

CITY OF

COQUITLAM



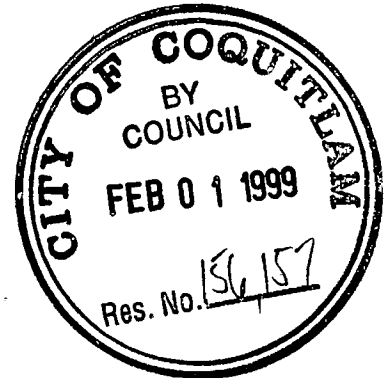
507

**ECONOMIC DEVELOPMENT COMMITTEE MINUTES**

A meeting of the Economic Development Committee was held on Tuesday, January 19, 1999 at 7:00 p.m. in the Council Committee Room with following persons present:

**COMMITTEE MEMBERS:**

Mayor Jon Kingsbury  
Councillor Mae Reid  
Bruce Clayman  
Mark Crozet  
Abdel Ginena  
John Grasty  
Marion Lochhead  
Bob Mason  
Dennis Rudd



**GUESTS:**

Harvey Roll, Metalcraft Technology

**STAFF:**

N. Cook, City Manager  
D. Buchanan, Assistant City Manager  
B. Elliott, General Manager Leisure & Parks Services  
P. Licht, Film Coordinator

**ITEM I - MINUTES - DECEMBER 10, 1998**

The Committee approved the Minutes of the Economic Development Committee Meeting held December 10, 1998.

**ITEM II - BUSINESS ARISING FROM MINUTES**

**1 Follow up on Film Industry**

Barry Elliott advised that he would be bringing forward a copy of the draft City policy on the film industry in February. He also noted that the billing process was being reviewed as part of this process. Peter Licht circulated a copy of the advertisement to appear in the Media Index and Reel West and advised that an information package for all company location managers was being put together. He also advised of arrangements with Evergreen Cultural Centre for rental of space for film production companies.

*Handwritten initials*

In response to questions, Mr. Elliott advised that full implementation of the Action Plan developed on December 10<sup>th</sup> would require additional resources. Management of volunteers was given as one example.

Discussion then took place on recently implemented changes to administrative priorities by Revenue Canada on earnings of foreign performers in the industry. The Committee recommends:

**COUNCIL  
ACTION**

*Agreed  
Paul's #157*  
"That Council direct that letters to the Federal Minister of Finance and the Members of Parliament Paul Forseth and Louis Sekora be sent expressing deep concerns with administrative changes and in introducing full taxation of foreign performers working in Canada and the negative implications for the burgeoning film industry."

**ITEM III - NEW BUSINESS**

**1 Bruce Clayman - High Tech at SFU and Discovery Parks**

Bruce Clayman spoke from his perspective of Vice President Research at SFU and President of Discovery Parks who have locations adjacent UBC, BCIT and SFU.

The process of technology transfer from research to establishment of local companies to market technology was outlined. He advised that Discovery Parks were managed by a private company, the original real estate being provided by the Province at nominal cost. Revenues were employed to provide incubator locations for new companies. Extensive discussion took place on companies locating in Discovery Place near BCIT.

**2 Action Plan - High Tech Industry**

With the benefit of input from Catherine Schachtel of the BC Technology Industries Association in November, Harvey Roll of Metalcraft and Bruce Clayman, the Committee identified potential elements of an Action Plan:

**Element 1 - Incubator Location**

Investigate how establishment can be achieved. Consider present role of Schoolhouse area in reviewing that area's future.

**Element 2 - Land for High Tech Industry**

Discuss potential role for Discovery Parks Incorporated.  
Consider location within 65 undeveloped acres in Pacific Reach on Fraser River waterfront.

**Element 3 - Parking and Transportation**

Once location selected, consider and pursue these requirements.

**Element 4 - Anchor Tenant/Use**

Work with Discovery Parks or Pacific Reach on locating anchor after land area selected.

**Element 5 - Funding Strategies**

Determine how the City might partner in implementing these actions.  
Review with Discovery Parks ways to reduce building costs for new companies.

Don Buchanan was directed to contact Mark Betteridge of Discovery Parks in regard to the above.

**ITEM IV - OTHER BUSINESS**

**1 Chamber of Commerce**

The Committee decided to invite a representative to come to the next meeting to advise on their programs related to economic development

**2 By Design, Not By Chance Forum**

Invitations to this February 18<sup>th</sup> forum on tourism were provided to members. Mayor Kingsbury suggested that a member could go to the forum to represent the Committee at the City's expense and then report back, this to provide groundwork towards a future Action Plan on tourism.

**3 Action Plan on New Business**

The Committee decided to invite a representative from the Planning and Development Department to advise on the third priority area action plan at the next meeting.

Tuesday, January 19, 1999  
Economic Development Meeting - 7:00 p.m.

Page 4

**4 Next Meeting**

The date and time of Tuesday, February 2, 1999 at 8:00 a.m. was established for the next meeting.

**ITEM V - ADJOURMENT**

The Committee adjourned at 8:30 a.m.



D. Buchanan  
Assistant City Manager

---

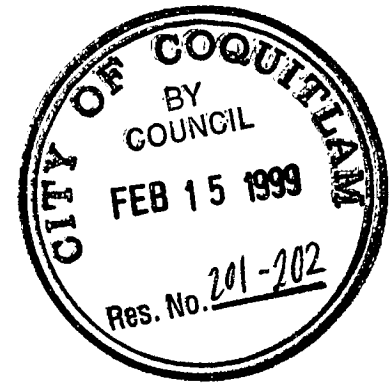
CHAIR



**ECONOMIC DEVELOPMENT COMMITTEE MINUTES**

A meeting of the Economic Development Committee was held on Tuesday, February 2, 1999 at 8:00 a.m. in the Council Committee Room with following persons present:

- COMMITTEE MEMBERS:
- Mayor Jon Kingsbury
  - Councillor Mae Reid
  - Mark Crozet
  - Abdel Ginena
  - John Grasty
  - Craig Hodge
  - Marion Lochhead
  - Bob Mason
  - Chris Nieman
  - Richard Stewart
  - Vincent Wu



GUESTS: Elizabeth Voigt, Chamber of Commerce

- STAFF:
- D. Buchanan, Assistant City Manager
  - E. Chu, Manager Development Services
  - D. Day, General Manager Planning and Development
  - B. Elliott, General Manager Leisure & Parks Services
  - R. Hicks, General Manager Corporate Services
  - P. Licht, Film Coordinator

**ITEM I - MINUTES - JANUARY 19, 1999**

It was noted that the date on the top of page 2 should read "January 19" and that the adjournment time on page 4 was "8:30 p.m."

The Committee approved the Minutes of the Economic Development Committee Meeting held January 19, 1999 with these amendments.

**ITEM II - BUSINESS ARISING FROM MINUTES**

None.

*Mu*

### **ITEM III - NEW BUSINESS**

#### **1 Chamber of Commerce**

Craig Hodge outlined, with the assistance of Elizabeth Voigt, the various activities of the Chamber:

a) tourism

- 7500 enquiries at office annually
- preparation and distribution of Tri-Cities Map
- brochure on area which goes to tourist offices throughout BC

b) economic development

- profile every two years
- resource library
- information on establishing new businesses
- partnerships with cities

This led to questions regarding business licencing and the need for a business directory and liaison with the City. Ideas raised included having a common format for business licences in the Tri-Cities, issuing of licences at the Chamber office and sending out Chamber information with licences. The applicability of the Freedom of Information Act on providing the business licence database was noted as an issue by Elizabeth Voigt.

Also reviewed were matters related to the need to survey businesses as to reasons for any relocation from Coquitlam.

Elizabeth Voigt noted that Coquitlam City Hall was considered by business as one of the best in terms of service.

Craig Hodge advised that the Chamber was able to contract to provide further services to the City of an economic development nature, including surveys.

#### **2 Policy on Filming in Coquitlam**

Barry Elliott advised that comments were sought on the draft Policy. There was a question concerning the reference to the Noise Bylaw and Peter Licht advised that this related to the hours of operation of film productions.

Barry Elliott further noted that the "City Equipment Rental for on-camera use" charge was to be negotiated depending on the requirements of the movie company and this wording would be inserted. He further noted that final wording was subject to advice from the General Manager Corporate Services.

**COUNCIL  
ACTION**

*App'd  
Res 6 # 202*  
That Council give favourable consideration to the Policy on Filming in Coquitlam, when it is presented in its final form for approval.

**3 Action Plan on Development Approvals Process**

It was clarified that this area of action goes beyond approvals of new business, which will be part of it. Deb Day introduced Emily Chu who presented a series of overheads. Some of the points made pertained to use of electronic filing and e-mail, approaching a cross section of customers and the holding of a workshop which could involve small and plenary sessions. The timelines indicated a start in February leading to a round table session in March/April, a draft Action Plan in May and review by the Growth Management Committee of Council in June.

After questions and answers, the Committee indicated their support of the proposal.

**4 High Tech and Discovery Parks**

Don Buchanan advised that a Town Centre location was favoured over Pacific Reach by Mark Betteridge of Discovery Parks which could tie into Douglas College programs. This paralleled an initiative with Kwantlen College in Surrey by Discovery Parks. It was also indicated that other high tech firms were needed to be identified to get such a proposal started and that an on-site meeting with Mark Betteridge in three weeks was scheduled.

**ITEM IV - OTHER BUSINESS**

**1 Member Items**

John Grasty advised that he had visited the Metalcraft Technology site, noting that technology was only a small part of the business.

Bob Mason suggested that the Chamber of Commerce survey their members as to the 10 best and worst issues of concern, which Craig Hodge advised could be done.

2 **Next Meeting**

This was scheduled for March 16, 1999 at 7:00 p.m. in Room 480 on the second floor at City Hall.

**ITEM V - ADJOURMENT**

The Committee adjourned at 9:30 a.m.



D. Buchanan  
Assistant City Manager

---

CHAIR



CITY OF \_\_\_\_\_

# COQUITLAM



## ECONOMIC DEVELOPMENT COMMITTEE MINUTES

MARCH 16, 1999

503

A Meeting of the Economic Development Committee convened on Tuesday, March 16, 1999 at 7:00 p.m. in the Council Boardroom 480, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Committee Members Present: Mayor Jon Kingsbury  
Councillor Mae Reid  
Bruce Clayman  
Mark Crozet  
Abdel Ginena  
John Grasty  
Jim Jacks  
Ben Lee  
Marion Lochhead  
Richard Stewart



Guests: Michael Chow, Ministry of Employment & Investment  
S.P. Poon, Ministry of Employment & Investment

Staff Present: B. Elliott, General Manager Leisure & Parks Services  
R. Hicks, General Manager Corporate Services  
J. Wilkie, Manager Corporate Planning  
D. Buchanan, Assistant City Manager (after Item III-2)

### ITEM I - MINUTES OF FEBRUARY 2, 1999

The Committee approved the Minutes of the Economic Development Committee Meeting held February 2, 1999.

### ITEM II - BUSINESS ARISING FROM MINUTES

Nil

### ITEM III - NEW BUSINESS

#### 1 Councillor Stangier - By Design, Not By Chance

Councillor Stangier attended the conference on Thursday, February 18, 1999 representing the City and has a binder of the proceedings from members of the Committee or Council who are interested in the specifics. One of the major points made was that tourism will be the most significant source of jobs and economic growth in British Columbia by 2007.

*M*

Oceans Blue made a presentation on the importance of preserving public access to our "supernatural" areas.

### 2 Michael Chow - Provincial Immigrant Investment Program

Mr. Chow described this program of encouraging immigration of people with business expertise with the intent of making a business investment in Canada. The to-be-revised responsibilities consist of an investor program and an entrepreneurial program, the last becoming federally funded April 1, 1999. The majority of business immigrants come through the second program where they get a provisional visa and two years to create a business in which they play an active part. After two years they can apply to have the conditions removed.

Mr. Chow left information packages for Committee members. He then went to refer to "Edge" published by the Economic Development Association of B.C.

The Committee then discussed the pros and cons of the program.

Linking of the web pages of Industry Canada, the Immigration Program and the Business Development Bank was also mentioned.

### 3 Peter Licht - Promotional Video

P. Licht noted that videos from Brampton, Ontario and from the Surrey Chamber of Commerce (produced by Edward Lee Video) are also available from Don Buchanan. A Maple Ridge video was then shown which led to discussion afterwards.

The Committee recommends:

**COUNCIL  
ACTION:**

**That Council support the Committee exploring with possible partners the production of a video on the City, noting that costs of approximately \$1,000 per minute of the final version will be incurred.**

Later it was noted that the video would best be placed on the City or a community web site for maximum exposure.

4 Don Buchanan - Discovery Parks and High Tech

Don Buchanan advised that he had met with Mark Betteridge and with Douglas College officials on this initiative and a list of over 70 businesses had been generated from the business licence database, though many were computer sales and service firms. He then introduced Jennifer Wilkie who showed a series of overheads on the "smart community" concept and that of "borderless communities." This involved a reference to a federal demonstration communities program by the year 2000.

The conclusions of the Committee were that the City was not at the stage to apply for the demonstration funding but that the concept of a community approach should be explored better with the Chamber of Commerce.

5 Bio Parks

The Committee decided that Robin Hicks and up to two members would be funded to go to this important conference.

6 Save Our North Correspondence

The item was received for information.

**ITEM IV- OTHER BUSINESS**

1 Future Agenda Items

Mark Crozet suggested that the Community Economic Development Centre of S.F.U. be invited to make a presentation. Richard Stewart then suggested that a representative of Famous Players be invited to describe the future of the entertainment industry.

2 Next Meeting

Late April at 8:00 a.m. with the date to be selected by the Chair.

Tuesday, March 16, 1999  
Economic Development Committee

Page 4

**ITEM V - ADJOURNMENT**

The Chair declared the Meeting adjourned - 9:00 p.m.

---

CHAIR

D. Buchanan  
Assistant City Manager

CITY OF

# COQUITLAM



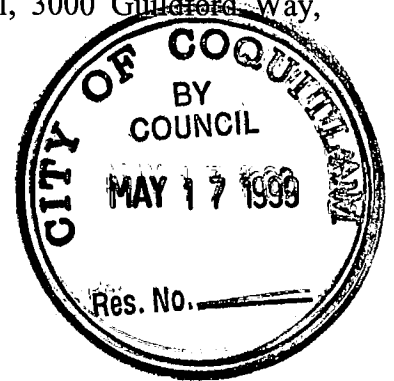
504

## ECONOMIC DEVELOPMENT COMMITTEE MINUTES

MAY 11, 1999

A Meeting of the Economic Development Committee convened on Tuesday, May 11, 1999 at 8:00 a.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Committee Members Present: Mayor Jon Kingsbury  
Councillor Mae Reid  
Bruce Clayman  
Mark Crozet  
Abdel Ginena  
John Grasty  
Jim Jacks  
Bob Mason  
Gordon Cartwright  
Marion Lochhead  
Richard Stewart



Guests: Bob Thompson, Greater Vancouver Economic Partnership Society

Staff Present: Deb Day, General Manager Planning and Development  
Emily Chu, Manager Development Services  
Warren Jones, City Clerk

### ITEM I - MINUTES OF MARCH 16, 1999

The Committee approved the Minutes of the Economic Development Committee Meeting held March 16, 1999.

### ITEM II - BUSINESS ARISING FROM MINUTES

Nil

### ITEM III - NEW BUSINESS

#### 1 Greater Vancouver Business Partnership

Mayor Kingsbury introduced Bob Thompson, General Manager of the Greater Vancouver Partnership, a newly formed non-profit society promoting economic development opportunities for the Lower Mainland Region through a coordinated and comprehensive approach. Mr. Thompson outlined:

*Me*

- the background to the creation of the agency from private and public sector participants;
- the need, rationale and purpose for such an agency and approach;
- the planned projects and activities including a site selection template, single promotional document, background research and statistical inventories, and a regional form for a regional economic strategy.

He indicated that the Partnership is seeking support from Coquitlam through the provision of information and analysis, ideas and financial support.

## 2 Approvals Process Review

Emily Chu, Manager Development Services, identified the proposed process for reviewing the City's development process. She said that a survey of customers will be conducted to examine the level of satisfaction and to identify how the City might better provide development services. Following the survey a workshop will be organized to discuss and analyze the survey results. Emily Chu, Manager Development Services, said that the City hopes to complete the review and report back to the Committee in early July.

## 3 Discovery Parks and Douglas College

Emily Chu, Manager Development Services, reported on a recent meeting between City representatives and Mr. Betteridge of Discovery Parks and K. Maynes of Douglas College. The meeting was arranged to discuss ideas for nurturing the "high tech" industry in Coquitlam.

## 4 Northeast Coquitlam OCP

The General Manager Planning and Development appeared to present information related to the economic development implications of the draft Northeast Coquitlam OCP. She said that it is estimated that the value of construction of the proposed plan is approximately \$2 billion. When complete it is estimated that 1,200 full time jobs will be created to serve the residents of the Northeast. The General Manager outlined some of the tourism and outdoor business opportunities that might evolve in the Northeast. She said that the plan seeks to preserve and enhance the agricultural industry and to encourage high tech opportunities.

The Committee agreed to invite representatives from BC Parks to discuss future plans for Pinecone and Burke Mountain Park.

**ITEM IV - OTHER BUSINESS**

Nil

**ITEM V - NEXT MEETING**

The next meeting is scheduled for Tuesday, June 15, 1999 at 7:00 p.m.

**ITEM VI - ADJOURNMENT**

The Chair declared the Meeting adjourned - 8:55 a.m.

---

CHAIR

Warren Jones  
City Clerk



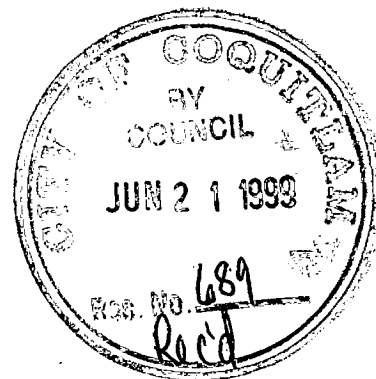
506

**ECONOMIC DEVELOPMENT COMMITTEE MINUTES**

A meeting of the Economic Development Committee was held on Tuesday, June 15, 1999 at 7:00 p.m. in the Council Board Room 480 with following persons present:

COMMITTEE MEMBERS:

- Mayor Jon Kingsbury
- Councillor Mae Reid
- G. Cartwright
- M. Crozet
- J. Grasty
- C. Hodge
- J. Jacks
- B. Lee
- M. Lochhead
- C. Nieman



STAFF:

- R. Hicks, General Manager Corporate Services
- D. Buchanan, Assistant City Manager

**ITEM I - MINUTES - MAY 11, 1999**

The Committee approved the Minutes of the Economic Development Committee Meeting held May 11, 1999.

**ITEM II - BUSINESS ARISING FROM MINUTES**

None.

**ITEM III - NEW BUSINESS**

**1 Chamber of Commerce Economic Development Survey**

Committee members commented on the issues raised in the material such as transportation concerns, population growth as a positive, as well as matters such as parking which did not get raised.

*LAH*



**2 Schoolhouse Street Industrial Area Land Use Study**

Mr. Buchanan introduced the item and then Councillor Reid described the "hybrid" approach being taken and the review of industrial zoning provisions which is underway.

**3 IMAX and Coquitlam Centre Expansion**

Councillor Reid described the IMAX proposal which led to discussion of the entertainment industry including the PNE.

On the Coquitlam Centre expansion Ben Lee indicated his understanding of possible changes here, at Westwood Mall and at Sunwood Square.

**4 BioParks 99 Conference**

Robin Hicks outlined the highlights from this conference noting that Bruce Clayman had opened the conference and Mark Betteridge had made a presentation regarding Discovery Parks. The nature of biotech companies, their connection to universities and the type of buildings required were described. The six key ingredients of finance, critical mass of research, human resource availability, infrastructure connectivity (to academia) and quality of life associated with the industry were noted.

In Greater Vancouver these businesses are concentrated on the west side. However, this is the growth industry of the next decade and maintaining and enhancing links with Colleges and Universities was advocated to take advantage of opportunities in this field.

This led to discussion on the industry and the role of the City being limited to land and infrastructure provision.

**5 Lower Mainland Employment Study and GVRD Economic Development Indicators**

---

Mr. Buchanan outlined the study on distribution of employment. The Committee was satisfied with the information and concluded that a fuller presentation by GVRD staff was not required.

**6 Follow up on Pinecone Burke Provincial Park**

Mr. Buchanan advised that he had spoken to Ray Peterson, District Manager of BC Parks, following up on the Committee's request. The public planning process for the Park is some time away, though a memorandum of understanding has been developed with the Katzie First Nation. Mr. Peterson indicated that he was willing to speak to the Committee at a future meeting.

Later the issue of ski facilities on Burke Mountain was raised as an item to discuss with Mr. Peterson.

Mayor Kingsbury noted that the Katzie also have concerns with gravel pit development on Pitt Lake which raises concerns for the wider community as well.

**ITEM IV - OTHER BUSINESS**

**1 Leaky Condo Issue**

John Grasty noted that the verified costs of \$33 M to remedy this problem in the Town Centre area, when extrapolated to the whole City, would mean a significant reduction in purchasing of other goods and services. This led to discussion of the benefits to the construction sector and use of savings by the affected households which would mitigate the above impact.

**2 Next Meeting**

This was scheduled for September 14 at 8:00 a.m., Council Committee Room with the agenda to include:

- Ray Peterson on Pinecone Burke Provincial Park
- an update on the Film Policy from Leisure & Parks
- a report on the Approvals Process Review by Planning and Development.

**3 Future Subjects**

Chris Nieman raised the issue of public private partnerships as a matter which the Committee should address in the next year.

Tuesday, June 15, 1999 - Page 4  
Economic Development Committee Meeting - 7:00 p.m.

**ITEM V - ADJOURMENT**

The Committee adjourned at 8:15 p.m.



D. Buchanan  
Assistant City Manager

---

CHAIR

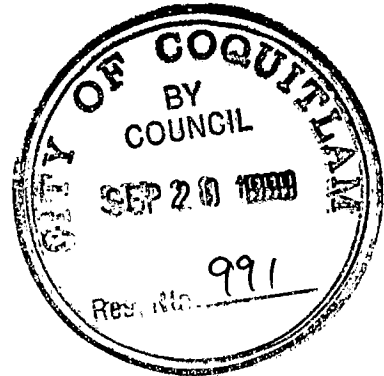


505

**ECONOMIC DEVELOPMENT COMMITTEE MINUTES**  
**SEPTEMBER 14, 1999**

A Meeting of the Economic Development Committee convened on Tuesday, September 14, 1999 at 8:00 a.m. in the Council Committee Room, Coquitlam City Hall; 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Committee Members Present: Mayor Jon Kingsbury  
Councillor Mae Reid  
Councillor Jim Stangier  
Bruce Clayman  
Mark Crozet  
Abdel Ginena  
Jim Jack  
Gordon Cartwright  
Marion Lochhead  
Richard Stewart  
Chris Nieman  
Ben Lee



Guests: Ray Peterson, District Manager BC Parks

Staff Present: Robin Hicks, General Manager Corporate Services  
Jennifer Wilkie, Manager Corporate Planning  
Peter Licht, Film Coordinator

**ITEM I - MINUTES OF JUNE 15, 1999**

The Committee approved the Minutes of the Economic Development Committee Meeting held June 15, 1999.

**ITEM II - BUSINESS ARISING FROM MINUTES**

Nil

*Mu*

**ITEM III - NEW BUSINESS**

1 Pinecone Burke Provincial Park - Ray Peterson, District Manager BC Parks

Ray Peterson outlined the present status of the Park which is a Class A Provincial Park. This designation automatically precludes commercial development such as exists at Cypress or Seymour. A master plan project for joint management is underway but currently deferred because of Katzie First Nations Treaty Negotiations. In the interim, trail inventories and other mapping data are being compiled.

Councillor Stangier entered the meeting at this time.

2 Film Production Update

Peter Licht provided an update of filming activities in Coquitlam, in particular Da Vinci's Inquest on location at the City Hall in August and confirmed for future dates. In excess of \$30,000 in fees has been collected to date and other spin offs to the RCMP and other sites has occurred. The Mayor requested a more detailed report on revenues and associated activity within the community.

3 Promotional Video Status

Peter Licht indicated that Maverick Video had been selected through a vender process and were already shooting at various locations. A proposed script is being reviewed, eighty sites have been identified and a 10 - 11 minute video is scheduled for completion by the end of October (Budget \$ 10,000).

4 Smart Communities Update - Robin Hicks

Robin Hicks provided an update of the Smart Communities Federal Grant Program. The Committee received an overview of the Tri-City submission under the first phase of the grant program. Successful applicants will be notified in October and invited to submit Business Plans.

**ITEM IV - OTHER BUSINESS**

- 1 The hiring of a new Manager Economic Development and Public Affairs, Don Allan, to start on October 18, was announced by the Mayor. He will be invited to attend the next meeting on October 26, 1999.
- 2 General discussion took place on a number of topics including:
  - Purpose and function of Committee and specific action tasks. A year end synopsis should be prepared at the end of this first year and together with Don Allan, a proactive plan established for the year 2000;
  - Public Private Partnerships were discussed and it was generally felt that Coquitlam had done well through such contracts as garbage, Planet Ice, and should continue along this path;
  - Municipal rights of way and potential revenue generation, were discussed and are currently being researched by staff;
  - Business survey required to establish why businesses come or don't locate here.
- 3 Action Items:
  - 1 **Update on development process review.**
  - 2 **DCC's and Coquitlam's position in this competitive environment.**
  - 3 **Film Activity Report including fee generation, numbers involved, employment spin off etc.**

**ITEM V- TABLED ITEMS**

- 1 Brochure - 3Ps in Infrastructure Development
- 2 GVRD - Economic Indicators - August 1999

**ITEM VI- NEXT MEETING**

The next meeting is scheduled for Tuesday, October 26, 1999 at 7:00 p.m.

Tuesday, September 14, 1999  
Economic Development Committee

Page 4

**ITEM VII - ADJOURNMENT**

The Chair declared the Meeting adjourned - 8:50 a.m.

---

CHAIR

Robin Hicks  
General Manager Corporate Services

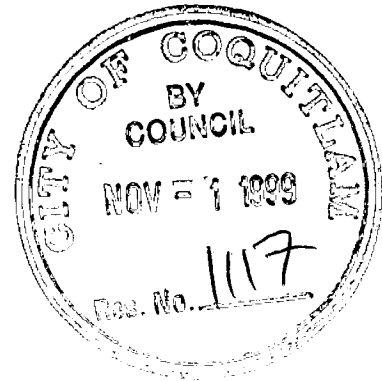


508

**ECONOMIC DEVELOPMENT COMMITTEE MINUTES**  
**OCTOBER 26, 1999**

A Meeting of the Economic Development Committee convened on Tuesday, October 26, 1999 at 8:00 a.m. in the Room 480, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Committee Members Present: Mayor Jon Kingsbury  
Councillor Mae Reid  
Bob Mason  
Ed Kargl  
Abdel Ginena  
Marion Lochhead  
Richard Stewart  
John Grasty



Staff Present: Norm Cook, City Manager  
Robin Hicks, General Manager Corporate Services  
Barry Elliott, General Manager Leisure & Parks Services  
Don Allan, Manager of Economic Dev. & Public Affairs  
Peter Licht, Film Coordinator

**ITEM I - MINUTES OF SEPTEMBER 14, 1999**

The Committee approved the Minutes of the Economic Development Committee Meeting held September 14, 1999.

**ITEM II - BUSINESS ARISING FROM MINUTES**

Nil



**ITEM III - NEW BUSINESS**

1 Don Allan – Introduction of New Manager of Economic Development and Public Affairs

The Mayor introduced Don Allan to the Committee. Don Allan is the City's new Manager of Economic Development and Public Affairs and started with Coquitlam on October 18, 1999

2 Development Cost Charges

Robin Hicks, General Manager of Corporate Services, provided an overview of Coquitlam's Development Cost Charges and program reviews planned for early 2000. He also referred to the Development Cost Charge Best Practices Guide published by the Province in 1997 and plans to reconvene the Development Review Committee later this month. Any comments or suggestions should be communicated to Robin for onward transmittal. There was discussion on various aspects of Development Cost Charges including short term incentive windows, predictability for developments in progress, notice of charges and calculations based on square footage.

The City is in the process of reviewing their Current Development Cost Charge status with analyses of capital programs, development projections and levies accumulated and spent. Alternative approaches to calculations, implementation eg. Square footage and the areas of impact will be considered and presented to Council.

3 Annual Review of Economic Development Activity and Indicators

Don Allan reviewed a report that he tabled on the current years activities under the direction of this Committee and construction occurring over the period 1997-1999. Over \$300 million of development has occurred in this time frame with the creation of almost 4000 temporary and permanent jobs.

As outlined in the attached report considerable effort has been initiated in 1999 in identifying new business opportunities and establishing specific action plans to attract these industries to Coquitlam, for example high tech and film production. Tourism has also been cited as one of the principle areas of expansion which this City can take advantage of

4 Film Activity Report

Peter Licht the City's Film Coordinator presented a "token" cheque of \$400 from Final Run Productions Corporation to the Mayor for their appreciation of exemplary service provided by Coquitlam staff during their filming within City locations.

Peter reviewed his report and commented on film activity in the Province and in Coquitlam and on the economic spin offs to the community.

**ITEM IV - OTHER BUSINESS**

NIL

**ITEM V - TABLED ITEMS**

- 1 Economic Development Committee Annual Review
- 2 Township of Langley – DCC Summary 1998

**ITEM VI - NEXT MEETING**

The next meeting is at the call of the Chair.

**ITEM VII - ADJOURNMENT**

The Chair declared the Meeting adjourned – 9:05 a.m.

---

CHAIR

Robin Hicks  
General Manager Corporate Services

## **1. FACTS ABOUT THE BC FILM AND TELEVISION INDUSTRY**

- ❑ Film and television production in BC is poised to reach a record high of \$1 billion in 1999.
- ❑ Approximately 35,000 British Columbians are employed full time and part time in the industry.
- ❑ Since 1978, people locally hired on productions have increased from 40% to 97% of the average crew.

## **2. BENEFITS**

The following benefit directly and significantly from production activity:

- ❑ Hotels, food suppliers, accounting services, vehicle rentals, gas stations and lumber yards are just a few of the businesses that benefit directly from production activity.
- ❑ Motion picture production is a non-polluting, value-added, labour intensive, diversifies the BC economy, and represents foreign investment.
- ❑ It shows off our City as a good place for production companies to come and film.
- ❑ People in the Lower Mainland working in the film industry get to see Coquitlam as a good place to relocate and have a better understanding of what business opportunities we offer.

## **3. INTERNATIONAL MARKETING**

- ❑ The strategy is to raise awareness of BC as a production centre among producers and production executives in key markets—Los Angeles and New York.
- ❑ In 1998, the BC Film Commission provided services to \$3 billion worth of production.

## **4. PRODUCTION**

- ❑ The average project spends in excess of \$7 million and creates 113 jobs.

## **5. DIRECT ECONOMIC GAINS MADE FOR THE CITY**

- ❑ In 1997 and 1998, the City made a combined total of \$29,000.
- ❑ In the first three quarters of 1999, the City made a total of \$40,000 and more filming is scheduled before the end of the fourth quarter.

These figures indicate that we are heading in the right direction.

Peter Licht  
Filming Coordinator

# ECONOMIC DEVELOPMENT COMMITTEE

## ANNUAL REVIEW

October 1999

---

The Economic Development Committee (EDC) is the lead organization responsible for the establishment, coordination and implementation of the City's economic development Action Plan. The EDC, established in August 1998, is chaired by the Mayor and also has one Councillor as a member. The other appointees come from the Chamber of Commerce, the Fraser Port, the development community, small business, education and the film industry. Priorities established provide a focus on the following sectors: film industry, high tech sector, tourism industry, and business expansion and attraction.

**1. Opportunities Identification: The EDC is exploring a number of opportunities.**

- a) Film Commission Action Plan: The EDC put forward elements of a plan for the film production industry. These include naming of a City Production Coordinator and adoption by Council of official policies and procedures to make the City "film friendly".
- b) High Tech Action Plan: The EDC has started work on elements of a plan to attract new investment in high tech industries. The establishment of an incubator location and a possible role for Discovery Parks is being investigated. An inventory of local high tech firms has been completed.
- c) Tourism Action Plan: The EDC is exploring the implications of the Northeast OCP as it relates to new development opportunities particularly in the outdoor tourism industry. The forum, *By Design, Not By Chance*, clearly identified tourism as the most significant creator of new jobs and income by the year 2007 and the EDC intends to ensure that Coquitlam is positioned to take advantage of this trend.
- d) New Business Expansion and Attraction Action Plan: The EDC has embarked on a number of initiatives to ensure a healthy business climate. The Planning and Development Department is undertaking a review of their approval processes. In addition, the Chamber has completed a preliminary business retention survey to identify the pros and cons of doing business in the City of Coquitlam. The Chamber rates Coquitlam as the most business friendly community in the Tri-Cities.

## 2. Development and Coordination of Marketing Materials

- a) City Video Production: A 10-minute marketing video on the City of Coquitlam is in the final stages of production. This video will be used to attract new business investment and will be marketed through a variety of venues including the City web site and possibly local cable broadcasts
- b) City Economic Development Magazine Production: This publication provides an introduction to the City and highlights its strengths as an excellent community in which to live and do business.
- c) City of Coquitlam and Chamber of Commerce Tri-City Community Profiles: The City of Coquitlam Planning and Development Department produces detailed profiles on each area of the City. In addition, The Chamber of Commerce updates a Tri-City profile every two years. These documents will be used extensively to respond to site selection requests in an accurate, timely manner.
- d) Immigrant Investors Program: This program encourages immigrants with business expertise to invest in Canada. The EDC is looking at the possibility of using this program to target new investment.

## 3. Future Directions

- a) Action Plan 2000: The EDC will complete an aggressive Action Plan for the Year 2000.
- b) Public/Private Partnerships: The Committee will examine the potential benefits of entering into public/private partnerships to achieve its goals.
- c) Smart Communities: The EDC will pursue the objectives established by Industry Canada to ensure the City of Coquitlam can be marketed as a *Smart Community*. An application has been submitted on behalf of the Tri-Cities. The Smart Communities Program is a three-year federal program created by Industry Canada to assist Canada in becoming a world leader in the development and use of information and communication technologies.

**City of Coquitlam  
Construction/ Economic Activity  
1997 - 1999**

Appendix A

Project Description	Size	Construction Value	Jobs Created	
			Construction	Ongoing
Coquitlam Centre expansion	366,000 sq ft	24,300,000	500	375
Schoolhouse theatre complex	125,400 sq ft	18,000,000	153	266
Executive Inn - North Road		11,000,000	125	160
Henderson Centre - Phase I Commercial complex/ high rise		18,000,000	153	120
<b>Civic/ Social complexes</b>				
Parkway Middle School (new)		7,120,000	61	55
Douglas College/ Pinetree School		13,794,000	117	95
Upgrade to Mountain View elementary		990,000	10	
Hillcrest Elementary		2,200,000	19	
Maple Creek Middle School		982,600	8	
Summit Middle School		7,120,000	60	
Upgrade to Charles Best		4,860,000	30	
3129 Ozada - church complex		1,100,000	9	5
1294 Johnston - church complex		855,000	7	5
1415 Noons Creek - church		1,800,000	15	5
3345 Robson - church		2,070,000	18	5
		<b>42,891,600</b>	<b>354</b>	<b>170</b>
<b>Multi- unit complexes</b>				
1196 Pipeline	24 storey high rise	11,000,000	100	
1751 Paddock	39 townhouse units	3,500,000	30	
1651 Parkway Boulevard	10 townhouse units	703,500	6	
Smith Ave	68 unit apartment	3,015,000	25	
3405 Plateau Boulevard	60 townhouse units	8,640,000	73	
1420 Parkway Boulevard	190 unit apartment	13,534,000	115	
3300 Plateau Boulevard	24 townhouse units	2,500,000	21	
1486 Johnson St.	52 townhouse units	3,348,000	28	
1413 Brunette Ave	55 townhouse units	2,772,000	24	
1136 Brunette		2,353,050	20	
528 Rochester	116 units	4,950,000	42	
1111 Brunette - social housing	86 unit project	7,000,000	60	
2351 Parkway	60 units	9,840,000	84	
		<b>73,155,550</b>	<b>628</b>	<b>0</b>

15 units / job ongoing. Support services

**City of Coquitlam**  
**Construction/ Economic Activity**  
**1997 - 1999**

Appendix A

Project Description	Size	Construction Value	Jobs Created	
			Construction	Ongoing
<b>Commercial complexes</b>				
3050 Gordon Ave auto centre		630,000	3	
1650-1750 Hartley -		1,900,000	16	
1045 Lougheed - auto centre		270,000	2	
1055 Lougheed 3 restaurants		749,250	6	
948 Austin Ave - service stn		750,000	6	
2968 Christmas Way - pub		325,000	3	
1410 Parkway - commercial complex	4800 m2	4,066,300	35	
3251 Plateau Blvd - golf club house		4,251,000	35	
1001 United Blvd - driving range and club		1,290,000	11	
439 North Rd - Extra foods renovation		900,000	8	
		<b>15,131,550</b>	<b>125</b>	
<b>Industrial complexes</b>				
1450 Hartley Ave		1,200,000	10	
1650 Hartley Ave		940,000	8	
145 Schoolhouse St		3,000,000	25	
95 Schooner St		807,969	7	
1315 United Boulevard		1,350,000	11	
2714 Barnet Highway		480,000	4	
145 Golden Drive		1,000,000	9	
100 Golden Drive		1,500,000	13	
18 Fawcett Drive		500,000	4	
95 Brigandine		730,000	6	
98 Brigandine		1,080,000	9	
1575 Hartley - ICBC		5,000,000	43	
		<b>17,587,969</b>	<b>149</b>	

**City of Coquitlam**  
**Construction/ Economic Activity**  
**1997 - 1999**

Appendix A

Project Description	Size	Construction	
		Value	Jobs Created Construction    Ongoing
<b>City Capital Construction</b>			
Evergreen Cultural centre		8,560,000	73
Heritage Square complex		3,720,000	32
Robinson Memorial park		1,400,000	12
City Hall		19,300,000	164
Fibre Optics up Pinetree		550,000	5
Public Safety Building		15,200,000	130
Town Centre road and infrastructure		3,100,000	26
Town Centre sports field		730,000	6
Sportsfields/ parks and opens space improvements		4,200,000	36
Ditch elimination and associated improvements		4,100,000	35
Drainage improvements		5,300,000	45
Roads and Transportation improvements		15,200,000	65
Water and sewer capital improvements		7,600,000	35
		<b>88,960,000</b>	<b>664</b>
<b>Total activity (Jan 97 - Oct 99)</b>		<b>309,026,669</b>	<b>2,851    1,091</b>