

Minutes of the **COUNCIL IN COMMITTEE MEETING** of Pitt Meadows City Council held on **Tuesday, July 25, 2017** at 3:00 p.m. in the Council Chamber of the Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia.

**PRESENT:**

Elected Officials: Mayor J. Becker  
Councillor B. Bell  
Councillor B. Dingwall  
Councillor J. Elkerton  
Councillor D. Murray (arrived at 3:38 p.m.)  
Councillor M. Stark

Absent: Councillor T. Miyashita

Staff M. Roberts, Chief Administrative Officer  
T. Penney, Corporate Officer  
K. Elrick, Deputy Clerk  
L. Grant, Manager of Community Development

Guest: Bill Sutherland, Beacons of Change

The meeting was called to order at 3:02 p.m.

**A. LATE ITEMS**

**B. APPROVAL OF AGENDA**

**MOVED** by Councillor Elkerton, **SECONDED** by Councillor Stark, THAT the agenda for the July 25, 2017 Council in Committee Meeting, be adopted.

CARRIED.

**C. QUESTION AND COMMENT PERIOD**

**D. ADOPTION OF MINUTES**

**1. Minutes of the May 23, 2017 Council in Committee Meeting.**

**MOVED** by Councillor Stark, **SECONDED** by Councillor Bell, THAT the Minutes of the Council in Committee Meeting held on May 23, 2017, be adopted.

CARRIED.

#142932v1

**E. DELEGATIONS**

None

**F. PRESENTATIONS**

None

**G. REPORTS**

None

**H. NEW/OTHER BUSINESS****1. CAO Performance Review Process. (01-0640-01/17)**

Mr. Bill Sutherland, Beacons of Change, provided an overview of his experience and background and to the CAO performance review process and discussion paper contained in the staff report.

**MOVED** by Councillor Bell, **SECONDED** by Councillor Dingwall, THAT the Committee recommends THAT Council amend Item 9 on page 7 of the draft discussion paper to include All Members of Council, CAO and an independent consultant.

CARRIED.

**MOVED** by Councillor Dingwall, **SECONDED** by Councillor Bell, THAT the Committee recommends THAT Council amend the discussion paper to specify the completion date for the CAO review as June 30 of each year.

Councillor Murray joined the meeting at 3:38 p.m.

CARRIED.

With Councillor Elkerton and Councillor Murray voting in the negative.

**MOVED** by Councillor Bell, **SECONDED** by Councillor Stark, THAT the Committee refer the CAO Performance Review process to staff to report back to Council and include comment regarding retroactive payment such that it is not automatic; rather the financial implications be considered at the time of review.

CARRIED.

**2. Fees Update Check-in (2017 Business Plan Item) (09-3900-01/17)**

Ms. Lisa Grant, Manager of Community Development, provided a Powerpoint presentation which is included as Attachment 1 to the original minutes.

**MOVED** by Councillor Elkerton, **SECONDED** by Councillor Murray, THAT the Committee refer to staff:

- A. The report dated July 25, 2017 from the Community Services Department entitled "Fees Update - Check-in (2017 Business Plan Item)"; AND
- B. Bylaw amendments to the following:
  - B.1 City of Pitt Meadows Bylaw Notice Enforcement Bylaw No. 2439, 2009 to update the fees for bylaw enforcement infractions based on an increasing scale for repeat offenders; AND
  - B.2 City of Pitt Meadows Building Bylaw No. 2131, 2003; AND
  - B.3 City of Pitt Meadows Business Licensing and Regulation Bylaw No. 2643, 2014

With a specific request to address the high level principles around:

- punitive versus cost recovery
- education versus fines
- speed of reaction and response time for bylaw issues.

CARRIED.

**I. COMMITTEE ROUND TABLE / COUNCIL LIAISON REPORTS**

**MOVED** by Councillor Bell, **SECONDED** by Councillor Stark, THAT the Committee refer the round table/liaison to the Regular Council meeting at 5:00 p.m.

CARRIED.

**J. QUESTION AND COMMENT PERIOD**

**K. ADJOURNMENT**

**MOVED** by Councillor Stark, **SECONDED** by Councillor Bell, THAT this meeting now be adjourned at 4:30 p.m.

CARRIED.

**Signed:**

**Certified Correct:**

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John Becker, Mayor

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Tina Penney, Corporate Officer