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 December 19, 2016 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

Council Members Absent: Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
Rogine Battel, Manager of RCMP Administration
Kris Boland, Director of Finance
* Stacey Crawford, Economic Development Officer
* Ted De Jager, Officer in Charge, Mission RCMP Detachment
Haylee Gould, Administrative Assistant
* Stephanie Key, Deputy Director of Parks, Recreation and Culture
* Tracy Kyle, Director of Engineering and Public Works
* Gina MacKay, Manager of Long Range Planning and Special Projects
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation and Culture
Dan Sommer, Director of Development Services
Dale Unrau, Fire Chief
*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 Alexis, seconded by Councillor Plecas, and
   RESOLVED: That the agenda for the regular Council meeting of December 19, 2016 be adopted.
   CARRIED

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE
   Moved by Councillor Nicholson, seconded by Councillor Hinds, and
   RESOLVED: That Council now resolve itself into Committee of the Whole.
   CARRIED
4. PARKS, RECREATION AND CULTURE

Councillor Hamilton assumed the Chair.

125th/150th Anniversary Celebration Update

A report from the Deputy Director of Parks, Recreation and Culture dated December 19, 2016 regarding the 2017 plans for the District's 125th anniversary and Canada's 150th anniversary was provided for the Committee's information.

It was noted that a grant application is being drafted so that community groups who wish to host anniversary celebrations, or to add anniversary elements to their existing events, may apply to the Parks, Recreation and Culture Department for funding.

Mission 125 Legacy Public Art Project

A report from the Deputy Director of Parks, Recreation and Culture dated December 19, 2016 to recommend a location for a public art project in celebration of Mission’s 125th anniversary in 2017 was provided for the Committee’s consideration.

The Committee discussed how any future plans to develop a plaza at Welton Street and 2nd Avenue may impact this public art project.

Moved by Councillor Plecas, and

RECOMMENDED: That the southwest corner of 2nd Avenue and Welton Street be approved as the location for the Mission 125 Legacy Public Art Project.

CARRIED

5. DEVELOPMENT SERVICES

Councillor Nicholson assumed the Chair.

Application to amend Official Community Plan for the property located at 9429 Wiebe Street and 32193 Mingo Avenue

A report from the Planner dated December 19, 2016 which detailed a request to initiate referrals to outside agencies for a proposed amendment to the Official Community Plan for the properties located at 9429 Wiebe Street and 32193 Mingo Avenue was provided for the Committee’s consideration.

Moved by Councillor Hinds, and

RECOMMENDED: That, upon due consideration of Section 475 of the Local Government Act, consultations go forward in accordance with Policy LAN.47, and that the persons, organizations and authorities receiving those consultation referrals are considered to be those affected for the purposes of the Section.

CARRIED

6. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

2016 Audit Planning Report

A report from the Director of Finance dated December 19, 2016 to present the Planning Report from the District’s auditor, BDO Canada LLP, for the audit of the financial statements for the year ended December 31, 2016, was provided for the Committee’s information.
Strategic Tourism Plan – Funding Options

A report from the Director of Finance dated December 19, 2016 providing supplementary funding information for the report from the Economic Development Officer dated November 21, 2016 titled “Delivery of Tourism Services and Formation of an Independent Destination Marketing Organization” was provided for the Committee’s information.

The Committee discussed the benefits and drawbacks of each of the proposed funding options and expressed concern about making a decision without further information about 2018 budget constraints, potential sources of additional funding, and an established timeline.

Moved by Mayor Hawes, and

RECOMMENDED:

1. That staff work with the Mission Regional Chamber of Commerce to determine the actual costs to operate the Visitor’s Information Center;

2. That staff prepare a Request for Proposal (RFP) for the creation of a tourism website and that the RFP come back to Council for discussion, including information about how the site will be operated on an ongoing basis prior to the RFP going live; and

3. That the timeline and funding for the proposed Destination Marketing Organization be reviewed.

CARRIED

Delivery of Tourism Services and Formation of an Independent Destination Marketing Organization

A report deferred from the November 21, 2016 Regular meeting of Council from the Economic Development Officer regarding the Strategic Tourism Plan which outlines a four-year transitional plan to develop a Destination Marketing Organization (DMO) for the development and delivery of tourism services in Mission was provided for the Committee’s consideration.

Moved by Mayor Hawes, and

RECOMMENDED: That further consideration of the establishment of a Destination Marketing Organization (DMO) be deferred pending receipt of further information from staff regarding timelines and funding options.

CARRIED

2017 to 2021 Financial Plan Bylaw

A report from the Deputy Treasurer/Collector dated December 19, 2016 to present the 2017 to 2021 Financial Plan Bylaw was provided for the Committee’s information. The bylaw is listed under the “Bylaws for Consideration” section of the agenda.

The Director of Finance noted that Schedule B and Schedule D of the 2017 to 2021 Financial Plan Bylaw 5612-2016 as contained in the agenda package are incorrect, and explained where the calculations within certain lines of the tables needed to be amended. It was noted that there was no change to any of the total amounts in the schedules.
Moved by Councillor Plecas, and

RECOMMENDED: That 2017 to 2021 Financial Plan Bylaw 5612-2016 be amended by replacing Schedule B and Schedule D in their entirety with amended versions which contain corrected calculations within the tables.

CARRIED

**Victim Services/Emergency Social Services – Service Level and Contract Amendment**

A report from the Manager of RCMP Administration dated December 19, 2016 regarding the Victim Services (VS) and Emergency Support Services (ESS) service level and a request to amend the contract for services was provided for the Committee’s consideration.

The Committee praised Victim Services and Emergency Support Services for their dedication and noted that Mission’s VS/ESS program is one of the best in the Province. The Manager of RCMP Administration noted that attracting volunteers who are able to cover the night shift has been difficult, and that for safety, all after-hours call outs should be attended by a staff member and a volunteer.

Moved by Mayor Hawes, and

RECOMMENDED:

1. That funding for the Victim Services/Emergency Support Services program be increased by $68,000 for 2017 with funding from the Financial Stabilization Reserve Fund; and

2. That funding for the program in 2018 be provided through a property tax increase of approximately 0.24% to allow the program to continue providing the same level of service using paid staff members supported by Victim Services volunteers to attend crisis calls; and

3. That the District’s Financial Plan be amended accordingly.

CARRIED

**7. ENGINEERING AND PUBLIC WORKS**

Councillor Hinds assumed the Chair.

**Development and Subdivision Control Bylaw Status**

A report from the Manager of Engineering Planning and Design dated December 19, 2016 regarding the status of the draft Development and Subdivision Control Bylaw was provided for the Committee’s information. Staff are currently engaging directly with the development community and the Mission Regional Chamber of Commerce (MRCC) to collect their comments for review and consideration. Once this process is complete, staff will update the Bylaw where appropriate, and bring the Bylaw to Council for consideration of the first three readings.

**8. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE**

Mayor Hawes resumed the Chair.

Moved by Councillor Hamilton, seconded by Councillor Hinds, and

RESOLVED: That Council rise from Committee of the Whole.

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

Moved by Councillor Plescas, seconded by Councillor Nicholson, 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)(g) of the Community Charter – litigation or potential litigation affecting the municipality;
   - Section 90(1)(k) of the Community Charter – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
   - Section 90(2)(b) of the Community Charter – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

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 1:54 p.m.

10. RECONVENE

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

Council Members Present: Mayor Randy Hawes
Councilor Pam Alexis
Councilor Carol Hamilton
Councilor Jim Hinds
Councilor Rhett Nicholson
Councilor Danny Plescas

Council Members Absent: Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
Haylee Gould, Administrative Assistant
Stephanie Key, Deputy Director of Parks, Recreation and Culture
Tracy Kyle, Director of Engineering and Public Works
Gina MacKay, Manager of Long Range Planning and Special Projects
Jennifer Russell, Deputy Corporate Officer
Dan Sommer, Director of Development Services
11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Alexis, seconded by Councillor Nicholson, and

RESOLVED: That the recommendations of the December 19, 2016 Committee of the Whole, as contained in items RC16/673 to RC16/681 be adopted.

CARRIED

12. PUBLIC HEARINGS

Zoning Amending Bylaw 5593-2016-5050(219)

R16-012 (Brar) – a bylaw to rezone the properties located at 33666 and 33688 Dewdney Trunk Road from Suburban 36 (S36) Zone to Urban Residential 465 (R465) Zone for the northern portion of the properties and to Urban Residential 465 Secondary Dwelling (R465s) Zone for the southern portion of the properties

The purpose of the proposed Zoning bylaw amendment is to accommodate the subsequent subdivision of the subject property into eleven (11) lots of a minimum 465 square metres (5,005 square feet) lot size. Secondary dwelling units would be permitted on 3 of the 11 proposed lots. The subject properties are legally described as:

Parcel Identifier: 016-928-679
Lot 2 Section 27 Township 17 New Westminster District Plan NWP87705

Parcel Identifier: 016-928-687
Lot 3 Section 27 Township 17 New Westminster District Plan NWP87705

The Mayor opened the public hearing.

Gina MacKay, Manager of Long Range Planning and Special Projects, showed a PowerPoint presentation that provided the following information:

1. Purpose and outline of the proposal.
2. Subject property map, aerial and site photos.
3. Development Variance Permit details.

The Deputy Chief Administrative Officer stated that no written submissions pertaining to the subject application had been received.

The Mayor opened the floor to the public for questions and comments.

Judith Ray expressed concern regarding the road layout in the neighbourhood and how increased density will impact traffic. Ms. Ray asked if traffic calming has been considered, and stated that many of the nearby roads are congested from tenants in secondary suites parking on the road.

Mel Reed questioned what would happen to his property, to the west of the subject property, when Bowie Drive is extended. The Director of Development Services responded that the Bowie Drive will extend to the end of the subject properties and will not be further extended unless he wished to develop his property.

Council discussed the proposed lot layout, specifically regarding what will happen to the panhandle to the west of the properties and the impact on the environmentally sensitive area to the south of the properties.

In response to a question from Council, the Director of Engineering and Public Works noted that District policy dictates when traffic calming is required on residential roads.
Council expressed concern about the potential for secondary suites on those lots that would not be zoned to allow for suites. Staff were directed to communicate these concerns to the developer and to ask what measures he plans to incorporate to address those concerns, such as limiting the house designs to ranchers only, or registration of restrictive covenants to restrict secondary suites. Staff will advise Council of the developer’s response to those concerns prior to their consideration of adoption of the zoning amending bylaw.

Councillor Hinds questioned if the four lots fronting onto Dewdney Trunk Road would be able to park on the roadway. The Director of Engineering and Public works responded that staff would investigate parking for those four lots.

Mel Reed asked if consideration had been given to the creek to the south of the subject properties. The Director of Development Services responded that the creek is considered an environmentally sensitive area and is protected.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5593-2016-5050(219) R16-012 (Brar) closed.

13. PRESENTATIONS

Cultural Resources Commission

Val Billesberger, Chair of the Cultural Resources Commission, presented an overview of the Commission’s achievements in 2016 and the plans for 2017, including:

- Completing the Cultural Resources Management Plan review process.
- Continued promotion of the Neighbourhood Spirit Program.
- Reviewing the Muse Awards with the Mission Arts Council.
- Completing the Public Art Inventory.
- Establishing a Youth Arts and Culture grant program.
- Establishing an Arts, Culture and Heritage Hall of Fame.
- Expanding Culture Days in 2017 to celebrate Mission’s 125th Anniversary.

14. PUBLIC HEARINGS (CONTINUED)

Zoning Amending Bylaw 5610-2016-5050(225)

R16-033 (Tilbury) – a bylaw to rezone the property located at 9557 Stave Lake Street from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone

The purpose of the proposed Zoning bylaw amendment is to accommodate the subsequent subdivision of the subject property into three (3) lots of a minimum 0.7 hectare (1.73 acres) lot size and to allow for a secondary dwelling use on each property. The subject property is legally described as:

Parcel Identifier: 005-713-749
Lot 2 Section 34 Township 17 New Westminster District Plan 58911

The Mayor opened the public hearing.

Gina MacKay, Manager of Long Range Planning and Special Projects, showed a PowerPoint presentation that provided the following information:

1. Purpose and outline of the proposal.
2. Subject property map, aerial and site photos.
The Deputy Chief Administrative Officer stated that the following correspondence pertaining to the subject application had been received:

1. Letter from Richard Czens dated December 15, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

2. Letter from Colin Crossley dated December 15, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

3. Letter from Ronaldo Paelmann dated December 17, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

4. Letter from Laurie Huston dated December 18, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

5. Letter from Jackie Paellmann dated December 18, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

6. Letter from Robin Syme dated December 18, 2016 in opposition to the proposal due to the increase in density and concern about how two dwellings per lot would impact the neighbourhood character and water sources.

7. Letter from Dayle Reti dated December 16, 2016 in opposition to the proposal due to the increase in density, concern about inadequate water and septic drainage, the negative impact to neighbouring wells, and a lack of a comprehensive neighbourhood study.

Mayor Hawes noted that these are large lots and that each property must be able to prove adequate water and septic prior to final approval.

The Mayor opened the floor to the public for questions and comments.

In response to a question from Council, the Director of Engineering and Public Works noted that the intersection of Stave Lake Street and Doyle Street has good visibility and there are no concerns with the impact of this proposal on the intersection.

Council asked if Lot 1 has a large enough buildable area to accommodate two dwellings. The Director of Development Services responded that any dwelling unit would need to meet the requirements of the zoning bylaw, which stipulates setbacks and building size.

Dayle Reti read out her written submission in its entirety. She expressed concern that the development does not take the impact on the overall Ferndale area into consideration and stated that a comprehensive study is required for the neighbourhood. Ms. Reti further noted that the increased density could affect the neighbouring wells, and asked who would be responsible if residents lost their water.

Staff were directed to provide a report to Council outlining the number of secondary dwelling zoning amendments that have been approved in the recent past in the Ferndale area to provide context on aquifer supply concerns. This report will be brought back to Council prior to their consideration of adoption of the zoning amending bylaw.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5610-2016-5050(225) R16-033 (Tilbury) closed.
15. COUNCIL COMMITTEE REPORTS AND MINUTES

Moved by Councillor Hinds, seconded by Councillor Alexis, and

RESOLVED: That the following minutes be received as information:
(a) Mission Traffic and Transit Committee meeting – October 6, 2016
CARRIED

16. BYLAWS FOR CONSIDERATION

Moved by Councillor Plecas, seconded by Councillor Hinds, and

RESOLVED:

1. That Official Community Plan Amending Bylaw 5616-2016-4052(46) R16-014 (OTG Development Concepts) – a bylaw to redesignate the property located at 9429 Wiebe Street and a portion of the property located at 32193 Mingo Avenue from Parks Recreation and Natural Open Space to Suburban Residential – Single Family, be read a first time.

2. That Zoning Amending Bylaw 5570-2016-5050(205) R15-001 (Jinyong Yum Architecture) – a bylaw to add a new Core Commercial Downtown 2 Zone (CCD2) to the zoning bylaw and to rezone the property at 33281 2nd Avenue from Institutional Parks Recreation and Civic (IPRC) Zone to Core Commercial Downtown 2 (CCD2) Zone, be read a third time.

3. That Zoning Amending Bylaw 5593-2016-5050(219) R16-012 (Brar) – a bylaw to rezone the properties located at 33666 and 33688 Dewdney Trunk Road from Suburban 36 (S36) Zone to Urban Residential 465 (R465) Zone for the northern portion of the properties and to Urban Residential 465 Secondary Dwelling (R465s) Zone for the southern portion of the properties, be read a third time.

4. That Zoning Amending Bylaw 5610-2016-5050(225) R16-033 (Tilbury) – a bylaw to rezone the property located at 9557 Stave Lake Street from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a third time.

5. That 2017 Fee Revision Bylaw 5599-2016 – a bylaw to amend user fees and charges within various District of Mission bylaws, be adopted.


9. That Good Neighbour Amending Bylaw 5605-2016-5524(1) – a bylaw to amend “District of Mission Good Neighbour Bylaw 5524-2015”, be adopted.

CARRIED

Moved by Councillor Nicholson, seconded by Councillor Hamilton, and

RESOLVED: That 2017 to 2021 Financial Plan Bylaw 5612-2016 – a bylaw to formalize the 2017-2021 Financial Plan, be read a first, second and third time, as amended.

CARRIED
17. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Plecas, seconded by Councillor Hinds, and

RESOLVED: That the minutes of the Regular Council Meeting dated December 5, 2016
be adopted.

CARRIED

18. NEW/OTHER BUSINESS

There was no new/other business.

19. NOTICES OF MOTION

There were no notices of motion.

20. QUESTION PERIOD

Judith Ray asked about traffic calming in her neighbourhood. Ms. Ray was advised to
follow-up with the Mission Traffic and Transit Committee, as they frequently investigate
traffic calming requests and forward their recommendations to staff for response.

Mike Wester requested a follow-up from his previous requests during the question period
at the November 21, 2016 and December 5, 2016 Council meetings regarding a
complaint against his neighbour.

21. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:23 p.m.

Carol Hamilton, Acting Mayor

Mike Younie, Corporate Officer