



City of Port Moody

Minutes

Governance and Legislation Committee

Electronic Webinar via Zoom
Tuesday, October 17, 2023
at 8:29pm

Present: Mayor M. Lahti
Councillor S. Agtarap
Councillor K. Knowles
Councillor A. Lubik
Councillor H. Lurbiecki
Councillor C. Morrison
Councillor D. Dilworth

In Attendance: Tim Savoie – City Manager
Mary De Paoli – Manager of Policy Planning
Tyson Ganske – Manager of Financial Planning and Deputy CFO
Emily Gutenberg – Environmental Technician
Stephanie Lam – City Clerk and Manager of Legislative Services
Anna Mathewson – General Manager of Community Services
Jennifer Mills – Legislative Services Advisor
Jeff Moi – General Manager of Engineering and Operations
Angie Parnell – General Manager of Corporate Services
Julie Pavey-Tomlinson – Director of Environment and Parks
Paul Rockwood – General Manager of Finance and Technology
Adam Shroff – Legislative Services Coordinator
Marta Taylor – Manager of Corporate Planning
Wesley Woo – Assistant Manager of Planning

1. Call to Order

Mayor Lahti called the meeting to order at 8:29pm.

Councillor Dilworth left the meeting at this point and did not return.

2. Adoption of the Agenda

2.1 Agenda

GLC23/045

THAT the agenda of the October 17, 2023, Governance and Legislation Committee be amended by adding Committee Operations as item 4.7;

AND THAT the agenda of the October 17, 2023, Governance and Legislation Committee be adopted as amended.

CARRIED

3. Adoption of Minutes

3.1 Minutes

GLC23/046

THAT the minutes of the Governance and Legislation Committee meeting of September 5, 2023, be adopted.

CARRIED

4. New Business

4.1 Review of Corporate Policy – 05-1850-01 – Grants to Organizations

Report: Finance and Technology Department – Financial Services Division

GLC23/047

THAT Corporate Policy – 05-1850-01 – Grants to Organizations be amended as recommended in the report dated October 17, 2023, from the Finance and Technology Department – Financial Services Division regarding Review of Corporate Policy – 051850-01 – Grants to Organizations.

MOVED AND SECONDED

GLC23/048

THAT the foregoing motion be amended by adding “Accessibility” under the second-last bullet point of item 3 under the heading of “Evaluation and Approval” in the Community Grants Program Policy.

CARRIED

The question on the main motion (GLC23/047) as amended (by GLC23/048) was put to a vote; the following motion was CARRIED:

THAT Corporate Policy – 05-1850-01 – Grants to Organizations be amended as recommended in the report dated October 17, 2023, from the Finance and Technology Department – Financial Services Division regarding Review of Corporate Policy – 051850-01 – Grants to Organizations;

AND THAT the foregoing motion be amended by adding "Accessibility" under the second-last bullet point of item 3 under the heading of "Evaluation and Approval" in the Community Grants Program Policy.

4.2 Proposed Update to Stream and Drainage System Protection Bylaw, No. 2470, 2000

Presentation: Environment Division

Report: Community Services Department – Environment Division

Staff gave a presentation entitled “Proposed Update to Stream and Drainage System Protection Bylaw, 2000 No.2470” and referred to slides contained within the on-table package.

GLC23/049

THAT City of Port Moody Stream and Drainage Bylaw, 2023, No. 3426 be referred to the Regular Council meeting of October 24, 2023, for consideration of first three readings as recommended in the report dated October 17, 2023, from the Community Services Department – Environment Division regarding Proposed Update to Stream and Drainage System Protection Bylaw, No. 2470, 2000;

AND THAT, upon adoption of Bylaw No. 3426, staff be directed to prepare relevant amendments to City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218;

AND THAT, upon adoption of Bylaw No. 3426, the associated fees be included in the 2024 City of Port Moody Fees Bylaw.

CARRIED

4.3 Written Public Input – Corporate Policy

Memo: Legislative Services Division

GLC23/050

THAT Corporate Policy – 01-0550-2023-01 – Public Input – Written be approved as attached to the memo dated October 17, 2023, from the Legislative Services Division regarding Written Public Input – Corporate Policy.

CARRIED

4.4 Council Indemnity

Memo: Corporate Services Department – Human Resources Division

GLC23/051

THAT the General Manager of Corporate Services oversee a market review for Council indemnity as recommended in the memo dated October 17, 2023, from the Corporate Services Department – Human Resources Division regarding Council Indemnity.

CARRIED

4.5 Access to Freedom of Information (FOI) Response Packages

Verbal Report: Mayor Meghan Lahti

GLC23/052

THAT staff be directed to draft a policy regarding the release of Freedom of Information response packages for public inspection, and that the policy include parameters for providing the packages on the City’s website.

CARRIED

4.6 Mayor's Invitational Youth Summit

Verbal Report: Mayor Meghan Lahti

GLC23/053

THAT staff develop a project charter with a budget and bring back to a future meeting for referral and a funding source.

CARRIED

4.7 Committee Operations

GLC23/054

THAT staff be directed to start hybrid Committee meetings starting when Brovold Room upgrades are complete.

CARRIED

5. Rise and Report

5.1 Referral of Governance and Legislation Committee Resolutions

GLC23/055

THAT the recommendations approved at the Governance and Legislation Committee meeting of October 17, 2023, be referred to the Council Standing Committee meeting of October 17, 2023, for ratification.

CARRIED

6. Adjournment

Mayor Lahti adjourned the meeting at 9:55pm.

Certified correct on the _____ day of _____, 2023, in accordance with section 148(a) of the *Community Charter*.

M. Lahti, Mayor

S. Lam, City Clerk