Regular Meeting of Council
Agenda
October 1, 2018

A Regular Meeting of Council will be held in the Council Chambers of the Municipal Hall at 8645 Stave Lake Street, Mission, B.C. Commencing at 1:00 p.m. for Committee of the Whole
Immediately followed by a Closed Council meeting
Reconvening at 7:00 p.m. for Regular Council proceedings

1. CALL TO ORDER (1:00 P.M.)

2. ADOPTION OF AGENDA

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

4. ENGINEERING AND PUBLIC WORKS

(a) LED Replacement Budget Reallocation

RECOMMENDATIONS: Council consider and resolve:

1. That available funds of $11,190 from project 44007 - LED Replacement be reallocated to a UPS installation project for the traffic signals located at Cedar Valley Connector and Mission Gateway Plaza; and

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

(b) Local Area Service for Water Main on Davidson Street

RECOMMENDATION: Council consider and resolve:

That staff be authorized to circulate an “Official Petition for LAS” as per Local Area Service Tax Policy FIN.53(C) 2.3.1.3, for the extension of a municipal water distribution system (water main) on Davidson Street.

5. CORPORATE ADMINISTRATION AND FINANCE

(a) District of Mission Development Cost Charge Bylaw 5714-2018

Statutory approval of the District’s updated Development Cost Charge Bylaw 5714-2018 has been received from the Deputy Inspector of Municipalities.

Staff support this bylaw moving forward, and as such, have listed it for adoption under the Bylaws for Consideration section of the agenda.
(b) 2018 Property Tax Sale

This report provides Council with the results of the 2018 property tax sale held on September 24, 2018. No staff recommendation accompanies this report as this is for Council’s information only.

(c) 2019 Permissive Tax Exemption Applications

The District received permissive tax exemption applications from seven organizations for 11 properties that fit the criteria for a one-year permissive tax exemption for the 2019 taxation year for Council’s consideration. These applications received are from organizations which were approved for a permissive tax exemption on the same properties in 2018. The applications have been reviewed by staff and are all complete. Accordingly, a draft bylaw has been prepared and placed under the “Bylaws for Consideration” section of the agenda.

A resolution from Council is required if the draft bylaw is to be amended to remove applicants.

(d) Relocation and Substantial Change of Chances Mission

This report is provided for information only. The report details a request by the British Columbia Lottery Corporation for the District to complete its statutory community consultation requirements regarding Gateway Casinos and Entertainment Ltd.’s proposed relocation and expansion of Chances Mission.

6. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

RECOMMENDATION: Council consider and resolve to rise from Committee of the Whole

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

RECOMMENDATIONS: Council consider and resolve:

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)(g) of the Community Charter – litigation or potential litigation affecting 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;

   • 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
Regular Council Agenda  
October 1, 2018

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.

8. **RECONVENE (7:00 P.M.)**

9. **RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE**
   (a) Committee of the Whole report dated October 1, 2018  
   Report of recommendations to be circulated at the 7:00 p.m. reconvened public meeting.

10. **PRESENTATIONS**
    (a) Casey Wright – Special Recognition Award  
    Special Recognition Award honouring Mr. Wright for his outstanding fundraising accomplishments.

11. **PROCLAMATIONS**
    (a) **Fire Prevention Week**  
    October 7th to 13th, 2018

12. **COUNCIL COMMITTEE REPORTS AND MINUTES**
    (a) Joint Shared Services Committee Meeting – July 12, 2018  
    Page 45
    (b) Cultural Resources Commission Meeting – June 27, 2018  
    Page 48

13. **BYLAWS FOR CONSIDERATION**
    (a) **Permissive Tax Exemption Bylaw 5790-2018**  
    First, Second, and Third Readings
    A bylaw to provide for permissive exemption from taxation of certain properties for the 2019 tax year
    See “Corporate Administration and Finance” Section 5(c)  
    Page 52

    (b) **Official Community Plan Amending Bylaw 5743-2018-5670(5)**  
    Third Reading
    OCP18-002 (Polygon Homes Ltd.) – a bylaw to redesignate 8455, 8279, 8387, 8289 and Lot A Nelson Street from Suburban Residential and Silverdale Comprehensive Planning Area to Urban Compact, Attached Multi-unit Residential and Parks and Open Space
    Page 54

    (c) **Zoning Amending Bylaw 5788-2018-5050(316)**  
    Third Reading
    R18-012 (Polygon Homes) – a bylaw to rezone properties at 8455, 8279, 8387, 8289 and Lot A Nelson Street from Rural 16
    Page 57
(RU16) Zone to Comprehensive Development 44 (CD44) Zone, Multiple Family 52 Townhouse (MT52) Zone, and Institutional Parks, Recreation and Civic (IPRC) Zone

(d) **Street Naming (Burnham Place, McCreath Place and Montgomery Place) Bylaw 5789-2018**  
A bylaw to name three new roads

(e) **Development Cost Charge Bylaw 5714-2018**  
A bylaw to impose development cost charges to all lands in the Municipality

See “Corporate Administration and Finance” Section 5(a)

(f) **Council Procedure Amending Bylaw 5791-2018-5345(4)**  
A bylaw to amend the changes in election timelines per the Community Charter and to add minor housekeeping amendments

14. **COUNCIL MEETING MINUTES FOR APPROVAL**

RECOMMENDATION: That the following minutes be adopted:

(a) Regular Council Meeting – September 17, 2018

15. **NEW/OTHER BUSINESS**

16. **NOTICES OF MOTION**

17. **QUESTION PERIOD**

18. **ADJOURNMENT**
DATE: October 1, 2018
TO: Mayor and Council
FROM: Michele Fernie, Engineering Technologist III – Traffic & Transportation
SUBJECT: LED Replacement Budget Reallocation

RECOMMENDATIONS: Council consider and resolve:

1. That available funds of $11,190 from project 44007 - LED Replacement be reallocated to a UPS installation project for the traffic signals located at Cedar Valley Connector and Mission Gateway Plaza; and
2. That the District’s financial plan be amended accordingly.

PURPOSE:

The purpose of this report is to provide Council with information regarding the requirement of an uninterruptable power supply (UPS) system for the traffic signals at Cedar Valley Connector and Mission Gateway Plaza mall access road, and to request a budget amendment for the installation of a UPS at this intersection.

BACKGROUND:

In 2014, the District’s capital plan included an LED replacement project with a budget of $43,935 with funding from the following sources: $31,935 from General Capital Reserve Fund, and $12,000 from Provincial grant funding. The LED replacement project began in 2014 and concluded in 2015, with $32,745 of expenditures. The remaining budget of $11,190 has been carried forward since 2015.

A UPS system provides emergency power to traffic signals by supplying power from batteries when utility power is not available. The District has UPS systems installed at two intersections: Cedar Street and 7th Avenue, and 7th Avenue and Grand Street.

The District’s proposed update to the Development and Subdivision Control Bylaw 5650-2017 includes the requirement of UPS systems for all new traffic signal installations.

ICBC has a defined funding contribution of $2,500 for the installation of a UPS at each traffic signal.

DISCUSSION AND ANALYSIS:

When a power outage occurs, traffic signals either go dark, or go into flashing mode where all signal heads flash red. In both cases, traffic is expected to treat the intersection as a four-way stop.

A traffic signal that is dark or flashing all red contributes to traffic congestion, and jeopardizes safety for vehicles and pedestrians. Emergency vehicles are unable to preempt the operation of the non-functional traffic signal, experiencing unwanted delays. A power interruption lasting only seconds may send the signals into flashing mode, and the signals will continue to flash until they have been manually reset. A UPS maintains regular traffic signal operations, as opposed to going dark or into flashing mode after a power interruption. Maintaining the signals’ red, yellow, and green operation reduces problems associated with congestion, safety, and emergency vehicles.
The District has thirteen intersections with full traffic controls. Of these intersections, only Cedar Street and 7th Avenue, and 7th Avenue and Grand Street have UPS units installed.

The Lougheed Highway and Cedar Valley Connector intersection is the busiest intersection in Mission. Immediately north of that is the intersection of Cedar Valley Connector and Mission Gateway Plaza mall access road. This intersection experiences very high north-south traffic volumes on Cedar Valley Connector compared to the considerably lower east-west traffic volumes.

Two circumstances make this a very challenging intersection to navigate as a four-way stop: Cedar Valley Connector has a five lane cross-section which can be confusing for drivers during power outages, and very high north-south volumes will cause considerable queuing and backing up of traffic.

There is currently $11,190 available in the completed project 44007 - LED Replacement. The typical cost of a UPS is approximately $10,000 before taxes. ICBC has a $2,500 defined contribution for the installation of a UPS; therefore the net funding required from the District for the UPS will be approximately $7,500. Operational cost savings will be realized as unplanned maintenance to reset the signals after a power interruption will no longer be required.

COUNCIL GOALS/OBJECTIVES:

This report addresses Council’s improved public safety objective, as the installation of an UPS will prevent traffic signals from going dark or into flashing mode after power interruptions.

FINANCIAL IMPLICATIONS:

Staff recommend the estimated cost of $10,000 to install a UPS at Cedar Valley Connector and Mission Gateway Plaza mall access road intersection be funded from the remaining unspent budget for the completed LED replacement project, which totals $11,190. The net funding required from the District to implement a UPS is expected to be approximately $7,500 excluding tax, after accounting for a $2,500 contribution from ICBC. Unplanned maintenance costs will decrease as these traffic signals will not need to be reset after a power outage; however, additional budget will be required for the eventual replacement of the UPS at the end of its useful life in order to maintain this new level of service.

I have reviewed the financial implications
Kris Boland, Director of Finance

SUMMARY AND CONCLUSION:

UPS systems offer continuous traffic signal operations through power outages. Unspent funds from the completed LED replacement project are sufficient for the installation of one UPS unit. Due to traffic volumes and intersection geometry, the intersection of Cedar Valley Connector and Mission Gateway Plaza mall access road, north of Lougheed Highway, can be severely affected by power outages and requires a UPS.
SIGN-OFFS:

Michele Fernie, Engineering Technologist III – Traffic and Transportation

Reviewed by:
Tracy Kyle, Director of Engineering & Public Works

Comment from Chief Administrative Officer:
Reviewed.
DATE: October 1, 2018
TO: Mayor and Council
FROM: Jay Jackman, Manager of Development Engineering & Projects
SUBJECT: Local Area Service for Water Main on Davidson Street

RECOMMENDATION: Council consider and resolve:

That staff be authorized to circulate an “Official Petition for LAS” as per Local Area Service Tax Policy FIN.53(C) 2.3.1.3, for the extension of a municipal water distribution system (water main) on Davidson Street.

PURPOSE:

Residents of Davidson Street north of Ferndale Avenue have petitioned the District of Mission (District) for a local area service (LAS) for the supply and installation of a municipal water distribution system (water main extension) on their street. In accordance with the Local Area Service Tax Policy FIN.53(C), staff is seeking permission from council to circulate an “Official Petition for LAS” to the affected property owners.

BACKGROUND:

Part 7, Division 5 of the Community Charter (local service taxes) authorizes a LAS, which is defined as “a municipal service that is to be paid for in whole or in part by a local service tax”. A LAS may be proposed either by petition of the benefiting property owners, or by the initiative of Council.

The Davidson Street LAS was initiated by petition of the benefiting property owners who wish to tap into the recently available municipal water system at Davidson Street on Ferndale Avenue. The District does not contribute to the installation or extension of services in residential areas, but as per the Community Charter, the District does offer LAS as described in Tax Policy FIN.53(C). LAS are improvement projects that benefit a particular area, and are paid for by the benefiting property owners.

In September 2017, a resident of Davidson Street reached out to the District Engineering and Public Works departments (Engineering), inquiring about extending municipal water from Ferndale Avenue north on Davidson Street to his property. Staff responded to this request and noted that this would require the extension of a water main on Davidson Street. It was suggested that the resident look at the LAS program as a means to achieve the extension of municipal water to his property. The resident was provided a copy of the information found on our website summarizing the LAS program.

In May 2018, the Engineering department received an unofficial petition for LAS signed by owners of all six benefitting properties on Davidson Street.

In June 2018, Engineering reached out to the Abbotsford Mission Water & Sewer Commission (WSC) asking them to seek approval from the Joint Shared Services Committee (JSSC) for the expansion of the municipal water distribution system on Davidson Street beyond the Urban Growth Boundary as per the Water Supply and Distribution and Sewage Treatment Systems Ownership and Governance Agreement Schedule A – Roles and Responsibilities Matrix.
In July 2018, Engineering was notified that the JSSC had approved the expansion as requested. That same month, the resident who provided the unofficial petition for LAS was sent a letter from the Director of Engineering expressing support for the LAS, outlining the scope of the project, providing a Class B construction cost estimate, recommending equal cost distribution for each of the six properties, and describing the next steps. The recipient of the letter expressed an interest in moving the LAS forward to Council.

**DISCUSSION AND ANALYSIS:**

The *Community Charter* gives municipalities the authority to provide a LAS within part of the municipality. The District has formalized the process through the Local Area Service Tax Policy FIN.53(C). This policy sets out the legal framework for the establishment of a LAS, options for cost recovery, and fees and charges associated with the project.

Local Area Service Tax Policy FIN.53(C) 2.3 outlines the requirements for initiating and establishing a LAS. Per section 2.3.1.3, in order to formalize the LAS staff need to prepare a Class B cost estimate, and seek permission from Council to circulate an *Official Petition* complete with cost estimate. To be certified as sufficient and valid:

1. An *Official Petition* for LAS must be signed by the owners of at least fifty percent (50%) of the parcels located in the *Benefiting Area*; and
2. The persons signing the *Official Petition* for LAS must be the owners of parcels that in total represent at least fifty percent (50%) of the assessed value of land and improvements in the *Benefiting Area*.

Section 216 of the *Community Charter* provides authority for a municipality to levy a parcel tax to recover all of the costs of a service provided within a LAS. Local Area Service Tax Policy FIN.53(C) outlines the details for cost calculations and options for cost recovery.

The scope of works include about 595 lineal metres of 200 mm Ø ductile iron pipe, four fire hydrants, six services, one swab retrieval (hydrant), one water sampling station, one water main tie-in, numerous culvert crossings, and half road pavement restoration.

**FINANCIAL IMPLICATIONS:**

The cost to install a municipal water distribution system on Davidson Street is estimated at $290,000 based on a Class B construction cost estimate. Should the proposed LAS proceed, Local Area Service Tax Policy FIN.53(C) sections 2.4 through 2.6 provide guidance on how to handle any variance between the actual construction bids/costs, and the Class B estimate. Section 2.8 of the policy requires that owners benefitting from a LAS related to water system installations are responsible for 100% of the project costs; in other words, the District does not subsidize water system installations in the case of a LAS.

In accordance with section 2.14 of the policy, the Director of Engineering has determined that the actual cost of the water main extension project should be divided equally among the six benefiting parcels, and property owners will repay the costs through a parcel tax levy. The improvements under the LAS will be amortized over a 20-year period, which is the maximum term permitted by section 2.13 of the policy; the 20-year period is logical given that the expected useful life of the water main is significantly longer.

In accordance with policy section 2.16, the interest rate charged on the LAS tax will be the Municipal Finance Authority of British Columbia’s (MFA) lending rate that aligns with the proposed 20-year term as at the date Council approves circulation of the official petition, plus a 1% risk factor. Therefore, provided Council approves circulation of the petition on October 1, 2018, MFA’s 20-year lending rate as at October 1, 2018 would form the basis for the interest charge on this LAS. For indicative purposes, the MFA 20-year lending rate as at September 13, 2018 is 3.42%, therefore once the 1% risk factor is applied, the interest rate on the proposed LAS would be 4.42%. Staff will be prepared to update Council...
on the current interest rate as at October 1, 2018 when this matter is considered.

Based on the proposed lending rate of 4.42% per annum on a project costed at $290,000 over 20 years divided equally over the six properties, each property owner would have a local area parcel charge of $3,689.97 added to their annual tax notice over 20 years.

An owner subject to a local service tax may commute, by payment, the local service tax imposed upon them. The commuted value is the unamortized proportionate share of the owners’ portion of the costs of the LAS plus interest, as determined by the Director of Finance. A one-time lump sum payment, equal to the full charge to the property owner as calculated through the petition without any interest is also permitted, given it is paid within four months from the date Council approves the circulation of the official petition for the LAS.

In terms of funding the proposed water main upgrade of $290,000, staff suggests the District would not need to borrow for this; rather, the costs could be initially funded from the District’s Water Capital Reserve Fund, with this reserve then being repaid from the future LAS tax collections, which includes a reasonable interest component reflecting the opportunity cost of using of these funds. The Water Capital Reserve Fund currently has an uncommitted balance of approximately $14 million.

I have reviewed the financial implications
Kris Boland, Director of Finance

COMMUNICATION:

Should an Official Petition of the six benefiting properties indicate support from at least 50% of property owners as described in Policy FIN.53(C) 2.3.1.5, staff will prepare a second report recommending Council establish a LAS for the extension of a municipal water distribution system on Davidson Street by adopting a LAS Bylaw in accordance with the Community Charter, in addition to a financial plan amendment to authorize construction of the project and the related funding source.

SUMMARY AND CONCLUSION:

Residents of Davidson Street north of Ferndale Avenue have petitioned the District for a LAS for the supply and installation of a municipal water distribution system (water main extension) on their street. Staff is seeking permission from Council to circulate an Official Petition complete with Class B cost estimate as described in Policy FIN.53(C).

SIGN-OFFS:

Jay Jackman, Manager of Development Engineering & Projects
Reviewed by:
Tracy Kyle, Director of Engineering & Public Works

Comment from Chief Administrative Officer:
Reviewed.
DATE: October 1, 2018
TO: Mayor and Council
FROM: Kris Boland, Director of Finance
SUBJECT: District of Mission Development Cost Charge Bylaw 5714-2018
ATTACHMENT(S): Appendix A – District of Mission Development Cost Charge Bylaw 5714-2018
Appendix B – DCC Bylaw Statutory Approval Certificate from the Deputy Inspector of Municipalities

Statutory approval of the District's updated Development Cost Charge Bylaw 5714-2018 has been received from the Deputy Inspector of Municipalities. Staff support this bylaw moving forward, and as such, have listed it for adoption under the Bylaws for Consideration section of the agenda.

PURPOSE:
The purpose of this report is to advise Council that Statutory approval of the DCC Bylaw has been received from the Deputy Inspector of Municipalities and the updated Development Cost Charge Bylaw 5714-2018 is included on this agenda under “Bylaws for Consideration” for final adoption.

BACKGROUND:
Staff have been working with consultants on the Development Cost Charge (“DCC”) update since 2017, which resulted in bringing forward proposed changes to the DCC program and bylaw to Council at the March 12, 2018 Special Meeting of Council. This meeting included the draft of the consultant’s “Final Report”, commonly referred to as the “DCC Background Report”, which includes detailed information relating to the District’s DCC programs and forms the basis for the District's DCC Bylaw.

In April/May of 2018, a stakeholder consultation process was conducted.

In June of 2018, staff brought forward the draft DCC Bylaw for first three readings, including results of the stakeholder consultation. In August of 2018, staff noted some minor wording inconsistencies within the naming convention of the DCC programs, and third reading of the bylaw was rescinded; third reading was then given on an amended bylaw which was supported by an updated Final Report.

As statutory approval has now been received from the Deputy Inspector of Municipalities, staff are bringing forward the Development Cost Charge Bylaw for consideration of final adoption.

DISCUSSION AND ANALYSIS:
If Council approves adoption of the updated DCC Bylaw, the new DCC rates will be effective immediately; however, sections 511 and 568 of the Local Government Act provide protection from rate increases for a period of 12 months for various types of development applications that are submitted prior to the date of bylaw adoption (also known as “in-stream” protection).

In-stream protection applies to building permit applications received with the applicable fees prior to adoption of the new DCC Bylaw, provided the building permit is issued within 12 months of bylaw adoption. In-stream protection is also extended to zoning bylaw amendment and development permit...
applications that are received with the applicable fees prior to the adoption of the new DCC bylaw, provided they result in a building permit issuance within 12 months of bylaw adoption.

In-stream protection for a period of 12 months also applies to subdivision applications received with the applicable fees prior to adoption of the new DCC Bylaw; for clarity, given that subdivision approval actually triggers the imposition of DCCs, this means the approval of the subdivision must occur within 12 months of bylaw adoption in order for the in-stream protection to apply.

The following tables show how in-stream protection applies to the various development applications, assuming the proposed DCC Bylaw is adopted October 1, 2018:

<table>
<thead>
<tr>
<th>Application Type</th>
<th>Application Submitted and Fees Paid</th>
<th>Subdivision Approval Granted</th>
<th>Applicable DCC Bylaw</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subdivision Application</td>
<td>On or before October 1, 2018</td>
<td>On or before October 1, 2019</td>
<td>5214-2011</td>
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<tr>
<td></td>
<td></td>
<td>October 2, 2019 or later</td>
<td>5714-2018</td>
</tr>
<tr>
<td></td>
<td>October 2, 2018 or later</td>
<td>N/A</td>
<td>5714-2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Application Type</th>
<th>Application Submitted and Fees Paid</th>
<th>Building Permit Issued</th>
<th>Applicable DCC Bylaw</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Permit, Development Permit or Zoning Bylaw Amendment</td>
<td>On or before October 1, 2018</td>
<td>On or before October 1, 2019</td>
<td>5214-2011</td>
</tr>
<tr>
<td></td>
<td></td>
<td>October 2, 2019 or later</td>
<td>5714-2018</td>
</tr>
<tr>
<td></td>
<td>October 2, 2018 or later</td>
<td>N/A</td>
<td>5714-2018</td>
</tr>
</tbody>
</table>

In any case, the legislation also provides the option for an applicant to agree in writing that the new DCC Bylaw should have effect, even if they qualify for in-stream protection.

Sections 511 and 568 of the Local Government Act provide additional guidance on in-stream protection, and outline the criteria that must be met for an application to qualify for in-stream protection; in particular, applications are typically required to be submitted in a form that is satisfactory to the designated local government officer in order to be considered “in-stream”.

COUNCIL GOALS/OBJECTIVES:

The updated and subsequent adoption of the Development Cost Charge Bylaw meets Council’s objective of Excellence in Financial Management and Planning.

FINANCIAL IMPLICATIONS:

Adoption of the DCC Bylaw and collection of the new DCC rates will ultimately provide the funding for the District’s DCC capital programs, which are required to service growth. Having said that, DCCs are designed as a cost-recovery tool; however, DCC infrastructure is often required to be constructed in advance of collecting DCCs. This means that timing challenges are inherent in funding DCC programs. Thus, staff will continue to look at creative options to solve these timing differences, including internal borrowing, external borrowing, and a number of development finance tools that are available such as providing DCC credits.

Keeping DCC rates and programs current ensures equity by funding growth-related infrastructure costs from those who benefit from the installation of that infrastructure, and protects the District’s financial sustainability.
Staff are working to implement a new process that takes advantage of the Community Charter’s Development Cost Charge Amendment Bylaw Approval Exemption Regulation, which prescribes a means to update DCC rates annually by inflation in a much simpler form than the normal DCC Bylaw update process. Therefore, an inflation update to the proposed DCC rates is anticipated to occur within 12 months of bylaw adoption.

A major update to the District’s DCC Bylaw is anticipated to begin in the next two or three years, upon completion of infrastructure master plans that are required to service the vision in the District’s recently adopted Official Community Plan.

COMMUNICATION:

The development community has been aware of the District’s proposed new DCC rates for some time. All DCC informational material will be updated to reflect the new DCC rates. Departments will also be updated on how to apply the new DCC bylaw and rates.

SUMMARY AND CONCLUSION:

As statutory approval has been received from the Deputy Inspector of Municipalities for the District’s updated Development Cost Charge Bylaw 5714-2018, this bylaw can now be considered for adoption by Council.

The new DCC rates will take effect upon bylaw adoption; however, the Local Government Act provides in-stream protection for a period of 12 months following bylaw adoption for subdivision applications, rezoning applications, development permit applications, and building permit applications received prior to bylaw adoption, providing certain criteria are met.

SIGN-OFFS:

Kris Boland, Director of Finance

Reviewed by:
Tracy Kyle, Director of Engineering and Public Works

Comment from Chief Administrative Officer:
Reviewed.
DISTRICT OF MISSION
BYLAW 5714-2018

A Bylaw to impose Development Cost Charges pursuant to the provisions of the Local Government Act

WHEREAS pursuant to section 559 of the Local Government Act, a Council may, by bylaw, impose development cost charges;

AND WHEREAS development cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital cost of providing, constructing, altering, or expanding sewage, water, drainage and highway facilities, other than off-street parking facilities, and providing and improving park land, in order to serve directly or indirectly, the development in respect of which the charge is imposed;

AND WHEREAS the Council of the District of Mission has deemed the charges imposed by this Bylaw:
(a) are not excessive in relation to the capital cost of prevailing standards of service in the municipality;
(b) will not deter development in the municipality;
(c) will not discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land in the municipality; and
(d) will not discourage development designed to result in a low environmental impact.

AND WHEREAS Council has considered the charges imposed by this Bylaw as related to future land use patterns and development, the phasing of works and services and the provision of park land described in an Official Community Plan;

AND WHEREAS in the opinion of the Council, the charges imposed by this Bylaw are related to capital costs attributable to projects included in the capital budget, and to capital projects consistent with the Official Community Plan of the Municipality.

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

PART 1 – TITLE

1.1 This Bylaw may be cited for all purposes as “District of Mission Development Cost Charge Bylaw 5714-2018”.

PART 2 – DEFINITIONS

2.1 For purposes of this Bylaw, the definitions of words and phrases that are not included in this section shall have that meaning assigned to them in the Local Government Act.

2.2 In this Bylaw:

“Apartment” has the same meaning as under the Zoning Bylaw.
"Building" means any construction used or intended for supporting or sheltering any use or occupancy including a mobile home.

“Building Permit” means permission or authorization in writing by the building official to perform construction regulated by the “District of Mission Building Bylaw 3590-2003” and amendments thereto.

"Building Lot" means the smallest unit into which land is subdivided as shown on the records of the Land Title Office.

"Commercial Use" means any use permitted within a Commercial Zone as described as under the Zoning Bylaw.

"Construction" means building, erecting, installing, repairing, altering, adding to, enlarging, moving, locating, relocating, reconstructing, demolishing, removing, excavating or shoring.

“Development Areas” means the prescribed geographical portions or areas of the Municipality within which specific development cost charges are levied, as identified in attached Schedule “A1”, Schedule “A2”, Schedule “A3” and Schedule “A4”.

“Duplex” has the same meaning as under the Zoning Bylaw.

“Dwelling Unit” has the same meaning as under the Zoning Bylaw.

"Floor Area" means the sum of the gross horizontal area of all floors of a Building.

“Industrial Use” means any use permitted within an Industrial Zone as described as under the Zoning Bylaw.

“Institutional Use” means any use permitted within an Institutional Zone as described as under the Zoning Bylaw.

For the purpose of this bylaw “Land Use(s)” means the designations to which different development cost charges are applied consisting of Single Family, Single Family Compact, Duplex, Row House, Townhouse, Apartment, Commercial, Industrial and Institutional.

"Municipality" means the municipal corporation of the District of Mission; or the geographical area of same, as the context may require.

“Row House” has the same meaning as under the Zoning Bylaw.

“Single Family Use” means a Building Lot that is zoned for the development of a Single Family Dwelling.

“Single Family Compact” means a Building Lot that is zoned for the development of a Residential Compact Lot.

"Single Family Dwelling" has the same meaning as under the Zoning Bylaw.

“Subdivision” means the division of land into two (2) or more parcels, whether by plan, apt descriptive words or otherwise, under the Land Title Act or the Strata Property Act.

“Townhouse” has the same meaning as under the Zoning Bylaw.

"Zoning Bylaw” means the current District of Mission Zoning Bylaw including any amendments thereto.
PART 3 – DEVELOPMENT AREAS

3.0 This Bylaw applies to all lands in the Municipality. These lands have been divided into Development Areas as identified on the attached Schedules “A1” through “A4”, inclusive; each of which form part of this Bylaw.

3.1 Schedule “B” sets out the development cost charge payable for each proposed Land Use in each development area.

PART 4 – DEVELOPMENT COST CHARGES

4.1 Subject to the exemptions specified in the Local Government Act, every person who obtains:

(a) approval of a Subdivision, or

(b) a Building Permit authorizing the Construction, alteration or extension of a Building or structure,

must pay to the Municipality, at the time of approval of the Subdivision or the issuance of the Building Permit, the applicable development cost charges set out in Schedule “B”, attached hereto and forming part of this Bylaw.

4.2 A development cost charge imposed under this Bylaw must be paid to the Municipality in full:

(a) in the case of a Subdivision creating one or more Building Lots for Single Family, Single Family Compact, Duplex or Row House Land Use, at the time of Subdivision approval; or

(b) in the case of all other Land Uses to which this Bylaw applies, upon issuance of the Building Permit.

PART 5 – CALCULATION OF APPLICABLE DEVELOPMENT COST CHARGES

5.1 The amount of development cost charges payable in relation to a particular Subdivision or Building Permit application shall be calculated using Schedule “B” and by determining the Development Area, the Land Use(s), the unit(s) of measure and the applicable charges, as the case may be.

5.2 The amount of development cost charges payable in relation to mixed use development shall be calculated separately for each separate Land Use that is included in the Subdivision or Building Permit application, and shall be the sum of the development cost charges payable for each Land Use.

5.3 In cases where development cost charges are collected as per 4.2 (a) and Subdivision is approved for a Building Lot that allows Duplex development, the rate for Duplex Land Use shall apply regardless of what form of development is actually constructed on the Building Lot.
PART 6 - REPEAL

6.1 The District of Mission Development Cost Charge Bylaw 5214-2011 is hereby repealed.

READ A FIRST TIME this 18th day of June, 2018
READ A SECOND TIME this 18th day of June, 2018
READ A THIRD TIME this 18th day of June, 2018
THIRD READING RESCINDED this 7th day of August, 2018
READ A THIRD TIME this 7th day of August, 2018
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 10th day of September, 2018
ADOPTED this >>> day of >>>, 2018

RANDY HAWES,    MICHAEL YOUNIE,
MAYOR     CORPORATE OFFICER
APPENDIX A

SCHEDULE "A4"
DCC AREA "D" - WEST SILVERDALE INDUSTRIAL (WEST OF SILVER CREEK)
DCC AREA "E" - EAST SILVERDALE INDUSTRIAL (EAST OF SILVER CREEK)
## APPENDIX A

### DISTRICT OF MISSION

#### SCHEDULE “B” – DEVELOPMENT COST CHARGES

<table>
<thead>
<tr>
<th>Areas</th>
<th>Land Use</th>
<th>Unit of Measure</th>
<th>Roads (All Areas)</th>
<th>Sewer (All Areas)</th>
<th>Regional Sewage Treatment (All Areas)</th>
<th>Regional Water Supply (All Areas)</th>
<th>Silvercreek Parklands (All Areas)</th>
<th>Cedar Valley Roads (Areas B and B1)</th>
<th>Cedar Valley Sewer (Areas B and B1)</th>
<th>Cedar Valley Water (Areas B and B1)</th>
<th>Cedar Valley Environmentally Sensitive Parklands Acquisition (Areas B and B1)</th>
<th>Cedar Valley Environmentally Sensitive Parklands Development (Areas B and B1)</th>
<th>Cedar Valley Sewer Extension (Area B1)</th>
<th>Silverdale Creek Bridge (Area E)</th>
<th>Silverdale Industrial Water Areas D and E</th>
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<td><strong>Area “E”</strong></td>
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<td>$ 100.10</td>
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**Legend:**
- (1) Area(s) Land Use Unit of Measure
- (2) Land Use Charge Bylaw 5714-2018
- $ Regional Development Cost Charge

---

**Summary:**
- The table provides detailed cost charges for various areas and land uses within the districts of Mission Development.
- Areas include Mission Central and Fraser Areas, Cedar Valley, Cedar Valley Specified Area, Industrial, Oil Mission and Fraser Areas, and Industrial, East Silverdale Industrial and Fraser Creek.
- The charges are categorized under Roads, Sewer, Regional Sewage Treatment, Regional Water Supply, Silvercreek Parklands, Cedar Valley Roads, Cedar Valley Sewer, Cedar Valley Water, Cedar Valley Environmentally Sensitive Parklands Acquisition, Cedar Valley Environmentally Sensitive Parklands Development, and Cedar Valley Sewer Extension.
- The total cost charges vary significantly across different areas and land uses, with some areas having much higher charges compared to others.

---

**Note:**
- The table includes calculations for per Building Lot, per m² of Floor Area, and per m² of Lot Area.
- The charges are presented in a tabular format for easy reference and comparison.
- The table is sourced from the District of Mission Development Cost Charge Bylaw 5714-2018.
Statutory Approval

Under the provisions of sections 560 of the Local Government Act

I hereby approve Bylaw No. 5714-2018 of the District of Mission,

a copy of which is attached hereto.

Dated this 10 day of September, 2018

Deputy Inspector of Municipalities
DATE:     October 1, 2018
TO:       Mayor and Council
FROM:     Kerri Onken, Deputy Treasurer/Collector
SUBJECT:  2018 Property Tax Sale
ATTACHMENT: Appendix A – 2018 Property Tax Sale Listing

This report provides Council with the results of the 2018 property tax sale held on September 24, 2018. No staff recommendation accompanies this report as this is for Council’s information only.

PURPOSE:
The purpose of this report is to provide Council with the results of the 2018 property tax sale held on September 24, 2018.

BACKGROUND:
Pursuant to Section 645 of the Local Government Act, the District’s annual tax sale was held in the Council Chambers at 10:00 a.m. on September 24, 2018, the last Monday in September. Properties with outstanding taxes and utilities for three years, 2018, 2017, and 2016 are offered for sale at public auction. As set out in section 649 of the Local Government Act, the minimum bid the auction starts at is the upset price which includes the outstanding taxes and utilities for the three years, penalties and interest to date, 5% tax sale charges, plus the Land Title Registration fees. If no bid is received, the property is declared sold to the District of Mission for the amount of the upset price.

DISCUSSION AND ANALYSIS:
This year, six properties which have delinquent taxes and interest were offered for sale on September 24, 2018 at 10:00 a.m. in the Municipal Council Chambers by public auction (see listing in Appendix A). This number is down substantially from the 254 properties that had delinquent taxes as of January 1, 2018, and down from the 53 that went into the first newspaper advertisement.

This year, 12 people from the public and eight staff were in attendance in the audience. All six properties were sold to individuals from the public at the 10:00 a.m. auction with multiple bids on each property. The tax sale was then adjourned at 10:30 until 1:00 p.m.

The owner or any parties that may have an interest in the properties that went to tax sale have one year from date of the tax sale in which to redeem the property. The one year redemption period for these properties sold on September 24, 2018 will expire September 24, 2019. In order to redeem a property, the upset price plus interest to date on the bid price is paid in full as outlined in the Local Government Act. Interest is calculated on the bid price not the upset price. The current interest rate on tax sale properties, as set by the Province, is 6.45%. This rate is subject to change January 1, April 1, July 1 and October 1 of each year.
For your information, all properties sold at the September 25, 2017 property tax sale have been redeemed.

FINANCIAL IMPLICATIONS:
There are no financial implications associated with this report.

COMMUNICATION:
Staff will notify everyone with an interest in these properties outlining the redemption process.

SUMMARY AND CONCLUSION:
Pursuant to Section 645 of the Local Government Act, the District's annual tax sale was held in the Council Chambers at 10:00 a.m. on September 24, 2018, the last Monday in September.

Properties with outstanding taxes and utilities for three years, 2018, 2017, and 2016 are offered for sale at public auction. If no bids are received, the property is declared sold to the District of Mission for the amount of the upset price. This year, six properties went to tax sale by public auction with all properties sold to individuals from the public.

The owner or any parties that have an interest in tax sale property have one year from date of the tax sale, September 24, 2019, in which to redeem the property. Staff will notify everyone with an interest in these properties outlining the redemption process.

For your information, all properties sold at the September 25, 2017 property tax sale have been redeemed.

SIGN-OFFS:

Kerri Onken, Deputy Treasurer/Collector

Reviewed by:
Susan Dowding, Revenue Supervisor

Comment from the Chief Administrative Officer:
Reviewed

G:\FINANCE\COW\2018\20181001\Tax Sale 2018.docx
## Appendix A

### 2018 PROPERTY TAX SALE

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<th>Legal Description</th>
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DATE: October 1, 2018
TO: Mayor and Council
FROM: Kerri Onken, Deputy Treasurer/Collector
SUBJECT: 2019 Permissive Tax Exemption Applications
ATTACHMENTS:
- Appendix A – Permissive Tax Exemption Policy FIN.49
- Appendix B – Summary of Permissive Tax Exemption Applications
- Appendix C – Estimated 2019 Property Tax Values for One Year Permissive Tax Exemption Applications
- Appendix D – 2019 Permissive Tax Exemption Bylaw 5790-2018

The District received permissive tax exemption applications from seven organizations for 11 properties that fit the criteria for a one-year permissive tax exemption for the 2019 taxation year for Council’s consideration. These applications received are from organizations which were approved for a permissive tax exemption on the same properties in 2018. The applications have been reviewed by staff and are all complete. Accordingly, a draft bylaw has been prepared and placed under the “Bylaws for Consideration” section of the agenda.

A resolution from Council is required if the draft bylaw is to be amended to remove applicants.

PURPOSE:
The purpose of this report is to provide Council with information on the one-year permissive tax exemption applications that were received for the 2019 taxation year. This report also makes reference to and attaches the recommended 2019 Permissive Tax Exemption Bylaw for Council’s consideration.

BACKGROUND:
Under the provisions of Section 224 of the Community Charter, Council may exempt certain lands, improvements, or both from municipal property taxes. The permissive tax exemption does not apply to user fees such as water, sewer, garbage and recycling charges. To grant municipal property tax exemptions, Council must adopt a permissive tax exemption bylaw on or before October 31st of the preceding calendar year. Adoption of this bylaw requires a 2/3 majority vote of Council members. Additionally, preceding adoption of the bylaw, the District is required to publish notification in the newspaper once each week for two consecutive weeks.

Permissive tax exemptions can be provided during a four-year period as outlined in the District’s Permissive Tax Exemption Policy FIN.49 (Appendix A) which was developed and approved by Council at its July 6, 2015 meeting. The current four-year period covers the 2017 to 2020 taxation years. In particular instances, such as organizations that are leasing land/improvements from the owner, the duration of the exemption is for one year only, and are required to re-apply each year.
Should the eligibility criteria for an organization change during a longer term period of the permissive tax exemption (*more than one year*) the organization must inform the District immediately, which may result in the property becoming taxable in the next calendar year. In other words, if an organization moves the program to a new location, the old location may become assessable for property taxes.

**DISCUSSION AND ANALYSIS:**

The District received permissive tax exemption applications from seven organizations for 11 properties that fit the criteria for a one-year permissive tax exemption for the 2019 taxation year for Council’s consideration. These applications received are from organizations which were approved for a permissive tax exemption on the same properties in 2018. The applications have been reviewed by staff and are all complete. Appendix B lists all the applications received and the application packages with all supporting materials have been prepared and are available in Council’s reading basket.

Properties that qualified for a four-year exemption were approved for a 2017 to 2020 exemption period by Council on October 3, 2016.

Appendix C, attached to this report, is a table estimating the property taxes foregone as a result of the permissive tax exemption applications received. The table shows the assessment class of the properties, the 2018 assessed values of the land and improvements, the estimated exempted property tax values for 2019 (estimating a 3% increase for both the Municipal property taxes and taxes collected on behalf of other authorities) and the municipal portion of the 2018 property taxes for comparison. Should the condition of any of the properties change or the estimated tax rates change from the estimated 3%, the value of the exemption will change accordingly.

The attached bylaw in Appendix D has been prepared with all properties listed, however Council is at liberty to remove any of the properties listed and accordingly read the drafted bylaw as amended. A resolution is required from Council as to which, if any, of the noted properties included in Appendix A should be removed from the permissive tax exemption bylaw. Applicants have been notified that this report will be on the October 1, 2018 Regular Council agenda and to send a representative should Council have any questions.

**FINANCIAL IMPLICATIONS:**

Appendix C, attached to this report, is a table estimating the property taxes foregone as a result of the permissive tax exemption applications received. The total benefit to the applicants from a property tax exemption is estimated to be $89,684 in 2019. The municipal portion is estimated at $62,999 with the balance of $26,685 levied from other authorities. For comparison purposes, the municipal portion of property taxes from the 2018 permissive tax exemption on these properties totaled $61,164.

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$8,851,772</td>
<td>$62,999</td>
<td>$26,685</td>
<td>$89,684</td>
<td>$61,164</td>
</tr>
</tbody>
</table>

*Assuming a 3% increase in property taxes between 2018 and 2019*

I have reviewed the financial implications
Kris Boland, Director of Finance
COMMUNICATION:
Pursuant to the Community Charter, public notification will be placed in the local paper on Friday, October 5, 2018 and again on Friday, October 12, 2018 that will generally advise Council’s intention to grant the one-year permissive tax exemptions for the 2019 taxation year. Once the bylaws are formally adopted, the applicants will be advised.

SUMMARY AND CONCLUSION:
Under the provisions of Section 224 of the Community Charter, Council may exempt certain lands, improvements, or both from municipal property taxes. Council must adopt a permissive tax exemption bylaw, requiring a 2/3 majority vote of Council members, on or before October 31st of the preceding calendar year. Permissive tax exemptions do not apply to user fees such as water, sewer, garbage and recycling charges.

The District received permissive tax exemption applications from seven organizations for 11 properties that fit the criteria for a one-year permissive tax exemption for the 2019 taxation year for Council’s consideration. These applications received are from organizations which were approved for a permissive tax exemption on the same properties in 2018. The applications have been reviewed by staff and are all complete. Appendix B lists the applications received that qualify for a one-year permissive tax exemption. The application packages with all supporting materials have been prepared and are available in Council’s reading basket.

Attached to this report in Appendix C is a table estimating the property taxes foregone as a result of the permissive tax exemption applications received.

A resolution is required from Council as to which, if any, of the properties should be removed from the permissive tax exemption bylaw. The attached Bylaw in Appendix D has been prepared with all properties listed, however, Council is at liberty to remove any of the properties listed and accordingly read the draft bylaw as amended. Applicants have been notified that this report will be on the October 1, 2018 Regular Council agenda and to send a representative should Council have any questions.

SIGN-OFFS:

Kerri Onken, Deputy Treasurer/Collector

Reviewed by:
Jennifer Russell, Deputy Corporate Officer

Comment from Chief Administrative Officer:
Reviewed.
PREAMBLE:
The adoption of this policy by Council Resolution includes the repeal of policy number FIN.31.

BACKGROUND:
Municipalities in British Columbia may exempt certain properties from property taxes by passing a bylaw in accordance with Division 7 – Permissive exemptions of the Community Charter.

PURPOSE:
A permissive tax exemption is one means for the District of Mission to aid eligible community-minded resources and support their respective function for the overall common good.

POLICY:
1. Process
   (a) Council will consider applications for permissive tax exemptions annually. Notification will be advertised in the local newspaper and on the District website.

   (b) Applications must be submitted to the District using the prescribed application form, (included within this policy), on or before July 15th of each year unless otherwise designated in the annual notification. Staff will review the applications and compile them in a report to Mayor and Council who shall consider the request and make the final decision.

   (c) All applications should be submitted on the prescribed form and should include copies of the following in order to receive optimal consideration:

      • current year’s budget
      • previous year’s annual financial statement
      • annual general meeting minutes, (including manager’s report, if applicable)
      • current site plan for each property
If the property is rented or leased from the owner:
- site drawing for leased/rented portion of the property
- lease/rental agreement

If the property is rented or leased to another person/organization:
- site drawing for leased/rented portion of the property
- lease/rental agreement

(d) The staff report will highlight relativity to the eligibility criteria.

(e) All permissive tax exemptions will be reviewed each year by staff to ensure that they continue to qualify for an exemption. Updates of information may be required upon request of the District.

2. Eligibility Criteria

(a) Subject Property must be one of the following:
   i. Land and/or improvements owned, or in specific situations, leased, or;
   ii. Land and/or improvements ancillary to a statutory exemption under section 220 of the Community Charter.

(b) Nature of organization must be:
   i. Non-profit organization;
   ii. Charitable/philanthropic organization;
   iii. Athletic or Service Club/Associations;
   iv. Partner of the municipality by agreement under section 225 of the Community Charter;
   v. Other local authority (e.g. Regional District, diking authority, etc.); or
   vi. Organization eligible under statutorily exempt under section 220 of the Community Charter (e.g. place of public worship).

(c) No permissive tax exemptions will be considered for organizations or properties providing housing services considered to be the responsibility/authority of senior levels of government such as care homes and private health care facilities, unless otherwise designated by municipal council.

(d) The applicant organization’s use of the land/improvements must benefit the community in one or more of the following ways:
   i. Provides recreational facilities for public use;
   ii. Provides recreation programs to the public;
   iii. Provides programs to and/or facilities used by youth, seniors or other special needs groups;
   iv. Offers cultural or educational programs to the public which promote community spirit, cohesiveness and/or tolerance; or
   v. Offers services to the public in formal partnership with the municipality.

(e) The exemptions can only be considered after a building is constructed, given final occupancy approval by the District, is occupied and operationally compliant with all licensing and permits.

(f) There is no obligation for Council to grant a permissive tax exemption.
3. **Duration of Exemption**

Permissive tax exemptions will normally be provided for a period of up to four years. In the case of an organization that is leasing land/improvements from the owner of the property, the duration of the exemption is for one year only. Should the eligibility criteria change during the term of the permissive tax exemption the organization must inform the District immediately and this may result in the property becoming taxable in the next calendar year.

**RECORD OF AMENDMENTS/REVIEW**

<table>
<thead>
<tr>
<th>Policy #</th>
<th>Date Adopted</th>
<th>Date Reviewed</th>
<th>Amended (Y/N)</th>
<th>Date Reissued</th>
<th>Authority (Resolution #)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
## APPENDIX “B”

### Summary of Permissive Tax Exemption Application
**For the 2019 Tax Year**

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>ROLL NUMBER</th>
<th>PROPERTY FOR EXemption</th>
<th>% Leased</th>
<th>Use/Purpose</th>
<th>Exemption in 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communitas Supportive Care Society</td>
<td>832 138 000</td>
<td>33032 11th Avenue</td>
<td>100%</td>
<td>Support programs and facilities</td>
<td>Yes</td>
</tr>
<tr>
<td>District of Mission Arts Council</td>
<td>870 357 001</td>
<td>33529 1st Avenue</td>
<td>100%</td>
<td>Art gallery and programs</td>
<td>Yes</td>
</tr>
<tr>
<td>District of Mission Arts Council</td>
<td>870 354 000</td>
<td>33535 1st Avenue <em>(parking)</em></td>
<td>100%</td>
<td>Adjacent lot/parking</td>
<td>Yes</td>
</tr>
<tr>
<td>Mel Jr. and Marty Zajac Foundation</td>
<td>311 053 000</td>
<td>Power Lines</td>
<td>100%</td>
<td>Special needs camp</td>
<td>Yes</td>
</tr>
<tr>
<td>Mel Jr. and Marty Zajac Foundation</td>
<td>311 054 000</td>
<td>15600 Florence Lk Rd Gate Hse</td>
<td>100%</td>
<td>Special needs camp</td>
<td>Yes</td>
</tr>
<tr>
<td>Mission Community Services (Haven in the Hollow)</td>
<td>820 449 000</td>
<td>32646 Logan Avenue</td>
<td>100%</td>
<td>First stage housing</td>
<td>Yes</td>
</tr>
<tr>
<td>Mission Daycare Society</td>
<td>860 677 000</td>
<td>33649 Prentis Avenue</td>
<td>100%</td>
<td>Child care centre</td>
<td>Yes</td>
</tr>
<tr>
<td>Mission Daycare Society</td>
<td>860 677 001</td>
<td>33649 Prentis Avenue <em>(lot)</em></td>
<td>100%</td>
<td>Adjacent vacant lot</td>
<td>Yes</td>
</tr>
<tr>
<td>SARA for Women Society</td>
<td>831 022 000</td>
<td>33070 5th Avenue</td>
<td>28%</td>
<td>Office and support programs</td>
<td>Yes</td>
</tr>
<tr>
<td>Sto:lo Heritage Trust Society (Xá:ytem Longhouse)</td>
<td>930 522 000</td>
<td>35087 Lougheed Highway</td>
<td>owned</td>
<td>Preserving heritage and culture</td>
<td>Yes</td>
</tr>
<tr>
<td>Sto:lo Heritage Trust Society (property)</td>
<td>930 618 000</td>
<td>35102 Sunnyside Drive <em>(lot)</em></td>
<td>owned</td>
<td>Preserving heritage and culture</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Total # of Applicants (Organizations): 7**

**Total # of Properties: 11**
### APPENDIX “C”

**Estimated 2019 Property Tax Values**

**For One Year Permissive Tax Exemption Applications**

<table>
<thead>
<tr>
<th>Roll Number</th>
<th>Organization</th>
<th>Assessment Class</th>
<th>2018 Assessment</th>
<th>*2019 Municipal Taxes</th>
<th>**2019 Other Authority Taxes</th>
<th>Total Estimated 2019 Taxes</th>
<th>*2018 Municipal Taxes</th>
</tr>
</thead>
<tbody>
<tr>
<td>832 138 000</td>
<td>Communitas Supportive Care Society</td>
<td>1</td>
<td>$855,000</td>
<td>2,837.97</td>
<td>1,465.70</td>
<td>4,303.67</td>
<td>2,755.31</td>
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<tr>
<td>870354 000</td>
<td>District of Mission Arts Council</td>
<td>6</td>
<td>$306,800</td>
<td>4,077.26</td>
<td>1,573.33</td>
<td>5,650.59</td>
<td>3,958.51</td>
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<tr>
<td>870 357 001</td>
<td></td>
<td>6</td>
<td>$575,000</td>
<td>7,641.55</td>
<td>2,948.71</td>
<td>10,590.26</td>
<td>7,418.98</td>
</tr>
<tr>
<td>311 053 000</td>
<td>Mel Jr. and Marty Zajac Foundation</td>
<td>1</td>
<td>$26,500</td>
<td>87.96</td>
<td>45.23</td>
<td>133.19</td>
<td>85.40</td>
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<tr>
<td>311 054 000</td>
<td></td>
<td>1</td>
<td>$338,500</td>
<td>1,123.57</td>
<td>580.28</td>
<td>1,703.85</td>
<td>1,090.85</td>
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<tr>
<td>820 449 000</td>
<td>Mission Community Services (Haven in the Hollow)</td>
<td>1</td>
<td>$562,000</td>
<td>1,865.43</td>
<td>963.42</td>
<td>2,828.85</td>
<td>1,811.10</td>
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<tr>
<td></td>
<td></td>
<td>6</td>
<td>$552,000</td>
<td>7,335.89</td>
<td>2,830.76</td>
<td>10,166.65</td>
<td>7,122.22</td>
</tr>
<tr>
<td>860 677 000</td>
<td>Mission Daycare Society</td>
<td>1</td>
<td>$1,497,000</td>
<td>4,968.94</td>
<td>2,566.26</td>
<td>7,535.20</td>
<td>4,824.22</td>
</tr>
<tr>
<td>860 677 001</td>
<td></td>
<td>1</td>
<td>$997,000</td>
<td>3,309.31</td>
<td>1,709.13</td>
<td>5,018.44</td>
<td>3,212.92</td>
</tr>
<tr>
<td>831 022 000</td>
<td>SARA for Women Society (28%)</td>
<td>6</td>
<td>$251,972</td>
<td>3,348.62</td>
<td>1,292.16</td>
<td>4,640.78</td>
<td>3,251.09</td>
</tr>
<tr>
<td>930 522 000</td>
<td>Sto:lo Heritage Trust Society</td>
<td>6</td>
<td>$1,686,000</td>
<td>22,406.35</td>
<td>8,646.12</td>
<td>31,052.47</td>
<td>21,753.73</td>
</tr>
<tr>
<td>930 618 000</td>
<td></td>
<td>1</td>
<td>$1,204,000</td>
<td>3,996.40</td>
<td>2,063.98</td>
<td>6,060.38</td>
<td>3,880.00</td>
</tr>
<tr>
<td><strong>TOTALS:</strong></td>
<td></td>
<td></td>
<td><strong>$8,851,772</strong></td>
<td><strong>$62,999</strong></td>
<td><strong>$26,685</strong></td>
<td><strong>$89,684</strong></td>
<td><strong>$61,164</strong></td>
</tr>
</tbody>
</table>

*Includes general municipal, police, drainage and library taxes for both 2018 and 2019 columns.*

**Includes FV Regional District, FV Hospital District, BC Assessment, Municipal Finance Authority and Provincial School taxes.*
APPENDIX “D”

2019 Permissive Tax Exemption Bylaw 5790-2018

DISTRICT OF MISSION

BYLAW 5790-2018

A Bylaw to provide for permissive exemption from taxation of certain properties

WHEREAS Section 224 of the Community Charter provides that Council may by bylaw, adopt prior to October 31 in any year, exempt certain land, improvements or both from taxation for the next calendar year;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “District of Mission Permissive Tax Exemption Bylaw 5790-2018”.

2. That the not-for-profit organizations described in Schedule “A” attached hereto and forming part of this bylaw shall be exempt from taxation imposed pursuant to Section 224 of the Community Charter for land and improvements herein specified for the year 2019.

READ A FIRST TIME this __ day of October, 2018

READ A SECOND TIME this __ day of October, 2018

READ A THIRD TIME this __ day of October, 2018

Advertised in the Mission Record on this >>> day and >>> day of October, 2018.

ADOPTED this __ day of October, 2018

RANDY HAWES, MAYOR MIKE YOUNIE, CORPORATE OFFICER
<table>
<thead>
<tr>
<th>Owner/Occupier</th>
<th>Roll Number</th>
<th>Legal Description of Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communitas Supportive Care Society</td>
<td>832138-000</td>
<td>PID: 010-314-369, Lot 4, Section 21, Township 17, Land District 36, NWD, Plan NWP17978</td>
</tr>
<tr>
<td>District of Mission Arts Council</td>
<td>870357-001</td>
<td>PID: 002-430-045, Lot 1, Group 3, District Lot 1, Land District 36, NWD, Plan NWP70294</td>
</tr>
<tr>
<td></td>
<td>870354-000</td>
<td>PID: 011-081-902, Lot 1, Group 3, District Lot 1, Land District 36, NWD, Plan NWP4190</td>
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<tr>
<td>Mel Jr. and Marty Zajac Foundation, Inc.</td>
<td>311053-000</td>
<td>Section 10, Township 4, part NW ¼, Group 1, District Lot 5868, Land and Water BC Inc. Licence #241369 (Crown Provincial), Land District 36, NWD</td>
</tr>
<tr>
<td></td>
<td>311054-000</td>
<td>Block B, part NW ¼, Section 10, Township 4, Range 3, Meridian W7, Land District 36, NWD, Land and Water BC Inc. Licence #240012 (Crown Provincial)</td>
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<tr>
<td>Mission Community Services Society (Haven in the Hollow)</td>
<td>820449-000</td>
<td>PID: 005-824-583, Lot 96, District Lot 165, Group 3, Section 20, Township 17, Land District 36, NWD, Plan NWP59878</td>
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<tr>
<td>Mission Daycare Society (Heritage Park Child Care Centre) (Sublessee)</td>
<td>860677-000</td>
<td>PID: 005-603-811, Portion of Lot 0 Except Part in Plan LMP25574, District Lot 4, Group 3, Land District 36, NWD, Plan NWP29500 / Lease #24164</td>
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<tr>
<td></td>
<td>860677-001</td>
<td></td>
</tr>
<tr>
<td>SARA for Women Society (28% land and improvements)</td>
<td>831022-000</td>
<td>PID: 004-937-163, Lot 518 Except Plan 87080, Section 21, Township 17, Land District 36, NWD, Plan NWP51424</td>
</tr>
<tr>
<td>Sto:lo Heritage Trust Society (for the Xá:ytem Longhouse and property)</td>
<td>930522-000</td>
<td>PID: 008-614-652, Lot 31 Except Part in Plan 44937, District Lot 476, Group 1, NWD, Plan NWD38924</td>
</tr>
<tr>
<td></td>
<td>930618-000</td>
<td>PID: 002-872-854, Parcel A Except Part Subdivided by Plan 75549, District Lot 476, Group 1, NWD, Explanatory Plan NWD70816</td>
</tr>
</tbody>
</table>
DATE: October 1, 2018  
TO: Mayor and Council  
FROM: Mike Younie, Deputy Chief Administrative Officer  
SUBJECT: Relocation and Substantial Change of Chances Mission  
ATTACHMENT: A – Letter dated September 20, 2018 from BC Lottery

This report is provided for information only. The report details a request by the British Columbia Lottery Corporation for the District to complete its statutory community consultation requirements regarding Gateway Casinos and Entertainment Ltd.’s proposed relocation and expansion of Chances Mission.

PURPOSE:
The purpose of this report is to provide information to the public and Council regarding a proposed relocation and expansion of Chances Mission.

BACKGROUND:
Chances Mission is located at 7178 Horne Street in Mission and is operated by Gateway Casinos and Entertainment Ltd. (Gateway). It currently operates 125 slot machines, bingo, one electronic table and offers a small dining service within 16,000 square feet. Gateway is proposing to move Chances to a new property being developed at Lougheed Highway and Wren Street. That property has received third reading for rezoning to Comprehensive Development Zone 41 which allows casino, community gaming facility and bingo hall uses as permitted uses among others if adopted.

The District’s Zoning Bylaw includes Bingo Hall, Community Gaming Centre (slot machines) and Casino (gaming tables) as separate uses while the province’s Gaming Control Act (GCA) includes bingo halls and casinos under the broad definition of Gaming Facility.

The District received a letter from the British Columbia Lottery Corporation (BCLC) on September 20, 2018 (Attachment A) outlining Gateway’s proposed relocation of Chances and the District’s obligations under the GCA and Regulations. BCLC supports Gateway’s relocation and intends to change the current gaming mix to better reflect the market demands. The new facility will be 30,000 square feet including a 10,000 square feet improved dining experience. The new mix of gaming opportunities could include the addition of regular gaming tables and an increase in the number of slot machines and electronic gaming tables although the exact mix is unknown at this time.

DISCUSSION AND ANALYSIS:
As a host local government, the District is required by the GCA to perform a specific process in order to provide its approval to BCLC for the proposed relocation and expansion which is considered a significant change under the GCA.

The following steps are to be completed by the District prior to the District being able to offer support to BCLC’s proposed changes:
1. Consult with potentially affected local governments
   a. Includes First Nations, municipalities and regional districts within 5km of new location; and
   b. Affected local governments have 30 days to provide written comments.
2. Receive adequate community input
   a. Provide the community with an opportunity for local residents to provide comments and information either by public hearing, public meetings or referendum.
3. Formal Approval
   a. Council must provide formal approval in the form of a resolution; and
   b. Include a letter detailing how the District fulfilled its consultation obligations.
4. Objection and Non-Binding Dispute Resolution Process
   a. Should Council support the changes, notification of potentially affected local governments is required who then have two weeks to file an objection with BCLC; and
   b. If an objection that meets the criteria of the GCA is properly filed with BCLC, the District will be required to participate in a non-binding dispute resolution process with the objector.

BCLC expects that Gateway’s, BCLC’s and the District’s consultation requirements will take until mid November to complete. Staff will begin by sending letters to potentially affected local governments which will include City of Abbotsford, Matsqui, Kwantlen, Katzie, Sumas and Leq’á:mel First Nations. Once the 30 day deadline has passed, staff will arrange a dedicated public meeting for Council to listen and consider the public’s concerns prior to considering whether to support or oppose BCLC’s request.

Gateway is also responsible for carrying out its own community consultation. Gateway has two sessions (12PM – 2PM and 6PM – 9PM) per day planned from October 2-4 at the Best Western, Silverdale Hall and Mission Leisure Centre, respectively. Advertisements have been placed in the Mission City Record. Staff will attempt to attend several of these sessions. The District will be provided with the comments received by Gateway at these sessions and will provide these to Council as part of the District’s consultation obligations.

FINANCIAL IMPLICATIONS:
The District received approximately $690,000 in gaming revenue in 2017 and expects to receive slightly greater than $700,000 in 2018. With an expanded facility, gaming revenue could increase by approximately 50%.

COMMUNICATION:
Prior to considering whether to support or oppose BCLC’s request, a consultation process as outlined above must be carried out by the District.

SUMMARY AND CONCLUSION:
The British Columbia Lottery Corporation has received a request by Gateway Casinos and Entertainment Limited to relocate Chances Mission from its current site to a new site at Lougheed Highway and Wren Street. BCLC is supportive of the relocation and intends to change the current gaming mix to better reflect the market demands. Prior to Council considering to support or oppose the change, the District must carry out its own public and community consultation process. This process will consist of sending letters to neighbouring communities and providing 30 days for responses. Subsequent to the 30 day period expiring, a public meeting will be arranged to hear from the public.
SIGN-OFFS:

Mike Younie, Deputy Chief Administrative Officer

Reviewed by:
Ken Bourdeau, Manager of Long Range Planning

Comment from Chief Administrative Officer:
Reviewed.
September 20, 2018

His Worship Randy Hawes
District of Mission
8645 Stave Lake Street
Box 20
Mission, BC
V2V 4L9

Dear Mayor Hawes:

**Re: Relocation and Substantial Change of Chances Mission**

As a Crown corporation governed by the *Gaming Control Act* (British Columbia) (the "GCA"), the role of the British Columbia Lottery Corporation ("BCLC") is to conduct and manage commercial gaming in the Province of British Columbia. As such, BCLC would like to provide the District of Mission (the "District") with information pertaining to the statutory requirements for a proposed relocation of the gaming facility located at 7178 Horne Street, Mission. Under an agreement with BCLC, Gateway Casinos & Entertainment Inc. ("Gateway") will continue to provide operations to BCLC at the new location. As such, Gateway is authorized by BCLC to discuss the proposed relocation with the District.

As a host local government ("HLG"), the District is required by the GCA and the *Gaming Control Regulation* (the "Regulation") to perform a specific process in order to provide HLG approval to BCLC for the proposed relocation. Below is an outline of the approval process required of the District, as HLG, before it can approve the relocation of a gaming facility. This summary is not a substitute for your own review of the wording of the GCA and Regulation which, for your reference, can be found online at: [http://www.bclaws.ca/](http://www.bclaws.ca/).

BCLC supports the proposed relocation, and it is the Corporation's intention to change the current gaming mix to better reflect the market demands. However, based on prior experience, we do not believe the requirements under the GCA could be adequately fulfilled prior to the municipal election on October 20, 2018. In addition, BCLC will require until at least mid-November to adequately prepare for municipal public hearings and to engage with community stakeholders.

BCLC is committed to openness and transparency, with the expectation that meaningful dialogue with community stakeholders and the public will take place beginning immediately to ensure a project is approved which best meets the needs your community. BCLC and Gateway plan to hold public information sessions to address all questions in advance of, and in conjunction with, the municipal approval process. As such, BCLC looks forward to working with the municipal staff on this process.
APPENDIX A

To comply with the GCA and the Regulation, the District must complete the following four steps:

1. Consult with potentially affected local governments;
2. Receive adequate community input;
3. Provide formal written approval to BCLC, the Gaming Policy Enforcement Branch ("GPEB") and all adjacent municipalities; and
4. Comply with the objection and non-binding dispute resolution process outlined within the GCA.

Further details regarding each stage of the process are noted below for your reference:

1. **Consultation with potentially affected local governments:**

Consultation notices in writing must be sent to potentially affected local governments which are municipalities, regional districts and first nations within 5 km of the place where the gaming facility is proposed to be relocated informing them of the proposed relocation and substantial change.

The notices must:

A. Clearly identify the name, street address and the type of gaming facility;
B. Clearly state the proposal for the relocation of the current gaming facility;
C. Clearly outline the proposal will include an increase to the number of slot machines and electronic table games (final gaming mix yet to be finalized by BCLC);
D. Include any other information, that in the District’s opinion, is relevant to the recipients' consideration of the proposal;
E. Advise the recipients that they may provide written comments (which must be limited to the subject matters in the Regulation) to the District within 30 days after the receipt of the notice.

A copy of all consultation letters to be forwarded to BCLC. The consultation process must be completed and any responses considered before the District can approve the proposal.

2. **Community Input**

Prior to giving approval to the proposal, the District must also show that it sought and considered public input by:

A. Giving adequate public notice which includes the particulars of the proposed relocation and;
B. Providing an opportunity for local residents and their representatives to provide comments, information and representations concerning the proposal either by public hearing, public meetings or referendum.
APPENDIX A

3. **Formal Approval**

The formal approval of the relocation and the substantial change by the District is required to be in the form of a resolution or of a letter on the District's official letterhead and be delivered in duplicate to both BCLC, GPEB, and all adjacent municipalities as follows:

VP Casino and Community Gaming  
Casino & Community Gaming Division  
British Columbia Lottery Corporation  
2940 Virtual Way  
Vancouver, BC  
V5M 0A6

And,

General Manager  
Gaming Policy Enforcement Branch  
Ministry of Attorney General  
PO Box 9311 Stn, Prov. Gov't  
Victoria, BC  
V8W 9N1

The approval letter must:

A. Specify the effective date of the approval;  
B. Be executed by the duly authorized official or officials of the District;  
C. Identify the potentially affected local governments that were consulted;  
D. Summarize the outcome of the consultations; and  
E. Confirm the manner in which the District obtained community input.

The approval letter should also include:

A. A copy of the resolutions or other instruments passed by the District with respect to the proposal;  
B. A copy of any comments received from potentially affected local governments in response to the consultation notices;  
C. A copy of all public notices and details about how the proposal was publicized; and  
D. A summary of the community input received including minutes of any public hearing or meeting.

4. **Objection and Non-Binding Dispute Resolution Process**

Once the consultation and community input requirements have been completed and the District has provided its official approval to BCLC and GPEB, the Regulation requires the District to notify, in writing, each potentially affected local government consulted of the District's decision. The receipt of this letter starts a two-week period in which an objection may be filed with BCLC.
APPENDIX A

If an objection that meets the criteria of the GCA is properly filed with BCLC, the District will be required to participate in a non-binding dispute resolution process with the objector. BCLC must refer the parties to non-binding dispute resolution and the parties have 60 days after referral to complete that process. Further details on the dispute resolution process can be obtained from BCLC.

As a reminder, compliance with the GCA and Regulation as an HLG does not preclude the District from its responsibilities under any other legislation.

If you have any questions or require further information pertaining to the approval process or public consultation, please contact Susan Dolinski, Vice President Social Responsibility & Communication, at (604) 228-3096, or matters pertaining to the market survey or gaming mix, please contact Brad Desmarais, Vice President Casino & Community Gaming, at (604) 225-6408.

Yours truly,

Brad Desmarais
Vice President,
Casino & Community Gaming
BCLC

Susan Dolinski
Vice President,
Social Responsibility & Communication
BCLC

Cc: Greg Walker, Director Public Affairs, BCLC
Jerry Williamson, Director Gaming Facilities, BCLC
Garth Pieper, Director Gaming Operations, BCLC
Carmen Minger, Legal Services & Casino Compliance Specialist, BCLC
Brett Lawrence, Regional Manager, BCLC
Jagtar Nijjar, Chief Administrative Officer, Gateway Casinos
District of Mission Council Resolution - October 1, 2018

WHEREAS the District of Mission is committed to ensuring the safety and security of all those living in and visiting Mission;

WHEREAS many of today’s products and furnishings produce toxic gases and smoke when burned, making it impossible to see and breathe within moments;

WHEREAS these conditions contribute to a much smaller window of time for people to escape a home fire safely, with people having as little as one to two minutes to escape from the time the smoke alarm sounds;

WHEREAS a home fire escape plan provides the skill set and know-how to quickly and safely escape a home fire situation; and

WHEREAS the 2018 Fire Prevention Week theme, “Look. Listen. Learn. Be aware. Fire can happen anywhere” effectively serves to educate the public about three basic but essential steps to take to reduce the likelihood of having a fire—and how to escape safely in the event of one: Look for places fire could start. Listen for the sound of the smoke alarm. Learn two ways out of every room.

Be it resolved that the District of Mission hereby proclaims October 7 to 13, 2018 as “Fire Prevention Week”

IN WITNESS WHEREOF this 1st day of October, 2018

_______________________________________________  __________________________________________________
MAYOR RANDY HAWES                                  CORPORATE OFFICER
Minutes of the Joint Shared Services Committee meeting held July 12, 2018, at 9:00 a.m. in Room 530 of Abbotsford City Hall

**JSSC Members Present:** Councillor Plecas (Mission) (Chair); Mayor Braun (Abbotsford); Mayor Hawes (Mission); Councillor Hinds (Mission); and Councillor Siemens (Abbotsford)

**Council Present:** Councillor Gill (Abbotsford)

**Staff Present:** City Manager – P. Sparanese (Abbotsford); Acting General Manager, Engineering and Regional Utilities – R. Isaac (Abbotsford); Director of Engineering and Public Works – T. Kyle (Mission); Director, Utility Operations – J. Austin; (Abbotsford); Director of Finance - K. Basatia (Abbotsford); Manager, Financial Planning and Accounting – E. Lewis (Abbotsford); Acting Director Infrastructure Planning - T. Bowie (Abbotsford); Manager, Water Supply - J. McAuley (Abbotsford); and Administrative Manager - R. Brar (Abbotsford)

**Public Present:** 1

1. **CALL TO ORDER**

The meeting was called to order at 9:00 a.m.

2. **ADOPTION OF MINUTES**

1. **Minutes of the May 17, 2018 Meeting**

   Moved by Mayor Hawes, seconded by Councillor Hinds, that the minutes of the Joint Shared Services Committee meeting held May 17, 2018, be adopted.

   **JSSC 34-2018**

   **CARRIED.**

3. **PRESENTATIONS**

   None.

4. **DELEGATIONS**

   None.

5. **BUSINESS OUT OF MINUTES**

   None.

6. **REPORTS**

   1. **TRANSIT**

   None.
Minutes of the Joint Shared Services Committee meeting held July 12, 2018, at 9:00 a.m. in Room 530 of Abbotsford City Hall

.2 RECYCLING

None.

.3 ABBOTSFORD MISSION WATER AND SEWER COMMISSION

.1 Bi-monthly JAMES Plant Report – May/June 2018 (5500-90)


JSSC 35-2018 CARRIED.

.2 Bi-monthly Water Report – May/June 2018 (5600-00)


JSSC 36-2018 CARRIED.

.3 Financial Statements – May 2018 (1830-01)


JSSC 37-2018 CARRIED.

.4 Mission Water Service Boundary Extension for Davidson Street (5600-01) (JSSC 039-2018)

Moved by Mayor Braun, seconded by Councillor Hinds, that; the water service boundary extension to include Davidson Street, be approved.

JSSC 38-2018 CARRIED.
.5 Investing in Canada Infrastructure Program – Grant Application (1820-01) (JSSC 041-2018)

Moved by Mayor Braun, seconded by Mayor Hawes, that the Abbotsford Mission Water & Sewer Commission (AMWSC), support that a grant application for the Collector Well Project be pursued in the Investing in Canada Infrastructure Program; and both the City of Abbotsford and District of Mission Council provide a resolution approving this grant application.

JSSC 39-2018 CARRIED.

7. NEW BUSINESS

None.

8. ADJOURNMENT

Moved by Councillor Hinds, seconded by Councillor Siemens, that the July 12, 2018, JSSC meeting, be adjourned. (9:22 a.m.).

JSSC 40-2018 CARRIED.

Certified Correct:

[Signatures]

Councillor Danny Plecas
JSSC Chair

Rob Isaac
Acting UMC Chair
The Minutes of the Cultural Resources Commission meeting held in the Conference Room at the Mission Leisure Centre, 7650 Grand St, Mission BC on Wednesday, June 27, 2018 commencing at 5:00pm.

Members Present: Chair, V. Billesberger  
Vice Chair, J. Priestly  
A. Charker  
M. Davidson  
D. Handley  
J. Priestley  
C. Sarfeld  
S. Key, Deputy Director, Parks, Recreation & Culture

Members Absent: N. Enoch; T. Gibson; K. Jager; P. Alexis (Council Liaison)

1. CALL TO ORDER

V. Billesberger called the meeting to order at 5:00pm.

2. ADOPTION OF AGENDA

Moved by A. Charker; seconded by M. Davidson.

1. That the agenda of the Wednesday, June 27, 2018 meeting of the Cultural Resources Commission be approved.

CARRIED

3. MINUTES FOR APPROVAL BY AMENDMENT

Moved by A. Charker; seconded by J. Priestly

1. That the Wednesday, May 23, 2018 meeting of the Cultural Resources Commission be approved as corrected.

CARRIED

4. BUSINESS ARISING FROM MINUTES

(a) Celebration of the Arts Awards Update (COTA)

- The nominees’ information, including bios and references, were submitted to the Committee members and will be sent to the jury the following week. The jury is comprised of individuals with broad experience and knowledge including Kat Wahamaa, Shelley Stefan, and Sandra Shields.
• Planning is on schedule and promotion for the event will increase in the fall. All CRC members not on the organizing committee are encouraged to attend and assist during the evening if possible.

(b) Culture Days Update

• Working on creating the event schedule.

• Promotional work is the most that we have ever done for this event. The second press release was sent to the paper regarding the countdown clock to start on July 1, 2018. Michael is setting this up on the DOM website.

• July 1, 2018 will be the official start date for the countdown to Culture Days – Joanna will make an announcement on Canada Day.

• S. Key authorized 500 more handbills to print. During the Canada Day event, these can be placed on P & R table with the leisure guides; archives table; and the folk festival table. The Mission Junction & DBA will be emailed the handbill to print and distribute.

• There is a full-page ad in the “What’s On?” magazine.

• Discussion with newspaper regarding the publication of a special Culture Days pullout that includes the event schedule. **Action Item:** V. Billesberger will meet with staff to finalize the content.

• Bookmarks – The Junction Shopping Centre is sponsoring the bookmarks. **Action Item:** V. Billesberger is meeting with Kelly Millin to discuss.

• For the first time, schools are participating in Culture Days.
  - Edwin S Richards Elementary is presenting, “Flight Through Eagle Eyes.” They will be singing “Touch the Sky” from the Disney movie “Brave.” They will also be creating collaborative collage art pieces to illustrate what an eagle might see while in flight, incorporating math and art. It is Mission’s Culture Days launch event.
  - Mission Central is also participating. They are hosting an exhibit by the Mission Community Archives featuring the artwork of Claire Clemo, a former teacher who taught at Mission Central for over 30 years.

• The Hubs are coming together with some new locations this year. Will update at the next meeting.

(c) Public Art Update

• **House Post Review**
  - The re-installment went well.
  - A suggestion to consider from the Chamber of Commerce: There is a lot of history surrounding the significance of the House Post and the civic relationship with Oyama, Japan. Is it possible to create permanent signage, similar to what was installed beside the “Big ‘M,”’ to help the public understand this history?
  - It was suggested to think about using signage for future public art installations.

• **The Big “M” Review**
  - The installation is complete. There is a lot of discussion by the public on social media regarding this piece of art. Some people seem to love it and some people do not. As noted: Art creates discussion.
  - Suggestion to add additional lighting in the future to illuminate the art piece.
- Overall, pleased with the process of the “Big ‘M’” sign. Can this process be used as a template for future public art?

- **1st Avenue Art RFP**
  - The Expression of Interest for artists is in draft-mode.
  - Hoping to shortlist the artists at the Fall CRC meeting. S. Key has been in contact with the DBA to be involved in the process and they are enthusiastic.
  - Timeframe: Aiming for a May 2019 unveiling.
  - The site is prepared. It will be part of a curbed section on the north side near the bus stop in the first block. The electrical and water is in place and there will be benches around it. A 3-D piece of art will need to fit into this space. Question: Is there a height restriction? This is something which will be worked through with the selected artist. This Fall, plants will be added to fill in the space until the art is installed. In the EOI, it will mention that we would like to see the art piece integrate with plant materials, although this is not a breaking point for the artist. This is an opportunity to fuse landscape with art. N. Carolina and Whistler are good examples.
  - Other bump-outs have pavers that can be removed for small, future art projects.

(d) **Arts and Culture Events**
- **Artist-in-residency program**
  - S. Key is working on a draft and wants to collaborate with the CRC for input, as well as with the Arts Council.
  - What is the cost to fund this program? Hope to get this program into the Summer 2019 budgeting process. This will provide the necessary time to think through how to structure this program. A lot of questions to consider. For example, will housing be included for the artist?

(e) **Mission Community Excellence Awards**
- Ideas from the CRC about how we can promote/announce this award:
  - August might be a good time to start advertising and get information to the public. Can we meet in the summer to discuss this project? Possible meeting date suggestions include: July 25, August 1, or August 8. **Action Item:** S. Key will ask Michael and find out which date works for him to meet.
  - Possibly advertise this award during COTA and Culture Days.
  - Social media, press releases, What’s On? magazine, newspaper etc.
  - How do we include Jenny Stevens? Suggestions include:
    i. Kickoff event, reception, interview her
    ii. Need history regarding the award and the specific meaning behind it. This will help promote the award to the public. Think bigger than just Mission. For example, Carly Rae Jepson is a good example of an international success.
  - Will there be a webpage with specific information about this award? It could include the application form, information about the award, non-technical language for public. **Action Item:** S. Key will discuss with Michael in preparation for a meeting.
5. **NEW BUSINESS**

(a) **Diwalii: Festival of Lights**
- Received an email on culture@mission.ca from Rick Rake inviting the CRC to participate in the event on October 24, 2018.
- Might be a good opportunity to showcase some of the CRC’s involvement, including COTA and Culture Days.
- The event takes place in the Clarke Theatre. Booths are set up from a variety of organizations
- The commitment time will be between 4:00-8:30pm.
- Members agreed to decide at the September meeting. **Action Item:** V. Billesberger will update Rick Rake.

(b) **CRC Website**
- During previous meetings, there was discussion about revamping the CRC website or whether the CRC needs its own website. A decision to hold a meeting in the fall to focus on this project was suggested.

6. **NEXT MEETING**
The next meeting is September 12 at the Mission Leisure Centre, 7650 Grand Street, Mission, BC in the Conference Room.

7. **ADJOURNMENT**
The meeting adjourned at 6:30pm.
DISTRICT OF MISSION

BYLAW 5790-2018

A Bylaw to provide for permissive exemption from taxation of certain properties

WHEREAS Section 224 of the Community Charter provides that Council may by bylaw, adopt prior to October 31 in any year, exempt certain land, improvements or both from taxation for the next calendar year;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as “District of Mission Permissive Tax Exemption Bylaw 5790-2018”.

2. That the not-for-profit organizations described in Schedule “A” attached hereto and forming part of this bylaw shall be exempt from taxation imposed pursuant to Section 224 of the Community Charter for land and improvements herein specified for the year 2019.

READ A FIRST TIME this >>> day of October, 2018

READ A SECOND TIME this >>> day of October, 2018

READ A THIRD TIME this >>> day of October, 2018

Advertised in the Mission Record on this >>>> day and >>> day of October, 2018

ADOPTED this >>> day of October, 2018

RANDY HAWES, MAYOR MIKE YOUNIE, CORPORATE OFFICER
## Schedule "A"

<table>
<thead>
<tr>
<th>Owner/Occupier</th>
<th>Roll Number</th>
<th>Legal Description of Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communitas Supportive Care Society</td>
<td>832138-000</td>
<td>PID: 010-314-369, Lot 4, Section 21, Township 17, Land District 36, NWD, Plan NWP17978</td>
</tr>
<tr>
<td>District of Mission Arts Council</td>
<td>870357-001</td>
<td>PID: 002-430-045, Lot 1, Group 3, District Lot 1, Land District 36, NWD, Plan NWP70294</td>
</tr>
<tr>
<td></td>
<td>870354-000</td>
<td>PID: 011-081-902, Lot 1, Group 3, District Lot 1, Land District 36, NWD, Plan NWP4190</td>
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<tr>
<td>Mel Jr. and Marty Zajac Foundation, Inc.</td>
<td>311053-000</td>
<td>Section 10, Township 4, part NW ¼, Group 1, District Lot 5866, Land and Water BC Inc. Licence #241369 (Crown Provincial), Land District 36, NWD Block B, part NW ¼, Section 10, Township 4, Range 3, Meridian W7, Land District 36, NWD, Land and Water BC Inc. Licence #240012 (Crown Provincial)</td>
</tr>
<tr>
<td>Mission Community Services Society (Haven in the Hollow)</td>
<td>820449-000</td>
<td>PID: 005-824-583, Lot 96, District Lot 165, Group 3, Section 20, Township 17, Land District 36, NWD, Plan NWP59878</td>
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<tr>
<td>Mission Daycare Society (Heritage Park Child Care Centre) (Sublessee) Owner: Province of B.C. Lessee: School District No. 75</td>
<td>860677-000</td>
<td>PID: 005-603-811, Portion of Lot 0 Except Part in Plan LMP25574, District Lot 4, Group 3, Land District 36, NWD, Plan NWP29500 / Lease #24164</td>
</tr>
<tr>
<td></td>
<td>860677-001</td>
<td></td>
</tr>
<tr>
<td>SARA for Women Society (28% land and improvements)</td>
<td>831022-000</td>
<td>PID: 004-937-163, Lot 518 Except Plan 87080, Section 21, Township 17, Land District 36, NWD, Plan NWP51424</td>
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<tr>
<td>Sto:lo Heritage Trust Society (for the Xá:ytem Longhouse and property)</td>
<td>930522-000</td>
<td>PID: 008-614-652, Lot 31 Except Part in Plan 44937, District Lot 476, Group 1, NWD, Plan NWD38924</td>
</tr>
<tr>
<td></td>
<td>930618-000</td>
<td>PID: 002-872-854, Parcel A Except Part Subdivided by Plan 75549, District Lot 476, Group 1, NWD, Explanatory Plan NWD70816</td>
</tr>
</tbody>
</table>
DISTRICT OF MISSION

BYLAW 5743-2018-5670(5)

A Bylaw to amend "District of Mission Official Community Plan Bylaw 5670-2017"

WHEREAS, under the provisions of the Local Government Act, a Council may, by bylaw, adopt one or more community plans for one or more areas;

AND WHEREAS the Council of the District of Mission has adopted "District of Mission Official Community Plan Bylaw 5670-2017" and amended same from time to time;

AND WHEREAS the Council deems it desirable and in the public interest to further amend the Official Community Plan Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Official Community Plan Amending Bylaw 5743-2018-5670(5)".

2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:

   a) redesignating the following properties:

      Civic Address: 8387 Nelson Street
      PID: 013-827-243
      Legal: Lot 4, Section 30, Township 17, New Westminster District 5348

      Civic Address: 8455 Nelson Street
      PID: 013-375-644
      Legal: Part South Half Legal Subdivision 11, Section 30, Township 17, Lying West of Part on Reference Plan 7536, New Westminster District

      Civic Address: Lot A Plan 5348
      PID: 027-427-978
      Legal: Parcel A (Bylaw Plan BCP35318) Section 30, Township 17, New Westminster District Dedicated as Road on Plan 5348

      Civic Address: 8279 Nelson Street
      PID: 008-798-737
      Legal: Lot 1, Section 30, Township 17, New Westminster District, Plan 20409

      Civic Address: 8289 Nelson Street
      PID: 008-798-753
      Legal: Lot 2, Section 30, Township 17, New Westminster District, Plan 20409

   from Silverdale Comprehensive Planning Area and Suburban Residential, to Urban Compact, Attached Multi-unit Residential, Environmentally Sensitive Area and Parks and Open Space, as shown on Schedule 1 attached to and forming part of this Bylaw; and
b) amending the Official Community Plan maps accordingly.

READ A FIRST TIME this 4th day of June, 2018

COUNCIL CONSIDERATION OF SECTION 477 OF
THE LOCAL GOVERNMENT ACT given this 4th day of September, 2018

READ A SECOND TIME this 4th day of September, 2018

PUBLIC HEARING held this ___ day of ___, 2018

READ A THIRD TIME this ___ day of ___, 2018

ADOPTED this ___ day of ___, 2018

RANDY HAWES                  MIKE YOUNIE
MAYOR                        CORPORATE OFFICER
DISTRICT OF MISSION

BYLAW 5788-2018-5050(316)

A Bylaw to amend "District of Mission
Zoning Bylaw 5050-2009"

WHEREAS, under the provisions of the Local Government Act, a Council may, by bylaw, divide
the municipality into zones and regulate the use of land, buildings and structures within such
zones;

AND WHEREAS the Council of the District of Mission has adopted "District of Mission Zoning
Bylaw 5050-2009" and amended same from time to time;

AND WHEREAS the Council of the District of Mission deems it advisable and in the public
interest to amend the Zoning Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS
AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Zoning Amending Bylaw
5788-2018-5050(316)."

2. "District of Mission Zoning Bylaw 5050-2009" as amended, is hereby further amended
by:

   a) adding a new Section 1244 – Comprehensive Development 44 Zone (CD44), as
      set out in Schedule “A” attached to and forming part of this Bylaw;

   b) rezoning the following properties:

      Civic Address:  8387 Nelson Street
      PID:  013-827-243
      Legal: Lot 4, Section 30, Township 17, New Westminster District 5348

      Civic Address:  8455 Nelson Street
      PID:  013-375-644
      Legal: Part South Half Legal Subdivision 11, Section 30, Township 17, Lying
      West of Part on Reference Plan 7536, New Westminster District

      Civic Address:  Lot A Plan 5348
      PID:  027-427-978
      Legal: Parcel A (Bylaw Plan BCP35318) Section 30, Township 17, New
      Westminster District Dedicated as Road on Plan 5348

      Civic Address:  8279 Nelson Street
      PID:  008-798-737
      Legal: Lot 1, Section 30, Township 17, New Westminster District, Plan 20409

      Civic Address:  8289 Nelson Street
      PID:  008-798-753
      Legal: Lot 2, Section 30, Township 17, New Westminster District, Plan
      20409
from Rural 16 (RU16) Zone to Comprehensive Development 44 (CD44) Zone, Multiple Family Townhouse 52 (MT52) Zone, and Institutional Parks, Recreation and Civic (IPRC) Zone, as shown on Schedule “B” attached to and forming part of this Bylaw; and

c) amending the zoning maps accordingly.

READ A FIRST TIME this 4th day of September, 2018
READ A SECOND TIME this 4th day of September, 2018
PUBLIC HEARING held this ___ day of ___, 2018
READ A THIRD TIME this ___ day of ___, 2018
ADOPTED this ___ day of ___, 2018

RANDY HAWES    MIKE YOUNIE
MAYOR    CORPORATE OFFICER
SCHEDULE “A”

SECTION 1244

A. Zone Intent

1. The intent of this zone is to allow for the development of compact Single Family Dwellings, which does not allow for Secondary Dwelling Units in the Silverdale Comprehensive Planning Area with a minimum lot area of 372 square metres on full municipal services.

This zone is based on the Residential Compact 372 (RC372) Zone.

B. Permitted Uses

1. The following Principal Uses and no other shall be permitted in the CD 44 zone:
   a. Residential limited to:
      i. One Single Family Dwelling.

2. The following Accessory Uses and no other shall be permitted in the CD 44 zone:
   a. Residential limited to:
      One of:
      i. Boarding Use, or
      ii. Residential Care
      And,
   b. Storage limited to:
      i. Enclosed Storage.

C. Lot Area

1. | Zone: | Area   | Width  | Depth    |
<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CD44</td>
<td>372 sq.m</td>
<td>13.4 m</td>
<td>27.0 m</td>
</tr>
<tr>
<td></td>
<td>(4,004 sq ft)</td>
<td>(43.96 ft)</td>
<td>(88.58 ft)</td>
</tr>
</tbody>
</table>

2. Notwithstanding Section 1244, Part C.1, where a Lot contains an Undevelopable Area, that area shall not be included in the calculation of minimum Lot Area.
D. Density

1. The maximum density shall not exceed one dwelling unit per lot.

2. No Secondary Dwelling units are permitted.

E. Setbacks

1. All Buildings and Structures shall be sited in accordance with the following minimum Setbacks:

<table>
<thead>
<tr>
<th></th>
<th>Front</th>
<th>Rear</th>
<th>Interior Side</th>
<th>Exterior Side</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Building</td>
<td>4.0 m</td>
<td>7.0 m</td>
<td>1.2 m</td>
<td>2.5 m</td>
</tr>
<tr>
<td></td>
<td>(13.1 ft)</td>
<td>(22.9 ft)</td>
<td>(3.9 ft)</td>
<td>(8.2 ft)</td>
</tr>
<tr>
<td>Accessory Building/Structure</td>
<td>7.5 m</td>
<td>0.5 m</td>
<td>1.2 m</td>
<td>3.0 m</td>
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<tr>
<td></td>
<td>(24.6 ft)</td>
<td>(1.6 ft)</td>
<td>(3.9 ft)</td>
<td>(9.8 ft)</td>
</tr>
</tbody>
</table>

2. The minimum Setback for any attached garage shall be 6.0 m (19.7 ft).

3. The minimum separation required between the Principal Building and all Accessory Buildings exceeding 3.0 m (9.8 ft) in Height, including a Detached Garage regardless of Building Height, is 5.0 m (16.4 ft).

4. Notwithstanding Section 1244 Part E.1, all Buildings shall be sited a minimum of 6.0 m (19.7 ft) from all Undevelopable Areas as defined in this Bylaw EXCEPT Lots 53 and 66 where the setback to undevelopable area is reduced to 2.0 metres.

F. Lot Coverage

1. Buildings shall together cover not more than the Lot Area as noted in the following table:

<table>
<thead>
<tr>
<th>Zone:</th>
<th>Lot Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD44</td>
<td>50%</td>
</tr>
</tbody>
</table>

G. Floor Space

1. The floor space should not exceed the following ratios or the maximum floor area, whichever is less, as listed in the following table (Garage space, detached or attached, is not used in calculating total floor area):

<table>
<thead>
<tr>
<th>Zone:</th>
<th>Floor Space Ratio</th>
<th>Maximum Floor Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD44</td>
<td>0.75</td>
<td>270 sq. m (2,906 sq. ft.)</td>
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</table>
H. Impervious Surfaces

1. Impervious Surfaces shall together cover not more than the Lot Area as noted:

<table>
<thead>
<tr>
<th>Zone:</th>
<th>Lot Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD44</td>
<td>55%</td>
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</tbody>
</table>

I. Number of Residential Buildings

1. Buildings for a Residential Use shall be limited to one per Lot.

J. Height of Buildings

1. The intent of the Height of the Principal Building shall permit a two storey Building with a Basement not exceeding 10.5 m (34.4 ft.).

2. The Height of an Accessory Building shall not exceed one storey to a maximum of 6.0 m (19.7 ft).

K. Off Street Parking

1. Off Street Parking shall be in accordance with the provisions of Section 109.

2. Off Street Parking shall not occupy more than 30% of the Front Yard.

3. Access to the lot for Off Street Parking from the Front Lot Line shall be limited to a maximum of 5.0 m (16.4 ft).

L. Hobby Greenhouse Use

1. Shall be limited to a maximum of one Building not exceeding a total area of 20.0 sq m (215.3 sq. ft.).
SCHEDULE “B”
DISTRICT OF MISSION

BY LAW 5789-2018

A Bylaw to name three new streets within the District of Mission

WHEREAS the Council of the District of Mission, pursuant to the provisions of Section 39 of the Community Charter, may assign the name of any highway;

AND WHEREAS the Council of the District of Mission deems it advisable to name certain streets within the Municipality;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Street Naming (Burnham Place, McCreahta Place and Montgomery Place) Bylaw 5789-2018".

2. The three new roads over portions of:

Civic Address: 8387 Nelson Street
PID: 013-827-243
Legal: Lot 4, Section 30, Township 17, New Westminster District 5348

Civic Address: 8455 Nelson Street
PID: 013-375-644
Legal: Part South Half Legal, Subdivision 11, Section 30 Township 17, Lying West of Part on Reference Plan 7536, New Westminster District

Civic Address: Lot A Plan 5348
PID: 027-427-978
Legal: Parcel A (Bylaw Plan BCP35318) Section 30 Township 17 New Westminster District Dedicated as Road on Plan 5348

be named Burnham Place, McCreahta Place, and Montgomery Place, as shown on Schedule “A” attached to and forming part of this Bylaw.

READ A FIRST TIME this 4th day of September, 2018

READ A SECOND TIME this 4th day of September, 2018

READ A THIRD TIME this ___ day of ___, 2018

ADOPTED this ___ day of ___, 2018

RANDY HAWES, MAYOR MIKE YOUNIE, CORPORATE OFFICER
SCHEDULE “A”
A Bylaw to impose Development Cost Charges pursuant to the provisions of the Local Government Act

WHEREAS pursuant to section 559 of the Local Government Act, a Council may, by bylaw, impose development cost charges;

AND WHEREAS development cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital cost of providing, constructing, altering, or expanding sewage, water, drainage and highway facilities, other than off-street parking facilities, and providing and improving park land, in order to serve directly or indirectly, the development in respect of which the charge is imposed;

AND WHEREAS the Council of the District of Mission has deemed the charges imposed by this Bylaw:

(a) are not excessive in relation to the capital cost of prevailing standards of service in the municipality;
(b) will not deter development in the municipality;
(c) will not discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land in the municipality; and
(d) will not discourage development designed to result in a low environmental impact.

AND WHEREAS Council has considered the charges imposed by this Bylaw as related to future land use patterns and development, the phasing of works and services and the provision of park land described in an Official Community Plan;

AND WHEREAS in the opinion of the Council, the charges imposed by this Bylaw are related to capital costs attributable to projects included in the capital budget, and to capital projects consistent with the Official Community Plan of the Municipality.

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

PART 1 – TITLE

1.1 This Bylaw may be cited for all purposes as “District of Mission Development Cost Charge Bylaw 5714-2018”.

PART 2 – DEFINITIONS

2.1 For purposes of this Bylaw, the definitions of words and phrases that are not included in this section shall have that meaning assigned to them in the Local Government Act.

2.2 In this Bylaw:

“Apartment” has the same meaning as under the Zoning Bylaw.
"Building" means any construction used or intended for supporting or sheltering any use or occupancy including a mobile home.

“Building Permit” means permission or authorization in writing by the building official to perform construction regulated by the “District of Mission Building Bylaw 3590-2003” and amendments thereto.

"Building Lot" means the smallest unit into which land is subdivided as shown on the records of the Land Title Office.

"Commercial Use" means any use permitted within a Commercial Zone as described as under the Zoning Bylaw.

"Construction" means building, erecting, installing, repairing, altering, adding to, enlarging, moving, locating, relocating, reconstructing, demolishing, removing, excavating or shoring.

“Development Areas” means the prescribed geographical portions or areas of the Municipality within which specific development cost charges are levied, as identified in attached Schedule “A1”, Schedule “A2”, Schedule “A3” and Schedule “A4”.

“Duplex” has the same meaning as under the Zoning Bylaw.

“Dwelling Unit” has the same meaning as under the Zoning Bylaw.

"Floor Area" means the sum of the gross horizontal area of all floors of a Building.

“Industrial Use” means any use permitted within an Industrial Zone as described as under the Zoning Bylaw.

“Institutional Use” means any use permitted within an Institutional Zone as described as under the Zoning Bylaw.

For the purpose of this bylaw “Land Use(s)” means the designations to which different development cost charges are applied consisting of Single Family, Single Family Compact, Duplex, Row House, Townhouse, Apartment, Commercial, Industrial and Institutional.

"Municipality" means the municipal corporation of the District of Mission; or the geographical area of same, as the context may require.

“Row House” has the same meaning as under the Zoning Bylaw.

“Single Family Use” means a Building Lot that is zoned for the development of a Single Family Dwelling.

“Single Family Compact” means a Building Lot that is zoned for the development of a Residential Compact Lot.

"Single Family Dwelling" has the same meaning as under the Zoning Bylaw.

“Subdivision” means the division of land into two (2) or more parcels, whether by plan, apt descriptive words or otherwise, under the Land Title Act or the Strata Property Act.

“Townhouse” has the same meaning as under the Zoning Bylaw.

"Zoning Bylaw" means the current District of Mission Zoning Bylaw including any amendments thereto.
PART 3 – DEVELOPMENT AREAS

3.0 This Bylaw applies to all lands in the Municipality. These lands have been divided into Development Areas as identified on the attached Schedules “A1” through “A4”, inclusive; each of which form part of this Bylaw.

3.1 Schedule “B” sets out the development cost charge payable for each proposed Land Use in each development area.

PART 4 – DEVELOPMENT COST CHARGES

4.1 Subject to the exemptions specified in the Local Government Act, every person who obtains:

(a) approval of a Subdivision, or

(b) a Building Permit authorizing the Construction, alteration or extension of a Building or structure,

must pay to the Municipality, at the time of approval of the Subdivision or the issuance of the Building Permit, the applicable development cost charges set out in Schedule “B”, attached hereto and forming part of this Bylaw.

4.2 A development cost charge imposed under this Bylaw must be paid to the Municipality in full:

(a) in the case of a Subdivision creating one or more Building Lots for Single Family, Single Family Compact, Duplex or Row House Land Use, at the time of Subdivision approval; or

(b) in the case of all other Land Uses to which this Bylaw applies, upon issuance of the Building Permit.

PART 5 – CALCULATION OF APPLICABLE DEVELOPMENT COST CHARGES

5.1 The amount of development cost charges payable in relation to a particular Subdivision or Building Permit application shall be calculated using Schedule “B” and by determining the Development Area, the Land Use(s), the unit(s) of measure and the applicable charges, as the case may be.

5.2 The amount of development cost charges payable in relation to mixed use development shall be calculated separately for each separate Land Use that is included in the Subdivision or Building Permit application, and shall be the sum of the development cost charges payable for each Land Use.

5.3 In cases where development cost charges are collected as per 4.2 (a) and Subdivision is approved for a Building Lot that allows Duplex development, the rate for Duplex Land Use shall apply regardless of what form of development is actually constructed on the Building Lot.
PART 6 - REPEAL

6.1 The District of Mission Development Cost Charge Bylaw 5214-2011 is hereby repealed.

READ A FIRST TIME this 18th day of June, 2018
READ A SECOND TIME this 18th day of June, 2018
READ A THIRD TIME this 18th day of June, 2018
THIRD READING RESCINDED this 7th day of August, 2018
READ A THIRD TIME this 7th day of August, 2018
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 10th day of September, 2018
ADOPTED this >>> day of >>>, 2018

RANDY HAWES,            MICHAEL YOUNIE,
MAYOR                  CORPORATE OFFICER
SCHEDULE "A1"
DCC AREA "A" - MISSION CENTRAL AND FRASER
SCHEDULE "A4"
DCC AREA "D" - WEST SILVERDALE INDUSTRIAL (WEST OF SILVER CREEK)
DCC AREA "E" - EAST SILVERDALE INDUSTRIAL (EAST OF SILVER CREEK)
## District of Mission Development
### SCHEDULE “B” – DEVELOPMENT COST CHARGES

<table>
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<tr>
<th>Areas</th>
<th>Land Use</th>
<th>Unit of Measure</th>
<th>Roads (All Areas)</th>
<th>Sewer (All Areas)</th>
<th>Regional Sewage Treatment (All Areas)</th>
<th>Regional Water Supply (All Areas)</th>
<th>Silvercreek Parkways Parkland (All Areas)</th>
<th>Cedar Valley Roads (Areas B and B1)</th>
<th>Cedar Valley Sewer (Areas B and B1)</th>
<th>Cedar Valley Water (Areas B and B1)</th>
<th>Cedar Valley Environmentally Sensitive Parkland Acquisition (Areas B and B1)</th>
<th>Cedar Valley Environmentally Sensitive Parkland Development (Areas B and B1)</th>
<th>Cedar Valley Sewer Extension (Area B1)</th>
<th>Silverdale Creek Bridge (Area E)</th>
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<td>Area “A”</td>
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<td>Institutional (5)</td>
<td>per m² of Floor Area</td>
<td>22.18</td>
<td>1.43</td>
<td>4.39</td>
<td>5.58</td>
<td>$ 25.50</td>
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<tr>
<td>Area “D”</td>
<td>Mission, Silverdale, Central and Fraser Areas</td>
<td>DUPLEX (West of Silver Creek)</td>
<td>per m² of Floor Area</td>
<td>22.18</td>
<td>1.43</td>
<td>4.39</td>
<td>5.58</td>
<td>$ 23.50</td>
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<td></td>
<td>Industrial (East of Silver Creek)</td>
<td>per m² of Floor Area</td>
<td>44,246.42</td>
<td>14,903.06</td>
<td>6,196.63</td>
<td>$ 65,300.09</td>
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DISTRICT OF MISSION
BYLAW 5791-2018-5345(4)

A Bylaw to amend "District of Mission
Council Procedure Bylaw 5345-2013"

WHEREAS the Council of the District of Mission did, on the 18th day of February, 2013, enact a bylaw cited as "District of Mission Council Procedure Bylaw 5345-2013";

AND WHEREAS the Council of the District of Mission deems it advisable to further amend the said Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Council Procedure Amending Bylaw 5791-2018-5345(4)".

2. "District of Mission Council Procedure Bylaw 5345-2013", as amended, is hereby further amended as set out in Schedule “A” attached to and forming part of this Bylaw.

READ A FIRST TIME this 17th day of September, 2018

READ A SECOND TIME this 17th day of September, 2018

READ A THIRD TIME this 17th day of September, 2018

Advertised in the Mission Record dated the 21st and 28th days of September, 2018

ADOPTED this ___ day of ___, 2018

RANDY HAWES MIKE YOUNIE
MAYOR CORPORATE OFFICER
### SCHEDULE “A”

<table>
<thead>
<tr>
<th>Section</th>
<th>Amendment</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule B, 1(a)</td>
<td>Replace existing wording with:</td>
<td>This wording is consistent with Sec. 124(2)(g) of the Community Charter.</td>
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<td>“Following a general local election, the first regular Council Meeting</td>
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<td>must be held in the first 10 days of November in the year of the election.”</td>
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<tr>
<td>Schedule D, 7(a)</td>
<td>Add to existing wording in (a), before numbered list:</td>
<td>This formalizes the flexibility to re-order items on the agenda if required.</td>
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<td></td>
<td>“…unless otherwise amended by the Corporate Officer at the time of</td>
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<td>publication, or by a resolution of Council during the meeting.”</td>
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<tr>
<td>Schedule D, 7(a), 16.</td>
<td>Replace existing category title with:</td>
<td>To include all types of permits that are subject to Council approval.</td>
</tr>
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<td>“Permits for Consideration”</td>
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<tr>
<td>Schedule D, 10(b)</td>
<td>Change 9(a) to 10(a)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 10(c)</td>
<td>Change 9(d) to 10(d)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 10(d)</td>
<td>Change 9(c) to 10(c) and 9(a) to 10(a)</td>
<td>Numbering error.</td>
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<td>Schedule D, 10(m)(ii)</td>
<td>Change 9(m)(i) to 10(m)(i)</td>
<td>Numbering error.</td>
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<td>Schedule D, 10(q)</td>
<td>Change 9(a) to 10(a)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 11(g)</td>
<td>Change 10(h) to 11(h)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 11(i)</td>
<td>Change 10(f) to 11(f)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 13(c)</td>
<td>Change 12(a) and 12(b) to 13(a) and 13(b)</td>
<td>Numbering error.</td>
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<td>Schedule D, 13(c)(iii)</td>
<td>Change 12(b) to 13(b)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 13(d)</td>
<td>Change 12(b) to 13(b)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 14(b)(ii)</td>
<td>Change 13(b)(i) to 14(b)(i)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 15(h)</td>
<td>Change 14(g) to 15(g)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 17(c)</td>
<td>Change 16(b)(i) to 17(b)(i)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 21(a)</td>
<td>Change 20(f) to 21(f)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 21(c), (e)(ii), (g)</td>
<td>Change 20(a) to 21(a)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 22(c)</td>
<td>Change 21(b) and 21(a) to 22(b) and 22(a)</td>
<td>Numbering error.</td>
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<tr>
<td>Schedule D, 23(c)</td>
<td>Delete the second instance of “to provide”</td>
<td>Typographical error.</td>
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<tr>
<td>Schedule D, 24(b)</td>
<td>Change 22(a) to 24(a)</td>
<td>Numbering error.</td>
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<tr>
<td>Table of Contents</td>
<td>update page numbers as and if required</td>
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</table>
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 September 17, 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 Plecas
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
Kris Boland, Director of Finance
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Stacey Crawford, Economic Development Officer
Jennifer Hill, Administrative Assistant
Tracy Kyle, Director of Engineering and Public Works
Robert Publow, Manager of Planning
Rob Racine, Engineering Technologist I - Development
Jennifer Russell, Deputy Corporate Officer
Dan Sommer, Director of Development Services
*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

RC18/543 SEP. 17/18
Moved by Councillor Plecas, seconded by Councillor Hinds, and
RESOLVED: That the agenda for the Regular Council meeting of September 17, 2018 be adopted.
CARRIED

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

RC18/544 SEP. 17/18
Moved by Councillor Alexis, seconded by Councillor Hamilton, and
RESOLVED: That Council now resolve itself into Committee of the Whole.
CARRIED

4. ENGINEERING AND PUBLIC WORKS

Councillor Hinds assumed the Chair.

Shaw Pit Residents’ Committee Annual Update

A report from the Engineering Technologist I - Development dated September 17, 2018, providing an update on the Shaw Pit Residents’ Committee meetings that have taken place in 2018, was provided for the Committee’s information.
5. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

Amendment to Council Procedure Bylaw

A report from the Deputy Corporate Officer dated September 17, 2018, presenting information regarding housekeeping amendments to the Council Procedure Bylaw to bring it into compliance with the new Community Charter requirement for the first regular council meeting date after a general local election, and to address a few numbering and wording discrepancies, was provided for the Committee’s information.

The proposed Council Procedure Amending Bylaw 5791-2018-5345(4) has been listed for first three readings under the ‘Bylaws for Consideration’ section of the agenda.

Royal Canadian Legion Branch 57 Application for Temporary Change to Liquor Primary Club License – 32627 Logan Avenue

A report from the Deputy Corporate Officer dated September 17, 2018, seeking support for the Royal Canadian Legion Branch 57’s application to the LCLB for a Temporary Change to Liquor Primary Club License to allow the use of an outdoor tent for the 2018 Remembrance Day special event, was provided for the Committee’s consideration.

Moved by Councillor Hinds, and

RECOMMENDED:

1. That the application from Royal Canadian Legion Branch 57 to the British Columbia Liquor Control and Licensing Branch for a Temporary Change to Liquor Primary Club License #152527 for the property located at 32627 Logan Avenue to allow the use of an outdoor tent for the following special event in 2018:
   - November 11, 2018, 11:00 am -11:00 pm (Remembrance Day)
   be supported as “no objection” in Part 12 of the application; and

2. That the following comments be included in Part 12 of the application:
   a) With respect to the potential for noise: The Royal Canadian Legion is located in an area that is primarily zoned and designated for commercial land uses. Activities undertaken at this location are such that they would not generate excessive noise, even with the event proposed within a tent. In this regard, no adverse impact is anticipated if the application is approved.
   b) With respect to the potential impact on the community: Given that the change to the existing license is temporary and would only allow the use of a tent for one special event day, no adverse impact on the community is anticipated if the application is approved.
   c) With respect to views expressed by neighbouring residents: The views of residents were not sought as part of this application as it is considered to be minor in nature.

CARRIED

6. DEVELOPMENT SERVICES

Councillor Nicholson assumed the Chair.
Development Variance Permit application (DV18-020) to reduce the western interior side setback requirement for a residential building from 4.5 m to 1.0 m – 33878 Richards Avenue

A report from the Planning Technician dated September 17, 2018, regarding a development application for 33878 Richards Avenue was provided for the Committee’s information.

Staff supports the Development Variance Permit application moving forward and as such have listed it for approval under the ‘Development Permits for Consideration’ section of the agenda.

7. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Hamilton, seconded by Councillor Nicholson, 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 Stevens, seconded by Councillor Plecas, 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)(g) of the Community Charter – litigation or potential litigation affecting the municipality;
   - Section 90(1)(j) of the Community Charter – information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

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 1:10 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
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Jennifer Hill, Administrative Assistant
Tracy Kyle, Director of Engineering and Public Works
Robert Publow, Manager of Planning
Jennifer Russell, Deputy Corporate Officer

10. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Hamilton, seconded by Councillor Plecas, and

RESOLVED: That the recommendations of the September 17, 2018 Committee of the Whole, as contained in items RC18/545 to RC18/548 be adopted.

CARRIED

11. DELEGATIONS

Valerie Billesberger, Cultural Resources Commission

Valerie Billesberger, Chair of the Cultural Resources Commission, appeared before Council to discuss the new Community Excellence awards. These awards will honour local individuals or groups for achievements in arts and culture, academic pursuits, or humanitarian work that extends beyond Mission to the regional, provincial, national, and international levels. Ms. Billesberger stated that the Cultural Resources Commission has worked with District staff to implement the program, and reviewed the progress made to date. She stated that this program originated with Councillor Stevens, and thanked her for her vision for these awards.

Ms. Billesberger then spoke about the 2018 Culture Days celebration. She stated that the Cultural Resources Commission has scheduled the 9th Annual National Culture Days celebration for September 28th, 29th, and 30th. The free event will include the annual Roots & Blues Festival, tours of the Stave Falls Power house, and aspects of culture, such as arts and craft, dance, music, culinary arts, design, photography, and literary arts. A full schedule of events will be published in the September 21st issue of the Mission Record. Cultural Days will officially be launched at 11:00 a.m. on Friday, September 28th at Edwin S. Richards Elementary school.

Mission Regional Chamber of Commerce

At the request of the applicant, this delegation will be rescheduled.

12. PROCLAMATIONS

Moved by Councillor Stevens, seconded by Councillor Hamilton, and

RESOLVED: That September 29 to 30, 2018 be proclaimed “Culture Days” within the District of Mission.

CARRIED
Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That October 10, 2018 be proclaimed “World Mental Health Day” within the District of Mission.

CARRIED

13. PUBLIC HEARINGS

Official Community Plan Amending Bylaw 5726-2018-5670(4)

OCP17-006 (Bowins) – a bylaw to redesignate a portion of 32643 Tunbridge Avenue from Urban Residential to Urban Compact

-AND-

Zoning Amending Bylaw 5786-2018-5050(315)

R17-022 (Bowins) – a bylaw to rezone properties at 32643 Tunbridge Avenue and 32636 Unger Court from Suburban 36 Zone (S36) to Residential Compact 372 Zone (RC372) and Urban Residential 465 Zone (R465)

The purpose of the proposed Official Community Plan bylaw amendment is to designate a portion of the subject property located at 32643 Tunbridge Avenue from Urban Residential to Urban Compact to facilitate a subsequent subdivision with 2 lots fronting Tunbridge Avenue to be Urban Compact lots.

The purpose of the proposed Zoning bylaw amendment is to rezone the subject properties located at 32643 Tunbridge Avenue and 32636 Unger Court from Suburban 36 (S36) Zone to Residential Compact 372 (RC372) Zone and Urban Residential 465 (R465) Zone to facilitate the subsequent subdivision into eleven single family lots with two lots a minimum of 372 sq.m. (4,004 sq.ft.) lot size and nine lots a minimum of 465 sq.m. (5,005 sq.ft.) lot size.

The subject properties are legally described as:

- 32643 Tunbridge Avenue
  Parcel Identifier: 002-808-170
  Lot 19, Section 32, Township 17 New Westminster District Plan 61463

- 32636 Unger Court
  Parcel Identifier: 030-337-518
  Lot A, District Lot 32, Township 17, New Westminster District Plan EPP69447

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.
3. Arial photo of the subject property.

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.
Margaret Whitney, Mission, stated she lives next to the proposed application site, directly adjacent to Lot 7, and asked how the proposed application will affect her property and the specifications for the side yard setback for Lot 7. Staff advised Ms. Whitney that there are no variances proposed for Lot 7, therefore the front setback would be 4 metres, the rear setback 7.5 metres, and the interior side setback would be 1.2 metres.

James Yablonski, Mission, expressed concerns in regards to not receiving adequate notification for the public hearing, a perceived lack of planning for the development, the application being rushed to approval, and the proposed development encroaching on a salmon creek. Council and staff advised Mr. Yablonski that the provincially mandated public hearing process had been adhered to in regards to resident notification and timelines, staff have thoroughly reviewed the application, and there is no identified creek going through the property, rather there is only a roadside ditch.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Official Community Plan Amending Bylaw 5726-2018-5670(4) OCP17-006 (Bowins) and Zoning Amending Bylaw 5786-2018-5050(315) R17-022 (Bowins) closed.

14. BYLAWS FOR CONSIDERATION

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED:

1. That Council Procedure Amending Bylaw 5791-2018-5345(4), a bylaw to amend the changes in election timelines per the Community Charter and to add minor housekeeping amendments, be read a first, second and third time.

2. That Official Community Plan Amending Bylaw 5726-2018-5670(4) (OCP17-006 Bowins), a bylaw to redesignate a portion of 32643 Tunbridge Avenue from Urban Residential to Urban Compact, be read a third time.

3. That Zoning Amending Bylaw 5786-2018-5050(315) (R17-022 Bowins), a bylaw to rezone properties at 32643 Tunbridge Avenue and 32636 Unger Court from Suburban Zoning to Residential Compact Zoning and Urban Residential Zoning (R465), be read a third time.

4. That Street Naming (Adachi Terrace) Bylaw 5787-2018 (R17-022 Bowins), a bylaw to name a new road, be read a third time.

5. That Zoning Amending Bylaw 5630-2017-5050(237) (R16-051 OTG Development Concepts), a bylaw to rezone property at 32811 – 4th Avenue from Residential Two Unit (RT465) Zone to Residential Compact 372 Zone (RC372) and Urban Residential 465 Zone (R465), be adopted.

6. That Highway Closing and Undedication (Marsh Avenue) Bylaw 5749-2018, a bylaw to close and undedicate a partially constructed road, be adopted.


CARRIED
15. DEVELOPMENT PERMITS FOR CONSIDERATION

Development Variance Permit DV18-020 (33878 Richards Avenue) – Recommended for approval

Moved by Councillor Hamilton, seconded by Councillor Hinds, and
RESOLVED: That Development Variance Permit D18-020 (33878 Richards Avenue) to amend Zoning Bylaw 5050-2009, as amended, to facilitate the construction of a front porch on the existing residential building that would be located 1.0 m away from the western interior side property line, by:

- varying Section 201 Rural Zones; Part D. Setbacks, subsection 1 a. – All Buildings and Structures for non-agricultural uses shall be sited in accordance with the following minimum Setbacks: Principal and/or Accessory Building/Structure Interior Side: from 4.5 m to 1.0 m.

be approved.

CARRIED

16. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Stevens, seconded by Councillor Nicholson, and
RESOLVED: That the following minutes be adopted:
(a) Regular Council Meeting – August 20, 2018
(b) Special Council Meeting (for the purpose of going into a closed meeting) – August 27, 2018
(c) Special Council Meeting (for the purpose of going into a closed meeting) – August 31, 2018
(d) Regular Council Meeting – September 4, 2018
(e) Special Council Meeting (for the purpose of going into a closed meeting) – September 7, 2018

CARRIED

17. RESOLUTIONS RELEASED FROM CLOSED

Resolutions Released from Closed Council – September 4, 2018 Closed Meeting

The following resolution was released from the Closed Council meeting held on September 4, 2018:

Municipal Grants Select Committee Appointments

1. That Rebecca Simpson be appointed to the Municipal Grants Select Committee for a 4 year term commencing on September 4, 2018; and

2. That Ed Betterton, Glen Kask and Shirley Mitchell be reappointed to the Municipal Grants Select Committee for a 4 year term commencing on September 4, 2018.

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 Plecas, seconded by Councillor Stevens, and
RESOLVED: That the meeting be adjourned.
CARRIED

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

RANDY HAWES, MAYOR
MIKE YOUNIE, CORPORATE OFFICER