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 18, 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

Council Members Absent:  Councillor Jenny Stevens

Staff Members Present:  Ron Poole, Chief Administrative Officer  
Kris Boland, Director of Finance  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Allyssa Fischer, Administrative Assistant  
*Hirod Gill, Manager of Engineering Design and Planning  
*Tracy Kyle, Director of Engineering and Public Works  
Robert Publow, Manager of Planning  
Jennifer Russell, Deputy Corporate Officer  
Brent Schmitt, Manager of Business Services  
*Steve Simmonds, Manager of Inspection Services  
Dan Sommer, Director of Development Services  
Dale Unrau, Fire Chief  
*Mike Dickinson  
*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 Nicholson, and
   RESOLVED: That the agenda for the regular Council meeting of December 18, 2017 be adopted.
   CARRIED

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

4. DEVELOPMENT SERVICES
   Councillor Nicholson assumed the Chair.
Rezoning Application to allow a 2-lot subdivision at 30883 Silverhill Avenue

A report from the Planner dated December 18, 2017 regarding an application to rezone 30883 Silverhill Avenue to facilitate a two lot subdivision was provided for the Committee’s information.

Staff supports the application moving forward and as such has listed Zoning Amending Bylaw 5691-2017-5050(270) under the “Bylaws for Consideration” section of the agenda.

Rezoning application to allow single-family residential, townhome and apartment development of the properties located at 8208 Stave Lake Street, 33996 and 34038 Parr Avenue

A report from the Senior Planner dated December 18, 2017 regarding an application to rezone 8208 Stave Lake Street, 33996 and 34038 Parr Avenue to allow for the development of single-family homes, townhomes, and apartment units was provided for the Committee’s information.

While staff support the application moving forward and have listed Zoning Amending Bylaw 5694-2017-5050(271) for first and second readings under the “Bylaws for Consideration” section of the agenda, further consideration of the Bylaw will be subject to receipt of outstanding information including details on site servicing, building form and character, geotechnical and environmental information including other information considered pertinent for a public hearing.

Discussion ensued regarding the proposed development. The Committee expressed concerns about the potential increase in traffic along Stave Lake Street as well as potential parking and traffic congestion issues along residential streets within the proposed development. It was noted that further discussion would be necessary regarding potential land use impacts to neighbouring parcels.

The Director of Development services stated that another report would come before Council setting out the additional development requirements prior to consideration of the adoption of the bylaw.

5. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

Draft 2018 Fee Revision Bylaw 5683-2017 Amendment

A report from the Manager of Business Services and the Deputy Treasurer/Collector dated December 18, 2017 regarding proposed amendments to the 2018 Fee Revision Bylaw was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

That the draft 2018 Fee Revision Bylaw 5683-2017 be amended by including the following new section b) and renumbering the subsequent sections accordingly:

"This bylaw shall amend Schedule "C" of District of Mission Sewer Bylaw 5033-2009 by:

1. Deleting section 1. (b) (i) "Effective January 1, 2016, the administration fee for a connection, irrespective of diameter, shall be $202.00" and replacing it with "Effective January 1, 2018, the administration fee for a quote to connect, irrespective of diameter, shall be $50.00";

2. Deleting section 1. (b) (ii) "The non-refundable deposit for a quote to connect, irrespective of diameter shall be $50.00 and will be applied to the administrative fee
above when application is completed and paid for” and replacing it with “In addition to (i), the administration fee to complete the service connection, irrespective of diameter, shall be $202.00”;

3. Deleting section 2. (b) (i) “Effective January 1, 2016, the administration fee for a connection, irrespective of diameter, shall be $202.00” and replacing it with “Effective January 1, 2018, the administration fee for a quote to connect, irrespective of diameter, shall be $50.00”; and

4. Deleting section 2. (b) (ii) “The non-refundable deposit for a quote to connect, irrespective of diameter shall be $50.00 and will be applied to the administrative fee above when application is completed and paid for” within Schedule “C” and replacing it with “In addition to (i), the administration fee to complete the service connection, irrespective of diameter, shall be $202.00”.

CARRIED

2018-2022 Financial Plan Bylaw

A report from the Deputy Treasurer/Collector dated December 18, 2017 regarding the process to formalize the 2018-2022 Financial Plan was provided for the Committee’s information.

Debt Reserve Fund Establishment Bylaw

A report from the Director of Finance dated December 18, 2017 regarding the establishment of a new Debt Reserve Fund was provided for the Committee’s information.

Park Improvements Reserve Fund

A report from the Director of Finance dated December 18, 2017 regarding the establishment of a new Park Improvements Reserve Fund was provided for the Committee’s information.

Closure of a Portion of Prentis Avenue

A report from the Deputy Chief Administrative Officer dated December 18, 2017 regarding the proposed closure of a portion of Prentis Avenue was provided for the Committee’s information.

2018 Municipally Funded Grants

A report from the Deputy Chief Administrative Officer dated December 18, 2017 regarding the proposed allocation of the 2018 Municipally Funded Grants was provided for the Committee’s consideration.

Discussion ensued, and the following comments and concerns were noted by the Committee:

- Carrying forward the remaining balance from the 2017 Council contingency account to the 2018 grants account to fund special requests that may come up during the year;
- Concern that there are three separate community groups all speaking on behalf of Stave Falls residents and the challenges that presents when considering grant requests; and
- Whether the District should be covering the utility expenses for Fraser House, which also provides a valuable community service and operates out of a District-owned building.

The Deputy Corporate Officer stated that a separate report regarding the Fraser House Society would be coming forward at a later date.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the 2018 Community Enhancement Grants be awarded to the following organizations in the following amounts:

   Greater Vancouver Youth Unlimited $6,000
   Hope Central $7,500
   Joy Vox Community Choir Society $1,000
   Mission Alano Club $7,500
   Mission Artists Association $1,000
   Mission City Boxing Association $4,000
   Mission City Farmers’ Market Society $3,000
   Mission Daycare Society $5,000
   *Mission Folk Music Festival $4,000
   Mission Genealogy Club $600
   Mission Hospice Society $4,000
   Mission Literacy in Motion $2,700
   Opening Nite Theatre Society $4,500
   SARA for Women $3,000
   Scouts Canada – 4th Mission Scout Group $2,000
   Serenata Singers $500
   Special Olympics BC - Mission $2,000
   Steelhead Community Association $3,500
   Valley Singers $500

   *$1,000 for each concert held in 2018 up to a maximum of $4,000

2. That the 2018 Community Event Grants be awarded to the following organizations in the following amounts:

   Fraser Valley Bald Eagle Festival Society (FV Bald Eagle Festival) $3,500
   Mission & District Soapbox Derby Assn (Mission Soapbox Derby) $4,000
   Mission Literacy in Motion Association (Family Night) $2,000
   Mission Literacy in Motion (Riot of Reading) $3,000
   Mission Literacy in Motion (Talk Like a Pirate) $500
   Mission Marlins Swim Club (Mission Marlins Annual Swim Meet) $1,500
   Mission Seniors’ Centre Association (Mission Seniors’ Week) $1,900
   Royal Canadian Legion – Branch #57 (Remembrance Day) $5,000
   Stave Falls Community Assn (Stave Falls Family & Friends Celebration) $500

3. That the 2018 Fee for Service contracts be awarded to the following organizations in the following amounts and that the Mayor and Corporate Officer be authorized to execute the contracts for the corresponding services noted in the Deputy Chief Administrative Officer's report dated December 18, 2017 and the Fee for Service applications:

   District of Mission Arts Council $22,500
   Fraser Valley Humane Society $25,000
   Greater Vancouver Youth Unlimited $19,863
   Lifetime Learning Centre Society $7,000
Mission Adopt-A-Block Society $35,000
Mission Association for Seniors’ Housing $ 3,000
Mission District Historical Society $75,000
Mission to Move Forward CCC Inc. $ 5,000
Mission Search & Rescue $ 4,737

Moved by Councillor Hamilton, and

RECOMMENDED:

That the hydro and gas costs, estimated at $18,500 annually for the municipally owned lawn bowling, museum and archive buildings, be paid by the District starting in 2018 with funding from the Gaming Reserve Fund for 2018 and a core budget increase in 2019.

CARRIED

Moved by Councillor Hinds, and

RECOMMENDED:

That all of the 2018 applicants be advised by letter that late applications will no longer be considered in future years.

CARRIED

Moved by Councillor Hamilton, and

RECOMMENDED:

That the 2019 and beyond budget for all grants be increased by the previous year’s annual Consumer Price Index as per Policy ADM.22(C) Implementing Consumer Price Indexes for Agreements.

CARRIED

Moved by Mayor Hawes, and

RECOMMENDED:

That the remaining balance in the 2017 general operating fund contingency account be carried forward to 2018 and transferred to the Municipally Funded Grants account.

CARRIED

Staff were directed to contact the Mission Optimist Club, Mission Community Services Society, and the Lifetime Learning Centre Society to advise them that they would be required to submit a complete grant application in order to be considered for a 2018 municipally funded grant.

Staff were directed to further review the text amendments that were proposed for Municipally Funded Grants Policy FIN.50 to determine if the changes were necessary.

6. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That Council rise from Committee of the Whole.

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

Moved by Councillor Alexis, seconded by Councillor Hinds, 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)(b) of the Community Charter – personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
   - Section 90(1)(c) of the Community Charter – labour relations or other employee relations;
   - 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 2:14 p.m.

8. 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

Council Members Absent: Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer  
Kris Boland, Director of Finance  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Allyssa Fischer, Administrative Assistant  
Jennifer Hill, Administrative Assistant  
Tracy Kyle, Director of Engineering and Public Works  
Gina MacKay, Manager of Long Range Planning and Special Projects  
Robert Publow, Manager of Planning  
Jennifer Russell, Deputy Corporate Officer  
Dan Sommer, Director of Development Services  
*Dale Unrau, Fire Chief  
*Blaine Odenbach, Assistant Fire Chief, Emergency Planning and Fire Prevention
9. **MISSION MOMENTS: MISSION FIRE DEPARTMENT**

Assistant Fire Chief, Blaine Odenbach, presented this evening’s Mission Moments on the history of the Mission Fire Rescue Service. It was noted that 2017 marks the 90th anniversary of Mission’s Fire Rescue Service. In December of 1908, the residents of Mission discussed the possibility of putting together a fire brigade. In order to provide fire protection, short pipes holding a length of hose were spaced at intervals along the main street. In the event of a fire (announced by ringing the church bell), every available person came to assist.

The first permanent volunteer fire department was formed in 1927 with the arrival of a 4-cylinder Chevrolet fire engine. At that time, the fire brigade, under the administration of Fire Chief Percy Routledge, had 9 volunteers.

The first fire station was located near the present day site of the Mission Museum on 2nd Avenue, before being moved to its current location on 7th Avenue in the 1970s. In 1980, Fire Station 2 was built in Stave Falls to service the growing population and in 1991, Fire Station 3 was opened in the Silverhill area. In June of 1999, construction of the new Fire Station/Emergency Operations Centre on 7th Avenue was completed to replace the existing fire station and the hall was officially opened by Mayor Randy Hawes.

Today, Mission Fire Rescue operates 24 hours a day, 365 days a year, with support from 40 Paid on Call (POC) firefighters at Station 1, 20 POC firefighters at Station 2, and 16 POC firefighters at Station 3.

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

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED: That the recommendations of the December 18, 2017 Committee of the Whole, as contained in items RC17/627 to RC17/638 be adopted.

CARRIED

11. **DELEGATIONS**

**Val Billesberger – Mission Archives**

Val Billesberger, Manager of the Mission Archives, appeared before Council to discuss *Mission As It Was*, an updated edition of *As It Was – Mission City* (1973), in honour of the municipality’s 125th anniversary.

Ms. Billesberger stated that the new edition of the book had been adapted by Daphne Sleigh, a well-known BC historian and author. She noted that the revised edition covered Mission’s history over the last 125 years, detailing the history of individual communities along the Fraser River between Stave River, Harrison, Stave Falls, and Lake Errock. It was noted that the new edition was 172 pages in length and contained many new facts, additional maps, and over 125 images from the Archives’ extensive holdings.

Author Daphne Sleigh presented a copy of *Mission As It Was* to Mayor and Council on behalf of the Mission Historical Society.

12. **PRESENTATIONS**

**Canadian Award for Financial Reporting**

The Mayor presented the Finance Department with the Government Finance Officers Association of the United States and Canada’s Canadian Award for Financial Reporting in 2016. It was noted that 2016 marked the tenth consecutive year that the District’s
Finance Department had received the award. Employees of the Finance Department were commended for their hard work and dedication.

13. PROCLAMATIONS

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED: That January 2018 be proclaimed “Alzheimer’s Awareness Month” within the District of Mission.

CARRIED

14. PUBLIC HEARINGS

Land Use Contract Repeal Bylaw 5690-2017

A bylaw to discharge the Land Use Contract for the property at 32270 Lougheed Highway

-AND-

Zoning Amending Bylaw 5689-2017-5050(269)

R15-022 (Oberoi) – a bylaw to rezone property located at 32270 Lougheed Highway from Urban Residential 558 (R558) Zone to Commercial Vehicle Dealership (CVD) Zone

The purpose of the proposed Land Use Contract Repeal Bylaw and Zoning Amending Bylaw 5689-2017-5050(269) is to discharge Land Use Contract (LUC) 171-1972 and to rezone the subject property to a Commercial Vehicle Dealership (CVD) Zone. The subject property is legally described as:

Parcel Identifier: 010-095-047
Lot 5: Except Part Dedicated Road on Plan LMP1007; Section 17 Township 17 New Westminster District Plan 20947

The Mayor opened the public hearing.

The Manager of Planning showed a PowerPoint presentation that provided the following information:

1. Background information on the Land Use Contract.
2. Information on the Temporary Use Permit.
3. Information on the property’s underlying zone.
4. Subject property map.

The Deputy Corporate 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 Land Use Contract Repeal Bylaw 5690-2017 and Zoning Amending Bylaw 5689-2017-5050(269) (R15-022 - Oberoi) closed.
15. BYLAWS FOR CONSIDERATION

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED:

a) That Zoning Amending Bylaw 5691-2017-5050(270) (R17-029 Wonnacott), a bylaw to rezone property at 30883 Silverhill Avenue from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a first and second time.

b) That Zoning Amending Bylaw 5694-2017-5050(271) (R17-024 Tiegen & Toor), a bylaw to rezone 8208 Stave Lake Street, 33996 and 34038 Parr Avenue from Suburban 36 (S36), Rural Residential 7 (RR7), and Rural 16 (RU16) Zones to Residential Two Unit (RT465), Multiple Family 79 Townhouse (MT79), Multiple Family 135 Apartment (MA135), and Institutional Parks Recreation and Civic (IPRC) Zones, be read a first and second time.

c) That Debt Reserve Fund Establishment Bylaw 5682-2017, a bylaw to establish a reserve fund for early retirement of general debt, debt servicing payments, or provide funding towards significant capital projects to offset the need for additional borrowing, be read a first, second, and third time.

d) That Debt Retirement Reserve Fund Transfer and Repeal Bylaw 5688-2017, a bylaw to transfer funds set aside under “District of Mission Debt Retirement Reserve Fund Establishment Bylaw 5078-2009” and to subsequently repeal said Bylaw, be read a first, second, and third time.


f) That Road Closure (Prentis Avenue) Bylaw 5692-2017, a Bylaw to close and undedicate a portion of Prentis Avenue, be read a first, second, and third time.

g) That Parks Reserve Establishment Bylaw 5693-2017, a bylaw to establish a reserve fund for improvements to parks, be read a first, second, and third time.

h) That Official Community Plan Bylaw 5670-2017, a bylaw to provide policy statements on managing the District of Mission’s current and future growth and development, be read a third time.

i) That third reading of 2018 Fee Revision Bylaw 5683-2017, a bylaw to amend user fees and charges within various District of Mission bylaws, be rescinded.

j) That 2018 Fee Revision Bylaw 5683-2017, a bylaw to amend user fees and charges within various District of Mission bylaws, be read a third time as amended.

k) That Land Use Contract Repeal Bylaw 5690-2017, a bylaw to discharge the Land Use Contract for the property at 32270 Lougheed Highway, be read a third time.

l) That Zoning Amending Bylaw 5689-2017-5050(269) (R15-022 Oberoi), a bylaw to rezone property located at 32270 Lougheed Highway from Urban Residential 558 (R558) Zone to Commercial Vehicle Dealership (CVD) Zone, be read a third time.

m) That Traffic Regulation Amending Bylaw 5681-2017-1698(13), a bylaw to amend District of Mission Traffic Regulation Bylaw 1698-1987, be adopted.


CARRIED

Council thanked Gina MacKay, Manager of Long Range Planning and Special Projects, for her hard work and dedication to the Official Community Plan project.

16. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That the following minutes be adopted:

(a) Special Council Meeting – October 23, 2017
(b) Freestanding Committee of the Whole (Corporate Administration & Finance Committee – Budget) Meeting – November 29, 2017
(c) Special Council Meeting (for the purpose of going into a closed meeting) – November 30, 2017
(d) Special Council Meeting (for the purpose of going into a closed meeting) – December 4, 2017
(e) Regular Council Meeting – December 4, 2017
(f) Special Council Meeting – December 11, 2017

CARRIED

17. NEW/OTHER BUSINESS

There was no new/other business.

18. NOTICES OF MOTION

There were no notices of motion.

19. QUESTION PERIOD

There were no questions from the public.

20. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:46 p.m.

CAROL HAMILTON
ACTING MAYOR

MIKE YOUNIE
CORPORATE OFFICER