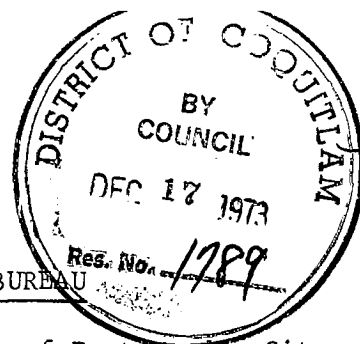


Tuesday, December 11, 1973



LANDLORD - TENANT ADVISORY BUREAU

A meeting of representatives of the City of Port Moody, City of Port Coquitlam and District of Coquitlam was held in the Council Chambers of the Municipal Hall on Tuesday, December 11, 1973 at 3:30 p.m. to further discuss the establishment of a joint Landlord and Tenant Advisory Bureau.

Attending were the following:

Port Coquitlam: Ald. M. Thompson
Mr. Forcier

Port Moody: Mr. Blackwood

Coquitlam: Ald. J. W. Gilmore
Ald. J.E.M. Robinson
Mr. D. Simm
Mr. T. Klassen

MOVED BY ALD. THOMPSON
SECONDED BY ALD. ROBINSON

That the minutes of August 30, 1973 with respect to the establishment of a Joint Landlord and Tenant Bureau be approved in principle and they be submitted to the Councils of the three Districts, together with the notes from this meeting, for discussion and approval.

CARRIED

Appointment of Bureau Members

The Committee discussed the best method of appointment of members of the Bureau and agreed to the following method:

1. Call a meeting of Landlords and Tenants to explain how the Bureau would be established and its purpose.

The meeting would be advertised in the press and as well invitations would be sent to all Landlord and Tenant Groups of which the three administrations are aware.

2. Following the joint meeting with Landlords and Tenants, each group would be asked to select a Committee from within their own group and those Committees would then each select one person to sit as a member of the Bureau.
3. The two representatives selected by the Landlord and Tenant groups would then select a third person to serve as Chairman of the Bureau.
4. All names would then be submitted to the three Councils for approval.

Appointment of Full Time Employee

The matter of the full time employee was again discussed, with the Committee expressing agreement that such employee should be exempt from Union jurisdiction as this person would likely have to be available on weekends as well as evenings and a Union employee would not be able to be flexible in his hours of operation.

The matter of Union jurisdiction would be left to the Administration Staff of the three Municipalities to work out.

Tuesday, December 11, 1973
Landlord - Tenant Advisory Bureau

Joint Agreement

It was decided that the establishment of the Bureau should be done by way of a formal agreement with the method by which any Municipality could withdraw being detailed in such agreement. It was generally felt that a 60 day notice of withdrawal should be included in the agreement.

Next Meeting of Joint Committee

The Committee agreed to meet at 3:30 p.m. on December 18, 1973 in the Council Chambers of the Coquitlam Municipal Hall in order to report the reactions of the three Municipal Councils.

If all Councils are in agreement the format of the advertisement for the meeting of the Landlord and Tenant Groups would be established as well as the date, time and place of such a meeting.