

The **Minutes** of the **Economic Development Select Committee** meeting held in **Conference Room 2** of the Welton Common Building at 7337 Welton Street, Mission, British Columbia on Wednesday, October 9, 2019 commencing at 8:00 am.

Members Present: Edgar Sarfeld, Vinegar Hill Consulting, Chair  
Rocky Blondin, Blondin Enterprises  
Chris Hartman, Polygon Homes Ltd.  
Allan Main, Community Futures North Fraser  
Sean Melia, MRCC & Prospera Credit Union  
Wade Peary, Riverside College  
Dan Schubert, Schubert Plumbing & Heating Ltd.  
Beverly Toews, Fraser Pacific Enterprises & Sumas Transport Inc.  
Craig Toews, University of the Fraser Valley

Members Absent: Lesa Lacey, Lacey Developments  
Raymond Szabada, Sumas Regional Consortium for High Tech

Council  
Representative: Mayor Pam Alexis

Others Present: Stacey Crawford, Economic Development Officer  
Sandra Johannson, Administrative Assistant

**1. CALL TO ORDER**

The Chair called the meeting to order. Introductions were made around the table.

**2. ADOPTION OF AGENDA**

Moved and seconded,

That the agenda of the Economic Development Select Committee meeting held on October 9, 2019 be approved as circulated.

CARRIED

**3. MINUTES FOR APPROVAL**

Moved and seconded,

That the minutes of the September 11, 2019 meeting of the Economic Development Select Committee be approved.

CARRIED

#### 4. OLD BUSINESS

##### (a) Development Services Update – Commercial and Industrial Development Activity Data Tracking

A written data report for commercial and industrial building permit activity was provided by the Director of Development Services. Discussion ensued regarding the amount of time it takes to process building permits and development permits that precede development approvals, and how more information is needed to better interpret the information, including trends and benchmarking with other municipalities. The EDSC will continue to focus on commercial, industrial and institutional data, however, there was a recommendation to address the residential wait times for permits as well, with the suggestion that this be managed via the Development Liaison Committee and shared with EDSC.

The Economic Development Officer noted that the Director of Development Services continues to improve upon the report and will be providing a more visually descriptive report for the Committee at an upcoming Committee meeting. In preparation for this report, Committee members should submit any additional questions well in advance of the November meeting.

**Action Item:** Sandra Johannson will send the Committee a hyperlink to the Development Services Department's statistical information on the District of Mission's website, as well as a link to the Planning Division Applications Tracking page.

**Action Item:** Development Services to clarify the wait times between each building permit category and their relationship to one another. Trending analysis to also be provided for this report covering the current year and the past three years. The approved projects for the current year covering industrial, commercial and institutional to also be listed on this report. Benchmarking providing data from neighbouring municipalities to also be provided (i.e., Abbotsford, Maple Ridge).

#### 5. RESOLUTION TO EXCLUDE PUBLIC AND IMMEDIATELY CONVENE INTO CLOSED SESSION

Moved, seconded, and

RESOLVED:

1. That, pursuant to Sections 90(1)(e) and 90(1)(k) of the Community Charter, this Regular Meeting of the EDSC be closed to the public as the subject matter being considered relates to the following:
  - Section 90(1)(e) of the Community Charter – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
  - Section 90(1)(k) of the Community Charter – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
2. That the public portion of this meeting be recessed until all closed items of business are dispensed with; and

3. That the Committee immediately resolve into the closed portion of their meeting.

CARRIED

The meeting recessed at 8:23 am.

**6. RECONVENE**

The Chair reconvened the meeting at 9:33 am.

**7. ROUNDTABLE**

Due to time constraints, roundtable discussions were not conducted.

**8. NEXT MEETING**

Wednesday, November 13, 2019 at 8:00 am in the Conference Room at the Welton Common Building.

**9. ADJOURNMENT**

Moved and seconded,

That the meeting be adjourned.

CARRIED

The meeting adjourned at 9:33 am.