

**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 October 3, 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: Glen Robertson, Chief Administrative Officer  
Paul Gipps, Deputy Chief Administrative Officer  
Jennifer Russell, Legislative Assistant  
Christine Brough, Executive Assistant

## **1. PROCLAMATIONS**

RC11/553  
OCT. 03/11

### **November 20, 2011 as "National Child Day" Mission Early Childhood Development Committee**

Moved by Councillor Stevens, seconded by Councillor Plecas, and

RESOLVED: That November 20, 2011 be proclaimed as "National Child Day" within the District of Mission; the District to assume no costs related thereto.

CARRIED

## **2. DELEGATIONS AND PRESENTATIONS**

RC11/554  
OCT. 03/11

### **Myrna Matthews, Mady Pechler, and Barbara Fehrmann Re: Business and Professional Women's Club of Mission**

Mady Pechler, and Barbara Fehrmann appeared before Council to present the mandate of the Business and Professional Women's Club of Mission and to ask for the creation of a Domestic Violence Coordinator for Mission.

Ms. Pechler stated:

- the Business and Professional Women's Club of Mission (BPW) is an integral part of the Provincial, Canadian and international Federations of Business and Professional women from 90 countries and 5 continents;
- the BPW Club promotes the interests of working women and improves their economic, political and social employment conditions;
- the local BPW Club was established in 2009;
- Councillor Heather Stewart is the current club president, and Councillor Jenny Stevens is a past president;

- club members are multi-generational and come from all occupations; business, professional, administrative, entrepreneurial, trades, service, industry, non-profit and government;
- the local BPW Club's objectives are:
  - women's issues, advocacy and awareness
  - personal development
  - leadership skills and career advancement
  - supportive networking and lasting friendships; and
- one of the priorities within the objective of women's issues, advocacy and awareness is eliminating domestic violence.

Ms. Fehrmann stated that the BPW Club strongly supports a domestic violence coordinator for Mission; and asks that Council fund this position in the next budget.

Mayor Atebe thanked Ms. Pechler and Ms. Fehrmann for the information.

Moved by Councillor Horn, seconded by Councillor Scudder, and

**RESOLVED:**

1. That RCMP staff report back on the possibility of funding a Domestic Violence Coordinator as part of the 2012 budget; and
2. That staff inform the Business Professional Women's Club of Mission when that report will be brought back before Council.

**CARRIED**

### **3. ADOPTION OF INFORMATIONAL ITEMS**

Moved by Councillor Scudder, seconded by Councillor Gidda, and

**RESOLVED:** That the following items be received as information:

- (a) Ferndale Institution Population Profile – September 2011;
- (b) Mission Institution Report – August 2011;
- (c) minutes of the Mission Community Heritage Commission meeting held on March 2, 2011;
- (d) minutes of the Mission Community Heritage Commission meeting held on April 6, 2011;
- (e) minutes of the Mission Community Heritage Commission meeting held on May 4, 2011;
- (f) minutes of the Mission Community Heritage Commission meeting held on June 1, 2011;
- (g) draft minutes of the Economic Development Select Committee meeting held on September 15, 2011;
- (h) minutes of the Emergency Planning Committee meeting held on September 22, 2011; and

- (i) Abbotsford/Mission Water & Sewer Commission Report No. WSC 80-2011 – Fraser Health Authority Letter regarding Cannell Lake Treatment.

CARRIED

RC11/556  
OCT. 03/11

Moved by Councillor Horn, seconded by Councillor Plecas, and

RESOLVED: That the topic of Election Officer Remuneration be added to the agenda as item 7(h) under the Administration and Finance portfolio.

CARRIED

#### 4. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

RC11/557  
OCT. 03/11

Moved by Councillor Scudder, seconded by Councillor Gidda, and

RESOLVED: That Council now resolve itself into Committee of the Whole.

CARRIED

#### 5. PLANNING

Councillor Stewart assumed the Chair.

RC11/558  
OCT. 03/11

**Rezoning Application R07-021 (Regnier/Blane) – 34059, 34081, 34097  
Dewdney Trunk Road, 34051, 34058, 34069, 34085, 34072, 34088, 34112 York  
Avenue, and 8738 Stave Lake Street**

Moved by Mayor Atebe, and

RECOMMENDED: That Rezoning Application R07-021 (Regnier & Blane) for the properties located at 34059, 34081, 34097 Dewdney Trunk Road, 34051, 34058, 34069, 34085, 34072, 34088, 34112 York Avenue, and 8738 Stave Lake Street be extended for one year to enable the applicant to complete the outstanding zoning requirements.

CARRIED

RC11/559  
OCT. 03/11

**Rezoning Application R11-007 and Development Permit Applications  
DP11-004 and DP11-005 (Keystone Architecture & Planning Ltd.) –  
32921 – 14<sup>th</sup> Avenue**

Moved by Councillor Scudder, and

RECOMMENDED:

1. That in accordance with Rezoning Application R11-007 (Keystone Architecture & Planning Ltd.), the Corporate Officer prepare a bylaw to amend District of Mission Official Community Plan Bylaw 4052-2008 by re-designating the property located at 32921 14<sup>th</sup> Avenue and legally described as:

Parcel Identifier: 011-402-857, Lot "A" Except: Firstly: East 102.31 Feet,  
Secondly: Part Subdivided by Plan 16787, Section 28, Township 17,  
New Westminster District Plan 8999

from Urban Residential to Urban Compact/Multiple Family;

2. That the bylaw be considered for first reading at the regular Council meeting on October 3, 2011;
3. That following such a reading, the bylaw be forwarded to a Public Hearing on October 24, 2011;
4. That in accordance with Rezoning Application R11-007 (Keystone Architecture & Planning Ltd.), the Corporate Officer prepare a bylaw to amend District of Mission Zoning Bylaw 5050-2009 by rezoning the property located at 32921 14<sup>th</sup> Avenue and legally described as:

Parcel Identifier: 011-402-857, Lot "A" Except: Firstly: East 102.31 Feet,  
Secondly: Part Subdivided by Plan 16787, Section 28, Township 17, New  
Westminster District Plan 8999

from Urban Residential 558 Zone (R558) to Multiple Family 40 Townhouse Zone (MT40);

5. That the bylaw be considered for first reading at the regular Council meeting on October 3, 2011;
6. That following such a reading, the bylaw be forwarded to a Public Hearing on October 24, 2011;
7. That upon due consideration of Sections 879 and 881 of the *Local Government Act*, consultation referrals go forward to School District #75 (Mission Public Schools);
8. That Development Permit Application DP11-005, in the name of William Blakeston, to provide conformity to the Official Community Plan guidelines respecting building form and character for a proposed townhouse development on the property located at 32921 14<sup>th</sup> Avenue be forwarded to Council for public input on October 24, 2011; and
9. That in accordance with Section 882 of the *Local Government Act*, Council has considered the District of Mission Official Community Plan amending bylaw in conjunction with the District of Mission's Financial Plan (includes Capital Expenditure Plan and Operating Expenditure Plan) and Waste Management Plan.

CARRIED

RC11/560  
OCT. 03/11

#### **Rezoning Application R11-018 (Goertz) – 31509 Israel Avenue**

A report dated October 3, 2011 from the Planner regarding Rezoning Application R11-018 (Goertz) for 31509 Israel Avenue was provided for the Committee's information as background information for consideration of the adoption of Zoning Amending Bylaw 5226-2011-5050(46).

RC11/561  
OCT. 03/11

#### **Excerpt from the Minutes of the Public Hearing held on July 25, 2011**

An excerpt from the minutes of the Public Hearing held on July 25, 2011 was provided for the Committee's information as background information for consideration of third reading of Zoning Amending Bylaw 5220-2011-5050(42).

## 6. FORESTRY

Councillor Plecas assumed the Chair.

RC11/562  
OCT. 03/11

### **Forestry Key Loan Policy Amendments**

Moved by Councillor Horn, and

RECOMMENDED:

1. That policy PRO.26 – Forestry Gate Keys be revoked; and
2. That the language describing the forestry gate key deposit charge and late fees be made clear in the Administrative Fees and Charges Bylaw.

CARRIED

## 7. ADMINISTRATION AND FINANCE

Councillor Stevens assumed the Chair.

RC11/563  
OCT. 03/11

### **Manufacturing Noise at 34980 Lougheed Highway**

A report from the Manager of Inspection Services dated September 28, 2011 regarding the status of noise mitigation measures at 34980 Lougheed Highway was provided for the Committee's information.

Moved by Councillor Horn, and

RECOMMENDED: That staff meet with Mr. Lloyd McKimmon to keep him apprised of the ongoing efforts to mitigate the manufacturing noise at 34980 Lougheed Highway.

CARRIED

RC11/564  
OCT. 03/11

### **Contract Award Recommendation for Audit Services RFP 2011-008**

Moved by Councillor Horn, and

RECOMMENDED: That BDO Canada LLP be appointed as the auditor for the District of Mission inclusively for the 2011 to 2013 fiscal year ends with an option for extension for the 2014 and 2015 fiscal year ends.

CARRIED

RC11/565  
OCT. 03/11

### **Council Remuneration 2012**

A report from the Chief Administrative Officer dated September 22, 2011 regarding the status of forming a Council Remuneration committee was provided for the Committee's information.

The Chief Administrative Officer stated that there was an error in the report, in that an out-of-date list of comparable salaries had been used.

Moved by Councillor Horn, and

RECOMMENDED: That consideration of Council remuneration for 2012 be deferred pending receipt of an amended report from staff, including a specific phase-in plan and funding impacts.

OPPOSED: Councillor Scudder  
Councillor Stevens  
Councillor Stewart

CARRIED

RC11/566  
OCT. 03/11

### **Permissive Tax Exemption – Applications for 2012 Taxation Year**

Moved by Councillor Horn, and

RECOMMENDED:

1. That staff provide a report with further information about the application for permissive tax exemption from the Vancouver Estonian Society; and
2. That staff draft an amendment to policy FIN.31 that provides for any organization receiving a permissive tax exemption to report back annually on their eligibility for tax exempt status.

CARRIED

RC11/567  
OCT. 03/11

### **2011 Budget Review**

Moved by Councillor Scudder, and

RECOMMENDED:

1. That any new, non-budgeted, non-urgent projects not be undertaken for the balance of 2011; and
2. That each department closely monitor spending for the balance of the year.

CARRIED

RC11/568  
OCT. 03/11

Moved by Councillor Horn, and

RECOMMENDED: That staff provide a report reviewing the risk management contract over the last three years, including outcomes/claim rates and value for return.

CARRIED

RC11/569  
OCT. 03/11

### **2011 Annual Tax Sale**

A report from the Deputy Treasurer/Collector dated September 26, 2011 regarding the 2011 annual Tax Sale was provided for the Committee's information.

RC11/570  
OCT. 03/11

**Council Priority Areas and Goals: 2009 – 2011**

The Council Priority Areas and Goals report, updated to September 26, 2011, was provided for the Committee's information.

Moved by Mayor Atebe, and

RECOMMENDED: That a summary statement be added to the Long Term Sustainable Vision section of the Council Priority Areas and Goals report that acknowledges the efforts of Mark Heieis, Sustainability Manager, Mike Younie, Manager of Environmental Services, and Kirsten Hargreaves, Manager of Social Development.

CARRIED

RC11/571  
OCT. 03/11

**LATE ITEM (Verbal) – Election Officer Remuneration**

Moved by Councillor Horn, and

RECOMMENDED: That staff review policy ELE.03 – Payment of Election Staff and report back to Council in 2012.

CARRIED

**8. ENGINEERING AND PUBLIC WORKS**

Councillor Gidda assumed the Chair.

RC11/572  
OCT. 03/11

**Candlelight Parade Requests**

A report from the Operations Manager dated September 25, 2011 regarding District involvement with the annual Candlelight Parade was provided for the Committee's information.

Moved by Councillor Scudder, and

RECOMMENDED: That staff continue with the current Candlelight Parade work and review areas of concern, and remain in contact with the Mission Regional Chamber of Commerce to address any issues that may arise.

CARRIED

RC11/573  
OCT. 03/11

**Seniors Advisory Committee Bus Stop Request**

A report from the Deputy Director of Engineering dated September 26, 2011 regarding the Seniors Advisory Committee request for a bus stop near 33100 – 10<sup>th</sup> Avenue was provided for the Committee's information.

Moved by Councillor Scudder, and

RECOMMENDED: That staff report further on re-routing the #39 Shoppers Shuttle with expansion hours to accommodate an additional bus stop near 33100 – 10<sup>th</sup> Avenue,

including the anticipated cost, funding source options, and probable timeline.

CARRIED

RC11/574  
OCT. 03/11

**Cedar Street Culvert (Verbal Update)  
SUPPLEMENTAL LATE ITEM – Gaudin Creek Diversion Project Update**

A report from the Deputy Chief Administrative Officer dated October 3, 2011 regarding concerns over the road closures for the Gaudin Creek diversion project was provided for the Committee's information.

Moved by Mayor Atebe, and

RECOMMENDED: That staff implement project acceleration measures on the Cedar Street culvert crossing as soon as opportunities develop, to a maximum of \$25,000 to be funded from capital reserves.

CARRIED

RC11/575  
OCT. 03/11

**Intersection Works at Nelson Street and Lougheed Highway (Verbal Update)  
SUPPLEMENTAL LATE ITEM – Highway 7 and Nelson Street Project Update**

A report from the Director of Engineering and Public Works dated September 29, 2011 regarding the Highway 7 and Nelson Street intersection project was provided for the Committee's information.

Moved by Councillor Horn, and

RECOMMENDED:

1. That a temporary sign be placed near the intersection of Nelson Street and Highway 7 as soon as possible that summarizes the intersection upgrade construction project and expected date of completion; and
2. That the Economic Development Officer work with the Engineering department and report back at the regular meeting of October 17, 2011 on the feasibility of a large highly visible sign advertising the Silvercreek Industrial Park with contact information for the economic development office.

CARRIED

**9. RESOLUTION TO RISE AND REPORT**

Mayor Atebe resumed the Chair.

RC11/576  
OCT. 03/11

Moved by Councillor Gidda, seconded by Councillor Plecas, and

RESOLVED: That the Committee of the Whole now rise and report.

CARRIED



## 10. ADOPTION OF COMMITTEE OF THE WHOLE REPORT

RC11/577  
OCT. 03/11

Moved by Councillor Gidda, seconded by Councillor Horn, and

RESOLVED: That the recommendations of the Committee of the Whole, as contained in items RC11/557 to RC11/576, except items RC11/565 (Council remuneration), be adopted.

CARRIED

RC11/578  
OCT. 03/11

Moved by Councillor Gidda, seconded by Councillor Plecas, and

RESOLVED: That the recommendation of the Committee of the Whole, as contained in item RC11/565 (Council remuneration), be adopted.

OPPOSED: Councillor Scudder  
Councillor Stevens  
Councillor Stewart

CARRIED

## 11. BYLAWS

RC11/579  
OCT. 03/11

Moved by Councillor Scudder, seconded by Councillor Plecas, and

RESOLVED: That the readings of all bylaws included in the Bylaws section of the October 3, 2011 regular Council agenda be approved as follows:

- |   |               |
|---|---------------|
| (a) District of Mission Zoning Amending Bylaw 5220-2011-5050(42) (R11-004 – Mikes) – a bylaw to rezone property at 29585 Hudson Avenue from Rural 16 Zone (RU16) to Rural Residential Zone (RR7)  | Third Reading |
| (b) District of Mission Zoning Amending Bylaw 5226-2011-5050(46) (R11-018 – Goertz) – a bylaw to rezone property at 31509 Israel Avenue from Suburban Residential 36 Zone (S36) to Suburban Residential 36 Secondary Dwelling Zone (S36s)                           | Adoption      |
| (c) District of Mission Officers Amending Bylaw 5246-2011-3986(12) – a bylaw to add the position of Communications Officer  | Adoption      |
| (d) District of Mission Official Community Plan Amending Bylaw 5247-2011-4052(17) (R11-007 – Keystone Architecture & Planning Ltd.) – a bylaw to redesignate property at 32921 – 14 <sup>th</sup> Avenue from Urban Residential to Urban Compact – Multiple Family  | First Reading |
| (e) In accordance with Section 882 of the <i>Local Government Act</i> , Council has considered District of Mission Official Community Plan Amending Bylaw 5247-2011-4052(17) in conjunction with the District of Mission's Financial Plan and Waste Management Plan | --            |

- (f) District of Mission Zoning Amending Bylaw 5248-2011-5050(55) (R11-007 – Keystone Architecture & Planning Ltd.) – a bylaw to rezone property at 32921 – 14<sup>th</sup> Avenue from Urban Residential Zone (R558) to Multiple Family 40 Townhouse Zone (MT40) First Reading

CARRIED

RC11/580  
OCT. 03/11

Moved by Councillor Scudder, seconded by Councillor Stewart, and

RESOLVED: That District of Mission Officers Amending Bylaw 5246-2011-3986(12) be adopted.

OPPOSED: Councillor Stevens

CARRIED

## 12. MINUTES

RC11/581  
OCT. 03/11

Moved by Councillor Plecas, seconded by Councillor Stevens, and

RESOLVED: That the minutes of the following meetings of Council be adopted:

- (a) Regular Council Meeting (for the purpose of going into a closed meeting) – September 19, 2011;
- (b) Regular Council Meeting – September 19, 2011; and
- (c) Special Council Meeting (for the purpose of going into a closed meeting) – September 19, 2011.

CARRIED

## 13. OTHER BUSINESS

RC11/582  
OCT. 03/11

### **Correspondence from Mission Association for Seniors Housing Re: Development Cost Charges – Impact on Affordable Housing Projects**

Correspondence from Mission Association for Seniors Housing dated September 26, 2011 regarding the impact of Development Cost Charges on affordable housing projects was provided for Council's information.

Moved by Councillor Scudder, seconded by Councillor Horn, and

RESOLVED: That staff provide a comprehensive report on Development Cost Charges including how they are assessed, the short and long-term effects of requests to defer or assist with the charges, and whether a formal policy could be implemented for affordable housing initiatives.

CARRIED

RC11/583  
OCT. 03/11

### **Release from Closed Council – September 19, 2011**

The following resolutions were released from the Closed Council meeting of September 19, 2011:

That the following individuals be appointed to a two year term on the Economic Development Select Committee (EDC):

- a) Dr. Lyndon Balisky – Optometrist, Fraser Valley Optometric Centre
- b) Ms. Oleene Herman – Executive Director, Community Futures Development Corporation of North Fraser
- c) Mr. Cory Padula – President, Cimtrex Industries Ltd.

That staff work with the Mission Heritage Association to review the policy governing private events in the park.

#### **14. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

The Chief Administrative Officer did not report.

#### **15. MAYOR'S REPORT**

The Mayor reported on various activities, meetings and events attended since the last regular Council meeting, including the Union of British Columbia Municipalities convention.

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

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

#### **17. QUESTION PERIOD**

Council and staff responded to questions from the following people:

Jim Hinds asked if Council would consider giving the owner of the Husky station on Cedar Street a tax credit of some sort instead of trying to spend more money trying to direct people down Cedar Street.

The Deputy Chief Administrative Officer responded that staff would not be able to comment on that at the moment; it is an idea that would have to be investigated.

Ron Taylor:

- (a) If Council remuneration is broken down into two amounts, for example the Mayor in 2009 received \$44,000 as an indemnity and another \$21,000 as a non-taxable expense allowance, why is Council charging all of their expenses separately on top of that designated expense amount?

Mayor Atebe responded that staff can provide an explanation and a copy of the policy that defines Council indemnity and expenses.

- (b) Why are further expenses being claimed when you have already been allocated an amount, tax free, to pay your expenses?

Mayor Atebe responded that Council follows the same policy that has governed all of Council expenses in the past.

- (c) If the Canada Revenue Agency allows one third of the indemnity to be tax free because it is meant to cover expenses, why are expenses additional to that being charged?

Councillor Horn responded that any person running for office is doing so at their own expense, which is not a tax deductible. Further, the District of Mission does not have office facilities for Councillors. It is his understanding that the separate expense amount is meant to offset the costs incurred as a result of doing the community's business, and other communities including Mission have individual policies with respect to what they consider to be expenses beyond that typical expectation.

- (d) So if every Councillor gets \$7,000 tax free to pay for expenses, and most Councillors charged an additional \$3,500 in expenses, does that mean every Councillor has \$11,000 worth of expenses?

The Deputy Chief Administrative Officer responded that the expense amount that is tax free is to cover expenses related to dealing with the constituency within the District of Mission. The other expenses are to cover costs incurred when Council is asked to attend meetings or other things which are outside of the boundaries of Mission. A report explaining the breakdown will be brought back to clarify the matter.

Rick Carruthers:

- (a) When the remuneration issue is brought back to Council for review, is it possible for that report to include the size of the municipality and what the salaries are for the mayor and council members for each respective municipality along with the average?

RC11/584  
OCT. 03/11

Moved by Councillor Stevens, seconded by Councillor Horn, and

RESOLVED: That the amended staff report regarding Council remuneration also include the size of the comparable municipalities as well as the actual and average salaries of each mayor and councillor.

CARRIED

Councillors Horn and Scudder stated that when comparing remuneration between municipalities there are a number of comparable factors other than size or population, including cost of living and the diversity of the tax base.

- (b) When the industrial park signage is installed at Lougheed and Nelson, is it possible to have it invite people to call the Mayor, similar to the one in Chilliwack?

Councillor Horn responded that having the economic development officer as the initial contact is the preferred option because that officer serves as a navigator and will take someone through the process quickly, including getting in touch with the mayor when necessary.

Larry Nundal:

- (a) How much of the Corporate Administration Department deficit can be attributed to an

increase in legal costs versus the amount for the communications officer?

The Deputy Chief Administrative Officer responded that the communications officer will cost \$35,000 over the six month contract period. The other costs related to legal expenses are broken down into a number of areas, including a recent change in the District's legal counsel. Further specific information can be provided.

(b) Would it be fair to assume that if we did not hire that communications officer and the assistant deputy fire chief that there would not be a deficit as shown here now?

Mayor Atebe responded that staff would respond back to him with specific details and breakdown amounts.

Ron Taylor asked if Council would ask E Division of the RCMP if District staff could look at the roster of the Mission RCMP detachment.

Mayor Atebe responded that staff will follow up on that request.

## 18. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Gidda, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:17 p.m.



JAMES ATEBE, MAYOR



PAUL GIPPS, DEPUTY CHIEF  
ADMINISTRATIVE OFFICER