

Pages

June 20, 2022, 6:00 p.m. Council Chambers 8645 Stave Lake Street, Mission, BC

- 1. CALL TO ORDER
- 2. ADOPTION OF AGENDA
- 3. DELEGATIONS

4.

а.	Mike Gildersleeve and Karen McDiarmid, Mission City Farmers' Market Re: Relocation of the Mission City Farmers' Market to Centennial Park on 11 th Avenue	9
PUBL	IC HEARINGS	
a.	Public Hearing Notice for June 20, 2022 For reference	13
b.	Official Community Plan Amending Bylaw 6095-2022-5670(33) A bylaw to amend Official Community Plan Bylaw 5670-2017 to incorporate references to the Waterfront Revitalization Master Plan	16
	Copy of previous staff reports included as background information	
C.	Zoning Amending Bylaw 6099-2022-5949(66) A bylaw to rezone the properties at 32527 and 32551 Cherry Avenue from Suburban 20 (S20) Zone to Multi-unit Duplex 465 (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) Zone	49
	Copy of <i>Notice to Owner/Occupant</i> and previous staff report included as background information	

5. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

6. PARKS, RECREATION AND CULTURE

a. Consumption of Liquor in Public Places Bylaw 6107-2022 RECOMMENDATIONS:

- 1. That Consumption of Liquor in Public Places Bylaw 6107-2022, as set out in Attachment A to the Director of Parks, Recreation and Culture's report dated June 20, 2022, be considered for first three readings; and
- 2. That a press release, webpage updates, and online survey be conducted as part of the pilot project.

7. CORPORATE ADMINISTRATION AND FINANCE

a. District Energy System Grant Application to Canada Community Building Fund RECOMMENDATION:

That Council endorse a submission to the Canada Community Building Fund for a \$75,000 grant to determine the viability of a District Energy System for the Waterfront Comprehensive Planning Area.

b. 2021 Annual Report RECOMMENDATION:

That the City of Mission 2021 Annual Report including audited financial statements for the year ended December 31, 2021, as attached as Attachment A to the Director of Finance's report dated June 20, 2022 and entitled "2021 Annual Report" be approved.

c. 2021 Statement of Financial Information RECOMMENDATIONS:

- That the City of Mission's 2021 Statement of Financial Information, attached as Attachment A to the report entitled "2021 Statement of Financial Information" from the Manager of Accounting Services dated June 20, 2022, 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.

d. Investment Holdings Quarterly Report – March 31, 2022

This report will bring Council and the public up-to-date on the City's cash and portfolio investment holdings. This report is provided for information purposes only. No staff recommendation accompanies this report and Council action is not required.

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e. Silverdale Comprehensive Planning Area – Central Neighbourhood Plan Section 477 Report

This report is provided for information purposes only to allow Council to make informed decisions when considering the upcoming Official Community Plan amending bylaw. No recommendation accompanies this report.

8. ENGINEERING AND PUBLIC WORKS

 Development and Subdivision Control Bylaw Proposed Amendments – Livable Street Design Standards

This report details proposed amendments to the City of Mission Development and Subdivision Control Bylaw 5650-2017. The proposed amendments include new livable street cross sections as well as housekeeping items and offer clarification on clauses that were previously adopted. Development and Subdivision Control Amending Bylaw 6108-2022-5650(4) has been listed for first, second and third readings under the "Bylaws for Consideration" section of the agenda.

b. Wren Street Remediation Contract Award RECOMMENDATION:

- 1. That a budget of \$2,800,000 plus GST be approved for the Wren Street Remediation Project.
- 2. That the \$2,800,000 be funded as follows:
 - a. \$2,520,000 from the Disaster Financial Assistance funding through Emergency Management BC
 - b. \$280,000 from the Insurance Reserve
- 3. That the City's 2022-2025 Financial Plan be amended accordingly.

9. DEVELOPMENT SERVICES

a. Development Variance Permit Application – 33231 - 1st Avenue RECOMMENDATION:

That Development Variance Permit DV22-014 for 33231 - 1st Avenue to vary Zoning Bylaw 5949-2020 by reducing the required number of parking spaces in the Mission City Downtown Zone (DT1) from six spaces to two be denied.

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b. Hens and Bees Pilot Program Applications – Second Intake RECOMMENDATIONS:

That Temporary Use Permits

- a. TP22-001 for 33789 3rd Avenue;
- b. TP22-002 for 31809 Silverdale Avenue;
- c. TP22-003 for 34278 Jasper Avenue;
- d. TP22-004 for 7430 Dunsmuir Street;
- e. TP22-005 for 33329 Heather Avenue;
- f. TP22-006 for 33528 Copper Place;
- g. TP22-007 for 33554 8th Avenue;
- h. TP22-008 for 8041 Philbert Street, and
- i. TP22-009 for 7535 Murray Street.

be approved.

c. Development Application – 12631 Carr Street RECOMMENDATIONS:

- That Zoning Amending Bylaw 6106-2022-5949(69) to rezone from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone be considered for first and second reading;
- 2. That, subject to the Bylaw receiving first and second reading, a Public Hearing be scheduled for July 18, 2022; and
- That prior to the adoption of Zoning Amending Bylaw 6106-2022-5949(69), the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Substantial completion of subdivision application S21-020.
 - b. Collection of any volunteered contributions to the City's community amenity reserve.
 - c. Any other requirements resulting from Council's consideration of the Bylaw, including Public Hearing.

10. RESOLUTION TO RISE AND REPORT

- 11. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE
- 12. COUNCIL COMMITTEE REPORTS & MINUTES
 - a. Mission Sustainable Housing Committee Meeting Minutes May 12, 2022 241
 - b. Cultural Resources Commission Meeting Minutes (draft) May 18, 2022

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13.	COUI	NCIL MEETING MINUTES FOR APPROVAL	
	a.	Regular Council Meeting (for the purpose of going into a closed meeting) – June 6, 2022	249
	b.	Regular Council Meeting - June 6, 2022	251
14.	BYLA	WS FOR CONSIDERATION	
	а.	Zoning Amending Bylaw 6106-2022-5949(69) - FIRST AND SECOND READINGS	269
		A bylaw to rezone property at 12631 Carr Street from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone	
		See "Development Services" Section 9(c)	
	b.	Consumption of Liquor in Public Places Bylaw 6107-2022 - FIRST, SECOND, AND THIRD READINGS	270
		A bylaw to set out parameters for the public consumption of alcohol in Fraser River Heritage Park, Centennial Park and Jack Poole Harbourside Plaza, for a trial basis of one year	
		See "Parks, Recreation and Culture" Section 6(a)	
	C.	Development and Subdivision Control Amending Bylaw 6108-2022-5650(4) - FIRST, SECOND, AND THIRD READINGS	275
		A bylaw to amend Development and Subdivision Control Bylaw 5650-2017 to	
		incorporate new livable street cross sections, offer clarification on clauses that	
		were previously adopted, and minor housekeeping amendments	
		See "Development Services" Section 8(a)	
	d.	Official Community Plan Amending Bylaw 6103-2022-5670(35) - CONSIDERATION OF SECTION 477	
		In accordance with Section 477 of the Local Government Act, Council has	
		considered Official Community Plan Amending Bylaw 6103-2022-5670(35) in	
		conjunction with the City's Financial Plan (including the Capital Expenditure	
		Plan and Operating Expenditure Plan) and the Waste Management Plan	
		See "Corporate Administration & Finance" Section 7(e)	
	е.	Official Community Plan Amending Bylaw 6103-2022-5670(35) - SECOND READING	281
		A bylaw to amend Official Community Plan Bylaw 5670-2017 to incorporate	
		references to the Central Neighbourhood Plan	
		See "Corporate Administration & Finance" Section 7(e)	

	f.	Official Community Plan Amending Bylaw 6095-2022-5670(33) - THIRD READING	284
		A bylaw to amend Official Community Plan Bylaw 5670-2017 to incorporate	
		references to the Waterfront Revitalization Master Plan	
		See "Public Hearings" Section 4(b)	
	g.	Zoning Amending Bylaw 6099-2022-5949(66) - THIRD READING A bylaw to rezone the properties at 32527 and 32551 Cherry Avenue from Suburban 20 (S20) Zone to Multi-unit Duplex 465 (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) Zone	289
		See "Public Hearings" Section 4(c)	
	h.	Zoning Amending Bylaw 5991-2020-5949(13) - ADOPTION A bylaw to rezone a portion of the property at 30373 Dewdney Trunk Road from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone	291
		Previous staff report included as background information	
15.	PERM	ITS FOR CONSIDERATION	
	а.	Development Variance Permit Application DV22-014 (33231 - 1st Avenue) Development Permit to vary Zoning Bylaw 5949-2020, as amended, in respect to the above-noted property.	301
		See "Development Services" Section 9(a)	
	b.	Temporary Use Permit Application TP22-001 (33789 - 3rd Avenue) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	302
		See "Development Services" Section 9(b)	
	C.	Temporary Use Permit Application TP22-002 (31809 Silverdale Avenue) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	304
		See "Development Services" Section 9(b)	
	d.	Temporary Use Permit Application TP22-003 (34278 Jasper Avenue) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	306

See "Development Services" Section 9(b)

е.	Temporary Use Permit Application TP22-004 (7430 Dunsmuir Street) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	308
	See "Development Services" Section 9(b)	
f.	Temporary Use Permit Application TP22-005 (33329 Heather Avenue) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	310
	See "Development Services" Section 9(b)	
g.	Temporary Use Permit Application TP22-006 (33528 Copper Place) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	312
	See "Development Services" Section 9(b)	
h.	Temporary Use Permit Application TP22-007 (33554 – 8th Avenue) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	314
	See "Development Services" Section 9(b)	
i.	Temporary Use Permit Application TP22-008 (8041 Philbert Street) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	316
	See "Development Services" Section 9(b)	
j.	Temporary Use Permit Application TP22-009 (7535 Murray Street) Temporary Use Permit to supplement Zoning Bylaw 5949-2020, in respect to the above-noted property, to allow for participation in the Backyard Hen Pilot Program (Agriculture (Urban))	318
	See "Development Services" Section 9(b)	
NEW/	OTHER BUSINESS	

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a. Council Member Updates

16.

17. NOTICES OF MOTION

a. Building Permit Processing Timelines

Moved by Councillor Gill,

That staff provide an update on the processing timelines for all types of building permits.

18. QUESTION PERIOD

Council encourages public participation in Question Period by in-person attendance at the meeting, or by email or telephone inquiry prior to the meeting. <u>info@mission.ca</u> or 604-820-3700

19. ADJOURNMENT



06/20/2022

Preferred Meeting

Delegation Request Form

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

Date		
Alternative Meeting Date	06/27/2022	
Please refer to the Cou at mission.ca/council-m	ncil Meeting Schedule on the City's Website for dates of eeting-schedule.	f Council Meetings, located
Name/Title:	Individual(s) making the presentation	
	Mike Gildersleeve and Karen McDiarmid	
Organization being Represented:	Mission City Farmers' Market	
Subject of the Presentation:	Relocation of MC Farmers' Market to Centennial Park	on 11th Avenue
Action Requested:	Permission to have MC Farmers' Market open every S on 11th Ave. between Grand and Taulbut Streets. This Ave. to be One Way Local Traffic only during these how	would involve traffic on 11th
Have you been in contact with City Staff/Council regarding your matter of interest?	● Yes ○ No	
If yes, what was the result?	Positive feedback We have spoken to Mayor Horn, Councillors Hamilton, Herar. Stephanie Key from Parks & Rec and Jeremy Van Egr met with us on site	
Background Material - Power Point?	• Yes No Your PowerPoint Presentation is required to be attached to thi openagenda@mission.ca no later than 12:00 PM on the Frida	
File Upload	MCFM Centennial Park Proposal pic. 1.pdf	828.05KB
	MCFM Centennial Park Proposal pic. 2.pdf	569.11KB
	MCFM Centennial Park Proposal pic. 3.pdf	458.33KB
Background Material		

- Handout?

- Each Delegation to Council is limited to ten (10) minutes.
- The City 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.







CITY OF MISSION NOTICE OF PUBLIC HEARING

A Public Hearing to consider the following proposed bylaws will take place on **Monday**, **June 20**, **2022 at 6:00 pm**. This hearing may be viewed and heard in person at Municipal Hall, 8645 Stave Lake Street, Mission, and on the City's livestream webcast. Any person who believes they are affected by a proposed bylaw shall be given a reasonable opportunity to be heard.

Participation in this Public Hearing can be done by:

- ✓ in-person attendance at the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, BC
- ✓ virtual attendance via Zoom webinar visit mission.ca/public-hearings for details and instructions
- ✓ written submissions forwarded by:
 - email to <u>info@mission.ca</u> with PUBLIC HEARING COMMENTS as the subject line, or
 - regular mail or delivery to the Corporate Officer's Office, P.O. Box 20, 8645 Stave Lake Street, Mission, BC, V2V 4L9

All written comments should include the writer's name and address, which will become part of the public record. All written submissions must be received by 4:00 pm on Friday, June 17, 2022.

Bylaws to be considered:

1. OFFICIAL COMMUNITY PLAN AMENDING BYLAW 6095-2022-5670(33)

The purpose of the Bylaw is to amend the Official Community Plan Bylaw 5670-2017 to incorporate the Waterfront Revitalization Master Plan as a Reference Plan in the OCP Bylaw. The Waterfront Revitalization Master Plan will provide guidance on land use within the Waterfront Comprehensive Planning Area (shown on the map below).



2. ZONING AMENDING BYLAW 6099-2022-5949(66) - File: R19-030

The purpose of the Bylaw is to rezone the subject properties located at **32527 and 32551 Cherry Avenue** (shown on the maps below) from the Suburban 20 (S20) Zone to **Multi-unit Duplex 465 (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) Zone** to facilitate a 25-lot subdivision that will accommodate 12 duplexes, with each duplex spanning two fee-simple lots that are 232 sq m in size, and one single family lot zoned UC465s with a minimum 465 sq m (5,005 sq ft) lot size permitting a secondary dwelling.



Zoning Map



Following the Public Hearing, Council shall not receive further information or submissions and may consider advancing bylaws forward for additional readings.

Copies of the proposed bylaws and reports relevant to these bylaws may be inspected at the Municipal Hall, 8645 Stave Lake Street, Mission, BC, Monday to Friday, excluding statutory holidays, from 8:00 am to 4:30 pm, from Friday, June 3, 2022 to Monday, June 20, 2022. The information is also available on our website at <u>mission.ca</u> by searching "Public Hearing Information". For further information regarding these bylaws, please contact the Development Services Department at (604) 820-3748.

Jennifer Russell Corporate Officer

Dated at Mission, BC this 17th day of May, 2022.

STAFF REPORT



To:Chief Administrative OfficerDate:May 2, 2022From:Gerald Schlesiger, Project ManagerSubject:Official Community Plan (OCP) Bylaw Amendment - Waterfront
Revitalization Master Plan (Comprehensive Planning Area)

Recommendation

- 1. That the Waterfront Revitalization Master Plan be received.
- 2. That Official Community Plan Amending Bylaw 6095-2022-5670(33) to add reference to the Waterfront Revitalization Master Plan be considered for first reading.
- 3. That, upon due consideration of Section 475 of the *Local Government Act*, referrals go forward for the proposed OCP bylaw text amendment in accordance with Council Policy LAN.47, and that persons, organizations and authorities receiving those consultation referrals are considered to be those affected for the purposes of the Section.
- 4. That, subject to the Bylaw receiving first reading, a Public Hearing be scheduled for June 20, 2022, or alternatively on a date to be determined.

Purpose

The purpose of this report is to receive First Reading for an amendment to the Official Community Plan (OCP) that will incorporate the Waterfront Revitalization Master Plan (WRMP) as a Reference Plan in the OCP.

As a Reference Plan, the WRMP is a living document that provides clear guidance on land use while retaining the flexibility to incorporate amendments where needed on an ongoing basis without the requirement to amend the OCP Bylaw.

Background

The formal planning process to create the WRMP began in March 2021. After assembling and analyzing the background information, three concept land use plans were presented to the community, First Nations, Stakeholders, the Advisory Committee and Landowners. Further analysis was undertaken based on the feedback resulting in the development of a preferred land use plan that was endorsed by Council on March 21, 2022.

The introduction of the Bylaw to adopt the WRMP serves as another progressive step along the Waterfront's Revitalization Roadmap.

Discussion and Analysis

Context:

The WRMP encompasses all lands south of Highway 11 from the mouth of Lane Creek in the west, to the East End watercourse where the CPR transcontinental rail line rejoins the shores of the Fraser River below Stave Lake Street. The area extends 3.5 km and covers 120 ha (296

acres). All the lands are in the Floodplain. First Nations respected the nature of the Fraser to flood the area and used the lands as a resource area, rather than a place for permanent settlement.

The objective of the WRMP was to create a plan that addressed the Social & Community, Culture & Arts, Environmental & Health, Employment, and Economic priorities of the City of Mission. Council understood a different approach was required for these lands to break the economic stagnation that had set in. The path forward had to be grounded in a comprehensive technical evaluation of the constraints along with ground-truthed solutions that reflected realworld market economics. The planning framework was put into motion by designating the Waterfront lands as the "Waterfront Comprehensive Planning Area" in an amendment to the OCP.

The Mandate:

Council mandated staff to create a plan that addressed the Social & Community, Culture & Arts, Environmental & Health, Employment, and Economic priorities of the City of Mission. That mandate has been filled with a plan that:

- Expresses openness to leveraging Mission's competitive advantage in rail, port and highway services to attract nationally scaled employers.
- Creates Hubs to attract like-minded people to interact, explore, experience, and promote social interaction
- Creates a naturalized interface with the Fraser River's edge.
- Leverages and integrates flood protection with environmental, educational, recreational and cultural amenities to re-establish people's relationship with the river and its estuaries.
- Increases accessibility between Mission's historic Downtown and the Waterfront with a new pedestrian friendly link to strengthen the heartbeat and add a new dimension of urban living in the City.
- Intertwines the natural experience with opportunities for iconic and interactive cultural and artistic creations.

The WRMP capitalizes on the waterfront's attributes to strengthen Mission's outstanding reputation as a stable, progressive, family-focused community offering experiences from the shores of the river up to mountain forests.

The Approach:

The WRMP has been developed over the last year through an extensive process of assessing the natural characteristics of the land, its legal fabric, economic capacity, historical development, environmental significance, and archaeological potential.

The WRMP was driven by the objective to increase existing land values by offering a higher order of land uses above the current allowance. The lift in economic value is in relative terms, not absolute terms. Lower ordered lands received a viable economic lift, but not so much as to circumvent or compete with the revitalization of other lands that already held a higher order of land use. Existing high order lands were scaled up so that they too had a motive for revitalization. In essence, the goal was that all lands would be lifted in value by a margin that would incentivize their redevelopment. The result is a plan that provides a broad spectrum of

revitalization possibilities and meets the key objectives of Council and is grounded in land economics. It provides industrial (employment), commercial, and residential uses that reflect the natural attributes of the land. It builds on the relationship to the river and creates a balance of uses that define healthy communities, with the preservation of natural areas.

Public input to the WRMP has been continuous and included three specific public engagement sessions involving the voices of First Nations, Landowners, Stakeholders, the Advisory Committee and Mission residents.

<u>The Plan</u>

The key features of the WRMP are:

- 1) The retention of Mission Raceway's current operations;
- 2) The clustering of employment lands on either side of the Mission Bridge;
- 3) The intentional and complementary creation of a new urban heart that accentuates Mission's historic downtown;
- 4) The fortified flood protection measures with a natural shoreline and preservation of environmentally sensitive areas; and
- 5) The extension of Highway 11 eastward to reconnect with Highway 7 near Stave Lake Street.

The WRMP does not create a new urban core on undeveloped lands. Rather, it reinforces the historical development pattern by having higher densities and a greater mix of commercial and residential development overlaying those lands that provide commercial and residential land uses in the past. Non-residential lands that had employment activities continue to be earmarked for employment, but at a more intensive level.

Spatial Separation

The 120 hectares of land divide geographically into three proportionally balanced areas. Each area has its unique features.

- Mission Raceway and the Lane Creek estuary cover approximately 52 ha. The land use designations will not change with the exception of approximately 2 ha between the Raceway and Highway 11 designated for Employment uses. However, the WRMP will bring the civic infrastructure services to the Raceway's property line should future opportunities present themselves.
- 2) The land assembly on either side of the Mission Bridge between the Raceway and the CPR Bridge covers 35 ha and is under one ownership group. Portions of these lands have been raised for flood protection and the WRMP has a primary designation of employment (industrial) uses.
- 3) The lands east of the CPR Bridge cover the remaining area and are characterized by fragmented ownership involving nearly 90 different property owners with parcels ranging from 33 sq. meters to over 3 hectares. These lands focus on commercial / residential uses with Hubs of public activities near the West Coast Express Station.

Each of these three areas have their own distinct points of access reflective of the existing highway or railway infrastructure.

Time Horizon

The WRMP's horizon to complete build-out is 40+ years. The first 10 years are expected to require substantial infrastructure investment to service the lands. Some lands are absent of any civic services while the existing services in some areas are approaching the end of their operational lifecycle.

Key items are the construction of Flood Protection measures, upgrading stormwater, sanitary sewer, and watermain infrastructure, and improving lift and pump stations.

Given the fragmented land ownership pattern east of the CPR Bridge, it is expected that these lands will experience coordination challenges towards achieving early build-out. The larger land assemblies are expected to be revitalized first.

Three Key Features

1) Shoreline

While the Waterfront lands may be viewed as three distinct geographic areas in response to the way the highway and rail infrastructure transect the lands, these lands are unified into one cohesive district by the flood protection approach taken along the River's foreshore. The approach recognizes the natural dynamics of the river's flow cycle from freshet to low season. The flood protection method enhances the ability to restore, rehabilitate, and enhance riparian areas. It sees a way to integrate human activities in a manner respectful of the natural forces, and it offers a way to provide resiliency from climatic events. The application of the Greenshores approach originated from the conversations with First Nations.

Affirming the resiliency to flooding is a critical feature that is not readily adaptable to a phased-in approach, yet it remains a foundational element to the waterfront's revitalization. The flood protection system contains three elements. These are the structural component of a mound along the river's shoreline, the associated features to prevent scouring, and the backfill to raise the lands between the structural dike and Highway 11 above the flood construction level. However, the utilitarian nature of the flood protection system is overshadowed by its contribution to improving the environmental, educational, and recreational functions over and above the security the dike offers against flooding. It is Mission's design of the dike that makes it a landmark that will distinguish the City from other riverfront communities.

2) Mobility

The WRMP recognizes that the key transportation infrastructure of rail and highway will remain. It sees the opportunities these key elements provide and the competitive advantage they lend to broadening the employment opportunities within Mission. As part of this, the WRMP supports the eastern extension of Highway 11 to reconnect with Highway 7. Nevertheless, the WRMP goes further by facilitating the use of non-vehicular modes of travel. It provides greater mobility with a network of multi-use paths for walking or biking, and capitalizes on existing public transit facilities such as the West Coast Express to transition to a more sustainable community. A Transit Hub and a new pedestrian access to the Downtown are identified off Mershon Street.

3) Economic Transition

The WRMP is transformative. The collar of stagnation that has beset the waterfront is broken with viable land use designations that incentivize revitalization. The land uses are compatible with Mission's long-standing vision to support its downtown, retain its natural forest setting, and solidify Mission's strong sense of community. The WRMP touches all aspects of living in an enhanced, sustainable way by delivering jobs, strengthening Mission's urban heart, and renewing natural spaces for all residents to enjoy.

Land Use & Density

New land use districts with additional details on building heights, design guidelines, and edge conditions are at the core of the revitalization strategy. Land uses range from institutional public hubs to employment lands to residential areas and everything in-between. Each land use district provides specific guidance for the types of development anticipated, with seven districts in total.

Higher levels of density developments are required in areas where the core category of land use (commercial, residential, or industrial (employment)) remains the same. For example, stacked warehousing is envisioned in the employment lands to address the region's acute shortage of industrial space. The higher density will help to overcome the infrastructure investment costs and it incentivizes redevelopment. Floor space ratios between 1.0 to 2.5 cover most of the land use designations. Floor space ratios up to 5.0 (hi-rise) are permittable where an appropriate contribution towards community amenities is made.

The new land uses provide an appropriate mix for Council to exercise a level of control that will give residents a sense of comfort in the execution of the WRMP, and developers the convenience of reduced risks.

The land use plan retains a significant amount of open space composed of undevelopable lands. The lands are undevelopable because of environmental constraints such as flood protection or their contribution to sustaining natural habitats. Some lands will need to be acquired for park purposes.

Alignment with other Plans and Policies

The focus of the WRMP has also been looked at through a Developer's lens. It is comprehensive in its ability to ignite revitalization of the Waterfront. With physical revitalization, the opportunity to integrate social and community values avail themselves. As a living document, a number of elements still need to be advanced to bring its fullness to the community. The development of detailed form and character guidelines, the integration of Mission's affordable housing strategy, the transportation master plan, and others, as well as further discussion with the Ministry of Transportation and Infrastructure is required.

The WRMP is closely linked to several other plans and policies at the local, regional, and provincial levels. These documents set the overarching goals, visions, and objectives for land use, transportation, and other key long-term planning considerations in the City and beyond.

In referencing the WRMP, it should be clear that it strives to align the numerous internal master planning, neighbourhood planning, infrastructure planning and policy development initiatives that have been and will continue to be brought forward.

To strengthen awareness, understanding, and alignment of the efforts that guide development in the City, the following local and regional planning and policy abridgments inform the context of the WRMP:

- The Master Infrastructure Strategy (MIS)
- Mission Mobility 2050: City of Mission Transportation Master Plan
- Parks, Trail, and Bicycle Master Plan (2009)
- Parks, Recreation, Arts & Culture, Fraser River Heritage Park, & Centennial Park Master Plans (2018)
- BC Transit: Local Area Transit Plan
- Port of Vancouver: The Vancouver Gateway Strategy 2030
- Fraser Valley Regional District Regional Growth Strategy: Fraser Valley Future 2050
- Employment Lands Strategy: 2021 2041
- City of Mission Affordable Housing Strategy: 2022
- Environmental Charter: Mission's Plan for Environmental Sustainability
- District of Mission, Community Energy and Emissions Plan, January 2012

As the WRMP advances following its adoption further integration of these components will be woven into the plan. For this reason, the WRMP will be a Reference Plan to the OCP.

Legal Framework

Adoption of the WRMP will reduce the uncertainty with respect to land uses, but work remains on strengthening awareness, understanding, and the alignment with other plans and policies at the local, regional, and provincial levels. Therefore, the WRMP is presented as a Reference Plan to the OCP. As a reference document to the OCP, the plan has the capacity to provide clear guidance on land use while having the flexibility to incorporate amendments where needed on an ongoing basis without the requirement to amend the OCP Bylaw. This flexibility includes those matters related to the interests of other organizations such as the Ministry of Transportation and Infrastructure.

As a Reference Plan, the land uses designations contained in the Waterfront Revitalization Master Plan will become the criteria by which to evaluated development applications in the Waterfront Comprehensive Planning Area. The proposed text changes to the current OCP to facilitate this are captured in the OCP bylaw text amendment.

Council Goals/Objectives

The Waterfront Revitalization Master Plan aligns with:

- Council's 2018 2022 Strategic Plan with respect to:
 - # 3. Bold Economic Development
 - 3.1 Waterfront development
 - o Undertake waterfront pre-development planning
 - Develop a roadmap and preliminary business case (feasibility assessment) for waterfront planning
 - # 4. Livable Complete Community
 - To develop distinct neighbourhoods and a livable community
 - To be an attractive community for living working and playing

- To the greatest extend possible meet the social, cultural and physical needs of the community.
- The Official Community Plan with respect to:
 - Establish a pedestrian-oriented precinct along the waterfront with a continuous walkway, viewpoints, commercial uses, public art, interpretive features, and other dynamic urban elements
 - Revitalize the waterfront, restore and enhance riparian areas, and provide public access to the river as part of Experience the Fraser.
 - Encourage high-density, affordable residential development, integrated with service commercial uses
 - Encourage the development of pedestrian-friendly infrastructure as new development takes place.

Financial Implications

The projected engineering costs of implementing the WRMP are estimated to be approximately \$212 million. The investment will be spread out over more than 30 years. This estimate includes the engineering works of flood protection, waterworks, sanitary sewer, stormwater, franchise utility works, and landscaping.

Land acquisitions are not included in the costs as municipally required lands are anticipated to be acquired through typical development processes. There are several cost recovery mechanisms that are available to the City that will be used to minimize burdening the taxpayers as is done with all development planning. The financial plan that is being completed as part of the WRMP is using market conditions to demonstrate feasibility of the WRMP.

Communication

The preferred Land Use Plan was the focus of the Phase 3 Public Engagement that ran from March 22 to April 5th. The outreach involved contacting all landowners in the area, community stakeholders, First Nations, the Advisory Committee, and Mission's residents at large.

In the third phase of public engagement, the public was encouraged to explore the draft plan and its concepts primarily via an interactive "StoryMap". Over 8,800 persons visited the site to virtually explore the Waterfront, view conceptual renderings of key locations, and review the individual strategies that comprise the WRMP.

The outcome of Phase 3 was generally positive. Almost 90% of the survey respondents were excited by the plan's vision. Their highest category of interest was in recreational features. One of the more emphasised discussion items included the retention of Highway 11 along the preferred alignment of the 2008 study. While the City has engaged in preliminary discussions with the Ministry of Transportation and Infrastructure on how this alignment could be revisited, continued dialogue is required to reach a mutually agreed upon way forward. A second theme of concern was the uncertainty in the implications to taxpayers.

Overall, all three public engagement phases received in excess of 12,500 website visits and 1600 survey responses along with hundreds of webinar and workshop attendees.

Should first reading be granted, staff will refer the WRMP to external stakeholders as per LAN.47 policy.

Summary and Conclusion

The Waterfront Revitalization Master Plan has been crafted under Council's leadership with the input from First Nations, Landowners, Stakeholders, the Advisory Committee and the community at large. It is a viable and vivid land use plan; a living document that will break the collar of stagnation that has restrained Mission's Waterfront in past years. It is also a plan that is apt at responding to other local, regional, and provincial plans and policies.

At its heart, the Waterfront Revitalization Master Plan is a set of long-term strategies. Viewed together, these strategies work in tandem, interweaving policy, partnerships, and infrastructure to create a guidebook for how the Waterfront will grow and develop over the next 40 years. Together, these strategies will deliver jobs, offer a new dimension for urban living in the City, renewed natural spaces, and re-establish a connection with the river for all Mission residents to enjoy.

It is recommended that the Waterfront Revitalization Master Plan be received and that OCP Text Amendment Bylaw # 6095-2022-5670(33) receive First Reading.

Report Prepared by:	Gerald Schlesiger, Project Manager
Reviewed by:	Stacey Crawford, Director of Economic Development
Approved for Inclusion:	Mike Younie, Chief Administrative Officer

Attachments

Attachment A: Official Community Plan Amending Bylaw 6095-2022-5670(33)

The Waterfront Revitalization Master Plan will be distributed under a separate cover

ATTACHMENT A

CITY OF MISSION

BYLAW 6095-2022-5670(33)

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 City 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 City of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

- 1. This Bylaw may be cited for all purposes as "City of Mission Official Community Plan Amending Bylaw 6095-2022-5670(33)."
- 2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:

OCP Designation	Characteristics	Land Uses	Density
Waterfront Comprehensive Planning Area	 Planned community including a range of land uses organized in accordance with the vision, guiding principles, and the policies of this OCP Refer to Section 8.3 for description and policies Refer to DPA guidelines 	 Mixed-use Commercial/ Residential Mid-Rise Multi-unit Residential (up to 6 stories) Attached Multi-unit Residential Commercial Institutional Parks and Open Space Environmentally Sensitive Area Industrial Other uses to be determined through planning processes 	 1.0 to 2.5 FSR Up to a maximum 5.0 FSR with the provision of a Significant Community Benefit in accordance with the Zoning Bylaw

a) Deleting the existing Waterfront Comprehensive Planning Area description in *Figure 8.1*, Land Use Designations, Mixed-Used Centres and replacing it with:

b) Deleting the following wording in Section 8.1: URBAN STRUCTURE, GROWTH AND LAND USE:

"Waterfront Comprehensive Planning Area

The Waterfront Comprehensive Planning Area land use designation is an area identified for future urban development that will provide the basis for more detailed land use planning.

The 2006 Mission Landing Concept Plan was the first plan that explored opportunities for a mixed-use neighbourhood encompassing the entire Fraser River waterfront. This was followed by the Waterfront & Brownfield Redevelopment Study

in 2009, a study that identified potential development constraints. In 2010, the Market Analysis & Feasibility Study was completed; it assesses the viability of the redevelopment of the waterfront. In 2019, Engineering servicing, floodplain analysis, soil contamination, geotechnical studies were conducted and intended as background research for a Waterfront Revitalization Master Plan.

This area has significant opportunities for redevelopment as a community and for recreation as part of Experience the Fraser. It could be similar to successful waterfront communities in other parts of the Lower Mainland where there are boutiques, artists' studios, small galleries, cafes, bars, restaurants, and markets integrated with waterfront walkways, higher density housing, and industrial uses.

Studies and analyses have addressed market feasibility and anticipated development constraints. More detailed technical studies conducted in 2018 - 2019 provide greater certainty around the true conditions, costs and timelines required to undertake redevelopment activities. Some of the major challenges relate to flood levels, impacts of previous and existing industrial uses, contaminated soils, and transportation connectivity to downtown and other transportation routes/corridors.

Part of the Waterfront, is now a mix of light industrial and commercial uses. Due to its proximity to the West Coast Express station, downtown and the Fraser River there is potential to support high density residential uses that are integrated with commercial and warehousing/wholesale land uses. It is an excellent location for affordable housing, especially for frequent transit users. This is a neighbourhood that will likely experience a gradual transition to more residential uses."

And replacing it with:

"Waterfront Revitalization Master Plan

The Waterfront Comprehensive Planning Area land use designation is an area identified in the Waterfront Revitalization Master Plan. The Master Plan provides the basis for more detailed land use planning.

The 2006 Mission Landing Concept Plan was the first plan that explored opportunities for a mixed use neighbourhood encompassing the entire Fraser River waterfront. This was followed by the Waterfront & Brownfield Redevelopment Study in 2009, a study that identified potential development constraints. In 2010, the Market Analysis & Feasibility Study was completed; it assesses the viability of the redevelopment of the waterfront. In 2019, Engineering servicing, floodplain analysis, soil contamination, geotechnical studies were conducted and intended as background research for a Waterfront Revitalization Master Plan. In 2022, Council adopted the Waterfront Revitalization Master Plan as a Reference Plan to the Official Community Plan.

This area has significant opportunities for redevelopment as a community and for recreation as part of Experience the Fraser. The Waterfront Revitalization Master Plan visions the area as a successful waterfront community where there are boutiques, artists' studios, small galleries, cafes, bars, restaurants, and markets integrated with waterfront walkways, higher density housing, industrial uses and the continued operation of the Raceway.

The Waterfront Revitalization Master Plan provides greater certainty around the true conditions, costs and timelines required to undertake redevelopment activities. Some of the major challenges the Master Plan seeks to address relate to flood levels, impacts of previous and existing industrial uses, contaminated soils, and transportation connectivity to downtown and other transportation routes/corridors.

Part of the Waterfront is currently a mix of light industrial and commercial uses. With its proximity to the West Coast Express station, downtown and the Fraser River, the Master Plan supports high density residential uses that are integrated with commercial and warehousing/wholesale land uses. It is an excellent location for affordable housing, especially for frequent transit users. The area will gradually transition to more residential uses on the lands east of the CPR Bridge and encourage industrial uses west of the CPR Bridge ."

c) Deleting the existing wording in policy 8.1.23 and replacing it with:

"In preparing the Waterfront Revitalization Master Planning Area, the City undertook a planning process that confirmed the Waterfront Revitalization Master Plan would continue to:"

d) Deleting the existing wording in policy 8.1.25 and replacing it with:

"Raise dikes or fill the entire area between the waterline and Highway 11 and establish a pedestrian oriented precinct along the waterfront with a continuous walkway, viewpoints, commercial uses, public art, interpretive features, and other dynamic urban elements."

e) Deleting the existing wording in policy 8.1.26 and replacing it with:

"Restore and enhance riparian areas, and provide public access to the river as part of Experience the Fraser."

f) Deleting the following wording from Section 8.3.3:

"Waterfront and Commuter Rail Area

The Mission Landing Concept Plan captures the vision of the community and recommendations for the waterfront and commuter rail areas. It can serve as a Neighbourhood Plan for this area until such time as a waterfront redevelopment plan has been completed."

and replacing it with:

"Waterfront and Commuter Rail Area

The Waterfront Revitalization Master Plan captures the vision of the community and recommendations for revitalizing the waterfront. As a Reference Plan, it serves the Waterfront Comprehensive Planning Area in conjunction with the City's other general planning policies, resolutions and directives concerning infrastructure, urban design, economic development, open space. social policies, and other topics."

g) deleting the following wording from Section 9.5. DP AREA C: MIXED USE AND COMMERCIAL DEVELOPMENT PERMIT AREA – Intent:

"In revitalization areas such as the Waterfront Comprehensive Planning Area, the intent will be to establish new dynamic neighbourhoods."

and replacing it with:

"In revitalization areas such as the Waterfront Comprehensive Planning Area, the intent is to establish new dynamic neighbourhoods."

h) deleting the following wording from Section 9.5. DP AREA C: MIXED USE AND COMMERCIAL DEVELOPMENT PERMIT AREA – Guidelines:

"12. Additional Guidelines for the Mixed-Use Areas in the Waterfront Area

(a) Reflect a traditional waterfront architectural form to the greatest degree possible, considering the use of timber, painted or stained wood cladding, and shed roofs.

(b) Maintain views to the Fraser River; staggered building heights from the south to the north are encouraged.

(c) Projecting elements (such as eaves, porches, etc.) are encouraged on commercial structures.

(d) Weather protection through the use of projecting canopies and arcades should be provided along the north side of Harbour Avenue.

(e) Openings in façades should be punctuated with strong coloured mullions and window trim.

(f) Terraced or stepped forms of residential development are encouraged with large terraces and decks."

and replacing it with:

"12. Additional Guidelines for development in the Waterfront Area are contained in Section 3 of the Waterfront Revitalization Master Plan"

i) deleting the following wording from Section 10.2 ACTION PLAN – Economic Development:

"Complete a Neighbourhood Plan for the Waterfront Comprehensive Planning Area"

and replacing it with:

"Supplement the Waterfront Revitalization Master Plan with specific policies and guidelines to enhance the Waterfront Comprehensive Planning Area"

j) deleting the following wording from Appendix A: The Community, Section A.3 – LAND DEMAND STUDY:

"There are sufficient regional commercial (retail and service) lands to accommodate growth in the Lougheed Highway retail node (west of downtown), over the longer term. There is also long term demand for a small amount of new commercial space in the proposed waterfront village to the south of downtown on river;"

and replacing it with:

"There are sufficient regional commercial (retail and service) lands to accommodate growth in the Lougheed Highway retail node (west of downtown), over the longer term. There is also long term demand for additional new commercial space in the proposed waterfront village to the south of downtown on river;"

City of Mission Official Community Plan Amending Bylaw 6095-2022-5670(33) Page 5 of 5

READ A FIRST TIME this __ day of ___, 2022

COUNCIL CONSIDERATION OF SECTION 477 OF THE LOCAL GOVERNMENT ACT given this ____ day of ____, 2022

READ A SECOND TIME this ____ day of ____, 2022

PUBLIC HEARING held this ____ day of ____, 2022

READ A THIRD TIME this ___ day of ____, 2022

ADOPTED this ___ day of ____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER

STAFF REPORT



То:	Chief Administrative Officer	Date: June 6, 2022
From:	Gerald Schlesiger, Project Manager	
Subject:	Official Community Plan (OCP) Bylaw A Revitalization Master Plan - Second Rea	

Recommendation

That Official Community Plan Amending Bylaw 6095-2022-5670(33) which adds reference to the Waterfront Revitalization Master Plan (WRMP) to the OCP be considered for second reading.

Purpose

The purpose of this report is to receive second reading for an amendment to the Official Community Plan (OCP) that will incorporate the WRMP as a Reference Plan in the OCP. The bylaw will then advance to a Public Hearing on June 20, 2022.

Background

The OCP Amending Bylaw 6095-2022-5670(33) received first reading on May 2, 2022. The LAN 47 referrals letters have been distributed as per Section 475 of the *Local Government Act*.

Discussion and Analysis

The OCP Amending Bylaw 6095-2022-5670(33) facilitates the Waterfront Revitalization Master Plan as a Reference Plan when assessing land uses in the Waterfront Comprehensive Planning Area. All development within the Waterfront Comprehensive Planning Area to be in general conformance with the WRMP.

The LAN 47 referral letters describing the OCP Bylaw Amendment were issued to the organizations and authorities in compliance with Section 475 of the Local Government Act. In advance of the distribution of the official OCP referral letter, the team issued a courtesy letter two weeks prior to inform the respective agencies about the forthcoming OCP Bylaw Amendment. The courtesy letter included a summary of the project with a link to the 'engage waterfront' project page.

The LAN 47 referral responses include standard protocol guidance on how the WRMP should respond to development applications. For example, Fortis BC commented on considerations when development occurs near their gas lines. These concerns will be dealt with when development applications are received near their facilities. The provincial ministries of Forest Lands and Natural Resources, as well as the Ministry of Transportation and Infrastructure recognized that further planning between the City and the respective ministries was part of the agenda to bring the plan to fruition. The OCP Bylaw Amendment itself did not raise any concerns. In summary, all the responses were looking towards the process of implementation. The responses received are in Attachment A.

In concert with second reading, the WRMP has been solidified with the insertion of all graphic content and is posted at engage.mission.ca/waterfront. It is anticipated that there maybe some discussion on the WRMP at the June 20th Public Hearing concerning the OCP Bylaw Amendment that will accommodate the Plan becoming a Reference Plan to the OCP.

With the community's vision of a revitalized waterfront captured in the WRMP, and the formal land use planning component drawing to a close, the focus shifts towards articulating the Implementation Plan. Given the scale, complexity, land constraints, and number of different players internally and externally with a stake in the waterfront lands, having Reference Plan in place will not alone unlock revitalization. The Implementation Plan will advance the community another step along the Roadmap to Revitalization addressing the ongoing concerted efforts and activities, and guidance required for successful execution of the WRMP.

Financial Implications

There are no financial implications with this report.

Communication

There are no communication implications with this report.

Summary and Conclusion

It is recommended that Official Community Plan Amendment Bylaw # 6095-2022-5670(33) receive second reading.

Report Prepared by:	Gerald Schlesiger, Project Manager
Reviewed by:	Stacey Crawford, Director of Economic Development
Approved for Inclusion:	Mike Younie, Chief Administrative Officer

Attachments	
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Attachment A: LAN 47 Referral Responses

ATTACHMENT A

Andrea Bazinet

From:	Yip, Queenie FLNR:EX <queenie.yip@gov.bc.ca></queenie.yip@gov.bc.ca>
Sent:	Thursday, May 12, 2022 1:39 PM
То:	Gerald Schlesiger
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Hi Gerald

I want to clarify few points. Sorry that I wasn't clear in the meeting.

Point #1 Any upgrade to the existing dike will need to meet seismic. For an example, if the City plan is to raise X length of the existing dike, then X length will need to meet seismic guidelines. If the City is not planning to raise the dike, then our office will not require the City to improve the dike to meet seismic. However, we would question how Mission is the flood management plan in the Waterfront area that will not increase Province's liability. In particular, the parcel on the upstream side that depends on the dike for flood protection.

Point #3 I want to know if the City still want the old dike. If the old dike is not in the City's flood management plan, then part of the raised lands (the portion toward the water side) will become regulated dike. As a regulated dike, no structure can be build on top of the regulated portion of the dike. If the old dike is not part of the City's flood protection, then the City should consider decommission it. Please note that our office will consider sea level rise in the determination of the regulated portion of the dike. This is to ensure that future upgrade will be feasible.

Point #4 was mainly on the discussion of the upstream side of Mission Waterfront. Below is the location where Mission requested for Hesco Basket from PREOC in 2020. I understand that Mission placed lockblocks every freshet in the area. If the parcel behind the raised land on the east side of Waterfront depends on protection from the dike and there is no dike, what is the plan? Mission cannot, in a long term, depends on Province's support in flood response in the area, at the same time, putting additional developments in the area. This is putting more liability to the Province during flood response and recovery. If the parcel that is raised will act as a dike, raising of the land will need approval from the Inspector of Dike (IOD) office.



Point #5 If Mission wants to upgrade the existing dike without meeting seismic, then it will require an assessment from QP on the "consequence" of the dike. Currently, our office requires upgrade on high consequence dike to meet seismic. Our office can require upgrade on major consequence dike to meet seismic if it is deemed necessary.

Let me know if this clarify our discussion. Please don't hesitate to contact us if you need further clarification.

Queenie

From: Gerald Schlesiger <gschlesiger@mission.ca>
Sent: May 12, 2022 12:37 PM
To: Yip, Queenie FLNR:EX <Queenie.Yip@gov.bc.ca>
Subject: RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

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Good Afternoon Queenie

Following our conversation this morning, does the below capture FLNR's issues regarding Mission's OCP Bylaw & the Waterfront Revitalization Master Plan?

As part of the Waterfront Revitalization Master Plan, the Ministry of FLNR needs Mission to:

- 1) Confirm seismic guidelines for the entire length of the dike, not just those portions of the dike along the water's edge. (from Junction Mall in the west, to the Eastend watercourse on the east side).
- 2) Confirm the recent placement of fill (Braich lands) does not touch the existing dike. (Provide the linear measurements.)

- Plan how old dike sections are to be decommissioned. Decommissioning removes the formal responsibility for the dike's operations and maintenance. See the following link: <u>https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/integrated-flood-hazard-</u> <u>mgmt/decommissioning_quidelines.pdf</u> for guidance on decommissioning procedures.
- 4) Articulate its flood emergency response plan. The Province cannot continue to support Mission with emergency responses to freshet events.
- 5) Demonstrate how development will change the consequence classification to the flood protection measures. Currently the overall Consequence Classification is 'Major'. Mission can commission a study to provide the technical support that verifies the consequential risks have improved by the proposed flood protection measures.

Please advise. Thanks Gerald

Gerald Schlesiger, MCIP

Project Manager - Waterfront Masterplan

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City of Mission

Corporate Administration 34033 Lougheed Highway, Mission, BC, V2V 5X8 Office: 604-425-3677 Email: gschlesiger@mission.ca Website: mission.ca Twitter: twitter.com/mission_bc Facebook: facebook.com/TheCityofMission Instagram: instagram.com/mission_bc

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Please consider the environment before printing this e-mail.

From: Yip, Queenie FLNR:EX <<u>Queenie.Yip@gov.bc.ca</u>>
Sent: Wednesday, May 11, 2022 5:27 PM
To: Monica Stuart <<u>mstuart@mission.ca</u>>
Cc: Dan Sommer <<u>dsommer@mission.ca</u>>; Gerald Schlesiger <<u>gschlesiger@mission.ca</u>>; Andrea Bazinet
<<u>abazinet@mission.ca</u>>
Subject: RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Hi all

Is it possible to set up a quick meeting to discuss the Master Plan as my comment to the OCP/ Master Plan? Or the comment must be by writing? Since there is not much detail information on flood infrastructures around the area, it is

challenging for me to provide concrete comments on the plan. However, I have some advices for the City in the flood protection plan. I understand that the deadline for my comment is this Friday.

Queenie

From: Monica Stuart <<u>mstuart@mission.ca</u>>
Sent: May 3, 2022 12:16 PM
To: Yip, Queenie FLNR:EX <<u>Queenie.Yip@gov.bc.ca</u>>
Cc: Dan Sommer <<u>dsommer@mission.ca</u>>; Gerald Schlesiger <<u>gschlesiger@mission.ca</u>>; Andrea Bazinet
<<u>abazinet@mission.ca</u>>

Subject: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

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In compliance with Section 475 of the *Local Government Act* (copy enclosed), please advise whether organization has any information or comments with respect to proposed OCP Amending Bylaw 6095-2022-5670(33) for the purpose of land use planning within the Waterfront Revitalization Master Plan. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information please visit <u>engage.mission.ca/waterfront</u>.

Please provide your comments by 4:00 pm on Friday, May 13, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca.

Kind Regards, Monica Stuart

Monica Stuart

Planning Assistant

City of Mission

Development Services
A - 7337 Welton St, Mission, BC, V2V 3X1
Office: 604-820-3749 Fax: 604-826-7951
Email: <u>mstuart@mission.ca</u>
Website: <u>mission.ca</u>
Twitter: <u>twitter.com/mission_bc</u>
Facebook: <u>facebook.com/TheCityofMission</u>
nstagram: instagram.com/mission_bc

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Andrea Bazinet

From:	Gerald Schlesiger
Sent:	Thursday, May 12, 2022 8:10 AM
То:	Yip, Queenie FLNR:EX; Monica Stuart
Cc:	Dan Sommer; Andrea Bazinet
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master
	Plan

Good Morning Queenie

I would be pleased to meet with you. I am available any time today if you want to send me an on-line link or give me a call at 604 425 3677. Regards, Gerald

Gerald Schlesiger, MCIP Project Manager - Waterfront Masterplan

Corporate Administration Office: 604-425-3677 Email: gschlesiger@mission.ca

From: Yip, Queenie FLNR:EX <Queenie.Yip@gov.bc.ca>
Sent: Wednesday, May 11, 2022 5:27 PM
To: Monica Stuart <mstuart@mission.ca>
Cc: Dan Sommer <dsommer@mission.ca>; Gerald Schlesiger <gschlesiger@mission.ca>; Andrea Bazinet
<abazinet@mission.ca>
Subject: RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Hi all

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Queenie

From: Monica Stuart <<u>mstuart@mission.ca</u>>
Sent: May 3, 2022 12:16 PM
To: Yip, Queenie FLNR:EX <<u>Queenie.Yip@gov.bc.ca</u>>
Cc: Dan Sommer <<u>dsommer@mission.ca</u>>; Gerald Schlesiger <<u>gschlesiger@mission.ca</u>>; Andrea Bazinet
<<u>abazinet@mission.ca</u>>
Subject: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

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Please provide your comments by 4:00 pm on Friday, May 13, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca .

Kind Regards, Monica Stuart

Monica Stuart

Planning Assistant

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-			

City of Mission

Development Services A - 7337 Welton St, Mission, BC, V2V 3X1 Office: 604-820-3749 | Fax: 604-826-7951 Email: <u>mstuart@mission.ca</u> Website: <u>mission.ca</u> Twitter: <u>twitter.com/mission_bc</u> Facebook: <u>facebook.com/TheCityofMission</u> Instagram: <u>instagram.com/mission_bc</u>

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Monica Stuart

From:	Referrals <referrals@fortisbc.com></referrals@fortisbc.com>
Sent:	May 3, 2022 1:53 PM
То:	Planning
Subject:	RE: [External Email] - Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Property Referral #2022-686

Hi Dan,

FortisBC has reviewed the proposed the official proposed community plan. FortisBC does not have any objections, however a BC 1 Call ticket must be obtained for any proposed works in close proximity to our gas lines. Any work happening within 2m of an IP Intermediate Pressure Line or 10m of TP Transmission Pressure Pipeline will require a permit from FortisBC. A pemit could be obtained at <u>www.fortisbc.com/rightofway</u>.

FortisBC strongly encourages that all subdivision proposals that affect a FortisBC (TP or IP) Statutory Right of Way (SRW) give consideration to incorporating the FortisBC SRW into the design as a green belt or designated linier park. Additionally, FortisBC recommend that property lines terminate at the FortisBC SRW boundaries. Implementing these design guidelines mitigate the potential for future concerns for the property owner associated with unauthorized activities, encroachments as well access and maintenance activities by FortisBC within its SRW.

Please be advised that a fence will not be permitted to be constructed closer than 2.5 meters from a FortisBC pipeline when situated within a FortisBC SRW. This also applies to a fence running parallel to the pipeline. For this reason FortisBC encourages that property lines terminate at SRW boundaries.

Lot services should be designed not to run parallel within the FortisBC SRW.

If there are any proposed roads or driveways over the (TP or IP) right of way(s) or pipeline(s), detailed engineer drawings must be submitted for review. An engineering assessment will be required to establish the potential impact to the FortisBC pipeline to establish any potential upgrades to the pipeline required to address the change in land use. The applicant/proponent may be responsible for costs associated with the application and engineering assessment and any subsequent pipeline improvements required from the proposal.

Thanks,

Josh Harder Property Services Assistant Lands FortisBC Energy 16705 Fraser Highway | Surrey BC V4N 0E8 P: 778.578.8038 xt.58038 | joshua.harder@fortisbc.com



From: Planning <planning@mission.ca>

Sent: Tuesday, May 3, 2022 12:18 PM

To: Referrals <Referrals@fortisbc.com>

Cc: Dan Sommer <dsommer@mission.ca>; Gerald Schlesiger <gschlesiger@mission.ca>; Andrea Bazinet

<abazinet@mission.ca>; darin.wong@fortisbc.com

Subject: [External Email] - Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

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In compliance with Section 475 of the *Local Government Act* (copy enclosed), please advise whether organization has any information or comments with respect to proposed OCP Amending Bylaw 6095-2022-5670(33) for the purpose of land use planning within the Waterfront Revitalization Master Plan. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information please visit <u>engage.mission.ca/waterfront</u>.

Please provide your comments by 4:00 pm on Friday, May 13, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca .

Kind Regards, Monica Stuart

Planning

City of Mission
Planning - Development Services
8645 Stave Lake St, Mission, BC, V2V 4L9
Office: 604-820-3748 Fax: 604-826-7951
Email: planning@mission.ca
Website: mission.ca
Twitter: twitter.com/mission bc
Facebook: <u>facebook.com/TheCityofMission</u>
Instagram: instagram.com/mission bc

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Andrea Bazinet

From:	Mike Dickinson	
Sent:	Friday, May 13, 2022 4:11 PM	
То:	josie@kwantlenlands.ca; ashley@kwantlenlands.ca	
Cc:	Planning; Dan Sommer; Sharel Isabella; Gerald Schlesiger; Stacey Crawford; Andrea Bazinet	
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master	
	Plan	
Follow Up Flag:	Follow up	
Flag Status:	Flagged	

May 13 2022

Hello Josie:

Thank you for your email below, and for reaching out to discuss the OCP Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan. Considerable work has been undertaken in the preparation of this plan for Mission's waterfront, and we look forward to a future meeting with after the amendment is approved to discuss next steps. I'm copying Gerald Schlesiger and Stacey Crawford who are the lead team members of the Waterfront Revitalization Masterplan program. From the Long Range planning perspective, we are always interested in meeting with you and discussing this and other planning initiatives in Mission.

Gerald and Stacey. Please let me know if you wish to arrange a meeting with Josie and Ashley or if you would like me to do this in the near future. From Josie's email below, she mentions....'To discuss further, please contact me at Josie@Kwantlenlands.ca.'

Sincerely,

Mike Dickinson

Mike Dickinson, MCIP, RPP Manager of Long Range Planning & Special Projects

Planning - Development Services Office: 604-820-5380 | Fax: 604-826-7951 Email: mdickinson@mission.ca

From: Planning <planning@mission.ca>
Sent: May 13, 2022 3:36 PM
To: Mike Dickinson <mdickinson@mission.ca>
Cc: Sharel Isabella <sisabella@mission.ca>
Subject: FW: Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan

For your response.

Planning

Planning - Development Services Office: 604-820-3748 | Fax: 604-826-7951 Email: <u>planning@mission.ca</u> From: Josie laci <josie@kwantlenlands.ca>
Sent: Friday, May 13, 2022 1:49 PM
To: Planning@mission.ca>
Cc: Ashley Doyle <ashley@kwantlenlands.ca>
Subject: Re: Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan

Hi Dan,

My name is Josie Iaci. I am the Land Referrals Officer for Kwantlen First Nation under the *Kwantlen Lands, Resources and Stewardship* (KLRS) Department. I am writing to you in the interest of Kwantlen First Nation Council. We are in receipt of your correspondence dated May 3, 2022 regarding the proposed OCP Amending Bylaw 6095-2022-5670(33).

We have had an opportunity to review the amendment and have no comments at this time; however, we would like to request a meeting with the City of Mission after the amendment is approved to touch base and discuss next steps. Please keep us informed, and we can move forward to set up a meeting in the coming months.

To discuss further, please contact me at <u>Josie@Kwantlenlands.ca</u>.

Kind regards, Josie

Josie Iaci | Land Referrals Officer

Email: josie@kwantlenlands.ca

Kwantlen Lands, Resources and Stewardship

Monica Stuart

From: Sent: To:	Moses, Ikponmwosa TRAN:EX <moses.ikponmwosa@gov.bc.ca> May 13, 2022 8:26 AM Planning</moses.ikponmwosa@gov.bc.ca>
Cc:	Dan Sommer; Gerald Schlesiger; Andrea Bazinet; Lord, Gabriel TRAN:EX; McGowan, Kevin TRAN:EX; Ahn, Sohee AEST:EX; Webber, Peter TRAN:EX; Bui, Phu TRAN:EX
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan 2022-02665
Categories:	Mike, Public Hearing

Hello Planning,

Please find below comments on the Mission Waterfront Revitalization Master Plan under above noted Bylaw. The Ministry of Transportation and Infrastructure (MoTI) has jurisdictional authority over Lougheed Highway 7, Highway 7&11, Highway 11, and the Mission Waterfront area per Section 52 of *Transportation Act*. Please be advised the MoTI will need to review how this development will affect our infrastructure, some concerns are but not limited to traffic, structural, and storm water management prior to development and rezoning approvals.

We recommend the Official Community Plan to move forward and some useful guides for planning the next phase of the development are: Active transportation guide and the Ministry of Transportation and Infrastructure BC Supplement to TAC guide.

Kind regards,

Ikponmwosa Moses Development Officer- Fraser Valley SA 07 Ministry of Transportation and Infrastructure | Chilliwack Area Office 45890 Victoria Avenue Chilliwack, BC, V2P 2T1 Office: (604)-398-5901



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From: Planning <planning@mission.ca>

Sent: May 3, 2022 12:40 PM

To: Moses, Ikponmwosa TRAN:EX < Moses.Ikponmwosa@gov.bc.ca>

Cc: Dan Sommer <dsommer@mission.ca>; Gerald Schlesiger <gschlesiger@mission.ca>; Andrea Bazinet <abazinet@mission.ca>; Farmer, Elena TRAN:EX <Elena.Farmer@gov.bc.ca>; Halwani, Lina TRAN:EX <Lina.Halwani@gov.bc.ca>; Lord, Gabriel TRAN:EX <Gabriel.Lord@gov.bc.ca>; McGowan, Kevin TRAN:EX <Kevin.McGowan@gov.bc.ca>; Powers, Jennifer TRAN:EX <Jennifer.Powers@gov.bc.ca>; Hold - 220114 - Crump, Jon TRAN:EX <Jon.Crump@gov.bc.ca>; Ahn, Sohee AEST:EX <Sohee.Ahn@gov.bc.ca>; Webber, Peter TRAN:EX

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Please provide your comments by 4:00 pm on Friday, May 13, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca .

Kind Regards, Monica Stuart

Planning

City of Mission
Planning - Development Services
 8645 Stave Lake St, Mission, BC, V2V 4L9
Office: 604-820-3748 Fax: 604-826-7951
Email: <u>planning@mission.ca</u>
Website: mission.ca
Twitter: twitter.com/mission bc
Facebook: facebook.com/TheCitvofMission

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Instagram: instagram.com/mission bc

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Monica Stuart

From:	Corien Becker <corien.becker@mpsd.ca></corien.becker@mpsd.ca>
Sent:	May 3, 2022 1:20 PM
То:	Planning
Cc:	Dan Sommer; Gerald Schlesiger; Andrea Bazinet
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Good afternoon,

The school district does not have any comments on this amendment.

We are looking forward to the more detailed planning stages, and the discussion around schools to support this development, as the revitalization begins.

Thank you.

Corien

From: Planning <planning@mission.ca>

Sent: Tuesday, May 3, 2022 12:42 PM

To: Corien Becker <corien.becker@mpsd.ca>

Cc: Dan Sommer <dsommer@mission.ca>; Gerald Schlesiger <gschlesiger@mission.ca>; Andrea Bazinet

<abazinet@mission.ca>

Subject: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

In compliance with Section 475 of the *Local Government Act* (copy enclosed), please advise whether organization has any information or comments with respect to proposed OCP Amending Bylaw 6095-2022-5670(33) for the purpose of land use planning within the Waterfront Revitalization Master Plan. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information please visit <u>engage.mission.ca/waterfront</u>.

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Kind Regards, Monica Stuart

Planning

City of Mission

Planning - Development Services
 8645 Stave Lake St, Mission, BC, V2V 4L9
 Office: 604-820-3748 | Fax: 604-826-7951
 Email: planning@mission.ca
 Website: mission.ca
 Twitter: twitter.com/mission bc
 Facebook: facebook.com/TheCityofMission
 Instagram: instagram.com/mission bc

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Monica Stuart

From: Sent:	Roderick Umali <roderick.umali@sjrb.ca> May 4, 2022 7:24 AM</roderick.umali@sjrb.ca>	
То:	Monica Stuart	
Cc:	Project Manager - Vancouver	
Subject:	RE: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan	
Attachments:	OCP Referral - Shawcable.pdf	
Follow Up Flag: Flag Status:	Follow up Flagged	

Good morning Monica,

If there will be relocation needed for the utilities, kindly forward us the plans, so we can arrange for relocation design/plan accordingly.

Thank you,

Roderick Umali Intermediate Planner, Fibre Plus Deployment

Shaw Communications Inc. 10445 138th St. Surrey, BC V3T 4X4 T: 604-629-4354 E: roderick.umali@sjrb.ca

Shaw) | Dig Shaw



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From: Project Manager - Vancouver <ProjectManagerVancouver@sjrb.ca>
Sent: Tuesday, May 3, 2022 3:53 PM
To: Roderick Umali <Roderick.Umali@sjrb.ca>
Subject: FW: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan

Hi Erick,

Not sure if you need to do anything here or have any input?

Thanks Tina

From: Planning cplanning@mission.ca
Sent: Tuesday, May 3, 2022 12:43 PM
To: Project Manager - Vancouver ProjectManagerVancouver@sjrb.ca
Cc: Dan Sommer <dsommer@mission.ca</pre>; Gerald Schlesiger <gschlesiger@mission.ca</pre>; Andrea Bazinet

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Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca .

Kind Regards, Monica Stuart

Planning

×		

City of Mission

Planning - Development Services
8645 Stave Lake St, Mission, BC, V2V 4L9
Office: 604-820-3748 Fax: 604-826-7951
Email: planning@mission.ca
Website: <u>mission.ca</u>
Twitter: twitter.com/mission_bc
Facebook: <u>facebook.com/TheCityofMission</u>
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46

Andrea Bazinet

From:	Edward Bolecz <edward.bolecz@telus.com></edward.bolecz@telus.com>
Sent:	Friday, May 6, 2022 3:39 PM
То:	Planning@mision.ca
Cc:	Robert McKay; Monica Stuart
Subject:	Fwd: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization
	Master Plan
Attachments:	OCP Referral - Teluspdf

Dan

In reviewing the Bylaws TELUS has no comments on the proposed By-laws. As per any relocation work please advise us when the designs are initiated as we will work with the City and/or developer to relocate any lines. As per our standard relocation policies the work is considered billable. Please forward these designs to <u>coastal.op.engineering@telus.com</u> and myself. TELUS is interested in working with the City of Mission and the developers of the proposed area to provide TELUS Fibre services to the new properties. We will work with the City to help plan the required underground or aerial structures. As per TELUS policies it is usually the municipality and/or residential developer who provides the underground structure with TELUS providing the fibre cables and communication fibre hubs (FDHs). Please feel free to reach out to me if you have any questions or concerns.

Thanks

Ed Bolecz, AScT

TELUS Communications Inc.

Dept OP Engineering

Ph (604)695-3236

----- Forwarded message ------

From: Monica Stuart <<u>mstuart@mission.ca</u>>

Date: Tue, May 3, 2022 at 12:50 PM

Subject: Official Community Plan Amending Bylaw 6095-2022-5670(33) - Waterfront Revitalization Master Plan To: edward.bolecz@telus.com edward.bolecz@telus.com

Cc: Dan Sommer <<u>dsommer@mission.ca</u>>, Gerald Schlesiger <<u>gschlesiger@mission.ca</u>>, Andrea Bazinet <<u>abazinet@mission.ca</u>>, <u>coastal.op.engineering@telus.com</u> <<u>coastal.op.engineering@telus.com</u>>

In compliance with Section 475 of the *Local Government Act* (copy enclosed), please advise whether your organization has any information or comments with respect to proposed OCP Amending Bylaw 6095-2022-5670(33) for the purpose of land use planning within the Waterfront Revitalization Master Plan. A copy of the proposed amending bylaw is enclosed to assist your assessment of this proposal. If you require further background information please visit <u>engage.mission.ca/waterfront</u>.

Please provide your comments by 4:00 pm on Friday, May 13, 2022. Should no response be received by this date, the City will assume you have no comments on the proposal.

Forward your comments to Dan Sommer, Director of Development Services, via email at planning@mission.ca .

Kind Regards,

Monica Stuart

Monica Stuart

Planning Assistant		
×	City of Mission Development Services A - 7337 Welton St, Mission, BC, V2V 3X1 Office: 604-820-3749 Fax: 604-826-7951 Email: <u>mstuart@mission.ca</u> Website: <u>mission.ca</u> Twitter: <u>twitter.com/mission_bc</u> Facebook: <u>facebook.com/TheCityofMission</u> Instagram: <u>instagram.com/mission_bc</u>	

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From:	Sto:lo Connect <do-not-reply@stoloconnect.com></do-not-reply@stoloconnect.com>
Sent:	May 6, 2022 1:59 PM
То:	Planning
Subject:	[Sto:lo Connect] Referral Status Changed to analysis stage - 607278 - Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan, Mission

Referral Status Changed

Deanna Rach (People of the River Referrals Office) changed the status of 607278 -Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan, Mission to analysis stage

• ID

607278 • ISSUING AGENCY FILE NUMBER(S)

13-6520

PROJECT NAME

Official Community Plan Amending Bylaw 6095-2022-5670(33) – Waterfront Revitalization Master Plan, Mission

• STATUS

analysis stage

View this Referral



DEVELOPMENT SERVICES PLANNING DIVISION

June 1, 2022

Project: P2019-097 Application: R19-030

Dear Owner/Occupant:

Re: Public Hearing Notification regarding Development Application for the Subject Properties: 32527 and 32551 Cherry Avenue

As a property owner or neighbouring resident to the subject properties located at **32527 and 32551 Cherry Avenue**, you are invited to attend a Public Hearing to consider the following proposed bylaws. The hearing will take place on **Monday, June 20, 2022 at 6:00 pm.** This hearing may be viewed and heard in person at Municipal Hall, 8645 Stave Lake Street, Mission, and on the City's livestream webcast. Any person who believes they are affected by a proposed bylaw shall be given a reasonable opportunity to be heard.

Participation in this Public Hearing can be done by:

- ✓ in-person attendance at the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, BC
- ✓ virtual attendance via Zoom webinar visit mission.ca/public-hearings for details and instructions
- ✓ written submissions forwarded by:
 - email to <u>info@mission.ca</u> with PUBLIC HEARING COMMENTS as the subject line, or
 - regular mail or delivery to the Corporate Officer's Office, P.O. Box 20, 8645 Stave Lake Street, Mission, BC, V2V 4L9

All written comments should include the writer's name and address, which will become part of the public record. All written submissions must be received by 4:00 pm on Friday, April 15, 2022.

The following is an excerpt from the Public Hearing Notice:

1. ZONING AMENDING BYLAW 6099-2022-5949(66) - File: R21-055

The purpose of the Bylaw is to rezone the subject properties located at **32527 and 32551 Cherry Avenue** (shown on the maps below) from the Suburban 20 (S20) Zone to **Multi-unit Duplex 465 (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) Zone** to facilitate a 25-lot subdivision that will accommodate 12 duplexes, with each duplex spanning two fee-simple lots that are 232 sq m in size, and one single family lot zoned UC465s with a minimum 465 sq m (5,005 sq ft) lot size permitting a secondary dwelling.



Zoning Map



Following the Public Hearing, Council shall not receive further information or submissions and may consider advancing bylaws forward for additional readings.

Copies of the proposed bylaws and reports relevant to these bylaws may be inspected at the Municipal Hall, 8645 Stave Lake Street, Mission, BC, Monday to Friday, excluding statutory holidays, from 8:00 am to 4:30 pm, from Friday, June 3, 2022 to Monday, June 20, 2022. The information is also available on our website at <u>mission.ca</u> by searching "Public Hearing Information". For further information regarding these bylaws, please contact the Development Services Department at (604) 820-3748.

If you require additional information, please contact the Development Services Department at (604) 820-3748 or email planning@mission.ca.

Yours truly,

h mll

Jay Hazzard, Planner For, Rob Publow, Manager of Planning



STAFF REPORT

Project: P202019-097 Application Numbers: R19-030 and DP19-116

Subject: Development Application – 32527 and 32551 Cherry Avenue



DATE: BYLAW / PERMIT #: PROPERTY ADDRESSES:

LOCATION: CURRENT ZONING: PROPOSED ZONING:

Cedar Valley Suburban 20 Zone (S20) Multi-unit Duplex Zone (MD465); and Urban Compact Secondary Dwelling (UC465s) Urban Compact

No change

May 16, 2022

Avenue

6099-2022-5949(66)

32527 & 32551 Cherry

CURRENT OCP: PROPOSED OCP:

PROPOSAL:

To rezone the subject properties to facilitate a 25-lot subdivision.



Recommendation(s)

- That draft Zoning Amending Bylaw 6099-2022-5949(66) to rezone 32527 and 32551 Cherry Avenue from Suburban 20 (S20) Zone to Multi-unit Duplex (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) be considered for first and second reading;
- 2. That, subject to the Bylaw receiving first and second reading, a Public Hearing be scheduled for June 20, 2022; and
- 3. That prior to the adoption of Zoning Amending Bylaw 6099-2022-5949(66), the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Substantial completion of subdivision application S19-015.
 - b. Collection of any volunteered contributions to the City's community amenity reserve.
 - c. Completion of the Engineering requirements, as in Attachment C.
 - d. Any other requirements resulting from Council's consideration of the Bylaw, including Public Hearing.

Rationale of Recommendation(s)

The proposal is consistent with the Official Community Plan (OCP).

- The subject properties are currently designated Urban Compact in the OCP and are zoned S20. The proposal to rezone to the MD465 and UC465s Zones is consistent with the OCP and would accommodate the future subdivision of the lands. The proposed MD465 Zone allows for lot sizes of a minimum of 232 sq m (2,502 sq ft) for fee simple duplexes. The UC465s Zone allows for a minimum lot size of 465 sq m (5,005 sq ft) and a secondary dwelling in the form of a secondary suite, coach house, or garden cottage. See Attachment A for the zoning map.
- The MD465 Zone allows for a lot size of 232 sq m only if a fee simple duplex is being constructed. The fee simply duplex must span two MD465 zoned lots. 232 sq m is half the size of a standard MD465 zoned lot and thus only permits half of a duplex.
- The proposed rezoning application conforms to OCP objective 5.4 to "encourage infill housing that increases density and integrates with the character of existing neighbourhoods".
- Compact single-family homes and duplexes are considered to be an intensive residential development with the design managed through a Development Permit Area. An Intensive Residential Development Permit will be required for the proposed lots to manage the form and character of the development. The Intensive Residential Development Permit is delegated to staff for approval.
- The proposed development and road layout follow the road network laid out in the Cedar Valley Local Area Plan. Stokes Avenue and Lacerte Lane will be extended as part of this development.

Purpose

To accommodate a subdivision of 25 lots. 24 lots will be zoned as MD465 and one lot will be zoned as UC465s. This will allow for 12 fee simple duplexes and one single family lot permitting a secondary dwelling. See **Attachment B** for the lot and building layout.

Site Characteristics and Context

Applicant

• Central Valley Engineering (2004) Ltd.

Property Sizes

- The total area of the two parent parcels is approximately 1.14 ha (2.82 ac).
- The subject properties are suburban sized lots and are larger compared to many of the surrounding properties to the north, west, and south. Currently, there is a residential building and several accessory buildings on 32527 Cherry Avenue which will be removed. The properties are relatively flat but start to slope downward in the southwest corner.

Neighbourhood Character

• The subject properties are located in the southwest corner of the Cedar Valley neighbourhood. The surrounding lands to the south and east are designated Urban Compact in the OCP. The majority of these lands have recently developed, are currently developing, or are expected to be developed in the near future. The lands to the west and north are designated as Urban Residential.

Parks and Trails

• The subject properties are located approximately 50 m to the east of Bailey Park.

Servicing

• Development of this area will require servicing, as outlined under "Referrals".

Referrals

Engineering Department:	The Engineering Department has no objection to this proposal, subject to the completion of Engineering Servicing requirements, as outlined in Attachment C .
Building Division:	No concerns.
Bylaw Enforcement Division:	No comment.
Mission Fire Rescue Service:	No concerns.

Development Considerations

Intensive Residential Development Permit

The Intensive Residential Development Permit Area is designed to establish guidelines for the form and character of intensive residential development to achieve a higher standard of building design, housing alternatives, site compatibility and site aesthetics that are consistent with a vibrant residential neighbourhood. It helps reinforce the community identity of higher density single-family residential neighbourhoods.

The developer has provided a design package that showcases the potential future duplex designs for the proposed properties. The designs provide a variety of modern housing styles using high quality building materials. The design package is included as **Attachment D**.

Development Variance Permit

A Development Variance Permit (DVP), DV20-015, has previously been proposed and considered by Council for a neighbouring development to the south at 32502, 32524, and 32538 Cherry Avenue. The DVP proposes to vary Development and Subdivision Control Bylaw 5650-2017 by lowering the required flow velocity and minimum pipe size required for a sanitary main pipe. While not tied to this project, this variance will be required to properly service this development at 32527 and 32551 Cherry Avenue. This variance comes recommended by the Engineering Department in order to achieve optimal sanitary design and realize the full potential of the proposed zone. No action is required from Council on this item at this time.

Community Amenity Contribution

The applicant has volunteered to contribute \$2,815 per new lot/unit in accordance with Policy LAN.40(C).

Tree Management

In accordance with Council Policy LAN.32 – Tree Retention and Replanting, the applicant will be required to plant a minimum of 50 trees, two trees for each of the 25 lots created. This condition will be met as part of the subdivision approval. In addition to this requirement, the applicant is required to replace any significant trees (trees having a calliper of 0.2 m or greater) that will be removed except in the areas defined as (a) building envelope to a maximum of 2,000 sq m (21,528 sq ft), (b) driveways, (c) septic field and (d) wells. No tree is permitted to be removed within an identified streamside protection and enhancement area.

Parkland Contribution

The OCP has not identified parkland on the subject property. Provisions of the *Local Government Act* authorize a local government to receive up to 5% land or cash-in-lieu contribution for parkland. Under this provision, 5% parkland cash-in-lieu will be collected from the developer prior to the completion of the subdivision.

<u>Transit</u>

The proposed development is within walking distance, approximately 400 m, from a transit stop.

Financial Implications

There are no financial implications associated with this report.

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 three development notification signs on the properties.
- 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.

Attachment A:	Zoning Map
Attachment B:	Site Plan
Attachment C:	Engineering Department Rezoning Comments
Attachment D:	Duplex Design Package

Sign-Offs

Robert Pullow

Rob Publow, Manager of Planning

JH / sh

Approved for Inclusion: Mike Younie, Chief Administrative Officer



ATTACHMENT B



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ENGINEERING DEPARTMENT REZONING COMMENTS

January 26, 2021

CIVIC ADDRESS: 32527 & 32551 Cherry Avenue

CURRENT ZONE: S36 PROPOSED ZONES: MD465 & 1-UC465s(Lot 13)

NOTE: The following Engineering Comments are made in accordance with the District of Mission Development and Subdivision Control Bylaw No. 5650-2017 (DSCB). The Engineering Department is aware of a sanitary servicing deficiency requiring a development variance permit and coordination of works and services in order to realize the full potential of the proposed zone. See recommendations for consideration.

DOMESTIC WATER REQUIREMENTS:

Municipal water is available on Cherry Avenue.

Connection to the municipal system is required.

Upgrades or new infrastructure shall be required. (to be determined at time of Subdivision/Development application)

STORM SEWER REQUIREMENTS:

Municipal storm service is available on Cherry Avenue.

Connection to the municipal system is required.

Upgrades or new infrastructure shall be required. (to be determined at time of Subdivision/Development application)

SANITARY SEWER REQUIREMENTS:

Municipal sanitary service is not available on Cherry Avenue.

Connection to the municipal system is required.

Connection to the system shall be made as shown in the conceptual servicing design by Central Valley Engineering Ltd, Project # 1808-S, Sheets C1 to C5, Rev 4, Dated: 2020-09-08. The conceptual sanitary system has been reviewed and is supported by staff, a Development Variance Permit will be required allowing a variation of minimum DSCB requirements outlined in Schedule 'C', Section 6.4.4.1 - Velocity and Section 6.5.1.1.1 - Minimum Pipe Size.

ROAD WORK REQUIREMENTS:

Cherry Avenue provides paved access to the site. Charman Street provides paved access to the site.

Upgrades or new infrastructure and road dedication shall be required. (to be determined at time of Subdivision/Development application)

ENVIRONMENTAL REQUIREMENTS:

Prior to any Development of the site:

Please have a Qualified Environmental Professional (QEP) prepare a noxious weed assessment of the entire site, specifically for the four knotweed species and giant hogweed, as per Section 9.16 of the DSCB.

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. 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.

Waste Management

Curbside Collection

Curbside collection involves the weekly collection of unlimited amounts of compost (including food and yard waste), and recyclables, as well as the bi-weekly collection of up to two 80-litre bins of garbage, and a 27-litre container glass bin. The District provides one 46-litre compost bin, the "Rot Pot", one 120-litre recyclables bin, and one 27-litre glass bin, the "Black Box" to each household. Garbage bins must be provided by residents themselves, and cannot exceed 80-litres in volume each.

Each individual unit must feature sufficient animal-resistant, enclosed storage space for all household waste materials to prevent wildlife attraction. Please refer to the <u>Solid Waste</u> <u>Management Bylaw 5526-2015</u> for complete details.

RECOMMENDATION:

Should Council choose to support this application Council could consider and resolve that the requested rezoning be approved on the condition that:

- The sanitary main upgrades as shown on the conceptual servicing design by Central Valley Engineering Ltd, (Project # 1808-S, Sheets C1 to C5, Rev 4, Dated: 2020-09-08) be designed and constructed at the Developer's cost;
- A section 219 covenant be registered on title restricting the use of the land until such time as the sanitary main upgrades as shown on the conceptual servicing design by Central Valley Engineering Ltd, (Project # 1808-S, Sheets C1 to C5, Rev 4, Dated: 2020-09-08) has been designed and constructed/secured in accordance with the DSCB with the exception of the recommended bylaw variances (DSCB Schedule 'C', Section 6.4.4.1 -Velocity and Section 6.5.1.1.1 - Minimum Pipe Size.); and
- That all servicing deficiencies be resolved in accordance with the DSCB with the exception of the recommended bylaw variances (DSCB Schedule 'C', Section 6.4.4.1 Velocity and Section 6.5.1.1.1 Minimum Pipe Size) to the satisfaction of the Approving Officer.

From an engineering point of view, the application may proceed to adoption once the conditions noted in the council resolution have been resolved to the satisfaction of the Approving Officer.

ENGINEERING DEPARTMENT REZONING COMMENTS

Prepared by: Graham Harder, Engineering Technologist I

Reviewed by: Jay Jackman, Acting Director of Engineering & Public Works



ATTACHMENT D	
CILDING DESCRIPTION No. Description Date I sueb For OP 2.2.2022	32527 CHERRY AVE. 32527 CHERRY AVE. PERSPECTIVES PERSPECT
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STAFF REPORT



То:	Chief Administrative Officer	Date: June 20, 2022
From:	Louizandre Dauphin, Director Parks, Recreation & Culture	
Subject:	Bylaw 6107-2022 Consumption of Liquor in Public Places	

Recommendation

- 1. That Consumption of Liquor in Public Places Bylaw 6107-2022, as set out in Attachment A to the Director of Parks, Recreation and Culture's report dated June 20, 2022, be considered for first three readings; and
- 2. That a press release, webpage updates, and online survey be conducted as part of the pilot project.

Purpose

The purpose of this report is to bring forward Consumption of Liquor in Public Places Bylaw 6107-2022 as a result of Council resolution RC22-212 made on May 16, 2022.

Background

The following resolution was passed at the regular Council Meeting of May 16, 2022:

RC22-212

Moved by Councillor Crawford

RECOMMENDED:

That staff draw up an appropriate bylaw, to initiate a trial basis of one year for the public consumption of alcohol in Heritage Park, Centennial Park and Jack Poole Harbourside Plaza, using the parameters as laid out in the May 16, 2022 Report from the Acting Director of Parks, Recreation & Culture.

OPPOSED (2): Councillor Herar, and Councillor Plecas

CARRIED (5 TO 2)

Discussion and Analysis

As per Council direction, a review of several municipalities' bylaws was completed in preparation of Bylaw 6107-2022 Consumption of Liquor in Public Places. A comparable bylaw is presented for Council consideration which is designed to adequately accommodate a pilot project in Mission.

The pilot project is being recommended for consideration in three community parks within Mission: Centennial Park, Fraser River Heritage Park, and Jack Poole Plaza. Residents who are gathering with friends or family for a picnic or special occasion at these parks may enjoy an alcoholic beverage outdoors safely and responsibly. Alcohol consumption will be limited to designated areas only (see maps attached to the draft bylaw).

This park was selected for meeting the criteria of having washrooms, picnic tables/seating areas or shelters, and being inspected at least weekly or biweekly.

Excluded areas of the park consist of the:

- dog park;
- tennis courts;
- lacrosse box, including spectator area; and
- area designated as a playground buffer zone (30 metres).

Fraser River Heritage Park

This park was selected for meeting the criteria of having washrooms, picnic tables/seating areas, a sheltered area, and being inspected at least weekly. Regarding special events at this location, liquor licenses and designated consumption areas will continue to be required to ensure no underage drinking and assist with crowd control.

Excluded areas of the park consist of the:

- playground buffer;
- Clayburn yard;
- Blackberry Kitchen; and
- OMI Cemetery buffer zone.

Jack Poole Plaza

This park was selected for meeting the criteria of having washrooms, seating, and being inspected weekly or biweekly. There are no excluded areas for Jack Poole Plaza.

Council Goals/Objectives

This report addresses Council's goal of creating a more livable community.

Financial Implications

This initiative is largely a legislative change, not resulting in a large amount of direct costs. If adopted, signage could be installed in the three parks at an approximate cost of \$1,200.

Communication

If adopted, staff recommend a press release, website information and that online surveys be conducted during the pilot project.

Summary and Conclusion

The purpose of this report is to bring forward Bylaw 6107-2022 Consumption of Liquor in Public Places for first three readings.

Report Prepared by:	Stephanie Key, Deputy Director Parks, Recreation & Culture
Reviewed by:	Louizandre Dauphin, Director of Parks, Recreation & Culture
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

Attachment(s)

Attachment A:	Consumption of Liquor in Public Places Bylaw 6107-2022

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CITY OF MISSION

BYLAW 6107-2022

A Bylaw to regulate the consumption of liquor in public places

WHEREAS, pursuant to section 73(2) of the *Liquor Control and Licensing Act*, the Council of the City of Mission is empowered to regulate a public place that it has jurisdiction over as a place where liquor may be consumed;

AND WHEREAS the Council of the City of Mission wishes to designate a portion of parks as a place where liquor may be consumed responsibly;

NOW THEREFORE BE IT RESOLVED that the Council of the City of Mission, in open meeting assembled, hereby ENACTS AS FOLLOWS:

- 1. This Bylaw shall be known and cited for all purposes as "Consumption of Liquor in Public Places Bylaw 6107-2022".
- 2. <u>DEFINITIONS</u>

"City" means the City of Mission;

"City Park" means a public park that is located in the City of Mission and which is either owned or controlled by the City;

"**Permitted Spaces**" means a City Park or part of a City Park that has been designated by City Council by this Bylaw as a place where liquor may be consumed, but does not include a building, structure, vehicle or other installation within the Public Place unless this has been specifically designated by Council in this Bylaw;

"**Public Place**" has the same meaning as set out in the *Liquor Control and Licensing Act;*

"Sign" means any visual representation or attention-drawing device which communicates information or advertising for any purpose.

- 3. <u>REGULATIONS</u>
- 3.1 This Bylaw shall be in force from 12:00 pm on July 5, 2022 to 9:00 pm on October 31, 2022.
- 3.2 Liquor may be consumed between the hours of 12:00 pm and 9:00 pm from July
 5, 2022 to October 31, 2022 in the designated public places of Centennial Park,
 Fraser River Heritage Park and Jack Poole Plaza Park as outlined in Schedule 'A',
 'B' and 'C' attached to and forming part of this Bylaw, with the following exception:

a) July 22 - 24 – Mission Folk Music Festival, Fraser River Heritage Park

4. <u>SIGNS</u>

- 4.1 Regulating 12" x 24" signs with the boundaries, dates and times of liquor consumption will be posted at each of the parks in the designated Public Places. Signs posted will contain reminders of the legal drinking age; drinking and driving; and no glass containers allowed in Permitted Spaces.
- 4.2 A minimum of 2 Signs must be posted in each park.

5. <u>BUFFER ZONES</u>

5.1 A buffer zone of 30 metres will exist around all playgrounds.

6. <u>ENFORCEMENT</u>

6.1 Offences set out in the *Liquor Control and Licensing Act* will apply to persons in violation of this Bylaw.

7. <u>SEVERABILITY</u>

- 7.1 If any part, section, subsection, clause or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, it will be severed and the validity of the remaining provisions of this Bylaw will not be affected.
- 8. Schedule 'A', 'B' and 'C' attached hereto form part of this Bylaw.

 READ A FIRST TIME this _____ day of _____, 2022

 READ A SECOND TIME this ____ day of _____, 2022

 READ A THIRD TIME this _____ day of _____, 2022

 ADOPTED this _____ day of _____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER






STAFF REPORT



То:	Chief Administrative Officer	Date: June 20, 2022
From:	Gerald Schlesiger, Project Manager	
Subject:	District Energy System Grant Applicatio Fund	n to Canada Community Building

Recommendation

That Council endorse a submission to the Canada Community Building Fund for a \$75,000 grant to determine the viability of a District Energy System for the Waterfront Comprehensive Planning Area.

Purpose

The purpose of this report is to receive Council's endorsement for submitting a grant application to the Canada Community Building Fund to investigate the viability of establishing a District Energy System for the Waterfront Comprehensive Planning Area. There is no matching funds requirement for this grant application.

Background

During the preparation of the Waterfront Revitalization Master Plan (WRMP), a preliminary assessment was made concerning the ability to establish a District Energy System (DES) for the Waterfront. The assessment identified potential energy extraction sources that a DES could harness as part of a general concept without exploring into the viability of such a system. The objective of the early assessment was to indicate if district energy held the promise to reduce greenhouse gases thereby contributing to a more sustainable future. All indications show that a deeper assessment is warranted and should include an analysis of the load capacity, concept design, siting characteristics, and financial viability.

Discussion and Analysis

The application to the Canada Community Building Fund would fund site assessment, conducting load analysis, exploring district energy options, preparing a concept design, and determining the financial viability of a DES. As the WRMP has identified land use designations and a phasing strategy, a preliminary assessment can be made on the load demands that would be placed on a DES as the WRMP unfolds. This will inform site requirements, the design strategy, the economic consequences and the contribution a DES would make to sustainability.

The WRMP covers all 296 acres of the Waterfront Comprehensive Planning Area. The WRMP identifies land uses and strategies to bring new life to Mission's Waterfront with a balance of residential, commercial and industrial uses, while protecting environmentally sensitive areas and improving sustainability. The achievement of having a Land Use Plan allows there to be an assessment of the energy load capacity that would be required to service the Waterfront, and the take-up rate that such a facility could expect as properties develop. It informs the rate at which energy demands are placed on the DES, and the customer characteristics that define

different user groups. The Land Use Plan facilitates the financial analysis on staging the capital investment and assessing the rate of returns as the Waterfront development progresses to its build out capacity.

The Study will consider three potential energy sources to serve the DES:

- 1. Heat recovery from the waters of the Fraser River;
- 2. Heat recovery from geothermal wells; and
- 3. Heat recovery from the recently built trunk sanitary sewer line.

Expectations are that heat recovery from the recently built sanitary sewer line holds the most promise. It utilizes a source that is already operational and the heat source will increase as Mission's population grows. Heat extraction from water sources such as the Fraser River are generally more efficient because water temperatures are more stable and do not fluctuate as much air temperatures over the course of the year. However, the regulatory regime maybe more complicated because of aquatic habitat. Geothermal sources occupy more land, but still have a relatively small footprint. All three energy sources have longevity in energy supply.

The work involves:

- a) Site Assessment
- b) Load Analysis
- c) Concept Design, and
- d) Financial Analysis

Communications will be required with the City of Abbotsford which operates the Joint Abbotsford Mission Environmental System wastewater treatment plant as well as local First Nations, and the Department of Fisheries and Oceans. The completion of the study will inform the next steps.

The anticipated cost of the study is estimated at \$75,000 with a window of 6 months to complete. Bids from qualified consultants are to follow the submission of the grant application.

Council Goals/Objectives

Advancing the investigation into a DES is in keeping with the goals of the community to improve sustainability, reduce greenhouse gases, and build resiliency to climate change. A DES aligns with the values expressed in the City of Mission's updated Environmental Charter which is a 5-year climate and environmental action plan, and specifically proposes hiring a consultant to study district energy options.

Financial Implications

The Canada Community Building Funds is a federal source of funding provided to provinces to support local governments with local infrastructure priorities. The requested \$75,000 in funding will allow the City to gain more certainty on the implementation of a DES for the Waterfront lands without any capital expenditures by the City.

Summary and Conclusion

It is recommended that Council support the submission of a grant application to the Canada Community Building Fund for the purpose of further assessing the viability of establishing a District Energy System in the Waterfront. This will provide clear support for a key action identified in the updated Environmental Charter and will accordingly support the sustainability of the development and of the community.

Report Prepared by:	Gerald Schlesiger, Project Manager
Reviewed by:	Stacey Crawford, Director of Economic Development
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

STAFF REPORT



To:Chief Administrative OfficerFrom:Doug Stewart, Director of FinanceSubject:2021 Annual Report

Date: June 20, 2022

Recommendation(s)

That the City of Mission 2021 Annual Report including audited financial statements for the year ended December 31, 2021, as attached as Attachment A to the Director of Finance's report dated June 20, 2022 and entitled "2021 Annual Report" be approved.

Purpose

The purpose of this report is to have Council consider the City's 2021 Annual Report at a public meeting.

Background

In accordance with Section 98 of the *Community Charter*, Council is required to consider the City's Annual Report at a public meeting, each year.

The City's 2021 Annual Report includes the following information:

- 1. Audited 2021 financial statements;
- 2. Details of permissive tax exemptions and community grants provided by Council;
- 3. Details regarding municipal services and operations for the 2021 calendar year;
- 4. An overview of Council's 2018 2022 Strategic Plan;
- 5. Performance measures and achievements related to Council's goals and objectives; and
- 6. Information of interest, such as departmental overviews, and statistical information on taxation, assessment and development.

The highlights of the City's financial position and results are noted in the "Report from the Director of Finance" within the Annual Report (page 34). The City's auditor, BDO Canada LLP, presented their audit findings at the May 2, 2022 Council meeting, where the 2021 financial statements were approved by Council.

Staff will once again be submitting the annual report to the Government Finance Officers Association (GFOA) for consideration for the Canadian Award for Financial Reporting Achievement award.

Financial Implications

There are no financial implications directly associated with this report.

Communication

The final approved Annual Report will be made available on the City's website, and published copies are distributed to a variety of community organizations, government agencies/offices, other municipal governments, along with Council and department heads.

Summary and Conclusion

The City's 2021 Annual Report is attached. In accordance with the *Community Charter*, Council is required to consider the Annual Report at a public meeting, each year.

Report Prepared by:	Doug Stewart, Director of Finance
Reviewed by:	Taryn Hubbard, Manager of Communication and Public Engagement
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

Attachment(s)

Attachment A: 2021 Annual Report

Attachment A

ANNUAL REPORT 2021

Includes financial statements for the year ended December 31, 2021

City of Mission, British Columbia, Canada



Canadian Award for Financial Reporting

Recipient of GFOA Award for Excellence in Financial Reporting since 2006.



The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporing to the District of Mission for its annual financial report for the fiscal year ended December 31, 2020.

The Canadian Award for Financial Reporing program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognion and technical guidance for officials preparing these reports.

In order to be awarded a Canadian Award for Financial Reporing, a government unit must publish an easily readable and efficiently organized annual financial report, whose contents conform to program standards.

Such reports go beyond the minimum requirements of generally accepted accouning principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments, and address user needs.

A Canadian Award for Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Canadian Award for Financial Reporting program requirements, and we are submiting it to the GFOA for consideration.

This Annual Report was prepared by the Finance Department and Communications and Public Engagement section and in cooperation with all city departments and agencies.

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Message from Mayor Paul Horn

2021 was a remarkable year for a host of reasons: COVID-19; environmental phenomena such as heat domes, cold snaps and atmospheric rivers; dramatic global supply challenges and inflation; and unprecedented growth all left their mark on Mission.

In addition, Mission took on one of the largest infrastructure projects in our history by undertaking the construction of the sanitary sewer forcemain under the Fraser River. Fortunately, our City has a long-standing tradition of establishing reserves, retiring debt, and building conservative budgets.

2021 stands out in another way. The discovery of unmarked childrens' graves helped many of us to become acutely aware of the lasting trauma caused by residential schools and colonial policies. Those institutions were a big part of Mission's history, so our Council made a commitment to redefine our Mission as one of Reconciliation and partnership with First Nations. We are very fortunate to be situated on the share territory with the Leq'á:mel, Semá:th, Kwantlen, Sq'éwlets, Mathexwi, and Katzie First Nations. For example, our efforts to partner with LMS Society lead to a historic Provincial land transfer that expands Fraser River Heritage Park and provides housing and employment land. We continue to work with First Nations neighbours in the spirit of meaningful partnership, with a particular eye on mutual economic opportunity.



As you will see in this Annual Report, our financial foundation is solid, but these tumultuous times remind us that we will need to continue on a fiscally sound path. This will mean robust asset management, accurate reassessment of development charges and amenity fees, and strategic approaches to financing infrastructure.

From a revenue perspective, 2021 saw significant increases, particularly in the form of new infrastructure contributions such as new roads and underground services. Our work as a City will be to make sure we use these new resources wisely because new infrastructure means that the City takes on operating, maintenance, and replacement costs. We must look forward to accurately costing projects, thereby keeping fees and taxes as low as possible while still maintaining a community rich in amenities.

We owe a debt of thanks to all of those who helped us to operate through 2021, despite its many challenges. In many cases, both pressures and returns have been exceptional, such as with our Planning, Engineering, and Forestry Departments. We also owe gratitude to our exceptional team in the Finance Department because they are the ones who helped us to keep abreast in the face of these challenges.

Most of all, Mission owes thanks to the many community volunteers who have stepped forward, donating countless hours of invaluable labour and expertise to help us get through one of the most challenging years in our history.

From one neighbour to another, thank you.

. Mayor Paul Horn



2021 Annual Report

City of Mission British Columbia, Canada

for the fiscal year ended December 31, 2021

Back row: Councillor Cal Crawfod, Councillor Danny Plecas, Councillor Carol Hamilton Front row: Councillor Jag Gill, Councillor Ken Herar, Mayor Paul Horn, and Councillor Mark Davies

City Council

Mayor and Council are active in Mission and represent residents at community events, openings, tours, and meetings with senior levels of government and other stakeholders.

Mission's Mayor and Councillors are elected for four year terms. The Mayor chairs the regular meetings of Council and all decisions are conveyed by a Council Resolution or Bylaw. Many of the matters which Council considers are forwarded through the recommendations of the various Standing Commitees. Each Council member is appointed to, or sits on, certain boards and external commitees, select and standing commitees, commissions, and task forces, which include:

- Citizen's Advisory Committee Mission Institution
- Community Futures North Fraser
- Communities in Bloom
- Cultural Resources Commission
- Downtown Mission Business Association
- Economic Development Select Committee
- Emergency Planning Committee
- Fraser Valley Regional District Board of Directors and Hospital Board of Directors
- Fraser Valley Regional District Regional and Corporate Services Committee
- Fraser Valley Regional Library Board
- Joint Shared Services Committee
- Mission Arts Council
- Mission Association for Senior Housing

- Mission Community Foundation
- Mission Community Heritage Commission
- Mission Community Services Society Board
- Mission District Historical Society
- Mission Division of Family Practice
- Mission Grants Committee
- Mission Healthy Community Council
- Mission International Cultural Association
- Mission Regional Chamber of Commerce
- Mission Seniors' Centre Association
- Mission Sustainable Housing Committee
- Mission Traffic & Transit Committee
- Municipal Insurance Association of BC
- Parks and Recreation Advisory Committee
- Pleasant View Housing Society

Strategic Plan

Mission's strategic plan sets out a bold vision of our growing city and clearly describes Council's mission during the 2018-2022 term of office.

Vision Statement

The City of Mission is a bold, progressive, forward looking, transparent, and professional leader serving the citzens and businesses of Mission.

Our Mission

The City of Mission provides good governance and services to the citizens and businesses of the City while responsibly stewarding the City's financial resources and public assets.

Strategic Focus Areas

1. **Safe Community**: committed to furthering the safety of pedestrians, cyclists, and vehicles as Mission experiences significant growth

2. Secure Finances: Assets and Infrastructure; pursue excellence in financial management and planning

3. **Bold Economic Development**: aggressively target new business and investment opportunities that will provide employment for residents, encourage growth and diversity the tax base

4. **Liveable Complete Community**: diversity the type of amenities and increase the number of recreational opportunities to support an enhanced lifestyle and healthy community

5. **Engaged Community**: develop new and non-traditional ways to engage the community to generate stronger ideas and produce enhanced results

6. **Organizational Excellence**: strive to be a leader in the way the City carries out its business particularly in the way it interacts with its clients, residents and businesses



ANNUAL REPORT 2021

Council Highlights



Ceremony for agreenment by B.C., Leq'á:mel, Mathexwi and Semáith First Nations and the City of Mission that will return traditional lands to the First Nations and establish new public parklands and recreation areas





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Community Facts & Stats

Situated within the unceded, ancestral and shared territory of the Stó:lō people, Mission is located on Leq'á:mel, Semá:th, Kwantlen, Sq'éwlets, Mathexwi, and Katzie traditional territories.

Adored by residents for its small-town feel and stunning natural landscapes and views, the City of Mission is driven by the mandate of responsible governance, exceptional customer service, and engaged communities.

41,519 total population according to 2021 Census Data

15.6% of residents are over 65 years old

18.8% of residents are under 14 years old 40 years old is the average age of population

Message from the CAO

Much like 2020, 2021 was another exceptional year for the City of Mission. Mission, along with the world, continued to weather the COVID-19 pandemic and was able to continue essential operations for the residents of Mission, which was something staff did under very trying conditions but were proud to do. I commend staff on their patience and diligence in keeping themselves, their colleagues and our clients safe during COVID-19.

2021 was also exceptional because the District of Mission became the City of Mission in 2021. On paper, not much changes with the reclassification to a City but, in reality, so much changes. Mission is coming of age. We are a community that is welcoming, diverse, and inclusive. We are prosperous, healthy, green, full of opportunity, and a great place to raise a family. The time is ripe to confirm and re-define what Mission is and what we want to be known for. In 2022, the City is undertaking a rebranding process to answer these questions. I encourage you to get involved in this process to help Mission set itself up for success over the coming years.

Council adopted Nine Principles of Reconciliation in April 2021 in support of moving Mission towards a City of Reconciliation. This is a bold, progressive and forward-looking strategy that shows leadership and commitment to true reconciliation practices with First Nations that have territories in this



area. Council and staff will use these principles when sharing information and collaborating with First Nations. The latter of which were the subject of an historic agreement signed by Leq'á:mel, Mathexwi and Semá:th First Nations (LMS), Mission and the Province in July 2021. The "Together We Paddle" agreement will see four parcels of land returned to LMS who will then build residential and commercial developments and lease the majority to Mission for parkland under a 99-year lease.

You might have noticed a change in Mission's skyline over the last year: construction cranes. Not one but several. This is a manifestation of how attractive our community has become for development of new housing. Those that have lived here for years have known that Mission is a wonderful community to live in but now others are coming to the same conclusion. The increased construction of row homes, townhomes, and apartment buildings diversifies Mission's housing types and will help with historically low vacancy rates and allow more people to become first time home buyers. Council is partnering with public and private housing organizations, such as BC Housing and Habitat for Humanity, to provide affordable housing opportunities to ensure Mission remains an inclusive community.

Mission believes that planned growth is necessary to meet the vision, goals and objectives set out in the 2018–2022 Strategic Plan. The Waterfront Revitalization Master Plan, Central Neighbourhood Plan, Cedar Valley Local Area Plan, Stave Heights Neighbourhood Plan, Utilities Master Plans (water, sewer, stormwater) and Transportation Master Plan were initiated or completed in 2021 and are clear commitments to sound planning on the part of Council and staff. This degree of planning and the public engagement that goes along with it ensures growth is manageable and affordable. Obviously with growth come new challenges but the results of proactive planning will set in motion processes and strategies to deal with those challenges.

With the guidance of Council, our dedicated and committed employees are our most important resource and the force that gets things done. I want to acknowledge the day to day challenges that staff face and thank them for their unwavering commitment to improving the lives of the citizens of Mission and ensuring their safety.

Mike Younie, Chief Administrative Officer

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Organizational Chart



Municipal Auditors: BDO Canada LLP

Municipal Financial Institute: Envision Financial, a Division of First West Credit Union

Corporate Administration

The Corporate Administration functions include Legislative Services, Information Services, Communications and Public Engagement, and RCMP Administration.

Strategic Outcome or Council Goal	2021 Performance Achievements
 2. Secure Finances, Assets and Infrastructure 2.4 Continue to advocate for: expansion of West Coast Express; Financial and regulatory support for Fraser River Sanitary Sewer Crossing; Downtown - truck bypass; stewardship and remediation of buildings 	 West Coast Express Agreement extended until 2025. Financial & Regulatory Support \$11m received from provincial government. Downtown Revitalization is underway, with Ministry of Transportation & Infrastructure actively working on implementing the truck bypass.
4. Livable Complete Community 4.4 Advocate for free parking at Mission Memorial Hospital	 Preliminary investigation of required bylaw changes is complete, bylaw amendments being drafted. Bylaw changes to be brought to Council in 2022.
5. Engaged Community 5.2 Develop and implement a community engagement and communications policy	 Developed Mission's overall Communications and Engagement Plan. Implemented key strategies such as proactive community outreach campaigns to better reach citzens and community stakeholders.
6. Organizational Excellence 6.1 Develop and implement an Enterprise Application System Strategy	• Financial System Software Agreement signed, and working towards implementation of software systems (taxation, development services) that will integrate and work together.



LEGISLATIVE SERVICES

Legislative Services supports the Chief Administrative Officer and senior management team in achieving the strategic goals and objectives set by Council. The section provides assistance and advice to citizens with respect to Council and Committee processes, reporting procedures and decisions.

Key Responsibilities

- Provide support to Council and its Committees including preparation and coordination of meetings, agendas and minutes.
- Oversee the City's corporate records management program.
- Administer the Freedom of • Information and Protection of Privacy Act.
- Manage land and legal issues.
- Compose bylaws, legal notices, etc.
- Administer electoral approval processes such as referendums and alternate approval processes.
- Conduct municipal elections and/ • or by-elections when required.

2021 Highlight:

- Delivered a successful and safe by-election for Mayor, in compliance with all Public Health COVID-19 protocols

Facts & Stats

FOI Requests

INFORMATION SERVICES

Information Services staff steward the City's technology infrastructure and security roadmap and provide technical support services to the various municipal departments related to computer applications and telephone systems.

Key Responsibilities

Strategically manage and administer the City's computer systems data center and facilitate its redundancy, recovery, scalability and security.

2021 Highlights:

- Commenced an enterprise-wide switch, firewall and wireless network redesign and upgrade project

- Initiated the Office 365 pilot project and transitioned the City to MS Exchange online services

Evaluate, recommend and implement hardware and software solutions for the City to be more efficient and effective in delivering services to citizens.

- Implemented new cloud-based security services for anti-spam, antivirus and email archiving

- Adapted all City meeting rooms with webinar audio/video capabilities.

Facts & Stats

Website visits

Service calls

Computers

- Securely connected multiple new remote offices (Clark Theatre, Waterfront Office, Economic Development Office, Boswyk Centre, and Youth Centre)

COMMUNICATIONS & PUBLIC ENGAGEMENT

Communications & Public Engagement is responsible for involving the people and organizations we serve across the community in the decisions that affect them. The section is committed to connecting with the community to help foster a resilient and sustainable community.

Key Responsibilities

- Raise citizen and business awareness and understanding of City initiatives, programs and operations.
- Develop communications practices and tools to enhance awareness and engagement.
- Develop and provide meaningful opportunities for the community to engage with the City.
- Manage content and engage community on the City's social media channels and website.

2021 Highlight:

- Supported the Emergency Operations Centre to get timely and accurate information out to the public

Facts & Stats

50 ews Releases

12 Surveys

20k Social Followers



Human Resources

Human Resources serves both internal and external clients by providing specialized advice and assistance in all facets of people management.

Strategic Outcome or Council Goal	2021 Performance Achievements
6. Organizational Excellence	 Continued track record of attracting highly qualified, high performing staff in recruitment processes.

Key Responsibilities

- Administer the Occupational Health and Safety Program.
- Oversee employee and labour relations.
- Support employee compensation and benefits.

2021 Highlights:

- Considerable resources spent on COVID and ensuring employees' health and safety, adapting to regularly and frequently changing Public Health Orders

- A new Whole Health Committee was formed with the stated purpose to make recommendations for a comprehensive workplace mental health and wellbeing program for staff

- Overall turnover was up 40% from 2020

- Develop and manage the corporate training program.
- Attraction and retention of qualified staff.

- Creation of 4 wellness days (from employees existing sick day bank) to ensure staff can take a "wellness day" when needed

- New Collective Agreement bargained with IAFF (Firefighters' union)

- Number of Worksafe claims were down, a continuing trend from 2018

- Management of Clarke Theatre was taken over by the City

Facts & Stats

Recruitment

81 Internal union

60 Externals

4,823

Employees

42 Exempt employees 17 IAFF employees 330 CUPE employees 81 Paid on Call Firefighters 122 Non-Union (PRC) 1 Emergency Support Services (Emergency preparedness) Average Age: 42 Average Years of Service: 7 Longest Service Employee: 39

Finance

Leadership and support is provided in financial management, procurement, and accountability to the City's citizens, Council, and departments.

Strategic Outcome or Council Goal	2021 Performance Achievements
1. Safe Community	• Continued following the changing Public Health Office restrictions and protocols during the COVID-19 pandemic, enabling the City's facilities to reopen safely allowing City staff to continue providing services to Mission residents.
 2. Secure Finances, Assets and Infrastructure 2.2 Review of all City fees, including development, building, and business license 	• Working with departments to review and provide philosophical policies for City-wide fees, including development application fees, business licenses, and building permit fees.
2.5 Develop a financial sustainability program	 Continue to ensure the City has the resources to meet the service level demands of its citizens and its future obligations, plus the ability to respond to unanticipated events.

FINANCE

Finance provides visionary stewardship over the City's financial resources, financial management and accountability, through policies and practices that form a control framework for the City's overall fiscal planning and investments.

Key Responsibilities

- Operational and capital financial planning, including investment portfolio.
- Internal and external financial reporting.
- Account and reporting of capital assets valued at over \$600 million.

2021 Highlights:

- Finance cashiers continued to safely provide in-person services throughout 2021 within the Public Health Authority COVID-19 restrictions and protocols

- Property tax and utility rate recommendations; processing and collection of property taxes, utility and other receivable billings.
- Payroll and general accounting services.
- Payment of goods and services.
- Maintenance of property records.

- Held a safe and successful Tax Sale adhering to Public Health Authority COVID-19 protocols after the 2020 Tax Sale was postponed

- Received the GFOA Canadian Award for Financial Reporting in 2020

Facts & Stats

Property taxes

15,284



Utilities

1,884 Residential water meter billing

469 Commercial water meter billing

PURCHASING

Purchasing provides leadership, support, and advises departments on procurement issues, leads all competitive bidding processes, and maintains the City's inventory of supplies.

Key Responsibilities

- Assist departments with the procurement of goods and services, taking the lead role for procurements where products and services cross departmental boundaries.
- Administration of purchasing card (P-Card) program.
- Operation of central stores warehouse, which includes inventory management and disposal of City assets.
- Maintenance of vendor records and procurement documents.

Facts & Stats

Inventory

\$23<mark>1,</mark>599

\$726,215

Activities

618 Purchase Orders Issued

43 Competitive processes administered



Development Services

The Development Services Department provides services that help shape the future of the community, including: Long Range and Development Planning, Bylaw Enforcement, Building Inspections and Business Licensing. This department also administers the Animal Control agreement with the Fraser Valley Regional District and the Transit agreement with BC Transit.

Strategic Outcome or Council Goal	2021 Performance Achievements
 2. Secure Finances, Assets and Infrastructure 2.2 Review Building Permit and Business Licensing Programs 	 Building Permit Program: New Application Review process implemented. New MF/ICI processes and form started.
4. Livable Complete Community 4.1 Attract and incentivize affordable housing, housing options, and treatment facilities	• Affordable Housing Strategy presented to Council , addressing housing gaps, under-performing policies, providing policy options for affordable, adaptable and family friendly housing.
4.6 Implement secondary suite program	• Continuing the development of a secondary suite program.
4.7 Undertake short-term and long- term neighbourhood planning	 Short-Term Continuing work on Southwest Mission and Stave Heights developments. Long-Term Master Planning for the Waterfront is ongoing and scheduled for completion June 2022.

PLANNING

Planning oversees the various functions of community wide land-use planning and site-specific development planning.

Key Responsibilities

 Administer development policies and Bylaws, such as the Official Community Plan, Zoning Bylaw, Affordable Housing and Downtown Incentive Program.

2021 Highlights:

- Stave Heights Neighbourhood Plan

- Collaborations with Economic Development on the Waterfront Revitalization Master Plan, and the Employment Lands Strategy

- Advise Council on development applications.
- Oversee the Sustainable Housing Committee, Heritage Commission and Transit Sub-Committee.

- New housing options included Back-to-Back townhouse zoning allowances

- Preparation of Affordable Housing Strategy with Social Development Facts & Stats

Housing created

103 Single-family lots

317 Units created

309 Applications

- An increase in development proposals involving affordable housing components have been reviewed as a component of implementing the Affordable Housing Strategy



INSPECTION SERVICES

Inspection Services consists of two divisions that undertake building inspections, bylaw enforcement and licensing, and supports activities that promote the wellbeing of residents and businesses in Mission.

Key Responsibilities

- Responsible for the regulation and enforcement of the British Columbia Building Code (Code).
- Issue building permits and conduct all building inspections to ensure building projects meet the standards of the Code.

2021 Highlights:

- Numerous process improvements to application intake

- Issue licenses for businesses and ensure adherence to applicable municipal bylaws and regulations.
- Investigate nuisance and unauthorized activities, respond to complaints, and enforce bylaws.

- Increase in staff resources to

industry

respond to growth in construction

Facts & Stats

Business Licenses Issued

Pesident

338 Non-resident

Home occupation

Building Permits Issued

211 Residential

44 strial/Commerci

Institutional

TRANSIT SERVICES

The Planning Division of the City works with BC Transit and the City of Abbotsford to jointly operate the public transit system. The City also partners with TransLink to provide the West Coast Express commuter rail service into Metro Vancouver.

Key Responsibilities

- Work with the Joint Shared Services Committee (JSSC) which acts on behalf of City of Mission and City of Abbotsford.
- Work with TransLink to oversee WestCoast Express service.
- Partner with BC Transit (Central Fraser Valley Transit System), TransLink and the City of Abbotsford to provide transit service for the community.

2021 Highlights:

Launch of Transit App
Request for Proposals for battery electric buses
BC Transit in partnership with Translink launched the "Free Transit for Children 12 and Under" program



Engineering and Public Works

Engineering and Public Works provides and maintains essential municipal services and infrastructure. Environmental Services and Asset Management fall within the Engineering and Public Works Department.

Strategic Outcome or Council Goal	2021 Performance Achievements
1. Safe Community 1.1 Develop and implement a Traffic Safety Strategy	 Completed crosswalk improvements at five intersections in Mission. Completed sidewalk improvements at four locations in Mission, including a bus stop improvement for accessibility.
 2. Secure Finances, Assets and Infrastructure 2.1 Develop an Implementation Plan for the Facilities Master Plan 	 A 4-year Implementation Plan for the Facilities Master Plan is complete. A consulting firm to be hired to complete a Facility Needs Assessment to review options for land, co-location, and financing options.
2.3 Develop engineering master plans for long-term infrastructure planning (water, sewer, drainage)	• The water, sewer, drainage and transportation master plans are underway and expected to be completed in 2022.
4. Livable Complete Community 4.8 Renew Environmental Charter	• Environmental Charter is drafted and working to confirm goals and actions that will be proposed.

ENGINEERING

Engineering provides service to the community in the areas of: infrastructure planning, design, and maintenance; environmental services; solid waste; asset management; development application review; project management; construction and contract administration; soil removal; traffic engineering and traffic management; and municipal facilities.

Key Responsibilities

- Ensure compliance of the Development and Subdivision Control Bylaw.
- Plan and design infrastructure upgrades, oversee studies, and manage construction projects.
- Maintain City-owned buildings.
- Plan traffic patterns and control.
- Oversee the digital computer based mapping and GIS.
- Assess the current state of infrastructure and assets across all departments.

- Manage and track soil removal and deposit permitting.
- Support community stewardship groups by promoting wildlife conflict and litter awareness.
- Coordinate an invasive plant management program.
- Promote GHG reduction and energy efficiency initiatives such as EV charging stations.
- Manage environmental sensitive areas, including streams and riparian areas.

Permits issued 214 Street use Filming 5 Soil removal

2021 Highlights:

Soil deposit

Facts & Stats

Ten kiosk wraps completed
\$294,603 total expenses realized
from two atmospheric river storms
and \$3,970 from a wind storm
Rectangular Rapid Flashing
Beacons installed at five crosswalks
Seven parcels of land purchased
in the Silver Creek Parkway
environmentally sensitive area as
dedicated parkland

ENGINEERING

Facts & Stats

Asset database





Solid Waste

- Compost Diverted 6,263 tonnes
- Curbside Garbage 3,283 tonnes
- Number of loads accepted at the landfill 101,817
- Recyclables Received 1,568 tonnes
- \$88,027 spent on illegal dumping clean-up





PUBLIC WORKS

Public Works provides operations, maintenance and inspections of the City's infrastructure, including roads, street signs, traffic lights, bridges, sidewalks, and water/sewer/drainage infrastructure. Public Works also completes capital projects related to utility construction and roadworks.

Key Responsibilities

 Oversee the road and drainage maintenance programs and ensure reliable water distribution and sanitary sewer collection.

Facts & Stats

Utilities

Water:

- Mains: Total length 199.3 km
- Mains: Installed 1,473 m
- Mains: A/C replaced 737 m
- Mains: Cleaned (UDF) 50 km
- Meters: Total 2,353
- Meters: Total install / replacement - 120

Sewer:

- Mains: Total length 161.5 km
- Mains: Installed / replaced -213 m
- Mains: Flushed 86 km Drainage:
- Mains: Total length 152.5 km
- Mains: Installed/replaced 362 m
- Mains: Flushed 21 km

- Maintain environmental protection for all municipal infrastructure and construction.
- Plan, purchase, maintain and repair the municipal fleet.

Works

Roads:

- Asphalt: Rehabilitated 25,921 m²
- Sidewalks: Installed 1 km

Dykes:

Maintained - 7 km

Equipment:

- Fleet Total 224
- Electric Vehicles 2

2021 Highlights:

- Using new technology ESRI ArcGIS Field Maps App to assist with street lights, fire hydrants, catch basins, storm outfall valves, manholes, culverts, flood gates, dikes, utility boxes, monitoring wells, sidewalks, walkways, signs and detention pond inspections.

- New City portal on website for pothole reporting, approx. 900 hrs spent filling potholes.

- Fraser River Sewer Main Force Crossing Project is well underway with the dredging of the river started, and the new 900mm diameter pipe expected to be "pulled" 1 km across the river in early 2022.



Parks, Recreation and Culture

Parks, Recreation and Culture consists of Recreation and Culture, Parks and Cemetery Operations, and Social Development.

Strategic Outcome or Council Goal	2021 Performance Achievements
4. Livable Complete Community 4.1 Attract and incentivize affordable housing, housing options and treatment facilities	 Additional homeless shelter spaces were provided at the Haven in the Hollow during the winter of 2020-2021. Completion of Affordable Housing Strategy.
4.2 Expand recreation space for all ages	 New pump track fully operational at Griner Park. Boswyk Senior Activity Centre - limited opening in 2021 due to COVID restrictions. Development of new Youth Centre. Constructed a fourth tennis court at Centennial Park.
4.5 Implement and support RCMP Mission Active Support Team (MAST) and its recommendations	• The MAST Situation Table meets regularly to address the needs of social chronic citizens through a coordinated multi-agency response.

RECREATION AND CULTURE

Recreation and Culture promotes healthy lifestyle choices and cultural opportunities in partnership with the community for the enjoyment of residents and visitors to Mission.

Key Responsibilities

- Operate the pools, gym, arenas, racquet courts, and fitness facilities providing dropin, registered and licensed programs.
- Operate the youth centre, skateboard park, and water spray park on the Mission Leisure Centre site.

2021 Highlights:

- Seniors Centre and Housing Complex completed and new Youth Centre developed

- Leisure Centre roof replacement, flooring and mechanical upgrades

- Support and work in partnership with three Council appointed Committees, a dozen societies, user groups and community organizations.
- Coordinate and facilitate community special events.
- Operate the Clarke Foundation Theatre.

- Continued to safely provide recreation and community services throughout 2021 within Public Health Authority COVID-19 restrictions and protocols.

Facts & Stats

Participation Rates *numbers based on reduced operational hours due to COVID-19

25,021 Licensed Programs

> 86,963 Swimming Pool

12,947



PARKS AND CEMETERY OPERATIONS

The Parks and Cemetery Operations develops and maintains 39 parks, 6 kilometers of formal trails, sports fields including the Mission Rotary Sports Park, playgrounds, open space areas and cemetery services.

Key Responsibilities

- Maintain and operate the Mission Rotary Sports Complex and Fraser River Heritage Park.
- Maintain playgrounds, sports fields, and park and green infrastructure.
- Maintain and manage the Municipal Cemetery.
- Manage the City's urban forest, including trees in community parks, green spaces, boulevard trees and road allowances.

2021 Highlights:

- Pump Track at Griner Park
- Ross Road Park
- Sports Park Playground
- Cedar Valley West Park and trail connection
- Tunbridge Common west connection

Facts & Stats



31 6km 320ha

SOCIAL DEVELOPMENT

The Social Development Manager liaises with all levels of government, Health Authority, non-profit organizations, faith communities, volunteers and citizens to enact positive growth, learning and change.

Social Development focuses on homelessness, outreach, housing, child and family development, and engagement with community organizations.

Key Responsibilities

- Support Mission citizen's involvement in social health related projects such as Stone Soup Community dinners.
- Chairs and coordinates core social development tables and related projects for the Mission Outreach Support Team (MOST), the Mission Active Support Team (MAST), the Child and Youth Committee (CYC), and the Sustainable Housing Committee.
- Partner with community agencies, local businesses and non-profit groups to explore challenges and solutions.
- Mentor and provide leadership to students and youth interested in gaining experience in municipal community development.

2021 Highlights:

- Launched a Mission Healthy Community Council interdisciplinary table to address complex community needs

- Completion of Affordable Housing Strategy

- The MAST Situation Table is vibrant and continues to meet regularly to address the needs of social chronic citizens through a coordinated multiagency response

Facts & Stats

- Distributed 350 COVID-19 Prevention Care Packages for the Homeless
- Vulnerable Persons Action Team (VPAT) established through COVID-19 for Social Services Emergency planning and coordination



Economic Development

Economic Development provides resources and support to business owners and promotes the community as the best place to do business. In addition to Council's strategic economic development priorities, the Economic Development Department is guided by the Economic Development Select Committee, an advisory body to Council, which consists of balanced representation from the commercial, industrial, institutional and retail sectors of the community.

Strategic Outcome or Council Goal	2021 Performance Achievements
3. Bold Economic Development 3.1 Waterfront Development	 Ongoing implementation of development strategies and public input for the pre-development planning
3.2 Prepare an Industrial Land and Economic Development Strategy	• An updated Employment Lands Strategy is nearing completion with a draft for Council expected in 2022
3.3 Implementation of Tourism Strategy and Operational Plan	• Continue to implement the Tourism Strategy and Operational Plan, and updating as necessary

2021 Highlights:

Waterfront Master Plan

The Waterfront Master Plan seeks to realize the social, cultural, and economic potential of the waterfront through a combination of public and private investment supporting sustainable future development, infrastructure, and public realm investments throughout the waterfront's 296 acres of land. Rigorous technical engineering studies and market analysis has been completed to ensure that it is not only visionary but also implementable. Additionally, the Plan completed the first two of three phases of extensive community and stakeholder engagement as we move towards adoption of the OCP Amending Bylaw in the Summer of 2022.

Employment Lands Strategy

While Mission has a considerable amount of land available for residential development and an adequate supply of commercial land, there will be a shortage of land suitable for industrial uses in the future. The strategy provides direction for economic and land use policy and planning decisions for the community and is based on an analysis of Mission's population growth, land base, economic context, sector analysis, growth industry assessment, and supporting infrastructure. The baseline analysis was completed in 2021 and policy recommendations and adoption of the ELS will occur in 2022.

Top Five Employment Sectors:

Construction: Retail Trade: Health Care and Social Assistance; Education; Accommodation and Food Services.

Facts & Stats

Business:

Local workfo

Business Licenses Workforce commutes

Filming Productions - 25 Film Days - 87 Permit Revenue - \$25,248 Direct Economic impact - \$441,550

Tourism:

Visitor Centre: 1,750 visitors (the VIC was closed five months due to the Provincial Health restrictions and road closures caused by the flooding)

Mission Fire Rescue Service

The Mission Fire Rescue Service (MFRS) has three divisions: Operations & Training; Fire Prevention & Public Education; and Emergency Planning & Emergency Support Services.

Strategic Outcome or Council Goal	2021 Performance Achievements
1. Safe Community 1.3 Enhance the Fire Master Plan that identifies the risks facing the community and ensures Mission Fire Rescue Service are fully prepared to offer the required education, prevention, response & suppression services.	 Fire Protection Master Plan Action Items. Exploring locations in Cedar Valley for Fire Hall #4. Flat water and trail rescue added to Service Level Establishment & Limitations. Partnership with Forestry yielded a FireSmart grant. Fire Station #2 renovated with FireSmart exterior siding. Creative use of City property has temporarily alleviated the immediate need of a fire training center.
1.4 Implement recommendations of Auditor General of audit of City's Emergency Management Program	 Hired an emergency program manager. Grant funding received to purchase new laptop computers in docking stations for the EOC, allowing for mobile EOC operations. Re-launch of the NEST program underway as COVID restrictions are eased.
 6. Organizational Excellence 6.2 Develop and implement a Corporate Enterprise Risk Management Strategy 	• Create a strategy, relying heavily on the Municipal Insurance. Association of BC's (MIABC) guidelines, to manage risk across the corporation including external risk and MIABC claims.

Mission Statement:

"To provide service to the community by protecting life, property and environment, through prevention, public education and emergency response, with well maintained equipment and highly trained and dedicated personnel."

Key Responsibilities

- Respond to a wide variety of emergency and non-emergency calls.
- Respond to requests for service ranging from complaints of smoke in an area to large scale brush fires.
- Train recruit classes and provide ongoing training for firefighters for all three Fire Stations.
- Provide a variety of public education safety programs and training.
- Provide support to the Emergency Support Services team.
- House and staff (when required) the City's Emergency Operations Centre.





2021 Highlights:

Administration

- Negotiated a new three-year contract with IAFF Local 4768 ensuring labour peace through to 2023
- Supported the Provincial Wildfire response with staff deployments
- Leveraged grants to improve
 capacity and service
- Supported Flood Response in
 Abbotsford Emergency Operations
 Centre

Operations & Training

- Currently hiring a class of seven paid on call firefighters
- 73% of department members are now full-service firefighters
- Three new engine/tender driver operators were certified and six ladder driver operators
- The new interim training location is allowing for greater depth and breadth of training opportunities for both the paid on call and career ranks

Fire Prevention

- Planned an innovative Fire Life Safety Fair alternative, the Fire Safety Grand Tour, but due to sudden COVID-19 restrictions it will be unveiled in 2022
- All current and outstanding fire inspections from the COVID-19 lockdown are now up to date
- Hired a new Fire Inspector /
 Educator
- Worked with Development Services in streamlining development process and Fire Department requirements
- Continued to produce online safety content in the form of YouTube videos

Facts & Stats

Inspections/Visits:

Life Safety Education - 20 hours Property Inspections - 804 Smoke Alarm Campaign - 5 homes

Call Outs:

Structure Fire - 19 Fire Related - 949 Medical - 1,789 Rescue - 423 Investigation - 13 Total - 3,193

Firefighters:

Career - 17 Paid on Call - 70 Paid on Call Hours - 28,579

Length of Service:

Career Firefighters -> Average = 5.5 years > Longest = 12 years Paid on Call Firefighters -> Average = 9 years > Longest = 42 years
Mission Municipal Forest

Since 1958, the Forest Department has managed Tree Farm Licence #26 (TFL26) on a sustained harvest basis. The Municipal Forest has an annual allowable cut of 60,000 cubic metres.

Strategic Outcome or Council Goal	2021 Performance Achievements
4. Livable Complete Community 4.1 Expand recreational space for all ages	• Planning two new trails in Stave West, construction to be completed in Summer 2022.
4.3 Build seniors housing and community centre in partnership with Mission Association for Seniors Housing and Mission Seniors Centre Association	• Contributed \$1 million dollars towards the construction of the new Boswyk Centre for seniors living and activities. The Boswyk Centre opened in May 2021.

Key Responsibilities

Facts & Stats

- Perform all functions of managing TFL26 within the requirements of the Forest and Range Practices Act of BC.
- Management activities recognize forest values including timber, wildlife and fish, water and soils, landscape aesthetics, recreation, education, and biodiversity.

10,935 ha

- Forestry programs including harvesting, tree planting, plantation brushing, forest fertilization, road construction, forest fire prevention, and trail maintenance.
- Minor functions include providing advice or services to other departments regarding tree issues in Mission.

67.8 ha

Harvest per year

2021 Highlights:

Net profit of \$2.765 million to Forestry Reserve and paid
\$2 million in stumpage fees to the Province

- Working with local First Nation Communities, finalized the Indigenous Guardians training program, which officially launched on January 17, 2022

- Provided \$6,525 in funding to the Steelhead Community to cover costs associated with Emergency Planning and Preparation



Mission RCMP

Mission Detachment provides police services to the citizens of Mission. The City of Mission's contract with the RCMP includes supplemental support from integrated units such as Police Dog Services, Air Services, Forensic Identification, the Emergency Response Team, and the Integrated Homicide Investigation Team.

Strategic Outcome or Council Goal	2021 Performance Achievements
1. Safe Community 1.2 Set policing priorities for the City that address current local crime trends and ongoing/emerging public safety issues.	• Continue with the annual online Public Survey to determine policing priorities. Results are factored into determining year over year policing priorities.

Key Responsibilities

- RCMP members provide key services and programs in General Duty, Serious Crime, Prolific Offender Policing, Community Policing, Traffic Services, crime prevention and crime analysis.
- Under the direction of the Manager, RCMP Administration, municipal employees provide support to police operations.
- Victim Services and Crime Prevention volunteers work thousands of hours.

2021 Highlights:

- A member of the Crime Reduction Unit was requested by RCMP GT Head Quarters to assist with an International Human Trafficking Investigation

- Mission RCMP Senior Leadership attended the first annual Truth and Reconciliation Ceremony and the celebration at Heritage Park

- The CPO successfully ran Project 529, a bike registry program that helps ensure stolen bikes are re-united with rightful owners - Participation on Alexa's Team requires that an officer must remove a minimum of 12 drivers from the road who were impaired by either alcohol or drugs in a one-year period. The team this year, Cst. Reld Trustham, Cst. Steph Colceriu, Cst. Felix Baril, Cst. Mitch Makin and Cst. Marc Corsi are working towards keeping our streets safe

Facts & Stats

Policing

- Prisoners 556
- Criminal Record Checks -1,864

Crime Prevention Office

- General Enquiries 713
- Vehicles checked for cell phone distraction 1,804
- Vehicles checked with Speed Watch 9,518
- Vehicles viewed for Auto Crime - 370
- Vehicles scanned through Stolen Auto Recover - 8,915
- 1,864
- Digital Fingerprints Obtained
 415
- Files Processed 15,889

Victim Services

- New clients assisted 535
- Current active files 139
- Crisis call-outs 57





Financial Information

Report from the Director of Finance

I am pleased to present the Financial Section of the 2021 Annual Report for the City of Mission for the year ended December 31, 2021, in accordance with Sections 98 and 167 of the Community Charter. The City's management is responsible to ensure the financial statements are in compliance with legislation, and in accordance with Canadian public sector accounting standards.

The City maintains systems of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are tested on a regular basis through the use and review of the internal controls. The City's independent external auditors, BDO Canada LLP, have audited the City's financial statements in accordance with Canadian generally accepted auditing standards. As expressed in their audit report, in their opinion the City's financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2021, and the results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

The City's net financial assets, together with its non-financial assets, contributed to its overall accumulated surplus position of approximately \$624.1 million as at the end of 2021 (\$576.3 million in 2020) representing an increase of \$47.8 million over the prior year.

At the end of 2021, the City had net financial assets of approximately \$94.2 million (\$79.1 million in 2020), which means financial assets were greater than liabilities. This represents a \$15.1 million increase in net financial assets over the prior year. Further details of the change in net financial assets can be found in the Statement of Change in Net Financial Assets.

The City had non-financial assets of about \$529.9 million at the end of 2021 (\$497.1 million in 2020), the majority of which represents the historical acquisition cost of tangible capital assets, less accumulated amortization. This represents an increase in non-financial assets of approximately \$32.8 million over the prior year as a result of tangible capital assets acquired, both purchased and developer contributed, during the year, less amortization and any disposals.

The general operating fund (services that are primarily funded by property taxation) surplus for the year was \$4.1 million (\$3.1 million in 2020). The operating surpluses for each of the self-funding City utilities (water, sewer, drainage and solid waste) and the municipal forest, are transferred to their respective reserves. In addition to the surplus in the operating funds, the total annual surplus also includes other items such as the City's equity in investment in Tangible Capital Assets and transfers in and out of reserves.

The City Council approved the following rate increases from 2020 to 2021:

- An increase in property taxes of 3.6%,
- \$5.52 increase to the sewer flat-rate user fee and a 1.2% increase in other sewer user rates,
- \$3.84 increase to the water flat-rate user fee and a 0.75% increase in other water user rates,
- \$14.16 decrease in solid waste curb-side collection user fees, and
- 5.54% increase in the drainage levy.

The increases above, plus growth, generated approximately \$1.6 million in additional property tax revenue.

The Sales of Service includes building permit revenue that exceeded budget projections by \$1.1 million and was \$900,000 over the actual revenue earned in 2020. Other revenue sources that were significantly over the 2020 actual amounts and the 2021 budget amounts were land sales (\$2.2 million) and Community Amenity Contributions (\$400,000). The Provincial Government provided the City with a one-time \$11 million grant to support a large sewer capital project.

The actual expenditures in some functional areas were different from the prior year amounts and the budgeted amounts as follows:

• In Engineering and Public Works, the cost of non-capital repairs and maintenance performed in 2021 was \$600,000 greater than in 2020, and what was budgeted for in 2021.

• In the General Government and Administration function a large, one-time, project to prepare a Waterfront Revitalization Master Plan estimated to cost \$2 million was budgeted to occur in 2021. A significant portion of the project costs were incurred in 2021. Also included within this function was the \$133,000 cost of a by-election, resulting from the Mayor's resignation from office in 2020.

• The RCMP contract budget had budget savings of \$560,000 from wages and overhead costs as the detachment was not fully staffed during the year.

• Legal expenses exceeded budget by \$210,000 as the quantity of developments has increased and the scope of developments in Mission are getting more complex requiring significantly more legal advice.

• The operating costs for BC Transit are under budget by \$740,000 due to savings from fuel and fleet and property maintenance expenses.

• The budget for Major Storm Events was exceeded due to the November storms in the area that cost an unexpected \$366,000.

• In 2020 an extraordinary expense (\$2.7 million) was posted in the Solid Waste function to recognize the increased landfill post-closure liability. In 2021 the expense recognized was \$180,000.

The COVID-19 outbreak continued to impact the global economy in 2021. The City continues to monitor the impacts of the pandemic on taxpayers, suppliers and other third-party business associates that could impact the timing and amounts realized on the City's assets and the ability to provide services to the region. While the pandemic's impact to expenses, cash flows and significant asset impairments are relatively negligible; the impact to certain revenue sources, primarily Parks & Recreation, has been significant. These revenue shortfalls, incurring in 2020 and 2021, were able to be offset by the Province of BC's COVID-19 Safe Restart Grant.

The budget process for 2021 began with a kick-off meeting with Council on June 22, 2020 to outline a proposed schedule and to seek any direction Council would like to provide. Staff discussions occurred throughout the summer. During September and October, the proposed financial plan was presented to Council. On November 16, 2020 a Community Budget Consultation meeting was held prior to a regular Council meeting. Input received from the public was presented to Council on December 2, 2020. Council considered the input received and deliberated the financial plan during December. On January 18, 2021 the 2021-2025 Financial Plan bylaw was adopted.

The City still anticipates significant growth in the community in the coming years. Although this growth will increase the tax base and provide increased revenue, it will also require investment in new infrastructure. The City's infrastructure is aging and will likely require increased resources for the repair, refurbishment and/or replacement of these assets to ensure the City can continue to meet the service levels expected by the public.

The City continues to work towards addressing these challenges through the development of an organizationwide asset management program, comprehensive engineering, facilities and parks master plans, and developing a financial sustainability program as identified in the City Council's 2018 – 2022 Strategic Plan.

Finally, I want to thank all the members of the Finance Department for their hard work throughout 2021 and their dedication and commitment to the City of Mission residents.

Doug Stewart, Director of Finance

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Independent Auditor's Report

To the Mayor and Council of the City of Mission

Opinion

We have audited the financial statements of the City of Mission (the "City"), which comprise the Statement of Financial Position as at December 31, 2021 and the Statements of Operations, Changes in Net Financial Assets and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2021 and the results of its operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances. But not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia May 11, 2022

Management's Responsibility for Financial Reporting

December 31, 2021

The accompanying financial statements of the City of Mission (the "City") are the responsibility of the City's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards, as established by the Public Sector Accounting Board. A summary of significant accounting policies are described in the notes to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The City maintains systems of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Council meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the City. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion of the City's financial statements.

Michael Younie Chief Administrative Officer

Date: May 2, 2022

Doug Stewart CPA, CGA Director of Finance

Statement of Financial Position

As at December 31, 2021

Financial Assets			2020
Cash and cash equivalents (Note 2)	\$	66,955,308	\$ 69,620,444
Receivables (Note 3)		9,348,359	11,096,804
Loan receivable (Note 4)		82,227	91,320
Investments (Note 5)	_	92,295,113	64,133,352
	_	168,681,007	144,941,920
Liabilities			
Accounts payable and accrued liabilities (Note 7)		19,214,745	20,503,471
Deposits		11,386,312	9,423,259
Landfill closure and post-closure liabilities (Note 8)		4,997,251	4,823,541
Long-term debt (Note 9)		2,852,648	3,402,095
Deferred revenue		6,939,634	4,997,460
Restricted revenue (Note 10)		27,324,327	21,044,179
Employee future benefits (Note 11)		1,788,817	1,605,290
	_	74,503,734	65,799,295
Net Financial Assets		94,177,273	79,142,625
Non-Financial Assets			
Tangible capital assets (Schedule 1)		528,468,831	495,725,543
Inventories of supplies and land		820,525	868,131
Prepaid expenses		612,932	543,794
		529,902,288	497,137,468
Accumulated Surplus (Note 13)	\$	624,079,561	\$ 576,280,093

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Doug Stewart CPA, CGA Director of Finance

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The accompanying notes and schedules are an integral part of these financial statements.

Statement of Operations and Accumulated Surplus

For the year ended December 31, 2021

	Budget (Note 16)	2021	2020
Revenues			
Taxation (Note 14)	\$ 39,411,660	\$ 39,456,050	\$ 37,713,838
Sales of services & regulatory fees	32,146,132	38,354,622	30,612,057
Government transfers (Note 15)	3,599,103	14,508,034	10,065,550
Restricted revenue recognized (Note 10)	4,459,420	1,521,082	550,455
Investment income	1,220,375	1,851,591	2,030,752
Other revenue	2,320,249	2,411,960	2,397,506
Developer contributions in-kind capital (Schedule 1)	8,000,707	26,303,366	6,327,039
Gain/(loss) on disposal of tangible capital assets	-	1,362,210	(541,933)
Total Revenues	91,157,646	125,768,915	89,155,264
Expenses			
Bylaw enforcement	717,521	529,146	460,190
Cemetery	262,314	254,773	223,121
Development services	3,489,905	3,697,238	3,514,654
Engineering & public works	7,902,958	9,817,062	8,448,723
Fire rescue services	5,698,037	5,678,508	5,230,819
General government & administration	8,893,190	10,733,548	9,373,433
Parks, recreation & culture services	10,731,323	10,903,863	9,097,482
Police services	13,568,289	12,777,329	12,646,417
Transit services	3,611,915	2,584,243	2,594,749
Drainage utility	2,400,931	2,633,484	2,280,009
Sewer utility	3,862,391	4,060,910	3,887,278
Solid waste	4,898,970	5,195,680	8,093,927
Water utility	4,241,378	4,538,027	4,105,696
Municipal forest	3,022,574	4,565,636	2,489,485
Total Expenses	73,301,696	77,969,447	72,445,983
Annual Surplus	17,855,950	47,799,468	16,709,281
Accumulated Surplus, Beginning of Year	576,280,093	576,280,093	559,570,812
Accumulated Surplus, End of Year	\$ 594,136,043	\$ 624,079,561	\$ 576,280,093

The accompanying notes and schedules are an integral part of these financial statements.

Statement of Change in Net Financial Assets

For the year ended December 31, 2021

	Budget		2021		2020
Annual Surplus	\$ 17,855,950	\$	47,799,468	\$	16,709,281
Acquisition of tangible capital assets, including developer contributions in-kind	(24,247,705)		(44,078,745)		(21,430,109)
Amortization of tangible capital assets	10,292,679		10,368,594		10,201,348
(Gain)/loss on disposal of tangible capital assets	-		(1,362,210)		541,933
Net sale proceeds, tangible capital assets	 80,000		2,329,073	_	112,357
	 3,980,924		15,056,180		6,134,810
Purchase of inventories of supplies and land	-		(1,445,790)		(1,488,127)
Consumption and sale of inventories of supplies and land	 -		1,493,396	_	1,392,462
Net change of inventories of supplies and land	-		47,606		(95,665)
Purchase of prepaids	-		(388,542)		(523,718)
Use of prepaids	-		319,404		292,520
Net change in prepaids		_	(69,138)	_	(231,198)
Increase in Net Financial Assets	3,980,924		15,034,648		5,807,947
Net Financial Assets, Beginning of Year	 79,142,625	_	79,142,625		73,334,678
Net Financial Assets, End of Year	\$ 83,123,549	\$	94,177,273	\$	79,142,625

Statement of Cash Flows

For the year ended December 31, 2021

	_	2021	2020
Cash Flows from Operating Transactions			
Annual surplus	\$	47,799,468 \$	16,709,281
Items Not Involving Cash			
Amortization of tangible capital assets		10,368,594	10,201,348
Restricted revenue recognized		(1,521,081)	(1,180,862)
(Gain)/loss on disposal of tangible capital assets		(1,362,210)	541,933
Developer contributions in-kind capital		(26,303,366)	(6,327,039)
Employee future benefit expense		421,848	415,906
Change in Non-Cash Operating Items			
Receivables		1,748,445	(968,870)
Accounts payable and accrued liabilities		(1,288,726)	10,447,632
Landfill closure and post-closure liability		173,710	2,611,407
Deposits		1,963,053	1,878,405
Deferred revenue		1,942,174	477,262
Benefit payment		(238,321)	(220,009)
Inventories of supplies and land		47,606	(95,665)
Loan receivable		9,093	8,291
Prepaid expenses	_	(69,138)	(231,198)
Net Change in Cash from Operating Transactions	\$	33,691,149 \$	34,267,822
Cash Flows from Investing Transactions			
Purchase of investments	\$	(67,196,829) \$	(34,623,358)
Proceeds from sale investments	_	39,035,068	41,607,935
Net Change in Cash from Investing Transactions	\$	(28,161,761) \$	6,984,577
Cash Flows from Financing Transactions			
Long-term debt principal repaid	\$	(549,447) \$	(527,406)
Restricted revenue collections and interest earnings	_	7,801,229	4,957,985
Net Change in Cash from Financing Transactions	\$	7,251,782 \$	4,430,579
Cash Flows from Capital Transactions			
Proceeds from sale of tangible capital assets	\$	2,329,073 \$	112,357
Cash used to acquire tangible capital assets	_	(17,775,379)	(15,103,071)
Net Change in Cash from Capital Transactions	\$	(15,446,306) \$	(14,990,714)
Net Change in Cash and Cash Equivalents	\$	(2,665,136) \$	30,692,264
Cash and Cash Equivalents, Beginning of Year		69,620,444	38,928,180
Cash and Cash Equivalents, End of Year	\$	66,955,308 \$	69,620,444

The accompanying notes and schedules are an integral part of these financial statements.

Notes to the Financial Statements

For the year ended December 31, 2021

The City of Mission (the "City") is a municipality in the Province of British Columbia, and operates under provisions of the *Local Government Act* and the *Community Charter*. The principal activities of the City include the provision of local government services to residents and businesses.

On March 29, 2021, by the order of the Lieutenant Governor in Council in the Province of British Columbia under the *Local Government Act, R.S.B.C. 2015, c.1, s.11* and the *Community Charter s.86*, the District of Mission was formally reclassified as a city and the municipality is now called and known by the name of "City of Mission". The Letters Patent issued on October 22, 1969 for the District of Mission were amended to replace all district references to city. All bylaws, permits, resoluctions, licenses and other actions as passed, made, issued, taken or otherwise approved by the District of Mission remain in full force and effect as if approved by the City of Mission.

The *Community Charter* requires local governments to annually adopt a five year financial plan, wherein the total proposed expenditures and transfers to other funds for the year must not exceed the total of the proposed funding sources and transfers from other funds for the year. Budget information presented in the financial statements reflects the budget for the year 2021 of the City of Mission's 2021-2025 five year financial plan, adopted by Council Bylaw #5990-2020, adjusted for the differences between legislated budgeting requirements and accounting policies as required by Canadian public sector accounting standards (see Note 16).

1. Significant Accounting Policies

The financial statements of the City are prepared by management in accordance with Canadian public sector accounting standards ("PSAS").

a. Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and becomes measurable. Expenses are recognized as they are incurred and become measurable based upon receipt of goods or services and/or the creation of a legal obligation to pay.

b. Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts as at the date of the financial statements, and that affect the reported amount of related revenues and expenses during the reporting period. As such, actual results could differ from the estimates. Areas requiring the greatest degree of estimation include employee future benefits, assessment of contingent liabilities, liabilities for contaminated sites, landfill closure and post-closure liabilities, allowance for doubtful accounts receivable, and the estimated useful lives of tangible capital assets.

c. Cash and Cash Equivalents

Cash and cash equivalents includes short-term investments and highly liquid investments in money market instruments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value. These are valued at cost which approximates market value.

d. Investments

Investments are recorded at cost. Investments are written down when there has been, in the opinion of management, a decline in market value that is not temporary.

Notes to the Financial Statements

For the year ended December 31, 2021

1. Significant Accounting Policies (continued)

e. Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities, and are generally held for use in the provision of services. They typically have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

f. Tangible Capital Assets

Tangible capital assets, which are a type of non-financial asset, are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment. The costs of tangible capital assets, less residual value, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset Category	Useful Life Range
Buildings and improvements	5 to 50 years
Drainage infrastructure	20 to 100 years
Information technology infrastructure*	3 to 80 years
Land	not amortized
Land improvements	35 to 50 years
Landfill infrastructure	10 to 50 years
Parks infrastructure	10 to 50 years
Recycling depot (regional)	5 to 20 years
Sewage conveyance infrastructure (local)	25 to 100 years
Sewage treatment plant (regional)	2 to 100 years
Transportation infrastructure	10 to 80 years
Vehicles and equipment	5 to 20 years
Water distribution infrastructure (local)	10 to 100 years
Water supply infrastructure (regional)	4 to 75 years
* Includes underground conduit structure housing fiber optic cables	

In the year of acquisition or disposal, amortization is prorated based on the number of days that the tangible capital asset is in service or use in the year. Assets under construction are not amortized until they are put into service.

Tangible capital assets received from developers through property development activities are recorded at their fair value at the date of receipt and are recorded as revenue.

In cases where debt is directly used to acquire tangible capital assets, the City capitalizes the interest paid on this debt only during the construction or development phase and discloses this amount under Schedule 1 - Tangible Capital Assets.

g. Inventories of Supplies and Land

Inventories of supplies and land are valued at cost.

Notes to the Financial Statements

For the year ended December 31, 2021

1. Significant Accounting Policies (continued)

h. Deferred Revenue

Deferred revenue consists of prepaid property taxes and utility fees, and various other amounts that have been collected for which the related services have yet to be performed. The City recognizes these revenues in the period to which they relate or the related services are performed.

i. Restricted Revenue

Revenues or receipts that are restricted by legislation or that contain stipulations that create a liability are deferred and reported as restricted revenues. When qualifying expenses are incurred and/or stipulations are met, restricted revenues are recognized as revenues in the period which this occurs.

j. Employee Future Benefits

The City and its employees make contributions to the Municipal Pension Plan (the "Plan"), and the employees accrue benefits under this Plan based on service. As the Plan is a multi-employer plan, the City's contributions are expensed when incurred.

In addition to the Plan, sick leave and other retirement benefits accrue to the City's employees. The costs of these benefits are actuarially determined based on years of service, estimated retirement age, and expected future salary and wage levels. The obligations under these benefit plans are accrued based on the projected benefits earned as the employees render the services necessary to earn the future benefits.

k. Contaminated sites

A liability for remediation of a contaminated site is recognized when the site is no longer in productive use or an unexpected event occurs and the following criteria are satisfied: an environmental standard exists; contamination exceeds the standard; the City is either directly responsible or has accepted responsibility for remediation; it is expected that future economic benefits will be given up and a reasonable estimate of the liability can be made.

I. Revenue Recognition - Taxation

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized, and the taxable event occurs. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

Through BC Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes may have been included in initial estimates when recording revenue; to the extent that adjustments result from the appeals process, they are recognized at the time they are awarded.

m. Government Transfers

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability and subsequently recognized as revenue in the statement of operations as the stipulations are met.

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City of Mission

Notes to the Financial Statements

For the year ended December 31, 2021

1. Significant Accounting Policies (continued)

n. Related Parties

PS 2200 Related Party Disclosures identifies and defines those entities or individuals that are considered to be a related party, and requires the recognition, measurement, and disclosure of certain related party transactions. These transactions may have occurred at a value different from that which would have been arrived at if the parties were unrelated.

Management has determined there are no related party transactions requiring disclosure.

o. Inter-entity Transactions

The City does not control any entities; therefore, no inter-entity transactions exist requiring recognition, measurement, or disclosure.

p. Restructuring Transactions

The City did not have any restructuring transactions in the current year.

2. Cash and Cash Equivalents

	2021	2020
Cash	\$66,955,308	\$42,620,438
Cashable term deposits		27,000,006
	\$66,955,308	\$69,620,444

Current interest rates on cash balances are based on prevailing bank rates, and range from 0.72% to 0.95% (0.90% to 0.95% in 2020). Cashable term deposits are comprised of Canadian bank GICs and BC Credit Union term deposits, which are cashable either immediately or within 30 days of issue. Interest bearing investments in 2021 had interest rates ranging from 0.95% to 2.25% (0.89% to 2.25% in 2020).

3. Receivables

	2021	2020
Accounts receivable	\$ 1,548,831	\$ 1,145,928
Other governments	2,264,556	2,203,040
Interest receivable	1,895,321	3,635,315
Taxes and utilities receivable	3,639,651	4,112,521
	\$ 9,348,359	\$11,096,804

Notes to the Financial Statements

For the year ended December 31, 2021

4. Loan receivable

Loan receivable consists of a mortgage that was extended to the Mission Regional Chamber of Commerce in 2001 for the construction of their facility on City owned land. This mortgage is set to mature in April 2030 and is secured by the underlying building and has a compounding semi-annual interest rate of 3.49%.

5. Investments

	2021		2020	
	Carrying Value	Fair Value	Carrying Value	Fair Value
Accrual and step-up notes	\$12,000,000	\$ 11,846,200	\$ -	s -
Fixed term deposits	47,223,078	47,275,993	48,981,290	48,981,289
MFA Short-Term Bond Fund	19,942,503	19,942,503	8,053,775	8,053,724
Government and agencies bonds	13,129,532	13,288,182	7,098,287	7,538,425
	\$92,295,113	\$ 92,352,878	\$64,133,352	\$64,573,438

Accrual and step-up notes are comprised of fixed income structured deposits with various Canadian financial institutions, with maturities in years 2028 through 2031, with interest rates ranging from 1.88% to 2.37% (n/a in 2020).

Fixed term deposits are comprised of Canadian bank GICs and BC Credit Union term deposits, that mature in years 2021 through 2027 (2020 through 2024 in 2020), with interest rates ranging from 0.70% to 3.42% (0.56% to 3.42% in 2020). The MFA Short-Term Bond Fund, consists of government and corporate bonds, with interest rates up to 4.11% (up to 10.89% in 2020). The government and agencies bonds are comprised of municipal, provincial, and federal investments that mature in years 2023 through 2028, with yields of 1.01% to 2.58% (2.25% to 2.95% in 2020).

6. Municipal Finance Authority Debt Reserve Cash Deposits and Demand Notes

The City issues debt instruments through the Municipal Finance Authority ("MFA") of British Columbia. As a condition of these borrowings, a portion of the debt proceeds are withheld by the MFA in a debt reserve fund as cash deposits. These debt reserve funds may be used by the MFA if they do not have sufficient funds to meet the debt payment obligations of the participating municipalities. The City also executes demand notes in connection with each debt issue whereby the City may be required to loan certain amounts to the MFA. These demand notes are contingent in nature. The balances of the demand notes, which are not reported elsewhere in these financial statements, and the cash deposits are as follows:

	_	2021	2020
Cash Deposits			
General	\$	147,576	\$ 145,108
	\$	147,576	\$ 145,108
Demand Notes			
General	\$	264,877	\$ 264,877
	\$	264,877	\$ 264,877

Notes to the Financial Statements

For the year ended December 31, 2021

7. Accounts Payable and Accrued Liabilities

	2021	2020
Accounts payable	\$ 8,599,183	\$ 3,325,897
Due to governments and agencies	7,920,327	14,992,895
Other payroll liabilities	2,695,235	2,184,679
	\$19,214,745	\$20,503,471

8. Landfill Liability

The City's landfill site is regulated by the Province of British Columbia, and as such the City is subject to certain design, operating, closure and post-closure obligations at the site.

The costs associated with landfill closure and post-closure care are recognized over the operating life of the landfill site in accordance with PSAS PS 3270. The City has estimated and recognized a liability of \$4,997,251 as at December 31, 2021 (\$4,823,541 in 2020), for future estimated closure and post-closure costs at the landfill site. The estimated total expenses for closure and post-closure care are approximately \$40.4 million, with approximately \$35.4 million remaining to be recognized. There are currently no assets designated for settling the landfill closure and post-closure care liability.

The landfill closure and post-closure care liability is based on the discounted costs associated with the phased closure of various landfill cells and environmental monitoring for 200 years after the landfill is closed. Approximately 76% of the landfill's capacity remains, and the landfill is predicted to reach capacity around 2061. The discount rate used to estimate the liability as at December 31, 2021 is 2.89% (3.08% in 2020).

Approximately 87% of landfill closure will be completed while the landfill is still in operation with costs associated with the closure being charged to expenses when they are incurred. To date \$927,589 (\$927,589 in 2020) has been spent on progressive closure costs.

Notes to the Financial Statements

For the year ended December 31, 2021

9. Long-Term Debt

The City does not carry any debt for other entities. All existing long-term debt is repayable in Canadian dollars. Details of the City's interest expenses are as follows:

	 2021	2020
Long-term debt interest - general operations	\$ 134,778	\$ 158,471
Interest on prepayments	 18,086	 45,834
Total interest expense	\$ 152,864	\$ 204,305

The City issues debt instruments through the Municipal Finance Authority of British Columbia ("MFABC") to finance certain capital acquisitions. Repayments and acturial adjustments are netter against related long term-debts. Details are as follows:

Bylaw Number	Debt Issue	Purpose	Year Issued	Year of Maturity	Interest Rate	Principal utstanding 2021	Principal utstanding 2020
General Debt							
3761	95	Leisure Centre/Sports Park/Water Park	2005	2025	1.80%	\$ 788,939	\$ 972,024
3523	99	Leisure Centre/Sports Park/Water Park	2006	2026	1.75%	2,063,709	2,430,071
Subtotal - General	0	0	0	0	0	2,852,648	3,402,095
Total Long- Term Debt	0	0	0	0	0	\$ 2,852,648	\$ 3,402,095

The following estimated principal amounts are payable over the next five years and thereafter:

	Total
2022	\$ 333,811
2023	333,811
2024	333,811
2025	333,811
2026	 211,565
	\$ 1,546,809
Actuarial adjustments	 1,305,839
	\$ 2,852,648

Notes to the Financial Statements

For the year ended December 31, 2021

10. Restricted Revenue

	Envire Mana	ar Valley onmental agement Plan	Development Cost Charges	Park Land Acquisition	2021	2020
Opening balance	\$	51,664	\$ 14,655,242	\$6,337,273	\$21,044,179	\$17,267,056
Interest income Fees collected		763	258,234 6,244,608	95,586 1,202,038	354,583 7,446,646	372,553 4,585,432
Subtotal - collections		763	6,502,842	1,297,624	7,801,229	4,957,985
Internal loan repayments made Internal loan payments received		-	(43,596)	(933,323)	(976,919)	(140,699) 85,286
Subtotal - net internal loans		-	-	-	(976,919)	-
Expenditures incurred		-	(544,162)	Ξ	(544,162)	(1,125,449)
Subtotal - restricted revenue recognized			(587,758)	(933,323)	(1,521,081)	(1,180,862)
Ending balance	\$	52,427	\$ 20,570,326	\$6,701,574	\$27,324,327	\$21,044,179

Notes to the Financial Statements

For the year ended December 31, 2021

11. Employee Future Benefit Obligations

The City provides sick leave and retirement benefits to its employees. The accrued obligations related to these benefits are as follows:

	2021	2020
Accrued benefit obligation, opening balance	\$ 2,506,000 \$	5 2,247,900
Current service cost	267,300	262,300
Actuarial (gain) / loss	(234,326)	62,203
Interest cost	40,300	55,400
Amortization of actuarial loss	114,247	98,206
Benefit payments	(238,321)	(220,009)
Expected closing balance	\$ 2,455,200 \$	2,506,000
Accrued benefit obligation, closing balance	\$ 2,455,200 \$	2,506,000
Less: Amortized actuarial loss	666,383	900,710
Employee future benefit, closing balance	\$ 1,788,817 \$	1,605,290

The City estimated the accrued benefit obligations by actuarial valuation as at December 31, 2019. The next scheduled full actuarial valuation is planned to occur for the year ended December 31, 2022.

The significant actuarial assumptions adopted in measuring the City's accrued benefit obligations are as follows:

	2021	2020
Discount rate	2.20%	1.60%
Projected future wage and salary increase	3.00%	3.00%
Expected average remaining service life (years)	13.0	10.0

Municipal Pension Plan

The City and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an acturial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any acturial funding surplus and will be adjusted for the amortization of any unfunded acturial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

Notes to the Financial Statements

For the year ended December 31, 2021

11. Employee Future Benefit Obligations (continued)

The City paid \$2,117,836 (\$2,004,713 in 2020) for employer contributions while employees contributed \$1,822,804 (\$1,716,799 in 2020) to the plan in fiscal 2021.

The next valuation will be as at December 31, 2021, with the results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

12. Contingent Liabilities

The City has been named as a defendant in various legal actions. No reserve or liability has been recorded regarding any of these legal actions or possible claims if the amount of loss, if any, is indeterminable. Settlement, if any, made with respect to these actions would be accounted for as a charge to expenses in the period in which any outcomes are known. Management does not believe any of the actions will result in a material loss.

Notes to the Financial Statements

For the year ended December 31, 2021

13. Accumulated Surplus

		2021	2020		Increase / (decrease)
General operating surplus	\$	14,794,560	\$ 8,928,991	\$	5,865,569
Sewer operating surplus		1,414,375	891,896	5	522,479
Water operating surplus		1,496,825	1,061,080)	435,745
Drainage operating surplus		74,200		-	74,200
Appropriated surplus:					
Carbon tax		157,661	185,913	3	(28,252)
General operating carry forwards		77,174	29,102	2	48,072
Government transfers		1,024,229	2,998,336	6	(1,974,107)
Recycling operations		65,192	65,192	2	
Transit operations		74,878	357,834	1	(282,956)
Total Unrestricted Surplus		19,179,094	14,518,344	1	4,660,750
Reserve Funds:					
Cemetery		303,741	228,840		74,901
Community amenity		3,347,612	3,201,511		146,101
Community works gas tax		4,902,374	2,313,705		2,588,669
Debt		1,448,799	1,304,685		144,114
Drainage capital		2,586,215	1,818,806		767,409
Financial stabilization		916,440	906,484		9,956
Forestry		5,168,888	3,022,616		2,146,272
Gaming		941,497	661,041		280,456
General capital		2,714,140	2,638,445		75,695
Information systems		465,791	431,841		33,950
Insurance		1,345,935	1,249,223	3	96,712
Land sale		693,298	19,609	9	673,689
Legal		209,329	206,282	2	3,047
Major capital		1,937,180	3,320,397	7	(1,383,217)
Policing		2,833,366	2,040,541	1	792,825
Refuse		1,603,127	681,969	9	921,158
Roads capital		3,204,550	3,637,975	5	(433,425)
Sewer capital		19,608,584	18,539,504	1	1,069,080
Vehicles and equipment		2,422,215	2,015,198	3	407,017
Water capital		22,635,392	21,203,819	9	1,431,573
Total Reserve Funds		79,288,473	69,442,491	1	9,845,982
Investment in Tangible Capital Assets	5	25,611,994	492,319,258	3	33,292,736
Total Accumulated Surplus	\$ 6	24,079,561	\$ 576,280,093	3 \$	47,799,468

Notes to the Financial Statements

For the year ended December 31, 2021

14. Taxation

	Budget	2021	2020
Not included in taxation revenue are the following amounts collected on behalf of other taxing authorities:			
Province of BC - school taxes	\$ 16,080,007	\$ 19,322,451	\$ 16,108,487
Fraser Valley Regional District	926,389	998,662	926,389
Fraser Valley Regional Hospital District	1,416,245	1,463,844	1,416,245
BC Assessment	474,059	505,481	474,089
Municipal Finance Authority of BC	2,186	2,388	2,186
Downtown Business Association	97,111	101,966	97,111
Total collections for other taxing authorities	\$ 18,995,997	\$ 22,394,792	\$ 19,024,507
15. Government Transfers			
	Budge	2021	2020
Provincial	\$ 908,9	39 \$11,000,788	\$ 8,330,605
Federal	2,690,1	64 3,507,246	1,734,945
Total government transfers	\$ 3,599,1	03 \$14,508,034	\$10,065,550

16. Budget Reconciliation

The City prepares its five year Financial Plan Bylaw, i.e. budget, in accordance with both Section 165 of the *Community Charter*, and Canadian public sector accounting standards. As a result, typically no reconciliation of the two is required.

The *Community Charter* requires that property value taxes and parcel taxes be reported separately in the Financial Plan Bylaw, while those amounts are combined and reported as taxation revenue in the financial statements.

	Budget	2021	2020
General municipal property taxes	\$39,247,390	\$39,292,439	\$37,548,770
Special assessments and area charges	164,270	163,611	165,068
Taxation revenue	\$39,411,660	\$39,456,050	\$37,713,838

17. Letters of Credit and Performance Bonds

In addition to the deposits reflected in the financial statements, the City is holding irrevocable letters of credit and performance bonds in the amount of approximately \$30.3 million as at December 31, 2021 (\$18.5 million as at December 31, 2020), which were received from various parties to ensure completion of various works within the City. These amounts are not reflected in the financial statements but are available to satisfy any liability arising from non-performance by the parties.

Notes to the Financial Statements

For the year ended December 31, 2021

18. Segment Reporting

The City provides a wide range of municipal services. These services have been grouped into related departmental functions or service areas for segment reporting purposes in Schedule 2, which shows the associated revenues and expenses for each segment. The various segments and associated departmental functions or service areas are as follows:

Bylaw enforcement

Bylaw administering and enforcing the City's regulatory bylaws related to complaints, parking enforcement, and licensing.

Cemetery

 Administration and operation of the City's cemetery and crematorium, including arranging for burials and memorials.

Development Services

Planning: land use planning and administration of the City's Official Community Plan (OCP) and zoning bylaws.

 Economic Development: generating and coordinating economic development, tourism and film activity in the community.

Engineering & Public Works

 Engineering: oversees and plans the City's extensive infrastructure network of roads, bridges, drainage systems, etc., and provides for maintenance of municipal facilities.

Public Works: maintains and builds infrastructure including roads, pedestrian walkways, and provides for snow removal and efficient operation of the City's gravel pit.

Environmental Services: provides direction on environmental issues and leads the City's commitment to community-wide stewardship of the natural environment.

• Equipment Fleet: operation and maintenance of the City's fleet of municipal vehicles and equipment. Vehicle and equipment costs are charged back to the various user departments.

Fire Rescue Services

• Fire and Emergency Services: fire response, investigation and prevention services, emergency response services (for motor vehicle accidents and medical incidents), and emergency planning.

 Emergency Support Services: helps victims meet their basic survival needs during a disaster, and to re-establish themselves as quickly as possible after a disaster.

General Government & Administration

 Property taxation, investments, general fund debt servicing, municipal hall shared office services, insurance, and general cost recovery transactions.

Notes to the Financial Statements

For the year ended December 31, 2021

18. Segment Reporting (continued)

General Government & Administration (continued)

• General Administration: general government administration including Council support, managing legal issues, conducting elections, records management, and oversight of other departmental areas.

• Finance and Purchasing: financial oversight and management including reporting, financial planning, accounting, payroll, investments, property tax collections, procurement of goods and services and operation of central stores.

• Human Resources: recruitment and selection, employee and labour relations, compensation and benefits, workplace health and safety, organizational learning, corporate training and development.

• Information Technology: planning, maintaining and operating the City's information systems technology and infrastructure.

• Grants to Organizations: provides grants to Mission non-profit organizations including arts and culture, recreation and social services, and community events.

Parks, Recreation & Culture Services

• Operation of the City's recreational facilities including the leisure centre and various parks and trails, and for the development and implementation of arts and cultural programs/events.

• Social Development: developing and implementing an action oriented social development program aimed at realizing the City of Mission's mission statement, which is, "... to build a safe and healthy community abundant in economic, cultural and recreation opportunities."

Police Services

• Utilizes contracted RCMP members and municipal employees to provide proactive general and community policing services within the City. Regional integrated police units also provide services to the community related to homicide investigations, emergency response, traffic re-construction, dog unit assistance, and forensic identification.

• Restorative Justice: supports people involved with and affected by crime, conflict and other forms of wrong-doing in repairing the harms done, rebuilding relationships, restoring trust and transforming community through a voluntary facilitated process involving victims, accused persons, other affected parties and community members.

• Victim Services: helps victims and their families cope with the effects of crime/trauma by providing emotional support and information on the status of the police investigation and/or the court case.

Transit Services

• Oversees the local bus system (in partnership with the City of Abbotsford), and contributing to the West Coast Express train service between Mission and Vancouver.

Drainage Utility

• Plans for and maintains the City's drainage network, which is responsible for managing all aspects of stormwater, including snow and rainfall related runoff.

Notes to the Financial Statements

For the year ended December 31, 2021

18. Segment Reporting (continued)

Sewer Utility

 Oversees the regional sewage treatment plant and related source control activities (in partnership with the City of Abbotsford), and plans for and maintains the City's localized sewage conveyance system.

Solid Waste

 Oversees contracted curbside collection of refuse, compost and recyclables, and is responsible for overseeing contracted operations at the City's landfill site.

Water Utility

 Oversees the regional water supply and treatment systems (in partnership with the City of Abbotsford), and plans for and maintains the City's localized water distribution system.

Municipal Forest

• Administers and operates the Mission Tree Farm, which includes harvesting of timber, tree planting, forestry road construction/maintenance, trail building, log marketing, and other forestry related activities.

19. Comparative Figures

Certain comparative figures for 2020 have been reclassified to conform to the 2021 financial statement presentation.

20. Funds Held in Trust

The City administers the following trusts on behalf of third parties. As related trust assets are not owned by the City, the trusts have been excluded from the financial statements. The following table provides a summary of the transactions within these trusts during the year:

	December 31, 2020			Receipts		vestment Income	Disbursements	De	ecember 31, 2021
Cemetery perpetual care trust fund	s	1,092,932	\$	57,643	s	16,568	s -	\$	1,167,143
Cemetery pre-need sales trust fund	_	12,241				158	-		12,399
	s	1,105,173	s	57,643	s	16,726	s -	\$	1,179,542

21. Uncertainty due to COVID-19

The COVID-19 outbreak, declared on March 11, 2020, continued to impact the global economy in 2021. Throughout the pandemic, the City delivered key services to the City of Mission residents in line with its mandate. Management continues to monitor the impacts of the pandemic on taxpayers, suppliers and other third party business associates that could impact the timing and amounts realized on the City's assets and ability to provide services to the region. While the pandemic's impact to expenses, cash flows and significant asset impairments are relatively negligible; the impact to certain revenues sources, primarily Parks & Recreation, has been significant. These revenue shortfalls, incurring in 2020 and 2021, were able to be offset by the Province of BC's COVID-19 Safe Restart Grant (Schedule 4).

Notes to the Financial Statements

For the year ended December 31, 2021

Schedule 1 - Tangible Capital Assets

Included in total additions are capital assets received from developers through property development activities, which totalled \$26,303,366 in 2021 (\$6,327,039 in 2020).

	Cost, lecember 31, 2020		Additions	Cost of Disposals	Cost, December 31, 2021
Assets under construction	\$ 17,021,609	\$	7,996,870	\$ (280,138) \$	24,738,341
Buildings and improvements	48,800,326		4,775,867	(183,040)	53,393,153
Drainage infrastructure	108,867,950		2,389,427	(31,834)	111,225,543
Information technology infrastructure	3,049,572		42,648	(558,077)	2,534,143
Land	113,977,200		12,988,410	(487,822)	126,477,788
Land improvements	2,285,665		-	-	2,285,665
Landfill infrastructure	8,910,012		-	-	8,910,012
Parks infrastructure	8,977,014		115,088	(150,668)	8,941,434
Recycling depot (regional)	587,615		-	(54,637)	532,978
Sewage conveyance infrastructure (local)	55,262,807		2,288,055	-	57,550,862
Sewage treatment plant (regional)	21,601,244		-	(7,834)	21,593,410
Transportation infrastructure	181,889,202		8,922,964	(4,700)	190,807,466
Vehicles and equipment	16,731,513		1,299,255	(562,895)	17,467,873
Water distribution infrastructure (local)	56,393,063		3,260,161	(230,837)	59,422,387
Water supply infrastructure (regional)	 26,534,289	_	-	 (5,562)	26,528,727
	\$ 670,889,081	\$	44,078,745	\$ (2,558,044) \$	5 712,409,782

	Accumulated Amortization, December 31, 2020	Amortization Expense		Accumulated Amortization, December 31, 2021	Net Book Value, December 31, 2021	Net Book Value, December 31, 2020
Assets under construction	\$ -	\$-	\$ -	\$ -	\$ 24,738,341	\$ 17,021,609
Buildings and improvements	18,330,015	1,221,419	(87,393)	19,464,041	33,929,112	30,470,311
Drainage infrastructure	28,710,688	1,147,608	(30,335)	29,827,961	81,397,582	80,157,262
Information technology infrastructure	2,003,122	248,527	(553,658)	1,697,991	836,152	1,046,450
Land	· · · · ·	-	-	-	126,477,788	113,977,200
Land improvements	1,148,045	56,007	-	1,204,052	1,081,613	1,137,620
Landfill infrastructure	4,757,054	478,044	-	5,235,098	3,674,914	4,152,958
Parks infrastructure	4,056,155	396,231	(150,668)	4,301,718	4,639,716	4,920,859
Recycling depot (regional)	530,627	11,644	(53,628)	488,643	44,335	56,988
Sewage conveyance infrastructure (loca	al) 14,547,545	600,028	-	15,147,573	42,403,289	40,715,262
Sewage treatment plant (regional)	10,551,030	557,652	(7,834)	11,100,848	10,492,562	11,050,214
Transportation infrastructure	58,109,725	3,129,667	(4,700)	61,234,692	129,572,774	123,779,477
Vehicles and equipment	6,719,622	1,070,771	(497,115)	7,293,278	10,174,595	10,011,891
Water distribution infrastructure (local)	15,719,863	788,366	(202,285)	16,305,944	43,116,443	40,673,200
Water supply infrastructure (regional)	9,980,046	662,630	(3,564)	10,639,112	15,889,615	16,554,242
	\$175,163,537	\$ 10,368,594	\$ (1,591,180)	\$183,940,951	\$528,468,831	\$ 495,725,543

For the year ended December 31, 2021

Schedule 2 - Statement of Operations by Segment

For the year ended December 31, 2021

	Bylaw enforcement	Cemetery	Development services	Engineering & public works	Fire rescue services	General government & admin	Parks, recreation & culture services	Police services
Revenues								
Taxation	\$-	\$-	\$ -	\$ -	\$-	\$36,884,350	\$ - :	\$-
Sales of services & regulatory fees	2,385,978	340,455	502,932	2,026,737	22,670	3,874,729	1,751,993	178,373
Government transfers	-	-	57,532	27,043	73,997	4,456,318	178,521	579,567
Restricted revenue recognized	-			500,605		933,324	-	-
Investment income	-		-			1,103,725	-	-
Other revenue	-				-	354,459	1,616,545	600
Developer contributions in-kind capital	-	-	-	20,451,310		-	-	-
Gain/(loss) on disposal of tangible capital assets		2		(167,092)	(4,383)	1,621,670	(25,574)	-
Total revenues	2,385,978	340,455	560,464	22,838,603	92,284	49,228,575	3,521,485	758,540
Expenses								
Amortization	-	728	-	3,982,322	156,288	492,908	1,376,833	85,857
Good & services	123,494	85,158	368,881	1,535,495	1,434,848	3,705,853	4,251,305	10,468,509
Grants	-	-	6,688		-	358,093	-	-
Interest	-	-	-	-	-	152,864	-	-
Salaries & benefits	405,652	168,887	3,321,669	4,299,245	4,087,372	6,023,830	5,275,725	2,222,963
Total expenses	529,146	254,773	3,697,238	9,817,062	5,678,508	10,733,548	10,903,863	12,777,329
Annual Surplus / (Deficit)	\$ 1,856,832	\$ 85,682	\$ (3,136,774)	\$ 13,021,541	\$ (5,586,224)	\$ 38,495,027	\$ (7,382,378)	\$(12,018,789)

	Transit services	Drainage utility	Sewer utility	Solid waste	Water utility	Municipal forest	2021	2020
Revenues								
Taxation	\$ - \$	2,529,766	\$ 41,934	\$-	\$ -	\$-\$	39,456,050 \$	37,713,838
Sales of services & regulatory fees	383,297	468,489	5,724,437	5,833,474	7,660,343	7,200,715	38,354,622	30,612,057
Government transfers	345,767	-	8,696,949	-	57,406	34,934	14,508,034	10,065,550
Restricted revenue recognized	-	7,494	63,661	-	15,998	-	1,521,082	550,455
Investment income	-	32,837	296,565	18,282	340,131	60,051	1,851,591	2,030,752
Other revenue	-	-	-	434,514	5,842	-	2,411,960	2,397,506
Developer contributions in-kind capital	-	2,014,279	2,201,665		1,636,112	-	26,303,366	6,327,039
Gain/(loss) on disposal of tangible capital assets		-	(4,151)	(29,037)	(29,223)	-	1,362,210	(541,933)
Total revenues	729,064	5,052,865	17,021,060	6,257,233	9,686,609	7,295,700	125,768,915	89,155,264
Expenses								
Amortization	-	1,147,608	1,157,680	492,909	1,450,996	24,465	10,368,594	10,201,348
Good & services	2,579,344	832,870	2,178,580	4,251,268	2,068,810	3,854,997	37,739,412	34,438,215
Grants	-	-	-	-	-	-	364,781	626,461
Interest	-	-	-	-	-	-	152,864	204,305
Salaries & benefits	4,899	653,006	724,650	451,503	1,018,221	686,174	29,343,796	26,975,654
Total expenses	2,584,243	2,633,484	4,060,910	5,195,680	4,538,027	4,565,636	77,969,447	72,445,983
Annual Surplus / (Deficit)	\$ (1,855,179) \$	2,419,381	\$ 12,960,150	\$ 1,061,553	\$ 5,148,582	\$ 2,730,064 \$	6 47,799,468 \$	16,709,281

Schedule 3 - Internal Debt/Transfers Outstanding (Unaudited)

For the year ended December 31, 2021

Borrowing Fund	Lending Fund	Purpose	Year Funds Advanced
Cedar Valley Sewer DCC	Sewer Capital Reserve Fund	Cedar Valley gravity trunk sewer, forecemain, and pump station	2000-2001
Cedar Valley Sewer Extension DCC	Sewer Capital Reserve Fund	Cedar Valley local improvement area sewer extension	2002
Land Sale Reserve	General Operating Surplus	Strategic Property Purchases	2020
Silverdale Bridge DCC	Parkland Reserve Fund	Silverdale industrial subdivision bridge	2005
Silverdale Industrial Water DCC	Water Capital Reserve Fund	Silverdale industrial subdivision water infrastructure	2006
Silverdale Industrial Sewer DCC	Sewer Capital Reserve Fund	Silverdale industrial subdivision sewer infrastructure	2006

Totals

Note: DCC = Development Cost Charge

De	Opening Balance, ecember 31, 2020	Advances & Adjustments	Payments	Balance Before Interest	Ir	nterest Cost	Interest Adjustment	Ending Balance, December 31, 2021
\$	1,211,751	\$ -	\$ (31,216) \$		- \$	17,667	\$ (17,667)	\$ 1,180,535
	277,337	-	(12,380)		-	4,005	(4,005)	264,957
	1,788,698	-	(1,788,698)		-	15,021	(15,021)) -
	583,402		-		-	8,617	(8,617)	583,402
	287,305		-		-	4,243	(4,243)) 287,305
_	138,079	-	-	8	-	2,039	(2,039)	138,079
\$	4,286,572	\$-	\$ (1,832,294) \$		- \$	51,592	\$ (51,592)	\$ 2,454,278

Schedule 4 - COVID-19 Safe Restart Grants for Local Governments (Unaudited)

For the year ended December 31, 2021

	2021	2020				
Opening Balance* Safe Restart Grant	\$ 2,883,449	\$ 4,964,000				
Eligible costs incurred:						
Revenue shortfalls	(1,298,232)	(1,868,921)				
Other related costs	(325,609)	(152,416)				
Facility reopening costs		(50,578)				
Computer & technology costs	(235,379)	(8,636)				
Total eligible costs incurred	(1,859,220)	(2,080,551)				
Ending Balance	\$ 1,024,229	\$ 2,883,449				
* The City first received these funds in November 2020						



Statistical Information
Financial

Revenue and Expenses Last Five Fiscal Years Comparison

	2017	2018	2019	2020	2021
Revenue Taxation Sales of services & regulatory fees Government transfers Restricted revenue recognized Investment income Other revenue Developer contributions in-kind related to capital Gain/(loss) on disposal of tangible capital assets	\$ 31,808,561 31,001,626 3,474,241 175,147 1,697,018 1,916,348 7,523,397 866,832	\$ 33,412,531 31,692,827 6,156,021 787,420 2,118,555 1,883,848 10,235,513 (150,548)	\$ 35,372,538 32,292,803 8,331,552 2,640,065 2,270,086 2,726,301 5,354,131 52,824	\$ 37,713,838 30,612,057 10,065,550 550,455 2,030,752 2,397,506 6,327,039 (541,933)	39,456,050 38,354,622 14,508,034 1,521,082 1,851,591 2,411,960 26,303,366 1,362,210
Total revenues	\$ 78,463,170	\$ 86,136,167	\$ 89,040,300	\$ 89,155,264	\$ 125,768,915
Expenses Analysis by function					
Bylaw Cemetery Development Services Engineering and Public Works Fire Rescue Services General Government and Administration Parks, Recreation and Cultural Services Police services Transit Services Drainage utility Sewer utility Solid Waste utility Water utility Municipal Forest	\$ 416,900 253,687 2,414,568 7,243,884 4,007,871 7,302,920 9,411,629 11,361,501 2,713,237 1,993,638 3,084,173 5,087,840 3,647,207 3,547,107	\$ 503,142 223,120 2,482,656 8,297,663 4,215,306 8,237,106 10,162,322 12,084,835 2,759,227 2,239,405 3,287,325 4,838,939 3,841,631 3,534,911	\$ 539,551 253,511 3,010,604 9,734,432 4,817,043 8,191,362 10,603,387 11,514,689 2,764,860 2,608,358 3,565,427 6,469,263 3,987,559 2,613,375	\$ 460,190 223,121 3,514,654 8,448,723 5,230,819 9,373,433 9,097,482 12,646,417 2,594,749 2,280,009 3,887,278 8,093,927 4,105,696 2,489,485	\$ 529,146 254,773 3,697,238 9,817,062 5,678,508 10,733,548 10,903,863 12,777,329 2,584,243 2,633,484 4,060,910 5,195,680 4,538,027 4,565,636
Total expenses by function	\$ 62,486,162	\$ 66,707,588	\$ 70,673,421	\$ 72,445,983	\$ 77,969,447
<u>Analysis by object</u> Amortization Goods and services Grants Interest Salaries and benefits	\$ 8,857,615 30,734,599 445,953 271,030 22,176,965	\$ 9,150,247 32,896,396 417,908 234,381 24,008,656	\$ 9,755,243 33,946,325 441,962 239,292 26,290,599	\$ 10,201,348 34,438,517 626,461 204,305 26,975,352	\$ 10,368,594 37,739,412 364,781 152,864 29,343,796
Total expenses by object	\$ 62,486,162	\$ 66,707,588	\$ 70,673,421	\$ 72,445,983	\$ 77,969,447
Annual surplus	\$ 15,977,008	\$ 19,428,579	\$ 18,366,879	\$ 16,709,281	\$ 47,799,468
Accumulated surplus	\$ 521,775,364	\$ 541,203,938	\$ 559,570,817	\$ 576,280,096	\$ 624,079,561
Net financial assets	\$ 64,251,512	\$ 68,194,573	\$ 73,334,685	\$ 79,142,629	\$ 94,177,273

Financial

(Source: Finance Department)

Funding Sources for Capital Acquisitions







Total Tangible Capital Asset Acquisitions



Revenues

(Source: Finance Department)

Total Revenues





Restricted Revenues Collected



Expenses

(Source: Finance Department)

Total Expenses



Expenses by Function





Expenses by Object

Surplus & Reserves

(Source: Finance Department)

Annual Accounting Surplus



Total Accumulated Surplus



General Reserve Funds & Accumulated Operating Surplus



Surplus & Reserves

(Source: Finance Department)

Water Utility Reserve Funds & Accumulated Operating Surplus



Sewer Utility Reserve Funds & Accumulated Operating Surplus







Surplus & Reserves

(Source: Finance Department)

Solid Waste Utility Reserve Funds



Municipal Forest Reserve Funds



Debt

(Source: Finance Department)

Legislated Borrowing Capacity





(supported by property taxes)



Long-Term General Debt Per Capita

(supported by property taxes)



Taxation and Assessment

(Source: BC Assessment & Finance Department)

General Municipal Property Tax Rate Increases



2021 Major Tax Revenue Base

(ir	ncludes municipal, p	olicing and library taxes)				
*BC Hydro	3,628,009	Silver Creek Investments Ltd.	176,298			
Mission Valley Shopping Centre	1,195,631	Hatzic Ridge Holdings Inc.	176,191			
*Correction Services Canada	591,253	Mamele'awt Qweesome Housing	171,314			
RMM Mission Property Inc.	544,202	BC Custom Car Association	152,931			
Loblaw Properties West Inc.	482,301	2245781 Ontario Inc.	145,981			
Daro Developments Ltd.	472,995	Anayat Holdings Ltd.	140,017			
**Fortis BC (Terasen Gas)	433,585	Project Mission Landing Inc.	138,521			
Canadian Pacific Railway	349,480	Madison Development Corp.	135,884			
Mission City Holdings Ltd.	321,714	Baljinder Gill	134,640			
Lonsdale Mews Ltd	304,703	JNJJ Enterprises Ltd.	132,934			
493989 BC Ltd.	288,109	Lok'N'Store Ltd	131,448			
Mission Western Developments	255,268	460112 BC Ltd.	130,722			
1018532 BC Ltd	245,526	LLRC Investments Ltd.	120,813			
Storagevault Canada Inc.	225,988	Atlanta Carpets Inc.	114,607			
0938481 BC Ltd.	210,358	Mission Ridge Holdings Inc.	112,333			
BC Frozen Foods Ltd.	208,921	B Thomas Holdings Ltd	111,395			
Snowcat Property Holdings Ltd.	202,579	Solterra Development	106,861			
Canadian Tire Real Estate Ltd.	200,126	Silverdale Lands Title Co 39 LTD	105,036			
Enera Enterprise Ltd.	197,032	661843 Alberta Ltd.	104,910			
Cressey Development Corp.	191,017	**Telus and Subsidiaries	<u>96,207</u>			
Jayberg Enterprises Ltd.	183,134	TOTAL	<u>\$13,370,976</u>			
*Includes grants in lieu, and						

**Includes 1% utility taxes.

Does not include special levies, utilities, and taxes levied by other taxing authorities.

Taxation and Assessment

(Source: BC Assessment & Finance Department)

Property Tax Collections

	2017	2018	2019	2020	2021
Total Current Taxes Levied ⁽¹⁾	\$52,449,729	\$55,082,372	\$57,326,748	\$57,854,110	\$63,393,967
Current Taxes Collected	50,548,373	53,158,641	55,098,190	\$55,487,502	\$61,291,465
Total Taxes Collected by Municipal Services (including Policing)	31,535,837	33,600, 246	33,301,226	33,873,942	\$35,671,943
Current Taxes Outstanding at December 31 st	1,901,356	1,923,731	2,228,558	2,366,608	\$2,102,501
Percentage (%) of Current Taxes Collected			96.10%	96%	97%

¹Includes residential flat rate utilities, collections for other authorities, and penalties; excludes grants in lieu of tax and interest

2021 Taxes Collected for all Taxing Authorities



Property Assessments

(Source: BC Assessment Revised Roll Totals)

Assessment Class		2017	2018	2019	2020	2021
Residential		\$6,656,887, 913	\$8,072,150,648	\$9,232,156,574	\$8,580,625,950	\$9,510,425,447
Utilities		6,099,055	6.515,185	\$6,912,825	\$7,420,315	\$7,858,075
Light Industry		79,715,300	96,214,600	115,196,700	\$128,623,400	\$155,876,000
Business/Other		505,455,761	556,869,802	604,960,682	\$651,263,217	\$708,616,711
Managed Forest		133,600	114,700	127,300	\$127,300	\$127,300
Recreational /Non-Profit		13,740,000	15,670,000	16,308,000	\$16,770,000	\$19,858,000
Farm		3,002,155	3,037,058	3,047,082	<u>\$3,048,633</u>	<u>\$3,040,163</u>
	TOTAL	\$7,265,033,784	\$8,750,571,993	\$9,978,709,163	\$9,387,878,815	\$10,433,597,596

2021 Permissive Tax Exemptions

(Source: BC Assessment & Finance Department)

A permissive tax exemption is a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, cultural) and delivering services economically.

OWNER/OCCUPIER	USE/PURPOSE	MUNICIPAL EXEMPTION	NON MUNICIPAL EXEMPTION	FULL EXEMPTION
All Saints Anglican Church & Manse	Spiritual support & programs	\$1,591	\$518	\$2,108
Bethal Pentacostal Assembly	Spiritual support & programs	\$14,315	\$4,661	\$18,976
Christian Missionary Alliance Church	Spiritual support & programs	\$12,651	\$4,119	\$16,770
Communitas Supportive Care Society	Mental Health support programs	\$2,995	\$1,492	\$4,487
Ducks Unlimited	Wetlands / education programs	\$5,389	\$2,685	\$8,074
Foursquare Gospel Church	Spiritual support & programs	\$5,522	\$1,798	\$7,320
Fraser House Society**	Addiction counselling, education	\$2,857	\$1,423	\$4,280
Greek Orthodox Church	Spiritual support & programs	\$4,095	\$1,333	\$5,428
Mennonite Church of BC	Spiritual support & programs	\$14,419	\$4,695	\$19,114
Mission Arts Council	Art gallery and programs	\$13,151	\$5,030	\$18,181
Mission Association for Community Living	Staffed adult group homes	\$12,685	\$6,319	\$19,004
Mission Association for Seniors' Housing	Senior's housing/assisted living	\$25,854	\$12,880	\$38,735
Mission Community Services Society	Community support services	\$33,651	\$13,337	\$46,988
Mission Daycare Society (Heritage Park Child Care Centre)	Daycare centre	\$25,649	\$12,778	\$38,427
Mission District Historical Society**	Mission Museum - 1907 building	\$4,700	\$1,584	\$6,284
Mission Elks Lodge #30	Community rental & programs	\$3,503	\$1,141	\$4,644
Mission Evangelical Free Church	Spiritual support & programs	\$3,368	\$1,097	\$4,465
Mission Friendship Centre Society	Cultural programs	\$10,562	\$3,439	\$14,001
Mission Gur Sikh Society	Spiritual support & programs	\$51,129	\$16,647	\$67,777
Mission Hospice Society	Administration & grief support	\$2,111	\$1,052	\$3,163
Mission Horse Club**	Recreational programs	\$6,113	\$2,007	\$8,119
Mission Regional Chamber of Commerce**	Administration Office	\$2,663	\$1,019	\$3,682
Mission Zion Christian Fellowship	Spiritual support & programs	\$2,811	\$915	\$3,726
Mt. Calvary Lutheran Church	Spiritual support & programs	\$10,447	\$3,402	\$13,849
New Horizons Lawn Bowling Association**	Recreational facility & programs	\$7,051	\$2,314	\$9,365
North Valley Baptist Church	Spiritual support & programs	\$25,962	\$8,453	\$34,416
Northview Community Church	Spiritual support & programs	\$8,948	\$2,914	\$11,862
Pleasantview Housing Society	Senior's affordable housing	\$6,315	\$3,146	\$9,461
Royal Canadian Legion Branch #57	Recreational facilities & programs	\$7,215	\$2,349	\$9,565
SARA for Women	Support programs & facilities	\$17,789	\$7,749	\$25,538
Seventh Day Adventist Church	Spiritual support & programs	\$3,155	\$1,027	\$4,182
Silverdale Community Centre	Community programs / Preserving heritage & culture	\$11,035	\$4,231	\$15,266
St. Clare's Monastary	Spiritual support & programs	\$13,329	\$4,340	\$17,669
St Joseph's Catholic Church	Spiritual support & programs	\$14,109	\$4,594	\$18,702
St. Paul's Presbyterian Church	Spiritual programs	\$35,950	\$11,705	\$47,656
Steelhead Community Association**	Recreational facilities & programs	\$2,651	\$1,014	\$3,666
Sto:Lo Heritage Trust Society	Preserving heritage & culture	\$29,389	\$11,800	\$41,189
The Mel Jr & Marty Zajac Foundation	Special needs camp	\$54,524	\$23,448	\$77,973
Trustee of Mission Congregation of Jehovah's Witnesses	Spiritual support & programs	\$6,644	\$2,163	\$8,807
Union Gospel Mission	Substance disorders support	\$1,929	\$961	\$2,889
Valley Christian School	Christian based education	\$2,245	\$731	\$2,976
West Heights Gospel Chapel	Spiritual support & programs	\$4,144	\$1,349	\$5,493
	TOTALS	\$524,617	\$199,660	\$724,277

** Denotes property owned by the City of Mission

Does not include statutory tax exemptions provided to church property via legislation

Municipally Funded Community Grants

(Source: Corporate Administration)

The Municipally Funded Grants Program assists local not-for-profit incorporated organizations and community groups with delivery of services to the community that otherwise would likely be offered by the City, and events and services that facilitate the arts, cultural, recreational or social services functions.

Community Enhancement Grants assist organizations in the provision of local community focused activities. The grants are awarded to Mission-based community groups in the fields of arts, cultural, recreational or social services. Community Event Grants support recurring events that Council has pre-determined provide a significant benefit to the broader community and are open to all members of the public without charge.

Fee-for-Service grants primarily support a service or program that otherwise would likely be offered by the City. A select committee reviews the Community Event and Community Enhancement applications and prepares a report with recommendations to Mayor and Council who consider the requests and make the final decision. A staff committee reviews the Fee for Service applications and makes recommendations to Council.

2021 Community Enhan	2021 Community Enhancement Grants				
		Grant			
Name of Organization		Amount			
Greater Vancouver Youth Unlimited		\$6,000			
Mission Alano Club		10,000			
Mission Artists Association		1,000			
Mission City Farmers Market Society		3,500			
Mission Health Care Auxiliary Society		5,000			
Mission Hospice Society		5,000			
Opening Nite Theatre Society		10,000			
Optimist Club of Mission		2,500			
Silverdale Community Centre		10,000			
Special Olympics BC - Mission		3,000			
Steelhead Community Association		5,000			
Valley Singers		<u>500</u>			
	TOTAL	\$61,500			

	BIRER P MISSIO
Mission's Emergency S	upport Services

2021 Community Events Grants							
	Grant						
Name of Organization	Amount						
Mission Downton Business Association (MissionFest)	\$3,500						
Royal Canadian Legion Brach 57 (Remembrance Day)	5,000						
Stave Falls Community Association (Stave Falls Family & Friends Celebrations)	<u>1,000</u>						
ΤΟΤΑΙ	\$9,500						
*Due to COVID-19 restrictions, a number of annual events we	*Due to COVID-19 restrictions, a number of annual events were not held in 2021						

2021 Fee-For-Servic	ce Grants	
		Grant
Name of Organization		Amount
Fraser Valley Humane Society		\$26,724
Greater Vancouver Youth Unlimited (MY Hou	ise)	24,174
Lifetime Learning Centre Society		9,446
Mission Environmental Stewardship Society		35,700
Mission Arts Council		27,540
Mission Association for Seniors' Housing		3,060
Mission District Historical Society		78,540
Mission Search and Rescue		<u>4,832</u>
	TOTAL	\$210,016

Canada Community-Building Fund

The Canada Community-Building Fund (previously known as Gas Tax) is provided annually to municipalities across Canada to support local infrastructure priorities. In 2021 the City of Mission received \$3,457,456, and funds are allocated based on the infrastructure needs of the community.

		Funds Spent	Total Spent
Current Projects	Project Start Date	in 2021	on Project
Sidewalks and walkways	January 2014	\$410,597	\$1,134,377
Pavement Program	February 2014	\$500,000	\$9,543,094
Asset Management System	December 2016	\$11,090	\$85,633
	Totals	\$921,687	\$10,763,104

Land Sold and Purchased in 2021

Throughout any given year the City of Mission may sell City owned property and/or purchase privately owned property. Listed below are the details of the three sales and seven purchases that transpired in 2021.

Roll Number	Address	Description	Sold/Purchased
581 846 000	9541 Woodward Street	Land and building	Sold
	View Street Laneway	Land - laneway	Sold
	Oak Street Laneway	Land - laneway	Sold
612 197 002	Wiebe Street	Dedicated Parkland	Purchased
621 343 002	Cedar Street	Dedicated Parkland	Purchased
621 343 003	Cedar Street	Dedicated Parkland	Purchased
680 984 066	Silverdale Creek Parkway	Dedicated Parkland	Purchased
680 984 067	31538 McReath Street	Dedicated Parkland	Purchased
680 984 068	31538 Montogomery Place	Dedicated Parkland	Purchased
702 166 100	Tunbridge Avenue	Dedicated Parkland	Purchased

Miscellaneous

(Source: Various Departments of the City of Mission and BC Stats)

	2017	2018	2019	2020	2021
Voters on Voter's List	24,798	27,383	27,383	29,262	29,263
Municipal Employees (Full-Time Employees)	269	289	294	282	289
Number of City Website visits	421,000	427,000	432,000	891,852	559,000
Number of Social Media Followers	9,951	10,185	11,456	14,789	17,882
Number of Tax Notices mailed out	14,400	14,600	14,856	15,000	15,284
Number of Development Applications	61	115	194	183	309
Number of Single-Family Lots Created	144	188	188	91	103
Number of Filming Permits Issued	22	16	26	21	25
Number of Leisure Centre Pool Visits	202,166	210,750	210,966	49,052	86,963
Number of Leisure Centre Fitness Room Visits	83,511	80,358	92,558	22,708	12,947
Number of Youth Lounge Visits	5,717	8,062	6,118	1,314	1,134
Number of Paid On-Call Fire Fighters	72	67	92	92	70
Number of Response Calls	2,858	2,442	2,457	2,220	3,193
Number of Municipal Fire Hydrants	1,077	1,087	1,092	1,103	1,108
Number of Residential Water Meters	1,217	1,348	1,476	1,758	1,884
Number of Industrial/Commercial/Institutional (ICI) Water Meters	16	423	428	428	469
Total Paved Roads (kms)	295	297	297	297	313
Total Sanitary Sewer Pipes (kms)	157	158	158	161	162
Total Water Pipes (kms)	196	197	197	197	199
Total Storm Sewer Pipes (kms)	155	156	156	156	156
Household Hazardous Waste Day (tonnes)	5.9	6.0	5.9	2.7	5.2
Household Harardous Waste Day (number of residents partipating)	181	129	117	121	179
Compost Diversion (tonnes) (curbside food & yeard waste & landfill green waste)	4,814	7,415	4,995	2,896	6,263
Compost Give-Away (tonnes)	305	155	123	177	229
Compost Give-Away (number of residents participating)	280	694	539	754	1,001
Curbside Garbage (tonnes)	1,689	2,798	2,921	2,807	3,283
Curbside, Landfill, Recycling Centre Recyclables (tonnes)	1,872	2,192	2259+	2,993	1,568
Number of Seedlings Planted (per year)	58,000	64,800	64,800	44,980	44,980
Area of Manual Brushing (hectares)	53.0	46.8	51.9	34.9	34.9

*Some statistics are much lower than previous years due to COVID-19 restrictions, closures, and protocols

Community

School Enrolment

(Source: School District #75)



Population Density per Square Kilometre

(Source: BC Stats Population Estimates)



Population Dynamics

(Source: 2021 Canada Census)

- In 2021, 7,810 children aged 0 to 14 were enumerated in Mission, respectively 18.8% of the total population. In comparison, for Canada, the proportion of children was 16.3%.
- The working age population (15 to 64) represented 65.5% of the total population. In comparison, for Canada, the proportion of the population aged 15 to 64 was 64.8%.
- 6.495 persons aged 65 and over were enumerated in Mission, representing respectively 15.6% of the total population. In comparison, for Canada, the proportion of seniors was 19.0%.

Development

(Source: Development Services Department)

City of Mission Business Licenses Issued



Number of Building Permits Issued



Construction Value of Building Permits Issued



Policing

(Source: RCMP Detachment)

Comparison of Crime Statistics 2020 to 2021 - Mission RCMP

CRIME CATEGORY	2020	2021	% Change 2020-2021
Total Violent Crime	712	693	-3%
Spousal Violence	115	127	10%
Drug Possession	132	60	-55%
Drug Trafficking	84	43	-49%
Shoplifting	194	194	0%
Business B&E	45	59	31%
Residential B&E	57	41	-28%
Other B&E	45	33	-27%
Auto Theft	119	164	38%
Theft from Auto	279	313	12%
Mischief to Property	524	419	-20%
All Other Property Crime	483	549	14%
Total Property Crime	1746	1772	1%

TRAFFIC STATISTICS	2020	2021	% Change 2020-2021
Seatbelt	64	82	28%
Speeding	940	336	-64%
Excess Speeding	109	29	-73%
Use of Electronic Device	115	203	77%
Other	1497	746	-50%
Criminal Cost Impaired	4	3	-25%
24 Hour Prohibition	111	85	-23%
Immediate Roadside Prohibition	203	157	-23%
Fatal Accidents	2	5	150%
Injury Accidents	79	85	8%

POLICE PROTECTION	2020	2021
Police Contract Strength*	52	52
Police Budgeted Strength**	52	52
Police Actual Strength***	52	52
Police to Population Ratio (actual strength)	1/824	1/832
Total Calls for Service (City of Mission Only)	13,311	14,559
*Contract strength = number of police officer positions appro	oved for funding by mun	icipality
**Budgeted strength = number of police officer positions fun	nded by municipality	
***Actual Strength = number of actual police officer position	ns utilized. Does not inclu	ıde
intergrated teams.		
All Crime Statistics are preliminary until verified and publis	hed by the Canadian Cer	ntre for Justice
Statistics		

Glossary of Terms

Amortization:

The process of allocating the cost of a tangible capital asset over the useful life of that asset.

Budget:

A financial plan that sets out all planned revenues and expenditures for the budget period.

Capital Financing:

The funding provided for capital projects through operating budget contributions, reserves, debt, grants from other levels of government, or other sources.

Debt Limit:

The Provincially legislated limit by which a municipality may incur debt (an obligation resulting from the borrowing of money). Debt servicing costs (i.e. principal and interest) may not exceed 25% of the previous year's revenue. Incurring debt beyond these limits requires prior Provincial Government approval.

Development Cost Charges (DCCs):

A fee charged to new developments to pay for the cost of capital infrastructure required as a result of growth.

Fiscal Year:

A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City's fiscal year is January to December.

Full-time Equivalent (FTE) Positions:

Conversion of full and part-time positions to the decimal equivalent of full-time positions based on full-time hours. For example, an employee who works twenty-six weeks in a year would be equivalent to 0.50 of a full-time position.

Generally Accepted Accounting Principles (GAAP):

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

Management Letter:

An auxiliary letter that is produced by the auditor as part of the annual financial statement audit which provides recommendations for improving internal controls and other business practices.

Municipal Finance Authority of BC (MFA):

A provincial organization that provides for marketing, placement, and administration of all municipal debt requirements in British Columbia. This Authority also operates an investment pool on behalf of municipalities.

Permissive Tax Exemptions:

The authority that Council has under the Community Charter to exempt certain charitable or philanthropic organizations from property taxes.

Public Sector Accounting Standards (PSAS):

PSAS are established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, and are recognized as GAAP for Canadian Governments. The City prepares its annual financial statements in compliance with both legislation and PSAS.

Regional Water and Sewer Utilities:

The water supply and sewage treatment systems that are jointly owned, governed and administered by the City of Mission and the City of Abbotsford.

Structural Deficit:

The practice of underestimating expenses or overstating revenues when it is more likely that the expenses will be higher or the revenues will be lower, thus creating a budget shortfall.

Surplus:

(Accumulated) Net economic resources; the amount by which all assets, both financial and non-financial exceed all liabilities and indicates that a government has net resources available to provide future services. (Annual) The difference between annual revenues and expenses. If positive it is referred to as Annual Surplus, if negative, it is an Annual Deficit.

Tangible Capital Assets:

Non-financial assets which have physical substance that are held for use in the production or supply of goods and services, have economic lives extending beyond one year, and are to be used on an ongoing basis. The City of Mission provides good governance and services to the citizens and businesses of the City while responsibly stewarding the City's financial resources and public assets.

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STAFF REPORT



To:Chief Administrative OfficerDate:June 20, 2022From:Scott Ross, Manager of Accounting ServicesSubject:2021 Statement of Financial Information

Recommendation(s)

- 1. That the City of Mission's 2021 Statement of Financial Information, attached as Attachment A to the report entitled "2021 Statement of Financial Information" from the Manager of Accounting Services dated June 20, 2022, 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 City's Statement of Financial Information (SOFI) for submission to the Ministry of Municipal Affairs and Housing prior to the June 30, 2022 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 2021 SOFI to be submitted to the Ministry of Municipal Affairs and Housing no later than June 30, 2022.

The SOFI report is comprised of the following documents:

- 2021 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

* The 2021 Financial Statements are included in the report titled "2021 Annual Report" on tonight's agenda for approval; therefore, they are not included again in this report.

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. The primary objective of the SOFI is to provide transparency for the use of public funds to the taxpayer.

Discussion and Analysis

A few key points regarding the attached statements and schedules:

Staff Remuneration

The remuneration amounts disclosed in the SOFI may 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 City to the employee or on behalf of the employee, in the rare case that this 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". Reported expenses exclude 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 may include items such as:

- Travel expenses;
- Professional membership or association dues;
- 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 City, 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.

Legislation Requirements:

It should be noted that the \$75,000 reporting threshold, as set in the *FIA*, hasn't changed since 2002 at a time when minimum wage was \$8.00 an hour or approximately \$16,000 per year. This means when the threshold was set it represented about 4.7 times the minimum wage. Minimum wage at the end of 2021 was \$15.20 an hour or approximately \$30,400 per year and the threshold now represents 2.5 times the minimum wage. Table A, as shown below, presents the minimum wage history since 2002.



Even between provinces the salary threshold has not necessarily remained current or comparable as shown below in the Table B: Public Bodies Salary Disclosure Threshold by Province. Of the nine provinces with salary threshold listed, British Columbia tied for 3rd lowest in the ranking.



Notable Changes for SOFI:

Table C: below shows the change in the number of employees in each wage range from 2020 to 2021 by employee group:

	<u>2021</u>	<u>2020</u>	Change %
Number of CUPE staff \$75K to \$100K	52	48	8%
Number of CUPE staff > \$100K	8	10	-20%
Number of IAFF staff \$75K to \$100K	3	1	200%
Number of IAFF staff > \$100K	13	10	30%
Number of Exempt staff \$75K to \$100K	6	7	-14%
Number of Exempt staff > \$100K	30	25	20%
Total number of all staff \$75K to \$100K	61	56	9%
Total number of all staff > \$100K	51	45	13%
Total number of all staff > \$75K	112	101	=

Table C: Summary of Changes for Total Remuneration & Expense Year Over Year Comparison

An employee that starts or leaves the employment of the City during the year may not be individually listed even if their normal annual salary exceeds \$75,000 per year. For example, if an employee with an annual salary of \$90,000 decides to retire at the end of August, they will have only been paid for eight months or \$60,000 (\$7,500 per month times eight months of service). If this retiree is replaced with a new employee, at the same time of the retirement, then the new employee also will not be listed on the SOFI report since they will have only been paid for four months at \$7,500 per month for a total of \$30,000.

Financial Implications

There are no financial implications directly associated with this report.

Communication

The public may view or download the latest SOFI at no cost from the City's website. The approved 2021 SOFI will be submitted to the Ministry of Municipal Affairs and Housing by the June 30, 2022 deadline.

Summary and Conclusion

The SOFI is an annual requirement under the *FIA*. Regulations under *FIA* Schedule 1, sections 1 to 4, require the 2021 SOFI to be submitted to the Ministry of Municipal Affairs and Housing no later than June 30, 2022.

The SOFI includes information such as the City'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 2021 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.

Report Prepared by:	Scott Ross, Manager of Accounting Services
Reviewed by:	Doug Stewart, Director of Finance
Approved for Inclusion:	Mike Younie, Chief Administrative Officer

Attachment

Attachment A: 2021 SOFI Report

CITY 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	Paul Horn
Director of Finance	MAYOR on behalf of Council
June 20, 2022	June 20, 2022

CITY 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 City 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 City'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 City of Mission.

On behalf of the City of Mission,

Doug Stewart Director of Finance June 20, 2022 Statement of Changes in Financial Position - Capital Fund

for the year ended December 31, 2021

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

Schedule of Debts

for the year ended December 31, 2021

Refer to Note 9 of the Financial Statements for the Schedule of Debts.

Schedule of Guarantee and Indemnity Agreements

for the year ended December 31, 2021

City of Mission does not have Guarantee and Indemnity Agreements.

Schedule of Remuneration and Expenses

for the year ended December 3	31, 2021	(1) REN	IUNERATION	(2) EX	PENSES		TOTAL
ELECTED OFFICIALS	POSITION						
Crawford, C	Councillor	\$	43,349	\$	260	\$	43,609
Davies, J	Councillor		43,349		260		43,609
Gill, J	Councillor		43,349		759		44,108
Hamilton, C	Councillor		43,349		759		44,108
Herar, K	Councillor		43,349		759		44,108
Horn, P	Mayor		54,307		1,099		55,406
Plecas, D	Councillor		43,349		549		43,898
SUBTOTAL - ELECTED O	FFICIALS	\$	314,401	\$	4,445	\$	318,846
EMPLOYEES	POSITION						
Adachi, R	Firefighter	\$	118,864	\$	3,130	\$	121,994
Algra, P	Asset Technician - Utilities	Ψ	84,406	Ψ	1,867	Ψ	86,273
Anderson, A	Revenue Supervisor		77,066		524		77,590
Anthony, J	Engineering Technologist 2 - Development		94,318		- 524		94,318
Atwal, H	Planner		81,527		56		81,583
Azevedo, B	Manager of Environmental Services		121,870		1,313		123,183
Barratt, S	Firefighter		99,702		325		100,027
Battel, R	Manager of RCMP Administration		103,891		243		100,027
Bond, M	Senior Planner - Land Use		95,507		935		96,442
Boutilier, J	Water/Sewer Operator		73,963		1,628		75,591
Brettell, M	Facilities Supervisor		91,338		218		91,556
Brough, C	Executive Assistant		91,139		171		91,310
Brown, G	Cell Guard / RCMP Fleet Services Supervisor		75,216		-		75,216
Butterfield, P	Engineering Technologist 3 - Traffic & Transportation		83,259		1,528		84,787
Crawford, S	Director of Economic Development		160,215		6,874		167,089
Crowell, L	Assistant Operations Manager - Fleet		111,652		44		111,696
Dalgleish, C	Parks Supervisor		82,080		548		82,628
DeSousa, K	Administrative Assistant		82,428		142		82,570
Dickinson, M	Manager of Long-Range Planning & Special Projects		111,983		1,333		113,316
Doherty, B	Mechanic		78,324		20		78,344
Fortier, A	Assistant Fleet Supervisor		86,879		20		86,899
Foster, I	Manager of Purchasing		97,105		530		97,635
Gherman, H	Director of Human Resources		144,012		1,720		145,732
Gill, H	Bylaw Enforcement Officer		81,738		-		81,738
Gill, H	Manager of Building Inspections		129,550		205		129,755
Glasgow, I	Assistant Fire Chief		152,363		5,260		157,623
Goddard, M	Fire Chief		180,472		2,566		183,038
Greene, S	Technical Services Supervisor		119,084		628		119,712
Griffith, T	, Fire Captain		144,835		_		144,835
Gruenwald, C	Director of Forestry		147,797		2,750		150,547
Hahn, B	Fire Captain		151,199		658		151,857
Harder, G	Engineering Techologist 1 - Development		87,509		402		87,911
Hargreaves, K	Manager of Social Development		114,660		300		114,960
Hawksby, G	Public Works Supervisor - Roads/Drainage		100,601		138		100,739
Hazzard, J	Planner		81,543		194		81,737
Holmes, J	Asset Technician - Roads and Drainage		79,307		1,522		80,829
Hooge, M	Mechanic		78,755		-		78,755
Horton, J	Manager of Parks & Facilities		111,322		2,153		113,475
Hynes, K	Health & Safety Advisor		90,268		2,252		92,520
	PAGE SUBTOTA	AL \$	4,097,747	\$	42,197	\$	4,139,944

Schedule of Remuneration and Expenses (continued)

the year ended December :	31, 2021	(1) REMUNERATION	(2) EXPENSES	TOTAL
IPLOYEES	POSITION			
Ibraheem, M	Electrician	\$ 88,415	\$ 2,134	\$ 90,5
Inglis, C	Firefighter	98,732	-	98,7
Isabella, S	Senior Planner - Policy	93,670	314	93,9
Jackman, J	Manager of Development Engineering, Projects & Design	140,694	946	141,6
Johnson, D	Building Inspector 2	87,664	674	88,3
Kastelein, A	Senior Infrastructure Planning Engineer	144,454	706	145,1
Key, S	Deputy Director of Parks, Recreation & Culture	120,519	210	120,7
Kinch, J	Engineering Technologist 3 - Asset Management	94,884	2,633	97,5
Kitsch, K	Forestry Technologist 2	96,895	1,417	98,3
Klassen, K	Budget Analyst	82,288	20	82,3
Klassen, C	Mechanic	78,508	318	78,8
Klassen, D	Roads/Drainage Supervisor	89,698	-	89,6
Klenk, B	Firefighter	171,618	1,776	173,3
Knowles, C	Manager of Information Services	132,219	1,846	134,0
Kyle, T	Director of Engineering & Public Works	182,675	2,587	185,2
Lakes, D	Human Resources Advisor	90,089	1,673	91,7
Laughlin, B	Forestry Operations Supervisor	91,853	701	92,5
Lissimore, A	Firefighter	115,154	-	115,1
Lopes, C	Mechanic	78,421	-	78,4
Low, J	Accounting Supervisor	84,624	-	84,6
Magee, C	Water/Sewer Operator	92,004	104	92,1
Martens, R	Crew Supervisor - Utilities	76,395	304	76,0
McColl, T	Public Works Supervisor - Utilities	116,857	306	117,
McCormick, S	Program Coordinator	74,895	368	75,2
McPherson, J	Recreation Leader - Aquatic	82,047	382	82,4
Mullaly, S	Network Analyst	78,153	360	78,
Naylor, T	Building Maintenance Supervisor	88,986	-	88,
Neufeld, S	Senior Buyer	78,431	530	78,
Onken, K	Deputy Treasurer / Collector	128,380	1,248	129,
Pearson, J	Mechanical / Electrical Services Supervisor	104,080	2,892	123,
Pichaloff, K	Planner	81,521	708	82,
Pitkethly, B	Deputy Chief Administrative Officer	196,438	1,988	198,
Publow, R	Manager of Planning	141,353	1,933	130,
Racine, R	Engineering Technologist 3 - Capital Projects	103,944	757	143,
Raman, S	Crew Supervisor - Facilities	88,380	-	88,
	Acting Senior Payroll Clerk	88,197	- 3,314	91, [,]
Rangers, M	o j		632	
Rangers, R	Firefighter	132,486 111,345	674	133,
Rohde, M Ross, S	Building Inspection Supervisor			112,
	Manager of Accounting Services Administration Supervisor - Recreation	116,855	1,690	118,
Roufosse, J	·	84,183 75 728	105	84,
Rowley, A	Planning Technician	75,738	595	76,
Russbueldt, C	Environmental Coordinator	76,310	5,448	81,
Russell, J	Corporate Officer	130,624	1,046	131,0
Rychkun, N	Assistant Fire Chief	150,655	3,352	154,0
Sami, D	Network Analyst	78,506	232	78,7
Sandford, L	Firefighter	130,476	1,059	131,
Schlesiger, G	Project Manager - Waterfront Masterplan	88,293	261	88,
Schneeberger, B	Planning Engineer	101,429	1,181	102,
Seeley, C	Manager of Tourism	110,821	2,563	113,
Sidhu, V	GIS Technician 2	76,367	-	76,3
Sieg, O	Building Inspector 3	94,811	2,312	97,1
	PAGE SUBTOT	AL \$ 5,342,033	\$ 54,299	\$ 5,396,3

Schedule of Remuneration and Expenses (continued)

for the year ended December	r 31, 2021	(1) REM	UNERATION	(2) EX	PENSES	 TOTAL
EMPLOYEES	POSITION					
Sinclair, M	Director of Parks, Recreation & Culture	\$	172,730	\$	1,388	\$ 174,118
Skelton, R	GIS Supervisor / Draftsperson		92,865		515	93,380
Sommer, D	Director of Development Services		173,874		1,846	175,720
St. Amour, K	Engineering Technologist 1 - Projects		85,892		2,461	88,353
Stewart, D	Director of Finance		180,224		1,477	181,701
Sutherland, B	Theatre Manager & Cultural Coordinator		90,889		-	90,889
Tam, J	Firefighter		99,138		-	99,138
Taylor, D	Fire Captain		147,750		1,305	149,055
Thomasson, R	Business Analyst		95,547		277	95,824
Todd, M	Firefighter		146,864		199	147,063
Unger, N	Firefighter		101,054		487	101,541
Van Egmond, J	Engineering Technologist 1		84,987		604	85,591
Vinnish, D	Acting Operations Manager		144,712		342	145,054
Vuong, S	Human Resources Assistant		78,614		1,316	79,930
Watson, B	Public Works Supervisor - Utilities		99,923		1,262	101,185
White, T	Firefighter		105,398		1,392	106,790
Xu, A	Manager of Engineering Planning & Assets		100,623		2,043	102,666
Young, D	Mechanic		82,294		339	82,633
Younie, M	Chief Adminstrative Officer		271,075		1,489	272,564
Zarazun, R	Water/Sewer Operator		89,973		2,116	92,089
Ziefflie, B	Fire Captain		138,080		521	138,601
Ziefflie, K	Firefighter		111,333		-	111,333

PAGE SUBTOTAL	\$ 2,693,839	\$ 21,379	\$ 2,715,218
Subtotal - employees with remuneration and expenses exceeding \$75,000	\$ 12,133,619	\$ 117,875	\$ 12,251,493
Consolidated Total - employees whose remuneration is \$75,000 or less	\$ 11,761,872	\$ 19,913	\$ 11,781,785
SUBTOTAL - EMPLOYEES	\$ 23,895,491	\$ 137,788	\$ 24,033,278
GRAND TOTAL - ELECTED OFFICIALS & EMPLOYEES	\$ 24,209,892	\$ 142,233	\$ 24,352,124

(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 City 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.

Statement of Severance Agreements

for the year ended December 31, 2021

There were **no** severance agreements under which payment commenced between the City of Mission and it's non-unionized employees during fiscal year 2021.

Schedule of Suppliers of Goods or Services

Excludes transfers to other taxing authorities and organizations

r the year ended December 31, 2021	AMOUNT PAID TO SUPPLIER	
GGREGATE PAYMENTS EXCEEDING \$25,000		
1166675 BC LTD	\$ 228,401	
ABBOTSFORD GLASS LTD	41,544	
ABSTRACT AUTO & WINDOW GLASS LTD	26,699	
ALARMTRON (BC) LTD	45,491	
ALSCO CANADA CORPORATION	32,873	
A-MAIS TECHNOLOGIES INC	37,365	
ANDREW SHERET LTD	222,934	
APLIN & MARTIN CONSULTANTS LTD	54,980	
ARCHWAY COMMUNITY SERVICES - RECYCLING	293,353	
ASSOCIATED ENGINEERING (BC) LTD	65,180	
AVENUE MACHINERY CORP	31,252	
B.A. BLACKTOP LTD	43,853	
BC ASSESSMENT AUTHORITY	509,688	
	645,118	
BC HYDRO - MASTER BILLING	955,492	
BC TRANSIT	1,066,557	
BCRS (ROAD SAFE INC)	34,494	
BDO CANADA LLP	33,645	
BLACK PRESS GROUP LTD	84,881	
BMO - BANK OF MONTREAL	401,799	
BOILEAU ELECTRIC & POLE LINE LTD	43,553	
BRIDGEWATER PROPERTIES INC	73,017	
CANADIAN INDUSTRIAL PUMPS LTD	28,937	
CANADIAN PACIFIC RAILWAY COMPANY	153,888	
CANADIAN RAMP COMPANY	187,194	
CASCADE ROOFING & EXTERIORS INC	1,404,692	
CDW CANADA INC	32,352	
CENTERLINE TRAFFIC MANAGEMENT LTD	117,350	
CENTRALSQUARE WORKTECH SOLUTIONS INC	28,357	
CHARLIE SMITH MACHINE WORKS LTD	34,304	
CITY OF ABBOTSFORD	2,784,032	
CITYSPACES CONSULTING LTD	50,024	
CLEARTECH INDUSTRIES INC	36,150	
CLOVERDALE FUEL LIMITED	71,190	
CMAC CONCRETE	104,906	
COBRA ELECTRIC SERVICES LTD	70,845	
CONNECT MEDIA	28,535	
COOLSTUFF STUDIOS INC	39,517	
CROWN CONTRACTING LIMITED	1,142,859	
CUSTOM TANK SERVICES LTD	33,162	
DACON EQUIPMENT LTD	56,810	
DAMS FORD LINCOLN SALES LTD	222,964	
DAVIES SAND & GRAVEL LTD	157.877	
DELL CANADA INC	36.003	
DICK JAMES TRUCKING LTD	40,706	
DIGITAL BOUNDARY GROUP	32,371	
DOUGNESS HOLDING LTD C/O BILL CAMERON	283,019	
DRIVE PRODUCTS INC	39,737	
DU, LIAN XIANG	30,256	
EAGLEGREEN LLP	32,978	
EAGLEGREEN LLP EMCO CORPORATION		
	230,423	
	PAGE SUBTOTAL \$ 12,483,607	

Schedule of Suppliers of Goods or Services (continued)

Excludes transfers to other taxing authorities and organizations

for the year ended December 31, 2021	AMOUNT PAID TO SUPPLIER	
AGGREGATE PAYMENTS EXCEEDING \$25,000		
EMERALD GREEN MECHANICAL	\$ 124,159	
ENFOR CONSULTANTS LTD	42,455	
ESC AUTOMATION INC	61,994	
ESRI CANADA LIMITED	59,629	
FIELD'S TREE SERVICE INC	27,440	
FINNING (CANADA) - CREDIT DEPARTMENT	56,937	
FIRST TRUCK CENTRE VANCOUVER INC	34,092	
FORTISBC - NATURAL GAS	256,695	
FRASER RIVER PILE & DREDGE (GP) INC	3,670,416	
FRASER VALLEY BUILDING SUPPLIES	44,638	
FRASER VALLEY EQUIPMENT LTD	28,094	
FRASER VALLEY INVASIVE SPECIES SOCIETY	28,130	
FRASER VALLEY REFRIGERATION LTD	78,295	
FRED SURRIDGE LTD	47,344	
GB PAVING LTD	30,451	
GBF TECHNICAL FORESTRY INC	60,953	
GESCAN	44,246	
GFL ENVIRONMENTAL INC	2,906,886	
GHD LIMITED	102,236	
GRANDVIEW BLACKTOP LTD	47,691	
GREEN ROOTS PLAY EQUIPMENT INC	31,986	
GROUPHEALTH GLOBAL - TRUST	1,242,751	
GUILLEVIN INTERNATIONAL INC	47,946	
HANLEY AGENCIES LTD	30,241	
HANNA INFRASTRUCTURE LTD	804,982	
HUB FIRE ENGINES & EQUIPMENT LTD	291,338	
ICBC	114,771	
IDRS - INTERNATIONAL DIRECT RESPONSE SER	27,584	
INFINITE ROAD MARKING LTD	28,268	
INFINITY-PACIFIC STEWARDSHIP GROUP LTD	52,370	
ISL ENGINEERING AND LAND SERVICES	30,168	
IT BLUEPRINT SOLUTIONS CONSULTING	180,514	
JUSTICE INSTITUTE OF BC	28,367	
JW RECYCLE IT INC	44,924	
KEMANO CONSTRUCTION LTD	360,458	
KEY-WEST ASPHALT (333) LTD	664,655	
KTI LIMITED	90,118	
LAFARGE ASPHALT TECH.aDIVISIONofLAFARGE	61,886	
LANGFAB FABRICATORS LTD	51,295	
LIDSTONE & COMPANY	175,329	
LIT AQUATICS LTD	27,979	
LONG VIEW SYSTEMS	45,136	
LORDCO PARTS LTD	84,044	
MACK KIRK ROOFING & SHEET METAL LTD	388,395	
MAINROAD MAINTENANCE PRODUCTS	49,689	
MCBRIDE DESIGNS	34,415	
	33,958	
MIKE'S BACKHOE SERVICE LTD	106,722	
	94,000	
MINISTER OF FINANCE - FOREST REVENUE	33,310	
MINISTER OF FINANCE - PUBLIC SAFETY	350,614	
	PAGE SUBTOTAL \$ 13,360,994	

Schedule of Suppliers of Goods or Services (continued)

Excludes transfers to other taxing authorities and organizations

for the year ended December 31, 2021	AMOUNT PAID TO SUPPLIER	
AGGREGATE PAYMENTS EXCEEDING \$25,000		
MINISTER OF FINANCE - STUMPAGE	\$ 1,507,885	
MINISTER OF FINANCE & CORPORATE RELATION	448,946	
MISSION COMMUNITY SKILLS CENTRE	800,000	
MISSION DOWNTOWN BUSINESS ASSOCIATION	101,966	
MISSION FRIENDSHIP CENTRE SOCIETY	43,540	
MISSION PUBLIC SCHOOLS (#75)	64,043	
MISSION REGIONAL CHAMBER OF COMMERCE	26,500	
MONERIS	47,058	
MP TRAFFIC CONTROL LTD	160,221	
MSA FORD SALES LTD	61,237	
MUNICIPAL INSURANCE ASSOCIATION OF BC	567,055	
MUNICIPAL PENSION PLAN	-	
	2,120,611	
NEOPOST CANADA LIMITED	33,600 54,223	
NEW WEST GYPSUM RECYCLING (BC) INC NIXON & ASSOCIATES	54,223 70,325	
	70,325	
NORTHWEST HYDRAULIC CONSULTANTS LTD	91,900 230 167	
O2 PLANNING & DESIGN INC	239,167	
ONSITE ENGINEERING LTD	180,042	
PACIFIC FLOW CONTROL LTD	32,850	
PAGE TWO STRATEGIES INC	29,531	
PD DEVELOPMENT CORPORATION	134,049	
PHIL'S JANITORIAL SERVICE	92,744	
PINCHIN LTD	37,953	
PLATINUM STONE CONTRACTING LTD	62,023	
PRECISION SERVICE & PUMPS INC	27,814	
PRO AIR MECHANICAL LTD	42,881	
PRT - COASTAL BC	25,657	
R.F. BINNIE & ASSOCIATES LTD.	67,996	
RECEIVER GENERAL FOR CANADA	1,308,163	
RECEIVER GENERAL FOR CANADA - RCMP	8,717,056	
RICOH CANADA INC	91,898	
ROCKY MOUNTAIN PHOENIX	58,180	
ROCKY POINT ENGINEERING LTD	31,763	
ROGERS WIRELESS	86,316	
SANSCORP PRODUCTS LTD	68,767	
SCADA CONTROLS CENTRAL LTD	47,224	
SCHOOL DISTRICT #75 - MISSION	224,435	
SEXAUER LTD, LTEE	27,986	
SOFTCHOICE LP	153,174	
SOURCE FLOOR & SPECIALTIES INC	44,633	
SOURCE OFFICE FURNISHINGS & SYSTEMS LTD	41,083	
SOUTH COAST BC TRANSPORTATION AUTHORITY	647,861	
STAPLES BUSINESS ADVANTAGE	60.702	
STEWART MCDANNOLD STUART	151,668	
SUNCOR ENERGY PRODUCTS PARTNERSHIP	706,633	
SUTTLE RECREATION INC	59,412	
SUTTON ROAD MARKING LTD	97,445	
SYLVAN VALE NURSERY LTD	25,511	
TAG CONSTRUCTION LTD	32,708	
TASEKO TIMBER LTD	199.660	
TELUS COMMUNICATIONS (BC) INC	41,654	
PAGE	E SUBTOTAL <u>\$ 20,095,749</u>	
Schedule of Suppliers of Goods or Services (continued)

Excludes transfers to other taxing authorities and organizations

for the year ended December 31, 2021	AMOUNT PAID TO SUPPLIER	
AGGREGATE PAYMENTS EXCEEDING \$25,000		
TELUS SERVICES INC	\$ 39,527	
TLD COMPUTERS INC	59,881	
TRANSWOOD TIMBER LTD	72,170	
ULINE CANADA CORPORATION	41,095	
UNICORN PRODUCTS LTD	160,447	
UNION OF BC MUNICIPALITIES	25,408	
UNITED DEFENSE SECURITY LTD	72,516	
URBAN SYSTEMS LTD	554,099	
VALLEY TECH PRODUCTION GROUP LTD	153,649	
VICTORIA MOBILE RADIO LTD	93,034	
VIMAR EQUIPMENT LTD	332,001	
WEDLER ENGINEERING LLP	96,621	
WIREFIRE SOLUTIONS INC	309,589	
WOLSELEY WATERWORKS GROUP	145,605	
WOOD WYANT INC	52,228	
WORKERS' COMPENSATION BOARD OF BC	437,964	
WSP CANADA GROUP LIMITED (OIC)	311,689	
ZANZIBAR HOLDINGS LTD	32,203	
ZDUNICH, SANDRA	31,429	

PAGE SUBTOTAL	\$ 3,021,155
Grand Total - Aggregate Payments exceeding \$25,000	\$ 48,961,505
Consolidated Total - Suppliers who received aggregate payments of \$25,000 or less Subtotal	\$ 4,115,027 4,115,027
CONSOLIDATED TOTAL PAID TO SUPPLIERS FOR GRANTS & CONTRIBUTIONS	\$ 382,964
TOTAL PAYMENTS MADE FOR THE PROVISION OF GOODS AND SERVICES	\$ 53,459,496

The City 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 and the return of refundable deposits.

STAFF REPORT



То:	Chief Administrative Officer	Date: June 20, 2022
From:	Scott Ross, Manager of Accounting Service	es
Subject:	Investment Holdings Quarterly Report –	March 31, 2022

Recommendation(s)

This report will bring Council and the public up-to-date on the City's cash and portfolio investment holdings. This report is provided for information purposes only. No staff recommendation accompanies this report and Council action is not required.

Purpose

The purpose of this report is to provide Council with a quarterly update of the City's cash and portfolio investment holdings.

Background

In accordance with the City's Investment Policy FIN.20, staff report to Council on the City's investment holdings on a quarterly basis.

Discussion and Analysis

The following table summarizes the City's cash and portfolio investment holdings subscriptions, redemptions, working capital uses and interest earnings from December 31, 2021 to March 31, 2022:

City of Mission

Cash & Investments Movement Q1 2022

	В	Opening alance, Dec 31, 2021	Subscriptions	Redemptions ^A	Working	vestment ncome / (Loss)	Ending Jalance, Mar 31, 2022
Bank & High interest savings accounts	\$	66,384,599	\$ -	\$-	\$ (28,658,123)	\$ 122,320	\$ 37,848,796
Fixed term deposits		50,166,470	18,117,227	(10,155,389)	-	298,866	58,427,174
Accrual notes		12,093,650	-	(23,500)	-	67,660	12,137,810
Government backed bonds		13,167,354	2,078,488	(33,622)	-	70,286	15,282,506
MFA Money Market		2,004,887	-	-	-	1,606	2,006,493
MFA Short-term bond fund		17,937,615	-	-	-	(493,261)	17,444,354
Total Cash & Investments	\$	161,754,575	\$ 20,195,715	\$ (10,212,511)	\$ (28,658,123)	\$ 67,477	\$ 143,147,133

^A Includes maturities or scheduled interest payments

^B All uses of funds for City operating and capital programs

Excluding general bank interest earnings, the City's investment portfolio has yielded an average annualized return of approximately 0.17% for the three months ended March 31, 2022 compared to an average annualized return of approximately 1.17% for the three months ended December 31, 2021. Interest earnings from January to March 2022 was \$67,477 compared to interest earnings from October to December 2021 of \$484,575. The reason for the low earnings is because of the recent negative impact to the Municipal Finance Authority of British Columbia (MFABC) Bond fund.

In Q1, the Bank of Canada doubled its overnight rate from 0.25% to 0.50% in an effort to curb a sharp rise in inflationary pressures. After Q1, further increases were announced on April 13th and June 2nd bringing this key rate to 1.50%. Furthermore, the market broadly expects another rate increase of 50 basis points in July and the overnight rate to reach 3% by early 2023. These rate increases have negatively impacted all bond rates across the curve with 5-year, 10-year and 30-year Government of Canada bonds by over 1.5% over the last year.

A balanced portfolio should have both short-term deposits & money market instruments (i.e. high interest savings accounts) and longer-dated bonds, term deposits, and accrual notes based on the City's cash flow needs, as it is impossible to accurately predict the future path of interest rates and this strategy can hedge against both inflation and deflation. Deposits and money market instruments have no interest rate risk (their value does not move with Bank of Canada interest rate changes). Term deposit values are also protected against market rate swings since their rate of return is fixed and, unlike bonds, these instruments do not have an active secondary market. Longer-dated fixed income instruments (such as bond funds) offer higher yields BUT are subject to appearing to lose value (on paper and most often temporarily) if rates move up. Because the MFABC Bond fund is a pooled collection of dozens of individual bonds with varying terms and returns the values are "marked to market" which means the value changes every day based on what it could theoretically sell for on that particular day. This temporary decline in value does not represent an actual loss of funds unless the City was to cash out of the fund and crystalize that loss permanently.

When interest rates increase, as is happening now, bond fund values will fall, while term deposits maintain their value and new term deposits will offer higher yields; whereas when interest rates decrease, bond fund values increase providing greater yields than term deposits. This inverse relationship is illustrated in the image below:

	Prime Interest Rate Increases	Prime Interest Rate Decreases
Term deposit yields		-
Bond fund values		

It should be noted that all MFABC pooled investment products are managed by Phillips, Hager, & North. Local governments and regional districts have the option to purchase these funds if desired. The MFABC recommends that we stay in the short-term bond fund for the next three years. The MFABC short-term bond fund has a duration of about 2.6 years, meaning that a 1% increase in interest rates causes a 2.6% decline in the value of the fund, based on the bonds held within the fund being marked-to-market. Given that these funds are not needed in the short or intermediate term, it would be prudent for the City to maintain these funds as is. As existing bonds

mature within the MFABC short-term bond fund, these will be replaced with higher yielding bonds that should overcome the temporary capital losses that have been experienced in the fund. That being said, as we are presently in a rising interest rate environment, the MFABC short-term bond fund will likely continue to experience marked-to-market losses until rates begin to stabilize.

All investment decisions made comply with Section 183 of the *Community Charter* and adhere to the primary objective of the City's Investment Policy FIN.20 which is to ensure the preservation of capital. Staff continue to look for the best options for investment as opportunities arise.

Financial Implications

There are no financial implications directly associated with this report.

Communication

This report requires no internal nor external communications.

Summary and Conclusion

The City's total cash and portfolio investment balance is \$143.1 million as at March 31, 2022 compared to \$161.8 million as at December 31, 2021. Interest earnings from January to March 2022 was \$67,477 compared to interest earnings from October to December 2021 of \$484,575.

Overall, investment returns are not as high as in the prior quarter due to the marked-to-market (paper) loss within the MFABC short-term bond fund due to the rapid increase in the Bank of Canada's overnight rate.

Report Prepared by:	Scott Ross, Manager of Accounting Services
Reviewed by:	Doug Stewart, Director of Finance
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

STAFF REPORT



То:	Chief Administrative Officer	Date: June 20, 2022
From:	Barclay Pitkethly, Deputy Chief Administrative Officer	
Subject:	Silverdale Comprehensive Planning Are Section 477 Report	a – Central Neighbourhood Plan

Recommendation(s)

No recommendation accompanies this report. This report is provided for information purposes only to allow Council to make informed decisions when considering the upcoming Official Community Plan amending bylaw.

Purpose

The purpose of this report is to inform Council on the potential cost implications associated with approval of the Central Neighbourhood Plan and to provide recommendations to mitigate these costs.

Discussion and Analysis

In accordance with Section 477 of the *Local Government Act*, all Official Community Plan amendments must consider the financial impact on its i) financial plan and ii) waste management plan.

In this regard, the terms of reference for conducting neighbourhood planning within the Silverdale Comprehensive Planning Area stipulates that the Cost Recovery Analysis for each planned area provide a Taxation Analysis to ensure the City can provide services without being a taxation burden over the long term. The Analysis looks at anticipated tax revenue from new construction and compares it to expenses related to the new development, including emergency services, City operations, and long-term replacement funding.

GP Rollo and Associates have been commissioned to undertake the analysis to show what the impact of future development would be on the City of Mission. As part of the Master Infrastructure Plan, this analysis showed that, if developed as expected, Silverdale would account for approximately 34% of the City's property value, provide approximately 32% of the City's taxation revenue, and about 30% of the City's expenses.

For the Central Neighbourhood Plan specifically, if developed as proposed, the CNP is projected to make up 24% of Mission's property value, to provide 22% of Mission's property tax revenue, and to generate about 19% of the City's municipal expenses.

A copy of the full report for the Central Neighbourhood is included as an Appendix to the Central Neighbourhood Planning document and available on engage.mission.bc.

This analysis is stating that, over the long-term and at final build out, there is no negative impact on the City's finances. In terms of the City's waste management plan, this program is partially funded through user fees and costs to expand the urban waste collection area will incur during the early phases of development. As growth occurs, development taxation and user fees will be able to cover the costs of the expanded service. Generally, the analysis shows that other than the first few years where development is being planned and constructed, the revenue (taxation) exceeds the costs. This is due to:

- a) costs to bring development to a point where new residents pay taxes,
- b) the City's need to ramp up its capacity to ensure development can occur, and
- c) early expansion of the urban waste collection boundaries for the new residents.

The chart below showcases the analysis in a graphic form:



Over the short term, it is recommended the City invest in staffing to process the anticipated planning, subdivision, and building applications. These costs may be offset within a relatively short period of time as product comes online and new residents start adding to the property tax revenues.

Council Goals/Objectives

Neighbourhood planning in Southwest Mission meets Council's 2018 – 2022 Strategic Plan and addresses Strategic Focus Areas 2 and 4 and, specifically, Priority Action item 4.7:

2. Secure Finances, Assets, and Infrastructure

Central to Council's vision and mission is the responsible planning and management of public resources and infrastructure. Council is committed to working with the community to ensure resources are available to fund services and to plan, manage and maintain public infrastructure assets.

Goals:

To ensure sound financial management of the District

To ensure resources are available when needed

To ensure well planned, maintained and financed public infrastructure

Council supports the evolution of Mission as a livable, attractive, and complete community that meets the everyday needs of its residents.

Goals:

To develop distinct neighbourhoods and a livable community

To be an attractive community for living, working, and playing

To the greatest extent possible, meet the social, cultural, and physical needs of the community

Priority Action 4.7 Undertake neighbourhood planning

Short Term:

• Southwest Mission

Financial Implications

There are no financial implications with this report as it is provided for information only.

Should Council adopt the Central Neighbourhood Plan there will be a requirement to hire three additional staff, one in planning, one in engineering, and one in building, as a condition of approval.

The expected costs for these positions will be approximately \$385,000 or equivalent to just under a 1% increase in 2022 dollars.

Communication

No communications are necessary at this point in the proceedings.

A Public Hearing is scheduled for June 27, 2022.

Summary and Conclusion

Section 477 of the Local Government Act required that all Official Community Plan amendments consider the financial impact on its i) financial plan and ii) waste management plan. The Section 477 Report outlines the financial implications for the Silverdale Comprehensive Planning Area – Central Neighbourhood Plan.

The conclusion of the analysis completed by GP Rollo and Associates states that growth, if developed according to the plan, will not be a taxation burden to the City. In other words, because the plan achieves certain densities and provides for limited commercial opportunities, the additional expenses resulting from this increased development will be off-set by increased property tax revenue.

Report Prepared by:	Barclay Pitkethly, Deputy Chief Administrative Officer
Reviewed by:	Doug Stewart, Director of Finance
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

STAFF REPORT



То:	Chief Administrative Officer	Date: June 20, 2022	
From:	Jay Jackman, Manager of Development Engineering, Projects & Design		
Subject:	Development and Subdivision Control By Livable Street Design Standards	ylaw Proposed Amendments –	

Recommendation(s)

This report details proposed amendments to the City of Mission Development and Subdivision Control Bylaw 5650-2017. The proposed amendments include new livable street cross sections as well as housekeeping items and offer clarification on clauses that were previously adopted. Development and Subdivision Control Amending Bylaw 6108-2022-5650(4) has been listed for first, second and third readings under the "Bylaws for Consideration" section of the agenda.

Purpose

The purpose of this report is to present the Amending Bylaw 6108-2022-5650(4) for Development and Subdivision Control Bylaw 5650-2017 to Council for consideration for the first three readings. Given that the Amending Bylaw relates to a regulatory bylaw, no public hearing is required as part of Council's consideration of the Bylaw.

Background

The Development and Subdivision Control Bylaw 5650-2017 details infrastructure and servicing standards for land development and capital works and plays a key role in ensuring the appropriate fit, form and function of the City's public assets. Staff recognize that a bylaw of this complexity will require amendments from time to time as developers, contractors and consultants work with staff to develop, redevelop, and carry out the City's Annual Capital Plan. Previous amendments pertaining to the Development and Subdivision Control Bylaw were adopted by Council on December 17, 2018 and April 15, 2019, and January 18, 2021 respectively.

Although commonly considered an engineering document, many of the requirements outlined in the Development and Subdivision Control Bylaw impact a broad range of departments within the City and, in turn, the Bylaw itself is affected by departmental business changes outside of the Engineering and Public Works Department. In an effort to keep the Bylaw current, staff maintain a list of possible amendments and revisions throughout the daily application of the Bylaw until such time an encompassing amending bylaw is warranted.

Discussion and Analysis

The primary goal of this Amending Bylaw of the Development and Subdivision Control Bylaw is to introduce and adopt the new Livable Street Design standards and road cross sections, resolve a number of housekeeping items, and to provide ongoing clarity and continuity. Staff have provided a summary of the proposed amendments complete with commentary on each revision in Attachment A. For additional reference, Attachment B includes a copy of the

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Development and Subdivision Control Bylaw 5650-2017 with "Tracked Changes" on to illustrate the proposed changes to the text.

Staff are introducing new livable street standards which will be applied to all areas of the City of Mission and will replace many of the previously adopted road cross sections and design standards. These new standards and cross sections were developed using internal and external expertise and are considered best practice for the development of streets today. These new standards and cross sections align with the BC Active Transportation Design Guideline, are considered multi-modal, and support the OCP policies that encourage the use of public transit, bicycles, and walking.

Council Goals/Objectives

The Development and Subdivision Control Bylaw is far reaching and impacts a broad range of stakeholders from both the public and private sectors. Staff are receptive to input from industry professionals and the private sector while ensuring the Bylaw is in keeping with best practices and Council's Guiding Values including:

- Future Focused,
- Sustainability,
- Communication and Engagement,
- Fair Processes, and,
- Organizational Excellence.

Financial Implications

There are no significant anticipated financial implications to the City or the development community with the proposed amendments.

While the proposed Livable Street Design standards may marginally impact development and construction costs, they also provide flexibility to developers and a more balanced, livable, and complete street for all users.

Communication

The proposed amendments have been reviewed by the Development Liaison Committee (DLC), local consultants, and the general public. Through Engage Mission there were 68 responses over a period of 3 weeks. All participants took the simple 4 question survey and 30 participants followed up with written comments (Attachment B). The written comments were rather random, but they had one reoccurring theme amongst the 30 comments which was parking concerns. This is not surprising, but parking requirements are set out in the Zoning Bylaw, not the Development and Subdivision Control Bylaw. However, the responses to the 4 simple questions were clear. The majority of participants support livable street standards (76.1%), wider sidewalk facilities (72.1%), the implementation of multi-use pathways (65.7%), and the inclusion of boulevard trees in street design (77.9%). As a result of this feedback, staff are confident that the proposed changes are supported by the majority of stakeholders.

Summary and Conclusion

The Amending Bylaw for Development and Subdivision Control Bylaw 5650-2017 includes Livable Street Design standards and road cross sections and proposed housekeeping amendments. The new Livable Street Design standards align with the BC Active Transportation Design Guidelines, are considered multi-modal, and support the OCP policies that encourage the use of public transit, bicycles, and walking. The housekeeping amendments are to provide clarification and improve continuity and governance.

Staff have listed the Development and Subdivision Control Amending Bylaw 6108-2022-5650(4), under the "Bylaws for Consideration" section of the agenda.

Report Prepared by:	Jay Jackman, Manager of Development Engineering, Projects & Design
Reviewed by:	Tracy Kyle, Director of Engineering & Public Works
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer

Attachment(s)

Attachment A:	Summary of Amendments to the Development and Subdivision Control Bylaw 5650-2017
Attachment B:	Survey Response Report

A draft of Development and Subdivision Control Bylaw 5650-2017 with "Tracked Changes" to illustrate the amendments proposed in Development and Subdivision Control Amending Bylaw 6108-2022-5650(4) is available upon request.

Sections in the Bylaw	Description of the Change
Entire Document	FIND: "District" and replace with "City"
Introduction: Section 9, 9.16	CORRECTION: Delete "arborist" and replace with "agrologist"
Schedule B:	ADD: "T " to within urban area Industrial and Institutional. Add boulevard tree requirement to these industrial roadways to align with new road design standards and new drawing SS-R07. REVISE: "(less than 0.36 greater than 0.20) to (less than 0.36 greater than 0.19)
Schedule B-1:	ADD: "T " to within urban area Industrial and Institutional. Add boulevard tree requirement to these industrial roadways to align with new road design standards and new drawing SS-R07. REVISE: "(less than 0.36 greater than 0.20) to (less than 0.36 greater than 0.19) CORRECT: and remove superscript.
Schedule C: Section 1.4.1	ADD: "The Developer shall designate a <i>Consulting Engineer</i> and complete and submit to the Engineer a Schedule H Form F5"
Schedule C: Section 1.6.2.1	ADD: "as amended" after Land Use Application Procedures and Fees Bylaw. REPLACE: 5% with " a percentage " of the total cost …
Schedule C: Section 2.3.1	DELETE: "inked and use minimum 80CL size Leroy lettering or digital CAD equivalent" ADD: "in general accordance with the National CAD standard and MMCD layers using the official City AutoCAD templates"
Schedule C: Section 2.6.2.1	DELETE: "Two complete sets of plans of the proposed Works and Services prepared, sealed and signed by the Consulting Engineer and, as required by the Consulting Electrical Engineer or, a pdf file that can be red-lined by staff" ADD: "One "optimized" PDF file that has been flattened and is free of comments, object data, digital seals, or security features."
Schedule C: Section 2.6.3.1	DELETE: "Two complete sets as in 2.6.2.1" ADD: " One complete set as described in 2.6.2.1 "
Schedule C: Section 2.6.4.2	EDIT: Six (6) complete sets of paper prints of the proposed Works and Services, signed and sealed by the Consulting Engineer, Electrical Engineer, and Consulting Landscape Architect as required, and one PDF file .
Schedule C: Section 2.7.2.1	EDIT: The Consulting Engineer shall submit one complete sets of design drawings in PDF format of the Works and Services showing all works as constructed (except for the road cross-section sheet(s)) or a pdf file-which can be red-lined by staff, and one set of photo copied or PDF'd-Service Record Cards in PDF format .

Schedule C: Section 3.5.1	EDIT: 3.5.1 Upon application for a building permit, or of all additions, renovations and structural alterations made, exceeding 50% of the current floor area, or if the cost of any proposed renovations exceeds 50% of the assessed value of the existing building, as determined by the most recent assessment by the British Columbia Assessment Authority, where each existing and future building on a Parcel is or will be constructed with an automatic fire sprinkler system protecting the entire building, the minimum fire flow required at that Parcel may be reduced to the greater of:
Schedule C: Section 3.5.2	REPLACE: 3.5.2 with: Shall be compliant with the City of Mission Fire Sprinkler Bylaw 5679-2017 requirements, designed by a registered professional, and submitted to the City Building Division for review.
Schedule C: Section 3.5.3	ADD: 3.5.3: Where necessary, the District of Mission may require the proposed extended Water Distribution System to be upsized. The Engineer may approve District payment for the cost of upsizing beyond sizes required by these standards and specifications related to material only.
Schedule C: Section 3.15.3	ADD: Where a property is zoned to allow for a detached coach house or garden cottage the well shall be capable of providing additional flows sufficient to supply a detached coach house or garden cottage. Additional flow requirements are to be determined by a qualified professional and shall be clearly noted in the report described in 3.15.6.
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 3.14.3 and replace with 3.15.3
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 4.8.4.2 and replace with 4.8.4.8.2
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 4.8.4.3 and replace with 4.8.4.8.3
Schedule C: Section 4.8.4.1	CORRECTION: Delete reference to 4.8.4.1 and replace with 4.8.4.8.1
Schedule C: Section 4.10.1.4	ADD: New section to set out criteria for when an onsite pumped storm connection would be considered by the City of Mission.
Schedule C: Section 4.10.12.3	CORRECTION: Delete 100 year event and replace with 200 year event.
Schedule C: Section 5.3.4.1.1	CORRECTION: Delete reference to 5.3.4.1.1 and replace with 5.3.2.2.2
Schedule C: Section 5.3.2.2.1.1	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.1
Schedule C: Section 5.3.2.2.1.2	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.2
Schedule C: Section 5.3.2.2.1.3	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.3
Schedule C: Section 5.3.2.2.1.4	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.4
Schedule C: Section 5.3.2.2.1.5	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.5
Schedule C: Section 5.3.2.2.1.6	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.6
Schedule C: Section 5.3.2.2.1.7	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.7
Schedule C: Section 5.3.2.2.1.8	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.8
Schedule C: Section 5.3.2.2.1.9	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.9

Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.10	5.3.4.1.10
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.11	5.3.4.1.11
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.12	5.3.4.1.12
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.13	5.3.4.1.13
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.14	5.3.4.1.14
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.15	5.3.4.1.15
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.16	5.3.4.1.16
Schedule C: Section	
	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.17	5.3.4.1.17
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.18	5.3.4.1.18
Schedule C: Section	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with
5.3.2.2.1.19	5.3.4.1.19
Schedule C: Section 8.3.3.2	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
Schedule C. Section 6.5.5.2	Pathway
Schedule C: Section 8.3.4	EDIT: design eriteria for Collector Road
Table 8.1	EDIT: design criteria for Collector Road
	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
Schedule C: Section 8.10	Pathway
	ADD: "On all roads with bike lanes, curb/gutter/catch basins
Schedule C: Section 8.10.1.2	adjacent to the bike lane shall be bike friendly as per Standard
	Drawing"
	ADD: Ramps shall include Armor-Tile ADA-C-2448 24" X 48" Cast
Schedule C: Section 8.10.2.1	In Place Federal Yellow Tactile Warning Strip or approved
	alternate.
	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
Schedule C: Section 8.10.3	Pathway
	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
Schedule C: Section 8.10.3.1	Pathway
	DELETE: "Typically:" and the table which follows
	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
Schedule C: Section 8.10.3.2	
	Pathway (3X)
Cabadula C: Castiar 0.40.0.0	ADD: "All Multi-use Pathways shall be hotmix asphalt placed in
Schedule C: Section 8.10.3.3	accordance with MMCD 32 12 16, to a minimum compacted
	thickness of 75mm."
Schedule C: Section 8.10.3.4	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use
	Pathway
	ADD: 8.16.11 Trail lighting where trails meet a municipal road
Schedule C: Section 8.16	should be accomplished by locating the pole and light fixture on
	the road allowance in a location that illuminates both the road
	and the trail intersection.

Schedule C: Section 8.20.1	DELETE: text and replace with "Where a comprehensive analysis of road alignments and grades confirms the maximum grades in Table 8.1 are not achievable or result in excessive cuts/fills at numerous locations, the design of roadways in the Subdivision/Development may employ the following criteria at the discretion of the Engineer. The Consulting Engineer will submit a report detailing alternate road alignments (which are not to be limited by property lines), grades, cuts/fills, and other criteria to assist the Engineer in making a determination and will provide additional analysis as required. The Consulting Engineer shall verify with the Engineer the use of these criteria prior to commencement of planning and design of a Development." (mountainous terrain)		
Schedule C: Section 8.20.1.1	EDIT: Design speed and posted speed criteria (mountainous terrain)		
Schedule C: Section 8.20.2	INSERT: New Design Elements (mountainous terrain)		
Schedule C: Section 8.20.3	EDIT: Intersections design criteria (mountainous terrain)		
Schedule C: Section 8.20.4	ADD: Arterial Roads design criteria (mountainous terrain)		
Schedule C: Section 9.7.1	CORRECTION: reference to section G. Delete "section G" and replace with "Schedule M, Supplemental Standard Drawing TP-7"		
Schedule K: Area Specific Hillside Standards For Silverdale Neighbourhood Planning Area	DELETE: Schedule K		
Schedule L: Waste Management Design Guidelines	ADD: Row to table for Glass – 10 L/Unit/Week – every two weeks EDIT: Text edits throughout schedule to clarify expectations.		
Schedule M – Section 32 92 23 2.1 Sod	2.1.1 ADD: "Plastic Mesh is not permitted"		
Schedule M – Section 33 11 01 2.6 Hydrants	2.6.3 ADD: "Clow Brigadier"		
Schedule M: SS-C01	DELETE: tactile surface and replace with Armor-Tile ADA-C-2448 24" X 48" Cast In Place Federal Yellow Tactile Warning Strip		
Schedule M: SS-C01A	DELETE: tactile surface and replace with Armor-Tile ADA-C-2448 24" X 48" Cast In Place Federal Yellow Tactile Warning Strip		
Schedule M: SS-C11 (NEW)	ADD: SS-C11 Bike Friendly Catch Basin & Curb		
Schedule M: SS-D08	EDIT: minor line work adjustment		
Schedule M: SS-R01	DELETE & REPLACE: with new SS-R01 (3 variations in table)		
Schedule M: SS-R02	DELETE		
Schedule M: SS-R03.1	DELETE & REPLACE: with new SS-R03		
Schedule M: SS-R03.2	DELETE		
Schedule M: SS-R04A	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04B	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04C	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04A.1	DELETE		
Schedule M: SS-R04B.1	DELETE		
Schedule M: SS-R04C.1	DELETE		
Schedule M: SS-R04D.1	DELETE		
Schedule M: SS-R04D.2			
Schedule M: SS-R04E.1 Schedule M: SS-R04E.2	DELETE & REPLACE: with new SS-R04 ADD: details to align speed table with TAC design guidelines		
	LAULY details to align speed table with LAC design guidelines		

Schedule M: SS-R05	DELETE & REPLACE: with new SS-R07
Schedule M: SS-R06	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R07	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R08	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R09	DELETE
Schedule M: SS-R10	DELETE
Schedule M: SS-R11	DELETE
Schedule M: SS-R12	DELETE
Schedule M: SS-R13	DELETE
Schedule M: SS-R14	DELETE
Schedule M: SS-R15	RETAIN
Schedule M: SS-R16	DELETE & REPLACE: with SS-R06
Schedule M: SS-R16A	DELETE
Schedule M: SS-R16B	DELETE
Schedule M: SS-R17A	DELETE & REPLACE: with SS-R05
Schedule M: SS-R17A.1	DELETE
Schedule M: SS-R17A.2	DELETE
Schedule M: SS-R17B	DELETE & REPLACE: with SS-R05
Schedule M: SS-R17B.1	DELETE
Schedule M: SS-R17B.2	DELETE
Schedule M: SS-R18	MODIFY: to include reference to Multi Use Path (MUP)
Schedule M: SS-R19	MODIFY: to include reference to Multi Use Path (MUP)
Schedule M: SS-R20	RETAIN
Schedule M: SS-R21	RETAIN
Schedule M: SS-R22	MODIFY: to improve functionality
Schedule M: SS-R23	RETAIN
Schedule M: SS-R23A	RETAIN
Schedule M: SS-R23B	CORRECTION: dimension errors
Schedule M: SS-R24	RETAIN
Schedule M: SS-R25	RETAIN
Schedule M: SS-R26	RETAIN
Schedule M: SS-R27	RETAIN
Schedule M: SS-R28	RETAIN
Schedule M: SS-R29	CORRECTION: title block drawing title
Schedule M: SS-TP-1A	MODIFY: to add watering bag
Schedule M: SS-W18 (NEW)	ADD: SS-W18 Bulk Water Meter Chamber

Bylaw 5650-2017 Amendments Survey

SURVEY RESPONSE REPORT

28 January 2019 - 19 May 2022

PROJECT NAME: Bylaw 5650-2017 Amendments







Optional question (67 response(s), 1 skipped) Question type: Radio Button Question





Question options

Supportive

Neither supportive nor unsupportive

Unsupportive

Optional question (68 response(s), 0 skipped) Question type: Radio Button Question





Optional question (67 response(s), 1 skipped) Question type: Radio Button Question





Question options

Supportive

Neither supportive nor unsupportive

Unsupportive

Optional question (68 response(s), 0 skipped) Question type: Radio Button Question

Q5 Please share any final comments you have on Bylaw 5650-2017:

Anonymous 4/26/2022 12:50 PM	I am in favor of making sure that homes are built with storage so homeowners do not use carports and make sure that everyhome with a secondary suite has an on property parking space as currently they park on the streets and are very possessive of it. Wider sidewalks only makes the parking problem worse.	
Anonymous 4/26/2022 12:56 PM	The more space required for these new designs means less space available for anything else. This means land is less useable and more expensive. More money has to be made on developments. Which will equate to either less development and or higher prices on new developments. Both are bad for the average person.	
Anonymous 4/26/2022 01:37 PM	Please ensure parking is for the number of cars that fit inside garages - excess street parking is ruining our community at present.	
Anonymous 4/26/2022 02:48 PM	Mission needs to support walkable neighborhoods and green infrastructure to remain as sustainable as possible into the climate future. The developments currently underway an an anathema to the principles of best practice in urban design. Please make Mission an example to other smaller communities in BC.	
4/26/2022 04:08 PM	Multi-use path's should always have a clear buffer and i would like to see a wider median to grow boulevard trees.	
Anonymous 4/26/2022 04:28 PM	More pedestrian friendly streets would be great!	
Anonymous 4/26/2022 07:14 PM	sharing sidewalk with bikes, pedestrians, scooters, etc seems to me very unsafe especially on a hill.	
Anonymous 4/26/2022 08:53 PM	excited to see more sidewalks and multi use pathways as well as trees. It will be a welcome change in Mission	
Anonymous 4/26/2022 09:43 PM	Would like to see safe biking paths on the Lougheed through downtown and through to The Springs as well as to The Junction.	

Bylaw 5650-2017 Amendments Survey : Survey Report for 28 January 2019 to 19 May 2022

Anonymous 4/27/2022 06:27 PM

Anonymous 4/27/2022 09:39 PM

Anonymous 4/29/2022 10:34 AN

Anonymous 4/29/2022 11:34 AM

4/29/2022 12:21 PM

Anonymous

4/29/2022 01:45 PM

Anonymous

4/29/2022 01:56 PM

There needs to be enough width on the streets for cars to park and snow removal trucks to pass. There should only be traffic allowed on one side of the streets.

Let's use best standards when redoing or building new subdivisions.

Need way more street parking especially on Nelson where the new developments are going in thats pictured

We need wider roads and more parking because we are not a dense urban city such as Vancouver and people have no choice but rely on cars for everyday transportation.

Before replacing existing sidewalks as multi use pathways, the City needs to fix existing pedestrian safety issues. Cherry Avenue between Harms St and Edwin S. Richards Elementary is in dire need of a sidewalk. Firstly it is a highly used route, with school children and walkers. The shoulder has no room and cars don't slow down. Other high danger areas would be Stave Lake Street between Cherry Avenue and Dewdney Trunk Road and Stave Lake St between Best Ave and Prentis Ave. Bike lanes are not a high priority due to the extreme hills in Mission. For example, who is going to ride their bike from Cherry Ave to 1st Ave to shop, have lunch or just for fun and ride it home? Please don't waste taxpayers money on projects that look good on paper but will never be used to their potential. Boulevard trees are a nice idea but they take forever to grow to a useful size! Can the City preserve existing MATURE trees in industrial areas?

I like to see wider sidewalks, I like to see trees, I would like to see more bikes. We need to supply more secure lock up areas for bikes. I am glad to see the 1.2 m sidewalk widening increased to 1.5 m and the 1.5 m increased to 1.7 m. On SS-C05, the 1500 gate separation may be a bit cramped for people of my age to maneuver their bikes through, perhaps it could be increased a bit?? IMHO. The details for the drainage ponds, catch basins, etc. seems to be really well done.

how did the list of boulevard trees get selected? are any of them native to BC? shouldnt they all be native to BC? I dont see the Western flowering dogwood on the list that represents our Province. cherry trees are pretty in a park but not good to park your car under. Anonymous 4/29/2022 02:16 PM

Anonymous

4/29/2022 02:28 PM

Anonymous

Anonymous 4/29/2022 02:48 PM

Anonymous 4/29/2022 03:43 PM

Anonymous 4/29/2022 06:57 PM

Anonymous 4/29/2022 07:09 PM Horrible development from day one , no respect to the surrounding neighborhood, or streets , it's a little late to care about the area now , this should have been done in the original ocp , which would of been planned for the development, not build then try and figure out your plan .

If the future plan of mission is anything like what you've allowed to happen on Nelson. You guys have and are doing a terrible job. You've poorly designed the roads to narrow you put concrete barriers in the middle of the road that cause more harm than good. You do not understand how mission is meant to go this is a beautiful small town that is meant to have house on 10000sq ft lots. Not all this ugly town home projects that don't provide adequate parking for tenants or guests. I wish this survey would maybe make you guys realize how you've done a terrible job at city planning. Mission also is a town on a hill that does not have people riding bikes to work and grocery's. Most people need a vehicle to commute out of town to work. don't plan stupidly like maple ridge and give up large road ways for empty bike paths. Glad to talk again jay if you need help designing things properly don't be afraid to reach out. Best regards Tanner

I drive Nelson/grove quite often and I think you guys have made that road an absolute hazard if you are in a bigger vehicle other than a car and especially if you are towing a trailer

We need to curb all the in street parking as it's becoming dangerous to maneuver in residential streets lined with parked cars on both sides

Please review school bus stops and have pedestrian cross walks at Nelson and Israel and Nelson and Bench. Also Aves and Nelson to Israel - no crosswalk, no sidewalk on south side currently.

Anything that adds to the cost of housing is a concern for me. I don't believe people will walk more if sidewalks are wider or more paths are added. I think our weather and terrain are bigger factors for most people.

Residential road widths need to consider that homes built with suites in them have no storage. Therefore residents use garages as storage and require street parking on both sides of the street. Consider Mctaggart where it is now single lane traffic due vehicles from every home being parked on the street.

Anonymous 4/29/2022 09:35 PM

Anonymous

4/30/2022 07:37 AN

Anonymous 4/30/2022 08:49 AM

Anonymous 4/30/2022 08:59 AM

Anonymous 4/30/2022 08:59 AN

Anonymous

What do you classify livable street standards. Be a little more transparent.

Esthetics is as important as the road itself. Esthetically it's just more pleasing to the I believe it affects property values in the area. Wider roads and walkways is just plain safer. Wider walk ways are safer when children are using them, and people can pass safely with lots of room. Multi use yes for dog walking, biking, baby strollers etc. It also gives a sense of community as it will be a pleasure to go for a walk rather than just infrastructure that is only there out of necessity.

You can't make a friendly living space without giving space where the people feel comfortable to enjoy their communities without feeling like they are walking next to a highway. I one hundred percent support this. Anything less than adopting this platform is counter productive to making Mission become a stomping ground for the way of life we wished the city infrastructure had been set up years ago.

I think Mission would benefit significantly from more walkable areas and paths.

Need street parking options!!!

from BC Hydro perspective: 1.) all road layouts need to have power & communication corridors on both sides. existing infrastructure may not be as per proposed layouts making system continuity a technical concern 2.) all trees planted next to electrical duct will require root barriers for safety and reliability. 3.) no trees that grow taller than 5.0m should be planted under existing Overhead power and communication lines 4.) BC Hydro normal offset from property is 1.8m to 2.0m for both Overhead and underground infrastructure, and both systems may be present at any location. 5.) pad mounted transformers will require bollards on road side and are to be set back min. 1.0m from back of curb 6.) Natural gas distribution lines are most often at 0.8m from property line. Please reach out to the local BC Hydro Office for more details on the civil and electrical standards. Thank you.

Anonymous 5/11/2022 11:22 AM In attachment b there are a couple changes I do not support. 1.6.2.1 removing 5% and not replacing a percentage is worrisome. "A percentage" leaves it up to whom as to what percentage will be charged for fees? Secondly 8.10.3 per including multi use pathways with sidewalks you are now lumping in a change how will snow removal and maintenance be handled? will be required of multi use pathways which is included in the good neighbour bylaw. I feel multi use pathways should be treated separate and not the same as a sidewalk

Optional question (30 response(s), 38 skipped) **Question type:** Essay Question

STAFF REPORT



To:Chief Administrative OfficerDate:June 20, 2022From:Jay Jackman, Manager of Development Engineering, Projects & DesignSubject:Wren Street Remediation Contract Award

Recommendation(s)

- 1. That a budget of \$2,800,000 plus GST be approved for the Wren Street Remediation Project.
- 2. That the \$2,800,000 be funded as follows:
 - a. \$2,520,000 from the Disaster Financial Assistance funding through Emergency Management BC
 - b. \$280,000 from the Insurance Reserve
- 3. That the City's 2022-2025 Financial Plan be amended accordingly.

Purpose

The purpose of this report is to seek Council's approval to establish a project budget for the remediation of Wren Street for \$2,800,000 plus GST.

Background

In late November 2021 the local area experienced three "atmospheric rivers" which saturated the local landscape. The rainfall was in the magnitude of approximately a 1 in 100 year rain event for the 48-hour duration. During the third wave, Wren Street started showing signs of failure along the centerline of the road just north of Stuart Street. Within hours the road began to settle and was immediately closed to traffic. The road has been closed now since December 1, 2021. Before the City could start the effort of remediating the failure, it was critical to gain an understanding of what caused the failure in the first place. A group of consultants were called in and the area was investigated. Following the investigation, the consultants provided recommendations for repair. These recommendations were reviewed, and detailed design was initiated. Once the detailed design was complete, a Request For Proposal document was prepared and the local market was invited to provide their proposals for the construction phase of the works. The invitation was open from late April 2022 until early June 2022. Three proposals were received, and staff promptly reviewed and scored them in accordance with the scoring criteria set out in the RFP document. B&B Excavating & Shoring provided the highest scoring proposal (Best Proposal).

Discussion and Analysis

As this event was unplanned there was no budget established within the current capital plan. This event was also considered a natural disaster and as such the repair qualified for funding through the Disaster Financial Assistance (DFA) program administrated through Emergency 207

Management BC. The cost sharing formula suggests that a minimum of 90% of cost would be eligible for recovery through the program with a maximum of 95% of the cost being eligible.

This section of road is a critical connection to the Silverdale area and is a route used by school buses, so staff are targeting a completion date of no later than September 2, 2022. To achieve this goal, it is critical the works commence as soon as possible.

The Delegation of Authority Bylaw allows the Chief Administrative Officer to approve up to \$1,000,000 in expenditures to respond to an emergency event. As the estimated cost of this project exceeds the authority delegated to the CAO, Council approval to add the project to the 2022 – 2026 Financial Plan is required. If Council approves the addition of the project, the Director of Finance can approve awarding the contract to complete the work to B&B Excavating & Shoring in accordance with their response to the Request for Proposal.

Council Goals/Objectives

This project is aligned with three of Council's goals/objectives as outlined below:

- Safe Community This project was identified through scheduled inspections by an engineering consultant and was flagged for replacement. To ensure vehicle, cyclist and pedestrian safety on City bridges, staff conduct inspections to identify deficiencies for inclusion into the Capital Plan.
- Secure Finances, Assets and Infrastructure Industry standard competitive procurement practices were followed to retain the consultant and contractor to ensure fair market value. The project has been designed by good civil engineering practice and will be constructed under a contract that requires quality materials and workmanship to ensure that the proposed asset performs through its design life.
- Organizational Excellence This project will be administered through established practices that balance quality of product, cost, environmental best management practices and timely delivery.

Financial Implications

This project budget breaks down as follows:

Project Costs:		
RFP 2022-010	\$2,293,905	For Award (excluding GST)
Civil Engineering	\$23,150	
Materials Testing	\$43,000	
Environmental Consulting	\$30,000	
Internal Resources	\$40,000	
Project Allowance	\$369,945	
Total Project Cost (excluding GST)	\$2,800,000	
GST	\$140,000	
Total Net Project Cost	\$2,940,000	

Emergency Management BC has confirmed that the Provincial government through the Disaster Financial Assistance program will provide funding to support the infrastructure repairs. The minimum funding assistance offered is 90% (\$2,520,000). The maximum funding is 95% (\$2,660,000). The costs not funded through the DFA program can be funded from the Insurance Reserve.

Communication

The road has been closed since December 2021. Communication for construction will be through letters, city website and social media. A "Notice to Residents" will be delivered to the residents in proximity of the project site. The notices will contain typical information including: a brief description of the scope of work, schedule, impacts to traffic and contacts for the contractor and Engineering and Public Works staff.

Summary and Conclusion

In late November 2021 the local area experienced three "atmospheric rivers" which saturated the local landscape. During the third wave, Wren Street started showing signs of failure along the centerline of the road just north of Stuart Street. Staff estimate it will cost approximately \$2,800,000 to repair the damage that occurred. As this project cost exceeds the authority granted to the Chief Administrative Officer a Council resolution to add this project to the 2022 – 2026 Financial Plan is required.

Report Prepared by: Design	Jay Jackman, Manager of Development Engineering Projects &
Reviewed by:	Tracy Kyle, Director of Engineering & Public Works
Approved for Inclusion:	Barclay Pitkethly, Deputy Chief Administrative Officer



Project: P2022-046 Application Numbers: DV22-014

Subject: Development Application – 33231 - 1st Avenue



DATE: BYLAW / PERMIT #: PROPERTY ADDRESS: LOCATION: CURRENT ZONING:

PROPOSED ZONING: CURRENT OCP: PROPOSED OCP:

PROPOSAL:

June 20, 2022 DV22-014 **33231 - 1st Avenue** Mission Core Mission City Downtown One Zone (DT1) No change Mission City Downtown No change

A development variance permit to reduce the minimum parking from six spaces to two.



210

Recommendation(s)

That Development Variance Permit DV22-014 for 33231 - 1st Avenue to vary Zoning Bylaw 5949-2020 by reducing the required number of parking spaces in the Mission City Downtown Zone (DT1) from six spaces to two be denied.

Rationale of Recommendation(s)

The intent of the DT1 Zone is to allow mixed-use, mid-rise buildings typically associated with a downtown area on a lot designated Mission City Downtown. The proposed development defined as *Apartments* is permitted within the DT1 Zone.

The subject property being located within the Mission City Downtown area is subject to the Mission City Downtown Incentive Program which has the following purpose:

- to promote development and stimulate the downtown economy; and
- to create a positive environment for private investment.

The Mission City Downtown Incentive Program provides multiple incentives to enable development within the downtown area including a reduction in the required parking for residential dwelling units.

The applicant has indicated that they wish to apply the parking rates as per the Mission City Downtown Incentive program and as such, a rate of one space per unit is applicable. Per the rates applicable under the incentive three parking spaces would be required for the residential component of the proposed development.

The proposed development also includes two commercial units on the ground floor.

Pursuant to Zoning Bylaw 5949-2020 Section 109 – Off Street Motor Vehicle Parking Regulations, two spaces per 100 sq m of floor space are required. A total of three spaces are required for the commercial component of the proposed development.

In consideration of both documents, the total number of required parking spaces would be six spaces. The proposed development provides two parking spaces for all uses resulting in a shortfall of four spaces.

Given the intensity of the residential portion of the development containing two, two-bedroom units and an additional studio unit, the parking shortfall is considered to result in an unacceptable planning outcome.

It is noted that the proposal also includes a Development Permit (DP22-054) for consideration which will be completed and presented to Council subject to the outcome of this variance.

Background

The subject property recently suffered a fire resulting in a total loss of the building along with the adjacent building to the east. The historical building consisted of a commercial building that was a single storey structure adjacent to 1st Avenue and transitioned to include a 2-storey building adjacent to the lane. The historical structure did not provide any parking.

Purpose

To accommodate the construction of a mixed-use building.

Site Characteristics and Context

Applicant

• Sernur Dogar, Arcus Consulting

Property Size

• 33231 - 1st Avenue is approximately 558 sq m (6,006.26 sq ft) in area.

Neighbourhood Character

 The subject property is located within the Mission Core neighbourhood. There are commercial buildings directly abutting the subject site with residential buildings to the rear of the site. While a mixed-use development is consistent with the context of the surrounding properties and the desired future character of the area, the proposed parking shortfall is considered to represent an overdevelopment of the site.

Development Considerations

Conditions/Rationale of Development Variance Permit

To ensure that the proposed use of the land conforms to City and provincial legislation, conditions have been included within the draft permit (Attachment A).

The applicants rationale is that the previous structure did not provide any parking, and as such, the provision of 2 parking should be adequate for the new proposed building.

As proposed, development would increase the intensity of development of this property by replacing the lost commercial space and adding 3 dwelling units, the provision of 2 parking stalls in not sufficient based on the parking requirements of the Zoning Bylaw. The applicant has been encouraged to work with the neighbor to redevelop jointly or reduce the intensity of the proposed development.

<u>Transit</u>

The proposed development is approximately 100 m from a transit stop.

Financial Implications

There are no financial implications associated with this report.

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 81 mailouts.

Attachments

Attachment A: Draft Development Variance Permi	Attachment A:	Draft Development Variance Permit
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Attachment B: Parking Plan

Sign-Offs

Robert Pullow

Rob Publow, Manager of Planning

EL / sh

Approved for Inclusion:

Barclay Pitkethly, Deputy Chief Administrative Officer

CITY OF MISSION DEVELOPMENT VARIANCE PERMIT DV22-014

Issued pursuant to Section 498 of the Local Government Act

Issued to: Grewal Ventures LTD. INC. No. 747467 35684 Zanatta Place, Abbotsford, BC

> 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

Parcel Identifier: 000-554-243 Legal Description: Lot 41, Block 75, Plan NWP664, District Lot 411, Group 1, New Westminster Land District

- 1. The said lands are zoned Mission City Downtown Zone (DT1) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.
- 2. "District of Mission Zoning Bylaw" as amended is hereby varied in respect of the said lands as follows:

(a) Reduce the required parking on site from 6 spaces to 2 spaces.

- 3. This Permit does not constitute a subdivision approval or a building permit.
- 4. This Permit applies only to the development or construction proposed within the associated Staff Report and does not apply to future construction or reconstruction.

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].

Paul Horn, MAYOR

Jennifer Russell, CORPORATE OFFICER





_E		DRAWN BY	PM	SHEET NO.
ER LE	VEL PLAN	CHECKED BY	PM	
ESCRIPTION	DEVELOPMENT PERMIT	DATE	2022-04-13	3.1
	Owner: Paul Grewal	SCALE	1/4" = 1'-0"	011
DDRES	33231 1ST AVE, MISSION BC	PROJECT NO.	221-321	



Project: P2022-018

Application Numbers: TP22-001, TP22-002, TP22-003, TP22-004, TP22-005, TP22-006, TP22-007, TP22-007 & TP22-009



Subject: Hens and Bees Pilot Program Applications – Second Intake

PROPOSAL:

To allow the keeping of chicken hens on the subject properties for one year in accordance with the Hens and Bees Pilot Program.

Recommendation(s)

That Temporary Use Permits

- A. TP22-001 for 33789 3rd Avenue;
- B. TP22-002 for 31809 Silverdale Avenue;
- C. TP22-003 for 34278 Jasper Avenue;
- D. TP22-004 for 7430 Dunsmuir Street;
- E. TP22-005 for 33329 Heather Avenue;
- F. TP22-006 for 33528 Copper Place;
- G. TP22-007 for 33554 8th Avenue;
- H. TP22-008 for 8041 Philbert Street, and
- I. TP22-009 for 7535 Murray Street.

be approved.

STAFF REPORT
Rationale of Recommendation(s)

On June 21, 2021, Council agreed to the initiation of the Hens and Bees Pilot Program (Program). This Program outlines the rules and regulations for 12-month Temporary Use Permit (TUP)s for the keeping of chicken hens or bees on a property in the Urban Growth Boundary which would not be typically permitted to keep livestock under zoning regulations.

The proposed TUPs for the keeping of chicken hens meet the requirements of the Program and were received in response to advertisements closing the intake of application for the program.

Background

The first round of applications to allow the keeping of chicken hens were considered by Council on October 18, 2021. Three applications were considered and approved at that time.

In response to a second and final round of public advertising of the Hens and Bees Pilot Program, 9 applications were received expressing interest in keeping hens and no applications were received expressing interest in keeping bees.

Purpose

To grant TUPs for the keeping of chicken hens on the properties in accordance with the Program.

A. TP22-001 – 33789 3rd Avenue

Applicant

Patrick Doyle

Property Size

• 33789 3rd Avenue is approximately 638 sq m (6,867 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R558 with an OCP designation of Attached Multi-unit Residential and is developed with a single family dwelling and several accessory buildings.
- The surrounding properties are zoned R558 and generally developed with single family dwellings.

Proposal

The applicant has submitted a site plan showing the location of the proposed chicken coop.



- The applicant has experience raising chickens and other fowl.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:Land use must adhere to the Good Neighbour Bylaw. There is a
complaint related to the keeping of chickens on the subject property.FVRD Animal Control:No concerns. There is a historical dog barking complaint for this
address.

B. TP22-002 – 31809 Silverdale Avenue

Applicant

• Anastassia and Daniel Peterson

Property Size

• 31809 Silverdale Avenue is approximately 893 sq m (9,612 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R558 with an OCP designation of Urban Residential and is developed with a single family dwelling.
- Properties to the east and south are zoned R558.
- There are properties to the south-west that area zoned S20.
- The large property to the north and west is a municipal Park parcel.

<u>Proposal</u>

The applicant has submitted a site plan showing the location of the proposed chicken coop.



- The applicant has experience raising and caring for hens and an assortment of other farm animals.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:	Land use must adhere to the Good Neighbour Bylaw.
FVRD Animal Control:	There is a complaint related to the keeping of chicken hens on the subject property.

C. TP22-003 – 34278 Jasper Avenue

Applicant

• Andy and Carolynn Reimer

Property Size

• 34278 Jasper Avenue is approximately 944 sq m (10,161 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R930 with an OCP designation of Urban Residential and is developed with a single family dwelling.
- Properties to the west and south are zoned R558 and generally developed with single family dwellings.
- The surrounding properties are all zoned R930 and have been developed with single family dwellings.

<u>Proposal</u>

The applicant has submitted a site plan showing the location of the proposed chicken coop.





- The applicant has experience raising and caring for chickens.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

<u>Referrals</u>

Bylaw Enforcement Division:Land use must adhere to the Good Neighbour Bylaw.FVRD Animal Control:No concerns. There is no complaint history for this address.

D. TP22-004 – 7430 Dunsmuir Street

Applicant

Ashley Cullen

Property Size

• 7430 Dunsmuir Street is approximately 565 sq m (6,081 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned MD465 with an OCP designation of Attached Multi-unit residential and is developed with a single family dwelling.
- Properties to the north, south and east are zoned MD465 and generally developed with single family dwellings.
- To the north-west are several properties zoned UC465 and have been developed with single family dwellings.

<u>Proposal</u>

The applicant has submitted a site plan showing the location of the proposed chicken coop.

Site Plan:



- The applicant has experience raising cats, dogs and rabbits and has read about the caring and raising of chickens.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:	Land use must adhere to the Good Neighbour Bylaw.
FVRD Animal Control:	No concerns. There is no complaint history for this address.

E. TP22-005 – 33329 Heather Avenue

Applicant

Raymond Selinger

Property Size

• 33329 Heather Avenue is approximately 788 sq m (8,482 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R5580 with an OCP designation of Attached Mulit-unit Residential and is developed with a single family dwelling.
- The surrounding properties are all zoned R558 and have been developed with single family dwellings.

Proposal

The applicant has submitted a site plan showing the location of the proposed chicken coop.

Site Plan:



- The applicant has experience raising domestic pets.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:	Land use must adhere to the Good Neighbour Bylaw.
FVRD Animal Control:	No concerns. There is a historic dog barking complaint for this address.

F. TP22-006 – 33528 Copper Place

Applicant

• Franz Muermann

Property Size

• 33528 Copper Place is approximately 779 sq m (8,385 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R5580 with an OCP designation of Urban Residential and is developed with a single family dwelling.
- The surrounding properties are all zoned R558 and have been developed with single family dwellings.

Proposal

The applicant has submitted a site plan showing the location of the proposed chicken coop.

Site Plan: BM

- The applicant has experience raising and caring for chickens.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:Land use must adhere to the Good Neighbour Bylaw. There are
complaints regarding the keeping of chickens and issues with rats.FVRD Animal Control:No concerns. There is no complaint history for this address.

G. TP22-007 - 33554 - 8th Avenue

Applicant

• Chad and Tamara Umlah

Property Size

• 33554 – 8th Avenue is approximately 518 sq m (5,575 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R558 with an OCP designation of Urban Residential and is developed with a single family dwelling.
- Properties to the north, east and west are zoned R558 and generally developed with single family dwellings.
- Properties to the south are zoned MD465 and generally developed with single family dwellings.

Proposal **1998**

The applicant has submitted a site plan showing the location of the proposed chicken coop.



- The applicant has experience raising and caring for chickens.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

Referrals

Bylaw Enforcement Division:Land use must adhere to the Good Neighbour Bylaw.FVRD Animal Control:No concerns. There is no complaint history for this address.

H. TP22-008 – 8041 Philbert Street

Applicant

• Vivian Teske and Justin Brown

Property Size

• 8041 Philbert Street is approximately 1,955 sq m (21,043 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned R558 with an OCP designation of Urban Residential and is developed with a single family dwelling.
- Properties to the surrounding properties are zoned R558 and generally developed with single family dwellings, and 2 lots to the north-east are zoned UC465 and have been developed with single family dwellings.

Proposal

The applicant has submitted a site plan showing the location of the proposed chicken coop.



- The applicant has experience raising and caring for chickens.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

<u>Referrals</u>

Bylaw Enforcement Division:	Land use must adhere to the Good Neighbour Bylaw. The Bylaw Enforcement Division has a concern regarding rodents with the combination of a compost pile so near to the coop
FVRD Animal Control:	No concerns. There is no complaint history for this address.

I. TP22-009 – 7535 Murray Street

Applicant

• Will Jessie C. Dias

Property Size

• 7535 Murray Street is approximately 525 sq m (5,651 sq ft) in area.

Neighbourhood Character

- The subject property is currently zoned MD4650 with an OCP designation of Attached Multi-unit Residential and is developed with a single family dwelling.
- Properties to the east and south are zoned MD465 and generally developed with single family dwellings.
- The properties to the north and west are municipal Park parcels.

<u>Proposal</u>

The applicant has submitted a site plan showing the location of the proposed chicken coop.



- The applicant has experience raising and caring for chickens as a youth.
- The applicant has notified the immediate neighbours of their intent to participate in the program.

<u>Referrals</u>

Bylaw Enforcement Division:Land use must adhere to the Good Neighbour Bylaw.FVRD Animal Control:No concerns. There is no complaint history for this address.

Development Considerations

Conditions of Temporary Use Permit

In order to ensure that the proposed use of the land conforms to City and Provincial legislation, conditions have been included within the draft permit (Attachment A).

These conditions include:

- The allowable use shall be permitted for a maximum of 12 months from the date of issuance of the TUP.
- The applicant must receive and pass a site inspection by a Bylaw Enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens.
- The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations.
- Hen tending may only take place after 07:00 hours and before 20:00 hours daily.
- The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016.
- Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.

Financial Implications

There are no financial implications associated with this report.

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.*

- <u>TP22-001</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 11 mailouts. As of the finalization of this report, no comments have been received.
- <u>TP22-002</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 5 mailouts. As of the finalization of this report, no comments have been received.
- <u>TP22-003</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 9 mailouts. As of the finalization of this report, no comments have been received.
- TP22-004: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 11 mailouts. As of the finalization of this report, no comments have been received.
- TP22-005: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 7 mailouts. As of the finalization of this report, no comments have been received.
- <u>TP22-006</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 11 mailouts. As of the finalization of this report, no

- <u>TP22-007</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 10 mailouts. As of the finalization of this report, no comments have been received.
- <u>TP22-008</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 17 mailouts. As of the finalization of this report, no comments have been received.
- <u>TP22-009</u>: A Notice of Temporary Use Permit was sent to all owners and occupiers of properties within a radius of 10 m (30 ft), which amounts to 8 mailouts. As of the finalization of this report, no comments have been received.

Attachments

Attachment A: Draft Temporary Use Permit

Sign-Offs

Rhent Pulland

Rob Publow, Manager of Planning

comments have been received.

RP /

Approved for Inclusion: Barclay Pitkethly, Deputy Chief Administrative Officer

CITY OF MISSION TEMPORARY USE PERMIT TP22-00X

Issued to: [Click here to type Owner of Subject Property]

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: [Click here to type address of Owner]

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address:

Parcel Identifier:

3. The said lands are zoned Urban Residential 558 (R558) / Suburban Residential 20 (S20) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

- 5. The terms of this permit, or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.
- 6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

TEMPORARY USE PERMIT TP22-00X

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], 2021. IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed by the Mayor and Corporate Officer the [Click here to type year] day of [Click here to type year] , 2021.

Paul Horn, MAYOR	
Jennifer Russell CORPORATE OFFICER	
Temporary Use Permit TP22-00X	





Project: P2021-097 Application Numbers: R21-036, DP21-111, DP21-112, DP21-113

Subject: Development Application – 12631 Carr Street



DATE: BYLAW / PERMIT #: PROPERTY ADDRESS: LOCATION: CURRENT ZONING: PROPOSED ZONING:

CURRENT OCP: PROPOSED OCP:

PROPOSAL:

June 20, 2022 6106-2022-5949(69) 12631 Carr Street Stave Falls Rural 16 Zone (RU16) Rural Residential 7 Zone (RR7s) Rural Residential No change

To rezone the property to allow for a two-lot subdivision with a secondary dwelling permitted on each lot.

		9573		×
	HUDSON 38	AVE. 12631		
	0	12609		
	B4	12595	CARR ST.	
	12530	12537	CA	

Recommendation(s)

- 1. That draft bylaw 6106-2022-5949(69) to rezone 12631 Carr Street from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone be considered for first and second reading;
- 2. That, subject to the Bylaw receiving first and second reading, a Public Hearing be scheduled for July 18, 2022; and
- 3. That prior to the adoption of Zoning Amending Bylaw 6106-2022-5949(69), the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Substantial completion of subdivision application S21-020.
 - b. Collection of any volunteered contributions to the City's community amenity reserve.
 - c. Any other requirements resulting from Council's consideration of the Bylaw, including Public Hearing.

Rationale of Recommendation(s)

The proposal is consistent with the Official Community Plan (OCP) and Zoning Bylaw.

- The development is located within, and conforms to, the Rural Residential OCP designation which is characterized by larger residential lots on the fringe of urban areas not serviced by municipal water or sewer.
- The two proposed lots that would be created will meet the minimum lot area required under the RR7s Zone, which is 0.7 ha (1.73 ac). The draft plan of subdivision is included as **Attachment A**.
- The proposed RR7s Zone would allow for a secondary dwelling on each of the lots in the form of a secondary suite, garden cottage, or coach house. Support for this zone can be found in our OCP which states:
 - Section 5.1.8 "Facilitate the development of affordable, rental and special needs housing through supporting multi-unit housing developments, small house/small lot housing, secondary suites, duplexes in appropriate locations, mixed market/non-market housing projects, coach houses, garden cottages and other innovative housing forms."
 - Section 5.1.20 "Allow detached suites such as garden cottages on all single detached lots with lot sizes that are able to appropriately accommodate an additional on-site parking space."
 - Section 5.1.26 "Encourage secondary dwelling units as a form of infill housing on lots in any residential designation that are large enough to accommodate the following associated elements: on-site parking, private outside space, separate entrance that is clearly secondary to the primary dwelling, and that scale of the secondary dwelling must be ancillary to the primary use."

Purpose

To accommodate a two-lot subdivision with a secondary dwelling permitted on each lot.

Site Characteristics and Context

Applicant

• Gary Lowther

Property Size

- 12631 Carr Street is 1.955 ha (4.8 ac) in area.
- The property is a large, rural lot with wide, open spaces. The property slopes downward to the east. Several watercourses are present on the eastern portion of the lot, including a stream and a pond. A single-family dwelling resides near the western property line. A large accessory building is present near the middle of the southern property line.

Neighbourhood Character

• The subject property is located within the rural residential Stave Falls neighbourhood which is comprised of single-family dwellings on larger lots. All surrounding properties are designated Rural Residential. The two-lot subdivision and accompanying secondary dwellings will fit within the context of the surrounding properties and are believed to have little impact on the neighbours.

Environmental Protection

- There is evidence of tree clearing on the site ahead of the submission of a development application and prior to approval of a tree retention/replanting plan. An arborist report will be required that calculates the number, species, and diameters of significant trees that have been removed. A site plan showing remaining trees and proposed replanting areas will also be required.
- There is evidence that extensive soil disturbance, accompanied by vegetation and tree removal, has
 occurred within the riparian assessment area and streamside protection and enhancement areas
 (SPEAs). Watercourses have most likely been disturbed ahead of any assessments, permits, and
 surveys. We have received notification that a riparian area protection regulation (RAPR)
 assessment has been rejected by the Province for failure to meet the assessment and report
 criteria.
- As a requirement of subdivision, the City will require a condition and impact assessment report, tree retention/replanting plan, provincially approved RAPR assessment, and proof of that culverts were installed under notification to the Province and proper legislation. See **Attachment C** for comments from the Environmental Services Department.

Development Permits

- Development Permit Area E for Natural Environment is applicable to this development and is delegated to staff for approval.
- Development Permit Area G for Geotechnical Hazards is applicable to this development and is delegated to staff for approval.
- Development Permit Area I for Fire Interface is applicable to this development and is delegated to staff for approval.

Servicing

• Development of this area will require servicing, as outlined under "Referrals".

Referrals

Engineering Department: The Engineering Department has no objection to this proposal, subject to the completion of Engineering Servicing requirements, as outlined in **Attachment B**.

Environmental Services:	Environmental Services does not support subdivision of this parcel at this time due to retroactive development within SPEAs. They are asking for a condition and impact assessment report, tree replanting plan, and proof that the culvert was installed under notification to the Province. See Attachment C .
Building Division:	No concerns.
Bylaw Enforcement Division:	No concerns.
Mission Fire Rescue Service:	No concerns.
School District 75:	No comment.

Development Considerations

Community Amenity Contribution

The applicant has volunteered to contribute \$2,815 per new lot/unit in accordance with Policy LAN.40(C).

Tree Management

A tree retention/replanting plan will be required as a condition of subdivision due to trees being removed on the property ahead of the submission of a development application. The plan shall include an arborist report as well as a site plan showing remaining trees and proposed replanting areas.

In accordance with Policy LAN.32 – Tree Retention and Replanting, the applicant is also required to plant four additional trees; two trees on each lot. The condition will be met as part of the subdivision approval process. The applicant is also required to replace any significant trees that will be removed in any areas, except for building envelopes and driveways having a maximum area of 2,000 sq m (21,528 sq ft).

No tree is permitted to be removed within an identified SPEA.

<u>Transit</u>

The proposed development is not within walking distance of a transit stop. Walking distance is generally considered to be 400 m or less.

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 a development notification sign.
- Public Hearing Notification will be sent to all occupiers and owners of properties within 500 m from the development site notifying them of the public hearing details.

Attachments

Attachment A:	Draft Plan of Subdivision
Attachment B:	Engineering Department Rezoning Comments
Attachment C:	Environmental Services Comments

Sign-Offs

Robert Pullow

Rob Publow, Manager of Planning

JH / sh

Approved for Inclusion:

Mike Younie, Chief Administrative Officer



ENGINEERING & PUBLIC WORKS DEPARTMENT REZONING COMMENTS

January 26, 2022

CIVIC ADDRESS: 12631 Carr Street

CURRENT ZONE: Rural 16 Zone (RU16)

PROPOSED ZONES: Rural Residential 7 Secondary Dwelling Zone (RR7S)

NOTE: The following Engineering Comments are made in accordance with the City of Mission Development and Subdivision Control Bylaw No. 5650-2017 (DSCB).

DOMESTIC WATER REQUIREMENTS:

Municipal water is not available on Carr Street or Hudson Avenue.

Connection to the system is not required.

STORM SEWER REQUIREMENTS:

Municipal storm sewer is not available on Carr Street or Hudson Avenue. Connection to the system is not required.

SANITARY SEWER REQUIREMENTS:

Municipal sanitary sewer is not available on Carr Street or Hudson Avenue. Connection to the system is not required.

ROAD WORK REQUIREMENTS:

Carr Street provides partial paved access to the site. No upgrades to Carr Street are required for rezoning. Road upgrades will be required at the Subdivision/Development stage.

Hudson Avenue provides paved access to the site. No upgrades to Hudson Avenue are required for rezoning. Road upgrades will be required at the Subdivision/Development stage.

OTHER COMMENTS:

Detailed engineering requirements will be formalized at the Subdivision/Development stage.

RECOMMENDATION:

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

ENGINEERING & PUBLIC WORKS DEPARTMENT REZONING COMMENTS

Reviewed by:

Prepared by: Engineering, Projects & Design

Jay Jackman, Manager of Development Tracy Kyle, Director of Engineering & Public Works



Comments:	Environmental 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). If not already done so, please have a QEP prepare a <i>Riparian Areas Protection Regulation</i> (RAPR) assessment report and provide evidence that the Province has accepted it. Please conduct a preliminary bio-inventory of terrestrial site features, including arborist report (see below for further notes), habitat assessment (including species at risk) and a noxious weed assessment, specifically for the four knotweed species and giant hogweed, as per Section 9.16 of the <u>Development and Subdivision Control Bylaw 5650-2017</u> .
	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</u> <u>Convention Act</u> and the provincial <u>Wildlife Act</u> , as required meet the legislation and ensure best management practices are followed.
	IMPORTANT: no trees, other vegetation, waterbody or soil is to be removed or disturbed before the District has issued the Natural Environment Development Permit.
	There is evidence of tree clearing on the site ahead of the submission of a development application and prior to approval of a Tree Retention/Replanting Plan. The required (under OCP DP E) arborist report should assess and calculate the number, species and diameters of significant trees that have been removed. The arborist report will also need to include a site plan showing trees remaining and proposed replanting areas as part of the submission of the Tree Retention/Replanting Plan. Please see LAN.42 for more information.
	There is evidence that extensive soil disturbance, accompanied by vegetation and tree removal has occurred within the Riparian Assessment Area and SPEAs. Watercourses have most likely been disturbed, all ahead of any assessments, permits or surveys. According the OCP DP Permit E:
	"Where there is significant disturbance within the Streamside Protection and Enhancement Area (SPEA), restore and enhance the riparian area per a vegetation restoration plan, to be installed under the supervision and in accordance with the recommendations of a Qualified Environmental Professional (QEP) or Registered Landscape Architect". Please prepare and submit this plan.
	The City has received notification that a RAPR assess has been rejected by the Province for failure to meet the assessment and reporting criteria of the RAPR. The reviewer quotes "Retroactive development has occurred within RAA/SPEAs for pond, wetland, ditch including land clearing, ditch crossing and driveway installation." Environmental Services does not support subdivision of this parcel at this time. Please prepare a condition and impact assessment report and a replanting plan. There has been a culvert and driveway installed in the northern ditch along Hudson. Please provide proof that the culvert was installed under notification to the Province as this ditch is connected by surface water to a fish-bearing watercourse and therefore is subject to Provincial legislation.
Signature	Russbueldt
Name:	Cassidy Russbueldt



Department or Organization:	Engineering- Enviro Services
Date:	November 26, 2021



The **Minutes** of the **Mission Sustainable Housing Committee** meeting held in the Conference Room at Welton Common via videoconference on Thursday, May 12, 2022 commencing at 3:00 pm.

Members Present:	Tia Everitt, Mission Association for Seniors Housing, Chair Karyn Baines, SARA for Women Judith Ray, Citizen Representative Ana Sanchez Bardales, Fraser Health Authority Connelle Styles, Ministry of Social Development and Poverty Reduction Tracy McCarthy, Mission Community Services Society
Members Absent:	Annie Charker, Citizen Representative Carol Hamilton, Counsellor Dawn Hein, Mission Association for Community Living Gerald Heinrichs, Heinrichs Developments Indigenous Housing Provider Mission Hope Central
Staff Present:	Mike Dickinson, Manager of Long Range Planning and Special Projects Kirsten Hargreaves, Manager of Social Development

Sandra Horvath, Administrative Assistant

1. CALL TO ORDER

The Chair called the meeting to order.

2. ADOPTION OF AGENDA

Moved and seconded,

That the agenda of the Mission Sustainable Housing Committee meeting held on May 12, 2022 be approved as circulated.

CARRIED

3. MINUTES FOR APPROVAL

- (a) Minutes of the Mission Sustainable Housing Committee meeting held on March 10, 2022.
- (b) Minutes of the Mission Sustainable Housing Committee meeting held on April 14, 2022.

Moved and seconded,

That the minutes contained in Items 3 a - b be approved.

CARRIED

4. NEW BUSINESS

(a) Local Area Planning Update

• Waterfront Revitalization Master Plan

The Waterfront Revitalization Master Plan is expected to be adopted by Council by July 2022; the public hearing is scheduled for June 20, 2022.

The Plan has a strong economic development foundation and has provisions for affordable housing mostly through a density bonusing program.

• Stave Heights Neighbourhood Plan

The Stave Heights Neighbourhood Plan is expected to be adopted by Council on May 16, 2022; the associated engineering plan is anticipated to be adopted by July 2022.

The Plan has provisions for multi-family housing, with affordable rental housing being mainly in areas that are designated for apartment development.

• Central Neighbourhood Plan (SW Mission)

The Central Neighbourhood Plan for southwest Mission (Silverdale) is expected to be adopted by Council by July 2022, with the public hearing on June 27, 2022.

The Plan involves 1,800 acres in southwest Mission. The central part of the area in this Plan has a provision for apartment and townhouse development. Affordable units will most likely be in the village centres, close to shopping, schools, and other services.

(b) Affordable Housing Strategy Update

• SARA for Women Projects

i. Wardrop Street and 2nd Avenue - Optional Locations

The site at Wardrop Street and 2nd Avenue that was being considered for a SARA for Women housing location is no longer being considered due to the challenging geography of the site. Alternate sites within the urban boundary are now being sought that are near schools and parks and are serviced by transit and other community services.

ii. Santa Rosa Updates

The rezoning application for the Santa Rosa site on 1st Avenue and North Railway Avenue to allow redevelopment of the properties to a higher density was adopted on May 2, 2022. Letters of support for this project have been sent to CMHC from non-profit groups in Mission.

Community Amenity Contribution and Development Cost Charge Updates

The Community Amenity Contribution Policy and Development Cost Charge Bylaw are being updated to present to Council. The updates will increase the money paid by developers to the City to support new or upgraded public facilities or amenities, and infrastructure that are needed as a result of development. Neither the Policy nor the Bylaw have seen recent rate increases. Discussion ensued and the point was raised that review of the CACs and DCCs for affordable units be done separately to ensure that rates for affordable units are reasonable.

• Social Housing Coordinator Update

Staff have prepared an outline/scope of work for the position of Social Housing Coordinator. There is budget money available for 2022 which can be carried forward to 2023. An informational report will be presented to Council in June, with the goal of the position being filled by July or August.

It was noted that there is a possibility of hiring a consulting group rather than an individual in order to best meet the requirements of experience and skills that will be required for this position.

(c) Joint MSHC and DLC Sub-Committee Update

The Committee was provided with the meeting notes of the Joint MSHC and DLC Sub-Committee held on March 18, 2022 where the Sub-Committee discussed opportunities and strategies that would help increase affordable housing developments.

Key initiatives discussed include fast-tracking affordable housing applications as a priority, waiving GST and PST for construction of affordable units (for Council to put forward at the UBCM conference), approaches for redevelopment without renovictions, and a recommendation for the Housing Coordinator to work with non-profit societies to help them with developing affordable units. The DLC has endorsed these notes.

Moved and seconded,

That the strategies contained within the notes of the Joint MSHC and DLC Subcommittee meeting held on March 16, 2022 be endorsed by the MSHC.

CARRIED

5. ROUNDTABLE

(a) Karen Baines, SARA for Women

• For SARA's funding application to the CHMC, letters of support are beneficial to enhance the application. If any members would like to submit a letter of support, Ms. Baines will provide contact information after the meeting.

(b) Connelle Styles, Ministry of Social Development and Poverty Reduction

• People not receiving financial assistance are having difficulties finding affordable housing.

(c) Ana Sanchez Bardales, Fraser Health Authority

• National Nursing Week (May 9 to May 15) is currently going on throughout Canada. Fraser Health has an immunization campaign for this event and as of May 11, has vaccinated approximately 17,000 people; 12,865 of these are children.

(d) Tracy McCarthy, Mission Community Services Society

• Tracy's title at MCSS is now the Manager for Housing and Outreach.

(e) Tia Everitt, Mission Association for Seniors Housing

- <u>Welton Towers</u>: Another floor of renovations has been completed at Welton Towers. The exterior is at 98% completion and there are three more floors that still need to be done with a projected completion of September. Ms. Everitt noted that the updated units now have improved heating and cooling mechanisms being installed, recognizing the potential health risks associated with extreme heat.
- <u>Cedars Assisted Living</u>: Flooding from extreme weather in December displaced several tenants from nine units. There are delays in getting the remedial work done due to the high demand on remediation companies and trades resulting from this weather event.
- <u>Cedar Valley Manor</u>: The Manor is at 100% occupancy.
- <u>Boswyk Centre</u>: The building is now one year old. Its occupancy is at 100% and has a wait list.

(f) Judith Ray, Citizen

- There is an appetite for homeowners who would entertain sharing their homes (a 'home-share' project) knowing the applicants have been already vetted through as part of being waitlisted for one of the housing providers.
- Consider/recommend that the St. Andrews Co-op housing project should redevelop (adding apartment units vs. new townhouses to provide additional affordable housing units).

(g) Mike Dickinson, Manager of Long Range Planning and Special Projects

- Staff are required to report to Council quarterly on the progress of implementing the strategies within the Affordable Housing Strategy. The first report is being targeted for June 20, 2022.
- Moose Hide Campaign Day is today (May 12, 2022) it's a day where all Canadians are called to join together to take a stand against violence towards women and children and to take practical steps for our collective journey of reconciliation.
- SFU is hosting a two-day symposium in Vancouver, "Living Together: Connecting Housing, Social well-being and resilience" on June 7 and 8. A link to register can be found on SFU's website.

(h) Kirsten Hargreaves, Manager of Social Development

• Two homelessness forums were held on April 27 – one for community partners where over 25 agencies were represented; the other was for the public.

The next step is to assemble all of the feedback received and, then staff will pull all together and look at putting together further dialogue as part of Community Wellness Strategy work. MODUS Planning, Design & Engagement Inc. has been retained by the City until the end of 2022 to work on the Community Wellness Strategy. Eight cluster topics have been identified and each topic will have three tiers of engagement: community, stakeholders, and people with living experience.

• Roberta O'Brien is the new part-time Healthy Community Counsellor for the City. She will be doing work on the Strategy, as well as some social development work, as K. Hargreaves will be working part-time for the next year.

6. NEXT MEETING

Thursday, June 9, 2022 at 3:00 pm in the Conference Room at 7337 Welton Street, Mission, BC and by videoconference.

7. ADJOURNMENT

Moved and seconded,

That the meeting be adjourned.

CARRIED

The meeting adjourned at 4:00 pm.





The **Minutes** of the **Cultural Resources Commission** meeting held by **Conference Call** on Wednesday, May 18, 2022 commencing at 5:00 p.m.

- Members Present: Michelle Demers-Shaevitz, Chair Annie Charker Sharon Clark Marilyn Davidson Margo Heller Karen Murtagh
- Members Absent: Jag Gill, Councillor
- Others Present: Rachel Kleindienst, Parks, Recreation and Culture Assistant Bronwen Sutherland, Clarke Theatre Manager, Cultural Coordinator

1. CALL TO ORDER

The Chair called the meeting to order at 5:00 p.m.

2. ADOPTION OF AGENDA

Moved by S. Clark and seconded by K. Murtagh,

That the agenda of the Cultural Resources Commission meeting held on May 18, 2022 be approved as circulated.

CARRIED

3. MINUTES FOR APPROVAL

Moved by M. Heller and seconded by S. Clark,

That the minutes of the April 20, 2022 meeting of the Cultural Resources Commission be approved.

CARRIED

4. BUSINESS ARISING

a) Celebration of the Arts – COTA

M. Davidson reported that the physical planning for the event is on track but nomination submissions are low. Only six nominations have been received so far for the fourteen categories. Ideally there should be at least three nominees per category. The nomination forms are on the City of Mission website as well as the Mission Arts Council website. An email has been sent to CRC contacts reminding them to submit their nominations. K. Murtagh will be joining the COTA Committee on behalf of the CRC.

b) Culture Days Committee

In order to receive credit nationally the Community needs to register. V. Billesberger from Mission Archives has taken care of registration in the past. B. Sutherland will reach out to Ms. Billesberger to discuss registration and to invite her to the June CRC meeting. M. Davidson will forward contact info for cultural leaders and participants from 2021 to B. Sutherland to remind them to sign-up for Culture Days. K. Murtagh offered to download the promotional package and to devote a full page in The Record newspaper to Culture Days for one of the June editions.

For 2021 Culture Days the CRC sponsored an Artist in Residence program and would like to do this again for 2022. Information for the application package needs to go out as soon as possible as the deadline for applications will be August 1st.

B. Sutherland will reach out to the Senior's Centre and Youth Centre for an opportunity to become involved.

Discussion ensued regarding roles for each member moving forward.

c) Arts and Culture Conversation with Mayor and Council

Three members of the CRC attended the Arts & Culture conversation on May 11, 2022. The purpose of the evening was to share with Council members, ideas, vision, aspirations, promotion, facilities, personal definitions of culture, and the values of Mission.

There is also an Arts & Culture survey on the City of Mission website that seeks feedback on resourcing and capacity, supporting artists and event organizers and engaging young residents.

The results of the in-person discussions and the on-line survey will be summarized into an engagement report used to inform and guide Council as they make future decisions related to arts and culture.

d) DBA/UFV Public Art Project - Update

S. Clark shared with the Commission that MOTI has approved a 5-year permit giving the City responsibility of maintaining the mural/wall until 2027. The permit can be extended and the committee is considering the opportunity to do another mural at that time. The project committee includes members from the DBA, CRC and the City. S. Clark and K. Murtagh are on the committee.

Four mural ideas will be presented by the students on June 10th and the committee will have three days to consider the options and make a decision. The students will start work on June 17th and will continue the work every Friday until the end of July. K. Murtagh will be doing a weekly update in the newspaper.

5. NEW BUSINESS

a) Agenda Items for June 8th Joint Committee Meeting

Commission members discussed the draft agenda that was provided and suggested that a representative from the Indigenous Community be included and that the Arts & Culture component be highlighted.

R. Kleindienst will send out a complete Agenda package on June 1st.

6. NEXT MEETING

June 15, 2022 at 5:00 p.m.

7. ADJOURNMENT

Moved by M. Davidson and seconded by A. Charker,

That the meeting of the Cultural Resources Commission be adjourned.

CARRIED

The meeting adjourned at 5:40 p.m.



MINUTES - REGULAR (PRE-CLOSED) COUNCIL MEETING

June 6, 2022, 1:00 p.m. Council Chambers 8645 Stave Lake Street, Mission, BC

- Council Present: Mayor Paul Horn 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
Jennifer Russell, Corporate Officer
Barclay Pitkethly, Deputy Chief Administrative Officer
Dan Sommer, Director of Development Services
Doug Stewart, Director of Finance
Christine Brough, Executive Assistant

1. CALL TO ORDER

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

2. RESOLUTION TO EXCLUDE THE PUBLIC

RC(C)22-017

Moved by Councillor Herar Seconded by Councillor Plecas

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)(c) of the Community Charter labour relations or other employee relations;
- Section 90(1)(g) of the *Community Charter* litigation or potential litigation affecting the municipality;
- Section 90(1)(i) of the *Community Charter* the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- Section 90(1)(j) of the Community Charter information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; 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)22-018

Moved by Councillor Herar Seconded by Councillor Plecas

RESOLVED:

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 1:02 p.m.

PAUL HORN MAYOR

JENNIFER RUSSELL CORPORATE OFFICER



MINUTES - REGULAR COUNCIL MEETING

June 6, 2022, 6:00 p.m. Council Chambers 8645 Stave Lake Street, Mission, BC

Council Present:	Mayor Paul Horn 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 Jennifer Russell, Corporate Officer Stacey Crawford, Director of Economic Development Louis Dauphin, Director of Parks, Recreation and Culture Chris Gruenwald, Director of Forestry Jason Horton, Manager of Parks & Facilities Art Kastelein, Senior Infrastructure Planning Engineer Tracy Kyle, Director of Engineering and Public Works Robert Publow, Manager of Planning Gerald Schlesiger, Project Manager - Waterfront Masterplan Brendan Schneeberger, Planning Engineer Dan Sommer, Director of Development Services Doug Stewart, Director of Finance Allen Xu, Manager of Engineering, Planning, Assets & Facilities Allyssa Fischer, Administrative Assistant

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

RC22-249

Moved by Councillor Davies Seconded by Councillor Gill

RESOLVED:

- That Item 18(f), correspondence from Kat Wahamaa Coordinator for the Mission Overdose Community Action Team, be added to the agenda under Correspondence;
- 2. That Item 8(b) "Community Special Event Request" be added to the agenda under **Parks, Recreation, and Culture**;
- 3. That the order of the agenda be rearranged so that:
 - Item 18(e), correspondence from Pierre Richez Executive Director of the Fraser Valley Youth Society, be listed under **Parks, Recreation and Culture** as Item 8(c);
 - ii. Item 20(b) "Progress Pride Flag" be listed under **Parks, Recreation and Culture** as Item 8(d); and
- 4. That the agenda for the Regular Council Meeting of June 6, 2022 be adopted as amended.

CARRIED

3. DELEGATIONS

a. Business Empowerment Ambassador Program

Members of the Business Empowerment Ambassador Program (BEAP) appeared before Council to discuss their work in the local community. They described their efforts to improve relations between homeless and housed people by restoring areas back to their original condition and their focus on creating a sense of community and purpose for non-housed community members.

Discussion ensued, and members of BEAP answered Council's questions in regards to funding sources, community clean up schedules, outreach opportunities, and debris disposal. Mayor Horn thanked members of BEAP for their work in the Mission community and encouraged them to compile a funding proposal for the upcoming municipally funded grants and fee for service intake.

b. Jennifer Field, Hatzic Bench Community

Jennifer Field, representing the Hatzic Bench Community, appeared before Council to discuss the proposed location for pickleball courts at Hatzic Middle School. She provided a PowerPoint presentation that highlighted the community's concerns regarding court quality, parking, and noise. She shared a petition from local area residents opposed to the installation of the pickleball
courts and asked the municipality to consider locating the pickleball courts at the Wren Park tennis courts.

In response to questions from Council, the Manager of Parks and Facilities stated that staff were currently considering the existing tennis courts at Heritage Park Middle School as the preferred location for a pickleball hub as the courts at this location are located further away from residential areas.

The Mayor stated that staff would be bringing forward a report regarding the proposed changes at a later date. He noted that while the Pickleball Club was looking to designate an area as a hub for pickleball, the sport could still be played at any tennis court in the community.

4. **PRESENTATIONS**

a. BC Transit Annual Performance Summary

Rob Ringma, Senior Manager, Government Relations at BC Transit, provided a presentation that included information regarding ridership and service, technology and performance improvements, labour challenges related to COVID-19, and details on the Annual Operating Agreement.

Discussion ensued, and Mr. Ringma answered Council's questions in regards to service hours, service expansion to Silver Creek Industrial Park, and BC Transit's future plans for a secondary east-west route north of the Fraser River.

5. **PROCLAMATIONS**

a. Longest Day of SMILES®

RC22-250

Moved by Councillor Herar Seconded by Councillor Plecas

RESOLVED:

That June 19, 2022 be proclaimed as "Longest Day of SMILES®" within the City of Mission.

CARRIED

b. Fraser Valley Pride Week

RC22-251

Moved by Councillor Davies Seconded by Councillor Gill

RESOLVED:

That July 9 - 16, 2022 be proclaimed as "Fraser Valley Pride Week" within the City of Mission.

6. PUBLIC HEARINGS

a. Public Hearing Notice for June 6, 2022

b. Zoning Amending Bylaw 6086-2022-5949(60)

The purpose of proposed Zoning Amending Bylaw 6086-2022-5949(60) is to rezone the following properties from the Commercial Tourist Recreation (CTR) Zone to Mixed-Use Commercial/Residential Two (MU2) Zone to allow a mixed-use development consisting of two five-storey buildings comprised of 123 residential units and 4 commercial units:

Addresses

lots 5, 6 & 7, the west 13 ft of lot 3, 32822 1st Avenue 32805, 32809, 32811, 32819, 32825, 32829, 32835 View Avenue 7288 Wardrop Street

The subject properties are legally described in Appendix 1 of proposed Zoning Amending Bylaw 6086-2022-5949(60).

The Mayor opened the public hearing.

The Manager of Planning showed a PowerPoint presentation that provided the following information:

- 1. Purpose and outline of the proposal.
- 2. Subject property map.
- 3. Proposed variances to the Zoning Bylaw.
- 4. Renderings of the building's exterior.
- 5. Distance to local parks.
- 6. Results of the Traffic Impact Assessment.

The Corporate Officer stated that one letter had been received, expressing concern regarding lack of parkland in the area, environmental sustainability, and lack of affordable rental units.

The Mayor opened the floor to the public for questions and comments.

Lauren Gray, Mission, expressed concern regarding the impact to existing views for residents of 3rd Avenue, the impact to local property values and property taxes, increase vehicular traffic and pedestrian safety, removal of trees and green space, and disruption during construction. She asked that dust mitigation measures be adhered to during construction and provided Council with a copy of a petition signed by local residents opposed to the proposed height variance.

In response to questions from Council, the Manager of Planning stated that the proposed building height was 17 metres, well below the grade at 3rd Avenue, and would not impact sightlines. He noted that sidewalks and road improvements

would be required on all four frontages surrounding the property and that dust mitigation and hours of construction were regulated requirements.

The Director of Finance stated that a recent study by BC Housing had found that new development did not create a noticeable impact to surrounding property values or property taxation.

<u>Peter Gong</u>, Mission, expressed concern regarding adequate parking to accommodate the large influx of residents, the lack of accessible green space, and lack of affordable and subsidized housing options in the area. He noted the development did not address the need for affordable housing in Mission.

<u>Earl Babich</u>, Mission, expressed concern that the proposal was not the best use of the property given its proximity to downtown and the municipality's forecasted population growth. He described alternate development ideas for the parcel that would maximize greenspace. He expressed further concern regarding the lack of affordable housing in Mission and questioned why the developer had not utilized density bonusing.

<u>Amy Carter</u>, Mission, expressed concern in regards to the loss of green space and the development's suitability considering the existing community character. She asked for clarity regarding the number of trees to be replanted. She expressed further concern in regards to the impact of the development on local infrastructure, including roads and schools, and the loss of views due to the proposed height of the building. She questioned the necessity of the proposed variances.

In response to questions from Council, the Manager of Planning noted that trees would be replanted along the perimeter of the development as well as in the internal courtyard. He noted that the proposed height variance was 4 metres and was primarily due to the grade difference between 1st Avenue and View Avenue. He noted that the provision of green walls was not currently in the City's Development Permit guidelines.

<u>Brenda Lavalle</u>, Mission, expressed concern regarding the removal of trees and green space and the impact on the environment. She described the benefits of retaining green spaces and asked if living walls or green growth could be in incorporated into the design.

<u>Robin John Hughes</u>, Mission, stated his support for the proposed development, but expressed his concern for existing residents with regard to parking and increased traffic.

Hearing no further questions or comments, the Mayor declared the Public Hearing for City of Mission Zoning Amending Bylaw 6086-2022-5949(60) closed.

7. RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE

RC22-252

Moved by Councillor Herar Seconded by Councillor Hamilton

RESOLVED:

That Council now resolve itself into Committee of the Whole.

CARRIED

8. PARKS, RECREATION AND CULTURE

a. Fraser River Heritage Park – Gazebo Repair

A report from the Manager of Parks and Facilities dated June 6, 2022, seeking Council approval for additional funding in order to repair the Gazebo in Fraser River Heritage Park, was provided for the Committee's consideration.

RC22-253

Moved by Councillor Davies

RECOMMENDED:

- 1. That the repair of the Fraser River Heritage Park Gazebo be approved and funded through the Insurance Reserve Fund in the amount of \$50,000; and
- 2. That the City's Financial Plan be amended accordingly.

CARRIED

b. Late Item - Community Special Event Request

RC22-254

Moved by Councillor Plecas

RECOMMENDED:

That the Fraser Valley Pride Festival event of July 16, 2022 be declared a Community Special Event for the purposes of securing a Special Event Permit from the Liquor and Cannabis Regulation Branch.

CARRIED

c. Pierre Richez - Executive Director, Fraser Valley Youth Society

Council received a letter dated May 30, 2022 from the Executive Director of the Fraser Valley Youth Society requesting Council consider flying the Progress Pride Flag at Mission City Hall and Fraser River Heritage Park during Fraser Valley Pride Week, which will take place from July 9 to 16, 2022.

d. Progress Pride Flag

Councillor Herar introduced his motion to Council and provided his rationale.

Discussion ensued, and staff answered the Committee's questions in regards to the flags flown at Municipal Hall and the City's Flag Etiquette Policy. Members of Council expressed concern regarding deviating from the City's Flag Etiquette Policy.

Moved by Councillor Herar Seconded by Mayor Horn

RECOMMENDED:

That the Progress Pride Flag be flown at City Hall and Fraser River Heritage Park, or alternatively just at City Hall, during Fraser Valley Pride Week July 9 to 16, 2022.

RC22-255

Moved by Councillor Gill

RECOMMENDED:

That staff review the City's Flag Etiquette Policy (ORG.06) and report back to Council.

OPPOSED (1): Councillor Herar

CARRIED (6 to 1)

Staff were directed to display the Progress Pride Flag at the Leisure Centre during Fraser Valley Pride Week, July 9 to 16, 2022.

9. ENGINEERING AND PUBLIC WORKS

a. Transportation Master Plan

A report from the Senior Infrastructure Planning Engineer dated June 6, 2022, seeking endorsement of the proposed Transportation Master Plan, was provided for the Committee's consideration.

The Senior Infrastructure Planning Engineer provided a presentation that included information regarding work on the plan to date, the guiding principles of the plan, the vision for transportation in Mission by 2050, and the implementation of the plan upon receiving endorsement from Council.

RC22-256

Moved by Councillor Plecas

RECOMMENDED:

That the Transportation Master Plan "Mission Mobility 2050" be endorsed.

b. Utility Master Plan

A report from the Senior Infrastructure Planning Engineer dated June 6, 2022, seeking endorsement of the proposed Utility Master Plan, was provided for the Committee's consideration.

The Senior Infrastructure Planning Engineer provided a PowerPoint presentation that included information regarding water, sanitary sewer, and drainage capital projects over the next 20 years; risk assessment of existing water, sanitary sewer, and drainage infrastructure; budgets for required utilities expenditures; and the next steps towards implementing the Plan.

RC22-257

Moved by Councillor Herar

RECOMMENDED:

That the Utility Master Plan be endorsed.

CARRIED

c. State of Mission's Dikes

A report from the Planning Engineer dated June 6, 2022, regarding the flood protection systems under the municipality's jurisdiction, was provided for the Committee's information.

The Planning Engineer gave a PowerPoint presentation that provided an overview of the floodplain throughout Mission, freshet and design levels, details and deficiencies of specific floodplain areas, the impacts of the November 2021 atmospheric river event, recent studies and plans addressing the local flood risk, and prospective future plans and next steps.

RC22-258

Moved by Mayor Horn

RECOMMENDED:

That staff connect with the Fraser Basin Council to find out what the province intends in terms of a provincial diking and drainage strategy, and with the local MLAs to ask them to advocate for a strategy that includes planning and funding at the municipal level.

CARRIED

Staff were directed to schedule a Council workshop regarding diking and drainage strategies.

d. Funding Request for the 7th Avenue Greenway Project Phase 1

A report from the Manager of Engineering Planning and Assets dated June 6, 2022, seeking additional funding for Phase 1 of the 7th Avenue Greenway Project, was provided for the Committee's consideration.

RC22-259

Moved by Councillor Plecas

RECOMMENDED:

- That the budget for the 7th Avenue Greenway Phase 1 project (between Fraser River Heritage Park and Grand Street) be increased by \$740,467 with \$356,400 funded from the Roads (all areas) DCC, \$3,600 from the Roads Capital Reserve and \$380,467 funded from the Community Works (Gas tax) Reserve; and
- 2. That the City's Financial Plan be amended accordingly.

CARRIED

RC22-260

Moved by Mayor Horn

RECOMMENDED:

That staff determine the feasibility of splitting the construction of Phase 1 of the 7th Avenue Greenway project into two portions.

OPPOSED (1): Councillor Gill

CARRIED (6 to 1)

10. CORPORATE ADMINISTRATION AND FINANCE

a. Official Community Plan (OCP) Bylaw Amendment – Waterfront Revitalization Master Plan - Second Reading

A report from the Project Manager of the Waterfront Master Plan dated June 6, 2022, regarding the second reading of the proposed Plan, was provided for the Committee's consideration.

RC22-261

Moved by Councillor Gill

RECOMMENDED:

That Official Community Plan Amending Bylaw 6095-2022-5670(33), which adds Waterfront Revitalization Master Plan (WRMP) references to the Official Community Plan, be considered for second reading.

Union of British Columbia Municipalities (UBCM) Minister/Ministry Meetings

A report from the Chief Administrative Officer dated June 6, 2022, regarding proposed UBCM Minister/Ministry meetings, was provided for the Committee's consideration.

RC22-262

b.

Moved by Councillor Crawford

RECOMMENDED:

That the City of Mission request the following meetings with Ministers at the 2022 UBCM Convention:

- a. Ministry of Mental Health and Addictions;
- b. Minister of Public Safety and Solicitor General;
- c. Minister of Health;
- d. Minister of Transportation and Infrastructure;
- e. Minister of Forests;
- f. Minister of Education; and
- g. Attorney General and Minister Responsible for Housing.

CARRIED

c. Council Remuneration – List of Comparator Municipalities

A report from the Chief Administrative Officer dated June 6, 2022, regarding proposed comparator municipalities to complete a detailed analysis to recommend remuneration for Mayor and Council, was provided for the Committee's consideration.

RC22-263

Moved by Councillor Plecas

RECOMMENDED:

That Campbell River, Penticton, Port Moody, Vernon and West Vancouver be used as comparator municipalities to complete the detailed comparative analysis to recommend remuneration for the new Mayor and Council that will be taking office after the October 15, 2022 general election as per C-ADM.06.

d. Municipal Election Information - Corporate Officer (Verbal Item)

The Corporate Officer gave a PowerPoint presentation that provided key details regarding the upcoming municipal election, including voting eligibility requirements, advance voting opportunities, voting locations, the addition of a mail ballot voting option, and candidate eligibility.

RC22-264

Moved by Councillor Hamilton

RECOMMENDED:

That the meeting be extended until all items of business have been concluded.

CARRIED

11. DEVELOPMENT SERVICES

a. Development Application - 32625 Cherry Avenue

A report from the Senior Planner - Land Use dated June 6, 2022, regarding a development application for the property located at 32625 Cherry Avenue, was provided for the Committee's consideration.

RC22-265

Moved by Councillor Davies

RECOMMENDED:

- That draft bylaw 6104-2022-5949(67) to rezone 32625 Cherry Avenue from Suburban 20 Zone (S20) to Urban Compact 465 Secondary Dwelling Zone (RC465s) be considered for first and second reading;
- 2. That, subject to the Bylaw receiving first and second reading, a Public Hearing be scheduled on a date to be determined; and
- That prior to the adoption of Zoning Amending Bylaw 6104-2022-5949(67), the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Substantial completion of subdivision application S21-021.
 - b. Collection of any volunteered contributions to the City's community amenity reserve.
 - c. Any other requirements resulting from Council's consideration of the Bylaw, including Public Hearing.

12. FORESTRY

a. Forestry Excavator Purchase

A report from the Director of Forestry dated June 6, 2022, regarding a proposed excavator purchase, was provided for the Committee's consideration.

RC22-266

Moved by Councillor Gill

RECOMMENDED:

- 1. That Council approve a capital expenditure of \$748,496 towards the purchase of a new excavator for the Forestry Department;
- 2. That \$100,000 of this expenditure budget is transferred from the existing capital excavator upgrade works project;
- 3. That the remaining funding of \$648,496 be taken from the Forestry Reserve; and
- 4. That the Financial Plan be amended accordingly.

CARRIED

b. Forestry Operations 2022 Quarter 1 (Q1) Report

A report from the Director of Forestry dated June 6, 2022, providing a summary of the first quarter financial results for the forestry operation, was provided for the Committee's information.

The Director of Forestry provided an overview of the City's forestry operations during the first quarter of 2022. Discussion ensued, and the Director of Forestry answered the Committee's questions in regards to sustainability and public engagement.

In response to questions from Council regarding Correspondence Item 18(a), the Director of Forestry described the differences between Tree Farm Licenses (TFLs) and Community Forest Agreements (CFAs) and noted that the municipality's tree farm license pre-dated the creation of CFAs by several decades. He stated that TFLs currently pay significantly higher rates than CFAs, but that the Ministry of Forests was no longer considering any new Community Forest Agreements due the risk of triggering legal action from the U.S. Lumber Coalition. He stated that the Forestry Department was working in collaboration with the provincial Timber Pricing Branch to obtain specific cost allowances for Mission's TFL and expected some new allowances to be in place by 2023. He stated his support for the resolution from the City of Powell River, but noted it would not have an impact on Mission's TFL.

13. RESOLUTION TO RISE AND REPORT

RC22-267

Moved by Councillor Davies

RESOLVED:

That the Committee of the Whole now rise and report.

CARRIED

14. RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE

RC22-268

Moved by Councillor Plecas Seconded by Councillor Herar

RESOLVED:

That the recommendations of the June 6, 2022 Committee of the Whole, as contained in items RC22-253 to RC22-266 (except items RC22-255 and RC22-260) be adopted.

CARRIED

RC22-269

Moved by Councillor Gill Seconded by Councillor Crawford

RESOLVED:

That the recommendation of the June 6, 2022 Committee of the Whole, as contained in item RC22-255 be adopted.

OPPOSED (1): Councillor Herar

CARRIED (6 to 1)

RC22-270

Moved by Councillor Crawford Seconded by Councillor Plecas

RESOLVED:

That the recommendation of the June 6, 2022 Committee of the Whole, as contained in item RC22-260 be adopted.

OPPOSED (1): Councillor Gill

CARRIED (6 to 1)

15. COUNCIL COMMITTEE REPORTS & MINUTES

The following minutes were received as information:

- a. Economic Development Select Committee Meeting Minutes March 9, 2022
- b. Joint Shared Services Committee Meeting Minutes March 10, 2022
- c. Mission Sustainable Housing Committee Meeting Minutes March 10, 2022
- d. Mission Sustainable Housing Committee Meeting Minutes April 14, 2022
- e. Cultural Resources Commission Meeting Minutes April 20, 2022

16. COUNCIL MEETING MINUTES FOR APPROVAL

a. Regular Council Meeting - May 16, 2022

RC22-271

Moved by Councillor Davies Seconded by Councillor Crawford

RESOLVED:

That the minutes of the May 16, 2022 Regular Council Meeting be adopted.

CARRIED

17. BYLAWS FOR CONSIDERATION

a. Zoning Amending Bylaw 6104-2022-5949(67) - FIRST AND SECOND READINGS

RC22-272

Moved by Councillor Davies Seconded by Councillor Crawford

RESOLVED:

That Zoning Amending Bylaw 6104-2022-5949(67), a bylaw to rezone property at 32625 Cherry Avenue from Suburban 20 (S20) Zone to Urban Compact 465 Secondary Dwelling (UC465s) Zone, be **read a first and second time**.

265

b. Official Community Plan Amending Bylaw 6095-2022-5670(33) -CONSIDERATION OF SECTION 477

RC22-273

Moved by Councillor Crawford Seconded by Councillor Gill

RESOLVED:

That, in accordance with Section 477 of the *Local Government Act*, Council has considered City of Mission Official Community Plan Amending Bylaw 6095-2022-5670(33) in conjunction with the City's Financial Plan (including the Capital Expenditure Plan and Operating Expenditure Plan) and the Waste Management Plan.

CARRIED

c. Official Community Plan Amending Bylaw 6095-2022-5670(33) - SECOND READING

RC22-274

Moved by Councillor Hamilton Seconded by Councillor Davies

RESOLVED:

That Official Community Plan Amending Bylaw 6095-2022-5670(33), a bylaw to amend Official Community Plan Bylaw 5670-2017 to incorporate references to the Waterfront Revitalization Master Plan, be **read a second time**.

CARRIED

d. Zoning Amending Bylaw 6086-2022-5949(60) - THIRD READING

Discussion ensued, and Staff answered Council's questions in regards to nearby park space, the proposed building height, electric vehicle charging station locations, traffic flow, and dust mitigation practices. It was noted that the City's development permit guidelines may be revised during the next review of the City's Official Community Plan and that the inclusion of living and/or green walls could be considered at that time.

RC22-275

Moved by Councillor Crawford Seconded by Councillor Hamilton

RESOLVED:

That Zoning Amending Bylaw 6086-2022-5949(60), a bylaw to rezone multiple properties on First Avenue, View Avenue, and Wardrop Street from Commercial Tourist Recreation (CTR) Zone to Mixed-Use Commercial/Residential Two (MU2) Zone, be **read a third time**.

OPPOSED (2): Councillor Gill, and Councillor Herar

CARRIED (5 to 2)

e. Election Procedures Amending Bylaw 6100-2022-2669(9) - ADOPTION

RC22-276

Moved by Councillor Plecas Seconded by Councillor Hamilton

RESOLVED:

That Election Procedures Amending Bylaw 6100-2022-2669(9), a bylaw to amend Election Procedures Bylaw 2669-1993 to update definitions and procedures to align with current practice and other minor housekeeping amendments, be **adopted**.

CARRIED

f. Automated Vote Counting System Authorization and Procedure Amending Bylaw 6101-2022-2978(4) - ADOPTION

RC22-277

Moved by Councillor Crawford Seconded by Councillor Davies

RESOLVED:

That Automated Vote Counting System Authorization and Procedure Amending Bylaw 6101-2022-2978(4), a bylaw to amend Automated Vote Counting System Authorization and Procedure Bylaw 2978-1996 to authorize mail ballot voting as an option for all electors, update definitions and procedures to align with current practice, and other minor housekeeping amendments, be **adopted**.

CARRIED

18. CORRESPONDENCE

a. Malonie Shaffer - Deputy Corporate Officer, City of Powell River Re: Pricing policy for Community Forests

This correspondence was discussed as part of Item 12(b) Forestry Operations 2022 Quarter 1 Report.

b. Pam Warkentin - Project Manager, Take Action on Radon

Re: 100 radon test kit challenge program

This item was received as information.

c. BC Government News Release British Columbians can access more in EV charger rebates

This item was received as information.

d. Federal Electoral Boundaries Commission News Release

A New Federal Electoral Map is Taking Shape for British Columbia

This item was received as information.

e. Kat Wahamaa - Coordinator, Mission Overdose Community Action Team Re: Request for Funding Community Symposium on July 6, 2022

RC22-278

Moved by Councillor Gill Seconded by Councillor Crawford

RESOLVED:

- 1. That \$2,500 be disbursed to the Mission Overdose Community Action Team (through the Fraser House Society) for the purpose of holding a community symposium on substance abuse; and
- 2. That the funds be provided from the Unappropriated Accumulated Surplus Reserve.

CARRIED

19. NEW/OTHER BUSINESS

a. Council Member Updates

Council provided updates on recent events, committee and association meetings.

20. NOTICES OF MOTION

a. Proposed Federal Electoral Boundaries Realignment for Mission

RC22-279

Moved by Mayor Horn Seconded by Councillor Gill

RESOLVED:

That a letter be sent to the Federal Electoral Boundaries Commission for BC expressing Council's views on the proposed realignment of Mission's boundary, such as sharing key water and sewer infrastructure with Abbotsford, having mutually aligned priorities with Abbotsford (e.g. flood protection, waste management, transit and transportation, reconciliation with First Nations), and membership in the same Regional District with Abbotsford.

CARRIED

21. QUESTION PERIOD

There were no questions from the public.

22. ADJOURNMENT

RC22-280

Moved by Councillor Herar Seconded by Councillor Crawford

RESOLVED:

That the meeting be adjourned.

CARRIED

The meeting was adjourned at 10:17 p.m.

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER

CITY OF MISSION

BYLAW 6106-2022-5949(69)

A Bylaw to amend "District of Mission Zoning Bylaw 5949-2020"

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 City of Mission has adopted "District of Mission Zoning Bylaw 5949-2020" and amended same from time to time;

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

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

- 1. This Bylaw may be cited for all purposes as "City of Mission Zoning Amending Bylaw 6106-2022-5949(69)."
- 2. "District of Mission Zoning Bylaw 5949-2020" as amended, is hereby further amended by:
 - a) rezoning the property located at 12631 Carr Street and legally described as:

Parcel Identifier: 002-391-716

Lot 10 Section 22 Township 15 New Westminster District Plan 70455

from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone; and

b) amending the zoning maps accordingly.

READ A FIRST TIME this __ day of ___, 2022

READ A SECOND TIME this ____ day of ____, 2022

PUBLIC HEARING held this ____ day of ____, 2022

READ A THIRD TIME this ___ day of ____, 2022

ADOPTED this ____ day of ____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER

CITY OF MISSION

BYLAW 6107-2022

A Bylaw to regulate the consumption of liquor in public places

WHEREAS, pursuant to section 73(2) of the *Liquor Control and Licensing Act*, the Council of the City of Mission is empowered to regulate a public place that it has jurisdiction over as a place where liquor may be consumed;

AND WHEREAS the Council of the City of Mission wishes to designate a portion of parks as a place where liquor may be consumed responsibly;

NOW THEREFORE BE IT RESOLVED that the Council of the City of Mission, in open meeting assembled, hereby ENACTS AS FOLLOWS:

- 1. This Bylaw shall be known and cited for all purposes as "Consumption of Liquor in Public Places Bylaw 6107-2022".
- 2. <u>DEFINITIONS</u>

"City" means the City of Mission;

"City Park" means a public park that is located in the City of Mission and which is either owned or controlled by the City;

"**Permitted Spaces**" means a City Park or part of a City Park that has been designated by City Council by this Bylaw as a place where liquor may be consumed, but does not include a building, structure, vehicle or other installation within the Public Place unless this has been specifically designated by Council in this Bylaw;

"**Public Place**" has the same meaning as set out in the *Liquor Control and Licensing Act;*

"Sign" means any visual representation or attention-drawing device which communicates information or advertising for any purpose.

- 3. <u>REGULATIONS</u>
- 3.1 This Bylaw shall be in force from 12:00 pm on July 5, 2022 to 9:00 pm on October 31, 2022.
- 3.2 Liquor may be consumed between the hours of 12:00 pm and 9:00 pm from July
 5, 2022 to October 31, 2022 in the designated public places of Centennial Park,
 Fraser River Heritage Park and Jack Poole Plaza Park as outlined in Schedule 'A',
 'B' and 'C' attached to and forming part of this Bylaw, with the following exception:

a) July 22 - 24 – Mission Folk Music Festival, Fraser River Heritage Park

4. <u>SIGNS</u>

- 4.1 Regulating 12" x 24" signs with the boundaries, dates and times of liquor consumption will be posted at each of the parks in the designated Public Places. Signs posted will contain reminders of the legal drinking age; drinking and driving; and no glass containers allowed in Permitted Spaces.
- 4.2 A minimum of 2 Signs must be posted in each park.

5. <u>BUFFER ZONES</u>

5.1 A buffer zone of 30 metres will exist around all playgrounds.

6. <u>ENFORCEMENT</u>

6.1 Offences set out in the *Liquor Control and Licensing Act* will apply to persons in violation of this Bylaw.

7. <u>SEVERABILITY</u>

- 7.1 If any part, section, subsection, clause or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, it will be severed and the validity of the remaining provisions of this Bylaw will not be affected.
- 8. Schedule 'A', 'B' and 'C' attached hereto form part of this Bylaw.

READ A FIRST TIME this _____ day of _____, 2022READ A SECOND TIME this ___ day of _____, 2022READ A THIRD TIME this ____ day of _____, 2022ADOPTED this ____ day of _____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER







CITY OF MISSION

BYLAW 6108-2022-5650(4)

A Bylaw to amend "District of Mission Development and Subdivision Control Bylaw 5650-2017"

WHEREAS the Council of the District of Mission has adopted "District of Mission Development and Subdivision Control Bylaw 5650-2017";

AND WHEREAS the Council of the City of Mission deems it advisable and in the public interest to amend the Development and Subdivision Control Bylaw;

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

- 1. This Bylaw may be cited for all purposes as "City of Mission Development and Subdivision Control Amending Bylaw 6108-2022-5650(4)."
- 2. "District of Mission Development and Subdivision Control Bylaw 5650-2017", as amended, is hereby further amended as described and shown in Appendix 1 attached to and forming part of this Bylaw.

READ A FIRST TIME this ____ day of _____, 2022

READ A SECOND TIME ____ day of _____, 2022

READ A THIRD TIME this ____ day of _____, 2022

ADOPTED this ____ day of _____, 2022

PAUL HORN, MAYOR JENNIFER RUSSELL, CORPORATE OFFICER

APPENDIX 1

Sections in the Bylaw	Description of the Change		
Entire Document	FIND: "District" and replace with "City"		
Introduction: Section 9, 9.16	CORRECTION: Delete "arborist" and replace with "agrologist"		
Schedule B:	ADD: "T " to within urban area Industrial and Institutional. Add boulevard tree requirement to these industrial roadways to align with new road design standards and new drawing SS-R07. REVISE: "(less than 0.36 greater than 0.20) to (less than 0.36 greater than 0.19)		
Schedule B-1:	ADD: " T " to within urban area Industrial and Institutional. Add boulevard tree requirement to these industrial roadways to align with new road design standards and new drawing SS-R07. REVISE: "(less than 0.36 greater than 0.20) to (less than 0.36 greater than 0.19) CORRECT: and remove superscript.		
Schedule C: Section 1.4.1	ADD: "The Developer shall designate a <i>Consulting Engineer</i> and complete and submit to the Engineer a Schedule H Form F5"		
Schedule C: Section 1.6.2.1	ADD: "as amended" after Land Use Application Procedures and Fees Bylaw. REPLACE: 5% with " a percentage " of the total cost		
Schedule C: Section 2.3.1	DELETE: "inked and use minimum 80CL size Leroy lettering or digital CAD equivalent" ADD: "in general accordance with the National CAD standard and MMCD layers using the official City AutoCAD templates"		
Schedule C: Section 2.6.2.1	DELETE: "Two complete sets of plans of the proposed Works and Services prepared, sealed and signed by the Consulting Engineer and, as required by the Consulting Electrical Engineer or, a pdf file that can be red-lined by staff" ADD: "One "optimized" PDF file that has been flattened and is free of comments, object data, digital seals, or security features."		
Schedule C: Section 2.6.3.1	DELETE: "Two complete sets as in 2.6.2.1" ADD: " One complete set as described in 2.6.2.1 "		
Schedule C: Section 2.6.4.2	EDIT: Six (6) complete sets of paper prints of the proposed Works and Services, signed and sealed by the Consulting Engineer, Electrical Engineer, and Consulting Landscape Architect as required, and one PDF file .		
Schedule C: Section 2.7.2.1	EDIT: The Consulting Engineer shall submit one complete sets of design drawings in PDF format of the Works and Services showing all works as constructed (except for the road cross-section sheet(s)) or a pdf file-which can be red-lined by staff, and one set of photo copied or PDF'd-Service Record Cards in PDF format .		

Schedule C: Section 3.5.1	EDIT: 3.5.1 Upon application for a building permit, or of all additions, renovations and structural alterations made, exceeding 50% of the current floor area, or if the cost of any proposed renovations exceeds 50% of the assessed value of the existing building, as determined by the most recent assessment by the British Columbia Assessment Authority, where each existing and future building on a Parcel is or will be constructed with an automatic fire sprinkler system protecting the entire building, the minimum fire flow required at that Parcel may be reduced to the greater of:
Schedule C: Section 3.5.2	REPLACE: 3.5.2 with: Shall be compliant with the City of Mission Fire Sprinkler Bylaw 5679-2017 requirements, designed by a registered professional, and submitted to the City Building Division for review.
Schedule C: Section 3.5.3	ADD: 3.5.3: Where necessary, the District of Mission may require the proposed extended Water Distribution System to be upsized. The Engineer may approve District payment for the cost of upsizing beyond sizes required by these standards and specifications related to material only.
Schedule C: Section 3.15.3	ADD: Where a property is zoned to allow for a detached coach house or garden cottage the well shall be capable of providing additional flows sufficient to supply a detached coach house or garden cottage. Additional flow requirements are to be determined by a qualified professional and shall be clearly noted in the report described in 3.15.6.
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 3.14.3 and replace with 3.15.3
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 4.8.4.2 and replace with 4.8.4.8.2
Schedule C: Section 3.15.6	CORRECTION: Delete reference to 4.8.4.3 and replace with 4.8.4.8.3
Schedule C: Section 4.8.4.1	CORRECTION: Delete reference to 4.8.4.1 and replace with 4.8.4.8.1
Schedule C: Section 4.10.1.4	ADD: New section to set out criteria for when an onsite pumped storm connection would be considered by the City of Mission.
Schedule C: Section 4.10.12.3	CORRECTION: Delete 100 year event and replace with 200 year event.
Schedule C: Section 5.3.4.1.1	CORRECTION: Delete reference to 5.3.4.1.1 and replace with 5.3.2.2.2
Schedule C: Section 5.3.2.2.1.1	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.1
Schedule C: Section 5.3.2.2.1.2	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.2
Schedule C: Section 5.3.2.2.1.3	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.3
Schedule C: Section 5.3.2.2.1.4	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.4
Schedule C: Section 5.3.2.2.1.5	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.5
Schedule C: Section 5.3.2.2.1.6	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.6
Schedule C: Section 5.3.2.2.1.7	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.7
Schedule C: Section 5.3.2.2.1.8	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.8
Schedule C: Section 5.3.2.2.1.9	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.9

Schedule C: Section 8.16	should be accomplished by locating the pole and light fixture on the road allowance in a location that illuminates both the road and the trail intersection.		
Schedule C: Section 8.10.3.4	ADD: 8.16.11 Trail lighting where trails meet a municipal road		
Schedule C: Section 8.10.3.3	accordance with MMCD 32 12 16, to a minimum compacted thickness of 75mm." DELETE: <i>"Sidewalks"</i> and replace with <i>Sidewalks/Multi-use Pathway</i>		
Schedule C: Section 8.10.3.2	(3X) ADD: "All Multi-use Pathways shall be hotmix asphalt placed in		
Schedule C: Section 8.10.3.1	DELETE: "Typically:" and the table which follows DELETE: "Sidewalks" and replace with Sidewalks/Multi-use Pathway		
	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use Pathway		
Schedule C: Section 8.10.2.1 Schedule C: Section 8.10.3	alternate. DELETE: "Sidewalks" and replace with Sidewalks/Multi-use Pathway		
Schedule C: Section 8.10.2.1	ADD: Ramps shall include Armor-Tile ADA-C-2448 24" X 48" Cast In Place Federal Yellow Tactile Warning Strip or approved		
Schedule C: Section 8.10.1.2	ADD: "On all roads with bike lanes, curb/gutter/catch basins adjacent to the bike lane shall be bike friendly as per Standard Drawing"		
Schedule C: Section 8.10	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use Pathwa		
Schedule C: Section 8.3.4 Table 8.1	EDIT: design criteria for Collector Road		
Schedule C: Section 8.3.3.2	DELETE: "Sidewalks" and replace with Sidewalks/Multi-use Pathway		
Schedule C: Section 5.3.2.2.1.19	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.19		
Schedule C: Section 5.3.2.2.1.18	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.18		
Schedule C: Section 5.3.2.2.1.17	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.17		
Schedule C: Section 5.3.2.2.1.16	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.16		
Schedule C: Section 5.3.2.2.1.15	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.15		
Schedule C: Section 5.3.2.2.1.14	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.14		
Schedule C: Section 5.3.2.2.1.13	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.13		
Schedule C: Section 5.3.2.2.1.12	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.12		
Schedule C: Section 5.3.2.2.1.11	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.11		
Schedule C: Section 5.3.2.2.1.10	CORRECTION: Delete reference to 5.3.2.2.1.1 and replace with 5.3.4.1.10		

Schedule C: Section 8.20.1	DELETE: text and replace with "Where a comprehensive analysis of road alignments and grades confirms the maximum grades in Table 8.1 are not achievable or result in excessive cuts/fills at numerous locations, the design of roadways in the Subdivision/Development may employ the following criteria at the discretion of the Engineer. The Consulting Engineer will submit a report detailing alternate road alignments (which are not to be limited by property lines), grades, cuts/fills, and other criteria to assist the Engineer in making a determination and will provide additional analysis as required. The Consulting Engineer shall verify with the Engineer the use of these criteria prior to commencement of planning and design of a Development." (mountainous terrain)		
Schedule C: Section 8.20.1.1	EDIT: Design speed and posted speed criteria (mountainous terrain)		
Schedule C: Section 8.20.2	INSERT: New Design Elements (mountainous terrain)		
Schedule C: Section 8.20.3	EDIT: Intersections design criteria (mountainous terrain)		
Schedule C: Section 8.20.4	ADD: Arterial Roads design criteria (mountainous terrain)		
Schedule C: Section 9.7.1	CORRECTION: reference to section G. Delete "section G" and replace with "Schedule M, Supplemental Standard Drawing TP-7"		
Schedule K: Area Specific Hillside Standards For Silverdale Neighbourhood Planning Area	DELETE: Schedule K		
Schedule L: Waste Management Design Guidelines	ADD: Row to table for Glass – 10 L/Unit/Week – every two weeks EDIT: Text edits throughout schedule to clarify expectations.		
Schedule M – Section 32 92 23 2.1 Sod	2.1.1 ADD: "Plastic Mesh is not permitted"		
Schedule M – Section 33 11 01 2.6 Hydrants	2.6.3 ADD: "Clow Brigadier"		
Schedule M: SS-C01	DELETE: tactile surface and replace with Armor-Tile ADA-C-2448 24" X 48" Cast In Place Federal Yellow Tactile Warning Strip		
Schedule M: SS-C01A	DELETE: tactile surface and replace with Armor-Tile ADA-C-2448 24" X 48" Cast In Place Federal Yellow Tactile Warning Strip		
Schedule M: SS-C11 (NEW)	ADD: SS-C11 Bike Friendly Catch Basin & Curb		
Schedule M: SS-D08	EDIT: minor line work adjustment		
Schedule M: SS-R01	DELETE & REPLACE: with new SS-R01 (3 variations in table)		
Schedule M: SS-R02	DELETE		
Schedule M: SS-R03.1	DELETE & REPLACE: with new SS-R03		
Schedule M: SS-R03.2	DELETE		
Schedule M: SS-R04A	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04B	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04C	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04A.1	DELETE		
Schedule M: SS-R04B.1	DELETE		
Schedule M: SS-R04C.1	DELETE		
Schedule M: SS-R04D.1	DELETE		
Schedule M: SS-R04D.2			
Schedule M: SS-R04E.1	DELETE & REPLACE: with new SS-R04		
Schedule M: SS-R04E.2	ADD: details to align speed table with TAC design guidelines		

Schedule M: SS-R05	DELETE & REPLACE: with new SS-R07
Schedule M: SS-R06	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R07	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R08	DELETE & REPLACE: with new SS-R08
Schedule M: SS-R09	DELETE
Schedule M: SS-R10	DELETE
Schedule M: SS-R11	DELETE
Schedule M: SS-R12	DELETE
Schedule M: SS-R13	DELETE
Schedule M: SS-R14	DELETE
Schedule M: SS-R15	RETAIN
Schedule M: SS-R16	DELETE & REPLACE: with SS-R06
Schedule M: SS-R16A	DELETE
Schedule M: SS-R16B	DELETE
Schedule M: SS-R17A	DELETE & REPLACE: with SS-R05
Schedule M: SS-R17A.1	DELETE
Schedule M: SS-R17A.2	DELETE
Schedule M: SS-R17B	DELETE & REPLACE: with SS-R05
Schedule M: SS-R17B.1	DELETE
Schedule M: SS-R17B.2	DELETE
Schedule M: SS-R18	MODIFY: to include reference to Multi Use Path (MUP)
Schedule M: SS-R19	MODIFY: to include reference to Multi Use Path (MUP)
Schedule M: SS-R20	RETAIN
Schedule M: SS-R21	RETAIN
Schedule M: SS-R22	MODIFY: to improve functionality
Schedule M: SS-R23	RETAIN
Schedule M: SS-R23A	RETAIN
Schedule M: SS-R23B	CORRECTION: dimension errors
Schedule M: SS-R24	RETAIN
Schedule M: SS-R25	RETAIN
Schedule M: SS-R26	RETAIN
Schedule M: SS-R27	RETAIN
Schedule M: SS-R28	RETAIN
Schedule M: SS-R29	CORRECTION: title block drawing title
	CORRECTION: title block drawing title MODIFY: to add watering bag ADD: SS-W18 Bulk Water Meter Chamber

CITY OF MISSION

BYLAW 6103-2022-5670(35)

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 City 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 City of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

- 1. This Bylaw may be cited for all purposes as "City of Mission Official Community Plan Amending Bylaw 6103-2022-5670(35)."
- 2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:
 - a) amending Official Community Plan maps 1, 1a, 1c, and 4 to include the extent of the Central Neighbourhood Plan as identified on Appendix 1 attached to and forming part of this Bylaw;
 - b) inserting "Silverdale: Central Neighbourhood Plan" as a new subsection under Section 8.3 NEIGHBOURHOOD OVERVIEW AND POLICIES - Silverdale Planning Process;
 - c) inserting the following text under the Silverdale: Central Neighbourhood Plan subsection as Policy 8.3.9:

"All development with the Central Neighbourhood Plan area must conform to the Planning Principles and Policies as described by the Silverdale: Central Neighbourhood Plan."; and

d) renumbering all remaining Policies accordingly.

READ A FIRST TIME this 16th day of May, 2022

COUNCIL CONSIDERATION OF SECTION 477 OF THE LOCAL GOVERNMENT ACT given this ____ day of ____, 2022

READ A SECOND TIME this ____ day of ____, 2022

PUBLIC HEARING held this ____ day of ____, 2022

READ A THIRD TIME this ____ day of ____, 2022

City of Mission Official Community Plan Amending Bylaw 6103-2022-5670(35) Page 2 of 3

ADOPTED this ___ day of ____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER

City of Mission Official Community Plan Amending Bylaw 6103-2022-5670(35) Page 3 of 3

Appendix 1



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CITY OF MISSION

BYLAW 6095-2022-5670(33)

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 City 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 City of Mission, in open meeting assembled, ENACTS AS FOLLOWS:

- 1. This Bylaw may be cited for all purposes as "City of Mission Official Community Plan Amending Bylaw 6095-2022-5670(33)."
- 2. "District of Mission Official Community Plan Bylaw 5670-2017" as amended, is hereby further amended by:

OCP Designation	Characteristics	Land Uses	Density
Waterfront Comprehensive Planning Area	 Planned community including a range of land uses organized in accordance with the vision, guiding principles, and the policies of this OCP Refer to Section 8.3 for description and policies Refer to DPA guidelines 	 Mixed-use Commercial/ Residential Mid-Rise Multi-unit Residential (up to 6 stories) Attached Multi-unit Residential Commercial Institutional Parks and Open Space Environmentally Sensitive Area Industrial Other uses to be determined through planning processes 	 1.0 to 2.5 FSR Up to a maximum 5.0 FSR with the provision of a Significant Community Benefit in accordance with the Zoning Bylaw

a) Deleting the existing Waterfront Comprehensive Planning Area description in *Figure 8.1*, Land Use Designations, Mixed-Used Centres and replacing it with:

b) Deleting the following wording in Section 8.1: URBAN STRUCTURE, GROWTH AND LAND USE:

"Waterfront Comprehensive Planning Area

The Waterfront Comprehensive Planning Area land use designation is an area identified for future urban development that will provide the basis for more detailed land use planning.

The 2006 Mission Landing Concept Plan was the first plan that explored opportunities for a mixed-use neighbourhood encompassing the entire Fraser River waterfront. This was followed by the Waterfront & Brownfield Redevelopment Study

in 2009, a study that identified potential development constraints. In 2010, the Market Analysis & Feasibility Study was completed; it assesses the viability of the redevelopment of the waterfront. In 2019, Engineering servicing, floodplain analysis, soil contamination, geotechnical studies were conducted and intended as background research for a Waterfront Revitalization Master Plan.

This area has significant opportunities for redevelopment as a community and for recreation as part of Experience the Fraser. It could be similar to successful waterfront communities in other parts of the Lower Mainland where there are boutiques, artists' studios, small galleries, cafes, bars, restaurants, and markets integrated with waterfront walkways, higher density housing, and industrial uses.

Studies and analyses have addressed market feasibility and anticipated development constraints. More detailed technical studies conducted in 2018 - 2019 provide greater certainty around the true conditions, costs and timelines required to undertake redevelopment activities. Some of the major challenges relate to flood levels, impacts of previous and existing industrial uses, contaminated soils, and transportation connectivity to downtown and other transportation routes/corridors.

Part of the Waterfront, is now a mix of light industrial and commercial uses. Due to its proximity to the West Coast Express station, downtown and the Fraser River there is potential to support high density residential uses that are integrated with commercial and warehousing/wholesale land uses. It is an excellent location for affordable housing, especially for frequent transit users. This is a neighbourhood that will likely experience a gradual transition to more residential uses."

And replacing it with:

"Waterfront Revitalization Master Plan

The Waterfront Comprehensive Planning Area land use designation is an area identified in the Waterfront Revitalization Master Plan. The Master Plan provides the basis for more detailed land use planning.

The 2006 Mission Landing Concept Plan was the first plan that explored opportunities for a mixed use neighbourhood encompassing the entire Fraser River waterfront. This was followed by the Waterfront & Brownfield Redevelopment Study in 2009, a study that identified potential development constraints. In 2010, the Market Analysis & Feasibility Study was completed; it assesses the viability of the redevelopment of the waterfront. In 2019, Engineering servicing, floodplain analysis, soil contamination, geotechnical studies were conducted and intended as background research for a Waterfront Revitalization Master Plan. In 2022, Council adopted the Waterfront Revitalization Master Plan as a Reference Plan to the Official Community Plan.

This area has significant opportunities for redevelopment as a community and for recreation as part of Experience the Fraser. The Waterfront Revitalization Master Plan visions the area as a successful waterfront community where there are boutiques, artists' studios, small galleries, cafes, bars, restaurants, and markets integrated with waterfront walkways, higher density housing, industrial uses and the continued operation of the Raceway.

The Waterfront Revitalization Master Plan provides greater certainty around the true conditions, costs and timelines required to undertake redevelopment activities. Some of the major challenges the Master Plan seeks to address relate to flood levels, impacts of previous and existing industrial uses, contaminated soils, and transportation connectivity to downtown and other transportation routes/corridors.

Part of the Waterfront is currently a mix of light industrial and commercial uses. With its proximity to the West Coast Express station, downtown and the Fraser River, the Master Plan supports high density residential uses that are integrated with commercial and warehousing/wholesale land uses. It is an excellent location for affordable housing, especially for frequent transit users. The area will gradually transition to more residential uses on the lands east of the CPR Bridge and encourage industrial uses west of the CPR Bridge."

c) Deleting the existing wording in policy 8.1.23 and replacing it with:

"In preparing the Waterfront Revitalization Master Planning Area, the City undertook a planning process that confirmed the Waterfront Revitalization Master Plan would continue to:"

d) Deleting the existing wording in policy 8.1.25 and replacing it with:

"Raise dikes or fill the entire area between the waterline and Highway 11 and establish a pedestrian oriented precinct along the waterfront with a continuous walkway, viewpoints, commercial uses, public art, interpretive features, and other dynamic urban elements."

e) Deleting the existing wording in policy 8.1.26 and replacing it with:

"Restore and enhance riparian areas, and provide public access to the river as part of Experience the Fraser."

f) Deleting the following wording from Section 8.3.3:

"Waterfront and Commuter Rail Area

The Mission Landing Concept Plan captures the vision of the community and recommendations for the waterfront and commuter rail areas. It can serve as a Neighbourhood Plan for this area until such time as a waterfront redevelopment plan has been completed."

and replacing it with:

"Waterfront and Commuter Rail Area

The Waterfront Revitalization Master Plan captures the vision of the community and recommendations for revitalizing the waterfront. As a Reference Plan, it serves the Waterfront Comprehensive Planning Area in conjunction with the City's other general planning policies, resolutions and directives concerning infrastructure, urban design, economic development, open space. social policies, and other topics."

g) deleting the following wording from Section 9.5. DP AREA C: MIXED USE AND COMMERCIAL DEVELOPMENT PERMIT AREA – Intent:

"In revitalization areas such as the Waterfront Comprehensive Planning Area, the intent will be to establish new dynamic neighbourhoods."

and replacing it with:

"In revitalization areas such as the Waterfront Comprehensive Planning Area, the intent is to establish new dynamic neighbourhoods."

h) deleting the following wording from Section 9.5. DP AREA C: MIXED USE AND COMMERCIAL DEVELOPMENT PERMIT AREA – Guidelines:

"12. Additional Guidelines for the Mixed-Use Areas in the Waterfront Area

(a) Reflect a traditional waterfront architectural form to the greatest degree possible, considering the use of timber, painted or stained wood cladding, and shed roofs.

(b) Maintain views to the Fraser River; staggered building heights from the south to the north are encouraged.

(c) Projecting elements (such as eaves, porches, etc.) are encouraged on commercial structures.

(d) Weather protection through the use of projecting canopies and arcades should be provided along the north side of Harbour Avenue.

(e) Openings in façades should be punctuated with strong coloured mullions and window trim.

(f) Terraced or stepped forms of residential development are encouraged with large terraces and decks."

and replacing it with:

"12. Additional Guidelines for development in the Waterfront Area are contained in Section 3 of the Waterfront Revitalization Master Plan"

i) deleting the following wording from Section 10.2 ACTION PLAN – Economic Development:

"Complete a Neighbourhood Plan for the Waterfront Comprehensive Planning Area"

and replacing it with:

"Supplement the Waterfront Revitalization Master Plan with specific policies and guidelines to enhance the Waterfront Comprehensive Planning Area"

j) deleting the following wording from Appendix A: The Community, Section A.3 – LAND DEMAND STUDY:

"There are sufficient regional commercial (retail and service) lands to accommodate growth in the Lougheed Highway retail node (west of downtown), over the longer term. There is also long term demand for a small amount of new commercial space in the proposed waterfront village to the south of downtown on river;"

and replacing it with:

"There are sufficient regional commercial (retail and service) lands to accommodate growth in the Lougheed Highway retail node (west of downtown), over the longer term. There is also long term demand for additional new commercial space in the proposed waterfront village to the south of downtown on river;"

City of Mission Official Community Plan Amending Bylaw 6095-2022-5670(33) Page 5 of 5

READ A FIRST TIME this 2nd day of May, 2022

COUNCIL CONSIDERATION OF SECTION 477 OF THE LOCAL GOVERNMENT ACT given this 6th day of June, 2022

READ A SECOND TIME this 6th day of June, 2022

PUBLIC HEARING held this ____ day of ____, 2022

READ A THIRD TIME this ___ day of ____, 2022

ADOPTED this ___ day of ____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER
BYLAW 6099-2022-5949(66)

A Bylaw to amend "District of Mission Zoning Bylaw 5949-2020"

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 City of Mission has adopted "District of Mission Zoning Bylaw 5949-2020" and amended same from time to time;

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

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

- 1. This Bylaw may be cited for all purposes as "City of Mission Zoning Amending Bylaw 6099-2022-5949(66)."
- 2. "District of Mission Zoning Bylaw 5949-2020" as amended, is hereby further amended by:
 - a) rezoning the properties located at 32527 and 32551 Cherry Avenue and legally described as:

Parcel Identifier: 027-919-510 Lot 9 Section 29 Township 17 New Westminster District Plan BCP40949

Parcel Identifier: 011-339-934 Lot "A" Section 29 Township 17 New Westminster District Plan 8732

from Suburban 20 (S20) Zone to Multi-unit Duplex 465 (MD465) Zone and Urban Compact 465 Secondary Dwelling (UC465s) Zone, as identified on Appendix A attached to and forming part of this Bylaw; and

b) amending the zoning maps accordingly.

READ A FIRST TIME this 16th day of May, 2022

READ A SECOND TIME this 16th day of May, 2022

PUBLIC HEARING held this ____ day of ____, 2022

READ A THIRD TIME this ____ day of ____, 2022

ADOPTED this ____ day of ____, 2022





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DISTRICT OF MISSION

BYLAW 5991-2020-5949(13)

A Bylaw to amend "District of Mission Zoning Bylaw 5949-2020"

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 5949-2020" 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 5991-2020-5949(13)."
- 2. "District of Mission Zoning Bylaw 5949-2020" as amended, is hereby further amended by:
 - a) rezoning a portion of the property located at 30373 Dewdney Trunk Road and legally described as:

Parcel Identifier: 010-792-074 Lot 2 Section 23 Township 15 New Westminster District Plan 3016

from Rural 16 (RU16) Zone to Rural Residential 7 Secondary Dwelling (RR7s) Zone as shown on Schedule 1 attached to and forming part of this Bylaw; and

b) amending the zoning maps accordingly.

READ A FIRST TIME this 7th day of December, 2020

READ A SECOND TIME this 7th day of December, 2020

PUBLIC HEARING waived this 7th day of December, 2020

READ A THIRD TIME this 18th day of January, 2021

ADOPTED this ____ day of ____, 2022

PAUL HORN MAYOR JENNIFER RUSSELL CORPORATE OFFICER

SCHEDULE 1



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Development Services - Planning Division Staff Report

Project: P2020-056 Application Numbers: R20-015 File: 08-3310-22



DATE: **BYLAW / PERMIT #: PROPERTY ADDRESS:**

December 7, 2020 5991-2020-5949(13)

LOCATION: **CURRENT ZONING:** PROPOSED ZONING: Rural Residential Secondary CURRENT OCP: PROPOSED OCP:

30373 Dewdney Trunk Road Ferndale Neighbourhood Rural 16 Zone (RU16) Dwelling Zone (RR7s) **Rural Residential** No change

PROPOSAL:

To rezone a portion of the property to allow for a three-lot subdivision with secondary dwelling units.



OVERVIEW AND STAFF COMMENTS:

This report details the rezoning application for the property located at 30373 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 may be waived.

RECOMMENDATION:

Council consider and resolve:

That the Public Hearing for Zoning Amending Bylaw 5991-2020-5949(13) for the property located at 30373 Dewdney Trunk Road be waived.

PURPOSE:

To accommodate a three-lot subdivision. The two proposed northern lots will become Rural Residential 7 Secondary Dwelling Zone (RR7s) and allow secondary dwellings. The proposed southern lot will remain as Rural 16 Zone (RU16). A site plan is attached as **Attachment A**.

RATIONAL OF RECOMMENDATION:

The proposal is consistent with the Official Community Plan (OCP) and Zoning Bylaw.

- The development is located within and conforms to the Rural Residential OCP designation characterized by larger residential lots on the fringe of urban areas not serviced by municipal water or sewer.
- The proposed northern lots will exceed the minimum lot area required by the RR7s Zone, which is 0.7 ha (1.73 ac). The proposed southern lot will exceed the minimum lot area required by the RU16 Zone, which is 1.6 ha (4.0 ac). Remaining under the RU16 Zone will allow certain uses for the southern lot that that the RR7s Zone does not permit, such as more intensive agriculture.
- The proposal for secondary dwelling units on the two northern lots conforms to and supports the OCP policies for affordable and inclusive housing as follows:
 - Section 5.1.8: "Facilitate the developments of affordable, rental and special needs housing through supporting multi-unit housing developments, small house/small lot housing, secondary suites, duplexes in appropriate locations, mixed market/non-market housing projects, coach houses, garden cottages and other innovating housing forms."
 - Section 5.1.20: "Allow detached suites such as garden cottages on all single detached lots with lot sizes that are able to appropriately accommodate an addition on-site parking space."

It is recommended that the Public Hearing be waived, as the project is OCP compliant and is expected to have little impact on the neighbourhood.

SITE CHARACTERISTICS AND CONTEXT:

Applicant

Steven Lafleur

Property Size

• 30373 Dewdney Trunk Road is approximately 4.045 ha (10 ac).

• The subject property is a large rural lot. The southern half of the property is developed with a singlefamily dwelling, green house, and several accessory buildings. The northern half of the property is forested and covered in vegetation.

Neighbourhood Character

• The subject property is located within the rural residential Stave Falls neighbourhood comprised of single-family dwellings on larger lots. The three-lot subdivision will fit within the context of the surrounding properties and is believed to have little impact on the surrounding neighbours.

Environmental Protection

- The Development Permit Area E for Natural Environment is applicable to this development. This Development Permit is delegated to staff for approval.
- There are watercourses on and adjacent to the subject site. An assessment report under the provincial Riparian Areas Protection Regulation, prepared by a qualified environmental professional, has been provided to establish appropriate protection for the watercourses.

Fire Interface

• The Development Permit under Area H for Fire Interface is applicable to this development. This Development Permit is delegated to staff for approval.

<u>Servicing</u>

• Development of this area will require servicing, as outlined under "Referrals".

REFERRALS:

Engineering Department:	The Engineering Department has no objection to this proposal, as outlined in Attachment B .
Building Division:	No concerns at this time. Ensuring all existing buildings have Building Permits will be required as part of the subdivision approval process.
Bylaw Enforcement Division:	No concerns.
Mission Fire Rescue Service:	No concerns.

DEVELOPMENT CONSIDERATIONS:

Community Amenity Contribution

The applicant has volunteered to contribute \$2,815 per new lot/unit in accordance with Policy LAN.40(C).

Tree Management

An arborist report will be required to map out existing significant trees, provide tree assessments, and recommend tree retention or removal based on the assessments.

In accordance with Policy LAN.32 – Tree Retention and Replanting, the applicant will be required to plant a total of six trees; two trees on each lot. This condition will be met as part of the subdivision approval process. In addition to this requirement, the applicant will be required to replace any significant

trees that will be removed in any areas, except for building envelopes and driveways having a maximum area of 2,000 sq m (21,528 sq ft).

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 a development notification sign.
- A Notice of Waived Public Hearing will be sent to all occupiers and owners of properties within 500 m from the development site notifying them of the opportunities to provide comment.

REQUIREMENTS PRIOR TO FINAL READING:

Final Reading of the Zone Amending Bylaw will be held until the following have been satisfied:

- 1. Substantial completion of subdivision application S20-008.
- 2. Collection of any volunteered contributions to the District's community amenity reserve.
- 3. Any other requirements as a result of Council's consideration, including Public Hearing.

ATTACHMENTS:

- A Draft Plan of Subdivision
- **B** Engineering Department Rezoning Comments

SIGN-OFFS:

Robert Pulland

Rob Publow, Manager of Planning

JH / sj

<u>Comment from Chief Administrative Officer:</u> Reviewed.



ATTACHMENT A – Draft Plan of Subdivision

ATTACHMENT B – Engineering Department Rezoning Comments

ENGINEERING DEPARTMENT REZONING COMMENTS

CIVIC ADDRESS: 30373 Dewdney Trunk Road

CURRENT ZONE: RU16

PROPOSED ZONE: RU16 & RR7s

October 9, 2020

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

DOMESTIC WATER REQUIREMENTS:

Municipal water is not available on Dewdney Trunk Road or Brackley Avenue.

Connection to the municipal system is not 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 not available on Dewdney Trunk Road or Brackley Avenue.

Connection to the municipal system is not 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 not available on Dewdney Trunk Road or Brackley Avenue.

Connection to the municipal system is not 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. Brackley Avenue has been extended as a half road on the opposite side of the corridor and technically does not provide 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.

RECOMMENDATION:

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

FILE:08-3310-22-56 R20-015

ENGINEERING DEPARTMENT REZONING COMMENTS

Prepared by: Graham Harder, Engineering Technologist I

Reviewed by:

Tracy Kyle, Director of Engineering & Public Works

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

FILE:08-3310-22-56 R20-015

CITY OF MISSION DEVELOPMENT VARIANCE PERMIT DV22-014

Issued pursuant to Section 498 of the Local Government Act

Issued to: Grewal Ventures LTD. INC. No. 747467 35684 Zanatta Place, Abbotsford, BC

> 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

Parcel Identifier: 000-554-243 Legal Description: Lot 41, Block 75, Plan NWP664, District Lot 411, Group 1, New Westminster Land District

- 1. The said lands are zoned Mission City Downtown Zone (DT1) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.
- 2. "District of Mission Zoning Bylaw" as amended is hereby varied in respect of the said lands as follows:

(a) Reduce the required parking on site from 6 spaces to 2 spaces.

- 3. This Permit does not constitute a subdivision approval or a building permit.
- 4. This Permit applies only to the development or construction proposed within the associated Staff Report and does not apply to future construction or reconstruction.

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].

Paul Horn, MAYOR

Jennifer Russell, CORPORATE OFFICER

Development Variance Permit DV22-014

Issued to: Karla D. Turner

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 33789 3rd Avenue, Mission, BC V2V 1R3

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **33789 – 3rd Avenue**

Parcel Identifier: 009-893-792

Legal Description: LOT 6 DISTRICT LOT 1 GROUP 3 NEW WESTMINSTER DISTRICT PLAN 6972

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

TEMPORARY USE PERMIT

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. RC_____ passed by the Council on the _____ day of June, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Anastassia and Daniel Peterson

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 31809 Silverdale Avenue, Mission, BC V2V 6Z5

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: 31809 Silverdale Avenue

Parcel Identifier: 008-522-341

Legal Description: LOT 49 SECTION 19 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 38530

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

TEMPORARY USE PERMIT TP22-002

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. _____ passed by the Council on the _____ day of June, 2022. IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed by the Mayor and Corporate Officer the _____ day of ______, 2022.

Issued to: Andy and Carolynn Reimer

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 34278 Jasper Avenue, Mission, BC V2V 6P3

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: 34278 Jasper Avenue

Parcel Identifier: 006-123-538

Legal Description: LOT 190 DISTRICT LOT 5 GROUP 3 NEW WESTMINSTER DISTRICT PLAN 46618

3. The said lands are zoned Urban Residential 930 (R930) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

AUTHORIZING RESOLUTION NO. RC____ passed by the Council on the ____ day of _____, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Ashley Bremner and David Robinson

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 7430 Dunsmuir Street, Mission, BC V2V 4B2

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: 7430 Dunsmuir Street

Parcel Identifier: 003-102-718

Legal Description: LOT 4 BLOCK 92 DISTRICT LOT 1 GROUP 3 SECTION 21 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 1900

3. The said lands are zoned Multi-unit Duplex 465 (MD465) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

AUTHORIZING RESOLUTION NO. RC____ passed by the Council on the ____ day of _____, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Raymond Selinger

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 33329 Heather Avenue, Mission, BC V2V 4W5

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **33329 Heather Avenue**

Parcel Identifier: 004-116-259

Legal Description: LOT 504 DISTRICT LOT 4 GROUP 3 AND OF SECTION 21 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 50586

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

AUTHORIZING RESOLUTION NO. RC____ passed by the Council on the ____ day of _____, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Franz Muermann

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 33528 Copper Place, Mission, BC V2V 6Z5

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **33528 Copper Place**

Parcel Identifier: 001-299-123

Legal Description: LOT 596 SECTION 28 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 61836

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. RC_____ passed by the Council on the ____ day of _____, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2021.

Temporary Use Permit TP21-003

Issued to: Chad and Tamara Umlah

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 33554 – 8th Avenue, Mission, BC V2V 4L5

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **33554 – 8th Avenue**

Parcel Identifier: 001-720-058

Legal Description: LOT 9 DISTRICT LOT 4 GROUP 3 NEW WESTMINSTER DISTRICT PLAN 2654

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. _____ passed by the Council on the _____ day of June, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Bring Holdings Inc.

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 32693 Lightbody Court, Mission, BC V4S 0A7

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **8041 Philbert Street**

Parcel Identifier: 004-912-098

Legal Description: LOT 231 SECTION 28 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 51269

3. The said lands are zoned Urban Residential 558 (R558) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. RC_____ passed by the Council on the ____ day of June, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.

Issued to: Agnieszka Lichtenberg

(Owner as defined in the Local Government Act, hereinafter referred to as the Permittee)

Address: 7535 Murray Avenue, Mission, BC V2V 6A9

- 1. This Temporary Use Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied or supplemented by this permit.
- 2. This Temporary Use Permit applies to and only to those lands within the Municipality legally described below, and any and all buildings, structures and development thereon:

Address: **7535 Murray Street**

Parcel Identifier: 008-824-169

Legal Description: LOT 226 SECTION 21 TOWNSHIP 17 NEW WESTMINSTER DISTRICT PLAN 25877

3. The said lands are zoned Multi-unit Duplex 465 (MD465) pursuant to "District of Mission Zoning Bylaw 5949-2020" as amended.

"District of Mission Zoning Bylaw" as amended is hereby supplemented in respect of the said lands as follows:

- (a) This permit allows for the addition of the following accessory use (as defined by "District of Mission Zoning Bylaw 5949-2020" as amended from time to time):
 - i. Backyard Hen Pilot Program (Agriculture (Urban))
- (b) The allowable use, outlined in this permit, shall be permitted to be conducted on the said lands for a maximum of **twelve (12) months** from the date of issuance of the permit and the use of the property for those purposes is subject to the following conditions:
 - ii. The applicant must receive and pass a site inspection by a Bylaw enforcement Officer to ensure pilot program site and enclosure guidelines have been adhered to prior to obtaining hens;
 - iii. The applicant must apply for and receive a Premises Identification (ID) in accordance with the Provincial regulations;
 - iv. Hen tending may only take place after 07:00 hours and before 20:00 hours daily;
 - v. The applicant must maintain the site in accordance with the Good Neighbour Bylaw 5524-2016; and
 - vi. Sick or injured animals must be cared for in accordance with National Farm Animal Care Council Code of Practice. No slaughter or unlawful disposal of sick, injured, or old animals can take place on the property outlined above.
- 4. The land described herein shall be developed strictly in accordance with the terms, conditions and provisions of this permit and any plans and specifications attached to this permit shall form a part hereof.

Minor changes to the aforesaid site plan that do not affect the intent of this permit and the general function of the program and site may be permitted, subject to the approval of the Director of Development Services and/or Manager of Planning.

TEMPORARY USE PERMIT TP22-009

6. This permit is not a building permit. A building permit(s) must be obtained for all buildings to be located on the property associated with this permit.

AUTHORIZING RESOLUTION NO. RC_____ passed by the Council on the ____ day of June, 2022.

IN WITNESS WHEREOF this Temporary Use Permit is hereby issued by the Municipality signed

by the Mayor and Corporate Officer the _____ day of _____, 2022.