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 August 19, 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  
*Stephen Corp, Officer in Charge, Mission RCMP Detachment  
*Chris Gruenwald, Acting Director of Forestry  
Guy Gudal, Manager of Inspection Services  
Tracy Kyle, Director of Engineering and Public Works  
*Madison MacAulay, Accounting Clerk II  
Kerri Onken, Deputy Treasurer/Collector  
Barclay Pitkethy, Deputy Chief Administrative Officer  
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.  
   Mayor Alexis introduced the new Officer in Charge of the Mission RCMP Detachment, Inspector Stephen Corp.

2. ADOPTION OF AGENDA

   Moved by Councillor Hamilton, seconded by Councillor Crawford, and
   RESOLVED: That the agenda for the Regular Council meeting of August 19, 2019 be adopted.
   CARRIED

3. DELEGATIONS

   Engaged Community Guide Program Update

   Jennifer Ortman and staff from the Engaged Community Guide (ECG) Program appeared before Council to provide an update on the Program. ECG members Doug Uyede and Wayne Ststrup showed a video and detailed the daily activities of program staff, including acting as community guides and greeters, giving directions and providing physical assistance to patrons, and municipal clean-up and outreach.

   Mission Community Services Society (MCSS) staff member Kelsey Bissegger discussed MCCS’s role in coordinating the ECG program and detailed recent projects to raise awareness of the program as well as future funding opportunities.
Discussion ensued regarding staffing, program hours, member availability and contact information, and funding opportunities. Council thanked ECG members for their work in the community to date.

4. PROCLAMATIONS

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED: That September, 2019 be proclaimed "Prostate Cancer Awareness Month" within the District of Mission.

CARRIED

5. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Davies, seconded by Councillor Crawford, and

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

CARRIED

6. DEVELOPMENT SERVICES

Memorandum of Understanding – Transit Expansion Initiative

A report from the Director of Development Services dated August 19, 2019, regarding transit operations in Mission, was provided for the Committee’s consideration.

Lisa Trotter, Senior Regional Transit Manager and Levi Megenbir, Senior Transit Planner for BC Transit appeared before Council to discuss BC Transit’s Annual Performance Summary and Transit Future Action Plan. Mr. Megenbir discussed current BC Transit milestones, future service proposals, and travel mode share targets.

Ms. Trotter provided Council with a summary of the 2018/2018 Central Fraser Valley Annual Performance and discussed the upcoming transit expansion in January 2020, which will include:

- Introducing Sunday service on all routes;
- Introducing statutory holiday service on all routes; and
- Replacing the evening route 40 East Mission with dedicated 33 Cedar Valley and 34 East Side evening trips to match service levels on Route 32 West Heights.

Discussion ensued in regards to the possibility of adding electric buses to the Mission fleet, the service expansion to Silver Creek, increased service hours, and evening connections for commuters returning on the West Coast Express.

Moved by Councillor Crawford, and

RECOMMENDED:
That the preferred mode share target for the Transit Future Action Plan be set at 3%.

CARRIED

Moved by Councillor Plecas, and

RECOMMENDED:
That a commitment to the BC Transit service expansion initiative as part of the 2020-2021 Transit Improvement Program (TIP) is made by authorizing the Mayor and Corporate Officer to sign the memorandum of understanding (MOU) for an additional 600
hours of conventional transit service per year as detailed within Appendix 1 to the Director of Development Services’ report dated August 19, 2019.

CARRIED

Building Permit Fee Review

A report from the Manager of Inspection Services dated August 19, 2019, detailing proposed revisions to the building permit fee structure and various housekeeping amendments, was provided for the Committee’s information.

The Manager of Inspection Services stated that the proposed amendments were designed to assist with permit application processing times and that the majority of proposed fees were commonly collected in neighbouring communities. Discussion ensued in regards to inflationary increases, processing times, work flows, and staffing.

Liquor Licence Application - 33211 North Railway Avenue

A report from the Planner dated August 19, 2019, regarding the Liquor Licence Application and Lounge Endorsement at 33211 North Railway Avenue, was provided for the Committee’s information.

A public input session will be scheduled for October 7, 2019 to allow Council to hear views from the public on this application.

Termination of Land Use Contract - 32026 & 32028 – 7th Avenue and 7581 & 7589 May Street

A report from the Planner dated August 19, 2019, regarding termination of the Land Use Contract for the properties located at 32026 & 32028 – 7th Avenue and 7581 & 7589 May Street, was provided for the Committee’s information.

Staff supports the application moving forward and as such has listed the Land Use Contract Repeal Bylaw 5852-2019 and Zoning Amending Bylaw 5853-2019-5050(350) under the “Bylaws for Consideration” section of the agenda.

Termination of Land Use Contract - 32516 – 14th Avenue

A report from the Planner dated August 19, 2019, regarding termination of the Land Use Contract for the property located at 32516 – 14th Avenue was provided for the Committee’s information.

Staff supports the application moving forward and as such has listed the Land Use Contract Repeal Bylaw 5854-2019 under the “Bylaws for Consideration” section of the agenda.

In response to questions from Council, the Director of Development Services stated that if the Land Use Contract Repeal Bylaw was adopted by Council, the property would convert to legally non-conforming. He noted that a separate Official Community Plan amendment would be required in order to change the property’s current designation and zoning.

Discussion ensued, and Council expressed concern in regards to the owner’s ability to retain a liquor license and obtain property insurance.

Development Permit (Minor Amendment) Application - 33291 – 1st Avenue

A report from the Planner dated August 19, 2019, regarding a Development Permit (Minor Amendment) Application for the property located at 33291 – 1st Avenue, was provided for the Committee’s information.
Staff supports the application moving forward and as such have listed the Development Permit Minor Amendment DPM19-003 under the “Permits for Consideration” section of the agenda.

**Development Variance Permit Application - 34566 Dewdney Trunk Road**

A report from the Planner dated August 19, 2019, regarding a Development Variance Permit Application for the property located at 34566 Dewdney Trunk Road, was provided for the Committee’s information.

Staff supports the Development Variance Permit application moving forward and as such have listed the Development Variance Permit for approval under the ‘Permits for Consideration’ section of the agenda.

7. **FORESTRY**

**Forestry Operations 2019 Quarter 2 (Q2) Report**

A report from the Acting Director of Forestry dated August 19, 2019, regarding the second quarter financial results for the forestry operation, was provided for the Committee’s information.

Finance Department staff noted a slight miscalculation of the transfer amounts in Appendix A to the report, and provided the corrected amounts. The Acting Director of Forestry provided an overview of the District’s forestry operations during the second quarter of 2019 and outlined the activities and challenges for the remainder of the year.

Discussion ensued in regards to the maintenance of Florence Lake Service Road, the market for timber, and the outlook for 2020.

8. **ENGINEERING AND PUBLIC WORKS**

**Traffic Safety Strategy for Mission - Update**

A report from the Planning & Design Engineer dated August 19, 2019, detailing a revised implementation plan for a Traffic Safety Strategy, was provided for the Committee’s consideration.

Discussion ensued in regards to traffic safety education and strategies, community partners, and budgeting. It was noted that the Traffic Safety Strategy and Traffic Calming Policy would be brought forward to Council at a later date.

Moved by Councillor Davies, and

RECOMMENDED:

1. That a new budget in the amount of $250,000 per year be established for a six-year period, starting in 2019, for capital expenditures for traffic safety issues, with funding from the General Capital Reserve Fund; and

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

CARRIED
9. CORPORATE ADMINISTRATION AND FINANCE

**Summer Financial Reporting**
A report from the Deputy Treasurer/Collector dated August 19, 2019, regarding the status of the 2019 budget and providing a projection of the District's overall financial results to December 31, 2019, was provided for the Committee's information.

Discussion ensued in regards to budget surpluses, estimates, and the budget review for 2020.

**Chances Mission - Relocation**
A report from the Chief Administrative Officer dated August 19, 2019, regarding bingo operations at 7178 Horne Street, was provided for the Committee's consideration.

Moved by Councillor Crawford, and

RECOMMENDED:
That Gateway Casinos and Entertainment Limited's bingo operations at 7178 Horne Street be permitted to expand and continue until the earlier of September 2022 or such time as the BC Lottery Corporation subleases or assigns the lease of the existing location to a new tenant.

CARRIED

**Municipal Restructure – City Classification**
A report from the Corporate Officer dated August 19, 2019, seeking approval to proceed with the Alternate Approval Process regarding the classification of Mission from a District to a City, was provided for the Committee's consideration.

Discussion ensued and the following questions were raised by Council:

- how forms will be distributed and collected;
- how staff would publicize the reclassification;
- who residents should contact with questions; and
- clarity around the cost of the reclassification.

In response, staff noted that:

- forms will be available for pick-up at Municipal Hall, Welton Common, and the Leisure Centre and available for download from the District's website. Completed forms can be mailed, dropped off in person or deposited in the after hours drop boxes located at these three locations;
- the announcement will go out through a media distribution list, which includes local newspapers, local radio, social media, and the District’s website;
- residents can contact the municipality by telephone at 604-820-3700 or by e-mail at info@mission.ca; and
- the Alternative Approval Process is budgeted at up to $8,500, funded from existing reserves. Staff have also proposed a separate community engagement, rebranding and website redevelopment initiative to support Council’s 2018-2022 Strategic Plan that is budgeted at up to $167,000, split over two fiscal years, and has not yet been approved by Council. If the reclassification is approved, the community engagement proposal will be brought forward to Council during the 2020 budget process. Council will have the option to limit rebranding until a later date.
Moved by Councillor Davies, and

RECOMMENDED:

1. That elector responses for the Alternate Approval Process regarding the proposed change of municipal classification authorized by Council on June 17, 2019 shall be substantially in the form set out in Attachment A to the report from the Corporate Officer dated August 19, 2019;

2. That the deadline for the submission of elector response forms for the Alternate Approval Process be 4:30 pm on Friday, October 11, 2019;

3. That the area for the Alternative Approval Process be the whole of the District of Mission and the estimated total number of electors in that area is 28,735;

4. That notice of this proposal be posted and published in accordance with statutory requirements in the form set out in Attachment B to this report; and

5. That the Mayor and Corporate Officer be authorized to execute all documents pertaining to this legislative process.

CARRIED

10. RESOLUTION TO RISE AND REPORT

RC19/484
AUG. 19/19

Moved by Councillor Plecas, seconded by Councillor Crawford, and

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

CARRIED

11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC19/485
AUG. 19/19

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED: That the recommendations of the August 19, 2019 Committee of the Whole, as contained in items RC19/471 to RC19/483 be adopted.

CARRIED

12. COUNCIL COMMITTEE REPORTS AND MINUTES

RC19/486
AUG. 19/19

Moved by Councillor Hamilton, seconded by Councillor Herar, and

RESOLVED: That the Mission Sustainable Housing Committee meeting minutes – June 6, 2019 be received as information.

CARRIED

13. COUNCIL MEETING MINUTES FOR APPROVAL

RC19/487
AUG. 19/19

Moved by Councillor Davies, seconded by Councillor Plecas, and

RESOLVED: That the following minutes be adopted:

(a) Special Council Meeting (Retail Cannabis Stores) – July 29, 2019

(b) Regular Council Meeting (for the purpose of going into a closed meeting) – August 6, 2019

(c) Regular Council Meeting – August 6, 2019

CARRIED
14. BYLAWS FOR CONSIDERATION

Moved by Councillor Plecas, seconded by Councillor Gill, and

RESOLVED:

That Building Amending Bylaw 5837-2019-3590(4), a bylaw to amend the District's building permit fees and to add minor housekeeping amendments, be read a first, second, and third time.

CARRIED

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Bylaw Notice Enforcement Amending Bylaw 5848-2019-5700(2), a bylaw to amend the fine structure for Building Bylaw 3590-2003 and Zoning Bylaw 5050-2009, be read a first, second, and third time.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Hamilton, and

RESOLVED:

That 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, be read a first and second time.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Davies, 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 (MT30) Zone, be read a first and second time.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED:

That 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, be read a first and second time.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Hamilton, and

RESOLVED:

That Zoning Amending Bylaw 5629-2017-5050(236) R16-046 (Gill), a bylaw to rezone property at 32163 Buuckert Avenue from Urban Residential 558 (R558) Zone to Residential Compact 465 (RC465) Zone, be adopted.

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

RESOLVED:

That Zoning Amending Bylaw 5635-2017-5050(240) R16-043 (Mani), a bylaw to rezone property located at 7297 Wardrop Street from Residential Two Unit (RT465) Zone to Residential Compact 372 (RC372) Zone, be adopted.

CARRIED

Moved by Councillor Gill, seconded by Councillor Davies, and

RESOLVED:

That Emergency Management Bylaw 5849-2019, a bylaw to improve emergency management and business continuity policies within the District of Mission, be adopted.

CARRIED

Moved by Councillor Crawford, seconded by Councillor Gill, and

RESOLVED:

That Housing Agreement - 34641 Lougheed Highway Bylaw 5851-2019, a bylaw to authorize the District of Mission to enter into a housing agreement with Hope for Freedom Society for the property located at 34641 Lougheed Highway, be adopted.

CARRIED

15. PERMITS FOR CONSIDERATION

Development Permit (Minor Amendment) Application DPM19-003 (33291 1st Avenue)

Moved by Councillor Herar, seconded by Councillor Hamilton, and

RESOLVED:

That Development Permit (Minor Amendment) Application DPM19-003 (33291 1st Avenue) to supplement Zoning Bylaw 5050-2009, as amended, in respect to the above-noted properties as follows:

- building design to be as shown on Drawings Numbered A5, A5.1 and A5.2 inclusive which are attached hereto and form part of this permit as Appendix 1; 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
Development Variance Permit Application DV16-021 (7297 Wardrop Street)

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED:

That Development Variance Permit Application DV16-021 (7297 Wardrop Street) to vary Section 601, Part C. Lot Area, Subsection 1 and Part D. Setbacks, Subsection 1 of the Zoning Bylaw 5050-2009 by:

- reducing the minimum lot depth from 30.0 metres (98.4 feet) to 13.984 metres (45.88 feet) for proposed lot ‘1’;
- reducing the minimum rear yard setback from 7.5 metres (24.6 feet) to 1.2 metres (3.94 feet) for the existing dwelling on proposed lot ‘2’; and
- reducing the minimum exterior side yard setback from 3.0 metres (9.8 feet) to 0.51 metres (1.67 feet) for the existing dwelling on proposed lot ‘2’

be **approved**.

CARRIED

Development Variance Permit Application DV19-009 (34566 Dewdney Trunk Road)

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED:

That Development Variance Permit Application DV19-009 (34566 Dewdney Trunk Road) to vary Section 401 Suburban 36 Zone; Part D. Setbacks, Subsection 1. of the Zoning Bylaw 5050-2009 by:

- reducing the front setback requirement from 7.5 metres to 6.7 metres; and
- reducing the interior side setback requirement from 3 metres to 2.25 metres

be **approved**.

CARRIED

16. RESOLUTIONS RELEASED FROM CLOSED

2019-2020 Annual Operating Agreement for Transit Services

The following resolution was released from the Closed Council meeting held on July 2, 2019:

2019-2020 Annual Operating Agreement for Transit Services

The District of Mission has entered into the following agreement with BC Transit: 2019-2020 Annual Operating Agreement (AOA) for Transit Services

A copy of this agreement is available from the District of Mission upon request.

17. NEW/OTHER BUSINESS

There was no new/other business.

18. NOTICES OF MOTION

There were no notices of motion.
19. QUESTION PERIOD

Jim Hinds, Mission, questioned how staff were responding to the misinformation on social media regarding the District’s reclassification.

In response, the Manager of Civic Engagement and Corporate Initiatives noted that staff were monitoring discussion on social media and would continue to do so over the course of the reclassification. He stated that staff were developing a Frequently Asked Questions page on the District’s website based on reoccurring questions and that staff also planned to host an online question and answer session.

20. ADJOURNMENT

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:49 p.m.

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PAMELA ALEXIS,                 JENNIFER RUSSELL,
MAYOR                          CORPORATE OFFICER