

A Regular Council Meeting for the City of Coquitlam convened in the Council Chambers of City Hall, 3000 Guildford Way, Coquitlam, BC on Monday, February 8, 2021 at 7:05 p.m. All members of Council were present. Members of staff present were the City Manager, Deputy City Manager, General Manager Engineering and Public Works, General Manager Planning and Development, Director Development Services, Manager Community Planning, Community Social Development Manager, Planner 2, City Clerk and Legislative Services Clerk.

## CALL TO ORDER

## ADOPTION OF MINUTES

### 1. Minutes of the Regular Council Meeting held on Monday, February 1, 2021

MOVED BY COUNCILLOR KIM  
AND SECONDED

051 That the Minutes of the Regular Council Meeting held on Monday, February 1, 2021 be approved.

CARRIED UNANIMOUSLY

## REPORTS OF STAFF

### PLANNING AND DEVELOPMENT

### 2. Report of the Director Development Services – Zoning Text Amendment Bylaws No. 5099, 2021 and 5100, 2021, Subdivision and Development Servicing Amendment Bylaw No. 5098, 2021, Letters of Assurance – Policy and Procedure, and Development Variance Assessment Criteria – Policy and Procedure (PROJ 20-122)

In response to a question from Council, the General Manager Planning and Development provided information relative to School District 43's utilization of a performance bond from a private company and undertook to provide Council with further information.

The Deputy City Manager stated that the Letters of Assurance Policy requires a performance bond from a public entity rather than a private insurance company.

In response to a question from Council, the Planner 2 provided information relative to the height of single family homes in the RT-2 zones as outlined in the report.

MOVED BY COUNCILLOR ASMUNDSON  
AND SECONDED

052 That Council:

1. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5099, 2021*;
2. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 5100, 2021*;
3. Refer *Bylaws No. 5099, 2021, and 5100, 2021* to Public Hearing;
4. Give first, second, and third readings to *City of Coquitlam Subdivision and Development Servicing Amendment Bylaw No. 5098, 2021*;
5. Approve the *Letters of Assurance – Policy and Procedure*; and
6. Approve the *Development Variance Assessment Criteria – Policy and Procedure*.

CARRIED UNANIMOUSLY

**3. Report of the Director Development Services – Housing Agreement Bylaw Nos. 5096 and 5097, 2021 at 500 Foster Avenue and 633 North Road “Amacon” (PROJ 19-046)**

MOVED BY COUNCILLOR TOWNER  
AND SECONDED

- 053
1. That Council give first, second and third readings to *City of Coquitlam Housing Agreement Bylaw No. 5096, 2021*; and
  2. That Council give first, second and third readings to *City of Coquitlam Housing Agreement Bylaw No. 5097, 2021*.

CARRIED UNANIMOUSLY

**4. Report of the General Manager Planning and Development – Memorandum of Understanding with BC Housing for Below-Market Rental Units**

Discussion ensued relative to the following:

- Clarification as to the ability of BC Housing to provide further below-market rental units beyond that outlined in the Memorandum of Understanding (MOU)
- Clarification as to the term of the MOU and the cancellation clause as outlined in the report

The General Manager Planning and Development provided background as to the City's relationship with BC Housing in developing affordable housing and below-market rental units in Coquitlam.

Discussion continued relative to the appreciation for the work that staff have undertaken to provide alternative types of housing and the belief that the MOU will develop into a model for providing below-market rental housing in the lower mainland.

MOVED BY COUNCILLOR MARSDEN  
AND SECONDED

054 That Council:

1. Authorize the Mayor and City Clerk to execute the Memorandum of Understanding ("MOU") that is included as Attachment 1 to the report of the General Manager Planning and Development dated February 3, 2021 between the City and British Columbia Housing Management Commission (BC Housing) related to a proposed partnership agreement to manage private sector owned below-market rental units.
2. Authorize any other related, subsequent agreements deemed necessary by the General Manager of Planning and Development to achieve the intent outlined in the MOU.

CARRIED UNANIMOUSLY

**5. Report of the General Manager Planning and Development – Housing Needs Report – Proposed Scope and Process**

The General Manager Planning and Development provided introductory comments regarding the Housing Needs Report as outlined in the staff report.

Discussion ensued relative to the following:

- Clarification as to the timeline for reporting back to Council
- Appreciation for the work staff have undertaken to proceed with the Housing Needs Report in order to better address housing issues in Coquitlam
- Clarification as to the tracking of demolished units as part of the report
- The potential to use the information to approve targeted development

In response to a question from Council, the Manager Community Planning noted the intention of the Housing Needs Report to standardize the housing information in Coquitlam to best address future policy discussions.

Discussion continued relative to the following:

- Clarification as to the types of data sets that staff will be using to develop the Housing Needs Report
- The potential utilization of the Canadian Census to collect targeted data
- The potential purchase of additional data to supplement the Housing Needs Report
- The potential impacts of increased immigration on housing needs after the COVID-19 pandemic is over
- Clarification as to the potential staffing resources required to manage the Housing Needs Report
- The understanding that there are limitations to data-based projections

The General Manager Planning and Development noted the legislative requirement for the City to develop a Housing Needs Report and stated that further information on potential resourcing needs would be brought to Council as part of the 2022 Budget process.

Discussion continued relative to the following:

- Clarification as to the allocation of the Union of British Columbia Municipalities grant for Housing Needs Reports in relation to neighbouring municipalities
- The desire to support those at-risk in the community with an increased availability of housing

MOVED BY COUNCILLOR ASMUNDSON  
AND SECONDED

055 That Council endorse the proposed scope and process for the Housing Needs Report as outlined in the report of the General Manager Planning and Development dated January 28, 2021 and entitled "Housing Needs Report – Proposed Scope and Process".

CARRIED UNANIMOUSLY

**OTHER BUSINESS**

**NEXT MEETING DATE – February 22, 2021**

**ADJOURNMENT**

The Mayor, on behalf of Council, recognized the anniversary of the death of Mary, Queen of Scots.

MOVED BY COUNCILLOR MANDEWO  
AND SECONDED

056 That the Regular Council Meeting adjourn – 7:48 p.m.

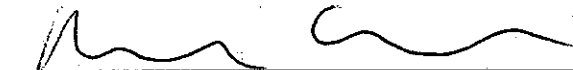
CARRIED UNANIMOUSLY

MINUTES CERTIFIED CORRECT

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CHAIR

I hereby certify that I have recorded the Minutes of the  
Regular Council Meeting held Monday, February 8, 2021  
as instructed, subject to amendment and adoption.



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Rachel Cormack  
Legislative Services Clerk