

**District of Maple Ridge  
ECONOMIC ADVISORY COMMISSION  
REGULAR MINUTES**

The Minutes of the Regular Meeting of the Economic Advisory Commission, held in the Blaney Room at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on **Thursday, February 21, 2008** at 7:30 a.m.

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**COMMISSION MEMBERS PRESENT**

Commissioner Guy Flavelle	Chair, Community at Large
Commissioner Ernie Daykin	Councillor, District of Maple Ridge
Commissioner Racine Barbour	Director of the Arts Council
Commissioner Steve Pelton	Community at Large
Commissioner Claus Andrup	Community at Large
Commissioner George Santana	Director of Tourism Society
Dean Barbour	Executive Director, Chamber of Commerce

**STAFF PRESENT**

Jim Rule	Chief Administrative Officer, District of Maple Ridge
Sandy Blue	Manager Economic Development
Pat Shiratti	Administrative Assistant

**REGRETS**

Commissioner Gordon Robson	Mayor, District of Maple Ridge
Commissioner Al Hogarth	Councillor, District of Maple Ridge
Commissioner Peter Janis	Co-Chair, Community at Large
Commissioner Bruce West	Community at Large
Commissioner Jeff Carpenter	President, Chamber of Commerce
Tammy Deniz	Maple Ridge Downtown Business Association

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**1. CALL TO ORDER & INTRODUCTIONS**

There being a quorum present, Chair Guy F. called the meeting to order at 7:35 am.

*1.1 Welcome New Members to EAC*

Guy F. gave a warm welcome to the Economic Advisory Commission.

**2. ADOPTION OF MINUTES**

**Motion to adopt the October 18, 2007 Meeting Minutes**

MOVED BY: Claus A.  
SECONDED BY: Steve P.

CARRIED

**3. AGENDA APPROVAL**

Add to 5.1 – CAO Business Plan with EAC Business Plan

**Motion to adopt the February 21, 2007 Agenda**

MOVED BY: Racine B.  
SECONDED BY: Claus A.

CARRIED

#### **4. NEW BUSINESS**

##### *4.1 Introduction of Sandy Blue, Manager Economic Development*

Guy F. introduced Sandy Blue as the new Manager Economic Development. She comes with a diverse background with years of experience through working with the Abbotsford International Airport, HSBC Bank of Canada, Telus and extensive community involvement with APB Police Commission and Burnaby Police Committee. Sandy is looking forward to working with the EAC.

##### *4.2 Meeting Schedule /Format, Committee Updates (distributed as a pre-read)*

Guy F. proposed that the regular EAC meeting schedule be adjusted to accommodate the necessity for special meetings at times when projects or sub-committee require more time than usually allotted. Therefore, the EAC Commission would not meet regularly on the 3<sup>rd</sup> Thursday of every month but would meet on a more irregular basis, as opportunity presents itself. A longer or shorter meeting might be expected depending on the Agenda. It was the consensus of the committee that a meeting schedule of this nature would prove to be more effective and productive.

Guy F. also proposed that a new format be adopted for providing Committee updates. It was a consensus of the committee to email Committee updates to the Administrative Assistant prior to each regular meeting. These updates would then be emailed with the Agenda and would serve as a pre-read before the meeting rather than being a verbal report at each meeting.

Committee updates forwarded by email would include reports from the BIA, Arts Council, Agricultural Advisory Commission, Tourism and Chamber of Commerce.

February Committee updates were circulated from the BIA, Agricultural Advisory Committee and from Tourism. Thanks to Racine B. from BIA, George from Tourism and Steve P. from Agricultural Advisory Commission who provided these updates.

#### **ACTION REQUIRED:**

***For future regular meetings, please forward Committee updates to Pat Shiratti, Administrative Assistant at [pshiratti@mapleridge.ca](mailto:pshiratti@mapleridge.ca) (as a Word attachment) at least three working days prior to the scheduled meeting dates so that they can be included with Agenda packages.***

#### **5. CURRENT PROJECTS**

##### *5.1 EAC Strategy Plan Update (key sectors)*

Jim R. identified three key sectors which are identified in the EAC Strategy Plan are: High technology, advanced manufacturing and occupational training. (A copy of EAC Terms of Reference will be available at the next available meeting for further review). Jim R. reported that a high technology study is currently underway.

##### *5.2 Review 2008 CAO Business Plan and EAC Business Plan*

Jim R. gave a brief overview of the 2008 CAO Business Plan and EAC Business Plan. This week Senior Management is presenting to the members of the Chamber of Commerce on current projects and department highlights from 2007.

##### *5.3 Sustainability Action Plan*

A copy of "Vision 2025" and "Corporate Sustainability Action Plan" were circulated. Jim R. reviewed highlights of Mayor and Council's commitment towards sustainability and how it is incorporated into the 5 Year Corporate Business Plan.

Jim R. mentioned that the District provides leadership in taking a proactive approach to sustainability by building it into the culture of the organization. The Strategic Plan outlines ways to protect our community through economic, social and environmental initiatives.

5.4 *BCIT/TransLink*

Jim R. spoke on the proposed BCIT/TransLink joint venture project to be located in the Maple Meadows Business Park, near the new Golden Ears Bridge.

5.5 *Other updates - n/a*

**6. DELEGATIONS & PRESENTATIONS**

**7. CORRESPONDENCE**

**8. NEXT MEETING - March 27, 2008**

**9. ADJOURNMENT**

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Chairperson