



AGENDA - REGULAR COUNCIL MEETING

August 17, 2020, 6:00 p.m.

Council Chambers

8645 Stave Lake Street, Mission, BC

Pages

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DELEGATIONS**
 - a. Candace Koch and Martin Marinutti** **6**
Re: Creation of a Steelhead Community Comprehensive Neighbourhood Plan
- 4. PROCLAMATIONS**
 - a. International Overdose Awareness Day** **7**
August 31, 2020
 - b. Prostate Cancer Awareness Month** **10**
September, 2020
- 5. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE**
- 6. CORPORATE ADMINISTRATION AND FINANCE**
 - a. Mission Waterfront Revitalization Initiative** **11**
No staff recommendation accompanies this report and Council action is not required.

b. 2019 Statement of Financial Information

13

RECOMMENDATIONS: Council consider and resolve:

1. That the District of Mission 2019 Statement of Financial Information, attached as Appendix A to the report dated August 17, 2020 from the Manager of Accounting Services, be approved for submission to the Ministry of Municipal Affairs and Housing; and
2. That the Mayor and Director of Finance be authorized to sign the Statement of Financial Information Approval form.

c. 2020 Property Tax Sale Deferral

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RECOMMENDATION: Council consider and resolve:

That Council consider giving three readings and adoption to the District of Mission 2020 Tax Sale Deferral Bylaw 5968-2020 to defer the tax sale from 2020 to 2021.

7. DEVELOPMENT SERVICES

a. Official Community Plan Amending Application (OCP20-004) - 10415 Jacobsen Street

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This report details the application to amend the Official Community Plan designation for the property located at 10415 Jacobsen Street from *Rural* to *Institutional* to facilitate a subsequent rezoning to permit development of a monastery, and identifies the necessary amendments to the Official Community Plan.

Official Community Plan Amending Bylaw 5967-2020-5670(26) is listed for first reading under the "Bylaws for Consideration" section of the Council Agenda.

RECOMMENDATION: Council consider and resolve:

That, upon due consideration of Section 475 of the *Local Government Act*, consultations go forward for the property at 10415 Jacobsen Street under file number OCP20-004 in accordance with Official Community Plan Referral Policy LAN.47, and that persons, organizations, and authorities receiving those consultation referrals are considered to be those affected for the purposes of this Section.

b. Rezoning Application (R20-014) - 34903 Dewdney Trunk Road

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This report details the rezoning application for the property located at 34903 Dewdney Trunk Road and identifies the necessary amendment to the Zoning Bylaw.

Staff support the application moving forward and, as such, have listed the Zoning Amending bylaw under the “Bylaws for Consideration” section of the agenda.

Subject to Council’s approval, a Public Hearing will be scheduled for September 28, 2020.

c. Development Variance Permit Application (DV19-013) - 33221 Plumridge Avenue

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This report details the application for a development variance to the undevelopable setback in the Zoning Bylaw 5050-2009 and for a site-specific exemption to the Floodplain Management Bylaw 4027-2007 at 33221 Plumridge Avenue.

Staff supports the requested Development Variance Permit DV19-013, as such, it has been listed for approval under the “Development Permits for Consideration” section of the agenda.

Staff support the requested site-specific exemption to the Floodplain Management Bylaw 4027-2007 DV19-014, as such, a resolution is requested from Council.

RECOMMENDATION: Council consider and resolve:

That the request for an exemption to Floodplain Management Bylaw 4027-2007 be approved for the property located at 33221 Plumridge Avenue.

8. RESOLUTION TO RISE AND REPORT

9. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

10. COUNCIL COMMITTEE REPORTS

11. COUNCIL MEETING MINUTES FOR APPROVAL

a. Regular Council Meeting (for the purpose of going into a closed meeting) – August 4, 2020

86

b. Regular Council Meeting - August 4, 2020

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12. BYLAWS FOR CONSIDERATION

- a. **Official Community Plan Amending Bylaw 5967-2020-5670(26) - FIRST READING** 98
- OCP20-004 (Slade Dyer & Associates Inc.) – a bylaw to redesignate property at 10415 Jacobsen Street from *Rural* to *Institutional*
- See “Development Services” Section 7(a)*
- b. **Zoning Amending Bylaw 5961-2020-5050(388) - FIRST AND SECOND READINGS** 99
- R20-014 (Meunier) – a bylaw to rezone property at 34903 Dewdney Trunk Road from Urban Residential 930 (R930) Zone to Urban Residential 930 Secondary Dwelling (R930s) Zone
- See “Development Services” Section 7(b)*
- c. **Official Community Plan Amending Bylaw 5952-2020-5670(22) - SECOND READING** 100
- i. OCP19-007 (District of Mission) - a bylaw to redesignate select properties (or portions) on Cedar Street, Dewdney Trunk Road, Ilhes Avenue, and Nottman Street from *Attached Multi-Unit Residential*, *Future Employment Lands*, and *Urban Compact* to *Parks and Open Space*, and *Parks and Open Space* to *Future Employment Lands*.
- ii. In accordance with Section 477 of the Local Government Act, Council has considered District of Mission Official Community Plan Amending Bylaw 5952-2020-5670(22) in conjunction with the District's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan
- d. **2020 Property Tax Deferral Bylaw 5968-2020 - FIRST, SECOND, AND THIRD READINGS, AND ADOPTION** 106
- A bylaw to defer the 2020 annual property tax sale, pursuant to Section 645 of the *Local Government Act* and Ministerial Order M159 (15)
- See “Corporate Administration and Finance” Section 6(c)*

13. PERMITS FOR CONSIDERATION

- a. **Development Variance Permit Application DV19-013 (33221 Plumridge Avenue)** 107
- Development Permit to vary Zoning Bylaw 5050-2009, as amended, in respect to the above-noted property
- See “Development Services” Section 7(c)*

14. NEW/OTHER BUSINESS

15. NOTICES OF MOTION

16. QUESTION PERIOD

Council encourages public participation in Question Period by emails to info@mission.ca or telephone inquiries to 604-820-3700. Your questions about any item on this agenda will be answered after the meeting takes place.

17. ADJOURNMENT



Delegation Request Form

The deadline for submission is by 4:00 p.m. on Friday, 10 days in advance of the Council Meeting.

Preferred Meeting Date 08/17/2020

Alternative Meeting Date 08/24/2020

Please refer to the Council Meeting Schedule on the District's Website for dates of Council Meetings, located at mission.ca/council-meeting-schedule.

Name/Title: Individual(s) making the presentation
Candace Koch-(chair) Martin Marinutti-(director)

Organization being Represented: Steelhead Community Association

Subject of the Presentation: Creation of a Steelhead Community Comprehensive Neighbourhood Plan

Action Requested: That council allocate resources to initiate the creation of a Steelhead Community Comprehensive Neighbourhood Plan in 2021 as part of the 2021 budget.

Have you been in contact with District Staff/Council regarding your matter of interest? ☐ Yes ☒ No

Background Material - Power Point? ☒ Yes ☐ No

Your PowerPoint Presentation is required to be attached to this form OR submitted to openagenda@mission.ca no later than 12:00 PM on the Friday prior to the meeting.

File Upload

Background Material - Handout? ☒ Yes ☐ No

- Each Delegation to Council is limited to **ten (10) minutes**.
- The District of Mission reserves the right to refuse any delegation request.
- If your request is approved, you will be provided with further details including the meeting time, date and what specific Committee Meeting you will attend.
- Presenter(s) are limited to discussing only the above topic during the delegation.

Please note: This form will be published and made available for public viewing. Council meetings are recorded and broadcast live on our website. A copy of the agenda, video recording, and written minutes of the meeting will be posted to our website. Presenters and presentations will form part of the public record.

Personal information contained on this form is collected under the authority of the *Freedom of Information and Protection of Privacy Act*, and will be used for the purpose of providing correspondence relating to matters before Council.

Questions regarding collection of the information on this form may be directed to the Corporate Officer, 8645 Stave Lake Street, Mission, BC V2V 4L9.



Save a Life, Talk About It

***Masks We Wear* invites community dialogue on the Opioid health crisis**

For immediate release:

August 4, 2020

Mission, BC...Knocking down the walls of silence that keep people from talking about substance use is an important step towards addressing the overdose crisis in British Columbia. Recognizing that people who use drugs are real people helps to put a human face behind the numbers of so many preventable tragedies.

Throughout August, leading up to International Overdose Awareness Day, August 31, the Mission Overdose Community Action Team (MOCAT) is coordinating a number of community projects and invite Mission residents to get involved.

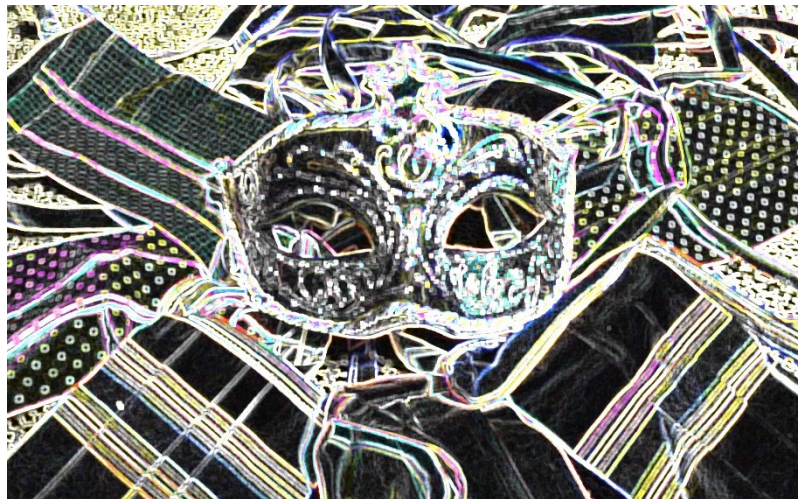
The COVID-19 pandemic has severely impacted the overdose crisis. People who use substances are at higher risk for complications from COVID-19 and the delivery of services have been affected by the pandemic protocols.

In a recent announcement Judy Darcy, Minister of Mental Health and Addictions stated "There have been devastating consequences for people who use substances during dual public health emergencies.

Last month saw a record number of lives lost to overdose - all the more heart-breaking since before COVID-19, we had managed to bring deaths down for the first time."

The stigma associated with substance use also has a part to play in this terrible loss. Stigma often masks the opportunity to see individuals, to come together in community and work together towards effective solutions.

"Masks We Wear" is a community arts dialogue that explores the faces we present to the world and those we perceive of others. Beneath the mask shines our collective humanity. The MOCAT is hosting a series of mask making workshops in August at various locations in Mission. No art experience necessary. The masks will be created in a variety of simple



mediums and participants will have the opportunity to write short narratives about their experience.

In addition, the MOCAT is calling for artworks, photography, poetry, music, and memes created by Mission and area residents that reflect on this theme and the impact of the Opioid health emergency in their own lives.

“Masks We Wear” will be exhibited during the week of August 31 on First Avenue in Mission and then on display in the Community Art Space at The Reach Gallery Museum in Abbotsford as part of their fall exhibition.

The MOCAT is also participating in the Moms Stop The Harm Purple Ribbon Campaign. Purple is the colour adopted by International Overdose Awareness Day. Ribbons have long been displayed as a token of remembrance. They are powerful symbols of ties that bind. Moms Stop The Harm asks Canadians to wear purple and tie ribbons in remembrance of loved ones, “Somebody’s Someone”, lost to overdose and drug harms. More information is available at www.momsstoptheharm.com

The MOCAT brings together many stakeholders to support and facilitate local partnerships, coordinate programs and services, address gaps, and plan for a collaborative, caring, creative community response to the overdose crisis. Projects of the MOCAT are made possible with the support of the Community Action Initiative.

We welcome the participation of people with lived/living experience - including family members, anyone touched by the Opioid Crisis and of the wider community. For more information please contact MOCAT Project Coordinator Kat Wahamaa at: stopoverdosemission@gmail.com . Find the MOCAT on FB/StopOverdoseMission, Twitter @StopODMission, and www.stopodmission.ca

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Media contact: Kat Wahamaa
Project Coordinator - Mission Community Action Team
kat@shinyb.ca 604-679-4463

District of Mission



Proclamation

District of Mission Council Resolution - August 17, 2020

- WHEREAS** the District of Mission does affirm and acknowledge the harm and hardship caused by drug overdose; and
- WHEREAS** we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and
- WHEREAS** we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of over 16,000 Canadians since 2016, together with countless more affected forever; and
- WHEREAS** we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support.

Be it resolved that the District of Mission hereby proclaims August 31, 2020 as

“International Overdose Awareness Day”

IN WITNESS WHEREOF this 17th day of August, 2020

MAYOR PAMELA ALEXIS

CORPORATE OFFICER

District of Mission



Proclamation

District of Mission Council Resolution - August 17, 2020

- WHEREAS** Prostate cancer is the most common cancer among Canadian men; and
- WHEREAS** One in seven Canadian men will be diagnosed with the disease in his lifetime; and
- WHEREAS** An estimated eleven Canadian men will die from prostate cancer every day; and
- WHEREAS** The survival rate for prostate cancer can be close to 100% when detected early; and
- WHEREAS** Those with a family history of the disease, or those of African or Caribbean descent, are at a greater risk of developing prostate cancer; and
- WHEREAS** since Prostate Cancer Canada was formed in 1994, the death rate has been cut in half; and
- WHEREAS** awareness and conversations about prostate cancer can lead to screening and early detection that saves lives; and
- WHEREAS** The District of Mission supports Prostate Cancer Canada and all individuals committed to raising awareness about prostate cancer.

Be it resolved that the District of Mission hereby proclaims September, 2020 as

“Prostate Cancer Awareness Month”

IN WITNESS WHEREOF this 17th day of August, 2020

MAYOR PAMELA ALEXIS

CORPORATE OFFICER



Economic Development Department Staff Report

File: 01-0560-30

DATE: August 17, 2020
TO: Chief Administrative Officer
FROM: Stacey Crawford, Director of Economic Development
SUBJECT: **Mission Waterfront Revitalization Initiative**
ATTACHMENT: None

No staff recommendation accompanies this report and Council action is not required.

PURPOSE:

On August 17, 2020 Council and the public will receive a presentation on the Waterfront Revitalization Initiative from Carla Guerrero – Purpose Driven Development, our external project consulting lead, and Stacey Crawford – Director of Economic Development, the project lead for the municipality. This report provides Council with the topics that the presentation will address.

BACKGROUND:

As identified in the Official Community Plan and in Council's Strategic Priorities, the waterfront remains an important community development objective. Drawing on this and from input received from Council, landowners, stakeholders and subject matter experts, a significant body of work has been completed.

DISCUSSION AND ANALYSIS:

The progress update to the end of July, 2020 will provide an overview on the following topics:

1. Introductory Video
2. Mission Waterfront Roadmap (Roadmap)
3. Council Vision – Guiding Principles
4. Council Resolution November 12, 2019 – Development Corporation (Delivery Model)
5. OCP Amending Bylaw – Waterfront Comprehensive Planning Area
6. Partnership Update (First Nations/Private Developers/Province)
7. Technical Studies Update / Employment Lands Strategy
8. Communications Update
9. Next Steps

COUNCIL GOALS/OBJECTIVES:

This presentation and progress update are linked to Item 3 of Council's strategic focus areas, stating Council's focus on Bold Economic Development where the District will aggressively target new business and investment opportunities that will provide employment for residents, encourage growth, and diversify the tax base. This approach requires that risks are taken in the short term but with an eye to ensuring the long-term interests of Mission are considered.

The Priority Actions in the 2018 – 2022 Strategic Plan are:

3.1 Waterfront Development

- Undertake waterfront pre-development planning
- Develop a roadmap and preliminary business case (feasibility assessment) for waterfront planning

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this report.

COMMUNICATION:

Internal consultation continues to occur with the Development Services, Engineering, Finance and Corporate Administration departments. External consultation will continue to occur with land owners, external regulatory agencies, utility providers and special interests, as well as the Economic Development Select Committee when appropriate and these communications will be structured to correspond with any direction received from Council on next steps.

SUMMARY AND CONCLUSION:

The presentation and progress update on the Mission Waterfront Revitalization Initiative is timely in that the project is at an important juncture in its timeline where the transition from technical studies, pre-planning and business modeling is now entering into a more focused implementation phase where area planning, ongoing stakeholder engagement and community engagement will be required.

SIGN-OFFS:



Stacey Crawford, Director of Economic Development



Reviewed by:
Lesley White, Administrative Assistant

Comment from Chief Administrative Officer:

Reviewed



File: 05-1880-30

Finance Department Staff Report

DATE: August 17, 2020
TO: Chief Administrative Officer
FROM: Scott Ross, Manager of Accounting Services
SUBJECT: **2019 Statement of Financial Information**
ATTACHMENT: Appendix A - 2019 Statement of Financial Information

RECOMMENDATIONS: Council consider and resolve:

1. That the District of Mission 2019 Statement of Financial Information, attached as Appendix A to the report dated August 17, 2020 from the Manager of Accounting Services, be approved for submission to the Ministry of Municipal Affairs and Housing; and
2. That the Mayor and Director of Finance be authorized to sign the Statement of Financial Information Approval form.

PURPOSE:

The purpose of this report is to have Council consider and resolve to approve the District's Statement of Financial Information (SOFI) for submission to the Ministry of Municipal Affairs and Housing prior to the August 31, 2020 legislative deadline.

BACKGROUND:

The SOFI is an annual requirement under the *Financial Information Act (FIA)*. Regulations under *FIA* Schedule 1, sections 1 to 4, require the 2019 SOFI to be submitted to the Ministry of Municipal Affairs and Housing no later than August 31, 2020.

The SOFI report is comprised of the following documents:

- 2019 Financial Statements
- Management Report
- Statement of Changes in Financial Position – Capital Fund
- Schedule of Debts
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Statement of Severance Agreements
- Schedule of Suppliers of Goods or Services

It should be noted that where applicable, SOFI schedules are based on when payments are made (i.e. cash basis), rather than the accrual basis used for financial statement presentation.

DISCUSSION:

A few key points regarding the attached statements and schedules:

Staff Remuneration

The remuneration amounts disclosed in the SOFI incorporate a number of items, including:

- Salary/wages (regular pay, overtime, vacation and other paid leave amounts, and any retroactive pay changes if applicable);
- Taxable benefits; and
- Payment into a trust or any form of income deferral paid by the District to the employee or on behalf of the employee, in the rare case that occurs.
-

Staff Expenses

The *FIA* specifically states that expenses "...are not limited to expenses that are generally perceived as perquisites or bestowing personal benefit, and may include expenditures required for employees to perform their job functions"; but excludes benefits of a general nature applicable to all employees pursuant to an agreement such as medical, dental, counseling, insurance and similar plans. Any amounts paid directly to an employee, or to a third party on behalf of the employee, which have not been included in "remuneration" are reported as staff expenses.

The figures reported as staff expenses include items such as:

- Travel expenses;
- Memberships;
- Tuition;
- Relocation;
- Vehicle leases;
- Extraordinary hiring expenses; and
- Registration, training and conference fees.

Supplier Payments

The SOFI includes a summary of payments made to outside organizations for goods and services purchased by the District, which total more than \$25,000 for the reporting year. The SOFI also summarizes payments made as cash grants to not-for-profit organizations.

Recoveries/Reimbursements

It is important to note that the SOFI does not include any recoveries. In other words, if a staff member or contracted service provider was paid an amount, and any portion of that amount was reimbursed, the reimbursed amount is not reflected in the report.

Notable Changes for SOFI:

The number of employees reported as receiving more than \$75,000 in remuneration & expenses increased from 88 in 2018 to 105 in 2019. It should be noted that the \$75,000 reporting threshold, as defined in the *FIA*, hasn't changed since 2002 when minimum wage was \$8.00 an hour or approximately \$16,000 per year. Minimum wage at the end of 2019 was \$13.85 an hour or approximately \$27,700 per year. The threshold in other provinces such as Alberta, Ontario, Newfoundland, and Nova Scotia is set at \$100,000. The number of employees with remuneration & expenses greater than \$100,000 increased from 42 in 2018 to 49 in 2019.

FINANCIAL IMPLICATIONS:

There are no financial implications directly associated with this report.

COMMUNICATION:

A printed copy of the SOFI report is available to the public, upon request, for a nominal fee as per the Fee Schedule in the *Financial Information Act*. The public may also view or download the SOFI at no cost from the District's website. The approved 2019 SOFI will be submitted to the Ministry of Municipal Affairs and Housing by the August 31, 2020 deadline.

SUMMARY AND CONCLUSION:

The SOFI is an annual requirement under the *FIA*. Regulations under *FIA* Schedule 1, sections 1 to 4, require the 2019 SOFI to be submitted to the Ministry of Municipal Affairs and Housing no later than August 31, 2020.

The SOFI includes information such as the District's audited financial statements, remuneration paid to the Mayor and Council, municipal employees who have remuneration and expenses over the threshold amount of \$75,000, suppliers who were paid \$25,000 or more, and grants awarded by the municipality to not-for-profit organizations.

Staff request that Council approve the attached 2019 Statement of Financial Information for submission, in order to meet legislative requirements, and that the Mayor and Director of Finance be authorized to sign the Statement of Financial Information Approval Form.

SIGN-OFFS:


Scott Ross, Manager of Accounting Services



Reviewed by:
Doug Stewart, Director of Finance

Comment from Chief Administrative Officer:
Reviewed.

Appendix A

DISTRICT OF MISSION

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Doug Stewart, CPA, CGA
Director of Finance

Pam Alexis
MAYOR on behalf of Council

DISTRICT OF MISSION

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is responsible for all of the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The District of Mission's external auditors, BDO Canada LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the *Act*. Their examination includes a review and evaluation of the District's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to all of the records and minutes of the District of Mission.

On behalf of the District of Mission,

Doug Stewart
Director of Finance
July 22, 2020

District of Mission

Statement of Changes in Financial Position - Capital Fund

for the year ended December 31, 2019

No financial equity is kept within Capital Funds.
See Financial Statements for information regarding capital assets.

District of Mission

Schedule of Debts

for the year ended December 31, 2019

Refer to Schedule 3 of the Financial Statements for the Schedule of Debts.

District of Mission

Schedule of Guarantee and Indemnity Agreements

for the year ended December 31, 2019

District of Mission does not have Guarantee and Indemnity Agreements.

District of Mission

Schedule of Remuneration and Expenses

for the year ended December 31, 2019

| | | (1) REMUNERATION | (2) EXPENSES | TOTAL |
|-------------------------------------|---|------------------------|---------------------|------------------------|
| ELECTED OFFICIALS | POSITION | | | |
| Pam Alexis | Mayor | \$ 84,811 | \$ 12,663 | \$ 97,474 |
| Carol Hamilton | Councillor | \$ 41,772 | \$ 3,503 | \$ 45,275 |
| Danny Plecas | Councillor | \$ 41,772 | \$ 4,441 | \$ 46,213 |
| Cal Crawford | Councillor | \$ 41,772 | \$ 3,719 | \$ 45,491 |
| Mark Davies | Councillor | \$ 41,772 | \$ 3,745 | \$ 45,517 |
| Jag Gill | Councillor | \$ 41,772 | \$ 4,547 | \$ 46,319 |
| Ken Herar | Councillor | \$ 41,772 | \$ 3,321 | \$ 45,093 |
| SUBTOTAL - ELECTED OFFICIALS | | \$ 335,443.00 | \$ 35,939.00 | \$ 371,382.00 |
| EMPLOYEES | POSITION | | | |
| Adachi, Robert | Fire Fighter | \$ 96,099 | \$ 588 | \$ 96,687 |
| Anthony, Jason | Engineering Technologist II | \$ 106,694 | \$ 3,006 | \$ 109,700 |
| Atwal, Hardeep | Planner | \$ 81,407 | \$ 624 | \$ 82,031 |
| Azevedo, Barry | Manager of Environmental Services | \$ 120,710 | \$ 1,306 | \$ 122,016 |
| Battel, Rogine | Manager, RCMP Administration | \$ 104,766 | \$ 1,113 | \$ 105,879 |
| Bond, Marcy | Senior Planner | \$ 94,708 | \$ 2,851 | \$ 97,559 |
| Boronowski, Michael | Manager of Civic Engagement & Corporate Initiatives | \$ 109,867 | \$ 1,309 | \$ 111,176 |
| Bourdeau, Kenneth | Manager of Long-Range Planning & Special Projects | \$ 112,835 | \$ 1,848 | \$ 114,683 |
| Boutilier, Jesse | Water/Sewer Operator | \$ 76,985 | \$ 3,723 | \$ 80,708 |
| Brettell, Mark | Facilities Supervisor | \$ 86,842 | \$ 1,140 | \$ 87,982 |
| Brough, Christine | Executive Assistant | \$ 88,076 | \$ 1,140 | \$ 89,216 |
| Crawford, Stacey | Officer of Economic Development | \$ 127,019 | \$ 10,165 | \$ 137,184 |
| Dalgleish, Caroline | Parks Supervisor | \$ 82,892 | \$ 726 | \$ 83,618 |
| Dickinson, Mike | Senior Planner - Policy | \$ 89,618 | \$ 1,785 | \$ 91,403 |
| Doherty, Bradley | Mechanic | \$ 81,137 | \$ 1,971 | \$ 83,108 |
| Dowding, Susan | Revenue Supervisor | \$ 80,016 | \$ 400 | \$ 80,416 |
| Durante, Frank | Building Inspector III | \$ 86,318 | \$ 1,146 | \$ 87,464 |
| Fernie, Michele | Engineering Technologist III - Traffic and Transportation | \$ 84,253 | \$ 1,801 | \$ 86,054 |
| Fortier, Andy | Assistant Fleet Supervisor | \$ 92,064 | \$ 651 | \$ 92,715 |
| Foster, Ilsa | Manager of Purchasing and Stores | \$ 96,044 | \$ 1,891 | \$ 97,935 |
| Gherman, Heather | Manager of Human Resources | \$ 138,671 | \$ 2,758 | \$ 141,429 |
| Gill, Harminder | Bylaw Enforcement Officer | \$ 78,764 | \$ 357 | \$ 79,121 |
| Glasgow, Ian | Fire Inspector/Educator | \$ 94,846 | \$ 6,086 | \$ 100,932 |
| Goddard, Mark | Assistant Chief Operations & Training | \$ 149,653 | \$ 4,923 | \$ 154,576 |
| Goodrich, Gillian | Senior Payroll Clerk | \$ 78,680 | \$ 677 | \$ 79,357 |
| Greene, Shaun | Technical Server Supervisor, Volunteer Fire Fighter IV | \$ 109,053 | \$ 6,456 | \$ 115,509 |
| Griffith, Tara | Fire Captain | \$ 137,326 | \$ 3,450 | \$ 140,776 |
| Gruenwald, Christopher | Director of Forestry | \$ 113,313 | \$ 2,183 | \$ 115,496 |
| Gusdal, Guy | Manager of Inspection Service | \$ 122,922 | \$ 1,199 | \$ 124,121 |
| Hahn, Brian | Fire Captain | \$ 123,545 | \$ 1,898 | \$ 125,443 |
| Hargreaves, Kirsten | Manager of Social Development | \$ 115,704 | \$ 2,816 | \$ 118,520 |
| Hawksby, Greg | Foreman 1 - Roads & Drainage | \$ 94,353 | \$ 1,983 | \$ 96,336 |
| Hazzard, Jay | Planner | \$ 77,967 | \$ 1,834 | \$ 79,801 |
| PAGE SUBTOTAL | | \$ 3,333,147.00 | \$ 75,804.00 | \$ 3,408,951.00 |

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 6

District of Mission

Schedule of Remuneration and Expenses (continued)

for the year ended December 31, 2019

| | | (1) REMUNERATION | (2) EXPENSES | TOTAL |
|--------------------|---|------------------|--------------|-----------------|
| EMPLOYEES | POSITION | | | |
| Henry, Timothy | Operations Manager | \$ 86,934 | \$ 1,441 | \$ 88,375 |
| Holmes, Julie | Asset Technician | \$ 74,542 | \$ 3,696 | \$ 78,238 |
| Hooge, Marvin | Mechanic | \$ 80,738 | \$ 991 | \$ 81,729 |
| Horton, Jason | Manager of Parks & Facilities | \$ 111,896 | \$ 1,615 | \$ 113,511 |
| Hubler, Rodney | Works Inspector CPWI 1 | \$ 76,167 | \$ 449 | \$ 76,616 |
| Ibraheem, Mark | Electrician | \$ 90,245 | \$ 410 | \$ 90,655 |
| Jackman, Jason | Manager of Development Engineering, Projects & Design | \$ 130,129 | \$ 3,815 | \$ 133,944 |
| Johnson, Darrell | Building/License Inspector II | \$ 83,305 | \$ 674 | \$ 83,979 |
| Kastelein, Arthur | Senior Infrastructure Planning Engineer | \$ 133,867 | \$ - | \$ 133,867 |
| Key, Stephanie | Deputy Director of Parks, Recreation & Culture | \$ 119,002 | \$ 578 | \$ 119,580 |
| Kinch, Jason | Engineering Technologist III - Asset Management | \$ 105,351 | \$ 3,728 | \$ 109,079 |
| Kitsch, Kelly | Forestry Technologist | \$ 92,671 | \$ 1,607 | \$ 94,278 |
| Klassen, Chad | Mechanic | \$ 92,851 | \$ 1,560 | \$ 94,411 |
| Klassen, Dennis | Foreman 2 - Roads & Drainage | \$ 90,401 | \$ 1,817 | \$ 92,218 |
| Klassen, Kristi | Budget Analyst | \$ 83,997 | \$ 3,419 | \$ 87,416 |
| Klenk, Brian | Fire Fighter | \$ 134,082 | \$ 517 | \$ 134,599 |
| Knowles, Chris | Manager of Information Services | \$ 131,595 | \$ 6,590 | \$ 138,185 |
| Kuzonski, Rick | Fleet Supervisor | \$ 90,291 | \$ 1,062 | \$ 91,353 |
| Kyle, Tracy | Director of Engineering & Public Works | \$ 178,810 | \$ 1,249 | \$ 180,059 |
| Lakes, Donna-Lee | Human Resources Advisor | \$ 89,056 | \$ 1,136 | \$ 90,192 |
| Laughlin, Brad | Forestry Operations Supervisor | \$ 112,767 | \$ 869 | \$ 113,636 |
| Lissimore, Aaron | Fire Fighter | \$ 102,631 | \$ 1,997 | \$ 104,628 |
| Lopes, Cory | Mechanic RFPT | \$ 80,863 | \$ 863 | \$ 81,726 |
| Lyon, Peter | Health & Safety Advisor | \$ 99,769 | \$ 6,162 | \$ 105,931 |
| MacLeod, Norman | Assistant Fire Chief | \$ 147,012 | \$ 7,837 | \$ 154,849 |
| Magee, Charles | Water/Sewer Operator | \$ 89,679 | \$ 803 | \$ 90,482 |
| Martens, Reginald | Pipelayer/Chargehand | \$ 80,036 | \$ 2,832 | \$ 82,868 |
| McColl, Terry | Utilities Projects Supervisor | \$ 111,881 | \$ 5,156 | \$ 117,037 |
| McPherson, Joan | Recreation Leader - Aquatics | \$ 79,479 | \$ 1,505 | \$ 80,984 |
| Meier, Jennifer | Engineering Technologist III - Environmental Services | \$ 94,425 | \$ 2,885 | \$ 97,310 |
| Mullaly, Shawn | Network Analyst I | \$ 77,636 | \$ 639 | \$ 78,275 |
| Naylor, Tom | Building Maintenance Supervisor | \$ 89,398 | \$ 239 | \$ 89,637 |
| Neufeld, Steven | Senior Buyer | \$ 77,932 | \$ 520 | \$ 78,452 |
| Northup, Pat | Senior Bylaw Enforcement Officer | \$ 78,868 | \$ 239 | \$ 79,107 |
| O'Neal, Robert | Director of Forestry | \$ 157,883 | \$ 98 | \$ 157,981 |
| Onken, Kerri | Deputy Treasurer/Collector | \$ 137,060 | \$ 3,495 | \$ 140,555 |
| Pearson, Jason | Mechanical / Electrical Services Supervisor | \$ 94,295 | \$ 2,451 | \$ 96,746 |
| Pichaloff, Kirsten | Planner | \$ 74,957 | \$ 388 | \$ 75,345 |
| Pitkethly, Barclay | Deputy Chief Administrative Officer | \$ 131,354 | \$ 9,132 | \$ 140,486 |
| Publow, Robert | Manager of Planning | \$ 129,214 | \$ 2,343 | \$ 131,557 |
| PAGE SUBTOTAL | | \$ 4,123,069.00 | \$ 86,807.00 | \$ 4,209,876.00 |

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 6

District of Mission

Schedule of Remuneration and Expenses (continued)

| <i>for the year ended December 31, 2019</i> | | (1) REMUNERATION | (2) EXPENSES | TOTAL |
|---|--|------------------|--------------|------------|
| Racine, Rob | Assistant Manager - Utilities | \$ 95,905 | \$ 4,021 | \$ 99,926 |
| Raman, Suresh | Crew Supervisor - Facility Operations | \$ 89,360 | \$ 306 | \$ 89,666 |
| Rangers, Richard | Fire Fighter | \$ 116,429 | \$ 2,618 | \$ 119,047 |
| Rohde, Michael | Building Inspector Supervisor | \$ 104,514 | \$ 1,458 | \$ 105,972 |
| Rohde, Karl | Building Inspector | \$ 83,374 | \$ 754 | \$ 84,128 |
| Ross, Scott | Manager of Accounting Services | \$ 118,168 | \$ 5,759 | \$ 123,927 |
| Roufousse, Jason | Recreation Administrative Supervisor | \$ 81,770 | \$ 204 | \$ 81,974 |
| Russell, Jennifer | Corporate Officer | \$ 119,511 | \$ 3,050 | \$ 122,561 |
| Rychkun, Nicholas | Assistant Chief Operations & Training | \$ 160,773 | \$ 1,286 | \$ 162,059 |
| Sami, Don | Systems Analyst | \$ 76,174 | \$ 2,107 | \$ 78,281 |
| Sandford, Lawrence | Fire Fighter | \$ 120,096 | \$ 2,584 | \$ 122,680 |
| Schmitt, Brent | Manager of Engineering Planning, Assets, & Facilit | \$ 133,225 | \$ 697 | \$ 133,922 |
| Schneeberger, Brendan | Planning & Design Engineer | \$ 101,811 | \$ 1,263 | \$ 103,074 |
| Seeley, Clare | Manager of Tourism | \$ 94,463 | \$ 4,302 | \$ 98,765 |
| Sinclair, Maureen | Director of Parks, Recreation & Culture | \$ 174,909 | \$ 484 | \$ 175,393 |
| Skelton, Richard | GIS Technician/Draftsperson | \$ 91,548 | \$ 306 | \$ 91,854 |
| Sommer, Dan | Director of Development Services | \$ 164,915 | \$ 3,602 | \$ 168,517 |
| Stewart, Douglas | Director of Finance | \$ 75,693 | \$ 1,420 | \$ 77,113 |
| Taylor, David | Fire Captain | \$ 132,474 | \$ 1,295 | \$ 133,769 |
| Tesluck, Amanda | Program Coordinator | \$ 74,199 | \$ 1,848 | \$ 76,047 |
| Todd, Michael | Fire Fighter | \$ 117,423 | \$ 2,772 | \$ 120,195 |
| Unrau, Dale | Fire Chief | \$ 166,113 | \$ 4,352 | \$ 170,465 |
| Vinnish, Dale | Assistant Manager of Operations | \$ 124,905 | \$ 404 | \$ 125,309 |
| Watson, Brent | Utilities Supervisor | \$ 100,147 | \$ 268 | \$ 100,415 |
| White, Timothy | Firefighter | \$ 82,787 | \$ 3,382 | \$ 86,169 |
| Wilson, Richard | Building Inspector III | \$ 85,352 | \$ 674 | \$ 86,026 |
| Woolliscroft, Shane | Works Inspector | \$ 75,854 | \$ 1,274 | \$ 77,128 |
| Yasin, Amina | Planner | \$ 76,880 | \$ 1,310 | \$ 78,190 |
| Young, David | Mechanic, EVT Master Certified | \$ 84,831 | \$ 788 | \$ 85,619 |
| Younie, Mike | Chief Administrative Officer | \$ 232,051 | \$ 6,383 | \$ 238,434 |
| Zarazun, Rio | Water Sewer Operator II | \$ 89,110 | \$ 1,314 | \$ 90,424 |
| Ziefflie, Brent | Fire Captain | \$ 129,363 | \$ 3,554 | \$ 132,917 |

| | | | |
|---|-------------------------|----------------------|-------------------------|
| | \$ 3,574,127.00 | \$ 65,839.00 | \$ 3,639,966.00 |
| Subtotal - employees with remuneration and expenses exceeding \$75,000 | \$ 11,030,343.00 | \$ 228,450.00 | \$ 11,258,793.00 |
| Consolidated Total - employees whose remuneration is \$75,000 or less | \$ 11,021,781.76 | \$ 34,811.98 | \$ 11,056,593.74 |
| SUBTOTAL - EMPLOYEES | \$ 22,052,124.76 | \$ 263,261.98 | \$ 22,315,386.74 |
| GRAND TOTAL - ELECTED OFFICIALS & EMPLOYEES | \$ 22,387,567.76 | \$ 299,200.98 | \$ 22,686,768.74 |

(1) Includes any form of salary, wage, gratuities and taxable benefits, including applicable vehicle allowances paid to the employee or on behalf of an employee

(2) Includes travel expenses, memberships, tuition, relocation, vehicle reimbursements, and registration fees paid directly to an employee or to a third party on behalf of an employee.

The variance between the remuneration schedule and the salaries and benefits reported in the financial statements of the District are attributable to a number of factors, including that the remuneration schedule is based on actual payments made during the year, while the financial statements are prepared on an accrual basis.

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 6

District of Mission

Statement of Severance Agreements

for the year ended December 31, 2019

There were no severance agreements under which payment commenced between the District of Mission and its non-unionized employees during 2019.

District of Mission***Schedule of Suppliers of Goods or Services******Excludes transfers to other taxing authorities and organizations***

| <i>for the year ended December 31, 2019</i> | AMOUNT PAID TO SUPPLIER |
|--|------------------------------------|
| AGGREGATE PAYMENTS EXCEEDING \$25,000 | |
| 1143121 BC Ltd. | 397,876 |
| A-MAIS TECHNOLOGIES INC. | 62,870 |
| ADVANCED ENERGY SYSTEMS MANAGEMENT | 99,032 |
| ALARMTRON (B.C.) LTD. | 53,587 |
| ANDREW SHERET LTD | 143,045 |
| APLIN & MARTIN CONSULTANTS LTD. | 37,398 |
| AQUATECH SOLUTIONS CANADA | 42,131 |
| ARBOR PRO TREE SERVICES LTD | 25,090 |
| ARCHWAY COMMUNITY SERVICES - RECYCLING | 435,942 |
| ASSOCIATED ENGINEERING (B.C.) LTD. | 83,085 |
| BA BLACKTOP LTD | 488,511 |
| BC ASSESSMENT AUTHORITY | 456,172 |
| BC HOUSING | 1,500,000 |
| BC HYDRO | 1,131,012 |
| BC TRANSIT | 1,674,491 |
| BDO CANADA LLP | 34,335 |
| BEST WESTERN PLUS MISSION CITY LODGE | 34,342 |
| BLACK PRESS GROUP LTD | 74,244 |
| BMO - BANK OF MONTREAL | 471,373 |
| BRIDGEWATER PROPERTIES INC. | 63,000 |
| BUY RITE OFFICE FURNISHINGS LTD | 196,701 |
| C.U.P.E. LOCAL 1267 | 242,099 |
| CAMBIE ROOFING AND DRAINAGE LTD. | 321,300 |
| CAMPBELL SCIENTIFIC CANADA CORP | 28,369 |
| CANADIAN LINEN AND UNIFORM SERVICE CO. | 45,472 |
| CANADIAN PACIFIC RAILWAY COMPANY | 92,160 |
| CANSEL SURVEY EQUIPMENT INC | 39,753 |
| CAPITAL HILL GROUP | 29,450 |
| CASCADIA ENERGY LTD. | 242,667 |
| CDW CANADA INC. | 57,620 |
| CEDAR CREST LANDS (B.C.) LTD. | 276,658 |
| CITY OF ABBOTSFORD | 2,763,385 |
| CLEARTECH INDUSTRIES INC. | 53,034 |
| CMAC CONCRETE | 108,908 |
| COBRA ELECTRIC LTD | 53,173 |
| COMMERCIAL TRUCK EQUIPMENT CORP | 925,695 |
| CUSTOM TANK SERVICES LTD. | 35,593 |
| CZERNA-PUT, IRENA | 704,739 |
| DACON EQUIPMENT LTD. | 275,881 |
| DAVIES SAND & GRAVEL LTD. | 136,152 |
| DOUGNESS HOLDING LTD. c/o BILL CAMERON | 287,008 |
| DRIVE PRODUCTS INC | 44,429 |
| DU, LIAN XIANG | 31,190 |
| EKISTICS TOWN PLANNING INC. | 484,562 |
| EMCO CORPORATION | 187,962 |
| ENVISION INSURANCE SERVICES LTD | 186,333 |
| ESC AUTOMATION INC | 75,269 |
| ESRI CANADA LIMITED | 46,353 |
| EUROVIA BRITISH COLUMBIA INC. | 967,703 |
| Page Subtotal | <u>\$ 16,247,152</u> |

District of Mission***Schedule of Suppliers of Goods or Services (continued)****Excludes transfers to other taxing authorities and organizations*

| <i>for the year ended December 31, 2019</i> | AMOUNT PAID TO SUPPLIER |
|--|------------------------------------|
| AGGREGATE PAYMENTS EXCEEDING \$25,000 | |
| FIELD'S TREE SERVICE INC | 29,111 |
| FIREWISE CONSULTING LTD. | 34,152 |
| FIRST CLASS WASTE SERVICES INC | 29,315 |
| FLYNN CANADA LTD | 263,710 |
| FORESEASON TECHNOLOGY INC. | 58,705 |
| FORSITE CONSULTANTS LTD. | 36,343 |
| FORTISBC - NATURAL GAS | 111,304 |
| FOUNTAIN TIRE LTD. | 26,695 |
| FRASER VALLEY BUILDING SUPPLIES | 37,027 |
| FRASER VALLEY FIRE PROTECTION LTD | 50,628 |
| FRASER VALLEY INVASIVE SPECIES SOCIETY | 27,485 |
| FRASER VALLEY REFRIGERATION LTD. | 550,383 |
| FRASER VALLEY REGIONAL DISTRICT | 1,448,986 |
| FRASER VALLEY REGIONAL HOSPITAL DISTRICT | 1,472,678 |
| FRASER VALLEY REGIONAL LIBRARY | 1,449,487 |
| FRED SURRIDGE LTD | 46,813 |
| GBF TECHNICAL FOREST SERVICES LTD. | 47,373 |
| GEOADVICE ENGINEERING INC. | 52,100 |
| GEOPACIFIC CONSULTANTS LTD. | 66,713 |
| GESCAN | 78,817 |
| GFL ENVIRONMENTAL INC | 1,017,439 |
| GHD LIMITED | 101,838 |
| GRANDVIEW BLACKTOP LTD | 73,498 |
| GREGG DISTRIBUTORS (B.C.) LTD. | 61,888 |
| GROUPEALTH GLOBAL - TRUST | 1,263,306 |
| GUILLEVIN INTERNATIONAL INC. | 73,115 |
| HABITAT SYSTEMS INCORPORATED | 313,951 |
| HARRIS & COMPANY LLP | 34,099 |
| HEIDELBERG CONTRACTING LTD. | 55,064 |
| HUB FIRE ENGINES & EQUIPMENT LTD | 518,214 |
| IAFF LOCAL 4768 | 31,711 |
| ICONIX WATERWORKS LP | 61,778 |
| IDRS - INTERNATIONAL DIRECT RESPONSE SER | 25,807 |
| INFINITE ROAD MARKINGS LTD. | 36,808 |
| INNOVATIVE MECHANICAL (1997) LTD. | 53,984 |
| ISL ENGINEERING AND LAND SERVICES | 135,473 |
| JJM CONSTRUCTION LTD | 4,925,739 |
| JUSTICE INSTITUTE OF B.C. | 30,960 |
| JW RECYCLE IT INC. | 70,005 |
| KEENAN, PATRICK | 114,859 |
| KEMANO CONSTRUCTION LTD | 295,835 |
| KENDRICK EQUIPMENT (2003) LTD. | 674,314 |
| KEY WEST ASPHALT LTD. | 1,075,770 |
| KING HOE EXCAVATING LTD | 40,302 |
| KTI LIMITED | 104,412 |
| LAFARGE CANADA INC. | 51,953 |
| LEGENDARY GOLDEDGE DEVELOPMENT GROUP | 243,020 |
| LIT AQUATICS LTD | 56,964 |
| LONG VIEW SYSTEMS | 36,303 |
| LORDCO PARTS LTD. | 106,964 |
| Page Subtotal | <u>\$ 17,603,196</u> |

District of Mission***Schedule of Suppliers of Goods or Services (continued)****Excludes transfers to other taxing authorities and organizations*

| <i>for the year ended December 31, 2019</i> | AMOUNT PAID TO SUPPLIER |
|--|------------------------------------|
| AGGREGATE PAYMENTS EXCEEDING \$25,000 | |
| LPI MECHANICAL (WEST) INC. | 82,596 |
| M CORONA EXCAVATING | 33,141 |
| MACK KIRK ROOFING & SHEET METAL LTD. | 295,621 |
| MAINROAD MAINTENANCE PRODUCTS | 113,833 |
| MCBRIDE DESIGNS | 35,226 |
| MCRAE'S SEPTIC TANK SERVICE(F.V.)LTD | 42,185 |
| MERTIN CHEVROLET CADILLAC BUICK GMC LTD | 43,953 |
| MERTIN NISSAN LTD. | 80,250 |
| MIKE'S BACKHOE SERVICE LTD | 146,958 |
| MINISTER OF FINANCE | 12,233,531 |
| MISSION DOWNTOWN BUSINESS ASSOCIATION | 92,487 |
| MISSION ISSHINRYU KARATE | 25,256 |
| MISSION REGIONAL CHAMBER OF COMMERCE | 26,447 |
| MISSION SKATING CLUB | 50,635 |
| MISSION VIEW FARMS LTD. | 36,628 |
| MITCHELL PRESS LIMITED | 29,418 |
| MITECH SERVICES LTD. | 40,819 |
| MONERIS | 44,635 |
| MORFCO SUPPLIES LTD. | 32,097 |
| MP TRAFFIC CONTROL LTD | 125,873 |
| MUNICIPAL INSURANCE ASSOCIATION OF B.C. | 461,482 |
| MUNICIPAL PENSION PLAN | 1,826,805 |
| NEOPOST CANADA LIMITED | 28,415 |
| NEW VALUE SOLUTIONS GROUP INC | 32,858 |
| NEW WEST GYPSUM RECYCLING (B.C.) INC. | 37,326 |
| NIXON & ASSOCIATES | 55,207 |
| NORTH SHORE PROJECT LEADERSHIP | 35,841 |
| NORTHWEST PIPE COMPANY | 1,709,190 |
| NUCOR ENVIRONMENTAL SOLUTIONS LTD. | 30,496 |
| NUTEK SIGN CREATIONS | 28,554 |
| ONSITE ENGINEERING LTD. | 324,047 |
| PARKLAND REFINING (B.C.) LTD | 365,944 |
| PD DEVELOPMENT CORPORATION | 151,995 |
| PHIL'S JANITORIAL SERVICE | 70,755 |
| PI FINANCIAL CORP | 8,028,383 |
| PILLDOLLA CREEK CONTRACTING LTD. | 238,000 |
| PINCHIN LTD | 42,984 |
| POWER EARTH ENTERPRISES INC. | 34,267 |
| PRT - COASTAL BC | 38,588 |
| RECEIVER GENERAL FOR CANADA | 9,846,872 |
| RECTEC INDUSTRIES INC | 70,953 |
| REDEKOP INVESTMENTS GROUP | 32,000 |
| REMPLE DISPOSAL LTD. | 2,045,793 |
| RICOH CANADA INC. | 77,269 |
| RIVERSIDE EQUIPMENT INC. | 42,614 |
| ROCKY MOUNTAIN PHOENIX | 55,376 |
| ROGERS WIRELESS | 78,381 |
| Page Subtotal | <u>\$ 39,401,986.66</u> |

District of Mission***Schedule of Suppliers of Goods or Services (continued)******Excludes transfers to other taxing authorities and organizations***

| | AMOUNT PAID TO SUPPLIER |
|---|------------------------------------|
| for the year ended December 31, 2019 | |
| AGGREGATE PAYMENTS EXCEEDING \$25,000 | |
| ROLLINS MACHINERY LTD | 288,319 |
| ROYAL LEPAGE WHEELER CHEAM IN TRUST | 25,000 |
| SANSCORP PRODUCTS LTD. | 110,292 |
| SCHOOL DISTRICT #75 - MISSION | 265,532 |
| SEXAUER LTD, LTEE. | 321,871 |
| SEYEM QWANTLEN DEVELOPMENT LTD. | 35,388 |
| SNC-LAVALIN INC. | 57,262 |
| SOFTCHOICE LP | 53,263 |
| SOURCE OFFICE FURNISHINGS & SYSTEMS LTD. | 44,643 |
| SOUTH COAST BC TRANSPORTATION AUTHORITY | 950,299 |
| SPECTRUM PIPE GROUP INC | 42,099 |
| STAPLES BUSINESS ADVANTAGE | 58,307 |
| STEWART MCDANNOLD STUART | 125,874 |
| SUMMIT EARTHWORKS | 447,614 |
| SUNCOR ENERGY PRODUCTS PARTNERSHIP | 443,623 |
| SUTTLE RECREATION INC. | 78,608 |
| SUTTON ROAD MARKING LTD. | 83,205 |
| SYMONS TIRE SERVICE LTD | 34,148 |
| TALBOT, DENNIS | 863,749 |
| TASEKO TIMBER LTD. | 168,513 |
| TELUS COMMUNICATIONS (B.C.) INC. | 37,383 |
| TELUS SERVICES INC. | 31,608 |
| TERVITA CORPORATION | 26,592 |
| TIKAL CONSTRUCTION LTD. | 401,146 |
| TLD COMPUTERS INC. | 32,204 |
| TOMKO SPORTS SYSTEMS | 31,655 |
| TOWER FITNESS EQUIPMENT SERVICES INC. | 57,889 |
| TRANSWOOD TIMBER LTD | 98,813 |
| TRIUMPH TRAFFIC INDUSTRIES INC | 25,444 |
| UNICORN PRODUCTS LTD | 68,443 |
| UNITED DEFENSE SECURITY LTD. | 77,072 |
| VALLEY TRAFFIC SYSTEMS INC | 52,908 |
| WADE & ASSOCIATES LAND SURVEYING LTD. | 27,464 |
| WEST COAST GROUTING LTD. | 25,005 |
| WESTERN SCALE CO. LTD. | 53,763 |
| WESTVAC INDUSTRIAL LTD. | 102,350 |
| WISHBONE INDUSTRIES LIMITED | 29,687 |
| WOLSELEY WATERWORKS GROUP | 32,860 |
| WOOD WYANT INC. | 64,452 |
| WORKERS' COMPENSATION BOARD OF BC | 412,721 |
| ZANZIBAR HOLDINGS LTD | 29,544 |
| ZDUNICH, SANDRA | 29,742 |
| | <u>6,246,355</u> |
| Grand Total - Aggregate Payments exceeding \$25,000 | <u>\$ 79,498,690</u> |
| Consolidated Total - Suppliers who received aggregate payments of \$25,000 or less | <u>\$ 3,637,416</u> |
| Subtotal | <u>\$ 3,637,416</u> |
| CONSOLIDATED TOTAL PAID TO SUPPLIERS FOR GRANTS & CONTRIBUTIONS | <u>\$ 475,244</u> |
| TOTAL PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES | <u><u>\$ 83,611,350</u></u> |

The District prepares the Schedule of Suppliers of Goods or Services based on actual disbursements through the accounts payable system, which is on a cash basis. Therefore, this figure will differ significantly from the expenses reported on an accrual basis in the consolidated financial statements. There are also a number of disbursements that are not considered expenses, including payments for the acquisition of tangible capital assets.



Finance Department Staff Report

File: 05-1980-50-16

DATE: August 17, 2020
TO: Chief Financial Officer
FROM: Kerri Onken, Deputy Treasurer/Collector
SUBJECT: 2020 Property Tax Sale Deferral
ATTACHMENT: A - 2020 Property Tax Sale Deferral Bylaw 5968-2020
 B - Excerpts of Ministerial Order No M159

RECOMMENDATION: Council consider and resolve:

That Council consider giving three readings and adoption to the District of Mission 2020 Tax Sale Deferral Bylaw 5968-2020 to defer the tax sale from 2020 to 2021.

PURPOSE:

That Council consider giving three readings and adoption of the District of Mission 2020 Tax Sale Deferral Bylaw 5968-2020 to defer the tax sale from 2020 to 2021 (see Attachment A).

BACKGROUND:

Under the *Community Charter*, a Property Tax Sale occurs each year on the last Monday in September. Due to the COVID-19 pandemic, municipalities in BC are able to defer the 2020 Tax Sale. This allowance is granted through Ministerial Order No. M159 issued by the Province of BC, under the *Emergency Program Act* (see attachment B).

Delinquent property taxes are those that have been outstanding since 2018, before the pandemic. If the District exercises the above-noted ministerial order, property owners will have additional time to pay off delinquent balances and the municipality will benefit from a lessened administrative burden by avoiding the logistics involved in hosting an auction with social distancing measures, two days before this year's penalty date.

Under Ministerial Order No. 192, Council is permitted to adopt a bylaw the same day that a bylaw has been given third reading, if the bylaw is made in relation to tax sales. This order is intended on being exercised, as the bylaw is required to be in place by August 31, 2020.

DISCUSSION AND ANALYSIS:

Due to the pandemic, Ministerial Order No. 159 was issued by the Minister of Public Safety and Solicitor General, Mike Farnworth. One of the items included in the order is the ability for Council to defer the 2020 Property Tax Sale for one year.

The Annual Tax Sale is the collection mechanism used after a property's taxes remain outstanding for three years. Rarely does the title of a property change through a tax sale as once sold, the property owner has one year to redeem the property. Typically, the property owner redeems the property or the

creditors foreclose and redeem the property. Over the past 5 years, only 18 properties were auctioned at a tax sale in Mission, or about 3 or 4 per year and both the municipality and the public can bid at this auction.

There is considerable work that staff perform to contact the registered owners of the properties with delinquent balances in order to reduce the number down to the 3 or 4 that go to tax sale. Given the impacts of COVID-19 and that the property tax staff are all new to the District, postponing would reduce the administration to proceed. With the delay of the property tax penalty date to October 1, 2020 this year, a higher volume of payments to process by the staff at the end of September is expected. The tax sale would fall two days before the property tax penalty date this year.

Council may consider the deferral of the tax sale for the following reasons:

- In a difficult year for many, the deferral could alleviate the stress of paying the delinquent taxes for one year for property owners impacted by Covid-19
- Property owners with reduced income due to Covid-19 may have limited options to pay the delinquent taxes.

FINANCIAL IMPLICATIONS:

The deferment of the tax sale could delay the payment of approximately \$370,000 in delinquent property taxes. This is immaterial to the District's overall cash flow.

COMMUNICATION:

Written notice must be sent within 2 weeks of the bylaw's adoption to the property owner of a property that is subject to the deferred annual tax sale advising the owner that:

- The annual tax sale for 2020 has been deferred to September 27, 2021,
- Any taxes that are delinquent will remain delinquent for 2021, with applicable interest charges, and
- Unless the delinquent taxes are paid before the start of the tax sale on September 27, 2021, the property will be subject to tax sale on September 27, 2021.

Staff will work with these customers to encourage regular payments to reduce the total burden for 2021 including the offer to join the District's monthly pre-authorized payment program until May 2021.

SUMMARY AND CONCLUSION:

Due to the Covid-19 pandemic, the Province has provided municipalities the option to defer the 2020 tax sale. The 2020 Property Tax Sale Deferral Bylaw 5968-2020 has been prepared in order to defer the 2020 Property Tax Sale to 2021.

SIGN-OFFS:



Kerri Onken, Deputy Treasurer/Collector



Reviewed by:
Doug Stewart, Director of Finance

Comment from the Chief Administrative Officer:
Reviewed.

Attachment A

DISTRICT OF MISSION

BYLAW 5968-2020

A bylaw to defer the 2020 property tax sale

WHEREAS pursuant to Ministerial Order M159 (15) of the Minister of Public Safety and Solicitor General, Council may defer the annual tax sale for 2020;

AND WHEREAS pursuant to Ministerial Order M192 (12) of the Minister of Public Safety and Solicitor General, Council may adopt a tax sale bylaw on the same day that a bylaw has been given third reading if the bylaw is in relation to tax sale;

NOW THEREFORE, the Council of the District of Mission enacts as follows:

1. This bylaw may be cited for all purposes as "2020 Property Tax Sale Deferral Bylaw No. 7660-2020".
2. That the 2020 annual property tax sale, pursuant to section 645 of the *Local Government Act* and Ministerial Order M159 (15), be deferred to September 27, 2021.

READ A FIRST TIME this ____ day of ____, 2020

READ A SECOND TIME this ____ day of ____, 2020

READ A THIRD TIME this ____ day of ____, 2020

ADOPTED this ____ day of ____, 2020

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL,
CORPORATE OFFICER

Attachment B

Excerpts of Ministerial Order No M159

ORDER OF THE MINISTER OF PUBLIC SAFETY AND SOLICITOR GENERAL

Emergency Program Act

Ministerial Order No. M159

WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020 because of the COVID-19 pandemic;

AND WHEREAS it is in the public interest to ensure that certain financial measures be authorized so that local governments have operating funds during the emergency and the impacts of the emergency are lessened by varying, extending or deferring requirements;

AND WHEREAS section 10 (1) of the *Emergency Program Act* provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that the attached Local Government Finance (COVID-19) Order is made.

Division 4 – Annual Tax Sales

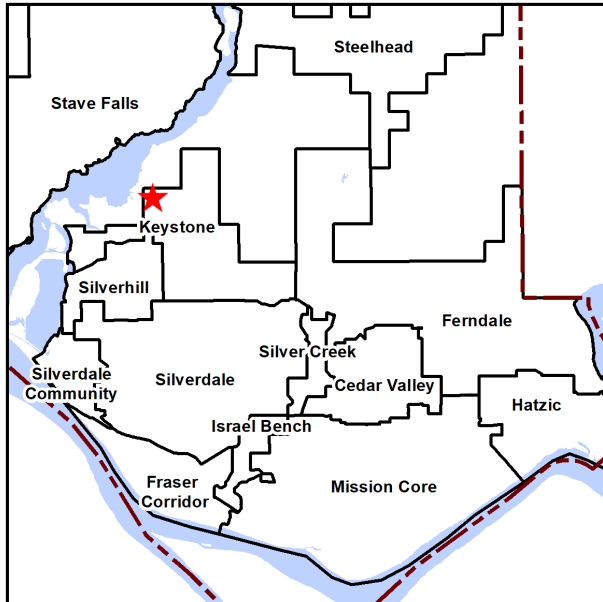
Deferral of tax sale – municipalities

- 15 (1) A council of a municipality may, by bylaw adopted on or before August 31, 2020, defer the annual tax sale for 2020, provided for under Division 7 [*Annual Municipal Tax Sale*] of Part 16 [*Municipal Provisions*] of the *Local Government Act*, until September 27, 2021, with the effect that the annual tax sale would be on that date in respect of the upset price described in section 649 [*upset price for tax sale*] of that Act.
- (2) If a bylaw is adopted deferring the annual tax sale,
 - (a) written notice must be sent within 2 weeks of the bylaw's adoption to the property owner of a property that is subject to the deferred annual tax sale advising the owner that
 - (i) the annual tax sale for 2020 has been deferred to September 27, 2021,
 - (ii) any taxes that are delinquent will remain delinquent for 2021, with applicable interest charges, and
 - (iii) unless the delinquent taxes are paid before the start of the tax sale on September 27, 2021, the property will be subject to tax sale on September 27, 2021,
 - (b) it is not required to provide public notice of the deferral of the annual tax sale, and
 - (c) for certainty, any taxes that are delinquent, as described in section 246 (1) [*delinquent taxes*] of the *Community Charter*, remain delinquent for 2021, with interest charges that are carried under that Act.
- (3) For certainty, this section does not limit the application of the *Local Government Act* to an annual tax sale in respect of a municipality that does not defer its annual tax sale.
- (4) This section applies despite Division 7 of Part 16 of the *Local Government Act*.



Development Services - Planning Division Staff Report

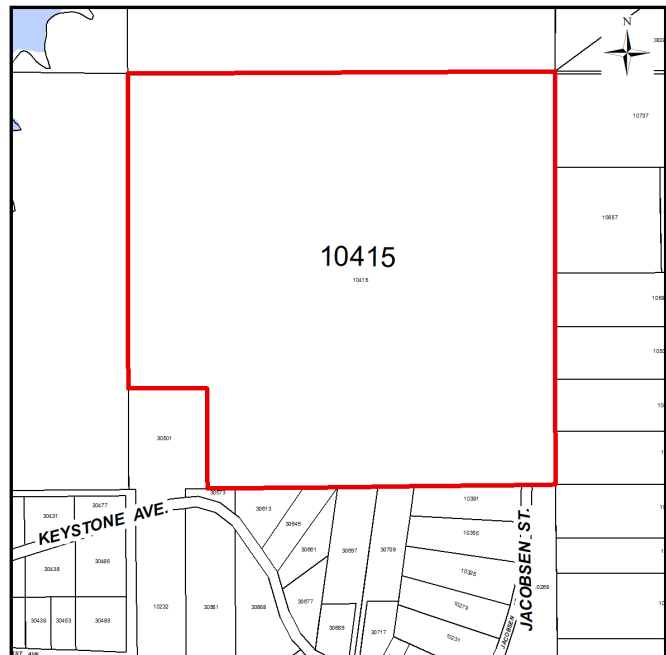
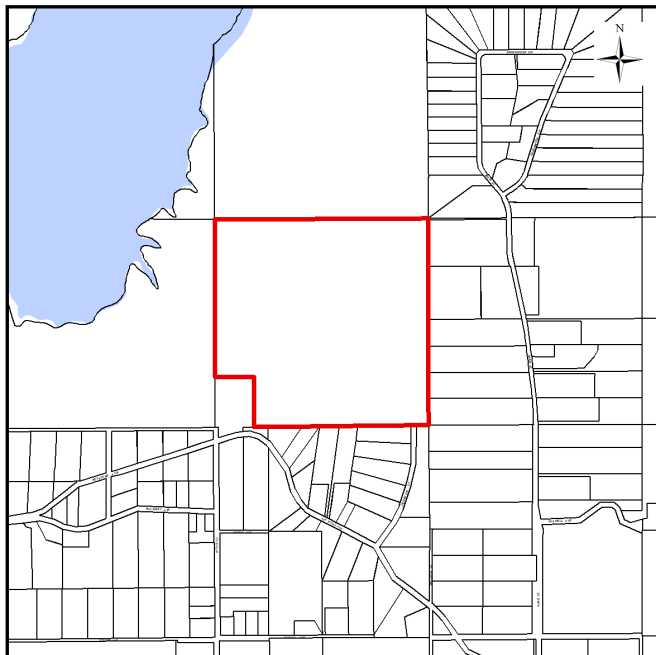
Project: P2020-042
Application Numbers: OCP20-004, R20-010
File: 08-3310-22



DATE: August 17, 2020
BYLAW / PERMIT #: 5967-2020-5670(26)
PROPERTY ADDRESS: 10415 Jacobsen Street
LOCATION: Keystone
CURRENT ZONING: Rural 80 Secondary Dwelling Zone (RU80s)
PROPOSED ZONING: Institutional Assembly Zone (IA)
CURRENT OCP: Rural
PROPOSED OCP: Institutional

PROPOSAL:

To re-designate the property from Rural to Institutional to facilitate development of a monastery.



OVERVIEW AND STAFF COMMENTS:

This report details the application to amend the Official Community Plan designation for the property located at 10415 Jacobsen Street from *Rural* to *Institutional* to facilitate a subsequent rezoning to permit development of a monastery, and identifies the necessary amendments to the Official Community Plan.

An Official Community Plan amending bylaw, 5967-2020-5670(26), is listed for first reading under the “Bylaws for Consideration” section of the Council Agenda.

PURPOSE:

To accommodate the development of a monastery on the subject property.

RECOMMENDATION:

Council consider and resolve:

That, upon due 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 consultation referrals are considered to be those affected for the purposes of this Section.

RATIONALE OF RECOMMENDATION:

- The proposed land uses will not likely cause any significant impact on the neighbouring properties, as the subject property is very large and relatively isolated.

SITE CHARACTERISTICS AND CONTEXT:

Applicant

- Slade Dyer & Associates Inc.

Property Size

- 60.6 ha (149.8 ac)

Neighbourhood Character

- The subject property is located at the northern end of Jacobsen Street in the Keystone neighbourhood. It is currently developed with a single family dwelling, a garden cottage, and several accessory and agricultural buildings. A large portion of the property is used for agricultural purposes.
- The property to the North of the subject property is designated *Municipal Forest*.
- The properties to the west of the subject property are designated *Rural* and *Parks and Open Space*.
- The properties to the south and west of the subject property are designated *Rural Residential* and *Agriculture*. Some of the properties are located within the Agricultural Land Reserve.

DEVELOPMENT CONSIDERATIONS:

The applicant is proposing to develop the site into a monastery, including a place of worship, dormitories, education facilities, continuing agricultural uses, and other associated accessory uses. The applicant has provided a cover letter that describes their goals for the development and outlines each proposed land use (see **Attachment A**).

POLICY LAN.47 – OFFICIAL COMMUNITY PLAN REFERRAL:

Review of the proposed development application must be undertaken in compliance with LAN.47. Staff have reviewed the requirements of LAN.47 and recommend that referrals with respect to the OCP amendment be forwarded to The Fraser Valley Regional District, First Nations, the Agricultural Land Commission, School District No.75, The Ministry of Environment & Climate Change Strategy, the Ministry of Transportation and Infrastructure, Fraser Health Authority, and Fisheries and Oceans Canada.

ATTACHMENTS:

A – Cover Letter

SIGN-OFFS:

Rob Publow, Manager of Planning

KP

Comment from Chief Administrative Officer:

Reviewed.

ATTACHMENT A – Cover Letter



Rezoning Application

Address: 10415 Jacobsen Street, Mission, BC, V4S1G5

Dakinava
Buddhist
Educational and
Cultural
Society

ATTACHMENT A – Cover Letter



Vision

DBECS is a registered Buddhist religious charitable organization, that works for human wellness through religious education and community services.

Mission

Promote the ethical and spiritual life for the community, by fostering lifelong learning and practice of wisdom and compassion.

Goals

DBECS plans to establish a Buddhist order in Mission for professional training and for undertaking activities ancillary and incidental to the attainment of the below charitable purposes:

- (1) teaching the religious tenets, doctrines, and observances associated with the Buddhist faith;
- (2) constructing and maintaining a house of worship with services held in accordance with the tenets and doctrines of the Buddhist faith;
- (3) establishing and maintaining a religious school of instruction on the subject of the Buddhist faith and interfaith topics.

Two major themes interwoven through the DBECS service programs are – Wisdom (or Bodhi, in Sanskrit) and Compassion. The development of wisdom will start with the training of insights into the nature of life and death. The cultivation of compassion will start by providing religious services to the local communities and the congregation in the Greater Vancouver.

P.1

ATTACHMENT A – Cover Letter



Institutional History

Dakinava Buddhist Educational and Cultural Society (DBECS) was founded in Victoria, BC, in 1995; bought the present property, and moved to Mission in 2018. DBECS is associated with the Daksinavana Bhiksuni Samgha Ashram (DBSA, founded in 1982) in Taiwan and the Daksinavana Institute of Buddhist Studies (DIBS, 1993).

DBSA, also known as the Nanlin Temple in Taiwan, is reputed to inherit Buddha's rules of life and to have a professional development school in Buddhist vinaya and sutra studies. The temple has received numerous awards and nominations for her dedication to religious education and community services, such as:

International Recognitions

Visvakirithi Vinaya Visarada, Panditha, Dhammadinna, (The Bearer of World-reputation for Expertise in the Discipline, Pundit, Dhamma Preacher), a title conferred by the Jayawardhanapura Commemoration Foundation, Sri Lanka, 2005.

Outstanding Women in Buddhism Award, by the International Women's Meditation Center Foundation, Thailand, 2008 .

Domestic Recognitions

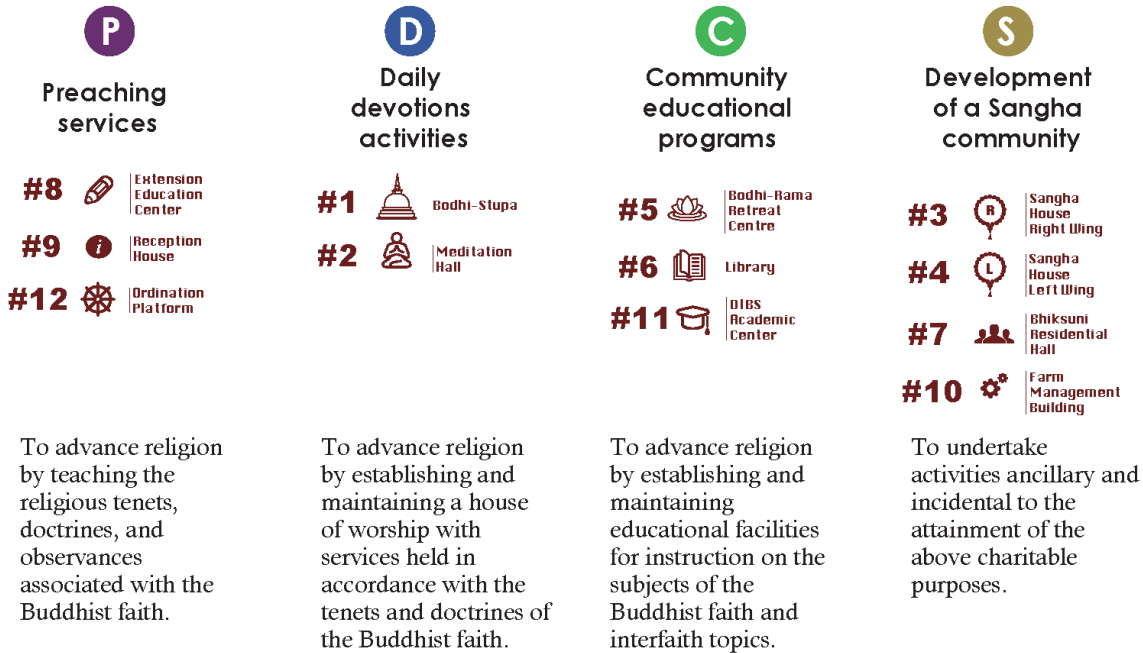
Public Charity and Social Educational Cause Meritorious Religious Group of the Year, awarded by the Ministry of the Interior in Taiwan, in thirteen consecutive years, from 2006 to 2018.

Ten Consecutive Years of Public Charity and Social Educational Merit Memorial, awarded by the Executive Ministry in Taiwan, 2017.

ATTACHMENT A – Cover Letter



Purposes

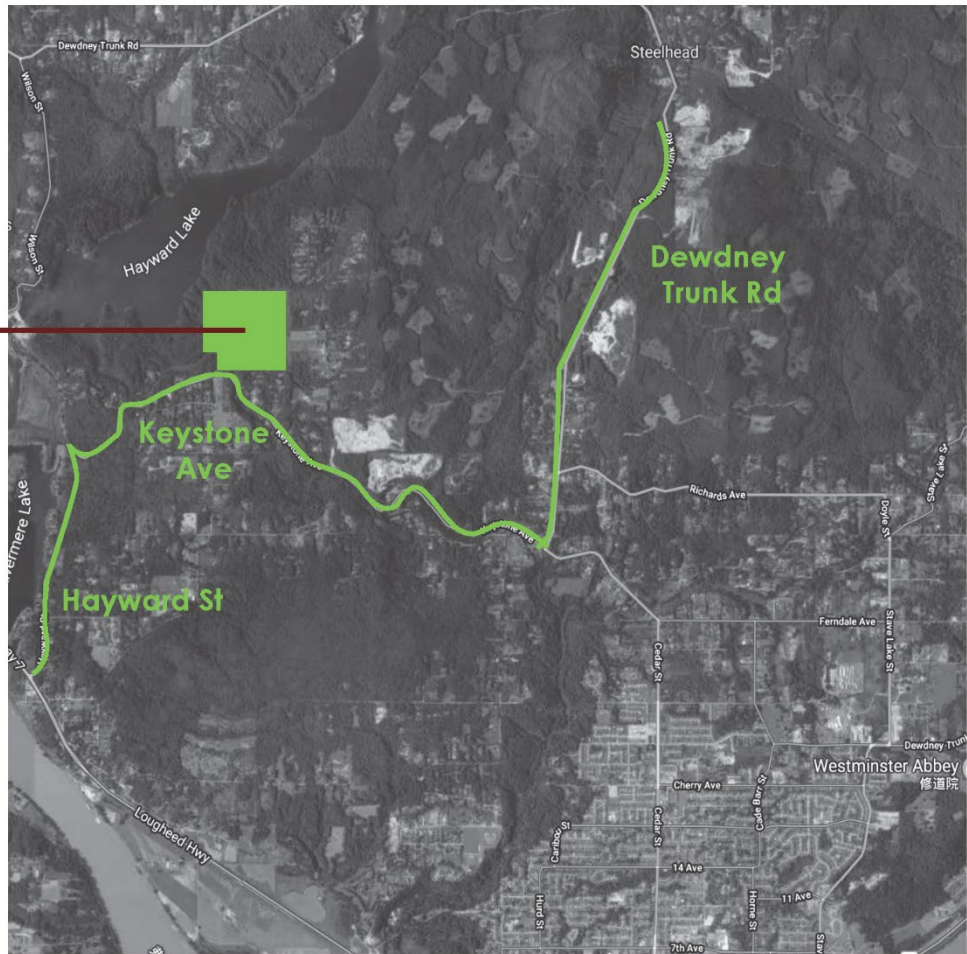


ATTACHMENT A – Cover Letter



site Context

10415
Jacobsen Street



P.4

ATTACHMENT A – Cover Letter



P.5

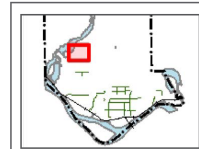
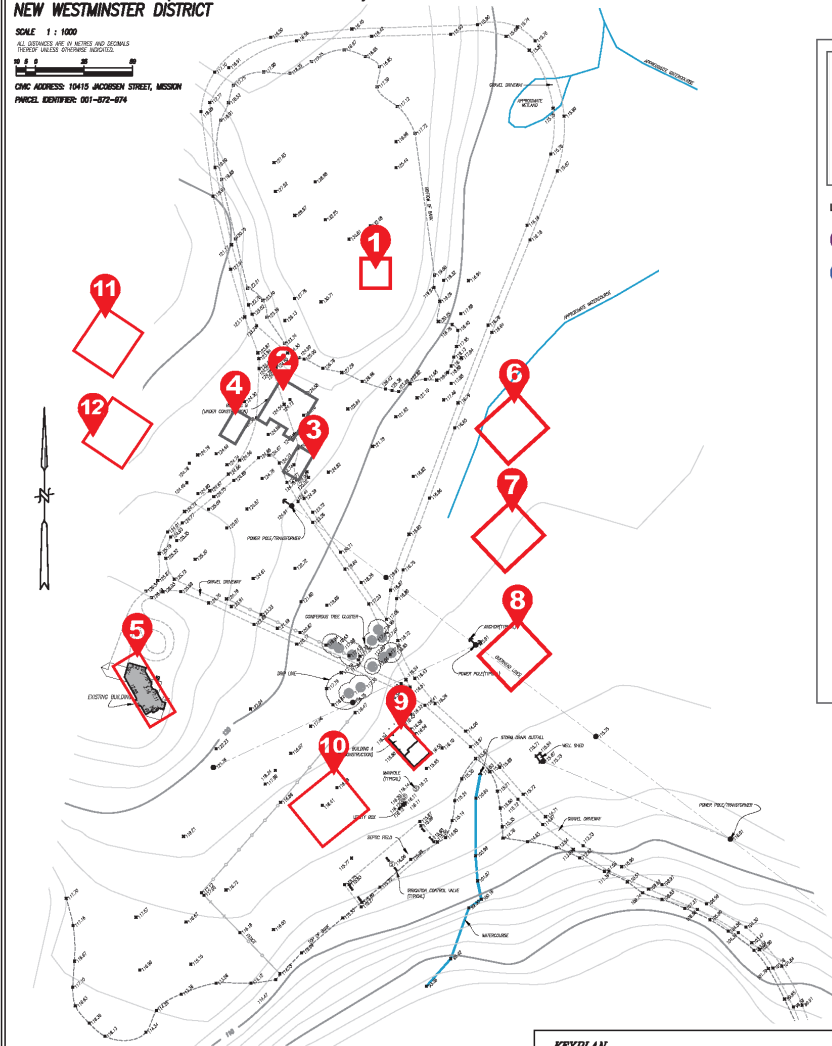
ATTACHMENT A – Cover Letter



TOPOGRAPHIC SURVEY OF PART OF THE SOUTH WEST QUARTER SECTION 12 TOWNSHIP 15 EXCEPT: PARCEL 'A' (EXPLANATORY PLAN 15663) NEW WESTMINSTER DISTRICT

DISTRICT OF MISSION FILE:

SCALE 1 : 1000
ALL DISTANCES ARE IN METRES AND DECIMALS
THENCE UNLESS OTHERWISE INDICATED.
CANC. ADDRESS: 10415 JACOBSON STREET, MISSION
PARCEL IDENTIFIER: 001-652-674



Legend

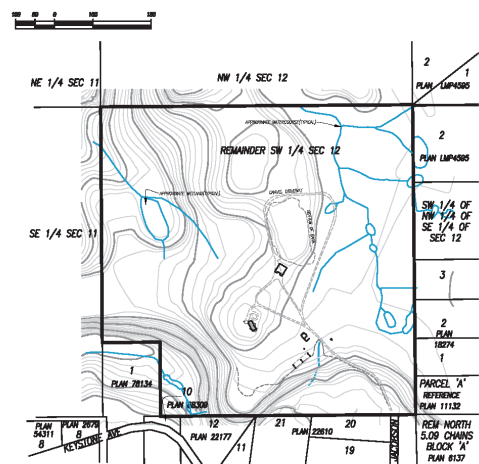
- | | | |
|---|----|----------------------------|
| P | 1 | Bodhi Stupa |
| D | 2 | Meditation Hall |
| S | 3 | Sangha House Right Wing |
| S | 4 | Sangha House Left Wing |
| C | 5 | Bodhi-Rama Memorial Centre |
| C | 6 | Library |
| S | 7 | Thiksum Residential Hall |
| P | 8 | Extension Education Center |
| P | 9 | Reception House |
| S | 10 | Farm Management Building |
| C | 11 | Oliver Academic Center |
| P | 12 | Graduation Platform |

SURVEYED:
MAY 22-23, 2018 (TOPOGRAPHIC)
MAY 31, 2018 (BUILDING A)
OCTOBER 11, 2018 (BUILDING B)

DRAWING DATE:
JANUARY 2, 2019

KEYPLAN

SCALE 1 : 5000
ALL DISTANCES ARE IN METRES AND DECIMALS
THENCE UNLESS OTHERWISE INDICATED.



CONTOURS & WATERCOURSE ACCORDING TO
DISTRICT OF MISSION MAPS
INFORMATION REGARDING TOPOGRAPHY AND UNDERGROUND SERVICES
IS COMPILED FROM FIELD SURVEY AND SERVICE LOCATION PLANS.
ALL L/U/S SERVICE LOCATIONS ARE APPROXIMATE AND MUST BE
CONFIRMED BY THE USE OF PIPE LOCATOR (H-SCOPE) AND
MANUAL DIGGING.

LOT DIMENSIONS DERIVED FROM
PLAN 22810 et al

ELEVATIONS ARE IN METRES (RECEIVING)
ELEVATIONS REFERENCED TO
CGVD (1985)

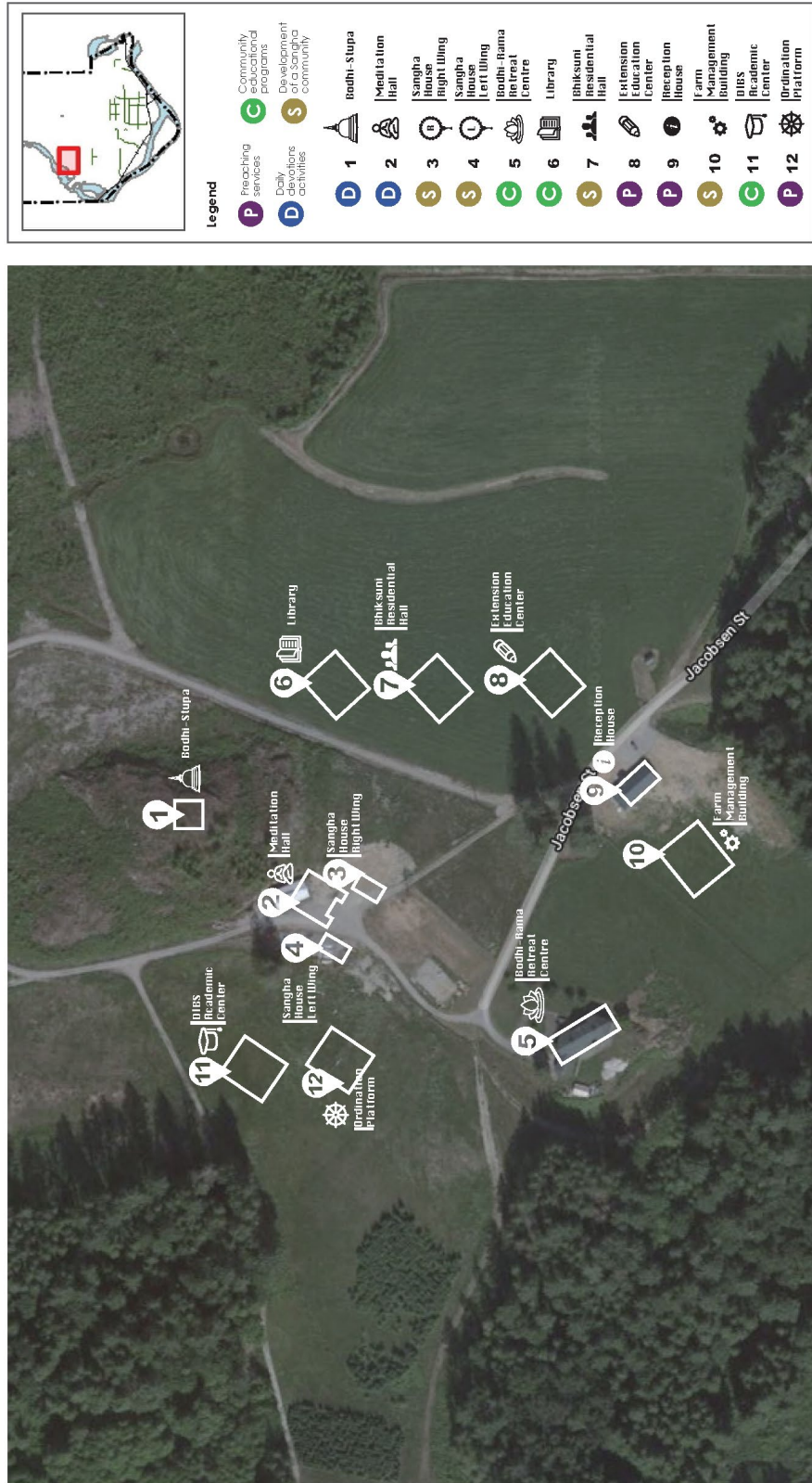
WINE & ASSOCIATES LAND SURVEYING LTD.
100 LAND SURVEYORS
MISSION & WHOLE ROCK
PHONE: (250) 858-8861 OR 463-4753
FAX: (250) 858-8861

PREPARED FOR: DAKINAVA BUDDHIST EDUCATIONAL & CULTURAL SOCIETY

ATTACHMENT A – Cover Letter



Proposed buildings



P.7

ATTACHMENT A – Cover Letter



Dakinava
Buddhist
Educational and
Cultural
Society

Buildings Data

| | #1 Bodhi-Stupa | #2 Meditation Hall | #3 Sangha House Right Wing | #4 Sangha House Left Wing | #5 Bodhi-Rama Retreat Centre | #6 Library | #7 Bhiksuni Residential Hall | #8 Extension Education Center | #9 Reception House | #10 Farm Management Building | #11 DIBS Academic Center | #12 Ordination Platform | Total Count |
|-------------------------------|-----------------------|------------------------------|--------------------------------------|-------------------------------------|--|------------------------|---|--|------------------------------|---|---------------------------------------|-----------------------------------|-------------|
| Use Frequency | Daily | Daily | Daily | Daily | by events | daily & by events | Daily | weekly | Daily | Daily | Daily | by events | |
| Residents | N/A | N/A | 5 | 5 | N/A | N/A | 10 | N/A | N/A | N/A | 10 | N/A | 30 |
| Open to Public | v | v | | | v | v | | v | v | | v | v | |
| Building Capacity | N/A | 45 | 5 | 5 | 15 | 45 | 20 | 20 | 10 | 5 | 45 | 15 | N/A |
| Anticipated Visitors (Weekly) | 5 | 5 | N/A | N/A | 5 | 5 | N/A | 8 | 2 | N/A | 1 | 1 | N/A |
| Size (sq.ft) W x L x H(ft) | 2,500 50x50 x30 | 5,600 70x80 x30 | 1,500 30x50 x30 | 1,500 30x50 x30 | 5,382 117x46 x23 | 12,672 72x88 x50 | 12,672 72x88 x50 | 12,672 72x88 x50 | 2,800 40x70 x21 | 7,872 82x96 x45 | 12,672 72x88 x50 | 8,100 90x90 x50 | |
| Floor | 1 | 1 | 1 | 1 | 1.5 | 2 | 2 | 2 | 1 | 1 | 2 | 1 | |
| Time ARC | 3-6 years | 1-3 years | 6-10 years | 6-10 years | Existing Building | 3-6 years | 1-3 years | 3-6 years | Existing Building | 1-3 years | 6-10 years | 6-10 years | |

ATTACHMENT A – Cover Letter



Dakinava
Buddhist
Educational and
Cultural
Society

P Preaching
services

C Community
educational
programs

D Daily
devotions
activities

S Development
of a Sangha
community

Proposed buildings and their uses on site


D #1  **Bodhi-Stupa** build in 3-6 years open to public use daily



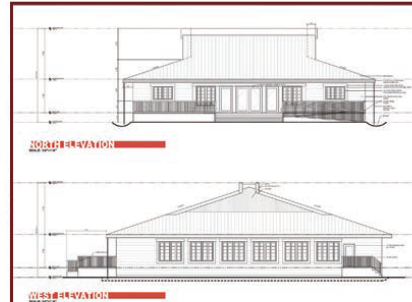
Photo From Online



Bodhi-Stupa, houses the Buddha relics and sacred religious offering items. This is a place for worship, circumambulation meditation, and the Grand Annual Ceremony for honoring the Buddha's relics.

D #2  **Meditation Hall** build in 1-3 years open to public use daily

Meditation Hall, enshrined with Buddha statues, provides space for devotions, quiet reflection, and rituals with orchestra.



ATTACHMENT A – Cover Letter

**Dakinava** 光明山
南林寺

Dakinava
Buddhist
Educational and
Cultural
Society

- P

Preaching
services
- C

Community
educational
programs
- D

Daily
devotions
activities
- S

Development
of a Sangha
community



Photo From Online

build in 6-10
years internal
use use
daily

S

#3

R

**Sangha
House
Right Wing**

Sangha House Right Wing, is an accommodation building for faculty at the right side of the Meditation Hall.

S

#4

L

**Sangha
House
Left Wing**

Sangha House Left Wing, is located at the left side of the meditation hall, providing living quarters and quiet research space for the faculty. The foreground shared and surrounded by the two accommodation buildings and the meditation hall, is an ideal rehearsal space for various ceremony events.

C

#5

**Bodhi-Rama
Retreat
Centre**

Existing open to use
Building public by events

Bodhi-Rama Retreat Centre, accommodates those who are devoted to short-term or long-term of retreats focusing significantly on Vinaya-pitaka and Sutra-pitaka studies.



ATTACHMENT A – Cover Letter

**Dakinava** 光明山
南林寺

Dakinava
Buddhist
Educational and
Cultural
Society

- P

Preaching
services
- C

Community
educational
programs
- D

Daily
devotions
activities
- S

Development
of a Sangha
community

C

#6  **Library**

build in 3-6
years

open
to public

use daily
&
by events

Library, which is full with collections of treasured multi-language Buddhist canons and translation works. It is also composed of the facilities for Postgraduate Research Centre of Vinaya Studies, and the International Conference Hall, which provides meeting rooms for such special events as national and international conferences and seminars on religious studies and guiding meditation retreats.



Photo From Online

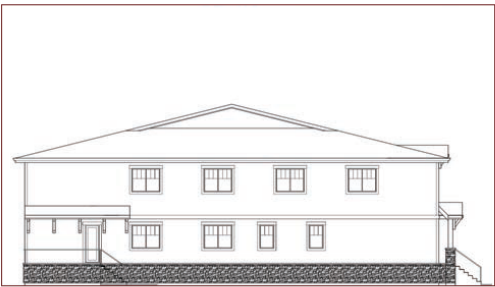
S

#7  **Bhiksuni Residential Hall**

build in 1-3
years

internal
use

use daily



Bhiksuni Residential Hall, is a living quarter for the monastic community, space for individual studies, with rooms for quiet canon reading and meditation.

ATTACHMENT A – Cover Letter



Dakinava
Buddhist
Educational and
Cultural
Society

P Preaching
services

C Community
educational
programs

D Daily
devotions
activities

S Development
of a Sangha
community

P #8 Extension Education Center

build in 3-6 years open
to public use weekly

Extension Education Center, houses rooms for cultural events, classes, and community education programs; and the alms-round station (Pindapada station) which includes the kitchen and the dining hall.



Photo From Online

P #9 Reception House

Existing
Building open
to public use daily

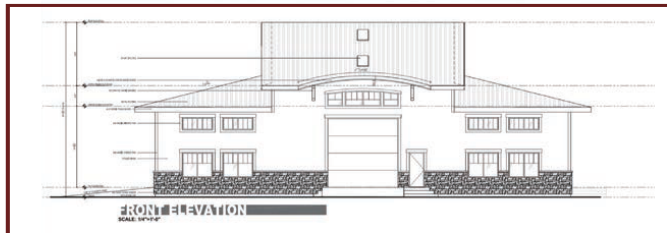


Reception House, receives guests of all faiths interested in practice of tranquility and insight development; and accommodates guests for private retreat or event registration.

S #10 Farm Management Building

build in 1-3 years internal
use use daily

Farm Management Building, is composed of rooms for offices, for maintenance, machinery, equipments, facilities, and storage.



ATTACHMENT A – Cover Letter



Dakinava
Buddhist
Educational and
Cultural
Society

P Preaching
services

C Community
educational
programs

D Daily
devotions
activities

S Development
of a Sangha
community



#11 

**DIBS
Academic
Center**

build in 6-10
years

open
to public

use by events

Dakinava Institute of Buddhist Studies (DIBS), consists of an academic center, occupied by classrooms and offices for the seminary, providing professional development programs, and Community-University Partnership programs; a vinaya lineage patriarch hall, with facilities for research and education of Vinaya Studies, and accommodation for the ordination preceptors.



#12 

**Ordnation
Platform**

build in 6-10
years

open
to public

use by events

Ordnation Platform, is a home to the full ordination ceremonies, which signify ones' qualification for the bhiksuni stage of training in Vinaya practice and the qualification for the bodhisattva-bhiksuni stage of training in Mahayana bodhisattva precepts.

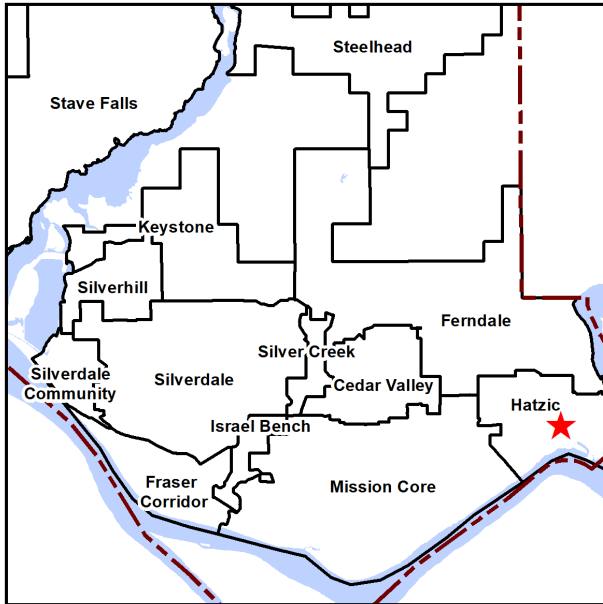


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Development Services - Planning Division Staff Report

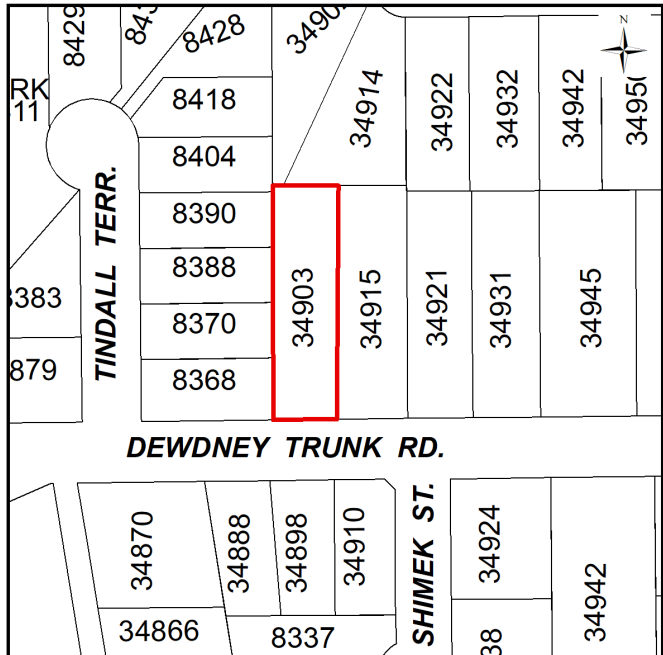
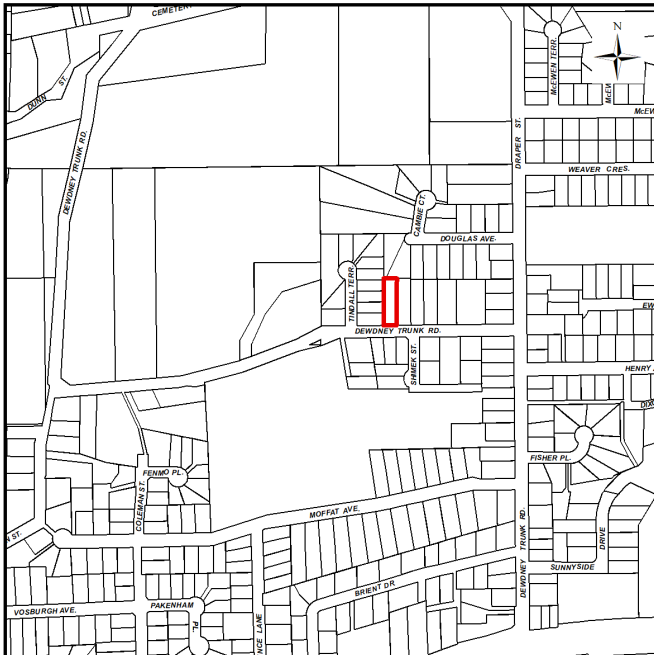
Project: P2020-048
Application Numbers: R20-014
File: 08-33010-22



DATE: August 17, 2020
BYLAW / PERMIT #: 5961-2020-5050(388)
PROPERTY ADDRESS: 34903 Dewdney Trunk Road
LOCATION: Hatzic
CURRENT ZONING: Urban Residential 930 Zone (R930)
PROPOSED ZONING: Urban Residential 930 Secondary Dwelling Zone (R930s)
CURRENT OCP: Urban Residential
PROPOSED OCP: No change

PROPOSAL:

To allow a secondary dwelling unit in the form of a secondary suite at 34903 Dewdney Trunk Road



OVERVIEW AND STAFF COMMENTS:

This report details the rezoning application for the property located at 34903 Dewdney Trunk Road and identifies the necessary amendment to the Zoning Bylaw.

Staff support the application moving forward and, as such, have listed the Zoning Amending bylaw under the “Bylaws for Consideration” section of the agenda.

Subject to Council’s approval, a Public Hearing will be scheduled for September 28, 2020.

PURPOSE:

To rezone the property from Urban Residential 930 (R930) Zone to Urban Residential 930 Secondary Dwelling (R930s) Zone to authorize a secondary dwelling unit in a new house currently under construction.

RATIONALE OF RECOMMENDATION:

The proposal is consistent with the Official Community Plan.

- OCP Policy 5.1.26 encourages rezoning for secondary dwelling units as a form of infill housing. Secondary dwelling units may be considered on lots that are large enough to accommodate the following associated elements: on-site parking, private outside space, a separate entrance that is clearly secondary to the primary dwelling, and that the scale of the secondary dwelling is clearly ancillary to the primary use.
- The subject property is currently designated Urban Residential in the OCP. The proposal for rezoning to the R930s zone conforms to the Urban Residential OCP designation.
- There is ample off-street parking on the lot to accommodate both the principal dwelling and the suite. (**Attachment A**)
- The proposed secondary dwelling unit will fit within the context of the surrounding properties and is believed to have little impact on the surrounding neighbourhood. Typically, complaints that arise from secondary suites relate to inadequate off-street parking. As noted, this proposal meets the off-street parking requirements of the Zoning Bylaw.
- During the building permit review and plan check process, staff will ensure the proposed secondary suite meets the requirements of the BC Building Code, including fire separation.

SITE CHARACTERISTICS AND CONTEXT:

Applicant

- John Meunier

Property Size

- 34903 Dewdney Trunk Road is approximately 1370 m² (14,747 ft²) in area.

Neighbourhood Character

- The subject property is located in the Hatzic neighbourhood within the Urban Residential OCP designation.
- The subject property is surrounded on all sides by large urban residential lots, some of which contain secondary dwelling units.

Environmental Protection

- There are no watercourses or protected Environmentally Sensitive Areas on or adjacent to the subject property.

Parks and Trails

- Hatzic Park is located approximately one block away from the subject property.

REFERRALS:

| | |
|------------------------------|--|
| Engineering Department: | The Engineering Department has no objection to this proposal, as outlined in Attachment B |
| Building Division: | No concerns. |
| Bylaw Enforcement Division: | No concerns. |
| Environmental Services: | No concerns. |
| Mission Fire Rescue Service: | No concerns. |
| MOTI: | No concerns. |

COMMUNICATION:

Communication action, as listed below, is in accordance with Policy LAN.03 Development Notification Signs, Land Use Application Procedures and Fees Bylaw 3612-2003, and the *Local Government Act*.

- The applicant has posted one development notification sign
- Public Hearing Notification will be sent to all occupiers and owners of properties within 152 m from the development site notifying them of the public hearing details.

REQUIREMENTS PRIOR TO FINAL READING:

There are no requirements prior to the Final Reading of the Zoning Amending Bylaw, unless otherwise resulting from Council's consideration of the Bylaw including Public Hearing.

ATTACHMENTS:

A – Site Plan

B – Engineering Comments

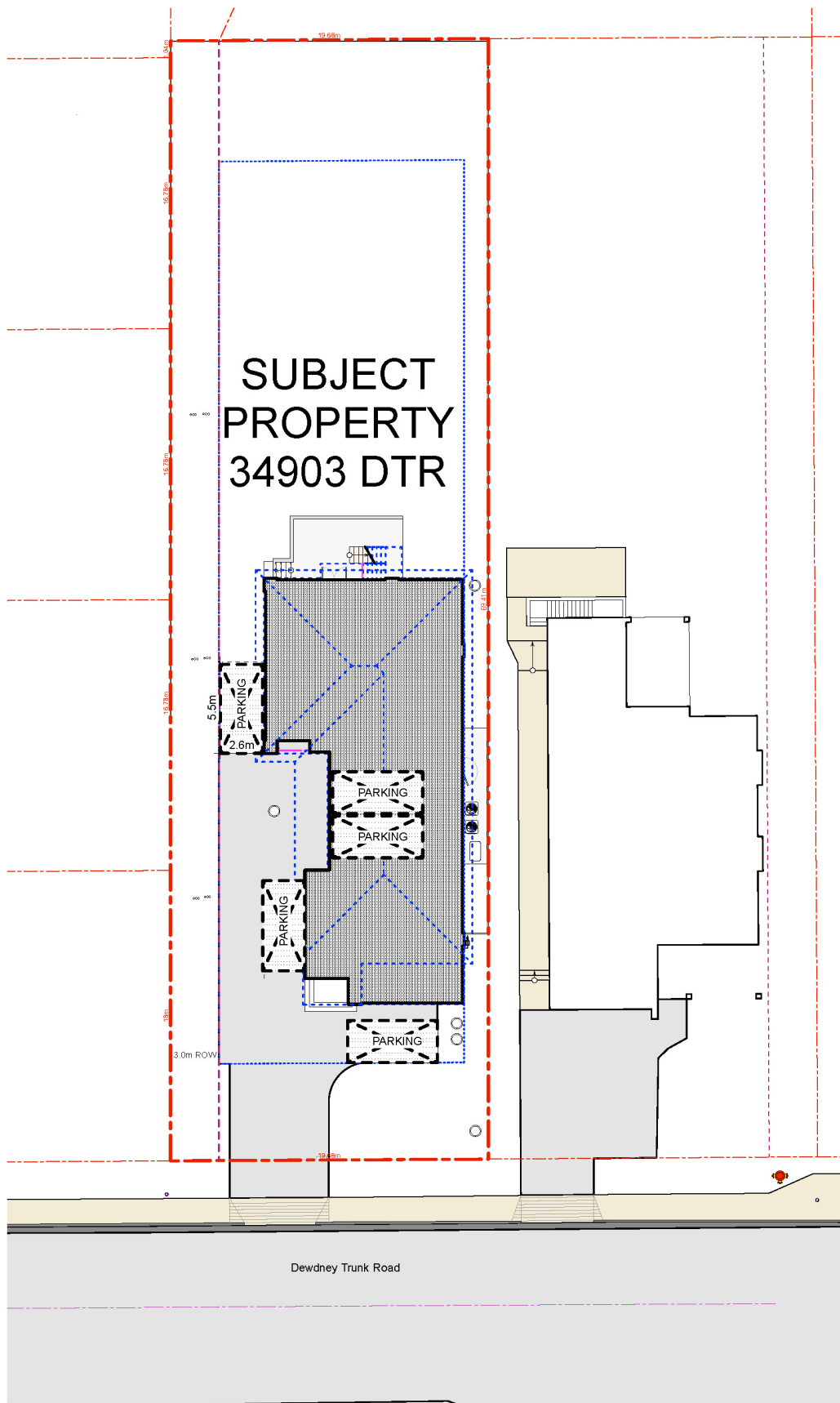
SIGN-OFFS:



Rob Publow, Manager of Planning

CB /

Comment from Chief Administrative Officer:
Reviewed.

ATTACHMENT A – Site Plan

ATTACHMENT B – Engineering Comments

ENGINEERING DEPARTMENT REZONING COMMENTS

June 24, 2020

CIVIC ADDRESS: 34903 Dewdney Trunk Road

CURRENT ZONE: R930

PROPOSED ZONE: R930s

NOTE: The following engineering comments are made in accordance with the District of Mission Development and Subdivision Control Bylaw No. 5650-2017 (DSCB) latest edition.

DOMESTIC WATER REQUIREMENTS:

Municipal water is available on Dewdney Trunk Road. The service record card notes that the existing water service is a 38mm diameter PE complete with meter and was installed in August, 2018.

Connection to the municipal system is required.

Should the rezoning result in any application for subdivision, building or plumbing permit for new construction, upgrades or new infrastructure may be required. (to be determined at time of application).

STORM SEWER REQUIREMENTS:

Municipal storm service is available on 34903 Dewdney Trunk Road. The service record card notes that the existing storm service is a 150mm diameter PVC complete with an inspection chamber and was installed in June, 2018.

Connection to the municipal system is required.

Should the rezoning result in any application for subdivision, building or plumbing permit for new construction, upgrades or new infrastructure may be required. (to be determined at time of application).

SANITARY SEWER REQUIREMENTS:

Municipal sanitary service is available on Dewdney Trunk Road. The service record card notes that the existing sewer service is a 100mm diameter PVC complete with an inspection chamber and was installed in October, 2007.

Connection to the municipal system is required.

Should the rezoning result in any application for subdivision, building or plumbing permit for new construction, upgrades or new infrastructure may be required. (to be determined at time of application).

ROAD WORK REQUIREMENTS:

Dewdney Trunk Road provides paved access to the site.

Should the rezoning result in any application for subdivision or building permit for new construction, upgrades or new infrastructure may be required. (to be determined at time of application).

FILE:08-3310-22-048
R20-014

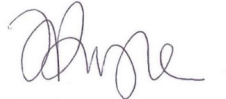
ENGINEERING DEPARTMENT REZONING COMMENTS

RECOMMENDATION:

From an engineering point of view, the application may proceed to adoption.



Prepared by:
Rob Racine, Engineering Technologist III –
Capital Projects



Reviewed by:
Tracy Kyle, Director of Engineering & Public
Works



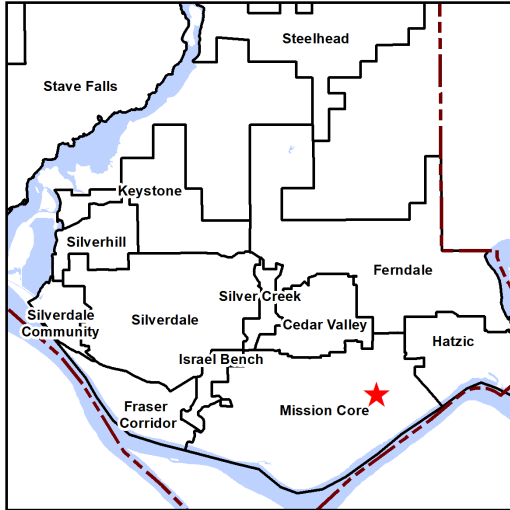
Reviewed by:
Jay Jackman, Manager of Development
Engineering, Projects & Design

FILE:08-3310-22-048
R20-014



Development Services - Planning Division Staff Report

Project: P2019-134
Application Numbers: DV19-013, DV19-014, DP19-169, DP19-170
File: 08-3310-21



DATE: August 17, 2020
BYLAW / PERMIT #: DV19-013 and DV19-014
PROPERTY ADDRESS:

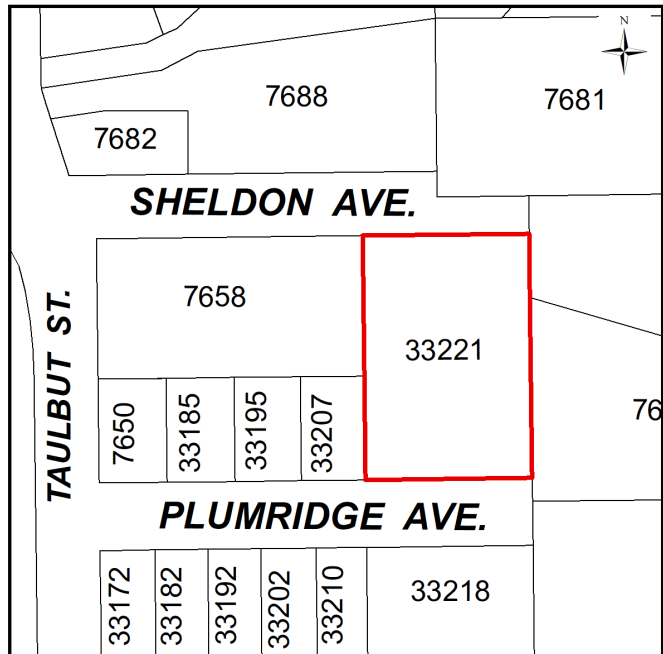
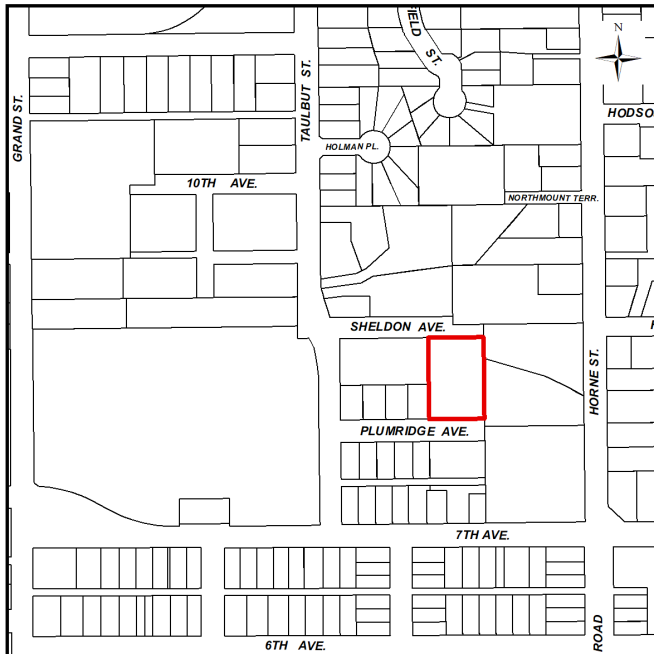
33221 Plumridge Avenue

LOCATION: Mission Core
CURRENT ZONING: Urban Residential 558 Zone (R558)

PROPOSED ZONING: No change
CURRENT OCP: Attached Multi-unit Residential
PROPOSED OCP: No change

PROPOSAL:

A variance request to the undevelopable area setback and a site-specific exemption to the floodplain setback to allow for a usable building envelope.



OVERVIEW AND STAFF COMMENTS:

This report details the application for a development variance to the undevelopable setback in the Zoning Bylaw 5050-2009 and for a site-specific exemption to the Floodplain Management Bylaw 4027-2007 at 33221 Plumridge Avenue.

Staff supports the requested Development Variance Permit DV19-013, as such, it has been listed for approval under the “Development Permits for Consideration” section of the agenda.

Staff support the requested site-specific exemption to the Floodplain Management Bylaw 4027-2007 DV19-014, as such, a resolution is requested from Council.

PURPOSE:

The applicant is seeking the development variance permits to accommodate a usable building envelope of 195.0 m² as per the attached site plan (Appendix A).

RATIONALE OF RECOMMENDATION:

The proposal is consistent with the Floodplain Management Bylaw 4027-2007 and is supported by the report from the applicant’s engineer, Cornerstone Geo-Structural Engineering LTD, dated March 9, 2020 (Attachment E).

Further, the applicant is proposing to construct a single family dwelling unit on the vacant property as permitted by the current R558 Zoning. Due to the topographic and environmental limitations of the subject site, the applicant is requesting variances that would allow for the safe construction of a dwelling unit and accommodate a usable building envelope.

SITE CHARACTERISTICS AND CONTEXT:

Applicant

- Brian Sharp

Property Size

- 33221 Plumridge Avenue is approximately 3,381 m² (36,392 ft²) in area.
- The subject property is located within the Mission Core area. The southern half of the property is covered by Durien Creek and steep slopes. An arm of the watercourse also runs along the east property line, creating a limited safe building area on the north side of the lot.

Neighbourhood Character

- The subject property is currently vacant and surrounded by single family dwelling units and an adjacent vacant lot to the west.

Environmental Protection

- A Riparian Areas Regulation (RAR) assessment report has been submitted to the Province by the applicant’s Qualified Environment Professional (QEP). The report proposes a Streamside Protection and Enhancement Area (SPEA) of 10.0 m from the highwater mark and 1.5m from the toe of bank. The proposed SPEA has been accepted by the province. The SPEA would not be encroached upon by the requested development variances, as shown in Attachment A.

Servicing

- As the applicant has established a developable area on the north side of the subject property, it will

require access through a currently unconstructed municipal road dedication, Sheldon Avenue. The applicant is aware of this requirement and is actively working on acceptable drawings with the engineering department.

- Once the access to the site is constructed, the civic addressing will change from Plumridge Avenue to Sheldon Avenue.
- Development of the subject property will require servicing, as outlined under "Referrals".

REFERRALS:

Engineering Department: Refer to Attachment B.
 Environmental Services: Refer to Attachment B.
 Mission Fire Rescue Service: Refer to Attachment B.

COMMUNICATION:

Communication action, as listed below, is in accordance with Policy LAN.03 Development Notification Signs, Land Use Application Procedures and Fees Bylaw 3612-2003, and the *Local Government Act*.

- A Notice of Development Variance Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 13 mailouts. As of August 7, 2020, 0 comments been received.

ATTACHMENTS:

- A** – Site Plan
- B** – Applicants Rational for Variance Requests
- C** – Referral Comments
- D** – Draft Development Variance Permit (DV19-013)
- E** – Report from Cornerstone Geo-Structural Engineering LTD., Dated March 9, 2020

SIGN-OFFS:



Choose an item.

HA

Comment from Chief Administrative Officer:
 Reviewed.

ATTACHMENT A – Site Plan

SKETCH OF BUILDING ENVELOPE ON LOT A SECTION 21 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 15877

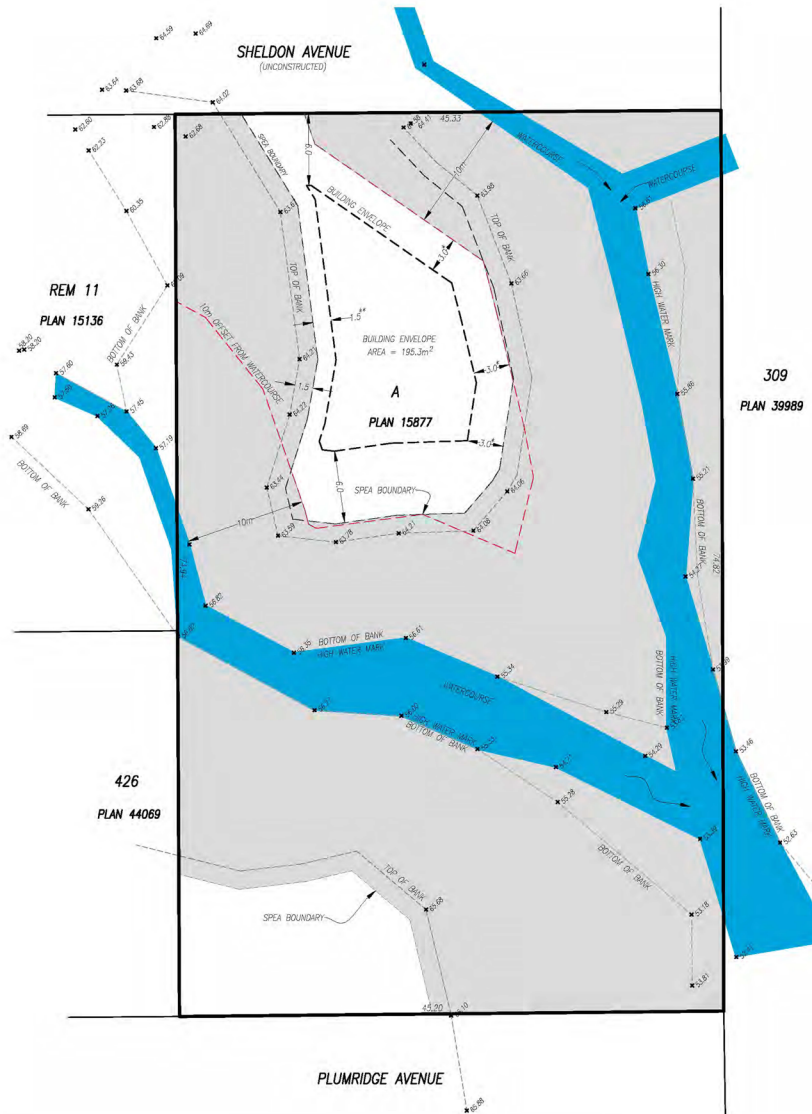
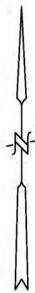
DISTRICT OF MISSION FILE:

SCALE 1 : 250

ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED.

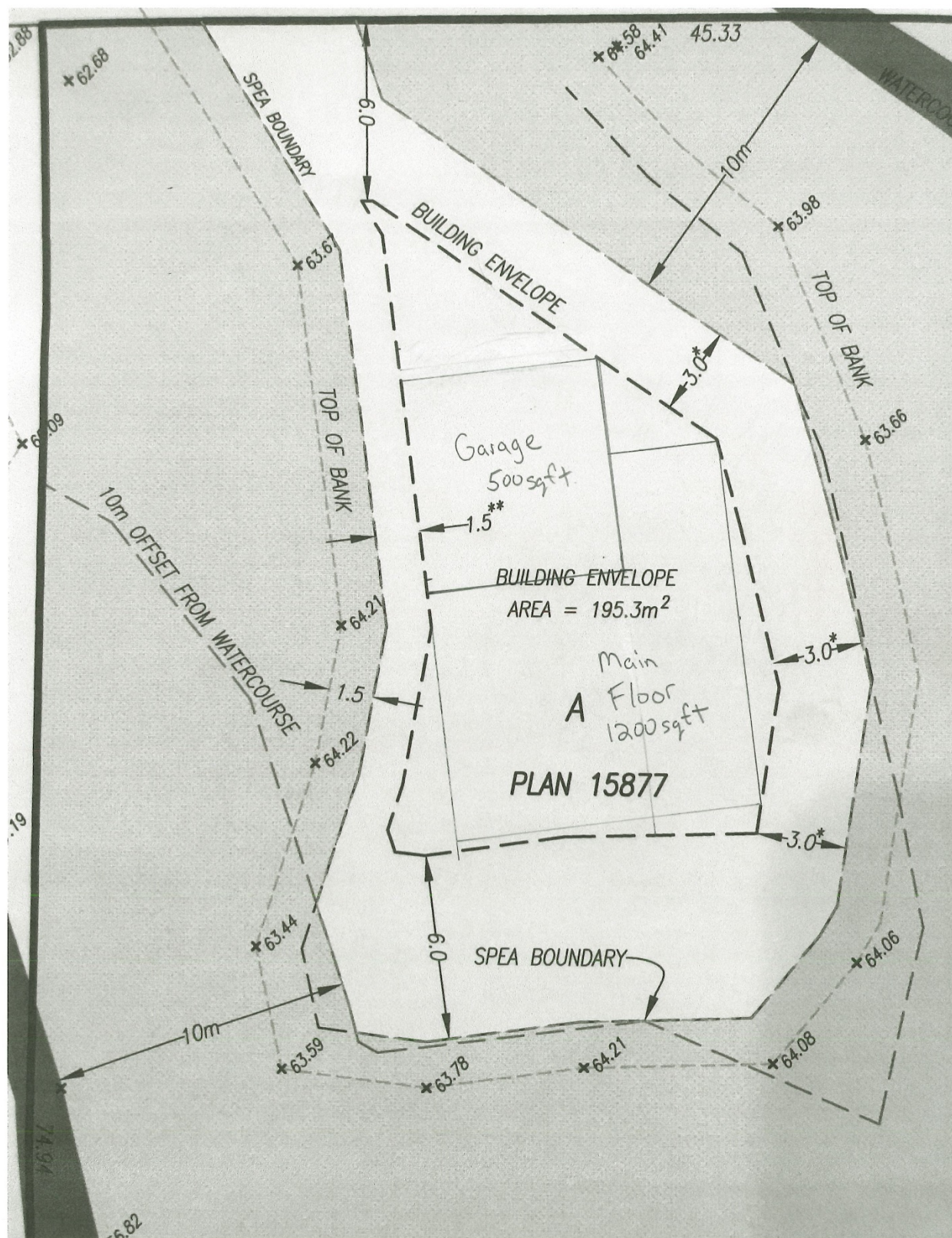
CIVIC ADDRESS: 33221 PLUMRIDGE AVENUE, MISSION

PARCEL IDENTIFIER: 010-121-951

LOT DIMENSIONS DERIVED FROM
PLAN 15877ELEVATIONS ARE IN METRES (GEODETIC)
ELEVATIONS REFERENCED TO
DISTRICT OF MISSION BENCHMARK No. N5-46
ELEVATION = 69.474mWADE & ASSOCIATES LAND SURVEYING LTD.
BC LAND SURVEYORS
MISSION & MAPLE RIDGE
PHONE: (604) 826-9561 OR 463-4753
FILE: M3844-06

PREPARED FOR: BRIAN SHARP

INFORMATION REGARDING TOPOGRAPHY AND UNDERGROUND SERVICES
IS COMPILED FROM FIELD SURVEY AND SERVICE LOCATION PLANS.
ALL U/G SERVICE LOCATIONS ARE APPROXIMATE AND MUST BE
CONFIRMED BY THE USE OF PIPE LOCATOR (M-SCOPE) AND
MANUAL DIGGING.SURVEYED:
FEBRUARY 5 & 7, 2018
FEBRUARY 6 & 7, 2019
DRAWING DATE:
NOVEMBER 18, 2019



ATTACHMENT B – Applicants Rational for DV Request

Development Proposal for 33221 Plumridge Ave. Mission, BC


The purpose of this application is to be able to build a single family home on the property. In order to do that we need access from Sheldon Ave. a variance from the 6m setback from an undevelopable area and a floodplain variance. What we are proposing is being able to construct our home within 1.5m of the west SPEA boundary and 3.0m from the east SPEA boundary. The north and south boundary would remain at 6m.(see attached) The reason for this request is to allow us to build our house to be approximately 10.5m wide by 15m deep. This would allow for a double car .garage and a 1200sqft main floor plan. Without a variance the building envelope would be only be 3m wide and make this project unfeasible. The SPEA boundary is already 1.5m back from the top of bank so we believe this is a very reasonable request. The Geotech report also supports my proposal. (see attached)


The services and access for this house would come from Taubut Street via a 6m wide corridor on the unconstructed Sheldon Ave.

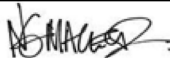


Brian Sharp
B. Sharp Developments Ltd.

ATTACHMENT C – Referral Comments

| COMMENTS RECEIVED | | Project: P2019-134 |
|-----------------------------|--|--------------------|
| Comments: | <p>The Engineering Department is agreeable to the driveway construction within the unconstructed Sheldon Avenue road dedication in principal. The design and construction will have to <u>be in compliance with</u> the driveway design and construction standards as set out in the Development and Subdivision Control Bylaw 5650-2017 as amended (DSCB).</p> <p>The preliminary driveway design by Aced Surveys dated February 16, 2020 does not meet the noted standards. The applicant shall amend the proposed design to prove that a DSCB compliant access can be achieved with the current site constraints. See the DSCB Schedule C, Section 8, and Schedule M, Supplemental Standard Drawings SS-R22, SS-R23, SS-R23A, and SS-R23B.</p> <p>Engineered Design required.</p> | |
| Signature |  | |
| Name: | Jay Jackman, Manager of Development Engineering, Projects & Design | |
| Department or Organization: | Engineering and Public Works. | |

| COMMENTS RECEIVED | | Project: P2019-134 |
|-----------------------------|--|--------------------|
| Comments: | <p>The site is located within the District's Natural Environment Development Permit Area, please follow <u>Official Community Plan</u> (OCP) guidelines (see OCP Section 9.7). Please have a QEP conduct a preliminary inventory of terrestrial site features that are located within the proposed developable area, including a tree survey and habitat assessment (including species at risk). Also initiate a noxious weed assessment, specifically for the four knotweed species and giant hogweed, for the entire parcel, as per Section 9.16 of the <u>Development and Subdivision Control Bylaw 5650-2017</u>.</p> <p>No trees are to be removed during bird nesting season (March 1 to August 31), unless the appropriate assessment, reports, and mitigation actions are undertaken by a Qualified Environmental Professional (QEP) to ensure compliance with the federal <u>Migratory Birds Convention Act</u> and the provincial <u>Wildlife Act</u>, as required meet the legislation and ensure best management practices are followed.</p> <p>IMPORTANT: no trees, other vegetation, waterbody or soil is to be removed or disturbed before the District has issued the Natural Environment Development Permit.</p> | |
| Signature |  | |
| Name: | Jennifer Meier | |
| Department or Organization: | Engineering (Environmental Services) | |

| COMMENTS RECEIVED | | Project: P2019-134 |
|-----------------------------|--|--------------------|
| Comments: | <p>MFRS understands that currently the civic address for this property is 33221 Plumridge Avenue, at the south aspect of the property and the building envelope will be in the Northern region of the property with access off Sheldon Avenue. This will present MFRS difficulty when responding to this address as crews will be responding to Plumridge Avenue to gain access only to have to redirect to Sheldon Avenue. As this time delay could create serious consequences, MFRS recommends that the address for this property be changed from Plumridge Avenue to Sheldon Avenue, to remove confusion for all first responder agencies.</p> | |
| Signature |  | |
| Name: | Norm MacLeod | |
| Department or Organization: | MFRS | |

ATTACHMENT D – Draft DV19-013

DISTRICT OF MISSION DEVELOPMENT VARIANCE PERMIT DV19-013

Issued pursuant to Section 498 of the *Local Government Act*

Issued to: B Sharp Developments Ltd
Suite G – 32618 Logan Avenue, Mission, BC V2V 6C3

as the registered owner (hereinafter referred to as the Permittee) and shall only apply to ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Municipality of Mission, in the Province of British Columbia, and more particularly known and described as:

Address: 33221 Plumridge Avenue
Parcel Identifier: 010-121-951
Legal Description: LOT A SECTION 21 TOWNSHIP 17 NEW WESTMINSTER
DISTRICT PLAN 15877

1. The said lands are zoned Urban Residential 558 Zone (R558) pursuant to "District of Mission Zoning Bylaw 5050-2009" as amended.
2. "District of Mission Zoning Bylaw" as amended is hereby varied in respect of the said lands as follows:
 - (a) Section 501 (D) (5) to reduce the setback to the undevelopable area on the west side from 6.0 m to 1.5 m and on the east side from 6.0 m to 3.0 m
3. This Permit does not constitute a subdivision approval or a building permit.

AUTHORIZING RESOLUTION NO. [Click here to type resolution number] passed by the Council on the [Click here to type day of the month] day of [Click here to type month] , [Click here to type year] .

IN WITNESS WHEREOF this Development Variance Permit is hereby issued by the Municipality signed by the Mayor and the Corporate Officer the [Click here to type day of the month] day of [Click here to type month] , [Click here to type year] .

Pamela Alexis,
MAYOR

Jennifer Russell,
CORPORATE OFFICER

Development Variance Permit DV19-013



May 19, 2020

Mr. Brian Sharp

33221 Plumridge Ave
Mission, BC V2V 4K8

Ref.: 33221 Plumridge Ave, Mission, BC – Proposed Single-Family Residential Dwelling
Geotechnical Report

Dear Sirs:

As requested, Cornerstone Geo-Structural Engineering Ltd. (Cornerstone) conducted a geotechnical subsoil investigation at the above-referenced property for a proposed single-family residential dwelling. The purpose of the investigation is to assess the subsoil conditions and provide recommendations for geotechnical and structural design, and supply the geotechnical information required by the District of Mission for the building permit.

The scope of this study comprises the geotechnical assessment of the soils at the subject site only. The environmental aspects are beyond the scope of this study. This report includes a general description of the site and of the proposed development, describes the office and field investigation activities carried out to collect the information used in our analyses, the geomorphological and geotechnical conditions of the site and neighboring areas, the geotechnical recommendations and hazard assessment in compliance with the requirements of the Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in BC (APEGBC, 2010) and the Hazard Acceptability Thresholds document (Cave, 1993).

1. Site and Project Description

The subject site is located at 33221 Plumridge Avenue, in the Urban area of Mission, BC, on a plot of land situated on the north side of Plumridge Ave and east of Taulbut Street (See Figure 1, attached). The proposed development is intended to be built on the north half of the parcel as shown in Figures 2 and 3, attached. The property is identified with the following legal description:

*LOT A, PLAN NWP15877, SECTION 21, TOWNSHIP 17, NEW WESTMINSTER LAND
DISTRICT*

The lot is zoned as Urban Residential R558 per the zoning bylaw and is bounded by properties also zoned as R558 to the west, east, and south and by a strip of land dedicated for Sheldon Ave, non-constructed yet.

The portion of the lot to be developed is located on top of a glaciofluvial terrace, flanked by water streams running at the toe of its west and east slopes (See Figure 3). The geomorphological description of the site is included in Section 4.2 of this report.

At the time of conducting our site reconnaissance and subsoil investigation, the developable portion of the site was vacant and covered mostly shrubs and short vegetation at the top of the terrace and trees and understory vegetation on the surrounding slopes.

The proposed building is located on the south end of the of the terrace (Figures 2, 3) and although no detailed design exists for the proposed building at the time of writing this report, it is anticipated that it may consist of a three-storey structure with a fully buried basement to be built using conventional timber framing founded on concrete walls.

Since no roadway access to the proposed building area exists, it will be necessary to build a driveway starting at Taulbut Street, west of the subject lot, using the strip of land dedicated to Sheldon Avenue to connect to the north end of the property.

2. Subsoil Investigation

The subsoil investigation was carried out on 22 May 2019. Four test holes (TH-01 through TH-04) were excavated at the locations shown in Figure 2, using a track mounted excavator supplied by the client. A Cornerstone's geotechnical engineer inspected and logged the soil conditions, took soil samples for further laboratory identification, and conducted a geotechnical reconnaissance of the building site and adjacent areas.

The approximate location of the test holes and that of observation points was recorded using a handheld GPS and shown in Figure 2 as waypoints (WP).

3. Background Information

Cornerstone reviewed the following information relevant to the project:

- District of Mission Building Bylaw 3590-2003
- District of Mission Official Community Plan Bylaw 4052-2008
- District of Mission Development and Subdivision Control Bylaw 5650-2017
- Assistance to Developers and Building Permit Applicants Undertaking Geotechnical Studies
- Topographic map from District of Mission Webmap
- Map 1485a "Surficial Geology - Mission", Geological Survey of Canada (GSC)
- Topographic Survey by Wade & Associates Land Surveying Ltd., dated March 9, 2018, supplied by the client

4. Geology, Geomorphology and Soil Condition

4.1 Geologic Setting

According to the Geological Survey of Canada (GSC) geological map 1485A “Surficial Geology – Mission” the materials underlying the area consist of Pleistocene age soils of the Sumas Drift Unit including recessional channel and floodplain deposits, laid down by proglacial streams, consisting of gravel and sand (Sa) possibly overlying lodgment and flow till (Sf). AN excerpt of the geological map at the area of interest is shown in Figure 4 below.

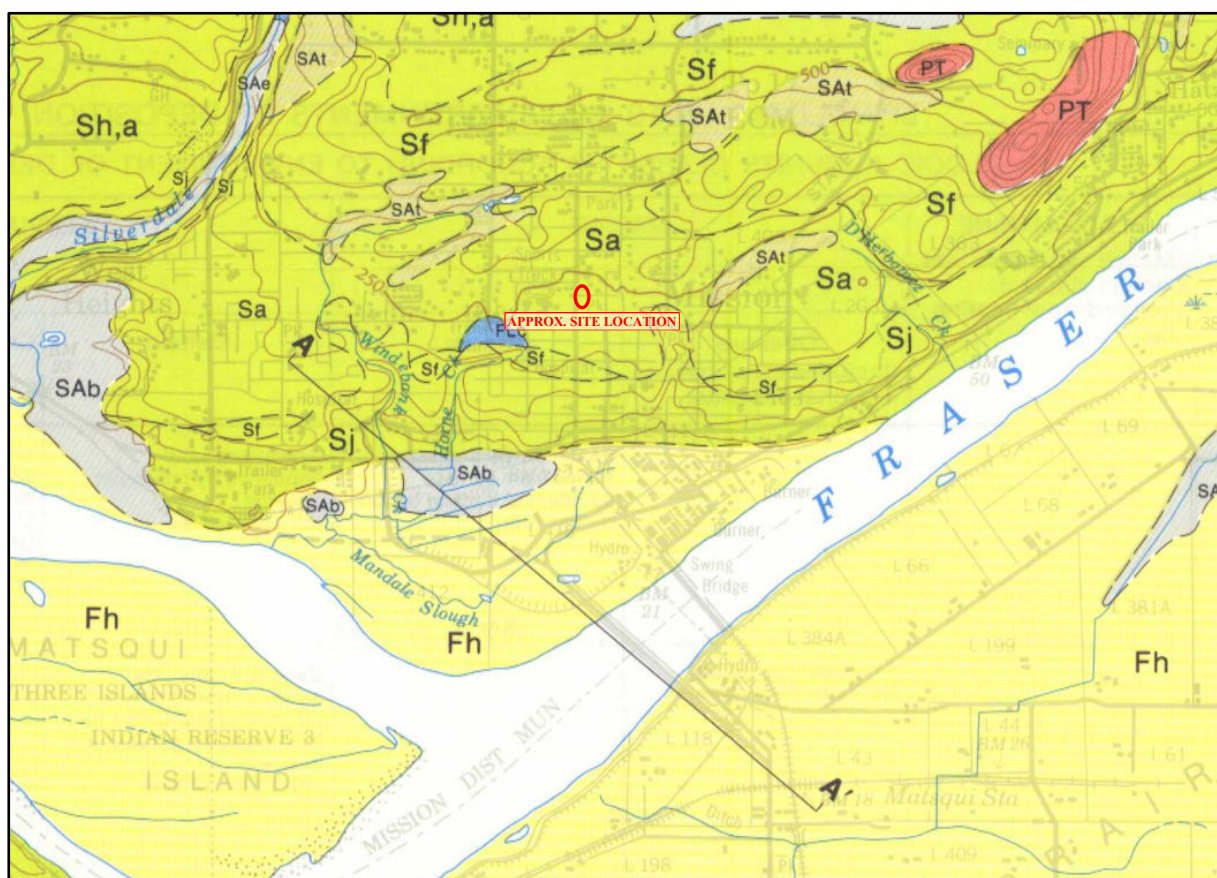


Figure 4. Geological Setting at the Area of Interest
 (Taken from GSC Map 1485A – Surficial Geology Mission)

4.2 Geomorphology

As mentioned previously, the proposed development is located at the top of a glaciofluvial terrace, characterized by generally flat topography, flanked by moderately steep to steep slopes that roll down to the east, west and south towards two water courses that run generally in southeast direction.

Unit 1B – 30508 Great Northern Ave, Abbotsford, BC V2T 6H4 Phone: 604-746-5070

The terrace slopes vary in inclination from 84% at its south end with heights varying from 7 m to 9 m, approximately, to between 36% and 64% on the northwest and northeast portions of the lot (see Figure 3) and heights between 3 m and 6 m. The ground increases in elevation along the Sheldon Ave land strip in northwest direction until reaching a higher terrace that leads to Taulbut St on the west.

Based on the soils information obtained from the geologic map confirmed with the test holes as described in the section below, the terrace is made of very dense, glaciofluvial, fine-grained, granular soil deposits overlain by thin layers of top soil at the top of the terrace.

At the time of conducting our subsoil investigation the top of the terrace was covered mostly by shrubs and short understory vegetation, and larger trees toward the edges.

The slopes were generally stable and densely covered with shrubs and shorter understory vegetation; some medium and large sizes trees are observed at the top. No signs of past or current slope instability were observed with exception of minor, localized sloughing at some spots of the steepest portions, affecting the surficial layers of top soil that are thicker here (from 0.6 m to 0.9 m thickness).

The bed of the water courses at the toe of the slopes consist of gravel and cobbles. No erosion induced by these streams was observed.

4.3 Soil Condition

Based on our subsoil investigation, the soil stratigraphy of the site to be developed is consistent with the geology described above.

The soils observed consist of very dense sand with trace to some gravel to the depth of investigation. Some interlayers of cemented till materials were observed at TH-1. The detailed description of the soils is shown in the attached Test Hole Log.

No groundwater table or seepage was observed to the depth of investigation.

5. Geotechnical Hazard Assessment

5.1 Area of Interest

The primary area to be assessed corresponds to the portion of terrain located on the north half of the subject property, identified in Section 1 of this report, where the new building is proposed.

5.2 Methodology

The identification of geotechnical hazards was carried out based on the guidelines presented in the Hazard Acceptability Thresholds document (Cave, 1993) and the Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in BC (APEGBC 2010).

Slope stability analysis were carried out on the most critical slope section representing the steepest and tallest portion of the terrace (Section A on Figure 3) using the GSlope program, employing the Modified Bishop limit equilibrium slope stability method to determine the factors of safety under static and seismic conditions. The Slope Displacement Method of APEGBC Guidelines was used to estimate the slope displacement along a potential failure surface under seismic conditions.

The methodology adopted to estimate the probability in this study is of qualitative character based on our desktop review, field observations, and analyses.

5.3 Hazard Identification

Seismic Hazard & Seismic Site Response

Based on the soil condition assessment and geological information reviewed for this site, the Site Classification for the structural design of the proposed development is Class D – Stiff Soil per the National Building Code (NBC) 2015 and the BC Building Code (BCBC) 2018.

The Peak Ground acceleration and spectral values -for **Site Class C**, as reported by the NBC and BCBC- to be used in the structural design, where required, for a 2% probability of exceedance in 50 years as provided by the BCBC are:

| PGA (g) | PGA _{ref} (g) | PGV (m/s) | Sa(0.2) | Sa(0.5) | Sa(1.0) | Sa(2.0) | Sa(5.0) | Sa(10.0) |
|---------|------------------------|-----------|---------|---------|---------|---------|---------|----------|
| 0.28 | 0.28 | 0.42 | 0.647 | 0.551 | 0.328 | 0.203 | 0.069 | 0.024 |

Amplification factors F(T), F(PGA) and F(PGV) to be determined based on the above parameters and Site Classification, per the BC Building Code 2018, where applicable.

The above parameters shall be used to account for seismic effects in the structural design and design of retaining structures, where required.

Small Scale, Localized Landslides

Based on our slope stability analyses, it was found that the north slope is stable under static conditions, with factors of safety FoS > 1.5 for deep-seated circular failure surfaces. Seismic analyses employing a conservative seismic acceleration coefficient $k_h = \text{PGA}$ used as a screening

tool for the stability of the slope -as recommended by APEGBC Guidelines- resulted in factors of safety below 1.0 for circles passing at a distance of 1.5 m from the top edge of the slope. The FoS increases to values above 1.0 at larger distances from the face of the slope or for shorter slope heights. The summary of the slope stability calculations is attached to this report.

Following the APEGBC Guidelines – Slope Displacement Method, it was found that a displacement smaller than 20 mm, approximately, may occur at a distance of 1.5 m from the top edge of the south slope. This displacement value is acceptable since it is smaller than the maximum allowable displacement of 15 cm along the slip surface established by such document. The displacement magnitude also decreases as the distance from the top of the slope increases or for shorter slope heights.

Based on the geotechnical conditions of the site such as the geomechanical properties and geological origin of the soils, topographic characteristics (slope inclination), added to the results of the slope stability analyses conducted and our assessment of the site we estimate that the occurrence of a deep seated slope failure affecting the subject lot is possible under seismic conditions for the design earthquake and the probability of occurrence is in the range of 1:500 to 1:10,000 (See Table 1 for comparative purposes). Therefore, a setback distance from the top edge of the northwest slope must be implemented for the construction of the proposed development to mitigate the potential damage due to the seismic effect on the stability of that slope.

Table 1. Indicative Measures of Landslide Likelihood (Australian Geomechanics Society, 2000)

| Level | Descriptor | Description | Indicative Annual probability |
|-------|----------------|---|-------------------------------|
| A | Almost Certain | The event is expected to occur | $> \approx 10^{-1}$ |
| B | Likely | The event will probably occur under adverse conditions | $\approx 10^{-2}$ |
| C | Possible | The event could occur under adverse conditions | $\approx 10^{-3}$ |
| D | Unlikely | The event might occur under very adverse circumstances | $\approx 10^{-4}$ |
| E | Rare | The event is conceivable but only under exceptional circumstances | $\approx 10^{-5}$ |
| F | Not Credible | The event is inconceivable or fanciful | $< 10^{-6}$ |

On the other hand, shallow soil sloughing, affecting the top soil layer on the face of the steeper segments of the slope (inclinations larger than 50%) may occur without impacting its global stability. Recommendations for mitigation of shallow instability are included in Section 6.1, below.

Floodproofing

The lowest habitable area of the proposed building must be located at a minimum elevation of 1.5 m above the Natural Boundary (High Water Mark) of the water courses running at the toe of the terrace slopes.

We understand that a variance in the floodplain setback from 15 m –as required by the floodplain bylaw– to 10 m is being requested to the District of Mission. It is our professional opinion that the site is safe after this reduction in the floodplain setback and is acceptable from a geotechnical point of view.

Other Hazards

Other potential geotechnical hazards including mountain stream erosion or avulsion, debris flood / debris torrent, major catastrophic landslide, rockfall and liquefaction were considered in our assessment and are deemed to be inexistent in this property.

6. Discussion and Recommendations

6.1 General

Based on the geotechnical characterization of the soil at the subject site, it is our professional opinion that the construction of the proposed development is feasible from a geotechnical point of view.

6.2 Hazard Assessment

Based on the estimated likelihood of the hazard events described above, it is Cornerstone's professional opinion that the land may be used safely for the use intended provided that the recommendations and hazard mitigation measures described below are implemented. The above is based on the comparison of the assigned probabilities of occurrence of the hazards assessed to the Cave (1993) acceptability criteria.

6.3 Site Preparation

Top soil, soft to firm silts, and any other unsuitable materials must be stripped to the depth of the very dense sand, prior to the construction of any footings or placement of grading fills. A qualified geotechnical engineer must inspect and approve the foundation soil prior to construction.

A minimum geotechnical setback of 1.5 m measured from the existing top edge of the terrace slope is recommended for the construction of the proposed building.

We recommend to found the building at a depth of at least 2.4 m (8 ft.) below the top of the terrace; in this way the effective height of the slope decreases and the distance to the face of the slope increases, resulting in higher factors of safety under static and seismic conditions.

Temporary excavations into the dense sands described above for the construction of the basement can be carried at a maximum inclination of 1H:1V (H=horizontal; V=vertical) and must be supervised by a geotechnical engineer; temporary cuts into top or soft soils shall be carried out at a maximum inclination of 1.5H:1V.

Where fills are required for grading purposes, structural fill compacted to a minimum density of 100% Standard Proctor Maximum Dry Density (SPMDD) must be placed under the supervision of the geotechnical engineer. The structural fill must extend to a minimum horizontal distance beyond the outer edge of the perimeter footings equal to the greater of: (i) two times the footing width; (ii) the thickness of the structural fill or 1.0 m. Fill must be placed in 300 mm (1 ft.) thick loose lifts when compacted using large compaction equipment such as vibrating rollers. Lift thickness must be reduced to 150 mm in smaller plate compactors are used.

Cornerstone must approve the structural or grading fill prior to its use; it shall consist of sound, durable, well graded granular material, free of earth lumps or deleterious materials, with a maximum size of 75 mm and fine contents (material passing sieve 0.075 mm/No. 200) less than 8% and plasticity index measured on the fraction of soil passing sieve No. 40 lower than 6 percent. Alternative fills may be used upon approval by Cornerstone.

Construction of the driveway will require minor excavations and some fill, not exceeding 2.5 m towards the central portion of its length where a ground depression is crossed. However, based on the topographic information supplied by the client, no retaining structures will be required to support this fill. Grading fill consisting of granular material excavated from the site, previously approved by Cornerstone, can be used for this purpose. The fill shall be compacted at a minimum density of 95% MPMDD and the fill slopes inclined at a maximum of 1.5H:1V.

Water seepage from the surface may occur during the wet seasons. It is recommended to backfill around the buried portions of the basement walls of the proposed building using free draining structural fill (fine content less than 5%) or, alternatively, placing a chimney drain consisting of a column of clear drain gravel, 300 mm thick around the wall.

Cornerstone must review the final grading plan to provide additional recommendations if needed.

Keeping the existing vegetation on the face of the terrace slopes will help in preventing the occurrence of shallow sloughing or soil erosion. If trees or vegetation are removed from the face

of the slope during construction, it is recommended to promote the re-growth of the short vegetation and small shrubs to promote the presence of roots on the surficial soil layers.

Roof and perimeter drainage must be collected and disposed into the storm management system to be designed by others. Surface drainage must be designed in such a way that water runoff is directed away from the face of the terrace slopes.

The recommended location of the rock pit is near the northwest corner of the building envelope proximal to the west slope of the terrace, where its inclination is milder than in the areas to the south, and maintaining a minimum setback distance of 3 m from the edge of the rock pit to the top edge of the slope, as shown in Figure 3.

We do not anticipate any detrimental effect of the rock pit on the stability of the slopes if built as recommended above since the materials forming the slope are in general granular and characterized by high permeability. The final location and excavation of the rock pit must be approved by Cornerstone.

In regards to the reduced floodproofing setback to 10 m, no additional measures, other than those described above, are necessary for the construction of the proposed building.

Additional recommendations may be provided upon review of the final building layout and grading plan.

6.4 Bearing Capacity

Footings founded on the native, very dense sand or structural fill as defined in Section 6.3 of this report can be designed based on a factored bearing pressure (ULS condition) of 250 kPa (~5,000 psf), for a resistance factor ϕ of 0.5. Applied bearing pressures must be limited to a serviceability bearing pressure (SLS condition) of 125 kPa (~2,500 psf).

The above bearing capacity values do not consider the effect of eccentric or inclined loads; for those cases or for footings placed on top of fill or cut slopes the geotechnical engineer must verify the validity of those values.

The footing widths must be selected based on the loads assessed by the structural engineer, and the above bearing pressures. The minimum footing width must comply with the requirements of BCBC 2018, Table 9.15.3.4 shown below:

BCBC 2018, Table 9.15.3.4

| No. of Floors Supported | Minimum Width of Strip Footings, mm | | Minimum Footing Area for Columns Spaced 3 m o.c., ⁽¹⁾ m ² |
|-------------------------|--|--|---|
| | Supporting Exterior Walls ⁽²⁾ | Supporting Interior Walls ⁽³⁾ | |
| 1 | 250 | 200 | 0.4 |
| 2 | 350 | 350 | 0.75 |
| 3 | 450 | 500 | 1.0 |

Notes to BCBC 2018, Table 9.15.3.4:

- (1) See Sentence 9.15.3.7.(1).
- (2) See Sentence 9.15.3.5.(1).
- (3) See Sentence 9.15.3.6.(1).

7. Review and Inspection

We recommend retaining Cornerstone to conduct the following activities:

- Review of final building layout and site grading plan
- Building excavation and foundation soil inspection
- Excavation and construction of rock pit

8. Limitations and Closure

The recommendations provided in this report are based on the analysis of the results of the subsoil investigation and geomorphological conditions of the site and our engineering judgement and analysis. Due the variable nature of the subsoil and limitations inherent to the subsoil investigation, unexpected conditions may be found; Cornerstone Geo-Structural Engineering must be informed by the client in this event to conduct the necessary reviews. This report has been prepared in accordance with general accepted engineering practice for the exclusive use of the client for the purposes stated. No other warranty, expressed or implied is made.

Reviewed,



German A. Cajigas Silva, M.Eng., P.Eng.
 Senior Geotechnical Engineer



Jorge Silva, P.Eng.
 Principal



Test Hole Log

Project: 33221 Plumridge Ave
Location: Mission, BC
Date of investigation: 22-May-19

Rev. 0 - 13 Aug 2019

| Test Hole No. | Depth (m) | Soil description |
|---------------|-----------|--|
| TH-01 | 0.0 - 0.2 | Top soil, roots |
| | 0.2 - 0.4 | Reddish brown, silty sand with roots |
| | 0.4 - 2.1 | Very dense, moist, medium-fine sand, some gravel. Penetration with geotechnical steel probe is less than 25 mm with big effort |
| | 2.1 - 2.7 | Very dense, moist, clean, gravelly sand |
| | 2.7 - 3.3 | Very dense, cemented, gravelly sand till |
| | 3.3 - 4.5 | Very dense, moist, light brown, grey, medium, clean sand |
| | 4.5 | End of test hole due to excavator reach capacity. |
| | | No groundwater table / seepage observed at the depth of investigation |
| TH-02 | 0.0 - 0.2 | Top soil, roots |
| | 0.2 - 0.6 | Compact, yellowish light brown, sandy silt with roots |
| | 0.6 - 3.5 | Very dense, moist, light brown fine, clean sand, some rounded gravel |
| | 3.5 | End of test hole |
| | | No groundwater table / seepage observed at the depth of investigation |
| TH-03 | 0.0 - 0.6 | Top soil and loose silty sand |
| | 0.6 - 1.0 | Very dense, light brown, fine sand, some gravel. Penetration with geotechnical steel probe < 25 mm with big effort |
| | 1.0 | End of test hole |
| | | No groundwater table / seepage observed at the depth of investigation |
| TH-04 | 0.0 - 1.8 | Fill: dry to moist sand, some cobbles, chunks of asphalt |
| | 1.8 - 2.4 | Very dense, native sand |
| | 2.4 | End of test hole |
| | | No groundwater table / seepage observed at the depth of investigation |
| | | |

Note: Depths measured with respect to existing ground surface

ATTACHMENTS

- Figure 1. Site Location
- Figure 2. General Site Topography and Approximate Test Hole Location
- Figure 3. Topographic Survey
- Slope Stability Analysis
- Landslide Assessment Assurance Statement (Appendix D - APEGBC)

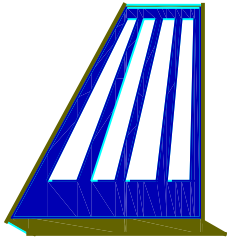


Figure 1. Site Location (Taken from District of Mission's Webmap)

Unit 1B – 30508 Great Northern Ave, Abbotsford, BC V2T 6H4 Phone: 604-746-5070



BASED ON TOPOGRAPHIC MAP FROM DISTRICT OF MISSION'S WEBPAGE



CORNERS + ONE
GEO-STRUCTURAL ENGINEERING LTD
1B-30508 Great Northern Avenue
Abbotsford, BC, V2T 6H4
Phone/Fax : (604) 746 5070
Cell phone : (778) 928 7589
Email: cornerstoneng@shaw.ca
PROFESSIONAL SERVICES BUILT UPON THE ROCK

FIGURE 2. GENERAL SITE TOPOGRAPHY AND APPROXIMATE LOCATION OF TEST HOLES (TH) AND GPS WAYPOINTS

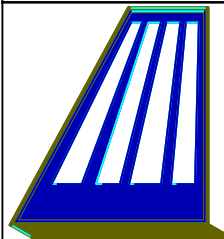
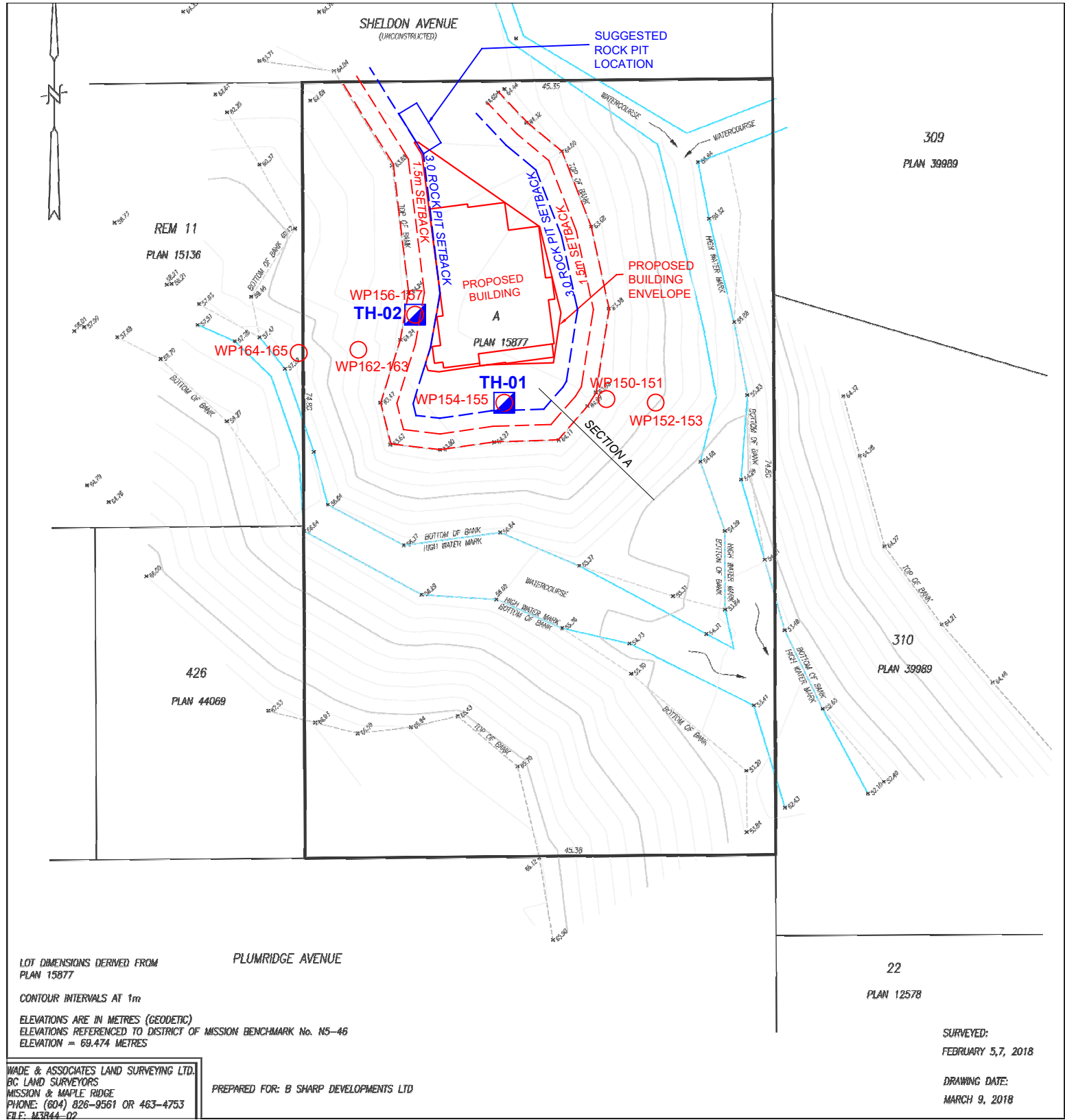
SITE: 33221 PLUMRIDGE AVENUE, MISSION, BC

CLIENT: NOORT HOMES

| | |
|-----------------------|-----------------------|
| Drawn: German Cajigas | Date: August 14, 2019 |
| Revised: Jorge Silva | SCALE: 1:500 1/1 |

REVISIONS

| | |
|---|----------------------------|
| 0 | ISSUED FOR BUILDING PERMIT |
|---|----------------------------|



CORNERSTONE
GEO-STRUCTURAL ENGINEERING LTD
1B-30508 Great Northern Avenue
Abbotsford, BC, V2T 6H4
Phone/Fax : (604) 746 5070
Cell phone : (778) 928 7589
Email: cornerstoneng@shaw.ca
PROFESSIONAL SERVICES BUILT UPON THE ROCK

FIGURE 3. TOPOGRAPHIC SURVEY

SITE: 33221 PLUMRIDGE AVENUE, MISSION, BC

CLIENT: NOORT HOMES

Drawn: German Cajigas Date: May 19, 2020

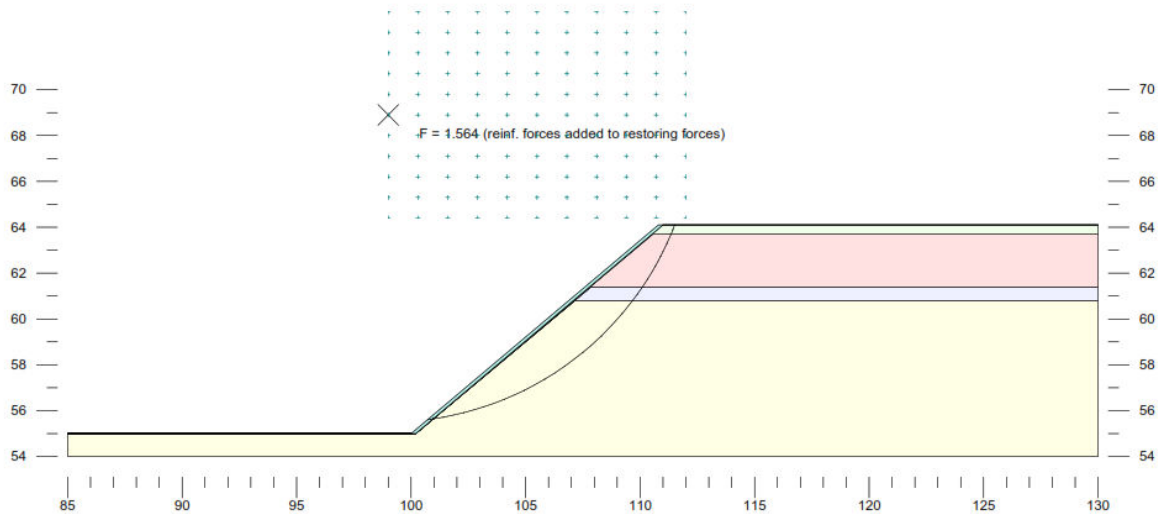
Revised: Jorge Silva SCALE: 1: 500 1/1

| REVISIONS | |
|-----------|-----------------------------|
| 0 | ISSUED FOR BUILDING PERMIT |
| 1 | REVISED FOR BUILDING PERMIT |
| 2 | REVISED FOR BUILDING PERMIT |
| | |
| | |

SLOPE STABILITY ANALYSES

| | Gamma kN/m ³ | C kPa | Phi deg | Piezo Surf. |
|------------------|----------------------------|----------|------------|----------------|
| Slope face | 18 | 5 | 45 | 0 |
| Upper silt | 17 | 0 | 30 | 0 |
| Very dense S & G | 19 | 0 | 47 | 0 |
| Cemented till | 21 | 30 | 47 | 0 |
| Very dense Sand | 19 | 0 | 45 | 0 |

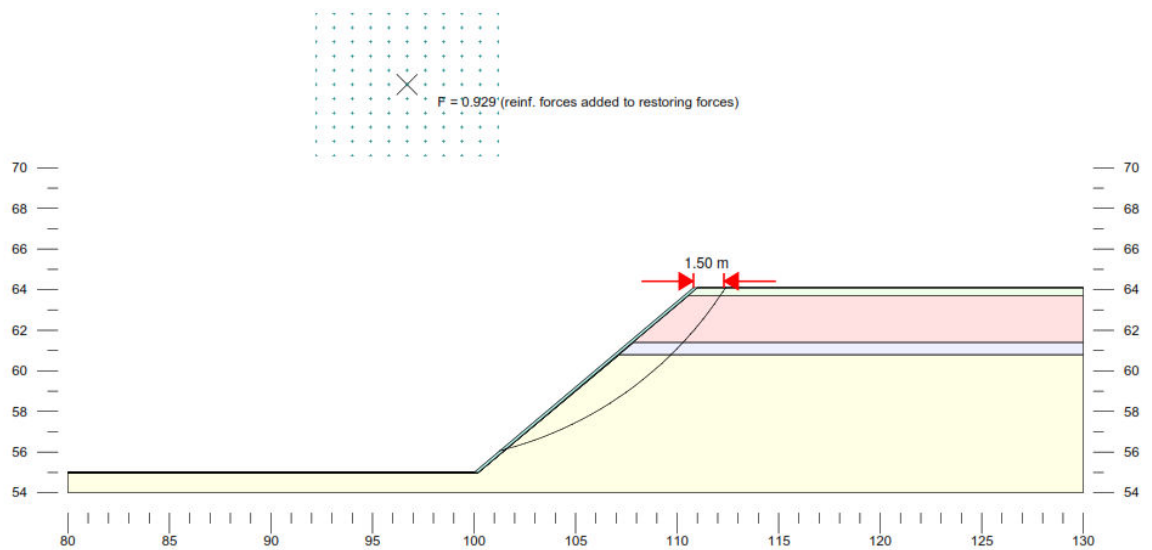
CS190269
33221 Plumridge Ave
30 Jun 2019
Section A - Original H=9.1 m
Static Analysis



| | Gamma kN/m ³ | C kPa | Phi deg | Piezo Surf. |
|------------------|----------------------------|----------|------------|----------------|
| Slope face | 18 | 5 | 45 | 0 |
| Upper silt | 17 | 0 | 30 | 0 |
| Very dense S & G | 19 | 0 | 47 | 0 |
| Cemented till | 21 | 30 | 47 | 0 |
| Very dense Sand | 19 | 0 | 45 | 0 |

Seismic coefficient = 0.30

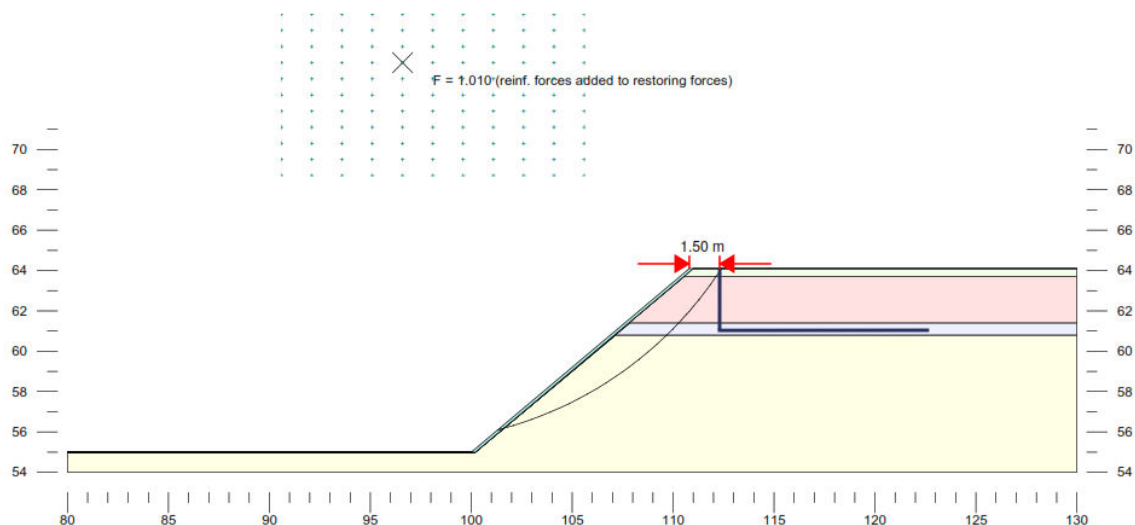
CS190269
33221 Plumridge Ave
30 Jun 2019
Section A - Original H=9.1 m
Seismic (pseudostatic) Analysis - Kh=PGA



| | Gamma kN/m ³ | C kPa | Phi deg | Piezo Surf. |
|------------------|----------------------------|----------|------------|----------------|
| Slope face | 18 | 5 | 45 | 0 |
| Upper silt | 17 | 0 | 30 | 0 |
| Very dense S & G | 19 | 0 | 47 | 0 |
| Cemented till | 21 | 30 | 47 | 0 |
| Very dense Sand | 19 | 0 | 45 | 0 |

Seismic coefficient = 0.25

CS190269
33221 Plumridge Ave
30 Jun 2019
Section A - Original H=9.1 m
Seismic (pseudostatic) Analysis - Ky



LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Unit 1B – 30508 Great Northern Ave, Abbotsford, BC V2T 6H4 Phone: 604-746-5070

APPENDIX D: LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Note: This Statement is to be read and completed in conjunction with the "APEGBC Guidelines for Legislated Landslide Assessments for Proposed Residential Development in British Columbia", March 2006/Revised September 2008 ("APEGBC Guidelines") and the "2006 BC Building Code (BCBC 2006)" and is to be provided for *landslide assessments* (not floods or flood controls) for the purposes of the Land Title Act, Community Charter or the Local Government Act. Italicized words are defined in the APEGBC Guidelines.

To: The Approving Authority

Date: 13 AUGUST 2019

THE DISTRICT OF MISSION

Jurisdiction and address

With reference to (check one):

- ☐ Land Title Act (Section 86) – Subdivision Approval
- ☐ Local Government Act (Sections 919.1 and 920) – Development Permit
- ☒ Community Charter (Section 56) – Building Permit
- ☐ Local Government Act (Section 910) – Flood Plain Bylaw Variance
- ☐ Local Government Act (Section 910) – Flood Plain Bylaw Exemption
- ☐ British Columbia Building Code 2006 sentences 4.1.8.16 (8) and 9.4 4.4.(2) (Refer to BC Building and Safety Policy Branch Information Bulletin B10-01 issued January 18, 2010)

For the Property:

LOT A, PL NW 15877 SEC. 21 TWP. 17 NWD. / 33221 PLUMRIDGE AVE.

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a *Qualified Professional* and is a *Professional Engineer* or *Professional Geoscientist*.

I have signed, sealed and dated, and thereby certified, the attached *landslide assessment* report on the Property in accordance with the *APEGBC Guidelines*. That report must be read in conjunction with this Statement. In preparing that report I have:

Check to the left of applicable items

- ☒ 1. Collected and reviewed appropriate background information
- ☒ 2. Reviewed the proposed *residential development* on the Property
- ☒ 3. Conducted field work on and, if required, beyond the Property
- ☒ 4. Reported on the results of the field work on and, if required, beyond the Property
- ☒ 5. Considered any changed conditions on and, if required, beyond the Property
- 6. For a *landslide hazard analysis* or *landslide risk analysis* I have:
 - ☒ 6.1 reviewed and characterized, if appropriate, any *landslide* that may affect the Property
 - ☒ 6.2 estimated the *landslide hazard*
 - ☒ 6.3 identified existing and anticipated future *elements at risk* on and, if required, beyond the Property
 - ☒ 6.4 estimated the potential *consequences* to those *elements at risk*
- 7. Where the *Approving Authority* has adopted a *level of landslide safety* I have:
 - ☒ 7.1 compared the *level of landslide safety* adopted by the *Approving Authority* with the findings of my investigation
 - ☒ 7.2 made a finding on the *level of landslide safety* on the Property based on the comparison
 - ☒ 7.3 made recommendations to reduce *landslide hazards* and/or *landslide risks*
- 8. Where the *Approving Authority* has **not** adopted a *level of landslide safety* I have:

- ☒ 8.1 described the method of *landslide hazard analysis* or *landslide risk analysis* used
- ☒ 8.2 referred to an appropriate and identified provincial, national or international guideline for *level of landslide safety*
- ☒ 8.3 compared this guideline with the findings of my investigation
- ☒ 8.4 made a finding on the *level of landslide safety* on the Property based on the comparison
- ☒ 8.5 made recommendations to reduce *landslide hazards* and/or *landslide risks*
- ☒ 9. Reported on the requirements for future inspections of the Property and recommended who should conduct those inspections.

Based on my comparison between

Check one

- ☒ the findings from the investigation and the adopted *level of landslide safety* (item 7.2 above)
- ☐ the appropriate and identified provincial, national or international guideline for *level of landslide safety* (item 8.4 above)

I hereby give my assurance that, based on the conditions⁽¹⁾ contained in the attached *landslide assessment* report,

Check one

- ☐ for subdivision approval, as required by the Land Title Act (Section 86), "that the land may be used safely for the use intended"

Check one

- ☐ with one or more recommended registered covenants.
- ☐ without any registered covenant.

- ☐ for a development permit, as required by the Local Government Act (Sections 919.1 and 920), my report will "assist the local government in determining what conditions or requirements under [Section 920] subsection (7.1) it will impose in the permit".

- ☒ for a building permit, as required by the Community Charter (Section 56), "the land may be used safely for the use intended"

Check one

- ☒ with one or more recommended registered covenants.
- ☐ without any registered covenant.

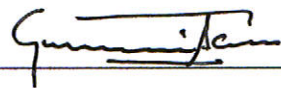
- ☐ for flood plain bylaw variance, as required by the "Flood Hazard Area Land Use Management Guidelines" associated with the Local Government Act (Section 910), "the development may occur safely".

- ☐ for flood plain bylaw exemption, as required by the Local Government Act (Section 910), "the land may be used safely for the use intended".

GERMAN A. CATIGAS SILVA

Name (print)

Signature



13 AUGUST 2019

Date

⁽¹⁾ When seismic slope stability assessments are involved, *level of landslide safety* is considered to be a "life safety" criteria as described in the National Building Code of Canada (NBCC 2005), Commentary on Design for Seismic Effects in the User's Guide, Structural Commentaries, Part 4 of Division B. This states:

"The primary objective of seismic design is to provide an acceptable level of safety for building occupants and the general public as the building responds to strong ground motion; in other words, to minimize loss of life. This implies that, although there will likely be extensive structural and non-structural damage, during the DGM (design ground motion), there is a reasonable degree of confidence that the building will not collapse nor will its attachments break off and fall on people near the building. This performance level is termed 'extensive damage' because, although the structure may be heavily damaged and may have lost a substantial amount of its initial strength and stiffness, it retains some margin of resistance against collapse".

13- 30508 GREAT NORTHERN AVE

Address

ABBOTSFORD, BC V2T 6H4

778-918-7025

Telephone



(Affix Professional seal here)

If the *Qualified Professional* is a member of a firm, complete the following.

I am a member of the firm CORNERSTONE GEO-STRUCTURAL ENGINEERING LTD.

and I sign this letter on behalf of the firm.

(Print name of firm)



MINUTES - REGULAR (PRE-CLOSED) COUNCIL MEETING

August 4, 2020, 1:00 p.m.

Council Chambers

8645 Stave Lake Street, Mission, BC

Council Present: Mayor Pam Alexis
Councillor Cal Crawford
Councillor Mark Davies
Councillor Jag Gill
Councillor Carol Hamilton
Councillor Ken Herar
Councillor Danny Plecas

Staff Present: Mike Younie, Chief Administrative Officer
Stacey Crawford, Director of Economic Development
Taryn Hubbard, Manager of Communications and Public Engagement
Tracy Kyle, Director of Engineering & Public Works
Barclay Pitkethly, Deputy Chief Administrative Officer
Maureen Sinclair, Director of Parks, Recreation and Culture
Dan Sommer, Director of Development Services
Doug Stewart, Director of Finance
Krista De Sousa, Administrative Assistant

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. RESOLUTION TO EXCLUDE THE PUBLIC

RC(C)20/027

Moved by Councillor Crawford

Seconded by Councillor Herar

RESOLVED: That, pursuant to Sections 90 and 92 of the *Community Charter*, this Regular Meeting of Council be closed to the public as the subject matter being considered relates to the following:

- Section 90(1)(a) of the *Community Charter* – personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

- Section 90(1)(e) of the *Community Charter* – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and
- Section 90(1)(k) of the *Community Charter* – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

3. **ADJOURN TO CLOSED COUNCIL MEETING**

RC(C)20/028

Moved by Councillor Crawford

Seconded by Councillor Herar

RESOLVED:

That the meeting be adjourned.

The meeting was adjourned at 1:00 p.m.

PAMELA ALEXIS
MAYOR

BARCLAY PITKETHLY
DEPUTY CORPORATE OFFICER



MINUTES - REGULAR COUNCIL MEETING

August 4, 2020, 6:00 p.m.

Council Chambers

8645 Stave Lake Street, Mission, BC

Council Present: Mayor Pam Alexis
Councillor Cal Crawford
Councillor Mark Davies
Councillor Jag Gill
Councillor Carol Hamilton
Councillor Ken Herar
Councillor Danny Plecas

Staff Present: Mike Younie, Chief Administrative Officer
Barclay Pitkethly, Deputy Chief Administrative Officer
Stacey Crawford, Director of Economic Development
Tracy Kyle, Director of Engineering and Public Works
Robert Publow, Manager of Planning
Scott Ross, Manager of Accounting Services
Dan Sommer, Director of Development Services
Doug Stewart, Director of Finance
Allyssa Fischer, Administrative Assistant

1. CALL TO ORDER

Mayor Alexis called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA

RC20/397

Moved by Councillor Crawford

Seconded by Councillor Gill

RESOLVED:

1. That Late Item 4(b) "Rezoning Application (R19-046) - 33128, 33136, and 33144 - 3rd Avenue" be added to the agenda under **Development Services**;
2. That Late Item 10(h) "Zoning Amending Bylaw 5959-2020-5050(387)" be added to the agenda under **Bylaws for Consideration**; and

3. That the agenda for the Regular Council meeting of August 4, 2020 be adopted as amended.

CARRIED

3. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

RC20/398

Moved by Councillor Plecas

Seconded by Councillor Herar

RESOLVED:

That Council now resolve itself into Committee of the Whole.

CARRIED

4. DEVELOPMENT SERVICES

a. Development Variance Permit Application (DV20-003) - 35727 Shook Avenue

A report from the Planner dated August 4, 2020, regarding a development variance permit application for the property located at 35727 Shook Avenue, was provided for the Committee's information.

b. Rezoning Application (R19-046) - 33128, 33136, and 33144 - 3rd Avenue

A report from the Senior Planner dated August 4, 2020, regarding a rezoning application for the properties located at 33128, 33136, and 33144 - 3rd Avenue, was provided for the Committee's consideration.

Discussion ensued, and staff answered the Committee's questions in regards to timelines, location of surface parking, and the building's proximity to the fronting street.

RC20/399

Moved by Councillor Plecas

RECOMMENDED:

That the developer be required to register the following encumbrances against the title of the properties located at 33128, 33136, and 33144 3rd Avenue:

1. a Housing Agreement and Section 219 covenant with the District of Mission;
2. Section 219 covenant - Community Amenity Contribution (CAC) which states the CAC contribution they have made will be returned to the contributor(s) if the development has been issued a building final occupancy permit by December 31, 2024 and, if not, the District will retain the full value of the contribution based on a \$2,815 per unit rate; and

3. a letter of volunteering for servicing (a condition of the variance approval) must be registered on title with a Section 219 covenant.

CARRIED

5. CORPORATE ADMINISTRATION AND FINANCE

a. Investment Holdings Quarterly Report – June 30, 2020

A report from the Manager of Accounting Services dated August 4, 2020, providing an update on the District's cash and portfolio investment holdings as of June 30, 2020, was provided for the Committee's information.

Discussion ensued, and the Manager of Accounting Services answered the Committee's questions in regards to prime rates and investment strategies moving forward.

b. FIN.05(C) Designated Signing Authorities Policy Update

A report from the Manager of Accounting Services dated August 4, 2020, regarding proposed amendments to FIN.05(C) Designated Signing Authorities Policy, was provided for the Committee's consideration.

RC20/400

Moved by Councillor Plecas

RECOMMENDED:

That the amended policy FIN.05(C) - Designated Signing Authorities as attached as Appendix A to the report from the Manager of Accounting Services dated August 4, 2020 entitled "FIN.05(C) – Designated Signing Authorities Policy Update," be approved.

CARRIED

c. Investment Readiness Program

A report from the Director of Finance dated August 4, 2020, regarding a proposed project agreement with Abbotsford Community Foundation, was provided for the Committee's consideration.

Discussion ensued, and the Director of Finance provided examples of projects in various British Columbia municipalities and answered the Committee's questions in regards to the District's proposed role.

RC20/401

Moved by Councillor Plecas

RECOMMENDED:

That the District of Mission enter into a project agreement with the Abbotsford Community Foundation to serve as the qualified donee for the Investment Readiness Program allowing the District to issue approved funding to Social Purpose Organizations.

CARRIED

d. Council Conference Budget

A report from the Chief Administrative Officer dated August 4, 2020, regarding proposed amendments to Policy ADM.07(C) Council Attendance at Conferences, was provided for the Committee's consideration.

Discussion ensued regarding additional travel costs for out of province conferences, the ability to alternate annually between conferences, education and networking opportunities, and the ability to attend conferences virtually moving forward.

RC20/402

Moved by Councillor Plecas

RECOMMENDED:

1. That Policy ADM.07(C) be amended to delete the specified budget amount in Section 1;
2. That Policy ADM.07(C) be amended to delete the second sentence in Section 1 which removes the reference to carry forward; and
3. That Council set the Council Conference budget for 2021 at \$10,00 for the Mayor and \$6,000 per Councillor.

CARRIED

6. RESOLUTION TO RISE AND REPORT**RC20/403**

Moved by Councillor Gill

Seconded by Councillor Herar

RESOLVED:

That the Committee of the Whole now rise and report.

CARRIED

7. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC20/404

Moved by Councillor Crawford

Seconded by Councillor Hamilton

RESOLVED:

That the recommendations of the August 4, 2020 Committee of the Whole, as contained in items RC20/399 to RC20/402 be adopted.

CARRIED

8. COUNCIL COMMITTEE REPORTS & MINUTES

Council provided updates on recent committee and association meetings.

a. Joint Shared Services Committee meeting minutes - May 14, 2020

RC20/405

Moved by Councillor Plecas

Seconded by Councillor Crawford

RESOLVED:

That the May 14, 2020 Joint Shared Services Committee meeting minutes be received as information.

CARRIED

9. COUNCIL MEETING MINUTES FOR APPROVAL

a. Freestanding Committee of the Whole (Corporate Administration & Finance – Budget) – June 22, 2020

b. Regular Council Meeting (for the purpose of going into a closed meeting) - July 20, 2020

c. Regular Council Meeting - July 20, 2020

RC20/406

Moved by Councillor Crawford

Seconded by Councillor Herar

RESOLVED:

That the minutes contained in Items 9(a) - (c) be adopted.

CARRIED

10. BYLAWS FOR CONSIDERATION

a. Official Community Plan Amending Bylaw 5912-2020-5670(15) - SECOND READING

RC20/407

Moved by Councillor Gill

Seconded by Councillor Plecas

RESOLVED:

That Official Community Plan Amending Bylaw 5912-2020-5670(15), a bylaw to add the Waterfront Comprehensive Planning Area designation to the Official Community Plan Bylaw and minor housekeeping amendments to accommodate the new designation, be **read a second time**.

CARRIED

RC20/408

Moved by Councillor Gill

Seconded by Councillor Plecas

RESOLVED:

That in accordance with Section 477 of the *Local Government Act*, Council has considered Official Community Plan Amending Bylaw 5912-2020-5670(15) in conjunction with the District's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan.

CARRIED

b. Zoning Bylaw 5949-2020 - SECOND READING

RC20/409

Moved by Councillor Hamilton

Seconded by Councillor Herar

RESOLVED:

That Zoning Bylaw 5949-2020, a bylaw to repeal and replace Zoning Bylaw 5050-2009, be **read a second time**.

CARRIED

c. Official Community Plan Amending Bylaw 5942-2020-5670(19) - SECOND READING

RC20/410

Moved by Councillor Plecas

Seconded by Councillor Crawford

RESOLVED:

That Official Community Plan Amending Bylaw 5942-2020-5670(19) OCP20-003 (District of Mission), a bylaw to introduce density bonus incentives to encourage the construction of affordable housing options within the District of Mission, be **read a second time**.

CARRIED

RC20/411

Moved by Councillor Plecas

Seconded by Councillor Crawford

RESOLVED:

That in accordance with Section 477 of the *Local Government Act*, Council has considered Official Community Plan Amending Bylaw 5942-2020-5670(19) in conjunction with the District's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan.

CARRIED

d. Official Community Plan Amending Bylaw 5943-2020-5670(20) - SECOND READING

RC20/412

Moved by Councillor Hamilton

Seconded by Councillor Crawford

RESOLVED:

That Official Community Plan Amending Bylaw 5943-2020-5670(20) OCP19-006 (District of Mission), a bylaw to redesignate select properties (or portions) on Dewdney Trunk Road, Bodner Terrace, Rosetta Avenue, and Cherry Avenue from *Urban Residential*, *Urban Compact*, and *Attached Multi-unit Residential* to *Parks and Open Space*, be **read a second time**.

CARRIED

RC20/413

Moved by Councillor Hamilton

Seconded by Councillor Crawford

RESOLVED:

That in accordance with Section 477 of the *Local Government Act*, Council has considered Official Community Plan Amending Bylaw 5943-2020-5670(20) in conjunction with the District's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan.

CARRIED

e. Official Community Plan Amending Bylaw 5958-2020-5670(23) - SECOND READING

The Manager of Planning noted an amendment to the legend of the map as shown in Appendix 1 attached to and forming part of the Bylaw.

RC20/414

Moved by Councillor Crawford

Seconded by Councillor Plecas

RESOLVED:

That Official Community Plan Amending Bylaw 5958-2020-5670(23), a bylaw to remove the existing Downtown Incentive Program Boundary map and replace it with a new copy and to make housekeeping amendments related to the updated Downtown Incentive Program Boundary, be **read a second time as amended**.

OPPOSED (1): Councillor Gill

CARRIED (6 to 1)

f. Zoning Amending Bylaw 5811-2018-5050(328) - ADOPTION

RC20/415

Moved by Councillor Gill

Seconded by Councillor Herar

RESOLVED:

That Zoning Amending Bylaw 5811-2018-5050(328) R18-046 (Bate), a bylaw to rezone property at 32939 Best Avenue from Urban Residential 558 (R558) Zone to Urban Residential 465 (R465) and Urban Residential 465 Secondary Dwelling (R465s) Zone, be **adopted**.

CARRIED

g. Official Community Plan Amending Bylaw 5937-2020-5670(18) - ADOPTION

RC20/416

Moved by Councillor Plecas

Seconded by Councillor Crawford

RESOLVED:

That Official Community Plan Amending Bylaw 5937-2020-5670(18) OCP19-005 (District of Mission), a bylaw to redesignate select properties (or portions) on Laminman Avenue, Emiry, Cedar and Vishloff Streets from *Urban Compact* and *Parks and Open Space* to *Attached Multi-Unit Residential* and *Parks and Open Space*, be **adopted**.

CARRIED

h. Zoning Amending Bylaw 5959-2020-5050(387) - FIRST AND SECOND READINGS

RC20/417

Moved by Councillor Hamilton

Seconded by Councillor Crawford

RESOLVED:

That Zoning Amending Bylaw 5959-2020-5050(387) R19-046 (OTG Developments), a bylaw to rezone the properties located at 33128, 33136 and 33144 - 3rd Avenue from Multiple Family 52 Apartment (MA52) Zone to Comprehensive Development 48 (CD48) Zone, be **read a first and second time**.

CARRIED

11. PERMITS FOR CONSIDERATION

a. Development Variance Permit Application DV20-003 (35727 Shook Avenue)

RC20/418

Moved by Councillor Hamilton

Seconded by Councillor Crawford

RESOLVED:

That Development Variance Permit DV20-003 (35727), to vary District of Mission Zoning Bylaw 5050-2009 Section 102 (Height) (b) by amending the principal dwelling height reduction from 3.0 m to 0.9 m with respect to the maximum permitted height of the principal dwelling unit within the applicable zone to allow for a maximum principal dwelling unit height of 10.1 m, be approved.

CARRIED

12. NEW/OTHER BUSINESS

There was no new/other business.

13. NOTICES OF MOTION

There were no notices of motion.

14. QUESTION PERIOD

Council encourages public participation of Question Period by emails to info@mission.ca or telephone inquiries to 604-820-3700. Your questions about any item on this agenda will be answered after the meeting takes place.

15. ADJOURNMENT**RC20/419**

Moved by Councillor Crawford

Seconded by Councillor Herar

RESOLVED:

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 6:54 p.m.

PAMELA ALEXIS
MAYOR

BARCLAY PITKETHLY
DEPUTY CORPORATE OFFICER

DISTRICT OF MISSION

BYLAW 5967-2020-5670(26)

A Bylaw to amend "District of Mission
Official Community Plan Bylaw 5670-2017"

WHEREAS, under the provisions of the *Local Government Act*, a Council may, by bylaw, adopt one or more community plans for one or more areas;

AND WHEREAS the Council of the District of Mission has adopted "District of Mission Official Community Plan Bylaw 5670-2017" and amended same from time to time;

AND WHEREAS the Council deems it desirable and in the public interest to further amend the Official Community Plan Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Official Community Plan Amending Bylaw 5967-2020-5670(26) ."
2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:
 - a) redesignating the property located at 10415 Jacobsen Street and legally described as:

Parcel Identifier: 001-872-974
The South West Quarter Section 12 Township 15 Except: Parcel "A"
(Explanatory Plan 15663) New Westminster District

from *Rural* to *Institutional*; and
 - b) amending the official community plan maps accordingly.

READ A FIRST TIME this ___ day of ___, 2020

COUNCIL CONSIDERATION OF SECTION 477 OF
THE *LOCAL GOVERNMENT ACT* given this ___ day of ___, 2020

READ A SECOND TIME this ___ day of ___, 2020

PUBLIC HEARING held this ___ day of ___, 2020

READ A THIRD TIME this ___ day of ___, 2020

ADOPTED this ___ day of ___, 2020

PAMELA ALEXIS
MAYOR

JENNIFER RUSSELL
CORPORATE OFFICER

DISTRICT OF MISSION

BYLAW 5961-2020-5050(388)

A Bylaw to amend "District of Mission Zoning Bylaw 5050-2009"

WHEREAS, under the provisions of the *Local Government Act*, a Council may, by bylaw, divide the municipality into zones and regulate the use of land, buildings and structures within such zones;

AND WHEREAS the Council of the District of Mission has adopted "District of Mission Zoning Bylaw 5050-2009" and amended same from time to time;

AND WHEREAS the Council of the District of Mission deems it advisable and in the public interest to amend the Zoning Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Zoning Amending Bylaw 5961-2020-5050(388)."
2. "District of Mission Zoning Bylaw 5050-2009" as amended, is hereby further amended by:
 - a) rezoning the property located at 34903 Dewdney Trunk Road and legally described as:

Parcel Identifier: 030-593-565
Lot A District Lot 6 Group 3 New Westminster District Plan
EPP84836

from Urban Residential 930 (R930) Zone to Urban Residential 930 Secondary Dwelling (R930s) Zone; and
 - b) amending the zoning maps accordingly.

READ A FIRST TIME this __ day of __, 2020

READ A SECOND TIME this __ day of __, 2020

PUBLIC HEARING held this __ day of __, 2020

READ A THIRD TIME this __ day of __, 2020

APPROVED by the Ministry of Transportation and Infrastructure this __ day of __, 2020

ADOPTED this __ day of __, 2020

PAMELA ALEXIS
MAYOR

JENNIFER RUSSELL
CORPORATE OFFICER

DISTRICT OF MISSION

BYLAW 5952-2020-5670(22)

A Bylaw to amend "District of Mission
Official Community Plan Bylaw 5670-2017"

WHEREAS, under the provisions of the *Local Government Act*, a Council may, by bylaw, adopt one or more community plans for one or more areas;

AND WHEREAS the Council of the District of Mission has adopted "District of Mission Official Community Plan Bylaw 5670-2017" and amended same from time to time;

AND WHEREAS the Council deems it desirable and in the public interest to further amend the Official Community Plan Bylaw;

NOW THEREFORE the Council of the District of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "District of Mission Official Community Plan Amending Bylaw 5952-2020-5670(22)."
2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:

- a) re-designating **a portion of** the following properties from *Attached Multi-Unit Residential* to *Parks and Open Space*:

Address: 8890 Cedar Street

Parcel Identifier: 011-946-369

Legal Description: Lot 11 Except: Firstly: West 13 feet, Secondly: Part subdivided by Plan 23879, Section 33 Township 17 New Westminster District Plan 1072

Address: 8934 Cedar Street

Parcel Identifier: 011-946-377

Legal Description: South half of Lot 12 Except: Part subdivided by Plan 36338, Section 33 Township 17 New Westminster District Plan 1072

Address: 8968 Cedar Street

Parcel Identifier: 010-113-304

Legal Description: Lot "B" Section 33 Township 17 New Westminster District Plan 15644

as shown on Appendix A attached to and forming part of this Bylaw;

- b) re-designating **a portion of** the following property from *Future Employment Lands* to *Parks and Open Space*:

Address: Unaddressed (Dewdney Trunk Road)

Parcel Identifier: 012-547-620

Legal Description: Lot 4 Section 28 Township 17 New Westminster District Plan 2184

as shown on Appendix B attached to and forming part of this Bylaw;

- c) re-designating **a portion of** the following properties from *Attached Multi-unit Residential* to *Future Employment Lands*:

Address: Unaddressed (Dewdney Trunk Road)
Parcel Identifier: 012-547-620
Legal Description: Lot 4 Section 28 Township 17 New Westminster
District Plan 2184

Address: 8716 Dewdney Trunk Road
Parcel Identifier: 012-547-603
Legal Description: Lot 3 Section 28 Township 17 New Westminster
District Plan 2184

Address: 33470 Ilhes Avenue
Parcel Identifier: 003-245-241
Legal Description: Lot 1 Section 28 Township 17 New Westminster
District Plan 71066

Address: 33496 Ihles Avenue
Parcel Identifier: 003-245-276
Legal Description: Lot 2 Section 28 Township 17 New Westminster
District Plan 71066

as shown on Appendix B attached to and forming part of this Bylaw;

- d) re-designating **a portion of** the following properties from *Parks and Open Space* to *Future Employment Lands*:

Address: 8716 Dewdney Trunk Road
Parcel Identifier: 012-547-620
Legal Description: Lot 4 Section 28 Township 17 New
Westminster District Plan 2184

Address: 8716 Dewdney Trunk Road
Parcel Identifier: 012-547-581
Legal Description: Lot 1, Except: Parcel "A" (Explanatory Plan
10535), Section 28 Township 17 New Westminster District
Plan 2184

Address: 33470 Ilhes Avenue
Parcel Identifier: 003-245-241
Legal Description: Lot 1 Section 28 Township 17 New
Westminster District Plan 71066

as shown on Appendix B attached to and forming part of this Bylaw;

- e) re-designating the following properties from *Urban Compact* to *Parks and Open Space*:

Address: 8450 Nottman Street
Parcel Identifier: 000-484-245
Legal Description: Lot 37 Section 28 Township 17 New
Westminster District Plan 53080

Address: 8490 Nottman Street
Parcel Identifier: 018-767-435
Legal Description: Lot A Section 28 Township 17 New
Westminster District Plan LMP16681

as shown on Appendix C attached to and forming part of this Bylaw;

- f) amending the Official Community Plan maps accordingly.

READ A FIRST TIME this 6th day of July, 2020

COUNCIL CONSIDERATION OF SECTION 477 OF
THE *LOCAL GOVERNMENT ACT* given this ___ day of ___, 2020

READ A SECOND TIME this ___ day of ___, 2020

PUBLIC HEARING held this ___ day of ___, 2020

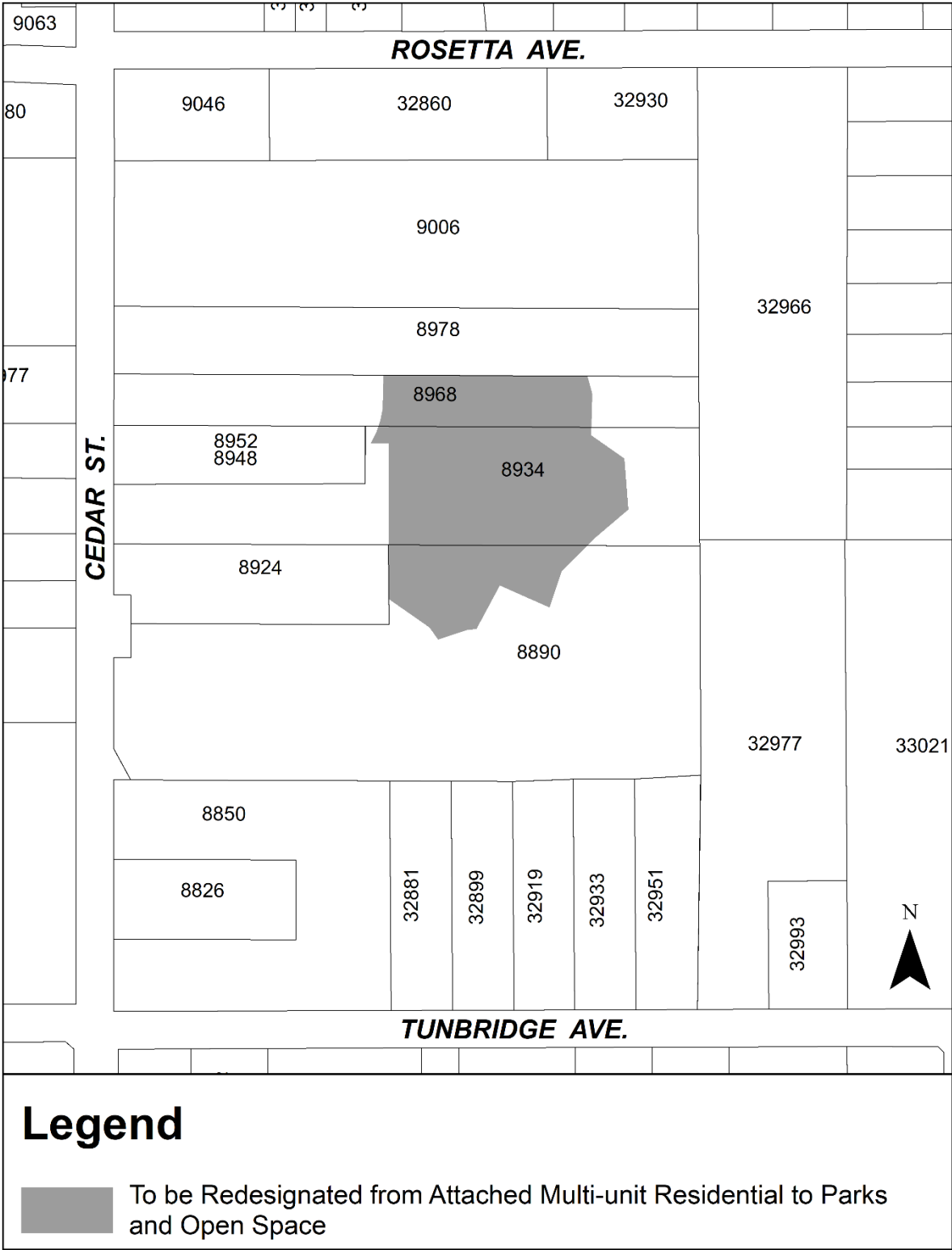
READ A THIRD TIME this ___ day of ___, 2020

ADOPTED this ___ day of ___, 2020

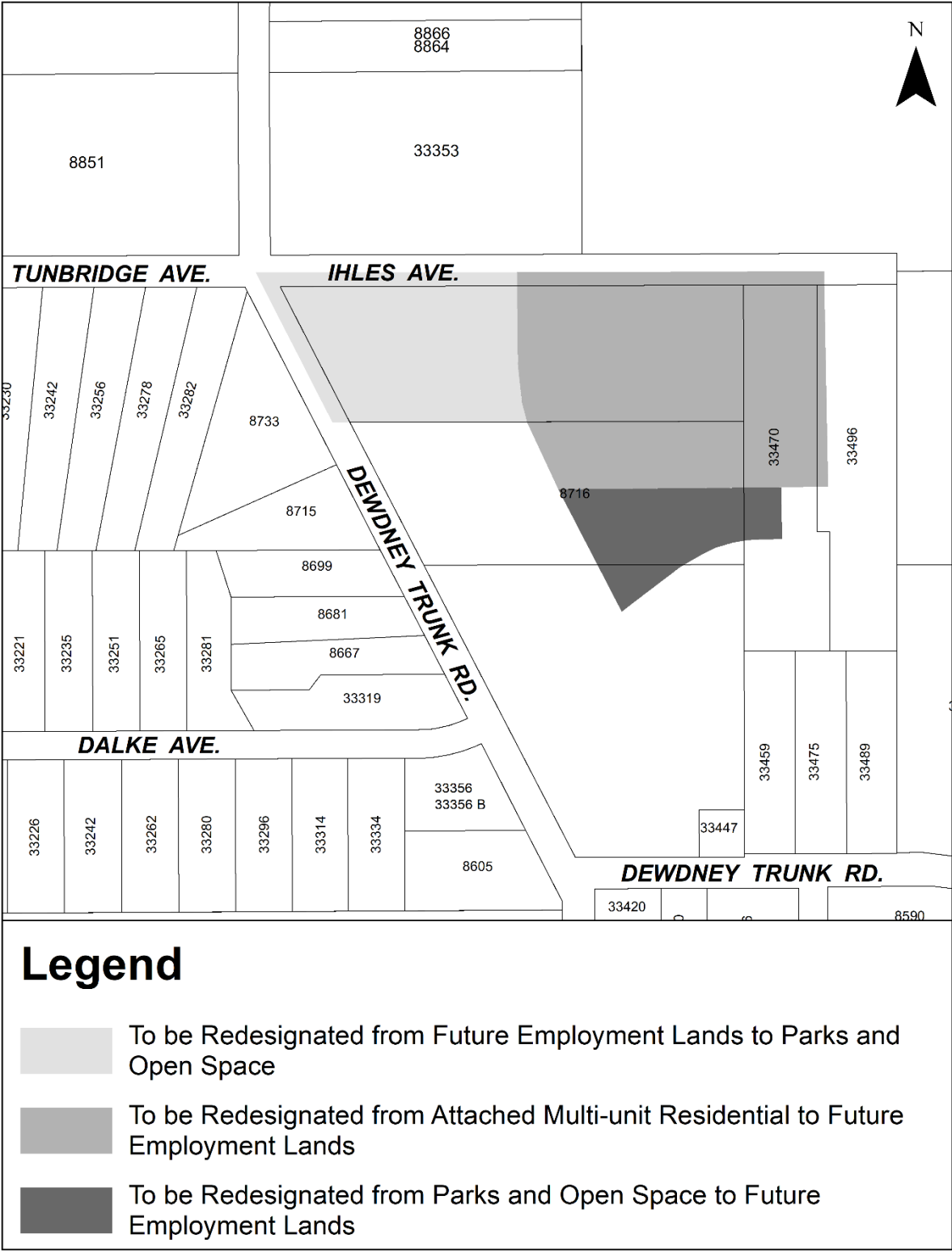
PAMELA ALEXIS
MAYOR

JENNIFER RUSSELL
CORPORATE OFFICER

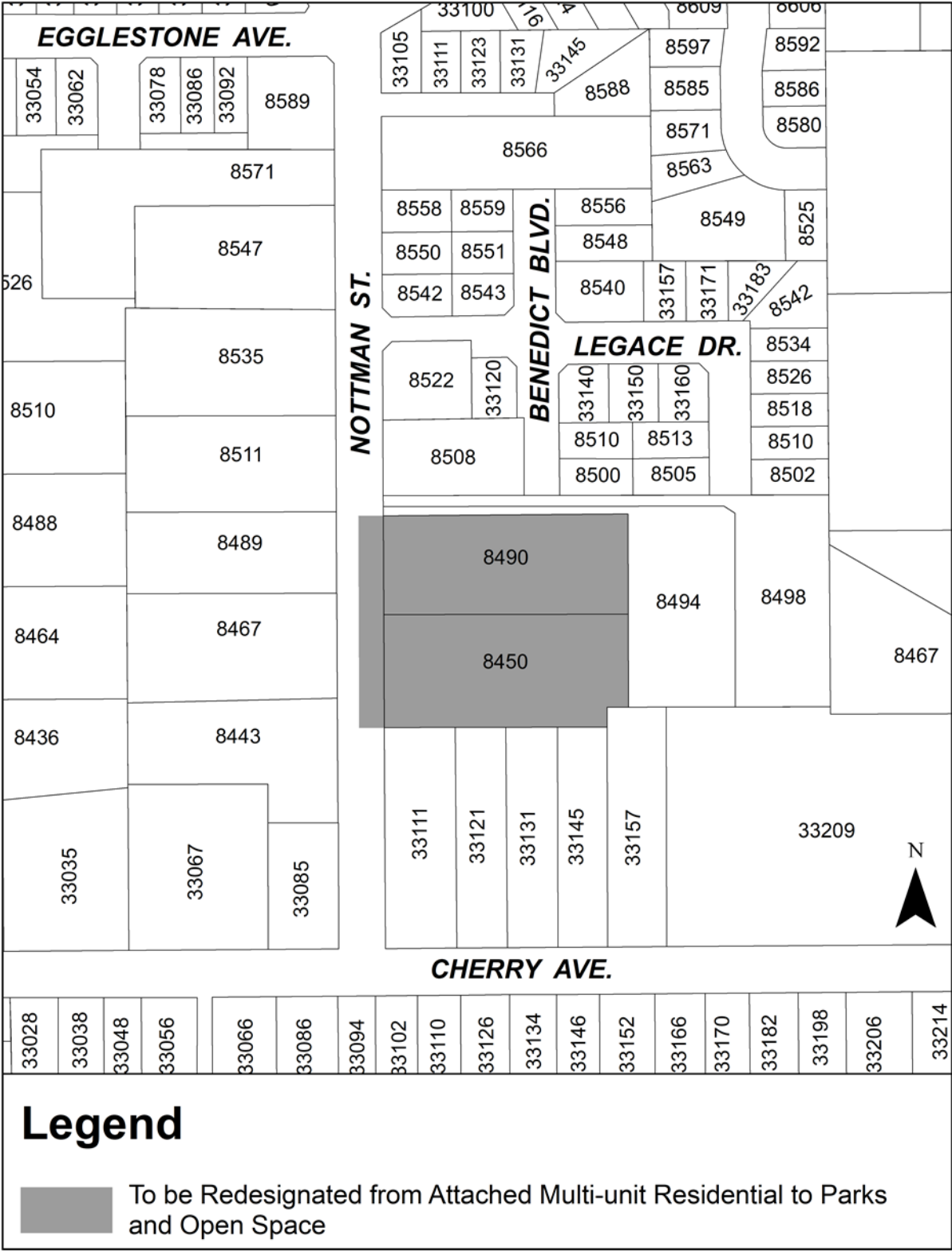
Appendix A



Appendix B



Appendix C



DISTRICT OF MISSION

BYLAW 5968-2020

A bylaw to defer the 2020 property tax sale

WHEREAS pursuant to Ministerial Order M159 (15) of the Minister of Public Safety and Solicitor General, Council may defer the annual tax sale for 2020;

AND WHEREAS pursuant to Ministerial Order M192 (12) of the Minister of Public Safety and Solicitor General, Council may adopt a tax sale bylaw on the same day that a bylaw has been given third reading if the bylaw is in relation to tax sale;

NOW THEREFORE, the Council of the District of Mission enacts as follows:

1. This bylaw may be cited for all purposes as "2020 Property Tax Sale Deferral Bylaw 7660-2020".
2. That the 2020 annual property tax sale, pursuant to Section 645 of the *Local Government Act* and Ministerial Order M159 (15), be deferred to September 27, 2021.

READ A FIRST TIME this ____ day of ____, 2020

READ A SECOND TIME this ____ day of ____, 2020

READ A THIRD TIME this ____ day of ____, 2020

ADOPTED this ____ day of ____, 2020

PAMELA ALEXIS, MAYOR

JENNIFER RUSSELL,
CORPORATE OFFICER

DISTRICT OF MISSION DEVELOPMENT VARIANCE PERMIT DV19-013

Issued pursuant to Section 498 of the *Local Government Act*

Issued to: B Sharp Developments Ltd
Suite G – 32618 Logan Avenue, Mission, BC V2V 6C3

as the registered owner (hereinafter referred to as the Permittee) and shall only apply to ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Municipality of Mission, in the Province of British Columbia, and more particularly known and described as:

Address: 33221 Plumridge Avenue
Parcel Identifier: 010-121-951
Legal Description: LOT A SECTION 21 TOWNSHIP 17 NEW WESTMINSTER
DISTRICT PLAN 15877

1. The said lands are zoned Urban Residential 558 Zone (R558) pursuant to “District of Mission Zoning Bylaw 5050-2009” as amended.
2. “District of Mission Zoning Bylaw” as amended is hereby varied in respect of the said lands as follows:
 - (a) Section 501 (D) (5) to reduce the setback to the undevelopable area on the west side from 6.0 m to 1.5 m and on the east side from 6.0 m to 3.0 m
3. This Permit does not constitute a subdivision approval or a building permit.

AUTHORIZING RESOLUTION NO. [Click here to type resolution number] passed by the Council on the [Click here to type day of the month] day of [Click here to type month] , [Click here to type year] .

IN WITNESS WHEREOF this Development Variance Permit is hereby issued by the Municipality signed by the Mayor and the Corporate Officer the [Click here to type day of the month] day of [Click here to type month] , [Click here to type year] .

Pamela Alexis,
MAYOR

Jennifer Russell,
CORPORATE OFFICER

Development Variance Permit DV19-013