economic Development Strategy Update
    - Presentation by: Chris Fields, Principal, Rynic
6. QUESTION PERIOD
7. NOTICE OF CLOSED MEETING - Nil
8. ADJOURNMENT

*Next Committee Meeting: Monday July 5, 2021 at 10:30 am*

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**QUESTION PERIOD**

Question Period provides the public with the opportunity to ask questions or make comments on agenda items. Each person will be given 2 minutes to speak. Up to ten minutes in total is allotted for Question Period.

**City of Maple Ridge  
Community Development & Enterprise Services Committee**

**Terms of Reference**

**Mandate**

The Community Development & Enterprise Services Committee was established to develop strategies to diversify the City's revenue sources through:

- Attracting investment in non-residential property tax classes;
- Generating non-property-tax revenues; and
- Creating the conditions necessary to attract high-value local jobs.

**Composition**

- The Committee will be comprised of three members of Council.
- Quorum for the Committee will be two members.
- Committee members will be appointed annually by the Mayor.
- The Committee Chair will be elected by the Committee Members.
- Staff assistance will be provided to the Committee as required by the Chief Administrative Officer, or designate, the General Manager Planning and Development Services, as well as the Senior Policy and Sustainability Analyst.

**Meetings**

- The Committee will meet at minimum on a quarterly basis. Additional meetings may be held as deemed necessary by the Chair or as requested by the Chief Administrative Officer or General Manager Planning and Development Services.
- The Committee Chair will be included in the agenda setting process.
- Minutes of the meetings will be recorded by the Legal & Legislative Services department and provided to Council for information.
- The Committee will follow the current Council Procedures Bylaw.

**Authority**

- The Community Development & Enterprise Services Committee is a standing committee appointed by the Mayor.
- The proceedings of the Committee are to be conducted in public, unless the subject matter being considered falls within an applicable subsection of Section 90 of the Community Charter.

The Minutes of the Regular Meeting of the Community Development & Enterprise Services Committee held virtually and in the Blaney Room, City Hall on May 3, 2021 at 10:30 am

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**COMMITTEE MEMBERS PRESENT**

Councillor Dueck, Chair\*  
Councillor Svendsen\*  
Councillor Yousef\*

**COUNCIL MEMBERS PRESENT**

Mayor Morden

**STAFF MEMBERS PRESENT**

Al Horsman	Chief Administrative Officer
Christine Carter*	General Manager Planning and Development Services
David Pollock*	General Manager Engineering Services
Christina Crabtree	General Manager Corporate Services
Scott Hartman*	General Manager Parks, Recreation and Culture
Chuck Goddard *	Director of Planning
Josh Mickleborough*	Director of Engineering
Wendy Dupley*	Director of Economic Development
Dan Olivieri*	Research Technician
Erin Mark	Clerk 3

\*Participated remotely due to the COVID-19 pandemic.

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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-CDES-015

It was moved and seconded

**That the agenda of the May 3, 2021 Community Development & Enterprise Services Committee be approved as circulated.**

CARRIED

**3. ADOPTION OF MINUTES**

R/2021-CDES-016

It was moved and seconded

**That the minutes of the April 19, 2021 Community Development & Enterprise Services Committee meeting be adopted as circulated.**

CARRIED

**4. DELEGATIONS – Nil**

**5. NEW AND UNFINISHED BUSINESS**

**5.1. Development Services Fees Report**

C. Crabtree, General Manager Corporate Services, introduced the item and D. Olivieri, Research Technician, presented on the development services fees review completed by staff. Mr. Olivieri spoke about how the review was conducted, provided rate comparison scenarios with similar growth orientated municipalities, and recommended adjusting fee models to reflect industry standards, aligning the rates with staff cost increases and market, introducing new fees to reflect changing industry demands, tracking the impact of new staff with metrics, and consider future adjustments pending process reviews.

Committee members enquired about when the proposed new service fees would be presented for Council consideration and the impact of the fee increases on customer service performance measures. The Committee and staff discussed the needs of the building community for expeditious service, the in-progress Building Process Review, and potential service models.

R/2021-CDES-017

It was moved and seconded

**That the staff report dated May 3, 2021 titled “Development Services Fee Review” be received for information.**

CARRIED

**6. QUESTION PERIOD – Nil**

**7. NOTICE OF CLOSED MEETING – Nil**

**8. ADJOURNMENT at 11:50 am.**

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Councillor Judy Dueck, Chair

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