

Minutes of the **REGULAR MEETING** of Pitt Meadows City Council held on **Tuesday, June 2, 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

Guests: Audrey Hatch, Seniors Network  
Maria Perretta, Ridge Meadows Senior Society  
Heather Treleven, Seniors Network  
Brandi Wingrove, KPMG Enterprise

Staff: M. Roberts, Chief Administrative Officer  
C. Baldrige, Manager of Communications & Community Engagement  
K. Barchard, Corporate Officer  
T. Barr, Deputy Corporate Officer  
A. Berry, Director of Planning & Development  
D. Chamberlain, Director of Parks, Recreation & Culture  
S. St. Jean, Director of Corporate Services

**A. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**B. LATE ITEMS**

None.

**C. APPROVAL OF AGENDA**

It was **MOVED** and **SECONDED** THAT the agenda for the June 2, 2020 Regular Meeting of Council be approved.

**CARRIED.**

**D. QUESTION AND COMMENT PERIOD**

Kate Barchard, Corporate Officer, read aloud correspondence received from the following community members for Question and Comment Period:

Karen Byrne, Pitt Meadows – Regarding the proposed development on Blakely Road. (Attachment 1)

Anne MacDonald, Pitt Meadows – Regarding the proposed development on Blakely Road. (Attachment 2)

Maureen Robertson, Pitt Meadows – Regarding childcare needs assessment and potential for daycare centres in Golden Ears Business Park (GEBP) Phase 3 & 4. (Attachment 3)

**E. ADOPTION OF MINUTES**

It was **MOVED** and **SECONDED** THAT the Minutes of the following Council meetings be approved as circulated:

- (1) May 26, 2020 Special (Pre-Closed) Meeting of Council.
- (2) May 26, 2020 Regular Meeting of Council.

**CARRIED.**

**F. ANNOUNCEMENTS****1. COVID 19 – A Community Update**

Mark Roberts, CAO, provided a verbal update regarding the spring freshet and anticipated river levels as the weekend approaches based on recent modelling reports.

Mr. Roberts then spoke to the re-opening plans at City Hall in time to accept property tax payments. Timing of re-opening is pending the installation of plexiglass splash shields. The health and safety of the public and staff remains top priority. The official date of re-opening will be posted on the website and communicated appropriately. Mr. Roberts encouraged the public to use one of the four payment options currently available. To view these options, please visit [pittmeadows.ca/city-hall/property-taxes/payment-options](https://pittmeadows.ca/city-hall/property-taxes/payment-options)

Diane Chamberlain, Director of Parks, Recreation & Culture, provided a verbal update regarding the re-opening of City playgrounds and

increased signage encouraging personal hygiene and risk measures. Use of playgrounds will be monitored going forward.

Kate Barchard, Corporate Officer, provided a verbal update regarding the return of Council in Chambers and spoke to the technical and physical space challenges, as well as the potential for a second wave of COVID-19.

\*Councillor MacDonald left the meeting at 7:24 p.m.

Stephanie St. Jean, Director of Corporate Services, provided a verbal update regarding the return to work plans for Staff at City Hall and the Annex building. Return to work plans have been drafted in line with the Occupational Health & Safety guidelines, procedures and protocol. Ms. St. Jean also spoke to enhanced cleaning, changes to room capacity, and additional staff training.

It was **MOVED** and **SECONDED** THAT Council receive for information the verbal updates on the Emergency Operation Centre activities as presented at the Regular Meeting of Council held on June 2, 2020.

**CARRIED.**

#### **G. CELEBRATE PITT MEADOWS**

None.

#### **H. DELEGATIONS AND PRESENTATIONS**

\*Councillor MacDonald returned to the meeting at 7:33 p.m.

##### **1. Presentation: Financial Programs for Business and Farming Sectors During COVID-19 Pandemic**

Brandi Wingrove, Partner from KPMG Enterprise, provided an overview of financial supports and programs available to the business and agricultural sectors including a PowerPoint presentation which is included as Attachment 4 and forms part of the original minutes.

Highlights of the presentation included:

- Temporary Wage Subsidy Program;
- Canada Emergency Wage Subsidy;
- Canada Emergency Response Benefit/Employment Insurance;
- Commercial Emergency Rent Assistance Program;
- Agricultural Programs; and

- Access to Federal Credit and Support.

## 2. The Maple Ridge, Pitt Meadows, Katzie Seniors Network

Heather Treleaven, Coordinator for the Maple Ridge, Pitt Meadows, Katzie Seniors Network, presented an overview including a PowerPoint slide which is included as Attachment 5 and forms part of the original minutes.

Highlights of the presentation included:

- History of the organization;
- Current support & community initiatives; and
- Overview of partnerships.

For more information visit [www.seniors-network.ca](http://www.seniors-network.ca)

## 3. Ridge Meadows Seniors Society

Maria Perretta from the Ridge Meadows Seniors Society presented an overview of services available to the community during the COVID-19 pandemic.

Highlights of the presentation included:

- History of the organization;
- Current support & community initiatives; and
- Upcoming events.

For more information visit [rmssseniors.org/](http://rmssseniors.org/)

## I. PUBLIC HEARINGS

None.

## J. CONSENT AGENDA

It was **MOVED** and **SECONDED** THAT the following items be received into the record and respective Staff recommendations, where applicable, be approved by Council:

- (1) Minutes of the Community Check In Task Force meeting held on May 6, 2020

- (2) Minutes of the Economic Resiliency Task Force meeting held on May 7, 2020

- (3) BC Child & Youth in Care Week

Letter from Katrine Conroy, Minister of Children and Family Development, dated May 13, 2020 requesting Council to bring awareness and recognition to children and youth who have been, or are in, care.

- (4) Federal Financial Support for Transit Operations

Letter from Mayor Mike Hurley, City of Burnaby, dated May 14, 2020 regarding support of resolution by the Canadian Urban Transit Association and their request for emergency operating funding for TransLink.

- (5) Communication from CP Regarding Rail Tie Replacement Program

Letter from Greg Squires, Senior Vice President, Western Region Operation for CP, dated May 28, 2020 regarding apology for communication pertaining to the rail tie replacement program.

Item J.5 was pulled for discussion. The question was then called on the balance of the agenda and it was:

**CARRIED.**

Following the discussion, it was **MOVED** and **SECONDED** THAT item J.5 be received into record and it was:

**CARRIED.**

## **K. STAFF/OTHER REPORTS**

### **1. Parks, Recreation & Culture - Departmental Update**

Diane Chamberlain, Director of Parks, Recreation and Culture, provided a verbal overview to Council on operational priorities and challenges in light of the COVID-19 pandemic.

Highlights of the presentation included:

- Cost measures to reduce financial burden;
- Redeployment of Parks and Recreation Staff;
- Arts & Recreation Staff have been redeployed;
- Increase in customer service calls;
- Re-opening strategy;
- The implementation of a virtual art gallery;
- BC Hydro box beautification project;
- Details of the virtual Pitt Meadows Day event scheduled for June 6, 2020 and a map of the Drive by Cheer Route (Attachment 6);
- Ongoing Parks maintenance and repairs;
- Park sign replacement program;
- Median maintenance and replanting;
- Parks garbage collection;
- Delay of the Parks and Recreation Master Plan.

It was **MOVED** and **SECONDED** THAT Council receive for information the Parks, Recreation & Culture departmental update as presented at the June 2, 2020 Regular Meeting of Council.

**CARRIED.**

2. **Katzie Translation of Park Signage**

Diane Chamberlain, Director of Parks, Recreation & Culture, provided a verbal overview of the Staff Report 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. REFER back to Staff to seek Katzie First Nation's final selection of park name translations for Waterfront Commons Park and Spirit Square.

**CARRIED.**

3. **Council Social Media Use Policy CO74 (File 04-1470-01/20)**

Stephanie St. Jean, Director of Corporate Services provided a verbal overview of the Staff Report.

Highlights of the overview included:

- History of the Policy;
- Council feedback to draft the revised Policy; and
- Outline of changes to the Administrative Social Media Policy.

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

- A. Receive for information the Staff Report dated May 12, 2020 and titled "Council Social Media Use Policy CO74"; AND
- B. Approve the revised Council Social Media Use policy CO74 as presented at the June 2, 2020 Council Meeting.

**CARRIED.**

4. **Interim Procedures for Conducting Public Hearings During COVID-19 Pandemic (File 01-0550-06/20)**

Kate Barchard, Corporate Officer, provided a verbal overview of the Staff Report.

Highlights of the overview included:

- Background to the request;
- Legislative requirements for consideration;
- Use of new Zoom Webinar platform;
- Phased approach; and
- Future considerations.

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

- A. Approve the interim procedures for conducting public hearings during the COVID-19 pandemic as presented at the June 2, 2020 regular meeting of Council, including the use of an electronic platform as authorized under Ministerial Order M139; AND

- B. Direct Staff to write to the Provincial Government requesting that in the event that the State of Emergency is lifted local governments be authorized to continue holding electronic public hearings until such time as the health orders restricting mass gatherings and mandating physical distancing are lifted.

**CARRIED.**

5. **Storefront Expansion of Patio and Retail Spaces Process Considerations (File 09-4320-20/20)**

Anne Berry, Director of Planning & Development, provided a verbal overview of the Staff Report.

Highlights of the overview included:

- Background to the request;
- Regulations imposed on restaurants/café's;
- Recognition that retail stores may be interested in footprint expansions;
- Additional considerations / impacts on neighbouring properties;
- Potential bylaw compliance and liability issues;
- Associated fees;
- Process overview;
- Work reprioritization; and
- Staff capacity / resourcing concerns.

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

- A. Receive for information the Staff Report titled "Storefront Expansion of Patio and Retail Spaces Process Considerations" dated May 26, 2020; AND
- B. Support patio and retail space storefront expansion in principle; AND
- C. Direct staff to make accommodations within the work plan and/or staff resourcing to finalize the storefront expansion of patio and retail spaces application processes and standards, and to create capacity to process any expansion applications.

**CARRIED.**



**L. BYLAWS & PERMITS****1. Official Community Plan and Zoning Bylaw Amendments for 11812 and 11816 Blakely Rd (File 6480-20-2020-02)**

Anne Berry, Director of Planning & Development, provided a verbal overview of the Staff Report 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. Direct the applicant to host a (virtual) public information meeting for 11812/11816 Blakely Road in order to hear from the surrounding property owners; AND
- B. Direct the applicant to complete a traffic impact assessment for the proposed development at 11812/11816 Blakely Road.

**CARRIED.**

Councillor Simpson voted in the negative.

**M. COUNCIL LIAISON REPORTS**

Council provided updates on recent community involvement and events.

**N. NOTICE OF CLOSED MEETING**

None.

**O. QUESTION AND COMMENT PERIOD**

Kate Barchard, Corporate Officer, confirmed that no correspondence had been received for the second Question and Comment Period.

**P. ADJOURNMENT**

The meeting adjourned at 9:59 p.m.

Signed:

Certified Correct:

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Bill Dingwall, Mayor

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Kate Barchard, Corporate Officer