



## **REGULAR MEETING OF CITY COUNCIL**

September 19, 2016 at 2:00 p.m.  
With immediate adjournment to Closed Meeting  
**Regular Council reconvenes at 6:00 p.m.**  
Council Chamber  
City Hall

### **MINUTES**

#### **PRESENT:**

Mayor Jonathan Coté  
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. Bev Grieve	- Director of Development Services
Ms. Lynn Roxburgh	- Planner
Mr. Rupinder Basi	- Planner
Ms Michelle Dean	- Special Events Coordinator
Mr. Kevin Thorpe	- Fleet Services Supervisor
Mr. Philip Lo	- Council and Committee Clerk

The meeting was called to order at 2:13pm.

#### **REMOVAL OF ITEMS FROM THE CONSENT AGENDA**

**1. MOVED and SECONDED**

*THAT item 17 be removed from the Consent Agenda;*

**CARRIED.**

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

## EXCLUSION OF THE PUBLIC

### 2. **MOVED and SECONDED**

*THAT pursuant to Section 90 of the Community Charter, members of the public be excluded from the Closed Meeting of Council immediately following the Regular Meeting of Council on the basis that the subject matter of all agenda items to be considered relate to matters listed under Sections 90(1)(i) and 90(1)(k) of the Community Charter:*

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

**CARRIED.**

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

## ADJOURNMENT

### 3. **MOTION** to adjourn the Council Meeting in open session and proceed to Closed Session.

#### **MOVED and SECONDED**

*THAT the Regular Council meeting in Open Session be adjourned and proceed to Closed Session.*

**CARRIED.**

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

## RECONVENE TO REGULAR COUNCIL

### 4. **MOTION** to reconvene to the Regular Meeting of Council at 6:00 p.m. in the Council Chamber.

#### **MOVED and SECONDED**

*THAT the Regular Council meeting be reconvened in Council Chamber.*

**CARRIED.**

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

## REVIEW AND ADOPTION OF CONSENT AGENDA

5. Item 17 was removed from the Consent Agenda.

**MOVED and SECONDED**

*THAT the remaining items on the Consent Agenda be approved.*

**CARRIED.**

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

**ADDITIONS TO THE AGENDA**  
**Urgent/time sensitive matters only**

6. No items were added to the Agenda.

**OPPORTUNITY TO BE HEARD AND**  
**ISSUANCE OF DEVELOPMENT VARIANCE PERMITS**

7. **Development Variance Permit 00610 for Vary Sign Bylaw Requirements for Boston Pizza at 88 Tenth Street**

Required notification has been completed.

**Attachments:**

- i. Copy of Development Variance Permit notice
- ii. Director of Development Services' report dated August 29, 2016
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions				
Name	Correspondence Date	Date Received	In Support/Opposed / Concerns	#
None to date				

- b. Statement concerning the number of written submissions received and their distribution (City Clerk)

There were no written submissions.

- c. Invitation to those present to address the application

Mayor Coté for three times for speakers. No one came forward.

- d. **Motion** to approve/reject issuance of Development Variance Permit No. 00610.

**MOVED and SECONDED**

*THAT Council approve the issuance of Development Variance Permit No. 00610.*

**CARRIED.**

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

**8. Temporary Use Permit No. 00012 for part of 97 Braid Street**

Required notification has been completed.

**Attachments:**

- i. Copy of Temporary Use Permit notice
- ii. Director of Development Services' report dated August 29, 2016
  
- a. **Motion** to receive the following correspondence concerning this application:

Written Submissions				
Name	Correspondence Date	Date Received	In Support/Opposed / Concerns	#
None to date				

- b. Statement concerning the number of written submissions received and their distribution (City Clerk)

There were no submissions.

- c. Invitation to those present to address the application

Vince Kreiser, resident at 454 Wilson Street, inquired about the proposed landscaping plan at the parking lot, and suggested that a covenant could be place on title to ensure year round landscaping. Mr. Kreiser also inquired about bus routes for shuttling employees.

Rupinder Basi, Planner, noted the following comments in response:

- For the parking lot, low-level perimeter landscaping would be provided by the Applicant for security purposes, along with perimeter fencing and wrapping on the fencing;
- Proposed landscaping could include Japanese Cherry trees on the boulevard and other features;
- A proposed bus route is included in Appendix 2 of the staff report dated September 19, 2016;

- d. **Motion** to approve/reject issuance of Temporary Use Permit No. 00012

Council referred Mr. Kreiser's concerns regarding landscaping to staff, and suggested that Brunette Avenue may be preferable to Rousseau Street for the proposed bus route.

**MOVED and SECONDED**

*THAT Council approve Temporary Use Permit No. 00012.*

**CARRIED.**

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

## **PRESENTATIONS**

9. **OUR CITY 2041 – Draft Infill Housing Design Guidelines**, Director of Development Services and Cindy Brenneis and Peter Reese, Ramsay Worden Architects

**a) Presentation**

**b) Staff Report**

Cindy Brenneis and Peter Reese from Ramsay Worden Architects provided a presentation of the draft Infill Housing Design Guidelines.

Discussion ensued, with Council noting the following comments:

- Communities are encouraged to provide input on the draft design guidelines;
- Concerns were expressed that infill housing may cause valuations on properties to become higher and more unaffordable, and create more need for cars and municipal services;
- Infill housing may provide more options to fulfill permitted density;
- Privacy and laneway pedestrian safety standards, including garbage and recycling disposal access, could be issues for further consideration;
- Public consultation would be important to ensure that proper guidelines are set;
- Encourage on-site parking as opposed to street parking;
- It may be preferable and more effective to have certain elements of infill housing set within the Zoning Bylaw;
- Retention of current floor space ratio (FSR) density could encourage retention of existing smaller houses and encourage more modest developments; and
- Laneway housing should be considered separately from other types of infill housing such as rowhouses.

Lynn Roxburgh, Planner, noted in the following comments:

- Maximum and minimum sizes for infill housing could be included in the Zoning Bylaw to ensure livable and functional units for families;
- Other municipalities may have examples of similar principles in practice that can be studied;
- Parking is proposed to be at-grade, with the assumption that underground parking may be cost prohibitive;
- Review of design guidelines would determine what elements would have to be included in the Zoning Bylaw;
- Council could provide input if there are differences in interpretation between an applicant and staff;
- With regards to laneway and carriage houses, while staff recommends retaining the maximum FSR of 0.5 for single detached dwelling properties, the allocation of this FSR between house and laneway house would be a new consideration;
- The proposed FSR of 0.15 for laneway and carriage houses should always be context appropriate;
- Upcoming public consultation opportunities were noted, including presentations to the Advisory Planning Commission and the Design Panel; and
- More information on design guidelines and on the trial period would be provided to Council at a future meeting.

**MOVED and SECONDED**

*THAT Council direct staff to research and then present recommendations to Council for laneway and carriage houses, and for townhouse and rowhouses, regarding: 1) delegating the authority to issue Development Permits, 2) taking a pre-zoning approach, and 3) starting with a trial period.*

*THAT Council direct staff to proceed with the proposed community consultation program outlined in this report.*

**CARRIED.**

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

**UNFINISHED BUSINESS**

**10. No Items**

**REPORTS FOR ACTION**

**11. City Resources and Expenses Associated with the City Truck, Trailer and Chassis Usage in Parades, Chief Administrative Officer**

Lisa Spitale, Chief Administrative Officer, summarized the staff report dated September 19, 2016.

Council noting that the Festival Committee was unable to make a recommendation on this matter due to the costs involved, and referred the matter to Council. Council also requested a current valuation for all three components.

Kevin Thorpe, Fleet Services Supervisor, noted that both the trailer and float are scheduled for replacement this year, thus the need to seek direction from Council.

Michelle Dean, Special Events Coordinator, noted that the City have not had discussions with the Hyack Festival Associations regarding the Association's intentions for the equipment.

**MOVED and SECONDED**

*THAT the report be tabled pending staff consultation with Hyack Festival Association.*

**CARRIED.**

Councillor Harper voted in opposition.

**12. Queen's Park Heritage Control Clarification of Scope and Process, Director of Development Services (On-Table)**

Bev Grieve, Director of Development Services, summarized the staff report dated September 19, 2016.

Discussion ensued, with Council noted the following comments:

- Speculation and demolition in the Queen's Park neighbourhood created the need for heritage control;
- The City does not have legal authority under the Local Government Act to impose a moratorium on demolitions;
- The heritage control period could provide Council with the right and ability to reject demolition permits during the control period, which may be the extent of Council's ability to enact protection;
- Issues raised by people who may oppose this process would need to be addressed transparently;

- A case-by-case evaluation of Heritage Alteration Permits may not resolve the problem of land speculation and housing affordability issues in Queen's Park, and may not provide clarity on Council's intentions regarding demolitions;
- Control period is interim measure to the Heritage Control area; and
- The Evaluation Panel could be more inclusive and representative of the community.

In response to questions from Council, Ms. Grieve noting the following comments:

- There may be different interpretations of what a moratorium is and how it should function; however, a rejection of all demolition applications by Council could be considered a *de facto* moratorium;
- As a legal clarification, all applications have the right to be considered by Council regardless of Council's decision; and
- According to current guidelines, a reasonable time for Council and staff to consider an application is approximately 60 days.

**MOVED and SECONDED**

*THAT the proposed Evaluation Panel include members from the Queen's Park Neighbourhood Study Working Group as well as the Queen's Park community.*

**CARRIED.**

Councillor Puchmayr voted in opposition.

**MOVED and SECONDED**

- 1) *THAT Council direct staff to take the next steps to implement the use of the following evaluation steps in the review of Heritage Alteration Permit applications for the Queen's Park Heritage Control Period:*
  - a. *Requiring a Heritage Assessment for all demo and major renovation applications; and,*
  - b. *Conducting a maximum density evaluation only for rejected demolition Heritage Alteration Permit applications; and,*
  - c. *Convene a Review Panel for the review of demolition and new building Heritage Alteration Permit applications; and,*
- 2) *THAT Council endorse the interim evaluation criteria for demolition, new building and renovation Heritage Alteration Permits attached to this report, for the term of the Control Period;*



- 3) *THAT Council endorse the attached newsletter outlining key facts about the Queen's Park Heritage Control Period, and direct staff to proceed with next steps for distribution; and,*
- 4) *THAT the demolition applications for Manitoba Street and College Court be considered in accordance with the evaluation steps outlined in this report.*

**CARRIED.**

Councillors Harper, McEvoy and Puchmayr voted in opposition.

- 13. Consideration of Heritage Alteration Permit Applications during the Heritage Control Period in the Queen's Park Neighbourhood, Director of Development Services (Tabled on August 29, 2016)**

**MOVED and SECONDED**

*THAT the staff report be received for information.*

**CARRIED.**

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

**Items 14 and 15 were deferred per Council's resolution for Item 12.**

## **CONSENT AGENDA**

- 16. Draft Flag Policy**

**MOVED and SECONDED**

*THAT Council adopt the Flag Policy dated September 19, 2016.*

**CARRIED.**

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

- 18. Transport Canada Letter Dated September 6, 2016 Regarding Requirements under the Grade Crossings Regulations Pursuant to the Railway Safety Act**

**MOVED and SECONDED**

*THAT the letter from Transport Canada dated September 6, 2016 be received for information.*

**CARRIED.**

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

## **ITEMS REMOVED FROM THE CONSENT AGENDA**

## 17. Traffic Control Requirements for Special Events

In response to questions from Council, Lisa Spitale, Chief Administrative Officer, noted the following comments:

- Contracted certified traffic control personnel would be required at some special events, at the event organizer's expense, to ensure the safety of road closures; and
- Some locations and events may require Police Services to provide traffic control; the associated charges would be processed through the special events approval process, with Council deciding whether the cost is to be reimbursed to the event;

Discussion ensued, with Council expressing concerns that community organizers may have assumptions about the City bearing traffic control costs, and noted that the intention of the report would not change the annual grant process.

### **MOVED and SECONDED**

*THAT New Westminster City Council receive the staff report dated September 19, 2016 for information.*

**CARRIED.**

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

## **BYLAWS**

### **19. No Items**

## **NEW BUSINESS**

**No Items.**

## **ANNOUNCEMENTS FROM MEMBERS OF COUNCIL**

Council noted that October 1, 2016 is National Seniors day, and that the Seniors Festival will be celebrated at Century House on October 1, from 11 AM to 3 PM.

## **NEXT MEETING**

**October 3, 2016**

A Regular Council meeting will convene at 2:00 p.m. and immediately adjourn to a Closed meeting, and then the Regular meeting will reconvene at 6:00 p.m. Both meetings will be held in the Council Chamber on the 2<sup>nd</sup> Floor at City Hall.

## **ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 8:38pm.

---

**JONATHAN COTÉ**  
**MAYOR**

---

**JAN GIBSON**  
**CITY CLERK**

This page intentionally blank