

Minutes of the **COUNCIL IN COMMITTEE MEETING** of Pitt Meadows City Council held on **Tuesday, December 14, 2010** at 6:00 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, Chair
Councillor B. Bell
Councillor D. Bing
Councillor T. Miyashita
Councillor G. O'Connell
Councillor D. Walters

Staff J. Rudolph, Chief Administrative Officer
D. Rear, Director of Finance
K. Grout, Director of Operations & Development Services
L. Darcus, Director of Corporate Services
K. Zanon, Economic Development Corporation CEO
Supt. D. Walsh, OIC Ridge Meadows Detachment
Cst. K. Doncaster, Station Manager, CPO
L. Kelly, Deputy Clerk

The meeting was called to order at 6:00 p.m.

A. ADOPTION OF AGENDA

MOVED by Councillor Bell, **SECONDED** by Councillor Walters, THAT the agenda for the December 14, 2010 Council in Committee Meeting be adopted.

CARRIED.

B. ADOPTION OF MINUTES

1. **Minutes of the November 23, 2010 Council in Committee Meeting.**

MOVED by Councillor O'Connell, **SECONDED** by Councillor Miyashita, THAT the Minutes of the Council in Committee Meeting held on November 23, 2010, be adopted.

CARRIED.

C. DELEGATIONS AND PRESENTATIONS

1. **RCMP New Member Introduction.**

Superintendent Dave Walsh and Constable Krista Doncaster, Ridge-Meadows RCMP, introduced Sgt. Good Will to Council.

1. **RCMP New Member Introduction Cont'd.**

Sgt. Good Will will be a City Hall Sergeant, a shared resource between Maple Ridge and Pitt Meadows, and will spend his first year of service in Pitt Meadows.

Superintendent Walsh presented Sgt. Goodwill to Mayor MacLean, together with a plaque. A formal presentation will be made at the January 4, 2011 Regular Council Meeting.

(Superintendent Walsh and Constable Doncaster left the meeting at 6:10 p.m.)

D. REPORTS

1. **Pitt Meadows Day Society Fee for Service Agreement. (05-1850-20/10)**

A concern was expressed regarding the yearly increase in the fee for service agreement. George Goghlan, President of the Society, did not feel the increase over last year was excessive, as they have been greatly affected by the recession with a drop in sponsors; as well, they have been impacted by the loss of five senior members, one of whom was a very capable fundraiser.

Council provided suggestions that the Society could consider with respect to fundraising, including hiring a professional fundraiser, contacting the Chamber of Commerce for support, contacting new businesses and asking them to participate in the fundraising, personally contacting the businesses rather than sending a form letter requesting a donation, and offering to provide a letter from the Mayor's Office to all businesses requesting that they become involved.

Mr. Goghlan said the Society would try to make personal contact with the businesses; they will also look into getting a professional fundraiser.

The Society was requested to provide the City with financial statements and the Director of Corporate Services was requested to review Item IV – Committee Representation of the Fee for Service Agreement. It was also suggested that should a stage be built at a future date, staff should consider renegotiating the fee for service agreement as the cost to rent the stage would be eliminated.

1. **Pitt Meadows Day Society Fee for Service Agreement Cont'd. (05-1850-20/10)**

MOVED by Mayor MacLean, **SECONDED** by Councillor Bell, THAT the Committee recommends THAT Council:

- A. Approve the attached fee for service agreement for the Pitt Meadows Day Society and direct the Corporate Officer to sign the agreement on behalf of the City.

CARRIED.

2. **Proposed Rezoning at 19281 and 19285 Park Road. (3360-20-2010-05)**

MOVED by Councillor Walters, **SECONDED** by Councillor Miyashita, THAT the Committee recommends THAT Council:

- A Grant First and Second Readings to Land Use Bylaw Amendment No. 2478, 2010 appended as Attachment F of the staff report dated October 28, 2010, to rezone the property at 19281 and 19285 Park Road from Two Family Residential (RD-2) to Compact One Family Zone (RC-1) subject to:

- The submission of a Restrictive Covenant regulating building footprints, building setbacks, building envelopes and building character; AND

- B Schedule a Public Hearing for the January 18, 2011 Regular Meeting of Council; AND

- C Authorize staff to notify surrounding property owners that Council will consider Development Variance Permit No. 2010-002 at the January 18, 2011 Regular Meeting of Council.

CARRIED.

3. **Response to Metro Vancouver Food System Strategy. (6410/01)**

A lengthy discussion ensued regarding the Food System Strategy, with the following points noted:

- The structure of the Strategy is different from the other Strategies received from Metro Vancouver, such as the liquid waste and solid waste management plans in that the Strategy does not identify local and senior levels of governments' roles and responsibilities to the extent provided in other Strategies. The Strategy contains good ideas but no direction, funding or responsibility from senior levels of government;

3. Response to Metro Vancouver Food System Strategy Cont'd.
(6410/01)

- Specific implementation plans are missing from the Strategy;
- The role of the Ministry of Agriculture is not specifically referred to in the Plan, yet they should play a significant role. Comments were that Metro Vancouver is delving into the area of the Ministry of Agriculture; as the provincial government pulls back with provincial cutbacks, Metro Vancouver is filling a stop-gap role. A Food Strategy is best left in the hands of the Ministry of Agriculture; it is not possible to have a Food Strategy in the absence of the rest of the province, country and even the world;
- The Committee was divided on whether local governments should be involved in anything where they do not have any control and no prospect of a good outcome; some councillors stated that this was a senior government issue while others stated that the local governments could have a role in promoting and supporting a Food System Strategy;
- A local government's ability to respond to the Strategy is limited to Goal 1 – Increased Capacity to Produce Food Close to Home; the remaining Goals deal with enhancing health standards and access to healthy foods; there is no budget for these at the local government level;
- A question was raised about the roles of the Ministry of Health and Ministry of Education.

MOVED by Councillor Miyashita, **SECONDED** by Mayor MacLean, THAT the Committee recommends THAT Council:

- A. Receive into the record the report from the Director of Operations and Development Services dated December 7th, 2010; AND
- B. Forward the report dated December 7th, 2010, from the Director of Operations and Development Services to Metro Vancouver for their information and consideration.

CARRIED.

- C. **MOVED** by Councillor Walters, **SECONDED** by Councillor Miyashita, THAT the Committee recommends THAT Council forward the comments provided by Council and recorded in the minutes and approved by the Mayor, to Metro Vancouver regarding the Regional Food System Strategy.

CARRIED.

4. **Proposed Adjustments to Planning and Development Fees. (3900-02/10)**

The Director of Operations and Development Services provided a PowerPoint presentation regarding the proposed introduction of a variable fee structure for development permit and rezoning applications; this is included as Attachment 1 and forms part of these minutes.

Ms. Grout noted that this adjustment would not include Development Cost Charges. Council questioned whether the proposed increases in planning and development fees would have a negative impact on businesses locating in Pitt Meadows; staff did not feel this would be the case because developers consider these types of fees among many other issues such as time to complete an application which is more important.

It was felt that a harmonized fee structure with Maple Ridge and Mission would have different impacts on each community because the structure is different and each has different objectives. It would also result in each community giving up some of their rights.

MOVED by Councillor Bell, **SECONDED** by Mayor MacLean, THAT the Committee recommends THAT Council:

- A. Receive into the record the report from the Director of Operations and Development Services dated December 6, 2010; AND
- B. Direct staff to proceed with the preparation of an amendment bylaw to introduce a new system of variable fees as outlined in Attachment "B" including:
 - B1. the recommended market "cap" on fees.

CARRIED.

5. **Maple Ridge Committees of Council Policy. (01-0360-08/10)**

MOVED by Mayor MacLean, **SECONDED** by Councillor Miyashita, THAT the Committee recommends THAT Council:

- A. Receive into the record the report from the Director of Corporate Services dated November 16, 2010, related to the Maple Ridge Committees of Council Policy; AND
- B. Forward a copy of this report to the District of Maple Ridge.

CARRIED.

6. **2011 Council Calendar. (01-0530-30)**

MOVED by Mayor MacLean, **SECONDED** by Councillor Miyashita, THAT the Committee recommends THAT Council:

- A. Adopt the 2011 Council Calendar as presented in Attachment A of the staff report dated November 8, 2010.

CARRIED.

MOVED by Councillor O'Connell, **SECONDED** by Councillor Walters, THAT staff be directed to survey other municipalities regarding times scheduled for meetings and bring a report back to Council for its consideration in May 2011.

CARRIED.

With Councillor Bell voting in the negative, questioning the need to use staff's time in this regard and would rather do what is right for Pitt Meadows.

E. NEW BUSINESS

F. COMMITTEE ROUND TABLE QUESTION PERIOD

G. QUESTION PERIOD

Business Needs in Target Sectors (Aerospace and Agriculture) (K. Zanon)
– Presentation by a UBC student at the PMEDC Board Meeting on December 16, 2010 – Council members invited to attend.

H. ADJOURNMENT

MOVED by Councillor Walters, **SECONDED** by Councillor Bell, THAT this meeting now be adjourned at 7:25 p.m.

CARRIED.

Chair



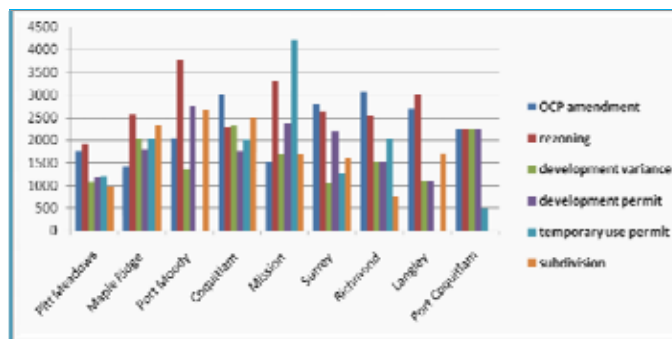
Proposed Adjustments to Planning and Development Fees

**COUNCIL IN COMMITTEE
DECEMBER 14, 2010**

DM # 84665

Average Planning and Development Fees

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--Comparison of base rates only for municipalities with variable fees

Recommended and Alternative Fee Caps

3

Recommended variable fee structure for development permits and rezoning applications with a "cap"

Recommended Market Cap:

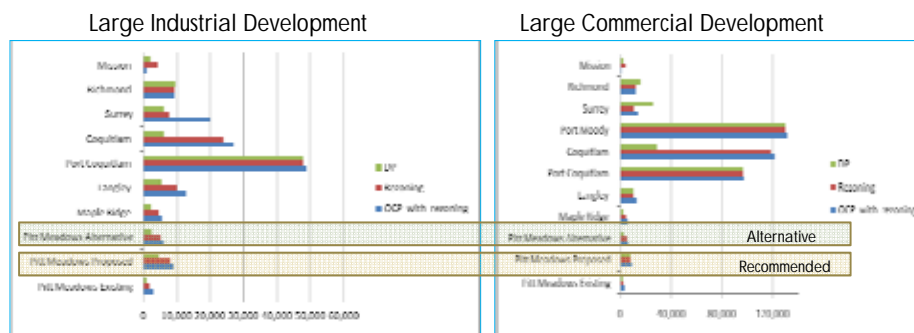
- \$8,000 for rezoning and development permit regular zone applications.
- \$10,000 for custom comprehensive zone applications.

Alternative Cap:

- \$5,000 for standard zone rezoning applications.
- \$7,000 for custom comprehensive zone applications.
- \$2,400 for development permit applications run together with rezoning.

Comparison of Existing and Proposed Fees

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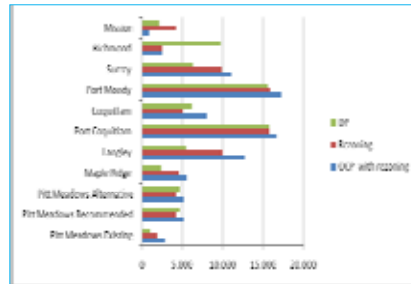


--Comparison of rates assuming variable rate structure including the recommended and proposed alternative fee "cap"

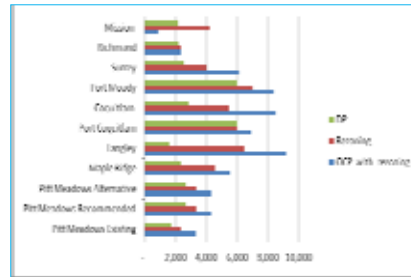
Comparison of Existing and Proposed Fees

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Medium Size Industrial Development



Medium Size Commercial Development

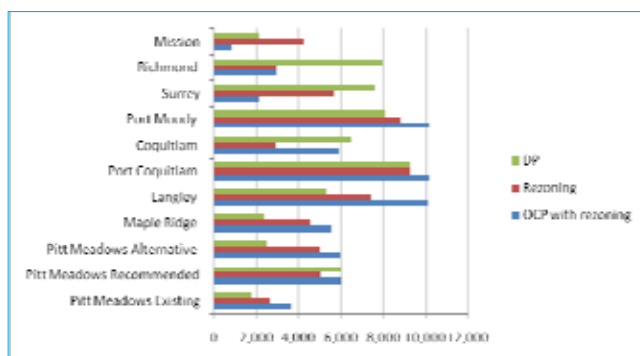


--Comparison of rates assuming variable rate structure

Comparison of Existing and Proposed Fees

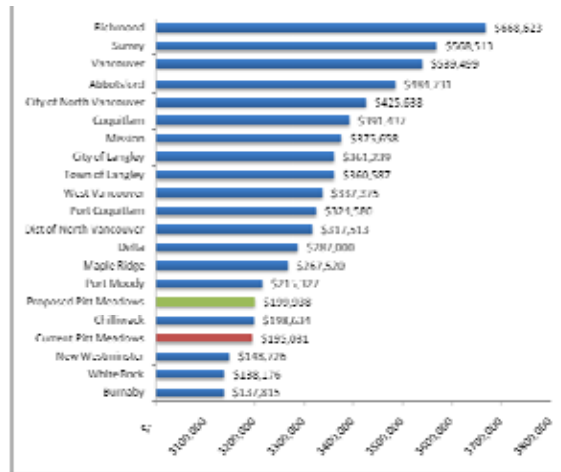
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Medium Size Residential Development



NAIOP Survey: Municipal Costs for Commercial Development

7



Financial Implications – Revenue

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Rezoning	# of Files	Actual 2010 Fees	Recommended Fees	Proposed Alternative Fees
SF = 10 lots	3	\$5676	\$9500	\$9500
Industrial	1	\$1876	\$8000	\$5000
CD	2	\$6822	\$15,120	\$12,120
SUBTOTAL	6	\$14,374	\$32,620	\$26,620
Subdivision	# of Files	Actual 2010 Fees	Recommended Fees	Proposed Alternative Fees
PLA = 5 lots	3	\$2256	\$3900	\$3900
Strata	3	\$990	\$990	\$990
SUBTOTAL	6	\$3246	\$4890	\$4890
Development Permit	# of Files	Actual 2008 Fees	Recommended Fees	Proposed Alternative Fees
MF	2	\$3300	\$5535	\$5535
Industrial	1	\$900	\$4609	\$4609
Other	1	\$1650	\$2530	\$2530
SUBTOTAL	4	\$5850	\$12,674	\$12,674
TOTAL		\$23,470	\$50,184	\$44,184

Recommended and Alternative Fee Caps

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Recommended variable fee structure for development permits and rezoning applications with a "cap"

Recommended Market Cap:

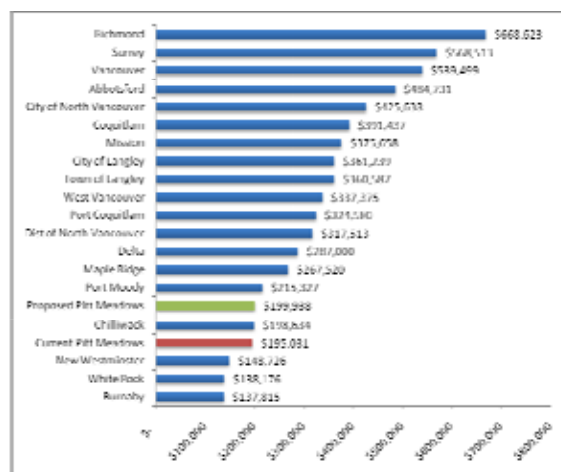
- \$8,000 for rezoning and development permit regular zone applications.
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- \$5,000 for standard zone rezoning applications.
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NAIOP Survey: Municipal Costs for Commercial Development

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Proposed Fees

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	Existing Flat Rate (\$)	Proposed Variable Rate (\$)
Rezoning		
Multi-Family Residential	\$2,665	\$3,400 + \$40.00/100 sq m of site area
Mixed Use	\$1,919	\$3,400 + \$40.00/100 sq m of site area
Single Family, Duplex	\$1,892 - \$2,239	\$2,500 + 400 /additional lot
Commercial	\$2,345	\$2,500 + \$20/100 sq m of site area
Industrial	\$1,876	\$2,500 + \$10/100 sq m of site area
Rezoning CD	\$3,411	\$4,700 + \$20/100 sq m of site area
Other zones	\$1,919	\$2,500 + \$20/ sq m of site area
Development Permit		
Development Permit - Single family, garden suite (new)		\$ 400.00
DP - Infill (duplexes and 2 or more SF lots)		\$1,200
DP - MF residential	\$1,759	2,500 + 50/residential unit
DP - Industrial	\$ 959	2,500 + 30/100 sq m of building qfa
DP - Commercial	\$1,706	2,500+30/100 sq m of building qfa
DP - Signs	\$ 426	\$800.00
DP - Other	\$1,706	2,500 + 60/100 sq m of building qfa