MINUTES of the REGULAR MEETING of the COUNCIL of the DISTRICT OF MISSION and COMMITTEE OF THE WHOLE held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on February 4, 2019 commenced at 6:00 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:  
Mike Younie, Chief Administrative Officer  
Barry Azevedo, Manager of Environmental Services  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
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  
Jennifer Russell, Deputy Corporate Officer  
Dan Sommer, Director of Development Services  
Dale Unrau, Fire Chief

1. CALL TO ORDER
   Mayor Alexis called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA
   Moved by Councillor Plecas, seconded by Councillor Davies, and
   RESOLVED: That the agenda for the Regular Council meeting of February 4, 2019 be adopted.
   CARRIED

3. DELEGATIONS
   Caitlin Mellor
   Caitlin Mellor of WildSafeBC provided an update on the 2018 WildSafeBC program. Ms. Mellor’s presentation included details of program outreach, results from their educational initiatives, a wildlife conflict overview, and successes, challenges and goals for Mission.

4. PRESENTATIONS
   Canadian Pacific Railway (CP Rail)
   The Canadian Pacific Railway presentation was deferred and will be rescheduled to a future meeting.
5. PROCLAMATIONS

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED: That February 18th to 24th, 2019 be proclaimed “Heritage Week” within the District of Mission.

CARRIED

6. PUBLIC HEARINGS

Zoning Amending Bylaw 5810-2018-5050(327)

R18-049 (Bird) – a bylaw to rezone property at 30753 School Avenue from Rural 16 Zone (RU16) to Rural 16 Secondary Dwelling Zone (RU16s)

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 30753 School Avenue from the Rural 16 Zone (RU16) to the Rural 16 Secondary Dwelling Zone (RU16s) to allow a secondary dwelling use. The subject property is legally described as:

Parcel Identifier: 010-534-059
Parcel “A” (Explanatory plan 37199) Lot 11 Section 1 Township 15 New Westminster District Plan 19528

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. Aerial map of the subject property.

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 5810-2018-5050(327) R18-049 (Bird) closed.

Land Use Contract Repeal Bylaw 5814-2019

LUC18-017 (DOM) – a bylaw to terminate Land Use Contract 631-1977 for the property located at 7303 Hurd Street

-AND-

Zoning Amending Bylaw 5813-2019-5050(330)

LUC18-017 (DOM) – a bylaw to rezone property at 7303 Hurd Street from Urban Residential 558 Zone (R558) to Commercial Local One Zone (CL1)

The purpose of the proposed Land Use Contract Repeal is to discharge Land Use Contract 631-1977 registered to the property located at 7303 Hurd Street.

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 7303 Hurd Street from the Urban Residential 558 Zone (R558) to the Commercial Local One Zone (CL1). There are no proposed changes to the existing buildings or land use. The subject property is legally described as:
Strata Lot 1
Parcel Identifier: 001-791-656
Strata Lot 1 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 2
Parcel Identifier: 001-791-664
Strata Lot 2 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 3
Parcel Identifier: 001-791-672
Strata Lot 3 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 4
Parcel Identifier: 001-791-681
Strata Lot 4 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 5
Parcel Identifier: 001-791-699
Strata Lot 5 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 6
Parcel Identifier: 001-791-702
Strata Lot 6 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Strata Lot 7
Parcel Identifier: 001-791-445
Strata Lot 7 Section 20 Township 17 New Westminster District Strata Plan NW1392 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

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.

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 Land Use Contract Repeal Bylaw 5814-2019 LUC18-017 (DOM) and District of Mission Zoning Amending Bylaw 5813-2019-5050(330) LUC18-C17 (DOM) closed.
Land Use Contract Repeal Bylaw 5815-2019

LUC18-016 (DOM) – a bylaw to terminate Land Use Contract 594-1977 for the property located at 33525 – 7th Avenue

The purpose of the proposed Land Use Contract Repeal is to discharge Land Use Contract 594-1977 registered to the property located at 33525 – 7th Avenue. Staff recommend that the underlying zoning of Residential Two Unit (RT465) remain in place as a commercial use is not consistent with the Official Community Plan. The subject property is legally described as:

Parcel Identifier: 006-119-182
Lot 320 District Lot 4 Group 3 New Westminster District Plan 46687

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.

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 Land Use Contract Repeal Bylaw 5815-2019 LUC18-016 (DOM) closed.

7. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED: That Council now resolve itself into Committee of the Whole.

CARRIED

8. ENGINEERING AND PUBLIC WORKS

Presentation By EKISTICS

Paul Fenske, Principal of EKISTICS, provided a presentation on the preferred Master Infrastructure Strategy (MIS) option for southwest Mission. Mr. Fenske’s presentation included:

MIS Project Review – Phase 1
• project status – revised working timeline

Infrastructure Options – MIS Phase 2A
• towards a sustainable community
• biophysical analysis – Phase 1 findings
• development analysis – accommodating growth
• development potential – lands to consider
• conservation framework – ensuring eco-integrity
• establishing a structure – a family of neighbourhoods
• linking across Silverdale – a route for community streets
• linking neighbourhoods – reaching the summit
• civic essentials – schools and community facilities
• shops and services – neighbourhood commercial
- planned play – active parkland
- creating places – walkable neighbourhoods
- realizing the Official Community Plan vision
- making the area transit viable
- making the area complete
- comparing options – identifying option outcomes

**Servicing Options – MIS Phase 2A**
- street hierarchy – tailored to purpose
- rainwater management – infiltration and diversion
- sanitary service – Option A – single system
- sanitary service – Option B – dual systems
- water supply – Option A – single system
- water supply – Option B – dual systems
- towards sustainability – comparing efficiencies

**Preferred Infrastructure Option – MIS Phase 2B**
- MIS project status – next steps
- Public Information Session #1 – summary update

Discussion ensued in regards to timelines, transit, traffic flow, parkland, and servicing.

**Master Infrastructure Strategy for the Silverdale Comprehensive Planning Area – Phase 2A**

A report from the Director of Engineering & Public Works dated February 4, 2019, providing a detailed overview of the “Phase 2A: Infrastructure Options” for the Silverdale Comprehensive Planning Area (SCPRA), was provided for the Committee’s information.

**Imposition of Latecomer Charges on Nottman Street**

A report from the Manager of Development Engineering & Projects dated February 4, 2019, seeking approval to establish latecomer charges for the development at 8522, 8540, 8554, and 8590 Nottman Street, was provided for the Committee’s consideration.

Moved by Councillor Crawford, and

RECOMMENDED:
1. That latecomer charges be imposed on the parcels having benefitted from the extended services installed in conjunction with subdivision S16-010, and rezoning application R16-010 for the development at 8522, 8540, 8554, 8590 Nottman Street; and
2. That the Mayor and Corporate Officer be authorized to enter into a latecomer agreement with 1030502 BC Ltd.

CARRIED

**Imposition of Latecomer Charges on Prentis Avenue**

A report from the Manager of Development Engineering & Projects dated February 4, 2019, seeking approval to establish latecomer charges for the development at 33880, 33904, 33930 Prentis Avenue, was provided for the Committee’s consideration.
Moved by Councillor Davies, and

RECOMMENDED:

1. That latecomer charges be imposed on the parcels having benefitted from the extended services installed in conjunction with subdivision S16-029, and rezoning application R16-034 for the development at 33880, 33904, 33930 Prentis Avenue; and

2. That the Mayor and Corporate Officer be authorized to enter into a latecomer agreement with Prentis Ventures Ltd.

CARRIED

Additional EV Charging Stations at the Welton Common

A report from the Manager of Environmental Services dated February 4, 2019, seeking Council approval to construct two additional electric vehicle (EV) dual charging stations at the 7337 Welton Street Building (Welton Common), was provided for the Committee’s consideration.

Discussion ensued in regards to location, access, and cost.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That two additional public electric vehicle charging stations be purchased and installed for a total cost of $60,000, with funding from the appropriated surplus account for the carbon tax rebate; and

2. That the District’s draft 2019 financial plan be amended accordingly.

CARRIED

9. PUBLIC SAFETY AND HEALTH

Community Emergency Preparedness Fund/ Emergency Operations Centres & Training Program Application

A report from the Fire Chief dated February 4, 2019, requesting Council’s endorsement for a UBCM administered Community Emergency Preparedness Fund/Emergency Operations Centres & Training Program (CEPF/EOCTP) grant application, was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

That the Provincial Community Emergency Preparedness Fund/Emergency Operations Centres & Training Program application to build local capacity through the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises be endorsed.

CARRIED

Community Emergency Preparedness Fund/Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning Program Application

A report from the Fire Chief dated February 4, 2019, requesting Council’s endorsement for a UBCM administered Community Emergency Preparedness Fund / Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning (CEPF/FRAFMP) grant application, was provided for the Committee’s consideration.
Moved by Councillor Davies, and

RECOMMENDED:

That the Provincial Community Emergency Preparedness Fund/Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning program application to ensure the District has accurate knowledge of the flood hazards it faces and to develop effective strategies to mitigate and prepare for those risks be endorsed.

CARRIED

10. DEVELOPMENT SERVICES

Rezoning Application (R18-050) – 7960 Nelson Street

A report from the Planning Technician Dated February 4, 2019, regarding a development application for 7960 Nelson Street, was provided for the Committee’s information.

Staff support the application moving forward and will schedule the Public Hearing for February 19, 2019 subject to Council granting first and second readings to the related Zoning Amending Bylaw.

Rezoning Application (R18-047) – 12334 Bell Street

A report from the Planner dated February 4, 2019, regarding a development application for 12334 Bell Street, was provided for the Committee’s information.

Staff support the application moving forward and will schedule the Public Hearing for February 19, 2019 subject to Council granting first and second readings to the related Zoning Amending Bylaw.

Strata Title Conversion (S18-029) – 7294 Fraserview Place

A report from the Manager of Planning dated February 4, 2019, outlining an application to stratify an existing industrial building located at 7294 Fraserview Place, was provided for the Committee’s consideration.

Moved by Councillor Crawford, and

RECOMMENDED:

That the strata title conversion application submitted by Ole Bakstad, the property owner, to stratify the title of the existing industrial building located at 7294 Fraserview Place be approved and that the Approving Officer be authorized to sign the strata plan in accordance with Section 242 of the Strata Property Act.

CARRIED

11. CORPORATE ADMINISTRATION AND FINANCE

Bylaw 5793-2018 Mission Downtown Business Improvement Area Bylaw Including the BIA Area Map

A report from the Deputy Treasurer/Collector dated February 4, 2019, outlining the requirements to renew the funding under the Business Improvement Area (BIA) section of the Community Charter as requested by the Mission Downtown Business Association (MDBA) for the next five years, was provided for the Committee’s information and consideration.
Moved by Councillor Davies, and

RECOMMENDED:

That staff take all necessary steps to re-establish the Business Improvement Area, as shown on the map attached as Appendix “A” to the report from the Deputy Treasurer/Collector dated February 4, 2019, for the period 2019 through 2023, and that the annual business improvement levy for the Business Improvement Area will be collected as follows:

- 2019 - $92,487
- 2020 - $97,111
- 2021 - $101,966
- 2022 - $107,065
- 2023 - $112,418

CARRIED

Amendment to Financial Plan 2018 to 2022 Bylaw 5687-2017

A report from the Accounting Clerk-General dated February 4, 2019, detailing proposed amendments to the '2018 to 2022 Financial Plan Bylaw' to include subsequent Council approved 2018 budget amendments, was provided for the Committee’s information.

The amending bylaw was listed for first three readings under "Bylaws for Consideration".

Mission Regional Chamber of Commerce Visitor and Business Service Agreement

A report from the Chief Administrative Officer dated February 4, 2019, seeking approval to execute the Visitor and Business Services Agreement between the District and the Mission Regional Chamber of Commerce (MRCC), was provided for the Committee's consideration.

Moved by Councillor Herar, and

RECOMMENDED:

1. That the Visitor and Business Services Agreement attached to the Chief Administrative Officer's report dated February 4, 2019 be approved;

2. That the Mayor and Deputy Corporate Officer be authorized to execute the Visitor and Business Services Agreement attached to the Chief Administrative Officer's report dated February 4, 2019;

3. That an additional $23,000 from the General Fund Accumulated Surplus be allocated for 2019 to fund the financial commitments made in recommendation (1);

4. That a core increase in the amount of $3,000 be incorporated into the 2020 and beyond Financial Plans to account for the increase costs of hosting the Candlelight Parade by Mission Regional Chamber of Commerce; and

5. That the District’s Financial Plan be amended accordingly.

CARRIED

12. RESOLUTION TO RISE AND REPORT

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED: That the Committee of the Whole now rise and report.

CARRIED
13. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED:

That the recommendations of the February 4, 2019 Committee of the Whole, as contained in items RC19/062 to RC19/074, be adopted.

CARRIED

RC19/077
FEB. 04/19

Moved by Councillor Gill, seconded by Councillor Herar, and

RESOLVED:

That the recommendations of the January 22, 2019 Freestanding Committee of the Whole (Corporate Administration and Finance – Budget) report be adopted.

CARRIED

14. COUNCIL COMMITTEE REPORTS AND MINUTES

RC19/078
FEB. 04/19

Council provided updates on recent committee and association meetings.

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED: That the following minutes be received as information:

(a) Joint Shared Services Committee meeting – December 4, 2018

CARRIED

15. COUNCIL MEETING MINUTES FOR APPROVAL

RC19/079
FEB. 04/19

Moved by Councillor Hamilton, seconded by Councillor Davies, and

RESOLVED: That the following minutes be adopted:

(a) Regular Council Meeting – January 21, 2019

(b) Regular Council Meeting (for the purpose of going into a closed meeting) – January 21, 2019

(c) Freestanding Committee of the Whole (Corporate Administration & Finance Committee – Budget – January 22, 2019

CARRIED

16. BYLAWS FOR CONSIDERATION

RC19/080
FEB. 04/19

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED:

That Business Improvement Area Establishment Bylaw 5793-2018, a bylaw to establish a specified area for the purposes of annually funding the Mission Downtown Business Association, be read a first, second, and third time.

CARRIED

RC19/081
FEB. 04/19

Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED:


CARRIED
Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED:

That Zoning Amending Bylaw 5817-2019-5050(331) R18-050 (McKitrick), a bylaw to rezone property at 7960 Nelson Street from Suburban 36 Zone (S36) to Suburban 36 Secondary Dwelling Zone (S36s), be read a first and second time.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Gill, and

RESOLVED:

That Zoning Amending Bylaw 5818-2019-5050(332) R18-047 (Lacey Development), a bylaw to rezone property at 12334 Bell Street from Rural 16 Zone (RU16) to Rural Residential 7 Secondary Dwelling Zone (RR7s), be read a first and second time.

CARRIED

Moved by Councillor Hamilton, seconded by Councillor Herar, and

RESOLVED:

That Zoning Amending Bylaw 5810-2018-5050(327) R18-049 (Bird), a bylaw to rezone property at 30753 School Avenue from Rural 16 Zone (RU16) to Rural 16 Secondary Dwelling Zone (RU16s), be read a third time.

CARRIED

Moved by Councillor Herar, seconded by Councillor Davies, and

RESOLVED:

1. That Land Use Contract Repeal Bylaw 5814-2019 LUC18-017 (DOM), a bylaw to terminate Land Use Contract 631-1977 for the property located at 7303 Hurd Street, be read a third time.

2. That Zoning Amending Bylaw 5813-2019-5050(330) LUC18-017 (DOM), a bylaw to rezone property at 7303 Hurd Street from Urban Residential 558 Zone (R558) to Commercial Local One Zone (CL1), be read a third time.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED:

That Land Use Contract Repeal Bylaw 5815-2019 LUC18-016 (DOM), a bylaw to terminate Land Use Contract 594-1977 for the property located at 33525 – 7th Avenue, be read a third time.

CARRIED

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED:

That Zoning Amending Bylaw 5774-2018-5050(309) R18-015 (Cox), a bylaw to rezone property at 11826 Statim Street from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be adopted.

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

CARRIED

17. PERMITS FOR CONSIDERATION

Development Variance Permit DV18-011 (11826 Statim Street) – Recommended for approval

Moved by Councillor Gill, seconded by Councillor Davies, and

RESOLVED: That Development Variance Permit DV18-011 (11826 Statim Street) to vary District of Mission Zoning Bylaw as follows:

- Section 106 Use Regulations; Part F Secondary Dwelling Units; 2. h. - the maximum floor space shall adhere to the percentage of the total floor space of the Principal Use on the Lot; from 50% to 107%

be approved.

CARRIED

18. RESOLUTIONS RELEASED FROM CLOSED

The following resolution was released from the Closed Council meeting held on February 4, 2019:

1. That the Visitor Service Agreement for 2019 is sponsored and managed by the District of Mission and executed by the Mayor and Deputy Corporate Officer;

2. That the Tourism spending package request submitted November 27, 2018 for $96,312 impact on the general operating fund plus $17,500 for capital purchases and upgrades to the Visitor Information Centre be approved for inclusion into the District’s 2019 to 2023 Financial Plan;

3. That the two year lease agreement for the Visitor Information Centre is approved and executed by the Mayor and Deputy Corporate Officer;

4. That a Tourism Committee be established;

5. That the District’s Financial Plan be amended accordingly; and

6. That this resolution be released from the February 4, 2019 Closed Council meeting.

19. NEW/OTHER BUSINESS

There was no new/other business.

20. NOTICES OF MOTION

There were no notices of motion.

21. QUESTION PERIOD

There were no questions from the public.
22. ADJOURNMENT

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:02 p.m.

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL, CORPORATE OFFICER