

COUNCIL WORKSHOP MINUTES

January 16, 2017

The Minutes of the City Council Workshop held on January 16, 2017 at 10:00 a.m. in the Blaney Room of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor N. Read
Councillor K. Duncan
Councillor G. Robson
Councillor B. Masse
Councillor T. Shymkiw
Councillor C. Speirs

Appointed Staff

E.C. Swabey, Chief Administrative Officer
K. Swift, General Manager of Community Development,
Parks and Recreation Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary

ABSENT

Councillor C. Bell

Other Staff as Required

L. Siracusa, Manager of Economic Development
D. Pollock, Municipal Engineer
J. Dingwall, Manager of Utility Planning
D. Mikes, Manager of Procurement

Note: These Minutes are posted on the City Web Site at www.mapleridge.ca

Note: Mayor Read was not in attendance at the start of the meeting. Councillor Masse chaired the meeting.

1. *ADOPTION OF THE AGENDA*

The agenda was adopted as circulated.

Note: Mayor Read joined the meeting at 10:07 a.m.

2. *MINUTES*

2.1 Minutes of the January 9, 2017 Council Workshop Meeting

R/2017-004

It was moved and seconded

That the minutes of the Council Workshop Meeting of January 9, 2017 be adopted as circulated.

CARRIED

Note: Mayor Read assumed the Chair at 10:11 a.m.

3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

4 ***MAYOR'S AND COUNCILLORS' REPORTS***

Councillor Duncan

Councillor Duncan attended a meeting of the Ridge Meadows Recycling Society. She advised on the new membership process for the Society. She also advised on how to report pot holes and provided information on the new Landlord Registry.

Councillor Masse

Councillor Masse attended a meeting of the Environmental Advisory Committee and advised on the work the committee is planning.

Councillor Robson

Councillor Robson thanked Operations staff for work done during the recent weather conditions.

5. ***UNFINISHED AND NEW BUSINESS***

5.1 **Branding Review Presentation and Final Report**

- Presentation by Michelle Custodio and Rebecca Chau, Illuminata Marketing

Staff report dated January 16, 2017 recommending the endorsement of the Branding Review and the provision of an implementation plan for consideration.

The Manager of Economic Development introduced the topic and reviewed the staff report. Ms. Chau, Illuminata Marketing, gave a PowerPoint presentation providing the following information and highlights on the branding review:

- Research and Analysis
- Brand Opportunities
- Brand Objectives
- Target Audiences
- Brand Action Plan
 - Establish Brand Action Committee
 - Clarify City Vision and Aspirations
 - Develop Brand Story
 - Develop Brand Guide

- Appoint Brand Champion(s)
 - Launch Brand
 - Roll-Out Brand
 - Evaluate Brand Performance
 - Ongoing Brand Management
- Budget and Timing

The Manager of Economic Development summarized the next steps in the process and feedback from Council was provided.

R/2017-005

It was moved and seconded

That the Branding Review be endorsed and that staff be directed to provide an implementation plan for consideration.

CARRIED

5.2 Drinking Water Master Plan

Staff report dated January 16, 2017 recommending that the 2016 Drinking Water Master Plan be endorsed and that the identified project upgrades be incorporated into the 2018 Financial Plan.

(For the full version of the Drinking Water Master Plan visit the City's website under the "I Want To ... Read" section or [click here for the link](#))

The Municipal Engineer introduced the topic and the Manager of Utility Engineering gave a PowerPoint presentation outlining the Drinking Water Master Plan.

R/2017-006

It was moved and seconded

That the 2016 Drinking Water Master Plan be endorsed; and

That the identified project upgrades, along with any Utility Rate adjustments, be brought forward for consideration as part of the 2018 Financial Plan.

CARRIED

5.3 Sanitary Master Plan Update

Staff report dated January 16, 2017 recommending that the Sanitary Master Plan be endorsed and that the identified project upgrades be incorporated into the 2018 Financial Plan.

(For the full version of the Sanitary Master Plan visit the City's website under the "I Want To ... Read" section or [click here for the link](#))

The Manager of Utility Engineering gave a PowerPoint presentation providing information on the Sanitary Master Plan.

R/2017-007

It was moved and seconded

That the Sanitary Master Plan be endorsed; and

That the identified project upgrades, along with any Utility Rate adjustments, be brought forward for consideration as part of the 2018 Financial Plan.

CARRIED

5.4 Review of Purchasing Policy 5.45

Staff report dated January 16, 2017 recommending that Purchasing Policy 5.45 be revised and brought back to Council for consideration.

The General Manager of Public Works and Development Services introduced the topic.

The Manager of Procurement reviewed the staff report. She outlined the need to review the policy due to changes in legislation, the Auditor General for Local Government focus on Procurement in public sector agencies and the need for updates in today's environment of procurement.

R/2017-008

It was moved and seconded

That Purchasing Policy 5.45 be revised as discussed in the staff report dated January 16, 2017 and brought back for Council consideration.

CARRIED

6. ***CORRESPONDENCE*** – Nil

7. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL*** – Nil

8. ***MATTERS DEEMED EXPEDIENT*** – Nil

9. ***NOTICE OF CLOSED COUNCIL MEETING***

R/2017-009

It was moved and seconded

That the Council meeting immediately following this meeting be closed to the public pursuant to Section 90(1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

- 1. The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**
- 2. Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter or Freedom of Information and Protection of Privacy Act.**

CARRIED

10. ***ADJOURNMENT*** – 11:48 a.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer