



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	July 5, 2021	2021-14
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
<b>Staff Present</b>	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Wendy Donnithorne, Acting Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Patrick Ross, Manager of Land and Building Services Norma Felker, Assistant City Clerk	

---

Your Worship, the Development Services Committee respectfully submits the following report:

### **1. Infrastructure Reconstruction and Local Improvement Policy**

Under the existing Local Improvement Policy, property owners have contributed a share of the cost of the public surface works through a local improvement charge. The proposed policy considers the replacement of essential basic City infrastructure assets as Infrastructure Reconstruction Projects. These include water, sewer, roads, commuter pathways and associated essential improvements. For such projects, public funds would pay for all costs on public property. Improvements on private property would be completely paid for by private property owners benefitting from the project.

The proposed policy would allow private property owners to opt-in or opt-out with respect to upgrades to their private infrastructure. If they “opt in”, property owners would have upgrades on their property done at the same time the City is doing the work on public land. The policy also provides for an infrastructure loan to property owners who opt-in. This loan would be paid back in a manner similar to how current local improvement charges are applied to taxes over a period of time.

In May, Council directed Administration to release the proposed Infrastructure Reconstruction and Local Improvement Policy to the public and carry out a public engagement process. An information webinar was advertised in social media and in local newspapers, and direct notification was sent to the Downtown Resident's Association and the Hillcrest Community Association. Ten residents participated in the webinar. Thereafter, the recorded video was watched 22 times and the project page was viewed 142 times prior to the cut-off date for comments.

Ten submissions were received regarding the proposed policy. Eight asked questions about the reconstruction process and specific questions related to their own properties. Two submissions expressed support for the policy and one expressed concern about fairness to those who have paid local improvement charges under the existing policy.

The proposed policy is now being brought forward for adoption.

**The recommendation of the Development Services Committee is**

THAT the Infrastructure Reconstruction and Local Improvement Policy be adopted as presented.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	July 5, 2021	2021-14
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Councillor Jocelyn Curteanu – Vice-Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Laura Cabott Councillor Samson Hartland Councillor Jan Stick	
<b>Staff Present</b>	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Wendy Donnithorne, Acting Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Brittany Dixon, Acting Manager of Financial Services Patrick Ross, Manager of Land and Building Services Norma Felker, Assistant City Clerk	

---

Your Worship, the Corporate Services Committee respectfully submits the following report:

### **1. Budget Amendment and Land Acquisition – 7220 7<sup>th</sup> Avenue**

The Escarpment Land Acquisition Program was initiated in the early 1970s as a result of drainage and erosion problems as well as concerns over the risk of potential mudslides onto properties located at the foot of the downtown escarpment.

The owner of the property located at 7220–7<sup>th</sup> Avenue passed away in 2019 and an agreement to purchase the property has been negotiated with the executor of the estate. Structures remaining on the property after the City acquires ownership will be removed, but they contain hazardous materials that will require special handling and disposal. Backfilling and revegetation will also be required. All costs related to the acquisition of this property are proposed to come from the Land Bank Reserve, and a budget amendment is required.

After demolition, the property will remain vacant until a future use is determined in accordance with the Downtown Escarpment Land Use Policy.

**The recommendation of the Corporate Services Committee is**

THAT the 2021 to 2024 Capital Expenditure Program be amended to create a new capital project titled "Acquisition of 7220 7<sup>th</sup> Avenue" for the purchase of escarpment land and the demolition of structures on that land in the amount of \$380,000, funded from the Land Bank Reserve; and

THAT Bylaw 2021-37, a bylaw to acquire title to the escarpment property located at 7220 7<sup>th</sup> Avenue, be brought forward for consideration under the bylaw process.

**2. Semi-Annual Procurement Report (January to June) – For Information Only**

In accordance with the requirements of the Procurement Policy, Administration provided an update on procurement projects to June 30, 2021, including:

- Contract awards with a value of \$100,000 and over;
- Procurements with a value of over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in their solicitation documents;
- Procurements with an estimated value of \$500,000 or more.
- Non-Competitive, single source or sole source procurements with a value over \$50,000;
- Emergency procurements, including their value; and
- Instances of non-compliance with the policy and ensuing actions taken in each instance.

**3. Upcoming Procurements (July and August) – For Information Only**

In accordance with the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to council on a bi-monthly basis. Department managers reviewed their capital projects and operating requirements and have provided a list of anticipated procurements valued at over \$100,000 for July and August 2021. Only one procurement is scheduled, and that is the Website Redesign project.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	July 5, 2021	2021-14
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Samson Hartland – Chair Councillor Laura Cabott – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Staff Present</b>	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Wendy Donnithorne, Acting Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Patrick Ross, Manager of Land and Building Services Sidharth Agarwal, Planner Norma Felker, Assistant City Clerk	

---

Your Worship, the City Planning Committee respectfully submits the following report:

### **1. Zoning Amendment and Land Exchange Agreement – Tank Farm Phase 1**

The owner of the Tank Farm property has applied to amend the Zoning Bylaw to allow for the development of industrial/commercial lots on the Phase 1 portion of the site. The applicant proposed two options for consideration. The Development Review Committee has recommended the option involving a land exchange with the City as the preferred approach, as it provides for increased separation between commercial/industrial and residential uses, and more area to accommodate public amenities and infrastructure.

The current zoning of the Tank Farm portion of the subject area is FP–Future Planning, which is intended to protect land until planning has occurred to determine appropriate zoning. The current zoning of the City-owned buffer strip is PG–Greenbelt, which is intended to provide areas of public land for buffers, trails and passive recreation.

DC–Direct Control District is being proposed as a new zone in the Zoning Bylaw to reflect the unique nature and additional regulations applicable to areas established as Direct Control Districts in the Official Community Plan. The DC zoning would be used in

combination with other zoning designations, meaning that additional regulations would apply along with the normal regulations of the zone.

The proposed bylaw establishes three new zones for the subject property:

- The commercial/industrial lots will be zoned DC-CIMx–Direct Control Mixed-Use Commercial/Industrial (modified);
- The grade-separated buffer strip at the western edge of the commercial/industrial lots will be zoned DC-PG–Direct Control Greenbelt. This will provide a buffer between the commercial/industrial lots and future residential development, as well as a location for a portion of a future trail/active transportation connection through the Tank Farm site; and
- The remaining Tank Farm site will be zoned DC-FP–Direct Control Future Planning, as additional planning work is required to determine appropriate zoning for the remaining portion of the site.

The proposed land exchange would secure the City’s tenure within a portion of the buffer strip between the commercial/industrial lots and the future residential subdivision. There will be no cost to the City to exchange the lands, and the survey costs will be paid by the applicant.

The zoning amendment and land exchange bylaws are being introduced together, with third reading of the land exchange bylaw being dependent upon the passage of the zoning amendment. The applicant will subsequently apply to subdivide the commercial/industrial area, and the land exchange will be finalized when the subdivision application and development agreement for the property are brought forward for Council approval. The development agreement will be registered on the title of the property and will be in effect when further development of the remainder of the Tank Farm site is proposed in the future.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2021-29, a bylaw to amend the zoning of the Tank Farm and Buffer, Hillcrest Industrial Subdivision, to designate the Tank Farm as a Direct Control District and allow commercial/industrial development on Tank Farm Phase 1; and

THAT Bylaw 2021-34, a bylaw to authorize a land exchange agreement with respect to the Tank Farm, be brought forward for consideration under the bylaw process; and

THAT third reading of Land Exchange Agreement Bylaw 2021-34 be scheduled to coincide with second and third reading of Zoning Amendment Bylaw 2021-29.

---

NOTE – Following the Standing Committee meeting, the applicant withdrew the application for a Zoning Bylaw amendment and land exchange agreement.



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	July 5, 2021	2021-14
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Samson Hartland – Vice Chair Mayor Dan Curtis Councillor Dan Boyd Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Staff Present</b>	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Wendy Donnithorne, Acting Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Norma Felker, Assistant City Clerk	

---

Your Worship, the City Operations Committee respectfully submits the following report:

**1. Whistle Bend Pond – For Information Only**

In response to questions raised, Administration provided an update on the actions being taken to deal with the over-abundance of algae in the Whistle Bend pond. This is an ongoing project for this year, and capital budget submissions are being developed for measures to minimize the growth of algae in future years.



## Minutes of the meeting of the Community Services Committee

<b>Date</b>	July 5, 2021	2021-14
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Dan Boyd – Chair Councillor Jan Stick – Vice-Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Samson Hartland Councillor Stephen Roddick	
<b>Staff Present</b>	Valerie Braga, Acting City Manager Krista Mroz, Acting Director of Community Services Wendy Donnithorne, Acting Director of Corporate Services Mike Gau, Director of Development Services Jason Everitt, Acting Director of Operations Norma Felker, Assistant City Clerk	

---

Your Worship, there is no report from the Community Services Committee.





**Minutes of the meeting of the  
Public Health and Safety Committee**

**Date** July 5, 2021 2021-14

**Location** Council Chambers, City Hall

**Committee Members Present** Councillor Jan Stick – Chair  
Councillor Dan Boyd – Vice Chair  
Mayor Dan Curtis  
Councillor Laura Cabott  
Councillor Jocelyn Curteanu  
Councillor Samson Hartland  
Councillor Stephen Roddick

**Staff Present** Valerie Braga, Acting City Manager  
Krista Mroz, Acting Director of Community Services  
Wendy Donnithorne, Acting Director of Corporate Services  
Mike Gau, Director of Development Services  
Jason Everitt, Acting Director of Operations  
Norma Felker, Assistant City Clerk

---

Your Worship, the Public Health and Safety Committee respectfully submits the following report:

**1. Flooding/High Water Issues – For Information Only**

In response to questions raised, Administration provided an update on measures being used to ensure public safety and protect low-lying properties in the event of flooding due to high water levels up-river from the City.

There being no further business, the meeting adjourned at 7:28 p.m.

**Adopted** at the regular council meeting on July 12, 2021.

Dan Curtis, Mayor

Norma L. Felker, Assistant City Clerk

