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 March 19, 2018 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

Council Members Absent: 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
Kris Boland, Director of Finance
*Marcy Bond, Senior Planner
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Stacey Crawford, Economic Development Officer
*Steve Crawford, Staff Sgt. Operations (NCO)
Mike Dickinson, Planner
Jennifer Hill, Administrative Assistant
Jay Jackman, Manager of Development Engineering and Projects
Tracy Kyle, Director of Engineering and Public Works
*Jennifer Meier, Environmental Coordinator
Robert Pablow, Manager of Planning
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
*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 Hamilton, and
   RESOLVED:
   1. That "Business Licence Fee Review" be added to the agenda under Development Services as item 5(e);
   2. That the agenda for the regular Council meeting of March 19, 2018 be adopted, as amended.
   CARRIED
3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Hinds, seconded by Councillor Alexis, and

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

4. PARKS, RECREATION AND CULTURE

Councillor Hamilton assumed the Chair.

Lawn Bowling License Renewal

A report from the Director of Parks, Recreation and Culture dated March 19, 2018 detailing a proposed lease and site license between the New Horizons Lawn Bowling Society and the District of Mission for the facility located at 7560 Hurd Street was provided for the Committee’s consideration.

Moved by Mayor Hawes, and

RECOMMENDED:

1. That the existing Lease and Site License between the New Horizon Lawn Bowling Society and the District of Mission, for the facility located at 7560 Hurd Street, be amended to include an overholding clause and be approved; and

2. That the License be executed by the Mayor and Corporate Officer.

CARRIED

2018 Park Improvement Projects

A report from the Director of Parks, Recreation and Culture dated March 19, 2018 providing clarification on how funds previously approved for park improvements are to be expended over the next year and itemizing the current park improvement projects underway within the District was provided for the Committee’s information.

Discussion ensued regarding timelines, dog run areas, and park shelters. Staff were directed to coordinate Council outreach meetings with representatives from the school district, parent advisory committees, and other park user representatives as soon as possible.

5. DEVELOPMENT SERVICES

Councillor Hamilton assumed the Chair on behalf of Councillor Nicholson.

Development Variance Application DV17-026 - 8540, 8554 and 8590 Nottman Street

A report from the Senior Planner dated March 19, 2018 regarding a development variance application for the properties located at 8540, 8554 and 8590 Nottman Street to facilitate the subdivision into thirty-four (34) single family lots with some secondary dwelling units was provided for the Committee’s information.

Staff supports the application moving forward. The development variance permit will be considered for approval at the same meeting when the related OCP and zoning amending bylaws are considered for adoption.

Discussion ensued and concerns were raised in regards to lot size and coverage, secondary suites, and potential parking issues.
Council directed staff to further consider alternative options, including:

1. as a condition of the variance, reducing the lot coverage for the five proposed lots on the south-east corner of the property;
2. not permitting secondary suites on those five lots; or
3. withdrawing the variance application and proceeding with four lots instead.

Application to exclude the properties located at 9314, 9332, 9380 and 9424 Hayward Street, and 9541 Woodward Street from the Agricultural Land Reserve

A report from the Planner dated March 19, 2018 detailing an application to the Agricultural Land Commission to exclude the properties located at 9314, 9332, 9380 and 9424 Hayward Street, and 9541 Woodward Street from the Agricultural Land Reserve was provided for the Committee's consideration.

Moved by Councillor Alexis, and

RECOMMENDED:

1. That Agricultural Land Reserve Application ALR17-002 for exclusion that would allow the construction of single family residences at 9314, 9332, 9380 and 9424 Hayward Street, and 9541 Woodward Street be supported; and

2. That the resolution of support be forwarded to the Agricultural Land Commission (ALC).

CARRIED

Temporary Use Permit (TP17-003) to utilize the property located at 7014 Abbott Street for a proposed self-storage business

A report from the Planner dated March 19, 2018 regarding a Temporary Use Permit application to allow for an authorized self-storage facility using metal shipping containers on the properties located at 7014 Abbott Street was provided for the Committee's information.

Staff support the application for a Temporary Use Permit for a three (3) year term with a number of conditions, and as such, have listed the Temporary Use Permit TP17-003 under the "Development Permits for Consideration" section of the Council agenda.

Discussion ensued and safety concerns were raised in regards to the oversight of storage containers and the potential storage of hazardous or flammable materials. Staff were directed to obtain further information for Council to consider at the evening Regular Council meeting.

Application for suburban lot development at 9429 Wiebe Street, 32193 Mingo Avenue and 32370 Dewdney Trunk Road

A report from the Manager of Planning dated March 19, 2018 regarding an Official Community Plan amendment and rezoning application related to the properties located at 9429 Wiebe Street, 32193 Mingo Avenue, and 32370 Dewdney Trunk Road to facilitate a subdivision of the lands into up to 32 suburban lots was provided for the Committee's information.

Staff support the application moving forward and as such have listed Official Community Plan Amending Bylaw 5719-2018-5670(2) and Zoning Amending Bylaw 5668-2017-5050(262), under the "Bylaws for Consideration" section of the Council agenda.

Subject to Council's approval, a Public Hearing will be scheduled for April 3, 2018.
LATE ITEM - Business Licence Fee Review (Verbal)

Mayor Hawes noted that some concerns have been brought to Council's attention in regards to the District's business licence fee review. Staff are in the process of completing a comprehensive review of the costs driven by different types of businesses and are proposing changes to the structure of business licence fees to arrive at an equitable cost-recovery schedule. An open house was held on February 20, 2018 to discuss the proposed changes and was followed up by an online survey. Council will be attending a special meeting dedicated to the business licence fee review project on March 26th, after which staff will implement another public information session.

Discussion ensued in regards to obtaining further public feedback, the implementation of the new fee structure, consistency, and the possibility of a "phasing in" process. Concerns were raised in regards to misinformation that is currently circulating within the business community. The Manager of Inspection Services advised that the open house presentation is available for viewing on the District's website.

6. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

Municipal Restructure - City Classification

A report from the Manager of Civic Engagement and Corporate Initiatives dated March 19, 2018 outlining the process for a municipal restructure to reclassify as a City was provided for the Committee's consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That following the municipal election the District of Mission pursue a municipal restructure to reclassify as a City through the alternative approval process; and

2. That staff be directed to complete a spending package for brand development and implementation.

CARRIED

Outstanding 2018 Grant Requests

A report from the Deputy Corporate Officer dated March 19, 2018 providing information to assist in the awarding of municipally funded grants for 2018 was provided for the Committee's information and consideration.

Moved by Councillor Hinds, and

RECOMMENDED:

That the District of Mission Arts Council receive a municipally funded grant in the amount of $6,000 to return to the 2016 fee for service funding level of $28,500, funded from the existing grants budget.

CARRIED

Moved by Councillor Hinds, and

RECOMMENDED:

That the Lifetime Learning Centre Society receive a municipally funded grant in the amount of $2,150 for the purchase of a sound system, funded from the operating contingency account.

CARRIED
Moved by Councillor Hinds, and

RECOMMENDED:

That the Mission Community Services Society receive a municipally funded grant in the amount of $8,000 to be funded from the existing grants budget.

CARRIED

Moved by Councillor Hamilton, and

RECOMMENDED:

That the Mission Optimist Club receive a municipally funded grant in the amount of $1,470 for the Optimist Talent Show, to be funded from the existing grants budget.

CARRIED

Staff were directed to contact the Optimist Club of Mission in regards to their additional request for funding, and facilitate a delegation by one of their representatives, if required.

7. ENGINEERING AND PUBLIC WORKS

Councillor Hinds assumed the Chair.

Minimum Charges at Mission Landfill

A report from the Environmental Coordinator dated March 19, 2018 regarding proposed fee increases to the minimum charges at the Mission Landfill to reduce traffic safety concerns from vehicle lineups was provided for the Committee’s consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That the minimum charge for dropping off waste at the Mission Landfill be increased from $5 to $10 per load for District of Mission customers;

2. That the minimum charge for dropping off waste at the Mission Landfill be increased from $10 to $15 per load for out-of-district customers; and


CARRIED

UBCM 2018 Asset Management Planning Program

A report from the Engineering Technologist II – Asset Management dated March 19, 2018 detailing a proposed submission of a grant application for the Risk Assessment Framework Project under the 2018 Asset Management Planning Program, and requesting an increase in the amount of funding provided from the Community Works Gas Tax Reserve Fund was provided for the Committee’s consideration.

Moved by Councillor Alexis, and

RECOMMENDED:

1. That the District of Mission commits to conducting the Risk Assessment Framework Project to advance our asset management program;

2. That staff apply for a grant opportunity from the Union of BC Municipalities’ 2018 Asset Management Planning Program for the Risk Assessment Framework Project;
3. That, if the grant application is successful, a portion of the existing $30,000 asset management project budget, funded from the Community Works Gas Tax Reserve Fund, be used to meet the District's community contribution matching requirement of $15,000;

4. That the 2018 capital budget for the Asset Management System be increased from $30,000 to $60,000, to include the $15,000 Asset Management Planning Program grant funding (subject to approval), plus an additional $15,000 from the District's Community Works Gas Tax Reserve Fund; and

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

CARRIED

8. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Alexis, seconded by Councillor Hamilton, 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 Hinds, 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)(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)(i) of the Community Charter – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

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 3:17 p.m.

10. 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

Council Members Absent: 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  
Brenda Formosa, Administrative Assistant  
Jennifer Hill, Administrative Assistant  
Tracy Kyle, Director of Engineering and Public Works  
Robert Publow, Manager of Planning  
Jennifer Russell, Deputy Corporate Officer

11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Alexis, seconded by Councillor Hinds, and

RESOLVED: That the recommendations of the March 19, 2018 Committee of the Whole, as contained in items RC18/148 to RC18/161, be adopted.

CARRIED

12. PROCLAMATIONS

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED: That June 2, 2018 be proclaimed “National Health & Fitness Day” within the District of Mission.

CARRIED

13. PUBLIC HEARINGS

Zoning Amending Bylaw 5704-2018-5050(277)

R17-031 (Fodor) – a bylaw to rezone property at 7965 Grand Street from Urban Residential 558 Zone (R558) to Urban Residential 558 Secondary Dwelling Zone (R558s)

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 7965 Grand Street from Urban Residential 558 Zone (R558) to Urban Residential 558 Secondary Dwelling Zone (R558s) to facilitate the development of a secondary suite. The subject property is legally described as:

Parcel Identifier: 011-790-695  
Lot 1 Section 21 Township 17 New Westminster District Plan 78716

The Mayor opened the public hearing.

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

1. Purpose and outline of the proposal.
2. Subject property map.

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 5704-2018-5050(277) R17-031 (Fodor) closed.
Land Use Contract Repeal Bylaw 5711-2018
LUC 18-003 (DOM) – a bylaw to discharge the Land Use Contract 611-1977 for the property located at 33333 - 12th Avenue

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Zoning Amending Bylaw 5712-2018-5050(281)
A bylaw to rezone property at 33333 – 12th Avenue from Urban Residential 558 Zone (R558) to Multiple Family 52 Apartment Zone (MA52)
The purpose of the proposed Land Use Contract Repeal bylaw is to discharge Land Use Contract 611-1977 registered to the property located at 33333 - 12th Avenue.
The purpose of the proposed Zoning bylaw amendment is to rezone the property at 33333 – 12th Avenue from Urban Residential 558 Zone (R558) to Multiple Family 52 Apartment Zone (MA52). The subject property is legally described as:

Parcel Identifier: 003-413-071
Lot 546 Section 21 Township 17 New Westminster District Plan 63811

The Mayor opened the public hearing.
The Manager of Planning showed a PowerPoint presentation that provided the following information:
1. Purpose and outline of the proposal.
2. Subject property map.
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.

Nancy Hamilton, Mission, queried if this application would result in an increase to the size of Richard's Court. The Manager of Planning advised Ms. Hamilton that, as the land use contract is being replaced with the proper zoning for the property, development rights would not be affected by this application, and staff do not anticipate any land use changes to the area in the foreseeable future.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Land Use Contract Repeal Bylaw 5711-2018 LUC 18-003 (DOM) and Zoning Amending Bylaw 5712-2018-5050(281) closed.

Land Use Contract Repeal Bylaw 5713-2018
LUC 18-004 (DOM) – a bylaw to discharge the Land Use Contract for the property located at 33366 - 2nd Avenue

The purpose of the proposed Land Use Contract Repeal bylaw is to discharge Land Use Contract 621-1977 registered to the property located at 33366 - 2nd Avenue. The subject property is legally described as:

Parcel Identifier: 005-379-041
Lot 529 District Lot 411 Group 1 New Westminster District Plan 55798

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

1. Purpose and outline of the proposal.
2. Subject property map.

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 Land Use Contract Repeal Bylaw 5713-2018 LUC 18-004 (DOM) closed.

14. COUNCIL COMMITTEE REPORTS AND MINUTES

Moved by Councillor Hinds, seconded by Councillor Hamilton, and

RESOLVED: That the following minutes be received as information:

1. Parks and Recreation Advisory Committee meeting – January 16, 2018
2. Cultural Resources Commission meeting – January 17, 2018

CARRIED

15. BYLAWS FOR CONSIDERATION

Moved by Councillor Alexis, seconded by Councillor Hamilton, and

RESOLVED:

1. That first reading of Official Community Plan Amending Bylaw 5667-2017-4052(51) (OCP16-002 OTG Development Concepts), a bylaw to redesignate the properties located at 9429 Wiebe Street, 32193 Mingo Avenue, and 32370 Dewdney Trunk Road from Parks Recreation and Natural Open Space and Rural Residential to Suburban Residential-Single Family, be rescinded.

2. That Official Community Plan Amending Bylaw 5719-2018-5670(2) (OCP16-002 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 and Open Space to Suburban Residential, be read a first and second time.

3. That in accordance with Section 477 of the Local Government Act, Council has considered District of Mission Official Community Plan Amending Bylaw 5719-2018-5670(2) in conjunction with the District's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan.

4. That Zoning Amending Bylaw 5668-2017-5050(262) (R16-014 OTG Development Concepts), a bylaw to rezone the properties located at 9429 Wiebe Street and 32370 Dewdney Trunk Road from Rural 16 Zone (RU16) to Suburban 36 Secondary Dwelling Zone (S36S), and to rezone a portion of the property located at 32193 Mingo Avenue from Rural 16 Zone (RU16) to Institutional Parks, Recreation and Civic Zone (IPRC), be read a first and second time.

5. That Street Naming (Benedict Boulevard and Legace Drive) Bylaw 5720-2018, a bylaw to name two new roads, be read a first, second and third time.

6. That Solid Waste Management Amending Bylaw 5721-2018-5526(3), a bylaw to amend Solid Waste Management Bylaw 5526-2015 by increasing the minimum load charges, be read a first, second and third time.
7. That Zoning Amending Bylaw 5704-2018-5050(277) (R17-031 Fodor), a bylaw to rezone property at 7965 Grand Street from Urban Residential 558 Zone (R558) to Urban Residential 558 Secondary Dwelling Zone (R558s), be read a third time.

8. That Land Use Contract Repeal Bylaw 5711-2018, a bylaw to terminate the Land Use Contract 611-1977 for property located at 33333 – 12th Avenue, be read a third time.

9. That Zoning Amending Bylaw 5712-2018-5050(281) (LUC 18-003 DOM), a bylaw to rezone property at 33333 – 12th Avenue from Urban Residential 558 Zone (R558) to Multiple Family 52 Apartment Zone (MA52), be read a third time.

10. That Land Use Contract Repeal Bylaw 5713-2018, a bylaw to terminate the Land Use Contract 621-1977 for property located at 33366 – 2nd Avenue, be read a third time.

CARRIED

16. DEVELOPMENT PERMITS FOR CONSIDERATION

Temporary Use Permit TP17-003 (7014 Abbott Street)

To address the concerns raised during Committee of the Whole, the Manager of Planning advised that the Fire Department will not be conducting regular inspections of the property, however they will be inspecting the facility once it is in operation to ensure that the containers are properly vented.

A representative for the applicant advised Council that the applicant currently has multiple storage sites and is aware of potential concerns, his storage contracts include a stipulation of no hazardous/flammable materials, and surveillance cameras will be installed and continually monitor each storage unit.

Moved by Councillor Hinds, seconded by Councillor Hamilton, and
RESOLVED: That Temporary Use Permit TP17-003 (7014 Abbott Street) to allow for an authorized mini-storage facility using metal shipping containers on the property, be approved.
CARRIED

17. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Alexis, seconded by Councillor Hinds, and
RESOLVED: That the following minutes be adopted:
1. Special Council Meeting – February 20, 2018
2. Special Council Meeting – February 27, 2018
3. Regular Council Meeting – March 5, 2018
4. Special Council Meeting (for the purpose of going into a closed meeting) – March 5, 2018
CARRIED

18. NEW/OTHER BUSINESS

There was no new/other business.

19. NOTICES OF MOTION

There were no notices of motion.
20. QUESTION PERIOD

There were no questions from the public

21. ADJOURNMENT

Moved by Councillor Alexis, seconded by Councillor Hamilton, and
RESOLVED: That the meeting be adjourned.
CARRIED

The meeting was adjourned at 7:16 p.m.

[Signatures]
Randy Hawes, Mayor
MIKE YOUNIE, CORPORATE OFFICER