

Minutes of the **REGULAR MEETING** of Pitt Meadows City Council held on **Tuesday, November 24, 2020** at 7:00 p.m. by Video Conference.

PRESENT via Video Conference

Elected Officials: Mayor B. Dingwall
Councillor M. Hayes
Councillor N. MacDonald
Councillor B. Meachen
Councillor T. Miyashita
Councillor G. O'Connell
Councillor A. Simpson

Staff: M. Roberts, Chief Administrative Officer
S. Ahrabian, Manager of Engineering & Facilities
C. Baldrige, Manager of Communications and Community Engagement
K. Barchard, Corporate Officer
T. Barr, Deputy Corporate Officer
A. Berry, Director of Planning & Development
D. Chamberlain, Director of Parks, Recreation & Culture
R. Evans, Manager of Operations
D. Fast, Manager IT Services
C. Harding, Director of Financial Services
M. Larsson, Fire Chief
S. Maki, Director of Engineering & Operations
C. McDowell, Manager of Recreation
S. St. Jean, Director of Corporate Services
A. Wallace, Manager of Community Development

A. CALL TO ORDER

The meeting was called to order at 5:31 p.m.

B. LATE ITEMS

It was **MOVED** and **SECONDED** to add the following item to the agenda:

E.1 2021 Business Plan - Fire & Rescue Services Continued Discussion.

CARRIED.

C. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the November 24, 2020 Regular Meeting of Council be approved as amended.

CARRIED.

D. QUESTION AND COMMENT PERIOD

No members of the community engaged in Question and Comment Period.

E. ANNOUNCEMENTS

None.

F. STAFF/OTHER REPORTS**1. 2021 Business Plan - Fire & Rescue Services**

Council continued their discussion from the Special (Public) Meeting of Council held November 23, 2020, regarding implementation, timing and tax implications associated with the hiring of Pitt Meadows Fire & Rescue Services ("PMFRS") Fire Safety Technician's ("FST's").

It was **MOVED** and **SECONDED** THAT Council:

- A. Approve the funding of two (2) additional FSTs for PMFRS effective April 1, 2021; AND
- B. Approve the funding of another two (2) FSTs to start October 1, 2021.

CARRIED.

The discussion continued and it was **MOVED** and **SECONDED** THAT Council:

- C. Approve the funding of another two (2) FSTs for PMFRS to start November 1, 2022 with the following conditions:
 - C.1 THAT Staff report back to Council by July 31, 2022 providing a status update in regards to E-Comm implementation, timing and costs, at which point Council may reaffirm their decision or rescind.

Before the question was called, It was **MOVED** and **SECONDED** THAT Council DEFER the motion to the December 7, 2020 'Parking Lot' discussion as part of Budget Deliberations.

CARRIED.

2. **2021 Business Plan – Planning & Development (File 01-0645-20/20)**

Anne Berry, Director of Planning & Development, together with Alex Wallace, Manager of Community Development, provided a verbal overview of the 2021 Planning & Development Business Plan, including a PowerPoint presentation which is included as Attachment 1 and forms part of the original minutes.

There was general consent amongst Council to add the Bylaw Enforcement Process to the 'Parking Lot' for further discussion.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Planning and Development 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

3. **2021 Business Plan – PRC - Recreation Division (File 01-0620-0320)**

Diane Chamberlain, Director of Parks, Recreation & Culture, provided a verbal overview of the 2021 Recreation Business Plan, including a PowerPoint presentation which is included as Attachment 2 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Recreation Division 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

4. **2021 Business Plan – PRC - Parks Division (File 01-0620-03/20)**

Diane Chamberlain, Director of Parks, Recreation & Culture, provided a verbal overview of the 2021 Parks Business Plan, including a PowerPoint

presentation which is included as Attachment 3 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Parks Division 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

Council then considered the Parks Division Decision Package A and it was **MOVED** THAT Council:

- A. Review and approve \$50,000 per year for 5 years for aesthetic improvements to Waterfront Commons and Shoreline Parks, funded from future capital reserve.

For lack of a **SECONDER**, the motion **DIED**.

The discussion continued and it was **MOVED** and **SECONDED** THAT Council:

- B. Review and approve \$25,000 per year for 10 years for aesthetic improvements to Waterfront Commons and Shoreline Parks, funded from future capital reserve.

CARRIED.

Councillor MacDonald, Councillor Simpson, and Councillor Miyashita voted in the negative.

Council then considered the Parks Division Decision Package B and it was **MOVED** and **SECONDED** THAT Council:

- C. Review and approve the Amenity Lands Security and Maintenance Project for \$13,300 in 2021.

CARRIED.

5. 2021 Business Plan – PRC - Culture Division (File 01-0620-0320)

Carleen McDowell, Manager of Recreation, provided a verbal overview of the 2021 Culture Division Business Plan, including a PowerPoint presentation which is included as Attachment 4 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Culture Division 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

There was general consent amongst Council to recess the meeting for 10 minutes at 8:12 p.m.

The Regular Meeting of Council reconvened at 8:23p.m.

Mayor Dingwall then opened the floor for comments from the public. There were no members of the community who participated in question and comment period at this time.

6. **2021 Business Plan - Corporate Services - Human Resources (File 07-2510-01/20)**

Stephanie St. Jean, Director of Corporate Services, provided a verbal overview of the 2021 Human Resources Business Plan, including a PowerPoint presentation which is included as Attachment 5 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Human Resources 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

7. **2021 Business Plan - Corporate Services, Information Technology (File 01-0530-01/20)**

Stephanie St. Jean, Director of Corporate Services, together with Darrin Fast, Manager IT Services, continued the presentation with an overview of the 2021 Information Technology Business Plan.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Information Technology 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

8. 2021 Business Plan - Corporate Services – Communications (File 01-0620-03/20)

Carolyn Baldrige, Manager of Communications & Community Engagement, provided a verbal overview of the 2021 Communications Business Plan, including a PowerPoint presentation which is included as Attachment 6 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Communications and Community Engagement 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

9. 2021 Business Plan – Engineering (File 01-0620-03/20)

Samantha Maki, Director of Engineering & Operations, provided a verbal overview of the 2021 Engineering Business Plan, including a PowerPoint presentation which is included as Attachment 7 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Engineering 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

Council then considered the Engineering Division Decision Package and it was **MOVED** and **SECONDED** THAT Council:

- B. Review and approve the Lower Hammond Area – Groundwater Study Data & Modelling Project for \$70,000 in 2021 and \$80,000 in 2022 funded by the Drainage Reserve.

CARRIED.

10. 2021 Business Plan – Facilities (File 01-0620-03/20)

Samantha Maki, Director of Engineering & Operations, provided a verbal overview of the 2021 Facilities Business Plan, including a PowerPoint presentation which is included as Attachment 8 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Facilities 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

11. 2021 Business Plan – Operations (File 01-0620-03/20)

Samantha Maki, Director of Engineering & Operations, provided a verbal overview of the 2021 Operations Business Plan, including a PowerPoint presentation which is included as Attachment 9 and forms part of the original minutes.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the Operations 2021 Draft Business Plan and Staff Report as presented at the November 24, 2020 meeting of Council.

CARRIED.

Council then considered the Operations Division Decision Package and it was **MOVED** and **SECONDED** THAT Council:

- B. Review and approve the Street Light Christmas Decorations – Hammond Rd & Osprey Village for an initial cost of \$45,800 in 2021 funded by the Future Capital Reserve and an annual operating cost of \$2,500; AND
- C. Review and approve the Harris Rd Street Light Christmas Decorations Restoration for a cost of \$16,000 in 2021 funded by the Equipment Replacement Reserve.

CARRIED.

G. BYLAWS & PERMITS

None.

H. COUNCIL LIAISON REPORTS

None.

I. NOTICE OF CLOSED MEETING

None.

J. QUESTION AND COMMENT PERIOD

No members of the community engaged in Question and Comment Period.

K. ADJOURNMENT

The meeting was adjourned at 9:43 p.m.

Signed:

Certified Correct:

Bill Dingwall, Mayor

Kate Barchard, Corporate Officer