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 May 6, 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  
Jennifer Russell, Corporate Officer  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Ken Bourdeau, Manager of Long Range Planning and Special Projects  
Jay Jackman, Manager of Development Engineering and Projects  
Tracy Kyle, Director of Engineering and Public Works  
Norm MacLeod, Assistant Fire Chief, Emergency Planning and Fire Prevention  
Kerri Onken, Acting Director of Finance  
Barclay Pitkethly, Deputy Chief Administrative Officer  
Mike Rohde, Senior Building Inspector  
Scott Ross, Manager of Accounting Services  
Dan Sommer, Director of Development Services  
Allyssa Fischer, Administrative Assistant  
*Present for a portion of the meeting

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

2. ADOPTION OF AGENDA
   Moved by Councillor Davies, seconded by Councillor Plecas, and

   RESOLVED:
   1. That the order of the agenda be rearranged so that "Corporate Administration and Finance" be listed directly after "Development Services"; and

   2. That the agenda for the Regular Council meeting of May 6, 2019 be adopted, as amended.

   CARRIED

3. PROCLAMATIONS
   Moved by Councillor Crawford, seconded by Councillor Herar, and


   CARRIED
Moved by Councillor Gill, seconded by Councillor Davies, and
RESOLVED: That May 19-25, 2019 be proclaimed “Cycling4Diversity Week” within the District of Mission.
CARRIED

Moved by Councillor Plecas, seconded by Councillor Davies, and
RESOLVED: That June 1-8, 2019 be proclaimed “Seniors’ Week” within the District of Mission.
CARRIED

4. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

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

5. PUBLIC SAFETY AND HEALTH

Request for Additional Emergency Support Services Hours
A report from the Assistant Fire Chief of Emergency Planning and Fire Prevention dated May 6, 2019, seeking approval to increase the hours for the Emergency Support Services Coordinator Position, was provided for the Committee’s consideration.

Moved by Councillor Plecas, and
RECOMMENDED:
1. That approval be granted to proceed with increasing the Emergency Support Services Coordinator contract from eight hours to twenty-four hours per week;
2. That the $80,000 required for those additional hours through to December 31, 2021 be funded from the Gaming Reserve Fund; and
3. That the District’s financial plan be amended accordingly.
CARRIED

6. DEVELOPMENT SERVICES

Mission Community Heritage Commission 2019 Work Plan
A report from the Senior Planner dated May 6, 2019, seeking approval of the Commission’s Work Plan for 2019, was provided for the Committee’s consideration.

Moved by Councillor Crawford, and
RECOMMENDED:
That the Mission Community Heritage Commission’s 2019 Work Plan, as appended to the Senior Planner’s report dated May 6, 2019, be approved.
CARRIED
Housing Needs Report and a Review of the Affordable Housing Strategy

A report from the Social Development Housing Coordinator dated May 6, 2019, detailing the Work Plan and potential resource implications for the completion of the provincially mandated Housing Needs Assessment Report and a review of the District's Affordable Housing Strategy, was provided for the Committee's consideration.

Discussion ensued and the Manager of Long Range Planning and Special Projects answered the Committee's questions in regards to funding, existing policies and bylaws, and housing affordability terminology.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That District of Mission staff be authorized to apply for, receive and manage the grant funding from the Union of British Columbia Municipalities (UBCM) Housing Needs Assessment Program; and

2. That the Financial Plan be amended accordingly if the application is successful.

CARRIED

Amendment to the Sustainable Housing Committee Terms of Reference

A report from the Manager of Long Range Planning and Special Projects dated May 6, 2019, seeking approval to amend the Terms of Reference for the Mission Sustainable Housing Committee, was provided for the Committee's consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the Terms of Reference for the Mission Sustainable Housing Committee be amended by replacing the Mission Friendship Centre position with an Indigenous Housing provider position;

2. Removing the Mission Mental Health Centre as a represented organization and replacing with one representative from Fraser Health Authority;

3. Removing the RCMP and Mission/Abbotsford Assertive Community Team (ACT Team) as represented organizations; and

4. Removing BC Housing as a represented organization.

CARRIED

Development Application (P2017-027) - 32661 Egglestone Avenue 8653, 8677 and 8689 Cedar Street

A report from the Senior Planner dated May 6, 2019, regarding a development application for 32661 Egglestone Avenue, 8653, 8677 and 8689 Cedar Street, was provided for the Committee's information.

Staff support the application moving forward and, as such, have listed the Official Community Plan Amending Bylaw, Zoning Amending Bylaw, and Street Naming Bylaw under the "Bylaws for Consideration" Section of the Council Agenda and the Development Permit under the "Permits for Consideration" Section of the Council Agenda.
Discussion ensued in regards to basement access, emergency vehicle access, driveway length, and road traffic safety. In response to questions from Council, staff noted the following:

- staff did not object to the installation of stairs from the basement patio to the backyard and noted that Bylaw Enforcement would be sufficient to regulate any illegal secondary dwelling units that were constructed;
- Mission Fire Rescue Services had visited the area several times and did not have any concerns regarding emergency vehicle access to the neighbourhood;
- the developer had increased the width of the garage and the length of the driveway pads as part of the development redesign in an effort to accommodate larger vehicles and alleviate parking congestion on the roadside;
- traffic volumes did not warrant the installation of an all-way stop sign at Fennell Street and Egglestone Avenue at this time, but could be reconsidered if traffic safety issues arise;
- parking on the west side of Machell Street between Burton Avenue and Cunningham Avenue would be eliminated to improve sightlines. Parking would be monitored in this area and additional changes could be made if traffic safety issues arise; and
- the developer would install bollards to restrict vehicle access to the pedestrian connection from Egglestone Avenue through to Burton Avenue.

**Development Permit Application (DP18-112) - 32525 London Avenue**

A report from the Planner dated May 6, 2019, regarding a development application for 32525 London Avenue, was provided for the Committee’s information.

As the proposal meets or exceeds the objectives of the development permit guidelines, staff have listed the Development Permit (Form & Character) under “Development Permits for Consideration” section of the agenda.

**Official Community Plan Amendment Application (OCP18-006) - 29560 Lougheed Highway**

A report from the Planner dated May 6, 2019, seeking a resolution to initiate referrals to outside agencies with respect to the development application for 29560 Lougheed Highway, was provided for the Committee’s consideration.

Official Community Plan Amending Bylaw 5839-2019-5670(11) is listed for first reading under the “Bylaws for Consideration” section of the Council Agenda.

Moved by Councillor Davies, and

RECOMMENDED:

That, upon due consideration of Section 475 of the Local Government Act, consultations go forward for the property located at 29560 Lougheed Highway under file number OCP18-006 in accordance with Policy LAN.47, and that persons, organizations and authorities receiving those consultation referrals are considered to be those affected for the purposes of that section of the Act.

CARRIED
Termination of Land Use Contract (LUC) 593-1977 - 8972 and 8974 Dewdney Trunk Road

A report from the Planner dated May 6, 2019 was provided for the Committee’s information.

Staff supports the application moving forward and will schedule the Public Hearing for May 21, 2019 subject to Council granting first and second readings to Land Use Contract Repeal Bylaw 5834-2019.

7. CORPORATE ADMINISTRATION AND FINANCE

Draft 2018 Financial Statements

A report from the Manager of Accounting Services dated May 6, 2019, detailing the District’s draft 2018 financial statements, was provided for the Committee’s consideration.

The Manager of Accounting Services provided an overview of the District’s 2018 financial statements. Discussion ensued and staff answered the Committee’s questions in regards to internal loan borrowing, Development Cost Charges, and the federal Gas Tax Fund.

Moved by Councillor Davies, and

RECOMMENDED:

That the District of Mission’s draft 2018 financial statements, attached as Appendix A to the Manager of Accounting Services’ report dated May 6, 2019, be approved.

CARRIED

2018 Audit Results and Communications

A report from the Manager of Accounting Services dated May 6, 2019, detailing the results of the audit of the District’s 2018 financial statements, as well as related communications from the District’s auditor, was provided for the Committee’s information.

The independent auditor, Brian Szabo of BDO Canada LLP, reviewed the executive summary and the results of the Audit Results and Communications report. Mr. Szabo advised that the District’s Finance Department is operating well and no concerns were noted.

2019 Tax Rates Bylaw

A report from the Acting Director of Finance dated May 6, 2019, providing an opportunity for consideration of the District’s proposed tax rates for each property class in conjunction with its objectives and policies per Section 165(3.1)(b) of the Community Charter, and for consideration of first three readings to the District’s Annual Tax Rates Bylaw, was provided for the Committee’s consideration.

Moved by Councillor Crawford, and

RECOMMENDED:

That Council has hereby considered its proposed tax rates for each property class in conjunction with its objectives and policies regarding the distribution of property taxes among the tax classes, as set out within the 2019 to 2023 Financial Plan Bylaw 5826-2019.

CARRIED
Support for Hatzic Lake Improvement Group

A report from the Chief Administrative Officer dated May 6, 2019, seeking approval to provide financial support to the Hatzic Lake Improvement Group for water quality testing, was provided for the Committee’s consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That $1,000 be provided to the Hatzic Lake Improvement Group to support 2019 water sampling testing of Hatzic Lake with funding from the appropriated surplus account for the carbon tax rebate; and

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

CARRIED

$10aDay Plan - Coalition of Child Care Advocates of BC

A report from the Manager of Civic Engagement and Corporate Initiatives dated May 6, 2019, seeking approval to endorse the $10aDay Plan, was provided for the Committee’s consideration.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That the municipality of Mission endorse the $10aDay Plan, the Community Plan for a Public System of Integrated Early Care and Learning in BC; and

2. That a formal letter of endorsement be provided to the Coalition of Child Care Advocates of BC to confirm that endorsement.

CARRIED

8. RESOLUTION TO RISE AND REPORT

Moved by Councillor Davies, seconded by Councillor Gill, and

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

CARRIED

9. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED: That the recommendations of the May 6, 2019 Committee of the Whole, as contained in items RC19/255 to RC19/267 be adopted.

CARRIED

10. COUNCIL COMMITTEE REPORTS AND MINUTES

Council provided updates on recent committee and association meetings.

Moved by Councillor Plecas, seconded by Councillor Hamilton, and

RESOLVED: That the following items be received as information:

(a) Sustainable Housing Committee meeting minutes – February 14, 2019

(b) Cultural Resources Commission meeting minutes – March 20, 2019
11. COUNCIL MEETING MINUTES FOR APPROVAL

RC19/271
MAY 06/19

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED: That the following minutes be adopted:

(a) Regular Council Meeting (for the purpose of going into a closed meeting) – April 15, 2019

(b) Regular Council Meeting – April 15, 2019

CARRIED

12. BYLAWS FOR CONSIDERATION

RC19/272
MAY 06/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Official Community Plan Amending Bylaw 5839-2019-5670(11) OCP18-006 (OTG Developments Ltd.), a bylaw to redesignate property at 29560 Lougheed Highway from Silverdale Comprehensive Planning Area to Commercial, be read a first time.

CARRIED

RC19/273
MAY 06/19

Moved by Councillor Herar, seconded by Councillor Gill, and

RESOLVED:

That Land Use Contract Repeal Bylaw 5834-2019 LUC18-015 (DOM), a bylaw to terminate Land Use Contract 593-1977 for the property located at 8972 and 8974 Dewdney Trunk Road, be read a first and second time.

CARRIED

RC19/274
MAY 06/19

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED:

That Annual Tax Rates Bylaw 5836-2019, a bylaw to impose property tax rates for the year 2019, be read a first, second, and third time.

CARRIED

RC19/275
MAY 06/19

Moved by Councillor Herar, seconded by Councillor Gill, and

RESOLVED:

That Zoning Amending Bylaw 5641-2017-5050(246) R16-032 (Rempel), a bylaw to rezone property located at 9319 Stave Lake Street from Rural Residential 7 (RR7) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be adopted.

CARRIED

RC19/276
MAY 06/19

Moved by Councillor Crawford, seconded by Councillor Hamilton, and

RESOLVED:

That Official Community Plan Amending Bylaw 5701-2018-5670(1) OCP17-005 (Skrzyniarz & Omega Engineering), a bylaw to redesignate portions of property at 32661 Egglestone Avenue, 8653, 8677, and 8689 Cedar Street from Attached Multi Unit Residential and Environmentally Sensitive Area to Urban Compact and Environmentally Sensitive Area, be adopted.
CARRIED

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED:

That Zoning Amending Bylaw 5702-2018-5050(276b) R17-020 (Skrzyniarz & Omega Engineering) a bylaw to rezone properties located at 32661 Egglestone Avenue, 8653, 8677, and 8689 Cedar Street from Suburban 36 (S36) Zone to Multiple Family 52 Rowhouse (MR52), Residential Compact 465 (RC465), Residential Compact 465 Secondary Dwelling (RC465s) and Residential Compact 372 (RC372) zones, be adopted.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED:

That Street Naming (Machell and Carter Street Extensions, and Cunningham Avenue) Bylaw 5703-2018 R17-020 (Skrzyniarz & Omega Engineering), a bylaw to name two road extensions and one new road, be adopted.

CARRIED

13. PERMITS FOR CONSIDERATION

Development Permit Application DP17-027 (32661 Egglestone Avenue 8653, 8677 and 8689 Cedar Street)

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED: That Development Permit Application DP17-027 (32661 Egglestone Avenue 8653, 8677 and 8689 Cedar Street) to supplement Zoning Bylaw 5050-2009, as amended, in respect to the above-noted properties as follows:

- minor changes to the aforesaid drawings that do not affect the intent of this Development permit and the general appearance of the buildings and character of the development may be permitted, subject to the approval of the Municipality

be approved.

CARRIED

Development Permit Application DP18-112 (32525 London Avenue)

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED: That Development Permit Application DP18-112 (32525 London Avenue) to supplement Zoning Bylaw 5050-2009, as amended, in respect to the above-noted properties as follows:

- Building design, siting and landscaping plans to be as shown on drawings numbered DP-0.00, DP-0.01, DP-0.02, DP-1.01, DP-2.01, DP3.01 inclusive, as attached to draft Development Permit DP18-112; and
• Minor changes to the aforesaid drawings that do not affect the intent of this Development permit and the general appearance of the buildings and character of the development may be permitted, subject to the approval of the Municipality be approved.
CARRIED

14. NEW/OTHER BUSINESS
There was no new/other business.

15. NOTICES OF MOTION

RC19/281
MAY 06/19
Moved by Councillor Gill, seconded by Councillor Davies, and

RESOLVED:
That staff provide a report to Council that analyzes the impacts of potentially changing the free Friday evening youth drop-in session at the Leisure Centre gymnasium to Sunday evenings.
CARRIED

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

17. ADJOURNMENT

RC19/282
MAY 06/19
Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED: That the meeting be adjourned.
CARRIED

The meeting was adjourned at 7:57 p.m.

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL, CORPORATE OFFICER