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 November 19, 2018 commenced at 1:00 p.m. for COMMITTEE OF THE WHOLE, and was immediately followed by a CLOSED MEETING of Council, and reconvened at 7:00 p.m. for REGULAR COUNCIL proceedings.

Council Members Present:  Mayor Pam Alexis
                            Councillor Cal Crawford
                            Councillor Mark Davies
                            Councillor Jag Gill
                            Councillor Carol Hamilton
                            Councillor Ken Herar
                            Councillor Danny Plecas

Staff Members Present:  Ron Poole, Chief Administrative Officer
                        Mike Younie, Deputy Chief Administrative Officer
                        Barry Azevedo, Manager of Environmental Services
                        Rogine Battel, Manager of RCMP Administration
                        Kris Boland, Director of Finance
                        Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
                        Ken Bourdeau, Manager of Long Range Planning and Special Projects
                        Stacey Crawford, Economic Development Officer
                        Steve Crawford, Staff Sergeant Operations (NCO), Mission RCMP Detachment
                        Mike Dickinson, Planner
                        Chris Gruenwald, Manager of Forestry Business
                        Guy Gusdal, Manager of Inspection Services
                        Dave Heyes, Manager of Forestry Business
                        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
                        Scott Ross, Manager of Accounting Services
                        *Brent Schmitt, Manager of Business Services
                        Maureen Sinclair, Director of Parks, Recreation and Culture
                        Dan Sommer, Director of Development Services
                        Dale Unrau, Fire Chief
                        *Present for a portion of the meeting

1. CALL TO ORDER
   Mayor Alexis called the meeting to order at 1:00 p.m.

2. ADOPTION OF AGENDA
   Moved by Councillor Plecas, seconded by Councillor Hamilton, and
   RESOLVED: That the agenda for the Regular Council meeting of November 19, 2018 be adopted.
   CARRIED
3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Crawford, seconded by Councillor Herar, and
RESOLVED: That Council now resolve itself into Committee of the Whole.
CARRIED

4. ENGINEERING AND PUBLIC WORKS

Master Infrastructure Strategy Presentation by EKISTICS
The Master Infrastructure Strategy presentation was deferred until the December 3, 2018 Regular Council meeting.

Recycle BC New Curbside and Multi-Family Collection Sub-Agreements
A report from the Manager of Environmental Services, dated November 19, 2018, seeking Council’s approval to sign the updated sub-agreements provided by Recycle BC for curbside and multi-family collection of recycling, was provided for the Committee’s consideration.

Moved by Councillor Plecas, and
RECOMMENDED:
That the new sub-agreements with Recycle BC for curbside and multi-family collection of recycling be signed by the District of Mission.
CARRIED

5. DEVELOPMENT SERVICES

Land Use Contracts Termination Process
The Manager of Long Range Planning provided a presentation regarding the termination process for Land Use Contracts. The presentation included background information, guiding principles, process and timeline, and recommendations. The 'Land Use Contract (LUC) Termination Project' staff report from November 20, 2017 was provided as background information.

Summary of bylaws and variance permit listed for approval related to the development of properties located at 8522, 8540, 8554 and 8590 Nottman Street to create thirty-four (34) compact residential lots
A report from the Manager of Planning, dated November 19, 2018, summarizing three previous reports regarding a development application for 8522, 8540, 8554 and 8590 Nottman Street, was provided for the Committee’s information.

Staff support the application and have listed the Official Community Plan Bylaws, Zoning Amending Bylaws, and Street Naming Bylaw for adoption, and the Development Variance Permits for approval.

Rezoning (R18-025), Development Variance (DV18-017), and Development Permit (DP18-032) applications to subdivide the property located at 32854 – 7th Avenue
A report from the Planner, dated November 19, 2018, regarding a development application for 32854 – 7th Avenue, was provided for the Committee’s information.
Staff support the application moving forward and will schedule the Public Hearing for December 3, 2018 subject to Council granting first and second readings to the related Zoning Amending Bylaw.

**Rezoning Application (R18-005) from RU16 to RR7s to allow a subdivision into thirteen properties, each with a secondary dwelling unit at three unaddressed properties fronting Richards Avenue**

A report from the Planner, dated November 19, 2018, regarding a development application for three unaddressed properties fronting Richards Avenue, was provided for the Committee's information.

Staff support the application moving forward and will schedule the Public Hearing for December 3, 2018 subject to Council granting first and second readings to the related Zoning Amending Bylaw and Street Naming Bylaw.

**Rezoning Application (R18-018) from RU16 to RU16s and RR7s to allow a subdivision into three lots, at the property located at 33355 Richards Avenue**

A report from the Planner, dated November 19, 2018, regarding a development application for 33355 Richards Avenue, was provided for the Committee’s information.

Staff support the application moving forward and will schedule the Public Hearing for December 3, 2018 subject to Council granting first and second readings to the related Zoning Amending Bylaw.

6. **FORESTRY**

**Forestry Operations 2018 Quarter 3 (Q3) Report**

A report from the Manager of Forestry Business, dated November 19, 2018, summarizing the third quarter financial results for the forestry operation together with additional information on forestry reserves, strategies, plans, activities, and challenges for the remainder of the year, was provided for the Committee’s information.

7. **CORPORATE ADMINISTRATION AND FINANCE**

**Fall Financial Reporting – September 30, 2018**

A report from the Deputy Treasurer/Collector, dated November 19, 2018, summarizing the current status of the 2018 budget, providing a projection of the District’s overall financial results to December 31, 2018, and seeking approval to increase the Parks and Trail Master Plan budget, was provided for the Committee's information and consideration.

Discussion ensued and Council directed staff to contact the Fraser Valley Regional District to obtain an update on the dog control and licencing program, including a summary of the current number of dog licences that have been issued for dogs within the District for 2018.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That the budget for the Parks and Trail Master Plan be increased by $9,000 with funding from General Fund Accumulated Surplus; and

2. That the District's Financial Plan be amended accordingly.

CARRIED
Investment Holdings Quarterly Report – September 30, 2018

A report from the Manager of Accounting Services, dated November 19, 2018, presenting the quarterly update of the District’s cash and portfolio investment holdings, was provided for the Committee’s information.

2018 Audit Planning Report

A report from the Director of Finance, dated November 19, 2018, presenting the independent external auditor’s Planning Report for their audit of the District’s financial statements for the year ended December 31, 2018, was provided for the Committee’s information/consideration.

Request for a Council Representative – Mission Arts Council

A report from the Executive Assistant, dated November 19, 2018, offering an opportunity for Council to appoint one of its members as the representative to the Mission Arts Council, was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

That Councillor Gill be appointed as Council’s representative to the Mission Arts Council.

CARRIED

Amendment to Council Procedure Bylaw

A report from the Deputy Corporate Officer, dated November 19, 2018, detailing the proposed amendments to the Council Procedure Bylaw, was provided for the Committee’s information.

The Proposed Council Procedure Amending Bylaw 5799-2018-5345(5) has been listed for first three readings under “Bylaws for Consideration”.

8. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Moved by Councillor Plecas, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

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

Moved by Councillor Hamilton, seconded by Councillor Davies, 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)(c) of the Community Charter — labour relations or other employee relations;
   - 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)(k) of the Community Charter – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

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

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

CARRIED

The meeting recessed at 2:03 p.m.

10. RECONVENE

Mayor Alexis reconvened the meeting at 7:00 p.m.

Council Members Present:  
Mayor Pam Alexis
Councillor Cal Crawford
Councillor Mark Davies
Councillor Jag Gill
Councillor Carol Hamilton
Councillor Ken Herar
Councillor Danny Plecas

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
Dan Sommer, Director of Development Services

11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED: That the recommendations of the November 19, 2018 Committee of the Whole, as contained in items RC18/638 to RC18/650, be adopted.

CARRIED

12. DELEGATIONS

Michael Chenier and Eric Korzeniecki

Michael Chenier and Eric Korzeniecki, residents of 14th Avenue, appeared before Council to request the previously planned 14th Avenue upgrades be placed back on the District’s priority list. Mr. Chenier and Mr. Korzeniecki also made the following recommendations to Council:

1. that a sidewalk be constructed along both sides of 14th Avenue from Tanager Street to Cedar Street; and
2. that an illuminated pedestrian crossing be installed across 14\textsuperscript{th} Avenue at Tanager Street to increase pedestrian safety and reduce the speed of traffic along 14\textsuperscript{th} Avenue.

Discussion ensued and Mayor Alexis responded that the recommendations will be considered during the District's upcoming budget deliberations.

\textbf{Jeff and Diana Jewell}

Jeff and Diana Jewell appeared before Council to raise awareness and urge citizens to vote in BC's referendum on Proportional Representation.

\textbf{13. PROCLAMATIONS}

\textbf{RC18/657 NOV. 19/18}

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED: That November, 2018 be proclaimed "Adoption Awareness Month" within the District of Mission.

CARRIED

\textbf{14. PUBLIC HEARINGS}

\textbf{RC18/658 NOV. 19/18}

\textbf{Zoning Amending Bylaw 5796-2018-5050(319)}

\textbf{R18-020 (Legault)} – a bylaw to rezone property at 34960 Douglas Avenue from Urban Residential 930 Zone (R930) to Urban Residential 930 Secondary Dwelling Zone (R930s)

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 34960 Douglas Avenue from the Urban Residential 930 Zone (R930) to Urban Residential 930 Secondary Dwelling Zone (R930s) to allow a secondary dwelling use. The subject property is legally described as:

Parcel Identifier: 001-961-063
Lot 92 District Lot 6 Group 3 New Westminster District Plan 43425

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. Proposed site plan.
3. Subject property map.

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

The Mayor opened the floor to the public for questions and comments.

Hearing no questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5796-2018-5050(319) R18-020 (Legault) closed.

\textbf{Zoning Amending Bylaw 5797-2018-5050(320)}

\textbf{R18-026 (Luo)} – a bylaw to rezone property at 33733 Bowie Drive from Urban Residential 465 Zone (R465) to Urban Residential 465 Secondary Dwelling Zone (R465s)
The purpose of the proposed Zoning bylaw amendment is to rezone the property at 33733 Bowie Drive from the Urban Residential 465 Zone (R465) to Urban Residential 465 Secondary Dwelling Zone (R465s) to allow a secondary dwelling use. The subject property is legally described as:

Parcel Identifier: 026-075-270
Lot 10 Section 27 Township 17 New Westminster District Plan BCP13818

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. Proposed site plan.
3. Subject property map.

The Deputy Chief Administrative Officer stated that the following correspondence pertaining to the subject application had been received:

- Email from William and Janice Robertson, dated November 9, 2018, expressing opposition to the application and citing current issues on the subject property such as excessive noise, vandalism, police calls, and a lack of yard maintenance. They also stated that the residence should be occupied by the owner with a suite rented out to ensure better care and maintenance of the property.

In a second email received on November 19, 2018, Mr. and Ms. Robertson further stated that the rental of the subject property has always been arranged by a property management company, however they do not believe the company is providing adequate oversight. They also noted that secondary suites on Bowie Drive have already resulted in street parking issues.

The Mayor opened the floor to the public for questions and comments.

Hearing no questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending 5797-2018-5050(320) R18-026 (Luo) closed.

15. BYLAWS FOR CONSIDERATION

Moved by Councillor Davies, seconded by Councillor Hamilton, and

RESOLVED:
That Zoning Amending Bylaw 5798-2018-5050(321) R18-025 (Slade Dyer & Associates), a bylaw to rezone the property at 32854 – 7th Avenue from Residential Two Unit (RT465) Zone to Multiple Family 52 Rowhouse (MR52) Zone, be read a first and second time.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED:
That Council Procedure Amending Bylaw 5799-2018-5345(5), a bylaw to change the starting time of all Regular Council meetings to 6:00 p.m. and change the parameters of Question Period, be read a first, second, and third time.

CARRIED
Moved by Councillor Herar, seconded by Councillor Davies, and

RESOLVED:

That Zoning Amending Bylaw 5801-2018-5050(322) R18-005 (Redekop), a bylaw to rezone three properties on Richards Avenue from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a first and second time.

CARRIED

Moved by Councillor Hamilton, seconded by Councillor Plecas, and

RESOLVED:

That Street Naming (Card Avenue and Gough Terrace) Bylaw 5802-2018 R18-005 (Redekop), a bylaw to name two new roads, be read a first and second time.

CARRIED

Moved by Councillor Gill, seconded by Councillor Crawford, and

RESOLVED:

That Zoning Amending Bylaw 5803-2018-5050(323)] R18-013 (Burfoot), a bylaw to rezone property at 33355 Richards Avenue from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone and Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a first and second time.

CARRIED

Moved by Councillor Herar, seconded by Councillor Davies, and

RESOLVED:

That Zoning Amending Bylaw 5796-2018-5050(319) R18-020 (Legault), a bylaw to rezone property at 34960 Douglas Avenue from Urban Residential 930 Zone (R930) to Urban Residential 930 Secondary Dwelling Zone (R930s), be read a third time.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED:

That Zoning Amending Bylaw 5797-2018-5050(320) R18-026 (Luo), a bylaw to rezone property at 33733 Bowie Drive from Urban Residential 465 Zone (R465) to Urban Residential 465 Secondary Dwelling Zone (R465s), be read a third time.

CARRIED

Moved by Councillor Hamilton, seconded by Councillor Davies, and

RESOLVED:

1. That Official Community Plan Amending Bylaw 5622-2017-4052(47) OCP16-001 (Analytical Consulting), a bylaw to redesignate the properties located at 8540, 8554, and 8590 Nottman Street from Urban Residential Compact Cluster to Urban Residential Compact, be adopted.

3. That Street Naming (Benedict Boulevard and Legace Drive) Bylaw 5720-2018 R16-010 (Analytical Consulting), a bylaw to name two new roads, be **adopted**.

4. That Official Community Plan Amending Bylaw 5658-2017-4052(50) OCP17-002 (Analytical Consulting), a bylaw to redesignate property at 8522 Nottman Street from **Urban Residential – Compact Cluster** to **Urban Residential – Compact**, be **adopted**.

5. That Zoning Amending Bylaw 5659-2017-5050(256) R17-015 (Analytical Consulting), a bylaw to rezone property at 8522 Nottman Street from Suburban Residential 36 Zone (S36) to Residential Compact 465 Zone (RC465) and Residential Compact 465 Secondary Dwelling Zone (RC465s), be **adopted**.

**CARRIED**

16. DEVELOPMENT PERMITS FOR CONSIDERATION

**Development Variance Permit DV17-005 (8540, 8554 and 8590 Nottman Street) – Recommended for approval**

Moved by Councillor Plecas, seconded by Councillor Gill, and

**RESOLVED:**

That Development Variance Permit DV17-005 (8540, 8554 and 8590 Nottman Street) to vary District of Mission Zoning Bylaw 5050-2009, as amended, by:

- reducing the required width at the front Lot line for proposed Lot 19 from 14.0 metres to 6.0 metres and for Lot 20 from 14.0 metres to 6.0 metres; and
- reducing the lot depth for proposed Lot 1 from 25.0 metres to 9.0 metres along the west property boundary,

be **approved**.

**CARRIED**

**Development Variance Permit DV17-026 (8540, 8554 and 8590 Nottman Street) – Recommended for approval**

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

**RESOLVED:**

That Development Variance Permit DV17-026 (8540, 8554 and 8590 Nottman Street) to vary District of Mission Zoning Bylaw 5050-2009, as amended, as follows:

- Section 602.(c) Lot Area, Lot Width for the Lots as follows:
  i. Lot 21 – 14 metres;
  ii. Lot 22 – 14 metres;
  iii. Lot 23 – 14 metres;
  iv. Lot 24 – 14 metres; and
  v. Lot 25 – 14.25 metres,

be **approved**.

**CARRIED**
17. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Crawford, seconded by Councillor Gill, and

RESOLVED: That the following minutes be adopted:

(a) Special Council Meeting – November 1, 2018
(b) Regular Council Meeting – November 5, 2018
CARRIED

18. NEW/OTHER BUSINESS

Councillor Hamilton, Liaison to the Downtown Business Association, advised Council that some concerns were noted at the Association’s November 7, 2018 meeting regarding the First Avenue improvement project.

19. NOTICES OF MOTION

Councillor Crawford gave notice of his intention to propose a motion that staff prepare a policy that would provide guidelines to Council when they are dealing with developers and other special interest groups.

Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED:

That staff bring forward a policy to guide Council in discussions and meetings with developers and other special interest groups.

Discussion ensued and, although it was noted that a written policy would provide a clear understanding of the proper procedure, concerns were expressed that a formal policy would potentially be too restrictive. Staff noted that a ‘best practices guide’ could be prepared to provide a framework for Council members when dealing with representatives from special interest groups. Council reached a consensus that a ‘best practices guide’ would be a better option than a formal policy.

Councillor Crawford withdrew the motion.

20. QUESTION PERIOD

There were no questions from the public.

21. ADJOURNMENT

Moved by Councillor Davies, seconded by Councillor Herar, and

RESOLVED: That the meeting be adjourned.
CARRIED

The meeting was adjourned at 7:55 p.m.

PAMELA ALEXIS, MAYOR  MIKE YOUNIE, CORPORATE OFFICER