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 November 2, 2015 commenced at 1:00 p.m. for COMMITTEE OF THE WHOLE, and was immediately followed by a CLOSED MEETING of Council, and reconvened at 7:00 p.m. for REGULAR COUNCIL proceedings.

Council Members Present: Mayor Randy Hawes
Councillor Pam Alexis
Councillor Carol Hamilton
Councillor Jim Hinds
Councillor Rhett Nicholson
Councillor Danny Plecas
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
*Barry Azevedo, Manager of Environmental Services
Kris Boland, Manager of Finance
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Stacey Crawford, Economic Development Officer
*Hirod Gill, Manager of Engineering Design and Planning
Haylee Gould, Administrative Assistant
*Jay Jackman, Manager of Assets, Infrastructure and Projects
*Tracy Kyle, Director of Engineering and Public Works
*Jennifer Meier, Environmental Coordinator
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation and Culture
Dan Sommer, Director of Development Services

*Present for a portion of the meeting

1. CALL TO ORDER
Mayor Hawes called the meeting to order at 1:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Hamilton, seconded by Councillor Hinds, and

RESOLVED: That the agenda for the regular Council meeting of November 2, 2015 be adopted.
CARRIED

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Plecas, seconded by Councillor Hinds, and

RESOLVED: That Council now resolve itself into Committee of the Whole.
CARRIED
4. ENGINEERING AND PUBLIC WORKS

Councilor Plecas assumed the Chair.

Cedar Street and 7th Avenue Improvements – Detailed Design

Moved by Mayor Hawes, and

RECOMMENDED: That consideration and discussion of the informational report from the Manager of Engineering and Planning dated November 2, 2015 regarding Cedar Street and 7th Avenue improvements be deferred to the Regular Council Meeting scheduled for November 16, 2015.

CARRIED

Landfill Operations Contract Extension

Moved by Councillor Stevens, and

RECOMMENDED: That Contract No. 663 Operation and Maintenance of Minnie’s Pit Landfill with SSG Holdings Ltd. be extended by a period of twelve months from January 1, 2016 to December 31, 2016 to allow time for assessing service requirements, conducting a market evaluation and enabling the successful proponent to make the necessary equipment purchases for a longer-term contract.

CARRIED

It was noted that staff are developing a program to allow residents that have special garbage considerations, such as medical needs or young children in diapers, to be permitted additional cans of garbage to be picked up on the bi-weekly collection schedule.

Engineering and Public Works Capital Project Updates

The Committee reviewed a report from the Manager of Assets, Infrastructure and Projects, dated November 2, 2015, regarding the third quarter update on the status of the 2015 Engineering and Public Works capital projects.

Discussion ensued regarding the progress of the downtown streetscapes project with the Province of British Columbia, ongoing roadworks by Fortis BC and BC Hydro on 7th Avenue, and preparing projects for grant applications to senior levels of government.

2016 Asset Management Planning Program Grant Application

Moved by Councillor Hamilton, and

RECOMMENDED:
1. That the Level of Service Framework Project be supported for the 2016 Asset Management Planning Program Grant, as outlined in the Engineering Technologist II – Asset Management report dated November 2, 2015; and

2. That staff report back to Council on the grant results and any required commitments.

CARRIED

5. CORPORATE SERVICES

Councilor Hamilton assumed the Chair.
Resolution Regarding Heritage Park Observatory Project

A report from the Manager of Civic Engagement and Corporate Initiatives dated November 2, 2015 regarding the development of the observatory project at Fraser River Heritage Park was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:
1. That the observatory project will not move forward at Fraser River Heritage Park; and
2. Parks, Recreation and Culture staff will provide recommendations on the future of the structure.

Moved by Councillor Alexis, and

RECOMMENDED: That the motion be amended by adding the words “following consultation with the community” after the word “structure” in item 2.

CARRIED

The Chair called the question on main motion RC15/587 as amended, and it was CARRIED with opposition noted as follows:

OPPOSED: Councillor Stevens

6. DEVELOPMENT SERVICES

Councillor Alexis assumed the Chair.

Change to Hours of Sale of Liquor at Sisto’s Neighbourhood Pub

A report from the Planner dated November 2, 2015 regarding an application from Sisto’s Neighbourhood Pub to the Liquor Control and Licensing Branch to extend their hours on Saturdays and Sundays by opening at 9:00 a.m. was provided for the Committee’s consideration.

Moved by Mayor Hawes, and

RECOMMENDED: That the application of Sisto’s Neighbourhood Pub to the Liquor Control and Licensing Branch to extend hours of operation on Saturdays and Sundays by opening at 9:00 a.m. instead of 11:00 a.m. be supported.

CARRIED

Rezoning to allow for a commercial development including an oil change shop and drive-thru restaurant at the intersection of Lougheed Highway and Hurd Street

The Committee reviewed a report from the Senior Planner dated November 2, 2015 detailing the rezoning application to allow for commercial highway uses on two properties located at the northeast corner of Lougheed Highway and Hurd Street.

The Chair noted that Page 81 of the agenda has two typographical errors; the Engineering Department comments should state that municipal sanitary sewer and municipal storm sewer are available on Fletcher Avenue and Hurd Street.

Discussion ensued, with the Committee noting concern with potential traffic impacts from the proposed development. In particular, the Committee requested more traffic information for the left turn lane from Lougheed Highway onto Hurd Street and the left turn lane from Hurd Street onto Fletcher Avenue.
Staff noted that additional information will be brought forward to Council during the Public Hearing for this application.

7. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Hinds, seconded by Councillor Nicholson, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

8. RESOLUTION TO EXCLUDE PUBLIC, RECESS THE PUBLIC MEETING UNTIL 7:00 P.M. AND IMMEDIATELY CONVENE INTO CLOSED SESSION

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED:

1. That pursuant to Section 90 of the Community Charter, the public be excluded from this portion of the meeting as the subject matter being considered relates to the following:
   - Section 90(1)(a) of the Community Charter – personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
   - Section 90(1)(c) of the Community Charter – labour relations or other employee relations;
   - Section 90(1)(e) of the Community Charter – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

2. That the public portion of the meeting be recessed until 7:00 p.m.; and

3. That Council immediately resolve into the closed portion of their meeting.

CARRIED

The meeting recessed at 2:16 p.m.

9. RECONVENE

Mayor Hawes reconvened the meeting at 7:00 p.m.

Council Members Present: Mayor Randy Hawes  
Councillor Pam Alexis  
Councillor Carol Hamilton  
Councillor Jim Hinds  
Councillor Rhett Nicholson  
Councillor Danny Plecas  
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer  
Mike Younie, Deputy Chief Administrative Officer  
Kris Boland, Manager of Finance  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Haylee Gould, Administrative Assistant
Tracy Kyle, Director of Public Works and Engineering
Bob O'Neal, Director of Forest Management
Kerri Onken, Deputy Treasurer/Collector
Scott Ross, Manager of Accounting Services
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation and Culture
Dan Sommer, Director of Development Services
Larry Watkinson, Fire Chief

10. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE REPORT

RC15/594
NOV. 02/15

Moved by Councillor Plecas, seconded by Councillor Stevens, and

RESOLVED: That the following recommendations from the Freestanding Committee of the Whole (Corporate Services – Budget) meetings held on October 14 and October 21, 2015 be adopted:

2016 Water Utility Financial Plan (Draft)

RECOMMENDED:

1. That the 2016 Water Utility Operating Financial Plan (draft) and Water Utility Capital Plan, as attached to the report dated October 14, 2015 entitled “2016 Water Utility Financial Plan (Draft)” from the Manager of Finance be approved for inclusion in the District’s 2016-2020 Financial Plan;

2. That the following operating spending packages be approved for inclusion in the 2016 Water Utility Financial Plan:
   a. Increase the system administration budget by $5,564;
   b. Increase the meter reading budget by $3,000; and
   c. Create a budget of $2,000 for Ruskin system testing;

3. That $50,000 for the currently unfunded water model update be approved for inclusion in the 2016 Capital Plan, with funding from the Water Capital Reserve Fund; and

4. That a proposed water user rate increase of 1% for 2016 be approved in principle and presented for feedback at the upcoming public budget consultation meeting on November 2, 2015.

2016 Sewer Utility Financial Plan (Draft)

RECOMMENDED:

1. That the 2016 Sewer Utility Operating Financial Plan (Draft) and Seer Utility Capital Plan, as attached to the report dated October 14, 2015 entitled “2016 Sewer Utility Financial Plan (Draft)” from the Manager of Finance be approved for inclusion in the District’s 2016-2020 Financial Plan;

2. That the following operating spending packages be approved for inclusion in the 2016 Sewer Utility Operating Financial Plan:
   a. Increase the sewer connection maintenance budget by $20,000; and
   b. Increase the lift station maintenance budget by $20,000;
3. That for the Fraser River sanitary sewer crossing twinning project, Council approve advancing $300,000 of the existing budget from 2019/2020 to 2017 for preliminary design, and another $350,000 be advanced from 2020 to 2019 for detailed design;

4. That $60,000 for the currently unfunded sanitary sewer model update be approved for inclusion in the 2016 Sewer Utility Capital Plan, with funding from the Seer Capital Reserve Fund; and

5. That a proposed sewer user rate increase of 4% for 2016 be approved in principal and presented for feedback at the upcoming public budget consultation meeting on November 2, 2015.

2016 Waste Management Utility Financial Plan (Draft)

RECOMMENDED:

1. That the 2016 Waste Management Utility Operating and Capital Plans (Draft) as attached as Appendix A to the report dated October 14, 2015 entitled “2016 Waste Management Utility Financial Plan (Draft)” from the Manager of Finance be approved for inclusion in the District’s 2016-2020 Financial Plan; and

2. That the following proposed 2016 waste management utility rate increases be approved in principle and presented for feedback at the upcoming public budget consultation meeting:
   a. No increase to curbside garbage collection rates and curbside recycling/composting collection rates;
   b. No increase to landfill tipping fees for refuse; and
   c. A 1% increase in landfill tipping fees for various other materials.

Proposed Drainage Utility Financial Plan

RECOMMENDED:

1. That the District’s drainage system be established as a user-funded utility in the 2016 budget, similar to the District’s existing water, sewer and waste management utilities;

2. That the District’s existing 2016 operating budget amounts related to the drainage system form the initial basis for the 2016 drainage utility operating budget, and that this budget be funded by the District’s existing diking levies, plus a drainage utility fee that is equivalent to a corresponding decrease in general municipal property taxes;

3. That the following drainage operating spending packages be approved for inclusion into the 2016 Draft Drainage Utility Financial Plan:
   a. Increase the drainage system inspection program budget in the amount of $100,000; and
   b. Annual transfers of $98,785 to the Drainage Capital Reserve Fund;

4. That staff report back to Council with options regarding how to levy the drainage utility user fee to individual properties;

5. That the proposed drainage utility capital budget from Appendix C attached to the Manager of Finance’s report Dated October 14, 2015 form the initial capital plan for the proposed drainage utility;
6. That the proposed Drainage Capital Reserve Fund Establishment Bylaw #5518-
2015 be included at an upcoming Regular Council Meeting for first three
readings;

7. That upon adoption of the proposed Drainage Capital Reserve Fund
Establishment Bylaw #5518-2015, $100,000 be transferred from the General
Capital Reserve Fund to the proposed Drainage Capital Reserve Fund to provide
initial funding for critical drainage capital projects, and that a bylaw to formalize
this transfer, as required by the Community Charter, be included at an upcoming
Regular Council Meeting for first three readings; and

8. That the District’s 2016-2020 Financial Plan be amended accordingly.

2016 Fees and Charges Review

1. That the fee increases attached to the October 21, 2015 report Entitled “2016
Fees and Charges Review” from the Deputy Treasurer/Collector be approved
effective January 1, 2016;

2. That the following new fees, as amended, be approved effective January 1, 2016
for inclusion in:

   Schedule 1 of the User Fees & Charges Administrative Bylaw #4029-2007

   A. CORPORATE SERVICES

      5. Microfiche

         a) Microfiche Research Fee for property information (flat rate) - $20.00;

      9. District Insignia Items

         a) District Pins - $0.70

         b) District Flags - $165.

    10. Land Title Fees

         A processing fee shall apply to each (a); (b); (c) & (d) plus the LTO fee -
         $50.00

   B. ENGINEERING / PUBLIC WORKS

    10. Street Sweeping - $55.15

   Schedule 2 of the User Fees & Charges Administrative Bylaw #4029-2007:

      Busking Annual Permit - $25 for individual

      - $50 for group

      - $15 fee for lost permits

3. That the following deleted fees be approved effective January 1, 2016:

   Schedule 1 of the User Fees & Charges Administrative Bylaw #4029-2007:

   H. RCMP Services

      4 (i) Special Occasion Permits - $35.00

      4 (j) Service of Subpoenas - $0.00 and

   6 Photographs

      (a) from negatives - $4.00

      (b) 3x5 - $4.00
(c) 5x7 - $7.00  
(d) 8x10 $10.00  
(e) from slides - $4.50

Water Bylaw #2196-1990  
Meter Read System Prepayment Fee - $144.85  
Land Use Application Procedures and Fees Bylaw #3612-2003  
Major LUC Amendment - $2,913.00  
Minor LUC Amendment- $1,919.00  
Water Meter Read System Prepayment - $143.50

4. That the following housekeeping items be approved effective January 1, 2016:  
   Schedule 1 of the User Fees & Charges Administration Bylaw #4029-2007:
   
   A. 5. Microfiche  
      Renumber (a) per copy (8.5” x 11”) to (b) per copy (8.5” x 11”)
   
   E. 3. Land Title Fees  
      Move fees (a) through to (d) from Section “E” to Section “A” Corporate Services 10. Land Title Fees
   
   H. 2. Consent/Court Orders/ Investigational  
      (j) Photographs (see below) – remove item
   
Sign Bylaw #1662-1987  
   Move the fee “The applicant for a permit has paid to the District of Mission a fee per sign of $118.50” from the Sign Bylaw to Schedule 1 of the User Fees & Charges Administrative Bylaw #4029-2007, Section “E” Inspection Services, 3 – Sign Permit

Status of 2016 General Operating Draft Budget

RECOMMENDED:
That the 2016 General Operating Financial Plan (Draft) as attached to the report dated October 21, 2015 entitled “Status of 2016 General Operating Draft Budget” from the Deputy Treasurer/Collector, be approved in principle and presented for feedback at the upcoming public budget consultation meeting on November 2, 2105.

CARRIED

Moved by Councillor Alexis, seconded by Councillor Hinds, and

RESOLVED: That the following recommendations from the November 2, 2015 Committee of the Whole meeting be adopted:

Cedar Street and 7th Avenue Improvements – Detailed Design

RECOMMENDED:
That consideration and discussion of the informational report from the Manager of Engineering and Planning dated November 2, 2015 regarding Cedar Street and 7th Avenue improvements be deferred to the Regular Council Meeting scheduled for November 16, 2015.
Landfill Operations Contract Extension

RECOMMENDED:

That Contract No. 663 Operation and Maintenance of Minnie's Pit Landfill with SSG Holdings Ltd. be extended by a period of twelve months from January 1, 2016 to December 31, 2016 to allow time for assessing service requirements, conducting a market evaluation and enabling the successful proponent to make the necessary equipment purchases for a longer-term contract.

2016 Asset Management Planning Program Grant Application

RECOMMENDED:

1. That the Level of Service Framework Project be supported for the 2016 Asset Management Planning Program Grant, as outlined in the Engineering Technologist II – Asset Management report dated November 2, 2015; and
2. That staff report back to Council on the grant results and any required commitments.

Change to Hours of Sale of Liquor at Sisto’s Neighbourhood Pub

RECOMMENDED:

That the application of Sisto’s Neighbourhood Pub to the Liquor Control and Licensing Branch to extend hours of operation on Saturdays and Sundays by opening at 9:00AM instead of 11:00AM be supported.

CARRIED

Moved by Councillor Hinds, seconded by Councillor Alexis, and

RESOLVED: That the following recommendation from the November 2, 2015 Committee of the Whole meeting be adopted:

Resolution Regarding Heritage Park Observatory Project

RECOMMENDED:

1. That the observatory project will not move forward at Fraser River Heritage Park; and
2. Parks, Recreation and Culture staff will provide recommendations on the future of the structure following consultation with the community.

OPPOSED: Councillor Stevens

CARRIED

11. DELEGATIONS

Heritage Park

George Evens appeared before Council to discuss the recent decisions regarding Heritage Park. Mr. Evens expressed concern with inadequate public consultation prior to allowing the agreement to lapse with the Mission Heritage Association for the maintenance of Fraser River Heritage Park, and asked Council to reconsider their decision.

12. PRESENTATIONS

There were no presentations.
13. PROCLAMATIONS
Moved by Councillor Stevens, seconded by Councillor Nicholson, and
That December 11, 2015 be proclaimed “A Day for Our Common Future” within the District of Mission.
CARRIED

To commemorate Remembrance Day, Councillor Alexis read the poem “Path of Peace” by Paul McCann.

14. PUBLIC HEARINGS
There were no public hearings.

15. ADOPTION OF INFORMATIONAL ITEMS
There were no informational items.

16. COUNCIL COMMITTEE REPORTS AND MINUTES
Moved by Councillor Plecas, seconded by Councillor Nicholson, and
RESOLVED: That the following minutes be received as information:
(a) Youth Engagement Committee meeting – August 26, 2015
(b) Cultural Resources Commission meeting – September 15, 2015
(c) Youth Engagement Committee meeting – September 30, 2015
CARRIED

17. CORRESPONDENCE
There was no correspondence.

18. BYLAWS FOR CONSIDERATION
Moved by Councillor Alexis, seconded by Councillor Hamilton, and
RESOLVED: That the following bylaws be approved as listed:
(a) Zoning Amending Bylaw 5510-2015-5050(175), a bylaw to insert a new Comprehensive Development Zone (CD37) and to rezone property at 8474 Grassick Street and 33973 McPhee Place from Urban Residential 465 Zone (R465) to Comprehensive Development 37 Zone (CD37), be adopted.
(b) Street Naming Bylaw 5511-2015 (McPhee Place Extension), a bylaw to name an extension of road in a subdivision, be adopted.
(c) Intermunicipal Business Licence Amending Bylaw 5528-2015-5334(1), a bylaw to add the Corporation of Delta and the District of Kent to the Fraser Valley Intermunicipal Business Licence program, to amend the eligible business types, and to remove the program termination date of December 13, 2015, be read a first, second and third time.
(d) Zoning Amending Bylaw 5530-2015-5050(183), a bylaw to rezone the properties located at the northeast corner of Lougheed Highway and Hurd Street from the Urban Residential 558 (R558) Zone to the Commercial Highway 2 (CH2) Zone, be read a first and second time.
CARRIED
19. DEVELOPMENT PERMITS FOR CONSIDERATION

There were no development permits for consideration.

20. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Stevens, seconded by Councillor Hinds, and

RESOLVED: That the following minutes be adopted:
(a) Freestanding Committee of the Whole (Budget) Meeting – October 14, 2015
(b) Regular Council Meeting – October 19, 2015
(c) Freestanding Committee of the Whole (Budget) Meeting – October 21, 2015
(d) Special Council Meeting (for the purpose of going into a closed meeting) – October 26, 2015

CARRIED

21. RESOLUTIONS RELEASED FROM CLOSED

There were no resolutions released from closed.

22. NEW/OTHER BUSINESS

Public Budget Consultation

The Deputy Treasurer/Collector presented a slideshow overview of the draft 2016 – 2020 Financial Plan/proposed budget, including:

- A 1.68% increase in property taxes;
- A 1% increase in water user rates;
- A 4% increase in sewer user rates;
- No increase in the garbage, recycling/compost curbside collection rates;
- Spending packages;
- Key budget drivers totaling $488,967;
- The impact on the average homeowner;
- How Mission compares with neighbouring communities;
- Municipal utilities including the establishment of a new drainage utility; and
- Encouraged the public to provide feedback.

The Mayor opened the floor to the public for comments.

Judith Ray asked what the new drainage utility covers. Council responded that drainage includes storm sewers and drainage ditches, and that the drainage reserve fund is being implemented to ensure there is money available to maintain and replace the existing systems as necessary.

Sandra Sharpe expressed concern with the $2.9 million dollar capital expenditure for the artificial turf field, stating that the cost is too high. Ms. Sharpe also questioned how much money Mission receives each year from the Gas Tax fund. Staff responded that Mission receives $1.5 million each year from the Gas Tax Agreement and that a large amount of these funds has been transferred to a reserve fund for large projects such as the artificial turf field.

Sandra Sharpe questioned why, in January of 2015, money was transferred from the debt retirement reserve fund to the general budget. Council responded that the transfer was intended to limit property tax increases for the year.
Unidentified resident asked why the change to bi-weekly collection of solid waste is expected to save only $40,000. Council responded that the amount of waste being processed will remain the same despite the new collection schedule, and it is hoped that this change to the garbage collection schedule will divert more compostable waste from the landfill.

23. NOTICES OF MOTION

There were no notices of motion.

24. QUESTION PERIOD

Judith Ray commented on Heritage Park, stating the importance of garnering the community’s input as the process moves forward.

25. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:57 p.m.

Randy Hawes, Mayor

Mike Younie, Corporate Officer