



Minutes of the Special (Public) Meeting of Pitt Meadows City Council

November 18, 2025, 7:00 p.m.

Council Chamber

12007 Harris Road, Pitt Meadows, BC V3Y 2B5

Elected Officials:

- Mayor N. MacDonald
- Councillor T. Elke
- Councillor A. Evans
- Councillor M. Hayes
- Councillor M. Manion
- Councillor B. Meachen
- Councillor G. O'Connell

Staff:

- M. Roberts, Chief Administrative Officer
- K. Barchard, Corporate Officer
- T. Barr, Deputy Corporate Officer
- C. Carter, Manager of Strategic Initiatives
- S/Sgt M. Luca, Detachment Commander, RCMP
- S. Maki, Director of Engineering & Operations
- T. O'Grady, Manager of Communications & Civic Engagement
- A. Seed, Manager of Engineering & Facilities
- P. Ward, Director of Planning & Development

A. **CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

Mayor MacDonald acknowledged with respect and gratitude that the City of Pitt Meadows is located on the traditional, unceded territory of ᑭᓴᓴᓴ (Katzie) First Nation who have been stewards of this land since time immemorial.

B. LATE ITEMS

There were no late items.

C. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the November 18, 2025 Special (Public) Meeting of Council be approved.

CARRIED

D. PUBLIC HEARINGS

D.1 Official Community Plan (OCP) Amendment Bylaw No. 3034, 2025

Mayor MacDonald opened the public hearing at 7:01 p.m.

Christine Carter, Manager of Strategic Initiatives, presented an overview of the subject bylaw which satisfies Local Government Act requirements by aligning the OCP with recent provincial housing legislation.

Mayor MacDonald then read aloud the public hearing process statement. Kate Barchard, Corporate Officer, confirmed that no written submissions had been received. Mayor MacDonald then invited members of the public to make comment for the first time.

The following members of the community participated in the public engagement opportunity:

- Maureen Robertson, Pitt Meadows - regarding concern and impact on parking as a result of infill development and inquiry if good neighbour policy is in effect during construction phase.
- Peter Jongbloed, Pitt Meadows - regarding support for the clarification of density within the Official Community Plan.

Mayor MacDonald then invited speakers for a second and final time. With no additional members of the community participating in the public engagement opportunity, the public hearing was declared closed at 7:18 p.m.

There were no written submissions received prior to the conclusion of the public hearing.

E. QUESTION AND COMMENT PERIOD

The following members of the public engaged in Question & Comment Period:

- Mark Sekela, Port Moody [applicant] – regarding Item J.1 [Soil Permit Application for Pitt Meadows Gun Club]
- Heather Emmett, Pitt Meadows - regarding Item I.2 [Community Safety Update on E-Transportation]
- Erin O'Melinn, Pitt Meadows - regarding Item I.3 [Traffic Operation Safety Review Report - Hammond and Blakely Road Intersection]
- Peter Jongbloed, Pitt Meadows - regarding Item I.3 [Traffic Operation Safety Review Report - Hammond and Blakely Road Intersection]
- Joanne Fry, Pitt Meadows - regarding Item I.3 [Traffic Operation Safety Review Report - Hammond and Blakely Road Intersection]
- Lisa Wild, Pitt Meadows – regarding Item I.2 [Community Safety Update on E-Transportation] and Item I.3 [Traffic Operation Safety Review Report - Hammond and Blakely Road Intersection] [by email: Attachment 1]

F. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the Minutes of the following Council meetings be approved as circulated:

F.1 November 4, 2025 Regular Meeting of Council

CARRIED

G. CELEBRATE PITT MEADOWS

G.1 2025 Corporate Videos: Showcasing Our Vision

Tia O'Grady, Manager of Communications & Civic Engagement, introduced two corporate videos developed in 2025 that highlight the City's essential services, infrastructure and initiatives as well as a showcase of people, places and industries that make Pitt Meadows a vibrant, connected community.

Council members participated in a roundtable discussion.

No motions were considered.

H. CONSENT AGENDA

Council members participated in a roundtable discussion.

It was **MOVED** and **SECONDED** THAT the following item be received into the record:

H.1 Provincial Response to 2024 Resolutions

CARRIED

I. REPORTS

I.1 2025 Third Quarter Report to the Community

Mark Roberts, Chief Administrative Officer, provided an overview of the Staff Report.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the 2025 Third Quarter Report to the Community, as presented at the November 18, 2025 Public Council Meeting.

CARRIED

I.2 Community Safety Update on E-Transportation

Samantha Maki, Director of Engineering & Operations, introduced the topic and presented an overview and background of e-transportation in the city.

S/Sgt Michelle Luca, continued the presentation and shared an overview of the following:

- types of e-transportation;
- e-bike safety tips; and
- e-kick scooter safety tips [not permitted in Pitt Meadows].

Council members participated in a roundtable discussion.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information staff's update on e-transportation in Pitt Meadows, as presented at the November 18, 2025 Council meeting.

CARRIED

I.3 Traffic Operation Safety Review Report - Hammond and Blakely Road Intersection

Ashley Seed, Manager of Engineering & Facilities, presented an overview of the Staff Report.

Council members participated in a roundtable discussion.

It was **MOVED** and **SECONDED** THAT Council:

- A. Receive for information the 'Traffic Operation Safety Review Report – Hammond and Blakely Rd Intersection' as presented at the November 18, 2025 Council Meeting; AND
- B. Support the implementation plan proposed by staff and outlined in the corresponding staff report; AND
- C. Direct staff to apply for grant funding to support the project.

CARRIED

J. BYLAWS & PERMITS

J.1 Soil Permit Application - Pitt Meadows Gun Club - 17428 129 Avenue

Ashley Seed, Manager of Engineering & Facilities, presented an overview of the Staff Report.

Council members participated in a roundtable discussion.

It was **MOVED** and **SECONDED** THAT Council:

- A. Approve the issuance of a retroactive soil permit for the Pitt Meadows Gun Club, located at 17428 129 Ave., for the fill activity associated with the previously expanded parking area and the additional bypass access road; AND
- B. Approve the placement of recycled asphalt road grindings to level the existing parking and driveway access road at 17428 129 Avenue, subject to the following conditions:
 - 1. The following conditions must be satisfied prior to the issuance of the permit:
 - i. Notification from the Agricultural Land Commission, approving the Placement of Fill Application (ID: 105529);

- ii. Notification from the Ministry of Water, Land and Resource Stewardship, accepting a Riparian Areas Assessment as required by the Provincial Riparian Areas Regulation; AND
2. The following conditions will form part of the permit:
- i. The placement of permanent fill, consisting of recycled asphalt as defined in the Agricultural Land Reserve Use Regulation, will be restricted to an area not exceeding of 4500m²; AND
 - ii. The total allowed volume of material to be placed is limited to 505m³ of permanent fill.

CARRIED

J.2 Inter-municipal Business Licence Amendment Bylaw No. 3032, 2025

Patrick Ward, Director of Planning & Development, provided an overview of the Staff Report.

It was **MOVED** and **SECONDED** THAT Council:

- A. Grant first, second and third readings to Inter-municipal Business Licence Amendment Bylaw No. 3032, 2025, to add health care professionals and services who provide in-home care as businesses eligible for the Fraser Valley Inter-municipal Business Licence; AND
- B. Authorize the Corporate Officer to execute the updated Inter-municipal Business Licence Agreement, following the adoption of Inter-municipal Business Licence Amendment Bylaw No. 3032, 2025, in substantially the form and substance as presented to Council on November 18, 2025.

CARRIED

J.3 Bylaw Notice Enforcement Bylaw Update

Patrick Ward, Director of Planning & Development, provided an overview of the Staff Report.

It was **MOVED** and **SECONDED** THAT Council:

- A. Grant first, second and third readings to the Bylaw Notice Enforcement Amendment Bylaw No. 3029, 2025 as presented at the November 18, 2025 Council Meeting.

CARRIED

J.4 Rezoning Application to Permit a New Child Daycare at 19800 Lougheed Highway

Patrick Ward, Director of Planning & Development, provided an overview of the Staff Report.

It was **MOVED** and **SECONDED** THAT Council:

- A. Grant third reading to Zoning Text Amendment Bylaw No. 3031, 2025 to permit a new child daycare use at 19800 Lougheed Highway (Meadowtown Shopping Centre).

CARRIED

J.5 Soil Deposit and Removal Amendment Bylaw No. 3037, 2025

It was **MOVED** and **SECONDED** THAT Council:

- A. Adopt the Soil Deposit and Removal Amendment Bylaw No. 3037, 2025 as presented at the November 18, 2025 Council Meeting.

CARRIED

J.6 Waterworks Amendment Bylaw No. 3030, 2025

It was **MOVED** and **SECONDED** THAT Council:

- A. Adopt the Waterworks Amendment Bylaw No. 3030, 2025 as presented at the November 18, 2025 Council Meeting.

CARRIED

J.7 Sanitary Sewer & Drainage Amendment Bylaw No. 3036, 2025

It was **MOVED** and **SECONDED** THAT Council:

- A. Adopt the Sanitary Sewer & Drainage Amendment Bylaw No. 3036, 2025 as presented at the November 18, 2025 council meeting.

CARRIED

K. COUNCIL LIAISON REPORTS

Council members provided updates on recent community involvement and events.

L. QUESTION AND COMMENT PERIOD

No members of the public engaged in Question & Comment Period.

N. ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

Signed and certified as correct:

Nicole MacDonald, Mayor

Kate Barchard, Corporate Officer