

The **Minutes** of the **Economic Development Select Committee** meeting held in the **Boardroom** at the Economic Development Department at B-7337 Welton Street, Mission, BC on Wednesday, May 10, 2017 commencing at 8:02 a.m.

Members Present: Paul Adams, Altentech Power Inc. & Mission Wood Pellet
Rocky Blondin, Blondin Enterprises & EDSC Chair
Ann Harper, Representative for the Mission Regional Chamber of Commerce (MRCC)
Wade Peary, Riverside College
Pia Ritch, Mission Community Skills Centre Society
Edgar Sarfeld, Vinegar Hill Consulting Co. Ltd
Dan Schubert, Schubert Plumbing & Heating Ltd

Staff: Gina MacKay, Manager of Long Range Planning & Special Projects
Ron Poole, Chief Administration Officer
Clare Seeley, Executive Assistant for Economic Development

Members Absent: Stacey Crawford, Economic Development Officer
Lesa Lacey, Lacey Developments Ltd.
Raymond Szabada, Sumas Regional Consortium for High Tech. (SRCTec)
Beverly Toews, Fraser Pacific Enterprises Inc.
Craig Toews, University of the Fraser Valley (UFV)

Guest: Jamie Hayes, Executive Director, Downtown Business Association (DBA)

1. **CALL TO ORDER**

R. Blondin called the meeting to order and welcomed new member Edgar Sarfeld to the meeting.

2. **ADOPTION OF AGENDA**

Moved by P. Ritch and seconded by W. Peary

That the agenda of the Economic Development Select Committee meeting held on May 10, 2017 be approved as circulated.

CARRIED

3. **MINUTES FOR APPROVAL**

Moved and seconded,

That the minutes of the March 1, 2017 meeting of the Economic Development Select Committee be approved.

CARRIED

4. BUSINESS

(a) Planning update

G. MacKay provided a development update, including:

- 35 Pre-Application Reviews (PAR) have been processed to date, with 41 received in total;
- 80 building permits issued year-to-date, totalling \$10 million in building application value; and
- The Official Community Plan (OCP) has one final workshop with staff and Council prior to the first reading of the bylaw and the first public hearing.

(b) Economic Development update

- **Hiring Demand Analysis**

C. Seeley gave an overview of the propriety hiring demand analysis reports undertaken by the Economic Development Department on a quarterly basis, explaining how the process works, why it is undertaken, how it is utilized and future potential.

J. Hayes joined the meeting at 8:42 a.m.

The Economic Development update recessed at this point to introduce the Downtown Business Association overview.

(c) Downtown Business Association (DBA)

A presentation was given by J. Hayes, Executive Director of the Mission Downtown Business Association, updating the group on the latest vacancy rates, projects and issues facing the downtown business community.

- **Overview**

The Mission DBA is part of the Business Improvement Area of BC (BIABC). Their primary role is to attract, promote and support businesses and services in the downtown and they have been offering this assistance for 21 years. The DBA is governed by a Board of Directors with 12 members made up from the downtown business community. They are a not-for-profit organization.

- **Vacancies**

Current vacancy rates are low with none on Railway Avenue and three on First Avenue, with two of the three pending tenants. Seven buildings are currently being renovated. Four buildings have sold this year, and there are four buildings where the owners are not present or utilizing the space. The District of Mission is currently working with the DBA to contact these owners

There have been seven new businesses in the last 12 months.

There is considerable activity with renovations and the Façade Improvement Grants which is in part due to the announcement of the streetscape enhancements taking place in 2018.

- **Support from the EDSC**
 - Empty buildings
 - Homelessness
 - Diversion of truck traffic

J. Hayes left the meeting at 09:04 a.m.

(d) Economic Development Update (Continued)

- **Waterfront Redevelopment**

R. Poole updated the committee on the Waterfront Pre-Development Planning Report to Council on May 1, 2017. The scope of work, which outlined five strategies, was approved as a framework to initiate pre-development activities. The budget was deferred pending receipt of further information regarding cost sharing opportunities.

- **Industrial Land Expansion**

A report went to the Closed Council meeting on May 1, 2017.

R. Poole took the opportunity to thank the EDSC for their input at the joint Closed meeting with Council on April 24, 2017, advising that their involvement and advice is much appreciated by Council. To capture updates between the biannual joint meetings with Council, S. Crawford will now provide updates to Council every two months.

(e) EDSC Future Projects for Consideration

At the joint meeting with Council, the EDSC requested that Council provide additional direction regarding potential projects of interest. The following were suggested:

- Mission Raceway
- Waterfront Lands – continued support and expertise
- University of the Fraser Valley

EDSC members also added:

- Transportation – including First Avenue diversion of truck traffic
- Commercial Security
- Tourism

Action: R. Blondin to send out a poll to determine issues to be addressed at the next meeting.

Discussion ensued regarding action items noted on the Agenda. It was agreed that only new and outstanding items will remain on the list.

5. NEXT MEETING

EDSC Regular Meeting – Wednesday, July 12, 2017 at 8:00 a.m.

6. ADJOURNMENT

Moved by R. Blondin

That the meeting be adjourned.

CARRIED

The meeting adjourned at 09:34 a.m.