

Minutes of the **SPECIAL MEETING** of the **DISTRICT OF MISSION COUNCIL** held in **Room #4** of the Mission Leisure Centre, 7650 Grand Street, Mission, British Columbia, on **Tuesday, April 16, 2019** commencing at 1:00 p.m.

Council Members Present: Mayor Pam Alexis  
Councillor Cal Crawford  
Councillor Mark Davies  
Councillor Jag Gill  
Councillor Carol Hamilton  
\*Councillor Ken Herar  
Councillor Danny Plecas

Staff Members Present: Michael Younie, Chief Administrative Officer  
Jennifer Russell, Corporate Officer  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Annette Fellner, Officer in Charge, Mission RCMP Detachment  
Michele Fernie, Engineering Technologist III – Traffic & Transportation  
Jason Horton, Manager of Parks & Facilities  
Jay Jackman, Manager of Development Engineering & Projects  
Art Kastelein, Manager of Engineering Planning & Design  
\*Tracy Kyle, Director of Engineering and Public Works  
Kerri Onken, Acting Director of Finance  
Chris Robinson, Sergeant, Mission RCMP Detachment  
Brent Schmitt, Manager of Business Services  
Allyssa Fischer, Administrative Assistant  
\*Present for a portion of the meeting

### 1. CALL TO ORDER

The meeting was called to order.

### 2. ADOPTION OF AGENDA

Moved by Councillor Plecas, seconded by Councillor Gill, and

RESOLVED: That the April 16, 2019 Special Council Agenda be adopted.

CARRIED

### 3. NEW BUSINESS

#### **Traffic Safety Strategy for Mission**

A report dated March 18, 2019 from the Manager of Engineering Planning & Design regarding the Traffic Safety Strategy for Mission was provided as background information.

#### Presentation by Staff

The Acting Manager of Engineering Planning & Design gave a PowerPoint presentation, titled "Traffic Safety Strategy." The presentation included key traffic safety objectives, a recent history of traffic safety complaints, categories of traffic safety issues, costs to investigate issues and implement improvements, required resources, and potential communications and education costs.

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Discussion, Comments, Questions

A general discussion ensued on reviewing the strategies of neighbouring municipalities, taking a more proactive approach to traffic safety issues, analyzing traffic counts, reviewing roads surrounding new developments, identifying efficiencies in staffing, and utilizing Development Cost Charges (DCCs).

In response to questions from Council, the Acting Manager of Engineering Planning & Design noted that traffic safety issues would continue to increase as the District's population increased. He stated that staff were currently at capacity in terms of workload and that in order to make traffic calming a priority, additional staffing and funding would be required. He noted that while work could be done by a consultant, staff supervision would still be required and that organizational knowledge retention would be a concern. Discussion ensued, and Council asked staff to provide a list of projects that could be delayed in favour of other Council priorities.

Discussion ensued regarding the proposed budget allocations outlined in the Acting Manager of Engineering Planning & Design's presentation and Council expressed concern that the request had come after the conclusion of the annual budget process. Council asked staff to look into the financial implications of amortizing the strategy over a longer period of time.

Council discussed recent development projects and asked how staff were being proactive in terms of anticipating potential traffic safety issues. The Director of Engineering and Public Works stated that staff were working directly with developers, but were only able to address issues directly attributed to a specific development. The Manager of Development Engineering & Projects noted that Council had the ability to ask developers for traffic safety improvements during the consideration of rezoning process.

Council discussed public education as a means to improve traffic safety in the community. The Officer in Charge of the Mission RCMP Detachment noted that the Mission RCMP detachment is smaller than neighbouring municipalities and does not have a dedicated media officer.

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**Traffic Calming Policy Update**

A report dated March 18, 2019 from the Engineering Technologist III – Traffic & Transportation regarding the Traffic Calming Policy update was provided as background information.

Presentation by Staff

The Engineering Technologist III – Traffic & Transportation, titled "Traffic Calming". The presentation included an overview of the benefits of traffic calming, appropriate locations for traffic calming measures, the process for requesting a traffic calming project, staff evaluation of specific traffic calming issues, and various traffic calming methods and funding options.

Discussion, Comments, Questions

Discussion ensued on the evaluation process in the draft policy and staff clarified that:

- the process to update the Policy included a review of various Lower Mainland municipalities' traffic calming policies;

- the decision on whether or not to proceed with a traffic calming project would be based on an evaluation process, resulting in a numeric score between 10 and 60;
- traffic calming requests that scored 40 points or greater may be considered for District funding, while requests that scored between 20 and 39 may be approved to be funded by residents. Traffic calming requests which scored less than 20 would not be approved;
- each parcel is allocated a single vote. If a parcel is owned by two or more persons, the ballot must be signed by the majority of owners;
- the evaluation process is estimated to take between 4-6 months per project, depending on the complexity of the design;
- projects projected to cost more than \$50,000 will be considered Local Area Service projects, and will be processed using the District's policy for Local Service Areas;
- the cost for resident-funded traffic calming projects will be divided evenly between impacted residents. Residents are able to pay more than their equal share of the cost if they choose;
- District funded traffic calming projects must go through a formal petition process and also require a 2/3 vote to proceed; and
- District funded traffic calming projects would be prioritized based on their numeric score, and are subject to Council approval and available budget.

The Engineering Technologist III – Traffic & Transportation stated that the evaluation process identified in the draft Policy is comprehensive and will require significant staff time. At the current staffing level, only a single traffic calming project development can proceed at a time.

Council expressed the following concerns:

- the process may be so labour intensive that it is prohibitive;
- the potential burden on administration in regards to enacting local area taxes;
- that projects identified to receive District funding are still required to go through the petition process for approval; and
- the petition process potentially hindering the District's response to a critical traffic safety issue.

Discussion on funding for traffic safety strategies and traffic calming projects ensued, and Council proposed the following solutions:

- contracting out traffic calming projects until the next annual budgeting process;
- reallocating funds from the budget surplus to cover the additional costs;
- amortizing the cost of the projects over a longer period of time; and
- reallocating funds to hire an additional traffic enforcement officer.

Council directed staff to investigate funding options and report back to Council.

**4. ADJOURNMENT**

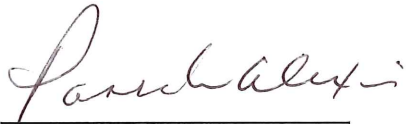
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Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 3:40 p.m.



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PAMELA ALEXIS  
MAYOR



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JENNIFER RUSSELL  
CORPORATE OFFICER