

Corporation of the District of Maple Ridge

COUNCIL WORKSHOP

January 24, 2005

The Minutes of the Municipal Council Workshop held on January 24, 2005 at 9:00 a.m. in the Blaney Room of the Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular Municipal business.

PRESENT

Elected Officials

Mayor K. Morse
Councillor E. Daykin
Councillor J. Dueck
Councillor C. Gordon
Councillor F. Isaac
Councillor C. Speirs

Appointed Staff

J. Rule, Chief Administrative Officer
T. Fryer, Municipal Clerk
M. Murray, General Manager of Community Development,
Parks and Recreational Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services
J. Leeburn, Director of Communications and Human
Resources
C. Marlo, Confidential Secretary
Other Staff as Required
J. Sorba, Director of Finance
J. Pickering, Director of Planning
R. Carmichael, Director of Engineering Operations

ABSENT

Councillor J. Harris

Note: These Minutes are also posted on the Municipal Web Site at www.mapleridge.org

1. **ADOPTION OF THE AGENDA**

2. **MINUTES**

R/05-27
Minutes
January 17, 2005

MOVED by Councillor Dueck
SECONDED by Councillor Isaac

**That the minutes of the Council Workshop Meeting of
January 17, 2005 be adopted as circulated.**

CARRIED

3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** - Nil

4. ***UNFINISHED AND NEW BUSINESS***

4.1 **2005 Property Assessment TransLink Levy**

The General Manager Corporate and Financial Services gave a power point presentation providing an overview of property assessment and taxation. He discussed levies included on the property tax bill for other agencies focusing on the increases proposed by TransLink.

Mayor Morse referred Council to information circulated prior to the meeting on the Notice of Motion of Mayor Barb Sharp, District of North Vancouver to the TransLink Board of Directors calling for an adjustment to the 2005 tax rates.

R/05-28
TransLink Levy

MOVED by Councillor Gordon
SECONDED by Councillor Isaac

That the District of Maple Ridge support the North Shore TransLink representative Mayor Barbara Sharp's request to the TransLink Board of Directors that TransLink return excess taxes attributed to higher property assessment levels to homeowners; and further

That TransLink and the other lower mainland municipalities be advised of our support for Mayor Sharp's position regarding this matter.

CARRIED

4.2 **Update on the Policy Development Sub-Committee**

The General Manager Corporate and Financial Services distributed and reviewed a list of Policy Items to be dealt with in 2003 and 2004 contained in a report dated January 9, 2003.

4.3 **Update on the meeting with the Honourable Rich Coleman**

Mayor Morse provided an update on a meeting with Minister Coleman and distributed a copy of the letter dated January 20, 2005 that she sent to him following the meeting.

Note: Item 4.4 dealt with prior to item 4.2

4.4 **Flood Update, Director of Engineering Operations**

The Director of Engineering Operations provided information on the activities of the Operations Department during the recent snow fall and heavy rainfall.

ACTION REQUIRED

Information is to be provided to Council on flooding in the area of 203 Street adjacent to the border of Pitt Meadows.

A presentation is to be made at a future Council Workshop on the network of agencies involved in flooding emergencies.

4.5 **Discussion of Public Hearing Notification**

The Municipal Clerk reviewed the three elements of public notification noting that at the previous Workshop Council directed staff to prepare a report on options for increasing the notification area for mail outs. It was pointed out that at the January 18, 2005 Public Hearing a suggestion was made that if there is a Neighbourhood Association in the affected area that the Association be included in mail outs. Other suggestions made at the Public Hearing were to have development information on the District web site and an email subscription program for notification of development applications.

The Director of Planning described the function of the Planning Department staff in reviewing environmental studies submitted for development applications.

In response to concerns that a development information meeting was not held for one of the items at the January 18, 2005 Public Hearing, the Director of Planning reviewed the policy for such meetings. The General Manager Public Works & Development Services suggested that Council could direct staff to make specific changes or direct staff to review the policy and make recommendations. The Chief Administrative Officer suggested that staff bring information back to Council on this item at the next Workshop.

The Director of Planning asked for clarification of whether or not Council wished staff to amend the Development Information Meeting policy. Mayor Morse indicated that Council would like staff to make a recommendation on how to resolve the issue that arose at the Public Hearing of January 18, 2005 with respect to exceptions to the requirement to hold an information meeting.

ACTION REQUIRED

Staff is to review the exceptions listed in the Development Information Meeting Policy.

4.6 Discussion of Planning Presentations

The General Manager Public Works & Development Services advised that staff is working on a procedure for the presentation by staff of applications at Public Hearings.

Note: The meeting recessed at 10:35 a.m. and reconvened at 10:47 a.m. Councillor Daykin was not in attendance when the meeting resumed.

5. *CORRESPONDENCE*

5.1 Discussion of Correspondence

Council and staff discussed the need to develop a policy for the handling of email correspondence received by the Mayor and Council. The Chief Administrative Officer advised that a legal opinion could be obtained from the District solicitor on the receipt of email and the requirements for response.

ACTION REQUIRED

A legal opinion on email is to be obtained from Lidstone, Young, Anderson.

The sub-committee on Open Government is to meet to discuss email correspondence.

6. *BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL* – Nil

7. ***MATTERS DEEMED EXPEDIENT***- Nil

8. ***ADJOURNMENT*** – 11:25 a.m.

K. Morse, Mayor

Certified Correct

T. Fryer, Municipal Clerk