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 October 1, 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
Ken Bourdeau, Manager of Long Range Planning and Special Projects
Michele Fernie, Engineering Technologist III
Jennifer Hill, Administrative Assistant
Jay Jackman, Manager of Development Engineering and Projects
Tracy Kyle, Director of Engineering and Public Works
Kerri Onken, Deputy Treasurer/Collector
Robert Publow, Manager of Planning
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
   Moved by Councillor Plecas, seconded by Councillor Hinds, and
   RESOLVED: That the agenda for the Regular Council meeting of October 1, 2018 be adopted.
   CARRIED

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

4. ENGINEERING AND PUBLIC WORKS
   Councillor Hinds assumed the Chair.
LED Replacement Budget Reallocation

A report from the Engineering Technologist III – Traffic & Transportation dated October 1, 2018, providing 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, was provided for the Committee’s information and consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

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.

CARRIED

Local Area Service for Water Main on Davidson Street

A report from the Manager of Development Engineering & Projects dated October 1, 2018, detailing a petition received for a local area service (LAS) for the supply and installation of a water main extension from residents of Davidson Street north of Ferndale Avenue, and a request from staff seeking approval to circulate an “Official Petition for LAS” to the affected property owners, was provided for the Committee’s information and consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

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.

CARRIED

5. CORPORATE ADMINISTRATION AND FINANCE

Councillor Alexis assumed the Chair.

District of Mission Development Cost Charge Bylaw 5714-2018

A report from the Director of Finance dated October 1, 2018, advising that statutory approval of the Development Cost Charge Bylaw has been received from the Deputy Inspector of Municipalities, was provided for the Committee’s information.

The updated Development Cost Charge Bylaw 5714-2018 is included under the “Bylaws for Consideration” section for final adoption.

2018 Property Tax Sale

A report from the Deputy Treasurer/Collector dated October 1, 2018, detailing the results of the 2018 property tax sale that was held on September 4, 2018, was provided for the Committee’s information.
2019 Permissive Tax Exemption Applications

A report from the Deputy Treasurer/Collector dated October 1, 2018, providing information on the one-year permissive tax exemption applications that were received for the 2019 taxation year, was provided for the Committee’s information.

The Permissive Tax Exemption Bylaw 5790-2018 is included under the “Bylaws for Consideration” section for first, second, and third readings.

Relocation and Substantial Change of Chances Mission

A report from the Deputy Chief Administrative Officer dated October 1, 2018, providing information regarding a proposed relocation and expansion of Chances Mission, was provided for the Committee’s information.

6. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Mayor Hawes resumed the Chair.

Moved by Councillor Hinds, seconded by Councillor Stevens, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

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

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED:

1. That pursuant to Section 90 of the Community Charter, the public be excluded from this portion of the meeting as the subject matter being considered relates to the following:
   • Section 90(1)(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 harm the interests of the municipality if they were held in public;

2. That the public portion of the meeting be recessed until 7:00 p.m.; and

3. That Council immediately resolve into the closed portion of their meeting.

CARRIED

The meeting recessed at 1:28 p.m.

8. RECONVENE

Mayor Hawes reconvened the meeting at 7:00 p.m.
Regular Council Meeting
October 1, 2018

Council Members Present: Mayor Randy Hawes
Councilor Pam Alexis
Councilor Carol Hamilton
Councilor Jim Hinds
Councilor Rhett Nicholson
Councilor Danny Plecas
Councilor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Mike Younie, Deputy Chief Administrative Officer
Krista De Sousa, Administrative Assistant
Jennifer Hill, Administrative Assistant
Jay Jackman, Manager of Development Engineering and Projects
Tracy Kyle, Director of Engineering and Public Works
Robert Publow, Manager of Planning
Jennifer Russell, Deputy Corporate Officer
Dan Sommer, Director of Development Services

9. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC18/574
OCT. 01/18

Moved by Councillor Nicholson, seconded by Councillor Hinds, and

RESOLVED: That the recommendations of the October 1, 2018 Committee of the Whole, as contained in items RC18/565 to RC18/570 be adopted.

CARRIED

10. PRESENTATIONS

RC18/575
OCT. 01/18

Casey Wright – Special Recognition Award

On behalf of Council, Mayor Hawes presented Casey Wright with a Special Recognition Award in honour of his outstanding fundraising accomplishments which include the BC Children’s Hospital Foundation, Cops for Cancer Junior Team, Sunshine Dreams for Kids, and the Michael Cuccione Foundation. Casey is the only civilian in Canada to hold the rank of Honorary Staff Sergeant Major in the RCMP, an award previously bestowed upon him by the Commissioner of the RCMP. A video was shown which covered some of his fundraising activities. Casey thanked Mayor and Council for the honour. Inspector Fellner of the Mission RCMP Detachment presented Casey with an RCMP Challenge Coin.

11. PROCLAMATIONS

RC18/576
OCT. 01/18

Moved by Councillor Plecas, seconded by Councillor Hamilton, and

RESOLVED: That October 7th to 13th, 2018 be proclaimed “Fire Prevention Week” within the District of Mission.

CARRIED

12. COUNCIL COMMITTEE REPORTS AND MINUTES

RC18/577
OCT. 01/18

Moved by Councillor Alexis, seconded by Councillor Nicholson, and

RESOLVED: That the following minutes be received as information:

(a) Joint Shared Services Committee Meeting – July 12, 2018
(b) Cultural Resources Commission Meeting – June 27, 2018
CARRIED

13. BYLAWS FOR CONSIDERATION

RC18/578
OCT. 01/18
Moved by Councillor Stevens, seconded by Councillor Alexis, and

RESOLVED:

That Permissive Tax Exemption Bylaw 5790-2018, a bylaw to provide for permissive
exemption from taxation of certain properties for the 2019 tax year, be read a first,
second, and third time.
CARRIED

RC18/579
OCT. 01/18
Moved by Councillor Nicholson, seconded by Councillor Plecas, and

RESOLVED:

That Development Cost Charge Bylaw 5714-2018, a bylaw to impose development cost
charges to all lands in the Municipality, be adopted.
CARRIED

RC18/580
OCT. 01/18
Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED:

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 adopted.
CARRIED

Extensive discussion ensued in regards to Official Community Plan Amending Bylaw
deliberated the possible benefits of the proposed development such as an increase in
affordable housing units, extension of the municipal water and sewer lines, safety
upgrades to Nelson Street, new parkland and trail systems, receipt of development cost
charges for infrastructure upgrades, development of the area to support economic
growth, and a covenant registered on title that would prevent secondary suites in the
proposed housing units. Concerns were noted in regards to the level of proposed density
in a rural area, the interface between the rural area and the proposed development, the
ability of the current infrastructure to accommodate for a larger population and increased
traffic, a lack of transit services in the area, and the ability of current area residents to tap
into the extension of the municipal water and sewer lines.

Council asked staff several questions in regards to the proposed application, and staff
responded as follows:

- In response to a question about the current and upcoming plans for the area, staff
  advised that the Silverdale Neighbourhood One Zone currently forms part of the
  Zoning Bylaw, however some challenges in respect to servicing were identified.
  The Master Infrastructure Strategy sets the foundation for future planning for the
  Silverdale Comprehensive Planning Area and fills the gaps between the Official
  Community Plan and the neighbourhood plans. Council will receive the first draft
  of the Master Infrastructure Strategy early in 2019. The first phase of the strategy
  will assess the development potential of the area, the second phase will examine
  servicing, and the third phase will address public consultation. The
  neighbourhood plan will designate the different areas for Silverdale and specify
the road network plans, potential school sites, and other aspects of the infrastructure.

- In response to questions about the potential environmental impacts of the proposed development, staff advised that the Riparian Areas Regulation Assessment report has been prepared and the streamside area would be protected.

- In response to questions about the development's impact on the area's aquifers, staff advised that, as the proposed development would extend municipal water services to the area, studies have not been conducted on the area's aquifers. Staff did note that the future Neighbourhood Area plan will address these issues.

- In response to questions regarding any revisions made to the plans since the pre-application meeting, staff advised that the original application proposed 72 single-family units, but has since been reduced to 66 units. Also, the plans for the southern component of the townhouses originally proposed 69 units, however, since the geotechnical and riparian reports were completed, the site has been narrowed and now includes two southern pieces of property.

- In regards to questions about process, staff clarified that all the legislated land use change regulations per the Community Charter, Local Government Act, and District bylaws and policies had been followed. Staff noted that the public notification area had been increased to allow for broader public consultation, a comprehensive public hearing package had been provided, and Council had deferred third reading of the amending bylaws to the subsequent Regular Meeting of Council. Staff also clarified that the applicant requested to defer the development permit process until after the amending bylaws are considered for adoption and agreed to enter into a restrictive covenant until all servicing deficiencies are addressed in lieu of a development services agreement.

- In response to a question as to why the development permit is being deferred until after the proposed zoning amendments, staff advised that the applicant had requested the deferral as there was insufficient time to prepare the drawings and other documents required to run the development permit concurrently with the amending bylaws. Staff clarified that there are two development permits for the application; one for the form and character for the single family units that has been delegated to staff for consideration, and the deferred development permit for the multi-family units.

- In response to questions as to where subsequent Silverdale development could occur, staff advised that a development proposal could be made for the area directly south of the site, the riparian area would prevent development to the west of the site, and they currently do not have enough information to assess the feasibility of development to the north of the site.

- In response to questions as to the area's water service capacity being sufficient to accommodate for future development, staff advised that the Master Infrastructure Strategy and neighbourhood plans will outline the development potential for the entire Silverdale Comprehensive Planning Area.

- In response to questions regarding the possible installation of traffic calming measures on Kenney Avenue, staff advised that although the Traffic Impact Assessment did not result in any recommendations for traffic calming measures in the area, they can work with the applicant to explore those measures. Staff also
noted that a traffic circle is currently being considered on Kenney Avenue near Oyama Street through an unrelated application.

- In response to questions about Nelson Street improvements, staff advised that as the Nelson Street corridor is quite complex, they are assessing it as two separate components: the northern one-third section and the southern two-thirds section. The southern section would receive improvements, whereas, due to the difficult topography, the northern section would likely be bypassed when Nelson Street is realigned, with the speed limit remaining posted at twenty kilometres per hour. Although the proposal provides for expansion and road improvements to the southern section of Nelson Street, the applicant is not offering road dedication and upgrades to the northern section. Staff also noted that development cost charges resulting from future developments to the north of the proposed development site would provide road improvements to the northern section of Nelson Street.

- In response to questions as to the proposed development allowing for future service connections of the neighbouring properties, staff advised that it is an objective of the development but not a requirement, and provided the new and existing infrastructure could accommodate the connections, the residents could then opt to pay to have the service lines extended to their properties.

- In regards to future transit services within the Silverdale area, staff advised that although the proposed development would not provide the density required for transit services in the area, BC Transit reviews the District's transit requirements annually and Council could prioritize this issue. Staff also noted that an assessment of transit service requirements would form part of the neighbourhood planning for the broader area.

- In regards to possibly deferring third reading of the amending bylaws until the Master Infrastructure Strategy plan is received, staff clarified that the Master Infrastructure Strategy will be completed in February or March, 2019, however will not provide answers to Council's neighbourhood questions as it is a high level technical document that deals with infrastructure, environmental, geotechnical, and archeological issues as well as public and commercial requirements.

- In response to questions as to the plans for the proposed development accommodating the future development of the larger area, staff advised that when an applicant puts forward a proposal, they are required to work with the Engineering Department to produce engineering designs that would facilitate their own proposal, and staff are confident this applicant and the engineer will be able to develop an acceptable design to allow the application to proceed. Staff also noted that the applicant has agreed to enter into a restrictive covenant stipulating that no subdivision or development of the lands would be approved until such time as all the outstanding servicing issues have been addressed. In regards to the proposed development accommodating for future growth of the surrounding area, staff advised that the Master Infrastructure Strategy covers all the land within the Silverdale Comprehensive Planning Area and will capture the feasibility and requirements for development of the larger area.

Staff clarified that the applicant would need to meet the following requirements before the amending bylaws would be put forward to Council for consideration of adoption:

- the community amenity contribution that has been volunteered in the amount of $622,115, or $2,815 per new unit or lot, is received; and

- the servicing requirements, as outlined in Appendix 10 of the September 4, 2018 Staff Report to Council and summarized below, are addressed to the satisfaction of the District Engineer and are registered on title as a restrictive covenant:
- upgrading and addressing deficiencies of the area’s municipal water, sanitary service, and storm service on Nelson Street and Galliford Street;
- upgrading Nelson Street and Galliford Street, providing paved access to the site from these streets, and constructing three new streets as a component of the proposed single-family development;
- completing any offsite upgrades and deficiencies identified as a result of the traffic impact assessment;
- providing streamside protection of Chester Creek, Mackie Creek, and the area’s several tributaries by ensuring the design of the building envelopes respects the boundaries of the SPEA;
- implementing the recommendations presented in the geohazard hazard assessment report for the design of the neighbourhood;
- planting a total of 132 trees; 2 trees for each of the 66 lots created and replacing any significant tree (trees having a caliper of 0.2 metres or greater) that would be removed, except for those tree located within the proposed municipal infrastructure necessary to service the development; and
- creation of a trail network and contribution of parkland within the development site.

Council directed staff to work with the applicant in regards to providing a registered covenant on title that commits to the following additional neighbourhood and larger area service improvements:

- working with the developer to explore options for traffic calming on Kenney Avenue;
- ensuring existing Galliford Street residents would have the option of connecting to municipal services;
- extension of the sidewalk on Nelson Street to connect to Israel Avenue or Kenney Avenue;
- expanded services, road dedication, and road upgrades for the northern section of Nelson Street; and
- further public consultation by the applicant.

Staff noted that Council may wish to provide some direction or expectations as to the density of future development in the area, to enable staff to work with the applicant to ensure future development could be serviced.

Moved by Councillor Nicholson, seconded by Councillor Hinds, and

RESOLVED:
1. That Official Community Plan Amending Bylaw 5743-2018-5670(5) (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, be read a third time.
2. That Zoning Amending Bylaw 5788-2018-5050(316) (R18-012 Polygon Homes), a bylaw to rezone properties at 8455, 8279, 8387, 8289 and Lot A Nelson Street from Rural 16 (RU16) Zone to Comprehensive Development 44 (CD44) Zone, Multiple
Family 52 Townhouse (MT52) Zone, and Institutional Parks, Recreation and Civic (IPRC) Zone, be **read a third time**.

3. That Street Naming (Burnham Place, McCreaith Place and Montgomery Place) Bylaw 5789-2018 (R18-012 Polygon Homes), a bylaw to name three new roads, be **read a third time**.

4. That prior to consideration of adoption of the above noted bylaws, a restrictive covenant be registered on the title to the subject properties that prevents any development on those properties until all conditions of Council and specified in the covenant have been met, including additional servicing of the broader area.

**OPPOSED:** Councillor Stevens  
Councillor Plecas

**CARRIED**

It was noted that an additional report specifying these conditions will be brought forward to Council.

Moved by Councillor Plecas, seconded by Councillor Alexis, and

**RESOLVED:**  
That the meeting be extended until all items of business have been concluded.

**CARRIED**

14. **COUNCIL MEETING MINUTES FOR APPROVAL**

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

**RESOLVED:** That the following minutes be adopted:

(a) Regular Council Meeting – September 17, 2018

**CARRIED**

15. **NEW/OTHER BUSINESS**

There was no new/other business.

16. **NOTICES OF MOTION**

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

**RESOLVED:**  
That the requirement to deal with a notice of motion at the next regular meeting of Council be waived.

**CARRIED**

Discussion ensued in regards to the District’s pending secondary suite program. It was noted that completion, implementation, and enforcement of the program should be deferred until after the upcoming municipal election.

Staff clarified that enforcement of multiple suites in single-family dwellings and those units with safety issues would continue, and the ‘backing off’ on enforcement in this regard would not in any way constitute ‘grandfathering’ of these suites to bylaw requirements.
Moved by Councillor Hamilton, seconded by Councillor Alexis, and
RESOLVED:
That enforcement of the zoning bylaw in relation to single unit secondary dwellings be
held in abeyance pending establishment of a secondary suite program.
CARRIED

17. QUESTION PERIOD
There were no questions from the public.

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

The meeting was adjourned at 9:46 p.m.

RANDY HAWES, MAYOR

MIKE YOUNIE, CORPORATE OFFICER