

# FRASER VALLEY REGIONAL DISTRICT



## 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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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

- 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**

**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**

**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"**

- 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”**

- 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”**

- 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”**

- 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"**

- 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"**

- 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"**

- 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**

- Corporate report dated October 8, 2019 from Robin Beukens, Planner I

**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**

- 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.**

- Corporate report dated October 8, 2019 from Margaret-Ann Thornton, Director of Planning and Development and Draft *Land use Policy for Cannabis Production,*

**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".**

- 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

- 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

- 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

- 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**

- 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**

- 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**

- 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**

- 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

**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.