

**MINUTES** of the **REGULAR MEETING** of the **COUNCIL** of the **DISTRICT OF MISSION** held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on March 6, 2017 commenced at 1:00 p.m. for **COMMITTEE OF THE WHOLE**, and was immediately followed by a **CLOSED MEETING** of Council, and reconvened at 7:00 p.m. for **REGULAR COUNCIL** proceedings.

Council Members Present: Mayor Randy Hawes  
Councillor Pam Alexis  
Councillor Carol Hamilton  
Councillor Jim Hinds  
Councillor Rhett Nicholson  
Councillor Danny Plecas  
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer  
Mike Younie, Deputy Chief Administrative Officer  
Rogine Battel, Manager of RCMP Administration  
\* Alyn Beerda, RCMP Constable  
\* Kris Boland, Director of Finance  
\* Marcy Bond, Senior Planner  
\* Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
\* Ted De Jager, Officer in Charge, Mission RCMP Detachment  
Hirod Gill, Manager of Engineering Design and Planning  
Haylee Gould, Administrative Assistant  
Dave Heyes, Manager of Forestry Business  
Jay Jackman, Manager of Assets, Infrastructure and Projects  
\* Stephanie Key, Deputy Director of Parks, Recreation and Culture  
\* Tracy Kyle, Director of Engineering and Public Works  
Bob O'Neal, Director of Forestry  
Robert Publow, Manager of Planning  
Jennifer Russell, Deputy Corporate Officer  
Maureen Sinclair, Director of Parks, Recreation and Culture  
\* Dan Sommer, Director of Development Services  
\* Dale Unrau, Fire Chief  
\* Rob Wheeler, RCMP Sergeant  
\*Present for a portion of the meeting

## **1. CALL TO ORDER**

Mayor Hawes called the meeting to order at 1:00 p.m.

## **2. ADOPTION OF AGENDA**

Moved by Councillor Alexis, seconded by Councillor Hamilton, and

RESOLVED:

1. That Late Item "Resolution to Exclude Public, Recess the Public Meeting until 7:00 p.m. and Immediately Convene into Closed Session" be added to the agenda immediately following Item 9, "Resolution to Rise from Committee of the Whole"; and
2. That the agenda for the regular Council meeting of March 6, 2017 be adopted, as amended.

CARRIED

**3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE**

RC17/077  
MAR. 06/17

Moved by Councillor Nicholson, seconded by Councillor Hinds, and

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

CARRIED

**4. FORESTRY**

Councillor Stevens assumed the Chair.

RC17/078  
MAR. 06/17

**Forestry Operations 2016 Quarter 4 (Q4) Report**

A report from the Manager of Forestry Business dated March 6, 2017 summarizing the 2016 fourth quarter financial results for the forestry operation and providing additional information on forestry reserves, strategies, plans, activities and challenges for the next year, was provided for the Committee's information.

**5. FIRE/RESCUE SERVICE**

Councillor Plecas assumed the Chair.

RC17/079  
MAR. 06/17

**Fire Underwriters Survey (FUS) – Fire Hall Location Analysis**

A report from the Fire Chief dated March 6, 2017 presenting the Fire Underwriters Survey (FUS) Fire Hall Location Analysis was provided for the Committee's information. The Fire Hall Location Analysis confirms the recommendation from the 1986 FUS review that a fire hall is needed in the Cedar Valley area and recommended identifying future fire hall locations in the Hatzic and Silverdale development lands in the new Official Community Plan for consideration as those areas develop.

Staff were directed to consider future fire hall needs as part of the ongoing community amenity contribution review.

**6. PARKS, RECREATION AND CULTURE**

Councillor Hamilton assumed the Chair.

RC17/080  
MAR. 06/17

**Parks & Recreation Management Software**

A report from the Deputy Director of Parks, Recreation and Culture dated March 6, 2017 seeking a budget increase to upgrade the Parks and Recreation management software to the PerfectMind software was provided for the Committee's consideration.

Moved by Councillor Plecas, and

RECOMMENDED:

1. That the existing \$35,000 budget to upgrade Parks and Recreation management software be increased by \$90,015 with funding from the General Capital Reserve Fund, for a total budget of \$125,015 to facilitate the implementation of the PerfectMind software; and
2. That the District's Financial Plan be amended accordingly.

CARRIED

RC17/081  
MAR. 06/17

### **Mission Rotary Sports Park Score Clock**

A report from the Director of Parks, Recreation and Culture dated March 6, 2017 regarding a contribution from Mission Mid-Day Rotary Club for the purchase of a score clock at the Mission Rotary Sports Park was provided for the Committee's consideration.

Moved by Councillor Plecas, and

#### **RECOMMENDED:**

1. That the \$20,000 contribution from the Mission Mid-Day Rotary Club for the purchase of a score clock from Nevco Integrated Display and Scoring Solutions for the new artificial turf field be accepted;
2. That the artificial turf field budget be increased by \$20,000 to facilitate the score clock purchase, with funding from the Mission Mid-Day Rotary Club's contribution;
3. That the Mission Mid-Day Rotary Club be thanked for their generous contribution; and
4. That the District's Financial Plan be adjusted accordingly.

#### **CARRIED**

A grand re-opening of the Sports Park will be scheduled once the weather has improved and the last site works and landscaping is completed.

## **7. DEVELOPMENT SERVICES**

Councillor Nicholson assumed the Chair.

RC17/082  
MAR. 06/17

### **Rezoning and Development Variance Permit Application to facilitate a 2-lot subdivision – 32857 Best Avenue**

A report from the Planner dated March 6, 2017 detailing the rezoning and development variance permit applications to allow a two-lot subdivision for the property located at 32857 Best Avenue was provided for the Committee's information. Staff support the rezoning application moving forward and as such, have listed the Zoning Amending Bylaw under the "Bylaws for Consideration" section of the agenda. Staff also support the development variance permit application, which will be listed for consideration under the "Development Permits for Consideration" section of the agenda at the time of adoption of the Zoning Amending Bylaw.

RC17/083  
MAR. 06/17

### **Rezoning Application to allow a 3-lot subdivision with secondary dwelling units – 9981 Willingdon Street and 33249 Richards Avenue**

A report from the Planner dated March 6, 2017 regarding a development application to rezone 9981 Willingdon Street and 33249 Richards Avenue to facilitate a three-lot subdivision with secondary dwelling units was provided for the Committee's information. Staff support the application moving forward and as such, have listed the Zoning Amending Bylaw under the "Bylaws for Consideration" section of the agenda.

RC17/084  
MAR. 06/17

### **Rezoning Application to allow a 2-lot subdivision at the property located at 32163 Bueckert Avenue**

A report from the Planner dated March 6, 2017 detailing a development application to rezone the property located at 32163 Bueckert Avenue to facilitate a two-lot subdivision with secondary dwelling units was provided for the Committee's information. Staff support the application moving forward and as such, have listed the Zoning Amending Bylaw under the "Bylaws for Consideration" section of the agenda.

RC17/085  
MAR. 06/17

**Rezoning Application to allow a 2-lot subdivision at the property located at 32811 4th Avenue**

A report from the Planner dated March 6, 2017 regarding a development application to rezone the property located at 32811 4<sup>th</sup> Avenue to facilitate a two-lot subdivision and to allow for a secondary dwelling use on each new lot was provided for the Committee's information. Staff support the application moving forward and as such, have listed the Zoning Amending Bylaw under the "Bylaws for Consideration" section of the agenda.

RC17/086  
MAR. 06/17

**Development proposal for the properties located at 8738 Stave Lake Street and 34058 York Avenue**

A report from the Manager of Planning dated March 6, 2017 regarding the development proposal for the properties located at 8738 Stave Lake Street and 34058 York Avenue was provided for the Committee's consideration.

Moved by Mayor Hawes, and

RECOMMENDED: That staff continue to process Official Community Plan and Zoning Amending Bylaw applications OCP15-001 and R16-020.

The Committee discussed the development proposal and noted the following concerns:

- The school board has indicated there is insufficient room in the local school for additional students in the area. It was questioned if one of the closed schools could be reopened to alleviate the impact of population growth.
- The sanitary sewer lift station may not have the capability to support the proposed future development. Improvements to the lift station would take at least a year to complete. Downstream upgrades to the sanitary sewer system would also be required.
- There has not been a neighbourhood plan completed for the area to guide development, the application is not in conformance with the Official Community Plan, and it is outside the planned growth boundary.
- It is unknown whether the houses would be built to the SAFERhome standard to allow for aging in place for seniors.
- The location of the development is isolated from neighbourhood amenities (e.g. parks, transit).
- The developer has requested that the Development Permit application be deferred; this information would therefore not be available during the Public Hearing.
- Introducing a new Comprehensive Development Zone tailored for a specific development is not best practice and could lead to non-ideal development applications in other areas of the community.

It was suggested that if the application was approved to proceed to first and second reading, the developer could provide information to answer some of these concerns.

The Chair called the question on the main motion and it was DEFEATED.

OPPOSED:       Councillor Alexis  
                  Councillor Hamilton  
                  Councillor Hinds  
                  Councillor Nicholson  
                  Councillor Plecas  
                  Councillor Stevens

RC17/087  
MAR. 06/17

Moved by Councillor Alexis, and

RECOMMENDED:

1. That Official Community Plan OCP15-001 and Zoning Amending Bylaw applications R16-020 be deferred and that the applicant be requested to continue the development of the properties (located at 8738 Stave Lake Street and 34058 York Avenue) in a form that maintains the current Official Community Plan land use designation for the area; and
2. That any further consideration to introduce urban density development to the area be preceded by a neighbourhood planning process detailing future servicing and road network plans for the Hatzic neighbourhood area.

OPPOSED: Mayor Hawes

CARRIED

RC17/088  
MAR. 06/17

**Application for a Site Specific Exemption to the Floodplain Management Bylaw 4027-2007 to allow for the construction of a single family dwelling for the property at 29951 Silverdale Avenue**

A report from the Senior Planner dated March 6, 2017 regarding an application for a site specific exemption for the property located at 29951 Silverdale Avenue to reduce the Flood Construction Level from 1.5 metres to 0.0 metres was provided for the Committee's consideration.

Moved by Mayor Hawes, and

RECOMMENDED: That the request from Gurmukh (Gord) Sidhu for a site specific exemption from Section 6.A(iv) of District of Mission Floodplain Management Bylaw 4027-2007 for the property located at 29951 Silverdale Avenue to reduce the Flood Construction Level from 1.5 metres to 0.0 metres, as detailed in the report from the Senior Planner dated March 6, 2017, be approved.

OPPOSED: Councillor Plecas  
Councillor Stevens

CARRIED

It was noted that the site specific exemption requirements include a hold harmless covenant and construction of an engineered berm.

**8. CORPORATE ADMINISTRATION AND FINANCE**

Councillor Alexis assumed the Chair.

RC17/089  
MAR. 06/17

**2016 - 2018 Strategic Plan Executive Summary –  
Progress Report as of February 9, 2017**

The Committee reviewed a report from the Chief Administrative Officer dated March 6, 2017 which provided a status update on the objectives contained within Council's 2016-2018 Strategic Plan.

Discussion ensued and it was decided to keep Objective 1.8, "ensure free parking at the Mission Memorial Hospital", on the Strategic Plan Executive Summary.

Moved by Councillor Nicholson, and

RECOMMENDED: That the following objectives, as contained in Council's 2016 - 2018 Strategic Plan Executive Summary document, be deemed completed at the strategic plan level and moved to an objectives completed tracking list:

- a. Objective 1.5 Determine role of District regarding downtown renewal (completed);
- b. Objective 5.2 Develop TOR and task-list for Economic Development (completed).

CARRIED

RC17/090  
MAR. 06/17

### **Mission Soapbox Derby Association Request for Funding**

A report from the Deputy Corporate Officer dated March 6, 2017 regarding a request for funding from the Mission Soapbox Derby Association was provided for the Committee's consideration.

Moved by Councillor Stevens, and

RECOMMENDED:

1. That the Mission Soapbox Derby Association receive a grant in the amount of \$4,200 from the Contingency budget to assist with the 2017 Soapbox Derby community event; and
2. That receipt of the grant funds is conditional upon receipt of all required documents as set out in Municipally Funded Grants Policy FIN.50.

CARRIED

RC17/091  
MAR. 06/17

### **Stave West Forest and Recreation Area**

A report from the Manager of Civic Engagement and Corporate Initiatives and the Business Manager of Forestry Enterprise dated March 6, 2017 providing an update on current and planned initiatives related to the Stave West Forest and Recreation Area was provided for the Committee's consideration.

In response to questions from the Committee, staff noted:

- The campgrounds will be operated under a partnership agreement, and draft language for the agreement to ensure the District's interests are protected is being finalized. This agreement will cover maintenance and provide protection for the Tree Farm and the interpretive forest.
- An official comment from an archaeologist regarding the foreshore flats will be sent to the Province for their consideration for heritage conservation.
- The roads to these campsites are accessible for recreational vehicles.
- Campers will be able to place campsite reservations online.

Moved by Councillor Hamilton, and

RECOMMENDED:

1. That staff work with the Ministry of Forests, Lands and Natural Resource Operations to complete campground and road designs and undertake the construction as soon as possible;
2. That the District's \$215,000 share of capital costs for the Stave West Forest & Recreation Area initiatives be approved with funding from the Forestry Reserve Fund;
3. That \$10,000 for ongoing operations related to 2017 initiatives be funded from the Forestry operating budget; and

4. The District's 2017 Financial Plan be amended accordingly.

CARRIED

**9. RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE**

Mayor Hawes resumed the Chair.

RC17/092  
MAR. 06/17

Moved by Councillor Hinds, seconded by Councillor Nicholson, and

RESOLVED: That Council rise from Committee of the Whole.

CARRIED

**10. LATE ITEM – RESOLUTION TO EXCLUDE PUBLIC, RECESS THE PUBLIC MEETING UNTIL 7:00 P.M. AND IMMEDIATELY CONVENE INTO CLOSED SESSION**

RC17/093  
MAR. 06/17

Moved by Councillor Hamilton, seconded by Councillor Plecas, and

RESOLVED:

1. That pursuant to Section 90 of the *Community Charter*, the public be excluded from this portion of the meeting as the subject matter being considered relates to the following:
  - Section 90(1)(i) of the *Community Charter* – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
2. That the public portion of the meeting be recessed until 7:00 p.m.; and
3. That Council immediately resolve into the closed portion of their meeting.

CARRIED

The meeting recessed at 4:22 p.m.

**11. RECONVENE**

RC17/094  
MAR. 06/17

Mayor Hawes reconvened the meeting at 7:00 p.m.

Council Members Present: Mayor Randy Hawes  
Councillor Pam Alexis  
Councillor Carol Hamilton  
Councillor Jim Hinds  
Councillor Rhett Nicholson  
Councillor Danny Plecas  
Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer  
Mike Younie, Deputy Chief Administrative Officer  
Michael Boronowski, Manager of Civic Engagement and  
Corporate Initiatives  
Haylee Gould, Administrative Assistant  
Jennifer Russell, Deputy Corporate Officer  
Dan Sommer, Director of Development Services

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

RC17/095  
MAR. 06/17

Moved by Councillor Stevens, seconded by Councillor Hinds, and

RESOLVED: That the recommendations of the March 6, 2017 Committee of the Whole, as contained in items RC17/078 to RC17/091, except items RC17/087 (Development proposal for 8738 Stave Lake Street and 34058 York Avenue) and RC17/088 (Floodplain Management Bylaw Exemption) be adopted.

CARRIED

RC17/096  
MAR. 06/17

Moved by Councillor Hamilton, seconded by Councillor Alexis, and

RESOLVED: That Official Community Plan OCP15-001 and Zoning Amending Bylaws application R16-020 be deferred pending further consideration to introduce urban density development to the area be preceded by a neighbourhood planning process detailing future servicing and road network plans for the Hatzic neighbourhood area.

CARRIED

RC17/097  
MAR. 06/17

Moved by Councillor Hamilton, seconded by Councillor Hinds, and

RESOLVED: That the recommendation of the March 6, 2017 Committee of the Whole, as contained in item RC17/088 (Application for a Site Specific Exemption to the Floodplain Management Bylaw 4027-2007 to allow for the construction of a single family dwelling for the property at 29951 Silverdale Avenue) be adopted

OPPOSED:       Councillor Plecas  
                      Councillor Stevens

CARRIED

## 13. MISSION MOMENTS: PLACES THAT MATTER

As part of Mission's 125<sup>th</sup> Anniversary celebrations, Janice Shultz, member of the Mission Community Heritage Commission, presented *Mission Moments: Places that Matter*, featuring two of Mission's historical landmarks: the Mission Fairgrounds, and First Avenue.

An annual fair was hosted at the Mission Fairgrounds from 1910 to 1999. Many other annual events took place at the Fairgrounds, including May Day celebrations, Highland Games, and Pow-Wow's hosted by the Mission Friendship Centre. On July 1, 1953, the first permanent soapbox derby track in Canada opened at the Fairgrounds.

First Avenue, originally named Washington Street in 1890, was renamed Main Street in 1932, and finally named First Avenue in 1969. First Avenue has been the home to many celebrations and parades, including the first official soapbox derby race at the Strawberry Festival in 1947. Princess Margaret concluded her visit in 1958 on the steps of the Post Office, and the annual Santa Claus parade, now in its 36th year, was the first nighttime parade ever held in the province.

## 14. DELEGATIONS

RC17/098  
MAR. 06/17

### **Brian Wilks, Mission International Cultural Association (MICA)**

Brian Wilks, Chairperson for the Mission International Cultural Association, appeared before Council to request financial assistance towards a delegation from Oyama, Japan expected to arrive in Mission this summer. Approximately 25 to 30 delegates will be touring Mission and the Fraser Valley during the five day exchange.



Staff were directed to report back to Council identifying a funding source to assist MICA with their delegation this summer.

RC17/099  
MAR. 06/17

**Raymond Szabada, SRCTec**

Raymond Szabada of SRCTec appeared before Council to provide a mid-term report for Phase II of his project. Phase I, which included the launch of two venture acceleration programs and the opening of the Tech Centre of Excellence, is set to be complete by the end of this March. Phase II will focus on engagement with the community and with skilled training providers in Mission, expansion of the programs available to tech businesses in the Fraser Valley, and development of the Mission Tech Park.

The Mayor thanked Mr. Szabada on behalf of Council for his presentation.

**15. COUNCIL COMMITTEE REPORTS AND MINUTES**

RC17/100  
MAR. 06/17

Moved by Councillor Nicholson, seconded by Councillor Hamilton, and

RESOLVED: That the following minutes be received as information:

(a) Young Adult Engagement Committee meeting – January 25, 2017

CARRIED

**16. BYLAWS FOR CONSIDERATION**

RC17/101  
MAR. 06/17

Moved by Councillor Stevens, seconded by Councillor Alexis, and

RESOLVED:

1. That Zoning Amending Bylaw 5627-2017-5050(234) (R16-037 Dhaliwal) – a bylaw to rezone property at 32857 Best Avenue from Urban Residential 558 (R558) Zone to Urban Residential 558 Secondary Dwelling (R558s) Zone, be **read a first and second time**.
2. That Zoning Amending Bylaw 5628-2017-5050(235) (R16-052 Willson) – a bylaw to rezone properties at 9981 Willingdon Street and 33249 Richards Avenue from Rural 16 (RU16) Zone and Rural Residential 7 (RR7) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone, be **read a first and second time**.
3. That Zoning Amending Bylaw 5629-2017-5050(236) (R16-046 Gill) – a bylaw to rezone property at 32163 Bueckert Avenue from Urban Residential 558 (R558) Zone to Residential Compact 465 (RC465) Zone, be **read a first and second time**.
4. That Zoning Amending Bylaw 5630-2017-5050(237) (R16-051 OTG Development Concepts) – a bylaw to rezone property at 32811 4th Avenue from Residential Two Unit (RT465) Zone to Residential Compact 372 Secondary Dwelling (RC372s) Zone, be **read a first and second time**.
5. That Zoning Amending Bylaw 5614-2016-5050(227) (R16-045 Schmidt) – a bylaw to rezone property at 9173 Stave Lake Street from Rural 16 (RU16) Zone to Rural 16 Secondary Dwelling (RU16s) Zone, be **adopted**.

CARRIED

**17. COUNCIL MEETING MINUTES FOR APPROVAL**

RC17/102  
MAR. 06/17

Moved by Councillor Plecas, seconded by Councillor Nicholson, and

RESOLVED: That the following minutes be adopted:

(a) Regular Council Meeting – February 20, 2017

CARRIED

## 18. RESOLUTIONS RELEASED FROM CLOSED

RC17/103  
MAR. 06/17

### **Appointment to the Mission Community Heritage Commission**

At the February 20, 2017 Closed Council meeting, the following information was released from Closed Council:

#### Appointment to the Mission Community Heritage Commission

Ms. Erin Mackintosh has been appointed to the Mission Community Heritage Commission for a two (2) year term commencing February 20, 2017 and ending February 20, 2019.

## 19. NEW/OTHER BUSINESS

There was no new/other business.

## 20. NOTICES OF MOTION

There were no notices of motion.

## 21. QUESTION PERIOD

There were no questions from the public.

## 22. ADJOURNMENT


RC17/104  
MAR. 06/17

Moved by Councillor Plecas, seconded by Councillor Hinds, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 7:59 p.m.

  
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RANDY HAWES, MAYOR  
\_\_\_\_\_  
MIKE YOUNIE, CORPORATE OFFICER