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 June 5, 2017 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  
Rogine Battel, Manager of RCMP Administration  
* Kris Boland, Director of Finance  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
* Mike Dickinson, Planner  
* Matt Dunham, Operations Manager  
Haylee Gould, Administrative Assistant  
Dave Heyes, Manager of Forestry Business  
Jay Jackman, Manager of Development Engineering and Projects  
* Rick Kuzonski, Fleet Supervisor  
* Tracy Kyle, Director of Engineering and Public Works  
* Gina MacKay, Manager of Long Range Planning and Special Projects  
* Bob O'Neal, Director of Forestry  
* Kerri Onken, Deputy Treasurer/Collector  
Robert Publow, Manager of Planning  
Scott Ross, Manager of Accounting Services  
Jennifer Russell, Deputy Corporate Officer  
* Brent Schmitt, Manager of Business Services  
* Steve Simmonds, Manager of Inspection Services  
Maureen Sinclair, Director of Parks, Recreation and Culture  
Dan Sommer, Director of Development Services  
* Wesley Woo, Planner  

*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 Hinds, seconded by Councillor Nicholson, and

RESOLVED: That the agenda for the regular Council meeting of June 5, 2017 be adopted.

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

Moved by Councillor Alexis, seconded by Councillor Hamilton, and

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

CARRIED

4. **DEVELOPMENT SERVICES**

Councillor Nicholson assumed the Chair.

**Rezoning application to facilitate subdivision of property located at 9741 Doyle Street into two (2) lots with the potential for secondary dwelling units**

A report from the Planner dated June 5, 2017 detailing the rezoning application to allow a two lot subdivision on the property located at 9741 Doyle Street was provided for the Committee’s information. Staff support the rezoning application moving forward and as such have listed the Zoning Amending Bylaw under the “Bylaws for Consideration” section of the agenda.

It was noted that the additional utility fees to cover the cost of supplying services to secondary suites is applied to all new secondary suites in the District.

**Rezoning Application to allow a secondary dwelling unit at the property located at 33514 Blueberry Drive**

A report from the Planner dated June 5, 2017 regarding the development application for the property located at 33514 Blueberry Drive to facilitate a secondary dwelling unit was provided for the Committee’s information. Staff support the application moving forward and as such have listed the Zoning Amending Bylaw under the “Bylaws for Consideration” section of the agenda.

It was noted that property owners are required to install a water meter as part of the building permit process when adding a secondary suite.

**Rezoning Application to allow a secondary dwelling use in the form of a secondary suite – 32372 Diamond Avenue**

A report from the Planner dated June 5, 2017 regarding the rezoning application for the property located at 32372 Diamond Avenue to allow a secondary dwelling unit was provided for the Committee’s information. Staff support the application moving forward and as such have listed the Zoning Amending Bylaw under the “Bylaws for Consideration” section of the agenda.

**Rezoning and Development Variance Permit Application to facilitate the construction of a secondary dwelling unit in the form of a coach house – 30563 Silverdale Avenue**

A report from the Planner dated June 5, 2017 detailing the rezoning and development variance permit applications to allow for a secondary dwelling unit on the property located at 30563 Silverdale Avenue was provided for the Committee’s information. Staff support the rezoning application moving forward and as such have listed the Zoning Amending Bylaw under the “Bylaws for Consideration” section of the agenda.

The Committee discussed the application and proposed variances and expressed concern that the application is unconventional, and may be at odds with the intent of the zoning bylaw in regard to coach houses.
Official Community Plan Amendment OCP15-002 and Rezoning R15-029 Third Reading Report – 31322 Caswell Avenue

The Committee reviewed a report from the Manager of Planning dated June 5, 2017 which provided information as requested by Council during the October 17, 2017 Regular meeting regarding several conditions prior to approval of the Official Community Plan and Zoning Amending bylaws for the property located at 31322 Caswell Avenue.

Staff support the applications moving forward and as such have listed the Official Community Plan Amending Bylaw and Zoning Amending Bylaw under the “Bylaws for Consideration” section of the Council agenda.

Discussion ensued and staff were directed to provide an additional third reading report with further detail as to how the applicant is addressing the concerns noted at the public hearing.

Consideration to Adopt Zoning Amending Bylaw 5613-2016-5050(226) – a bylaw to rezone property at 33936 McPhee Place from Urban Residential 465 (R465) Zone to Urban Residential 465 Secondary Dwelling (R465s) Zone

A report from the Planner dated June 5, 2017 regarding the development application for the property located at 33936 McPhee Place was provided for the Committee’s information.

At the May 1, 2017 Regular meeting, Council noted concerns about parking in the neighbourhood and requested that the bylaw be held at third reading until a staff report with recommendations to address the issues was received. As the overall parking concerns in this area are not specifically related to the applicant’s proposal and the applicant will be providing one additional unencumbered off-street parking space, as required by the District’s Zoning Bylaw, staff support the adoption of the Zoning Amending Bylaw at this time.

Development Application for the property located at 29989 Dewdney Trunk Road

A report from the Planner dated June 5, 2017 detailing a development proposal involving an Official Community Plan amendment, a Zoning amendment, and the discharge of a Land Use Contract for the property located at 29989 Dewdney Trunk Road was provided for the Committee’s consideration.

Moved by Mayor Hawes, and

RECOMMENDED:

That the Planning Department continue to process application LUC17-002 to Discharge LUC 515-1976 and application R16-055 to rezone the property at 29989 Dewdney Trunk Road to Rural Residential 7 (RR7) Zone.

CARRIED

Budget Approval for Additional Inspection Services Staff (Building Inspector)

A report from the Manager of Inspection Services dated June 5, 2017 requesting funding for an additional Building Inspector to improve service delivery by the Inspection Services Division and maintain traditional service delivery levels was provided for the Committee’s consideration.
Moved by Councillor Hinds, and

RECOMMENDED:

1. That the operating costs for the additional full-time building inspector position for 2017 (estimated at $75,000 for seven months) be funded from the District's General Fund Accumulated Surplus and the capital estimated at $35,000 be funded from General Capital Reserve Fund;

2. That the operating costs for 2018 (estimated at $120,000) be funded by a tax increase, which represents an estimated 0.4% increase; and

3. That the District's financial plan be amended accordingly.

CARRIED

5. PARKS, RECREATION AND CULTURE

Councillor Hamilton assumed the Chair.

Master Plan Engagement Strategy

A report from the Director of Parks, Recreation and Culture dated June 5, 2017 regarding the Public Engagement Plan for the Parks, Recreation and Culture Master Plan and the Fraser River Heritage Park Master Plan was provided for the Committee's information.

Stantec representatives Nalon Smith, Project Manager, and Jacob Edenloff, Public Consultation Lead, presented an overview of the engagement strategy for the Parks, Recreation, Arts and Culture Master Plan and the Fraser River Heritage Park Master Plan. The project timeline consists of four phases; phase one, project initiation and background review, is now complete. Phase two is underway and consists of engaging with key stakeholders, including Mission Council, First Nations, and Mission residents. A draft report is expected for late summer, and the final master plans will be brought to Council in late fall, 2017.

6. FORESTRY

Councillor Stevens assumed the Chair.

Forestry Operations 2017 Quarter 1 (Q1) Report

A report from the Manager of Forestry Business dated June 5, 2017 summarizing the first quarter 2017 financial results for the forestry operation was provided for the Committee's information. It was noted that the financial performance in this quarter was negatively affected by poor weather conditions, which delayed start up, resulting in lower production volumes.

7. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

Investment Holdings Quarterly Report – March 31, 2017

A report from the Manager of Accounting Services dated June 5, 2017 regarding the District's cash and portfolio investment holdings was provided for the Committee's information. The cash and portfolio investment holdings as at March 31, 2017 total $79,455,824. The portfolio has yielded an average annualized return of approximately 2.14% for the three months ended March 31, 2017.
2016 Development Cost Charges Activity

A report from the Director of Finance dated June 5, 2017 overviewing the development cost charges (DCCs) for the year 2016 was provided for the Committee's information.

8. ENGINEERING AND PUBLIC WORKS

Councillor Hinds assumed the Chair.

2016 Climate Action Revenue Incentive Program (CARIP) and Climate Action Goals Status

A report from the Manager of Environmental Services dated June 5, 2017 regarding an expected $58,053 refund to the District for carbon taxes paid in 2016, and to report on Mission's progress in meeting its climate action goals, was provided for the Committee's information.

Facilities Master Plan Funding

A report from the Manager of Business Services dated June 5, 2017 with an update on the status of facility planning and to obtain approval for funding for the preparation of a Facilities Master Plan was provided for the Committee's consideration.

Staff were directed to include Fraser House in the list of facilities for the Master Plan.

Moved by Councillor Stevens, and

RECOMMENDED:

1. That the 2017 General Capital Plan be amended to include a budget of $75,000 for the completion of the Facilities Master Plan, with funding from General Fund Accumulated Surplus; and

2. That the District's financial plan be amended accordingly.

CARRIED

Approval for Direct Award Purchase of Single Axle Dump Truck

A report from the Operations Manager dated June 5, 2017 to request approval for the purchase of a single axle dump truck for use in municipal operations was provided for the Committee's consideration.

Moved by Mayor Hawes, and

RECOMMENDED: That the direct award purchase of a 2016 Freightliner Severe Duty single axle dump truck at a cost of $190,000 plus PST and GST be approved.

CARRIED

Business Case of Mission Recycling Depot Options for Inclusion in the Recycle BC Program

A report from the Manager of Environmental Services dated June 5, 2017 requesting approval to complete a business case on three options for the Mission Recycling Depot prior to inviting a representative from Recycle BC to present to Council, was provided for the Committee's consideration.

Following discussion by the Committee, staff were directed to inquire with other municipalities participating in Recycle BC's program regarding their experiences and challenges, and provide a report back with the findings.
Moved by Councillor Alexis, and

RECOMMENDED: That a business case of the three options for inclusion of the Mission Recycling Depot ("Mershon Depot") in the Recycle BC program, as described in the report from the Manager of Environmental Services dated June 5, 2017, be conducted prior to inviting Recycle BC to present to Council.

CARRIED

9. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

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

Moved by Councillor Hamilton, 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)(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;
   
   - 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.

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 3:41 p.m.
11. 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
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Haylee Gould, Administrative Assistant
Robert Publow, Manager of Planning
Jennifer Russell, Deputy Corporate Officer
Brent Schmitt, Manager of Business Services
Dan Sommer, Director of Development Services

12. MISSION MOMENTS: POLITICIANS IN MISSION

As part of Mission's 125th Anniversary celebrations, Mayor Hawes presented Mission Moments: Politicians in Mission, spotlighting several individuals who have helped shape Mission through their political leadership roles in the community, including Ethel Ogle, Neville Cox, Charlie McPherson, Perry Cleven, Mart Kenney, and Doug Adair. Besides their dedicated years of service on Council, these community members have left a lasting legacy through countless hours volunteering with various organizations and groups in the community.

13. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Hinds, seconded by Councillor Plecas, and

RESOLVED: That the recommendations of the June 5, 2017 Committee of the Whole, as contained in items RC17/287 to RC17/302 be adopted.

CARRIED

14. PUBLIC HEARINGS

Zoning Amending Bylaw 5637-2017-5050(242)

R16-044 (OTG Development Concepts) – a bylaw to rezone the properties at 11408 and 11496 Dewdney Trunk Road from Industrial Resource Extraction (INR) Zone to Industrial Resource Extraction and Processing (INRP) Zone

The purpose of the proposed Zoning bylaw amendment is to allow an existing aggregate extraction facility to process aggregate on site for the purposes of making concrete. The subject properties are legally described as:

Parcel Identifier: 006-136-419
Lot 3 Section 16 Township 18 New Westminster District Plan 41306

Parcel Identifier: 006-136-443
Lot 4 Sections 16 and 17 Township 18 New Westminster District Plan 41306

The Mayor opened the public hearing.
Rob Publow, Manager of Planning, showed a PowerPoint presentation that provided the following information:

1. Purpose and outline of the proposal.
2. Subject property map.
3. Conformance to Official Community Plan.
4. Location of watercourses in close proximity to the site.

It was noted that the applicant provided additional written information about the plant operation, mitigation strategies and water use on the property.

The Deputy Chief Administrative Officer stated that the following correspondence pertaining to the subject application had been received:

1. Letter from Tex Mahler, President of the Mission and District Rod and Gun Club, dated June 5, 2017 expressing support for the application.

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

Hearing no questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5637-2017-5050(242) R16-044 (OTG Development Concepts) closed.

Zoning Amending Bylaw 5647-2017-5050(249)

R17-002 (Munro) – a bylaw to rezone property at 10062 Charlong Terrace from Rural Residential 7 (RR7) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone

The purpose of the proposed Zoning bylaw amendment is to allow for a secondary dwelling use in the form of a coach house on the subject property. The subject property is legally described as:

Parcel Identifier: 029-545-773
Lot 2 Section 3 Township 18 New Westminster District Plan EPP48085

The Mayor opened the public hearing.

Rob Publow, Manager of Planning, showed a PowerPoint presentation that provided the following information:

1. Purpose and outline of the proposal.
2. Subject property map.
3. Conformance to Official Community Plan.

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.

Hearing no questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5647-2017-5050(249) R17-002 (Munro) closed.

15. COUNCIL COMMITTEE REPORTS AND MINUTES

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED: That the following minutes be received as information:
(a) Mission Sustainable Housing Committee Meeting – November 30, 2016
(b) Parks and Recreation Advisory Committee Meeting – January 10, 2017
(c) Mission Sustainable Housing Committee Meeting – January 12, 2017
(d) Cultural Resources Commission Meeting – February 15, 2017
(e) Economic Development Select Committee Meeting – March 1, 2017
(f) Joint Shared Services Committee Meeting – March 9, 2017
(g) Mission Sustainable Housing Committee Meeting – March 9, 2017
(h) Parks and Recreation Advisory Committee – April 11, 2017
CARRIED

16. BYLAWS FOR CONSIDERATION

Council did not consider Official Community Plan Amending Bylaw 5547-2016-4052(44) (R15-002 Kerr Properties) or Zoning Amending Bylaw 5548-2016-5050(190) (R15-029 Kerr Properties) for the property at 31322 Caswell Avenue.

Moved by Councillor Hinds, seconded by Councillor Stevens, and

RESOLVED:

1. That Zoning Amending Bylaw 5604-2016-5050(221) (R16-025 OTG Development Concepts) – a bylaw to rezone property at 9741 Doyle Street from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a first and second time.

2. That Zoning Amending Bylaw 5648-2017-5050(250) (R17-005 Playdon) – a bylaw to rezone property at 33514 Blueberry Drive from Urban Residential 558 (R558) Zone to Urban Residential 558 Secondary Dwelling (R558s) Zone, be read a first and second time.

3. That Zoning Amending Bylaw 5654-2017-5050(254) (R17-012 Lau) – a bylaw to rezone property at 32372 Diamond Avenue from Urban Residential 558 (R558) Zone to Urban Residential 558 Secondary Dwelling (R558s) Zone, be read a first and second time.

4. That Zoning Amending 5637-2017-5050(242) (R16-044 OTG Development Concepts) – a bylaw to rezone the properties at 11408 and 11496 Dewdney Trunk Road from Industrial Resource Extraction (INR) Zone to Industrial Resource Extraction and Processing (INRP) Zone, be read a third time.

5. That Zoning Amending 5647-2017-5050(249) (R17-002 Munro) – a bylaw to rezone property at 10062 Charlong Terrace from Rural Residential 7 (RR7) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a third time.

6. That Official Community Plan Amending Bylaw 5469-2014-4052(39) (R14-025 District of Mission) – a bylaw to re-designate 32881 Tunbridge Avenue from Environmentally Sensitive Area to Townhouse (12-21 units/acre), be adopted.

7. That Zoning Amending Bylaw 5613-2016-5050(226) (R16-040 Dhaliwal) – a bylaw to rezone property at 33936 McPhee Place from Urban Residential 465 (R465) Zone to Urban Residential 465 Secondary Dwelling (R465s) Zone, be adopted.

CARRIED

Council expressed concern that the rezoning application for the property located at 30563 Silverdale Avenue may be contrary to the zoning bylaw’s intent to support coach houses.
Moved by Councillor Hamilton, seconded by Councillor Hinds, and

RESOLVED: That Zoning Amending Bylaw 5660-2017-5050(257) (R17-004 Hayhurst) – a bylaw to rezone property at 30563 Silverdale Avenue from Rural Residential 16 (RU16) Zone to Rural Residential 16 Secondary Dwelling (RU16s) Zone, be read a first and second time.

OPPOSED: Councilor Plecas

CARRIED

17. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Stevens, seconded by Councillor Hinds, and

RESOLVED: That the following minutes be adopted:

(a) Special Council Meeting – May 8, 2017

(b) Regular Council Meeting – May 15, 2017

(c) Freestanding Committee of the Whole (Corporate Administration and Finance – Budget) Meeting – May 17, 2017

(d) Special Council Meeting (for the purpose of going into a Closed meeting) – May 24, 2017

CARRIED

18. RESOLUTIONS RELEASED FROM CLOSED

Council Liaison Appointment to the Mission Community Services Society Board and BC Transit Agreements

At the May 15, 2017 Closed Council meeting, the following information was released from Closed Council:

Council Liaison Appointment to the Mission Community Services Society Board

Effective May 15, 2017, Councillor Stevens has been appointed as the Council liaison to the Mission Community Services Society Board.

BC Transit Agreements

The Mayor and Corporate Officer have been authorized to execute both the 2017-2018 Annual Operating Agreement and the Transit Service Agreement with BC Transit (attached as Appendix A)

Mayor Hawes noted that at the June 5, 2017 Closed Council meeting, it was released that the Mission Regional Chamber of Commerce will receive a $45,000 one-time contribution for the provision of tourism services in 2017 to address their budget shortfall associated with the operation of the Visitor Information Centre.

19. NEW/OTHER BUSINESS

There was no new/other business.

20. NOTICES OF MOTION

There were no notices of motion.
21. QUESTION PERIOD

Luke Montaine questioned what decision had been made in regard to the development applications for the property located at 31322 Caswell Avenue. Mayor Hawes responded that Council have asked staff for more information about the neighbourhood meetings and what kind of activity has been going on since the public hearing.

22. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Hamilton, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:25 p.m.

______________________________  ______________________________
RANDY HAWES, MAYOR             MIKE YOUNIE, CORPORATE OFFICER