

**MINUTES** of the **REGULAR MEETING** of the **COUNCIL** of the **DISTRICT OF MISSION** held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on June 20, 2011 commencing at 6:30 p.m.

**Council Members Present:** Mayor James Atebe  
Councillor Terry Gidda  
Councillor Paul Horn  
Councillor Danny Plecas  
Councillor Mike Scudder  
Councillor Jenny Stevens  
Councillor Heather Stewart

**Staff Members Present:** Glen Robertson, Chief Administrative Officer  
Paul Gipps, Deputy Chief Administrative Officer  
Kelly Ridley, Deputy Director of Corporate Administration  
Tina Mooney, Administrative Assistant

The mayor introduced the new Officer in Charge Inspector Richard Konarski and the new Deputy Director of Parks, Recreation and Culture, Stephanie Key.

## **1. DELEGATIONS AND PRESENTATIONS**

RC11/327  
JUN. 20/11

### **Presentation of Mart Kenny Staff Excellence Awards to Jennifer Meier and Mike Younie (Environmental Services)**

Mayor Atebe presented Mart Kenny Staff Excellence awards to:

Jennifer Meier, Environmental Coordinator, in recognition and appreciation for her exemplary service to the District of Mission, including special recognition for her work on the pilot curb side composting program in 2010, and

Mike Younie, Manager of Environmental Services, in recognition and appreciation for his exemplary service to the District of Mission, including special recognition for his work in coordinating the operational improvements at the landfill, his role in the Mission dike expansion and his participation in the energy audits for the District of Mission.

RC11/328  
JUN. 20/11

### **David Jamieson Re: Appeal of Refusal of Taxi Permit**

Mr. Jamieson appeared before Council to appeal a refusal by the RCMP to grant him a taxi and chauffeur's permit.

He discussed his past and the reason given for the refusal. He noted that he was denied a taxi and chauffeur's permit in the City of Nanaimo as well however they issued him a temporary permit for a probationary twelve month period. Following the probationary period they issued him a further two year period with no restrictions attached to his licence. He asked Council to approve the same conditions as the City of Nanaimo so that he can obtain a permit.

Moved by Councillor Horn, seconded by Councillor Stevens, and

**RESOLVED:** That the RCMP report back on the potential issuance of a provisional taxi

permit and this item be listed on the next agenda.

CARRIED

RC11/329  
JUN. 20/11

**Max Voykin**

**Re: 25<sup>th</sup> Anniversary Rick Hansen Man in Motion World Tour**

Mr. Max Voykin, Regional Route Coordinator for the 25<sup>th</sup> Anniversary Rick Hansen Man in Motion World Tour, appeared before Council to invite the District of Mission to be included as a "Route Community" in Rick Hansen's journey.

On August 24, 2011 the relay will launch from Cape Spear, Newfoundland as they are retracing Rick Hansen's original Man in Motion tour and will be similar to the Olympic Torch Relay.

The 25<sup>th</sup> Anniversary tour will pass through on May 16, 2012 at approximately noon and they are requesting support from council to include Mission as a route community on the day of the tour when it travels from Abbotsford to Maple Ridge.

He noted there will be a contest with the details posted on their website [www.rickhansenrelay.com](http://www.rickhansenrelay.com) which would allow a resident of Mission to be a medal bearer.

He stated that this event already has support for a dedicated escort from Hope to Vancouver and this would alleviate costs from the District of Mission. This is not a fundraiser but a grass roots accessibility and inclusion campaign.

Mayor Atebe thanked Mr. Voykin for the information.

Moved by Councillor Stevens, seconded by Councillor Plecas, and

RESOLVED: That staff prepare a report providing options and the financial or in-kind contribution impact.

CARRIED

RC11/329A  
JUN. 20/11

Moved by Councillor Horn, seconded by Councillor Gidda, and

RESOLVED: That the following items of business be added to the agenda in the applicable committee sections:

- (a) discussion about the stolen search and rescue equipment be added as item (a) under the heading of Public Safety (verbal – Councillor Horn); and
- (b) discussion about changing the day of the first Committee of the Whole meeting in August be added as item (a) under Other Business.

CARRIED

## **2. ADOPTION OF INFORMATIONAL ITEMS**

RC11/330  
JUN. 20/11

Moved by Councillor Stewart, seconded by Councillor Horn, and

RESOLVED: That the following items be received as information:

- (a) Ferndale Institution Population Profile – March, April and May 2011;

- (b) Mission Institution Report – April and May, 2011;
- (c) minutes of the Traffic Safety Committee meeting held on May 11, 2011;
- (d) draft minutes of the Mission Healthy Community Council meeting held on May 17, 2011;
- (e) draft minutes of the Economic Development Select Committee meeting held on May 19, 2011; and
- (f) letter from the Federation of Canadian Municipalities dated June 9, 2011 regarding the Partners for Climate Protection (PCP) Program.

**CARRIED**

RC11/331  
JUN. 20/11

Moved by Councillor Horn, seconded by Councillor Scudder, and

**RESOLVED:** That the chief administrative officer report back as to why the Parks, Recreation and Culture department is not participating in the new physical activity program being offered by the Province to communities.

**CARRIED**

Councillor Horn reported that the program would help train volunteers to help community members improve their health and fitness, especially seniors and those with chronic illnesses. In order to make this program as easy as possible, the Parks Department may be required to host and promote some of the trainer/trainee sessions, provide training space and go beyond the RAP card.

### **3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE**

RC11/332  
JUN. 20/11

Moved by Councillor Stevens, seconded by Councillor Gidda, and

**RESOLVED:** That council now resolve itself into committee of the whole.

**CARRIED**

### **4. PLANNING**

Councillor Stewart assumed the Chair.

RC11/333  
JUN. 20/11

#### **Major Development Project Update – Current to June 15, 2011**

A report from the Planning Technician dated June 20, 2011 regarding the current major development projects within the District was provided for the Committee's information.

RC11/334  
JUN. 20/11

#### **Excerpt from the Minutes of the Public Hearing held on May 25, 2009 and Staff Reports dated April 20 and October 19, 2009 – Background for consideration of adoption of Bylaw 5012-2009**

An excerpt from the minutes of the Public Hearing held on May 25, 2009 and copies of the related staff reports dated April 20 and October 19, 2009 were provided to the Committee as background information for the consideration of adoption of bylaw 5012-2009.

## 5. FORESTRY

Councillor Plecas assumed the Chair.

RC11/335  
JUN. 20/11

### **Amendment of Policies Related to the Forestry Department**

Moved by Councillor Horn,

RECOMMENDED: That Policy PRO.26-Forestry Gate Keys be deferred pending further amendments to the language and an incentive program for people to return the keys.

CARRIED

RC11/336  
JUN. 20/11

Moved by Councillor Stevens, and

RECOMMENDED:

1. That Policy LIC.11-Firewood Cutting Permit be revoked as this is adequately covered in existing Procedure LIC.18-Minor Forest Product and Permit Activity; and
2. That Policy RIS.14-Municipal Forest Trail Inspections be amended as set out in the report from the Director of Forest Management dated June 7, 2011.

CARRIED

## 6. PARKS, RECREATION AND CULTURE

Councillor Scudder assumed the Chair.

RC11/337  
JUN. 20/11

### **Centennial Park Off-Leash Fencing Information**

Moved by Councillor Horn, and

RECOMMENDED:

1. That the installation of a split-rail fence around the off-leash area at Centennial Park at a cost of \$24,580, which includes perimeter shrubbery and contractor supplied rails, be approved;
2. That funding for the fencing come from existing 2011 capital projects Upgrade Existing Parks (\$12,500), Create Off-Leash Dog Areas (\$4,300) and the transfer of funding from Pool, Weight Room & Fitness Equipment (\$7,780); and
3. That the financial plan be amended accordingly.

CARRIED

RC11/338  
JUN. 20/11

### **Request from Mission Heritage Association for Mower**

Moved by Mayor Atebe, and

RECOMMENDED:

1. That Parks mower unit 5284 be donated to the Mission Heritage Association for use at Fraser River Heritage Park; and

2. That \$4,285 be transferred from Council Contingency to the Equipment Reserve in order to properly fund the donation.

CARRIED

RC11/339  
JUN. 20/11

### **Spirit Square Fencing**

Moved by Councillor Horn, and

RECOMMENDED:

1. That staff install fencing along the bottom of the Spirit Square utilizing galvanized steel mesh panels, at a cost of \$23,200;
2. That funding for the fencing come from the Experience the Fraser funds; and
3. That staff prepare a report on the viability of adding visual effects such as concrete planters and/or evergreens to the end of the fencing.

CARRIED

RC11/340  
JUN. 20/11

### **Mission Community Activity Centre – Parking Lot**

Moved by Mayor Atebe, and

RECOMMENDED:

1. That staff proceed with resurfacing the Mission Community Activity Centre parking lot in 2011, at a cost of \$26,000;
2. That funding for the project come from the Financial Stabilization Reserve Fund; and
3. That the financial plan be amended accordingly.

CARRIED

## **7. ENGINEERING AND PUBLIC WORKS**

Councillor Gidda assumed the Chair.

RC11/341  
JUN. 20/11

### **Design Alternatives and Budget Revisions for Silverdale Avenue Reconstruction**

Moved by Councillor Horn, and

RECOMMENDED:

1. That the budget for Silverdale Avenue reconstruction be increased from \$650,000 to \$780,000;
2. That the Roads Reserve be used as the source for the additional funding required;
3. That the financial plan be amended accordingly; and
4. That staff prepare a report on traffic calming for the area.

CARRIED

RC11/342  
JUN. 20/11

**2011 Nuisance Mosquito Program and West Nile Virus Risk Reduction Program**

A report from the Manager of Environmental Services dated June 13, 2011 regarding the 2011 nuisance mosquito and West Nile virus risk reduction programs was provided for the Committee's information.

RC11/343  
JUN. 20/11

**Public and Staff Comments Regarding FVRD Solid Waste Management Plan (SWMP)**

Moved by Councillor Horn, and

RECOMMENDED: That the following Council comments regarding the draft Fraser Valley Regional District Solid Waste Management Plan be forwarded to FVRD staff for inclusion in the final plan:

- (a) To ensure that the unregulated landfills are included in the correspondence to the Minister of Environment when submitting the plan and share this information with other communities.

CARRIED

RC11/344  
JUN. 20/11

**BC Hydro Energy Management Assessment (EMA) Update**

A report from the Manager of Environmental Services and the Manager of Energy and Sustainability dated June 13, 2011 regarding the District's progress under the Energy Management Assessment program was provided for the Committee's information.

RC11/345  
JUN. 20/11

**Federation of Canadian Municipalities (FCM) Partners for Climate Protection (PCP) Milestone Recognition**

A report from the Manager of Environmental Services and the Manager of Energy and Sustainability dated June 13, 2011 regarding the District's progress in meeting the Partners for Climate Protection Program (PCP) was provided for the Committee's information.

RC11/346  
JUN. 20/11

**Press Release from Water & Sewer Commission**

A copy of the press release from the Abbotsford/Mission Water & Sewer Commission regarding a new Memorandum of Understanding between Mission and Abbotsford that outlines general principles for moving forward with the regional water system was provided for the Committee's information.

The chief administrative officer responded to questions from council concerning the process and confirmed that a draft Memorandum of Understanding (MOU) will be forwarded to the Water & Sewer Commission and then forwarded to council for approval. Any comments or concerns will be forwarded back to the Water & Sewer Commission for further discussion and a revised draft of the Memorandum of Understanding will be forwarded to council.

RC11/347  
JUN. 20/11

### **Stave Lake Water License**

Moved by Councillor Horn, and

**RECOMMENDED:** That the District of Mission not be jointly named with the City of Abbotsford on the Stave Lake water supply license, Crown Land application, and BC Hydro agreement.

**CARRIED**

RC11/348  
JUN. 20/11

### **Metering of All Residential Water Services**

Moved by Councillor Horn, and

**RECOMMENDED:** That staff gather and report on the qualitative and quantitative factors that led some of the other jurisdictions and organizations to support or not support water metering and undertake a limited financial review of our specific situation by attempting to quantify any estimated cost savings or costs around water metering and move forward simultaneously with our RFP process and staff make adjustments to the RFPs as necessary.

**CARRIED**

## **8. ADMINISTRATION AND FINANCE**

Councillor Stevens assumed the Chair.

RC11/349  
JUN. 20/11

### **Contract Award for the Supply and Delivery of One Custom Pumper Fire Apparatus**

Moved by Councillor Plecas, and

**RECOMMENDED:**

1. That the contract for the supply and delivery of one custom pumper fire apparatus be awarded to Hub Fire Engines and Equipment Ltd. in the amount of \$499,941.12 (12% HST included); and
2. That a contingency budget be established in the amount of \$25,000.00 plus HST to allow staff to negotiate and authorize required design changes during the manufacturing process, if and as required.

**CARRIED**

RC11/350  
JUN. 20/11

### **Clarification of Municipal Grants in Aid for Community Events**

Moved by Mayor Atebe, and

**RECOMMENDED:**

1. That a one-time grant of \$300.00 be provided to Mission Elks Lodge #30 to assist with the cost of the 2011 Easter Egg Hunt, funded from Recreation and Social Services Account No. 20503-340;

- 2(a). That \$300.00 be provided to the Mission & District Lions Club to assist with transportation costs for their annual Christmas Dinner event;
- 2(b). That there be a permanent transfer of \$100.00 from Arts and Culture Account 20500-340 to Community Events Account 20498-340 to cover the budget shortage for the annual Mission & District Lions Club Christmas Dinner; and
3. That staff proceed with drafting a three year contract agreement for community special event grant recipients, similar to the Fee for Service Agreements, for further consideration by Council.

CARRIED

Staff are to clarify that the \$300.00 that is allocated to the Mission & District Lions Club will be used for the annual Christmas Dinner event.

RC11/351  
JUN. 20/11

### **Communications Strategy**

Moved by Councillor Horn, and

RECOMMENDED:

1. That a fixed term position within the District workforce is developed to prepare a strategy and implementation plan;
2. That a budget of \$35,000 be allocated initially from stabilization reserve with replenishment to come from existing municipal department 2011 budgets at year end; and further;
3. That a review of this term position be considered during the 2012 budget cycle

OPPOSED: Jenny Stevens

CARRIED

The deputy chief administrative officer read an email that was received from the Chamber of Commerce. He noted that for future projects, staff should consider whether a communication strategy is required and if so ensure the cost of this strategy is included in the budgeting.

RC11/352  
JUN. 20/11

### **Joint Sewer Capital Cost Sharing Formula**

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the new regional sewer cost sharing formula as set out in WSC report 12-2011 (Joint Sewer Capital Cost Sharing Formula) be approved; and,
2. That the Joint Water Supply and Distribution and Sewage Treatment Systems "Ownership & Governance Agreement" and "Operation and Maintenance Agreement" be amended accordingly.

CARRIED

RC11/353  
JUN. 20/11

### **Financial Plan Amendments**

Moved by Councillor Scudder, and

**RECOMMENDED:** That the District's financial plans for regional water and sewer be amended to take into account the following:

A) New sewer funding formula for growth related capital as follows:

	Abbotsford	Mission
Flow-triggered	81.30%	18.70%
Load-triggered	85.00%	15.00%

B) Water capital budget amendments are as follows:

Wells disinfection – this budget is increased from \$600,000 to \$2,700,000 (Mission's share of increase is \$564,900)

Norrish Creek Water Treatment Plant Membrane Expansion – the combined budgets for membrane expansion and replacement of \$2,585,000 is increased to \$4,500,000 (Mission's share of increase is \$515,135)

C) The updated percentage flow splits as follows:

	Abbotsford	Mission
Water	73.10%	26.90%
Sewer	80.57%	19.43%

**CARRIED**

RC11/354  
JUN. 20/11

### **2010 Annual Report**

The draft 2010 District of Mission Annual Report was provided for the Committee's information.

Moved by Councillor Horn, and

**RECOMMENDED:**

1. That the 2010 District of Mission Annual Report be amended as follows:

- (a) include issues being discussed in the Mission Healthy Community Council meetings;
- (b) start the graphs on page 61 of the report at 0;
- (c) the number of building permits issued listed under miscellaneous on page 62 should show any changes from 2006 to 2010.
- (d) include discussion of municipal revenues with the discussion of increases in municipal taxation on page 64; and
- (e) include a map of the boundaries of the District of Mission at page 74.

2. That staff prepare packages of excerpts of information from the report that can be distributed throughout the community.

CARRIED

RC11/355  
JUN. 20/11

**2010 Statement of Financial Information**

Moved by Councillor Scudder, and

RECOMMENDED: That the District of Mission 2010 Statement of Financial Information be approved for submission to the Ministry of Community, Sport and Cultural Development.

CARRIED

RC11/356  
JUN. 20/11

**Ron Leger, Agent for the Roman Catholic Archbishop of Vancouver  
Re: Request to Waive Development Cost Charges for St. Joseph's Food  
Bank Building at 32550 – 7<sup>th</sup> Avenue**

Councillor Scudder declared a conflict of interest and removed himself from the meeting at 9:07 p.m.

Moved by Mayor Atebe, and

RECOMMENDED:

1. That consideration of the request to waive development cost charges for the St. Joseph's food bank be deferred pending a staff report outlining the legislative procedures to provide the relief requested; and
2. that Mr. Leger be advised that staff are looking for ways to accommodate his request.

CARRIED

Councillor Scudder returned to the meeting at 9:09 p.m.

RC11/357  
JUN. 20/11

**Central Valley Taxi  
Re: Request for Council Approval to Increase Tariff**

Moved by Councillor Horn, and

RECOMMENDED: That consideration of the request for council approval to increase the taxi tariff be deferred pending information from staff as to whether Council can receive the request as information or if a Council resolution is required to approve a fare increase.

CARRIED

RC11/358  
JUN. 20/11

**Fr. John Tritschler  
Re: 150<sup>th</sup> Anniversary of the Founding of Mission, BC**

Correspondence from Father John Tritschler, St. Anthony's Catholic Church, dated June 14, 2011 regarding the 150<sup>th</sup> anniversary of the founding of Mission, BC was provided for the Committee's information.

Moved by Councillor Scudder, and

**RECOMMENDED:** That the information from St. Anthony's Catholic Church advising that 2011 is what could be interpreted as the 150<sup>th</sup> anniversary of the founding of Mission, be referred to Mission Archives and the Heritage Commission for their input and ideas for a potential event in partnership with the District of Mission.

**CARRIED**

## **9. PUBLIC SAFETY**

Councillor Horn assumed the Chair.

RC11/359  
JUN. 20/11

### **Mission Search and Rescue (late item)**

Councillor Horn noted that a theft of equipment had taken place from the Search and Rescue building.

Moved by Councillor Plecas, and

**RECOMMENDED:** That staff investigate:

- (a) how much will it cost to replace the communications equipment that was stolen; and
- (b) whether security is adequate at the Search and Rescue storage facility.

**CARRIED**

## **10. RESOLUTION TO RISE AND REPORT**

Mayor Atebe resumed the Chair.

RC11/360  
JUN. 20/11

Moved by Councillor Scudder, seconded by Councillor Gidda, and

**RESOLVED:** That the committee of the whole now rise and report.

**CARRIED**

## **11. ADOPTION OF COMMITTEE OF THE WHOLE REPORT**

RC11/361  
JUN. 20/11

Moved by Councillor Horn , seconded by Councillor Stevens, and

**RESOLVED:** That the recommendations of the committee of the whole, as contained in items RC11/327 to RC11/360, except item RC11/351 (Communication Strategy), be adopted.

**CARRIED**

RC11/362  
JUN. 20/11

Moved by Councillor Horn , seconded by Councillor Plecas, and

**RESOLVED:** That the recommendations of the committee of the whole, as contained in item RC11/351 (Communication Strategy), be adopted.

OPPOSED: Councillor Stevens

CARRIED

## 12. BYLAWS

RC11/363  
JUN. 20/11

Moved by Councillor Stevens, seconded by Councillor Scudder, and

RESOLVED: That the reading of the bylaw included in the Bylaws section of the June 20, 2011 regular council agenda be approved as listed:

- (a) District of Mission Zoning Amending Bylaw 5012-2009 (R07-030 – TGK Engineering) – a bylaw to rezone property at 33769 and 33801 Knight Avenue from Rural Residential 7 Zone (RR7) to Urban Residential 465 Zone (R465) Adoption

CARRIED

## 13. MINUTES

RC11/364  
JUN. 20/11

Moved by Councillor Stevens, seconded by Councillor Stewart, and

RESOLVED: That the minutes of the regular meetings of Council held on April 4 and May 16, 2011 be adopted.

CARRIED

## 14. OTHER BUSINESS

RC11/364A  
JUN. 20/11

Moved by Councillor Stevens, seconded by Councillor Stewart, and

RESOLVED: That the Regular Council meeting scheduled for August 2, 2011 be rescheduled to August 8, 2011.

OPPOSED: Councillor Horn

CARRIED

## 15. CHIEF ADMINISTRATIVE OFFICER'S REPORT

The chief administrative officer did not report.

## 16. MAYOR'S REPORT

The mayor reported on various activities, meetings and events attended since the last regular council meeting.

## 17. COUNCILLOR'S REPORTS ON COMMITTEES, BOARDS AND ACTIVITIES

Councillors Scudder, Stewart, Horn, Gidda, Plecas reported on various activities, meetings and events attended since the last regular council meeting.

## 18. QUESTION PERIOD

Council and staff responded to questions from the following people:

RC11/365  
JUN. 20/11

Moved by Councillor Scudder, seconded by Councillor Gidda, and

**RECOMMENDED:** That the meeting be extended until all items of business have been concluded.

**CARRIED**

Ron Taylor asked if the minutes of the open portions of the closed meetings were available online.

The Deputy Chief Administrative Officer responded that before any in-camera meeting is commenced, the beginning of the meeting is open and minutes are taken and are included in the in-camera meetings and this is an administrative function only.

Ron Taylor asked if open portions of the minutes will be available to the public and if so, the items being held in-camera should include the subsection of Section 90 of stated in the Community Charter.

Mayor Atebe noted that staff will provide council with direction regarding this matter.

Larry Nundal noted that on page 241 of the annual report there is an increase in municipal employees from 2006 to 2010 and asked which departments required this increase in employees.

The Chief Administrative Officer responded that he can contact the human resources department to confirm this information and confirmed that the fire department was part of this increase.

Larry Nundal stated that at page 71 of the 2010 Annual Report it notes that in 2008 there was 82 volunteer fire fighters and in 2010 there is 63 volunteer fire fighters and he asked if there is a recruitment program in place.

The Mayor responded that a new program is in place that recruits high school students for cadet training.

Larry Nundal noted that at page 71 of the 2010 Annual Report the response calls have increased substantially since the commencement of full time fire fighters and asked why the increase.

Councillor Horn responded that the benefit of having full-time firefighters is that this enables them to be able to attend motor vehicle accidents and other emergency calls that they were not able to attend to when they were just paid on-call volunteers. They are able to respond to more calls than previously able to.

Larry Nundal asked if there is a policy regarding attendance of emergency vehicles at incidents and if there was a time frame for notifying the fire department or is the fire department responding to all the emergency calls. He asked why the ambulance and the fire department are both at the scene.

Staff are to respond to provide this information to Mr. Nundal.

Arnold Muir asked if the District of Mission has a liaison that meets with both Mission and Ferndale Institutions and what actions, if any, has council taken regarding the two recent inmate escapes.

The Chief Administrative Officer responded that council meets periodically with the Wardens from both Mission and Ferndale Institutions and council has had discussions about the Ferndale walk-aways and that they are taken seriously.

Council responded as follows to Mr. Muir's concerns regarding walk-aways:

- any inmate that is serving time in the Ferndale Institution is considered to be a minimum risk;
- the RCMP works closely with the institution should an inmate walk away;
- if any inmate does walk away, council is notified within a couple of hours of there being a walk away;
- there is a risk assessment performed on every inmate transferred to Ferndale Institution;
- the District of Mission does not have any mandate over Mission or Ferndale Institution expanding their facilities;
- staff can ask that the public consultation process regarding changes in the prisons in Mission be added to the next meeting between council and the MPs office.

Michelle Favero applauded council for passing a resolution to develop a communication strategy and she stated that the Chamber of Commerce could be included as a liaison.

## 19. ADJOURNMENT

Moved by Councillor Horn, seconded by Councillor Plecas, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:52 p.m.



JAMES ATEBE, MAYOR



PAUL GIPPS, DEPUTY CHIEF  
ADMINISTRATIVE OFFICER