

Minutes of the **Committee of the Whole (Engineering Committee – Development Bylaw Workshop)** meeting of the **DISTRICT OF MISSION** held in the Conference Room of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on Thursday, October 4, 2012 commencing at 1:20 p.m.

Council Members Present: Mayor Ted Adlem  
Councillor Jeff Jewell  
Councillor Tony Luck  
Councillor Larry Nundal  
Councillor Jenny Stevens

Council Members Absent: Councillor Dave Hensman  
Councillor Nelson Tilbury

Staff Members Present: Ken Bjorgaard, Chief Administrative Officer  
Paul Gipps, Deputy Chief Administrative Officer  
Rick Bomhof, Director of Engineering and Public Works  
Matt Dunham, Operations Manager  
Sterling Chan, Engineering Technologist I  
Hirod Gill, A/Municipal Design & Asset Manager  
Jay Jackman, Works Inspector  
Farid Majidigoruh, Works Inspector  
Tony Miniaci, Engineering Technologist - Projects  
Barclay Pitkethly, Deputy Director of Development Services  
Mike Rohde, Senior Building Inspector  
Maureen Sinclair, Director of Parks, Recreation and Culture  
Kim Tvergyak, Administrative Clerk (Administrative Support to Development Bylaw Committee)  
Larry Watkinson, Assistant Fire Chief  
Mike Younie, Director of Development Services  
Christine Brough, Executive Assistant

### **1. CALL TO ORDER**

The meeting was called to order. Councillor Jewell assumed the Chair.

### **2. ADOPTION OF AGENDA**

COW12/030  
OCT 4/12

Moved by Mayor Adlem, seconded by Councillor Luck, and

RESOLVED: That the October 4, 2012 Engineering committee agenda be adopted.  
CARRIED

### **3. NEW BUSINESS**

COW 12/031  
OCT 4/12

#### **Development Bylaw Workshop**

A report dated October 4, 2012 from the A/Municipal Design & Asset Manager and the Director of Development Services regarding the draft development bylaw, along with a

copy of the draft development bylaw, was provided for the committee's information and discussion.

The Director of Development Services provided an update on the work of the Development Bylaw Committee and outlined the major changes contained in the draft development bylaw. Mr. Younie also provided the following summarized comments:

- The new Development Bylaw is intended to replace the existing Subdivision Control Bylaw to establish the standard of works and services to be provided for subdivision, development, and redevelopment of lands. The new bylaw also incorporates numerous existing policies.
- It addresses one of Council's municipal operations and partnership goals, provides consistency with neighbouring municipalities, promotes improved environmental sustainability, and offers greater certainty, clarity and flexibility.
- The proposed bylaw also adopts the latest Master Municipal Construction Documents (MMCD) and other best practices as standards and offers greater value to the District over the life of infrastructure.

The Director of Corporate Services outlined the next steps, noting that an extensive consultation process is planned. Mr. Younie stated that the document will be revised throughout the process to incorporate feedback received and that the final document is anticipated to come before Council in the spring of 2013.

Discussion ensued on the cost implications of the bylaw for the municipality and the development community, the advantages and disadvantages of rollover curbs, and the implications of including the National Fire Protection Association (NFPA) Standard 1142 fire flow requirements. Staff was directed to further explore these issues to ensure that any outstanding concerns are addressed.

In response to questions from the Chair, the A/Municipal Design & Asset Manager and the Director of Development Services explained the rationale having the draft bylaw reviewed by District of Mission legal counsel, noting that it is prudent and cost efficient to ensure that the bylaw is compliant prior to implementation.

Moved by Councillor Nundal, seconded by Councillor Luck, and

RECOMMENDED:

1. That staff send the Draft Development Bylaw to external stakeholders (i.e., major local Developers, Builders, Contractors, Consulting Engineers, and Chamber of Commerce) to review and comment on the proposed changes to the draft Bylaw;
2. That staff use the received comments/suggestions to revise and update the Draft Development Bylaw;
3. That staff send the revised Draft Development Bylaw to District's lawyer to review and comment;
4. That staff include the comments received from the District's lawyer in the revised Draft Development Bylaw and send it back to stakeholders for final review and comments; and
5. That staff prepare the final Development Bylaw for Council's review and approval.

CARRIED

Council congratulated the A/Municipal Design & Asset Manager, the Director of Development Services, and the Development Bylaw Committee on their exemplary work.

**4. ADJOURNMENT**

COW12/032  
OCT 4/12

Moved by Councillor Luck, seconded by Councillor Nundal, and

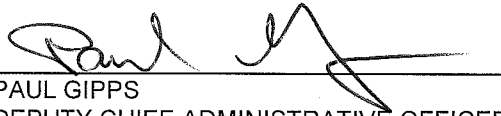
RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 2:09 p.m.



WALTER (TED) ADLEM  
MAYOR



PAUL GIPPS  
DEPUTY CHIEF ADMINISTRATIVE OFFICER