FRASER VALLEY REGIONAL DISTRICT

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING MINUTES

Tuesday, October 8, 2019
1:30 pm
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Bill Dickey, Electoral Area D, Chair
Director Terry Raymond, Electoral Area A
Director Dennis Adamson, Electoral Area B
Director Wendy Bales, Electoral Area C
Director Orion Engar, Electoral Area E
Director Hugh Davidson, Electoral Area F
Director Al Stobbart, Electoral Area G
Director Taryn Dixon, Electoral Area H

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer
Mike Veenbaas, Director of Financial Services/Chief Financial Officer
Jaime Reilly, Manager of Corporate Administration/Corporate Officer
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
Kristy Hodson, Manager of Financial Operations
Adriana Snashall, Bylaw Compliance and Enforcement Officer *(part)*
David Bennett, Planner II *(part)*
Robin Beukens, Planner I *(part)*
Julie Mundy, Planning Technician *(part)*
Tyler Davis, Network Analyst I
Tina Mooney, Executive Assistant to CAO and Board
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

There were four members of the public present.

1. CALL TO ORDER

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

The Chair provided the Committee with a brief summary of the October 8, 2019 Regional and Corporate Services Committee meeting, highlighting the staff presentation on the *'Love our Air'* Air Quality Education Program, and the Fraser Valley Regional District Clean Economy Study.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND
Seconded By DIXON

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.

CARRIED

3. SHOW CAUSE HEARING(S)

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

Adriana Snashall, Bylaw Compliance and Enforcement Officer provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at Chaumox Road (no civic address), Electoral Area "A" and the efforts of staff to encourage voluntary compliance by the property owners.

Chair Dickey provided an opportunity for the public to speak to this issue.

Property owners, Mr. Goran Dejic and Mr. Vojislav Nikolic spoke and advised the Committee that they would like to bring the property into compliance now that they are aware of the process.

Questions were raised by the Committee regarding the septic system, water source for the pool and ALR land regulations pertaining to non-farm use. Staff was requested to communicate with the property owners regarding the Notice on Title and how this would affect their property.

Moved By RAYMOND
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 (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.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

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

David Bennett, Planner II provided a presentation on *'Preserving and Protecting Trees in Popkum'* pertaining to the former Minter Gardens site and the efforts taken by the various departments in the FVRD for the preservation and protection of the trees in the area. This initiative also involved collaboration with the community - neighbours, developers, arborist, builders and homeowners. It was reported that FVRD's role is to ensure that trees are protected during construction and that all required tree plantings are done correctly. It was noted that four public information meetings were held and a handout is provided to new owners in Minter Gardens regarding tree retention.

5. MINUTES/MATTERS ARISING

5.1 Draft Electoral Area Services Committee Meeting Minutes - September 10, 2019

Moved By STOBBART
Seconded By RAYMOND

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

CARRIED

5.2 Draft EASC Cannabis Workshop Minutes - September 10, 2019

Moved By ADAMSON
Seconded By DIXON

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

CARRIED

6. CORPORATE ADMINISTRATION

No Items.

7. FINANCE

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

Moved By BALES
Seconded By DAVIDSON

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.

CARRIED

7.2 Grant-In-Aid Request – Fraser Valley Toy Run, Electoral Area "F"

Moved By DAVIDSON
Seconded By BALES

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.

CARRIED

7.3 Grant-In-Aid Request – Deroche Elementary School PAC, Electoral Area "G"

Moved By STOBBART
Seconded By BALES

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.

CARRIED

7.4 Grant-in-Aid Request – Columbia Valley Ratepayers Association, Electoral Area "H"

Moved By DIXON
Seconded By ADAMSON

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.

CARRIED

8. ENGINEERING & UTILITIES

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

Moved By DIXON
Seconded By ENGAR

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*.

CARRIED

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"

Staff was requested to work further with the applicant on this Development Variance Permit.

Moved By ENGAR
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board refer Development Variance Permit 2019-29 for the property located at 46594 Chilliwack Lake Road, Electoral Area “E” back to staff for further consideration.

CARRIED

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"

Moved By DAVIDSON
Seconded By RAYMOND

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.

CARRIED

9.3 Housing Needs Report Application

Moved By STOBBART
Seconded By DIXON

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'* .

CARRIED

9.4 <u>The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws</u>

Request was made to defer this matter to allow for further discussion with legal counsel pertaining to possible risks and impacts on decisions that the FVRD might make on this matter.

Moved By STOBBART
Seconded By DIXON

THAT item 9.4 with respect to 'The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws' be postponed to allow for further discussion with legal counsel.

CARRIED

9.5 <u>Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas</u>

It was noted that at the September EASC Cannabis workshop there was discussion that there was an immediate need to address issues especially in electoral areas where cannabis is not a supported land use. As a result, staff were directed to draft a policy as soon as possible. Staff reported that they have been receiving inquiries and the intent of the *Land Use Policy for Cannabis Production, Processing and Retail Sales in the Electoral Areas* is to enable staff to provide direction to the public.

Moved By ADAMSON
Seconded By ENGAR

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.*

CARRIED

9.6 Zoning Bylaw Amendments for Cannabis land uses in Electoral Areas "D", F" and "H"

Moved By DIXON
Seconded By ENGAR

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*.

CARRIED

10. ELECTORAL AREA EMERGENCY SERVICES

10.1 Appointment of Walter Roos as Fire Chief of the Popkum Volunteer Fire Department

Moved By BALES
Seconded By STOBBART

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.*

CARRIED

10.2 Appointment of Wes Klaassen as Deputy Fire Chief of the Popkum Volunteer Fire Department

Moved By ADAMSON
Seconded By RAYMOND

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.

CARRIED

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

Moved By RAYMOND
Seconded By ADAMSON

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.*

CARRIED

10.4 Appointment of Bruce Marshall as Fire Chief and Shawn Dearden as Deputy Fire Chief of the Yale Volunteer Fire Department

Moved By ADAMSON
Seconded By DIXON

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.*

CARRIED

10.5 Appointment of Ken Harbord as Fire Chief of the Hemlock Valley Volunteer Fire Department

Moved By BALES
Seconded By STOBBART

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.

CARRIED

10.6 Chilliwack River Valley Fire Protection Services Area Amendment Bylaw No. 1536, 2019

Moved By ENGAR
Seconded By DIXON

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.*

CARRIED

10.7 North Fraser Harrison Mills Fire Protection Service Area Amendment Bylaw No. 1545, 2019

Moved By STOBBART
Seconded By BALES

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*.

CARRIED

10.8 Public Emergency Alerting System

The report dated October 8, 2019 from the Manager of Electoral Area Emergency Services with respect to the installation of a public alerting system for the FVRD on a 12 month term free of charge was provided for information.

11. OTHER MATTERS

No Items.

12. ADDENDA ITEMS/LATE ITEMS

None

13. REPORTS BY STAFF

None

14. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported that the community are pleased that the Strathcona Regional District's resolution with respect to cessation of licensing and extraction of ground water for commercial water bottling was passed. He also noted an increase of homeless camps.

Director Dixon reported about the news of a missing woman in Columbia River Valley and highlighted the efforts of the Chilliwack Search and Rescue and community search volunteers. She also provided an update on goose management taking place in Cultus Lake and advised of the upcoming *Race Around the Lake* event.

Director Adamson reported that there is a lot of celebrity attention at the Tashme Museum. He also thanked staff, in particular Tina Mooney, for scheduling the meetings at UBCM Conference for the Electoral Area Directors.

Director Stobbart reported on the replacement of the Dewdney Bridge and advised that the well-attended farmers market is winding up for the season.

Director Raymond reported that together with Director Adamson they was able to secure some funding to revitalize the On Lee Family cemetery, and reported on his attendance at the Japanese Canadian Mosaics Unveiling Celebration and the ceremonial launch at the Honour Ranch in Ashcroft.

Director Davidson reported that it is quiet in Electoral Area F, and that there has been discussion in the community on the topic of gravel.

Director Bales reported on the Mission/Matsqui/Fraser Canyon Federal All Candidates meeting in Area C on October 3 and meetings held during the UBCM Conference.

Director Dickey thanked Margaret-Ann Thornton, Director of Planning and Development who will be retiring on October 31, 2019 for all her hard work and wished her all the best.

15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

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(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.*

CARRIED

The Open Meeting recessed at 2:40 p.m.

17. RECONVENE OPEN MEETING

The Open Meeting reconvened at 3:03 p.m.

18. RISE AND REPORT OUT OF CLOSED MEETING

None

19. ADJOURNMENT

Moved By RAYMOND
Seconded By BALES

THAT the Electoral Area Services Committee Open Meeting of October 8, 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