

A Regular Council Meeting for the City of Coquitlam convened in the Council Chambers of City Hall, 3000 Guildford Way, Coquitlam, BC on Monday, September 14, 2020 at 7:09 p.m. All members of Council were present. Members of staff present were the City Manager, Deputy City Manager, General Manager Parks, Recreation and Culture Services, General Manager Engineering and Public Works, General Manager Finance, Technology and Police Services, General Manager Civic Lands and Facilities, General Manager Planning and Development, Director Development Services, Manager Development, City Land, Planner 2, Planner 2, City Clerk, Legislative Services Manager and Legislative Services Clerk.

## CALL TO ORDER

The Mayor, on behalf of Council, recognized the work that fire crews in both Canada and the United States were undertaking to battle forest fires along the west coast.

The City Clerk noted one additional business item identified for discussion and it was accepted under Other Business.

## ADOPTION OF MINUTES

### 1. Minutes of the Regular Council Meeting held on Tuesday, September 8, 2020

MOVED BY COUNCILLOR MARSDEN  
AND SECONDED

362 That the Minutes of the Regular Council Meeting held on Tuesday, September 8, 2020 be approved.

CARRIED UNANIMOUSLY

## REPORTS OF STAFF

### PLANNING AND DEVELOPMENT

### 2. Report of the Director Development Services – Development Variance Permit 19 112874 DV to Reduce the Geotechnical Slope Setback, Front Lot Line Setback and Increase the Perimeter Wall Height and Area for a Single Family Dwelling Renovation at 333 LeBleu Street – Zed Studio Design (PROJ 19-061)

The Mayor called for speakers from the audience with respect to this item.

Discussion ensued relative to the following:

- Clarification regarding the understanding that the addition of garages would not impact the footprint of the proposed home
- The desire for further information regarding the requested setbacks in relation to

- the context of the footprint of the home remaining the same
- The desire for further information regarding the retention of one windfirm tree on the subject property

In response to a question from Council, the Director Development Services provided information regarding the requested setbacks in relation to the placement of the home on the subject property.

Discussion continued relative to the desire for further information regarding the potential changes to the slope of the streamside bank on the subject property.

In response to a question from Council, the Director Development Services noted that, due to the age of the home, the design would not have been subject to a geotechnical study and, therefore, there is no point of comparison in relation to any potential change of bank slope. He further noted that the only change to the outside design of the home is the addition of the garage away from the stream.

Discussion continued relative to the following:

- The understanding that the City's Engineering Department does not review the work undertaken by privately contracted engineering firms for development permits
- The understanding that the work that would be undertaken at the home would primarily involve a renovation within the home
- The understanding that the home precedes any zoning restrictions that the City has since enacted

In response to a question from Council, the Director Development Services noted that the property currently has a retaining wall between the home and the riverbank.

Discussion continued relative to clarification regarding the placement of the geotechnical setback.

There were no further public representations to this item.

MOVED BY COUNCILLOR ASMUNDSON  
AND SECONDED

- 363 That Council approve the signing and sealing of Development Variance Permit 19 112874 DV and authorize the Mayor and City Clerk to execute this Permit on behalf of the City of Coquitlam.

CARRIED

Mayor Stewart and Councillor Mandewo registered opposition.

**3. Report of the Director Development Services – OCP Amendment Bylaw No. 4984, 2020, Zoning Amendment Bylaw No. 4985, 2020, Heritage Revitalization Agreement Authorization Bylaw No. 4986, 2020, and Heritage Designation Bylaw No. 4987, 2020 at 373 and 375 Clayton Street, 572, 602, 604, 606, 608, and 612 Rochester Avenue, and 390 and 394 Guilby Street – Allaire Headwater (Rochester) Residences (PROJ 18-076)**

Discussion ensued relative to the following:

- Clarification regarding the number of housing units that would be permitted under the current land designation
- Clarification regarding the average size of an apartment unit versus a townhouse unit and the amount of townhouses that would be permitted under the current land designation

In response to a question from Council, the General Manager Planning and Development discussed the changes that have occurred in the Burquitlam Lougheed Neighbourhood Plan following the previous Section 475 consultation in the neighbourhood for this project. He further noted the changes to the application regarding unit density following the Section 475 process.

In response to a question from Council, the Director Development Services provided an overview of the current density in the surrounding area.

In response to a question from Council, the Planner 3 provided an overview of the discussions between City staff and the applicant regarding potential density on the site.

Discussion continued relative to the following:

- Clarification regarding the density calculations between unit size, unit type and building height for an application
- The pros and cons of retaining the heritage homes as part of the application relative to the higher density being requested on the rest of the site
- Concern regarding the amount of increased density being placed on the remaining site in order to retain the heritage homes
- The desire for further conversation regarding Heritage Revitalization Agreements (HRA) and clarity relative to the amount of increased density provided as part of the HRA

In response to a question from Council, the General Manager Planning and Development provided an overview of the history of the neighbourhood and the specific development. He further provided an overview of the increased density on the site and stated he could bring further information to Council relative to the density calculations for the site.

Discussion continued relative to the following:

- Concern over the amount of additional density in the neighbourhood
- The desire for further information regarding the zoning and anticipated future developments in the surrounding area

- The understanding that the HRA policy will be brought to Council for further discussion
- Clarification regarding the proposed road dedication as part of the application
- The understanding that the degree of road realignment was finalized after the application was initially submitted

In response to a question from Council, the Director Development Services provided clarification regarding the traffic management work undertaken in relation to the application in order to ensure traffic safety.

Discussion continued relative to concerns about referring the application to Public Hearing at this stage.

In response to a question from Council, the Director Development Services noted the constraints associated with increasing density in townhouse developments and stated that that was the reasoning for accommodating the additional density through the use of apartment structures.

Discussion continued relative to the desire to refer the application back to staff for further discussion relative to adding density on the subject site.

In response to a question from Council, the Director Development Services noted that staff have received enough feedback from Council to allow staff to continue to work with the applicant to address Council's concerns relative to the proposed density on the subject site.

MOVED BY COUNCILLOR MARSDEN  
AND SECONDED

364 That Council:

1. Give first reading to *City of Coquitlam Official Community Plan Amendment Bylaw No. 4984, 2020*;
2. Give first reading to *City of Coquitlam Zoning Amendment Bylaw No. 4985, 2020*;
3. Give first reading to *City of Coquitlam Heritage Revitalization Agreement Authorization Bylaw No. 4986, 2020*;
4. Give first reading to *City of Coquitlam Heritage Designation Bylaw No. 4987, 2020*;
5. In accordance with the *Local Government Act*, consider *Bylaw No. 4984, 2020* in conjunction with *City of Coquitlam 2020 Five-Year Financial Plan Bylaw No. 5024, 2019*, and the *Regional Solid Waste Management Plan*;
6. Refer *Bylaw Nos. 4984, 2020, 4985, 2020, 4986, 2020, and 4987, 2020* to Public Hearing; and
7. Instruct staff to complete the following items prior to Council's consideration of fourth and final reading, should Council grant second and third readings to the Bylaws:
  - a. Submission of a subdivision plan to the satisfaction of the Approving Officer;

- b. Resolution of the relocation of the sanitary sewer connection for the property located at 378 Guilby Street to the satisfaction of the General Manager Engineering and Public Works; and
- c. Finalization, execution and delivery to the City the following agreements in Land Title Office registrable form:
  - i. One or more Section 219 Covenants and / or owner-maintained statutory rights-of-way in favour of the City over all publicly accessible spaces including public walkways through the site and the public nodes at the northeast and northwest corners of the site;
  - ii. Section 219 Covenant prohibiting occupancy unless the Heritage Homes have been restored to the satisfaction of the General Manager Planning and Development;
  - iii. Section 219 Covenant prohibiting the stratification of a guest suite within Building 1;
  - iv. Statutory right-of-way to allow for appropriate fire truck access to and maneuverability into and out of the lane; and
  - v. Such other Land Title Office registrable agreements as may be required by the City.

MOTION REFERRED

Discussion ensued relative to clarification of the process to amend the Official Community Plan and the use of a Heritage Revitalization Agreement.

MOVED BY COUNCILLOR MARSDEN  
AND SECONDED

- 365 That Council refer the report of the Director Development Services entitled “OCP Amendment Bylaw No. 4984, 2020, Zoning Amendment Bylaw No. 4985, 2020, Heritage Revitalization Agreement Authorization Bylaw No. 4986, 2020, and Heritage Designation Bylaw No. 4987, 2020 at 373 and 375 Clayton Street, 572, 602, 604, 606, 608, and 612 Rochester Avenue, and 390 and 394 Guilby Street – Allaire Headwater (Rochester) Residences (PROJ 18-076)” back to staff.

CARRIED UNANIMOUSLY

**4. Report of the General Manager Planning and Development – Housing Needs Report – UBCM Grant Application**

MOVED BY COUNCILLOR ASMUNDSON  
AND SECONDED

- 366 That Council support an application to the Union of BC Municipalities (UBCM) Housing Needs Report Program to apply for, receive and manage a grant of \$70,000 to complete the Provincially required Housing Needs Report for Coquitlam.

CARRIED UNANIMOUSLY

**CITY MANAGER**

**5. Report of the City Clerk – Request to Remove Union of BC Municipalities' Resolution NEB6 from the Not Endorse Block of Resolutions**

The City Clerk provided further supportive comments relative to the request to remove Resolution NEB6 from the Not Endorsed Block of Resolutions at the Union of British Columbia Municipalities (UBCM) 2020 Annual Convention.

Council agreed to consider a revised resolution to allow the City Clerk to detail the City's support via letter rather than attaching the report.

Discussion ensued relative to the understanding that municipalities need a more robust framework for Community Amenity Contributions in order to better support community development.

MOVED BY COUNCILLOR MARSDEN  
AND SECONDED

- 367 That Council:

1. Request that the Union of BC Municipalities remove Resolution NEB6 *Community Amenity Contribution* from the Not Endorse Block of Resolutions at the Union of British Columbia Municipalities 2020 Annual Convention; and
2. Convey its rationale for this request through a letter from the City Clerk based primarily on the content found in the Report of the City Clerk dated September 10, 2020 and entitled *Request to Remove Union of BC Municipalities' Resolution NEB6 from the Not Endorse Block of Resolutions*.

CARRIED UNANIMOUSLY

**DEPUTY CITY MANAGER**

**6. Report of the Deputy City Manager – Coquitlam COVID-19 Community Support and Recovery Plan (CSRP)**

In response to a question from Council, the Deputy City Manager provided an overview of the proposed consultation strategy and the scope of responses envisioned.

Discussion ensued relative to the following:

- Concern that the City might create undue expectations in the community of continued support after the COVID-19 pandemic has passed
- The belief that the community can appreciate the COVID-19 CSRP programs will be withdrawn once the pandemic has passed
- Appreciation for the work that staff have undertaken to best support the community throughout the pandemic
- The desire for Council to have further opportunities to provide feedback relative to the CSRP
- Potential additional support programs that could be included in the CSRP
- Appreciation for the outlined programs within the CSRP
- Appreciation for the community at large for helping residents manage in these trying times
- The desire for further data collection as part of the consultation process relative to desired supports in the community

In response to a question from Council, the Deputy City Manager provided an overview of the anticipated data collection and consultation process.

MOVED BY COUNCILLOR TOWNER  
AND SECONDED

- 368 That Council approve the COVID-19 Community Support and Recovery Plan (CSRP) as per attachment 3 of the report of the Deputy City Manager dated September 9, 2020 and entitled “Coquitlam COVID-19 Community Support and Recovery Plan (CSRP)”.

CARRIED UNANIMOUSLY

**OTHER BUSINESS**

**OB-1 Resolution Pursuant to M192**

The City Clerk provided an overview of the work that the City has undertaken to re-open Council meetings to in-person public participation and attendance. He further noted the potential concerns relative to re-opening Public Hearings due to the unprecedented nature of participation at those meetings and provided on-table the proposed resolution to continue to comply with Ministerial Order M192.

Discussion ensued relative to the following:

- Appreciation for the work that staff have undertaken to re-open Council and Committee Meetings to in-person attendance
- The potential to further the work to re-open Public Hearings to include in-person public participation.

In response to a question from Council, the City Clerk provided an overview of the logistical challenges in providing a safe meeting space through physical distancing at Public Hearings, considering the inability to estimate how many members of the public might wish to attend in-person.

Discussion continued relative to the following:

- The pros and cons of potential avenues to facilitate in-person Public Hearing attendance
- The benefits of in-person meeting experiences
- The desire to ensure that no one group is privileged by allowing a selective amount of people to participate in-person to the exclusion of others due to safety concerns

In response to a question from Council, the City Clerk provided an overview of how residents are able to participate electronically via Zoom.

MOVED BY COUNCILLOR MANDEWO  
AND SECONDED

369

That Council:

1. Acknowledge the receipt of Ministerial Order M192;
2. Note that the City has long facilitated remote public participation in the Council process for meetings held at City Hall (3000 Guildford Way) through the use of tools such as live webcasting of meetings, the electronic posting of agenda materials and the ability of the public to communicate with members of Council via electronic and other means;
3. Affirm that despite the City's best efforts, it is not reasonably possible to always facilitate the safe attendance of the public in Council Chambers in accordance with all of the applicable Public Health Officer's recommendations;
4. Continue to support the holding of Public Hearings, and the Regular Council Meetings immediately following, in Council Chambers without members of the public continuously present in-person until the end of January 2021;
5. Acknowledge that despite the logistical difficulties associated with moving the City's meetings to an alternative venue, the City will continue to champion the principles of local government openness, accountability, accessibility and transparency through the following existing practices:
  - a. Live webcasting of meetings, and the posting of archived video of meetings, on the City's website;
  - b. Public posting of information related to meeting agendas in advance of the meeting on both the City's official notice boards and website;



- c. Encouragement of the use of the City's e-mail subscription service in order to facilitate distribution of meeting and agenda related information;
  - d. Posting and distribution of meeting minutes in a timely manner;
  - e. Publication of the notice of the Regular Council Meetings in the local newspaper;
  - f. The scheduling of in-person delegations to Council-in-Committee;
  - g. The use of an interactive format to facilitate public input and engagement at Public Hearings and other legislated public input opportunities; and
  - h. Active and ongoing opportunities to provide input to members of Council via e-mail, the website, letters, direct contact, et cetera; and
6. Direct staff to continue to explore reasonable options to facilitate the full return of in-person attendance.

CARRIED UNANIMOUSLY

<b>NEXT MEETING DATE – September 28, 2020</b>
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**ADJOURNMENT**

The Mayor, on behalf of Council, thanked Donnie Rosa for her work as General Manager Parks, Recreation and Culture Services and wished her well in continuing her career at the City of Vancouver.

The Mayor, on behalf of Council, recognized the passing of Jerry Kidwell, and his work on the Board for Place Maillardville.

MOVED BY COUNCILLOR MANDEWO  
AND SECONDED

370 That the Regular Council Meeting adjourn – 9:47 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, September 14, 2020  
as instructed, subject to amendment and adoption.



Rachel Cormack  
Legislative Services Clerk