

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING AGENDA

Tuesday, October 8, 2019

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

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Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of October 8, 2019 be approved;

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

3. SHOW CAUSE HEARING(S)

*[ OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO BE HEARD ]*

3.1 Building Bylaw and BC Building Code Contraventions at (no civic address)  
Chaumox Rd, Electoral Area "A", PID 014-633-451

11 - 49

- Presentation by Staff
- Corporate report dated October 8, 2019 from Adriana Snashall, Bylaw Compliance and Enforcement Officer
- Letter dated August 29, 2019 to Property Owners
- Email dated May 22, 2019 to Property Owners
- Email dated February 12, 2019 to Property Owners
- Letter dated September 17, 2019 to Property Owners
- Letter dated August 17, 2018 to Property Owners
- Letter dated May 29, 2018 to Property Owners
- Letter dated April 20, 2018 to Property Owners
- Current Title Search

- Property Information Report
- Property Information Map
- Section 57 Notice on Title Information Sheet

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code* at (no civic address) Chaumox Road, Electoral Area A, Fraser Valley Regional District, British Columbia, legally described as: the North ½ of the North East ¼ of Section 15 Township 11 Range 26 West of the 6th Meridian Yale District Except Plans 15647, 18440, 18715 and 20574; PID 014-633-451.

### **4. DELEGATIONS AND PRESENTATIONS**

#### **4.1 Preserving and Protecting Trees in Popkum, Electoral Area "D"**

- Presentation by Staff

### **5. MINUTES/MATTERS ARISING**

#### **5.1 Draft Electoral Area Services Committee Meeting Minutes - September 10, 2019** 50 - 59

#### **MOTION FOR CONSIDERATION**

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of September 10, 2019 be adopted.

#### **5.2 Draft EASC Cannabis Workshop Minutes - September 10, 2019** 60 - 63

#### **MOTION FOR CONSIDERATION**

**THAT** the Minutes of the EASC Cannabis Workshop of September 10, 2019 be adopted.

### **6. CORPORATE ADMINISTRATION**

No Items.

### **7. FINANCE**

#### **7.1 Grant-In-Aid Request – Hemlock Valley Homeowners Association, Electoral Area "C"** 64 - 67

- Corporate report dated October 8, 2019 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Hemlock Valley Homeowners Association

- Letter dated September 21, 2019 from Hemlock Valley Homeowners Association

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Hemlock Valley Homeowners Association (HVHA) in the amount of \$3,000, to be funded from the 2019 Electoral Area “C” grant-in-aid budget to help offset the costs associated with the hosting of several community events used to encourage family participation to increase community awareness.

### **7.2 Grant-In-Aid Request – Fraser Valley Toy Run, Electoral Area “F”**

68 - 70

- Corporate report dated October 8, 2019 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Fraser Valley Toy Run

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to Charles Bernal, Committee member of the community group acting to support the Central & Upper Fraser Valley Toy Run, to be funded from the 2019 Electoral Area “F” grant-in-aid budget.

### **7.3 Grant-In-Aid Request – Deroche Elementary School PAC, Electoral Area “G”**

71 - 73

- Corporate report dated October 8, 2019 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Deroche Elementary School PAC

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Deroche Elementary School PAC, funded from the 2019 Electoral Area “G” grant-in-aid budget, to help offset the costs of field trips, hot lunches, community cultural celebrations, and a guest speaker on the topic of bullying.

### **7.4 Grant-in-Aid Request – Columbia Valley Ratepayers Association, Electoral Area “H”**

74 - 77

- Corporate report dated October 8, 2019 from Mike Veenbaas, Director of Financial Services
- GIA Application - Columbia Valley Ratepayers Association

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid to the Columbia Valley Ratepayers Association in the amount of \$3,000 to be funded from the 2019 Electoral Area “H” grant-in-aid budget to help offset the costs of upgrading the community hall tables and chairs.

## 8. ENGINEERING & UTILITIES

### 8.1 FVRD Cultus Lake Integrated Water System and North Cultus Sewer System Service Area Amendment Bylaws, Electoral Area "H"

78 - 91

- Corporate report dated October 8, 2019 from Sterling Chan, Manager of Engineering and Infrastructure
- Draft Bylaw No. 1543, 2019
- Draft Bylaw No. 1544, 2019
- Draft Bylaw No. 1542, 2019

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019*;

**AND THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019*;

**AND FURTHER THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019*.

## 9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

### 9.1 Application for Development Variance Permit 2019-29 to reduce the interior side setback for an accessory building at 46594 Chilliwack Lake Road, Electoral Area "E"

92 - 111

- Corporate report dated October 8, 2019 from Julie Mundy, Planning Technician
- DVP Application
- Draft DVP 2019-29

#### **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District (FVRD) Board consider the following options for Development Variance Permit 2019-29:

#### **OPTION 1 (Issue)**

**THAT** the FVRD Board issue Development Variance Permit 2019-29 to reduce the side setback from 7.6 metres (25 feet) to 1.0 metres (3.3 feet), clear to sky, to authorize existing additions to an accessory building, subject to



consideration of any comments or concerns raised by the public, or

**OPTION 2 (Refuse)**

**THAT** the FVRD Board refuse Development Variance 2019-29

**9.2      Application for Development Variance Permit 2019-30 to vary the requirements related to a proposed Accessory Family Residential Use at the property located at 11811 Sylvester Road, Area "F"**      112 - 128

- Corporate report dated October 8, 2019 from Robin Beukens, Planner  
I
- DVP Application
- Draft DVP 2019-30

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-30 for the property located at 11811 Sylvester Road, Area F, to vary the requirements of Accessory Family Residential Use from single-width manufactured home to double-width manufactured home, and to vary the requirements regarding the relationship between the property owner and occupant of an Accessory Family Residential Use, 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.

**9.3      Housing Needs Report Application**      129 - 132

- Corporate report dated October 8, 2019 from Robin Beukens, Planner  
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**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District submit an application to the Province of British Columbia for funding to support the completion of a housing needs report to assess the housing needs of each Electoral Area as outlined in the October 8, 2019 FVRD staff report titled '*Housing Needs Report Application*'.

**9.4      The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws**      133 - 140

- Corporate report dated September 10, 2019 from Graham Daneluz, Deputy Director of Planning and Development

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites;

**AND THAT** the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

**AND FURTHER THAT** staff be directed to prepare, for consideration by the FVRD Board, a policy to: 1) focus Soil Removal service resources on implementation of *FVRD Commercial Gravel Operations Bylaw No. 1181*; and, 2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with *Bylaw No. 1181*.

**9.5      Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas.** 141 - 144

- Corporate report dated October 8, 2019 from Margaret-Ann Thornton, Director of Planning and Development and Draft *Land use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas*

**MOTION FOR CONSIDERATION**

**THAT** the *Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas*, as drafted, be endorsed;

**AND THAT** staff be directed to implement the *Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas*.

**9.6      Zoning Bylaw Amendments for Cannabis land uses in Electoral Areas "D", "F" and "H".** 145 - 161

- Corporate report dated October 8, 2019 from Margaret-Ann Thornton, Director of Planning and Development
- Draft Bylaw No. 1546, 2019
- Draft Bylaw No. 1547, 2019
- Draft Bylaw No. 1548, 2019

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019* for the purpose of defining and regulating Cannabis land uses;

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019* for the purpose of defining and regulating Cannabis land uses;

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw*

No. 1548, 2019 for the purpose of defining and regulating Cannabis land uses;

**THAT** the *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* to Director Bill Dickey, as Chair of the Electoral Areas Services Committee or his alternate in his absence;

**THAT** Director Bill Dickey, as Chair of the Electoral Areas Services Committee or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019;*

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* in accordance with the Local Government Act;

**AND THAT** in the absence of Director Bill Dickey, as Chair of the Electoral Areas Services Committee, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**AND FURTHER THAT** in accordance with Section 52 of the Transportation Act, a referral of *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* be sent to the Ministry of Transportation and Infrastructure;

**AND FINALLY THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019.*

## 10. ELECTORAL AREA EMERGENCY SERVICES

- 10.1 **Appointment of Walter Roos as Fire Chief of the Popkum Volunteer Fire Department** 162 - 163
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of Electoral Area Emergency Services
- MOTION FOR CONSIDERATION**  
**THAT** Deputy Chief Walter Roos be appointed as the Fire Chief of the Popkum Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.
- 10.2 **Appointment of Wes Klaassen as Deputy Fire Chief of the Popkum Volunteer Fire Department** 164 - 165
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
- MOTION FOR CONSIDERATION**  
**THAT** Captain Wes Klaassen be appointed as the Deputy Fire Chief of the Popkum Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.
- 10.3 **Appointment of Crystal Pruim as Fire Chief and Appointment of Stuart Pruim as Deputy Fire Chief of the Boston Bar North Bend Volunteer Fire Department** 166 - 167
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
- MOTION FOR CONSIDERATION**  
**THAT** Crystal Pruim be appointed as Fire Chief of the Boston Bar North Bend Volunteer Fire Department and Stuart Pruim be appointed as Deputy Fire Chief of the Boston Bar North Bend Volunteer Fire in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.
- 10.4 **Appointment of Bruce Marshall as Fire Chief and Shawn Dearden as Deputy Fire Chief of the Yale Volunteer Fire Department** 168 - 169
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
- MOTION FOR CONSIDERATION**  
**THAT** Bruce Marshall be appointed as Fire Chief of the Yale Volunteer Fire Department and Shawn Dearden be appointed as Deputy Fire Chief of the Yale Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

- 10.5     **Appointment of Ken Harbord as Fire Chief of the Hemlock Valley Volunteer Fire Department**     170 - 171
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
- MOTION FOR CONSIDERATION**  
**THAT** Deputy Chief Ken Harbord be appointed as the Fire Chief of the Hemlock Valley Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.
- 10.6     **Chilliwack River Valley Fire Protection Services Area Amendment Bylaw No. 1536, 2019**     172 - 177
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
  - Draft Bylaw No. 1536, 2019
- MOTION FOR CONSIDERATION**  
**THAT** the Fraser Valley Regional District consider giving three readings to the bylaw cited as *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019*.
- 10.7     **North Fraser Harrison Mills Fire Protection Service Area Amendment Bylaw No. 1545, 2019**     178 - 181
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services
  - Draft Bylaw No. 1545, 2019
- MOTION FOR CONSIDERATION**  
**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *North Fraser Harrison Mills Fire Protection Service Area Amendment Bylaw No. 1545, 2019*.
- 10.8     **Public Emergency Alerting System**     182 - 183
- FOR INFORMATION ONLY***
- Corporate report dated October 8, 2019 from Reg Dyck, Manager of EA Emergency Services

11.     **OTHER MATTERS**

No Items.

12.     **ADDENDA ITEMS/LATE ITEMS**

13. REPORTS BY STAFF
14. REPORTS BY ELECTORAL AREA DIRECTORS
15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA
16. RESOLUTION TO CLOSE MEETING

**MOTION FOR CONSIDERATION**

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting minutes convened in accordance with Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(2)(e) of the *Community Charter* - a review of a proposed final performance audit report for the purpose of providing comments to the auditor general on a proposed report under section 23(2) of the *Auditor General for Local Government Act*.

**R E C E S S**

17. RECONVENE OPEN MEETING
18. RISE AND REPORT OUT OF CLOSED MEETING
19. ADJOURNMENT

**MOTION FOR CONSIDERATION**

**THAT** the Electoral Area Services Committee Open Meeting of October 8, 2019 be adjourned.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Adriana Snashall, Bylaw Compliance & Enforcement Officer

File No: A06056.000

**Subject: Building Bylaw and BC Building Code Contraventions at (no civic address) Chaumox Road, Electoral Area A, Fraser Valley Regional District, British Columbia, legally described as: The North ½ of the North East ¼ of Section 15 Township 11 Range 26 West of t**

## RECOMMENDATION

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code* at (no civic address) Chaumox Road, Electoral Area A, Fraser Valley Regional District, British Columbia, legally described as: the North ½ of the North East ¼ of Section 15 Township 11 Range 26 West of the 6th Meridian Yale District Except Plans 15647, 18440, 18715 and 20574; PID 014-633-451.

## STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

## BACKGROUND





- June 12, 2017 Bylaw Enforcement staff received information regarding construction without building permits of no less than six Residential Dwellings and one in-ground pool located on a property with no civic address on Chaumox Road in North Bend.
- June 14, 2017 Site inspection is performed by FVRD Bylaw Enforcement staff with RCMP in attendance due to the remote area and to keep the peace. Staff verified construction of four large Residential Dwellings (Cabins), two Ramada's with Atco style trailers for residential use, one in-ground pool, several RV trailers and various outbuildings on the property. Stop Work and No Occupancy notices were posted on each of the six residential structures. Staff also noted household garbage and assorted rubbish littered the property, charred evidence of garbage burning, and charred remains of a structure foundation.
- June 19, 2017 FVRD Bylaw Enforcement staff is contacted by one of the registered property owners on the telephone regarding the Stop Work and No Occupancy notices posted on the property. A meeting was arranged for the property owners to speak with staff in the Chilliwack Office.



- June 22, 2017 FVRD Bylaw Enforcement, Building, and Planning staff met with three of the six registered property owners in the Chilliwack Office. Land Use restrictions, hazard issues and implications on obtaining build permits were discussed. The property owners provided the following information:
- Property (bare land) was purchased in 2012 with no structures
  - Property is currently used for vacation purposes
  - All but one Cabin and all RV trailers are serviced by a 'Pit' style septic; one Atco style trailer has separate septic field
  - 'Clubhouse' Atco trailer is co-owned; each owner has their own Cabin or RV trailer
  - Water Licence to Terrance Creek applied for in December 2016
- FVRD staff requested all property owners to meet amongst themselves and decide on how they would like to proceed to remediate their property.
- March 8, 2018 FVRD Bylaw Enforcement staff received a telephone call from a new complainant requesting to meet at the Chilliwack Office.
- March 12, 2018 FVRD Bylaw Enforcement and Building staff met with the new complainant to discuss ongoing non-compliance of FVRD bylaws. Staff directed the complainants concerns of illegal and criminal activities occurring on the property and in the surrounding area to the appropriate agencies including RCMP, Ministry of Forests, Lands and Natural Resource Operations, Conservation Officer Service, BC Assessment, and Technical Safety BC.
- April 20, 2018 Letter mailed and emailed to all registered property owners summarizing bylaw enforcement contraventions with a deadline of May 21, 2018 to contact staff.
- May 8, 2018 FVRD Bylaw Enforcement staff is contacted by one of the registered property owners on the telephone regarding the April 20, 2018 letter. Another meeting is arranged for the property owners to speak with staff in the Chilliwack Office.
- May 18, 2018 FVRD Bylaw Enforcement and Planning staff met with several registered property owners in the Chilliwack Office. The property owners indicated that they intended to rezone the property to allow 'Multiple Seasonal Dwellings'. All of the unpermitted construction is located on the *Agricultural Land Commission* (ALC) portion of the property. Staff explained that in order to proceed with any FVRD land use amendments or building permits, an application to the ALC must first be made for a Non-Farm Use or Exclusion.
- May 29, 2018 Letter mailed and emailed to all six registered property owners summarizing the May 18, 2018 meeting with a deadline of July 9, 2018 to submit fully completed Non-Farm Use application to the ALC, or to submit building permit applications to effect the removal of the unpermitted structures on the property.
- July 23, 2018 FVRD Bylaw Enforcement staff received confirmation from Planning staff that a Non-Farm Use application (57826) has been made to the ALC.

August 2, 2018	Email received from one of the property owners requesting to meet staff and Area Director Terry Raymond at the Chilliwack Office to discuss the property.
August 10, 2018	FVRD Bylaw Enforcement, Building, and Planning staff along with Margaret-Ann Thornton Director of Planning & Development and Area Director Terry Raymond met with one of the registered property owners in the Chilliwack Office. Staff explained the status of the Bylaw Enforcement file, and the recent application made to the ALC for Non-Farm Use approval. The property owner advised staff that they had not signed any recent documents pertaining to the property and they were unaware of the recent application made to the ALC. Staff recommended the property owner contact the ALC and FVRD in writing to formally advise of the concerns with the property and application.
August 17, 2018	Letter mailed and emailed to all six registered property owners requesting an Agent Authorization Letter be completed and submitted to the ALC Application Portal for <i>each</i> of the six property owners in order to continue with the ALC application (57826) with a deadline of September 1, 2018.
September 14, 2018	FVRD Bylaw Enforcement staff received confirmation from Planning staff that the property owners have not submitted the outstanding Agent Authorization Letters for each property owner to the ALC.
September 17, 2018	Second letter mailed and emailed to all six registered property owners requesting an Agent Authorization Letter be completed and submitted to the ALC Application Portal for each of the six property owners in order to continue with the ALC application (57826) with a deadline of October 16, 2018.
September 17, 2018	FVRD Bylaw Enforcement staff submitted a Non-Farm Use complaint to the <i>Agricultural Land Commision</i> .
September 20, 2018	FVRD Bylaw Enforcement staff received a voice message from a law firm representing five of the six registered property owners requesting to discuss options for the property owners.
October 12, 2018	Letter received from five of the six registered property owners requesting an extension until February 15, 2019 to deal with issues and legal work relating to the ownership of the property. Extension is granted until February 15, 2019.
February 12, 2019	Email sent to all six registered property owners requesting update on the status of their ALC application and reminder of the extension deadline of February 15, 2019.
February 19, 2019	FVRD Bylaw Enforcement staff received a telephone call from one of the six registered property owners. Property owner advised that they have been unable to resolve the ownership dispute and wanted to discuss any other possible options to

keep all of the construction as built. Staff advised that the ownership dispute was a civil matter and that without ALC approval, the FVRD was not able to proceed with land use amendments or building permits to allow the dwellings to remain; only option at that point to bring the property into compliance with FVRD regulations was to submit building permit applications to remove the structures. The property owner stated they might let the property go to tax sale or try to sell it. Staff advised that bylaw contraventions 'run with the land' and the enforcement file would remain open regardless of a change in ownership. Staff requested the property owners discuss how they would like to move forward and advise the FVRD of their intentions within two weeks' time.

- |                   |  |
|-------------------|--|
| February 26, 2019 | Email received from one of the property owners following up on the August 10, 2019 meeting and advising that a formal letter was forthcoming by mail.  |
| April 23, 2019    | Letter received from one of the property owners as per February 26, 2019 email.  |
| May 21, 2019      | FVRD Bylaw Enforcement staff discussed next steps at weekly team meeting. Staff in agreement that a Section 57 Notice is recommended to be placed on the Land Title to notify any potential purchasers and stakeholders of the extensive bylaw contraventions on the property. |
| May 22, 2019      | FVRD Planning staff advised Bylaw Enforcement staff and property owner applicant via email that the ALC application (57826) has been closed.   |
| August 16, 2019   | FVRD Bylaw Enforcement staff visit the subject property to update file photos. Staff did not enter onto property; from the road there are no apparent changes noted and the unpermitted construction works remain.   |

## SITE INSPECTION PHOTOS

June 14, 2017



Entrance to "Hawkland" property from Chaumox Road.



Cabin A; posted with Stop Work and No Occupancy.



Cabin B; posted with Stop Work and No Occupancy.





Cabin C; posted with Stop Work and No Occupancy.



Cabin D; posted with Stop Work and No Occupancy.



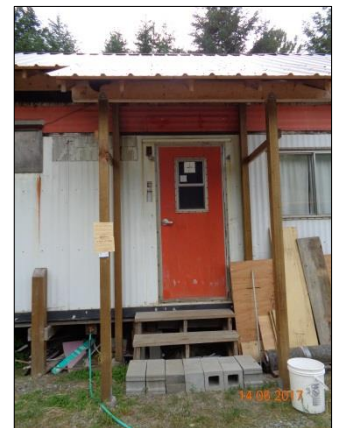
In-ground pool; located behind Cabin D.







Cabin E and Ramada; posted with Stop Work and No Occupancy.



Cabin F and Ramada; posted with Stop Work and No Occupancy.

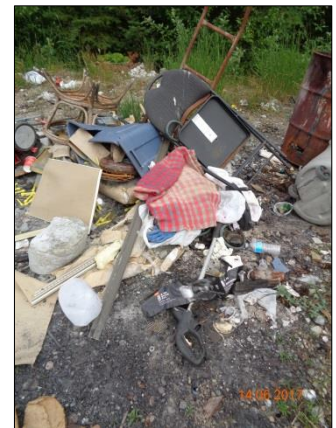


Gazebo/Storage Structure.



Chicken Coop and Outbuilding.





Accumulation of household garbage, furniture, and construction debris; evidence of garbage burning.





Trailer 1; appears to be connected to a septic system.



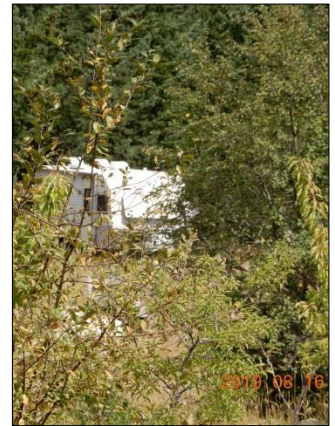
Trailer 2 and discarded construction debris.

August 16, 2019



Entrance to "Hawkland" property from Chaumox Road.





Cabin D viewed from Chaumox Road (left); Cabin F and Ramada (middle); Trailer 2 (right).



Chicken Coop area viewed from Chaumox Road.

## DISCUSSION

Section 57 of the *Community Charter* allows a Building Inspector to recommend a resolution to place a Notice on the Title of a property if a contravention of a bylaw or another enactment related to the construction or safety of a building is observed. A Notice on Title serves as notice to anyone searching the title that the property may be in breach of local government bylaws or other enactments; provide disclosure to future owners; and protects against potential claims with regard to the contraventions.

Staff would like you to consider the following information:

### Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas via the Fraser Valley Regional District Building Bylaw No. 1188, 2013 (Building Bylaw) for health, safety and the protection of persons and property. This bylaw provides that no person shall commence any construction, alteration,

reconstruction, demolition, removal, relocation or change of occupancy of any building. No building permit applications have ever been received for any of the structures currently located on the subject property.

**Building Permits are required for the construction works undertaken by the property owners.**

#### Zoning Bylaw

This property is zoned RURAL (R-1) and RURAL RESOURCE (R-4) pursuant to the *Zoning Bylaw for the Rural Portions of Electoral Area "A", Regional District of Fraser-Cheam Bylaw No. 823, 1989* (Zoning Bylaw). The zoning designation permits not more than one Residential Dwelling on a parcel. A secondary Residence Use may be permitted on the parcel provided that the second residence meets the provisions set out in Section 4.1.2; however none of these provisions are applicable in this situation.

A portion of this property is designated as Agricultural Land Reserve (ALR) pursuant to the Provincial *Agricultural Land Commission* (ALC). All of the unpermitted construction is located on the ALR portion of the property. ALC approval is required before submitting any FVRD land use amendment or building permit applications. A Non-Farm Use application was made to the ALC to permit 'Multiple Seasonal Dwellings', but was subsequently cancelled as incomplete. The ALC Application Portal identified that an Agent Authorization Letter had not been completed for *each* of the six registered property owners. Without ALC approval, the FVRD cannot proceed with any land use amendments or building permit applications.

**In order to permit the construction works as built, a successful rezoning of the subject property is required to authorize "Multiple Seasonal Dwelling Use". A successful Non-Farm Use application to the ALC is required prior to any FVRD land use amendments or building permit applications.**

#### **COST**

Land Titles Office filing fee of approximately \$74.

The owners will be required to pay an administration fee of \$500 in accordance with the *Fraser Valley Regional District Building Bylaw 1188, 2013* after the unauthorized construction works of multiple Residential Dwellings and Accessory Residential structures are either:

1. All demolished under one Demolition Permit issued by the FVRD with a successful final inspection; or
2. One fully completed Building Permit issued by the FVRD with a successful final inspection to keep one Residential Dwelling as built; and one Demolition Permit issued by the FVRD with a successful final inspection to remove all other unpermitted structures; or
3. One fully completed Non-Farm Use application with the ALC to authorize 'Multiple Seasonal Dwelling Use'; one fully completed rezoning application with the FVRD to permit multiple

'Seasonal Dwellings'; and six fully completed Building Permits issued by the FVRD with a successful final inspection for each structure as built.

## **CONCLUSION**

It is the opinion of the Bylaw, Compliance and Enforcement Officer/Appointed Building Inspector that the construction of five Residential Dwellings and one Accessory Residential Structure without any of the required Building Permits violates the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *British Columbia Building Code*. Staff notes that full compliance will only be achieved with the successful completion of multiple Building Permits to enable the Residential Dwelling(s) to remain on the property and/or to effect the removal of all unpermitted structures on the property. Staff further notes that in order for any Building Permits to be issued by the FVRD, the property owners must first address non-compliance issues with both the ALC and the FVRD Zoning regulations. Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this instance and submit the above recommendation in accordance with Section 57 of the Community Charter.

Electoral Area Services Committee (EASC) approval and Regional District Board resolution is required to assess Section 57 notices.

The process of filing a Section 57 notice on property title is conducted in accordance with the Community Charter and the Local Government Act.

Regional District requirements for Building Permit works are being administered in accordance with related Fraser Valley Regional District Bylaws, Policies, and the BC Building Code.

## **COMMENTS BY:**

**Margaret Thornton, Director of Planning & Development**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

August 29, 2019

**REGISTERED MAIL**

Vojislav Nikolic



Srpko Rakita



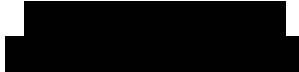
Slavko Vukovic



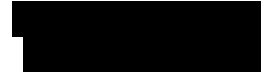
Branislav Kovac



Goran Dejjic



Sinisa Jojin



**FILE: A06056.000**

**CIVIC:** No Civic Address, Chaumox Road, Electoral Area A

**PID:** 014-633-451

**LEGAL:** THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 15 TOWNSHIP 11 RANGE 26 WEST OF THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLANS 15647, 18440, 18715 AND 20574

Dear Property Owners;

**RE: SHOW CAUSE HEARING SCHEDULED – Section 57 Notice on Title  
Contraventions of Building Bylaw No. 1188, 2013 - Construction without a Building Permit  
No Civic Address, Chaumox Road, North Bend (Electoral Area A)**

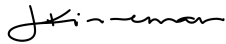
Please be advised that you are hereby notified of your opportunity to be heard by the Regional District Electoral Area Services Committee. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Bylaw Contravention Notice against the title of your property located on Chaumox Road with no civic address, in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2013* and the *BC Building Code* pursuant to Section 57 of the *Community Charter*.

The show cause hearing is scheduled for **October 8, 2019 at 1:30pm** in the Boardroom on the fourth floor of the Regional District Office located at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the title of your property whether you are in attendance or not. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact Adriana Snashall with our Bylaw Enforcement Department at 604-702-5017 or [asnashall@fvrd.ca](mailto:asnashall@fvrd.ca) in advance of this meeting.

Sincerely,



Jennifer Kinneman  
Acting Chief Administrative Officer

cc: Terry Raymond, Director of Electoral Area A  
Margaret-Ann Thornton, Director of Planning and Development  
Greg Price, Building Inspector and Bylaw Coordinator  
Adriana Snashall, Bylaw Compliance and Enforcement Officer

enc: Corporate Report dated October 8, 2019  
Letter to Property Owners dated April 20, 2018  
Letter to Property Owners dated May 29, 2018  
Letter to Property Owners dated August 17, 2018  
Letter to Property Owners dated September 17, 2018  
Email to Property Owners dated February 12, 2019  
Email to Property Owner dated May 22, 2019  
Land Title Search Results dated June 24, 2019  
Property Information Report dated June 24, 2019  
Property Information Map dated June 24, 2019  
Notice on Title Information Sheet  
Section 57 and 58 of the *Community Charter*

## Adriana Snashall

---

**From:** Andrea Antifaeff  
**Sent:** Wednesday, May 22, 2019 10:46 AM  
**To:** Louise Hinton  
**Subject:** FW: Agricultural Land Commission Application ID: 57826 (Dejic, Goran)

Hi Louise,

I have cancelled the ALC non-farm use application for PID 014-633-451, Electoral Area A.

Please let me know if you have any questions.

---

*Andrea Antifaeff*

Planner I

45950 Cheam Ave, Chilliwack, BC V2P 1N6  
P 604.702.5059 || W [www.fvrd.ca](http://www.fvrd.ca)



---

**From:** [noreply@gov.bc.ca](mailto:noreply@gov.bc.ca) [<mailto:noreply@gov.bc.ca>]  
**Sent:** May-22-19 10:45 AM  
**To:** [REDACTED]  
**Cc:** Planning Info  
**Subject:** Agricultural Land Commission Application ID: 57826 (Dejic, Goran)

This email is to advise that the above noted application has been cancelled at your request and will not be considered further.

If you are an agent acting on behalf of the applicant(s)/landowner(s), it is your responsibility to advise them of this, and any future, correspondence.

This is an ALC Application Portal notification only. Please do not reply to this email.

## Adriana Snashall

---

**From:** Louise Hinton  
**Sent:** Tuesday, February 12, 2019 10:27 AM  
**To:** [REDACTED]  
**Cc:** Terry Raymond; Margaret Thornton; Andrea Antifaeff; Greg Price; 'ALRLandUseConcern@gov.bc.ca'  
**Subject:** Hawkland Property - No Civic, Chaumox Road (BE File No. A06055.020) - 2019

Good Morning,

I just wanted to follow-up with you as the property owners of the "Hawland" property with No Civic on Chaumoux Road in Electoral Area A. On October 10, 2018 you formally requested an extension to your compliance deadline of four months due February 15, 2019. The deadline that was agreed to is this Friday.

If you could please advise as to the status of your Agricultural Land Commission (ALC) Application and or relative building / demolition permits for your property.

I look forward to receiving your response in the above stated matter.

I am available in person at the Chilliwack Office of the Regional District Monday through Friday from 8:30am to 4:30pm; or you may contact me by calling toll-free at 1-800-528-0061, directly at 604-502-5015 or by email at [lhinton@fvrd.ca](mailto:lhinton@fvrd.ca).

Thanks,

---

*Louise Hinton*

Bylaw Compliance & Enforcement Officer

45950 Cheam Ave, Chilliwack, BC V2P 1N6  
P 604.702.5015 || W [www.fvrd.ca](http://www.fvrd.ca)



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September 17, 2018

**VIA MAIL AND EMAIL**

Vojislav Nikolic

Srpko Rakita

Slavko Vukovic

Branislav Kovac

Goran Dejjic

Sinisa Jojin

**FILE: 4010-20-A06056.000**

CIVIC: No Civic, Chaumox Road, Electoral Area A

PID: 014-633-451

LEGAL: THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 15 TOWNSHIP 11 RANGE 26 WEST OF THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLANS 15647, 18440, 18715 AND 20574

Dear Property Owners;

**Re: Multiple Building Bylaw and Zoning Bylaw Contraventions – Chaumox Road**

Further to our letters dated August 17, 2018 and May 29, 2018, information has been provided by our Regional District planning Department that your Non-Farm Use Application with the Agricultural Land Commission for the property on Chaumox Road with no civic address, identified at PID: 014-633-451 in Electoral Area A is incomplete. The Agricultural Land Commissions (ALC) Application Portal and has identified that an Agent Authorization Letter has not been completed for each of the six property owners. As a result, your file has been referred back to Bylaw Enforcement for follow-up.

As you are already aware, there has been extensive construction work on a multiple (no less than 6) dwelling structures on your Chaumox Road Property without the benefit of obtaining any building permit. The construction of these structures on your property was done so without an approved building permit; therefore Stop Work and No Occupancy notices were previously been posted. Building Permits are as required for all the above outlined structures and detailed below in section 6.1 of the Fraser Valley Regional District's Building Bylaw No. 1188, 2013.

Section 6 Prohibition

No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure, including excavation or other work related to construction until a building official has issued a valid and subsisting permit for the work

At our May 18, 2018 meeting, the FVRD confirmed that the proposed land use requires a completed application, signed by all six property owners to the B.C. Agricultural Land Commission (ALC). We once again recommend that you confirm with all property owners involved and speak with ALC staff if you have any questions about the permission requirements for your proposed Non-farm use ALC application.

Therefore, we require that you please achieve one of the following prior to **Tuesday October 16, 2018**:

1. submit a fully completed non-farm use application to the ALC (Including the Agent Authorization Letter for all six property owners); or alternatively
2. submit building permit applications to effect the removal of the unpermitted structures on your property.

The Regional District wishes to work with you to enable you to bring your property into compliance with the *BC Building Code* and Regional District bylaws and the *BC Provincial Agricultural Land Commission Act*. However, if you have not taken one of the above outlined steps towards achieving compliance by the above stated deadline than you may be subject to fines of \$500 per occurrence, and per structure and or other means of enforcement action on behalf of the Regional District in accordance with the *Fraser Valley Regional District Bylaw Notice Enforcement Bylaw No. 1415, 2017*. We encourage you to read the *Occupiers Liability Act*, regarding property safety and negligence, available online at: [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/00\\_96337\\_01](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01)

We look forward to your anticipated cooperation in the resolution of this matter, so if you have any addition questions or concerns you may contact me or our planning department by calling toll-free at 1-800-528-0061, directly at 604-702-5015, by email at [lhinton@fvrld.ca](mailto:lhinton@fvrld.ca) or [planning@fvrld.ca](mailto:planning@fvrld.ca). Our office hours are Monday through Friday from 8:30am to 4:30pm.

Respectfully,



Digitally signed  
by Louise Hinton  
Date: 2018.09.14  
16:22:20 -07'00'

Louise Hinton  
Bylaw, Compliance and Enforcement Officer

Attach: Copy of Planning Department letter dated August 17, 2018  
Copy of Letter dated May 29, 2018

cc: Terry Raymond, Director of Electoral Area A  
Margaret-Ann Thornton, Director of Planning & Development  
Andrea Antifaeff, Planner  
Greg Price, Building and Bylaw Coordinator  
Agricultural Land Commission

File No. 3015-20-2018-04  
ALR00343

August 17, 2018

Vokislav Nikolic

[REDACTED]  
[REDACTED]

Srpko Rakita

[REDACTED]  
[REDACTED]

Slavko Vukovic

[REDACTED]  
[REDACTED]

Branislav Kovac

[REDACTED]  
[REDACTED]

Goran Dejjic

[REDACTED]  
[REDACTED]

Sinisa Jojin

[REDACTED]  
[REDACTED]

Re: ALR – Non Farm Use Application

The Fraser Valley Regional District has reviewed the application submitted to the Agricultural Land Commissions (ALC) Application Portal and have identified that an Agent Authorization Letter has not been completed for each of the property owners.

Each property owner will need to complete the attached form and the completed forms will need to be submitted online to the ALC Application Portal.

Please submit all of the agent authorization letters by September 1, 2018 in order to proceed with your application. Your application will remain incomplete until the letters have been submitted. Please do not hesitate to contact me if you have any questions.

Sincerely,

 Digitally signed by  
Andrea Antifaeff  
Date: 2018.08.17  
09:29:54 -07'00'

Andrea Antifaeff  
Planning Technician

Enclosures:     Agricultural Land Commissions Agent Authorization Letter



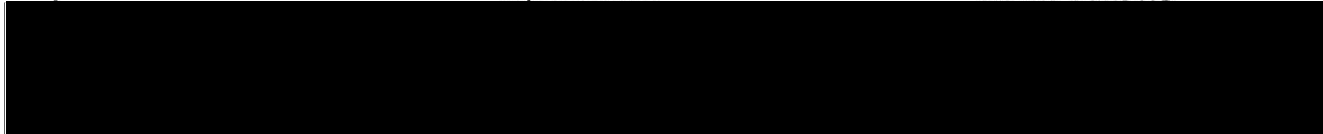
May 29, 2018

**VIA MAIL AND EMAIL**

Vojislav Nikolic

Srpko Rakita

Slavko Vukovic



Branislav Kovac

Goran Dejjic

Sinisa Jojin



**FILE: 4010-20-A06056.000**

**CIVIC:** No Civic, Chaumox Road, Electoral Area A

**PID:** 014-633-451

**LEGAL:** THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 15 TOWNSHIP 11 RANGE 26 WEST OF THE 6<sup>TH</sup> MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLANS 15647, 18440, 18715 AND 20574

Dear Property Owners;

**Re: Multiple Building Bylaw and Zoning Bylaw Contraventions – Chaumox Road**

Further to our letter dated April 20, 2018, we were please to meet with you on May 18, 2018.

We are aware there has been extensive construction work on a multiple (no less than 6) dwelling structures structures on your Chaumox Road Property with no civic address and identified as PID: 014-633-451 (the "property") without the benefit of obtaining any building permit.

The construction of these structures on your property was done so without an approved building permit; therefore Stop Work and No Occupancy notices were previously been posted. Building Permits are as required for all the above outlined structures and detailed below in section 6.1 of the *Fraser Valley Regional District's Building Bylaw No. 1188, 2013*.

Section 6 Prohibition

*No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure, including excavation or other work related to construction until a building official has issued a valid and subsisting permit for the work*

At our May 18, 2018 meeting, the FVRD confirmed that the proposed land use requires an application to the B.C. Agricultural Land Commission (ALC).

The subject property is located within the Agricultural Land Reserve and therefore ALC approval is required before completing building permits or FVRD land use amendment applications. We understand that your intention is to apply to the ALC as soon as possible. Based on our understanding of your proposed use of the land (multiple seasonal dwellings), you may wish to consider an application to the ALC for either a Non-Farm Use, or Exclusion. The ALC's fee for exclusion or non—farm use is \$1500.00.

We recommend that you speak with ALC staff if you have any questions about the ALC application process any the information required to be submitted to the ALC. ALC applications are available online here <https://www.alc.gov.bc.ca/alc/content/applications-and-decisions>

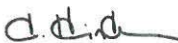
Therefore, we require that you please achieve one of the following prior to **Monday July 9, 2018:**

1. submit a fully completed non-farm use application to the ALC.; or alternatively
2. submit building permit applications to effect the removal of the unpermitted structures on your property.

The Regional District wishes to work with you to enable you to bring your property into compliance with the *BC Building Code* and Regional District bylaws and the BC Provincial Agricultural Land Commission Act. However, if you have not taken one of the above outlined steps towards achieving compliance by the above stated deadline than you may be subject to fines of \$500 per occurrence, and per structure and or other means of enforcement action on behalf of the Regional District in accordance with the *Fraser Valley Regional District Bylaw Notice Enforcement Bylaw No. 1415, 2017*.

We look forward to your anticipated cooperation in the resolution of this matter, so if you have any addition questions or concerns you may contact me or our planning department by calling toll-free at 1-800-528-0061, directly at 604-702-5015, by email at [enforcement@fvrd.ca](mailto:enforcement@fvrd.ca) or [planning@fvrd.ca](mailto:planning@fvrd.ca) Our office hours are Monday through Friday from 8:30am to 4:30pm.

Respectfully,

 Digitally signed  
by Louise  
Hinton  
Date: 2018.05.29  
12:05:42 -07'00'

Louise Hinton  
Bylaw, Compliance and Enforcement Officer

Attach: Copy of Letter dated April 20, 2018

cc: Dennis Adamson, Director of Electoral Area B  
Margaret-Ann Thornton, Director of Planning & Development  
David Bennett, Planner II  
Greg Price, Building and Bylaw Coordinator  
Agricultural Land Commission

April 20, 2018

**VIA MAIL AND EMAIL**

Vojislav Nikolic



Srpko Rakita



Slavko Vukovic



Branislav Kovac



Goran Dejjc



Sinisa Jojin



**FILE: A06056.000**

**CIVIC:** No Civic, Chaumox Road, Electoral Area A

**PID:** 014-633-451

**LEGAL:** THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 15 TOWNSHIP 11 RANGE 26 WEST OF THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLANS 15647, 18440, 18715 AND 20574

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Dear Property Owners;

**RE: Multiple Building Bylaw and Zoning Bylaw Contraventions**

As you are aware, the Regional District has received information regarding multiple contraventions occurring on the above noted property. An inspection of your property on June 14, 2017 confirmed the presence of multiple (no less than 6) dwelling structures. The construction of these structures required a building permit; therefore Stop Work and No Occupancy notices have been posted. Building permits are required by the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* (Building Bylaw) to encourage owners to comply with the minimum standards established by the British Columbia Building Code, as well as other enactments which relate to health, safety, and use of land. Section 6 of this bylaw provides that:

*"No person shall commence or continue any construction, alteration, reconstruction, demolition, removal, relocation or change the occupancy of any building or structure, including excavation or other work related to construction until a building official has issued a valid and subsisting permit for the work"*

In addition, your property is zoned RURAL (R-1) and RURAL RESOURCE (R-4) pursuant to the *Zoning Bylaw for the Rural Portions of Electoral Area "A", Regional District of Fraser-Cheam Bylaw No. 823, 1989* (Zoning Bylaw). This zoning designation permits not more than one (1) one-family residence on a lot. A second residence use may be permitted on a lot provided that the second residence meets the provisions set out in Section 4.1.2. Furthermore, it appears that a camping use is occurring on the subject property which may not comply with the Zoning Bylaw. A campground use is not permitted within your property's zoning designations. A natural camping ground may be permitted provided that the provisions set out in Section 4.4.2. are met. Relevant excerpts from the Zoning Bylaw are attached for your convenience. The Zoning Bylaw and Building Bylaw may be viewed on our website at: [www.fvrd.ca/EN/main/government/bylaws](http://www.fvrd.ca/EN/main/government/bylaws). Please contact the Planning Department if you wish to discuss the Zoning Bylaw and possible variance options.



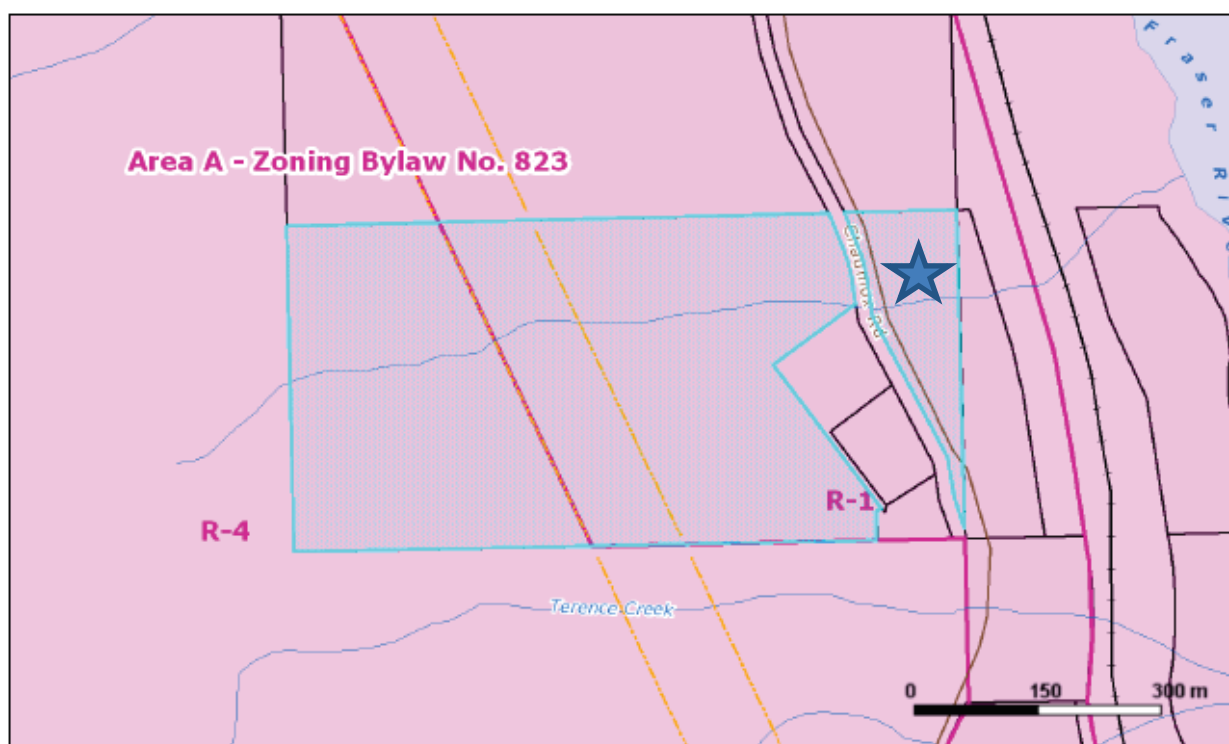


## FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Ave, Chilliwack, British Columbia V2P 1N6  
 Phone: 604 702-5000 Toll free: 1-800-528-0061 Fax: 604 792-9684  
 Web: www.fvrd.bc.ca E-Mail: info@fvrd.bc.ca

19 April 2018

Property Information Report			
Civic Address:		Lot Size:	73.19 ACRES
Folio Number:	732.06056.000	Electoral Area:	A
PID:	014-633-451	Map Scale:	1:7335
Legal Description:	SECTION 15, TOWNSHIP 11, RANGE 26, MERIDIAN 6, PART N 1/2 OF NE 1/4, MERIDIAN W6, EXCEPT PLAN 15647, EXC PL 18440, 18715, & 20574.		



On June 22, 2017 staff met with property owners Branislav Kovac, Goran Dejić, and Vojislav Nikolic at the FVRD Chilliwack office to discuss the land use restrictions, hazard issues, and requirements for building permits. Staff requested that the property owners consider the options presented in this meeting with the registered property owners not in attendance at this meeting.

Options to remediate the property include:

1. Obtain a building permit for one (1) single family residence, and one (1) demolition permit to remove the remaining structures; or
2. Discuss rezoning options with the Planning Department to permit the uses and numerous structures currently on the property. If the property is successfully rezoned, building permits would be required for each structure.

## Site Inspection photos taken June 14, 2017:



The Regional District wishes to work with you to enable you to bring your property in compliance with all current bylaws. In order to accomplish this, we request that you contact staff and advise of your intentions with respect to resolving this matter. Should you fail to respond before **May 21, 2018** you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.



If you have any questions or wish to discuss this matter further, you may contact me directly at 604-702-5017 or by email at [asnashall@fvrd.ca](mailto:asnashall@fvrd.ca). Our office hours are Monday through Friday from 8:30am to 4:30pm.

Respectfully,



Digitally signed by  
Adriana Snashall  
Date: 2018.04.20  
11:55:29 -07'00'

Adriana Snashall  
Bylaw Compliance & Enforcement Officer

cc: Terry Raymond, Director of Electoral Area A  
Margaret-Ann Thornton, Director of Planning & Development

enc: Excerpts from Area A Zoning Bylaw No. 823

TABLE 1: PERMITTED USES IN ZONES

Dash (-) means not permitted

PERMITTED USE		ZONE				
		C-2	R-1	L-4	R-4	P-1
4.1.0	RESIDENTIAL USES					
	One family residence	X	X	X	X	-
	Second Residence	X	X	X	X	-
	Accessory residence	X	-	X	-	X
	Boarding	X	X	X	X	-
	Firewood sales and storage	X	X	X	X	-
4.2.0	HOME INDUSTRY USES					
	Home occupation	X	X	X	X	X
	Artisan craft workshop	X	X	X	X	-
	cottage industry	X	X	X	X	-
	equipment shop					
4.3.0	COMMERCIAL USES					
	Service station	X	-	-	-	-
	Motel or motel hotel	X	-	-	-	-
	Restaurant	X	-	-	-	-
	General retail	X	-	-	-	-
	Accessory retail	X	X	X	X	-
	Accessory advertising	X	X	X	X	X
4.4.0	RECREATION USES					
	Campground	X	-	X	-	X
	Natural camping ground	-	X	X	X	-
	River rafting terminus	X	-	X	-	-
	Golf course	X	-	X	-	-
	Outdoor recreation	-	-	X	X	X
	Tourist information service	X	-	-	-	X

**DIVISION FOUR:  
REGULATIONS RESPECTING THE USE OF  
LAND, BUILDINGS AND STRUCTURES**

**4.1.0 REGULATIONS RESPECTING RESIDENTIAL USES**

**4.1.1 One-Family Residence Use**

- (a) Not more than one (1) one-family residence is permitted on a lot, except as permitted in Section 4.1.2 of this Bylaw.
- (b) A building used for a one-family residential use shall not be used for any other use except a home occupation use as permitted in Section 4.2.1 of this Bylaw.
- (c) A mobile home or a modular home may be used for one-family residential use provided that the mobile home or modular home structure:
  - (i) is placed on and anchored to a permanent foundation; and
  - (ii) complies with the provisions of the B.C. Building Code and Amendments thereto, or with the Canadian Standards Association Z240 standard in the case of a mobile home or A277 standard in the case of a modular home.

**4.1.2 Second Residence Use**

**A second residence use is permitted on a lot provided that the second residence is:**

- (i) accessory to a campground use consisting of 80 or more sites, and located not less than 15 m (50 ft.) from any other building, 9 m (30 ft.) from the boundary of any campsite, 3 m (10 ft.) from the boundary of an internal road within the campground; or
- (ii) accessory to a farm use and located on a parcel larger than 2 ha (5 ac.); or
- (iii) accessory to a historic site use and located on a parcel larger than 0.4 ha (1 ac.); or

- (iv) a personal care use and is located on a parcel larger than 0.4 ha (1 ac.); and
- (v) located in an approved mobile home which is restrained from moving but not anchored to a permanent foundation; and
- (vi) located not less than 6 m (19.7 ft.) from any one-family residential use.

#### 4.1.3 Accessory Residence Use

One (1) accessory residence is permitted on a lot provided that the accessory residence is:

- (a) accessory to a residential assembly use, and located in a principal building such that the dwelling unit is:
  - (i) fully separated from a principal use by walls or a floor;
  - (ii) provided with an entrance separate from that of the principal use; and
  - (iii) smaller in gross residential floor area than ten percent (10%) of the gross residential and tourist accommodation floor area of the principal use; or
- (b) accessory to a commercial use and located above or behind the principal use; or
- (c) accessory to a park use; or
- (d) accessory to a farm use [subject to the prior approval of the Provincial Agricultural Land Commission where applicable] and located on a parcel larger than 16 hectares.

#### 4.1.4 Boarding Use

- (a) Boarding use is permitted only where accessory to a one-family residential use.
- (b) Accessory boarding use shall not exceed fifty percent (50%) of the gross floor area of the single-family dwelling.

#### 4.1.5 Storage and Sales of Firewood (The following regulation applies where storage and sale of firewood is undertaken as an accessory

a residence of the owner, manager or employee, land with a slope greater than 25%, land lacking adequate natural drainage of surface water, and lakes, ponds, and watercourses;

- (vii) except as specified otherwise elsewhere in this Bylaw, the minimum size of a recreational camping site shall be 130 square metres;
- (viii) the storage of recreational vehicles beyond 90 days at any recreational camping site shall be prohibited;
- (ix) unless specifically provided for elsewhere in this Bylaw, no structures, including ramadas, fences, porches, or storage sheds, shall be permitted on a recreational camping site;
- (x) at least one easily-accessible car parking space which is free of mud and graded for proper drainage, hard-surfaced or graveled and dust-free shall be provided on each recreational camping site in the campground.

#### 4.4.2 Natural Camping Ground Use

- (a) All natural campgrounds shall comply with the provisions of the Regional District of Fraser-Cheam Campgrounds and Holiday Parks Bylaw No. 1190, 1994 and amendments thereto.
- (b) The number of camping sites for the temporary placing of tents, travel trailers, and similar portable shelters intended for recreational usage, in a natural camping ground shall not exceed five (5) per ha.
- (c) The maximum number of camping sites in a natural campground is twenty (20).

#### 4.4.3 Golf Course Use

- (a) A building used as a clubhouse for a golf course may include a restaurant, cafe or bar provided that the purpose of such facilities is primarily to serve the users of the golfing facilities; and
- (b) A golf course use shall be sited so as to maintain a setback from a public road sufficient to provide adequate protection

**TITLE SEARCH PRINT**

File Reference:

Declared Value \$26800

2019-06-24, 10:15:48

Requestor: Louise Hinton

**\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*****Land Title District**

Land Title Office

KAMLOOPS

KAMLOOPS

**Title Number**

From Title Number

CA2366089

CA1905216

**Application Received**

2012-01-27

**Application Entered**

2012-02-01

**Registered Owner in Fee Simple**

Registered Owner/Mailing Address:

VOJISLAV NIKOLIC, PLUMBER



AS TO AN UNDIVIDED 1/6 INTEREST

Registered Owner/Mailing Address:

SRPKO RAKITA, CONTRACTOR



AS TO AN UNDIVIDED 1/6 INTEREST

Registered Owner/Mailing Address:

SLAVKO VUKOVIC, CARPENTER



AS TO AN UNDIVIDED 1/6 INTEREST

Registered Owner/Mailing Address:

BRANISLAV KOVAC, ENGINEER



AS TO AN UNDIVIDED 1/6 INTEREST

Registered Owner/Mailing Address:

GORAN DEJIC, CIVIL ENGINEER



AS TO AN UNDIVIDED 1/6 INTEREST

**TITLE SEARCH PRINT**

2019-06-24, 10:15:48

File Reference:

Requestor: Louise Hinton

Declared Value \$26800

Registered Owner/Mailing Address: SINISA JOJIN, MECHANICAL ENGINEER



AS TO AN UNDIVIDED 1/6 INTEREST

**Taxation Authority**

Chilliwack Assessment Area

**Description of Land**

Parcel Identifier: 014-633-451

Legal Description:

THE NORTH 1/2 OF THE NORTH EAST 1/4 OF SECTION 15 TOWNSHIP 11 RANGE 26 WEST  
OF THE 6TH MERIDIAN YALE DIVISION YALE DISTRICT EXCEPT PLANS 15647, 18440,  
18715 AND 20574

**Legal Notations**

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND  
COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. M11419

**Charges, Liens and Interests**

Nature: RIGHT OF WAY  
Registration Number: C11697  
Registration Date and Time: 1968-05-08 15:36  
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY  
Remarks: INTER ALIA  
PART ON PLAN A8191 WITH PRIORITY  
OVER 107069E

**Duplicate Indefeasible Title**

NONE OUTSTANDING

**Transfers**

NONE

**Pending Applications**

NONE



**Folio:** 732.06056.000  
**Civic:** CHAUMOX RD  
**Size:** 73.19 ACRES

**Pid:** 014-633-451

**Legal:** PART N1/2 OF NE1/4, SECTION 15, TOWNSHIP 11, RANGE 26, MERIDIAN W6, YALE DIV OF YALE LAND DISTRICT, EXCEPT PLAN 15647, EXC PL 18440, 18715, & 20574

**Owner:** VUKOVIC, SLAVKO

(CA2366089)

**Owner:** DEJIC, GORAN

(CA2366089)

**Owner:** RAKITA, SRPKO

(CA2366089)

**Owner:** JOJIN, SINISA

(CA2366089)

**Owner:** KOVAC, BRANISLAV

(CA2366089)

**Owner:** NIKOLIC, VOJISLAV

(CA2366089)

#### 2019 Taxable Assessments

				<u>Land</u>	<u>Improvements</u>	<u>Net</u>
1	Res	GENERAL	Gross	227,500	449,000	676,500
			Exempt	0	0	0
			Net	227,500	449,000	676,500
1	Res	SCHOOL	Gross	227,500	449,000	676,500
			Exempt	-2,250	0	-2,250
			Net	225,250	449,000	674,250

#### 2019 Actual Assessments

	<u>Land Class</u>	<u>Land</u>	<u>Impr Class</u>	<u>Impr</u>
00 - FULLY TAXABLE LAND, STRUCTURES	1 - Res	223000	1 - Res	449000
13 - AGRICULTURAL LAND RESERVE	1 - Res	4500	1 - Res	0

#### Lto Number

#### Sales Price

CA2366089	26,800.00
CA1905216	160,000.00
KX181320	65,850.00
KM49730	93,900.00
D28002	0.00

#### Date

#### Description

Jan 27, 2012	REJECT - NOT SUITABLE FOR SALES ANALYSIS
Feb 17, 2011	VACANT SINGLE PROPERTY
Dec 15, 2005	VACANT SINGLE PROPERTY
May 28, 1998	IMPROVED SINGLE PROPERTY CASH TRANSACTI
Dec 15, 1972	REJECT - NOT SUITABLE FOR SALES ANALYSIS

#### Attribute

#### Value

#### Description

ACTUAL USE	060	2 ACRES OR MORE (SINGLE FAMILY DWELLING, D
ELECTORAL AREA	A	ELECTORAL AREA A
MANUAL CLASS	0042	2 STY SFD-ALL AGES-SUBSTD
NEIGHBOURHOOD	112	
SCHOOL DISTRICT	78	FRASER CASCADE
SERVICE	0245AC	
SUBDIVISION	NORTH BEN	
TENURE TYPE	01	CROWN GRANTED

#### Classification

#### Start Date

#### Stop Date

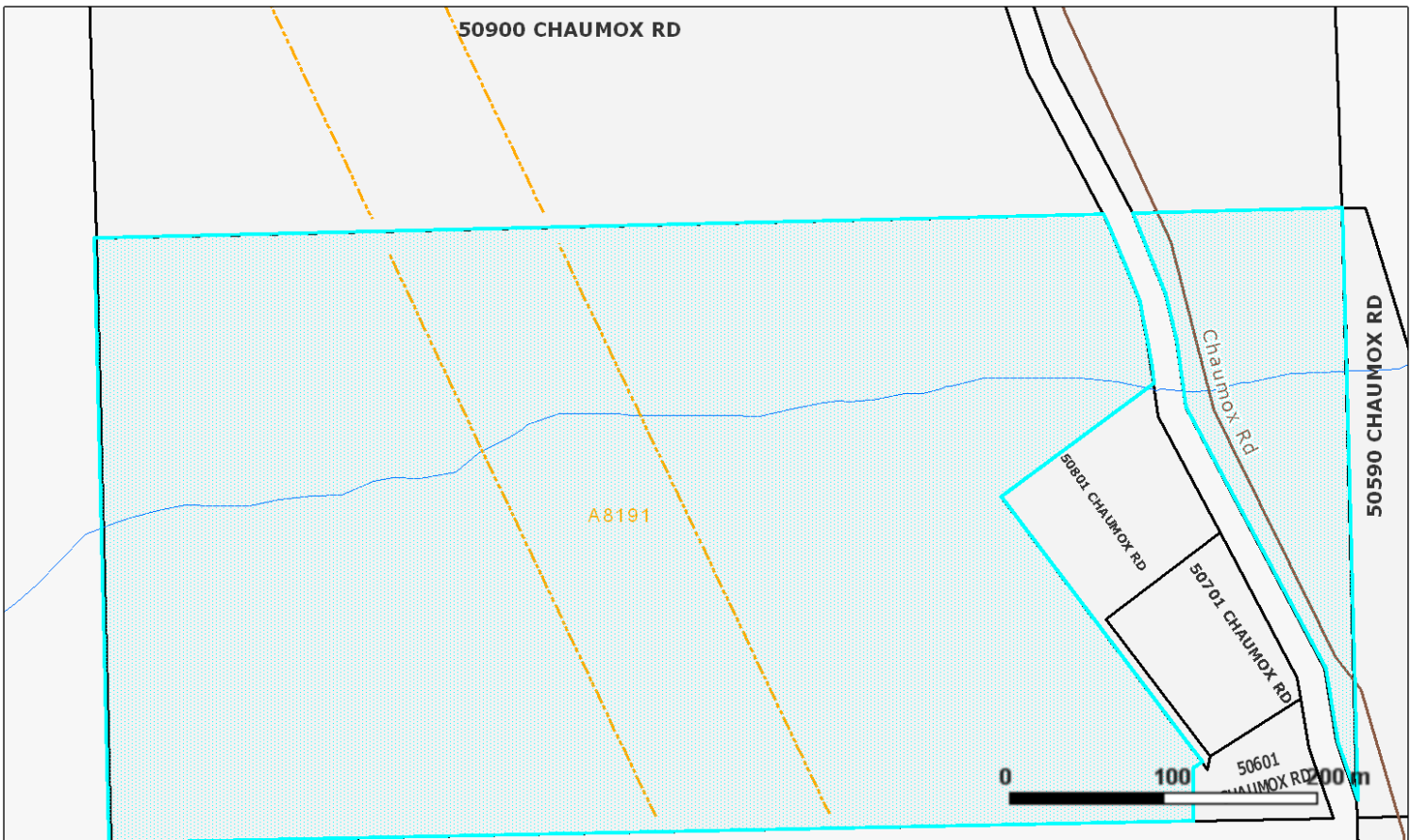
#### Comment

BYLAW ENFORCEM Jun 12, 2017

Please see Bylaw Enforcement re: A06056.000

**Property Information Report**

Civic Address:		Lot Size:	73.19 ACRES
Folio Number:	732.06056.000	Electoral Area:	A
PID:	014-633-451	Map Scale:	1:4495
Legal Description:	PART N1/2 OF NE1/4, SECTION 15, TOWNSHIP 11, RANGE 26, MERIDIAN W6, YALE DIV OF YALE LAND DISTRICT, EXCEPT PLAN 15647, EXC PL 18440, 18715, & 20574		



**Land-use Information**

Zoning Designation:	Contact Planning Department	Zoning Bylaw:	Contact Planning Department
OCP Designation:	Contact Planning Department	OCP Bylaw:	Contact Planning Department
DPA Designation:	Contact Planning Department	ALR:	Contact Planning Department
In Mapped Floodplain:	Contact Planning Department	Watercourse:	Contact Planning Department

**Utility Information**

Local Service Area:	Contact Planning Department
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This information is provided as a public resource for general information purposes only. The information shown is compiled from various sources and the Fraser Valley Regional District makes no warranties, expressed or implied, as to the accuracy or completeness of the information. This report is not a legal document and is published for information and convenience only. The Fraser Valley Regional District is not responsible for any errors or omissions that may appear on this report.

## NOTICE ON TITLE INFORMATION SHEET

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### WHAT IS A NOTICE ON TITLE?

A *Notice on Title*, note against land title, or Section 57 of the *Community Charter*, was provided to local governments by the Province of British Columbia as a tool to administer and enforce the *BC Building Code* and local building bylaws. It involves the registration of a *Notice* on a property title at the Land Title Office, which, once in place, is documented on the title search under the "Legal Notations" section.

A *Notice on Title* serves as notification to anyone searching a property title that the property may be in breach of bylaws or regulations. The *Notice* itself does not disclose details of the breach but specifies that further information may be obtained from the local government office.

### WHAT IS THE PURPOSE OF A NOTICE ON TITLE?

The purpose of a *Notice on Title* is to provide information to potential owners and stakeholders of a breach of bylaws or regulations. It also encourages voluntary compliance to reduce risk to the local government. The filing of a *Notice* is not intended to be a punitive action; rather, it is a method to protect future owners and others with an interest in the property.

### WHEN CAN A NOTICE ON TITLE BE FILED?

A *Notice on Title* may be filed by a local government where there is a breach of bylaws or regulations in respect to a property. Specifically, a *Notice on Title* may be filed where a Building Inspector is made aware of any of the following:

- a) construction has occurred without a valid building permit;
- b) construction deficiencies noted have not been corrected;
- c) covering construction without required inspections;
- d) a permit has expired and the owner refuses to reapply for a new permit;
- e) construction that is in contravention of the *BC Building Code* or Building Bylaw; or
- f) any such circumstances as the Building Inspector may deem necessary.

### HOW IS A NOTICE ON TITLE FILED?

Step 1: When the Building Inspector is made aware of a breach, a letter is mailed to the registered owner of the property advising of the breach and the required remedial action. The owner is provided approximately thirty (30) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.

Step 2: If no action to contact staff and resolve the issue, a second letter is mailed to the owner advising of the breach and the required remedial action. The owner is provided approximately fourteen (14) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.

- Step 3: If no action to contact staff and resolve the issue, the Building Inspector may forward a report to the Corporate Officer and a "Show Cause Hearing" is scheduled. A Show Cause Hearing is held during an Electoral Area Services Committee (EASC) meeting. An invitation is mailed to the registered owner of the property advising the specific date and time they are to attend the Show Cause Hearing. A copy of the report produced by the Building Inspector will be included.
- Step 4: On the day of the EASC meeting, the Show Cause Hearing will be announced. The owner of the property, or their agent, will be asked if they would like to make representation to the Committee. The Committee shall listen objectively to the owner as well as the Building Inspector. Please note that **attendance is not required** if the owner does not wish to challenge the recommendation.
- Step 5: After hearing from the registered owner of the property and Building Inspector, the committee will then resolve to:
- a) direct the staff to file a *Notice* in the Land Title Office;
  - b) direct staff not to file a *Notice* in the Land Title Office; or
  - c) defer filing a *Notice* to allow the registered owner more time to comply.

#### **HOW IS A NOTICE ON TITLE CANCELLED?**

Once a *Notice on Title* is filed, it may be cancelled from the title of a property by way of:

- a) the local government after a Building Inspector has provided a report confirming that the condition which caused the *Notice* to be filed has been rectified; or
- b) an Order obtained by the registered owner from the *British Columbia Supreme Court*.

#### **WHAT IS THE COST OF PLACING OR CANCELLING THE NOTICE ON TITLE?**

The Fraser Valley Regional District does not charge the registered owner of the property when a *Notice on Title* is filed at the Land Title Office. However, there is a \$500.00 administrative fee payable to the Fraser Valley Regional District by the property owner when the *Notice* is removed from the Title. The property owner will also be responsible for their legal costs to have a *Notice* removed at the Land Title Office.

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Properties with a *Notice on Title* may be sold at any time; however, the presence of the *Notice* may negatively affect a property's potential sale, perceived property value, access to a mortgage, and/or (re)financing. If a *Notice* is registered or is recommended to be registered upon the title of your property, you are advised to undertake inquiries with your lenders, insurance companies, and any other relevant parties to determine how it may impact you now and in the future.

**If you have any questions regarding this process, please email staff at [enforcement@fvrld.bc.ca](mailto:enforcement@fvrld.bc.ca) or phone directly at 1-800-528-0061.**

*This document is provided for informational purposes and does not constitute legal advice. The Fraser Valley Regional District makes no representations or warranties about the accuracy of the information contained in this document. If you have any questions or concerns as to the nature and effect of Notices on Title, please refer to the actual text of Sections 57 and 58 of the Community Charter and seek your own independent legal advice.*



Excerpts from the *Community Charter*:

**NOTE AGAINST LAND TITLE THAT BUILDING REGULATIONS CONTRAVENED**

- 57 (1) A building inspector may recommend to the council that it consider a resolution under subsection (3) if, during the course of carrying out duties, the building inspector
- (a) observes a condition, with respect to land or a building or other structure, that the inspector considers
    - (i) results from the contravention of, or is in contravention of,
      - (A) a municipal bylaw,
      - (B) a Provincial building regulation, or
      - (C) any other enactmentthat relates to the construction or safety of buildings or other structures, and
    - (ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or
  - (b) discovers that
    - (i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (i), and
    - (ii) the permit was not obtained or the inspection not satisfactorily completed.
- (2) A recommendation under subsection (1) must be given in writing to the corporate officer, who must
- (a) give notice to the registered owner of the land to which recommendation relates, and
  - (b) after notice under paragraph (a), place the matter before the council.
- (3) After providing the building inspector and the owner an opportunity to be heard, the council may confirm the recommendations of the building inspector and pass a resolution directing the corporate officer to file a notice in the land title office stating that
- (a) a resolution relating to that land has been made under this section, and
  - (b) further information about it may be inspected at the municipal hall.
- (4) The corporate officer must ensure that all records are available for the purpose of subsection (3) (b).
- (5) If the registrar of land titles receives a notice under subsection (3) and payment of the prescribed fee, the registrar must make a note of the filing against the title to the land that is affected by the notice.
- (6) The note of a filing of a notice under this section is extinguished when a new title to the land is issued as a result of the deposit of a plan of subdivision or a strata plan.
- (7) In the event of any omission, mistake or misfeasance by the registrar or an employee of the registrar in relation to the making of a note of the filing under subsection (5), or a cancellation under section 58, after the notice is received by the land title office,
- (a) the registrar is not liable and neither the Provincial government nor the Land Title and Survey Authority of British Columbia is liable vicariously,

- (a.1) the assurance fund or the Land Title and Survey Authority of British Columbia as a nominal defendant is not liable under Part 19.1 of the Land Title Act, and
  - (b) the assurance fund or the minister charged with the administration of the Land Title Act as a nominal defendant is not liable under Part 20 of the Land Title Act.
- (8) Neither the building inspector nor the municipality is liable for damage of any kind for the doing of anything, or the failure to do anything, under this section or section 58 that would have, but for this subsection, constituted a breach of duty to any person.
- (9) The authority under this section is in addition to any other action that a building inspector is authorized to take in respect of a matter referred to in subsection (1).

## **CANCELLATION OF NOTE AGAINST LAND TITLE**

- 58
- (1) On receiving a report from a building inspector that the condition that gave rise to the filing of the notice under section 57 (3) has been rectified, the corporate officer must file a cancellation notice and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.
  - (2) An owner of land with respect to which a notice has been filed under section 57 (3), may apply to the council for a resolution that the note be cancelled.
  - (3) After hearing an applicant under subsection (2), the council may pass a resolution directing the corporate officer to file a cancellation notice.
  - (4) If a resolution has been passed under subsection (3), the corporate officer must file a cancellation notice in the land title office and, on receiving the notice, the registrar of land titles must cancel the note against the title to which it relates.
  - (5) If the council does not pass a resolution under subsection (3), the owner may apply to the Supreme Court and notify the municipality to attend before the court to show cause why the note should not be cancelled.
  - (6) On an application under subsection (5), after reviewing any evidence that the owner and the municipality may adduce, the court may make an order directing the registrar to cancel the note made under section 57 (5) and, on receiving the order, the registrar of land titles must cancel the note accordingly.

# **FRASER VALLEY REGIONAL DISTRICT**

## **ELECTORAL AREA SERVICES COMMITTEE**

### **OPEN MEETING MINUTES**

Tuesday, September 10, 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  
Alternate Director Dave Clyne, Electoral Area H

Regrets: 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  
Stacey Barker, Director of Regional Services  
Graham Daneluz, Deputy Director of Planning & Development  
David Urban, Manager of Outdoor Recreation Planning  
Kristy Hodson, Manager of Financial Operations  
Sterling Chan, Manager of Engineering & Infrastructure  
Louise Hinton, Bylaw Compliance and Enforcement Officer  
Katelyn Hipwell, Planner II  
Andrea Antifaeff, Planner I  
Matthew Fang, Network Analyst I  
Tina Mooney, Executive Assistant to CAO and Board  
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

There were 8 members of the public present.

**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 RAYMOND

Seconded By STOBART

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of September 10, 2019 be approved;

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

**CARRIED**

**3. SHOW CAUSE HEARING(S)**

**3.1 Building Bylaw and BC Building Code Contraventions at 12958 Sylvester Road, Electoral Area F, Legally Described as: Lot 12 Except: Parcel A (Explanatory Plan 56487) Section 30 Township 21 New Westminster District Plan 38134 (PID: 000-533-785)**

Louise Hinton, Bylaw Compliance and Enforcement Officer provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 12958 Sylvester Road, Electoral Area F and the efforts of staff to encourage voluntary compliance by the property owners.

No comments were offered from the public.

Moved By DAVIDSON

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* and the *BC Building Code*, at 12958 Sylvester Road Electoral Area F, Fraser Valley Regional District, British Columbia, Legally described as: Lot 12 Except: Parcel A (Explanatory Plan 56487) Section 30 Township 21 New Westminster District Plan 38134 (PID: 000-533-785).

**CARRIED**



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**4. DELEGATIONS AND PRESENTATIONS**

None

**5. MINUTES/MATTERS ARISING**

**5.1 Draft Minutes of the Electoral Area Services Committee Meeting - July 9, 2019**

Moved By RAYMOND

Seconded By ENGAR

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of July 9, 2019 be adopted.

**CARRIED**

**5.2 Draft Minutes of EASC Priorities Setting Session - July 23, 2019**

Moved By ADAMSON

Seconded By ENGAR

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

**CARRIED**

Request was made for periodic updates on the EASC Work Plan to be provided to the Committee members.

**5.3 Draft Cultus Lake Advisory Planning Commission - August 21, 2019**

The draft Cultus Lake Advisory Planning Commission Minutes of August 21, 2019 was provided for information.

**6. CORPORATE ADMINISTRATION**

No Items.

**7. FINANCE**

**7.1 Grant-In-Aid Request – Fraser Valley Bald Eagle Festival Society, Electoral Area C**

Moved By BALES

Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Fraser Valley Bald Eagle Festival Society, funded from the 2019 Electoral Area “C” grant-in-aid budget, to assist in the funding of their annual Fraser Valley Bald Eagle Festival.

**CARRIED**

**8. ENGINEERING & UTILITIES**

No Items.

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

**9.1 Bylaw Offence Notice Enforcement Amendment Bylaw No. 1540, 2019**

Moved By STOBART

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1540, 2019*.

**CARRIED**

**9.2 Application for Development Variance Permit 2019-19 to vary the off-street motor vehicle parking dimensions at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H**

In response to the timeline for the parking study of waterfront lots in Cultus Lake, staff responded that this matter will be required to be considered at the EASC Priorities Session and will also have to go through the budget process. It was noted that there are other outstanding priorities in other Electoral Areas that also require attention.

Moved By CLYNE

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H to vary the off-street motor vehicle parking dimensions for two 90 degree parking spaces from 2.8 metres (9.2 feet) wide by 5.5 metres (18 feet) long to 2.56 metres (8.4 feet) wide by 4.57 metres (15 feet) long, subject to consideration of any comments or concerns raised by the public;

**AND THAT** the Fraser Valley Regional District Board consider directing staff to conduct a parking study of waterfront lots in Cultus Lake Park to develop a consistent approach for off-street residential parking;

**AND FURTHER THAT** the Fraser Valley Regional District Board consider deferring any future development variance permit applications for off-street parking variances until a parking study of waterfront lots in Cultus Lake Park is completed.

**CARRIED**

**Directors Adamson and Bales Opposed**

**9.3     Application for Development Variance Permit 2019-23 to vary the definition of height to allow for a three storey single family home at 47020 Snowmist Drive, Electoral Area C**

Moved By BALES

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-23 to vary the number of permitted storeys from two to three for a single family residence at 47020 Snowmist Drive, subject to consideration of any comments or concerns raised by the public

**CARRIED**

**9.4     Application for Development Variance Permit 2019-25 to reduce the lot line setbacks at PID: 002-404-290, Maple Falls Road, Electoral Area H**

Moved By CLYNE

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-25 for PID 002-404-290 Maple Falls Road, Electoral Area H, to reduce all property line setbacks from 7.62 metres (25 feet) to 4.5 metres (14.76 feet), clear to sky, to facilitate the construction of a residence, subject to consideration of any comments or concerns raised by the public.

**CARRIED**

**9.5     Application for Development Variance Permit 2019-27 to increase the maximum allowable area for a storage shed at #136-1436 Frost Road, Electoral Area H**

Moved By CLYNE  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-27 to increase the maximum allowable area of a storage shed from 6 square metres to 10.04 square metres, subject to the consideration of any comments or concerns raised by the public.

**CARRIED**

**9.6     Application for Development Variance Permit 2019-28 to reduce side setbacks on corner Lot 107 from 2.0m to 1.5m in the final phase of the Creekside Mills development located at 1687 Columbia Valley Road, Electoral Area H**

Moved By CLYNE  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-28 to reduce the side setbacks on proposed lot 107 from 2.0m to 1.5m subject to comments or concerns raised by the public.

**CARRIED**

**9.7     Consultation Summary – Popkum-Bridal Falls Official Community Plan Update**

The Consultation Summary of the Popkum-Bridal Falls Official Community Plan Update was provided for information. Staff was commended for the excellent work done on the project.

**10.     ELECTORAL AREA EMERGENCY SERVICES**

**10.1    Grant Application for the Volunteer and Composite Fire Department Training and Equipment Fund**

Moved By RAYMOND  
Seconded By ADAMSON



**THAT** the Fraser Valley Regional District Board endorse a grant application of up to \$175,000 under UBCM's Community Emergency Preparedness Fund towards training and equipment to support our seven Electoral Area fire departments.

**CARRIED**

## **11. OTHER MATTERS**

### **11.1 Proposed Community Park in Yale, Electoral Area B**

Moved By ADAMSON

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board support a community institutional Crown land tenure application (#100296409) to develop two Crown parcels on Front Street in Yale into a community park.

**CARRIED**

### **11.2 Electoral Area Cellular and Internet Connectivity**

Moved By BALES

Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board authorize up to \$50,000 for a cellular and internet connectivity assessment within the Electoral Areas for the purposes of identifying potential infrastructure requirements and in preparation for funding opportunities;

**AND THAT** staff be authorized to continue to engage with the respective connectivity service providers for the purposes of improved Electoral Area cell and internet service, funding applications and/or service delivery partnerships.

Discussion ensued regarding grant funding and connectivity challenges within electoral areas. It was also noted that securing a certified internet service provider to undertake the funding application process has proved to be equally challenging. Following the discussion, the following motion was brought forward:

RAYMOND/BALES

**THAT** consideration of the matter with respect to authorization of \$50,000 for a cellular and internet connectivity assessment within the Electoral Areas for the purposes of identifying potential infrastructure requirements be postponed until a

presentation from a cellular and internet service provider be made to the EASC Committee.

**CARRIED**

DAVIDSON/ADAMSON

**THAT** the Fraser Valley Regional District Board authorize up to \$50,000 for a cellular and internet connectivity assessment within the Electoral Area F Community Works Fund for the purposes of identifying potential infrastructure requirements and in preparation for funding opportunities.

**CARRIED**

## **12. ADDENDA ITEMS/LATE ITEMS**

### **12.1 The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws**

It was proposed that item 12.1 be deferred to allow Committee members more time to consider the report provided.

Moved By DAVIDSON

Seconded By BALES

**THAT** item 12.1 with respect to 'The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws' be postponed to the Electoral Area Services Committee October 8, 2019 meeting.

**CARRIED**

## **13. REPORTS BY STAFF**

None

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

Director Engar reported on the successful 1<sup>st</sup> Annual REVEL marathon held on August 17 and noted that there are plans to hold this event again next year.

Director Clyne reported on the following: annual Elvis concert, the new market location behind Frosty's, the Pikeminnow Derby, Lakeside Condo Open Houses, development on

Soowahlie land, coordination with the Department of Fisheries and Oceans on an experiment for milfoil prevention, mitigation of smallmouth bass, water clarity testing by Cultus Lake Stewardship and Fraser Basin Council's research on health of the lake.

Director Adamson reported on the relocation of the Sunshine Valley kindergarten near the museum, visit of actor George Takei of *Star Trek* to Tashme Museum, and the signing of the Memorandum Of Understanding in Yale with several First Nations to start efforts toward reconciliation.

Director Stobbart thanked the North Fraser Fire Department for their attendance to the numerous calls and also the passing of Chief Suzie Lewis, a matriarch of Leq'a:mel First Nation.

Director Raymond reported it has been quiet in Electoral Area A.

Director Davidson thanked staff for their assistance with respect to questions around permitting of the Hatzic Music Festival.

Director Bales reported that Hemlock Valley received their First Responders certification and thanked staff for coming out to the September 6, 2019 Area C Open House at Harrison Mills Community Hall.

#### **15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

Joe Lamb, Cultus Lake Park Board Chair of 201 Lakeshore Drive, Cultus Lake referred to the recommendations provided in the staff report for item 9.1 of the September 10, 2019 EASC agenda pertaining to the Development Variance Permit application for 19, Lakeshore Drive and inquired why the Cultus Lake Advisory Planning Commission or Cultus Lake Park Board were not consulted.

In response to a question raised by Mr. Lamb, Chair Dickey reported that the motion passed today at EASC will be forwarded to the September Board meeting for consideration.

#### **16. RESOLUTION TO CLOSE MEETING**

Moved By RAYMOND  
Seconded By DAVIDSON

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting minutes convened in accordance with Section 90 of the *Community Charter* and to consider matters pursuant to:

- 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.

**CARRIED**

The Open Meeting recessed at 2:54 p.m.

**17. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 3:02 p.m.

**18. RISE AND REPORT OUT OF CLOSED MEETING**

None

**19. ADJOURNMENT**

Moved By RAYMOND  
Seconded By DAVIDSON

**THAT** the Electoral Area Services Committee Open Meeting of September 10, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Open Meeting adjourned at 3:03 p.m.

MINUTES CERTIFIED CORRECT:

.....  
Director Bill Dickey, Chair



## **ELECTORAL AREA SERVICES COMMITTEE CANNABIS WORKSHOP MINUTES**

Tuesday, September 10, 2019  
10:15 am

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  
Alternate Director Dave Clyne, Electoral Area H

Regrets: Director Taryn Dixon, Electoral Area H

Staff Present: Jennifer Kinneman, Acting Chief Administrative 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  
Julie Mundy, Planning Technician  
Matthew Fang, Network Analyst I  
Tina Mooney, Executive Assistant to CAO and Board  
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

### **1. CALL TO ORDER**

Chair Dickey called the meeting to order at 10:17 a.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 Cannabis Workshop of September 10, 2019 be approved;

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

**CARRIED**

### 3. CANNABIS WORKSHOP PRESENTATION

Margaret-Ann Thornton, Director of Planning and Development gave a PowerPoint presentation, providing a brief overview of the cannabis legislation and production. She reported that the objectives of the Cannabis Workshop are:

- To hear from Electoral Area Directors what the issues are in their areas in relation to cannabis production and sales;
- Electoral Area Directors to provide clear land use directions to staff for the new and evolving Cannabis industry.

Highlights of the presentation are as follows:

- Federal, Provincial and ALR legislation is changing with no input/consideration of Local Government concerns;
- Total number of Current Cannabis Health Canada Notices in FVRD Electoral Areas: 26 – [Area “B” (2), “E” (2), “F” (13), “G” (5) and “H” (4)];
- Electoral Areas “A”, “C” and “D” do not have any current known applications;
- There are bylaw enforcement files related to cannabis production in all Electoral Areas;
- Uses currently permitted under FVRD zoning:
  - *Retail sale of cannabis* – not defined under zoning, generally permitted where retail commercial uses are permitted. Provincial approval required and local government consent is required as part of the provincial licensing process;
  - *Growing of cannabis in the ALR (outside or in a soil based building, or within a building built for the growing of crops constructed before July 13, 2018)* – is permitted by the Agricultural Land Commission anywhere within the ALR;
  - *Growing of cannabis in the ALR (in a new building constructed after July 13, 2018)* - permitted in Electoral Areas “A”, “B”, “C”, “F” and “G” only;
  - *Processing of cannabis* - permitted in some zones in Electoral Areas “A”, “B”, “C”, “F” and “G” only;
  - *Manufacturing of cannabis products (edibles, etc.)* - permitted in the ALR with limitations (i.e. 50% of cannabis grown on the farm) and in industrial zones;
  - *Micro-Grow Operations* (zoning does not differentiate the size of cannabis operation) - permitted in Electoral Areas “A”, “B”, “C”, “F” and “G” only

Agricultural Land Commission regulations with respect to cannabis production were noted.

Ms. Thornton further reported that the Electoral Area Directors survey noted no consistent Electoral Area-wide approach. Two general streams were noted:

- Avoid cannabis: as much as legally possible
- Support cannabis: mitigate the negative impacts

An update on actions taken in the surrounding areas/municipalities with respect to Cannabis production and retail sales was also provided.

With respect to the public consultation strategy, Ms. Thornton reported that the survey indicated the following level and dialogue is desired by EA Directors:

- Public Information Meeting – hosted by FVRD
- Public Information Meeting – hosted by Applicants
- Public Outreach
- Outreach to Stakeholders

In summary, Ms. Thornton noted the following points from the discussion:

- Acknowledge that cannabis is an important land use and need to be dealt with;
- Two directions: 1) Avoid cannabis production or 2) permit and mitigate the effects;
- Prepare summary and create a policy to address some of the issues with respect to Health Canada and ALC requirements;
- Immediate need for implementation of policy;
- Every cannabis facility is site specific, either retail use or production - to flush out public consultation options for site specific issues;
- To address Micro grow and smaller scale operators issues

Ms. Thornton concluded her presentation noting that a summary, policy and strategy including public consultation options based upon EASC direction will be brought forward at the October EASC meeting for consideration. A zoning bylaw amendment is also anticipated to be tabled at the October meeting.

Staff thanked the Electoral Area Directors for the constructive input provided at the workshop and also the response to the survey.

Electoral Area Directors noted that in some electoral areas there is an urgent need to get regulations in place because of the strong producer interest. In Area “F”, for example, thirteen Health Canada notices have been received regarding proposed cannabis production facilities.

#### **4. ADJOURNMENT**

Moved By RAYMOND  
Seconded By DAVIDSON

**THAT** the Electoral Area Services Committee Cannabis Workshop of September 10, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Cannabis Workshop adjourned at 11:46 a.m.

MINUTES CERTIFIED CORRECT:

.....  
Director Bill Dickey, Chair

DRAFT



To: CAO for the Electoral Area Services Committee  
From: Kristy Hodson, Manager of Financial Operations

Date: 2019-10-08  
File No: 1850-20 /007

**Subject: 2019 Grant-In-Aid Request – Hemlock Valley Homeowners Association, Electoral Area “C”**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Hemlock Valley Homeowners Association (HVHA) in the amount of \$3,000, to be funded from the 2019 Electoral Area “C” grant-in-aid budget to help offset the costs associated with the hosting of several community events used to encourage family participation to increase community awareness.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

### BACKGROUND

This request for funding is eligible under the “Activities/ programs which are accessible to a large portion of the electoral area” option.

### DISCUSSION

The Hemlock Valley Homeowners Association is a non-profit community group that represents all recreational, residential, home and property owners in the community of Hemlock Valley. They strive to ensure that the owners, along with their families, feel that they continue to be part of the community. They are also working to serve the community and secure improvements in the interest of all parties.

The HVHA wishes to support events within the local community. As such, they have requested a grant-in-aid in the amount of \$3,000 which will be used to offset the costs associated with the hosting of several community events planned throughout the year.

Director Bales is in support of this request.

## **COST**

The \$3,000 cost will be funded from the 2019 Electoral Area "C" grant-in-aid budget which has sufficient funds to support this request.

## **CONCLUSION**

A grant-in-aid application has been received from Hemlock Valley Homeowners Association seeking funds to offset the costs associated with the hosting of several community events.

## **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.



# GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: Hemlock Valley Homeowners Association  
Mailing Address: PO Box 3363  
Mission BC V2V 4J5  
Email Address(es): [REDACTED]

Contact(s):  
Erna Brkich, Treasurer  
Name [REDACTED] Telephone/Fax Number [REDACTED]  
Carrie Murphy, Secretary  
Name [REDACTED] Telephone/Fax Number [REDACTED]

Statement as to eligibility to apply for Grant-In-Aid Funds (Please attach a separate sheet if required):

We are a non profit community group for the property owners of Hemlock.

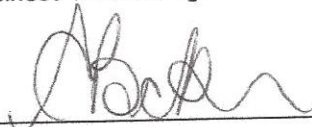
## APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):  
See attached letter

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):  
To promote community awareness and encourage family participation to support events towards improvements to our community.

Amount of Grant Requested: \$3000.00

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

  
Erna Brkich  
Signature of Authorized Signatory and Title

Treasurer  
Hemlock Valley Homeowner  
Association

Amount Approved:

Date:

Signature of Electoral Area Director

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: [info@fvrd.bc.ca](mailto:info@fvrd.bc.ca); or to your Electoral Area Director.

**Hemlock Valley Homeowners Association (est.1980)**

**PO Box 3363**

**Mission BC**

**V2V 4J5**

Website: [www.hvha.ca](http://www.hvha.ca)

September 21, 2019

Director Wendy Bales  
Electoral Area C  
Fraser Valley Regional District

Attn: Director Wendy Bales

Dear Ms. Bales

On behalf of the Hemlock Valley Home Owners Association (HVHA) I would like to apply for a Grant-in-Aid in the amount of \$3000.00.

HVHA represents all recreational, residential, home and property owners in the community of Hemlock Valley. As you are aware with the approved major expansion plans at Hemlock Resort, the Executive Board is aware of the importance to collaborate with the community so that they are always informed. In addition, we strive to ensure that the owners along with their families feel that they continue to be part of the community. We are working hard to serve the community and secure improvements in the interest of all parties.

As such, we have several Community events/projects (Annual BBQ, Seasonal Fireworks Celebrations, Elegant Affair, Family Day events, Annual Spring Clean Up, Night Snow Shoe Hikes, 'Do you want to build a Snow Man?' etc.) planned throughout the year which will encourage family participation to increase community awareness. Each year our Executive will seek out new ideas and events to ensure our community stays connected. In addition, we are considering to use funds with this new request going towards the purchase of a storage locker for our equipment. This is something that we urgently need to ensure our new equipment and supplies are safe and protected at all times.

We trust our Grant-in-aid application will be presented at your next meeting and that it meets with the Board's favorable approval.

Thank you.

Regards,  
Erna Brkich  
Treasurer  
Hemlock Valley Homeowner Association

To: CAO for the Electoral Area Services Committee  
From: Kristy Hodson, Manager of Financial Operations

Date: 2019-10-08  
File No: 1850-20 / 008

**Subject: 2019 Grant-In-Aid Request – Fraser Valley Toy Run, Electoral Area “F”**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to Charles Bernal, Committee member of the community group acting to support the Central & Upper Fraser Valley Toy Run, to be funded from the 2019 Electoral Area “F” grant-in-aid budget.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

### BACKGROUND

This request for funding is eligible under the Electoral Area Grant-In-Aid policy under the “Activities/ programs which are accessible to a large portion of the electoral area” option.

### DISCUSSION

This community group provides support to the Central & Upper Fraser Valley Toy Run annually. Members volunteer their time as well as fundraise to support this cause. The toy run has multiple locations in which they accept toys and donations which are then distributed through the Christmas Bureau.

The community group is requesting a grant-in-aid to help with the costs of providing a drop-off location in Mission, including traffic control. Any additional funds will go towards the purchase of toys for the toy drive. Toys collected by this organization support the residents of Area F.

Director Davidson is in support of providing a grant-in-aid of \$1,500 towards the Fraser Valley Toy Run.



## **COST**

The \$1,500 cost will be funded from the 2019 Electoral Area "F" grant-in-aid budget which has sufficient funds to support this request.

## **CONCLUSION**

A grant-in-aid application has been received from Charles Bernal on behalf of his community group seeking support to secure a location along the route of the Central & Upper Fraser Valley Toy Run in Mission as well as traffic control, with all additional funds going towards toys to be distributed through the Christmas Bureau.

## **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.



## GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: Charles & Elaine Bernal

Mailing Address:

Missiion

Email Address(es):

Contact(s):

Charles Bernal

Name

Telephone/Fax Number

Elaine Bernal

Name

Telephone/Fax Number

Statement as to eligibility to apply for Grant-In-Aid Funds (Please attach a separate sheet if required):

This grant is requested to provide funds for the Annual Toy Run to benefit under privileged children of the Fraser Valley.

### APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

The purpose of this grant is to help provide a location for the collection of toys and traffic control during the event. This assistance will also enable the purchase of enable the purchase of additional toys for Christmas delivery.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

These funds will benefit the children of Electoral Area F in addition to other Electoral Areas.

Amount of Grant Requested: \$ 1,500.00

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

*Charles F. Bernal*  
*Committee Member*  
Signature of Authorized Signatory and Title

Amount Approved:

Date:

Signature of Electoral Area Director

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: info@fraservalley.ca; or to your Electoral Area Director.

To: CAO for the Electoral Area Services Committee  
From: Kristy Hodson, Manager of Financial Operations

Date: 2019-10-08  
File No: 1850-20 / 010

**Subject: 2019 Grant-In-Aid Request – Deroche Elementary School PAC, Electoral Area “G”**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Deroche Elementary School PAC, funded from the 2019 Electoral Area “G” grant-in-aid budget, to help offset the costs of field trips, hot lunches, community cultural celebrations, and a guest speaker on the topic of bullying.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

### BACKGROUND

This request for funding is eligible under the Electoral Area Grant-In-Aid Policy under the “Activities/ programs which are accessible to a large portion of the electoral area” option.

### DISCUSSION

The Deroche Elementary School PAC serves its community as a non-profit organization that is teaching community sustainability, community history, and land preservation, as well as assisting parents in supporting their children through school.

The Deroche Elementary School PAC is requesting a \$3,000 grant to help offset the costs associated with field trips, the hot lunch program, community cultural celebrations and obtaining a guest speaker on the topic of bullying.

Director Stobbart is in support of providing \$3,000 towards their grant request.

**COST**

The \$3,000 cost will be funded from the 2019 Electoral Area "G" grant-in-aid budget, which has sufficient funds to cover this grant.

**CONCLUSION**

A grant-in-aid application has been received from the Deroche Elementary School PAC seeking funds for several school programs that are not covered by the school.

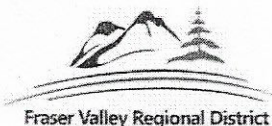
**COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.



## GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: Deroche Elementary

Mailing Address: P.O. Box 70 - 10340 North Deroche Rd. Deroche BC V0M 1G0

Email Address: [REDACTED]

Contact: [REDACTED]

Kasey Cavanagh

Name

[REDACTED]  
Telephone/Fax Number

Statement as to eligibility to apply for Grant-In-Aid Funds (Please attach a separate sheet if required):

Deroche Elementary is a public school and is part of School District 75 Mission. Our school has 86 students, aged Kindergarten to Grade 6. The support of Regional District "G" has provided our students with excellent learning opportunities, on par with their counterparts in the City of Mission. The students have and will benefit from support for bussing for field trips, hot lunches, community cultural celebrations and helping fund a guest speaker on the of bullying.

### APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

The major purpose for which we are requesting funding is to help pay for the busing and admission fees for educational field trips. Due to our location, our busing costs are above the norm but our children benefit a great deal from visiting sites they are learning about. Our secondary purposes are to help fund our hot lunches and to continue to help families with seasonally high expenses for such things as school supplies and Christmas provisions. We also want to help pay for speakers in the area of anti-bullying, inclusion and cultural expression.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

We feel the previous support given by the FVRD, and that requested this year has, and will, significantly benefit our community. Field trips open up a world of knowledge and experience to children which they can share with their families the trips often have several parents in tow to help supervise. Similarly, our hot lunch, communal meals help connect our to our school which allows greater trust to develop and translates into more academic and social development. Finally, our PAC philosophy is to try to charge very small amounts to families to build a sense of partnership and dignity.

Amount of Grant Requested: \$ 3000.00

**\*\*Please note:** grants over \$4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

X Kasey Cavanagh  
PAC Chair

Signature of Authorized Signatory and Title

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Electoral Area Director \_\_\_\_\_

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: [info@fvrd.bc.ca](mailto:info@fvrd.bc.ca); or to your Electoral Area Director.



To: CAO for the Electoral Area Services Committee  
From: Mike Veenbaas, Director of Financial Services

Date: 2019-10-08  
File No: 1850-02 / 002

**Subject: Grant-in-Aid Request – Columbia Valley Ratepayers Association, Electoral Area “H”**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid to the Columbia Valley Ratepayers Association in the amount of \$3,000 to be funded from the 2019 Electoral Area “H” grant-in-aid budget to help offset the costs of upgrading the community hall tables and chairs.

#### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

#### PRIORITIES

Priority #4 Tourism

### BACKGROUND

This request for funding is eligible under the Electoral Area Grant-In-Aid Policy under the “Activities/ programs which are accessible to a large portion of the electoral area” option.

### DISCUSSION

The Columbia Valley Ratepayers Association is a not for profit society operating in the Columbia Valley whose purpose is to promote community spirit and provide a safe environment for members and residents.

The association has been going through a multi-year process of completing renovations and upgrades to the Columbia Valley Community Hall. They have now received a \$5,000 donation towards the replacement of the old tables and chairs and are requesting a grant of \$3,000 from FVRD for the balance of the estimated costs.

Director Dixon is in support of providing a \$3,000 grant-in-aid.

## **COST**

The \$3,000 cost will be funded from the Electoral Area "H" grant-in-aid budget which has sufficient funds to support this request.

## **CONCLUSION**

The Columbia Valley Ratepayers Association is looking to upgrade the tables and chairs for the Columbia Valley Community Hall. They have received a \$5,000 donation towards this project and are requesting a \$3,000 grant-in-aid to cover the balance of the estimated costs.

## **COMMENTS BY:**

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.



# GRANT-IN-AID APPLICATION

Fraser Valley Regional District, 45950 Cheam Ave, Chilliwack BC, V2P 1N6

Applicant Name: COLUMBIA VALLEY RATEPAYERS ASSOCIATION

Mailing Address: 1202 - KUSKAM.

LINDALL BEACH

Email Address: Info @ Columbia - valley . ca

Contact:

DON MYRO

Name

Telephone/Fax Number

Statement as to eligibility to apply for Grant-In-Aid Funds (Please attach a separate sheet if required):

WE ARE A NOT FOR PROFIT SOCIETY IN COLUMBIA VALLEY.

## APPLICATION SUMMARY:

Project or purpose for which you require assistance (Please attach a separate sheet if required):

REPLACE CHAIRS AND TABLES IN THE COMMUNITY HALL.

WE HAVE RECEIVED A DONATION OF \$5,000 TO UPGRADE THE HALL.  
WITH \$3,000 FROM THE FVRD AND WE WILL COVER THE REST.  
SEE ATTACHED QUOTE.

Statement as to how these funds will benefit the community or an aspect of the community (Please attach a separate sheet if required):

THE TABLE AND CHAIRS ARE OLD AND MANY ARE IN BAD

SHAPE (SPLIT CRACKED ETC) SINCE MUCH OF OUR INCOME

TO KEEP THE HALL OPERATING IS FROM RENTALS UPDATING  
THE FACILITY IS IMPORTANT.

Amount of Grant Requested: \$ \$3000

\*\*Please note: grants over \$4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Don Myro

President, CURD.  
Signature of Authorized Signatory and Title

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_





Signature of Electoral Area Director

31390 Peardonville Rd  
Abbotsford, V3A 3X8  
Phone (604) 859-3443

*Creating Offices That Work!*

**Attention:** Don Myrol  
**Company:** Columbia Valley Rate Payers Assoc  
**Address:**  
**Tel:** 604-824-7763  
**E-Mail:** [myrol@telus.net](mailto:myrol@telus.net)

**Date:** 19-Aug-19  
**Consultant:** Erik Laursen  
**Phone:** 604-859-3443  
**E-Mail:** [elaursen@source.ca](mailto:elaursen@source.ca)  
**Quote Ref:**

QTY	STOCK CODE	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
15	FBMR71	71" Diameter x 29"H round folding table	\$179.00	\$2,685.00
				
150	FBM23	Heavy duty plastic commercial grade folding chair with Grey Matrix seat and back and Charcoal frame	\$29.00	\$4,350.00
				
6	OT4401	Dolly: Holds up to 27 Model #FBM23 Chairs. 43"W x 19"D x	\$199.00	\$1,194.00
1	PLPD	Package Discount	-\$246.87	-\$246.87
 				
<b>REMARKS:</b>			<b>SUB TOTAL</b>	\$7,982.13
Delivery charge is for <b>GROUND FLOOR</b> delivery only.			<b>Delivery</b>	\$379.00
For deliveries with <b>STAIRS</b> , add \$20.			<b>GST</b>	\$418.06
			<b>PST</b>	\$585.28
			<b>TOTAL DUE</b>	\$9,364.47

**TERMS:**

- \* Prices quoted will be held for 30 days from date of quote.
- \* E&OE
- \* 50% deposit is required on custom and non-stock items.
- \* Custom (Special order) and Non-stocked items can not be returned or exchanged
- \* Delivery date (if specified) is subject to change due to factory and / or shipping delays.
- \* Credit Card accepted to a maximum of 5000.00
- \* Boxes that are opened or assembled furniture cannot be returned or exchanged.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Sterling Chan, Manager of Engineering and Infrastructure

File No: 3920-20

**Subject: Fraser Valley Regional District Cultus Lake Integrated Water System and North Cultus Sewer System Service Area Amendment Bylaws.**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019*;

**AND THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019*;

**AND FURTHER THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019*.

### STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship  
Support Healthy & Sustainable Community  
Provide Responsive & Effective Public Services

### PRIORITIES

Priority #1 Waste Management  
Priority #2 Air & Water Quality

### DISCUSSION

The purpose of draft bylaws to amend the Cultus Lake Integrated Water Supply and Distribution System, Cultus Lake Integrated Water Supply and Distribution System Capital Construction and North Cultus Sewer System service areas is to ensure that the service area bylaws accurately reflect the lands which receive these services.



The properties to be added by the service area amendment bylaws for the Cultus Lake Integrated Water Supply and Distribution System and Cultus Lake Integrated Water Supply and Distribution System Capital Construction service areas are the BC Wildfire Service Office, DFO Cultus Lake Salmon Research Laboratory, the Cultus Lake Park Cabins, Frosty's and the new Cultus North Wastewater Treatment Plant site. All of these properties with the exception of the new Cultus North Wastewater Treatment Plant have historically been connected to the water system. A new water service is required to the Cultus North Wastewater Treatment Plant for its operation.

The properties to be added by the service area amendment bylaw for the North Cultus Sewer System service area are Frosty's, Sunnyside Campground, Cultus Lake Firehall, Cultus Lake Works Yard, Cultus Lake Marina and the new Cultus North Wastewater Treatment Plant site. Frosty's and Sunnyside Campground were both connected to the sewer system in 2019. The Cultus Lake Firehall, Cultus Lake Works Yard and the Cultus Lake Marina have historically been connected to the sewer system.

Upon receipt of 3rd reading, each service area amendment bylaw requires approval by Electoral Area Director Consent before they will be sent to the Inspector of Municipalities for approval. Once the service area amendment bylaws have received approval by the Inspector of Municipalities they will be brought back to the FVRD Board for adoption.

## **COST**

No cost to the FVRD.

## **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT**

**BYLAW NO. 1543, 2019**

**A bylaw to amend the boundaries of the  
Cultus Lake Integrated Water Supply and Distribution System Service Area**

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**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") wishes to amend and extend the boundary of the Cultus Lake Integrated Water Supply and Distribution System Service Area established by Regional District of Fraser Cheam *East Cultus Lake Water Supply and Distribution System Local Service Area Establishment Bylaw No. 906, 1990, as amended*;

**AND WHEREAS** consent on behalf of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019*.

**2) ENACTMENTS**

- a) *East Cultus Lake Water Supply and Distribution System Local Service Area Establishment Bylaw No. 906, 1990*, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1543-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 906, 1990 is hereby replaced by Schedule 1543-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area H as shown on Schedule 1543-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Cultus Lake Integrated Water Supply and Distribution System Service Area shall henceforth apply to those lands outlined on Schedule 1543 – B of this bylaw.

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS                      day of

READ A SECOND TIME THIS                      day of

READ A THIRD TIME THIS                      day of

APPROVED BY THE INSPECTOR  
OF MUNICIPALITIES this                      day of

ADOPTED THIS                      day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

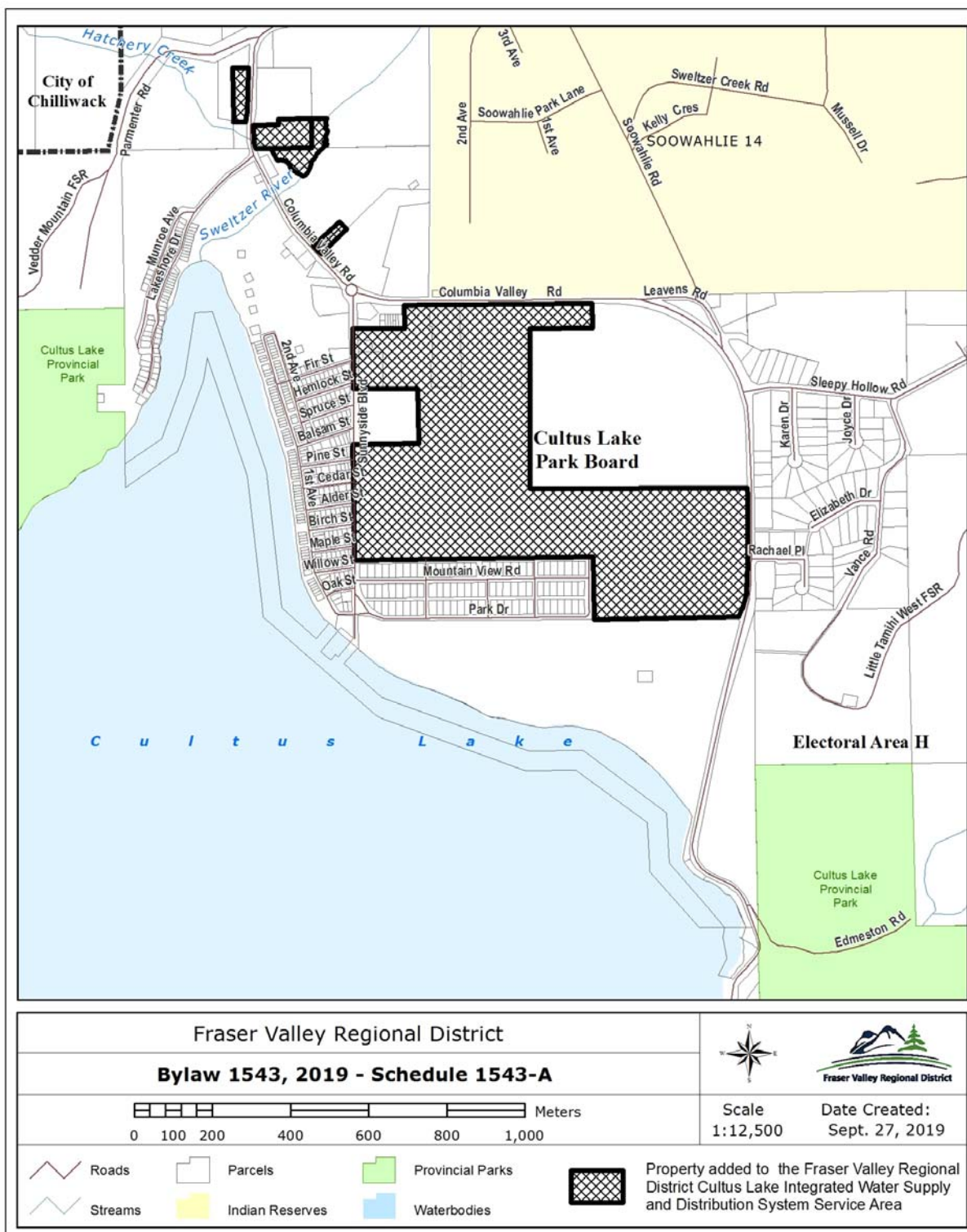
**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this

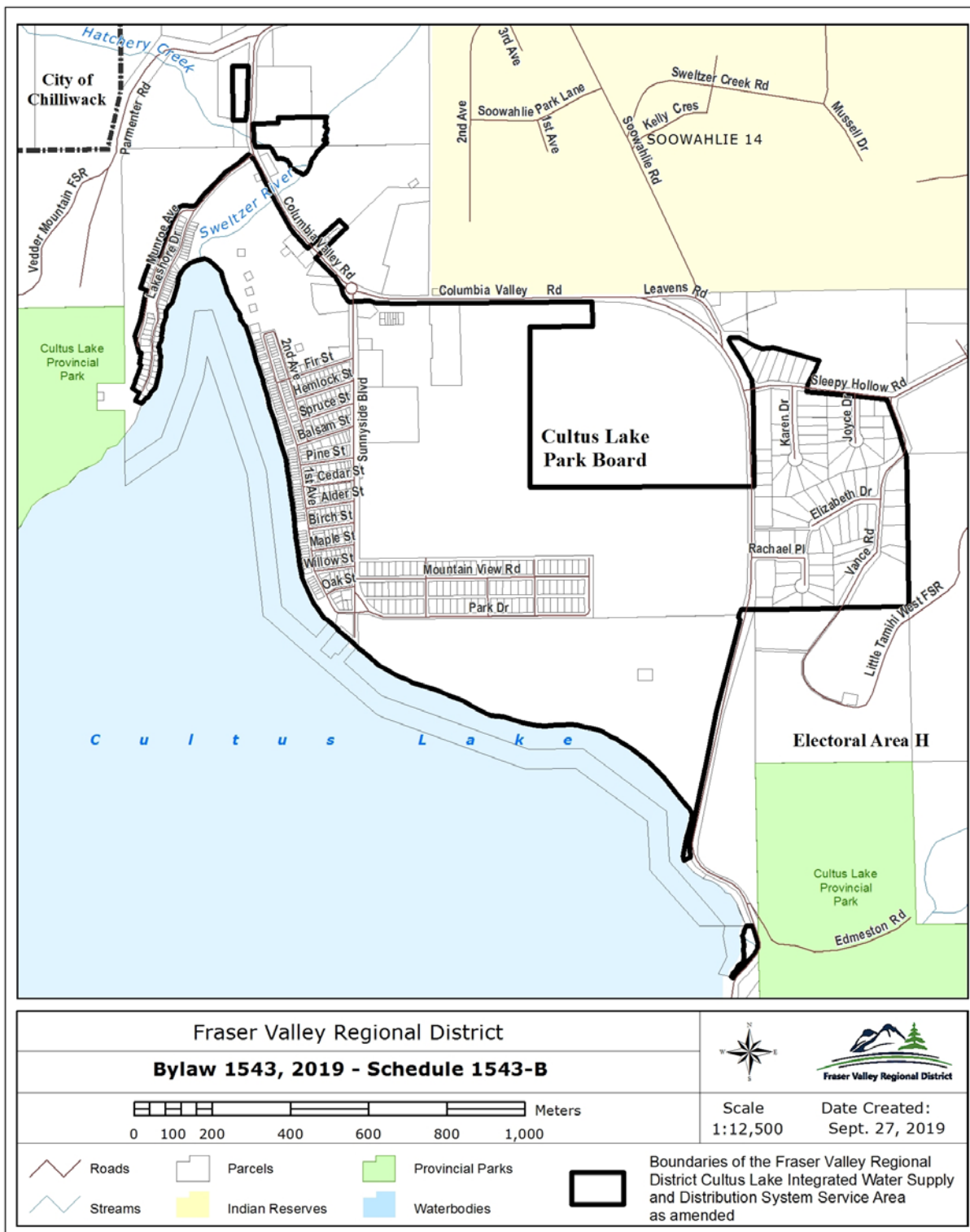
\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1543, 2019**  
**Schedule 1543-A**



This is map 1 of 1 constituting Schedule 1543-A attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019*.

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1543, 2019**  
**Schedule 1543-B**



This is map 1 of 1 constituting Schedule 1543-B attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Service Area Amendment Bylaw No. 1543, 2019*.



## FRASER VALLEY REGIONAL DISTRICT

### BYLAW NO. 1544, 2019

#### **A bylaw to amend the boundaries of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area**

---

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") wishes to amend and extend the boundary of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area established by *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Establishment Bylaw No. 1366, 2016, as amended*;

**AND WHEREAS** consent on behalf of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

#### **1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019*.

#### **2) ENACTMENTS**

- a) *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Establishment Bylaw No. 1366, 2016*, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1544-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 1366, 2016 is hereby replaced by Schedule 1544-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area H as shown on Schedule 1544-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area shall henceforth apply to those lands outlined on Schedule 1544 – B of this bylaw.

#### **3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS                      day of

READ A SECOND TIME THIS                      day of

READ A THIRD TIME THIS                      day of

APPROVED BY THE INSPECTOR  
OF MUNICIPALITIES this                      day of

ADOPTED THIS                      day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

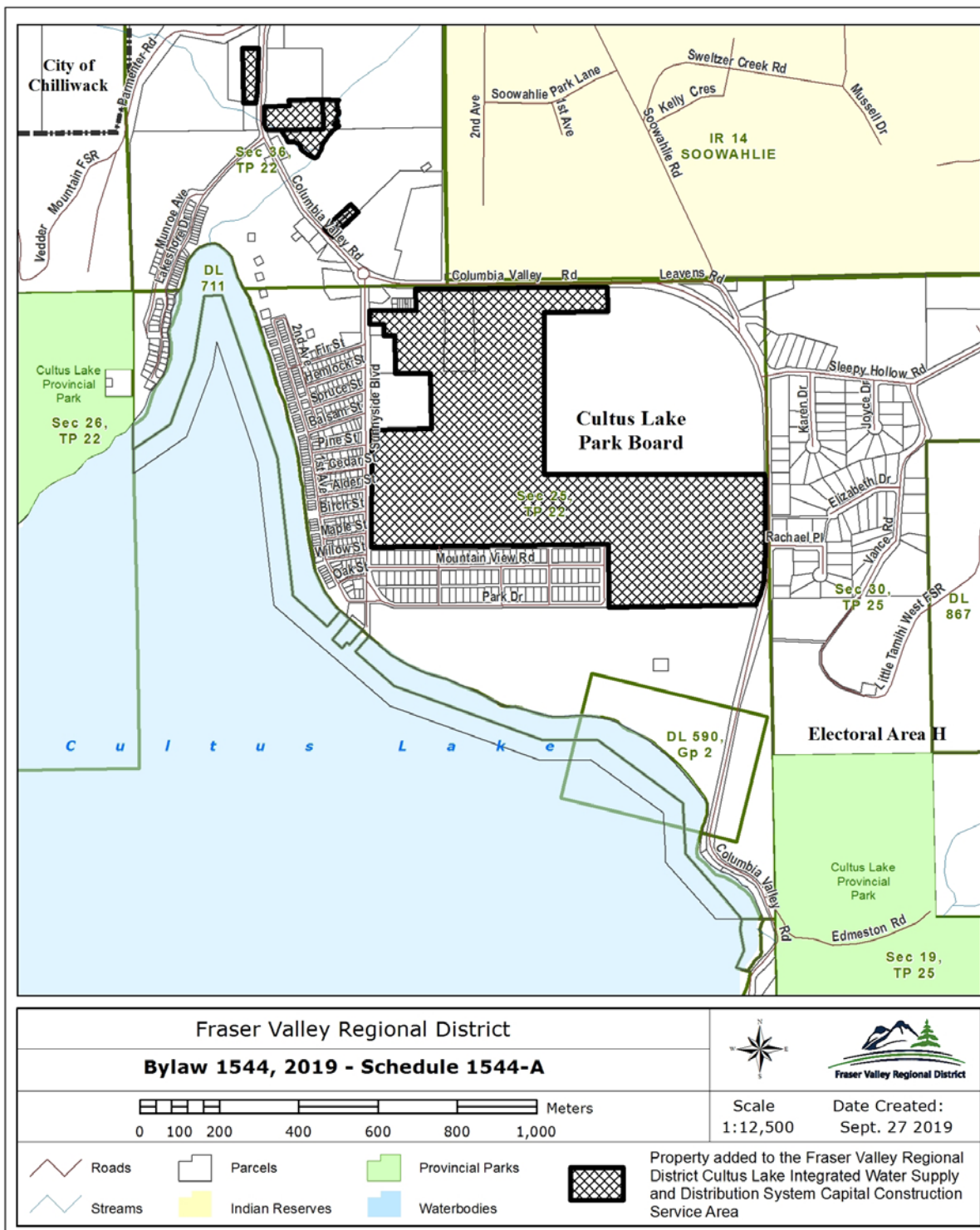
**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this

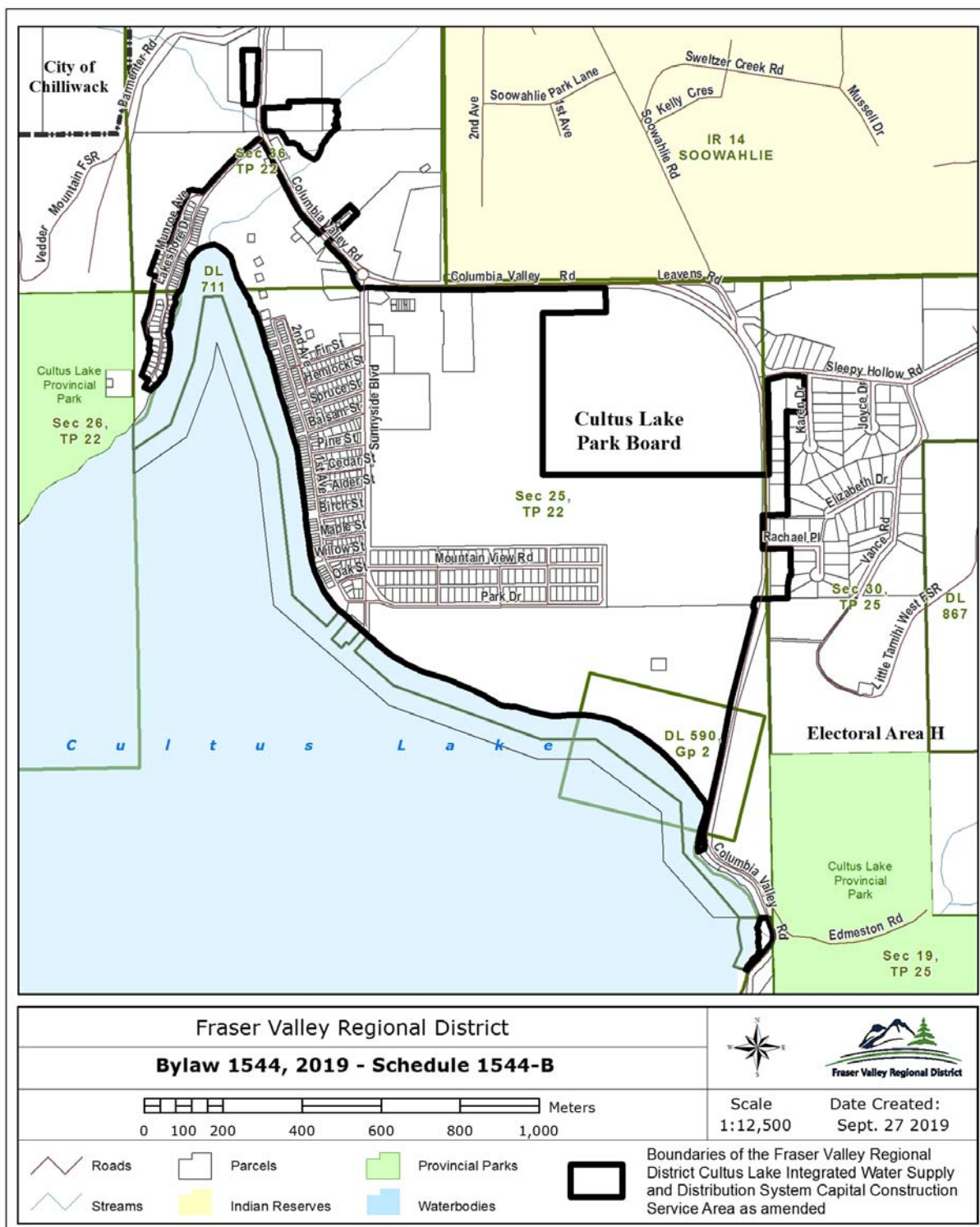
\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1544, 2019**  
**Schedule 1544-A**



This is map 1 of 1 constituting Schedule 1544-A attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019*.

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1544, 2019**  
**Schedule 1544-B**



This is map 1 of 1 constituting Schedule 1544-B attached to and forming part of *Fraser Valley Regional District Cultus Lake Integrated Water Supply and Distribution System Capital Construction Service Area Amendment Bylaw No. 1544, 2019*

## FRASER VALLEY REGIONAL DISTRICT

### BYLAW NO. 1542, 2019

#### **A bylaw to amend the name and boundaries of the Cultus Lake Park Collector Sewer System Local Service Area**

---

**WHEREAS** the Fraser Valley Regional District Board of Directors (“the Board”) wishes to amend and extend the boundary of the Cultus Lake Park Collector Sewer System Local Service Area established by *Regional District of Fraser Cheam Cultus Lake Park Collector Sewer System Local Service Area Establishment Bylaw No. 875, 1989*;

**AND WHEREAS** consent on behalf of the participants has been obtained;

**AND WHEREAS** the Board deems it necessary to amend Bylaw No. 875, 1989, as amended, to recognize the division of the former Electoral Area E of the Fraser Valley Regional District into Electoral Areas E and H in accordance with Order in Council No. 501, approved and ordered on September 5, 2014 and Letters Patent effective December 17, 2014 issued by the Province of British Columbia;

**THEREFORE** the Board enacts as follows:

#### **1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019*.

#### **2) ENACTMENTS**

a) *Regional District of Fraser Cheam Cultus Lake Park Collector Sewer System Local Service Area Establishment Bylaw No. 875, 1989* is hereby amended as follows:

- i. By deleting all references to “Electoral Area E” and replacing them with “Electoral Area H”;
- ii. In Section 1, by changing the name of the service area to the “North Cultus Lake Sewer System Service Area”
- iii. By extending the boundaries of the Service Area to include the properties shown on Schedule 1542-A attached to and forming an integral part of this bylaw.
- iv. By deleting Schedule A to Bylaw No. 875, 1989 and replacing it with Schedule 1542-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area H as shown on Schedule 1542-B.



- b) The provisions of all bylaws that are now in effect with regard to the establishment and amendment of the North Cultus Sewer System Service Area shall henceforth apply to those lands outlined on Schedule 1542 – B of this bylaw.

### 3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

### 4) **READINGS AND ADOPTION**

READ A FIRST TIME THIS                      day of

READ A SECOND TIME THIS                      day of

READ A THIRD TIME THIS                      day of

APPROVED BY THE INSPECTOR  
OF MUNICIPALITIES this                      day of

ADOPTED THIS                      day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

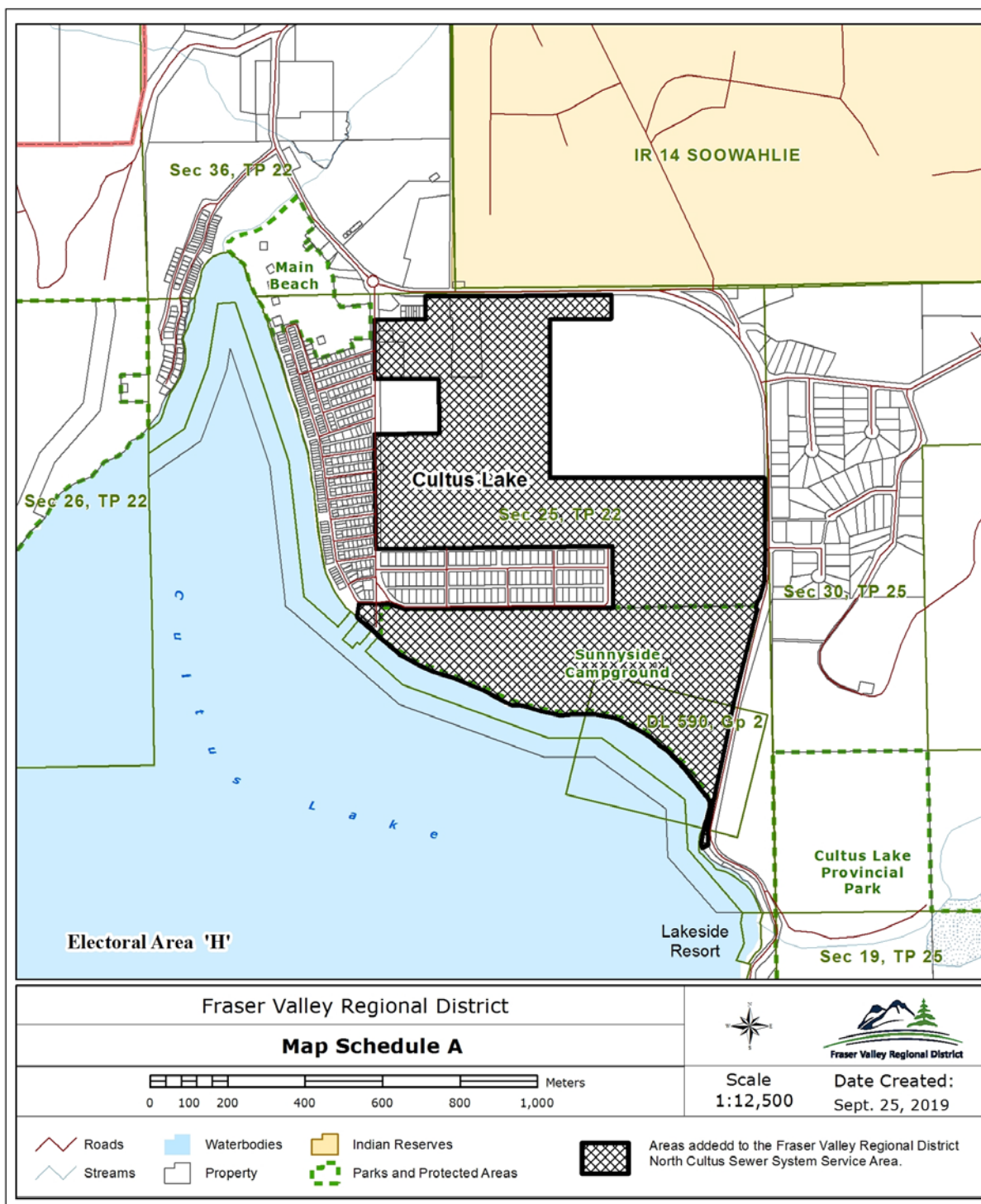
### 5) **CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this

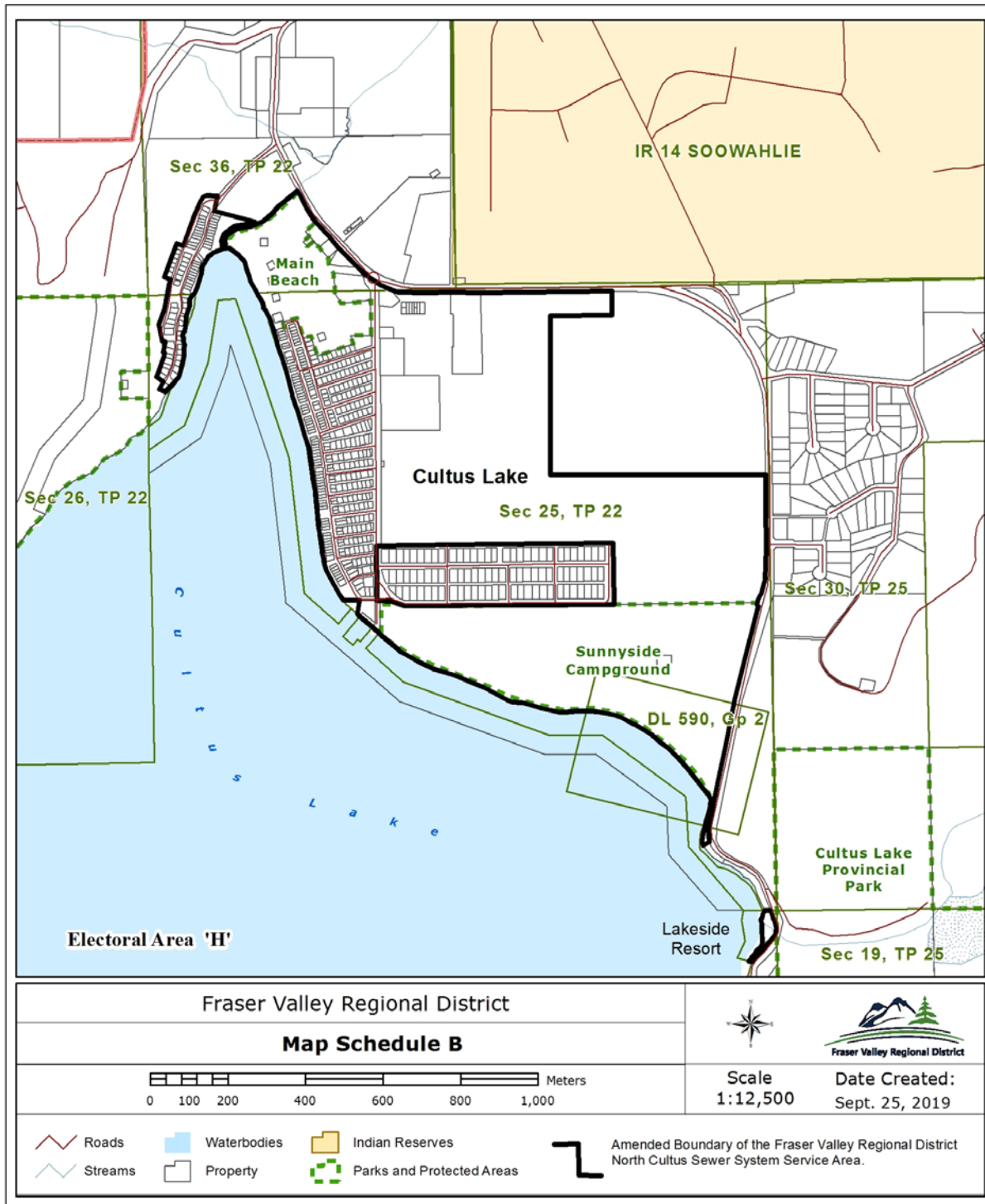
\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1542, 2019**  
**Schedule 1542-A**



This is map 1 of 1 constituting Schedule 1542-A attached to and forming part of *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019*.

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1542, 20YY**  
**Schedule 1542-B**



This is map 1 of 1 constituting Schedule 1542-B attached to and forming part of *Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1542, 2019*.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Julie Mundy, Planning Technician

File No: 3090-20 2019-29

**Subject: Application for Development Variance Permit 2019-29 to reduce the interior side setback for an accessory building at 46594 Chilliwack Lake Road, Electoral Area E**

## RECOMMENDATION

**THAT** the Fraser Valley Regional District (FVRD) Board consider the following options for Development Variance Permit 2019-29:

**OPTION 1 (Issue)** **THAT** the FVRD Board issue Development Variance Permit 2019-29 to reduce the side setback from 7.6 metres (25 feet) to 1.0 metres (3.3 feet), clear to sky, to authorize existing additions to an accessory building, subject to consideration of any comments or concerns raised by the public, or

**OPTION 2 (Refuse)** **THAT** the FVRD Board refuse Development Variance 2019-29

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

## BACKGROUND

The property owner has applied for a Development Variance Permit to reduce the side lot line setback for already constructed additions to an accessory building. The additions were constructed without building permits, and the property owner is now trying to clean up the property and legitimize the construction. The property is within Electoral Area E and is subject to Zoning Bylaw 66.

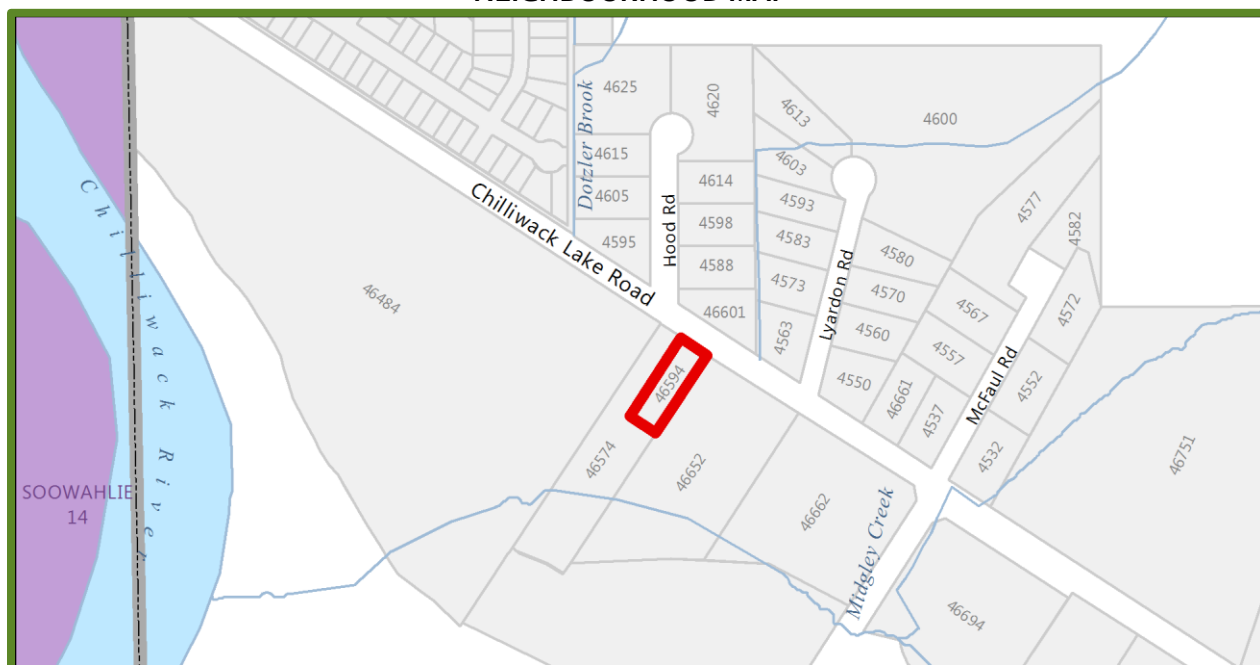
### ADJACENT ZONING & LAND USES

<b>North</b>	^	Urban Residential (RS-1), Single-Family Homes
<b>East</b>	>	Agricultural (Ag-1), Single-Family Homes
<b>West</b>	<	Mobile Home Park (RMH), Mobile Home Park - Chilliwack River Estates
<b>South</b>	v	Agricultural (Ag-1), Single-Family Homes

## PROPERTY DETAILS

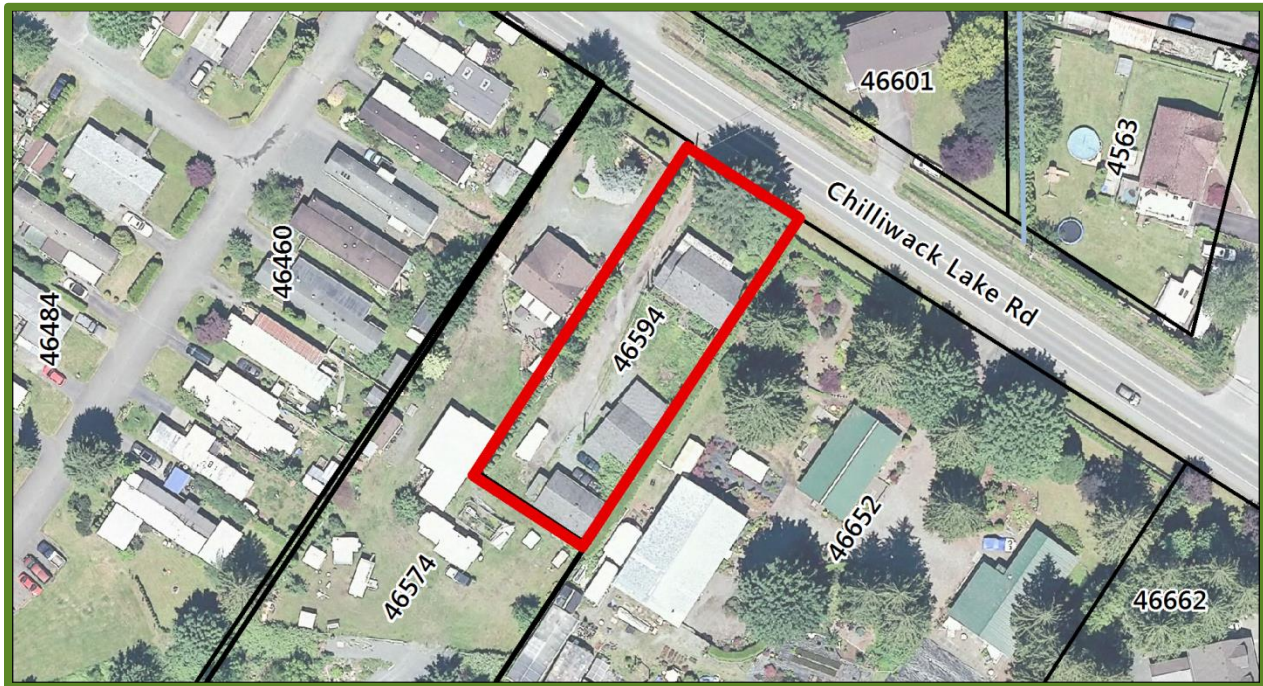
<b>Electoral Area</b>	E		
<b>Address</b>	46594 Chilliwack lake Road		
<b>PID</b>	000-547-948		
<b>Folio</b>	733.01248.100		
<b>Lot Size</b>	0.365 acres		
<b>Owner</b>	Steve & Allison Claydon	<b>Agent</b>	N/A
<b>Current Zoning</b>	Agricultural (Ag-1)	<b>Proposed Zoning</b>	No change
<b>Current OCP</b>	Residential Limited Use (RL)	<b>Proposed OCP</b>	No change
<b>Current Use</b>	Residential	<b>Proposed Use</b>	No change
<b>Development Permit Areas</b>	DPA 2-E (Chilliwack River Hazards) and DPA 5-E (RAR)		
<b>Agricultural Land Reserve</b>	No		

## NEIGHBOURHOOD MAP





## PROPERTY MAP



## DISCUSSION

Existing Structures

There is currently a house and two accessory buildings on the property which were constructed prior to the adoption of Zoning Bylaw 66 in 1976. The structures are permitted under the zoning bylaw, however, they do not meet required setbacks and are considered legally non-conforming. This means the structures are permitted to remain where they are, but are not permitted to be expanded in a way that increases non-conformity with the zoning regulation.

Bylaw Enforcement

The property is currently in bylaw contravention for construction without building permits. In 2012, the shop was expanded with an enclosed lean-to on the northern side and an enclosed electrical room on the southern side. A Notice on Title (Section 57 of the *Community Charter*) was registered to the property title in April 2018 due to unresolved bylaw enforcement. The property owner is now taking steps to remedy the contravention, and has applied for the necessary permits, including a development variance permit and two building permits (BP14609 and BP014610).

Variance Request

The applicant is seeking to reduce the side lot line setback from 7.6 metre (25 feet) to 1.23 metres (4 feet) for the building, and from 7.6 metres (25 feet) to 1.03 metres (3.37 feet) for the eaves of the building. This is a relaxation of 6.57 metres (21.6 feet) to the building eaves.



Interior Lot Line Setback (measured to eaves)	
Required (zoning)	7.6 metres (25 feet)
Proposed	1.03 metres (3.37 feet)
<b>Requested Variance</b>	<b>6.57 metres (21.6 feet)</b>

### Applicant Rationale

The applicant provides the following reasons to support the variance request 1) the additions are aligned with existing construction on the property; 2) the additions have new siding to make the shop appear uniform; and 3) the addition at the rear of the garage is required to house the electrical supply for the property. Furthermore, the required setback of 7.6 metres from the side lot line leaves a strip of only 6 metres (20 feet) in the centre of the property where buildings can be sited. See Appendix A.

If the variance is not granted, the applicant would be required to remove both additions to the shop. Removal of the addition housing the electrical room would require the electricity for the entire property to be re-configured. The legally non-conforming garage, which is 1.3 metres (3.7 feet) from the property line, would be permitted to remain on site. See Appendix A.

### Electrical Requirements & Intended Use

In 2013, the property owner brought a 400 Amp power supply to the property. For context, a house or residential shop each typically uses 100 Amps, and 200 Amps is sufficient to power a welding shop. For safety reasons, BC Hydro requires 400 Amp power to be housed in a separate electrical room. On the subject property, 100 Amps goes to the house, 100 Amps goes to an accessory building, and 200 Amps supplies the shop in question. The amount of power on the property exceeds the requirements of most residential uses.

There is a concern that the amount of on-site power could be used for non-permitted uses. The power supply was originally brought in to facilitate the growing of medical marijuana in the shop, which is not a permitted use in a residential structure. The property owner advises that the intended use of the shop is for residential storage only, and that there has not been marijuana or a Health Canada growing licence associated with the property for several years. On a recent site inspection (May 2019), FVRD Building Staff indicated that this use was no longer present in any of the structures.

The 400 Amp power could be removed from the site. This would result in a significant cost to the property owner. It may not be warranted on the basis of safety, as the electrical components were inspected by Technical Safety BC. On the other hand, the power supply could support uses that would be inappropriate to locate 1 metre from the property line.

### Building Permits

Two building permit applications have been submitted to address construction on the property. FVRD staff are currently reviewing the applications for completeness and compliance with the BC Building

Code. The building department has not identified any building code concerns with the reduced lot line setback.

### **Neighbourhood Notification and Input**

All property owners within 30 metres of the property will be notified by the FVRD of the Development Variance Permit application and be given the opportunity to provide written comments or to attend the Board meeting to state their comments. FVRD staff have encouraged the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted.

### **COST**

The \$350 application fee has been paid by the applicant.

### **CONCLUSION**

The property owner is attempting to resolve a bylaw enforcement file and to legitimize the construction of additions to a shop. On one hand, the additions are aligned with the existing house and accessory buildings on the property. If the shop is used for its intended purpose, the impact to neighbouring properties is anticipated to be minimal. On the other hand, the overbuilt electrical system raises concerns about potential uses on the property that are not appropriate to be located within 1 metre of the property line, and that could impact neighbouring properties.

Staff recommend that the FVRD Board consider Development Variance Permit 2019-29 to reduce the side lot line setback for 46957 Chilliwack Lake Road, subject to the consideration of any comments or concerns raised by the public.

#### **Option 1 – Issue**

If the Board wishes to approve the application the following motion would be appropriate:

MOTION: THAT the FVRD Board issue Development Variance Permit 2019-29 to reduce the side setback from 7.6 metres (25 feet) to 1.0 metres (3.3 feet), clear to sky, to authorize existing additions to an accessory building, subject to consideration of any comments or concerns raised by the public

#### **Option 2 - Refuse**

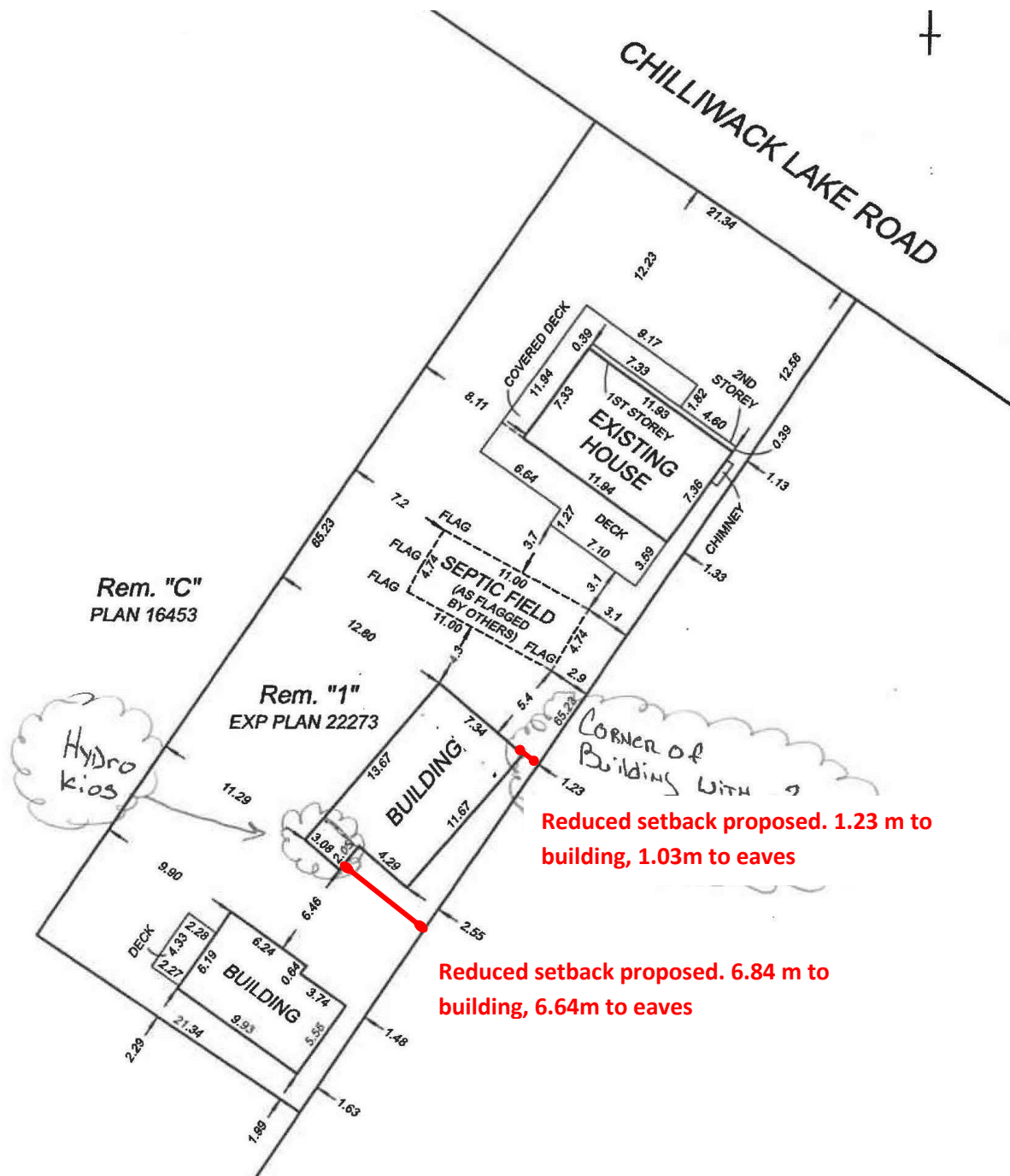
If the Board wishes to refuse the application, the following motion would be appropriate:

MOTION: THAT the FVRD Board refuse Development Variance Permit 2019-29 for the property at 46594 Chilliwack Lake Road, Electoral Area E

**COMMENTS BY:**

<b>Graham Daneluz, Deputy Director of Planning &amp; Development:</b>	reviewed and supported
<b>Margaret Thornton, Director of Planning &amp; Development:</b>	reviewed and supported
<b>Mike Veenbaas, Director of Financial Services:</b>	No further financial comment.
<b>Jennifer Kinneman, Acting Chief Administrative Officer:</b>	Reviewed and supported.

# Appendix A Site Plan







**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ 350.00 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 46594 Chilliwack Lake Rd PID \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.

Owner's  
Declaration

Name of Owner (print)	Signature of Owner	Date
Steve Claydon		Aug 15/19
Name of Owner (print)	Signature of Owner	Date
Allison Claydon		Aug 15/19

Owner's  
Contact  
Information

Address		City	
12395 - 204B St		Maple Ridge	
Email		Postal Code	
Phone	Cell	Fax	

<b>Office Use Only</b>	Date	File No.
	Received By	Folio No.
	Receipt No.	Fees Paid: \$



## Provincial Requirements

(This is not an exhaustive list; other provincial regulations will apply)

### Riparian Areas Regulation

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes

☐

no

☒

30 metres of the high water mark of any water body

yes

☐

no

☒

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

### Contaminated Sites Profile

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes

☐

no

☒

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

### Archaeological Resources

Are there archaeological sites or resources on the subject property?

yes

☐

no

☒

I don't know

☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

46594 Chilliwack Lake Road

### Hydro kio

- Existing Power Poles Where deemed un-Safe Due to the Power Poles Cracked + Rotten. The Decision Was Made to Replace All Power Poles AND Bring New Power In. the Location of the Shop Being Central on the property Was Best Suited for the location to Support Power Throughout the property. kio was Built, New Poles Installed, Inspection + Installed By Hydro
- New Power to Main House
- New Power to Shop.

### Garage lean too

- During the Construction of the kio we Had Equipment + Crew ON-Site We Decide to Build the lean to for Additional Storage Space. East Side of Shop Was Chosen Due to the fact the kio was Built on the West Side AND it Did Not Make Sense Because of Room + Location of original Farm House, the lean to Would of Been to Close. The entire Shop + kio Had New Siding Installed + Make it Look Uniformed.

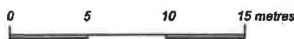
Thank you  
Steve Claydon  
Allison Claydon.

# B.C. LAND SURVEYOR'S LOCATION CERTIFICATE

ON PARCEL "1", (EXPLANATORY PLAN 22273), EXCEPT:  
PART IN SRW PLAN 39017, LOT "C", DISTRICT LOT 496,  
GROUP 2, NEW WESTMINSTER DISTRICT, PLAN 16453

CIVIC ADDRESS 46594 CHILLIWACK LAKE ROAD  
CHILLIWACK RIVER VALLEY, B.C.

SCALE = 1: 300

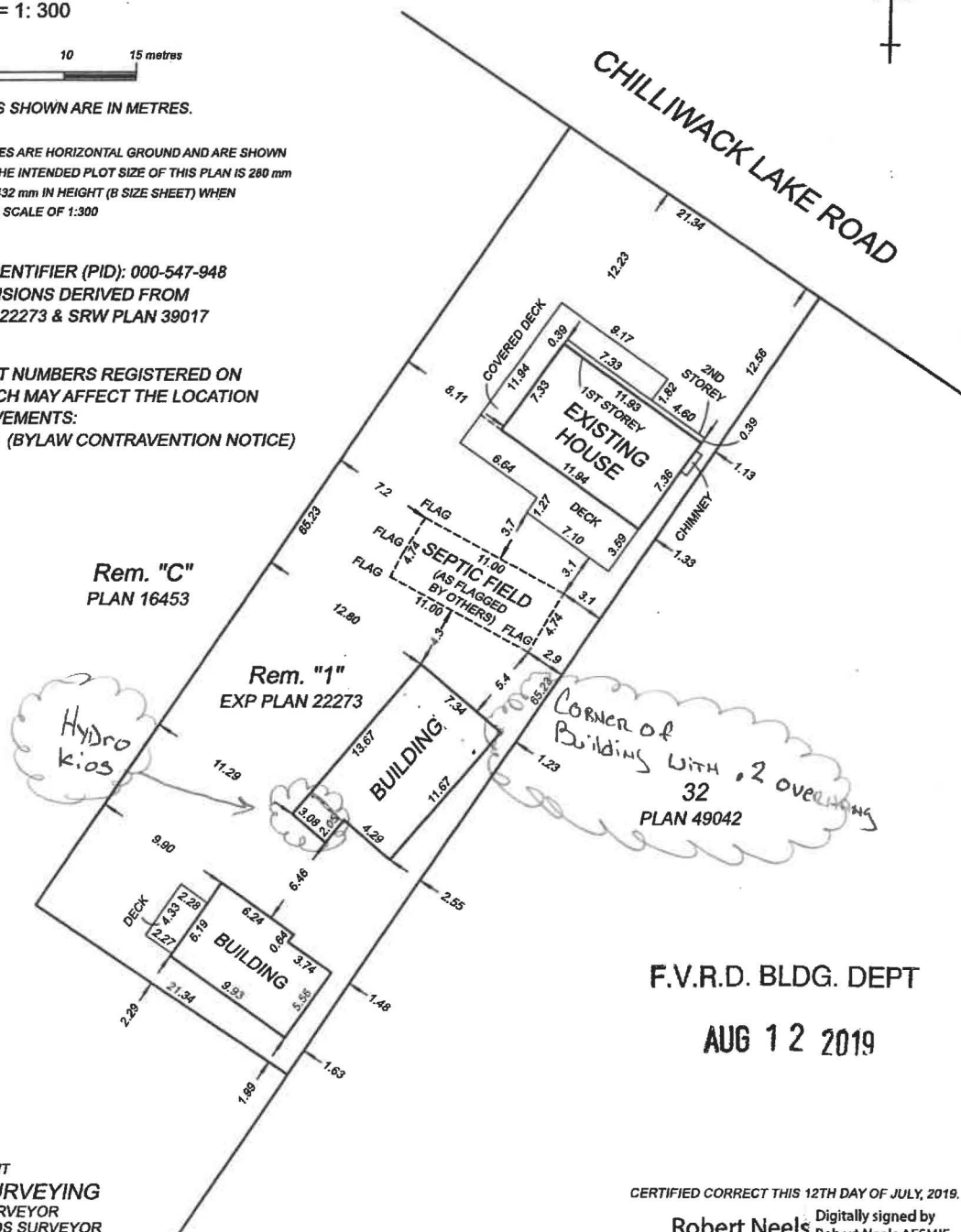


DISTANCES SHOWN ARE IN METRES.

ALL DISTANCES ARE HORIZONTAL GROUND AND ARE SHOWN  
IN METRES. THE INTENDED PLOT SIZE OF THIS PLAN IS 280 mm  
IN WIDTH BY 432 mm IN HEIGHT (B SIZE SHEET) WHEN  
PLOTTED AT A SCALE OF 1:300

PARCEL IDENTIFIER (PID): 000-547-948  
LOT DIMENSIONS DERIVED FROM  
EXP. PLAN 22273 & SRW PLAN 39017

DOCUMENT NUMBERS REGISTERED ON  
TITLE WHICH MAY AFFECT THE LOCATION  
OF IMPROVEMENTS:  
CA6784764 (BYLAW CONTRAVENTION NOTICE)



F.V.R.D. BLDG. DEPT

AUG 12 2019

© COPYRIGHT  
NEELS SURVEYING  
B.C. LAND SURVEYOR  
CANADA LANDS SURVEYOR  
12 - 8465 Harvard Place  
PO Box 29  
Chilliwack, B.C. V2P 6J1  
TEL. (604) 795-7397  
FILE No. 19-14BLC

THIS PLAN WAS PREPARED FOR BUILDING AND SEPTIC FIELD LOCATION PURPOSES  
AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT, STEVE CLAYDON.  
THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE STRUCTURES AND  
FEATURES WITH RESPECT TO THE BOUNDARIES OF THE PARCEL DESCRIBED ABOVE.  
THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS.

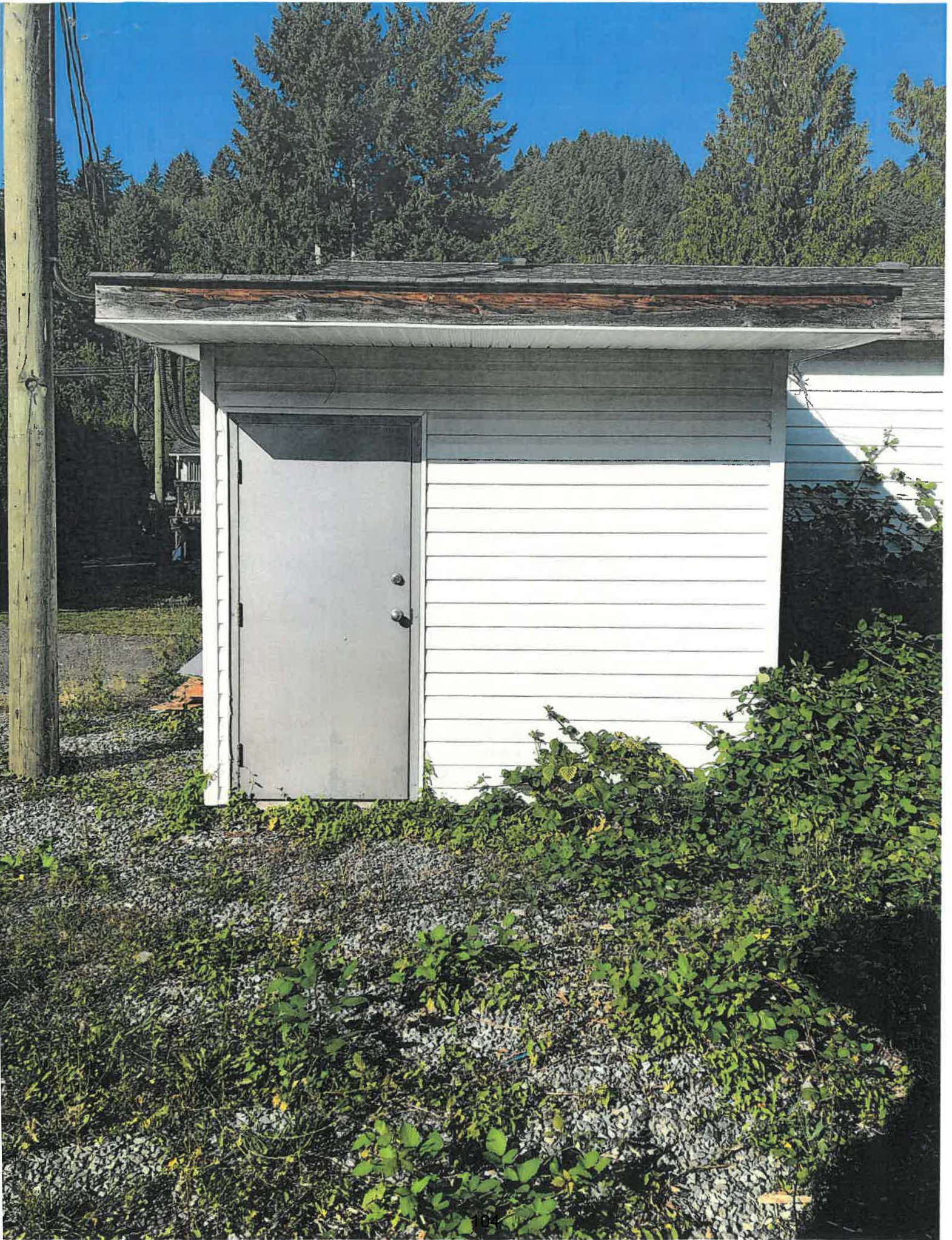
CERTIFIED CORRECT THIS 12TH DAY OF JULY, 2019.

Robert Neels  
AFSMIF  
Digitally signed by  
Robert Neels AFSMIF  
Date: 2019.07.25  
08:41:55 -07'00'

ROBERT J. NEELS, BCLS, CLS

THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED.  
ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, TRANSMIT OR ALTER  
THIS DOCUMENT IN WHOLE OR IN PART WITHOUT THE CONSENT OF THE SIGNATORY.  
THE SIGNATORY ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES  
THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE,  
OR ACTIONS TAKEN BASED ON THIS DOCUMENT.













## FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

---

**Permit No.** Development Variance Permit 2019-29

**Folio No.** 733.01248.100

---

**Issued to:** Steven & Allison Claydon

---

**Address:** 12395 204B St, Maple Ridge

---

**Applicant:** Steven & Allison Claydon

---

**Site Address:** 46594 Chilliwack Lake Road, Area E

---

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

PARCEL 1 (EXPLANATORY PLAN 22273) EXCEPT PART IN STATUTORY RIGHT OF WAY  
PLAN 39017 LOT C DISTRICT LOT 496 GROUP 2 NEW WESTMINSTER DISTRICT  
PLAN 16453

PID: 000-547-948

---

### LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

---

### AUTHORITY TO ISSUE

1. This Development Variance Permit is issued under Part 14 - Division 9 of the *Local Government Act*.

---

### BYLAWS SUPPLEMENTED OR VARIED

Zoning Bylaw for Electoral Area "E", 1976 of the Regional District of Fraser Cheam is **varied** as follows:

Division 4, Section 4.3.1 (b), the side property line setback is reduced from 7.6 metres (25 feet) to 1.23 metres (4 feet), to the exterior walls of an accessory residential structure, and to 1.03 metres (3.37 feet) to the eaves of accessory residential structure.

---

### SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.
2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.

3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
4. All new construction shall be generally in compliance with Building Permit No. BP014609.
5. No uses other than residential accessory use shall be permitted in the shop identified in Schedule "B".

---

## GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 - Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developer's obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.
5. The Archaeology Branch of the Province of British Columbia must be contacted immediately at (250) 953-3334 if archaeological material is encountered on the subject property. Archaeological material is most likely indicated by dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artefacts such as arrowheads and other stone tools, or even buried human remains. If such material is encountered during demolition or construction, a Heritage Conservation Act Permit may be needed before further development is undertaken. This may involve the need to hire a qualified Archaeologist to monitor the work.

---

## SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the

holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted: (a) an irrevocable letter of credit in the amount of: \$ <N/A>.  
(b) the deposit of the following specified security: \$ <N/A>.

---

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2019-29. The notice shall take the form of Appendix I attached hereto.

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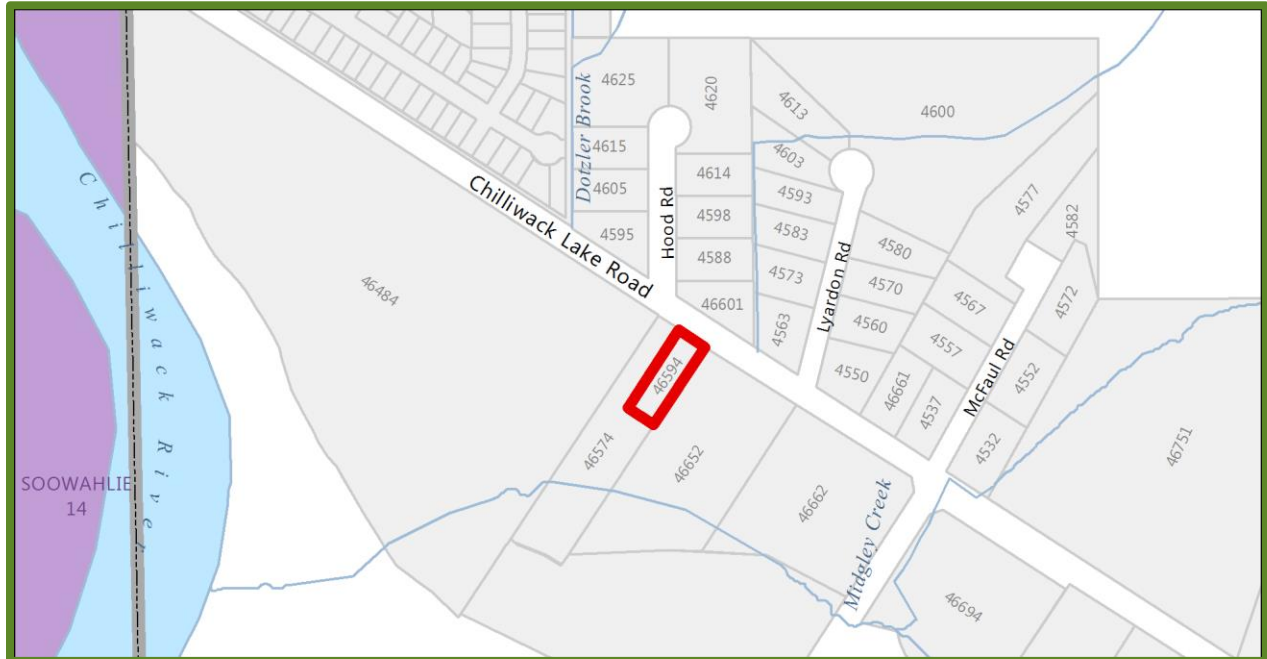
AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE <DAY> DAY OF <MONTH>, <YEAR>

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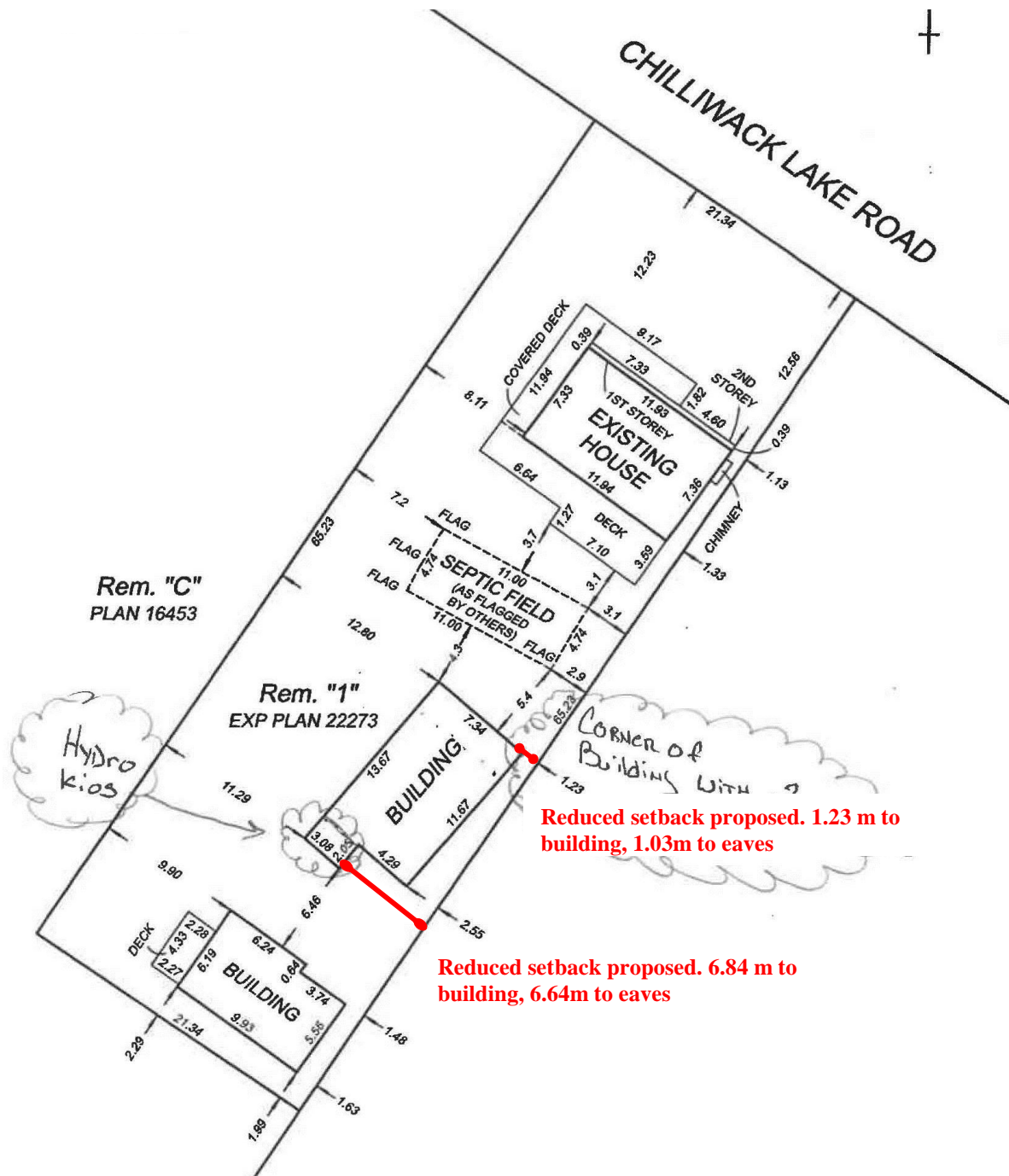
Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

**DEVELOPMENT VARIANCE PERMIT 2019-29**  
**SCHEDULE "A"**  
**Location Map**



DEVELOPMENT VARIANCE PERMIT 2019-29  
SCHEDULE "B"  
Site Plan







To: Electoral Area Services Committee

Date: 2019-10-08

From: Robin Beukens, Planner I

File No: 3090-20-2019-30

**Subject: Development Variance Permit 2019-30 to vary the requirements related to a proposed Accessory Family Residential Use at the property located at 11811 Sylvester Road, Area F**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-30 for the property located at 11811 Sylvester Road, Area F, to vary the requirements of Accessory Family Residential Use from single-width manufactured home to double-width manufactured home, and to vary the requirements regarding the relationship between the property owner and occupant of an Accessory Family Residential Use, 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.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

### BACKGROUND

The owners of the property have made an application for a Development Variance Permit (DVP) in order to vary the definition of Accessory Family Residential Use as outlined in the *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No.559-1992*.

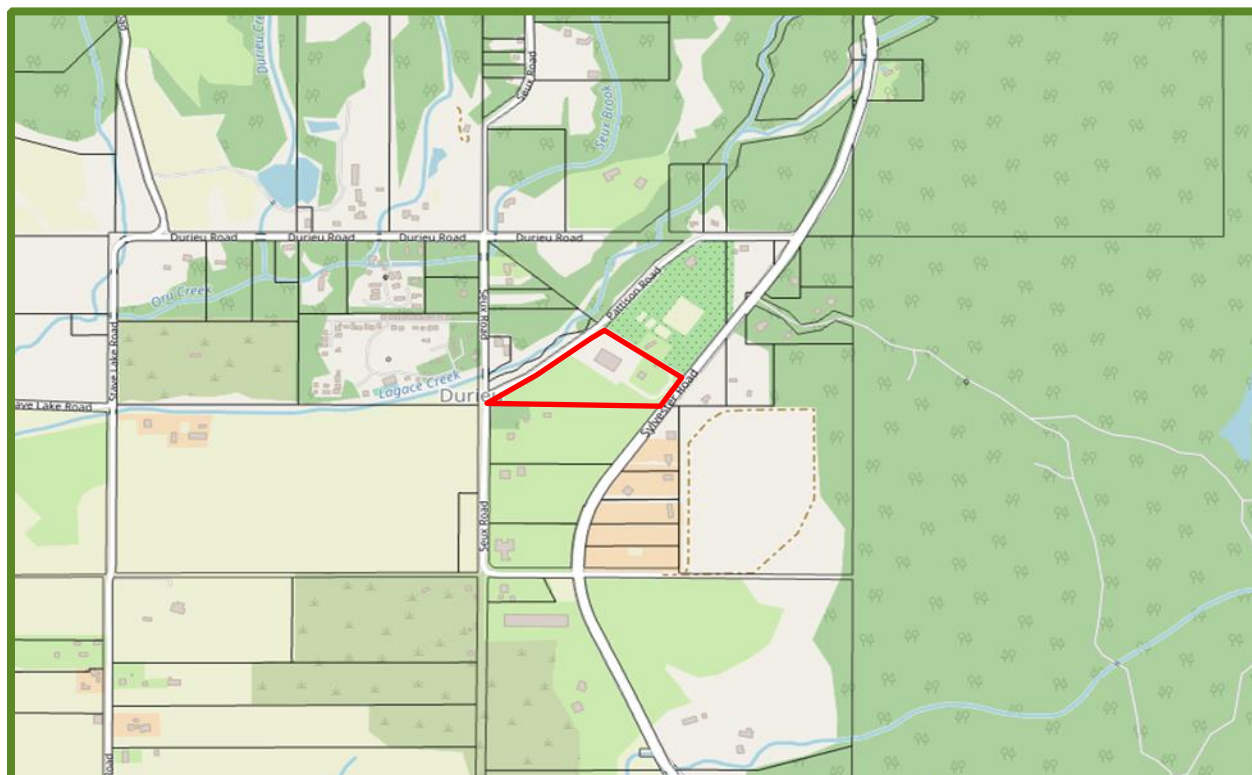
### PROPERTY DETAILS

<b>Electoral Area</b>	F		
<b>Address</b>	11811 Sylvester Rd		
<b>PID</b>	000-494-097		
<b>Folio</b>	775.02267.100		
<b>Lot Size</b>	10.2 acres		
<b>Owner</b>	Alfred & Robyn Hayward	<b>Agent</b>	n/a
<b>Current Zoning</b>	Rural Residential 2 (RS-2)	<b>Proposed Zoning</b>	No change
<b>Current OCP</b>	Agricultural (A)	<b>Proposed OCP</b>	No change
<b>Current Use</b>	Agricultural	<b>Proposed Use</b>	No change
<b>Development Permit Areas</b>	1-F: Geologic & Stream Hazard, 2-F: Riparian Areas		
<b>Agricultural Land Reserve</b>	No		

### ADJACENT ZONING & LAND USES

<b>North</b>	^	Rural 2 (R-2), Rural Residential 2 (RS-2); Forest, Agricultural
<b>East</b>	>	Rural Residential 2 (RS-2); Single –family Residential
<b>West</b>	<	Floodplain Agriculture (A-2); Agricultural
<b>South</b>	v	Rural Residential 2 (RS-2); Agricultural

### NEIGHBOURHOOD MAP





## PROPERTY MAP



## DISCUSSION

The owners of the property have made an application to vary the definition of an Accessory Family Residential Use from a single-width manufactured home to a double-width manufactured home for the accommodation of a child of the property owner. The subject property, located at 11811 Sylvester Road, is zoned Rural Residential 2 (RS-2), which permits an accessory family residential use.

The Accessory Family Residential Use is intended for the accommodation of family members residing on the same parcel as the owner of the property in a mobile home that is easily removed once the dwelling unit is no longer necessary. Accordingly, in order to permit an Accessory Family Residential Dwelling, Section 405 (8) Zoning Bylaw 559 requires the following:

- That a covenant is registered on title ensuring that the dwelling is removed within 90 days when it no longer meets the terms and conditions of the bylaw,
- A security bond is provided to the Fraser Valley Regional District until the home is removed. The applicants will also be required to provide a security deposit of \$2,000.00, rather than the \$1,000.00 currently required by the conditions of the Zoning Bylaw, as the proposed residence is a double-width manufactured home,
- A sworn Statutory Declaration, duly notarized, which states the proposed accessory family residence will be occupied only by those occupants specified in the Statutory Declaration, and

- The Accessory Family Residential Use must be a double-width manufactured home not placed on a permanent foundation but rather placed on blocking placed on a concrete slab.

The property currently has a single family dwelling located in the north east corner of the property and a barn located in the north corner of the property. The need for a variance arises because under the zoning bylaw an Accessory Family Residential Use must be located within a single-width manufactured home and the accessory family residence must be occupied by father, mother, father-in-law, mother-in-law, or grandparent of the owner of the parcel. The applicants have identified a double-width manufactured home as their preferred choice and intend to have their son reside in the accessory family residence.

The property is located in Geologic and Stream Hazard Development Permit Area 1-F and Riparian Development Permit Area 2-F as outlined in the Hatzic Valley OCP. The applicants will have to complete a geohazard report and may be required to complete a riparian area assessment. The property is not located within the Agricultural Land Reserve and is not within a flood plain.

#### Application Rationale

The applicants state that are applying for a variance as their son helps on the farm, the family would like to live together on the same property, and a double-width manufactured home would be large enough for his future family to reside in.

#### Accessory Family Residential Use Variance

The owners are seeking a variance to the definition of Accessory Family Use.

##### Current definition:

Accessory Family Residential Use means the use of a single-width manufactured home as a dwelling unit for the accommodation of the father, mother, father-in-law, mother-in-law, or grandparent of an owner of the parcel.

##### Proposed definition:

Accessory Family Residential Use means the use of a double-width manufactured home as a dwelling unit for the accommodation of the daughter, son, father, mother, father-in-law, mother-in-law, grandparent, or grandchild of an owner of the parcel.

The most significant difference between a single-width and double-width manufactured home is approximately 3 metres in additional width. The manufactured home would be manufactured in accordance with Canadian Standards Z240 series, a requirement of the bylaw. A double-width manufactured home would be constructed with the same transportable sub-structure as a single-width and requires minimal additional work at the installation or removal stage.

#### Neighbourhood Notification and Input

All property owners within 30 metres of the property will be notified by the FVRD of the development variance permit application and be given the opportunity to provide written comments or attend the Board meeting to state their comments. FVRD staff encourage the applicant to advise the



neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date no letters of support or objection have been submitted.

## **COST**

The application fee of \$350.00 has been paid by the applicants.

## **CONCLUSION**

The property owners have applied for a DVP to vary the definition of Accessory Family Residential Use. Staff recommend that the FVRD Board issue the permit. The variance is not anticipated to negatively affect surrounding properties.

## **OPTIONS**

### **Option 1 – Issue (Staff Recommendation)**

Staff recommend that the FVRD Board issue Development Variance Permit 2019-30 for the property located at 11811 Sylvester Road, Electoral Area F to vary the definition of Accessory Family Residential Use from a single-width manufactured home to a double-width manufactured home for the accommodation of a child of the property owner, subject to consideration of any comments or concerns raised by the public.

### **Option 2 – Refuse**

If the Board wishes to refuse the application, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District refuse Development Variance Permit 2019-30 for the property located at 11811 Sylvester Road, Area F.

### **Option 3 – Refer to Staff**

If the Board wishes to refer the application back to staff to address outstanding issues, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District refer Development Variance Permit 2019-30 for the property located at 11811 Sylvester Road, Area F to FVRD staff.

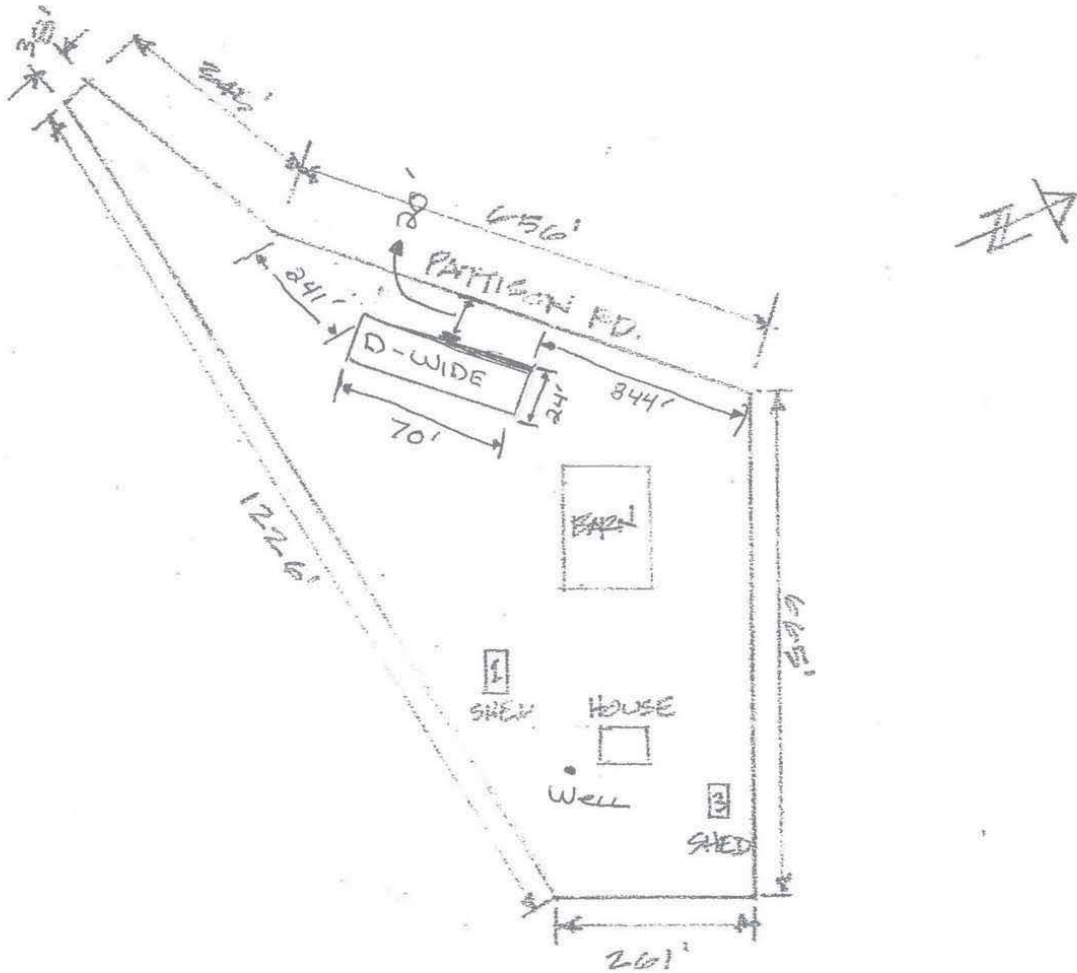
**COMMENTS BY:**

<b>Graham Daneluz, Deputy Director of Planning &amp; Development</b>	reviewed and supported
<b>Margaret Thornton, Director of Planning &amp; Development</b>	reviewed and supported
<b>Mike Veenbaas, Director of Financial Services</b>	No further financial comment.
<b>Jennifer Kinneman, Acting Chief Administrative Officer</b>	Reviewed and supported.

APPENDIX A

PROPOSED DOUBLE WIDE MOBILE.

SITE PLAN (B)



11811 SYLVESTER RD.

(LOT 5, PLAN 10447, PART NE 1/4, SEC. 15  
TWP. 18, N.W.L.R. EX. R. 335604)

**SCHEDULE A-4**

**Permit Application**

I / We hereby apply under Part 14 of the *Local Government Act* for a;

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

An Application Fee in the amount of \$ 350 as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 11811 SYLVESTER ROAD MISSION PID \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Plan \_\_\_\_\_

*The property described above is the subject of this application and is referred to herein as the 'subject property.' This application is made with my full knowledge and consent. I declare that the information submitted in support of the application is true and correct in all respects.*

Owner's  
Declaration

Name of Owner (print) <u>AL HAYWARD</u>	Signature of Owner <u>[Signature]</u>	Date <u>Aug 20/19</u>
Name of Owner (print) <u>ROBYN HAYWARD</u>	Signature of Owner <u>[Signature]</u>	Date <u>Aug 20/19</u>

Owner's  
Contact  
Information

Address <u>11811 SYLVESTER ROAD</u>	City <u>MISSION</u>
Postal Code	
Fax	

<b>Office Use Only</b>	Date <u>Aug 20, 2019</u>	File No.
	Received By <u>JM</u>	Folio No.
	Receipt No. <u>9400/2</u>	Fees Paid: \$ <u>350</u>

**Agent**

I hereby give permission to \_\_\_\_\_ to act as my/our agent in all matters relating to this application.

Only complete this section if the applicant is NOT the owner.

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

Name of Agent		Company
Address		City
Email		Postal Code
Phone	Cell	Fax

I declare that the information submitted in support of this application is true and correct in all respects.

Signature of Agent	Date
--------------------	------

**Development Details**

Property Size 10.2 ACRES. Present Zoning RS-2

Existing Use FARM RESIDENTIAL.

Proposed Development 5+ ACC FAMILY RESIDENTIAL.

PLACE DOUBLE WIDE MOBILE HOME.

Proposed Variation / Supplement \_\_\_\_\_

VARY WHO CAN LIVE IN DOUBLE WIDE. HOME IS FOR MY SON

(use separate sheet if necessary)

Reasons in Support of Application \_\_\_\_\_

- COLIE HELPS TO WORK ON THE FARM
- COLIE PAYS PART OF MORTGAGE.
- WE WOULD LIKE TO HAVE OUR FAMILY LIVE TOGETHER, ON THE SAME PROPERTY.

DOUBLE WIDE CAN ACCOMMODATE HIS FUTURE FAMILY

Page 2 of 4



**Riparian  
Areas  
Regulation**

Please indicate whether the development proposal involves residential, commercial, or including vegetation removal or alteration; soil disturbance; construction of buildings and structures; creation of impervious or semi-pervious surfaces; trails, roads, docks, wharves, bridges and, infrastructure and works of any kind – within:

yes      no  
☐      ☐

30 metres of the high water mark of any water body

yes      no  
☐      ☐

a ravine or within 30 metres of the top of a ravine bank

"Water body" includes; 1) a watercourse, whether it usually contains water or not; 2) a pond, lake, river, creek, or brook; 3) a ditch, spring, or wetland that is connected by surface flow to 1 or 2 above.

Under the *Riparian Areas Regulation* and the *Fish Protection Act*, a riparian area assessment report may be required before this application can be approved.

**Contaminated  
Sites Profile**

Pursuant to the *Environmental Management Act*, an applicant is required to submit a completed "Site Profile" for properties that are or were used for purposes indicated in Schedule 2 of the *Contaminated Sites Regulations*. Please indicate if:

yes      no  
☐      ☐

the property has been used for commercial or industrial purposes.

If you responded 'yes,' you may be required to submit a Site Profile. Please contact FVRD Planning or the Ministry of Environment for further information.

**Archaeological  
Resources**

Are there archaeological sites or resources on the subject property?

yes      no      I don't know  
☐      ☐      ☐

If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

## Required Information

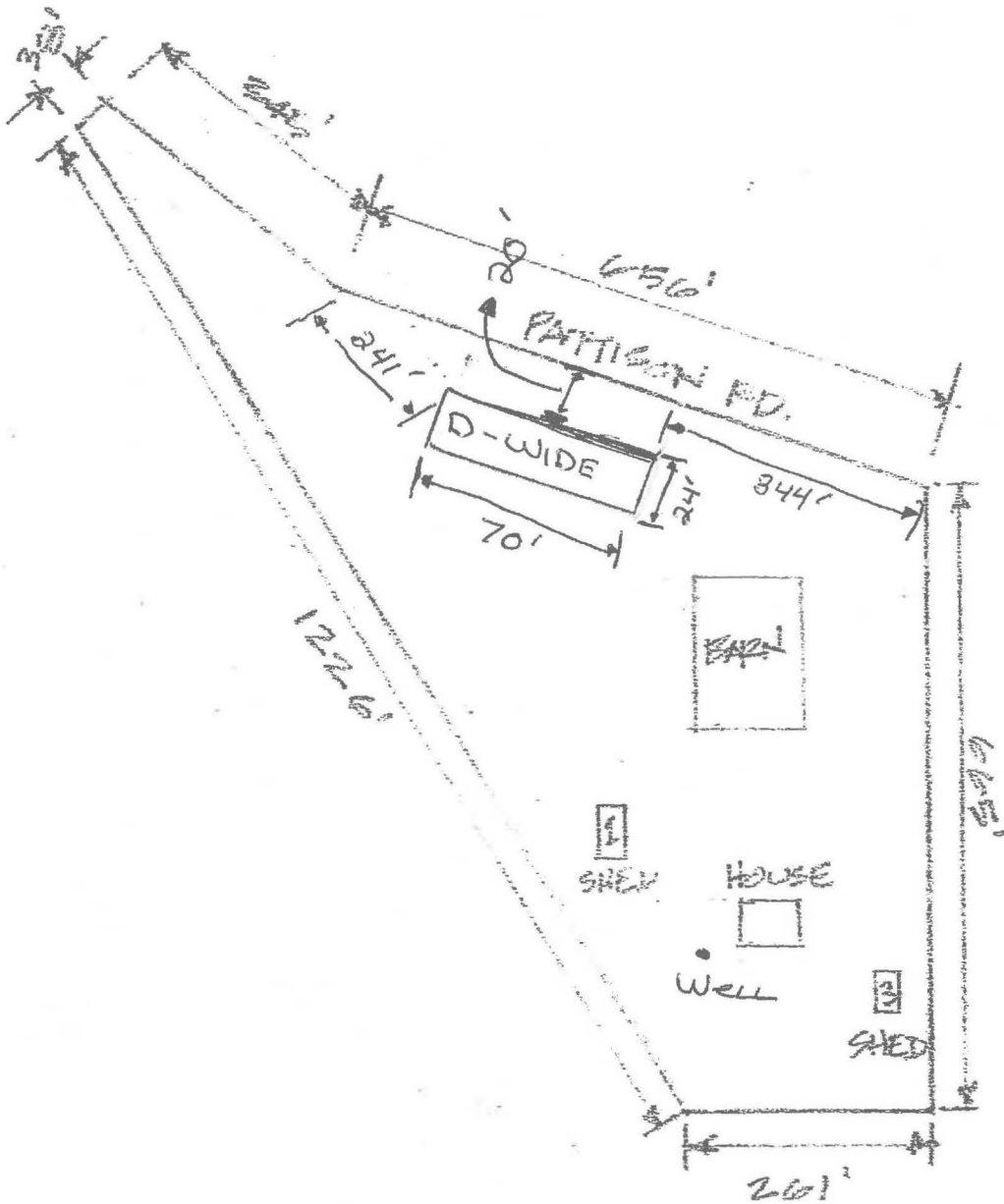
When providing Application Forms to the applicant, Regional District staff shall indicate which of the following attachments are required for this application. **Additional information may also be required at a later date.**

	Required	Received	Details
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
<b>Site Plan</b>			Reduced sets of metric plans
At a scale of:			North arrow and scale
1: _____			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines, rights-of-ways, easements
			Location and dimensions of proposed buildings & setbacks to lot lines, rights-of-ways, easements
			Location of all water features, including streams, wetlands, ponds, ditches, lakes on or adjacent to the property
			Location of all existing & proposed water lines, wells, septic fields, sanitary sewer & storm drain, including sizes
			Location, numbering & dimensions of all vehicle and bicycle parking, disabled persons' parking, vehicle stops & loading
			Natural & finished grades of site, at buildings & retaining walls
			Location of existing & proposed access, pathways
			Above ground services, equipment and exterior lighting details
			Location & dimensions of free-standing signs
			Storm water management infrastructure and impermeable surfaces
			Other:
<b>Floor Plans</b>			Uses of spaces & building dimensions
			Other:
<b>Landscape Plan</b>			Location, quantity, size & species of existing & proposed plants, trees & turf
Same scale as site plan			Contour information ( _____ metre contour intervals)
			Major topographical features (water course, rocks, etc.)
			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
<b>Reports</b>			Geotechnical Report
			Environmental Assessment
			Archaeological Assessment
			Other:

The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to **planning, land use management** and related **services delivered**, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 [FOI@fvrld.ca](mailto:FOI@fvrld.ca).

PROPOSED DOUBLE WIDE MOBILE.

SITE PLAN (B)



11211 SYLVAN RD.

(LOT 5, PLAN 10447, PART NE 1/4, SEC. 13  
TWP. 13, N.W.L.D. EX. R. 33564)



## FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

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**Permit No.** Development Variance Permit 2019-30      **Folio No.** DVP014444

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**Issued to:** Alfred and Robyn Hayward

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**Address:** 11811 Sylvester Road

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**Applicant:** Alfred and Robyn Hayward

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**Site Address:** 11811 Sylvester Road

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The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 5 EXCEPT: PART SUBDIVIDED BY PLAN 38564, SECTION 13, TOWNSHIP 18,  
NEW WESTMINSTER PLAN 10447  
Parcel Identifier: 000-494-097

---

### LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

---

### AUTHORITY TO ISSUE

1. This Development Variance Permit is issued under Part 14 - Division 9 of the *Local Government Act*.
- 

### BYLAWS SUPPLEMENTED OR VARIED

"Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992" is **varied** as follows:

By changing the definition for ACCESSORY FAMILY RESIDENTIAL USE in Part 200 to mean the use of a double-width manufactured home as a dwelling unit for the accommodation of any owner of the parcel and/or relative of an owner of the parcel including: daughter, son, father, mother, father-in-law, mother-in-law, grandparent, or grandchild.

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### SPECIAL TERMS AND CONDITIONS

1. The use of the manufactured home shall be in accordance with Bylaw No. 559-1992 except as specifically varied in this permit.
2. No variances other than those specifically set out in this permit are implied or to be construed.

3. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.
4. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
5. The Mobile Home to be located on the Lands shall not be sited on a Permanent Foundation or a Permanent Foundation with a basement excavation.

---

## GENERAL TERMS AND CONDITIONS

1. This Development Variance Permit is issued Pursuant to Part 14 - Division 9 of the *Local Government Act*.
2. This Development Variance Permit shall not vary the permitted uses or densities of land use in the applicable zoning bylaw nor a flood plain specification designated under Section 524 of the *Local Government Act*.
3. Nothing in this permit shall in any way relieve the developer's obligation to ensure that the development proposal complies in every way with the statutes, regulations, requirements, covenants and licences applicable to the undertaking.
4. Nothing in this permit shall in any way relieve the developer's obligation to comply with all setback regulations for construction of structures or provision of on-site services pursuant to the *Public Health Act*, the *Fire Services Act*, the *Safety Standards Act*, and any other provincial statutes.
5. The Archaeology Branch of the Province of British Columbia must be contacted immediately at (250) 953-3334 if archaeological material is encountered on the subject property. Archaeological material is most likely indicated by dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artefacts such as arrowheads and other stone tools, or even buried human remains. If such material is encountered during demolition or construction, a Heritage Conservation Act Permit may be needed before further development is undertaken. This may involve the need to hire a qualified Archaeologist to monitor the work.

---

## SECURITY DEPOSIT

As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit

Should the holder of this permit:

- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,



The Regional Board may undertake and complete the works required to satisfy the landscaping conditions, or carry out any construction required to correct an unsafe condition at the cost of the holder of the permit and may apply the security in payment of the costs of the works, with any excess to be returned to the holder of the permit.

Security Posted:       (a)     an irrevocable letter of credit in the amount of: \$ <N/A> .  
                             (b)     the deposit of the following specified security: \$2,000.00.

---

Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2019-30. The notice shall take the form of Appendix I attached hereto.

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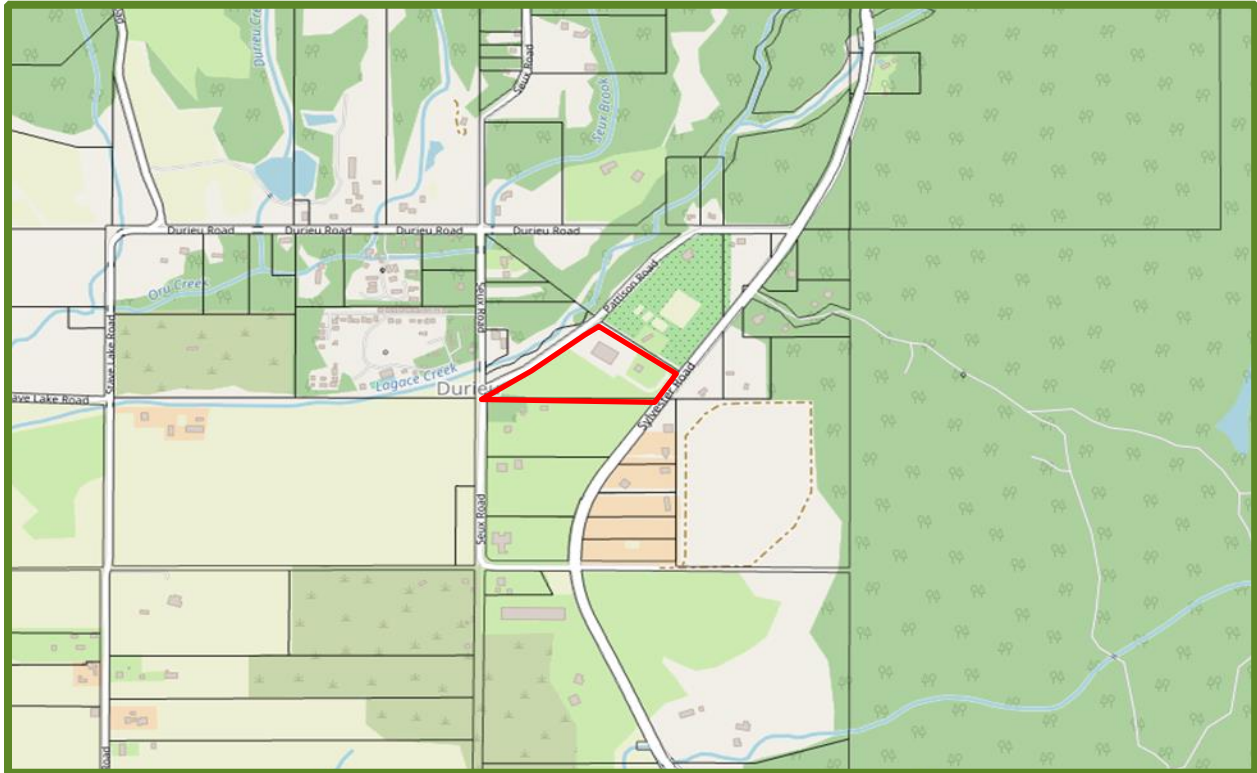
AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE 22<sup>nd</sup> DAY OF OCTOBER, 2019.

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Chief Administrative Officer / Deputy

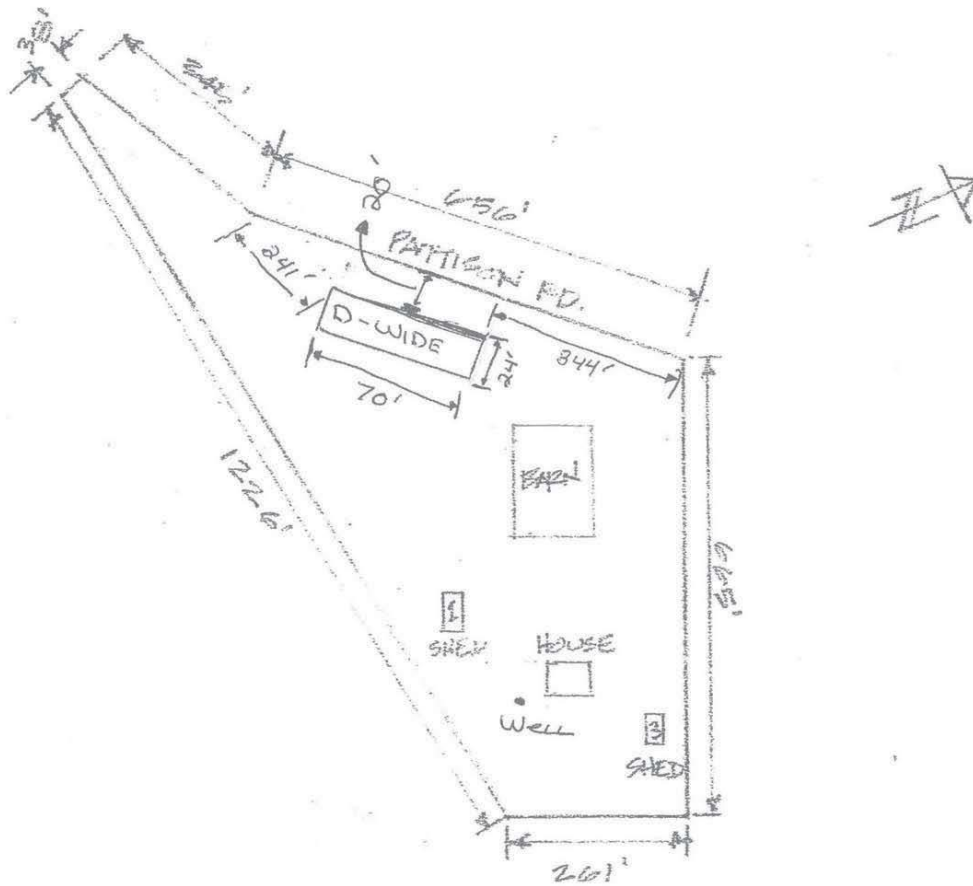
THIS IS NOT A BUILDING PERMIT

**DEVELOPMENT VARIANCE PERMIT 2019-30**  
**SCHEDULE "A"**  
**Location Map**



DEVELOPMENT VARIANCE PERMIT 2019-30  
SCHEDULE "B"  
Site Plan

PROPOSED DOUBLE WIDE MOBILE.  
SITE PLAN (B)



11811 SYLVESTER RD.

(LOT 5, PLAN 10447, PART NE 1/4, SEC. 15,  
TWP. 13, N.W.L.R. EX. P. 33564)

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Robin Beukens, Planner I

File No: 6430-01

**Subject: Housing Needs Report Application**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District submit an application to the Province of British Columbia for funding to support the completion of a housing needs report to assess the housing needs of each Electoral Area as outlined in the October 8, 2019 FVRD staff report titled '*Housing Needs Report Application*'.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

### BACKGROUND

In 2018 the Provincial Government introduced *Bill 18 – Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*, amending the *Local Government Act*. The purpose of the legislation is to help the local governments understand current and future housing needs and requires the FVRD to complete a housing needs report for each of the FVRD Electoral Areas.

Provincial funding is available to assist with completing the housing needs reports. The application for funding is due November 29, 2019, and requires a resolution of support from the FVRD Board. Upon receipt of funding, one housing needs report will be developed for all eight (8) of the Electoral Areas in the FVRD, including separate housing needs assessments for each Electoral Area.

### DISCUSSION

On April 16, 2019, provincial requirements came into effect requiring all local governments in BC to complete housing needs reports. This applies to municipalities, electoral areas in regional districts, and local trust areas. The initial reports must be completed by April 2022, and then every five years after the initial report is completed. A report outlining the new legislation was provided to the Board and Committee in May, 2019.

## **Provincial Requirements for Housing Needs Reports**

For completing the housing needs reports, the Province requires local governments collect statistical information on:

- Current and projected population;
- Household income;
- Significant economic sectors; and
- Currently available and anticipated available housing units, including types of units.

The Province lists the following data as available for the completion of housing needs reports:

- BC Assessment data on assessed values and sales prices of housing;
- BC Housing data on non-market housing and new homes registered;
- BC Stats data on projected population and household demographics from 2018 to 2028;
- Canada Mortgage and Housing Corporation (CMHC) data on primary rental market prices, primary rental vacancy rates and some secondary rental market data;
- Statistics Canada Census data on population and household demographics, labour force, household income, housing units and core housing need; and
- Other sources such as local government data, community surveys, and public engagement.

The Province requires the completed housing needs reports to contain the following content:

- The number of housing units required to meet current housing and anticipated housing needs for at least the next five years, by housing type;
- Statements about key areas of local need;
- The number and percentage of households in core housing need and extreme core housing need; and
- A standardized summary form.

Once complete, the report must be received by the local government by resolution in a meeting that is open to the public, and must be publicly and freely accessible on the local government's website.

For implementation, the Province requires housing needs report be considered when a local government is:

- Developing an official community plan (OCP) or regional growth strategy,
- Amending an OCP in relation to housing statements, map designations, or policies,
- Amending a regional growth strategy in relation to proposed housing actions, and
- Considering every five years whether a regional growth strategy must be reviewed.

## **Community Partnerships**

Local governments are expected to partner with neighbouring communities and organizations in the region. In preparing the housing needs report for Electoral Areas, FVRD staff will coordinate with local municipalities, First Nations, agencies, and non-governmental organizations as housing needs within the Electoral Areas are affected by and affect neighbouring communities. The FVRD will be contacting local organizations (such as First Nations organizations, Fraser Health, affordable housing providers, community development organizations, neighbourhood or ratepayers associations, and developers) to



seek letters of support to include in the application. Up to five letters of support may be included in the application as evidence of community partnerships.

## **Public Engagement**

Public engagement sessions will be held in different parts of the FVRD to gather input from local residents.

## **Funding**

The Province lists the following as eligible costs and activities for housing needs reports funding:

- Project management and coordination;
- Data collection (from public agencies and/or other data sources), compilation and analysis;
- Research specific to the development of housing needs reports;
- Community engagement, such as collaboration with neighbouring local governments and partner organizations, community surveys, and engagement activities;
- Publication of housing needs reports including editing, proofing, graphic design, etc.; and
- Presentation of housing needs reports to Council, Board, or Local Trust Committee.

The following expenditures are also listed as eligible, provided they relate directly to the activities identified above:

- Consultant costs;
- Incremental staff and administration costs;
- Public information costs; and
- Training and capacity building for local government staff specific to developing housing needs reports.

Maximum funding amounts are based on population. The FVRD can apply for \$15,000.00 for each the electoral areas, totalling \$120,000.00.

## **For More Information**

Legislation:

[Local Government Statutes \(Housing Needs Reports\) Amendment Act, 2018, S.B.C. 2018, c. 20](#)

Application Program Guide:

<https://www.ubcm.ca/assets/Funding~Programs/LGPS/HNR/housing-needs-report-nov2019-program-guide.pdf>

## **COST**

The application will be for a total of \$120,000.00 (\$15,000.00 per electoral area).

## **CONCLUSION**

The Provincial Government is requiring all local governments to complete housing needs reports in an effort to help local governments understand current and future housing needs. The Province has made funding available to assist local governments in completing the reports. The FVRD will be submitting an application for funding prior to the November 29, 2019 deadline.

Staff will be returning to the Board with an update on the funding received and the next steps for the project once the funding amount is known.

## **COMMENTS BY:**

<b>Graham Daneluz, Deputy Director of Planning &amp; Development</b>	Reviewed and supported
<b>Margaret Thornton, Director of Planning &amp; Development</b>	Reviewed and supported
<b>Mike Veenbaas, Director of Financial Services</b>	No further financial comments.
<b>Jennifer Kinneman, Acting Chief Administrative Officer</b>	Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-09-10

From: Graham Daneluz, Dep. Director of Planning & Development

File No: 4530-01

**Subject: The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites;

**AND THAT** the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

**AND FURTHER THAT** staff be directed to prepare, for consideration by the FVRD Board, a policy to: 1) focus Soil Removal service resources on implementation of *FVRD Commercial Gravel Operations Bylaw No. 1181*; and, 2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with *Bylaw No. 1181*.

### STRATEGIC AREAS OF FOCUS

Foster a Strong & Diverse Economy

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

### SUMMARY

The BC Stone, Sand & Gravel Association (BCSSGA) has asked FVRD to address their concerns with zoning bylaws that do not allow the processing (e.g. crushing) of gravel at a number of established gravel mine sites in the Electoral Areas. BCSSGA believes that zoning provisions create uncertainty for the industry and hinder desirable investment that reduces environmental and community impacts associated with mining.

FVRD's new *Commercial Gravel Operations Bylaw No. 1181* regulates noise and dust emissions from gravel operations and provides resources for monitoring and compliance. With *Bylaw No. 1181* now in

place, the FVRD Board may wish to consider options for addressing the longstanding issue raised by the BCSSGA. This Corporate Report outlines potential options.

## BACKGROUND

The BC Stone, Sand & Gravel Association (BCSSGA) represents the aggregate industry in British Columbia. FVRD has engaged with the BCSSGA, and individual gravel operators, since 2004 to improve regulations affecting the gravel industry and to minimize negative impacts to communities that surround gravel operations.

In July, 2019, BCSSGA representatives attended the FVRD Board meeting to ask that long-standing concerns with the treatment of gravel processing in FVRD bylaws be addressed. In many cases, Electoral Area zoning bylaws do not allow gravel processing where mines are located. According to BCSSGA, this leads to uncertainty for gravel operators and hinders investments that would improve efficiency and reduce community impacts. BCSSGA has asked the Board to consider solutions to this problem.

### Local Government Zoning Authority for Gravel Extraction and Processing

The processing of rock, sand and gravel is noisy and dusty (although these emissions can be minimized). It involves heavy machinery and mechanical processes to break and sort rock. It occurs in the open air where noise and dust emission can easily spread to surrounding properties. As a result, gravel processing can cause nuisances for surrounding communities that have led to persistent and intense conflicts in FVRD's electoral area and elsewhere. In the absence of effective tools and resources to manage these conflicts, many local government zoning bylaws have differentiated the extraction of rock, sand and gravel from the processing of it.

The primary tool local governments have for regulating land use and avoiding use conflicts is zoning. Extraction is not considered a land use and it cannot be regulated or prohibited through zoning bylaws.<sup>1</sup> However, the processing of gravel is a use of land and it may be addressed by zoning bylaws. Since zoning bylaws cannot regulate where gravel extraction occurs, local governments have used zoning powers to influence where the processing occurs with the intention of avoiding conflicts over noise and dust emissions.

In the view of the Industry, the distinction in zoning between extraction and processing divides a single integrated enterprise – a gravel operation – into two separate parts (extraction and processing) that generally need to be together to be viable. Gravel is a low value bulk commodity. A large part of the cost

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<sup>1</sup> The extraction of mineral resources is viewed in law as a consumption of land; not a use of land subject to local government zoning. There is a complex body of law around this distinction and the scope of local government authority. Generally, jurisdiction over mineral extraction is reserved for the Province. It may be regulated and prohibited by local governments only through a soil removal bylaw (not a zoning bylaw) approved by the Minister of Mines. *FVRD Commercial Gravel Operations Bylaw No. 1181*, adopted in 2016, is such a bylaw. It is one of the few bylaws in BC that have received ministerial approval.

to the user – half or more - is in the transportation of the gravel. Added transportation and handling greatly increase the price to the user and make the produce uncompetitive in the marketplace.

### **Gravel Processing in FVRD Zoning Bylaws**

FVRD has nine zoning bylaws that cover different parts of the Electoral Areas. For the most part, these bylaws have a consistent approach to gravel extraction and processing.

Extraction is defined as:

“the pulling out or drawing out of primary forest, mineral, and other natural resource materials on a lot; includes only the preliminary grading, cutting, separation, or crushing of such materials for shipment; excludes all manufacturing of products from such materials and any processing not specifically included in this definition; also excludes the excavation of land as a necessary part of a construction project, the removal of unwanted stones from the surface of land undergoing cultivation, and the cleaning out or enlarging of a drainage system for the purpose of improving the drainage of lands.”<sup>2</sup>

Note that this definition includes, “the preliminary grading, cutting, separating or crushing... for shipment.” This recognizes that some degree of processing is often required simply to put the material in a state in which it can be removed from the mine site. This is particularly true of quarry rock, but can also be the case for sand/gravel deposits as well. If the resource is not able to be broken or sorted to a degree sufficient to enable shipping, the extraction rights would be frustrated.

Extraction is typically listed as a permitted use in large-lot zones such as Agriculture, Rural, and Limited Use. However, as outlined above, it is outside of local government jurisdiction to prohibit gravel extraction by way of zoning bylaw and so zoning bylaws do not effectively prohibit extraction anywhere.<sup>3</sup>

Most FVRD zoning bylaws contain a zone, such as the Resource Industrial (I-1) zone, that allows, “uses necessary to the primary manufacture of products from forest, mineral and other extracted natural resource materials, such as sawmill, pole treatment plant, gravel sorting, screening and crushing.”<sup>4</sup>

There about 11 electoral area properties with zones that would permit gravel processing. Only one is associated with a gravel operation.

### **Processing at Electoral Area Mine Sites**

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<sup>2</sup> This excerpt is from Division 1 of Zoning Bylaw No. 100 (Area “C”) but all FVRD zoning bylaws contain the same or a similar definition.

<sup>3</sup> This is explicitly recognized in Sumas Mountain Rural Land Use Bylaw No. 500 which states that, “Notwithstanding that Section 7.6.2 does not permit land to be used for mineral, aggregate, and energy extraction activities, such activities may occur on land designated Limited Use/Resource because the Mines Act and the Municipal Act do not enable the Regional District to regulate mining activity as a land use, despite the fact that the Regional District is opposed to mining activities in this designation.” Various FVRD official community plans also acknowledge this limitation.

<sup>4</sup> Division 8 of Zoning Bylaw No. 100 (Area “C”). The same provisions exist in five other FVRD zoning bylaws (BL# 85, 90, 801, 75 and 66. Two more zoning bylaws provide zones for similar uses (BL#559, 500). Only Zoning Bylaw No. 823 (part of Area A) provides no provisions for gravel processing.



Aggregates are used for many different purposes, including roads, buildings, infrastructure, sports fields, and construction. Different purposes require different aggregate products. There are a variety of factors that differentiate aggregate products including the size of the stones; the shape of the stones (round or angular); the mixture of sizes and materials; the mineral qualities of the rock; the ratio of sand to rock; and, a variety of other things. Some uses - like structural concrete, road building and sewage disposal systems - require aggregates of very strict specifications that can only be met by controlled processing systems.

For that reason, most gravel operations process the material they extract to create consistent products of specific sizes and qualities to address a variety of needs. The operations in FVRD's electoral areas are no different. Most process gravel and, of these, most do not have zoning that permits processing. A small number are zoned to permit processing or are 'grandfathered'.<sup>5</sup>

Processing can include washing, screening, crushing and other processes to refine and improve the quality of the sand/gravel or hard rock mined from the earth.

Over half - and potentially up to two-thirds - of electoral area gravel operations may be processing contrary to zoning.<sup>6</sup> There are three open bylaw enforcement files.

### **The Effectiveness of Zoning Prohibitions against Gravel Processing**

As a strategy to reduce land use conflicts, the strategy of separating gravel extraction from processing in zoning bylaws has probably has allowed some influence over the location of gravel operations that wouldn't otherwise have been possible. However, as the preceding section suggests, the overall success of this approach in minimizing conflicts has been greatly limited by:

- uncertainty about the extent of local government authority, mixed case law on the matter, and the high cost of defending legal challenges;
- ambiguity regarding the line between 'processing for shipment' versus processing to create a marketable product;
- organized and well-funded opposition from the gravel industry;
- and little provincial support for local government involvement in this arena and particularly the practice of the Ministry of Mines to allow processing in Mines Permits without regard to local government bylaws;
- the lack of effective enforcement, in good part due to the intensity of effort required and very limited resources; and,

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<sup>5</sup> One mine has appropriate zoning, another has land within the mine site located in an adjacent jurisdiction that is zoned for processing. Processing at a small number of mines is likely 'grandfathered' or partly 'grandfathered'.

<sup>6</sup> This report does not provide detailed statistics on electoral area gravel operations because: 1) I have attempted to focus attention on the 'big picture' rather than individual operations; and, 2) our data and knowledge of electoral area gravel operations is incomplete and that is a challenge for presenting accurate numbers. Staff are building an organized knowledge base and we will be able to provide more specific and reliable information as the work progresses. In the meantime, if EA Directors wish to have more detailed information, we would be pleased to what we currently have.

- market and economic realities of the gravel industry that often require extraction and processing to occur in the same location.

### **Alternative Approaches to Reduce Conflicts**

In the early 2000's, FVRD was taking steps to enforce its zoning bylaw against a new gravel quarry on Sumas Mountain that was processing contrary to the bylaw. Community concerns with noise and dust from the quarry were widespread. After normal enforcement efforts failed, the Regional District was preparing for legal action to obtain an injunction to stop processing at this site. Faced with the costs, timeline and uncertainty of the court process, FVRD appealed to the Province to assist in finding a better way to address these land use conflicts. This began a lengthy process with the Province and the BCSSGA to improve the framework for managing the aggregate production in the electoral areas. Bylaw enforcement efforts were suspended pending the outcome of the Aggregate Pilot Project.

This effort resulted in a 2009 Recommendations Report that was endorsed by the FVRD Board and by the Industry. With respect to gravel processing, the report recommended that, "in most cases, processing should occur at the location of extraction."<sup>7</sup>

Many of the principles in the Recommendations Report were implemented in *FVRD Commercial Gravel Operations Bylaw No. 1181* which was approved by the Minister of Mines and adopted by the FVRD Board in late 2016.

### ***FVRD Commercial Gravel Operations Bylaw No. 1181***

*Bylaw No. 1181* is intended to better balance the economic needs of the region for sustainable, accessible gravel supplies with the impacts that gravel operations can have on surrounding local communities. It provides a strong framework for avoiding and managing community impacts associated with gravel operations because it:

- sets out "Restricted Areas" where new gravel operations are not permitted
- establishes "Community Areas" with measurable limits for noise and dust emissions;
- requires operators to submit annual compliance reports; and,
- generates revenues through annual fees which support bylaw administration, compliance, independent compliance monitoring.

The bylaw is still in an implementation stage. The focus to date has been on building relationships and permitting existing operations. After providing a transition period (2017), the first year of fee collection was 2018 (fees paid in early 2019). Staff intend that monitoring and compliance activities will ramp up this fall with enforcement actions addressing unpermitted operations and proactive independent monitoring in priority areas to establish noise and dust emission baselines.

This bylaw provides an effective tool for reducing land use conflicts associated with gravel operations as well as the resources needed monitor emissions and enforce the bylaw. With this now in place, the FVRD

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<sup>7</sup> Section 3.3.3. Aggregate Pilot Project Recommendations Report. 2009.

Board could consider the BCSSGA request and evaluate options for addressing zoning prohibitions against gravel processing in permitted mine sites.

## DISCUSSION

### Options

The FVRD Board may wish to consider the following options:

1. Do nothing at this time

The Board may elect to do nothing at this time, or defer the matter for future consideration once EA Directors have had greater opportunity to: a) gauge the success of *Bylaw No. 1181* and related efforts in minimizing land use conflicts associated with gravel operations; b) assess community interests and opinions; and c) learn more from Industry and staff about the issues.

2. FVRD Board could initiate zoning amendments

The Board could direct staff to prepare amendments to electoral area zoning bylaws to permit processing at mine sites.

3. BCSSGA and/or individual gravel operators could apply for zoning amendments or temporary use permits

The Board could direct staff to provide information and assistance to BCSSGA and individual gravel operators to assist them in making applications for zoning amendment or temporary use permits (as appropriate) to permit processing at mine sites.

There will be a strong community interest in any changes to bylaws that relate to gravel operations. The public engagement process for any zoning amendment applications would need to be considered if/when applications are made.

The BCSSGA has expertise, materials and resources to effectively communicate with the public and stakeholders about the industry. This option would best position Industry to directly present their case to Electoral Area communities and respond to any concerns raised.

4. Interim Policy

In conjunction with Options 2 and 3, the FVRD Board may wish to consider a policy to clarify that bylaw compliance and enforcement resources will be focused on fully implementing *Bylaw No. 1181* and undertaking related monitoring and communications initiatives. Through the policy, the Board could formalize the practice of non-enforcement of zoning provisions related to processing where a permit under *Bylaw No. 1181* has been obtained and the operation is in compliance with the bylaw.

This would provide staff with clear direction and reduce uncertainty for industry in the short term while bylaw amendments or other options are contemplated.

### **Independent Monitoring of Community Impacts**

*Bylaw No. 1181* establishes annual fees to support administration of the bylaw and related efforts. Now that fee revenues for 2018 have been received, it is the intention of staff to step up compliance and monitoring activities. Independent baseline monitoring of noise and dust emissions will be performed by third-party technicians in priority areas such as Lake Errock and Hatzic Valley.

Monitoring will be the subject of a future report to the EASC and Board to determine priority areas and provide more information about methods, costs and timelines. Results should be available in early summer of 2020 because noise levels need to be assessed under a variety of climactic conditions and dust emissions should be measured during drier months.

The Board will be in a better position to evaluate zoning amendments to allow processing within mine sites once we have a fuller picture of community impacts associated with gravel operations and compliance with *Bylaw No. 1181*. Ideally, applications to amend FVRD bylaws would be considered after monitoring results are available.

### **Interim Measure: Policy to Guide Bylaw Enforcement Efforts**

In the meantime, the Board may wish to consider a policy to:

- Focus limited resources for bylaw administration and compliance/enforcement on administering and obtaining compliance with FVRD Commercial Gravel Operations Bylaw No. 1181, including the permitting of unpermitted operations, the collection of fees, independent monitoring, relationship building with community and industry partners, coordinating with the Ministry of Energy & Mines and other stakeholders, reporting and communications.
- As a temporary measure, the policy could formalize the practice of non-enforcement of zoning provisions related to processing at existing mine sites where a permit under *Bylaw No. 1181* has been obtained and the operation is in compliance with the bylaw. The policy would only address the zoning prohibition against processing. All other aspects of the operation would be subject to compliance and enforcement efforts in the event that a violation of FVRD's bylaw occurs.

Such a policy would provide staff with clear direction and reduce uncertainty for industry in the short term while bylaw amendments or other options are formulated.

## **COST**

Costs for preparing zoning amendments or drafting policies would be covered by the existing Soil Removal budget.

## **CONCLUSION**

The BC Stone, Sand & Gravel Association has asked the FVRD Board to address long-standing concerns with the treatment of gravel processing in FVRD zoning bylaws. EA zoning bylaws do not allow gravel processing where mines are located.

With the adoption of *Commercial Gravel Operations Bylaw No. 1181*, FVRD has better tools and resources to reduce conflicts over noise and dust emissions from gravel operations.

Staff recommend that the Board:

1. Direct staff to provide information and assistance to BCSSGA and individual gravel operators so that they can - together or separately - apply for zoning amendments or temporary use permits to allow processing at mine sites;
2. Express its preference to consider zoning amendment applications after the results of independent monitoring of noise and dust emissions is available so that baseline data about community impacts may be considered in conjunction with the applications; and
3. Direct staff to prepare for consideration a policy to:
  - a. Focus resources on administering and obtaining compliance with FVRD Commercial Gravel Operations Bylaw No. 1181; and,
  - b. As a temporary measure, formalize the practice of non-enforcement of zoning provisions related to processing at existing mine sites where a permit under Bylaw No. 1181 has been obtained and the operation is in compliance with the bylaw.

## **COMMENTS BY:**

**Margaret Thornton, Director of Planning & Development:** Reviewed and supported.

**Mike Veenbaas, Director of Financial Services:** No further financial comments

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported.



To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Margaret-Ann Thornton, Director of Planning & Development

File No: 0340-30-EA Planning Policies

**Subject: Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas.**

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## RECOMMENDATION

**THAT** the *Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas*, as drafted, be endorsed;

**AND THAT** staff be directed to implement the *Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas*.

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

Foster a Strong & Diverse Economy

## DISCUSSION

Further to the September 10, 2019 EASC workshop, Electoral Area Director survey (June 2019) and April 9, 2019 EASC presentation and discussion, the attached policy was prepared to summarize the direction and intent to regulate Cannabis land uses including production, processing and retail sales in each of the Electoral Areas.

There are two (2) general alternatives supported as follows:

Alternative	Electoral Area Supported
Not Encourage Cannabis Production, Processing or Retail Sales. Any proposals for Cannabis land use to be reviewed on a site-by-site basis including public consultation	D, H and F
Support Cannabis Production and Processing land uses, subject to ensuring that all negative impacts are mitigated. Any proposals for Cannabis retail sales to be reviewed on a site-by-site basis including public consultation.	A, B, C, E and G

Given the changing Federal and Provincial legislation regarding Cannabis land uses, the focus is to provide clear land use direction for each of the Electoral Areas, while recognizing that Federal and Provincial legislation may supersede the FVRD policy, such as lands within the Agricultural Land Reserve (ALR).

A policy based upon the direction from EASC is attached for consideration.

#### **COST**

All costs in preparation of this staff report and policy are provided for within the approved 2019 Budget.

#### **CONCLUSION**

Staff recommends approval of the attached Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas.

#### **COMMENTS BY:**


**Mike Veenbaas, Director of Financial Services:**

No further financial comments.

**Jennifer Kinneman, Acting Chief Administrative Officer:**

Reviewed and supported.

## Appendix A

 <div style="text-align: center;"> <b>FRASER VALLEY REGIONAL DISTRICT</b>  <b>POLICY AND PROCEDURES</b> </div>	
<b>SUBJECT: Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas.</b>	
<b>EFFECTIVE DATE:</b> FVRD Board Resolution (date)	<b>REVISION DATE:</b>

### **PURPOSE**

To summarize the direction and intent to regulate Cannabis land uses including production, processing and retail sales in each of the Electoral Areas.

### **POLICY**

For all development applications and land use enquiries, the following policy will be referred to for direction to the FVRD Board, the Electoral Areas Services Committee, government agencies, property owners and the general public.

FVRD staff will implement this policy through amendments to the applicable Zoning Bylaws, and other means as applicable.

For Cannabis land uses in the Electoral Areas, the following direction and intent is detailed below:

<b>Cannabis Related Land Use</b>	<b>Land Use Direction</b>	<b>Electoral Area</b>
Retail Sales	Not supported. All proposals to be reviewed on a site-by-site basis including public consultation.	A, B, C, D, E, F, G and H
Cannabis Growing	Not supported. Only to be permitted where Federal and Provincial legislation supersedes FVRD authority and legislation.	D, H and F
Cannabis Growing	Supported subject to ensuring that all negative impacts are mitigated (see below for impacts to be mitigated).	A, B, C, E and G
Cannabis Processing – stand alone land use or accessory with Cannabis Growing or other uses	Not supported. Only to be permitted where Federal and Provincial legislation supersedes FVRD authority and legislation.	D, H and F
Cannabis Processing	Supported subject to ensuring that all negative impacts are	A, B, C, E and

– stand alone land use or accessory with Cannabis Growing or other uses	mitigated (see below for impacts to be mitigated).	G
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Impacts to be Mitigated with all Cannabis Related Land Uses, for all Electoral Areas is detailed below:

<b>Cannabis Land Use Impacts</b>	<b>Processes to Mitigate</b>
To avoid rural communities	Zoning Bylaw: Industrial; Agricultural Zones. Rural Zones if larger lots. Public consultation.
To prohibit Cannabis Use within a residence	Zoning Bylaw: Definition and clarification
Minimize Impacts to Environment (Creeks, etc.)	Zoning Bylaw: Minimum Building Setbacks To require mitigation with Building Permit
Odours	Size of Operation (Micro-Grow or Large Facilities) To require mitigation with Building Permit
Light Spill to Sky & Neighbours	Zoning Bylaw: Locational Criteria: Minimum setbacks from schools; parks, radius to other facilities, etc. To require mitigation with Building Permit
Impacts on Aquifer and water use	To require mitigation with Building Permit
Minimize Wastes	To require mitigation with Building Permit
Limiting use of buildings to Cannabis and Farm Uses (not conversion to non-Agricultural uses)	To require mitigation with Building Permit, including Covenants
Aesthetics/Architectural Building Design	To require mitigation with Building Permit
Public Safety	To require mitigation with Building Permit Coordination with RCMP and Health Canada

## **PROCEDURE**

FVRD staff will undertake Zoning Bylaw Amendments to implement this policy.

All site-specific or general land use enquiries will be advised of this policy.

All Development applications, including Building Permit applications, will be advised of this policy, including the requirement to mitigate impacts with the Building Permit.

To: Electoral Area Services Committee

Date: 2019-10-08

From: Margaret-Ann Thornton, Director of Planning & Development

File No: 6410-20-037

**Subject: Zoning Bylaw Amendments for Cannabis land uses in Electoral Areas D, F and H.**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019* for the purpose of defining and regulating Cannabis land uses;

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019* for the purpose of defining and regulating Cannabis land uses;

**THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* for the purpose of defining and regulating Cannabis land uses;

**THAT** the *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* to Director Bill Dickey, as Chair of the Electoral Areas Services Committee or his alternate in his absence;

**THAT** Director Bill Dickey, as Chair of the Electoral Areas Services Committee or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019*;

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* in accordance with the Local Government Act;

**AND THAT** in the absence of Director Bill Dickey, as Chair of the Electoral Areas Services Committee, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley*



*Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**AND FURTHER THAT** in accordance with Section 52 of the Transportation Act, a referral of *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019* be sent to the Ministry of Transportation and Infrastructure;

**AND FINALLY THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Zoning Amendment Bylaw No. 1546, 2019; Fraser Valley Regional District Zoning Amendment Bylaw No. 1547, 2019; and Fraser Valley Regional District Zoning Amendment Bylaw No. 1548, 2019*.

## **STRATEGIC AREA(S) OF FOCUS**

Provide Responsive & Effective Public Services

## **DISCUSSION**

Further to the September 10, 2019 Electoral Areas Services Committee (EASC) workshop, direction was provided to staff to prepare a policy and Zoning Bylaw Amendments regarding Cannabis land uses in the Electoral Areas. A separate report to the Electoral Areas Services Committee (EASC) provides a policy for consideration regarding Cannabis land uses in the Electoral Areas.

At the September 10, 2019 EASC workshop it was requested that amendments to the Zoning Bylaws for Electoral Areas D, F and H be expedited to restrict Cannabis production, processing and retail sales. Any proposals for these Cannabis land uses are to be reviewed on a site-by-site basis including public consultation. It is recognized that Federal and Provincial legislation may supersede the FVRD Zoning Bylaw, such as lands within the Agricultural Land Reserve (ALR) where Cannabis is grown outdoors in a field; inside a structure that has a base entirely consisting of soil; or inside a structure built before July 13, 2018 for the purpose of growing crops. Any new revisions to Federal and Provincial legislation may provide new and supplemental authorizations for Cannabis land uses.

Zoning Bylaw amendments for Electoral Areas A, B, C, E and G will be undertaken in the future.

There are currently nine (9) Zoning Bylaws which regulate land use in the Electoral Areas. To accommodate the EASC request, amendments to the Regional District of Fraser Cheam Bylaw No. 75, 1976 (Zoning Bylaw for Electoral Area D); Dewdney-Aloutte Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992 (Zoning for Electoral Area F); and Zoning Bylaw No. 66, 1993 (Zoning

for Electoral Area H) are attached for consideration. The FVRD is currently consolidating all Zoning Bylaws into one consolidated, streamlined and modernized Zoning Bylaw. In advance of the Zoning Bylaw consolidation, the attached Zoning Bylaw Amendments address the immediate request to restrict Cannabis land uses in Electoral Areas D, F and H.

The Zoning Bylaw Amendments were prepared in accordance with the FVRD Board resolution. The following general principles were incorporated:

1. Common definitions for Cannabis, Cannabis Dispensary, and Cannabis Production Facility. This provides consistency for Electoral Areas D, F and H, and the definitions accommodate both medical and recreational Cannabis related land uses.
2. Specify that Cannabis Dispensary and Cannabis Production Facilities are not permitted in Electoral Areas D, F and H.
3. Specify that where property is located within the Agricultural Land Reserve (ALR), the *Agricultural Land Commission Act* supersedes the Zoning Bylaw requirements.

### **Consistency with Official Community Plans (OCPs)**

Rezoning of land must be consistent with the Official Community Plan (OCP) in effect for the area. The following OCPs are in effect for Electoral Areas D, F and H:

<b>Electoral Area</b>	<b>Official Community Plan (OCP) Bylaw</b>	<b>Date of Adoption</b>
D	FVRD 0020	April 28, 1998
H and E	FVRD 1115	August 13, 2013
F	FVRD 0999	March 29, 2011

The growing, processing and retail sale of Cannabis was not a consideration in the development of the existing OCPs in effect for the Electoral Areas. As a new legal land use, that pre-dates the OCP adoptions, this land use is controlled and will be licenced by the Federal Government (Health Canada). OCPs are policy and not regulatory documents. As a new legal land use, specific policies regarding the growing, processing and retail sale of Cannabis is not contained in the OCPs. The proposed rezoning bylaws generally comply with the OCPs in effect for the Electoral Areas. As text amendments to existing zoning bylaws, the intent is to provide clarity regarding Cannabis land uses. Referrals to First Nations and other agencies was determined by staff as not being required as a general zoning bylaw text amendment, and not a site specific rezoning application. This is consistent with the FVRD First Nations referral policy.

### **Ministry of Transportation and Infrastructure (MOTI) Approval**

As text amendments to the Zoning Bylaws, Ministry of Transportation and Infrastructure (MOTI) approval of the Zoning Bylaw Amendments in the Electoral Areas where a Controlled Access Highway is located, require MOTI approval pursuant to Section 52 Highways Act. These areas include:

<b>Electoral Area</b>	<b>Controlled Access Highway</b>	<b>Ministry of Transportation and Infrastructure (MOTI) Approval Required</b>
D	Trans-Canada Highway 1 and Highway 9	Yes
E	None	No
F	Highway 7	Yes

After first reading, the Zoning Bylaw Amendments for Electoral Areas D and F will be forwarded to MOTI for approval prior to consideration of adoption of the Zoning Bylaws.

### **Provincial Ministry of Agriculture**

Sections 903(5) and 917 of the Local Government require the Provincial Ministry of Agricultural approval of Farm Bylaws for the municipalities of Delta, Kelowna, Abbotsford and the Township of Langley. Ministry of Agriculture referral or approval of the Zoning Bylaws is not required for the Electoral Areas.

### **Public Hearing and Public Information Meeting**

Pursuant to the FVRD Development Procedures Bylaw No. 0831, 2007 a Public Hearing will be advertised and scheduled. One Public Hearing for all three (3) Zoning Amendment Bylaws will be scheduled in late 2019 and chaired by the Electoral Area Services Committee (EASC) Chair Bill Dickey. All Electoral Area Directors are invited and encouraged to attend the public hearing. As text amendments to the Zoning Bylaws which effect greater than 10 properties, a mailed notice will not be undertaken, but the Public Hearing will be advised in the local newspapers and on the FVRD web-site, pursuant to the Development Procedures Bylaw No. 0831, 2007 and the Local Government Act. Immediately prior to the Public Hearing, a public information meeting will be held at the same date and time, which is the typical practice for rezoning in the Electoral Areas.

### **Agricultural Land Reserve (ALR)**

Where property is located within the Agricultural Land Reserve (ALR), the *Agricultural Land Commission Act* supersedes the Zoning Bylaw requirements. This requirement is specified in the Zoning Bylaws.

### **COST**

No fee is levied for Zoning Bylaw amendments initiated by the Fraser Valley Regional District. Costs will include the advertising and scheduling of the Public Hearing.

### **CONCLUSION**

Staff recommends approval of the attached Zoning Bylaw Amendments for Cannabis land uses in Electoral Areas D, F and H.

**COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services:** No further financial comments

**Jennifer Kinneman, Acting Chief Administrative Officer:** Reviewed and supported

**FRASER VALLEY REGIONAL DISTRICT**  
**Bylaw No. 1546, 2019**

A Bylaw to Amend the Regional District of Fraser-Cheam Bylaw No. 75,  
the Zoning Bylaw for Electoral Area "D"

---

**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") has deemed it advisable to amend *Zoning Bylaw (No. 75) for Electoral Area D, 1976 of the Regional District of Fraser-Cheam*;

**THEREFORE** the Board enacts as follows:

**I. CITATION**

This bylaw may be officially cited as *Fraser Valley Regional District Area D Zoning Amendment Bylaw No. 1546, 2019*.

**II. TEXT AMENDMENT:**

1. That *Zoning Bylaw (No. 75) for Electoral Area D, 1976 of the Regional District of Fraser-Cheam*; be amended by:

- A. In DIVISION ONE, by inserting in the appropriate alphabetical order the following new definitions to read as follows:

"CANNABIS means all species and genus of the flowering plant in the family cannabaceae, whether growing or not, including the seed and clone of such plants."

"CANNABIS DISPENSARY means a business or service used for dispensing, selling or distributing CANNABIS or any product or thing containing CANNABIS, for any purpose including medical use."

"CANNABIS PRODUCTION FACILITY means a business or service growing, cultivating, germinating, producing, storing, warehousing or packaging any product or thing containing CANNABIS."

- B. In DIVISION ONE, by deleting the existing DEFINITION for MEDICAL MARIHUANA GROW OPERATION in its entirety.

- C. In DIVISION ONE, by deleting the existing DEFINITION for FARM USE in its entirety and replacing it in the appropriate alphabetical order with the following definition to read as follows:

"FARM USE means a use providing for the growing, rearing, producing and harvesting of primary agricultural products; includes the processing and storage of the agricultural products grown, reared, produced or harvested on an individual farm, the storage of



machinery, implements and supplies necessary to the farming use, and the repair of the machinery and implements necessary to the said use; includes the keeping of dogs, horses, cattle, sheep, swine, poultry, pigeons, doves, bees, fur-bearing animals or other livestock, the growing of fruits, mushrooms, vegetables and nursery stock, and the storage of feeds and fertilizers required for the farming use; excludes CANNABIS PRODUCTION FACILITY and all manufacturing, processing, storage and repairs not specifically included in this definition."

- D. In DIVISION ONE, by deleting the existing DEFINITION for INDUSTRIAL USE in its entirety and replacing it in the appropriate alphabetical order with the following definition to read as follows:

"INDUSTRIAL USE means a use providing for the processing, fabricating, assembling, storing, transporting, distributing, wholesaling, testing, servicing, repairing, wrecking, or salvaging of goods, materials or things; includes the operation of truck terminals, docks, railways, bulk loading and storage facilities, and incidental office and retail sales; excludes CANNABIS PRODUCTION FACILITY."

- E. In DIVISION THREE, Section 4 Prohibited Uses of Land, Buildings and Structures, by adding the following after Section 4 (e):

"(f) CANNABIS PRODUCTION FACILITY and CANNABIS DISPENSARY."

### **III. READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF

A PUBLIC HEARING WAS HELD ON THE DAY OF

READ A SECOND TIME THIS DAY OF

READ A THIRD TIME THIS DAY OF

APPROVED BY THE MINISTRY OF  
TRANSPORTATION AND INFRASTRUCTURE DAY OF

ADOPTED THIS DAY OF

---

Chair/Vice Chair

---

Corporate Officer/Deputy

#### **IV. CERTIFICATIONS**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Area D Zoning Amendment Bylaw No. 1546, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on the     day of     .

Dated at Chilliwack, B.C. this     day of     .

\_\_\_\_\_  
Corporate Officer/ Deputy

DRAFT

**FRASER VALLEY REGIONAL DISTRICT**  
**Bylaw No. 1547, 2019**

A Bylaw to Amend the Regional District of Fraser-Cheam Bylaw No. 66,  
the Zoning Bylaw for Electoral Areas E and H

---

**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") has deemed it advisable to amend *Zoning Bylaw (No. 66) for Electoral Area E, 1976 of the Regional District of Fraser-Cheam*;

**THEREFORE** the Board enacts as follows:

**I. CITATION**

This bylaw may be officially cited as *Fraser Valley Regional District Electoral Areas E and H Zoning Amendment Bylaw No. 1547, 2019*.

**II. TEXT AMENDMENT:**

1. That *Zoning Bylaw (No. 66) for Electoral Area E, 1976 of the Regional District of Fraser-Cheam* be amended by:

- A. In DIVISION ONE, by inserting in the appropriate alphabetical order the following new definitions to read as follows:

"CANNABIS means all species and genus of the flowering plant in the family cannabaceae, whether growing or not, including the seed and clone of such plants."

"CANNABIS DISPENSARY means a business or service used for dispensing, selling or distributing CANNABIS or any product or thing containing CANNABIS, for any purpose including medical use."

"CANNABIS PRODUCTION FACILITY means a business or service growing, cultivating, germinating, producing, storing, warehousing or packaging any product or thing containing CANNABIS."

- B. In DIVISION ONE, by deleting the existing DEFINITION for MEDICAL MARIHUANA GROW OPERATION in its entirety.

- C. In DIVISION ONE, by deleting the existing DEFINITION for FARM USE in its entirety and replacing it in the appropriate alphabetical order with the following definition to read as follows:

"FARM USE means a use providing for the growing, rearing, producing and harvesting of primary agricultural products; includes the processing and storage of the agricultural products grown, reared, produced or harvested on an individual farm, the storage of machinery, implements and supplies necessary to the farming use, and the repair of the machinery and implements necessary to the said use; includes the keeping of dogs, horses, cattle, sheep, swine, poultry, pigeons, doves, bees, fur-bearing animals or other

livestock, the growing of fruits, mushrooms, vegetables and nursery stock, and the storage of feeds and fertilizers required for the farming use; excludes CANNABIS PRODUCTION FACILITY and all manufacturing, processing, storage and repairs not specifically included in this definition.”

- D. In DIVISION ONE, by deleting the existing DEFINITION for INDUSTRIAL USE in its entirety and replacing it in the appropriate alphabetical order with the following definition to read as follows:

“INDUSTRIAL USE means a use providing for the processing, fabricating, assembling, storing, transporting, distributing, wholesaling, testing, servicing, repairing, wrecking, or salvaging of goods, materials or things; includes the operation of truck terminals, docks, railways, bulk loading and storage facilities, and incidental office and retail sales; excludes CANNABIS PRODUCTION FACILITY.”

- E. In DIVISION THREE, Section 3.2 Prohibited Uses of Land, Buildings and Structures, by adding the following after Section 2 (e):

“(f) CANNABIS PRODUCTION FACILITY and CANNABIS DISPENSARY.”

### **III. READINGS AND ADOPTION**

READ A FIRST TIME THIS

DAY OF

A PUBLIC HEARING WAS HELD ON THE

DAY OF

READ A SECOND TIME THIS

DAY OF

READ A THIRD TIME THIS

DAY OF

ADOPTED THIS

DAY OF

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Corporate Officer/Deputy

### **IV. CERTIFICATIONS**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Areas E and H Zoning Amendment Bylaw No. 1547, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on the    day of

Dated at Chilliwack, B.C. this    day of

\_\_\_\_\_  
Corporate Officer/ Deputy

DRAFT

**FRASER VALLEY REGIONAL DISTRICT**  
**Bylaw No. 1548, 2019**

A Bylaw to Amend Dewdney Allouette Regional District  
Land Use and Subdivision Regulation Bylaw No. 0559, 1992

---

**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") has deemed it advisable to amend *Dewdney-Allouette Regional District Land Use and Subdivision Regulation Bylaw 0559-1992*;

**THEREFORE** the Board enacts as follows:

**I. CITATION**

This bylaw may be officially cited as *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1548, 2019*.

**II. TEXT AMENDMENT:**

1. That *Dewdney-Allouette Regional District Land Use and Subdivision Regulation Bylaw 0559-1992* be amended by:
  - A. In PART 200, by inserting in the appropriate alphabetical order the following new definitions to read as follows:

"CANNABIS means all species and genus of the flowering plant in the family cannabaceae, whether growing or not, including the seed and clone of such plants."

"CANNABIS DISPENSARY means a business or service used for dispensing, selling or distributing CANNABIS or any product or thing containing CANNABIS, for any purpose including medical use."

"CANNABIS PRODUCTION FACILITY means a business or service growing, cultivating, germinating, producing, storing, warehousing or packaging any product or thing containing CANNABIS."
  - B. In PART 400 – GENERAL PROVISIONS, Section 402 Prohibited Uses, by adding the following after Section 402 (3):

"(4) Within Electoral Area F as Shown on Schedule D to Bylaw No. 559, 1992, CANNABIS PRODUCTION FACILITY, CANNABIS DISPENSARY and MEDICAL MARIHUANA GROW OPERATION are Prohibited Uses."
  - C. In PART 400 – GENERAL PROVISIONS, Section 403 Agricultural Uses, by DELETING Section 403 (1) in its entirety and replacing it with a new SECTION 403 (1) to read as follows:



"403 AGRICULTURAL USES

Agricultural Land Reserve

- (1) Notwithstanding this bylaw, all lands within an Agricultural Land Reserve are subject to the provisions of the *Agricultural Land Commission Act, S.B.C. 2002, c. 36*, and the regulations thereto. Where land within the Agricultural Land Reserve is also within a zone established under this bylaw, the bylaw shall be binding only insofar as it is not contrary to the *Agricultural Land Commission Act* and regulations thereto."

- D. In PART 400 – GENERAL PROVISIONS, by deleting SECTION 414 in its entirety and replacing it with a new SECTION 414 to read as follows:

"414 MEDICAL MARIHUANA GROW OPERATION

Application

- (1) A Medical Marihuana Grow Operation:
- (a) Shall be permitted in the A-1, A-2, A-3, M-1, and M-2 zones except within Electoral Area "F" as shown on Schedule "D" to Bylaw No. 559, 1992; and
  - (b) Shall be permitted in the R-1, R-2, R-3, R-4, R-5, and R-6 zones, except within Electoral Area "F" as shown on Schedule "D" to Bylaw No. 559, 1992."

- E. In PART 500 – UPLAND AGRICULTURE, by deleting the existing SECTION 501(1) in its entirety and replacing it in the appropriate numerical order with the following new SECTION 501(1) to read as follows:

"Permitted Uses

- (1) Subject to the provisions of this Bylaw and the Agricultural Land Commission Act, the following uses and no others are permitted in the A-1 zone:

Permitted Uses

Reference

Residential Use	Section 405
General Agricultural Use	Section 403
Intensive Agricultural Use	Section 403
Accessory Boarding Use	Section 405
Accessory Cottage Industry	Section 406
Accessory Employee Residential Use	Section 405
Accessory Family Residential Use	Section 405
Accessory Home Occupation Use	Section 407
Dog Kennel Use	Section 408
Accessory Off-Street Parking Use	Section 409
Accessory Outdoor Storage Use	Section 410
Accessory Produce Sales Use	Section 412
Public Use	Section 200
Medical Marihuana Grow Operation	Section 414

1(b) Notwithstanding Section 501(1a) of this Bylaw, where a parcel is zoned UPLAND AGRICULTURE (A-1) within the boundaries of Electoral Area "F", as shown on the map included as Schedule "D" to Bylaw No. 559, 1992, Medical Marihuana Grow Operation is not a permitted use."

- F. In PART502 – FLOODPLAIN AGRICULTURE, by deleting the existing SECTION 502(1) in its entirety and replacing it in the appropriate numerical order with the following new SECTION 502(1) to read as follows:

"Permitted Uses

- (1) Subject to the provisions of this Bylaw and the Agricultural Land Commission Act, the following uses and no others are permitted in the A-2 zone:

Permitted Uses

Reference

Residential Use	Section 405
General Agricultural Use	Section 403
Intensive Agricultural Use	Section 403
Accessory Boarding Use	Section 405
Accessory Cottage Industry	Section 406
Accessory Employee Residential Use	Section 405
Accessory Family Residential Use	Section 405
Accessory Home Occupation Use	Section 407
Dog Kennel Use	Section 408
Accessory Off-Street Parking Use	Section 409
Accessory Outdoor Storage Use	Section 410
Accessory Produce Sales Use	Section 412
Public Use	Section 200
Medical Marihuana Grow Operation	Section 414

1(b) Notwithstanding Section 502(1a) of this Bylaw, where a parcel is zoned FLOODPLAIN AGRICULTURE (A-2) within the boundaries of Electoral Area "F", as shown on the map included as Schedule "D" to Bylaw No. 559, 1992, Medical Marihuana Grow Operation is not a permitted use."

- G. In PART503 – AGRICULTURAL MARKET, by deleting the existing SECTION 503(1) in its entirety and replacing it in the appropriate numerical order with the following new SECTION 503(1) to read as follows:

"Permitted Uses

- (1) Subject to the provisions of this Bylaw and the Agricultural Land Commission Act, the following uses and no others are permitted in the A-3 zone:

Permitted Uses

Reference

Residential Use	Section 405
General Agricultural Use	Section 403

Intensive Agricultural Use	Section 403
Accessory Agricultural Market Use	Section 403
Accessory Cottage Industry	Section 406
Accessory Employee Residential Use	Section 405
Accessory Family Residential Use	Section 405
Accessory Home Occupation Use	Section 407
Accessory Off-Street Parking Use	Section 409
Accessory Outdoor Storage Use	Section 410
Accessory Produce Sales Use	Section 412
Public Use	Section 200
Medical Marihuana Grow Operation	Section 414

1(b) Notwithstanding Section 503(1a) of this Bylaw, where a parcel is zoned AGRICULTURAL MARKET (A-3) within the boundaries of Electoral Area "F", as shown on the map included as Schedule "D" to Bylaw No. 559, 1992, Medical Marihuana Grow Operation is not a permitted use."

- H. In PART901 – GENERAL INDUSTRIAL, by deleting the existing SECTION 901(1) in its entirety and replacing it in the appropriate numerical order with the following new SECTION 901(1) to read as follows:

"Permitted Uses

(1) Subject to the provisions of this Bylaw, the following uses and no others are permitted in the M-1 zone:

<u>Permitted Uses</u>	<u>Reference</u>
Residential Use	Section 405
General Industrial Use	Section 200
Resource Use	Section 200
Accessory Off-Street Parking Use	Section 409
Accessory Outdoor Storage Use	Section 410
Medical Marihuana Grow Operation	Section 414

1(b) Notwithstanding Section 901(1a) of this Bylaw, where a parcel is zoned GENERAL INDUSTRIAL (M-1) within the boundaries of Electoral Area "F", as shown on the map included as Schedule "D" to Bylaw No. 559, 1992, Medical Marihuana Grow Operation is not a permitted use."

- I. In PART902 – HEAVY INDUSTRIAL, by deleting the existing SECTION 902(1) in its entirety and replacing it in the appropriate numerical order with the following new SECTION 902(1) to read as follows:

"Permitted Uses

(1) Subject to the provisions of this Bylaw, the following uses and no others are permitted in the M-2 zone:

### Permitted Uses

### Reference

Residential Use	Section 405
Heavy Industrial Use	Section 200
General Industrial Use	Section 200
Resource Use	Section 200
Accessory Off-Street Parking Use	Section 409
Accessory Outdoor Storage Use	Section 410
Accessory Retail Use	Section 200
Medical Marihuana Grow Operation	Section 414

1(b) Notwithstanding Section 901(1a) of this Bylaw, where a parcel is zoned HEAVY INDUSTRIAL (M-2) within the boundaries of Electoral Area "F", as shown on the map included as Schedule "D" to Bylaw No. 559, 1992, Medical Marihuana Grow Operation is not a permitted use."

### **III. READINGS AND ADOPTION**

READ A FIRST TIME THIS DAY OF

A PUBLIC HEARING WAS HELD ON THE DAY OF

READ A SECOND TIME THIS DAY OF

READ A THIRD TIME THIS DAY OF

APPROVED BY THE MINISTRY OF  
TRANSPORTATION AND INFRASTRUCTURE DAY OF

ADOPTED THIS DAY OF

\_\_\_\_\_  
Chair/Vice Chair

\_\_\_\_\_  
Corporate Officer/Deputy

### **IV. CERTIFICATIONS**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1548, 2019* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. this    day of

\_\_\_\_\_  
Corporate Officer/ Deputy

DRAFT

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 2830-25

**Subject: Electoral Area Emergency Services – Appointment of Walter Roos as Fire Chief of the Popkum Volunteer Fire Department**

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### RECOMMENDATION

**THAT** Deputy Chief Walter Roos be appointed as the Fire Chief of the Popkum Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Fire Chief Gerrit Rozendaal has been a member of the Popkum Volunteer Fire Department since 1996 and has been the Fire Chief since 2013. On September 3<sup>rd</sup> 2019 Chief Rozendaal announced that he will be stepping down from the position of Fire Chief, effective September 10<sup>th</sup> 2019, for personal reasons. Chief Rozendaal will remain active on the department as a firefighter and will be able to continue to provide his expertise and guidance to the department membership.

Fraser Valley Regional District Bylaw No. 1474, 2018 provides for the establishment and regulations of the volunteer fire departments in the Electoral Areas of the Fraser Valley Regional District.

### DISCUSSION

Current Deputy Chief Walter Roos has received support from the membership to succeed Chief Rozendaal. Deputy Chief Roos has been a member of the Popkum Volunteer Fire Department since December 2<sup>nd</sup> 2008 and acted as Deputy Chief since 2013. He has the training and experience to fulfill the Fire Chief's role. Staff anticipates a smooth transition in this leadership change.

### COST

There are no costs associated with this report.



**COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 2830-25

**Subject: Electoral Area Emergency Services – Appointment of Wes Klaassen as Deputy Fire Chief of the Popkum Volunteer Fire Department**

---

### RECOMMENDATION

**THAT** Captain Wes Klaassen be appointed as the Deputy Fire Chief of the Popkum Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Captain Klaassen has been a member of the Popkum Volunteer Fire Department since 2008 and has become a valued leader and firefighter during this time. Captain Klaassen has been acting Deputy Chief since September 10<sup>th</sup> when the position was vacated due to a leadership change and recommended advancement of the previous Deputy.

### DISCUSSION

With the recommendation that Deputy Chief Walter Roos become the Popkum Fire Department's new Fire Chief, this will leave the position of Deputy Chief vacant. Acting Fire Chief Roos has recommended Captain Klaassen step into the role of Deputy Chief for the Popkum Fire Department. Staff is confident that Captain Klaassen has the knowledge and skillset to meet the requirements of this position.

### COST

There are no costs associated with this report.

**COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 7200-20

**Subject: Electoral Area Emergency Services – Appointment of Crystal Pruim as Fire Chief and Appointment of Stuart Pruim as Deputy Fire Chief of the Boston Bar North Bend Volunteer Fire Department**

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### RECOMMENDATION

**THAT** Crystal Pruim be appointed as Fire Chief of the Boston Bar North Bend Volunteer Fire Department and Stuart Pruim be appointed as Deputy Fire Chief of the Boston Bar North Bend Volunteer Fire in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Deputy Chief Crystal Pruim has been in the acting role of Fire Chief of the Boston Bar North Bend (BBNB) Volunteer Fire Department since August 2018. Deputy Chief Pruim has been a member of the this department since 2005 and has experience as a Captain and Deputy Chief within this department

Captain Stuart Pruim has been a member of the BBNB Volunteer Fire Department since 2010 and has experience as an officer and training officer within this department. Captain Pruim has acted as Deputy Chief since September of 2018.

### DISCUSSION

As the BBNB fire department's Fire Chief position was vacated in July of 2018, with approval of the BBNB fire department membership, Deputy Chief Pruim became the acting Fire Chief as of August 2018. Captain Pruim, with approval of the membership and the acting Fire Chief, was asked to act as Deputy Fire Chief as of September 2018. Both officers have done an exemplary job in their roles as senior officers within the department and staff anticipates this to continue.

## **COST**

There are no costs associated with this report.

## **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 7200-30

**Subject: Electoral Area Emergency Services – Appointment of Bruce Marshall as Fire Chief and Shawn Dearden as Deputy Fire Chief of the Yale Volunteer Fire Department**

---

### RECOMMENDATION

**THAT** Bruce Marshall be appointed as Fire Chief of the Yale Volunteer Fire Department and Shawn Dearden be appointed as Deputy Fire Chief of the Yale Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Deputy Chief Bruce Marshall has been in the acting role of Fire Chief of the Yale Volunteer Fire Department since February of 2018. Deputy Chief Marshall has been a member of the Yale Fire Department since September of 2010 and has experience as a Captain and Deputy Chief within this department.

Captain Dearden has been a member of the Yale Volunteer Fire Department for over seven years and has experience as an officer and training officer within this department. Captain Dearden has acted as Deputy Chief since March of 2018.

### DISCUSSION

As the Yale Fire Department's Fire Chief position was vacated in January of 2018, with approval of the Yale Fire Department membership, as of February 2018 Deputy Chief Marshall became the acting Fire Chief. Captain Dearden, with approval of the membership and the acting Fire Chief, was asked to act as Deputy Fire Chief as of March 2018. Both officers have worked hard and, among other improvements, have increased membership and improved training during their time in these roles. Staff is confident in their ability to continue in these senior officer roles.



**COST**

There are no costs associated with this report.

**COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 2830-23

**Subject: Electoral Area Emergency Services – Appointment of Ken Harbord as Fire Chief of the Hemlock Valley Volunteer Fire Department**

---

### RECOMMENDATION

**THAT** Deputy Chief Ken Harbord be appointed as the Fire Chief of the Hemlock Valley Volunteer Fire Department in accordance with *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

The Hemlock Valley Volunteer Fire Department's Fire Chief position was vacated in May of 2019, Deputy Chief Harbord has been acting Fire Chief since that time.

### DISCUSSION

Deputy Chief Ken Harbord has been a member of the Hemlock Valley Fire Department since 1996, much of this time as an officer within the department. Deputy Chief Harbord has received support of the fire department membership to act as Fire Chief. Staff also supports this and with his experience and knowledge are confident that Deputy Chief Harbord will be able to fulfill the responsibilities of the Fire Chief position.

### COST

There are no costs associated with this report

**COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

No further financial comment.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

To: CAO for the Electoral Area Services Committee

Date: 2019-10-08

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 7200-62

**Subject: Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District consider giving three readings to the bylaw cited as *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Members of the community of Post Creek, located in the Chilliwack River Valley, have approached the Fraser Valley Regional District and have asked for the Chilliwack River Valley Volunteer Fire Department (CRVVFD) to provide fire protection services to their community and be included into the existing Chilliwack River Valley (CRV) fire service area.

### DISCUSSION

For many years formal and informal discussions have been held with certain residents of Post Creek in regards to the CRVVFD providing fire protection to their community. The recent concerns over interface fires in the Chilliwack River Valley during the 2017 and 2018 wildfire seasons has increased the awareness within the community around the lack of fire protection. The Electoral Area Director, CRVVFD Fire Chief and staff were approached by the community and asked to begin the process to include Post Creek into CRVVFDs fire protection area. Staff has now concluded the petition process, which has passed with the petitions regarding the addition of the Post Creek area having been validly signed by:

- a) the owners of more than 50% of the parcels that would be subject to the local service tax.  
(49 out of 85 = 57.6%)  
AND
- b) the persons who were the owners of parcels that in total represent more than 50% of the assessed value of land and improvements subject to the local service tax. Out of a total assessed value of \$21,167,400, an assessed value of \$12,354,300 was validly petitioned in. (= 58.4%)

The CRVVFD and staff have also discussed the challenges with adding this workload to the department and have concluded there is adequate staffing and equipment along with mutual aid support from our neighbouring fire departments in place to provide this service.

### **COST**

Post Creek property owners have petitioned to be included into the existing CRV fire service area. Applying the existing tax rate paid by CRV residents the total cost to the Post Creek owners would be \$14,450 for this year which would be included in the CRV fire service budget.

### **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

## FRASER VALLEY REGIONAL DISTRICT

### BYLAW NO. 1536, 2019

#### **A bylaw to amend the boundaries of the Chilliwack River Valley Fire Protection Service Area**

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**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Chilliwack River Valley Fire Protection Service Area established by Regional District of Fraser Cheam Bylaw No. 1018, 1992;

**THEREFORE** the Board enacts as follows:

#### **1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019*.

#### **2) ENACTMENTS**

- a) *Chilliwack River Valley Fire Protection Local Service Area Establishment Bylaw No. 1018, 1992*, is hereby amended by extending the boundaries of the Service Area to include the properties shown on Schedule 1536-A attached to and forming an integral part of this bylaw.
- b) Schedule 1018-A to Bylaw No. 10148, 1992 is hereby replaced by Schedule 1536-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area E as shown on Schedule 1536-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Chilliwack River Valley Fire Protection Local Service Area shall henceforth apply to those lands outlined on Schedule 1536-B of this bylaw.

#### **3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.



**4) READINGS AND ADOPTION**

CERTIFICATION AS TO SUFFICIENCY  
AND VALIDITY OF PETITIONS this 18<sup>th</sup> day of September, 2019

READ A FIRST TIME THIS day of

READ A SECOND TIME THIS day of

READ A THIRD TIME THIS day of

ADOPTED THIS day of

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

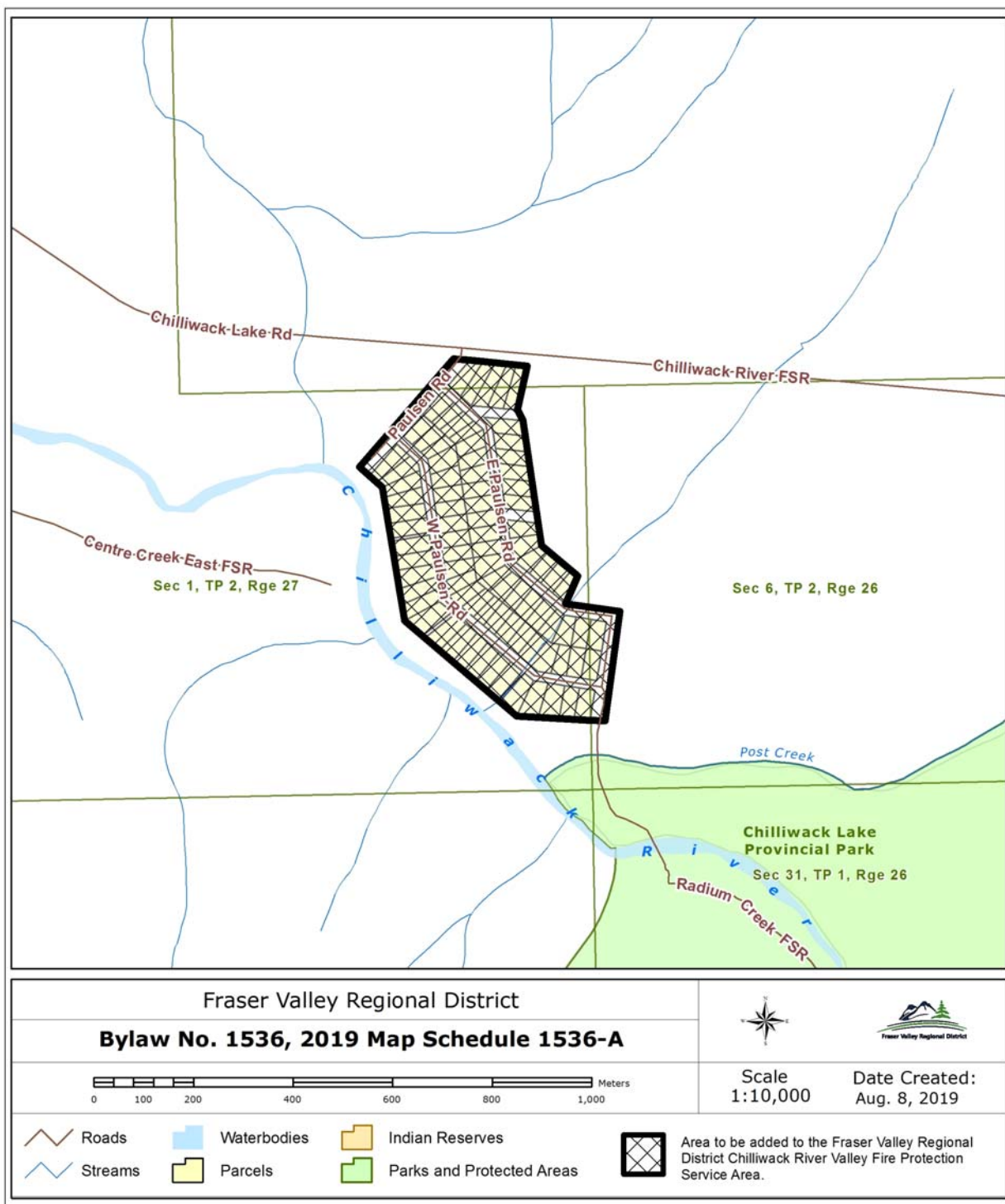
**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019* as adopted by the Fraser Valley Regional District Board on the day

Dated at Chilliwack, BC this

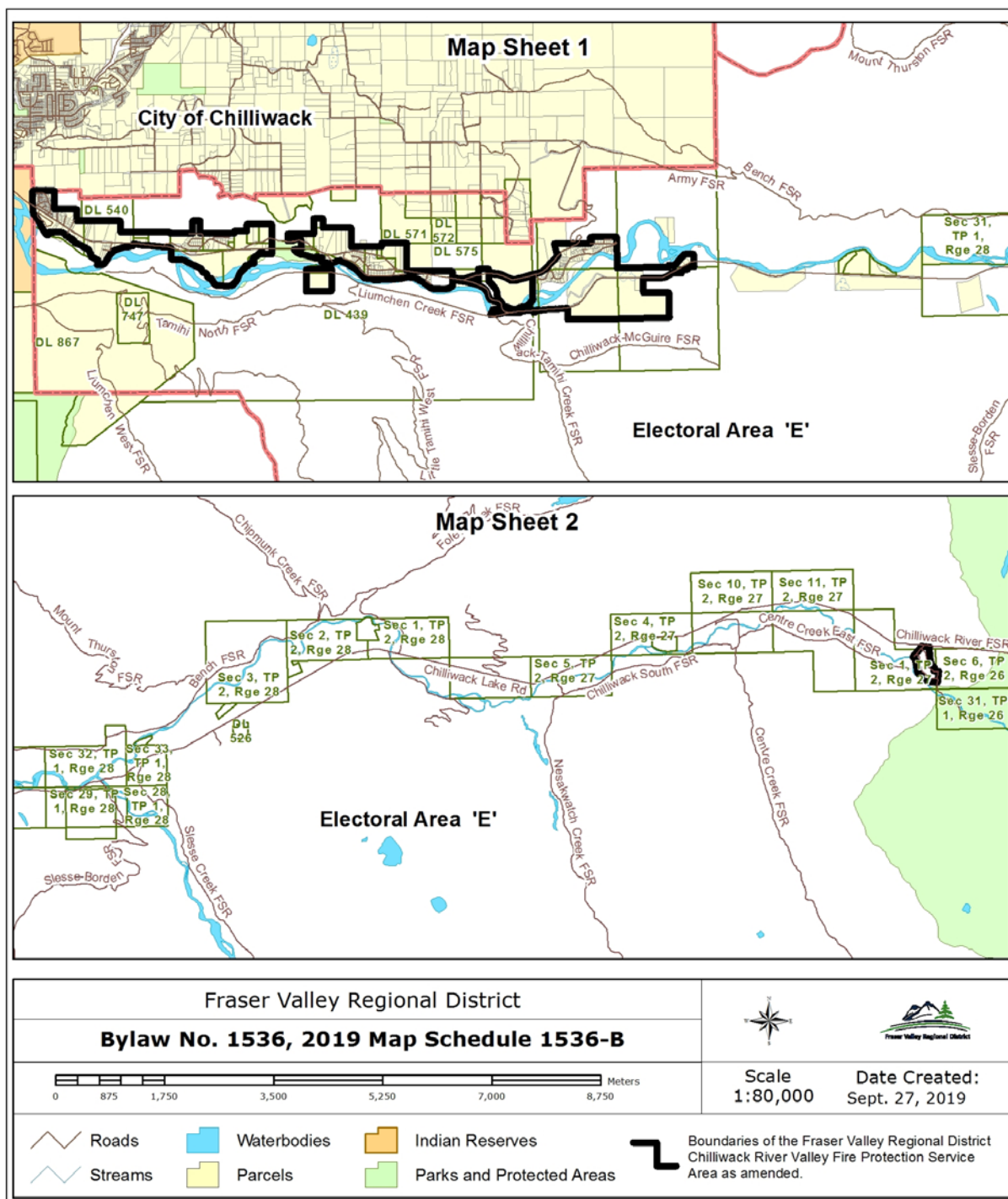
\_\_\_\_\_  
Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1536, 2019**  
**Schedule 1536-A**



This is map 1 of 1 constituting Schedule 1536-A attached to and forming part of *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019*.

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1536, 2019**  
**Schedule 1536-B**



This is map 1 of 1 constituting Schedule 1536-B attached to and forming part of *Fraser Valley Regional District Chilliwack River Valley Fire Protection Service Area Amendment Bylaw No. 1536, 2019*.

To: CAO for the Electoral Area Services Committee  
From: Jaime Reilly, Manager of Corporate Administration  
Reg Dyck, Manager of Electoral Area Emergency Services

Date: 2019-10-08  
File No: 3920-20-1545, 2019

**Subject: North Fraser Harrison Mills Fire Protection Service Area Amendment Bylaw No. 1545, 2019**

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *North Fraser Harrison Mills Fire Protection Service Area Amendment Bylaw No. 1545, 2019*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

The *Fraser Valley Regional District North Fraser Harrison Mills Local Service Area Conversion and Merger Bylaw No. 0072, 1996* was adopted by the Board in 1996, creating a fire protection service area for the purposes of provision of assistance to ambulance, and other similar emergency response agencies. Bylaw 0072, 1996 was amended by *Fraser Valley Regional District North Fraser and Harrison Mills Fire Protection Local Service Area Amendment Bylaw No. 1274, 2014* to extend the boundaries of the service area to Electoral Areas C, F and G.

### DISCUSSION

As part of Bylaw 1274, 2014, the Lougheed Highway (which is a Provincial Highway) is included in the boundaries of the fire protection service area. This road is a high traffic road which has seen a significant increase in the number of responses by the North Fraser Fire Department for calls regarding Motor Vehicle Incidents (MVI).

The inclusion of the Lougheed Highway in the fire protection service area boundary has implications from an emergency management perspective and our ability to obtain a task number through Emergency Management BC (EMBC). The North Fraser Fire Department responds to multiple events each year along the Lougheed Highway and staff believes there could be a considerable amount of funds recovered by changing the fire protection service area boundaries to exclude the Lougheed

Highway. In other FVRD fire protection service areas where a provincial highway has been excluded from the service area boundaries, the fire departments have been successful in receiving task numbers for highway road rescues, resulting in the ability to recoup costs through EMBC.

The draft bylaw excludes the Lougheed Highway from the boundaries North Fraser Harrison Mills Fire Protection Service Area. By removing this roadway from the fire protection area the North Fraser Fire Department may obtain a task number from EMBC when requested to attend Motor Vehicle Incidents along this corridor. This would allow the department to recoup some expenses for providing this service without any effect to service levels.

## **COST**

There are no costs associated with this bylaw.

## **CONCLUSION**

As a result of increased MVIs along the provincial Lougheed Highway, staff is recommending the exclusion of this road from the North Fraser Harrison Mills Fire Protection Service Area boundary. This will allow the North Fraser Fire Department to attend MVIs and obtain a task number directly from Emergency Management BC as they are a recognized First Responder and road rescue fire department. This will not result in any decreased service levels to the participants of this service area.

## **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT  
BYLAW NO. 1545, 2019**

**A bylaw to amend the boundaries of the  
North Fraser and Harrison Mills Fire Protection Service Area**

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**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") deems it necessary to amend the boundaries of the North Fraser Harrison Mills Fire Protection Local Service Area established by Bylaw No. 0072, 1996 to exclude British Columbia Highway 7 (Lougheed Highway) from the Service Area;

**AND WHEREAS** consent on behalf of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

**1) CITATION**

This bylaw may be cited as *Fraser Valley Regional District North Fraser Harrison Mills Fire Protection Local Service Area Amendment Bylaw No. 1545, 2019*.

**2) ENACTMENTS**

- a) *Fraser Valley Regional District North Fraser and Harrison Mills Fire Protection Local Service Area Conversion and Merger Bylaw No. 0072, 1996*, is hereby amended by excluding British Columbia Highway 7 (Lougheed Highway) from the service area.
- b) The provisions of all bylaws that are now in effect with regard to the establishment and amendment of the North Fraser and Harrison Mills Fire Protection Local Service Area remain in full force and effect.

**3) SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

**4) READINGS AND ADOPTION**

READ A FIRST TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

READ A SECOND TIME THIS \_\_\_\_\_ day of \_\_\_\_\_



READ A THIRD TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

APPROVAL OF THE INSPECTOR  
OF MUNICIPALITIES this \_\_\_\_\_ day of \_\_\_\_\_

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District North Fraser and Harrison Mills Local Service Area Amendment Bylaw No. 1545, 2019* as read a third time by the Fraser Valley Regional District Board on the \_\_\_\_\_

Dated at Chilliwack, BC this \_\_\_\_\_

\_\_\_\_\_  
Corporate Officer/Deputy

To: CAO for the Electoral Area Services Committee  
From: Reg Dyck, Manager of Electoral Area Emergency Services

Date: 2019-10-08

File No: 7130-25

**Subject: Public Emergency Alerting System**

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### **INTENT**

This report is intended to advise the Electoral Area Services Committee that the Emergency Services Department will be implementing a public emergency alerting system.

### **STRATEGIC AREA(S) OF FOCUS**

Provide Responsive & Effective Public Services

### **BACKGROUND**

The increased prevalence of emergencies resulting in risk to life safety has led to heightened awareness of the need for public alerting systems. Currently, the FVRD does not have a public alerting system and relies upon our social media and website to inform public of emergencies.

### **DISCUSSION**

The public alerting system "Alertable" is the only public alerting system in Canada that has a two-way communication path to the Canadian Public Alerting System (CPAS). Alertable enables our emergency public alerting to be pushed via an app, radio, television, social media, and internet. Messaging is designed to be short, impactful, and geo-targeted to areas facing current emergencies.

Launching a public alerting system aligns with our recent Emergency Management audit performed by the Auditor General for Local Government by providing a platform for consistent and proactive emergency messaging to our general public reaching the broadest intended audience possible, in the timeliest manner possible.

## **COST**

Alertable is being provided to all local authorities in BC free for a 12 month term with an open cancellation policy. If the staff recommendation is to continue the use of the platform beyond the free service offering, fees would be anticipated and cost sharing would be discussed with other FVRD members. Staff would then bring forth to EASC for consideration of using Alertable as a permanent solution. There are no costs associated with this report.

## **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported. Any future costs associated with Alertable would be presented to the Committee for consideration prior to moving forward as a permanent solution.

**Jennifer Kinneman, Acting Chief Administrative Officer**

Reviewed and supported.