



REGULAR MEETING OF CITY COUNCIL

In OPEN WORKSHOP SESSION

November 28, 2016 at 2:00 p.m.
Council Chamber, City Hall

MINUTES

PRESENT:

Mayor Jonathan Côté
Councillor Bill Harper
Councillor Patrick Johnstone
Councillor Jaimie McEvoy
Councillor Chuck Puchmayr
Councillor Mary Trentadue
Councillor Lorrie Williams

STAFF:

Ms. Lisa Spitale	- Chief Administrative Officer
Ms. Jan Gibson	- City Clerk
Mr. Dean Gibson	- Director of Parks and Recreation
Mr. Gary Holowatiuk	- Director of Finance & Information Technology
Mr. Jim Lowrie	- Director of Engineering Services
Ms. Jackie Teed	- Acting Director of Development Services
Chief Dave Jones	- New Westminster Police
Ms. Colleen Ponzini	- Senior Manager of Financial Services
Ms. Lynn Roxburgh	- Planner
Mr. Mike Watson	- Senior Planning Analyst
Ms. Britney Quail	- Planning Analyst
Mr. Philip Lo	- Council and Committee Clerk

The meeting was called to order at 2:35 pm.

PRESENTATIONS

1. **Draft 2017 – 2021 Financial Plan – General Fund**, Director of Finance and Information Technology
 - a. **Staff Presentation**
 - b. **Staff Report**

General Fund – Operating Budget

Council expressed concerns regarding impact of taxation on small businesses, and suggested that the impact of Council's strategic initiatives on tax rates should be considered.

Gary Holowatiuk, Director of Finance and Information Technology, noted the following:

- The Business class represents approximately 40% of the City's revenue base, and that the class rate is currently comparable to those of other municipalities;
- Staffing level increases have been driven by the City's strategic initiatives; and
- The tax increase for the City has typically been lower than the regional average.

Council noted that a previous adjustment in the Light Industry class tax rate had long term positive effects.

In response to questions from Council, Colleen Ponzini, Senior Manager of Financial Services, noted that \$1 million annually would be allotted to the Facility Replacement Reserve for the construction of the new Canada Games Pool, and that the proposed financial plan also takes into account additional salary considerations in relation to Council's strategic initiatives.

Mr. Holowatiuk suggested that, for five of the seven years since 2010, the City's tax rate increases have been lower than the GVRD average.

General Fund – Capital Budget

Ms. Ponzini noted modest funds in the General Fund Reserves, which are being reduced but are in fair condition. Ms. Ponzini also noted that the City's debt balance is projected to increase to advance various major capital programs, such as the proposed Canada Games Pool replacement, the Massey Theatre, Intelligent City initiatives, District Energy System, and City Hall upgrades.

In response to questions from Council, Ms. Ponzini noted that the City's debt load is well within the City's full borrowing capacity of \$500 million, and that some 2017 budgets may be higher due to carry forwards from the 2016 budgets as a result of 2016 transactions awaiting completion, delivery or invoicing.

Council suggested that it may helpful to prioritize capital budget items contained in Appendix 3 of the staff report by their necessity and how they relate to the strategic priorities.

Mr. Holowatiuk noted that strategic capital projects have been included in the five-year financial plan, and that the capital budget contains items which are necessary for capital maintenance.

Council requested additional information for a number of items contained in the 2017 Capital Budget Summary.

Chief Dave Jones of New Westminster Police noted that approval in principle for the police radio replacement could allow early delivery in 2017 and achieving a cost savings of approximately \$240,000.

MOVED and SECONDED

THAT Council approve in principle the 2017 capital budget for police radio upgrades.

CARRIED.

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

MOVED and SECONDED

THAT Council receive the staff report dated November 28, 2016 for information.

CARRIED.

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

2. **OUR CITY 2041 – Feedback Received Regarding Draft Infill Housing Design Guidelines**, Acting Director of Development Services
 - a. **Staff Presentation**
 - b. **Staff Report**

Mike Watson, Senior Planning Analyst, and Lynn Roxburgh, Planner, provided a presentation on the public feedback received regarding infill housing design guidelines, noting that Council direction would be necessary on design features which fell below 75% support.

Laneway and Carriage House Parking Requirements

Council noted the following in discussion:

- Discretion in applying different solutions to different conditions may be desirable;
- A preference for housing over parking was expressed; however, concerns were expressed regarding increased street parking congestion;
- Laneway housing policy may not be a success if parking policy acts in contrary to the intention of the laneway housing policy;
- Car ports may have a better chance of being used than enclosed garages; and
- A policy could be developed to maximize the vehicular use of garages.

In response to questions from Council, Ms. Roxburgh and Jackie Teed, Acting Director of Development Services, suggested that a full laneway house above a full garage may cause structural and massing problems, and could encourage the garage space to also be converted into living space, displacing more parking onto the street.

MOVED and SECONDED

THAT Council support the direction of two permitted parking spaces for three dwelling units (a principle dwelling, secondary suite and laneway house)

CARRIED.

Councillors Harper and Puchmayr opposed.

Laneway and Carriage House Parking Type

Ms. Teed suggested that approximately 50% of existing parking garages are not used for parking purposes.

Council noted that the staff recommendation could prevent massing issues; however, concerns were expressed regarding the eligibility of existing houses with two vehicle garages which are being used for parking.

MOVED and SECONDED

THAT Council support limiting a property with a laneway/carriage house to one enclosed garage parking space (with the other required space being a parking pad or carport), which would count towards the laneway/carriage house Floor Space Ratio.

CARRIED.

Councillors Puchmayr and Williams voted in opposition.

Building Separation:

Council expressed a preference for flexibility in building separation distances, such as through a case-by-case review process; however, establishing a graduated scale of acceptable building separation distances may assist staff in handling the variances efficiently.

Mr. Watson suggested that going through the Development Variance Permit process for building separation variances would be an onerous process, with Council approval of each permit required.

MOVED and SECONDED

THAT Council support making minimum building separation distance a guideline, and that staff develop a list of circumstances where a reduction of the minimum building separation distance may be considered, and that staff establish a maximum permitted reduction.

CARRIED.

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

Property Density

Mr. Watson and Ms. Teed suggested that Floor Space Ratio (FSR) is easily understood and measured, and that most cities use FSR to regulate density and livability. Mr. Watson noted that the existing site coverage percentages of principle buildings and detached accessory structures would be retained.

Council noted that the staff recommendation could provide additional flexibility, and requested that staff report back on the feasibility of providing density incentives for the retention of existing houses.

MOVED and SECONDED

THAT Council support the direction of allowing a main house plus a laneway/carriage house to a maximum total density of 0.6 Floor Space Ratio, and that no other detached accessory building be permitted on properties with a laneway/carriage house.

CARRIED.

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

Procedural Note: The Open Workshop adjourned at 5:10 PM. Item 3 on the November 28, 2016 Open Workshop agenda was deferred by Council to the November 28, 2016 Regular Council meeting; the minutes for this item are included below per the original Open Workshop agenda:

3. **Queen's Park Heritage Conservation Area: Draft Design Guideline Principles, and Discussion on Possible Degrees of Conservation**, Acting Director of Development Services
- a. **Staff Presentation**
 - b. **Staff Report**

Britney Quail, Planning Analyst, provided a presentation to Council, noting the following:

- A Conservation Area acts as an additional layer of heritage-driven protection and guidelines between the Official Community Plan (OCP) and the Zoning Bylaw;
- Other Conservation Areas exist in the lower mainland; it is a commonly used tool across BC and across Canada;
- The Statement of Significance for the Queen's Park neighbourhood would be community driven and also based on historic research;
- The Shaughnessy Heritage Conservation Area is an example of a multi-level approach to conservation, with pre-1940 houses subject to advanced protection; and
- Infill housing has been identified as an additional incentive for heritage preservation.

Discussion ensued, with Council noting the following:

- Concerns were expressed that permitting infill housing may encourage speculation;
- Demolition applications should continue to be heard by Council; however, applicants should be informed of the process currently in place and the likelihood of success;
- Some terminology such as "respectful" may need to be clarified;
- Allowing a neighbourhood to evolve through infill housing while preserving heritage may not be mutually exclusive goals;
- It may be beneficial for Council meet with the Working Group may be beneficial;

In response to questions from Council, Ms. Quail and Jackie Teed, Acting Director of Development Services, noted the following:

- Notifications for public consultation opportunities to be provided via postcards, CityPage, and online via social media;
- Success of community consultation could be measured by tracking the attendance of Queen's Park residents over the days of the event;

- Community feedback could determine the criteria and characteristics for the proposed levels of protection;
- Distinguishing levels of protection by building age could provide clear historic boundaries;
- Commercial zoned properties may be exempt from the Conservation Area policy; and
- It has not been determined at this point as to whether new builds should mimic the style of heritage buildings or merge them with modern styling.

MOVED and SECONDED

THAT Council endorse the proposed regulatory elements for the Queen's Park Heritage Conservation Area, including the Draft Heritage Conservation Area Principles, and the Draft Design Guidelines Principles.

THAT Council endorse the proposed consultation approach for the Queen's Park Heritage Conservation Area Review.

CARRIED.

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

MOVED and SECONDED

THAT staff provide a report to Council on the implementation of infill housing in other municipalities, and the effects of infill housing on land speculation.

CARRIED.

Councillor Trentadue voted in opposition.

MOVED and SECONDED

THAT the national Standards and Guidelines for the Conservation of Historic Places in Canada be made available to Council; and

THAT a Council workshop session be held to review best practices for heritage conservation.

CARRIED.

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

ADJOURNMENT

ON MOTION, the meeting was adjourned at 5:10pm.

JONATHAN COTÉ
MAYOR

JAN GIBSON
CITY CLERK