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 December 3, 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

Council Members Absent:  
Councillor Danny Plecas

Staff Members Present:  
Mike Younie, 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  
Stacey Crawford, Economic Development Officer  
Krista De Sousa, Administrative Assistant  
Jay Jackman, Manager of Development Engineering and Projects  
Arthur Kastelein, Acting Manager of Engineering Planning and Design  
*Norm MacLeod, Assistant Chief, Operations and Training  
Jennifer Meier, Environmental Coordinator  
Jennifer Russell, Deputy Corporate Officer  
Brent Schmitt, Manager of Business Services  
Maureen Sinclair, Director of Parks, Recreation and Culture  
Dan Sommer, Director of Development Services

*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 Davies, seconded by Councillor Herar, and
   RESOLVED: That the agenda for the Regular Council meeting of December 3, 2018 be adopted.
   CARRIED

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

Community Resiliency Investment Program/ FireSmart Community Funding

A report from the Fire Chief dated December 3, 2018, requesting endorsement for a UBCM Community Resiliency Investment Program/FireSmart Community Funding & Supports Program (CRIP/FCFSP), was provided for the Committee's consideration.

Moved by Councillor Davies, and

RECOMMENDED:

That the Provincial Community Resiliency Investment Program/FireSmart Community Funding & Supports Program application for the update of the District's Community Wildfire Protection plan be endorsed.

CARRIED

5. PARKS, RECREATION AND CULTURE

Social Development – Contract Worker Extension

A report from the Director of Parks, Recreation and Culture dated December 3, 2018, requesting approval for a one year extension of the Social Development Coordinator position, was provided for the Committee's consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That Council approve the Social Development Contract Worker Extension for one year, beginning January 1, 2019;
2. That the $72,200 required to fund the contract extension be sourced from the Gaming Reserve Fund; and
3. That the District's Financial Plan be amended accordingly.

CARRIED

6. CORPORATE ADMINISTRATION AND FINANCE

2019 Fee Revision Bylaw 5800-2018

A report from the Deputy Treasurer/Collector dated December 3, 2018, presenting 2019 Fee Revision Bylaw 5800-2018, was provided for the Committee's information.

The bylaw is listed for first, second, and third readings under “Bylaws for Consideration". Discussion ensued regarding the rationale for park rental increases, film permit fees, and sewer disconnection charges.

Filming Regulation Bylaw

A report from the Deputy Chief Administrative Officer dated December 3, 2018, introducing Filming Regulation Bylaw 5750-2018 and recommending the repeal of Commercial Filming Permits Policy LIC.19, amendments to Ticket Information Bylaw 2646-1993, and the retention of a library location consultant, was provided for the Committee's information and consideration.

Filming Regulation Bylaw 5750-2018 is listed for first, second, and third readings under “Bylaws for Consideration".
Moved by Councillor Davies, and

RECOMMENDED:
1. That, pending the adoption of the Filming Regulation Bylaw 5750-2018:
   a. Commercial Filming Permits Policy LIC.19 be repealed;
   b. Ticket Information Bylaw 2646-1993 be amended by:
      i. Adding the following to Schedule 1
         
         | Schedule | Bylaw                              | Designated Bylaw Enforcement Officer                  |
         |----------|------------------------------------|------------------------------------------------------|
         | 23       | Filming Regulation Bylaw 5750-2018 | Senior Bylaw Enforcement Officer                     |
         |          |                                    | Bylaw Enforcement Officer                           |
         |          |                                    | Manager of Inspection Services                       |

      ii. Adding a new Schedule 23 as follows:
         
         | Offence                   | Section | Fine |
         |---------------------------|---------|------|
         | No Film Permit            | 3.1     | $500 |
         | Failure to Comply with Guidelines | 3.4     | $500 |

2. That the District retain a consultant to update and expand the District's location library at a cost of $10,000 to be funded by the General Fund Accumulated Surplus; and

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

CARRIED

7. ENGINEERING AND PUBLIC WORKS

Amendments to the Development and Subdivision Bylaw – Update

A report from the Acting Manager of Engineering Planning and Design dated December 3, 2018, addressing the comments submitted by stakeholders on proposed amendments to the Development and Subdivision Control Bylaw and an issue identified by Council regarding noxious weed assessments on smaller development sites, was provided for the Committee's information.

Development and Subdivision Control Amending Bylaw 5772-2018-5650(1) is listed for its third reading to be rescinded and re-read as amended under "Bylaws for Consideration".

2017 Solid Waste Summary

A report from the Environmental Coordinator dated December 3, 2018, detailing the District's current solid waste programs and 2017 solid waste diversion trends, was provided for the Committee's information.

Solid Waste Diversion Targets

A report from the Environmental Coordinator dated December 3, 2018, describing the District's initiatives and progress towards meeting the waste reduction targets set out by the Fraser Valley Regional District's (FVRD) Solid Waste Management Plan (SWMP) Update 2016-2026, was provided for the Committee's information.
8. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE

Moved by Councillor Davies, 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 Herar, 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)(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)(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;
   - 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 1:52 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

Council Members Absent: Councillor Danny Plecas
Staff Members Present: Mike Younie, Chief Administrative Officer
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Krista De Sousa, Administrative Assistant
Jay Jackman, Manager of Development Engineering and Projects
Jennifer Russell, Deputy Corporate Officer
Dan Sommer, Director of Development Services

11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED: That the recommendations of the December 3, 2018 Committee of the Whole, as contained in items RC18/676 to RC18/682 be adopted.

CARRIED

12. DELEGATIONS

Dawn Hein and Bryce Schaufelberger

Dawn Hein, Mission Association for Community Living, and Bryce Schaufelberger, Mission Self-Advocacy Group, appeared before Council and provided an overview of their respective organizations and the services they provide to the community.

13. PRESENTATIONS

Mission Regional Chamber of Commerce's Annual Presentation

Andrea Walker, President of the Mission Regional Chamber of Commerce and Jo-Anne Chadwick, Acting Executive Director of the Mission Regional Chamber of Commerce, provided the Chamber’s annual report to Council. The report provided an overview of the organization including tourism, business development and the annual Candlelight Parade.

14. PROCLAMATIONS

Moved by Councillor Crawford, seconded by Councillor Herar, and


CARRIED

15. PUBLIC HEARINGS

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

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 32854 – 7th Avenue from the Residential Two Unit (RT465) Zone to Multiple Family 52 Rowhouse (MR52) Zone to facilitate a three lot rowhouse development. The subject property is legally described as:
Parcel Identifier: 003-131-360
Lot 2 Block 2 Section 21 Township 17 New Westminster District Plan 332

The Mayor opened the public hearing.

The Director of Development Services showed a PowerPoint presentation that provided the following information:

1. Purpose and outline of the proposal.
2. Subject property map.
3. Information about the site and its designation in the OCP.
4. Draft plans of the proposed subdivision.

The Deputy Corporate 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 5798-2018-5050(321) R18-025 (Slade Dyer & Associates) closed.

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

The purpose of the proposed Zoning bylaw amendment is to rezone three properties on Richards Avenue from the Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone to enable the subsequent subdivision of the subject properties into 13 lots, each a minimum of 0.70 ha (1.73 ac.) lot size with secondary dwelling units permitted on each lot. The subject properties are legally described as:

Parcel Identifier: 010-507-272
Block “B” Except: Part Subdivided by Plan 64721, Section 4 Township 18 New Westminster District Plan 19489

Parcel Identifier: 003-473-538
Lot 33 Section 4 Township 18 New Westminster District Plan 64721

Parcel Identifier: 003-473-554
Lot 34 Section 4 Township 18 New Westminster District Plan 64721

The Mayor opened the public hearing.

The Director of Development Services showed a PowerPoint presentation that provided the following information:

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

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

- Letter from Jennifer Meier dated November 30, 2018 expressing concerns with the application in regards to increased density on a site with steep topography and dense forest cover, secondary suites, increased consumption of groundwater resources, setting a precedent for future developments in unserviced areas, protection of the environment, a lack of sustainability, and a lack of conformity to the Official Community Plan. Ms. Meier suggests invoking a restrictive covenant to minimize
removal of trees on the site and a requirement to inform potential buyers of the restriction. She further suggests that the environmental site assessments be expanded to include terrestrial, avian and species at risk habitat, natural capital, and presence of invasive plants, and that the District hire the Qualified Environmental Professional to conduct the assessment at the developer’s expense.

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

Ryan Ruocco, Mission, questioned whether the identified right of way will be a trail or a road way. Staff responded that the right of way will be for future pedestrian linkage from Richards Avenue to the proposed Card Avenue.

Mr. Ruocco expressed concern regarding dangerous trees on this property and questioned who he should speak to regarding this. Mayor Alexis advised Mr. Ruocco to speak with the property owner. It was noted that as with all subdivision applications there will be a tree inventory conducted on this property and hazardous trees will be identified.

Roxanne Nielsen, Mission, questioned if the proposed Card Avenue will be a half street or a full street and if she would be permitted to access Card Avenue if it was developed. Staff responded that Card Avenue is a proposed road dedication, and it is unclear at this time how or if the road will be constructed as part of this project. It was clarified that the legal access to her property would be maintained. Ms. Nielsen additionally questioned why a trail would be planned that appears to lead to nowhere, and staff replied that statutory right of ways are taken at this stage of development to allow for future connections, but that at this time there is no current plan for a trail to be constructed.

Ms. Nielsen also expressed concern regarding storm water run-off from this property.

Darrell Albert, Mission, expressed concern with the amounts of water in this area and feels that municipal water should be extended to this area in conjunction with its development. Mr. Albert also expressed concerns regarding groundwater supply and winter water run-off. Staff replied that because these properties are designated Rural Residential there is no requirement for municipal services. In response to comments about on-site water, staff noted that best management practices are considered in terms of managing the water on site through the subdivision process.

Ryan Ruocco, Mission, reiterated his concerns about a potential walkway next to his property. Mr. Ruocco questioned if Card Avenue is planned to be a public or private street. Staff stated that it is currently designated as a half road but is planned to be a full road if the area is further developed.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Zoning Amending Bylaw 5801-2018-5050(322) R18-005 (Redekop) closed.

Zoning Amending Bylaw 5803-2018-5050(323)

R18-018 (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

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 33355 Richards Avenue from the Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone and Rural Residential 7 Secondary Dwelling (RR7s) Zone to enable the subsequent subdivision of the subject property into 3 lots, with 2 lots a minimum of 0.70 ha (1.73 ac.) lot size and one lot a minimum of 1.6 ha (4.0 ac) lot size and secondary dwelling units permitted on each lot. The subject property is legally described as:

Parcel Identifier: 010-995-706
Lot 2 Section 4 Township 18 New Westminster District Plan 3344
The Mayor opened the public hearing.

The Director of Development Services showed a PowerPoint presentation that provided the following information:

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

The Deputy Corporate 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 5803-2018-5050(323) R18-018 (Burfoot) closed.

16. COUNCIL COMMITTEE REPORTS AND MINUTES

RC18/693
DEC. 03/18
Moved by Councillor Hamilton, seconded by Councillor Davies, and
RESOLVED: That the following minutes be received as information:
(a) Economic Development Select Committee meeting (Draft) – October 10, 2018
CARRIED

17. BYLAWS FOR CONSIDERATION

RC18/694
DEC. 03/18
Moved by Councillor Crawford, seconded by Councillor Hamilton, and
RESOLVED:
That Film &amp; Reg Bylaw 5750-2018, a bylaw to regulate commercial film production within the District of Mission, be read a first, second, and third time.
CARRIED

RC18/695
DEC. 03/18
Moved by Councillor Davies, seconded by Councillor Herar, and
RESOLVED:
That 2019 Fee Revision Bylaw 5800-2018, a bylaw to amend user fees and charges within various District of Mission bylaws, be read a first, second, and third time.
CARRIED

RC18/696
DEC. 03/18
Moved by Councillor Gill, seconded by Councillor Davies, and
RESOLVED:
That Ticket Information Amending Bylaw 5804-2018-2646(35), a bylaw to amend Ticket Information Bylaw 2646-1993 by adding Film &amp; Reg Bylaw 5750-2018, be read a first, second, and third time.
CARRIED

RC18/697
DEC. 03/18
Moved by Councillor Herar, seconded by Councillor Gill, and
RESOLVED:
1. That the third reading of Development and Subdivision Control Amending Bylaw 5772-2018-5650(1), a bylaw to amend the District of Mission Development and Subdivision Control Bylaw 5650-2017 to clarify design requirements and ensure consistency with the District's Official Community Plan, be rescinded.
2. That Development and Subdivision Control Amending Bylaw 5772-2018-5650(1), a bylaw to amend the District of Mission Development and Subdivision Control Bylaw 5650-2017 to clarify design requirements and ensure consistency with the District’s Official Community Plan, be read a third time as amended.

CARRIED

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED:

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

CARRIED

Moved by Councillor Hamilton, seconded by Councillor Herar, and

RESOLVED:

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

2. That Street Naming (Card Avenue and Gough Terrace) Bylaw 5802-2018, a bylaw to name two new roads, be read a third time.

CARRIED

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Zoning Amending Bylaw 5803-2018-5050(323) R18-018 (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 third time.

CARRIED

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED:

1. That Zoning Amending Bylaw 5735-2018-5050(291) R18-008 (Stroh), a bylaw to rezone property at 10502 Shaw Street from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be adopted.

2. That Zoning Amending Bylaw 5770-2018-5050(306) R18-016 (Brack), a bylaw to rezone property at 11020 – 288th Street from Rural 16 Zone (RU16) to Rural 16 Secondary Dwelling Zone (RU16s), be adopted.

3. That Zoning Amending Bylaw 5771-2018-5050(307) R18-017 (Goy), a bylaw to rezone property at 33356 Dalke Avenue from Suburban 36 Zone (S36) to Suburban 36 Secondary Dwelling Zone (S36s), be adopted.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Hamilton, 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 **adopted**.

**CARRIED**

**18. COUNCIL MEETING MINUTES FOR APPROVAL**

Moved by Councillor Davies, seconded by Councillor Gill, and

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

(a) Regular Council Meeting – November 19, 2018

(b) Special Council Meeting (for the purpose of going into a closed meeting) – November 14, 2018

**CARRIED**

**19. NEW/OTHER BUSINESS**

There was no new/other business.

**20. NOTICES OF MOTION**

**Strategy for Emerging Traffic Related Safety Issues**

Moved by Mayor Alexis, seconded by Councillor Gill, and

**RESOLVED:**

1. That staff prepare an outline for a Strategy that will address emerging traffic related safety issues facing Mission that will include the following:
   - Categorize the traffic safety related complaints received at the District;
   - Identify priority categories and types of works that could be completed to address identified issues;
   - Identify financial and staffing resources;
   - Identify potential partnerships (ICBC, School District #75, RCMP); and
   - Identify the components of a broad communication / education program;

2. That the outline to discussed at the next Mission Traffic and Transit Committee (MTTC) meeting (February, 2019); and

3. That the MTTC present the outline for the Strategy for Council’s consideration.

**CARRIED**

**21. QUESTION PERIOD**

There were no questions from the public.

**22. ADJOURNMENT**

Moved by Councillor Herar, seconded by Councillor Davies, and

**RESOLVED:** That the meeting be adjourned.

**CARRIED**
The meeting was adjourned at 8:14 p.m.

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL, DEPUTY CORPORATE OFFICER