

MINUTES of the **SPECIAL (Public) Meeting** of Pitt Meadows City Council held on **Monday, November 2, 2020** at 7:00 p.m. in the Council Chamber of the Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia.

**PRESENT**

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: Steve Slawuta, RC Strategies

Staff: M. Roberts, Chief Administrative Officer  
S. Ahrabian, Manager of Engineering & Facilities  
K. Barchard, Corporate Officer  
T. Barr, Deputy Corporate Officer  
A. Berry, Director of Planning & Development  
D. Fast, Manager IT Services  
C. Harding, Director of Financial Services  
T. Hupka, Clerk II  
S. Maki, Director of Engineering & Operations  
B. Morgan, Emergency Program Coordinator  
C. McDowell, Manager of Recreation

**A. CALL TO ORDER**

The meeting was called to order at 7:01 p.m.

**B. LATE ITEMS**

Item L.1 was PULLED from the agenda as reissuance of notification of variance is required before Council's consideration of the application.

**C. APPROVAL OF AGENDA**

It was **MOVED** and **SECONDED** THAT the agenda for the November 2, 2020 Special (Public) Meeting of Council be approved as amended.

**CARRIED.**

Mayor Dingwall provided a congratulatory message to newly re-elected MLA Lisa Beare, as well as accolades for Cheryl Ashlie for her campaign efforts.

#### **D. QUESTION AND COMMENT PERIOD**

The following members of the community engaged in Question and Comment Period:

Mike Bani, Coquitlam (applicant) – Regarding preservation of the residence at 14776 Harris Road. (In person)

Colin Fry, New Westminster – Regarding preservation of the residence at 14776 Harris Road. (In person)

#### **E. ADOPTION OF MINUTES**

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

- (1) October 20, 2020 Special (Pre-Closed) Meeting of Council.
- (2) October 20, 2020 Special (Public) Meeting of Council.

**CARRIED.**

#### **F. ANNOUNCEMENTS**

None.

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

None.

#### **H. DELEGATIONS and PRESENTATIONS**

##### **1. Pitt Meadows Parks, Recreation & Culture Master Plan**

Stephen Slawuta, Consultant with RC Strategies, provided Council with an overview of the process to develop the Parks, Recreation & Culture Master Plan including a PowerPoint presentation which is included as Attachment 1 and forms part of the original minutes.

Highlights of the presentation included:

- Overview of the Project Team;

- Background of RC Strategies;
- Purpose of the Master Plan;
- Project phases (currently in Phase 2 of 5 – Research & Analysis);
- Overview of Engagement plan (to launch in January 2021);
- Council input: Survey, Workshop, Master Plan review in spring 2021;
- Council web survey to be sent.

Council participated in a round table discussion with the following points being raised:

- Residents to participate in the survey online with physical copies available;
- Desire for a Pitt Meadows focused Master Plan;
- Importance of engaging residents and strategies to connect with all community organizations;
- Anticipation of engagement opportunities.

It was **MOVED** and **SECONDED** THAT Council receive for information the Pitt Meadows Parks, Recreation & Culture Master Plan update as presented at the November 2, 2020 Special (Public) Meeting of Council.

**CARRIED.**

#### **I. PUBLIC HEARINGS**

None.

#### **J. CONSENT AGENDA**

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

##### **1. Q3 2020 Closed Items Released to the Public**

In an effort to support the goals of openness, transparency and accountability, Council released the attached items from closed Council meetings.

**CARRIED.**

**K. STAFF / OTHER REPORTS****1. 2020 Eight Month Budget Variance Review (File 05-1615-01/20)**

Cheryl Harding, Director of Financial Services, provided a verbal overview of the staff report including a PowerPoint presentation which is included as Attachment 2 and forms part of the original minutes.

Highlights of the presentation included:

- General fund forecast highlighting cost saving measures, diversion of resources, impacts of facility closures;
- Utilities forecast; and
- Capital projects.

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

- A. Direct Staff to prepare an Amended 2020 – 2024 Financial Plan Bylaw reflective of the information contained in the tables included in Attachment A of the '2020 Eight Month Budget Variance Review' report dated October 23, 2020; OR

**CARRIED.**

**2. UBCM Emergency Preparedness Fund & Community Resiliency Investment – Grant Application Approvals (File 14-7130-01/20)**

Barbara Morgan, Emergency Program Coordinator, provided council with an overview of two applications for grant funding approval including a PowerPoint presentation which is included as Attachment 3 and forms part of the original minutes.

Highlights of the presentation included:

- Pitt Meadows structural flood mitigation upgrades;
- Requirement for back-up generators;
- History of grant funding;
- FireSmart community funding for educational purposes;
- FireSmart principles included in the City's draft Official Community Plan (OCP);
- Implementation of new Community Wildfire Resiliency Plan; and

- Recent grant application submitted in amount of \$1,000,000 to assist with costs of building and outfitting the Emergency Operation Centre located in the new Pitt Meadows Fire Hall.

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

- A. Direct staff to make an application to the UBCM Community Emergency Preparedness Fund – Structural Flood Mitigation, in the amount of \$750,000, to replace the flood box at the Pitt Polder pump station, install back-up generators at the Pitt Polder and Alouette pump stations and provide overall grant management for the project; AND
- B. Direct staff to make an application to the UBCM Community Resiliency Investment Fund – FireSmart Community Funding, in the amount of \$50,000, for a Wildfire Resiliency Plan and to implement the FireSmart education; OR

**CARRIED.**

3. **2020 Third Quarter Management Report (File 04-1470-01/20)**

Mark Roberts, CAO, provided a verbal overview of the Staff Report.

Highlights of the presentation included:

- NLAP Public Hearing rescheduling;
- Fire Hall construction project (video of demo);
- COVID-19 response and reopening plans;
- Celebrated virtual Canada Day and virtual Art Gallery exhibits; and
- Progression of road and rail projects.

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

- A. Receive for information the Staff Report titled “2020 Third Quarter Management Report” highlighting Council & staff’s work and accomplishments between July 1, 2020 and September 30, 2020.

**CARRIED.**

4. **Presentation Schedule for the 2021 Corporate Business Plan (File 01-0620-03-20)**

Mark Roberts, CAO, provided a verbal overview of the Staff Report.

Highlights of the presentation included:

- Business planning presentations scheduled for November 23<sup>rd</sup> and 24<sup>th</sup> starting at 5:30 p.m.;
- Each division allotted 15 minutes;
- Presentation includes achievements, initiatives, challenges and budget allocation;
- Budget deliberations are currently scheduled for December 7<sup>th</sup> at 5:30 p.m. and December 9<sup>th</sup> at 9:00 a.m.

There was general consent to adjust the schedule for budget deliberations to begin at 5:30 p.m. on both December 7<sup>th</sup> and December 9<sup>th</sup> with no meals provided due to COVID.

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

- A. Receive for information the October 20, 2020 Staff Report titled 'Presentation Schedule for the 2021 Corporate Business Plan'.

**CARRIED.**

**L. BYLAWS AND PERMITS**

1. **Development Variance Permit Application for 11626 Harris Road (File 3090-20-2020-03)**

This item was pulled from the agenda.

2. **Demolition Permit for the Von Alvensleben Residence, 14776 Harris Road, City of Pitt Meadows Heritage Register (File 6800-20-2020)**

Anne Berry, Director of Planning & Development, provided a verbal overview of the Staff Report including a PowerPoint presentation which is included as Attachment 4 and forms part of the original minutes.

Highlights of the presentation included:

- History of the residence;

- Lot size;
- Contained in the ALR but not currently farmed;
- Identified on community heritage register;
- Heritage preservation tools; and
- Potential actions.

Council participated in a round table discussion with the following points being raised:

- Inquiry re: current condition and recent photographs of the structure;
- Potential funding opportunities;
- Overgrown vegetation hinders sunlight to the property;
- Would like staff to work with property owner to determine any opportunity to preserve;
- Expectations when heritage properties are purchased, that a replica be considered;
- Authority and requirements to consider within a heritage designation bylaw;
- Communication with ALC to determine possible solutions;
- Alternative options such as movement of the home;
- Importance of protecting heritage in Pitt Meadows;
- Consideration if demolished that the developer be subject to a heritage donation towards heritage facilities and education.

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

- A. Pursuant to Division 4 of the Local Government Act [Temporary Protection], authorize temporary protection for 60 days for the Von Alvensleben heritage building at 14776 Harris Road; AND
- B. Commencing on the day this resolution is passed, apply the prohibitions in Section 609 of the Local Government Act [Temporary Protection] to the property without exception.

**CARRIED.**

3. **Soil Removal and Fill Deposit Permit Application – 17630 Fraser Dyke Road (File 11-5240-01/20)**

Salia Ahrabian, Manager of Engineering & Facilities, provided a verbal overview of the Staff Report including a PowerPoint presentation which is included as Attachment 5 and forms part of the original minutes.

Highlights of the presentation included:

- Site Overview;
- Background of property use;
- Overview and purpose of application;
- Permit conditions; and
- Clarification that no excavation is required.

Council participated in a round table discussion with the following points being raised:

- Inquiry re: data collected by speed reader boards along Ford Road Detour (staff confirmed the average speed of large trucks is 55 km/hr);
- No future plans to develop the property;
- Supportive of a flag person;
- No concerns/comments from KFN on Archaeological Impact Assessment at this time.
- Concerns with road levy collection;
- Concerns with seasonal timing of activity, wear and tear on roads during winter months.

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

- A. Approve the issuance of a soil removal and fill deposit permit for 17630 Fraser Dyke Road to deposit 3,750m<sup>3</sup> of clean, non-organic fill, with the following conditions:
  - A.1 Issuance of a Highway Use Permit for hauling along the Kennedy Road and Airport Way truck routes, prohibiting roadside parking or staging and implementation of traffic control plan; AND



- A.2 No dirt, debris or mud shall be permitted on any road. Roads must be kept clean and swept daily as outlined in the Highway Use Permit. Ford Road Detour, 176th Street and access to site must be monitored at all times during fill activities, and any debris removed right away; AND
- A.3 Prohibiting filling activities on Saturdays, Sundays and statutory holidays and restricting operations to the hours between 7:00 a.m. and 5:00 p.m. any other day of the week; AND
- A.4 Implementation and monitoring of Erosion and Sediment Control (ESC) measures as prescribed by Western Seed and Erosion and as required per provincial best management practices; AND
- A.5 Compliance with all relevant legislation and permitting requirements, including municipal, regional, provincial and federal jurisdictions.

**CARRIED.**

#### **M. COUNCIL LIAISON REPORTS**

Council provided updates on recent community involvement and events.

#### **N. NOTICE OF CLOSED MEETING**

None.

#### **O. QUESTION AND COMMENT PERIOD**

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

#### **P. ADJOURNMENT**

The meeting was adjourned at 8:31 p.m.

**Signed:**

**Certified Correct:**

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Bill Dingwall, Mayor

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Kate Barchard, Corporate Officer