



# Committee of Council Minutes

Tuesday, March 5, 2024

Council Chambers

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

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

Staff Present: R. Bremner, CAO  
C. Deakin, Corporate Officer  
J. Frederick, Director Engineering & Public Works  
B. Irvine, Director Development Services  
R. Kipps, Fire Chief  
D. Long, Director Community Safety & Corporate Services  
J. Lovell, Director Finance  
G. Mitzel, Director Recreation

---

## 1. CALL TO ORDER

The meeting was called to order at 2:05 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Moved-Seconded:

*That the Tuesday, March 5, 2024, Committee of Council Meeting Agenda be adopted as circulated.*

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

Carried

## 3. CONFIRMATION OF MINUTES

### 3.1 Minutes of Committee of Council

None.

## 4. REPORTS

### 4.1 RCMP 2023 Year in Review Report City of Port Coquitlam

Acting Officer in Charge, Carr gave a presentation on 2023 crime statistics and RCMP initiatives in Port Coquitlam, starting with an overview of 2023 Q4 stats. The 2023 year in review for the RCMP included educating the public on property crimes through social media, implementing a new property dashboard on property crimes, increased enforcement resulting in more violation tickets from general duty and the introduction of mental health nurses attending calls as part of the Mobile Integrated Crisis Response (MICR) Program.

### 4.2 Rezoning Application for 590 Dominion Avenue

Moved-Seconded:

*That Committee of Council:*

1. *Direct staff to bring forward an amendment to the Zoning Bylaw to add a new M4 (Intensive Light Industrial) zone that permits indoor commercial storage and industrial offices above the second storey of a building in addition to uses currently permitted in the M3 Light Industrial zone;*
2. *Direct staff to bring forward amendments to the Official Community Plan to accommodate a new M4 Intensive Light Industrial zone.*
3. *Having given consideration to s.475 of the Local Government Act, confirm the following consultation for the proposed Official Community Plan amendment:*
  - a. *Posting information on the City website;*
  - b. *Consideration of a staff report in an open Committee of Council meeting.*
4. *Direct staff to bring forward an amendment to the Parking and Development Management Bylaw to add parking regulations for indoor commercial storage and industrial offices uses.*
5. *Direct staff to bring forward an amendment to the Zoning Bylaw to rezone 590 Dominion Avenue to M4 Intensive Light Industrial;*
6. *Recommend to Council that prior to adoption of the amending bylaw for 590 Dominion Avenue, the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. *Completion of a subdivision plan to the satisfaction of the Approving Officer including subdivision of the site into two parcels, corner cut-offs and road dedication along Seaborne Avenue;*
  - b. *Submission of plans, fees, securities and agreements for off-site works and services;*

7. *Recommend to Council that Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2022, No. 4285 for 590 Dominion Avenue be repealed.*

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

Carried

**4.3 Development Permit Application for 3188 Shaughnessy Street and 2154, 2156, 2168, 2170, 2186 and 2190 Prairie Avenue**

Moved-Seconded:

*That Committee of Council approve Development Permit DP000552 which will regulate the development of an apartment building and landscaping at 3188 Shaughnessy Street and 2154, 2156, 2168, 2170, 2186 and 2190 Prairie Avenue.*

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

Carried

**4.4 Development Permit Application for 2130 and 2180 Rindall Avenue**

Moved-Seconded:

*That Committee of Council approve the Development Permits for townhouse developments at 2130 Rindall Avenue (DP000530), and 2180 Rindall Avenue (DP000531).*

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

Carried

**4.5 UBCM Grant Application to Support Change Management**

Moved-Seconded:

*That Council direct staff to apply for the 2024 Local Government Development Approvals for a \$150,000 grant to fund Change Management Services.*

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

Carried

#### 4.6 Determining Construction Value for Un-sprinklered Buildings

Moved-Seconded:

*That Council approve a legislative policy in order to allow the threshold for the construction value of improvements to existing one and two-family dwellings to account for inflation.*

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

Carried

### 5. NOTICE OF MOTION

#### 5.1 Draft UBCM Resolution - Gender Equity: Updating the Provincial Occupational Health and Safety Regulations, and the British Columbia Building Codes to include provisions for Menstrual Supplies

Councillor McCurrach provided a notice of motion for a proposed draft resolution to the UBCM regarding Gender Equity: Updating the Provincial Health and Safety Regulations, and the British Columbia Building Code to include provisions for Menstrual Supplies.

Moved-Seconded:

*That the Notice of Motion be waived and that Committee of Council support the following resolution:*

**WHEREAS** *the British Columbia Building Code for 2024 uses a measured approach that aims to balance accessibility and inclusively of ALL people; and*

**WHEREAS** *the 2024 British Columbia Building Code contains updated accessibility features for universal washrooms and that they must contain full sized adult changing tables; and no new updates were made on equity or full inclusivity to include menstrual supplies or sanitary disposal bins for those who menstruate; and*

**WHEREAS** *equity-based policies around access to menstrual products helps to support inclusion, accessibility, mobility, reduces stigma, and promotes gender equality for ALL people; and*

**WHEREAS** *menstruation is a normal, healthy bodily function and needs to be managed immediately; and*

**WHEREAS** *publicly accessible washrooms across Canada are governed by federal and provincial Building Codes, which state explicitly the amenities and supplies required by law, namely free toilet paper, soap, hand-drying facilities in all restrooms, urinals in the men's restrooms; and*

**WHEREAS** *the Provincial Building Code and Occupational Health and Safety Regulations contain no mention of menstrual supplies or sanitary disposal bins,*

*leaving it up to the building owner to decide if menstrual supply dispensers are installed for the benefit of their visitors, and if a cost is levied for the dispensed products; and*

**WHEREAS** *in December 2023, the Canada Occupational Health and Safety Regulations were revised to include menstrual products in ALL federally regulated workplace restrooms; and*

**WHEREAS** *numerous municipal jurisdictions across Canada have implemented new policies or pilot projects to put menstrual supplies in restrooms; and*

**WHEREAS** *amending the British Columbia Building Codes will obviate the need for individual municipalities to pass resolutions or start pilot projects to put menstrual products in civic restrooms, ensuring equitable access across the province; and*

**WHEREAS** *the Minister of Education for British Columbia, recognizing lack of access to menstrual supplies in schools as a barrier to education and an issue of equity in 2019 required all schools to provide free menstrual products in schools;*

**THEREFORE BE IT RESOLVED** *that the Union of British Columbia Municipalities (UBCM) call upon the Province of British Columbia to update the Occupational Health and Safety Regulations, and the British Columbia Building Codes to include provisions for menstrual supplies, and sanitary disposal bins as is currently required for toilet paper in restrooms outside the home.*

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

Carried

**6. COUNCILLORS' UPDATE**

Council provided updates on City business.

**7. MAYOR'S UPDATE**

Mayor West provided an update on City business.

**8. CAO UPDATE**

CAO provided an update on City business.

**9. RESOLUTION TO CLOSE**

**9.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, March 5, 2024, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:*

Item 5.1

*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 5.2

*c. labour relations or other employee relations;*

*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;*

*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 McCurrach, Councillor Penner, Councillor Petriw, Councillor Pollock, and Councillor Washington

Carried

**10. ADJOURNMENT**

**10.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, March 5, 2024, Committee of Council Meeting be adjourned.  
(5:01 p.m.)*

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

Carried

---

Mayor

---

Corporate Officer