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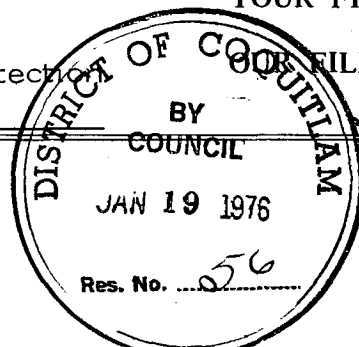
DISTRICT OF COQUITLAM

Inter-Office Communication

TO: Members of Council, DEPARTMENT: DATE: Jan. 14, 1976

FROM: Building and Protection DEPARTMENT: YOUR FILE:

SUBJECT: Committee. RECOMMENDATIONS OF MEETING OF BUILDING AND PROTECTION COMMITTEE - TUESDAY, JANUARY 13, 1976. FILE: 502-1



Proposed Resolutions for Council:

1. That the Building Department be instructed to issue a Building Permit for the proposed addition to No. 4 Fire Hall, 735 Como Lake Avenue, despite the fact that the drawings submitted do not provide for off-street parking in accordance with the Zoning By-Law of the District of Coquitlam; and that a resolution of the matter of off-street parking for this site be deferred pending a review of parking requirements by Council.
2. That the District enter into a contract for construction of No. 4 Fire Hall Addition with Paramount Construction Co. (1968) Ltd. in the amount of \$64,518.00 based upon their tender dated December 23, 1975; and such contracts shall become binding upon the District when duly executed and delivered for and on behalf of the Corporation by the Mayor and Municipal Clerk who are specifically authorized to sign the same and to affix the Corporate Seal thereto and to deliver the same and that all as the Act and Deed of the District of Coquitlam.
3. That Council authorize the Public Works Department to proceed with construction to provide for dispersal of storm drainage from No. 4 Fire Hall site at a cost not to exceed \$2,783.00, such funds to be paid from Capital Budget provisions for No. 4 Fire Hall Addition.

Co RES # 57

Co RES # 58

Co RES # 59

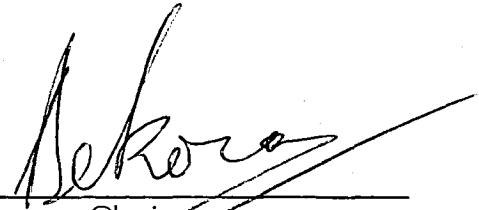
DISTRICT OF COQUITLAM

Inter-Office Communication

TO: DEPARTMENT: DATE:
FROM: DEPARTMENT: YOUR FILE:
SUBJECT: OUR FILE:

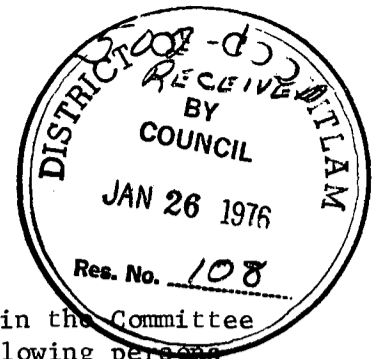
4. That Council authorize the expenditure of not more than \$1,247.00 by the Fire Chief for the purpose of providing any changes that may prove to be necessary in the electrical entry service at No. 4 Fire Hall; such expenditure of funds to be paid from Capital Budget provisions for No. 4 Fire Hall Addition.

Co Res 60



Louis Sekora, Chairman,
Building and Protection Committee.

Report of Building and Protection Committee
to Council on Library Services



A meeting of the Building and Protection Committee was held in the Committee Room at 9:00 a.m. on Friday, January 16th, 1976 with the following persons present: -

Committee: Ald. L. Sekora, Chairman
Ald. M. Gregory, Deputy Chairman

Staff: R. A. LeClair, Municipal Manager
H. G. Castillou, Municipal Solicitor

This first meeting of the Committee in reference to Library Service was held to become generally acquainted with the status of library related matters following various actions of Council and recommendations of the 1975 Council Committee for Council and School Board Liaison under whose jurisdiction Library Service then fell.

The Municipal Manager had drawn to the attention of the Committee three specific matters to which the Committee ought to direct its immediate thoughts for recommendations to Council: -

1. Completion of appointments by Council to the Library Planning Commission; and
2. Appointment of the Consultant to carry out a study of library service in the District of Coquitlam; and
3. Completion of an agreement between the municipality and School District No. 43 (Coquitlam).

The Municipal Solicitor retired from the meeting following comments given at the Chairman's request over informal reports of School Board reaction to request contained in Resolution 1765/75, i.e.:

"That Council ask the School Board to consider the advantages of making Centennial Community Library, during 1976, a direct operation of the School District rather than of Centennial High School and inform Council of their conclusions."

This matter was left to await official response anticipated in due course.

ITEM 1 - Completion of appointments by Council to
Library Planning Commission (L.P.C.)

The Committee noted the following: -

- a) That the concept of establishing an L.P.C. first came before Council via November 21st, 1975 Minutes of Council's School Board Liaison Committee. These minutes which incorporated the following resolution were received by Council:

"That the Committee recommend to Council the immediate establishment of an interim Library Planning Commission for 1976, which would be composed predominantly of members of the public, to direct the study and develop the plan of library service for Coquitlam, and to advise on the level of general library service that should desirably be attained during 1976."

- b) The foregoing Committee recommendation was not in itself adopted by specific resolution of Council; rather,

- c) The effect of the foregoing Committee recommendation was incorporated into a form of agreement (in Clauses 3 and 4 thereof) between the municipality and the School Board. That agreement, assuming it was approved by the Board, would have:

- established the Library Planning Commission; and
- provided the basis for continued general library service on somewhat the same basis.

(a copy of that proposed agreement and transmitting letter are attached)

- d) The said proposed agreement was not authorized by the School Board and notification to that effect was forwarded to us in letter from the Board dated December 15th, 1975 (copy attached).
- e) That Council at its December 8th, 1975 meeting received a report from the Chairman of Council's School Board Liaison Committee noting that:

- the Library Planning Commission had been established by Council, and
- suggested the names of eight persons which Council might appoint to the L.P.C.

Council did then appoint four only, noting in resolution that:

"the remaining four appointments be dealt with in the new year."

- f) The remaining four appointments were again recommended to Council via a report dated December 10, 1975 signed by three of the four appointments made by Council on December 8th as mentioned above. Council did not accommodate this recommendation.

Now your Committee questioned, in light of the foregoing actions of Council and the School District, whether there was real need for an L.P.C. Was it necessary to appoint an L.P.C. as the proposed agreement indicated:

- to report to the municipality, govern its procedures, recommend additional members to the L.P.C., direct the study and develop the plan of library service for Coquitlam, and advise the District and the Board on the desirable level of general library service to be attained during 1976?

This Committee learned from its Deputy Chairman following her telephone discussion with Mr. Donald W. Miller, the designated though not finally appointed consultant, that it was by no means essential that an L.P.C. direct the study; noting that he would seek community spokespersons to test reactions of present and prospective library service practices or proposals.

This Committee therefore concludes and recommends to Council:

That the concept of forming a Library ^{PLANNING} Development Commission be abandoned for the present and until the proposed study to be conducted by mid year 1976 is completed whereupon the need for assistance from such a group for implementation of report recommendations then accepted by Council can be reviewed.

ITEM 2 - Appointment of Library Consultant

Council at its December 15th, 1975 meeting following receipt of report from the Chairman of Council's School Board Liaison Committee on results of interviews of three potential library consultants adopted the recommendation

CO RES #109

therein contained:

"That Council authorize the appointment of Mr. Donald W. Miller as consultant for the 1976 study of library services, subject to concurrence by the Library Planning Commission."

(the underlining added herein for emphasis only)

As indicated under Item 1 above, the L.P.C. has not to this date been established. Additionally, anticipating that the recommendation of this Committee under Item 1 hereof is adopted by Council the concurrence of the L.P.C. is not now possible.

This Committee has reviewed the "Initial Terms of Reference for 1976 Library Study" developed by the 1975 Library Committee as well as the letter dated December 8th, 1975 addressed to its Chairman from Mr. D. W. Miller (copies of each attached). Additionally, it has been determined that Mr. Miller would complete the first phase of the study in a period of approximately two and one half months from the date of his appointment.

This Committee recommends:

That with item number two in Mr. Miller's letter dated December 8th, 1975 changed for clarification to read:

"2 - discussion of present services with the librarian, school officers, Council Library Committee and community spokespersons.."

Mr. Donald W. Miller be appointed as consultant for the 1976 study of library services in Coquitlam, said study to be completed two and one half months from the date he receives notification of appointment and the fees to be paid by the District to be on the basis set forth in Mr. Miller's said December 8th, 1975 letter.

ITEM 3 - Completion of a Library Service Agreement for 1976

The basis for library service in the District for a period of approximately two years from January 1st, 1974 is an agreement dated the 20th day of March 1974 (copy attached).

As pointed out under Item 1 above, the basis for continued service to December 31st, 1976 was advanced to the School District by the municipality but such agreement was not authorized by the Board of School Trustees.

In a School Board letter dated April 10th, 1975, the Board gave notice of termination of the current Centennial School agreement (the agreement referred to dated 20th day of March, 1974) effective December 31, 1976. As mentioned earlier, the said March 20th, 1974 agreement was for approximately 2 years from January 1st, 1974.

It is apparent that the School District wishes to terminate the agreement as of December 31, 1976 and to clarify what now appears to be an uncertain arrangement, it is recommended:

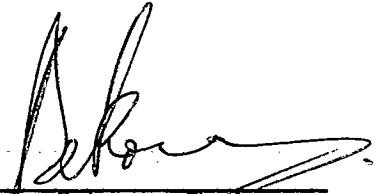
That the School Board be requested to authorize an agreement for continued general library service in 1976 on the same terms and conditions as are set out in the agreement dated the 20th day of March 1974, it being further provided that Council undertakes to commission a study of library services in Coquitlam and to provide a copy of the study report to the Board no later than June 30th, 1976.

CO RES # 110

CO RES # 111

The Committee was advised that the School District, in a letter dated November 26th, 1975, requested to receive confirmation prior to February 1, 1976 of the correct sum to be placed in the Board's 1976 budget. The Chairman requested to be provided with comparative detailed costs and/or budgets for 1974 and 1975 as well as the requested amount of 1976.

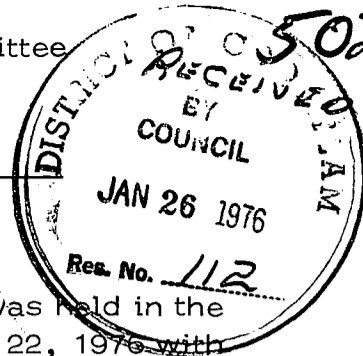
The meeting adjourned at 10:20 a.m. to be reconvened as required, at the call of the Chair.



Alderman L. Sekora, Chairman
District of Coquitlam
Building and Protection Comm.

Report of Building and Protection Committee

to Council on Library Services



A meeting of the Building and Protection Committee was held in the Committee Room at 9.00 a.m. on Thursday, January 22, 1976 with the following persons present:

Committee: Ald. L. Sekora, Chairman

Staff: R. A. LeClair, Municipal Manager

This meeting was held to -

- a) consider letter dated January 14, 1976 from School District #43 in response to Council Res. No. 1765/75; and
- b) consider the Budget for 1976 Library Service operation as had been submitted by School District #43.

ITEM 1 - Making Centennial Community Library, during 1976, a Direct Operation of the School Board.

At the regular meeting of Council held on December 1, 1975, the following resolution was adopted:

"That Council ask the School Board to consider the advantages of making Centennial Community Library, during 1976, a dire direct operation of the School District rather than of Centennial High School and inform Council of their conclusions."

Council adopted the above resolution following receipt of a report from the Chairman of the 1975 Council Committee which provided rationale for the adoption of the above resolution (see excerpt of the said report dated November 27, 1975 attached).

The letter of transmittal forwarding the request did not provide explanation which might have been taken from the report (see copy letter attached, Municipal Manager to R. C. Smith dated December 11, 1975).

A letter dated January 14th received on January 19th requests that supportive material be supplied indicating advantages that are seen in making the library a direct operation of the Board. The content of the November 27th report referred to above could now be supplied but this Committee feels that the 1976 library service agreement should not change materially from that in effect for 1974 and 1975 because of its interim nature.

This Committee, in its January 16, 1976 report to Council did recommend under Item 3 as follows:

"That the School Board be requested to authorize an agreement for continued general library service in 1976 on the same terms and conditions as are set out in the agreement dated the 20th day of March 1974, it being further provided that Council undertakes to commission a study of library services in Coquitlam and to provide a copy of the study report to the Board no later than June 30th, 1976."

That recommendation is before Council elsewhere on your January 26th Order of Business. The said recommendation did not envision that changes in administration of the Library be undertaken or considered.

On the assumption that Council supports recommendation contained in Item 3 of our January 16th report, it is recommended:

That the School Board be informed that Council with its request for continued library service, in 1976, on same terms and conditions set out in agreement dated the 20th day of March 1974 does not wish to pursue the question of advantages, if any, of making Centennial Community Library a direct operation of the School District rather than of Centennial High School but that copy of the excerpt of the November 27th report be supplied to the School District.

ITEM 2 - Library Services Budget for 1976

The Municipal Manager has brought to this Committee's attention the need to review the 1976 Budget for library services, and provide, as requested by the School District, confirmation to the Board prior to February 1, 1976. (Please refer to copy of said letter among attachments to Manager's memo to this Committee all appended hereto.)

I have reviewed the budget figures and the comparative data provided by the Manager. Further information has been received from the Board's Secretary-Treasurer in respect to the increase in budget 1976 over 1975 estimated expenditures. A copy of letter from the School District dated January 22, 1976 and attached statement is appended.

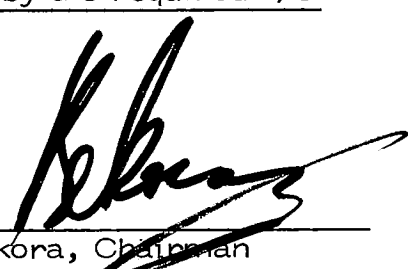
The books, films, tapes and supplies budget is up considerably and explanations received indicate that the object is to bring the number of books on shelves closer to the standard objective in public libraries. It can also be noted that the books supplies, etc. section of the budget has, during the past five years, been as follows:

| | |
|-----------|----------|
| 1971 | \$60,739 |
| 1972 | 73,465 |
| 1973 | 51,954 |
| 1974 | 43,571 |
| 1975 est. | 44,242 |

It is also noted that the whole of supplementary estimates approved by Council have not, according to estimated 1975 figures been expended. Of course, final figures are yet to be received.

Your Committee Chairman recommends:

That the 1976 Municipal Library Budget, as presented by the School District in the amount of \$246,000 be finally approved and a grant therefor be now authorized by the required 2/3 majority of Council Members.


Alderman L. Sekora, Chairman
District of Coquitlam
Building and Protection Committee.

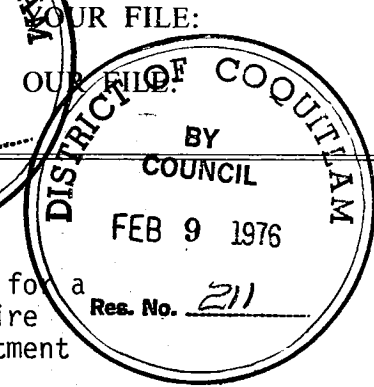
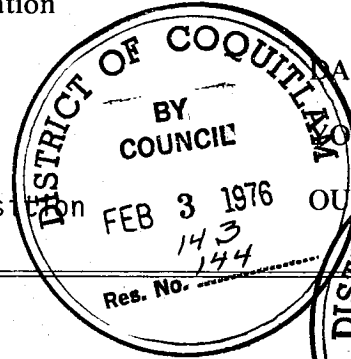
DISTRICT OF COQUITLAM

Inter-Office Communication

TO: EXECUTIVE COMMITTEE OF COUNCIL
 FROM: Ald. L. Sekora
 SUBJECT: Classification and Salary Review - One Position
 "Fire Prevention Inspector"

DEPARTMENT:
 DEPARTMENT:

DATE: Jan. 27/76



The 1975 Firefighters' Collective Agreement provided for a Classification and Salary Review to be carried out on the Fire Prevention Inspector position by the Labour Relations Department of the Greater Vancouver Regional District (G.V.R.D.).

I have studied the report on this review prepared by the Personnel Director - copy of which is attached for the information of Council. The classification review appears to have been a thorough one and the salary recommendation based on a broad comparison within G.V.R.D. The Firefighters' Union, Local 1782 have accepted the G.V.R.D. recommendation and I know of no reason to recommend otherwise. I understand that efforts to complete this review and present it to Council in 1975 fell short by a few days. Under the circumstances it is recommended that:

SEE COPIES REFERRED BACK TO COMMITTEE

"Council approves implementation of G.V.R.D. recommendation increasing the valuation of the Fire Prevention Inspector position effective January 1, 1975 and retitle the position as follows:

| | <u>Present Classification Salary and Title</u> | | <u>Proposed Classification Salary and Title</u> | |
|------------------------------------|--|--|--|--|
| | Fire Prevention Inspector (37½ hour week) | | Fire Prevention Inspector - Lieutenant (37½ hour week) | |
| | Jan. 1/75 to <u>July 31/75</u> | August 1/75 to <u>Dec. 31/75</u> | Jan. 1/75 to <u>July 31/75</u> | August 1/75 to <u>Dec. 31/75</u> |
| - 1st 6 months | \$ 924 | \$ 926 | | |
| - 2nd 6 months | 990 | 992 | | |
| - 2nd year | 1,056 | 1,058 | | |
| - 3rd year | 1,188 | 1,191 | \$1,481 | \$1,484 |
| - 4th year | 1,320 | 1,323 | | |
| - 10th calendar year of service | 1,346 | 1,349 | | |

FGK/acb
 Attach.
 cc - Local 1782, I.A.F.F.

L. Sekora
 Ald. L. Sekora, Chairman
 Building & Protection Committee

Building and Protection Committee
Report to Executive Committee - February 16, 1976



In a report dated January 9th, 1976 received from the Municipal Manager, this Committee was made generally aware of the history of Emergency Transportation Services provided as an adjunct of Firefighting Services in the District of Coquitlam and that further,


- a) since July 1974, with the introduction in 1974 of provincial legislation, such service was considered to be a form of "Ambulance Service" for which as of July 1st, 1974, an Authority called Emergency Health Services Commission (E.H.S.C.) assumed full responsibility for providing and funding all such services, and
- b) that the E.H.S.C. had for an interim period provided funding whereby the District recovered most of its costs of providing the District's traditional level of Emergency Transportation Service - a situation which for some time would be mutually beneficial (the period required for E.H.S.C. to gear up and the period for the municipality to gear down), and
- c) that from the very outset of the E.H.S.C./District arrangement in mid 1974, the local Firefighters' Union (for the actual reasons probably only known by themselves) have found reasons to object to carrying on with providing Emergency Transportation Services, and
- d) that the District has persisted in requiring its firefighters to carry out the traditional services for the mutual benefits described in (b) above, and
- e) that the firefighters had, in late November 1975, renewed its endeavour to be either relieved of the Emergency Transportation Service requirements, or to negotiate terms for continued staffing of the service by our employees (its members), and
- f) that in early December, Council had, in view of the renewed Firefighters' campaign, directed that E.H.S.C. be encouraged to provide Ambulance Service as of January 1st, 1976.

Your Committee, in the Municipal Manager's January report was advised that the November 1975 eruption by the firefighters laid apparently dormant - the District was not then experiencing pressure by the Firefighters' Union.

Now your Committee was advised that by letter dated February 6th, 1976, received from the Labour Relations Board, the Firefighters' Union was pursuing its (alleged) grievance through the L.R.B. (See copy of attached letter including appended material.) Further, we were advised that a reply to the L.R.B. letter (Personnel Director's letter to L.R.B. dated February 13th copy attached) was dispatched. The outcome of this exchange must await L.R.B. deliberations.

Your Committee also has learned that the Municipal Manager has inquired of E.H.S.C. of its progress towards providing Ambulance Service and had received a reply dated February 12th, 1976 (copy attached).

This Committee has requested that a meeting with the Director of E.H.S.C. Ambulance Services be arranged in the near future to learn more particularly as to when equivalent services to those now provided by the District can be provided by E.H.S.C. and to obtain some firm commitment as to date that a full ambulance service will be provided which in any case should not be later than October 31, 1976 to coincide with manning of the No. 4 Fire Hall.



Chairman

DISTRICT OF COQUITLAM

Inter-Office Communication

TO: EXECUTIVE COMMITTEE OF
COUNCIL
FROM: Ald. L. Sekora

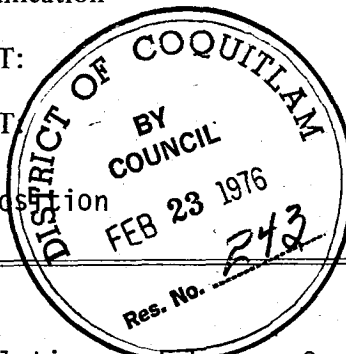
DEPARTMENT:
DEPARTMENT:

DATE: Feb. 18/76

YOUR FILE:

SUBJECT: Classification and Salary Review - One Position
"Fire Prevention Inspector"

OUR FILE:



Council passed the following resolution on February 9, 1976:

Res.#211 "That this report be referred back to the Building and Protection Committee and that they note Council is concerned re "Lieutenant" classification."

CARRIED UNANIMOUSLY

The Committee has considered the concern of Council regarding the proposed job title of Fire Prevention Inspector - Lieutenant. As an alternative the Committee recommends that the new job title be "Fire Prevention Inspector II". It is, therefore, recommended that the following recommended resolution be adopted by Council:

"Council approves implementation of G.V.R.D. recommendation increasing the valuation of the Fire Prevention Inspector position effective January 1, 1975 and retitle the position as follows:

| | <u>Present Classification</u> Salary and Title | | <u>Proposed Classification</u> Salary and Title | |
|------------------------------------|---|---------------------------------|--|---------------------------------|
| | Fire Prevention Inspector (37½ hour week) | | Fire Prevention Inspector II (37½ hour week) | |
| | Jan. 1/75 to July 31/75 | August 1/75 to Dec. 31/75 | Jan. 1/75 to July 31/75 | August 1/75 to Dec. 31/75 |
| - 1st 6 months | \$ 924 | \$ 926 | | |
| - 2nd 6 months | 990 | 992 | | |
| - 2nd year | 1,056 | 1,058 | | |
| - 3rd year | 1,188 | 1,191 | \$ 1,481 | \$ 1,484 |
| - 4th year | 1,320 | 1,323 | | |
| - 10th calendar year of service | 1,346 | 1,349 | | |

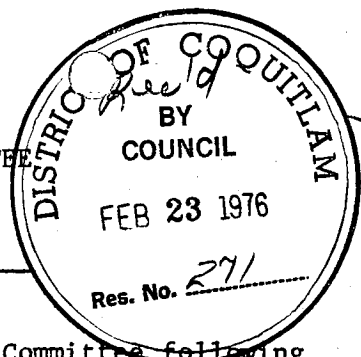
FGK/acb

cc - Fire Chief
Local 1782, I.A.F.F.

Ald. L. Sekora, Chairman
Building & Protection Committee

BUILDING AND PROTECTION COMMITTEE

FEBRUARY 16th, 1976



A meeting of the Building and Protection Committee following notice given February 13, 1976 was held in the Committee Room of the Municipal Hall at 7:00 p.m. on Monday, February 16th, 1976.

Called for 7:00 p.m. to discuss Library Service connected matters, the following were in attendance:

Committee: Alderman L. Sekora, Chairman
Staff: R. A. LeClair, Municipal Manager

Purpose of Meeting: -

A. Library

1. Review and approval for payment of the 1975 invoice received from the School District for 1975 library services.
2. Report by the Chairman on the meeting with Donald Miller, recently appointed library consultant.
3. Discussion and direction regarding correspondence, if any, that may have been received for the attention of the Library Committee.
4. Any other competent business that may arise in the interim.

A-1 The invoice dated December 31st, 1975 received February 2, 1976 covering cost of providing Municipal Library Service from January 1, 1975 to December 31, 1975 was received.

It was noted that overall, the invoice was for a sum of \$210,637.25 while the 1975 municipal budget was in the amount of \$215,175.00 - or \$4,537.75 under the budget. As to detail, the budget was exceeded for books and supplies by \$900.00 and exceeded by \$357.00 for equipment.

RECOMMENDATION

That Council approve for payment the invoice of School District #43 (Coquitlam) for Library Services in the amount of \$210,637.25 for the period January 1, 1975 to December 31, 1975.

A-2 A meeting between the members of the Committee and Mr. D. W. Miller, Consultant, took place on February 5th, 1976 at the home of the Deputy Chairman.

The Committee was informed by Mr. Miller as to his proposed activity in the initial portion of his study to consist of:

- interviews with librarians at Port Moody, Delta, Centennial
- becoming acquainted with the level of library service now provided at Centennial School.

The meeting was most useful since neither member of the Committee had met Mr. Miller. Members of your Committee were impressed with Mr. Miller's intended approach to the important study now underway.

APPROVED BY
CO. RES
2/22/76

A-3 A letter dated February 11, 1976 from the School District forwarding a draft agreement executed as to the Board in response to Council resolution No. 111, 1976 was presented.

It was noted that the draft agreement was practically identical to that dated the 20th day of March, 1974. Certainly the draft was identical in all important aspects (copy of both attached).

RECOMMENDATION

That Council approve the agreement between the Board and the District dated the 12th day of February, 1976 (in the form attached to Building and Protection report dated February 16th, 1976) for the provision of general Library Services from Centennial School.

Called for 7:30 p.m. to discuss Fire Department matters; the following were in attendance:

- Committee: Alderman L. Sekora
- Staff: R. A. LeClair, Municipal Manager
B. H. Falcon, Fire Chief
R. Gidloff, Deputy Fire Chief
F. Klewchuk, Personnel Director

Purpose of Meeting:

B. Fire Department

1. To review the 1976 operations budget for the Fire Department.
2. To review departmental requests for capital for maintenance of service if not already included in the provisional budget.
3. To review items worthy of Council consideration respecting the expansion of fire services for purposes of budget considerations.
4. To discuss any other competent business that may be before the Committee at that time including a report on the present status of grievance re emergency transportation service and related matters.

The Committee received a report from the Fire Chief to the Municipal Manager dated February 13th, 1976. This report dealt with budget items which, in the view of the Fire Chief, should be considered for the 1976 consideration. Setting out the items in two broad categories: -

1. For Maintenance of Service

This category treating matters which either

- a) due to information, since preparation of the Provisional Budget, have changed, or
- b) represent both non-routine maintenance and minor routine capital expenditure.

2. For Expansion of Services

This category treating major expenditures of both operations and/or capital considered vital for provision of a level of service to meet past growth and the growth seen inevitable in the relatively near future.

The Committee deliberated at length on the matters, having reference to said Fire Chiefs February 13th report, as follows:

- 1 a) Optional but highly desirable

Committee Recommends Council Approval (Operation) \$ 960.00

APPROVED BY
CO. RES
2/23/76

b) Unavoidable commitment due to Collective Bargaining. On closer calculation made by Treasury Department at 1975 rates the difference was identified (including added fringe benefits cost) to be \$8,800.00.

Committee Recommends Council Approval (Operations) \$ 8,800.00

c) Unavoidable as b) above.

Committee Recommends Council Approval (Operations) \$ 2,000.00

d) Optional, highly desirable - more information sought
Recommendation deferred

e) Budget rewording only; not higher cost.

Committee Recommends Council Approval NIL

f) See details No. 1 Fire Hall.

Committee Recommends Council Approval
(Operations) \$ 500.00
(Capital) 2,730.00
Total \$ 3,230.00

g) See details No. 2 Fire Hall.

Committee Recommends Council Approval
(Operations) \$1,650.00
(Capital) 3,000.00
Total \$ 4,650.00

h) See details No. 3 Fire Hall.

Committee Recommends Council Approval (Capital) \$ 2,355.00

i) See details No. 4 Fire Hall.

Committee Recommends Council Approval (Capital) \$ 6,760.00

j) See details No. 5 Fire Hall.

Committee Recommends Council Approval
(Operations) \$ 300.00
(Capital) 600.00
Total \$ 900.00

k) See details No. 7 Fire Hall.

Left in abeyance for further review
Radio Transciever \$1,200.00
Portable Partitions 700.00

Committee Recommends Council Approval (Capital) \$ 250.00

l) See details Administration and Fire Prevention Equipment.

Committee Recommends Council Approval (Capital) \$ 300.00

m) See details Training Equipment.

Committee Recommends Council Approval (Capital) \$ 800.00

n) See details Apparatus Equipment.

Committee Recommends Council Approval (Capital) \$ 6,750.00

o) See details Fire Fighting Equipment.

Committee Recommends Council Approval (Capital) \$15,030.00

Total Operational and routine Capital additional to Provisional Budget - \$52,785.00

The Committee reviewed the Provisional Budget as adopted by Council in January, 1976 and observed that the provision for Chief Officer Salaries and Fringe Benefits could be reduced by an amount of \$ 3,469.00

The Committee went on to review items under heading "For Expansion of Services" again, referenced to the attached Fire Chief's report dated February 13, 1976.

A. Priority #1

Left in abeyance for further review; with particular regard to the relative need for additional Chief Officer strength.

B. Priority #2

The Committee was made aware of the current increasing need for improved fire fighting capacity in the Hickey/Mathewson/Cape Horn area as well as the pressing future needs foreseen in this potential high growth (residential and industrial) area. Seen, however, against the immediate needs treated the next succeeding heading;

the Committee recommends that appropriation be included in the 1976 Budget for Architect fees to work up plans only for the No. 6 Fire Hall leaving construction site preparation and equipment to 1977 \$ 9,000.00

C. Priority #3

The Committee noted that in 1975 Council, recognizing the pressing need for improved fire fighting capacity in the response area coverable by No. 4 Fire Hall provided funds for the expansion of the Hall to accommodate full time firefighters. Construction now underway should see this building completed no later than October 31st, 1976.

Noting that wage negotiations might well, compared to estimates indicated in the Fire Chief's report, be reduced by 10%, it was also recognized that Officer differentials would increase the required provisions for an equivalent sum.

Also, it was noted that to make up the minimum manning standard (3 men including an officer as in #3 Fire Hall) 4 men now employed at #1 Fire Hall primarily in Emergency Transportation Services could be posted to #4 Fire Hall.

The Committee recommends that provision be made in the 1976 Budget for additional firefighter wages for the manning, clothing and equipment of \$48,360.00.

D. Priority #4

The Committee was made aware of need for additional office space and living accommodation presently required at #1 Fire Hall - this while also being aware that the most pressing requirements for training room and ancillary facilities were just recently satisfied by the 1974 additions to that fire hall. However, bearing in mind the more pressing requirements of all vital fire protection service requirements and those of other municipal services,

This Committee recommends that consideration for further building accommodation required at #1 Fire Hall be deferred for Council consideration among other Fire Services requirements during 1977 Budget deliberations.

E. Priority #5

The Committee was made aware of the delivery delays following the ordering of specialized fire fighting pumper trucks. Consistent with the recommendation under E above,

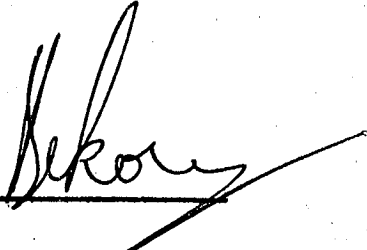
the Committee recommends that provision of funds for the purchase of a fire pumper truck to be stationed at #6 Fire Hall, be considered among other priorities during 1977 budget deliberations.

F. Priority #6

The Committee agrees with staff that planning for the location of a Fire Hall site in the most easterly section of the municipality should take place now if the future high cost of land is to be avoided in the future. That a sum should immediately be recommended, however, was felt premature for a number of reasons. Accordingly, the Committee instructed the Chief Officers to discuss this matter with the Planning Department and report back as to availability of municipally owned land in that area which might now be reserved for possible future use either for actual use or later trading potential when the actual need was at hand.

This Committee has been made aware that the full cost of providing firefighting services in the District for 1976 cannot be completely estimated at this time because negotiations for a 1976 collective agreement between the District and the Firefighters' Union has not even yet commenced. At the same time, it is realized that general provision has been made elsewhere in 1976 Provisional Budget for higher firefighting salary and related benefit costs and this Committee has, with the exception of item C above, left the matter of 1976 salary increases to be met from the general provision referred to above.

The Committee, at 11:15 p.m. then met in-camera to discuss the status of Firefighters' grievance over Emergency Transportation Services and related matters.



Chairman

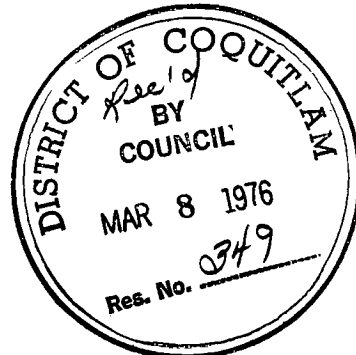
Building and Protection Committee

March 1, 1976

A meeting of the Building and Protection Committee, following notice given February 27th, was held in the Committee Room of the Municipal Hall at 7:00 p.m. on Monday, March 1st, 1976.

The following were in attendance:

- Alderman L. Sekora, Chairman
- Alderman M. Gregory, Deputy Chairman
- D. M. Buchanan, Planning Director
- R. A. LeClair, Municipal Manager



Purpose of the meeting was to consider: -

1. Status of #7 Fire Hall
 - radio transmission equipment \$1,200.00
 - portable partitions
2. A report from the Planning Director respecting difficulties in having the Sign By-law enforced with particular reference to Budget Brake and Muffler.

ITEM #1 - Certain No. 7 Fire Hall Equipment and Partitions

Following a meeting between the Chairman and the volunteer detachment at No. 7 Fire Hall which followed the Committee meeting of February 16th, the Chairman reported that he concurred with the request for radio transmission equipment and portable partitions.

The Committee recommends that provisions be made for the No. 7 Fire Hall in the 1976 budget for the following items and their respective estimated costs:

| | |
|---------------------|---------|
| Radio Transciever | \$1200. |
| Portable Partitions | 700. |

APPROVED BY
 COUNCIL RES
 330/76

ITEM #2 - Rotating Sign Request for Budget Brake and Muffler

The Committee had received a copy of the report of the Planning Director dated February 20, 1976 on the subject "Request by Budget Brake and Muffler to Activate a Rotor on their Advertising Sign" (see copy attached). Now the Committee was in receipt of a further report of the Planning Director dated March 1, 1976 on the subject of "Rotating Signs" which provided background information on the reasons for prohibition of rotating signs (see copy attached).

The Committee ordered the matter tabled pending a survey to be made as to the provisions of sign by-laws of North Vancouver and Burnaby.

OTHER MATTERS

A. Directional Sign for Library Patron Parking

The action taken by the Municipal Manager as reflected in memorandum to the Committee dated February 26th, 1976 (copy attached) was taken up.

The Committee recommends that a directional sign be placed on the property line of Winslow Avenue and Centennial School property near the northeast pedestrian entrance to the school.

APPROVED BY
 CO. RES 330/76

B. Uniform and Marked Car for By-law Enforcement Officer

The Chairman gave notice that discussion would take place at the next meeting of the Committee as to the relative merits of requiring the By-law Enforcement Officer to wear uniform and/or drive a marked car while on duty.

C. Tabled for Information: -

- copy of February, 1976 Monthly Report of the By-law Enforcement Officer (copy attached).
- copy of Municipal Manager's letter to E.H.S.C. inviting the Director of Ambulance Services to meet with the Committee.

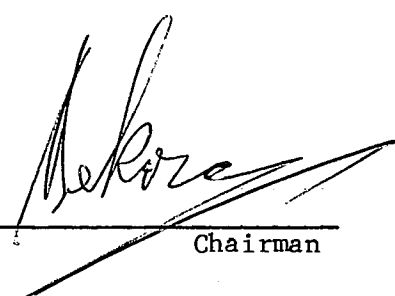
NEXT MEETING

Notice was given that the next meeting of the Building and Protection Committee is to be held:

Wednesday, March 17th 1976

at 8:00 p.m.

in the Council Chambers, Municipal Hall



Chairman

DISTRICT OF COQUITLAM

Inter-Office Communication

TO: EXECUTIVE COMMITTEE OF COUNCIL

DEPARTMENT:

DATE: March 18/76

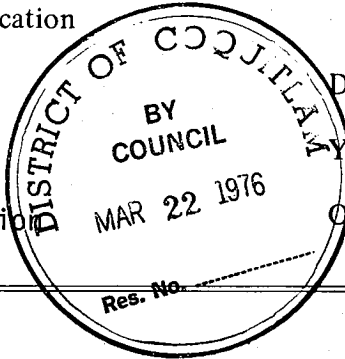
FROM: Ald. L. Sekora

DEPARTMENT:

YOUR FILE:

SUBJECT: Classification & Salary Review - One Position
"Fire Prevention Inspector"

OUR FILE: 2230



Council adopted the following resolution on February 23, 1976:

MOVED BY ALD, BUTLER
SECONDED BY ALD. GARRISON

243 That this matter be referred back to the Building and Protection Committee for re-study of the rate of pay being proposed.

CARRIED UNANIMOUSLY

The Building & Protection Committee has deliberated at some length on the aforementioned Council Resolution and are unable to rationalize the basis of another recommendation. The Committee again recommends the adoption of the resolution previously proposed:

"Council approves implementation of G.V.R.D. Recommendation increasing the valuation of the Fire Prevention Inspector position effective January 1, 1975 and retitle the position as follows:

| | <u>Present Classification</u> Salary and Title | <u>Proposed Classification</u> Salary and Title |
|---------------------------------|---|--|
| | Fire Prevention Inspector (37½ hour week) | Fire Prevention Insp. II (37½ hour week) |
| | Jan. 1/75 to July 31/75 | Jan. 1/75 to July 31/75 |
| | August 1/75 to Dec. 31/75 | August 1/75 to Dec. 31/75 |
| - 1st 6 months | \$ 924 | \$ 926 |
| - 2nd 6 months | 990 | 992 |
| - 2nd year | 1,056 | 1,058 |
| - 3rd year | 1,188 | 1,191 |
| - 4th year | 1,320 | 1,323 |
| - 10th calendar year of service | 1,346 | 1,349 |
| | | \$ 1,481 \$ 1,484 |

*APPROVED
CO. RES
402/76*

FGK/acb

cc - Fire Chief
Local 1782, I.A.F.F.

L. Sekora
Ald. L. Sekora, Chairman
Building & Protection Committee

March 17, 1976

A meeting of the Building and Protection Committee, following notice given March 12, 1976, was held in the Committee Room of the Municipal Hall at 8:30 p.m. on Wednesday, March 17th, 1976.

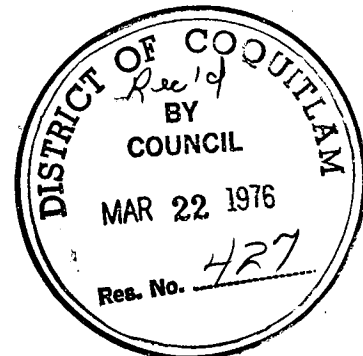
The following were in attendance:

Council:

Alderman L. Sekora, Chairman
Alderman M. Gregory, Deputy Chairman

Staff:

R.A. LeClair, Municipal Manager
B.H. Falcon, Fire Chief
D.M. Buchanan, Planning Director and Sol Jackson, Planner
for items 3, 4 and 5
H.E. Edwards, By-law Enforcement Officer for item 6
T. Klassen, Municipal Clerk and V.A. Dong, Municipal Treasurer
for item 7



Purpose of the meeting was to pursue matters set forth on pre-circulated agenda as follows:

1. To meet with E.H.S.C. Director of Ambulance Services.
2. Wage maintenance for Firefighters.
3. Property for No. 8 Fire Hall.
4. Rotating Sign request for Budget Brake and Muffler.
5. London Optical Sign.
6. By-law Enforcement Officer - uniforms, identification ??
7. Alterations and additions to Municipal Hall.

IN CAMERA

Fire Prevention Inspector - Rate of Pay

In addition, the following were presented to the Committee as other competent matters for their consideration: -

- a) Centennial School letter dated March 12, 1976 expressing concern over the apparent confusion appearing over directional parking signs at the Sports Centre parking lot.
- b) Centennial Community Library report - 4th quarterly - December 31, 1975.

1. Meeting with E.H.S.C. Director Ambulance Service - J. Carson Smith for information

Mr. Smith and his local associate attended the meeting and advised that:

- a) the E.H.S.C. three month search for premises within Coquitlam suitably located to serve as an ambulance base of operation had resulted in settling upon premises located at 2120 Austin Avenue.
- b) as of April 1st, 1976 or shortly thereafter E.H.S.C. would occupy the above premises.

- c) this base would house one 24 hour crew team.
- d) E.H.S.C. would seek assistance from the Fire Department Chief Officers during an initial E.H.S.C. staff orientation period with such as territorial familiarization communications facilities, etc.

On behalf of the Committee, the Chairman greeted the announcement with favourable comment and noted that the municipality was particularly concerned with full and complete the provision of ambulance service which would relieve the Fire Department from all emergency transportation service by November 1st, 1976 as an absolute deadline.

Mr. Smith stated he was now confident that the municipality would be completely relieved of the need to provide emergency transportation well ahead of the November 1st date. He went on to advise that two 24 hour crews located at Royal Columbian Hospital would provide back-up for the Austin Avenue crew. Mr. Smith advised that he was aware of the Brunette Avenue rail crossing problem.

The Chairman thanked Mr. Smith for his attendance at the meeting.

2. Wage Maintenance for Firefighters (Volunteers) for information

The Committee, in receipt of the Fire Chief's report dated 12 March 1976, noted the absence of alternatives to the recommended proposal and so

- a) requested that the Fire Chief be in touch with Herb Bailey of the City of Vancouver Police Department in an effort to learn what income protection plan was provided auxiliary policemen in the City and report as to whether such would satisfy the District's needs as well as to likely and probable cost.
- b) requested the Fire Chief to provide actual statistics of wage loss by volunteers in the recent past.
- c) requested the Municipal Manager to enquire as to insurance cost of providing the cover proposed in the Chief's 12 March 1976 report on a continuing basis.

3. Land Acquisition for Future No. 8 Fire Hall Location

The Committee received a report dated 12 March 1976 from the Fire Chief in respect to the noted subject.

Noting that the location recommended was in an area comprising a number of large parcels, the Planning Director suggested that negotiation for land acquisition for location of the No. 8 Fire Hall in the future could be left to be timed with development proposals which will arise later and likely will be more coincident with need for a fire hall in this location. Also noted was present policy of Council to restrict subdivision in this area to parcels with minimum 3 acres; whilst the area of the parcel for No. 8 Fire Hall location was indicated to be one acre only.

Your Committee recommends that Council direct its Planning Department to bear in mind the future needs for a Fire Hall to be located in the Gilleys Road/Calgary Drive area when development proposals in this area come up for review.

APPROVED
BY Co. RES
428/76

4. Rotating Sign Request for Budget Brake and Muffler

Verbal appeal to allow activation of the sign was made by company representatives, Messrs. Swanson and Stewart.

Planning Director's reports dated March 12, 1976 and March 1, 1976 had been pre-circulated.

The Committee noted the lack of consistency between municipalities as to the prohibition or controls in effect in relation to activated signs.

The Planning Director pointed out that the District's by-law governing signs had been, at the request of Council, designed to prohibit the proliferation or increase in the number of animated signs so as to abate reported detractions caused by them. Noting that the applicants were fully informed of restrictions prior to the applicant procuring an animated sign, the Committee expressed concern that businesses were being dealt unduly restrictive regulations in comparison to other local municipalities by and large.

Your Committee recommends that the Planning Department review the status of rotating signs in the Vancouver area and elsewhere, including seeking information from the Planning Advisory Service of the American Society of Planning Officials, and reporting back to the Committee with recommendations; with a view to the advisability of setting criteria for permitting rotating signs.

5. London Optical Sign

Planning Director's report dated March 12, 1976 had been pre-circulated.

Mr. Tullis of London Optical, Mrs. Bell of Wishbone Crafts and Hobbies as well as representative of the landlord Farwest Developments, Mr. William, were in attendance.

The Committee observed from the description of the problems recently encountered by tenants at 1044 Austin Avenue that to resolve the same in conformity with the sign by-law would entail a comprehensive approach involving the landlord and tenants of the property in question.

Your Committee recommends that the Planning Department discuss with the owner and tenants of the building at 1044 Austin Avenue, including Mrs. Bell of Wishbone Crafts and Hobbies, Mr. D.F. Tullis of London Optical and the tenant of Holiday Health Spa with a view to working out some satisfactory sign programme for the property, taking into consideration the advisability of amending the Sign Control By-law, with the objective of reporting back to the Committee on March 31, 1976.

6. By-law Enforcement Officer - Uniform and Identification for information

The Committee interviewed Mr. Edwards, the District's By-law Enforcement Officer, to learn of his views on the matter of wearing a uniform and/or driving a marked car whilst carrying out his duties. The matter had recently been raised by a citizen who suggested that such identification would reassure the public of the authority vested in such officer.

Mr. Edwards advised the Committee that there were good arguments both in favour and against wearing uniforms but that, in his view and particularly because the predominant portion of his duties lay in the area of general by-laws rather than traffic type (parking) regulations, less apparent officialdom best served both the interest of the public and the municipality.

He went on to state that his duties require him to attend the homes and places of business of citizens in relation to enforcement of by-laws ranging from untidy premises to sign control and in relation to such matters he had never encountered criticism due to lack of identification. He advised that he does possess a badge carried in his wallet, flashed as occasion warrants same, as well as an official identification card bearing his photograph and signature.

The Committee noted that By-law Enforcement Officers in a good many G.V.R.D. municipalities did wear identifiable apparel and on that basis:

The Committee recommends that questionnaire be circulated by the Municipal Manager to G.V.R.D. municipalities designed to elicit practice and experience of those municipalities in the wearing of uniforms or utilization of marked cars; with the objective of presenting the results of such survey for Committee review on March 31, 1976.

7. Alterations and Additions to Municipal Hall

A report from the Municipal Clerk to the Committee dated March 10, 1976, and a submission by Carlberg Jackson Partners, Architects, dated March 12, 1976 had been pre-circulated.

The Committee reviewed the proposed additions and alterations and expressed satisfaction thereon. However, concern was noted that the proposal featured the selection of a contractor without benefit of competitive bids and without a maximum price commitment before award.

It was explained that an early start to securing adequate housing for the computer facility is essential. It is deemed essential that accommodation for the computer now contracted for lease be available by mid July 1976. Even if an early approval is given it would now appear unlikely that accommodation would be ready for the planned arrival of the equipment.

Your Committee recommends:

1. That the plan for alterations and addition to the Municipal Hall submitted by the architect on March 12, 1976 be approved, and
2. That the District enter into a client/architect contract agreement for the design and supervision of Municipal Hall construction and alterations and such contracts shall become binding upon the District when duly executed and delivered for and on behalf of the Corporation by the Mayor and Municipal Clerk who are specifically authorized to sign the same and to affix the Corporate Seal thereto and to deliver the same and that all as the Act and Deed of the District of Coquitlam, and
3. That the District allocate in the 1976 budget \$102,000.00 for construction of addition and alterations to the Municipal Hall, and
4. That the architect be authorized to call tenders for competitive bids for the construction of additions and alterations to the Municipal Hall at the earliest date possible.

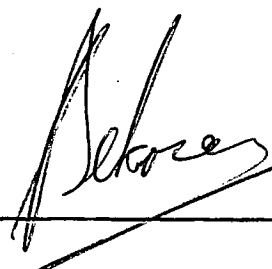
Additional Items Received

- Centennial School letter dated March 12, 1976 (for discussion at the next meeting of the Committee).
- Centennial Community Library Report - 4th Quarterly - December 31, 1975 was received for information.

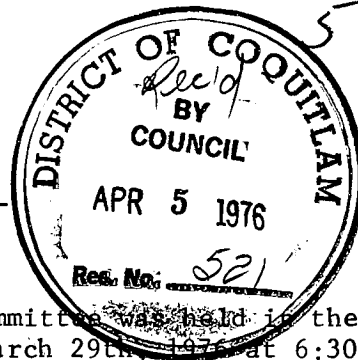
SEE Co. RES
429

Next Meeting

The next regular meeting of the Committee was scheduled for March 31, 1976 at 3:00 p.m.


Chairman

DISTRICT OF COQUITLAM
LIBRARY COMMITTEE REPORT



The first meeting of this enlarged committee was held in the Council Chambers of the Municipal Hall on Monday, March 29th, 1976 at 6:30 p.m.

The following were in attendance:

Members of Council:

Alderman L. Sekora
Alderman M. Gregory
Chairman and Deputy Chairman of the Council's Building and Protection Committee.

Citizens invited to be members of the committee and to take part in the committee's deliberations on library service matters:

Mr. Harold Gregg
Mr. Richard Roberts
Mrs. Barbara K. Whistler
Mrs. Charlotte Lonneberg
Mr. David R.C. Stark

Staff:

R. A. LeClair, Municipal Manager

Declaring the meeting open, Chairman Alderman L. Sekora welcomed the new members who were able to attend.

Deputy Chairman Alderman Gregory advised that Mrs. Jean Cole had notified her of being unable to attend this meeting due to a prior commitment.

Alderman Sekora advised those assembled that a Consultant, Mr. Donald W. Miller, had been appointed by Council in January of this year to conduct a study on and report his findings and recommendations for the development of library services in Coquitlam. Pointing out that he had been in recent contact with Mr. Miller, Alderman Sekora reported that the report of the Consultant was expected to be completed by mid-April.

Mr. Gregg asked to be informed of the terms of reference of this committee.

Alderman Sekora stated that the committee would concern itself with all matters touching upon library services over which Council has jurisdiction and that the chief among tasks of this committee would be to assist in reviewing the examination carried out by the Consultant and assisting in the implementation of its recommendations.

Mr. Roberts expressed the hope that until the report was received, committee members should be free to acquaint themselves with the present library situation in Coquitlam.

To the question on Council's present general feeling towards library matters, it was stated that as expressed by the commissioning of a study Council had an open mind; and that it would be receptive to committee recommendations.

The Municipal Manager had at the beginning of the meeting circulated to those attending, a copy of an open letter on heading "Coquitlam Library Planning Association" (copy attached). A brief discussion in that regard ensued and concluded in an expression by most members of the committee that they would attend the Association's meeting to be held later that evening.

The Municipal Manager was requested to enquire of Mr. Miller as to a definite date on which his report would be delivered.

The Chairman undertook to have the study report circulated to all committee members upon its receipt.

A general consensus was expressed as to the next meeting of the committee being set one week following receipt of the study report on a Tuesday evening.

There being no further matter to bring up by anyone attending, the meeting was declared adjourned at 6:55 p.m.

Chairman

Building and Protection Committee

March 31st, 1976

502-2

A meeting of the Building and Protection Committee, following notice given March 29th, 1976, was held in the Council Chambers of the Municipal Hall at 3:00 p.m. on Wednesday, March 31st, 1976.

The following were in attendance:

Council members:

Ald. M. Gregory, Deputy Chairman

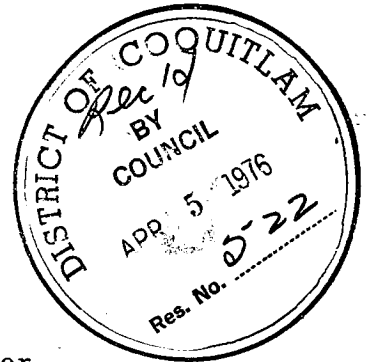
Staff:

R. A. LeClair, Municipal Manager

B.H. Falcon, Fire Chief

S. Jackson, Planner

H.E. Edwards, By-law Enforcement Officer



Purpose of the meeting was to pursue matters set forth on pre-circulated agenda as follows:

1. Planning Director's Report (attached):
 - sign at 1046 Austin Avenue
2. Manager's Report (attached) on Replies to Questionnaire:
 - By-law Enforcement Officer - Uniforms, etc.
3. Request by Provincial Forest Service for Forest Fire Fighting Agreement:
 - anticipate Fire Chief's recommendation
4. Progress verbal report by Fire Chief on Volunteer Firefighters' wage maintenance insurance research.
5. Other competent business.

1. Planning Director's Report (attached) - sign at 1046 Austin Avenue

Mr. Jackson presented a written report of the Planning Director dated March 25th, 1976, a copy of which is attached. In addition, he stated that there had been considerable discussion between the proprietor and his business tenants surrounding the possibility of negotiating between the tenants the use of one common freestanding sign along the lines of that indicated on the attached Exhibit "A". Mr. Jackson stated that negotiations had not yet been concluded since one or two of the parties had not agreed to the proposed sign.

Mr. Jackson pointed out that, assuming that the negotiations were to conclude in favour of the proposed sign, then to allow such a sign would require an amendment to the Sign By-law in line with that set forth in the Planning Director's report dated March 25th, 1976.

Your Committee recommends that Council direct the Planning Department to prepare a Sign By-law amendment in line with that set forth in the Planning Director's report to the Building and Protection Committee dated March 25th, 1976.

APPROVED
CO. REC #
523/524
1976

2. Manager's Report on Replies to Questionnaire - By-law Enforcement Officer, Uniforms, etc.

A report by way of summary of results of questionnaires dispatched and replies received (copy attached) was presented to the Committee. The Municipal Manager pointed out that he omitted to disclose in the summary that no reply had been received from the City of Port Moody.

In addition, a late reply received (attached hereto marked Exhibit "B") was presented to the meeting. The Deputy Chairman asked Mr. Edwards whether he felt that the wearing of a civilian type attire with identification such as a blazer and crest would detract from the overall function that he has carried out. Mr. Edwards replied that it would not so detract.

The Deputy Chairman then requested that the By-law Enforcement Officer look into and report upon the relative costs of military type uniforms vs. civilian type (blazers, crests and matching trousers).

The Deputy Chairman ordered the matter tabled until the next meeting of the Building and Protection Committee or until the report was prepared, whichever occurred first.

3. Request by Provincial Forest Service for Forest Fire Fighting Agreement

The report and recommendation of the Fire Chief dated March 30th, 1976 was presented by the Fire Chief.

Your Committee recommends that Council authorize that written acceptance be dispatched to the District Forester agreeing to the terms of the Fire Protection Agreement outlined in the Forest Service letter dated April 20, 1971 for re-implementation for the 1976 close season.

APPROVED BY
CO. ALES
* 0225/76

4. Progress verbal report by Fire Chief on Volunteer Firefighters wage maintenance insurance research

His Worship Mayor Tonn attended the meeting of the Committee and participated in the deliberations on this item of business.

The Fire Chief advised having been in touch with Vancouver City Police Department respecting the Police Commission's policy for wage continuance of its auxiliary police. He reported learning that protection available under Workers' Compensation Act provisions was the extent of cover provided members of its auxiliary.

Chief Falcon further advised that he had been in touch with the District's insurance broker who was in the process of searching the market for possible cover that might be available to provide compensatory cover to make up the difference between wage losses up to first class firefighters' rates or the actual salary of the volunteer (whichever is the lesser) and the amount of present compensation now provided under Workers' Compensation Act provisions. He added that expectations were that the result of the ongoing market search should be available for the next meeting of the Committee.

The Committee expressed concern with the suggestion for greater cover than at present noting that the District did now carry insurance cover (providing cover at rate of \$100 per month for a maximum period of 26 weeks) over and above Workers' Compensation Act provisions. Further, it was noted that such insurance cover

premiums were at present paid fully by the District but that consideration to the equal sharing by Volunteers and the District in such premiums should not be overlooked.

The Committee decided to hold in abeyance further consideration on this matter while awaiting a further report by the Fire Chief following receipt of likely insurance premium costs.

5. Other Business

There being no further business, the Deputy Chairman declared the meeting adjourned.

M. Gregory
Deputy Chairman */ex*

Building and Protection Committee

April 12, 1976

502-1

A meeting of the Building and Protection Committee, following notice given April 9th, 1976, was held in the Committee Room of the Municipal Hall at 6.30 p.m. on Monday, April 12th, 1976.

The following were in attendance:

Council members:

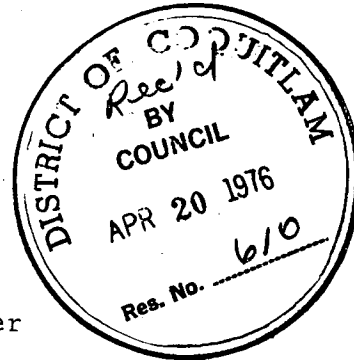
Ald. L. Sekora, Chairman

Ald. M. Gregory

Staff:

R.A. LeClair, Municipal Manager

B.H. Falcon, Fire Chief



Purpose of the meeting was to pursue matters set forth on pre-circulated agenda as follows:

1. Insurance cover for volunteer firefighters;
 - Manager's report
 - further report from the Fire Chief.
2. By-law Enforcement Officer
 - Uniforms
 - report of the By-law Enforcement Officer on the relative costs of uniforms.
3. Recommend by-law change re impounding of abandoned vehicles.
4. Other competent business.

1. Insurance cover for Volunteer Firefighters

The Municipal Manager presented his report dated April 9th, 1976 attached, to which was appended correspondence from Blane, Fullerton and White Ltd. dated April 2, 1976. Emphasis was given to the fact that General Accident Assurance Company, which provided the existing supplementary insurance expiring on April 15, 1976, are no longer writing this type of insurance. In consequence, it was pointed out that immediate action was required.

Chief Falcon presented his report dated April 12, 1976, copy attached, setting forth results of a survey he conducted on wage loss indemnities as well as statistics of local volunteers paid loss of wages for District Volunteers.

Mr. H.R. Fullerton advised the Committee that the insurance market offering death, dismemberment and disability cover had become very limited. He stated that he was still endeavouring to obtain an offer from I.C.B.C. but had not yet been successful.

Mr. Fullerton presented rates from two companies from whom he had received quotations: these being as set forth on attached "Table A". Noting that wording on policy forms offered by each company varies, he pointed out that neither of the two insurance companies who put forward proposals provided wage loss coverage for as long a period as the District's present coverage. Mr. Fullerton advised that the cover offered by Guardian Insurance Company came the closest to the present cover - 100 weeks for total disability and 26 weeks for partial disability. Finally, Mr. Fullerton advised that, without immediate consideration being given to expanded cover, and presuming that cover for as near the present limits should be continued, a purchase should be made before April 15, 1976.

The Committee considered it was imperative that cover as near as possible to present limits should be immediately obtained and further that higher weekly indemnity and death benefits should be recommended to Council.

APPROVED
Co. Sec. B.J.
6/1/76

Your Committee instructed the Municipal Manager to obtain, by April 15, 1976, through Blane, Fullerton and White Ltd., from Guardian Insurance Company, accident insurance for the District's Volunteer Firefighters with coverage in accordance with specimen policy form submitted and featuring:

- Death and Dismemberment \$3,000. limit
- Total disability for
 maximum 100 weeks \$30. per week
 and partial disability
 for maximum 26 weeks

and the Committee recommends that this action be ratified by Council.

Your Committee further recommends that the District increase the insurance cover for Volunteer Firefighters as follows:

- Death and Dismemberment \$5,000. limit
- Total disability for
 maximum 100 weeks an \$100. per week
 and partial disability
 for maximum 26 weeks

2. By-law Enforcement Officer - Uniforms

The Committee received a feport dated April 12, 1976 as to prices he had obtained relative to cost of uniforms and or slacks and blazer type apparel (see copy attached).

It was noted that in either case suitable crests or insignias should be featured with whatever type apparel was finally decided upon if such a decision were made.

The Chairman ordered the matter tabled for consideration when more time was available.

Alderman M.J. Butler attended the meeting to advise the Committee that he and Mayor Tonn had requested the By-law Enforcement Officer to inspect activities in the vicinity of Lebleu Street at Edgar Avenue where an accumulation of old cars was being experienced. The Chairman requested the Municipal Manager to have the By-law Enforcement Officer advise him of these activities and of actions contemplated.

3. Impoundment of Abandoned Vehicles

The Committee received a report dated March 31, 1976 from the Municipal Clerk, copy attached.

A report dated April 12, 1976 from the By-law Enforcement Officer (copy attached) setting forth the fee and charges for arrangements made with Coquitlam Towing.

Your Committee recommends

that By-law No. 584 be read three times and be reconsidered at the next meeting of Council.

Other Business

The Fire Chief'sereport dated April 12, 1976, copy attached, informed the Committee that the Emergency Health Services were now receiving all ambulance and inhalator calls and that the vehicles purchased by E.H.S.C. would soon be removed from Firehall No. 1 and Firehall No. 3.

Tabled for information:

- By-law Enforcement report fo March 1976
- Port Moody's response to By-law Enforcement questionnaire.

APPROVED
Co. RES #612/74

Chairman

BUILDING AND PROTECTION COMMITTEE

April 26, 1976

502

A meeting of the Building and Protection Committee, following notice given April 22, 1976 was held in the Committee Room of the Municipal Hall at 4:00 p.m. on Monday, April 26, 1976.

The following were in attendance:

Ald. L. Sekora - Chairman

Staff:

R.A. LeClair - Municipal Manager
F. Proctor - Licence Inspector
R. MacKenzie - Assistant Solicitor
S. Jackson - Planner
B.H. Falcon - Fire Chief
D.M. Buchanan - Planning Director



Purpose of the meeting was to pursue matters set forth on pre-circulated agenda as follows:

1. Coronation Management Services Ltd. re application of Business Licencing By-law
 - Licence Inspector Report
2. Insurance cover for Volunteer Firefighters
 - Manager's Report
3. By-law Enforcement Officer
 - Uniforms; costs etc., tabled April 12th. 1976.
4. Sign at 1046 Austin Avenue and Sign By-law Amendment
 - Planning Director's Progress Report
5. Five Year Capital Works Programme
 - Fire Chief's Report
6. Other competent business.

1. Coronation Management Services Ltd.
Re: Application of Business Licence By-law to long-term lessors

The report of the Licence Inspector dated April 22, 1976, with appended review by Assistant Solicitor dated April 21, 1976, had been pre circulated as had the letter of Coronation Management Services Ltd. dated April 6, 1976 referred to the Committee through the Clerk's Action Report and all of which is attached to this report.

The Planning Director explained that the long term leasing of apartments in Balmoral Terrace Apartments and King Charles Court Apartments occurred prior to proclamation of recent amendments to the Landlord and Tenant Act in November 1974. Those amendments require Council approval prior to owners leasing for term longer than three years.

It was explained, however, that Council declared a moratorium against sale of established rental accommodation either by conversion to strata titles or by leasing. Hence, allowing an exemption to Coronation from business licence as was now applied for, would effectively allow that company to escape the declared Council moratorium without consequence.

Mr. R. MacKenzie, Assistant Municipal Solicitor, advised that:

- a. whether or not licencing of persons carrying on the business of leasing premises for long terms is a matter to be determined by Council policy; and
- b. there is no question that Coronation Management Services Ltd. is carrying on such business; and
- c. assuming Council wishes to licence such business, there is need for by-law clarification to accurately reflect such intention.

Building and Protection Committee Minutes
April 26, 1976

The Licence Inspector reported that the amount of licence revenue billed out in regard to the subject apartments was as follows for 1976:

| | | |
|-------------------------------|---|-------------|
| Balmoral Terrace Apartments | - | \$546.00 |
| King Charles Court Apartments | - | \$444.00 |
| | | <hr/> |
| Total: | | \$990.00 |
| | | <hr/> <hr/> |

Your Committee recommends -

1. That Council reject the application by Coronation Management Services Ltd. for exemption from the operation of the District's Business Licence By-law No. 49
2. And further,
2. That the Legal Department be instructed to prepare and present to Council a clarifying By-law Amendment to By-law No. 49 which requires the payment of business licence by persons carrying on the business of supplying housing accommodation by way of long-term lease on a licence fee basis equal to the licence fees payable by short-term lessors.

Co. Res 668

2. Insurance cover for Volunteer Firefighters

Manager's report dated April 22, 1976 (copy attached) had been pre-circulated: ~~circulated~~.

To correct the omission and thereby correct the records,

Your Committee recommends -

1. That Resolution No. 611 be rescinded; and
2. that the following resolution be substituted:

"That Council ratify the action of securing from Guardian Insurance Company accident insurance for the District's Volunteer Firefighters with coverage featuring:

- Death and Dismemberment - \$3,000 limit
- Total disability for maximum 100 weeks - \$30 per week
- for maximum 26 weeks - \$15 per week

and further

that Council approve the District obtaining increased insurance cover for Volunteer Firefighters as follows:

- Death and Dismemberment - \$5,000 limit
- Total disability for maximum 100 weeks - \$100 per week
- and partial disability for maximum 26 weeks - \$50 per week. "

3. Uniforms for By-law Enforcement Officer - FOR INFORMATION ONLY

This subject has received much attention by this Committee as noted in its March 17th., March 31st. and April 12th. reports.

This Committee is mindful of the desirability for having a uniformed officer carrying out his traffic related duties such as issuing of parking tickets. At the same time, the Committee would advise that traffic related duties of the By-law Enforcement Officer takes but a minor portion of this officer's time. For the major portion of duties of the By-law Enforcement Officer, a more casual method of identification has been and continues to be satisfactory.

Co. Res 670

Building and Protection Committee Minutes
April 26, 1976

Conclusion

The Committee following its review is satisfied that in light of the relatively minor portion of the By-law Enforcement Officer's duties being traffic related that no further consideration should be given at present to requirement for his wearing other than civilian apparel while on duty.

4. Sign at 1046 Austin Avenue and Sign By-law Amendment - Progress
FOR INFORMATION ONLY

The attached report of the Planning Director dated April 22nd. 1976 had been pre-circulated.

Further, the Planning Director verbally reported that although no formal application had yet been received for revised signing at 1046 Austin, it had been learned that apparent agreement had been reached by tenants at 1046 Austin for a modified second free-standing sign of 80 square feet.

The Committee was advised that the 1046 Austin Avenue modified sign arrangement would be accommodated by the first three sections of proposed By-law Amendment No. 557. It was noted that the Land Use Committee were to consider these and other amendments to the Sign By-law all of which are incorporated in draft By-law No. 557.

Conclusion

That Committee noted satisfaction with progress towards the 1046 Austin Avenue signing proposals and further,

the Committee expressed satisfaction with the present status as to prohibition of rotating and/or flashing signs in the District of Coquitlam on the basis of information received.

5. Five Year Capital Works Programme - Fire Department
FOR INFORMATION ONLY

The attached report of the Fire Chief dated April 23rd. 1976 had been pre-circulated.

Chief Falcon noted that certain changes, to reflect the results of Council's budget deliberations affecting 1976 figures, would have to be reflected since Council's deliberations had taken place after the preparation of the five year projections.

Noting the requirements for Council each year by May 15th. to have prepared five year Capital Works Programme, the Municipal Manager pointed out that the object of such an exercise was to carry out financial planning. It was pointed out that such planning did not constitute a firm commitment. On the other hand, such planning is highly desirable for the assessment of likely or possible impact of future expenditures when reviewed on an overall basis.

Conclusion

The Committee directed the Fire Chief to put forward the Capital Works Programme 1976 to 1980 with due amendments to reflect the result of Council's deliberations for 1976.

6. Other Business - 1976 Budget reviews - FOR INFORMATION ONLY

The Municipal Manager reported that further considerations had been given to budget provisions by His Worship Mayor Tomm meeting with assembled Department Heads on April 23rd. 1976. It was indicated that a full report on this matter would be presented with the budget review report at the next meeting of Council. Meanwhile, the Committee was informed of a further modification in Capital expenditure of the Fire Department of \$3,015.00 was contemplated; such modifications being considered acceptable by the Fire Chief in the present circumstances.

Building and Protection Committee Minutes
April 26, 1976

Other Business continued

Emergency Response Arrangements between the District and E.H.S.C.

FOR INFORMATION ONLY

Further to the report (copy attached) and meeting between the Chairman, District officials and Mr. Baxter of E.H.S.C. held on April 21st., the Chairman reported on a more recent telephone conversation between himself and Mr. Baxter during which Mr. Baxter indicated that the arrangement for provision of emergency services could be extended beyond November 1st. 1976. As to basis for determination of Fire Department operating costs for the vehicles to be returned, as well as extension of arrangements beyond November 1st. 1976, the Chairman indicated he would secure the same through correspondence.

Meanwhile, Chief Falcon reported that one of the E.H.S.C. vehicles had been returned to No. 3 Fire Hall and that return of the other E.H.S.C. vehicle to the No. 1 Fire Hall was expected shortly.

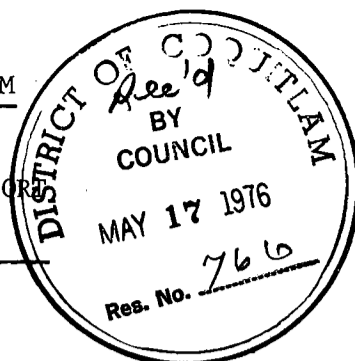


CHAIRMAN

DISTRICT OF COQUITLAM

LIBRARY COMMITTEE REPORT

MAY 4TH 1976



The second meeting of the Library Committee was held in the Council Chambers of the Municipal Hall on Tuesday, May 4th. 1976 at 7:00 p.m.

The following members of the Committee were in attendance:

Alderman L. Sekora, Chairman
Mr. Harold Gregg
Mr. Richard Roberts
Mrs. Barbara K. Whistler
Mrs. Charlotte R. Lonneberg
Mrs. Jean Cole
Mr. David Stark

Staff:

R.A. LeClair, Municipal Manager

Consultant:

Mr. Donald Miller

The report, commissioned by authority of Council Resolution 110/76, entitled "A Public Library Service for Coquitlam" (copy attached) had been pre-circulated to all members of the Committee on April 20th and Mr. Miller was on hand to make formal presentation and to answer questions which Committee members might pose.

Mr. Miller referred to his report and recommendations contained therein as a blue print of what in his opinion should be considered for the implementation of a forward Public Library Service in Coquitlam. Pointing out that as to particular details some could disagree, he emphasized that the recommendations contained in his report, if implemented, would result in improved library service; a service in tune with trends advocated by the Library Development Commission and aimed towards ultimate admission to the Greater Vancouver Library Federation.

At this point, Mr. Miller invited questions from Committee Members who actively participated until no further questions were forthcoming.

Among the questions pursued, the matter of locating library facilities or branches in a commercial setting appeared to draw most attention. In this regard, while the particular location indicated in his reports (Austin Commercial area) as having the greatest attributes in his opinion, Mr. Miller did admit that lack of available parking and the current traffic congestion now experienced in that locale might understandably be the cause for some review. However, Mr. Miller stated that he would generally stand by the remarks in his report due to his experience and that reported by noted authorities (see reference at page 30 item V(a) and page 32 item 6). In addition, the location of a library service facility, he advised, should ideally be nearest the centre of population rather than the geographical centre of the area served. He concluded that obviously the ideal location may be difficult to achieve and that trade-offs of various factors often come into play.

Mr. Miller cautioned that in future planning and in particular with regard to obtaining "start up" grants, and of course assuming that Council and elector approval was obtained for the establishment of Public Library Services in Coquitlam, it was important that the Library Development Commission be kept informed as to progress towards establishment goals and timing. Being so informed, L.D.C. could plan greater assistance.

Mr. Miller suggested that it might be possible to establish a Municipal Public Library Service without submitting the question to electors. He hastened to add, however, that this was a matter that would require thorough legal research by a solicitor. The Chairman stated clearly that he would not favour proceeding without referendum.

Library Committee Meeting
May 4th. 1976

A discussion ensued with consensus being expressed by Committee members that when, or if, presented for by law referendum -

- a) much effort should be expended to ensure the library question not be confused or mixed up with other questions which may be up for decision at the same election, and
- b) that the Committee should be actively involved in bringing about a public awareness of library service needs in Coquitlam.

Mr. Miller departed at this point but not before Committee members expressed thanks and appreciation for his fine report and excellent presentation.

For the dissemination of public information regarding an upcoming library referendum in Coquitlam, it was recognized that some funds should be made available to the Committee. The Municipal Manager advised that under Budget heading "Development of Library Services", Council had provided \$5,000 of which some \$2,000 had now been expended for the study fees and expenses. Further, the Manager advised that authority, in general terms, for developing public awareness by expenditure of the remaining \$3,000 should be cleared by Council. The Chairman requested Mr. Stark to enquire as to the New Westminster information programme and cost thereof and to report back at the next meeting of the Committee.

The Committee then went on to discuss the report with a view to formulating recommendations for the consideration of the Municipal Council.

The Committee members unanimously expressed agreement in principle with the recommendation as contained in Mr. Miller's report and requested the Chairman to submit the report to Council at the earliest possible opportunity for its consideration, acceptance, and if necessary, submission to the electorate in November, 1976. Further, the Chairman was requested to seek the earmarking of the remaining budgetted "Development of Library Service" funds for use by the Library Committee for the development of public knowledge and awareness of the library referendum. And finally, that ten copies of Mr. Miller's report be forwarded to the Librarian at the Centennial Community Library for reference.

Your Building and Protection Committee recommends

APPROVED
BY Co. RES
767/76

(1) that Council receive the report of Donald Miller dated April 1976 entitled "A Public Library Service for Coquitlam" and endorse its recommendations in principle; and

APPROVED
BY Co. RES
768/76

(2) that Council, following the requirements of Section 25 of the Public Libraries' Act, pass a by-law for the establishment of a Municipal Public Library and submit the same for the assent of the electors not later than the annual election to be held in November 1976; and

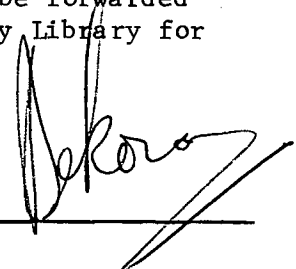
APPROVED
BY Co. RES
769/76

(3) that Council authorize the expenditure of funds remaining budgetted under heading "Development of Library Services" for fostering and developing knowledge and awareness of the upcoming library referendum; and

APPROVED
BY Co. RES
770/76

(4) that ten copies of Mr. Miller's report be forwarded to the Librarian at Centennial Community Library for reference.

SEE ALSO
RES. NO
Co. 771/76

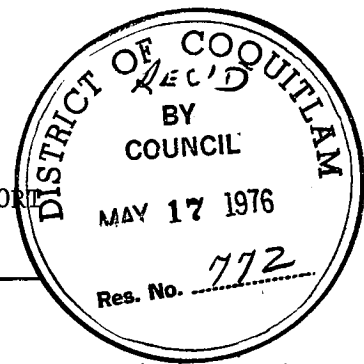


CHAIRMAN

DISTRICT OF COQUITLAM

LIBRARY COMMITTEE REPORT

MAY 11th. 1976



~~508~~
502-3

The third meeting of the Library Committee was held in the Council Chambers of the Municipal Hall on Tuesday, May 11th. 1976 at 7:00 p.m.

The following members of the Committee were in attendance:

Mrs. Charlotte R. Lonneburg
Mrs. Barbara K. Whistler
Mr. Richard Roberts
Mrs. Jean Cole
Mr. Harold Gregg
Mr. David Stark
Ald. M. Gregory, Deputy Chairman, who chaired the meeting

Staff:

R.A. LeClair, Municipal Manager

Ald. Gregory opened the meeting by conveying on behalf of the Chairman, Ald. L. Sekora, regrets at his inability to attend this meeting.

The Municipal Manager circulated the attached excerpt of the Public Libraries' Act (Part III thereof and Schedule thereto as well as the legal opinion of the Municipal Solicitor dated May 11th. 1976 captioned "Municipal Public Libraries - Public Libraries" Act". Stating that the opinion had been sought on approval of the Chairman, the Municipal Manager advised that a clear understanding of information contained therein relative to necessity for and form of petition, its timing in relation to Council's passing of the by-law, discretionary powers of Council to pass a by-law, timing of submission of the question to electors and the ultimate adoption of the by-law was vital for a proper co-ordinated effort by all concerned with the matter.

Ald. Gregory called for reports on information to be gathered by Mr. Stark and Mr. Gregg respectively.

Mr. Stark reported having verbally passed on to the Chairman information he had obtained relative to the City of New Westminster's recent successful referendum. Indicating that a budget of \$10,000 could be properly utilized for disseminating information to foster public awareness and knowledge for an upcoming referendum, he hastened to inform the Committee that more important was participation by active groups which could reduce the budgeted amounts with gratifying results.

Mr. Gregg reported having met with Mrs. Alice Simpson of the Library Development Commission, having first supplied her with a copy of Mr. Miller's report. Mr. Gregg informed the Committee that Mrs. Simpson:

- a) expressed satisfaction as to the contents and recommendations contained in the report;
- b) advised that grants are available from the Commission for establishment of Library Services, for operating of such services, for purchase of furniture and equipment, and for consulting services; however, that no funds would be available this year due to the advanced Commission fiscal year;
- c) emphasized the need to keep the Commission informed of progress of the work towards establishment of Library Services so as to maximize opportunities the Commission may have of making available assistance both financial and in the form of advice in the future; and
- d) indicated that applications for financial assistance, following the adoption of a Municipal Public Library Service by-law should be submitted no later than March 1st. in each year.

Library Committee Meeting
May 11th. 1976

Mrs. Whistler advised that Mr. Stark, being the Chairman of "Coquitlam Friends of the Library" and a member of this Commission, should be invited to speak on activities of the group chaired by him. Ald. Gregory invited Mr. Stark to speak indicating that all information and activities related to improved library services was indeed of interest to this Committee.

Mr. Stark advised that Coquitlam Friends of the Library was in the process of circulating a petition in Form No. Two to the Act upon which, at this time, he estimated progress in the order of 600 signatures and that work continues.

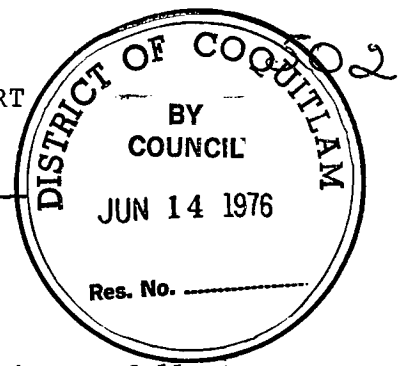
The Municipal Manager advised that as to the procedure for lodging a petition should be obtained from the Municipal Clerk who in that regard is governed by the District's Procedure By-law.

The next meeting of the Library Committee was left to the call of the Chair.


DEPUTY CHAIRMAN

BUILDING AND PROTECTION COMMITTEE REPORT

June 7, 1976



TO COUNCIL - DISTRICT OF COQUITLAM

A meeting of the Building and Protection Committee, following notice given June 3rd 1976, was held in the Committee Room of the Municipal Hall on Monday, June 7th 1976 at 6:30 p.m.

The following were in attendance:

Ald. L Sekora - Chairman

Staff:

R.A LeClair - Municipal Manager

Purpose of the meeting was to pursue matters set forth on pre-circulated agenda as follows:

1. Use of Soball Barn -
Report of Municipal Clerk
2. Agreement Renewal for "Attack Warning Sirens" -
Report of Emergency Programme Co-ordinator.
3. Petition re Municipal Public Library -
Report of Municipal Clerk.
4. Draft By-law - Municipal Public Library -
Report of Assistant Municipal Solicitor.
5. Other competent business.

Item 1. Use of Soball Barn

The Committee was in receipt of a report from the Municipal Clerk dated May 26th 1976 (copy attached).

It was noted that the subject premises were not in a state of active and productive use and an improvement on that situation should be sought.

Your Committee recommends that all Departments of the Municipality be requested to survey their requirements for the use of this facility, report thereon to the Building and Protection Committee on or before July 15th 1976 whether or not a use is proposed, giving the nature of use, if any, and if no requirement is apparent, that the building be made available for lease by way of public tender call.

Item 2. Agreement Renewal for Attack Warning Sirens

A report (copy attached) from the Emergency Programme Co-ordinator dated May 20th 1976 was before the Committee to which was attached renewal agreements for two attack warning sirens located -

Edgar Avenue and Guilby Street; and
Mundy Street and Paradise Avenue.

Comments from the Engineering Department, by way of memo dated March 11th 1976, (attached) were also at hand.

APPROVED
BY Co. RES
884/76

Your Committee recommends that renewal of Agreements For Installation of Sirens On Lands Numbered L6834 and L6835 for a five year period from April 1, 1976 in the form attached to the Building and Protection Committee report dated June 7, 1976 be approved and entered into and that such agreement shall become binding upon the District when duly executed and delivered for and on behalf of the Corporation by the Mayor and Municipal Clerk who are specifically authorized to sign the same and to affix the corporate seal thereto and to deliver the same and that all as the Act and Deed of the District of Coquitlam.

APPROVED BY
CO. RES # 885/76

Item 3. Petition for Establishment of Municipal Public Library

The Committee received the attached report dated June 2, 1976 from the Municipal Clerk.

Noting that the requirements of Section 25 of the Public Libraries' Act with respect to petition, has been met.

Your Committee recommends that the Petition for Establishment of a Municipal Public Library, referred by Council to the Building and Protection Committee on May 31, 1976, be accepted by Council as having met the formal petition requirement of Section 25 of the Public Libraries' Act.

APPROVED BY
CO. RES # 886/76

Item 4. By-law No. 609, 1976; A By-law for the Establishment of a Municipal Public Library in the Municipality of Coquitlam

With attached memorandum dated June 4th 1976, received from the Assistant Municipal Solicitor, By-law No. 609, 1976 was presented as attached.

Your Committee recommends -

1. That Council pass By-law No. 609, 1976; and
2. that Council order the said By-law No. 609, 1976 be submitted for the assent of the electors at the next election held in the municipality for any other purpose.

APPROVED BY
CO. RES # 887, 888
+ 889/76

APPROVED BY
CO. RES # 890/76

Item 5. Architectural Agreement re Additions and Alterations to Municipal Hall

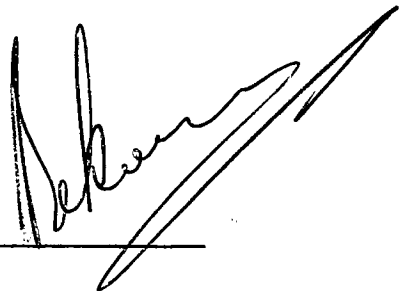
The attached report dated June 7th 1976, received from the Municipal Clerk, was considered as was the attached proposed agreement.

Your Committee recommends that the District of Coquitlam enter into a contract with Carlberg-Jackson Partners as architects for the design and supervision of alterations and addition to the Municipal Hall in the form attached to the Building and Protection Committee report dated June 7th 1976 and such contract shall become binding upon the District when duly executed and delivered for and on behalf of the Corporation by the Mayor and Municipal Clerk who are specifically authorized to sign the same and to affix the corporate seal thereto and to deliver the same and that all as the Act and Deed of the District of Coquitlam.

APPROVED BY
CO. RES # 891/76

Tabled item attached

By-law Enforcement Officer's Report - May 1976.



Chairman