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 May 22, 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  
Councillor Rhett Nicholson  
Councillor Danny Pecas  
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  
Stacey Crawford, Economic Development Officer  
Brenda Formosa, Administrative Assistant  
Heather Gherman, Manager of Human Resources  
Jay Jackman, Manager of Development Engineering and Projects  
Tracy Kyle, Director of Engineering and Public Works  
Robert Publow, Manager of Planning  
Jennifer Russell, Deputy Corporate Officer  
Maureen Sinclair, Director of Parks, Recreation and Culture  
Dan Sommer, Director of Development Services  
Dale Vinnish, Assistant Operations Manager  
Brent Schmitt, Manager of Business Services

1. CALL TO ORDER

Mayor Hawes called the meeting to order at 1:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Pecas, seconded by Councillor Hinds, and

RESOLVED: That the agenda for the regular Council meeting of May 22, 2018 be adopted.

CARRIED

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Nicholson, seconded by Councillor Alexis, 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 secondary dwelling use at 10502 Shaw Street**

A report from the Planner dated May 22, 2018 regarding the development application to rezone 10502 Shaw Street to Rural 16 Secondary Dwelling (RU16s) to facilitate a secondary dwelling unit was provided for the Committee’s information.

Staff supports the application moving forward and will schedule the Public Hearing for June 4, 2018, subject to Council granting a second reading to the related zoning amending bylaw.

5. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

**2017 Development Cost Charges Activity**

A report from the Director of Finance dated May 22, 2018 was provided for the Committee's information.

Discussion ensued and it was noted by the Director of Finance that development cost charges are specific to roads, water, sewage, drainage and parks and must fall within the community growth and planning spectrum.

**Regional Water and Sewer – 2017 Budget Carry Forwards**

A report from the Director of Finance dated May 22, 2018 was provided for the Committee's consideration.

Moved by Councillor Plecas, and

**RECOMMENDED:**

1. That the regional water operating carry forward requests, totaling $210,000 (Mission’s share is $50,883) be approved;

2. That the regional sewer operating carry forward requests, totaling $55,000 (Mission’s share is $11,671) be approved;

3. That the regional water capital carry forward requests and associated funding sources attached as Appendix C to the Director of Finance’s report entitled “Regional Water and Sewer – 2017 Budget Carry Forwards” dated May 22, 2018, totaling $5,549,000 (Mission’s share is $1,318,274) be approved;

4. That the regional sewer capital carry forward requests and associated funding sources attached as Appendix C to the Director of Finance’s report entitled “Regional Water and Sewer – 2017 Budget Carry Forwards” dated May 22, 2018, totaling $10,962,000 (Mission’s share is $2,259,797) be approved;

5. That the Maclure Reservoir Cell #3 Concrete Rehabilitation project budget be increased by a total of $445,000 (Mission’s share is $107,824), with funding from the Water Capital Reserve Fund; and

6. That the District’s financial plan be amended accordingly.

CARRIED
6. **ENGINEERING AND PUBLIC WORKS**

Councillor Hinds assumed the Chair.

**2017 Climate Action Revenue Incentive Program (CARIP) and Climate Action Goals Status**

A report from the Manager of Environmental Services dated May 22, 2018 was provided for the Committee’s information.

Discussion ensued, and it was noted that the District’s municipal operations in 2017 caused a GHG emission increase of 11% over the benchmark year of 2008 because of the additional fuel used for snow and ice removal and extra building heat due to the extended cold winter.

**Master Infrastructure Strategy**

A report from the Director of Engineering and Public Works dated May 22, 2018 was provided for the Committee’s consideration.

Moved by Mayor Hawes, and

**RECOMMENDED:**

1. That the District lead a Master Infrastructure Strategy for southwest Mission;
2. That a budget in the amount of $600,000 be established for the District to prepare a Master Infrastructure Strategy for southwest Mission, with funding as follows:
   a. General Fund Accumulated Surplus, $235,920;
   b. Water Capital Reserve Fund, $121,360;
   c. Sewer Capital Reserve Fund, $121,360;
   d. Drainage Capital Reserve Fund, $121,360;
3. That, subject to negotiation of a satisfactory scope of work, Council approve that the Master Infrastructure Strategy be procured through Direct Award to EKISTICS; and
4. That the District’s Financial Plan be amended accordingly.

**CARRIED**

The Committee noted that the terms of reference for the strategy must be clear, and that it should be made clear to the public that the strategy is not designed for neighbourhood specific planning. The Director of Development Services stated the report was an essential tool for organized growth in the community.

**2018 Asphalt Rehabilitation Tender Extension**

A report from the Assistant Operations Manager dated May 22, 2018 was provided for the Committee’s consideration.

Moved by Councillor Hamilton, and

**RECOMMENDED:**

1. That the Asphalt Rehabilitation Contract, ITT 2014 – 002, with BA Blacktop Limited (Formerly Imperial Paving Limited) be extended for the 2018 program, in the amount of $1,276,538, excluding GST, subject to the Contractor fulfilling the mandatory requirements as specified in the tender documents.
2. That any necessary change orders be approved by the Operations Manager provided they are within the $2,680,000 Asphalt Rehabilitation Program 2018 capital budget previously approved by Council.

CARRIED

Moved by Mayor Hawes, seconded by Councillor Stevens, and

RESOLVED:

That discussion of the condition of the Mission Bridge and the Murray Street Overpass be added to the agenda as a late item.

CARRIED

Discussion on Mission Bridge and Murray Street Overpass

Discussion ensued regarding the condition of the pavement on the Mission Bridge and the Murray Street Overpass. Staff were directed to invite the Regional Manager from the Ministry of Transportation and Infrastructure, along with our two local Members of the Legislative Assembly to the June 4, 2018 Council meeting to answer questions.

7. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Stevens, seconded by Councillor Hamilton, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

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

Moved by Councillor Nicholson, 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)(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;

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 1:05 p.m.

9. 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
Brenda Formosa, Administrative Assistant
Tracy Kyle, Director of Engineering and Public Works
Robert Publow, Manager of Planning
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation and Culture
Dan Sommer, Director of Development Services

10. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Alexis, seconded by Councillor Plecas, and

RESOLVED: That the recommendations of the May 22, 2018 Committee of the Whole, as contained in items RC18/274 to RC18/281.

CARRIED

11. PUBLIC HEARINGS

Zoning Amending Bylaw 5728-2018-5050(286)

R17-040 (Gherman) – a bylaw to rezone property at 33234 Whidden Avenue from Urban Residential 558 Zone (R558) to Urban Residential 558 Secondary Dwelling Zone (R558s)

The proposed Zoning bylaw amendment is to rezone the property 33234 Whidden Avenue from the Urban Residential 558 (R558) Zone to the Urban Residential 558 Secondary Dwelling (R558s) Zone to facilitate a secondary dwelling unit in the form of a secondary suite within the existing home. The subject property is legally described as:

Parcel Identifier: 012-749-028
Lot 19 Section 28 Township 17 New Westminster District Plan NWP 27849

The Mayor opened the public hearing.

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

- Purpose and outline of the proposal.
- Subject property map.
- Proposed Rezoning.

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 5728-2018-5050(286) R17-040 (Gherman) closed.
Zoning Amending Bylaw 5729-2018-5050(287)

R18-001 (Sale) – a bylaw to rezone property at 31712 Bench Avenue from Suburban 36 Zone (S36) to Suburban 36 Secondary Dwelling Zone (S36s)

The proposed Zoning bylaw amendment is to rezone 31712 Bench Avenue from Suburban 36 Zone (S36) to Suburban 36 Secondary Dwelling Zone (S36s) to facilitate a secondary dwelling unit in the form of a secondary suite within the existing home. The subject property is legally described as:

Parcel Identifier: 030-133-955
Lot 1 Section 30 Township 17 New Westminster District Plan EPP48559

The Mayor opened the public hearing.

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

- Purpose and outline of the proposal.
- Proposed Rezoning.
- Proposed Development Variance Permit.
- 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.

Jeremy Sale, the applicant, stated he is a ticketed plumber and will be overseeing the addition himself, and will retain other professionals to complete the work. He provided the history of the house and the rationale for the proposed setbacks.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5729-2018-5050(287) R18-001 (Sale) closed.

Zoning Amending Bylaw 5733-2018-5050(289)

R17-044 (D&D Design) – a bylaw to rezone property at 32053 Trembath Avenue from Urban Residential 558 Zone (R558) to Residential Two Unit Zone (RT465)

The proposed Zoning bylaw amendment is to rezone the property at 32053 Trembath Avenue from the Urban Residential 558 (R558) Zone to the Residential Two Unit (RT465) Zone to accommodate the subsequent subdivision of the subject property into 2 lots allowing secondary dwelling units on each lot. The subject property is legally described as:

Parcel Identifier: 010-264-795
Lot 3 Section 20 Township 17 New Westminster District Plan 21102

The Mayor opened the public hearing.

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

- Purpose and outline of the proposal.
- 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.
Ed Betterton, Mission, expressed concern regarding parking issues if the proposed application was allowed. He stated the current driveway is on a hill which limits parking and there is no option on the street to accommodate further vehicles.

The Manager of Planning stated that the secondary suites are not proposed at this time, but at the building permit stage the applicant would be required to provide three unencumbered (off road) parking spots per lot.

The Mayor noted that if the applicant cannot provide required adequate parking, the application for secondary suites would not be approved.

Darren Hall, applicant, advised that parking had been considered in the planning of the development and that houses would be set back on the property to allow for six parking spots on each lot.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5733-2018-5050(289) R17-044 (D&D Design) closed.

**Land Use Contract Repeal Bylaw 5730-2018**

LUC 18-007 (DOM) – a bylaw to discharge the Land Use Contract 616-1977 for the property at 33093 – 7th Avenue

-AND-

**Zoning Amending Bylaw 5731-2018-5050(288)**

A bylaw to rezone property at 33093 – 7th Avenue from Institutional Parks Recreation and Civic Zone (IPRC) to Commercial Local One Zone (CL1)

The purpose of the proposed Land Use Contract Repeal bylaw is to discharge Land Use Contract 616-1977 registered to the property located at 33093 – 7th Avenue.

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 33093 – 7th Avenue from Institutional Parks, Recreation and Civic (IPRC) Zone to the Commercial Local One (CL1) Zone. There are no proposed changes to the existing building or land use. The subject property is legally described as:

- Parcel Identifier: 005-165-857
- Lot 544 Section 21 Township 17 New Westminster District Plan 53763

The Mayor opened the public hearing.

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

- Purpose and outline of the proposal.
- Subject property map.

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

In response to questions from Council, the Manager of Planning stated that the property is owned by the District of Mission but the commercial buildings are owned by the builder. When the lease is up in 2027 the building ownership will transfer to the District of Mission.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Land Use Contract Repeal Bylaw 5730-2018 LUC 18-007 (DOM) and Zoning Amending Bylaw 5731-2018-5050(288) closed.
Land Use Contract Repeal Bylaw 5732-2018

LUC 18-008 (DOM) – a bylaw to discharge the Land Use Contract 168-1972 for the property at 7365 Alder Street

-AND-

Zoning Amending Bylaw 5734-2018-5050(290)

A bylaw to rezone property at 7365 Alder Street from Residential Two Unit (RT465) Zone to the Multiple Family 52 Apartment (MA52) Zone.

The purpose of the proposed Land Use Contract Repeal bylaw is to discharge Land Use Contract 168-1972 registered to the property located at 7365 Alder Street.

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 7365 Alder Street from Residential Two Unit Zone (RT465) to Multiple Family 52 Apartment Zone. There are no proposed changes to the existing buildings or land use. The subject property is legally described as:

Parcel Identifier: 010-466-738
Lot “A” Except: West 6 Feet, Block 24 Section 21 Township 17 New Westminster District Plan 332

The Mayor opened the public hearing.

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

- Purpose and outline of the proposal.
- 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.

In response to questions from Council, the Manager of Planning noted that the density allowed under the Land Use Contract was 29 units per acre and the new target zone only allows 21 units per acre.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Land Use Contract Repeal Bylaw 5732-2018 LUC 168-1972 (DOM) and Zoning Amending Bylaw 5734-2018-5050(290) closed.

12. COUNCIL COMMITTEE REPORTS AND MINUTES

Moved by Councillor Hinds, seconded by Councillor Plecas, and

RESOLVED: That the following minutes be received as information:

(a) Mission Community Heritage Commission – April 04, 2018
CARRIED

13. BYLAWS FOR CONSIDERATION

Moved by Councillor Stevens, seconded by Councillor Hamilton, and

RESOLVED:
1. That Zoning Amending Bylaw 5735-2018-5050(291) (R18-008 Stroh) a bylaw to rezone property at 10502 Shaw Street from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be **read a first and second time**.

2. That Zoning Amending Bylaw 5728-2018-5050(286) (R17-040 Gherman) a bylaw to rezone property at 33234 Whidden Avenue from Urban Residential 558 Zone (R558) to Urban Residential 558 Secondary Dwelling Zone (R558s), be **read a third time**.

3. That Zoning Amending Bylaw 5729-2018-5050(287) (R18-001 Sale) a bylaw to rezone property at 31712 Bench Avenue from Suburban 36 Zone (S36) to Suburban 36 Secondary Dwelling Zone (S36s), be **read a third time**.

4. That Zoning Amending Bylaw 5733-2018-5050(289) (R17-044 D&D Design) a bylaw to rezone property at 32053 Trembath Avenue from Urban Residential 558 Zone (R558) to Residential Two Unit Zone (RT465), be **read a third time**.

5. That Land Use Contract Repeal Bylaw 5730-2018 (LUC18-007 DOM) a bylaw to discharge the Land Use Contract 616-1977 for the property at 33093 – 7th Avenue, be **read a third time**.

6. That Zoning Amending Bylaw 5731-2018-5050(288) (LUC18-007 DOM) a bylaw to rezone property at 33093 – 7th Avenue from Institutional Parks Recreation and Civic Zone (IPRC) to Commercial Local One Zone (CL1), be **read a third time**.

7. That Land Use Contract Repeal Bylaw 5732-2018 (LUC18-008 DOM) a bylaw to discharge the Land Use Contract 168-1972 for the property at 7365 Alder Street, be **read a third time**.

8. That Zoning Amending Bylaw 5734-2018-5050(290) (LUC18-008 DOM) a bylaw to rezone property at 7365 Alder Street from Residential Two Unit Zone (RT465) to Multiple Family 52 Apartment Zone (MA52), be **read a third time**.

9. That Land Use Contract Repeal Bylaw 5715-2018 (LUC18-005 DOM) a bylaw to discharge the Land Use Contract 560-1977 and the related Land Use Contract Amendment Bylaw 1275-1983 for the property at 7365 Cedar Street, be **adopted**.

10. That Zoning Amending Bylaw 5716-2018-5050(282) (LUC18-005 DOM) a bylaw to rezone 7365 Cedar Street from Residential Two Unit Zone (RT465) to Multiple Family 30 townhouse Zone (MT30), be **adopted**.

11. That Land Use Contract Repeal Bylaw 5717-2018 (LUC18-006 DOM) a bylaw to discharge the Land Use Contract 179-1972 for the property at 33561 – 3rd Avenue, be **adopted**.

12. That Zoning Amending Bylaw 5718-2018-5050(283) (LUC18-006 DOM) a bylaw to rezone property at 33561 – 3rd Avenue from Residential Two Unit Zone (RT465) to Multiple Family 52 Apartment Zone (MA52), be **adopted**.

CARRIED
14. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Nicholson, seconded by Councillor Alexis, and

RESOLVED: That the following minutes be adopted:

(a) Regular Council Meeting – May 4, 2018

CARRIED

15. NEW/OTHER BUSINESS

LATE ITEM: Purchase Requisition Approval

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED:

That a single source purchase request from Fraser Valley Refrigeration in the amount of $148,000 for the supply and installation of the new chiller for the north arena as provided for in the 2018 Parks, Recreation & Culture capital budget be approved.

CARRIED

16. NOTICE OF MOTION

Moved by Councillor Nicholson, seconded by Councillor Stevens, and

RESOLVED:

That subject to a new senior centre being approved, staff complete a recreational needs analysis for Mission youth and a feasibility study to convert the Mission Seniors Activity Centre at 33100 – 10th Avenue to a new dedicated youth centre.

CARRIED

17. QUESTION PERIOD

There were no questions from the public.

18. ADJOURNMENT

Moved by Councillor Plecas, seconded by Councillor Stevens, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:30 p.m.

RANDY HAWES, MAYOR

MIKE YOUNIE, CORPORATE OFFICER