

**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 August 15, 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: Paul Gipps, Deputy Chief Administrative Officer  
Jennifer Russell, Legislative Assistant  
Tina Mooney, Administrative Assistant

## **1. DELEGATIONS AND PRESENTATIONS**

RC11/473  
AUG. 15/11

**Kristin Parsons**  
**Re: Adopt-A-Block**

Kristin Parsons, the new coordinator for the Mission Adopt-A-Block Society, appeared before Council to provide an overview of the Society's litter reduction activities and future goals.

Ms. Parsons stated:

- Mission Adopt-A-Block Society (AAB) has recruited over 200 volunteers since 1995 to adopt over 181 sections of Mission's roadways in an effort to keep them litter free.
- AAB volunteers and community groups work together for annual Fall and Spring clean-ups.
- AAB participates in numerous community events to increase public awareness of the litter control program, to offer educational information about the problems of litter in the community, and to recruit volunteers.
- AAB provides a litter education program to the Mission School District through ongoing activities such as assembly talks, litter audits, poster and video competitions and barrel painting.
- They would like to expand the education program by creating a "Junior Bug Club" for children under 12 and by connecting with 13 to 18 year olds through high school leadership and drama classes.
- They would like to increase public awareness about litter by attending different types of community events, by implementing the well-known "Proudly Maintained by.." signs used in other communities, and through an aggressive media campaign using shocking imagery of the damage litter can cause to the environment.
- AAB will be taking all the painted litter barrels back for refurbishing and redistributing them throughout the community.

In response to questions from Council, Ms. Parsons stated:

- Signs and assembly lectures do not reach the 13 to 18 demographic, however they are often influenced by social pressure from their peers, so AAB will try to relate to the youth on their level.
- The “Food on the Go” anti-litter program formed in 2009 was not as well received by local businesses as was hoped, in that they wanted to be recognized for participating in the program. AAB would like to help those businesses with advertising/promoting that participation to their customers and the community at large.
- The general public seems not to be very aware of the Mission Adopt-A-Block Society and its many litter control programs, and putting up the promotional signs used in other communities would be a big help.

Mayor Atebe thanked Ms. Parsons for the information.

## **ANNOUNCEMENT**

Councillor Jenny Stevens asked the Deputy Chief Administrative Officer to read out the following personal statement:

“My lawyer has advised me that after the documentation from the RCMP investigation was presented to the Office of Crown Counsel and reviewed by Kimberly Jansen, the former Administrative Crown Counsel of Abbotsford, the decision has been taken that no further action should be taken. This opinion has been concurred by Mr. Ross McLeod, Senior Administrative Crown Counsel of Abbotsford and Ms. Melissa Gillespie, Q.C., who is the current Regional Crown Counsel in New Westminster.”

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

RC11/474  
AUG. 15/11

Moved by Councillor Horn, seconded by Councillor Scudder, and

RESOLVED: That the following items be received as information:

- (a) minutes of the Cultural Resource Commission meeting held on March 17, 2011;
- (b) minutes of the Cultural Resource Commission meeting held on April 21, 2011;
- (c) minutes of the Cultural Resource Commission meeting held on May 19, 2011;
- (d) minutes of the Mission Abbotsford Transit Committee meeting held on May 26, 2011;
- (e) minutes of the Mission Abbotsford Transit Committee meeting held on June 23, 2011; and
- (f) minutes of the Abbotsford/Mission Water & Sewer Commission meeting held on July 14, 2011.

CARRIED

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

RC11/475  
AUG. 15/11

Moved by Councillor Stevens, seconded by Councillor Plecas, and

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

CARRIED

#### 4. PLANNING

Councillor Stewart assumed the Chair.

RC11/476  
AUG. 15/11

#### **Agricultural Land Reserve Non-Farm Use Application ALR 11-001 for 31042 Silverdale Avenue**

A report from the planner dated August 15, 2011 regarding Agricultural Land Reserve Non-Farm Use Application ALR 11-001 (31042 Silverdale Avenue) was provided for the Committee's information.

#### 5. ENGINEERING AND PUBLIC WORKS

Councillor Gidda assumed the Chair.

RC11/477  
AUG. 15/11

#### **Fraser River Sewer Crossing Project**

Moved by Councillor Horn, and

RECOMMENDED:

1. That Opus DaytonKnight be awarded the Fraser River Sewer Crossing project to study the Fraser River crossing and connecting land segments in the amount of \$29,530 plus HST; and
2. That the Fraser River Sewer Crossing project budgets of \$100,000 in 2014, \$150,000 in 2015, and \$5,150,000 in 2016 be changed to \$50,000 in 2011, \$200,000 in 2012, and \$5,150,000 in 2013.

CARRIED

In response to questions from Council, the Director of Engineering and Public Works clarified that Abbotsford's proposed public/private partnership project for the Stave Lake Water source has not been determined.

If the proposed P3 project does not go through, Mission will still need to put in a second sanitary sewer crossing at some time in the future, regardless of what happens with Abbotsford and the Stave Lake water supply.

#### 6. ADMINISTRATION AND FINANCE

Councillor Stevens assumed the Chair.

RC11/478  
AUG. 15/11

#### **Investment Holdings – Quarterly Report**

A report from the Deputy Director of Finance dated July 18, 2011 regarding the District's investment holdings was provided for the Committee's information.

RC11/479  
AUG. 15/11

### Clarification of Interest on Overdue Accounts

Moved by Councillor Plecas, and

#### RECOMMENDED:

1. That the District of Mission Consolidated User Fees and Charges Bylaw No. 4029-2007, bylaw be amended by deleting the existing Section C Financial Services (4) in its entirety and replacing it with the following:

“C Financial Services

4.

Description of Existing Fee/Charge	2011 Rate	Policy Reference
Rate of interest charged on all overdue municipal fees that are set and invoiced pursuant to District bylaws.	Non-compounding interest of 0.065753% per day (equivalent to 2% per month or 24% per annum) on fees that remain outstanding after 30 days from the mailing date of the invoice. Interest will be charged on outstanding or unpaid amounts on the 31 <sup>st</sup> day from the invoice mailing date and thereafter until payment is received in full or until the unpaid amounts are transferred to property taxes (only applies to certain property related fees), at which time legislative interest rates would apply.”	FIN.2

2. That the District of Mission Accounts Receivable – Credit & Collection Policy (FIN.2) be amended by deleting the existing Section 7 Administrative Cost Recovery Fee and Interest Charges in its entirety and replacing it with the following:

“7. Administrative Cost Recovery Fee and Interest Charges

A 5% administrative cost recovery fee will be charged on accounts receivable billings, based on the gross invoice total before any applicable taxes, with the exception of pre-established or set fee billings determined by bylaw, policy or agreement, e.g. landfill accounts, transit passes and tickets, etc. and other special circumstances approved by the Deputy Treasurer/Collector or his/her designate. This administrative fee partially covers the District’s administrative costs (general accounting required, departmental time involved with billings and collections, office supplies, postage, etc.) that are incurred as a result of billings.

Non-compounding interest of .065753% per day (equivalent to 2% per month or 24% per annum) on fees that remain outstanding after 30 days from the mailing date of the invoice with interest accumulating on the 31st day from the invoice mailing date and thereafter until payment is received in full or until the unpaid amounts are transferred to property taxes (only applies to certain property related fees), at which time legislative interest rates would apply.”; and

3. That the District of Mission Accounts Receivable – Credit & Collection Policy (FIN.2) be amended by deleting the existing Section 8 Payment Terms and Collections in its entirety and replacing it with the following:

“8. Payment Terms and Collections

The following payment terms and collection process shall be followed:

- a) Payments will be due within 30 days from the mailing date of the invoice with interest accumulating on the 31<sup>st</sup> day from the invoice mailing;
- b) Statements will be issued, at a minimum, on a quarterly basis;
- c) If any amount is payable by the District of Mission to a party with an overdue account the amount that is due from the other party will be deducted from the amount payable by the District of Mission;
- d) All outstanding amounts that can be collected as property taxes under the provision of the Community Charter will be transferred to the applicable property tax account at year-end;
- e) Certain overdue accounts, as determined by the Deputy Treasurer/Collector and/or his/her designate, will be turned over to a collection agency for collection purposes; and
- f) The following collection steps will be taken by staff:
  - After 30 days – send statement and start charging interest
  - After 60 days – send first warning letter
  - After 90 days – phone and send final warning letter
  - After 120 days – send to collections”

CARRIED

RC11/480  
AUG. 15/11

#### **Letter from Fraser House Society re: 4<sup>th</sup> Avenue Lane**

A letter from the Fraser House Society dated July 15, 2011 regarding the lane adjoining 33063 and 33043 – 4<sup>th</sup> Avenue was provided for the Committee’s information.

Moved by Councillor Horn, and

RECOMMENDED: That staff provide an informational report to Council regarding the history of the lease of the lane adjoining 33063 and 33043 – 4<sup>th</sup> Avenue, and options to remedy the concerns raised.

CARRIED

### **7. PUBLIC SAFETY AND HEALTH**

Councillor Horn assumed the Chair.

RC11/481  
AUG. 15/11

#### **PSIT Update**

A report from the Deputy Chief Administrative Officer dated August 15, 2011 regarding the status of the public safety inspection team review was provided for the Committee’s information.

### **8. PARKS, RECREATION AND CULTURE**

Councillor Scudder assumed the Chair.

RC11/482  
AUG. 15/11

### **Cultural Resources Commission Resignation**

A report from the Deputy Director of Parks, Recreation and Culture dated July 21, 2011 regarding the resignation of one member of the Cultural Resources Commission was provided for the Committee's information.

Moved by Mayor Atebe, and

RECOMMENDED: That a letter of appreciation be sent to Diana Muntigl for the work she has done for the Cultural Resources Commission and for other organizations in the community.

CARRIED

RC11/483  
AUG. 15/11

### **Mural Policy LAN.43**

Moved by Councillor Stewart, and

RECOMMENDED: That Mural Policy LAN.43 be eliminated as the intent and requirements of that policy are addressed in Public Art Policy ORG.08

CARRIED

RC11/484  
AUG. 15/11

### **Photo Mural at the Leisure Centre**

Moved by Councillor Stewart, and

RECOMMENDED:

1. That a photo display be approved for installation on the north and west exterior walls of the Leisure Centre, subject to the following conditions being met:
  - the cost for the production and installation of the photos and donor acknowledgement to be paid for from the Arts Council project funds,
  - all photos must be of a sport, recreation and culture theme as approved between the Arts Council and the Parks, Recreation and Culture Department,
  - a maximum of five photos to be selected,
  - the photos to be of a consistent size, colour tone and spacing,
  - the maintenance of the photos to be included in the annual maintenance of the Leisure Centre,
  - the donors be acknowledged by the Arts Council in their display cases located in the Leisure Centre; and
2. That consideration be given to expanding the concept of historical photo displays in the District and directing the Cultural Resources Commission to comment on any applications through the Public Arts policy.

CARRIED

RC11/485  
AUG. 15/11

### **Transit and Recreation Passes for Canada World Youth Exchange Program**

A report from the Deputy Director of Parks, Recreation and Culture dated August 8, 2011 regarding the cost of transit and recreation passes for the Canada World Youth exchange program was provided for the Committee's information.

Moved by Mayor Atebe, and

RECOMMENDED: That transit passes for four months and Leisure Centre passes for three months be provided to the participants of the 2011 Canada World Youth Exchange Program, funded from the 2011 Council contingency.

CARRIED

RC11/486  
AUG. 15/11

### **New Horizons for Seniors Program Grant**

Moved by Mayor Atebe, and

RECOMMENDED:

1. That approval be provided to the Mission Senior Centre Association to seek grant funds for improving the acoustics in Hall 1 of the Mission Community Activity Centre and establishing an entrance wall in the facility; and
2. That a support letter be provided by Council to accompany the application.

CARRIED

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

Mayor Atebe resumed the Chair.

RC11/487  
AUG. 15/11

Moved by Councillor Stevens, seconded by Councillor Gidda, and

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

CARRIED

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

RC11/488  
AUG. 15/11

Moved by Councillor Scudder, seconded by Councillor Horn, and

RESOLVED: That the recommendations of the committee of the whole, as contained in items RC11/475 to RC11/486, be adopted.

CARRIED

## **11. BYLAWS**

RC11/489  
AUG. 15/11

Moved by Councillor Stevens, seconded by Councillor Scudder, and

RESOLVED: That the readings of all bylaws included in the Bylaws section of the August 15, 2011 regular Council agenda be approved as listed:

- |  |                                     |
|--|-------------------------------------|
| (a) District of Mission False Alarm Amending Bylaw<br>5233-2011-2929(5) – a bylaw to amend Section 2(b) by adding<br>“(iii) circumstances beyond the control of the owner of the real<br>property” and adding the words "in the calendar year" to<br>Section 3 | Adoption                            |
| (b) District of Mission Subdivision Control Amending Bylaw<br>5234-2010-1500(36) – a bylaw to provide for housekeeping<br>amendments to Schedule "D"   | First, Second and<br>Third Readings |
| (c) District of Mission User Fees and Charges Amending Bylaw<br>5235-2011-4029(2) – a bylaw to provide housekeeping<br>amendments to Section C   | First, Second and<br>Third Readings |

CARRIED

## 12. OTHER BUSINESS

RC11/490  
AUG. 15/11

### Release from Closed Council – August 8, 2011

The following resolution was released from the Closed Council meeting of August 8, 2011:

That the District of Mission has sold 33098 Myrtle Avenue, legally described as PI LMP 20544, LD 36, Sec 28, Twp 17, Parcel A of Plan 2522, for \$152,000.00.

That the District of Mission has entered into a West Coast Express Mission Service and Funding Agreement with the South Coast British Columbia Transportation Authority.

## 13. CHIEF ADMINISTRATIVE OFFICER'S REPORT

The Deputy Chief Administrative officer did not report.

## 14. MAYOR'S REPORT

The Mayor reported on various activities, meetings and events attended since the last regular council meeting, particularly the overwhelming success of MissionFest.

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

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

## 16. QUESTION PERIOD

Council and staff responded to questions from the following people:



Janet Chalmers:

- (a) Has there been any progression on the memorandum of understanding with Abbotsford for the new water supply?

Mayor Atebe responded that negotiations for the memorandum of understanding will be done by the Abbotsford/Mission Water & Sewer Commission in closed meetings, however once the final agreement has been reached that agreement will be made public.

- (b) Who is administering the two current telephone surveys being done in Mission regarding a P3 arrangement for the water source?

Mayor Atebe responded that neither the District of Mission nor the Water & Sewer Commission has been conducting any surveys. The surveys are a City of Abbotsford directed project.

Councillor Stewart stated that the surveyors should not have contacted any Mission residents.

Councillor Scudder stated that he has checked into the matter, and was able to confirm that no Mission funds were contributed to that exercise; it is solely the City of Abbotsford's responsibility.

Ted Adlem:

When will the West Coast Express Mission Service and Funding Agreement and the accompanying report be made public?

The Deputy Chief Administrative Officer responded that information about that agreement has been published in the Mission City Record, however the specific details of the agreement have not been released because it still has to be officially signed off by Translink. Once that has been done, the actual agreement can be released.

Ron Taylor:

- (a) Does the District have insurance coverage in place for any damages awarded in the PSIT lawsuit, and if so, will any details be released?

The Deputy Chief Administrative Officer responded that the Municipal Insurance Association is participating in the District's response to the claims against it.

- (b) Will we eventually get clarity as to how much is covered by the MIA and how much will be covered by taxpayers?

The Deputy Chief Administrative Officer responded that the amounts will be dependent on the outcomes of the claim.

- (c) Will a payout affect the District's MIA premiums?

The Deputy Chief Administrative Officer responded that MIA rates are set by the member municipalities, and that he does not have specific information at hand regarding the District's future premiums, but could provide that information at a later date.

- (d) Are the District's investment funds already spoken for in the budget?

The Director of Finance responded that some of the funds are for the 2011 budget, some will get paid out to other taxing authorities, some are allocated to the reserves, and that it will all be separated at year end.

Randy Hawes, MLA:

Did Council approach the Agricultural Land Commission as a delegation or make a representation along with the proponent to relocate the Rockin River Music Fest?

Mayor Atebe responded that Council sent the ALC a resolution of support for the application; physical attendance at the ALC was not a requirement.

RC11/491  
AUG. 15/11

Moved by Councillor Horn, seconded by Councillor Stevens, and

RESOLVED:

1. That the Economic Development Officer arrange for a meeting with the organizers of the Rockin River Music Fest, Mayor Atebe and MLA Hawes to debrief the event and determine how the District of Mission and the MLA can provide support; and
2. That the Economic Development Officer provide a report to Council with options to facilitate the event on a long term basis.

CARRIED

Jim Hinds:

Will the Mission Raceway Club be participating in the meeting Council has just directed?

Mayor Atebe responded that they will if the proponent asks that they be involved.

Larry Nundal:

Doesn't Council think they owe Councillor Stevens an apology?

Mayor Atebe responded that Councillor Stevens just read a statement for the first time this evening, and Council needs further information before providing any comments.

## 17. ADJOURNMENT


Moved by Councillor Gidda, seconded by Councillor Stewart, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:38 p.m.

  
\_\_\_\_\_  
JAMES ATEBE, MAYOR

  
\_\_\_\_\_  
PAUL GIPPS, DEPUTY CHIEF  
ADMINISTRATIVE OFFICER