



City of Port Moody

Minutes

Special Council Meeting

Council Chambers

Tuesday, October 20, 2020

at 8:08pm

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 – City Planner
Ron Coulson – Fire Chief
Jess Daniels – Policy Planner
Mary De Paoli – Manager of Policy Planning
Tyson Ganske – Manager of Financial Planning
Ron Higo – General Manager of Community Services
Rosemary Lodge – Manager of Communications and Engagement
Jeff Moi – General Manager of Engineering and Operations
Paul Rockwood – General Manager of Finance and Technology
Tracey Takahashi – Deputy Corporate Officer
Kate Zanon – General Manager of Community Development

1. Call to Order

Mayor Vagramov called the meeting to order at 8:08pm.

Mayor Vagramov noted that community concerns about the City's upcoming Environmentally Sensitive Area (ESA) strategy update have been acknowledged.

RC20/380

Moved, seconded, and CARRIED

THAT Request to Extend the Consultation Period for Environmentally Sensitive Area Strategy be added to the agenda as item 7.6.

2. General Matters

**Resolution to Go
Into Finance
Committee**

2.1 RC20/381

Moved, seconded, and CARRIED

THAT Council go into Finance Committee.

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

- Council Contingency Update**
3. Finance Committee
- 3.1 Memo: Finance and Technology Department – Financial Services Division, dated September 22, 2020
- Staff advised that the Uncommitted budget has been revised to \$16,000.
- FC20/044
Moved, seconded, and CARRIED
THAT the memo dated September 22, 2020 from the Finance and Technology Department – Financial Services Division regarding Council Contingency Update be received for information.
- Contract Awards over \$200,000 – July 1, 2020 to September 30, 2020**
- 3.2 Memo: Finance and Technology Department – Corporate Purchasing and Risk Management Division, dated October 13, 2020
- FC20/045
Moved, seconded, and CARRIED
THAT the memo dated October 13, 2020 from the Finance and Technology Department – Corporate Purchasing and Risk Management Division regarding Contract Awards over \$200,000 – July 1, 2020 to September 30, 2020 be received for information.
- Provisional 2021-2025 Utility Five-Year Financial Plan**
- 3.3 Report: Finance and Technology Department – Financial Services Division, dated October 5, 2020
- Staff gave a presentation on the provisional Five-Year Financial Plan for Port Moody Utilities, including information on the funding sources, regionalization of utilities through Metro Vancouver, proposed annual rate increases through to 2025, budget drivers, highlights of each utility financial plan, metered rates and revenues, the Recycling Waste Management Programming Reserve, regional rate comparisons, public consultation key findings, next steps, and updated 2021 Metro Vancouver estimates.
- Staff answered questions regarding rate differences across municipalities, the impacts of demand growth on the projections, projected costs for storm drainage improvements, cost-benefit review of the glass recycling service, and a potential extension of the billing period.
- FC20/046
Moved, seconded, and CARRIED
THAT the provisional 2021-2025 Utility Five-Year Financial Plan be approved with revised Metro Vancouver Charges incorporated once available as recommended in the report dated October 5, 2020 from the Finance and Technology

**Department – Financial Services Division regarding
Provisional 2021-2025 Utility Five-Year Financial Plan;**

AND THAT the proposed 2021 fees for the Water, Sewer, and Solid Waste Utilities be included in the 2021 Fees Bylaw with revised Metro Vancouver charges incorporated once available.

- Adoption of Finance Committee Report**
4. Rise and Report
- 4.1 Mayor Vagramov resumed the role of Presiding Member at this point.

RC20/382

Moved, seconded, and CARRIED

THAT the recommendations approved at the Finance Committee meeting of October 20, 2020 be ratified.

RC20/383

Moved, seconded, and CARRIED

THAT the meeting be recessed for five minutes.

- Resolution to Go Into Committee of the Whole**
5. General Matters
- 5.1 RC20/384
- Moved, seconded, and CARRIED
- THAT Council go into Committee of the Whole.**

6. Public Input
- There was no public input.

- Delegation – Coquitlam Search and Rescue**
7. Committee of the Whole
- 7.1 Presentation: Coquitlam Search and Rescue, Tom Zajac and Helena Michelis
Delegation Request: Tracy Crawford
- The delegation gave a presentation on Coquitlam Search and Rescue, including information on its mission, 2019 and 2020 service summaries, services provided, enhanced COVID-19 safety practices, community engagement, equipment, preparations for future operations, funding sources and expenditures, request for a member of Council to be a liaison for the organization, and for financial or in-kind support from the City.
- The Fire Chief responded to questions from Council about potential overlaps in service provision and specialized skillsets offered by Coquitlam SAR.
- The delegation responded to questions about its annual budget, and support from other Tri-Cities municipalities.

CW20/091

Moved and seconded

THAT the delegation request be placed on a subsequent Council agenda for consideration.

Engage Port Moody

7.2

Report: People, Communications, and Engagement Department – Communications and Engagement Division, dated October 8, 2020

Staff gave a presentation on Engage Port Moody, including information on digital customer service improvements, an overview of available digital tools, features of the Engage Port Moody public engagement portal, engagement analytics and reporting tools, and next steps.

Staff responded to questions from Council regarding the survey that was supposed to be attached to tax notices, user address verification and measures to prevent misuse of the system, benefits of the online platform and tools to control undesired behaviour, information requested on the registration form, possibility of verifying user identities while protecting privacy, funding, staff time required to launch and maintain the portal, standards and rules of online participation, prevention of misinformation, any issues with the City's existing digital platforms, encouraging participation by residents who do not regularly participate, translation into different languages, youth outreach, and implementation timeline.

Councillors Lahti and Royer left the meeting at this point and did not return.

CW20/092

Moved, seconded, and CARRIED

THAT the report dated October 8, 2020 from the People, Communications, and Engagement Department – Communications and Engagement Division regarding Engage Port Moody be received for information.

CW20/093

Moved and seconded

THAT the forum component of Engage Port Moody be removed from the Engage Port Moody website update.

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

CW20/094

Moved, seconded, and CARRIED

THAT the foregoing motion be amended by replacing “be removed from” with “not be activated at this time on” and further amended by adding “AND THAT staff report back with a tutorial and a walkthrough of the forum component.”

Separation of the main motion (CW20/093) as amended (by CW20/094) was requested:

CW20/093a

Moved, seconded, and CARRIED

THAT the forum component of Engage Port Moody not be activated at this time on the Engage Port Moody website update.

(Voting against: Councillor Lubik)

CW20/093b

Moved, seconded, and CARRIED

THAT staff report back with a tutorial and a walkthrough of the forum component.

(Voting against: Mayor Vagramov)

CW20/095

Moved, seconded, and CARRIED

THAT the meeting be extended until 11:30pm.

CW20/096

Moved, seconded, and CARRIED

THAT item 7.6 be considered immediately.

Request to Extend the Consultation Period for Environmentally Sensitive Area Strategy

7.6

On-Table Memo: Councillor Amy Lubik, dated October 20, 2020

CW20/097

Moved, seconded, and CARRIED

THAT the City of Port Moody extend the online consultation period for the Environmentally Sensitive Area Strategy for up to 90 days and investigate further options for public consultation.

Official Community Plan Update – Communications and Engagement Strategy

7.3

Report: Community Development Department – Policy Planning Division, dated September 17, 2020

Staff gave a presentation on the OCP communications and engagement strategy, including the following information: Council direction related to OCP process and scope; components of the OCP update including the Strategic Plans update, Seaview Neighbourhood Plan, Land Use Concept options, and focused community consultation; updated timeline of completed, ongoing, and upcoming components; the Communications and Engagement Strategy, including the purpose, targeted groups for participation, engagement partnerships, outreach strategy, use of the Engage Port Moody platform, and engagement activities; and key message of the OCP update.

Staff responded to questions from Council regarding the timeline for determining the themes and questions of engagement and the availability of printed media for public distribution.

CW20/098

Moved, seconded, and CARRIED

THAT the meeting be extended until midnight.

CW20/099

Moved, seconded, and CARRIED

THAT the Official Community Plan Update – Communications and Engagement Strategy be endorsed as recommended in the report dated September 17, 2020 from the Community Development Department – Policy Planning Division regarding Official Community Plan Update – Communications and Engagement Strategy;

AND THAT verified and statistically projectable surveys be conducted, and physical survey cards be distributed with tax notices as part of the Official Community Plan Update – Communications and Engagement Strategy.

**Land Use Committee
and Advisory Design
Panel Updated
Terms of Reference**

7.4

Report: Community Development Department – Development Planning Division, dated October 4, 2020

CW20/100

Moved and seconded

THAT the Terms of Reference for the Land Use Committee (LUC) and the Advisory Design Panel (ADP) be approved as attached to and recommended in the report dated October 4, 2020 from the Community Development Department – Development Planning Division regarding Land Use Committee and Advisory Design Panel Updated Terms of Reference;

AND THAT City of Port Moody Development Approval Procedures Bylaw, 2011, No. 2918, Amendment Bylaw No. 5, 2020, No. 3266 be read a first, second, and third time;

AND THAT an annual budget of \$1,500 for ADP meetings be approved and referred to the Finance Committee for identification of a funding source.

CW20/101

Moved and seconded

THAT the Advisory Design Panel Terms of Reference be amended by removing the Chair's stipend;

AND THAT the Land Use Committee Terms of Reference be amended by making the Chair and Vice-Chair non-voting members.

Separation of the amending motion CW20/101 was requested:

CW20/101a

Moved, seconded, and DEFEATED

THAT the Advisory Design Panel Terms of Reference be amended by removing the Chair's stipend.

(Voting against: Councillors Lubik, Madsen, and Milani)

CW20/101b

Moved, seconded, and CARRIED

THAT the Land Use Committee Terms of Reference be amended by making the Chair and Vice-Chair non-voting members.

The question on the main motion (CW20/100) as amended (by CW20/101b) was put to a vote; the following motion was CARRIED:

THAT the Terms of Reference for the Land Use Committee (LUC) and the Advisory Design Panel (ADP) be approved as attached to and recommended in the report dated October 4, 2020 from the Community Development Department – Development Planning Division regarding Land Use Committee and Advisory Design Panel Updated Terms of Reference;

AND THAT City of Port Moody Development Approval Procedures Bylaw, 2011, No. 2918, Amendment Bylaw No. 5, 2020, No. 3266 be read a first, second, and third time;

AND THAT an annual budget of \$1,500 for ADP meetings be approved and referred to the Finance Committee for identification of a funding source;

AND THAT the Land Use Committee Terms of Reference be amended by making the Chair and Vice-Chair non-voting members.

**Early Input –
Rezoning and
Subdivision in the
Moody Centre
Heritage Character
Area (2206
St. George Street)**

7.5

CW20/102

Moved, seconded, and CARRIED

THAT Early Input – Rezoning and Subdivision in the Moody Centre Heritage Character Area (2206 St. George Street) be postponed to a future meeting.

**Adoption of
Committee of the
Whole Report**

8.

Rise and Report

8.1

RC20/385

Moved, seconded, and CARRIED

THAT the recommendations approved at the Committee of the Whole meeting of October 20, 2020 be ratified.

9.

Legislative Matters

10.

Adjournment

Mayor Vagramov adjourned the meeting at 12:00am.

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

T. Takahashi, Deputy Corporate Officer

Confirmed on the 8th day of September, 2020.

R. Vagramov, Mayor