

Minutes of the **SPECIAL ADMINISTRATION and FINANCE COMMITTEE** Meeting held in the Conference Room at the Municipal Hall at 8645 Stave Lake Street, Mission, British Columbia, on Thursday, December 10, 2009 commencing at 5:00 pm.

Committee Members Present: Mayor James Atebe
Councillor Terry Gidda
Councillor Danny Plecas
Councillor Mike Scudder
Councillor Heather Stewart

Committee Members Absent: Councillor Paul Horn
Councillor Jenny Stevens

Staff Members Present: Glen Robertson, chief administrative officer
Dennis Clark, director of corporate administration
Ken Bjorgaard, director of finance
Ray Herman, director of parks, recreation & culture
Kris Boland, deputy director of finance
Kerri Onken, deputy treasurer/collector
Debi Decker, administrative assistant

Mayor Atebe called the meeting to order.

1. NEW BUSINESS

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Additional Information – Statutory Holiday Attendance at Mission Leisure Centre

The director of parks, recreation and culture referred to his report dated December 3, 2009, entitled, Additional Information – Statutory Holiday Attendance at Mission Leisure Centre, advising as requested by council, the report and attachments were being provided as information.

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2010 Financial Plan Document Introduction

The director of finance referred to the binder that included the document – 2010 Financial Plan/Budget that was handed out at this meeting, detailing the sections of information provided in the budget document.

The director of finance continued on, by providing an overview of the introduction and executive summary, highlighting the various budget/tax scenarios shown. Staff were directed to removed the council and grant items from the corporate administration section and show it as a separate item.

The director continued by referring to the graph on page 2-8 of the budget document, that shows Mission is 11th out of 27 municipalities (within the Fraser Valley Regional District and Metro Vancouver) in terms of 2009 property taxes and utilities (including other taxing authorities) on an average assessed value home. Staff were directed to highlight this graph information in the document to be provided to the public regarding the budget/tax increase.

The director continued by commenting on the water and sewer utilities. He noted that staff are recommending a 20% (\$65) increase in water user rates and a 15% (\$41) increase in sewer user rates for 2010. These rate increases were partly due to an increase in transfers to the capital reserves required for regional capital infrastructure (second water source and trickling filter projects) and due to the loss of regional sewer revenue from Langley.

General discussion ensued around the regional water and sewer capital projects, and staff were directed to request at the next Abbotsford/Mission Water and Sewer Commission meeting, that the Maclure Main line which is being constructed in 2009, is to be funded using the new funding percentage of 12% for Mission.

Discussion continued on water metering and grants. The chief administrative officer advised that he would be speaking with MP Randy Kamp's executive assistant to verify that the water metering proposal for the Build Canada grant could be resubmitted.

Discussion moved towards refuse and recycling with the director of finance advising that staff are recommending a 2% (\$3) increase in the refuse user rates and a 0% increase for recycling in 2010. Staff advised that the manager of environmental services is preparing a report for council regarding the inequities around the recycling user fees for single-family and multi-family dwellings. Staff also noted that Mission and Abbotsford staff are currently working on a new agreement for the Recycling Centre located in Abbotsford.

Discussion ensued on issuing a separate billing for municipal utility (water, sewer, garbage and recycling) fees rather than having them included on the tax notice. The director of finance advised council that staff are currently working on a report regarding having a second statement for utility charges and staff would forward the report to council when completed.

Discussion moved towards the capital program and the signalization at Tunbridge and Egglestone streets that is scheduled for 2013. Council requested that staff look at advancing this project to be included with the actual widening construction of Cedar Street.

The director of finance continued his presentation by referring to the budget/tax scenarios explaining the difference in each of the five scenarios. Staff were directed to simplify the explanations and make each of the scenarios larger for the next administration and finance committee meeting.

General discussion ensued around the timing of the second, third and fourth complements of four full-time firefighters, and how to indicate this tax increase to the public.

Discussion ensued regarding removing the 2010 – 2012 grant increases for the non-profit groups. It was pointed out that contracts with the non-profit groups, including the increases, had been signed and therefore the District could not renege on the promised grant increases.

2. ADJOURNMENT

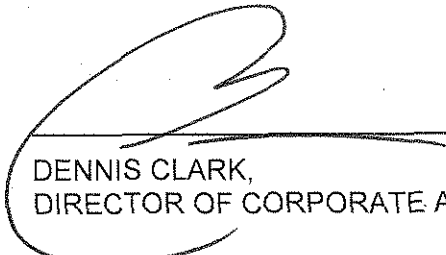
Moved by Councillor Gidda, seconded by Councillor Stewart, and

RESOLVED: That the meeting be adjourned.

CARRIED.

The meeting was adjourned at 8:00 pm.



JAMES ATEBE,
MAYOR

DENNIS CLARK,
DIRECTOR OF CORPORATE ADMINISTRATION

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