

# Council Regular Agenda

Council Chambers, 3<sup>rd</sup> Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Tuesday, April 23, 2019

Time: 6:00p.m.

## 1. CALL TO ORDER

**REVISED**

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

#### Recommendation:

*That the April 23, 2019, Regular Council Meeting Agenda be adopted with the following changes:*

*Deletion of the following items:*

- 6.2 Business Bylaw Amendment No. 4120 (Suite Rental Businesses) – Adoption
- 6.3 Ticket Information Utilization Amendment Bylaw No. 4117 (Suite Rental Business) – Adoption; and
- 6.4 Bylaw Notice Enforcement Amendment Bylaw No. 4119 (Suite Rental Business) – Adoption.

## 3. CONFIRMATION OF MINUTES

### 3.1 Minutes of Council Meetings

#### Recommendation:

*That the minutes of the following Council Meetings be adopted:*

- April 9, 2019, Regular Council Meeting.

## 4. PROCLAMATIONS

### 4.1 Day of Mourning – Moment of Silence

## 5. DELEGATIONS

### 5.1 Mr. Bob Lee - 2019 May Days

## 6. BYLAWS

### 6.1 Fees & Charges Bylaw Amendment No. 4121 (City Hall Rental) - First Three Readings

#### Recommendation:

*That Council give Fees & Charges Bylaw Amendment No. 4121 first three readings.*

### ~~6.2 Business Bylaw Amendment No. 4120 (Suite Rental Businesses) – Adoption~~

#### ~~Recommendation:~~

~~*That Council adopt Business Bylaw Amendment 4120.*~~

### ~~6.3 Ticket Information Utilization Amendment Bylaw No. 4117 (Suite Rental Business) – Adoption~~

#### ~~Recommendation:~~

~~*That Council adopt Ticket Information Utilization Amendment Bylaw No. 4117*~~

### ~~6.4 Bylaw Notice Enforcement Amendment Bylaw No. 4119 (Suite Rental Business) – Adoption~~

#### ~~Recommendation:~~

~~*That Council adopt Bylaw Notice Enforcement Amendment Bylaw No. 4119.*~~

**7. NEW BUSINESS**

**8. OPEN QUESTION PERIOD**

**9. ADJOURNMENT**

**9.1 Adjournment of the Meeting**

Recommendation:

*That the April 23, 2019, Regular Council Meeting be adjourned.*

**Present:**

Chair – Mayor West  
Councillor Darling  
Councillor Dupont  
Councillor Penner  
Councillor Pollock  
Councillor Washington

**Absent:**

Councillor McCurrach

## 1. CALL TO ORDER

The meeting was called to order at 6:02 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Moved - Seconded:

*That the April 9, 2019, Regular Council Meeting Agenda be adopted with the following changes:*

- *Addition of Item 4.2 Enforcement of Rental Apartment Business Regulations; and*
- *Update to Item 8.1 Resolution to Close, Section 90 subsections.*

Carried

## 3. CONFIRMATION OF MINUTES

### 3.1 Minutes of Council Meetings

Moved - Seconded:

*That the minutes of the following Council Meetings be adopted:*

- *January 15, 2019, Special Council Meeting*
- *March 26, 2019, Regular Council Meeting.*

Carried

## 4. BYLAWS

### 4.1 Zoning Amendment Bylaw No. 4118 for 2255 Wilson Avenue - Third Reading

Moved - Seconded:

*That Council give Zoning Amendment Bylaw No. 4118 for 2255 Wilson Avenue third reading.*

Carried

### 4.2 Enforcement of Rental Apartment Business Regulations

Moved - Seconded:

*That Council*

1. *Give first three readings to Business Bylaw Amendment Bylaw No. 4120;*
2. *Give first three readings to Ticket Information Utilization Amendment Bylaw No. 4117; and*
3. *Give first three readings to Bylaw Notice Enforcement Amendment Bylaw No. 4119.*

Carried

## 5. REPORTS

### 5.1 Banking Resolution

Moved - Seconded:

*That Council appoint the following the positions and employees as signing officers on account with the Toronto Dominion Bank and any other financial institutions that the City may do business with for banking and investment purposes.*

<b>Position</b>	<b>Incumbent</b>
Chief Administrative Officer	Kristen Dixon
Director of Finance	Karen Grommada
Manager of Accounting Services	Sharleen Karamanian
Manager of Revenue & Collections	Brian North
Manager of Financial Planning & Systems	Farouk Zaba

That two signing officers continue to be required for bank signing authorization on behalf of the City.

Carried

## 6. NEW BUSINESS

6.1 Council provided updates related to community events.

## 7. OPEN QUESTION PERIOD

No public comments.

## 8. RESOLUTION TO CLOSE

### 8.1 Resolution to Close the April 9, 2019, Regular Council Meeting to the Public

Moved - Seconded:

That the Regular Council Meeting of April 9, 2019, be closed to the public pursuant to the following subsection(s) of Section 90 of the Community Charter:

Item 4.1

- (1) g) litigation or potential litigation affecting the municipality;
  - i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- (2) b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Item 4.2

- (1) c) labour relations or other employee relations.

Carried

Certified Correct,

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

# PROCLAMATION

**WHEREAS** Every year, more than 1,000 Canadian workers are killed on the job, thousands more are permanently disabled and hundreds of thousands of workers are injured; and

**WHEREAS** Thousands of workers die from cancer, lung disease, and other ailments caused by exposure to toxic substances at their workplaces; and

**WHEREAS** April 28 of each year has been chosen by the Canadian Labour Congress as:

- a Day of Mourning for the victims of workplace accidents and disease;
- a day to remember the maximum sacrifice they have been forced to make in order to earn a living;
- a day to renew approaches to governments for tougher occupational health and safety standards, and more effective compensation; and
- a day to rededicate ourselves to the goal of making Canada's workplaces safer; and

**WHEREAS** April 28<sup>th</sup> was proclaimed a "Day of Mourning" by an Act of Parliament on February 1<sup>st</sup>, 1991.

**NOW THEREFORE:** I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

**DO HEREBY PROCLAIM**

**April 28, 2019**

as a

**"Day of Mourning"**

**in recognition of workers killed, injured  
or disabled on the job**

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Brad West  
Mayor



## Fees & Charges Bylaw Amendment - Rental Rates

### **RECOMMENDATION:**

That Council give first three readings to Bylaw 4121.

### **PREVIOUS COUNCIL/COMMITTEE ACTION**

None.

### **REPORT SUMMARY**

A rental fee for Council Chambers is not currently included in the City's Fees and Charges Bylaw. The proposed bylaw amendment establishes a rental fee structure for Council Chambers in alignment with similar City facilities.

### **DISCUSSION**

The City's Fees and Charges Bylaw establishes the City's ability to levy charges for City services, including the rental of City facilities. The City receives occasional requests for the use of Council Chambers, but does not currently have an identified fee in its bylaw. Bylaw 4121 establishes a rental fee structure for City Hall that is in alignment with similar City facilities.

### **FINANCIAL IMPLICATIONS**

Rental revenue would be realised from the use of Council Chambers.

### **OPTIONS**

(Check = Staff Recommendation)

#	Description
1	Give first three readings to the bylaw.
2	Ask for additional information.
3	Take no action (do not give the bylaw any readings).

### **ATTACHMENTS**

Attachment #1: Bylaw 4121

Attachment #2: Fees and Charges Bylaw 3892 (with amended text)

CITY OF PORT COQUITLAM  
FEES AND CHARGES AMENDMENT BYLAW, 2019

Bylaw No. 4121

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The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “Fees and Charges Bylaw, 2015, No. 3892, Amendment Bylaw, No. 4121, 2019”.

2. ADMINISTRATION

Fees and Charges Bylaw, 2015, No. 3825 is amended as follows:

- 2.1 Adding “(City Hall – Council Chambers)” to Schedule “C” – Multi-Purpose Hall Rentals, at the first rental rate bracket.

READ A FIRST TIME this

READ A SECOND TIME this

READ A THIRD TIME this

ADOPTED this

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Mayor

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Corporate Officer

*Schedule "C"*  
PARKS & RECREATION

***Multi-Purpose Hall Rentals***

(Wilson Centre – Main Lounge)  
(Outlet – Work Room)  
(Gathering Place – Michael Wright Art Gallery)  
(City Hall – Council Chambers)  
(Hyde Creek Recreation Centre – Gym)  
(Port Coquitlam Recreation Complex – Mabbett Room)

- ***Effective Date: September 1, 2018***

<i>Category (per hour of rental)</i>	<i>Fees &amp; Charges for 2014</i>	<i>Fees &amp; Charges for 2015</i>	<i>Fees &amp; Charges for 2018</i> (WC, LS, GP, CH / HC / PRC)	<i>Comments</i>
	(WC, LS, GP / HC & PRC)	WC, LS, GP / HC & PRC)		
<b>NON-PROFIT COMMUNITY GROUPS</b>				Adjusted to reflect operating, market and/or inflationary changes. Fees and Charges for Port Coquitlam Recreation Complex have not been adjusted due to construction.
Adult/Senior (includes local government, service agencies, clubs, religious groups and PCSA members)	\$43.80/\$51.40	\$44.00/\$54.00	\$45.30/\$55.60/ \$54.00	
Youth/Local Schools (includes PCSA members)	\$21.80/\$25.80	\$22.00/\$27.00	\$22.70/\$27.80/ \$27.00	
<b>PRIVATE GROUPS</b>				Adjusted to reflect operating, market and/or inflationary changes. Fees and Charges for Port Coquitlam Recreation Complex have not been adjusted due to construction.
All Ages	\$54.80/\$64.40	\$55.00/\$67.60	\$56.70/\$69.60/ \$67.60	
<b>COMMERCIAL/ POLITICAL/ NON-RESIDENTS</b>				Adjusted to reflect operating, market and/or inflationary changes. Fees and Charges for Port Coquitlam Recreation Complex have not been adjusted due to construction.
All Ages	\$65.80/\$77.20	\$66.00/\$81.00	\$68.00/\$83.40/ \$81.00	

Note:

- All proposed fees are exclusive of tax, which will be added, if applicable.
- Daily rate is equal to 12 hours of the applicable hourly rate.
- PCSA = Port Coquitlam Sports Alliance Society



CITY OF PORT COQUITLAM  
BUSINESS AMENDMENT BYLAW, 2019  
Bylaw No. 4120

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The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “Business Bylaw, 2010, No. 3725, Amendment Bylaw, 2019, No. 4120.

2. AMENDMENTS

Business Bylaw, 2010, No. 3725 is amended as follows:

- 2.1 by substituting “enactment of this Section 42.1” for “adoption of this Bylaw” in Section 42.1;
- 2.2 by adding as Section 42.2 and renumbering Sections 42.2 to 42.12 accordingly:
  - 42.2 No owner of a suite rental business shall, having failed to comply with Section 42.1, continue to fail to enter into a new tenancy agreement as described in Section 42.1(a) or make other arrangements for the tenant’s temporary accommodation and return to their original suite as described in Section 42.1(b).
- 2.3 by substituting “Section 42.1 and 42.2” for “Section 42.1” in Section 42.3 as renumbered by this bylaw;
- 2.4 by adding the following as Section 42.3(a) and renumbering the remaining subsections of Section 42.3 accordingly:
  - (a) an owner of a Suite Rental Business is deemed to have required a tenant to vacate their suite pursuant to a notice of termination of tenancy if, having delivered such a notice prior to the enactment of Section 42.1, the owner has failed to, within 30 days of enactment of this Section 42.3(a), either comply with Section 42.1 or withdraw the notice of termination;
- 2.5 by substituting “Section 42.1 or 42.2” for “Section 42.1” in Section 42.4 as renumbered by this bylaw;
- 2.6 by substituting “the applicable section” for “that section” in Sections 42.4(a) and (b) as renumbered by this bylaw;
- 2.7 by changing the internal references in Sections 42.5 and 42.6 as renumbered by this bylaw from “Section 42.3” to “Section 42.4”;

- 2.8 by changing “Section 42.1 does not apply” in Section 42.8 as renumbered by this bylaw to “Sections 42.1 and 42.2 do not apply”;
- 2.9 by changing the internal reference in Section 42.10 as renumbered by this bylaw from “Section 42.10” to “Section 42.11”;
- 2.10 in Section 42.11 as renumbered by this bylaw by changing “contrary to this Bylaw” to “beyond the limit applicable under Section 42.1(b)” and by changing the phrase “this Bylaw” to “that Section”;
- 2.11 by changing “Sections 42.1 to 42.11” in Section 42.13 as renumbered by this bylaw to “Sections 42.1 to 42.12”;
- 2.12 by adding the following as Sections 42.14 and 42.15:
  - 42.14 Each day on which an owner contravenes Section 42.2 of this bylaw constitutes a separate offence, whether or not the owner subsequently complies with Section 42.1 in respect of that tenancy.
  - 42.15 No offence is committed against Section 42.1 or Section 42.2 of this bylaw:
    - (a) as of the date on which a tenant, having been given notice of eviction in contravention of this bylaw or having been evicted in contravention of this bylaw, is accommodated by the owner in accordance with Section 42.1, in respect of the renovation or repair for which the tenant has been evicted; or
    - (b) as of the date on which a copy of a written withdrawal of a notice of eviction that would have contravened this bylaw, having been previously provided to the tenant, is provided to the Licence Inspector.

READ A FIRST TIME this	9 <sup>th</sup> day of	April, 2019
READ A SECOND TIME this	9 <sup>th</sup> day of	April, 2019
READ A THIRD TIME this	9 <sup>th</sup> day of	April, 2019

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Mayor

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Corporate Officer

## CITY OF PORT COQUITLAM

### TICKET INFORMATION UTILIZATION AMENDMENT BYLAW, 2019

#### Bylaw No. 4117

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The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as "Ticket Information Utilization Bylaw, 1992, No. 2743, Amendment Bylaw, 2019, No. 4117".

2. AMENDMENTS

- 2.1 Ticket Information Utilization Bylaw, 1992, No. 2743 is amended in the table in Schedule 2 pertaining to Business Bylaw No. 3725 by adding the following rows to the table:

Evict tenant without relocating	42.1	\$1000.00	\$1000.00
Continuing failure to relocate tenant	42.2	\$1000.00	\$1000.00

READ A FIRST TIME this	9 <sup>th</sup> day of	April, 2019
READ A SECOND TIME this	9 <sup>th</sup> day of	April, 2019
READ A THIRD TIME this	9 <sup>th</sup> day of	April, 2019

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Mayor

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Corporate Officer

# CITY OF PORT COQUITLAM

## BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW, 2019

### Bylaw No. 4119

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The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as "Bylaw Notice Enforcement Bylaw No. 3814, 2013, Amendment Bylaw, 2019, No. 4119.

2. AMENDMENTS

2.1 Bylaw Notice Enforcement Bylaw No. 3814, 2013 is amended in the table in Schedule "A" pertaining to Business Bylaw No. 3725 by adding the following rows to the table:

Evict tenant without relocating	42.1	\$500.00	\$500.00	n/a
Continuing failure to relocate tenant	42.2	\$500.00	\$500.00	n/a

READ A FIRST TIME this	9 <sup>th</sup> day of	April, 2019
READ A SECOND TIME this	9 <sup>th</sup> day of	April, 2019
READ A THIRD TIME this	9 <sup>th</sup> day of	April, 2019

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Mayor

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Corporate Officer