

CITY OF _____

COQUITLAM



509

COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, JANUARY 10, 2001

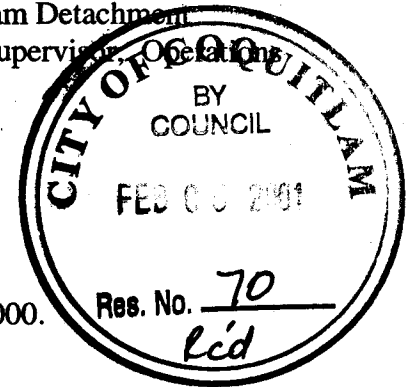
A meeting of the Community Liaison Committee was held on Wednesday, January 11, 2001 at 7:00 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, with the following persons present:

COMMITTEE MEMBERS:

- Councillor D. Thorne, Chair
- E. Croft, Oakdale Heritage Society
- M. Krenbrink, Ranch Park Community Association
- C. Friesen, Town Centre Community Association
- F. Gruen, Southeast Coquitlam Ratepayers' Assoc.
- D. Hepplewhite, Westwood Plateau Community Assoc.
- J. Thompson, Lower Lougheed Residents' Association
- D. Violette, Burquitlam Community Association
- K. Wainwright, River Springs Community Association
- E. Ward, Northeast Coquitlam Ratepayers' Assoc.
- H. Warren, Mundy Park Community Association
- K. Wood, Eagle Ridge Residents' Association

STAFF:

- Srgt. J. Simpson, RCMP, Coquitlam Detachment
- J. McBeth, Customer Service Supervisor, Operations Department
- S. Durham, Deputy City Clerk



ITEM I - MINUTES - NOVEMBER 8, 2000

The Committee approved the minutes of November 8, 2000.

ITEM II - BUSINESS ARISING FROM MINUTES

No business arising.

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ITEM III - NEW BUSINESS

509-1 Around-the-Table

RCMP

Sgt. Simpson advised that there was little activity over the holidays however there has been an increase in the number of stolen vehicles and a recurring trend in break and enters. He also noted an increase in the number of broken windows on Panorama.

H. Warren arrived at the meeting at 7:10 p.m.

Discussion ensued relative to whether the RCMP is looking to increase security around the proposed SkyTrain stations.

E. Croft arrived at the meeting at 7:15 p.m.

F. Gruen arrived at the meeting at 7:18 p.m.

**COUNCIL
ACTION:**

That Council request the RCMP to take a proactive position to increase security around the proposed SkyTrain stations in an effort to combat crime.

Sgt. Simpson departed the meeting at 7:20 p.m.

509-2 Terms of Reference

Members reviewed the Terms of Reference for the Community Liaison Committee. No further action was taken.

509-3 Guidelines to Establish Community Associations

Staff presented for discussion, a recommended set of guidelines to establish community associations.

Discussion ensued relative to whether guidelines are necessary for Community Associations to be recognized by the City. It was felt that the map currently produced by the City outlining the geographic boundaries of each association with a contact name should be sufficient.

It was also noted that formalizing the structure of each community association would make it difficult for some groups as some groups are formed as a result of a specific issue.

It was agreed that each community association be responsible for determining how they would like to organize themselves and that they should not be required to abide by specific guidelines in order to be recognized by the City.

COUNCIL

ACTION: That the Community Liaison Committee no longer consider recommended guidelines for the establishment of community associations.

It was agreed that a list of committee representatives as well as their alternates (optional) be provided to the City.

COUNCIL

ACTION: That each community association be responsible for appointing a representative to the Community Liaison Committee and any alternate representatives, if they so choose.

509-4 Around-the-Table

Southeast Coquitlam Ratepayers' Association

F. Gruen noted that traffic calming is an item of concern in the area. Residents are upset about the design and feel it will lead to accidents. Concerns were also expressed regarding the 'negative-vote' petition that was issued during the summer months.

Staff was requested to include Traffic Calming as a future agenda item.

Burquitlam Community Association

D. Violette raised the issue of traffic calming that is to occur in North Burquitlam and inquired whether it would be coordinated with the building of SkyTrain to avoid having to redo the traffic calming work that is to be done.

Staff advised that construction is not scheduled to occur in the near future. At this stage a study of the area is being conducted to identify areas that would require traffic calming. A walkabout of the Burquitlam/Oakdale area is scheduled for Sunday, January 28, 2000, from 10:00 a.m. to 12:00 p.m. All are invited to participate.

D. Violette also advised staff of potholes on Clarke Road that are becoming larger as well as streetlights that are out along Clarke Road. He also advised of an intermittent light in an alley way on Lea Avenue.

Lower Lougheed Residents' Association

J. Thompson advised that the Lower Lougheed Neighbourhood Park has been completed and that the residents are pleased with it. She also spoke favourably of the new roads and sidewalks in the area.

Staff was requested to advise of future neighbourhoods that are scheduled for the Local Neighbourhood Improvement Program.

Northeast Coquitlam Ratepayers' Association

E. Ward advised that there is concern about a resident who has been unsuccessful in attempting to rebuild his house that burned down.

Ranch Park Community Association

M. Krenbrink advised that the duplex that was inspected a couple of months ago has again been converted to a four-plex. Staff was requested to look into this.

Westwood Plateau Community Association

D. Hepplewhite advised that they will be embarking on a membership blitz to attract new membership, in particular those from the Asian community.

Don Dunais has been appointed as the alternate for the Community Liaison Committee.

D. Hepplewhite advised of some areas on Panorama and Parkway that require repaving as well as vandalism that has occurred on Panorama. She noted that although there is still a significant amount of speeding on Panorama in front of the schools, there has been a larger RCMP presence.

River Springs Community Association

K. Wainwright advised that an item of interest in River Springs is the Northeast Trunk Sewer. He noted concern with the possibility of the sewer traveling up the Mason Road Alliance due to the unstable bluff.

Eagle Ridge Resident's Association

K. Wood advised of a traffic concern at Lansdowne and Briar Cliff and requested that the City look at placing a barrier there to prevent speeding.

K. Wood also advised that the Annual General Meeting will take place at the end of the month.

Town Centre Community Association

C. Friesen advised that their Annual General Meeting will take place on January 30, 2001. There has been concern expressed regarding an increase in break-ins and car thefts in the area.

C. Friesen also noted that there has been concern expressed regarding Leaky Condos and the fact that McBride Construction has gone out of business. As a result, a lot of condos that have been undergoing repair are now only half complete.

The Committee was advised of the Open House being hosted by RTP2000 on January 16, 2001, 6:00 p.m. to 8:00 p.m., Douglas College to receive input on the Port Moody-Coquitlam (PMC) SkyTrain Line.

Mundy Park Community Association

H. Warren that the first Annual General Meeting will be held on February 21, 2001. He noted that he would like to have regular meetings and will be looking to put the Community Association on the website.

H. Warren advised that the Mundy Park Community Association will be hosting an all candidates meeting for the provincial election.

Oakdale Heritage Society

E. Croft distributed a handout to the Committee providing information about the Oakdale Heritage Society. She noted that the Society is happy to be a part of the Committee.

ITEM IV - OTHER BUSINESS

1. Tour of Communities in Coquitlam

Discussion ensued relative to coordinating a tour of each community in the City so that Committee members can gain a better understanding of each neighbourhood.

Staff was requested to look into organizing a tour in May or June. K. Wainwright would look into providing the transportation.

2. Public Information Meetings

The Committee was advised of a public information meeting being hosted by the Landview Group on January 11, 2001, 5:00 p.m. to 9:00 p.m., Pinetree Community Centre, regarding Bylaw No. 3415, 2000.

The City will also be hosting a public information meeting on Tuesday, January 23, 2001, 5:00 p.m. to 9:00 p.m., Council Chambers, regarding Bylaw Nos. 3414 and 3418. All are invited to attend.

3. Boulevard Maintenance Bylaw

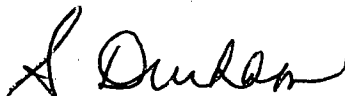
The Supervisor Customer Service distributed a copy of the Boulevard Maintenance Bylaw No. 3214, 1998 for the information of the Committee.

ITEM V - TABLED ITEMS

- T-1 TransLink Northeast Sector Area Transit Plan – Open Houses
- T-2 Council Committee System – 2001 Orientation for Committee Members

ITEM VI - ADJOURNMENT

The meeting adjourned at 8:57 p.m.


Sonia Durham
Deputy City Clerk



CHAIR

CITY OF _____

COQUITLAM



COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, FEBRUARY 14, 2001

509

A meeting of the Community Liaison Committee was held on Wednesday, February 14, 2001 at 7:05 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, with the following persons present:



COMMITTEE MEMBERS:

- Councillor K. Becker, Chair
- M. Krenbrink, Ranch Park Community Association
- C. Friesen, Town Centre Community Association
- D. Hepplewhite, Westwood Plateau Community Assoc.
- D. Irving, Oakdale Heritage Society
- J. Stockman, New Horizons Residents' Association
- J. Thompson, Lower Lougheed Residents' Association
- D. Violette, Burquitlam Community Association
- E. Ward, Northeast Coquitlam Ratepayers' Assoc.
- H. Warren, Mundy Park Community Association
- K. Wood, Eagle Ridge Residents' Association

STAFF:

- Srgt. J. Simpson, RCMP, Coquitlam Detachment
- J. McBeth, Customer Service Supervisor, Operations
- S. Durham, Deputy City Clerk

ITEM I - MINUTES - JANUARY 10, 2001

The Committee approved the minutes of January 10, 2001.

ITEM II - BUSINESS ARISING FROM MINUTES

Staff circulated the Council resolutions resulting from the Committee recommendations.

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ITEM III - NEW BUSINESS

509-1 Mandate of Committee – Identification of Six Key Issues

J. Stockman and D. Violette arrived at the meeting (7:05 p.m.)

Sgt. J. Simpson arrived at the meeting (7:08 p.m.)

The Chair asked each member to comment on what they feel the mandate of the Committee should be and to identify any key issues that they would like to see addressed in the coming year.

H. Warren arrived at the meeting (7:10 p.m.).

The mandate of the Committee was discussed as follows:

- an opportunity for the Community Associations to bring the concerns of the community to the Committee
- ability to make recommendations to Council for approval
- an opportunity to find out what the other community associations are involved in
- an opportunity for an exchange of information
- as outlined in the Terms of Reference
- provides a direct link to the City and the RCMP
- to present issues that are common and extend beyond the boundaries of the various Community Associations, e.g. SkyTrain.

D. Violette referred to the Terms of Reference for the Committee and recommended that the word “recognized” be removed from the last line of the first paragraph of the Terms of Reference because the term “recognized association” has not been defined.

Discussion ensued relative to the merits of deleting the word and it was noted that Council should still maintain the discretion to appoint Community Associations as they wish.

IT WAS MOVED BY D. VIOLETTE
AND SECONDED

That the word “recognized” be deleted from the first paragraph of the Terms of Reference for the Committee.

DEFEATED

509-2 Home-Based Businesses

Committee members reviewed the excerpt of the Zoning Bylaw that applies to home-based business and agreed that this portion of the bylaw appears to cover all aspects and perhaps it is an issue of enforcement.

Staff advised the Committee that a report will be forwarded to the Growth Management Committee in the near future explaining the intent of the regulations regarding home-based business.

Staff was requested to provide information with respect to the following:

- i) as to whether the regulations apply to Strata Corporations also or RS-1 Single-Family Residential only;
- ii) can Strata Corporations allow a home-based business use that contravenes the City's regulations; and
- iii) clarification on Section 902(13) of the Zoning Bylaw and the reference to 5% waste.

509-3 Around-the-Table

Northeast Coquitlam Ratepayers' Association

E. Ward reported that the GVRD has not yet scheduled the third Open House which will identify the design for the Northeast Trunk Sewer. Concern was expressed that this project will be delayed another year.

E. Ward expressed concern with respect to safety as a young girl was recently stabbed on Coast Meridian.

Lower Lougheed Residents' Association

J. Thompson had no new items to report to the Committee.

Ranch Park Community Association

M. Krenbrink had no new items to report to the Committee.

Westwood Plateau Community Association

D. Hepplewhite advised that a request has been sent in for a crosswalk on Panorama close to Panorama Elementary. Staff was requested to follow up.

D. Hepplewhite requested that staff provide information with respect to the timeframe for the construction of the David Avenue bridge to be built by Wesbild.

D. Hepplewhite reported that they recently hosted a Garage Sale and Pub Night and are continuing with their membership blitz.

D. Hepplewhite informed the Committee that there is an increase in traffic around the schools at 9:00 a.m. and 3:00 p.m. due to parents dropping off and picking up their children. It was suggested that they consult with the Parent Advisory Committee to help combat this problem. This matter was referred to the City/School Board Liaison Committee.

Mundy Park Community Association

H. Warren reported that the first Annual General Meeting will be held on February 21, 2001.

H. Warren departed the meeting (8:17 p.m.)

Burquitlam Community Association

D. Violette advised the Committee that they are still having traffic problems around Roy Stibbs School despite the fact that people have been ticketed in the past.

D. Violette reported that the Burquitlam Community Association will host the Community Liaison Committee meeting in April and requested that staff place an ad in the local paper.

D. Violette requested that Miller Park Community School remain open in the summer so that people could use the space for meetings. This item was referred to the City/School Board Liaison Committee.

D. Violette commented on the lack of GVRD response to the North Road residents with respect to the decision to have SkyTrain travel along the center of North Road.

New Horizons Residents' Association

J. Stockman enquired as to when the pedestrian light at Dunkirk would be installed. Staff will prepare a list of programs occurring in the City for the next meeting.

J. Stockman reported that the residents of New Horizons are opposed to the bridge crossing at Lincoln Avenue. They do however support the bridge originally planned at David Avenue and Pathan Avenue.

RCMP

Sgt. Simpson advised the Committee that the consultant's report regarding the Community Policing Station has been forwarded to the City for review. It was requested that a copy of the report be forwarded to the Committee.

Sgt. Simpson reported that the number of stolen vehicles is still high especially in the Silver City and Austin Avenue area. He also reported that computers will be installed in vehicles at the end of April to assist in tracking crime.

Sgt. Simpson stated that the RCMP recognize that traffic is a problem around the schools at certain times of the day. The RCMP are being encouraged to watch the schools during these times.

Town Centre Community Association

C. Friesen reported that the Annual General Meeting took place on January 30, 2001 with four new executives elected. She also stated that 12 new members signed up at the meeting and that they will be embarking upon a membership blitz. C. Friesen advised that a new website is also being set up.

C. Friesen stated that there are a number of break-ins in the underground parkades. Sgt. Simpson recommended putting up a gate.

C. Friesen expressed concern with respect to SkyTrain as the residents were not consulted. A petition is being circulated stating that they do not want a station at Guildford Way. The Town Centre Community Association supports the findings of the survey conducted by the Chamber of Commerce.

C. Friesen advised that the Tri-City Condo Group has drawn up postcards to send to the Premier regarding building envelope failures. They are being sold at a cost of \$2 for 4 postcards.

Eagle Ridge Resident's Association (TERRA)

K. Wood advised the Committee that TERRA is interested in a Community Gardens. They would like to approach BC Hydro to use the un-used portion of the hydro right-of-way. K. Wood questioned how much of this land the City is going to require as park. Staff to follow-up.

It was requested that the schedule of meetings for 2001 be updated on the website. Staff to follow-up.

Oakdale Heritage Society

D. Irving reported that their Annual General Meeting is scheduled for March 26, 2001 and that a newsletter is being distributed to residents in the area.

D. Irving stated there have been complaints about the barriers located in front of the paths to help keep out the motorbikes. Unfortunately these barriers are preventing strollers and scooters from accessing the path. He questioned whether 1.2 m width is sufficient.

D. Irving advised the Committee that the Oakdale Heritage Society has begun lobbying for a community center to be located under the future SkyTrain location.

ITEM IV - OTHER BUSINESS

1. Community Association Websites

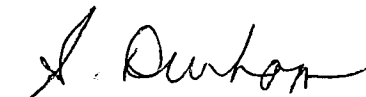
Members were advised that the Poirier Street library will take information at the reference desk so that each Community Association website can be linked to the Library's website.

ITEM V - TABLED ITEMS

No items presented.

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:05 p.m.


Sonia Durham
Deputy City Clerk


CHAIR

COQUITLAM



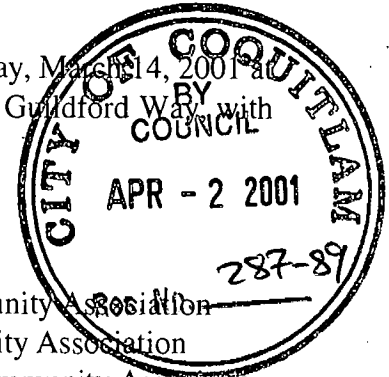
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COMMUNITY LIAISON COMMITTEE

MINUTES

WEDNESDAY, MARCH 14, 2001

A meeting of the Community Liaison Committee was held on Wednesday, March 14, 2001 at 7:05 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way with the following persons present:



COMMITTEE MEMBERS:

- Councillor D. Thorne, Chair
- E. Croft, Oakdale Heritage Society
- M. Krenbrink, Ranch Park Community Association
- C. Friesen, Town Centre Community Association
- F. Gruen, Southeast Coquitlam Community Association
- D. Hepplewhite, Westwood Plateau Community Assoc.
- D. Irving, Oakdale Heritage Society
- P. McKenna, River Springs Community Association (alternate for K. Wainwright)
- J. Thompson, Lower Lougheed Residents' Association
- D. Violette, Burquitlam Community Association
- E. Ward, Northeast Coquitlam Ratepayers' Assoc.
- H. Warren, Mundy Park Community Association
- K. Wood, Eagle Ridge Residents' Association

ALSO PRESENT:

- R. Gettle, Burquitlam Community Association
- D. Hanson, Urban Systems

STAFF:

- Srgt. J. Simpson, RCMP, Coquitlam Detachment
- J. McBeth, Customer Service Supervisor, Operations
- S. Durham, Deputy City Clerk

ITEM I - MINUTES - FEBRUARY 14, 2001

The Committee approved the minutes of February 14, 2001 with the following corrections:

- i) 509-2 Home-Based Businesses – copy of the report regarding Home-Based Business to be forwarded to the Community Liaison Committee also
- ii) Westwood Plateau Community Association:
 - a. a Garage Sale and Pub Night is being planned;
 - b. clarify that the increase in traffic is around Summit School

- iii) Eagle Ridge Resident's Association – clarify whether TERRA will be required to go through the same process as the Burquitlam Community Association in order to establish a Community Gardens.

ITEM II - BUSINESS ARISING FROM MINUTES

The Chair advised the Committee that issues relating to schools raised at the last meeting have been forwarded to the City/School Board Liaison Committee and will be dealt with at the next meeting.

The Customer Service Supervisor advised the Committee of the following:

- crosswalk on Panorama by Panorama Elementary School will be installed in the near future;
- David Avenue bridge will be completed this year; and
- pedestrian light at Dunkirk and Pipeline will not be installed this year.

The Deputy City Clerk advised that the portion of the Zoning Bylaw that refers to Home-based Businesses refers to all single and multi-family areas and that a Strata Council cannot adopt a bylaw that contravenes the City's Home-based Business regulations. With respect to s. 902(13) and the amount of waste that can be generated by home-based businesses, members were advised that this section seeks to prevent high waste producing businesses in residential areas and a home-based business cannot therefore produce more than 5% waste based on an average of the area.

ITEM III - NEW BUSINESS

509-2 Around-the-Table

RCMP

Sgt. Simpson advised the Committee of recent activity including Break and Enters, auto thefts, fire at Grow-Op, arson at Place Maillardville and a bomb threat at Coquitlam Centre Mall.

The Committee requested a copy of the report prepared for the RCMP regarding the Community Police Stations. Staff to follow-up.

Sgt. Simpson departed the meeting (7:33 p.m.)

509-1 Traffic Calming

H. Warren, Vice Chair of the Traffic Calming Panel, presented an overview of the traffic calming initiative and work of the Traffic Calming Panel. Reference was made to the origins of the policy, how the Panel establishes the priority for each area and how the zones are divided.

D. Hanson, Urban Systems, was also present at the meeting to respond to questions.

Discussion ensued relative to the petition against work (negative vote) process adopted by Council and the criteria used by the Panel to prioritize the neighbourhoods. Concern was expressed that the accident data used by the Panel does not include accidents that have occurred on the major routes that are considered part of the neighbourhood.

Staff was requested to provide a breakdown of the number and types of accidents that are used to determine the neighbourhood priority.

The Committee discussed the traffic calming measures that have already been installed and expressed concern regarding the narrowness of the road once the island has been installed. The need for more communication with the residents in the area was also stressed as well as the need to make the signage more visible.

The Committee was advised that the City is conducting a study of the neighbourhoods that have already undergone traffic calming to determine areas for improvement.

The Committee also discussed the benefit of coordinating traffic calming with the road renewal program.

The Committee recommends with E. Ward and H. Warren opposed:

COUNCIL

ACTION: That Council reconsider the petition against work (negative voting) process.

509-2 Around-the-Table

Burquitlam Community Association

D. Violette advised the Committee of Earth Day celebrations to take place at the Community Gardens on April 29. A number of workshops have been schedule for this day that include a demonstration on composting, Naturescape BC, Mason Bee workshop and Nature's Alternative.

In response to a question regarding the missing bus shelters, the Committee was advised that Mediacom's contract has expired and that Pattison is in the midst of bringing in their shelters. The new transit shelters should be in place in the near future.

D. Violette advised the Committee that this is the International Year of Volunteers and that Community Volunteer Connections based in Coquitlam, is launching its new website. The website will provide information as to where volunteers are needed in the community.

D. Violette also advised of the Youth Community Action Program that gives young people aged 15-24 an opportunity to earn credit for tuition fees while participating on community service projects. More information is available on the Youth Options B.C. web page (www.youth.gov.bc.ca).

Eagle Ridge Resident's Association (TERRA)

K. Wood presented the following Notice of Motion regarding False Alarm Billing for consideration at the next Committee Meeting:

“WHEREAS the City of Coquitlam does have a False Alarm Bylaw, which covers false alarms at homes and businesses, and

WHEREAS one of the intents of the Bylaw is to charge those with a false alarm a penalty of \$150.00 to encourage the stopping of excessive false alarms, and

WHEREAS the charge for false alarms happens on the first and every false alarm, and

WHEREAS the cost can be prohibitive to a home owner from possibly paying their on-going fee to their monitoring company, and

WHEREAS one of the other intents is for the RCMP to not have to respond to all false alarms, and

WHEREAS the RCMP does not respond to domestic disputes within homes and continual property owner disputes, by examples only, without charging the said parties for the continual visits, and

WHEREAS the Charter of Rights and Freedoms confirms all Canadian Citizens have the right to safety and security, and

WHEREAS both the City of Coquitlam and RCMP want to ensure the safety and security of all of its residents,

BE IT RESOLVED that the City of Coquitlam should review the existing false alarm bylaw for home owners, creating an escalating fee for false alarms with the escalation fee set to increase for each time a false alarm is reported up to a final amount of \$150.00, and

The RCMP should make a visit or at least a phone call to ensure that a false alarm truly has occurred and the Coquitlam Citizen is in fact safe.”

Lower Lougheed Residents' Association

J. Thompson enquired as to when the light and crosswalk at Alderson and Lougheed Highway will be functioning. Staff to follow-up.

Ranch Park Community Association

M. Krenbrink had no new items to report.

Westwood Plateau Community Association

D. Hepplewhite reported that the Garage Sale will take place on May 5, 2001 at Summit School and the Family Pub Night is scheduled for April 22, 2001, 6:00 p.m., at Hazards.

Northeast Coquitlam Ratepayers' Association

E. Ward had no new items to report.

River Springs Community Association

P. McKenna had no new items to report.

Oakdale Heritage Society

E. Croft reported that their Annual General Meeting took place on March 26, 2001.

The Annual Spring Plant Sale will take place on April 28, 2001 at Burquitlam Elementary School. Featured entertainment will be the Oakdale Jazz Band. D. Violette offered to provide strawberry plants on behalf of the Burquitlam Community Association.

Town Centre Community Association

C. Friessen reported that their new website has been launched (www.ctcca.bc.ca).

C. Friessen also reported that that on March 21, 2001, 7:30 p.m. at the Aquatic Centre, there will be a session on Emergency Preparedness geared towards those that live in condos.

C. Friessen also enquired as to why Town Centre Boulevard is a collector route. Staff to provide information on the criteria for determining collector routes.

Mundy Park Community Association

H. Warren reported that their next meeting will take place in April close to the provincial election so that an all candidates meeting can be hosted.

ITEM IV - OTHER BUSINESS

1. 2001 Operations Projects

The Customer Service Supervisor distributed a list of 2001 Projects that will be carried out by the Operations Department.

2. Next Meeting

The Committee's next meeting will take place on Wednesday, April 11, 2001, 7:00 p.m., in the Library of the Miller Park Community School. This meeting will be hosted by the Burquitlam Community Association.

ITEM V - TABLED ITEMS

No items presented.

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:00 p.m.

S. Durham

Sonia Durham
Deputy City Clerk

Thorne

CHAIR

CITY OF _____

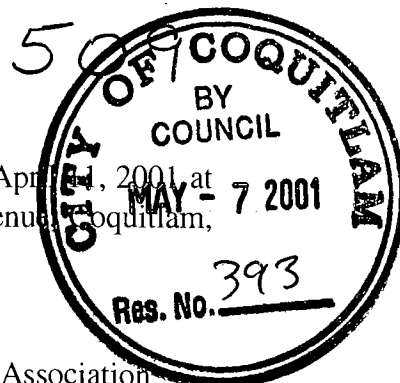
COQUITLAM



COMMUNITY LIAISON COMMITTEE

MINUTES

WEDNESDAY, APRIL 11, 2001



A meeting of the Community Liaison Committee was held on Wednesday, April 11, 2001 at 7:05 p.m. in the Library, Miller Park Community School, 800 Egmont Avenue, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS:

Councillor D. Thorne, Chair
M. Krenbrink, Ranch Park Community Association
C. Friesen, Town Centre Community Association
D. Hepplewhite, Westwood Plateau Community Assoc.
D. Irving, Oakdale Heritage Society
J. Thompson, Lower Lougheed Residents' Association
D. Violette, Burquitlam Community Association
E. Ward, Northeast Coquitlam Ratepayers' Assoc.
H. Warren, Mundy Park Community Association
K. Wood, Eagle Ridge Residents' Association

STAFF:

J. McBeth, Customer Service Supervisor, Operations
S. Durham, Deputy City Clerk

ITEM I - MINUTES - MARCH 14, 2001

The Committee approved the minutes of the March 14, 2001 meeting with the following addition under Item 509-1 Traffic Calming:

"Twenty-four out of twenty-seven homeowners in the Dawes Hill/Mundy neighbourhood signed a petition opposing the Traffic Calming initiative."

ITEM II - BUSINESS ARISING FROM MINUTES

K. Wood arrived at the meeting (7:10 p.m.)

The Deputy City Clerk advised the Committee of the following:

- RCMP report regarding Community Police Stations will be made available to the public once it has been considered by Council;
- Accident data considered by the Traffic Calming Panel is only one criteria used to determine neighbourhood priority and does not include accidents on arterial routes as traffic calming measures are not placed

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on arterial routes. Accident data is received from the RCMP and includes only police attended accidents.

- The Southwest Town Centre Official Community Plan currently outlines the policies for collector roads in the area. Council has however initiated a process to review and create a City-wide Official Community Plan and Strategic Transportation Plan. The system of arterial and collector roads will be reviewed through these processes.

Staff was requested to advise who commissioned the RCMP Community Police Station report.

The Customer Service Supervisor advised the Committee that there will be a public meeting later this month regarding the new traffic light at Alderson and Lougheed.

ITEM III - NEW BUSINESS

509-1 Burquitlam Community Association

Bruce Bird, President, Burquitlam Community Association, introduced the Executive of the Association as follows:

- Don Violette, Vice President
- Richard Gettle, Secretary/Treasurer
- Graham Hill, Director
- Harry Bloy, Director

Mr. Bird provided an overview of the past achievements of the Association as well as issues it is currently facing. Reference was made to the following:

- Appreciates past assistance from the City;
- Believes the Community Liaison Committee's role and criteria should be defined so that they can then serve as genuine consultants to Council;
- Concerned about the off-leash dog run in Miller Park as a lot of children and seniors use this park and it is used as a route to the Burquitlam Plaza;
- Traffic Calming – would like information regarding what is taking place;
- Station Area Planning – would like to have a Town Hall meeting with the City to discuss the plans and what to expect if there is no SkyTrain;

- Vision for Burquitlam is a community center that will provide services for youth and seniors, recreation area, library and Community Police Station;
- Would like a bulletin board erected in Burquitlam.

Richard Gettle, Secretary/Treasurer, advised the Committee that the concept of the Association grew out of the Healthy Communities Study and was incorporated in the *Societies Act* in November 1997. Some past achievements have included Burquitlam Community Gardens, Bike Fair, redesign of Cottonwood Park and lobbying for the Community Police Station in Burquitlam.

Graham Hill, Director of the Association, provided an overview of the Community Police Station and the calming influence it has had in the area. He stated that there are openings for anyone wishing to volunteer at the Community Police Station and offered to speak to anyone who would like to get a station in their area.

Staff was requested to provide a priority list of where Community Police Stations will be going in the future.

The Committee discussed the possibility of establishing a Policing Committee of Council and re-instating Bike Patrol. The Committee was advised that a Coquitlam/Port Coquitlam Community Policing Committee already exists with one appointment from the City. Staff was requested to provide information regarding the mandate and composition of the committee and determine whether other cities have a similar committee.

509-2 False Alarm Bylaw

At the request of K. Wood, consideration of the Notice of Motion was postponed to the May 9, 2001 Committee meeting.

509-3 Around the Table

Northeast Coquitlam Ratepayers' Association

E. Ward had no new items to report.

Town Centre Community Association

C. Friesen reported that her Association attempted last week to rent a facility in the Town Centre for an all-candidates meeting but was unable to without having to pay a fee. She expressed concern that her Association has difficulty securing meeting space free of charge and that parking is also an issue because of restrictions in the Town Centre.

Staff was requested to provide information regarding expiration of the current parking contract and whether the City would consider eliminating the restrictions in the Town Centre.

An all-candidates meeting has been scheduled at Glen Eagles School on April 26, 2001.

Lower Lougheed Residents' Association

J. Thompson had no new items to report.

Ranch Park Community Association

M. Krenbrink had no new items to report.

Westwood Plateau Community Association

D. Hepplewhite reported that their Annual General Meeting will take place on Wednesday, June 6, 2001. The Garage Sale will take place on May 5, 2001 at Summit School from 8:00 a.m. to 2:00 p.m and the cost to rent a table at the Garage Sale is \$25. D. Hepplewhite also reported that the Family Pub Night has been cancelled.

Oakdale Heritage Society

D. Irving reported that the Annual Spring Plant Sale will take place on April 28, 10:00 a.m. at Burquitlam Elementary School.

D. Irving expressed concern that the width standards for barriers at the beginning of pathways to prevent motor bikes from entering are not adequate because they also prevent strollers and wheelchairs from also accessing the path. Staff was requested to follow-up.

D. Irving raised the issue of road renewal and stated that the placement of sidewalks should be done on a street-by-street basis and not for an entire neighbourhood.

D. Irving also raised the issue of the removal of old playground equipment and enquired as to whether a cost sharing arrangement could be made with the City to build another playground. The Committee was advised that grants are available through the United Way.

Mundy Park Community Association

H. Warren reported that enquiries have been made as to when Linton Street will be repaved.

H. Warren advised that the Mundy Park Community Association will host four all-candidates meetings once the election has been called.

Eagle Ridge Resident's Association (TERRA)

Staff was requested to follow-up regarding the request for additional fencing around Eagle Ridge Pool.

K. Wood expressed concern that very little action has resulted from the Community Liaison Committee and that the Committee's views are not being represented at Council. He stated that another representative from TERRA may replace him on the Committee *and that TERRA would be voting on this representative.*

tw

Discussion ensued relative to Seattle's model with respect to Community Associations and how they communicate with Council. Staff was requested to look into this.

Staff was also requested to look into establishing a ~~Communications~~ *Public Safety Advisory* Committee ~~similar to that at the District of North Vancouver.~~ *tw*

Burquitlam Community Association

D. Violette requested that the City provide the design criteria plan for buildings, structures, lampposts etc. as it relates to the Station Area Plan. It was also requested that a Town Hall meeting be scheduled regarding the Station Area Plan.

Staff was requested to follow-up on the status of providing programs in Burquitlam schools in the summer months.

D. Violette expressed concern about the lack of street sweepers. Staff advised that the City has two street sweepers however only one is functioning at this time.

H. Warren and J. Thompson departed the meeting (9:25 p.m.).

D. Violette reported that ^{some} ~~the~~ Burquitlam residents are opposed to Traffic Calming and the negative vote process. tw

D. Violette distributed the flyer for the Burquitlam Community Gardens Earth Week workshops.

ITEM IV - OTHER BUSINESS

No items presented.

ITEM V - TABLED ITEMS


No items presented.

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:35 p.m.



CHAIR


Sonia Durham
Deputy City Clerk



COMMUNITY LIAISON COMMITTEE

MINUTES

WEDNESDAY, MAY 09, 2001

509

A meeting of the Community Liaison Committee was held on Wednesday, May 09, 2001 at 7:00 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS:

- Councillor D. Thorne, Chair
- M. Krenbrink, Ranch Park Community Association
- B. Shymanski, Town Centre Community Association
- D. Hepplewhite, Westwood Plateau Community Assoc.
- D. Irving, Oakdale Heritage Society
- D. Violette, Burquitlam Community Association
- E. Ward, Northeast Coquitlam Ratepayers' Assoc.
- K. Wood, Eagle Ridge Residents' Association

STAFF:

- J. Sulmona, Manager Community Planning
- Sgt. J. Simpson, RCMP Coquitlam Detachment
- J. McBeth, Customer Service Supervisor, Operations
- T. Wingrove, City Clerk



ITEM I - MINUTES - APRIL 11, 2001

The Committee approved the Minutes of the April 11, 2001 meeting as amended.

ITEM II - BUSINESS ARISING FROM MINUTES

The Chair advised that a follow-up letter would be forwarded to School District No. 43 with regards to opening of Miller Park Community School in the summer months for community use and program purposes.

The City Clerk advised the Committee of the following:

- Cost estimate for 12 foot high perimeter fencing around Eagle Ridge Pool was approximately \$21,000 and would require budget approval and a variance by City Council. The Chair noted that the issue of trespassing at outdoor pools would be considered at a future Leisure, Parks and Cultural Services Committee.
- The existing parking management contract in the Town Centre area expires in December 2002.

WA
30/MAY/01

- Community Policing study would be undertaken by City Council and additional information would be available to the Committee upon approval of this process.
- Staff will follow-up directly with Oakdale Heritage Society representatives with additional information on Thompson Avenue local improvement project.

ITEM III - NEW BUSINESS

509-1 Home Occupations

The Manager Community Planning provided an overview of the Home Occupations regulations review that was completed by City staff and received by City Council. He stated that enabling business development and protecting the residential character of neighbourhoods was an important consideration. He further stated that a review of other communities was included in this report and that feedback was being solicited directly from the Chamber of Commerce, Economic Development Committee and Community Liaison Committee.

The Committee discussed a number of issues related to home-based businesses and provided the following comments:

- frequency of visits and additional traffic to home-based businesses, including the use of delivery trucks, should be prohibited in recognition of the residential character of neighbourhoods and existing residences;
- home-based business regulations as presented were supportable but must be enforced in fairness to other businesses in commercial property;
- signage for home-based business should be prohibited;
- home-based businesses contribute greatly to the solid waste and recycling requirements of neighbourhoods;
- consideration should be given to permit a residence with a secondary suite an opportunity for home occupation business licence.

It was noted that traffic calming initiatives were a distinct issues from the home occupation review that was completed.

509-2 False Alarm Bylaw

The Committee withdrew this item from the agenda at the request of the Eagle Ridge Residents' Association.

509-3 Future Meetings Hosted by a Community Association

It was noted that Councillor Thorne acted as Chair of the Community Liaison Committee that was hosted by the Burquitlam Community Association on 2001 May 9.

The Committee agreed that the next meeting of the Community Liaison Committee would be held at City Hall and that future meetings hosted by a Community Association would be given consideration as volunteers came forward.

509-4 Around the Table

Operations Department

The Customer Service Supervisor advised that Spring Clean Up was currently underway and that some solid waste and recycling pick-up was delayed given the popularity of the program. She further provided an update on the rain barrel and compost sale and noted that some limited quantities were still available from the Operations Department.

Burquitlam Community Association

D. Violette asked that Minutes of the Community Liaison Committee are distributed on a more timely basis following the meeting to accommodate the community association's regular meeting schedule. He further stated that the community association was keenly interested in receiving the Community Policing Report and looked forward to its distribution.

Ranch Park Community Association

M. Krenbrink advised that the new owners/tenants of a problematic duplex continued to be an issue and that City staff were investigating this matter.

Westwood Plateau Community Association

D. Hepplewhite advised that the Annual General Meeting would take place in June at Summit School and that tickets were available for a fundraising event.

Northeast Coquitlam Ratepayers' Association

E. Ward advised that a movie was being filmed on Hazel Drive over the next few days.

Oakdale Heritage Society

D. Irving reported that the Annual Spring Plant Sale was successful. He further provided an update on the traffic calming work being completed in the Oakdale and Burquitlam area and expressed interest in the station area planning to be completed in the Burquitlam Plaza area.

RCMP

Sgt. Simpson provided a brief update on auxiliary constables and laptops available in police vehicles. He further advised that the boat launch area at Maquabeak Park would be secured in partnership with area businesses following the recovery of a number of stolen vehicles from the Fraser River.

Eagle Ridge Resident's Association (TERRA)

K. Wood advised that the residents' association was continuing to work towards a community garden at Falcon Drive and Runnel Avenue.

Town Centre Community Association

B. Shymanski advised that bears have recently been sighted at Hoy Creek which was of some concern to area residents. She stated that the community association remains keenly interested in SkyTrain station planning in the Town Centre area and that the Tri-City Condo Group may be involved in a class action lawsuit with regards to building envelope failures. She finally noted that the community association website was posted at www.ctcca.bc.ca.

ITEM IV - OTHER BUSINESS

No items presented.

ITEM V - TABLED ITEMS


- T-1 Appointment to Community Liaison Committee.- Association Habitat Maillardville
- T-2 Hosting of Community Liaison Committee Meeting – Thank you to Burquitlam Community Association

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:05 p.m.



CHAIR


Trevor Wingrove
City Clerk



509

COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, JUNE 13, 2001

A meeting of the Community Liaison Committee was held on Wednesday, June 13, 2001 at 7:05 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS:

- Councillor D. Thorne, Chair
- B. Asmundson, Northeast Coquitlam Ratepayers' Ass.
- E. Croft, Oakdale Heritage Society
- M. Krenbrink, Ranch Park Community Association
- C. Friesen, Town Centre Community Association
- E. Haldorson, Association Habitat Maillardville
- D. Hepplewhite, Westwood Plateau Community Assoc.
- J. Thompson, Lower Lougheed Residents' Assoc.
- D. Violette, Burquitlam Community Association
- K. Wood, Eagle Ridge Residents' Association

STAFF:

- J. Sulmona, Manager Community Planning
- Sgt. J. Simpson, RCMP Coquitlam Detachment
- J. McBeth, Customer Service Supervisor, Operations
- S. Durham, Deputy City Clerk

ITEM I - MINUTES - MAY 9, 2001

The Committee approved the Minutes of the May 9, 2001 meeting.

ITEM II - BUSINESS ARISING FROM MINUTES

The Committee requested information regarding the bylaw enforcement process including what happens when there is a bylaw infraction, follow-up on enforcement and how home-based businesses are enforced.

The Chair welcomed E. Haldorson, Association Habitat Maillardville, to the Committee.

WJ.
26/June/01

IT WAS MOVED BY D. VIOLETTE
AND SECONDED

That a representative from the Association Habitat Maillardville be appointed to the Community Liaison Committee.

CARRIED UNANIMOUSLY

The Deputy City Clerk advised the Committee that the authority to make appointments to the Committee rests with Council. Council adopted a resolution appointing a representative from the Association Habitat Maillardville to the Community Liaison Committee at the April 2, 2001 Council meeting.

ITEM III - NEW BUSINESS

509-1 Lougheed and Burquitlam Station Area Plans

The Manager Community Planning provided an overview of the Station Area Plan process and made reference to the following:

- opportunities for redevelopment in the area
- the station is intended to be located on the Burquitlam Plaza site – to be confirmed by a geotechnical study
- the Station Area Plan will seek to balance the amenities in the area along with density and development
- TransLink is conducting a Northeast Sector Transportation Plan which could mean a realignment of bus services.

Mr. Sulmona outlined the phases of the Station Area Plan process as follows:

- Phase 1 – gathering of issues and input
- Phase 2 – development of issues into concepts
- Phase 3 – consultation phase.

A workshop inviting members of the business community in the area is scheduled for Thursday, June 14, 2001, 7:30 a.m. in the Council Chambers. A public open house has been scheduled for Saturday, June 23, 2001, 1:30-4:30 p.m. at Roy Stibbs School in Burquitlam.

Staff was requested to post signage in key locations at least one week prior to any public consultation opportunity for the Station Area Plan.

Discussion ensued relative to the percentage increase in density that would occur around the stations.

The Manager Community Planning provided an overview of the next phase of the SkyTrain alignment from the Port Moody border to the West Coast Express Station. Station Area Planning for the Town Centre Station is scheduled to begin in 2002.

Discussion ensued relative to the proposed station location for the Town Centre.

509-2 Around the Table

Eagle Ridge Resident's Association (TERRA)

K. Wood reported that TERRA will celebrate its 20th year on August 5, 2:30 – 5:30 p.m. at the Eagle Ridge Outdoor Pool. Admission is free.

The Harrier Tot Park is still not being well maintained. Staff was requested to look into providing regular maintenance to this site. It was also reported that the grass outside the lacrosse box requires mowing. Staff to follow-up.

K. Wood reported that TERRA has recently voted to no longer send a representative to the Community Liaison Committee.

Association Habitat Maillardville

E. Haldorson reported that a Task Force has been struck to look at how to better manage Place Maillardville. A report is due at the end of June.

Staff was requested to look into the crosswalks at Hillside School and King Edward and Place Maillardville as they are dangerous for children. It was noted that the signs are too small and that the sidewalk and crossing need to be updated. The Customer Service Supervisor advised the Committee that a safety audit was performed for the Brunette-Schoolhouse Corridor. Staff was also requested to look into placing the large movable ICBC signs at these crosswalks stating the speed for school zones.

The Committee was informed that the residents in Maillardville are concerned about the future of Fraser Mills.

Lower Lougheed Residents' Association

J. Thompson reported that the grass at the top of Hart and Alderson requires mowing.

Staff was requested to look into placing a right hand turn signal on the main hanging light at the King Edward and United Boulevard intersection as the right hand turn light on the small post is difficult to see.

Staff was also requested to adjust the timing of the new traffic light at Woolridge and Lougheed Highway. The Committee was advised that staff is working on the timing of the lights.

Ranch Park Community Association

M. Krenbrink advised of a four-plex in the area. Staff to follow-up.

Westwood Plateau Community Association

D. Hepplewhite advised of their Annual General Meeting which took place on June 6. She reported that the community association has expressed concerns about their involvement with the Committee.

The Committee was informed that the community association would like a Community Police Station in Westwood Plateau but realizes that there is no money in the budget for this. Members of the community have instead volunteered for Citizens Crime Watch.

Staff was requested to look into the sinkholes that have resulted on Panorama, below Stoney Creek.

Town Centre Community Association

C. Friesen questioned why Council only allows a maximum of three delegations per meeting and whether Council distinguishes between a presentation and delegation. The Deputy City Clerk advised that the Procedure Bylaw, as adopted by Council, allows a maximum of three delegations per meeting and does not distinguish between presentations and delegations. C. Friesen advised that the Town Centre Community Association will be appearing as a delegation at the July 3, 2001 Council meeting to discuss SkyTrain station locations along Pinetree.

C. Friesen also reported that speeding on Guildford Way is still a problem. She also expressed concern that the crosswalk on Guildford Way is unsafe however it should not be removed because the Town Centre should be a pedestrian friendly community.

As a result of further break-ins in the underground parkades, Staff was requested to look into placing a sign on the Justice Building notifying the public that there is an RCMP station in the area.

The Committee was advised that the Millennium Committee is hosting a Chalk Walk Grand Opening on Monday, June 25, 7:00 p.m. at the Evergreen Cultural Centre.

Oakdale Heritage Society

E. Croft requested that more dedicated benches be placed in the area. Staff to look into this.

E. Croft stated that the footpath between Thompson and Chapman Avenues is very dark. Staff was requested to look into placing a lamppost at the Thompson Avenue entrance to the path.

RCMP

Sgt. Simpson reported that Break & Enters and auto thefts are prevalent. He also reported that there have been a number of requests to participate in the Citizens Crime Watch for specific areas only. Sgt. Simpson informed the Committee that this program operates on a City-wide basis.

Northeast Coquitlam Ratepayers' Association

B. Asmundson expressed concern about the condition of Victoria Drive, Soball Street and Rocklin Street and stated that they are in need of repair. He also requested a gravel pathway on Coast Meridian as the pathway is currently overgrown and there is no shoulder to walk on.

B. Asmundson also requested increased policing during the summer months as a number of stolen cars are taken to the Northeast and burned. There are also a number of youth who loiter around the schools.

The Committee was advised that the Executive of the Northeast Coquitlam Ratepayers' Association will decide in September whether to continue to send a representative to the meetings.

Burquitlam Community Association

D. Violette reported that the community association was invited to an information session on Tuesday, June 12, 7:00-9:00 p.m. regarding Smart Choices and how the community can become involved in the project. Staff was requested to determine whether all community associations would be invited to a future information session.

D. Violette expressed disappointment about the lack of a safety house at the Teddy Bear Picnic this year. Staff was requested to look into this.

The Chair provided D. Violette with a copy of the programs scheduled at Miller Park Community School this summer. The Chair advised that the programs are for 6 to 12 year olds and that the school is not open for community use as the School District cannot afford to pay for janitorial staff.

ITEM IV - OTHER BUSINESS

1. Sight-line Obstructions

The Customer Service Supervisor distributed a pamphlet regarding sight line obstruction outlining what the City takes care of and what the owner is responsible for.

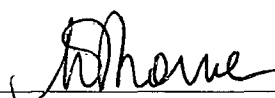
Staff was requested to place a copy of the brochure on the web page.

ITEM V - TABLED ITEMS


- T-1 Miller Park Community School
- T-2 Memo from City Clerk – Bylaw Enforcement Presentation

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:30 p.m.



CHAIR


Sonia Durham
Deputy City Clerk

CITY OF _____

C O Q U I T L A M

INTER-OFFICE COMMUNICATION



October 11, 2001

TO: Mayor and Council

FROM: Deputy City Clerk

SUBJECT: **COMMUNITY LIAISON COMMITTEE - NOTES OF
SEPTEMBER 12, 2001 WORKSHOP**

Attached for your information are the notes of the Community Liaison Committee Workshop held on September 12, 2001.

Please give a call at (604) 927-3013 if you have any questions.

A handwritten signature in cursive script that reads "S. Durham".

Sonia Durham

Attach.



COMMUNITY LIAISON COMMITTEE
WORKSHOP NOTES
WEDNESDAY, SEPTEMBER 12, 2001

A Workshop of the Community Liaison Committee was held on Wednesday, September 12, 2001 at 6:45 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Members Present: Councillor Diane Thorne, Chair
Elizabeth Haldorson, Association Habitat Maillardville
Darlene Hepplewhite, Westwood Plateau Community Association
Dave Irving, Oakdale Heritage Society
Margaret Krenbrink, Ranch Park Community Association
Don Violette, Burquitlam Community Association
Harry Warren, Mundy Park Community Association

Staff Present: Sonia Durham, Deputy City Clerk

Facilitator: Anne Morrison

ITEM 1 – WELCOME AND DISCUSSION OF GOALS, HOPES AND EXPECTATIONS

The Chair welcomed Anne Morrison to the workshop and explained the purpose of the workshop.

E. Haldorson arrived at the workshop (6:50 p.m.)

Each Committee member was invited to discuss their goals and expectations from the workshop and the Committee. The following themes evolved:

- Clarify role of committee and how staff can best serve the Committee
- Help Council better understand the committee and clarify Council's expectations of the committee
- Council needs to give community associations tools to work with so that all community associations are consistent
- How can community members become more involved?
- Provide more resources to help bring together key stakeholder groups
- Provide funding to community associations in the form of newsletters and advertising
- Present items that would affect all community associations
- Would like to hear input from others who have more experience

A handwritten signature in black ink, appearing to be 'AM', is located in the bottom right corner of the page.

- Understand that things at this level may need to go to the next level before any results are achieved
- Would like agenda items ahead of time so can get some background information
- Structure for equal time to be heard at the meetings
- Would like confirmation that work of the Committee has relevance
- Need a 'coming together' so that citizens have a say as well as Council
- Develop a more positive relationship between staff, Council and the citizens
- Would like to improve two-way communication
- Wants Council to get a feel of what the community wants and has concerns about
- Use this committee as an access point
- Communication between other community associations and sharing of experiences and information
- Clarification of items that should and should not be brought to the table
- Recognize that each community association is different
- Do not want to be funded by the City – would like to remain independent
- Want to be heard by Council
- Bring local issues to the table so as not to waste the time of Council
- Positive, constructive and non-political issues should be brought to the table
- More structure and tight timelines
- Ability to vent concerns at the table
- Would like flexibility with the agenda items
- Increase communication from City on items that have arisen
- Do not want a structure working committee
- Access point to discuss concerns

In response to what the Committee members feel they need to get from the workshop to ensure their needs are fulfilled, the following comments were made:

- Clear mandate and understanding
- Response from Council to determine what Council's plan is
- Ensure that everyone is heard
- Distinguish between an advisory committee versus a standing committee
- Chair should advise what should or should not go to Council
- Community would like direction from Council to put ideas out
- Determine what items should be brought to the table and those that would require a call to Customer Service
- Council should determine criteria for recognizing community associations

ITEM II – TERMS OF REFERENCE AND MANDATE OF COMMITTEE

The Committee reviewed the current Terms of Reference and Mandate of the Committee.

ITEM III – ISSUES TO BE CONSIDERED BY COMMITTEE

The following items were identified as issues that should be considered by the Committee:

- Public safety, growth, planning, zoning, social and heritage
- All major issues of concern to Council – both present and future
- Council should ask this committee for advice
- Issues that cross community association boundaries
- Issues that would directly affect residents, eg. new bylaw or Council initiative
- General issues and community-wide issues that affect all the associations
- Issues that affect a specific area
- Ways of improving communication between the City and community associations
 - What can community associations do to get the word out and back to the City of Coquitlam
- Community to educate the decision-makers and vice versa
- Announcements - Around-the-table component of meeting
- Issues that require input from other community associations

The following items were identified as issues that committee members would bring to the table:

- Design of the community
- Issues that benefit the community as a whole and give Council an indication of what citizen's are fearing
- What the community associations request their representative to bring to the table
- Local issues that others can learn from and sharing of experiences, eg. establishing a Community Garden
- Items for information and/or action
- Issues that deal with the City and School Board
- Information that may benefit other associations

The following items were identified as expectations of what should happen with items that were raised at the table:

- Expect to be heard from elected officials
- Results, action and feedback – either positive or negative Other community associations to take information back to their respective groups
- Education
- New ideas
- Clear up misunderstandings and resolve problems
- Receive assistance with action items
- See results and actions
- Information from Committee to be directed to other committees

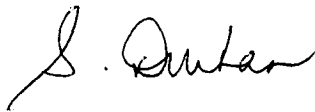
ITEM IV – WAYS IN WHICH COMMITTEE SHOULD ADDRESS THE ISSUES

The following items were identified as ways for the Community Associations and the Committee to feel more supported:

- Ensure all members of committee are heard
- Try to keep political agendas out of the discussion
- Find a way to deal with any “impasse” between Council and the Committee
- Would like clarification or more understanding on Council decisions
- Explore ways to liaise with other City committees as issues overlap
 - Have a committee member attend another committee meeting and then report back to this committee
 - Invite a representative from another committee to report on an item of interest
- Establish principles and protocol to have a more positive group process

ITEM V- ADJOURNMENT

The workshop adjourned at 9:40 p.m.



Sonia Durham
Deputy City Clerk

CITY OF

C O Q U I T L A M



COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, JUNE 13, 2001

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- J. Thompson, Lower Lougheed Residents' Assoc.
- D. Violette, Burquitlam Community Association
- K. Wood, Eagle Ridge Residents' Association

STAFF:

- J. Sulmona, Manager Community Planning
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- J. McBeth, Customer Service Supervisor, Operations
- S. Durham, Deputy City Clerk

ITEM I - MINUTES - MAY 9, 2001

The Committee approved the Minutes of the May 9, 2001 meeting.

ITEM II - BUSINESS ARISING FROM MINUTES

The Committee requested information regarding the bylaw enforcement process including what happens when there is a bylaw infraction, follow-up on enforcement and how home-based businesses are enforced.

The Chair welcomed E. Haldorson, Association Habitat Maillardville, to the Committee.

IT WAS MOVED BY D. VIOLETTE
AND SECONDED

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509-2 Around the Table

Eagle Ridge Resident's Association (TERRA)

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J. Thompson reported that the grass at the top of Hart and Alderson requires mowing.

Staff was requested to look into placing a right hand turn signal on the main hanging light at the King Edward and United Boulevard intersection as the right hand turn light on the small post is difficult to see.

Staff was also requested to adjust the timing of the new traffic light at Woolridge and Lougheed Highway. The Committee was advised that staff is working on the timing of the lights.

Ranch Park Community Association

M. Krenbrink advised of a four-plex in the area. Staff to follow-up.

Westwood Plateau Community Association

D. Hepplewhite advised of their Annual General Meeting which took place on June 6. She reported that the community association has expressed concerns about their involvement with the Committee.

The Committee was informed that the community association would like a Community Police Station in Westwood Plateau but realizes that there is no money in the budget for this. Members of the community have instead volunteered for Citizens Crime Watch.

Staff was requested to look into the sinkholes that have resulted on Panorama, below Stoney Creek.

Town Centre Community Association

C. Friesen questioned why Council only allows a maximum of three delegations per meeting and whether Council distinguishes between a presentation and delegation. The Deputy City Clerk advised that the Procedure Bylaw, as adopted by Council, allows a maximum of three delegations per meeting and does not distinguish between presentations and delegations. C. Friesen advised that the Town Centre Community Association will be appearing as a delegation at the July 3, 2001 Council meeting to discuss SkyTrain station locations along Pinetree.

C. Friesen also reported that speeding on Guildford Way is still a problem. She also expressed concern that the crosswalk on Guildford Way is unsafe however it should not be removed because the Town Centre should be a pedestrian friendly community.

As a result of further break-ins in the underground parkades, Staff was requested to look into placing a sign on the Justice Building notifying the public that there is an RCMP station in the area.

The Committee was advised that the Millennium Committee is hosting a Chalk Walk Grand Opening on Monday, June 25, 7:00 p.m. at the Evergreen Cultural Centre.

Oakdale Heritage Society

E. Croft requested that more dedicated benches be placed in the area. Staff to look into this.

E. Croft stated that the footpath between Thompson and Chapman Avenues is very dark. Staff was requested to look into placing a lamppost at the Thompson Avenue entrance to the path.

RCMP

Sgt. Simpson reported that Break & Enters and auto thefts are prevalent. He also reported that there have been a number of requests to participate in the Citizens Crime Watch for specific areas only. Sgt. Simpson informed the Committee that this program operates on a City-wide basis.

Northeast Coquitlam Ratepayers' Association

B. Asmundson expressed concern about the condition of Victoria Drive, Soball Street and Rocklin Street and stated that they are in need of repair. He also requested a gravel pathway on Coast Meridian as the pathway is currently overgrown and there is no shoulder to walk on.

B. Asmundson also requested increased policing during the summer months as a number of stolen cars are taken to the Northeast and burned. There are also a number of youth who loiter around the schools.

The Committee was advised that the Executive of the Northeast Coquitlam Ratepayers' Association will decide in September whether to continue to send a representative to the meetings.

Burquitlam Community Association

D. Violette reported that the community association was invited to an information session on Tuesday, June 12, 7:00-9:00 p.m. regarding Smart Choices and how the community can become involved in the project. Staff was requested to determine whether all community associations would be invited to a future information session.

D. Violette expressed disappointment about the lack of a safety house at the Teddy Bear Picnic this year. Staff was requested to look into this.

The Chair provided D. Violette with a copy of the programs scheduled at Miller Park Community School this summer. The Chair advised that the programs are for 6 to 12 year olds and that the school is not open for community use as the School District cannot afford to pay for janitorial staff.

ITEM IV - OTHER BUSINESS

1. Sight-line Obstructions

The Customer Service Supervisor distributed a pamphlet regarding sight line obstruction outlining what the City takes care of and what the owner is responsible for.

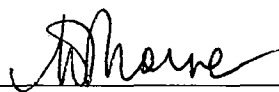
Staff was requested to place a copy of the brochure on the web page.

ITEM V - TABLED ITEMS


- T-1 Miller Park Community School
- T-2 Memo from City Clerk – Bylaw Enforcement Presentation

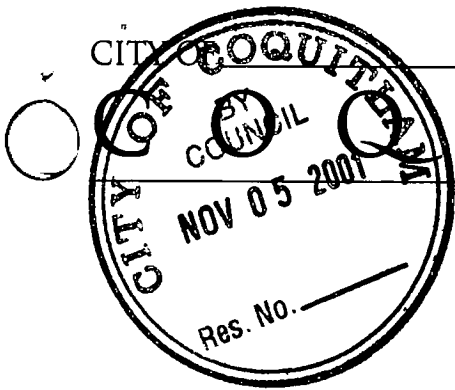
ITEM VI - ADJOURNMENT

The meeting adjourned at 9:30 p.m.



CHAIR


Sonia Durham
Deputy City Clerk



COQUITLAM

COMMUNITY LIAISON COMMITTEE
WORKSHOP NOTES
WEDNESDAY, SEPTEMBER 12, 2001

A Workshop of the Community Liaison Committee was held on Wednesday, September 12, 2001 at 6:45 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, B.C. with the following persons present:

Members Present: Councillor Diane Thorne, Chair
Elizabeth Haldorson, Association Habitat Maillardville
Darlene Hepplewhite, Westwood Plateau Community Association
Dave Irving, Oakdale Heritage Society
Margaret Krenbrink, Ranch Park Community Association
Don Violette, Burquitlam Community Association
Harry Warren, Mundy Park Community Association

Staff Present: Sonia Durham, Deputy City Clerk

Facilitator: Anne Morrison

ITEM I - WELCOME AND DISCUSSION OF GOALS, HOPES AND EXPECTATIONS

The Chair welcomed Anne Morrison to the workshop and explained the purpose of the workshop.

E. Haldorson arrived at the workshop (6:50 p.m.)

Each Committee member was invited to discuss their goals and expectations from the workshop and the Committee. The following themes evolved:

- Clarify role of committee and how staff can best serve the Committee
- Help Council better understand the committee and clarify Council's expectations of the committee
- Council needs to give community associations tools to work with so that all community associations are consistent
- How can community members become more involved?
- Provide more resources to help bring together key stakeholder groups
- Provide funding to community associations in the form of newsletters and advertising
- Present items that would affect all community associations
- Would like to hear input from others who have more experience

- Understand that things at this level may need to go to the next level before any results are achieved
- Would like agenda items ahead of time so can get some background information
- Structure for equal time to be heard at the meetings
- Would like confirmation that work of the Committee has relevance
- Need a 'coming together' so that citizens have a say as well as Council
- Develop a more positive relationship between staff, Council and the citizens
- Would like to improve two-way communication
- Wants Council to get a feel of what the community wants and has concerns about
- Use this committee as an access point
- Communication between other community associations and sharing of experiences and information
- Clarification of items that should and should not be brought to the table
- Recognize that each community association is different
- Do not want to be funded by the City – would like to remain independent
- Want to be heard by Council
- Bring local issues to the table so as not to waste the time of Council
- Positive, constructive and non-political issues should be brought to the table
- More structure and tight timelines
- Ability to vent concerns at the table
- Would like flexibility with the agenda items
- Increase communication from City on items that have arisen
- Do not want a structure working committee
- Access point to discuss concerns

In response to what the Committee members feel they need to get from the workshop to ensure their needs are fulfilled, the following comments were made:

- Clear mandate and understanding
- Response from Council to determine what Council's plan is
- Ensure that everyone is heard
- Distinguish between an advisory committee versus a standing committee
- Chair should advise what should or should not go to Council
- Community would like direction from Council to put ideas out
- Determine what items should be brought to the table and those that would require a call to Customer Service
- Council should determine criteria for recognizing community associations

ITEM II – TERMS OF REFERENCE AND MANDATE OF COMMITTEE

The Committee reviewed the current Terms of Reference and Mandate of the Committee.

ITEM III – ISSUES TO BE CONSIDERED BY COMMITTEE

The following items were identified as issues that should be considered by the Committee:

- Public safety, growth, planning, zoning, social and heritage
- All major issues of concern to Council – both present and future
- Council should ask this committee for advice
- Issues that cross community association boundaries
- Issues that would directly affect residents, eg. new bylaw or Council initiative
- General issues and community-wide issues that affect all the associations
- Issues that affect a specific area
- Ways of improving communication between the City and community associations
 - What can community associations do to get the word out and back to the City of Coquitlam
- Community to educate the decision-makers and vice versa
- Announcements - Around-the-table component of meeting
- Issues that require input from other community associations

The following items were identified as issues that committee members would bring to the table:

- Design of the community
- Issues that benefit the community as a whole and give Council an indication of what citizen's are fearing
- What the community associations request their representative to bring to the table
- Local issues that others can learn from and sharing of experiences, eg. establishing a Community Garden
- Items for information and/or action
- Issues that deal with the City and School Board
- Information that may benefit other associations

The following items were identified as expectations of what should happen with items that were raised at the table:

- Expect to be heard from elected officials
- Results, action and feedback – either positive or negative Other community associations to take information back to their respective groups
- Education
- New ideas
- Clear up misunderstandings and resolve problems
- Receive assistance with action items
- See results and actions
- Information from Committee to be directed to other committees

ITEM IV – WAYS IN WHICH COMMITTEE SHOULD ADDRESS THE ISSUES

The following items were identified as ways for the Community Associations and the Committee to feel more supported:

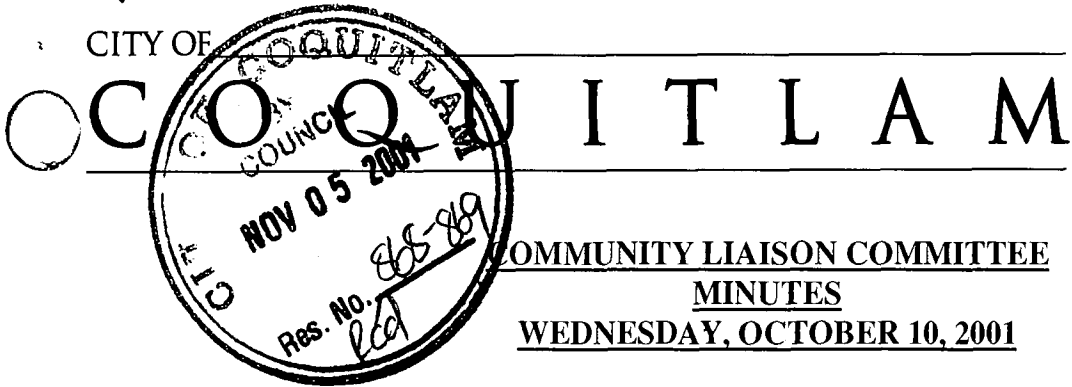
- Ensure all members of committee are heard
- Try to keep political agendas out of the discussion
- Find a way to deal with any “impasse” between Council and the Committee
- Would like clarification or more understanding on Council decisions
- Explore ways to liaise with other City committees as issues overlap
 - Have a committee member attend another committee meeting and then report back to this committee
 - Invite a representative from another committee to report on an item of interest
- Establish principles and protocol to have a more positive group process

ITEM V- ADJOURNMENT

The workshop adjourned at 9:40 p.m.



Sonia Durham
Deputy City Clerk



509

COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, OCTOBER 10, 2001

A meeting of the Community Liaison Committee was held on Wednesday, October 10, 2001 at 7:05 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

- COMMITTEE MEMBERS:**
- Councillor D. Thorne, Chair
 - E. Croft, Oakdale Heritage Society
 - M. Krenbrink, Ranch Park Community Association
 - C. Friesen, Town Centre Community Association
 - D. Hepplewhite, Westwood Plateau Community Assoc.
 - D. Violette, Burquitlam Community Association
 - E. Ward, Northeast Coquitlam Ratepayers' Ass.

- STAFF:**
- W. Jones, Deputy City Manager
 - J. Sulmona, Manager Community Planning
 - L. Guenther, Training & Organizational Development Advisor
 - C. Reelie, Customer Service, Operations
 - S. Durham, Deputy City Clerk

ITEM I - NEW BUSINESS

509-1 Customer Service Task Team

The Deputy City Manager provided an overview of the work that was performed by an interdepartmental task team to look at customer service and develop "standards" for service.

The Committee discussed the standard of responding to telephone calls or correspondence within a 48 hour period even if only to inform the caller/writer that their call/letter has been received. The Committee agreed that this was reasonable but that the 48 hours may need to be altered depending on the situation. It was also recommended that the receptionist advise the caller of the employee's extension when transferring a call.

509-2 Citywide Official Community Plan

The Manager Community Planning provided an overview of the Citywide Official Community Plan process with the intent to share emerging plan ideas and seek Committee comment.

The Manager Community Planning presented the key factors of the plan overview including no land use changes, framework for considering and managing change, building on earlier plans and addressing recent complexities.

The Broad Plan Framework addresses a response to growth pressures with a compact, complete community approach, respect of natural resources, balancing neighbourhood quality and stability with housing choice, encouraging a vibrant and healthy local economy, supporting sustainable transportation choices, enabling community access to a range of facilities and services that meet changing needs.

The Themes considered for the Plan include a compact complete community by nature, healthy environment, neighbourhood quality and stability balanced with Housing choice, vital economy, strategic transportation choices, meeting residents' changing service and infrastructure needs and plan implementation and monitoring.

The Manager Community Planning advised of the two Open House opportunities that have been scheduled as part of the consultation process. They will take place on October 16 and 24, 2001.

The Committee discussed the need for the plan to be flexible so that it adapts to changes and the need for the public to understand the importance of this document. The Committee also discussed that need for timely reviews (every 5 years) of the OCP to ensure that it is kept up-to-date.

ITEM II - MINUTES - JUNE 13, 2001

The Committee approved the Minutes of the June 13, 2001 meeting.

ITEM III - BUSINESS ARISING FROM MINUTES

The Deputy City Clerk provided an overview of the bylaw enforcement process relating to home occupation use noting that bylaws are enforced on a complaint basis only with an MTI ticket issued for non-compliance.

Staff was requested to provide information relating to the enforcement of parking violations outside of the Town Centre.

Staff was also requested to follow-up on the lack of signage in key locations prior to the Station Area Plan Open Houses, as requested by the Committee. Concern was also expressed about the lack of advertisement for the Open Houses in the Burnaby NOW newspaper. Staff to follow-up.

The Deputy City Clerk advised the Committee that work orders have been requested for maintenance at Harrier Tot Park and the grass outside the lacrosse box.

ITEM I - NEW BUSINESS (continued)

509-3 Around the Table

Burquitlam Community Association

D. Violette reported that the Annual General Meeting for the Community Gardens will be held November 13, 2001, 7:00 p.m., at Mountainview Elementary.

The Annual General Meeting for the Burquitlam Community Association will take place on November 22, 2001 at Miller Park Elementary School.

Concerns were expressed about City vehicles occupying visitor parking stalls at City Hall. Staff to follow-up.

D. Violette also expressed concern regarding the recent tractor-trailer accident that took place on Clark Road. It was noted that the City does not currently have a policy regarding route restrictions for dangerous goods. The Committee was advised that the Transit and Transportation Committee is currently looking into this.

COUNCIL

ACTION:

That Council direct staff to look into establishing a policy regarding route restrictions for dangerous goods.

RES No. 869
APPD

ITEM III - BUSINESS ARISING FROM THE MINUTES (continued)

- C. Reelie provided an update on the following items raised at the last meeting:
- i) crosswalks at Millside School and King Edward – signs are too small and sidewalk crossing needs to be updated: Brunette Schoolhouse safety audit is complete. King Edward/Brunette will be changed to incorporate north south left turn lanes and improve signal. Similar changes to Schoolhouse/Brunette proposed however these are on hold until the land use study in the Schoolhouse area is complete;
 - ii) Right hand turn signal on main hanging light at King Edward and United Boulevard intersection: staff is assessing this request;
 - iii) Sinkholes on Panorama below Stoney Creek: have been repaired with line painting to be completed weather permitting;
 - iv) Crosswalk on Guildford at Town Centre Blvd.: staff reviewing consultant's safety report;
 - v) Request for lamp post at the footpath between Thompson and Chapman Ave.: no lamp post to be installed at this time however may be addressed when redevelopment of the area is undertaken;
 - vi) condition of Victoria Dr., Soball St., Rocklin St. and request for gravel pathway on Coast Meridian: repairs on the more dangerous sections of Victoria are being completed.

ITEM I - NEW BUSINESS (continued)

Town Centre Community Association

C. Friesen reported that she was recently in Victoria to speak to the province regarding the leaky condo issue. She also reported that there has recently been some consultation with TransLink.

Northeast Coquitlam Ratepayers' Association

E. Ward reported that City staff attended a recent meeting of the Northeast Coquitlam Ratepayers' Association to speak to the Northeast Trunk Sewer matter.

D. Violette departed the meeting (9:15 p.m.)

E. Ward stated that the Association plans to have guest speakers at future meetings.

Westwood Plateau Community Association

D. Hepplewhite reported that the Association has agreed to continue sending a representative to the Community Liaison Committee. The Association continues to express concerns regarding speeding, especially in the school areas. They have met with representatives of Speed Watch.

D. Hepplewhite reported that the RCMP attended the Association's October meeting to increase awareness in the community. The community is being advised that since Wesbild is moving out of the area, residents will now be responsible for certain things previously taken care of by Wesbild, such as boulevard maintenance.

Ranch Park Community Association

No items to report.

ITEM IV - OTHER BUSINESS

1. Community Volunteer Workshops

Report from the General Manager Leisure and Parks Services regarding Community Volunteer Workshops was distributed to the Committee along with information about each of the workshops.

2. Notes of Committee Workshop held September 12, 2001

The notes of the Committee Workshop held September 12, 2001 were distributed to the Committee. These will be placed on the agenda of the next Community Liaison Committee meeting for discussion.

ITEM V - TABLED ITEMS

T-1 Citizen Appointment to Advisory Committees Application Form

Committee members were advised that the application deadline is October 19, 2001.

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:30 p.m.



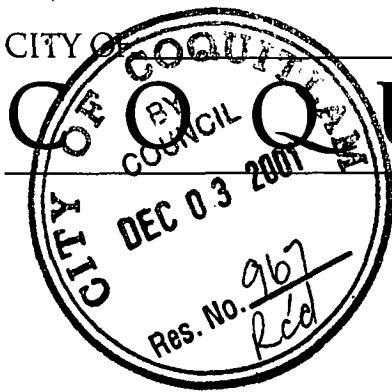
CHAIR



Sonia Durham
Deputy City Clerk



509



COMMUNITY LIAISON COMMITTEE
MINUTES
WEDNESDAY, NOVEMBER 14, 2001

A meeting of the Community Liaison Committee was held on Wednesday, November 14, 2001 at 7:05 p.m. in the Council Committee Room, Coquitlam City Hall, 3000 Guildford Way, Coquitlam, BC, with the following persons present:

COMMITTEE MEMBERS: Councillor D. Thorne, Chair
M. Krenbrink, Ranch Park Community Association
D. Hepplewhite, Westwood Plateau Community Assoc.
J. Thompson, Lower Lougheed Residents' Association
D. Violette, Burquitlam Community Association
E. Ward, Northeast Coquitlam Ratepayers' Ass.

STAFF: J. Wilkie, Manager Corporate Planning
Sgt. J. Simpson, RCMP Coquitlam Detachment
J. McBeth, Customer Service Supervisor, Operations
G. Vlassopoulos, Smart Choices
S. Durham, Deputy City Clerk

ITEM I - MINUTES OF OCTOBER 10, 2001 MEETING

The minutes of the October 10, 2001 meeting were approved.

ITEM II - BUSINESS ARISING FROM THE MINUTES

The Deputy City Clerk provided information with respect to the following:

- Enforcement of parking tickets outside of Regional Town Centre
- Absence of Safety House at Teddy Bear Picnic
- Signs and advertising for Burquitlam/Lougheed Station Area Plan Open House
- City vehicles in visitor stalls at City Hall
- Recommendation regarding establishing a policy for dangerous goods route restrictions adopted at November 5, 2001 Regular Council Meeting.

The Deputy City Clerk also advised the Committee that there is still space available for the Volunteers and Law Workshop to be held November 24. There is currently a waiting list for the Board Development Workshop but that a second workshop may be held in March 2002 if there is enough interest.

ITEM III - NEW BUSINESS

509-1 Around the Table

RCMP

Sgt. Simpson reported that there still seem to be a number of stolen automobiles from Silvercity and the surrounding area.

The RCMP worked with School District #43 and the Parent Advisory Committees to reduce vandalism on Hallowe'en night.

Discussion ensued relative to crime associated with the Casino. Sgt. Simpson reported that casinos generally have an excellent security system both inside and outside of the casino and to date there have been no problems associated with the Casino.

Sgt. Simpson reported that the Community Police Station Constables have been asked to provide a report regarding the 'ideal' Community Police Station including what it would look like and where it would be located.

The Committee requested that the report prepared by the consultant regarding the Community Police Stations in Coquitlam be put on a future agenda for consideration.

Sgt. Simpson also reported that the RCMP is working on a crime-free multi-housing project that will look at the proposed SkyTrain routes and attempt to clean up the surrounding properties before SkyTrain is built. The project will also attempt to keep crime out of the housing units.

Ranch Park Community Association

No items to report.

Westwood Plateau Community Association

D. Hepplewhite reported that the Association did not hold a meeting in November. They are currently looking into the issue of boulevard maintenance.

Northeast Coquitlam Ratepayers' Association

E. Ward reported that a representative from the RCMP attended the last Ratepayers' meeting.

Lower Lougheed Residents' Association

J. Thompson enquired as to whether the traffic light at the Lougheed and Alderson intersection will be installed. Staff advised that the traffic signal for that intersection, as well as a number of others, has gone out to tender.

Association Habitat Maillardville

E. Haldorson reported that the Association Habitat Maillardville has some concerns with respect to the new Board that will be taking over Place Maillardville on December 31, 2001. She would like to ensure that the Association Habitat Maillardville can continue to have its meetings at Place Maillardville. The Chair advised that this is something the new Board will have to determine and not something that the City can decide.

E. Haldorson also reported that the sportsfield in Mackin Park requires rebuilding as it becomes quite muddy in rainy weather. The Chair advised that one sport field is rebuilt per year but that this sportsfield may be done in the near future. Staff to follow-up.

E. Haldorson requested that an intersection camera be placed at the Brunette/Schoolhouse intersection. The Committee was informed that this is a provincial responsibility. Sgt. Simpson to look into enhanced corridor enforcement.

Burquitlam Community Association

D. Violette reported that the Hallowe'en event held at the Burquitlam Community Gardens was a success. The Annual General Meeting for the Community Gardens was held on November 13, 2001 and a new Board has been elected. D. Violette thanked City Staff for helping with the gardens.

The Burquitlam Community Association's Annual General Meeting is scheduled for Thursday, November 22, 2001.

D. Violette reported on a potential gambling operation in the area. RCMP to follow-up.

Operations Department

J. McBeth distributed a Boulevard Maintenance brochure.

509-2 Smart Choices

J. Wilkie, Manager Corporate Planning and G. Vlassopoulos, Smart Choices, appeared before the Committee to provide an overview and update on the Smart Choices project and the partnerships with an emphasis on building a eCommunity. The following items were highlighted:

- eGovernment
- eCommunity
 - Definition and benefits
 - characteristics
- Smart Choices
 - project and partnerships
 - vision
- Project components
 - eCommunity Services
 - Safety Net
 - Business Choices
 - Community Portal
 - Learning Linkages
- Project challenges

A copy of the presentation is on file in the Clerk's Office.

Discussion ensued relative to the benefits of the project for community groups and the desire to present the information in a way that reaches the individual. J. Wilkie reported that meetings were held with the community groups to determine what their needs and interests are.

Discussion also ensued relative to encouraging participation from those that would not normally use such technology and communicating information regarding the project in language that is easy to understand.

Concerns were expressed that this project would result in less paper copies being produced therefore eliminating choice for those that do not use the internet. J. Wilkie reaffirmed that the Smart Choices project is about providing choice and not eliminating it.

509-3 Notes of Workshop held September 12, 2001

The Chair advised the Committee that the notes from the workshop were discussed by Council and the general feeling was that the workshop went well. Council would like to ensure that information items are brought forward to the community. It was also felt that the existing Terms of Reference for the Committee seem to be working.

ITEM IV - OTHER BUSINESS

1. Smart Choices Launch

It was recommended that the Smart Choices Launch include an information fair that would include information from the City as well as the Community Associations.

ITEM V - TABLED ITEMS

No items presented.

ITEM VI - ADJOURNMENT

The meeting adjourned at 9:40 p.m.



CHAIR



Sonia Durham
Deputy City Clerk