



**FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
PRIORITIES SETTING SESSION**

OPEN MINUTES

Tuesday, July 23, 2019

4:00 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
Milly Marshall, Director of EA Special Projects
Tareq Islam, Director of Engineering & Community Services
Margaret-Ann Thornton, Director of Planning & Development
Stacey Barker, Director of Regional Services
Graham Daneluz, Deputy Director of Planning & Development
Sterling Chan, Manager of Engineering & Infrastructure
Dave Roblin, Manager of Operations
Reg Dyck, Manager of EA Emergency Services
David Urban, Manager of Outdoor Recreation Planning
Matthew Fang, Network Analyst I
Tina Mooney, Executive Assistant to CAO and Board
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

Also Present: Alternate Director Diane Rodrigue, Electoral Area C

1. CALL TO ORDER

Chair Dickey called the meeting to order at 4:00 p.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By STOBART
Seconded By RAYMOND

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Priorities Setting Session of July 23, 2019 be approved;

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

CARRIED

3. PRESENTATIONS

Mike Veenbaas, Director of Financial Services reported that staff will be presenting the 2019-2020 strategic priorities for their departments based on recommendations from the EASC Committee and also feedback from its constituents.

3.1 Presentation by Engineering and Utilities

Tareq Islam, Director of Engineering and Community Services and Sterling Chan, Manager of Engineering and Infrastructure provided a joint presentation on an overview of the 2019-2020 Work Plan for the Engineering and Utilities Services Department, outlining the following:

- Engineering and Community Services Department responsibilities
- Customer Service
- 2019 Operation and Maintenance Highlights
- 2019 Capital Construction Program Highlights
- 2019/2020 Work Plan Highlights for Electoral Areas “A” to “H”
- Utilities Resource Allocation
- Water System Resource Allocation
- Staff Complement

3.2 Presentation by Electoral Area Emergency Services

Reg Dyck, Manager of Electoral Area Emergency Services provided an overview of the 2019 highlights and 2019/2020 Work Plan for Electoral Area Emergency Services. The following 2019 highlights were noted:

- To date there are 152 volunteer firefighters and 564 calls for service (Jan 1st – July 16, 2019)
- Staff Complement – noting that an Emergency Management Specialist has joined the Department
- Fire Dispatch transition to Ecomm – initial challenges
- Auditor-General Local Government Audit – 1st draft of audit report expected in September
- New Apparatus projects for Yale, Chilliwack River Valley and Hemlock Fire Departments
- Highlights of Fire Department Training
- Staff Training and Emergency Management Education
- UBCM Grant Projects: Evacuation Planning and Community Wildfire Protection Plan
- Community Involvement (events) and Education

Mr. Dyck also presented the 2019/2020 Work Plan for the Electoral Area Emergency Services.

3.3 Presentation by Planning, Building Inspection and Bylaw Enforcement

Margaret-Ann Thornton, Director of Planning and Development and Graham Daneluz, Deputy Director of Planning and Development gave a joint presentation, providing an overview of the 4 services areas in the EA Planning and Development:

- *Electoral Area Planning*
 - Day-to-Day Priorities
 - Project Priorities: 2019-2020
 - Potential Future Projects: 2021-2022
 - Summary: general focus, current challenges, strategic considerations and budget consideration
- *Soil Removal*
 - Staffing for implementing the Commercial Gravel Operations bylaw
 - 2018-2019 highlights
 - Soil Removal priorities

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- Summary: general focus, strategic considerations and budget considerations
 - *Building Inspection*
 - Day-to Day Priorities
 - Current Projects
 - Potential Future Projects (to be confirmed and ranked)
 - Summary: general focus, long term strategic considerations and budget considerations
 - *Bylaw Compliance and Enforcement*
 - Priority day-to-day commitments
 - Current projects – in progress
 - Potential future projects – to be confirmed and ranked
 - Summary: general focus, long term strategic considerations and budget considerations

3.4 Presentation by EA Special Projects

Milly Marshall, Director of EA Special Projects gave a presentation, providing an overview of her current role and responsibilities:

- FVRD Regional Airpark and Boston Bar Emergency Landing Strip;
- Recreation Centre – capital projects and budgeting, grant administration and liaison with District of Hope;
- Hospital District Project Management;
- First Nation Consultation and Project Coordination;
- Work in conjunction with the Director of Engineering on water/sewer, flood control and mitigation, community service and public engagement;
- Other projects – solid waste, parks and as assigned by CAO

Examples of the projects undertaken were provided.

3.5 Presentation by Corporate Initiatives

Suzanne Gresham, Director of Corporate Initiatives provided a presentation, providing an overview of her current role and responsibilities:

- Position Profile;
- Responsible for undertaking and managing various corporate projects and initiatives;
- EA Services and Projects Context:

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- bring added value and capacity
 - collaborative approach to file/project management
 - assist with complex or challenging files and relationships
 - established network
 - legal background
 - working knowledge of the Local Government Act and Community Charter
 - community engagement

Examples of the projects undertaken were provided.

3.6 Presentation by Electoral Area Community Parks

Stacey Barker, Director of Regional Services provided a presentation on 'Community Parks – 2020 Priorities', outlining the following:

- Currently, there are seven community parks and five roadside trails in the Electoral Areas
- Staffing – management support and six month Park Assistant
- Current and Proposed Parks identified as follows:

Area 'A'

- *Current:* no parks
- *Proposed projects :* None

Area 'B'

- *Current:* Dogwood Valley
- *Proposed projects:* parks in Yale and Spuzzum

Area 'C'

- *Current:* Eagle Point Community Park, Morris Valley Roadside Trail and Lake Errock Community Park
- *Proposed projects:* Elbow Creek, Morris Valley, Hemlock

Area 'D'

- *Current:* Cedar Community Park, Parkrose Community Park, Popkum Community Trail, Shannon Community Trail
- *Proposed projects:* Grey Road and Caryks Road Sidewalk Connections
- Former Minter Garden

Area 'E'

- *Current:* Naturescape playground at Thompson Regional Park
- *Proposed Projects:* None

Area 'F'

- *Current:* None (no service area)
- *Proposed projects:* None

Area 'G'

- *Current:* None (no service area)
- *Proposed projects:* Dewdney Grind
- Park (Bell Road and Hess Road)

Area 'H'

- *Current:* Lakeside Trail at Cultus Lake
- *Proposed Projects:* Lakeside Trail continuation

Ms. Barker concluded that the general focus is to provide outdoor space and recreational opportunities to the community and also noted on current challenges with operations and maintenance resources.

Committee members were requested to connect with the respective staff who presented if they had any further questions. Chair Dickey thanked staff for their presentations.

4. ADDENDA ITEMS/LATE ITEMS

None

5. ADJOURNMENT

Moved By DAVIDSON
Seconded By BALES

THAT the Electoral Area Services Committee Priorities Setting Session of July 23, 2019 be adjourned.

CARRIED

The Electoral Area Services Committee Priorities Setting Session adjourned at 6:25 p.m.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair