

## COUNCIL-IN-COMMITTEE MEETING

Monday, May 11, 2020

A Regular Meeting of the Council-in-Committee convened on Monday, May 11, 2020 at 2:05 p.m. in the Council Chambers of City Hall, 3000 Guildford Way, Coquitlam, BC with the following persons present:

COMMITTEE MEMBERS: Mayor Richard Stewart  
Councillor Brent Asmundson  
Councillor Craig Hodge  
Councillor Steve Kim  
Councillor Trish Mandewo  
Councillor Dennis Marsden  
Councillor Teri Towner  
Councillor Chris Wilson  
Councillor Bonita Zarrillo

STAFF: Peter Steblin, City Manager  
Raul Allueva, Deputy City Manager  
Jim Ogloff, Fire Chief  
Jaime Boan, General Manager Engineering and Public Works  
Michelle Hunt, General Manager Finance, Technology and Police Services  
Don Luymes, General Manager Civic Lands and Facilities  
Jim McIntyre, General Manager Planning and Development  
Donnie Rosa, General Manager Parks, Recreation and Culture Services  
Nikki Caulfield, Director Human Resources and Corporate Planning  
Danny Bandiera, Manager Communications and Information Technology  
Kathleen Vincent, Manager Corporate Communications  
James Andrusiw, Application Services Manager  
Darren Browett, Technical Services Manager  
Darlene Soque, ICT Project Manager  
Nicole Stel, ICT Project Manager  
Jo-Ann Avelino, Support Desk Supervisor  
Sean Watson, Business Systems Analyst  
Jay Gilbert, City Clerk  
Sean O'Melinn, Legislative Services Manager  
Julie Hunter, Committee Clerk

**CALL TO ORDER**

## **ADOPTION OF MINUTES**

### **1. Minutes of the Council-in-Committee Meeting held on Monday, May 4, 2020**

The Minutes of the Council-in-Committee Meeting held on Monday, May 4, 2020 were approved.

## **REPORTS OF STAFF**

### **FINANCE, TECHNOLOGY AND POLICE SERVICES**

### **2. Report of the General Manager Finance, Technology and Police Services - Coquitlam's Technology Response to COVID-19**

The General Manager Finance, Technology and Police Services provided introductory comments relative to work undertaken by the Information Communications Technology (ICT) Division in response to the COVID-19 pandemic.

The Manager Information and Communications Technology utilized an on-screen presentation entitled "City's Technology Response to COVID-19" and referred to slides titled as follows:

- COVID-19 Technology Response
- Thank You

Discussion ensued relative to the following:

- Appreciation for the work undertaken by ICT staff in response to COVID-19
- The understanding that Coquitlam was one of the first municipalities to hold a virtual Council meeting
- The belief that Council has been able to proceed with its business almost seamlessly
- The current and future use of remote video for certain building inspections
- The desire to more fully utilize technology to achieve efficiencies across the whole organization
- The desire to evaluate operational efficiencies and productivity in the medium and long term
- Possible means of helping members of the public who do not have connectivity in their homes
- Cyber security training for staff
- The increase in public use of the CoquitlamConnect app since the beginning of the COVID-19 pandemic
- Interdepartmental and intermunicipal collaboration regarding the response to the pandemic
- The City's business continuity plan
- Supports and resources provided by the City to assist local businesses
- The potential use of the traffic management system to improve traffic safety

- The ICT Division's resource requirements
- The use of telephone technology by the City
- The understanding that staff are developing a pilot program for low cost, high-speed internet options to local businesses in underserved areas of the City
- The desire to identify savings and efficiencies resulting from the need to accelerate the implementation of ICT plans
- The ability to continue to use video conferencing software for Council meetings
- The desire to build on the City's technology strategies and initiatives for continued use
- The desire for public communications related to the protection of personal information

On behalf of Council, the Mayor thanked the ICT Division and each of the City departments for collaborating to successfully respond to the need for remote work options for staff and alternate public service delivery methods to ensure the continuance of City operations.

The Committee received the report of the General Manager Finance, Technology and Police Services dated May 4, 2020 and entitled "Coquitlam's Technology Response to COVID-19" for information.

#### OTHER BUSINESS

NEXT MEETING DATE – May 25, 2020

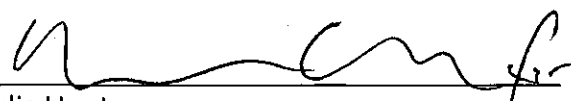
#### ADJOURNMENT

The meeting adjourned at 2:50 p.m.

MINUTES CERTIFIED CORRECT

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CHAIR

I hereby certify that I have recorded the Minutes of the Council-in-Committee Meeting held Monday, May 11, 2020 as instructed, subject to amendment and adoption.

  
Julie Hunter  
Committee Clerk