

Minutes of the **Committee of the Whole (Administration and Finance Committee – Community Amenity Contributions) Meeting** of the **DISTRICT OF MISSION** held in the Conference Room of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on Thursday, October 18, 2012 commencing at 3:00 p.m.

Council Members Present: Mayor Ted Adlem
Councillor Dave Hensman
Councillor Jeff Jewell
Councillor Tony Luck
Councillor Larry Nundal
Councillor Jenny Stevens
Councillor Nelson Tilbury

Staff Members Present: Ken Bjorgaard, Chief Administrative Officer
Sharon Fletcher, Director of Long Range Planning and Special Projects
Maureen Sinclair, Director of Parks, Recreation & Culture
Kerry Bysouth, Manager of Parks & Facilities
Stacey Crawford, Economic Development Officer
Kris Boland, Manager of Finance
Debi Decker, Administrative Assistant – Finance

1. CALL TO ORDER

The meeting was called to order. Councillor Luck assumed the chair.

2. ADOPTION OF AGENDA

Moved by Councillor Hensman, seconded by Councillor Jewell, and

RESOLVED:

That the October 18, 2012, Administration and Finance Committee agenda be adopted.

CARRIED

3. NEW BUSINESS

Community Amenity Contributions

The report dated October 18, 2012, from the Director of Development Services and the Director of Long Range Planning and Special Projects was provided for the committee's information. The Director of Long Range Planning and Special Projects highlighted her report through a power point presentation.

She explained that this was the first of two meetings to discuss community amenities, and that this meeting was to ensure:

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- Council had a common understanding of community amenities;
- That different approaches for calculating community amenity contributions are considered; and
- That Council agrees on a future approach.

The Committee discussed the topics extensively and the following issues were raised:

- Legalities of community amenity contributions;
- Community amenity contributions for residential and/or commercial development;
- The ability for staff to negotiate amenities for substantial developments whether they are residential, commercial, or mixed-use;
- To allow for Council to make the decision on a case-by-case basis, whether or not to negotiate for amenities on larger developments to be included in the draft policy;
- Calculating the amenity contribution that developers are requested to volunteer;
- The percentage attributed to new development and timing of projects based on population rather than year; and
- Lobbying the Provincial Government to formalize the community amenity contributions as development cost charges (DCCs) within the *Community Charter*.

The Committee requested the following information be provided by staff:

- The total amount of community amenity contributions that have been volunteered by developers since 1996;
- The projects that have received funding from the Community Amenity Reserve Fund since 1996; and
- The list of projects that have been included in the Financial Contributions for Community Amenities Policy since 1996.

Moved by Councillor Nundal, seconded by Councillor Jewell, and

RECOMMENDED:

1. That the value based method (a per residential unit contribution calculated by dividing a proportionate cost of defined amenity projects by estimated residential growth over a set period of time) be used to calculating community amenity contributions, as a consistent approach for residential developments regardless of the size of the application; and
2. That a formal negotiation approach, based on calculating the land-lift value, be included in the draft community amenity policy, as an option for establishing community amenity contributions in certain circumstances, e.g. for significant multi-use or commercial developments.

CARRIED

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Introduction to Workshop #2

The Director of Long Range Planning and Special Projects explained that the next Committee of the Whole (Administration and Finance Committee) meeting scheduled for November 6, 2012, would be to discuss the following:

- Current amenity project lists that were taken to focus groups meetings for comments was held in the spring of 2011 (the draft listing of amenities was handed out for the Committee's information);
- Prioritizing the project list;
- Possibly creating a list of projects to build if grant funding becomes available;
- Creating a list of amenities that could be incorporated within a larger development that a developer could build as their contribution to community amenities;
- Results of the public input received;
- Contribution cost implications;
- Percentages paid by developers and taxpayers;
- The length of the program and its impact on the amount of the contribution; and
- Exemptions to the community amenity contribution for specific developments Council would like to include in the policy.

The steps after the November 6th meeting were discussed and the following issues were raised:

- Taking the draft community amenity policy back to stakeholders prior to it being adopted by Council;
- Reviewing annually, the community amenity policy;
- Looking into private sector options;
- Some amenities are triggered by growth and others are not;
- Some amenities are driven by stakeholder groups, need to consider how widespread the need is in the whole community;
- Some amenity infrastructure is built as part of a strategic plan; and
- Need to create an amenity list of practical projects that the community and developers can buy-in to.

4. ADJOURNMENT

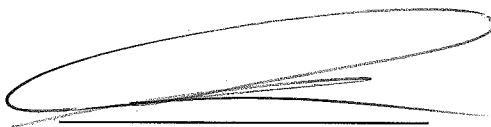
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Moved by Councillor Nundal, seconded by Councillor Jeff, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:30 p.m.


WALTER (TED) ADLEM
MAYOR


for PAUL GIPPS
DEPUTY CHIEF ADMINISTRATIVE OFFICER