



City of Port Moody

Minutes

Special Council Meeting

Council Chambers
Tuesday, July 21, 2020
at 5:02pm

Present:

Mayor R. Vagramov
Councillor D.L. Dilworth
Councillor M.P. Lahti
Councillor A.A. Lubik
Councillor H. Madsen
Councillor S. Milani
Councillor P.Z.C. Royer

In Attendance:

Tim Savoie – City Manager
André Boel – General Manager of Planning and Development
Raman Braich – Manager of Information Services
Mary De Paoli – Manager of Policy Planning
Lesley Douglas – General Manager of Environment and Parks
Dave Fleugel – Chief Constable, Port Moody Police
Tyson Ganske – Manager of Financial Planning
Kirk Heaven – Deputy Fire Chief
Paul Rockwood – General Manager of Finance and Technology
Laura Sampliner – Sustainability and Energy Coordinator
Tracey Takahashi – Deputy Corporate Officer
Kate Zanon – General Manager of Community Services

1. Call to Order

Mayor Vagramov called the meeting to order at 5:02pm.

RC20/290

Moved, seconded, and CARRIED

THAT a 10-minute recess be taken after the Finance Committee items are completed.

2. General Matters

**Resolution to Go
Into Finance
Committee**

2.1 RC20/291

Moved, seconded, and CARRIED

THAT Council go into Finance Committee.

Councillor Lahti assumed the role of Presiding Member at this point.

**2021-2025 Financial
Plan Guidelines for
Staff**

3. Finance Committee

3.1 Report: Finance and Technology Department – Financial Services Division, dated June 12, 2020

Staff gave a presentation regarding the 2021-2025 Financial Plan Guidelines for Staff, including information on the budget approach, targets, timeline, employee overhead rates, insurance premiums, and 2020 service reductions. Staff answered questions regarding Prevero software training, growth projections, revenue recast and projected revenue loss, availability of 2019 year-end statements, federal payroll support programs for employers, and 2020 service reductions.

FC20/031

Moved and seconded

THAT the 2021-2025 Financial Plan Guidelines be approved with the following changes:

- **removal of the reintroduction of the items reduced in 2020, with those items to be included as a side list of items for potential inclusion to reduce the proposed tax increase for 2021 to 3.5%.**

FC20/032

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by adding “AND THAT staff be directed to develop a detailed service vision for moving forward for one additional year in a COVID-19 pandemic.”

FC20/033

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by replacing the bullet with the following: “• removal of the reintroduction of the items reduced in 2020, with the exception of the Asset Renewal Levy, with the reduced items to be included as a side list of items for potential inclusion to reduce the proposed tax increase for 2021 to 4.1%”.

FC20/034

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by replacing “proposed” with “draft”.

The question on the main motion (FC20/031) as amended (by FC20/032, FC20/033, and FC20/034) was put to a vote; the following motion was CARRIED:

THAT the 2021-2025 Financial Plan Guidelines be approved with the following change:

- **removal of the reintroduction of the items reduced in 2020, with the exception of the Asset Renewal Levy, with the reduced items to be included as a side list of items for potential inclusion to reduce the draft tax increase for 2021 to 4.1%;**

AND THAT staff be directed to develop a detailed service vision for moving forward for one additional year in a COVID-19 pandemic.

Transitioning to a Mobile Workforce

3.2 Presentation: Manager of Information Services
Report: Finance and Technology Department – Information Services Division, dated July 2, 2020

Staff gave a presentation regarding transitioning to a mobile workforce, including information on current software capacity, transitioning to Office 365 and the annual budget required, and a business case summary. Staff answered questions regarding comparisons of available alternative solutions, data security, and potential savings through the transition.

FC20/035

Moved, seconded, and CARRIED

THAT the Information Services operating budget be increased by \$37,000 in 2021 and \$33,000 in 2022 to facilitate the purchase of Office 365 subscriptions as part of the 2020 City computer replacements as recommended in the report dated July 2, 2020 from the Finance and Technology Department – Information Services Division regarding Transitioning to a Mobile Workforce.

Alfred Howe Trail – Geotechnical Repairs

3.3 Report: Environment and Parks Department – Parks Division, dated July 3, 2020

FC20/036

Moved and seconded

THAT a capital project be established with a total budget of \$85,000 funded from the Asset Reserve – Parks Envelope for completion of urgent slope repairs as recommended in the report dated July 3, 2020 from the Environment and Parks Department – Parks Division regarding Alfred Howe Trail – Geotechnical Repairs.

FC20/037

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by replacing “\$85,000” with “\$70,000”.

(Voting against: Councillors Dilworth, Lahti, and Lubik)

The question on the main motion (FC20/036) as amended (by FC20/037) was put to a vote; the following motion was CARRIED:

THAT a capital project be established with a total budget of \$70,000 funded from the Asset Reserve – Parks Envelope for completion of urgent slope repairs as recommended in the report dated July 3, 2020 from the Environment and Parks Department – Parks Division regarding Alfred Howe Trail – Geotechnical Repairs.

2020 Integrated Homicide Investigation Team (IHIT) Overpayment Credit

3.4 Memo: Port Moody Police Board, dated July 7, 2020

FC20/038

Moved, seconded, and CARRIED

THAT the transfer of the credit for overpayment of IHIT expense incurred to December 31, 2019 from the Port Moody Police Department to the City of Port Moody be approved as recommended in the memo dated July 7, 2020 from the Port Moody Police Board regarding 2020 Integrated Homicide Investigation Team (IHIT) Overpayment Credit.

Contract Awards Over \$200,000 – January to June 2020

3.5 Memo: Finance and Technology Department – Corporate Purchasing and Risk Management Division, dated June 26, 2020

FC20/039

Moved, seconded, and CARRIED

THAT the memo dated June 26, 2020 from the Finance and Technology Department – Corporate Purchasing and Risk Management Division regarding Contract Awards Over \$200,000 – January to June 2020 be received for information.

Adoption of Finance Committee Report

4. Rise and Report

4.1 Mayor Vagramov resumed the role of Presiding Member at this point.

RC20/291

Moved, seconded, and CARRIED

THAT the recommendations approved at the Finance Committee meeting of July 21, 2020 be ratified.

RC20/292

Moved, seconded, and CARRIED

THAT the dinner break be postponed until the presentations for item 7.1 have been completed.

5. Public Input

There was no public input.

Resolution to Go Into Committee of the Whole	6.	General Matters
	6.1	<u>RC20/293</u> Moved, seconded, and CARRIED THAT Council go into Committee of the Whole. Councillor Madsen assumed the role of Presiding Member at this point.
Affordable Housing Related Initiatives	7.	Committee of the Whole
	7.1	Presentation: Cooperative Housing Federation of BC Presentation: SHARE Family and Community Services Memo: Planning and Development Department – Policy Planning Division, dated June 29, 2020 Claire MacLean, SHARE Family and Community Services, gave a presentation on the Tri-Cities Rent Bank program, and answered questions about the program budget, sustainable program funding sources, and year-to-date loan expenditures. Thom Armstrong, Co-operative Housing Federation of BC, gave a presentation on community land trusts and co-operative housing in BC, including information on key challenges, and some examples of existing affordable housing projects, a new operating model with co-op housing, and the potential for partnership with the City. Mr. Armstrong answered questions regarding the comparative cost of co-op housing, the development process if the City supplies the land, the ability of the City to provide input and set priorities as a partner, the co-op member selection process, the City’s first right of refusal for ownership, and co-op living costs and income thresholds. <u>CW20/063</u> Moved and seconded THAT the memo dated June 29, 2020 from the Planning and Development Department – Policy Planning Division regarding Affordable Housing Related Initiatives be received for information. <u>CW20/064</u> Moved, seconded, and CARRIED THAT the foregoing motion be amended by adding “AND THAT staff be directed to initiate exploratory conversations with the Co-operative Housing Federation of BC and Council regarding Community Land Trusts.”

The question on the main motion (CW20/063) as amended (by CW20/064) was put to a vote; the following motion was CARRIED:

THAT the memo dated June 29, 2020 from the Planning and Development Department – Policy Planning Division regarding Affordable Housing Related Initiatives be received for information;

AND THAT staff be directed to initiate exploratory conversations with the Co-operative Housing Federation of BC and Council regarding Community Land Trusts.

The meeting was recessed at 8:15pm and reconvened at 8:54pm.

Climate Action Plan 7.2

Presentation: Policy Planning Division
Report: Planning and Development Department – Policy Planning Division, dated June 22, 2020

Staff gave a presentation on the draft Climate Action Plan, including information on the development process of the Plan, public engagement highlights, key messages of the Plan, climate action initiatives currently being undertaken by the City, structure of the Plan, financial implications, next steps of the Plan, and the implementation and funding strategy.

Staff responded to questions from Council regarding staffing, implementation, targeted tree planting, and shade management.

CW20/065

Moved, seconded, and CARRIED

THAT Council adopt the Climate Action Plan as recommended in the report dated June 22, 2020 from the Planning and Development Department – Policy Planning Division regarding Climate Action Plan;

AND THAT staff be directed to report back with a Two-Year Funding and Implementation Strategy for priority actions.

Planning for Extreme Heat Preparedness 7.3

Report: Planning and Development Department – Policy Planning Division, dated July 8, 2020

Staff responded to questions about the long-term approach, the definition of an extreme heat event, the goals of this plan, and the timeline for implementation of short-term goals.

CW20/066

Moved, seconded, and CARRIED

THAT staff be directed to proceed with the Short-term Approach for Summer 2020 outlined in the report dated July 8, 2020 from the Planning and Development Department – Policy Planning Division regarding Planning for Extreme Heat Preparedness.

- Adoption of Committee of the Whole Report**
8. Rise and Report
- 8.1 RC20/294
Moved, seconded, and CARRIED
THAT the recommendations approved at the Committee of the Whole meeting of July 21, 2020 be ratified.
- Adoption of Housing Agreement Bylaw, No. 3196**
9. Legislative Matters
- 9.1 Memo: Corporate Services Department – Legislative Services Division, dated July 15, 2020
- RC20/295
Moved, seconded, and CARRIED
THAT City of Port Moody Housing Agreement Bylaw, 2020, No. 3196 (3105-3113 St. Johns Street) be now adopted as recommended in the memo dated July 15, 2020 from the Corporate Services Department – Legislative Services Division regarding Adoption of Housing Agreement Bylaw, No. 3196.
- Draft MTIA Bylaw Amendment – Referral from Closed Council**
- 9.2 Memo: Corporate Services Department – Legislative Services Division, dated July 14, 2020
- RC20/296
Moved, seconded, and CARRIED
THAT Municipal Ticket Authorization Bylaw, 2020, No. 3218, Amendment Bylaw No. 1, 2020, No. 3271 be read a first, second, and third time as recommended in the memo dated July 14, 2020 from the Corporate Services Department – Legislative Services Division regarding Draft MTIA Bylaw Amendment – Referral from Closed Council.
10. Adjournment
- Mayor Vagramov adjourned the meeting at 9:45pm.

Certified correct in accordance with section 148(a) of the *Community Charter*.

T. Takahashi, Deputy Corporate Officer

Confirmed on the ____ day of _____, 2020.

R. Vagramov, Mayor