

Minutes of the **COUNCIL IN COMMITTEE MEETING** of Pitt Meadows City Council held on **Tuesday, August 31, 2010** at 3:00 p.m. in the Meadows Room of the Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia.

**PRESENT:**

Elected Officials: Mayor D.F. MacLean  
Councillor J. Becker  
Councillor B. Bell, Chair  
Councillor D. Bing  
Councillor T. Miyashita  
Councillor G. O'Connell  
Councillor D. Walters

Staff J. Rudolph, Chief Administrative Officer  
D. Rear, Director of Finance  
L. Darcus, Director of Corporate Services  
K. Swift, General Manager, Community Development, Parks & Recreation  
L. Jones, Director of HR and Communications  
Chief D. Jolley, Director of Fire & Rescue Service  
K. Zanon, Economic Development Corporation CEO  
R. Vaughn, Communications Consultant  
K. Baird, Events/Volunteer Coordinator  
L. Kelly, Deputy Clerk

The meeting was called to order at 3:00 p.m.

**A. ADOPTION OF AGENDA**

**MOVED** by Councillor O'Connell, **SECONDED** by Councillor Walters, THAT the agenda for the August 31, 2010 Council in Committee Meeting be adopted.

CARRIED.

**B. ADOPTION OF MINUTES**

**5. Minutes of the July 20, 2010 Council in Committee Meeting.**

**MOVED** by Councillor Miyashita, **SECONDED** by Councillor Bing, THAT the Minutes of the Council in Committee Meeting held on July 20, 2010, be adopted.

CARRIED.

**C. DELEGATIONS AND PRESENTATIONS****5. 2011 Volunteer Appreciation Program.**

Kathryn Baird, Events/Volunteer Coordinator, provided a PowerPoint presentation which is included as Attachment 1 and forms part of these minutes.

Ms. Baird circulated copies of the draft Volunteer Appreciation Program for 2011 which is included as Attachment 2 and forms part of these minutes.

Council's comments included:

- A request that the barbeque event be held in the summer when more people can attend.
- An option for volunteers to choose either the Pitt Meadows or Maple Ridge appreciation event.

(D. Jolley joined the meeting at 3:15 p.m.)

(K. Baird left the meeting at 3:19 p.m.)

(D. Walters left the meeting at 3:23 p.m.)

**D. REPORTS****5. Social Media Policy.**

Rebecca Vaughn, Communications Consultant, provided an overview of Facebook and the plans for developing a City of Pitt Meadows Facebook presence in launching the Social Media policy. She reviewed several examples of other City and organization Facebook pages from across Canada and discussed the process for monitoring, posting and removal of comments that are in conflict with the policy. The launch of the Facebook page and the City's first foray into social media is expected later this year.

Council expressed a desire to have metrics to measure the success of social media.

**MOVED** by Councillor Miyashita, **SECONDED** by Councillor O'Connell, THAT the Committee recommends THAT Council receive for information the report from the Director of HR and Communications dated August 24, 2010.

CARRIED.

(R. Vaughn left the meeting at 3:50 p.m.)

6. **Statistics Canada Changes to Census of Population Questionnaire - Elimination of the Mandatory Long-Form Questionnaire. (6600-02/10)**

**MOVED** by Mayor MacLean, **SECONDED** by Councillor O'Connell, THAT the Committee recommends THAT Council:

- A Receive the report from the Director of Operations and Development Services dated August 5<sup>th</sup>, 2010, for information; AND
- B Direct Staff to prepare a formal letter to the Minister of Industry and the Minister Responsible for Statistics Canada, the Honourable Tony Clement, requesting the reversal of the decision to eliminate the mandatory Census of Population long-form questionnaire and outlining the City's support for its retention; AND
- C Direct Staff to prepare letters to the following groups and representatives requesting that they write to Minister Clement calling for the reinstatement of the mandatory long-form questionnaire:
  - Union of British Columbia Municipalities
  - Federation of Canadian Municipalities
  - British Columbia Members of Parliament.

CARRIED.

With Councillor Becker voting in the negative.

Staff was directed to request from the federal government any information related to the rationale for changing the program and benefits expected. Any additional information is to be included in the Regular Council Agenda for September 7, 2010.

7. **Lease With Vancouver Fraser Port Authority For Foreshore Along Fraser River. (06-2240-20/10)**

The Director of Finance said that the tender documents for the project to restore the burned viewing platform located along the foreshore were being finalized at this time. It is expected to be completed by the end of 2010.

(K. Zanon joined the meeting at 4:06 p.m.)

3. **Lease With Vancouver Fraser Port Authority For Foreshore Along Fraser River. (06-2240-20/10) (Cont.)**

**MOVED** by Mayor MacLean, **SECONDED** by Councillor O'Connell, THAT the Committee recommends THAT Council:

- A Authorize the Mayor and Corporate Officer to sign the Lease Agreement with Vancouver Fraser Port Authority for a waterlot along the Fraser River.

CARRIED.

4. **Arena Upgrade - Update.**

The Director of Community Development, Parks and Recreation gave an update on the upgrades to the arena since the report that had been provided by staff in July 2010. Ms. Swift said the current report includes an update on the project's progress and the funding sources for the project.

A Council tour is planned for September 22nd at 1:30 p.m., also on September 22<sup>nd</sup>, 5 pm to 7 pm; an Arena Construction BBQ is planned so that user groups are able to get an update on the renovations.

**MOVED** by Councillor Miyashita, **SECONDED** by Councillor Becker, THAT the Committee recommends THAT Council receive for information the report from the General Manager, Community Development, Parks and Recreation dated August 26, 2010.

CARRIED.

5. **Strategic Issues Update.**

In response to questions from Council, staff indicated that the Public Art Committee will be established following the business planning process, if the budget is approved; also, staff is working on filling the role of a Pitt Meadows Parks and Leisure Services Manager position.

**MOVED** by Councillor O'Connell, **SECONDED** by Mayor MacLean, THAT the Committee recommends THAT Council:

- A. Receive the CAO report on strategic issues dated August 26, 2010 for information; AND

**5. Strategic Issues Update (Cont'd).**

B. Confirm the Council "Top 5" list as follows:

- Lougheed Corridor
- Arts and Culture
- Green Community Strategy
- Financial Sustainability
- Communications;

AND

C. Adopt the updated City of Pitt Meadows Strategic Plan dated September 2010.

CARRIED.

**E. NEW BUSINESS****5. Feasibility of a Casino in Pitt Meadows.**

**MOVED** by Councillor Becker, **SECONDED** by Councillor O'Connell, THAT Council reiterate its desire to the Gaming Branch for a full casino facility in Pitt Meadows; AND THAT the Gaming Branch be requested to conduct a feasibility study of such a facility with or without the adjunct amenity of a convention centre.

Before the question was called it was requested that this item be included on the September 14, 2010 Council in Committee agenda for discussion with any background material from past discussions with the Gaming Branch.

CARRIED.

**F. COMMITTEE ROUND TABLE**

Joint Meetings with Other Groups (Councillor Miyashita) – include on a future Council in Committee agenda for discussion of topics for these meetings.

**G. QUESTION PERIOD**

**H. ADJOURNMENT**

**MOVED** by Mayor MacLean, **SECONDED** by Councillor Miyashita, THAT this meeting now be adjourned at 4:35 p.m.

CARRIED.

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Chair



**Volunteer Appreciation**

**Maple Ridge and Pitt Meadows  
Municipal Volunteer  
Recognition Program**




*Volunteer Appreciation Program*

Bettering our communities:

Hundreds of volunteers




*Volunteer Appreciation Program*

Bettering our communities:

RCMP

Hundreds of volunteers




*Volunteer Appreciation Program*

Bettering our communities:

RCMP


Hundreds of volunteers

Aquatics



**Volunteer Appreciation Program**

Bettering our communities:



Partner boards

RCMP


Hundreds of volunteers

Aquatics



**Volunteer Appreciation Program**

Bettering our communities:




Partner boards

RCMP

Hundreds of volunteers

Aquatics

Youth



**Volunteer Appreciation Program**

Bettering our communities:



Partner boards

RCMP

Sports and Fitness

Hundreds of volunteers


Aquatics

Youth



**Volunteer Appreciation Program**

Bettering our communities:



Partner boards

RCMP

Sports and Fitness

Special Services

Hundreds of volunteers

Aquatics

Youth



**Volunteer Appreciation Program**

**Bettering our communities:**



Partner boards

RCMP

Sports and Fitness

Special Services

Hundreds of volunteers

Aquatics

Youth

Advisory Groups



**Volunteer Appreciation Program**

**Bettering our communities:**



Partner boards

RCMP

Sports and Fitness

Special Services

Hundreds of volunteers

Festivals

Aquatics

Youth

Advisory Groups



**Volunteer Appreciation Program**

**Bettering our communities:**



Partner boards

RCMP

Sports and Fitness

Special Services

Hundreds of volunteers

Seniors

Festivals

Aquatics

Youth

Advisory Groups



**Volunteer Appreciation Program**

**Bettering our communities:**



Partner boards

RCMP

Sports and Fitness

Special Services

Hundreds of volunteers

Seniors

Festivals

Aquatics

Youth

Advisory Groups

**And more....**





*Volunteer Appreciation Program*

How do we thank each individual in a manner that feels **personal**?

And **meaningful**, while **recognizing the specific efforts** of the volunteer?



*Volunteer Appreciation Program*

**EVERY VOLUNTEER CAN TELL A STORY OF WHEN THEY FELT FULLY APPRECIATED AND RECOGNIZED**



*Volunteer Appreciation Program*

**EVERY VOLUNTEER CAN TELL A STORY OF WHEN THEY FELT FULLY APPRECIATED AND RECOGNIZED**

- Surveys



*Volunteer Appreciation Program*

**EVERY VOLUNTEER CAN TELL A STORY OF WHEN THEY FELT FULLY APPRECIATED AND RECOGNIZED**

- Surveys
- Appreciative Inquiry - staff, volunteers, community leaders





**Volunteer Appreciation Program**

**EVERY VOLUNTEER  
CAN  
TELL A STORY OF WHEN  
THEY FELT FULLY  
APPRECIATED  
AND RECOGNIZED**

- Surveys
- Appreciative Inquiry - staff, volunteers, community leaders
- Feedback from workshops



**Volunteer Appreciation Program**

- Statistics



**Volunteer Appreciation Program**

- Statistics
- Satisfaction ratings



**Volunteer Appreciation Program**

- Statistics
- Satisfaction ratings
- Conversations



**Volunteer Appreciation Program**



**Inter-municipal Task Team**



**Volunteer Appreciation Program**



**Inter-municipal Task Team**

↓

**DRAFT PROPOSAL**



**Volunteer Appreciation Program**



**Bettering our communities:**

Partner boards      RCMP

Sports and Fitness      Special Services

**SKILL DEVELOPMENT**


Seniors      Festivals

Aquatics      Youth

Advisory Groups

**And more....**

**Volunteer Appreciation Program**



**Bettering our communities:**

Partner boards      RCMP

Sports and Fitness      Special Services

**APPRECIATION AD CAMPAIGN**

Seniors      Festivals

Aquatics      Youth

Advisory Groups

**And more....**

**Volunteer Appreciation Program**

Bettering our communities:

Partner boards

RCMP

Special Services

**YOUTH MOVIE NIGHTS**

Festivals

Youth

Aquatics

Advisory Groups

And more....

**Volunteer Appreciation Program**

Bettering our communities:

Partner boards

RCMP

Special Services

**FREE LEISURE TIME**

Festivals

Youth

Aquatics

Advisory Groups

And more....

**Volunteer Appreciation Program**

Bettering our communities:

Partner boards

RCMP

Special Services

**A VOLUNTEER APPRECIATION GATHERING**

Festivals

Youth

Aquatics

Advisory Groups

And more....

**Volunteer Appreciation Program**

Bettering our communities:

Partner boards

RCMP

Special Services

**HOSTED BY OUR LEADERS**

Festivals

Youth

Aquatics

Advisory Groups

And more....

**Volunteer Appreciation Program**



Invitation and thank you from Mayor



**Volunteer Appreciation Program**



Invitation and thank you from Mayor

Event



**Volunteer Appreciation Program**




Invitation and thank you from Mayor

Event

Personal thank you and greetings



**Volunteer Appreciation Program**




Invitation and thank you from Mayor

Event

Personal thank you and greetings

Slide Show of Work







## 2011 Volunteer Appreciation Program Proposal

*Submitted by:*

**Maple Ridge & Pitt Meadows Volunteer Appreciation Task Group**

*June 2, 2010*

### **Committee:**

Kathryn Baird (P&LS Events/Volunteers), Shelley Jorde (Community Connections), Darlene & Amelia (Events/Volunteers Office); Janice Forsyth (Aquatics), Barb Morgan (ESS), Jen Baillie (Youth Services), Ingrid Kraus (P&LS), Tammy MacIver (Promotions); Julie Rengert (Customer Service); Jackie Senchyna (Health and Wellness); Meghan MacMillan (Youth Services); Lorna Jones (City of PM); Tara Stroup (PM Fire Dept.) Arts Centre and Theatre (Landrie Davies and Lindy Sisson).

**Community Partner:** Volunteer Maple Ridge and Pitt Meadows

**Vision:** A volunteer appreciation program that makes every volunteer feel personally appreciated and recognized for the work they do, and ensures individual and group volunteers can see the value of their contributions to the betterment of Maple Ridge and Pitt Meadows.

### **Scope:**

To recognize and appreciate Parks and Leisure Services, partner Board members, Emergency Services, RCMP volunteers and Municipal Advisory volunteers; and, in partnership with Volunteer Maple Ridge and Pitt Meadows, to support community-wide volunteer appreciation and awareness efforts.

### **Objectives:**

- To offer an opportunity for volunteers to meet and greet each other and the staff they work alongside
- To show personalized appreciation for volunteer efforts
- To highlight the work of volunteers in both of our communities
- To promote volunteerism and community projects in both Pitt Meadows & Maple Ridge
- To provide skill development and networking opportunities
- To build community spirit in our two hometowns

### **Schedule:**

Volunteer Appreciation Meeting & Appreciative Inquiry – May 26  
Proposal to Manager's Meeting – June 24  
CLT presentation – July 14  
Committee in Council (PM) – August 31  
Commission Presentation – Sept. 9

### **Rationale for Change:**

The current volunteer appreciation program is similar with the exception of the movie ticket and coupon gifts that are currently given out. These coupon gifts would be replaced by the proposed Appreciation Event and would offer Mayor and Councilors the opportunity to personally recognize individual volunteers and their efforts.

### **Deliverables:**

#### **Appreciation Event for Municipal Volunteers:**

Letter of invitation from Mayors & Council  
Summer BBQ (Saturday afternoon)  
Food served by Mayors and Council Members  
Ice Breaker activity (e.g. Volunteer Bingo)  
Staff introduce their committees  
Slide presentation of volunteer work (or movie)

**Ongoing Volunteer Recognition:**

- Greeting cards
- Volunteer Information Displays
- Community Development Workshops.
- Promotional Support

**Community-wide Volunteer Week Activities:**

- Promotion/Public Recognition during National Volunteer Week
- Ad campaign
- Public displays
- Leisure Time
- Free Skate for Community Volunteers
- Community Volunteer Fair
- Youth Yogurt Parfair and Movie Night
- Community Volunteer Centre Events

*\*A special note of appreciation to Councilor Deb Walters and Councilor Tracy Miyashita for their contributions into this revised volunteer appreciation program.*