



**MINUTES  
BUSINESS ADVISORY COMMITTEE**

**April 19, 2023, 1:00 PM  
IN THE COUNCIL CHAMBER**

**PRESENT:** Councillor S. Sharp, Chair  
Councillor E. Spencer, Vice-Chair  
City Manager Designate E. Chrusch

**ALSO PRESENT:** General Manager C. Arthurs  
Legislative Coordinator M. A. Cario  
Legislative Advisor J. Palaschuk

1. CALL TO ORDER

Councillor Sharp called the meeting to order at 1:01 p.m.

ROLL CALL

City Manager Designate Chrusch, Councillor Spencer, and Councillor Sharp.

2. OPENING REMARKS

Councillor Sharp provided opening remarks and a traditional land acknowledgment.

3. CONFIRMATION OF AGENDA

**Moved by** Councillor Spencer

That the Agenda for the 2023 April 19 Regular Meeting of the Business Advisory Committee be confirmed.

**MOTION CARRIED**

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Regular Meeting of the Business Advisory Committee, 2022 October 11

**Moved by** City Manager Designate Chrusch

That the Minutes of the 2022 October 11 Regular Meeting of the Business Advisory Committee be confirmed.

**MOTION CARRIED**

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 Update Report on Streamlining Change of Use, BAC2023-0351

A clerical correction was noted on page 3 of Attachment 3 for Report BAC2023-0351, by deleting the date "2023 October 11" and replacing with the date "2022 October 11".

**Moved by** City Manager Designate Chrusch

That with respect to Report BAC2023-0351, the following be approved:

That the Business Advisory Committee recommend that Council receive this Report for the Corporate Record.

For: (3): Councillor Sharp, Councillor Spencer, and City Manager Designate Chrusch

**MOTION CARRIED**

7.2 Update on Scoping Customer Service Training (Verbal), BAC2023-0348

**Moved by** Councillor Spencer

That with respect to Verbal Report BAC2023-0348, the following be approved, **after amendment:**

That the Business Advisory Committee **request** that the Business and Local Economy team continue the scoping of customer service training and report back to the Business Advisory Committee with an update by the end of Q3 2023.

For: (3): Councillor Sharp, Councillor Spencer, and City Manager Designate Chrusch

**MOTION CARRIED**

8. ITEMS DIRECTLY TO COMMITTEE

8.1 REFERRED REPORTS

None

8.2 NOTICE(S) OF MOTION

None

9. URGENT BUSINESS

None

10. CONFIDENTIAL ITEMS

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

None

10.2 URGENT BUSINESS

None

11. BRIEFINGS

None

12. ADJOURNMENT

**Moved by** City Manager Designate Chrusch

That this meeting adjourn at 1:30 p.m.

**MOTION CARRIED**

The following item has been forwarded to the 2023 May 9 Regular Meeting of Council:

CONSENT

- Update Report on Streamlining Change of Use, BAC2023-0351

The next Regular Meeting of the Business Advisory Committee is scheduled to be held at the Call of the Chair.

CONFIRMED BY COMMITTEE ON

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CHAIR

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CITY CLERK