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 April 20, 2020 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  
*Ken Bourdeau, Manager of Long Range Planning and Special Projects  
Tracy Kyle, Director of Engineering and Public Works  
Barclay Pitkethly, Deputy Chief Administrative Officer  
Robert Publow, Manager of Planning  
Dan Sommer, Director of Development Services  
Doug Stewart, Director of Finance  
Allyssa Fischer, Administrative Assistant  
Krista De Sousa, Administrative Assistant

*Participating electronically due to provincial state of emergency

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

2. ADOPTION OF AGENDA

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED: That the agenda for the Regular Council meeting of April 20, 2020 be adopted.  
CARRIED

3. PROCLAMATIONS

Moved by Councillor Plecas, seconded by Councillor Gill, and

RESOLVED: That April 20-24, 2020 be proclaimed “Follow the Science Week in Recognition of the 50th Celebration of Earth Day” within the District of Mission.  
CARRIED

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED: That May, 2020 be proclaimed “Melanoma Awareness Month” within the District of Mission.  
CARRIED
Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED: That May, 2020 be proclaimed “MS Awareness Month” within the District of Mission.

CARRIED

Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED: That May 1-6, 2020 be proclaimed “Youth Week” within the District of Mission.

CARRIED

4. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

Moved by Councillor Plecas, seconded by Councillor Gill, and

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

CARRIED

5. CORPORATE ADMINISTRATION AND FINANCE

Process Improvement – Public Hearings

A report from the Deputy Chief Administrative Officer dated April 20, 2020, regarding information on a process improvement to streamline development application processes, was provided for the Committee’s information.

Discussion ensued, and the Deputy Chief administrative Officer answered the Committee’s questions in regards to Local Government Act regulations permitting the waiving of a Public Hearing, the process to waive a Public Hearing, Council’s jurisdiction to determine whether to waive a Public Hearing or hold one at a later date, and the public’s ability to continue to provide input on development applications.

Renaming Commercial Street

A report from the Corporate Officer dated April 20, 2020, regarding the renaming of Commercial Street to Herman S. Braich Boulevard, was provided for the Committee’s information.

The necessary street naming bylaw is listed for consideration of all readings in the “Bylaws for Consideration” section of the agenda.

Silverdale Neighbourhood Planning Request

A report from the Deputy Chief Administrative Officer dated April 20, 2020, regarding a request to initiate a proponent-driven neighbourhood planning process for the Central Neighbourhood precinct in the Silverdale Comprehensive Planning Area, was provided for the Committee’s consideration.

The Deputy Chief Administrative Officer answered Council’s questions and concerns in regards to a proponent-driven application process, fees associated with the process, and projects that would need to be undertaken in tandem with the neighbourhood planning process. He clarified that approval of the application was not an endorsement to initiate neighbourhood planning, only to allow an application to be made. He stated that a work plan with a public engagement strategy and associated costs would be developed, at the applicant’s expense, and must be presented to Council for further evaluation prior to a recommendation that neighbourhood planning begin.
Moved by Councillor Plecas, and

RECOMMENDED:

That a letter of authorization be issued directing staff to work with Silverdale Hills GP Inc. to prepare an application for a proponent-driven neighbourhood planning process for the “Central Neighbourhood” precinct in the Silverdale Comprehensive Planning Area.

CARRIED

Amendment to User Fees and Charges Bylaw 4029-2007

A report from the Director of Finance dated April 20, 2020, regarding proposed revisions to User Fees and Charges Bylaw 4029-2007 to temporarily suspend select administrative charges to lessen some of the financial burden on the public during the current COVID-19 virus pandemic, was provided for the Committee’s information.

User Fees and Charges Amending Bylaw 5939-2020-4029(15) is listed for consideration of all readings in the “Bylaws for Consideration” section of the agenda.

Regional Utilities Financial Plan Carry Forward Amendment, 2019 to 2020

A report from the Deputy Treasurer/Collector dated April 20, 2020 was provided for the Committee’s consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the regional water operating carry forward requests, totaling $164,000 (Mission’s share is $36,884) be approved;

2. That the regional sewer operating carry forward requests, totaling $134,000 (Mission’s share is $28,207) be approved;

3. That the budget amendments outlined in Appendix B of the JSSC Report No. 017-2020 attached as Appendix 1 be approved;

4. That the regional water capital carry forward requests and associated funding sources attached as Appendix 2 to the Deputy Treasurer/Collector’s report entitled “Regional Utilities Financial Plan Carry Forward Amendment, 2019 to 2020” dated April 6, 2020, (Mission’s share is $1,670,290) be approved;

5. That the regional sewer capital carry forward requests and associated funding sources attached as Appendix 2 to the Deputy Treasurer/Collector’s report entitled “Regional Utilities Financial Plan Carry Forward Amendment, 2019 to 2020” dated April 6, 2020, (Mission’s share is $1,737,006) be approved; and

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

CARRIED

6. ENGINEERING AND PUBLIC WORKS

Engineering and Public Works Capital Project Updates - 2020 and Carry Forward Budgets

A report from the Director of Engineering & Public Works dated April 20, 2020, regarding capital projects planned for 2020, was provided for the Committee’s information.

Discussion ensued regarding various projects including traffic intersection improvements at Stave Lake Street/Cherry Avenue and Wren Street/Hillcrest Avenue/7th Avenue, improvements to the 2nd Avenue transit exchange, and library and museum improvements.
Electric Vehicle Charging Stations Project Request for Additional Funding

A report from the Manager of Environmental Services dated April 20, 2020, regarding obtaining further funding for the electrical vehicle chargers project, was provided for the Committee’s consideration.

Moved by Councillor Gill, and

RECOMMENDED:

1. That an additional $83,125 be added to the Electrical Vehicle Charging Station financial capital budget for 2020 to allow completion of the installation of the additional two electric vehicle chargers at the Welton Common Building and one new electrical vehicle charger at the Public Works building, with funding from the appropriated surplus account for the carbon tax rebate; and

2. That the District's 2020 capital financial plan be amended accordingly.

CARRIED

7. DEVELOPMENT SERVICES

“Tiny House” Movement

A report from the Manager of Long Range Planning dated April 20, 2020, regarding the “tiny house” movement, was provided for the Committee’s information.

Discussion ensued, and the Committee expressed concern regarding the lack of affordable housing options for Mission residents and questioned if the tiny house movement would be a viable option for the community. Staff discussed current challenges facing the tiny home movement, including BC Building code regulation and lack of interest from developers due to high development costs and low profit margins.

Staff were directed to bring a report back to Council providing the information on the public need and marketability of tiny homes.

Mission Downtown Development Incentive Program Boundary Review

A report from the Senior Planner-Policy dated April 20, 2020, regarding the Mission Downtown Development Incentive Program boundary review, was provided for the Committee’s consideration.

The Manager of Long Range Planning provided a presentation outlining the current and proposed areas and boundaries of the Mission Downtown Development Incentive Program and discussed the potential benefits and detriments of each option.

The Committee expressed a desire for an alignment of the Mission Downtown Development Incentive Program boundary and the MissionCity Downtown Official Community Plan boundary. It was noted that staff could reassess the alignment during the next review of the Official Community Plan.

Moved by Councillor Crawford, and

RECOMMENDED:

1. That the Mission Downtown Development Incentive Program boundary remain in its current configuration, and
2. That any future requests for a boundary adjustment be explored within a comprehensive context, such as the next Official Community Plan Review or Neighbourhood Plan work program.

CARRIED

Official Community Plan Amending Application (OCP19-009) - 31380 Lougheed Highway

A report from the Planner dated April 20, 2020, regarding the application to amend the Official Community Plan designation for the property located at 31380 Lougheed Highway from Agriculture to Industrial, and revise the boundary of the Special Study Area, was provided for the Committee’s consideration.

Official Community Plan Amending Bylaw 5932-2020-5670(16) is listed for first reading under the “Bylaws for Consideration” section of the Council Agenda.

Moved by Councillor Crawford, and

RECOMMENDED:

That, upon cue consideration of Section 475 of the Local Government Act, consultations go forward in accordance with Official Community Plan Referral Policy LAN.47, and that persons, organizations, and authorities receiving those consultations referrals are considered to be those affected for the purposes of this Section.

CARRIED

Rezoning Application (R19-038) - 31173 Dewdney Trunk Road

A report from the Planner dated April 20, 2020, regarding the rezoning application for the property located at 31173 Dewdney Trunk Road, was provided for the Committee’s consideration.

Staff support the application moving forward and, as such, have listed Zoning Amending Bylaw 5930-2020-5050(378) under the “Bylaws for Consideration” section of the agenda.

Moved by Councillor Plecas, and

RECOMMENDED:

That the public hearing for the zoning amending bylaw for the rezoning application for 31173 Dewdney Trunk Road be waived.

CARRIED

Temporary Use Permit Renewal Application (TP16-002) – 33381 & 33389 Harbour Avenue and s7040, 7042, 7046 & 7050 Durieu Street

A report from the Planner dated April 20, 2020, regarding the renewal application from Mission Self Storage Inc. to allow for the continued operation of a self-storage facility using metal shipping containers on the properties located at 33381 and 33389 Harbour Avenue and 7040, 7042, 7046, and 7050 Durieu Street, was provided for the Committee’s information.

Staff supports the application for a renewal of a Temporary Use Permit for a three (3) year term with a number of conditions, and as such, have listed Temporary Use Permit TP16-002 (Renewal) under the "Development Permits for Consideration" section of the Council agenda.
8. RESOLUTION TO RISE AND REPORT

Moved by Councillor Gill, seconded by Councillor Plecas, 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 Plecas, and

RESOLVED: That the recommendations of the Committee of the Whole, as contained in items RC20/219 to RC20/230 be adopted.

CARRIED

10. COUNCIL COMMITTEE REPORTS

Council provided updates on recent committee and association meetings.

11. COUNCIL MEETING MINUTES FOR APPROVAL

Moved by Councillor Plecas, 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 6, 2020

(b) Regular Council Meeting – April 6, 2020

CARRIED

12. BYLAWS FOR CONSIDERATION

Moved by Councillor Crawford, seconded by Councillor Gill, and

RESOLVED:

That Official Community Plan Amending Bylaw 5932-2020-5670(16) OCP19-009 (Noort Developmen's Ltd.), a bylaw to redesignate property at 31380 Lougheed Highway from Agriculture to Industrial, be read a first time.

CARRIED

Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED:

That Zoning Amending Bylaw 5930 2020 6050(378) R19 038 (Boland), a bylaw to rezone property at 31173 Dewdney Trunk Road from Rural 16 Secondary Dwelling (RU16s) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be read a first and second time.

CARRIED

Moved by Councillor Gill, seconded by Councillor Crawford, and

RESOLVED:

That Street Naming Bylaw 5938-2020, a bylaw to rename Commercial Street as "Herman S. Braich Boulevard", be read a first, second, and third time, and be adopted.

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

RESOLVED:

That User Fees and Charges Amending Bylaw 5939-2020-4029(15), a bylaw to amend the User Fees and Charges Bylaw 4029-2007 to temporarily suspend select administrative charges to lessen some of the financial burden on the public during the COVID-19 virus pandemic, be read a first, second, and third time, and be adopted.

CARRIED

Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED:

That Sewer User Rates and Charges Amending Bylaw 5919-2020-1922(27), a bylaw to amend Schedule A of Sewer User Rates and Charges Bylaw 1922-1989 to replace the percentage fees with monetary fees to aid in clarity, be adopted.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED:

That Land Use Application Procedures & Fees Amending Bylaw 5926-2020-3612(19), a bylaw to amend Schedule A of Land Use Application Procedures & Fees Bylaw 3612-2003 to enact a standard fee for Silverdale Neighbourhood Plan applications, be adopted.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Crawford, and

RESOLVED:

That Traffic Regulation Amending Bylaw 5927-2020-1698(16), a bylaw to amend Traffic Regulation Bylaw 1698-1987 to update the regulations regarding Extraordinary Traffic Permits, be adopted.

CARRIED

Moved by Councillor Plecas, seconded by Councillor Gill, and

RESOLVED:

That Water Amending Bylaw 5928-2020-2196(31), a bylaw to amend Water Bylaw 2196-1990 to provide consistency in the fees and charges for administration, inspection, and disconnection of services for District utilities, be adopted.

CARRIED

Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED:

That Sewer Amending Bylaw 5929-2020-5033(5), a bylaw to amend Sewer Bylaw 5033-2009 to provide consistency in the fees and charges for administration, inspection, and disconnection of services for District utilities, be adopted.

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

RESOLVED:

That Council Procedure Amending Bylaw 5931-2020-5345(6), a bylaw to amend Council Procedure Bylaw 5345-2013 to remove the restriction on the number of Council members that may participate in a Regular Council Meeting or Council Committee meeting by means of electronic or other communication facilities in emergency circumstances, be **adopted**.

CARRIED

13. PERMITS FOR CONSIDERATION

Temporary Use Permit Renewal Application TP16-002 (33381 & 33389 Harbour Avenue and 7040, 7042, 7046 & 7050 Durieu Street)

Moved by Councillor Crawford, seconded by Councillor Plecas, and

RESOLVED: That Temporary Use Permit TP16-002 (33381 & 33389 Harbour Avenue and 7040, 7042, 7046 & 7050 Durieu Street) to supplement District of Mission Zoning Bylaw 5050-2009, as amended, in respect to the above-noted properties be **approved**.

CARRIED

14. NEW/OTHER BUSINESS

There was no new or other business.

15. NOTICES OF MOTION

There were no notices of motion.

16. ADJOURNMENT

Moved by Councillor Gill, seconded by Councillor Plecas, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:55 p.m.

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL, CORPORATE OFFICER