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 September 3, 2019 commenced at 6:00 p.m.

Council Members Present: Mayor Pam Alexis
Councilor Cal Crawford
Councilor Mark Davies
Councilor Jag Gill
Councilor Ken Herar
Councilor Danny Pecas

Council Members Absent: Councilor Carol Hamilton

Staff Members Present: Mike Younie, Chief Administrative Officer
*Barry Azevedo, Manager of Environmental Services
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
*Chris Gruenwald, Acting Director of Forestry
Guy Gusdal, Manager of Inspection Services
Jay Jackman, Manager of Development Engineering and Projects
Tracy Kyle, Director of Engineering and Public Works
Barclay Pitkethly, Deputy Chief Administrative Officer
Robert Publow, Manager of Planning
Scott Ross, Manager of Accounting Services
Dan Sommer, Director of Development Services
Doug Stewart, Director of Finance
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 Councilor Pecas, seconded by Councilor Crawford, and

RESOLVED: That the agenda for the Regular Council meeting of September 3, 2019 be adopted.

CARRIED

3. DELEGATIONS

Colin Worth

Colin Worth, Chairman of the West Coast Kids Cancer Foundation, appeared before Council to provide an update on the creation of a permanent camp for sick children and youth in Stave West. Mr. Worth described the lack of funding and social support for children and families of cancer patients and the need to establish a facility that would provide a safe haven for children battling illness. He noted that the Foundation had begun the formal approval process with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development in 2018 and expressed his frustration with the lack of progress. He requested the District’s support in order to expedite the process.
Discussion ensued in regards to fundraising efforts and provincial approvals. Council directed staff to contact Mr. Worth to discuss the issue in further detail.

4. PROCLAMATIONS

RC19/504 SEP. 03/19
Moved by Councillor Herar, seconded by Councillor Plecas, and
RESOLVED: That September, 2019 be proclaimed “Childhood Cancer Awareness Month” within the District of Mission.
CARRIED

RC19/505 SEP. 03/19
Moved by Councillor Gill, seconded by Councillor Crawford, and
RESOLVED: That September 7-13, 2019 be proclaimed “Farmers’ Appreciation Week” within the District of Mission.
CARRIED

RC19/506 SEP. 03/19
Moved by Councillor Davies, seconded by Councillor Crawford, and
RESOLVED: That September 27-29, 2019 be proclaimed “Culture Days” within the District of Mission.
CARRIED

5. PUBLIC HEARINGS

RC19/507 SEP. 03/19
Land Use Contract Repeal Bylaw 5852-2019
LUC18-020 (DOM) – a bylaw to terminate Land Use Contract 364-1974 for the properties located at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street

AND

Zoning Amending Bylaw 5853-2019-5050(350)
LUC18-020 (DOM) – a bylaw to rezone property at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street from Urban Residential 558 (R558) Zone to Multiple Family 30 Townhouse (MT30) Zone

The purpose of the proposed Land Use Contract Repeal bylaw is to discharge Land Use Contract 364-1974 registered to the properties located at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street.

The purpose of the proposed Zoning bylaw amendment is to rezone the properties at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street from Urban Residential 558 (R558) Zone to Multiple Family 30 Townhouse (MT30) Zone to maintain the properties’ current uses. There are no proposed changes to the existing buildings or land use.

The subject properties are legally described as:

- Address: 32026 - 7th Avenue
  - Parcel Identifier: 001-325-850
  - Legal Description: Strata Lot 1 Section 20 Township 17 New Westminster District
    - Strata Plan NV413 - Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1

- Address: 32028 - 7th Avenue
  - Parcel Identifier: 001-325-868
  - Legal Description: Strata Lot 2 Section 20 Township 17 New Westminster District
    - Strata Plan NV413 – Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1
Address: 7589 May Street  
Parcel Identifier: 001-325-876  
Legal Description: Strata Lot 3 Section 20 Township 17 New Westminster District  
Strata Plan NW413 – Together with an interest in the common property in  
proportion to the unit entitlement of the strata lot as shown on Form 1

Address: 7581 May Street  
Parcel Identifier: 001-325-884  
Legal Description: Strata Lot 4 Section 20 Township 17 New Westminster District  
Strata Plan NW413 – 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 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 Land Use Contract Repeal Bylaw 5852-2019 and Zoning Amending Bylaw  
5853-2019-5050(350) closed.

Land Use Contract Repeal Bylaw 5854-2019

LUC18-026 (DOM) – a bylaw to terminate Land Use Contract 651-1978 for the  
property at 32516 – 14th Avenue

The purpose of the proposed Zoning bylaw amendment is to terminate Land Use Contract  
651-1978 and Land Use Contract Amendment Bylaw 3569-2003-651(2) for the property at  
32516 – 14th Avenue. Discharging the Land Use Contract Bylaw  
No. 651-1978 will allow the underlying Urban Residential 558 (R558) Zone to come into effect one year  
after Final Adoption of the Land Use Contract Repeal Bylaw. There are no proposed  
changes to the existing buildings or land use. The subject property is legally described as:

Parcel Identifier: 007-025-211  
Legal Description: Lot “A” (P87176) Section 20 Township 17 New Westminster  
District Plan 43652

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 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.

Yvan Charette, the owner, stated that he had owned the property for two years. He noted  
that he had limited knowledge of the Land Use Contract termination process and asked  
how the District’s rezoning application process worked.
In response, the Manager of Planning clarified that the property could not be rezoned without an Official Community Plan Bylaw amendment as the property’s current designation did not permit the current use. He explained that the District was allowing the property to remain legally non-conforming and would not require any changes to the property’s use.

Dionne Hair sine, Mission, stated that she was in favour of the property’s current use and would also support a rezoning application if it was brought forward to Council.

Attila Dvalovensky, employee, questioned whether, with the termination of the LUC, the owner would be able to make changes to the exterior of the building.

In response, the Manager of Planning clarified that, as a legally non-conforming use, changes to the building’s exterior would not be permitted until the property had been rezoned.

June Thom s, Mission, stated that she had lived in the neighbourhood for 46 years and supported the property’s current use.

Hearing no further questions or comments, the Mayor declared the Public Hearing for District of Mission Land Use Contract Repeal Bylaw 5854-2019 closed.

6. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Crawford seconded by Councillor Pecas, and

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

CARRIED

7. DEVELOPMENT SERVICES

Mass Timber Early Adoption Initiative

A report from the Manager of Inspection Services dated September 3, 2019, seeking support for departmental participation in the provincial government’s Mass Timber Early Adoption Initiative was provided for the Committee’s consideration.

Moved by Councillor Pecas, and

RECOMMENDED:

1. That Council, together with its planning, building, and fire service departments, support participation in the Province of B.C.’s Tall Wood Early Adoption Initiative; and

2. That Council request the Province of B.C. to include the District of Mission as a participating local authority in the regulation for the Tall Wood Early Adoption Initiative.

CARRIED

Change in Land Dedication - Polygon Homes Ltd.

A report from the Director of Development Services dated September 3, 2019, regarding a reduction in the amount of land dedication for a subdivision application by Polygon Homes Ltd., was provided for the Committee’s information.

Discussion ensued in regards to the previous land use decision adopted by Council, the final subdivision layout, the land’s current designation, and the developer’s ability to develop the parcel moving forward.

In response, the Director of Development Services noted that the report had been brought forward to Council as an informational item as the developer was requesting to reduce the amount of land dedicated to the District as part of Council’s previous consideration of the
land use. He clarified that the subdivision approval process was separate from the land use
collection brought before Council and that the District’s Approving Officer would be
considering the developer’s request. He stated that the applicant was requesting to
increase the proposal from a three-parcel subdivision to a four-parcel subdivision, with the
fourth parcel retained by the developer. He explained that the fourth parcel was currently
designated as park land, and would retain its current designation and zoning after the
subdivision of the land.

**Rezoning Application - 9663 Doyle Street**

A report from the Planner dated September 3, 2019, regarding a development application
for the property located 9663 Doyle Street, was provided for the Committee’s information.

Staff supports the application moving forward and will schedule the Public Hearing for
September 16, 2019 subject to Council granting second reading to the related zoning
amending bylaw.

**Rezoning Application - 33481 Larkspur Avenue**

A report from the Planner dated September 3, 2019, regarding a development application
for the property located 33481 Larkspur Avenue, was provided for the Committee’s
information.

Staff supports the application moving forward and will schedule the Public Hearing for
September 16, 2019 subject to Council granting second reading to the related zoning
amending bylaw.

Discussion ensued in regards to the demolition of the current home, the lot coverage of the
proposed garden cottage, and the construction of a new primary residence. It was noted
that District staff had communicated the maximum lot coverage of the property to the
applicant.

**Rezoning Application - 8913 Neale Drive**

A report from the Planner dated September 3, 2019, regarding a development application
for the property located 8913 Neale Drive, was provided for the Committee’s information.

Staff supports the application moving forward and will schedule the Public Hearing for
September 16, 2019 subject to Council granting second reading to the related zoning
amending bylaw.

8. **ENGINEERING AND PUBLIC WORKS**

**Purchase of Replacement Survey Equipment**

A report from the Manager of Development Engineering, Projects and Design dated
September 3, 2019, seeking approval to reallocate funds in order to cover capital costs
associated with the purchase of a GPS survey equipment bundle, was provided for the
Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the existing current budget in the amount of $28,840 be increased by $7,299 with
funding from existing capital project budgets and funding from the General Capital
Reserve Fund, for a total revised budget of $36,139 to cover capital costs associated
with the purchase of replacement survey equipment;
2. That funding be provided from the following sources:
   a) Existing Capital Budget for survey equipment purchase: $28,840;
   b) Existing Engineering Capital: $1,107;
   c) Remaining Capital Budget no longer needed for handheld field data devices: $4,192;
   d) An additional draw from the General Capital Reserve Fund of $2,000; and

3. That the District’s financial plan be amended accordingly.

CARRIED

9. CORPORATE ADMINISTRATION AND FINANCE

RC19/516
SEP. 03/19

Investment Holdings Quarterly Report – June 30, 2019

A report from the Manager of Accounting Services dated September 3, 2019, reviewing the District’s cash and portfolio investment holdings as of June 30, 2019, was provided for the Committee’s information.

RC19/517
SEP. 03/19

Contract Award Extension Recommendation, Request for Proposals 2016-016 - Financial Statement Audit Services

A report from the Manager of Accounting Services dated September 3, 2019, seeking approval to extend the agreement with BDO Canada LLP for the 2019 and 2020 fiscal years, was provided for the Committee’s consideration.

Moved by Councillor Davies, and

RECOMMENDED:

That the District exercise the option to extend the agreement with BDO Canada LLP and to be appointed as the auditor for the District of Mission for the 2019 and 2020 fiscal years.

CARRIED

RC19/518
SEP. 03/19

Request for a Council Representative/Liaison – Community Futures North Fraser

A report from the Executive Assistant dated September 3, 2019, seeking a representative/liaison for Community Futures North Fraser, was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

That Councillor Crawford be appointed as Council’s representative/liaison to Community Futures North Fraser.

CARRIED

RC19/519
SEP. 03/19

Proposed 2020 Council Meeting Schedule

A report from the Corporate Officer dated September 3, 2019, seeking approval of the proposed 2020 Council meeting schedule was provided for the Committee’s consideration.

Discussion ensued in regards to the practices of neighbouring municipalities, committee schedules, and the dates of the 2020 Union of BC Municipalities’ convention.

Moved by Councillor Gill, and

RECOMMENDED:
That the proposed 2020 Council meeting schedule, identified as Attachment A in the September 3, 2019 report from the Corporate Officer, be approved.

OPPOSED: Councillor Plecas
CARRIED

10. RESOLUTION TO RISE AND REPORT

RC19/520  SEP. 03/19
Moved by Councillor Davies, seconded by Councillor Gill, and

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

11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC19/521  SEP. 03/19
Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED: That the recommendations of the September 3, 2019 Committee of the Whole, as contained in items RC19/510 to RC19/519, except item RC19/519 (Proposed 2020 Council Meeting Schedule) be adopted.
CARRIED

RC19/522  SEP. 03/19
Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED: That the recommendation of the September 3, 2019 Committee of the Whole, as contained in item RC19/519 (Proposed 2020 Council Meeting Schedule) be adopted.
OPPOSED: Councillor Plecas
CARRIED

12. COUNCIL COMMITTEE REPORTS AND MINUTES

RC19/523  SEP. 03/19
Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED:
That the Cultural Resources Commission meeting minutes - June 19, 2019 be received as information.
CARRIED

13. COUNCIL MEETING MINUTES FOR APPROVAL

RC19/524  SEP. 03/19
Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED: That the following minutes be adopted:
(a) Regular Council Meeting (for the purpose of going into a closed meeting) – August 19, 2019
(b) Regular Council Meeting – August 19, 2019
CARRIED

14. BYLAWS FOR CONSIDERATION

RC19/525  SEP. 03/19
Moved by Councillor Plecas, seconded by Councillor Davies, and
RESOLVED:
That Zoning Amending Bylaw 5856-2019-5050(352) R19-014 (Reti), a bylaw to rezone property at 9663 Doyle Street from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling, be read a first and second time.
CARRIED

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:
That Zoning Amending Bylaw 5857-2019-5050(353) R19-003 (Lacey Developments Ltd.), a bylaw to rezone property at 33481 Larkspur Avenue from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be read a first and second time.
CARRIED

Moved by Councillor Crawford, seconded by Councillor Gill, and

RESOLVED:
That Zoning Amending Bylaw 5858-2019-5050(354) R19-012 (Mandzuk), a bylaw to rezone property at 8913 Neale Drive from Suburban 36 (S36) Zone to Suburban 36 Secondary Dwelling (S36s) Zone, be read a first and second time.
CARRIED

Moved by Councillor Gill, seconded by Councillor Davies, and

RESOLVED:
That Land Use Contract Repeal Bylaw 5852-2019 LUC18-020 (DOM), a bylaw to terminate Land Use Contract 364-1974 and Land Use Contract Amendment Bylaw 3569-2003-651(2) for the properties located at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street, be read a third time.
CARRIED

Moved by Councillor Davies, seconded by Councillor Herar, and

RESOLVED:
That Zoning Amending Bylaw 5853-2019-5050(350) LUC18-020 (DOM), a bylaw to rezone property at 32026 & 32028 - 7th Avenue and 7581 & 7589 May Street from Urban Residential 558 (R558) Zone to Multiple Family 30 Townhouse (MT30) Zone, be read a third time.
CARRIED

Discussion ensued in regards to Land Use Contract Repeal Bylaw 5854-2019 and the following concerns and questions were noted by Council:

- if a rezoning application would include a Public Hearing;
- the approximate cost of the rezoning application process;
- concern that the owner’s lending institution would not understand the implications of the termination of the LUC; and
- if recesignation of the property could be considered during the next Official Community Plan Bylaw review.

In response, staff noted that:
• both the Zoning Bylaw amendment and the Official Community Plan Bylaw amendment applications would be subject to a Public Hearing;

• the approximate cost of both a rezoning and redesignation application would be between $6,000 to $8,000;

• the applicant would have a one-year grace period from the date of the adoption of the LUC Repeal Bylaw and that the applicant had the ability to come forward and ask for an extension; and

• the owner will be permitted to continue operating the business as a legally non-conforming use in perpetuity. It was noted that the applicant was within his rights to apply for a rezoning at any time.

Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED:
That Land Use Contract Repeal Bylaw 5854-2019 LUC18-026 (DOM), a bylaw to terminate Land Use Contract 651-1978 and Land Use Contract Amendment Bylaw 3569-2003-651(2) for the property at 32516 – 14th Avenue, be read a third time.

CARRIED

15. CORRESPONDENCE

RC19/531
SEP. 03/19
Council reviewed a letter dated August 9, 2019 from Bruce Gibbons regarding a request to amend the Zoning Bylaw to prohibit the bottling of groundwater for commercial sale or bulk export. Council received the correspondence as an informational item.

It was noted that the bottling of water for commercial sale or bulk export was a provincial matter and that the issue would be discussed at the 2019 Union of British Columbia Municipalities convention.

16. NEW/OTHER BUSINESS

There was no new/other business.

17. NOTICES OF MOTION

Discussion ensued in regards to the most cost effective method to developing tiny home communities. It was suggested that there be no limit on the method of construction, be it a mobile home or a structure with a permanent foundation.

The Director of Development Services stated that staff would likely bring the concept forward as an amendment to the zoning bylaw.

Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED:
That staff report back to Council with a review of the “Tiny House” movement, including potential issues and benefits of implementing within Mission and what bylaw amendments would be required.

CARRIED

18. QUESTION PERIOD

There were no questions from the public.
19. ADJOURNMENT

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:23 p.m.

PAMELA ALEXIS,
MAYOR

JENNIFER RUSSELL,
CORPORATE OFFICER