

Committee of Council Agenda

Tuesday, December 3, 2019

2:00 p.m.

Heritage Room

3rd Floor, City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the Tuesday, December 3, 2019, Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

1

Recommendation:

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

- *October 29, 2019*
- *November 5, 2019*
- *November 12, 2019.*

4. REPORTS

4.1 Green School Initiative - School District No. 43 (verbal report)

Recommendation:

None.

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. RESOLUTION TO CLOSE

8.1 Resolution to Close

Recommendation:

That the Committee of Council Meeting of Tuesday, December 3, 2019, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

g. litigation or potential litigation affecting the municipality;

Item 5.2

k. 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;

Item 5.3

e. 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;

Item 5.4

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

Item 5.5

c. labour relations or other employee relations;

Item 5.6

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, December 3, 2019, Committee of Council Meeting be adjourned.

10. MEETING NOTES

Committee of Council Minutes

Tuesday, October 29, 2019

Heritage Room

3rd Floor, City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont

Councillor McCurrach
Councillor Penner
Councillor Washington

Absent: Councillor Pollock

1. CALL TO ORDER

The meeting was called to order at 2:01 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, October 29, 2019, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Washington

Absent (1): Councillor Pollock

Carried

3. REPORTS

3.1 Zoning Bylaw Minor Updates & Housekeeping Changes

Moved-Seconded:

That Committee recommend to Council:

A. That the Zoning Bylaw be amended to:

(1) confirm commercial floor area is excluded from the floor area ratio calculation in the Community Commercial Zone,

(2) permit personal services as a use accessory to indoor commercial recreation uses in industrial zones,

(3) make the following housekeeping amendments:

a. deleting the maximum patron capacity of a liquor primary licensed establishment; and

b. confirming the indoor amenity areas must be common property in strata buildings; and

c. making coach house and detached garage regulations consistent when combined as one building; and

B. That the Building & Plumbing Bylaw be amended to correct the Step Code implementation date.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Washington

Absent (1): Councillor Pollock

Carried

3.2 Summer 2019 Community Centre Update

Staff provided an update.

4. COUNCILLORS' UPDATE

Council provided updates on City business.

5. MAYOR'S UPDATE

None.

6. CAO UPDATE

None.

7. RESOLUTION TO CLOSE

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, October 29, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 4.1

g. litigation or potential litigation affecting the municipality;

Item 4.2

e. 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;

Item 4.3

g. litigation or potential litigation affecting the municipality;

Item 4.4

c. labour relations or other employee relations;

Item 4.5

c. labour relations or other employee relations;

Item 4.6

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Washington

Absent (1): Councillor Pollock

Carried

8. ADJOURNMENT

8.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, October 29, 2019, Committee of Council Meeting be adjourned at 5:32 p.m.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Washington

Absent (1): Councillor Pollock

Carried

9. MEETING NOTES

None.

Mayor

Corporate Officer

Committee of Council Minutes

Tuesday, November 5, 2019

Heritage Room

3rd Floor, City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, November 5, 2019, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Moved-Seconded:

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

- September 10, 2019
- September 17, 2019
- October 8, 2019
- October 15, 2019
- October 22, 2019.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4. 2020-2021 Capital Plan

4.1 2020-2021 Capital Plan

Moved-Seconded:

That a reduction of \$280,500 be approved in 2020 for 2020 Fleet Replacement.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That an additional \$75,000 be approved in 2020 for Neighbourhood Rehabilitation Detailed Design.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$25,000 be approved in 2020 and \$275,000 in 2021 for 2021 Traffic Calming.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$50,000 be approved in 2020 and \$1,200,000 in 2021 for Donald Street Path – Wilson Ave to McAllister Ave.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$40,000 be approved in 2020 and \$200,000 in 2021 for Intersection Control – Oxford St at Coquitlam Ave; and

That staff provide a future report with intersection control options.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor Penner

Carried

Moved-Seconded:

That \$7,500 be approved in 2020 and \$75,000 in 2021 for Intersection Improvements – Shaughnessy St at Eastern Dr.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Washington

Absent (1): Councillor Pollock

Carried

Moved-Seconded:

That \$150,000 be approved in 2020 for Mary Hill Bypass Improvements.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$140,000 be approved in 2020 and \$4,430,000 for McAllister Ave Improvements.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That an additional \$170,000 be approved in 2020 and \$3,245,000 in 2021 for Prairie Avenue Construction.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$700,000 be approved in 2020 for Prairie Ave MUP – Fremont St to Burns Rd.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That an additional \$85,150 be approved in 2020 for Public Safety Building Upgrade.

In Favour (5): Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Absent (2): Mayor West, and Councillor Darling

Carried

Moved-Seconded:

That \$25,000 be approved in 2020 and \$300,000 in 2021 for School and Park Road Safety Improvements.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$55,000 be approved in 2020 for Self-Contained Breathing Apparatus.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That Council approve the projects as outlined in Table 2: 2021 Capital Projects Listing for Neighbourhood Rehabilitation for a total of \$13,605,000.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$55,000 be approved in 2021 for Fire Department Toughbooks.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$50,000 be approved in 2021 for Fire Hall #2 Replacement – Feasibility/Scoping.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$1,695,000 be approved in 2021 for Fleet Replacement Program.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$75,000 be approved in 2021 for Gates Park – Field #2 Turf Replacement – Turf Design.

Amendment:

That staff seek out design-build options for Gates Park Field #2 turf replacement.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor Penner, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor McCurrach

Carried

Moved-Seconded:

That \$30,000 be approved in 2021 for Laptop and Tablet Replacements.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$50,000 be approved in 2021 for Network Infrastructure Replacement.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$80,000 be approved in 2021 for PC Purchasing.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$800,000 be approved in 2021 for Park Playground Improvements.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$88,200 be approved in 2021 for Public Safety Building Upgrades.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$50,000 be approved in 2021 for Software Purchases.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$100,000 be approved in 2021 for Solid Waste Carts and Locks.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$100,000 be approved in 2021 for Development Gaps.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$35,000 be approved in 2021 for Heavy Rescue Stabilization Equipment.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$2,000,000 be approved in 2021 for Land Acquisition.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor Penner, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor McCurrach

Carried

Moved-Seconded:

That \$25,000 be approved in 2021 for Lane Paving Program - Design.

Amendment:

That the motion on the floor be postponed pending a follow up report from staff.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$200,000 be approved in 2021 for Streetlights.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4.2 2020-2021 One-Time Enhancements

Moved-Seconded:

That \$30,000 be approved in 2020 and \$30,000 in 2021 for Corporate Office Microfilm Scanning.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$100,000 be approved in 2020 for Development Cost Charge Bylaw Update.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$150,000 be approved in 2020 for the Master Transportation Plan.

In Favour (6): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, and Councillor Pollock

Opposed (1): Councillor Washington

Carried

Moved-Seconded:

That \$175,000 be approved in 2020 for the Parks and Recreation Master Plan.

Amendment:

That the motion on the floor be postponed pending a follow up report from staff.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$25,000 be approved in 2020 for Pitt River Weir Assessment.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$45,000 be approved in 2020 for Subdivision Servicing Bylaw Update.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$16,400 be approved in 2020 and \$14,400 in 2021 for Tax and Utility Collection at Recreation Facilities Pilot.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$150,000 be approved in 2021 for Climate Change Adaptation Strategy.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$200,000 be approved in 2021 for Integrated Stormwater Management Plan.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That \$20,000 be approved in 2020 for the purchase of a portable speed reader.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

5. COUNCILLORS' UPDATE

None.

6. MAYOR'S UPDATE

None.

7. CAO UPDATE

None.

8. RESOLUTION TO CLOSE

Moved-Seconded:

That the Committee of Council Meeting of Tuesday, November 5, 2019, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

e. 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;

Item 5.2

i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, November 5, 2019, Committee of Council Meeting be adjourned at 8:57 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

The meeting recessed at 3:28 p.m. and reconvened at 3:39 p.m. and recessed at 5:05 p.m. and reconvened at 5:25 p.m..

Mayor

Corporate Officer

Committee of Council Minutes

Tuesday, November 12, 2019

Heritage Room

3rd Floor, City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Present: Chair - Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 3:30 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, November 12, 2019, Committee of Council Meeting Agenda be adopted as circulated.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

None.

4. DELEGATIONS

4.1 Force of Nature Alliance

Katelyn Maki, Forces of Nature member, gave a presentation on Climate Change Targets adopted in the region.

5. REPORTS

5.1 2020-2021 Capital Plan - Continuation

Moved-Seconded:

That \$25,000 be approved in 2021 for Lane Paving Program - Design.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That the lane west of Cedar, between Lincoln and Essex be added to the Lane Paving Program, with design in 2020 (\$29,000) and construction in 2021 (\$290,000) to be funded from Accumulated Surplus.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That discussion of the Parks and Recreation Master Plan be postponed until after the Port Coquitlam Community Centre is finalised and open.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That Committee of Council recommend to Council that the following be included in the 2020-2024 Financial Plan Bylaw:

- *Re-allocation of savings of \$470,000 in each of 2020 and 2021 for debt servicing costs from the CMO debt, to fund the 2020-2021 capital plan; and*
- *Re-allocation of savings of debt servicing costs of \$545,355 in 2020 and \$786,000 in 2021 for debt servicing costs from the PCCC debt, to fund the 2020-2021 capital plan; and*
- *A one-time transfer of \$1,840,000 from the cart reserve to the general capital reserve; and*
- *A transfer of \$295,000 from the general long term reserve to the general capital reserve.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

Moved-Seconded:

That Committee of Council recommend to Council that staff be given the authority to proceed with award of the 2020 and 2021 capital and one-time projects.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

6. COUNCILLORS' UPDATE

None.

7. MAYOR'S UPDATE

None.

8. CAO UPDATE

None.

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, November 12, 2019, Committee of Council Meeting be adjourned at 4:56 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

10. MEETING NOTES

None.

Mayor

Corporate Officer