

# Memorandum

---

Date: January 28, 2025  
Submitted by: Legislative Services Division  
Subject: Standards of Maintenance – Adoption of Bylaw Nos. 3467 and 3488

---

At the Regular Council meeting held on October 22, 2024, Council considered a report from the Community Development Department – Policy Planning Division regarding Proposed Standards of Maintenance Bylaw – Bylaw Nos. 3467 and 3488 and passed the following resolution:

RC24/235

THAT City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467 and City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218, Amendment Bylaw No. 16, 2024, No. 3488 (Standards of Maintenance) be read a first, second, and third time as recommended in the report dated October 22, 2024, from the Community Development Department – Policy Planning Division regarding Proposed Standards of Maintenance Bylaw – Bylaw Nos. 3467 and 3488;

AND THAT \$25,000 be allocated from the Development Process Reserve into a new operating project created to track staff time required to implement the Standards of Maintenance Bylaw.

Staff subsequently identified a need for wording to be added to section 7.13 of Bylaw No. 3467 to clarify when a tenant or when a landlord is responsible for pests and presented an amended draft City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467. At the Regular Council meeting held on January 14, 2025, Council considered a memo from the Community Development Department – Policy Planning Division regarding Standards of Maintenance Bylaw No. 3467 – Amended Third Reading (**Attachment 1**) and passed the following resolution:

RC25/006 (Consent)

THAT third reading of City of Port Moody Standards of Maintenance Bylaw, 2025, No. 3467 be rescinded as recommended in the memo dated January 14, 2024, from the Community Development Department – Policy Planning Division regarding Standards of Maintenance Bylaw, No. 3467 – Amended Third Reading;

AND THAT City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467 be read a third time as amended.

Draft City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467 (**Attachment 2**)—a Bylaw to prescribe standards for the maintenance of rental residential premises within the City of Port Moody—and draft City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218, Amendment Bylaw No. 16, 2024, No. 3488 (Standards of Maintenance)—a Bylaw to amend City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218 to designate enforcement officers and add fines for violations related to City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467 (**Attachment 3**)—will be before Council at the January 28, 2025, Regular Council meeting for consideration of adoption.

The recommended resolutions are:

**THAT City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467 be now adopted as recommended in the memo dated January 28, 2025, from the Legislative Services Division regarding Standards of Maintenance – Adoption of Bylaw Nos. 3467 and 3488;**

**AND THAT City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218, Amendment Bylaw No. 16, 2024, No. 3488 (Standards of Maintenance) be now adopted.**

Attachment(s)

1. Memo considered at the January 14, 2025, Regular Council meeting – Standards of Maintenance Bylaw.
2. Draft City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467.
3. Draft City of Port Moody Municipal Ticket Information Authorization Bylaw, 2020, No. 3218, Amendment Bylaw No. 16, 2024, No. 3488 (Standards of Maintenance).

## Report Approval Details

Document Title:	Standards of Maintenance – Adoption of Bylaw Nos. 3467 and 3488.docx
Attachments:	- Attachment 1 - Memo considered at the Jan. 14, 2025, RC meeting - Standards of Maintenance Bylaw.pdf - Attachment 2 - Draft City of Port Moody Standards of Maintenance Bylaw, 2024, No. 3467.pdf - Attachment 3 - Draft MTIA Bylaw, 2020, No. 3218, Amendment Bylaw No. 16, 2024, No. 3488 (Standards of Maintenance).pdf
Final Approval Date:	Jan 20, 2025

This report and all of its attachments were approved and signed as outlined below:

Stephanie Lam, City Clerk and Manager of Legislative Services - Jan 20, 2025

Anna Mathewson, City Manager - Jan 20, 2025