



**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.

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**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**

**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

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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

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**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:

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Director Bill Dickey, Chair