



**FRASER VALLEY REGIONAL DISTRICT**  
**ELECTORAL AREA SERVICES COMMITTEE**  
**OPEN MEETING MINUTES**

Tuesday, June 11, 2019

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

- Members Present: Director Bill Dickey, Electoral Area D, Chair  
Director Terry Raymond, Electoral Area A  
Director Dennis Adamson, Electoral Area B  
Director Wendy Bales, Electoral Area C  
Director Orion Engar, Electoral Area E  
Director Hugh Davidson, Electoral Area F  
Director Al Stobbart, Electoral Area G  
Director Taryn Dixon, Electoral Area H
- Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services/Chief Financial Officer  
Jaime Reilly, Manager of Corporate Administration/Corporate Officer  
Suzanne Gresham, Director of Corporate Initiatives  
Tareq Islam, Director of Engineering & Community Services  
Margaret-Ann Thornton, Director of Planning & Development  
Milly Marshall, Director of EA Special Projects  
Graham Daneluz, Deputy Director of Planning & Development  
Reg Dyck, Manager of EA Emergency Services  
Janice Mikuska, Manager of Human Resources  
Kristy Hodson, Manager of Financial Operations  
Trina Douglas, Manager, Contracted Services  
Katelyn Hipwell, Planner I  
Andrea Antifaeff, Planner I  
Julie Mundy, Planning Technician  
Gavin Luymes, Student (EA Planning)  
Matthew Fang, Network Analyst I  
Deanne Bozek, Departmental Secretary, Regional Services  
Chris Lee, Executive Assistant (Recording Secretary)
- Also Present: Kevin Sass *(as per item 3.1)*  
Andy Ibditzon *(as per item 3.1)*  
Ken Howsan *(as per item 3.1)*

**1. CALL TO ORDER**

Chair Dickey called the meeting to order at 1:30 p.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By ADAMSON

Seconded By ENGAR

**THAT** the Agenda for the Electoral Area Services Committee Open Meeting of June 11, 2019 be amended with the addition of the following:

- Item 11.1 EASC Strategic Priorities Session
- Item 11.2 EASC Meeting

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information;

**AND THAT** the Agenda, Addenda and Late Items, as amended, be approved.

**CARRIED**

**3. DELEGATIONS AND PRESENTATIONS**

**3.1 Hemlock Valley Home Owners**

Kevin Sass, Andy Ibditzon and Ken Howsan of Hemlock Valley spoke to concerns with emergency response for medical care in Hemlock Valley, emphasizing the importance of initiating emergency procedures right away for medical issues. The delegation noted that it was critical to engage fire services and requested the Committee's support to implement the first responder model for Hemlock Valley.

Staff reported that the best direction would be to adopt the first responder model and that they have been in contact with the Hemlock Valley Fire Department and BCEHS to advocate to have this model put in place.

Chair Dickey thanked the delegation for their presentation.

**4. MINUTES/MATTERS ARISING**

**4.1 Minutes of the Electoral Area Services Committee Meeting - May 8, 2019**

Moved By ADAMSON  
Seconded By RAYMOND

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of May 8, 2019 be adopted.

**CARRIED**

**4.2 Draft Cultus Lake Advisory Planning Commission - May 15, 2019**

The draft Cultus Lake Advisory Planning Commission minutes of May 15, 2019 was provided for information.

**5. CORPORATE ADMINISTRATION**

No Items.

**6. FINANCE**

**6.1 2018 Electoral Area Annual Development Cost Charge Report**

The *2018 Electoral Area Annual Development Cost Charge Report* was provided for information.

**6.2 Grant-In-Aid Request – Spuzzum First Nation, Electoral Area “B”**

Moved By ADAMSON  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to Spuzzum First Nation, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help fund the outfitting of their Elders shelter with benches and tables to help bring the community together.

**CARRIED**

**6.3 Grant-In-Aid Request – Sunshine Valley Ratepayers Association, Electoral Area “B”**

Discussion ensued regarding funding of administrative costs, as well as the Electoral Area Grant in Aid policy and procedure.

Moved By ADAMSON

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$11,200 to the Sunshine Valley Ratepayers Association, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help offset the costs of equipment rental for river cleanup, community garden beds, a community composter, hosting a Canada Day celebration, website migration, and hosting Heritage Day.

**CARRIED**

**7. ENGINEERING & UTILITIES**

**7.1 FVRD Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1519, 2019, Electoral Area "F"**

Moved By DAVIDSON

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1519, 2019*.

**CARRIED**

**8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT**

**8.1 Application for Development Variance Permit 2019-07 to vary the size of an accessory building for a detached garage at 10180 Royalwood Boulevard, Electoral Area "D"**

Moved By STOBART

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-07 to increase the size of an accessory building from the maximum permitted area of 45 square metres to 64 square metres, to facilitate the

construction of a detached garage at 10180 Royalwood Boulevard, Area "D", subject to the consideration of any comments or concerns raised by the public.

**CARRIED**

**8.2 Application for Development Variance Permit 2019-13 to reduce the setback from a well for an aquaculture building at 12443 Stave Lake Road, Electoral Area "F"**

Moved By DAVIDSON

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2019-13 to vary the minimum setback requirement of aquaculture structures to existing wells at 12443 Stave Lake Road from 30.0m metres to 0.0 metres subject to consideration of any comments or concerns raised by the public.

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with this application, including a Section 219 restrictive covenant advising future property owners that the agricultural and domestic water supply intake is within 30.0 metres of aquaculture structures and that the management of the water supply must be consistent with the Standard Operating Procedure prepared by the applicant as well as with the recommendations of the Hydrogeological Report, and to include regular tests of the water to provide warning of possible contamination.

**CARRIED**

**8.3 Application for Development Variance Permit 2019-14 to vary the maximum height and size requirements for an accessory building at 10394 Parkwood Drive, Electoral Area "D"**

Moved By STOBART

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-14 to increase the maximum permitted area of an accessory building from 45 square metres to 107 square metres and to increase the maximum permitted height of an accessory building from 5.0 metres to 7.5 metres, subject to consideration of any comments or concerns raised by the public.

**CARRIED**

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**8.4 Application for Development Variance Permit 2019-15 to reduce the front lot line setback at 58161 Fancher Road, Electoral Area "B"**

Moved By ADAMSON  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-15 for 58161 Fancher Road, Electoral Area B to reduce the front lot line setback from 25 feet (7.6 metres) to 10 feet (3.05 metres), clear to sky, to facilitate the construction of a residence and a residential accessory building, subject to consideration of any comments or concerns raised by the public.

**CARRIED**

**8.5 Application for Development Variance Permit 2019-16 to reduce the interior side lot line setback for the construction of a wheelchair ramp at #78-14550 Morris Valley Road, Electoral Area "C" (River Reach Estates)**

Moved By BALES  
Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-16 to reduce the setback from the interior side lot line from 2.1 metres to 1.0 metres, clear to sky to facilitate the construction of a wheelchair ramp at #78-14550 Morris Valley Road, Area "C", subject to the consideration of any comments or concerns raised by the public.

**CARRIED**

**8.6 Policy - Secondary Dwellings in the Electoral Areas**

Katelyn Hipwell, Planner I provided a presentation with respect to the *Policy for Secondary Dwellings in the Electoral Areas*, outlining the project timeline, context, framework and purpose of the *Policy*. She reported that the *Policy* considered the process of implementation, levels of service requirements, form and design requirements and other considerations. It was noted that the *Policy* will assist the Board in pursuing bylaw amendments and evaluating applications to allow for Secondary Dwellings.

Committee members raised questions regarding the opportunity and qualifications for short-term rentals and secondary dwellings. It was noted for smaller parcels there were servicing limitations and the capacity of community sewer and water systems have to be taken into consideration.

Moved By BALES  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board adopt the policy titled *Secondary Dwellings in the Electoral Areas*.

**CARRIED**

**9. ELECTORAL AREA EMERGENCY SERVICES**

No Items.

**10. OTHER MATTERS**

**10.1 Electoral Areas Animal Control Regulation Amendment Bylaw No. 1531, 2019**

Moved By DIXON  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Areas Dangerous and Aggressive Dog Regulation Amendment Bylaw No. 1531, 2019*.

**CARRIED**

**10.2 Proposed UBCM Resolution - Provincial Response to Homeless Camps on Crown lands**

Moved By ENGAR  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board forward a resolution on the need for a provincial strategy to address rural homelessness and encampments on Crown land to the Union of BC Municipalities for consideration at its September 2019 convention;

**AND THAT** the resolution shall be as follows:

**RURAL HOMELESSNESS: CROWN LAND ENCAMPMENTS**

**WHEREAS** Homelessness is a challenge facing both urban and rural communities;

**AND WHEREAS** electoral areas have the least ability to address homelessness, in that they are by their very nature remote from health, social, police and other

services and the minimal tax bases cannot support the hard and soft infrastructure required to address homelessness;

**AND WHEREAS** the province's response to homeless encampments on Crown land has been inconsistent or ad-hoc in nature, sometimes relocating encampments without taking into account impacts on rural communities and regional district resources;

**THEREFORE IT BE RESOLVED** that the province of British Columbia through its newly established Office of Homelessness Coordination within the Ministry of Poverty Reduction and Social Development develop a rural homelessness strategy to address what is clearly a gap in the province's response to homelessness.

**CARRIED**

## **11. ADDENDA ITEMS/LATE ITEMS**

### **11.1 Electoral Area Services Committee Strategic Priorities Session**

It was proposed that an Electoral Area Services Committee Strategic Priorities Session be scheduled in July 2019 to discuss and prioritize the work plan for Electoral Areas.

### **11.2 Electoral Area Services Committee Special Meeting**

It was proposed that an Electoral Area Services Committee Special Meeting be scheduled prior to the June 25, 2019 Board meeting.

## **12. REPORTS BY STAFF**

None

## **13. REPORTS BY ELECTORAL AREA DIRECTORS**

Director Engar reported on the Residents Association meeting and the marathon scheduled for August 17 in the Chilliwack River Valley.

Director Dixon reported on the OCP meeting, an aggressive dog issue, the Pikeminnow Derby, Cultus Lake Day and Cultus Lake markets, Canada Day celebrations, Soap Box Derby and on the Emergency Planning Session that took place on May 24.

Director Adamson reported on the Yale Strawberry Social, the RiverMonsters swim meet last weekend and on the Tashme Museum gaining a lot of visits from schools.



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Director Stobbart reported on the Deroche Farmers Market, update on the meeting hall building and the Deroche tennis course.

Director Raymond reported on an evacuation plan for Area A and Canada Day celebrations.

Director Davidson reported on an upcoming meeting with Community Living BC, the Mission Folk Music Festival and his attendance at the FCM conference.

Director Bales reported on her attendance at the *'Resilient Waters: Managing Floods for All'* seminar and her attendance at the FCM conference.

Director Dickey reported that staff did a great job on the OCP review.

**14. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

None

**15. ADJOURNMENT**

Moved By RAYMOND

Seconded By ADAMSON

**THAT** the Electoral Area Services Committee Open Meeting of June 11, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Open Meeting adjourned at 2:38 p.m.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair