



## CITY OF PITT MEADOWS

Regular Meeting of Pitt Meadows City Council to be held on  
Tuesday, May 5, 2020 at 7:00 p.m. by Video Conference.

*Council acknowledges that we meet on the traditional territory of  
Katzie First Nation*

The livestream of this meeting's proceedings will be available at  
<https://www.pittmeadows.ca/city-hall/council/council-meetings> shortly before  
the meeting begins. The recording will then be uploaded to the City's website  
the following day and available as a recorded archive.

### A G E N D A

#### A. CALL TO ORDER

#### B. LATE ITEMS

#### C. APPROVAL OF AGENDA

THAT the agenda for the May 5, 2020 Regular Meeting of Council be  
approved.

#### D. QUESTION AND COMMENT PERIOD

While City Hall is closed to the public in response to the COVID-19  
pandemic, community members can participate in Question & Comment  
Period by sending an email to [questionsandcomments@pittmeadows.ca](mailto:questionsandcomments@pittmeadows.ca)

Emails received prior to the meeting will be read out during the first Question & Comment period, in the order that they are received. Emails received during the Council meeting, pertaining to decisions made by Council that evening, will be prioritized and read during the second Question & Comment Period. A maximum of 15 minutes will be spent on each Question & Comment Period. Any questions received that are not addressed during the Council meeting will be responded to via email after the meeting.

Please see Section O for correspondence guidelines and protocol for Question & Comment Period during this time.

#### E. ADOPTION OF MINUTES

THAT the Minutes of the following Council meetings be approved as circulated:

- (1) April 28, 2020 Regular Meeting of Council (Page 1).

#### F. ANNOUNCEMENTS

##### 1. Covid19 – A Community Update

Mayor Dingwall and CAO, Mark Roberts, to provide a verbal overview and updates regarding latest findings, facts and community impact as a result of the COVID-19 pandemic.

#### G. CELEBRATE PITT MEADOWS

None.

#### H. DELEGATIONS AND PRESENTATIONS

##### 1. Pitt Meadows Road & Rail Improvements Project – Phase One Public Engagement Summary (Page 9)

Devan Fitch, Director Infrastructure Delivery and Peter Cohen, Manager Infrastructure Delivery from the Vancouver Fraser Port Authority to provide a summary of community feedback received on the rail improvement projects in Pitt Meadows, and next steps.

##### 2. TransLink Update

Sarah Ross, Director of System Planning with TransLink, will provide an update to Council on current challenges facing TransLink and strategies in

place to address financial pressures.

#### I. PUBLIC HEARINGS

None.

#### J. CONSENT AGENDA

THAT the following items be received into the record and respective Staff recommendations, where applicable, be approved by Council:

(1) Cystic Fibrosis Awareness Month (Page 51)

Recognition of May as Cystic Fibrosis Awareness Month.

(2) Re: Property Tax Relief Legislation (Page 52)

Letter from Mayor Dingwall to Minister Robinson dated April 21, 2020 regarding Property Tax Relief Legislation.

#### K. STAFF/OTHER REPORTS

1. Administrative Services – Departmental Update

Kate Barchard, Manager of Administrative Services, to provide a departmental update to Council on operational priorities and challenges in light of the COVID-19 pandemic.

2. 2019 Financial Statements & Audit Results (File 05-1680-01/20)(Page 57)

Sean Reid, Partner and Andrew Bordignon, Senior Manager from KPMG Enterprise will be in attendance to present their Audit Findings.

THAT Council:

- A. Accept the City's 2019 financial statements and direct the Mayor and Director of Financial Services to sign the Consolidated Statement of Financial Position and forward the completed financial statements to the province as required by May 15, 2020 ; AND
- B. Direct staff to do a presentation of the City's 2019 financial statements along with the 2019 annual report at the July 7, 2020 Council meeting; OR

C. Other.

3. Release of Rail Corridor Improvements Memorandum of Understanding (Page 119)

Mark Roberts to share a redacted version of the Memorandum of Understanding between CP, Vancouver Port Authority, and the City of Pitt Meadows that is now released to the public, pertaining to the Kennedy Rd Overpass and Harris Road Underpass rail corridor improvements.

4. Temporary Suspension of 'Grants and Cash Donations' Council Policy C072

Cheryl Harding, Director of Financial Services, to recommend a suspension of Council Policy C072 to allow for the new Financial Relief Grant Program.

THAT Council:

- A. Temporarily suspend Council Policy C072 'Grants and Cash Donations' to allow for the new COVID-19 Financial Relief Grant Program.

L. BYLAWS & PERMITS

1. 2020 Tax Rate Bylaw (File 05-1900-03/20)(Page 130)

THAT Council:

- A. Grant First, Second and Third Reading to the 2020 Tax Rate Bylaw No. 2856, 2020; AND
- B. As per the authority granted through Ministerial Order 083 [local government meetings and bylaw process (covid-19) order], ADOPT the 2020 Tax Rate Bylaw No. 2856, 2020; OR
- C. Other.

2. Development Variance Permit Application for 19451 Sutton Ave (File 3090-20-2020-01)(Page 138)

THAT Council:

- A. Direct Staff to publish notice that Council will consider Development Variance Permit No. 2020-001 at the May 26, 2020 Regular Meeting of Council; AND

B. Direct Staff to:

B.1 Notify surrounding property owners, within a 50 m radius, that Council will consider Development Variance Permit No. 2020-001 at the May 26, 2020 Regular Meeting of Council; OR

B.2 Notify surrounding property owners, within an expanded radius of 250m, that Council will consider Development Variance Permit No. 2020-001 at the May 26, 2020 Regular Meeting of Council; AND

C. Direct Staff to take the radius for notification from the property on which the sign will be erected at 19100 Airport Way; OR

D. Other.

3. Temporary Commercial Use Permit for a Guard Dog Training Facility at 18423 Green Road (File 4520-20-2020-01)(Page 150)

THAT Council:

A. Direct Staff to notify residents within a 488-metre radius of 18423 Green Road that a Temporary Commercial Use Permit for a guard dog training facility will be considered at the May 26th, 2020 Regular Meeting of Council; OR

B. Other.

M. COUNCIL LIAISON REPORTS

N. NOTICE OF CLOSED MEETING

None.

O. QUESTION AND COMMENT PERIOD

The following guidelines apply to correspondence submitted for Question and Comment Period:

- All questions and comments must be submitted via email to [questionsandcomments@pittmeadows.ca](mailto:questionsandcomments@pittmeadows.ca).

- Only one (1) email per community member will be considered per Question and Comment period;
- Each email submission must include a subject line identifying the topic of the email, as well as the community member's full name and city of residence.
- Presentation materials, including PowerPoints, videos and handouts, will not be accepted or presented to Council.
- Communications will NOT be announced or heard by Council during Question and Comment Period if the communication pertains to any of the following:
  - Any matter pertaining to a bylaw or zoning application that is the subject of a public hearing and has not yet been adopted;
  - Any matter that is before the courts, has been the subject of a claim for damages, or pertains to active requests for proposals;
  - Requests for financial or in-kind support;
  - The promotion of commercial goods or services;
  - Other topics deemed inappropriate, vexatious, frivolous, defamatory in nature, or contain abusive language.
- The Corporate Officer reserves the right to limit or defer questions and comments from the public due to time constraints or inappropriate content.

## P. ADJOURNMENT

### *\*COUNCIL PRIORITIES*

*Council's Strategic Priorities are included in each Council Meeting Agenda for reference. (Page 178)*