



REGULAR MEETING OF CITY COUNCIL WORKING SESSION

October 17, 2011 **3:50 p.m.**
Committee Room No. 2
City Hall

MINUTES

PRESENT:

Mayor Wayne Wright
Councillor Jonathan Coté
Councillor Bill Harper
Councillor Bob Osterman
Councillor Jaimie McEvoy
Councillor Betty McIntosh
Councillor Lorrie Williams

STAFF:

Mr. Paul Daminato	- City Administrator
Mr. Rob Carle	- Manager, Electric Utility
Mr. Rick Page	- Director of Legislative Services/Corporate Officer
Ms. Lisa Spitale	- Director of Development Services
Mr. Jim Lowrie	- Director of Engineering Services
Mr. Dean Gibson	- Director of Parks, Culture and Recreation
Mr. Randy Grant	- Manager, Taxation & Revenue
Ms. Colleen Ponzini	- Assistant Director of Finance
Mr. Martin Ryberg	- Manager of Fleet Services
Mr. Terry Dunlop	- Recording Secretary

ADDITIONS TO AGENDA

The following items were added to the agenda:

- **Project Coyote – Brochure**, as item #5
- **Council Meeting Schedule**, as item #6

PRESENTATION AND REPORT

Director of Engineering

1. Fleet Emission Review

a) **New Westminster Fleet Management Plan 2011 – Russ Haycock, Hyla Environmental Services Ltd.**

Consultant's report presenting the City of New Westminster's Draft 2011 Fleet Management Report.

Mr. Russ Haycock, Hyla Environmental Services Limited, reviewed a consultant's presentation highlighting the draft 2011 fleet management Plan. The consultant provided an overview of the municipal fleet inventory and trends, reduction initiatives and low carbon fleet policy. The presentation also included discussion of the various tables and charts detailed in the draft fleet management plan.

Comments from Council (Responses shown in *Italics*):

- Police cars - other jurisdictions have moved to smaller cars and hybrids (e.g. London UK). *Canadian fuel prices have not yet reached European levels although it is acknowledged that costs should not be the driving factor, rather it should be reductions in GHG emissions.*
- New Westminster is a dense urban core that serves an increased population – is there a way to capture a discount for the density of population since we deliver services much more effectively because of the density? Shouldn't there be a premium for the city? *Other cities could possibly argue against the notion, saying that their costs are necessarily higher in a larger area.*
- Offsets – our new waterfront park and trail system – do they qualify when calculating offsets? *No. They are based on what fuel has been consumed. No other coefficients can be applied.*
- Are you going to take this presentation beyond the Mayor and to the full Police Board? Request that the report go to the entire Police Board to inform them of the GHG emissions. *Yes, including consideration of special vehicles.*
- Why did we stop at only two smart cars in the municipality? *The City is trying to create a protocol and policy to ensure that smaller cars can be used. Council is being asked to develop a policy on vehicle replacement but the new vehicle must be able to perform the work that it is required to do.*
- Issue of natural gas and electric vehicles – would such vehicles function the same manner? That area should be studied in terms of future reductions in GHG. *We will bring forward policy options on alternative fuel vehicles and hybrids. We will definitely look at this issue.*
- Fuel efficiency – is regular maintenance performed to ensure that fuel efficiency and regular vehicle servicing is performed? *Yes. Our GPS*

system reports on vehicle performance and transmits real-time performance details that trigger maintenance and other adjustments.

- Heavy duty vehicles – are other alternative fuels being considered? *We will look at all options.*
- How do judgment call decisions and recommendations interact with Council? How can Council be more proactive? *Target vehicles where you can make a change. If we implement this policy and it goes through the Admin. Committee, recommendations requiring Council action will be generated.*
- Sizing of vehicles appropriate for the task – how will the dynamic work between the departments? Are there standards? *You need a policy and work with the Fleet Manager and trust him to know the capabilities of the vehicle.*
- The City could draw on experience in other municipalities and assess their experience with impacts of retooling and retraining.
- Does City staff have access to TransLink’s annual discount pass? *Yes, this is offered to staff already.*

b) Staff Report

[Report dated October 17, 2011 providing an overview of current fleet emissions and an outline of the Low Carbon Fleet Policy.](#)

Mr. Jim Lowrie, Director of Engineering Services addressed the report.

MOVED and SECONDED

THAT received the report dated October 17, 2011 from the Director of Engineering Services for information purposes, and;

THAT Council approve the implementation of the Low Carbon Fleet Policy.

CARRIED.

All members of the Council voted in favour of the motion.

REPORTS

Director of Finance and Information Technology

2. Users Fees and Rates Review Bylaw Amendments for 2012

Report dated October 17, 2011 updating user fees and rates approved in principle by Council on October 3, 2011 and recommending the associated bylaws for three readings.

MOVED and SECONDED

THAT the following Amendment Bylaws be forwarded to Regular Council for Three Readings:

1. Animal Control Amendment Bylaw No. 7491, 2011
2. Building Amendment Bylaw No. 7496, 2011
3. Plumbing Amendment Bylaw No. 7497, 2011

4. Commercial Vehicle Amendment Bylaw No. 7486, 2011
 5. Business License Amendment Bylaw No. 7485, 2011
 6. Downtown New Westminster Redevelopment Amendment Bylaw No. 7492, 2011
 7. Development Approval Procedure Amendment Bylaw No. 7493, 2011
- CARRIED.**

All members of the Council voted in favour of the motion.

Director of Legislative Services

3. New West Substation Operating Agreement – Results of Alternative Approval Process

Report dated October 17, 2011 presenting results of the alternative approval process for the Operating Agreement, which would require electors' assent for financial commitments that may exceed five years.

No public input/objection was received.

MOVED and SECONDED

WHEREAS the deadline of 4:30 p.m. October 12, 2011 for the Alternative Approval Process regarding the New West Substation Operating Agreement (the Agreement), has passed;

AND WHEREAS 10% (4,901) of electors are required to complete the Elector Response Form indicating they are opposed to the agreement in order to prevent Council from proceeding without the assent of the electors;

AND WHEREAS no elector responses were received by the deadline;

***NOW THEREFORE BE IT RESOLVED THAT** the Certificate of Sufficiency for the Alternative Approval Process regarding the New West Substation Operating Agreement, be received and that the condition precedent to the New West Substation Operating Agreement related to the alternative elector approval be removed and that BC Hydro be notified accordingly.*

CARRIED.

4. Proposed Procedure Bylaw

Oral Report on previously circulated Draft Policy and Procedure Bylaw No. 7487.

Mr. Richard Page, Director of Legislative Services invited further Council comment and input prior to final presentation of the bylaw at the regular Council meeting of October 24.

Comments from Council:

- Remove restrictions in Part 18 – Delegations, sections 105 - 112 and re-word Part 11 – Agenda and Order of Business, clause 63 (i) f) to reflect unlimited delegations may request to be heard up to five minutes before commencement of the Council meeting;

- Re-word Part 21 – Notice of Motion, section 130 to allow for such notice to be provided at any time and to not stipulate a requirement for notices to be submitted in writing on the Wednesday prior to a regular Council meeting.
- Suggestion that Councillors submit a weekly written report to be recorded in the minutes and one oral report per month of up to 10 minutes on all community events attended;
- Amend Part 11 – Agenda and Order of Business, clause 63 (i) o) relative to time limitations; allow Councillors to individually determine whether or not they wish to report on all community attendances or provide written or oral reports on participation at conferences, other events or the respective committees chaired;
- Amend Part 22 – Committee of the Whole, Standing & Select Committees and Other Bodies, section 139 (Attendance at Standing and Select Committee Meetings) to read that Council members *may have a voice but may not vote on a question*;
- Request staff to consider options for rules relating to on-table reports;
- Amend Part 14, section 90, to incorporate a requirement to raise a hand when requesting to speak;
- Rework Part 17 – Reconsideration of a Motion, section 99 to stipulate a “window” between 7 and 30 days during which the Mayor may require reconsideration and voting of a motion.
- Community Heritage Commission members – need clarification of ability of Councillor’s to vote;
- Issue proclamations, condolences and congratulations at the beginning of member reports.
- Part 137; add “except APC and Design Panel – at least one member of a Select Committee can be a member of Council”.
- Amend part 139 to allow any/all Council members to attend Standing/Select Committee meetings however, they may not have a vote for that committee.

MOVED and SECONDED

THAT Council receive Draft Policy and Procedure Bylaw No. 7487, with suggested changes put forward at the Working Session of October 17, 2011.

CARRIED.

All members of the Council voted in favour of the motion.

5. Project Coyote – Brochure

To consider a request to donate \$100 to Project Coyote to defray costs of publishing a brochure promoting the group’s activities of developing active coexistence between people and wildlife.

MOVED and SECONDED

THAT Council approve a one-time donation of \$100 to Project Coyote to cover the group’s expenses in publication of a brochure.

CARRIED.

All members of the Council voted in favour of the motion.

6. Schedule of Meetings

A member requested that the regular meeting of Council scheduled for October 31, 2011 terminate at 5:00 p.m.

MOVED and SECONDED

THAT Council authorise termination of the regularly scheduled Council meeting at 5:00 p.m. on October 31, 2011.

CARRIED.

All members of the Council voted in favour of the motion.

ADJOURNMENT

ON MOTION, the meeting adjourned at 5:25 p.m.

Certified Correct,

WAYNE WRIGHT
MAYOR

RICHARD L. PAGE
CORPORATE OFFICER