

**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 November 18, 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  
\*Barry Azevedo, Manager of Environmental Services  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Ken Bourdeau, Manager of Long Range Planning and Special Projects  
Mike Dickinson, Senior Planner - Policy  
\*Chris Gruenwald, Acting Director of Forestry  
Guy Gusdal, Manager of Inspection Services  
Jay Jackman, Manager of Development Engineering and Projects  
\*Jason Kinch, Engineering Technologist III - Asset Management  
\*Madison MacAulay, Accounting Clerk II  
\*Kerri Onken, Deputy Treasurer/Collector  
Barclay Pitkethly, Deputy Chief Administrative Officer  
Robert Publow, Manager of Planning  
\*Brendan Schneeberger, Planning & Design Engineering  
Maureen Sinclair, Director of Parks, Recreation and Culture  
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 Councillor Davies, seconded by Councillor Plecas, and

RESOLVED:

1. That Late Items 15(m) "Zoning Amending Bylaw 5861-2019-5050(355)," 15(n) "Business Licence Amending Bylaw 5859-2019-3964(7)," and 15(o) "Land Use Application Procedures and Fees Amending Bylaw 5862-2019-3612(18)" be added to the agenda for consideration of adoption under **Bylaws for Consideration**;
2. That the agenda for the Regular Council meeting of November 18, 2019 be adopted as amended.

CARRIED

### 3. DELEGATIONS

RC19/675  
NOV. 18/19

#### **Jo-Anne Chadwick**

Jo-Anne Chadwick, Executive Director of the Mission Regional Chamber of Commerce, and Ellen Nguyen, Vice President of the Mission Regional Chamber of Commerce Board of Directors, appeared before Council to present the Chamber's Bi-Annual Report. The report provided an overview of the organization including annual events, business development strategies, and business engagement. Ms. Chadwick discussed new initiatives the Chamber had started in 2019 and their goals for the next three years.

### 4. PROCLAMATIONS

RC19/676  
NOV. 18/19

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED: That November, 2019 be proclaimed "Adoption Awareness Month" within the District of Mission.

CARRIED

### 5. PUBLIC HEARINGS

RC19/677  
NOV. 18/19

#### **Zoning Amending Bylaw 5877-2019-5050(358)**

#### **R19-010 (Robertson) – a bylaw to rezone the property at 31668 Israel Avenue from Rural 16 (RU16) Zone to Suburban 36 Secondary Dwelling (S36s) Zone**

The purpose of the proposed Zoning bylaw amendment is to rezone the property at 31668 Israel Avenue from Rural 16 (RU16) Zone to Suburban 36 Secondary Dwelling (S36s) Zone to allow for a subsequent subdivision into five (5) lots with a secondary dwelling unit permitted on each lot. The subject property is legally described as:

Parcel Identifier: 009-355-189

Lot 3 Section 30 Township 17 New Westminster District Plan 10591

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.
3. Proposed site plan.

The 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 5877-2019-5050(358) R19-010 (Robertson) closed.

### 6. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

RC19/678  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

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

CARRIED

## 7. FORESTRY

RC19/679  
NOV. 18/19

### **Forestry Operations 2019 Quarter 3 (Q3) Report**

A report from the Acting Director of Forestry dated November 18, 2019, providing a summary of the third quarter financial results for the forestry operation, was provided for the Committee's information.

The Acting Director of Forestry provided an overview of the District's forestry operations during the third quarter of 2019 and outlined the activities and challenges for the remainder of the year.

Discussion ensued in regards to stumpage fees, the current timber market, and government policies. Staff were directed to draft a letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development outlining the District's concerns regarding recent changes to the *Forestry Act*.

## 8. DEVELOPMENT SERVICES

RC19/680  
NOV. 18/19

### **Termination of Land Use Contract (LUC 18-019) - 7755 Grand Street**

A report from the Planner dated November 18, 2019, regarding the termination of Land Use Contracts for the property located at 7755 Grand Street, was provided for the Committee's information.

Staff supports the application moving forward and will schedule the Public Hearing for December 2, 2019 subject to Council granting first and second readings to Zoning Amending Bylaw 5874-2019-5050(356).

RC19/681  
NOV. 18/19

### **Rezoning Application (R19-005) - 30644 Green Avenue**

A report from the Planner dated November 18, 2019, regarding a development application for the property located 30664 Green Avenue, was provided for the Committee's information.

Staff supports the application moving forward and will schedule the Public Hearing for December 2, 2019 subject to Council granting first and second readings to the Zoning Amending Bylaw 5881-2019-5050(359).

RC19/682  
NOV. 18/19

### **Rescind Rezoning Application (R16-028) - 32686 and 32714 Richards Avenue**

A report from the Senior Planner dated November 18, 2019, regarding a request to rescind a development application for the properties located at 32686 and 32714 Richards Avenue, was provided for the Committee's information.

Staff have listed the bylaw under the "Bylaws for Consideration" section of the Council agenda.

RC19/683  
NOV. 18/19

### **Intermunicipal Business Licence Amendment to Add New Partners**

A report from the Manager of Inspection Services dated November 18, 2019, regarding proposed revisions to add to new partner municipalities to the Intermunicipal Business Licence Bylaw, was provided for the Committee's information.

Intermunicipal Business Licence Bylaw Amending Bylaw 5865-2019-5334(2) has been listed for first, second, and third readings under the "Bylaws for Consideration" section of the Council agenda.

It was noted that staff would be bringing forward a report to Council regarding additional suggestions for inclusion in the Intermunicipal Business Licence, including ridehailing and food trucks.

RC19/684  
NOV. 18/19

### **Mission Downtown Incentive Program Renewal**

A report from the Senior Planner – Policy dated November 18, 2019, regarding a proposed extension to the Mission Downtown Development Incentive Program, was provided for the Committee's consideration.

Moved by Councillor Crawford, and

RECOMMENDED:

1. That the Mission Downtown Development Incentive Program be extended from December 31, 2019 to December 31, 2022;
2. That Downtown Revitalization Tax Exemption Bylaw 5391-2013, Land Use Application Procedures and Fees Bylaw 3612-2003, Building Bylaw 3590-2003 and User Fees and Charges Bylaw 4029-2007 be amended as appropriate to reflect this extension of time;
3. That Policy C-LAN.42 – Downtown Façade Improvement Grant Program be amended by:
  - a) changing “December 31, 2019” to “December 31, 2022”
  - b) changing the maximum allowable grant amount from \$2,000 to \$2,500 (\$1,875 paid by the District and \$625 paid by the Mission Downtown Business Association) for applications received after January 1, 2020, and
  - c) amending staff title descriptions as required to reflect current structure;
4. That Policy LAN.40 – Financial Contributions for Community Amenities be amended by changing “December 31, 2019” to “December 31, 2022”;
5. That the budget for the Downtown Façade Improvement component of the program be increased by \$30,000 in 2020, with \$22,500 to be funded from the Gaming Reserve Fund and \$7,500 to be funded by the Mission Downtown Business Association; and
6. That the District's Financial Plan be amended accordingly.

CARRIED

Discussion ensued in regards to the possibility of expanding the boundary of the Downtown Incentive Program to include Third Avenue between Grand Street and Welton Street.

RC19/685  
NOV. 18/19

Moved by Councillor Hamilton, and

RECOMMENDED:

That staff report back on options for a potential boundary extension to the Downtown Incentive Program.

CARRIED

RC19/686  
NOV. 18/19

### **Cedar Valley Local Area Plan - Third Reading and Final Adoption**

A report from the Manager of Long Range Planning and Special Projects and the Senior Planner – Policy dated November 18, 2019, regarding the Cedar Valley Local Area Plan, was provided for the Committee's consideration.

The Manager of Long Range Planning and Special Projects and Senior Planner - Policy showed a PowerPoint presentation that provided the following information:

- details regarding the proposed new Protected Natural Assets (PNAs) designation;
- a comparison of the sensitive environmental area designations and bio-inventory processes of neighbouring municipalities;
- details on the Bio-Inventory assessment process;
- an update on the Gaudin Creek “C” realignment; and
- the implementation of the Cedar Valley Local Area Plan following its adoption.

Discussion ensued in regards to tree protection, the metrics for development applications, phases of development in Cedar Valley, and amending Official Community Amending Bylaw 5807-2018-5670(8) to clarify that PNAs would only apply to the Cedar Valley area.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That Official Community Plan Amending Bylaw 5807-2018-5670(8) be amended to include the words “Cedar Valley” to Figure 8.1, and that the bylaw be considered for third reading as amended and adoption;
2. That upon adoption of Official Community Plan Amending Bylaw 5807-2018-5670(8), the 1996 Cedar Valley Comprehensive Development Plan be superseded by the 2019 Cedar Valley Local Area Plan; and
3. That the Cedar Valley Engineering Plan be approved.

CARRIED

RC19/687  
NOV. 18/19

**Development Variance Permit (DV19-002) - 31809 Silverdale Avenue**

A report from the Planner dated November 18, 2019, regarding a Development Variance Permit for the property located at 31809 Silverdale Avenue, was provided for the Committee’s information.

The Development Variance Permit has been listed for approval under the “Permits for Consideration” section of the Council agenda.

RC19/688  
NOV. 18/19

**Development Permit (DP18-010) and Development Variance Permit (DV19-004) - 7129 Abbott Street**

A report from the Planning Technician dated November 18, 2019, regarding a Development Permit and Development Variance Permit for the property located at 7129 Abbott Street, was provided for the Committee’s information.

The Development Permit and Development Variance Permit have been listed for approval under the “Permits for Consideration” section of the Council agenda.

In response to questions from Council, the Manager of Planning noted that staff had worked with the applicant to maximize on-site parking, and that the applicant would be providing additional offsite parking.

**9. ENGINEERING AND PUBLIC WORKS**

RC19/689  
NOV. 18/19

**Annual Asset Management Program Update**

A report from the Engineering Technologist III - Asset Management dated November 18, 2019, providing an update on the Asset Management Program, was provided for the Committee’s information.

## 10. CORPORATE ADMINISTRATION AND FINANCE

RC19/690  
NOV. 18/19

### Fall Financial Reporting – September 30, 2019

A report from the Deputy Treasurer/Collector dated November 18, 2019, providing an overview of the projected 2019 year-end results, was provided for the Committee's information.

Discussion ensued and staff answered the Committee's questions in regards to Club K.I.D.S. operations, waste management fees, and budget surpluses.

RC19/691  
NOV. 18/19

### Retail Cannabis Store Licence Applications

A report from the Deputy Chief Administrative Officer dated November 18, 2019, regarding the proposed Retail Cannabis Store Licence Applications policy was provided for the Committee's consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

That the 'Retail Cannabis Store Licence Applications' Policy as attached to the report Retail Cannabis Store Licence Applications dated November 18, 2019 be adopted.

CARRIED

## 11. RESOLUTION TO RISE AND REPORT

RC19/692  
NOV. 18/19

Moved by Councillor Gill, seconded by Councillor Herar, and

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

CARRIED

## 12. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC19/693  
NOV. 18/19

Moved by Councillor Crawford, seconded by Councillor Davies, and

RESOLVED: That the recommendations of the November 18, 2019 Committee of the Whole, as contained in items RC19/679 to RC19/691 be adopted.

CARRIED

## 13. COUNCIL COMMITTEE REPORTS AND MINUTES

RC19/694  
NOV. 18/19

Council provided updates on recent committee and association meetings.

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED: That the following items be received as information:

(a) Mission Traffic and Transit Committee meeting minutes – June 6, 2019

(b) Mission Sustainable Housing Committee – October 3, 2019

CARRIED

## 14. COUNCIL MEETING MINUTES FOR APPROVAL

RC19/695  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Herar, and

RESOLVED: That the following minutes be adopted:

(a) Special Council Meeting (Taxi Permit Denial Appeal) – October 2, 2019

- (b) Freestanding Committee of the Whole (Corporate Administration & Finance Committee – Budget) – October 9, 2019
- (c) Special Council Meeting (School District) – October 22, 2019
- (d) Special Council Meeting (MP Elect Brad Vis) – October 28, 2019
- (e) Special Council Meeting (for the purpose of going into a closed meeting) – October 28, 2019
- (f) Regular Council Meeting (for the purpose of going into a closed meeting) – November 4, 2019
- (g) Regular Council Meeting – November 4, 2019
- (h) Special Council Meeting (for the purpose of going into a closed meeting) – November 12, 2019

CARRIED

#### 15. BYLAWS FOR CONSIDERATION

RC19/696  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Land Use Contract Repeal Bylaw 5873-2019 LUC18-019 (District of Mission), a bylaw to terminate Land Use Contract 235-1972, District of Mission Land Use Contract Amending Bylaw 1586-1986, and District of Mission Land Use Contract Amending Bylaw 1711-1987 for the property located at 7755 Grand Street, be **read a first and second time**.

CARRIED

RC19/697  
NOV. 18/19

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED:

That Zoning Amending Bylaw 5874-2019-5050(356) LUC18-019 (District of Mission), a bylaw to rezone the property located at 7755 Grand Street from Urban Residential 558 (R558) Zone to Institutional Care (IC) Zone, be **read a first and second time**.

CARRIED

RC19/698  
NOV. 18/19

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED:

That Zoning Amending Bylaw 5881-2019-5050(359) R19-005 (Krieger), a bylaw to rezone the property at 30644 Green Avenue from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be **read a first and second time**.

CARRIED

RC19/699  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Hamilton, and

RESOLVED:

That first, second, and third readings of Zoning Amending Bylaw 5589-2016-5050(216) R16-028 (Wouterloot), a bylaw to rezone the properties at 32686 and 32714 Richards Avenue from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be **rescinded**.

CARRIED

RC19/700  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Intermunicipal Business Licence Amending Bylaw 5879-2019-5334(2), a bylaw to amend "District of Mission Intermunicipal Business Licence Bylaw 5334-2012" to include additional participating municipalities, be **read a first, second, and third time**.

CARRIED

RC19/701  
NOV. 18/19

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED:

That Downtown Incentive Program Amending Bylaw 5880-2019, a bylaw to amend various other bylaws to extend the Downtown Incentive Program to the end of 2022 and to make other related housekeeping amendments, be **read a first, second, and third time**.

CARRIED

RC19/702  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Zoning Amending Bylaw 5877-2019-5050(358) R19-010 (Robertson), a bylaw to rezone the property at 31668 Israel Avenue from Rural 16 (RU16) Zone to Suburban 36 Secondary Dwelling (S36s) Zone, be **read a third time**.

CARRIED

RC19/703  
NOV. 18/19

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED:

That Official Community Plan Amending Bylaw 5807-2018-5670(8), a bylaw to amend "District of Mission Official Community Plan Bylaw 5670-2017" to include the Cedar Valley Local Area Plan (CVLAP), be **read a third time as amended and adopted**.

CARRIED

RC19/704  
NOV. 18/19

Moved by Councillor Hamilton, seconded by Councillor Gill, and

RESOLVED:

That Official Community Plan Amending Bylaw 5746-2018-5670(6) OCP18-003 (Analytical Project Consulting), a bylaw to redesignate properties located at 8208 Stave Lake Street and 33996, 34038 and 34048 Parr Avenue from *Attached Multi-Unit Residential* to *Environmentally Sensitive Area* and *Parks and Open Space*, be **adopted**.

CARRIED

RC19/705  
NOV. 18/19

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED:

That Zoning Amending Bylaw 5745-2018-5050(296) R17-024 (Analytical Project Consulting), a bylaw to rezone properties located at 8208 Stave Lake Street and 33996, 34038 and 34048 Parr Avenue from Suburban 36 Zone (S36), Rural Residential 7 Zone (RR7), and Rural 16 Zone (RU16) to Residential Two Unit Zone (RT465) and Institutional Parks Recreation and Civic Zone (IPRC), be **adopted**.

CARRIED



RC19/706  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Street Naming Bylaw (Barker Court and Best Avenue Extension) 5769-2018 R18-029 (Analytical Project Consulting), a bylaw to name a new road and an extension for an existing road, be **adopted**.

CARRIED

RC19/707  
NOV. 18/19

Moved by Councillor Crawford, seconded by Councillor Herar, and

RESOLVED:

That Development Cost Charge Amending Bylaw 5878-2019-5714(1), a bylaw to increase the development cost charges levied by the District by 2.9%, an amount equal to the annual Vancouver Consumer Price Index, be **adopted**.

CARRIED

### LATE ITEMS

RC19/708  
NOV. 18/19

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED:

1. That Zoning Amending Bylaw 5861-2019-5050(355), a bylaw to allow the sale of retail cannabis as a permitted use in some specific existing commercial zones and set out spatial separations around schools and between other cannabis retail stores, be **adopted**.
2. That Business Licence Amending Bylaw 5859-2019-3964(7), a bylaw to create a new "Cannabis Retail Store" definition, licence category, and annual business licence fee within the District of Mission, be adopted.
3. That Land Use Application Procedures and Fees Amending Bylaw 5862-2019-3612(18), a bylaw to regulate the application process for proposed retail cannabis stores within the District of Mission, be adopted.

CARRIED

## 16. PERMITS FOR CONSIDERATION

RC19/709  
NOV. 18/19

### Development Variance Permit Application DV19-002 (31809 Silverdale Avenue)

Moved by Councillor Davies, seconded by Councillor Crawford, and

RESOLVED:

That Development Variance Permit Application DV19-002 (31809 Silverdale Avenue) to vary Section 111, Part B, Subsection 2 of the Zoning Bylaw 5050-2009 in respect to the above noted property by:

- increasing the permitted height of the first tier of the retaining wall from 1.2 metres (3.9 feet) to 4.0 metres (13.1 feet); and
- increasing the permitted height of the second tier of the retaining wall from 1.2 metres (3.9 feet) to 4.3 metres (14.1 feet)

be **approved**.

CARRIED

RC19/710  
NOV. 18/19

**Development Variance Permit Application DV19-004 (7129 Abbott Street)**

Moved by Councillor Hamilton, seconded by Councillor Crawford, and

RESOLVED: That Development Variance Permit Application DV19-004 (7129 Abbott Street) to vary Zoning Bylaw 5050-2009 in respect to the above noted property as follows:

- Section 804 E.1 (Exterior Side) by reducing the required Exterior Side setback from 4.5 metres (14.76 feet) to 3.0 metres (9.8 feet) on the southwest lot line fronting Bridge Street;
- Section 804 K.2. by exempting the proposed development from this provision which states that parking within the required setbacks is not permitted;
- Section 109 I. by reducing the required number of parking spaces for Office use roughly in half, from 1 space per 33.33 square metres (358.7 square feet) of Floor Space to 1 space per 70.33 square metres (757 square feet) of Floor Space; and
- Section 111 C.6.h. by Reducing the required landscape strip for parking areas from 4.0 metres (13.12 feet) to 1.65 metres (5.41 feet) along the northeast and southeast lot lines fronting Abbott Street and Glasgow Avenue, respectively

be **approved**.

CARRIED

RC19/711  
NOV. 18/19

**Development Permit Application DP18-010 (7129 Abbott Street)**

Moved by Councillor Gill, seconded by Councillor Crawford, and

RESOLVED: That Development Permit Application DP18-010 (7129 Abbott Street) to supplement Zoning Bylaw 5050-2009, as amended, in respect to the above-noted property as follows:

- Building design, siting and landscaping plans to be as shown on Drawings Numbered A 1 to A 5.1 inclusive, and landscape drawings L-1 and L-1A which are attached hereto and form part of this permit; 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

**17. CORRESPONDENCE**

Council reviewed a letter dated October 23, 2019 from the MLA for Kamloops-South Thompson, Todd Stone, regarding the *Assessment (Split Assessment Classification) Amendment Act, 2019*. Council received the correspondence as an informational item.

**18. NEW/OTHER BUSINESS**

There was no new/other business.

**19. NOTICES OF MOTION**

There were no notices of motion.

**20. QUESTION PERIOD**

There were no questions from the public.

**21. ADJOURNMENT**

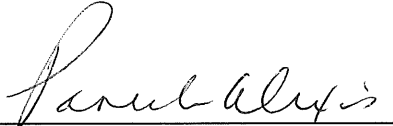
RC19/712  
NOV. 18/19

Moved by Councillor Davies, seconded by Councillor Gill, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:28 p.m.



PAMELA ALEXIS,  
MAYOR



JENNIFER RUSSELL,  
CORPORATE OFFICER