

FRASER VALLEY REGIONAL DISTRICT



ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING AGENDA

Tuesday, March 10, 2020

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Pages

1. CALL TO ORDER

2. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING

3. 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 March 10, 2020 be approved;

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

4. MINUTES/MATTERS ARISING

4.1 Draft Electoral Area Services Committee Meeting Minutes - February 13, 2020

9 - 20

MOTION FOR CONSIDERATION

THAT the Minutes of the Electoral Area Services Committee Open Meeting of February 13, 2020 be adopted.

5. CORPORATE ADMINISTRATION

5.1 Novel Coronavirus (COVID-19) – Pandemic Preparedness

21 - 27

FOR INFORMATION ONLY

- Corporate report dated March 10, 2020 from Jennifer Kinneman, Acting Chief Administrative Officer;
- Provincial response articles titled "4 key ways Local Governments and First Nations can prepare for novel coronavirus COVID-2019" and;
- "Coronavirus Disease (COVID-19): Resources for BC Public

Agencies".

5.2 Search and Rescue Grant in Aid Extended Service Repeal Bylaw No.1584, 2020 **28 - 31**

- Corporate report dated March 10, 2020 from Pam Loat, Legislative Coordinator;
- Draft Bylaw No. 1584, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to *Fraser Valley Regional District Search and Rescue Grant in Aid Extended Service Repeal Bylaw No. 1584, 2020*.

5.3 Service Area Amendment Bylaw Nos. 1586, 2020; 1587, 2020; 1588, 2020 and 1589, 2020 **32 - 41**

- Corporate report dated March 10, 2020 from Pam Loat, Legislative Coordinator;
- Draft Bylaw No. 1586, 2020;
- Draft Bylaw No. 1587, 2020;
- Draft Bylaw No. 1588, 2020;
- Draft Bylaw No. 1589, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to:

- *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1586, 2020;*
- *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1587, 2020;*
- *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1588, 2020;*
and
- *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1589, 2020.*

6. FINANCE

6.1 Boston Bar Water System Capital Reserve Establishment Bylaw No. 1590, 2020 **42 - 45**

- Corporate report dated March 10, 2020 from Mike Veenbaas, Director of Financial Services;

- Draft Bylaw No. 1590, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District give three readings and adoption to *Fraser Valley Regional District Boston Bar Integrated Water System Service Area Reserve Fund Establishment Bylaw No. 1590, 2020.*

6.2 2020 Grant-In-Aid Request – District of Hope Ratepayers Association, Electoral Area “B” 46 - 48

- Corporate report dated March 10, 2020 from Kristy Hodson, Manager of Financial Operations;
- GIA Application - District of Hope Ratepayers.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the District of Hope Ratepayers’ Association, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help purchase items for their annual Lego Expo.

6.3 2020 Grant-In-Aid Request – Hope Mountain Black Bear Committee, Electoral Area “B” 49 - 52

- Corporate report dated March 10, 2020 from Kristy Hodson, Manager of Financial Operations;
- GIA Application - Hope Mountain Black Bear Committee.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Hope Mountain Black Bear Committee, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help cover costs related with travel and printed materials for schools and events.

6.4 2020 Grant-In-Aid Request – Sunshine Valley Ratepayers Association, Electoral Area “B” 53 - 56

- Corporate report dated March 10, 2020 from Kristy Hodson, Manager of Financial Operations;
- GIA Application - Sunshine Valley Ratepayers Association, Electoral Area B;
- SVRA 2020 GIA Budget

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$12,500 to the Sunshine Valley Ratepayers Association, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help offset the costs of equipment rental for river cleanup, community garden beds, Canada Day

entertainment items, Winterfest, a First Nations drum workshop and Heritage Project Phase 1.

6.5 2020 Grant-In-Aid Request – Chilliwack Vedder River Cleanup Society, Electoral Area “E”

57 - 59

- Corporate report dated March 10, 2020 from Kristy Hodson, Manager of Financial Operations;
- GIA Application - Chilliwack Vedder River Cleanup Society.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,100 to the Chilliwack Vedder River Cleanup Society, funded from the 2020 Electoral Area “E” grant-in-aid budget to help offset the costs associated with hosting the Chilliwack Vedder River cleanups on April 4 and September 27 of 2020.

7. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

7.1 Gateway Commercial rezoning application for lands near the junction of Highway 9 and Highway 1 to facilitate the development of new commercial land uses: a gas station, drive-thru restaurants, car wash and other local and highway commercial land uses.

60 - 100

- Corporate report dated March 10, 2020 from David Bennett, Planner II;
- Draft Bylaw No. 1431, 2017;
- March 2018 Developer Meeting Summary;
- February 2020 Developer Meeting Summary;
- February 11, 2020 Developer Information Meeting Display Boards.

MOTION FOR CONSIDERATION

THAT the motion granting first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* be rescinded;

THAT *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* be given a new first reading;

THAT *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* 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. 1431, 2017* to Director Dickey or his alternate in his absence;

THAT Director Dickey 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. 1431, 2017;

AND 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. 1431, 2017* in accordance with the Local Government Act;

AND FURTHER THAT in the absence of Director Dickey, 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. 1431, 2017*, 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 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. 1431, 2017*.

7.2 Cultus Lake Advisory Planning Commission Repeal Bylaw No. 1572, 2020 and FVRD Development Procedures Amendment Bylaw No. 1573, 2020 101 - 108

- Corporate report dated March 10, 2020 from Andrea Antifaeff, Planner I;
- Draft Bylaw No. 1572, 2020;
- Draft Bylaw No. 1573, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Cultus Lake Park Advisory Planning Commission Repeal Bylaw No. 1572, 2020*;

AND THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020*;

AND FURTHER THAT the Fraser Valley Regional District Board direct staff to proceed with the planning application referral process to Cultus Lake Park as outlined in this corporate report.

7.3 Application for Development Variance Permit 2020-02 to vary the maximum height requirement from 12 metres to 13.8 metres and the number of storeys from 2 to 3, for a proposed duplex at 20942 Snowflake Crescent, Electoral Area C 109 - 142

- Corporate report dated March 10, 2020 from Andrea Antifaeff, Planner I.
- Draft DVP 2020-02
- DVP Application

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2020-02 to vary the maximum allowable height from 12 metres to 13.8 metres and the number of storeys from 2 to 3 at 20942 Snowflake Crescent, Area C to permit the construction of a duplex, subject to the consideration of any comments or concerns raised by the public.

7.4 Temporary changes to liquor licensing at Sasquatch Inn, Electoral Area C

143 - 157

- Corporate report dated March 10, 2020 from Louise Hinton, Bylaw, Compliance and Enforcement Officer;
- Liquor and Cannabis Regulation Branch Application received February 12, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board endorse the application received February 12, 2020 for temporary changes to the liquor licence for the Sasquatch Inn Ltd (46001 Lougheed Highway, Electoral Area C) with the following comments:

The Board has no objection to the planned events and requested changes to the Liquor Licence, subject to the following items being addressed:

1. Temporary provisions for vehicular parking to ensure the requirements identified in the current local *Zoning* for the property are being followed (one parking spot per three seats provided for patron use), as outlined in the *Zoning Bylaw No. 100, 1979* for Electoral Area C.
2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant loads pursuant to the Provincial Sewerage Regulation.

7.5 Special Event – 2020 REVEL Race Chilliwack Marathon & Half Event, Chilliwack River Valley (Area E)

158 - 195

- Corporate report dated March 10, 2020 from Louise Hinton, Bylaw, Compliance and Enforcement Officer;
- Application for Special Event Licence;
- Comprehensive Operations Plan;
- Traffic Control Plan;
- REVEL Partnership Information Package.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board approve the Class II Special

Event Licence No. 2020-01 for the second REVEL Race Series Chilliwack Marathon & Half Event to be held on Saturday July 25, 2020, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waive the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2020-01.

8. ELECTORAL AREA EMERGENCY SERVICES

8.1 December 2019 Emergency Services Monthly Report 196 - 201

FOR INFORMATION ONLY

- Corporate report dated March 10, 2020 from Tarina Colledge, Emergency Management Specialist;
- December 2019 Department Report.

8.2 Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1579, 2020 202 - 208

- Corporate report dated March 10, 2020 from Reg Dyck, Manager of EA Emergency Services;
- Draft Bylaw No. 1579, 2020.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1579, 2020*.

8.3 Appointment of Ken Howsam as Deputy Fire Chief of the Hemlock Valley Volunteer Fire Department 209 - 209

- Corporate report dated March 10, 2020 from Reg Dyck, Manager of Electoral Area Emergency Management.

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board appoint Ken Howsam as the Deputy Fire Chief of the Hemlock Valley Volunteer Fire Department.

9. ADDENDA ITEMS/LATE ITEMS

10. REPORTS BY STAFF

11. REPORTS BY ELECTORAL AREA DIRECTORS

12. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

13. 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)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; and,
- Section 90(2)(d) of the *Community Charter* - a matter that is being investigated under the *Ombudsperson Act* of which the municipality has been notified under section 14 [*Ombudsperson to notify authority*] of that Act.

R E C E S S

14. RECONVENE OPEN MEETING

15. RISE AND REPORT OUT OF CLOSED MEETING

16. ADJOURNMENT

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee Open Meeting of March 10, 2020 be adjourned.

FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
OPEN MEETING MINUTES

Thursday, February 13, 2020

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, Acting Director of Corporate Affairs/Corporate Officer
Tareq Islam, Director of Engineering & Community Services
Graham Daneluz, Director of Planning & Development
Milly Marshall, Director of Electoral Area Special Projects
Sterling Chan, Manager of Engineering & Infrastructure
Kristy Hodson, Manager of Financial Operations
Andrea Antifaeff, Planner I
Beth Klein, Accountant
Matthew Fang, Network Analyst I
Kristen Kohuch, Executive Assistant to CAO and Board (*recording secretary*)
Chris Lee, Executive Assistant, Corporate Admin

1. CALL TO ORDER

The meeting was called to order at 1:30 pm.

2. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING

Chair Dickey provided a brief summary of the Regional and Corporate Services committee meeting of February 13, 2020.

3. 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 Open Meeting of February 13, 2020, with the withdrawal of Item 10.3 be approved;

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

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Jason Dunkley (re: Item 10.2)

Jason Dunkley, Applicant provided a PowerPoint Presentation on re-zoning and subdivision proposals for property located at 11882 Sylvester Road, Mission.

5. MINUTES/MATTERS ARISING

5.1 Draft Electoral Area Services Committee Meeting Minutes - January 22, 2020

Moved By DAVIDSON

Seconded By DIXON

THAT the Minutes of the Electoral Area Services Committee Open Meeting of January 22, 2020 be adopted.

CARRIED

5.2 Draft Electoral Area Services Committee Meeting - January 28, 2020

Moved By RAYMOND
Seconded By STOBART

THAT the Minutes of the Electoral Area Services Committee Open Meeting of January 28, 2020 be adopted.

CARRIED

6. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

6.1 Emergency Management in Electoral Areas (brought forward by Director Bales)

Moved By BALES
Seconded By RAYMOND

THAT the Electoral Area Emergency Committee meet at least once a year to discuss operating effectively in emergencies.

Comments were offered regarding recent experiences during the Emergency Operation Centre activation, and it was noted that it would be beneficial for staff to provide a workshop with an overview of Directors' roles in emergency operations.

Discussion ensued with the following motion being brought forward:

Moved By BALES
Seconded By ADAMSON

THAT staff provide a workshop to the Electoral Area Services Committee in April each year to discuss emergency processes and requirements.

CARRIED

Discussion ensued regarding the Alertable app, which provides critical and advisory alerts in pre-selected areas.

Moved By BALES

Seconded By ADAMSON

THAT in times of FVRD electoral emergencies, Electoral Area Directors in effected areas be cc'd or forwarded disaster information ASAP, and as well to be cc'd on updated status report information.

Director Bales commented that she wanted the most updated information without clogging up the Emergency Operations Centre (EOC) phone line.

CARRIED

DIRECTOR RAYMOND OPPOSED

7. CORPORATE ADMINISTRATION

None.

8. FINANCE

8.1 Grant-in-Aid Request – Boston Bar North Bend Bowling Association, Electoral Area "A"

Moved By RAYMOND

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the Boston Bar North Bend Bowling Association, funded from the Electoral Area "A" grant-in-aid-budget, to help offset the costs of hosting a free all day open house event on Family Day at the Canyon Lanes Bowling Alley.

CARRIED

8.2 Grant-In-Aid Request – Fraser Canyon Hospice Society, Electoral Area "B"

Moved By ADAMSON

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Fraser Canyon Hospice Society, funded from the 2020 Electoral Area "B" grant-in-aid budget, to offset costs of their 16th annual Camp Skylark.

CARRIED

8.3 Grant-In-Aid Request – Hope & District Skating Club, Electoral Area "B"

Moved By ADAMSON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the Hope and District Skating Club, funded from the 2020 Electoral Area "B" grant-in-aid budget, to help offset the costs of their upcoming ice show.

CARRIED

8.4 Grant-In-Aid Request – Deroche & District Community Association, Electoral Area "G"

Moved By STOBART

Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Deroche & District Community Association in the amount of \$5,000, to be funded from the 2020 Electoral Area "G" grant-in-aid budget to help offset the costs of refinishing the Deroche Community Hall floor.

CARRIED

8.5 Grant-In-Aid Request – Dewdney Elementary School PAC, Electoral Area "G"

Moved By STOBART

Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,500 to the Dewdney Elementary School PAC, funded from the 2020 Electoral Area "G" grant-in-aid budget to help offset the costs of updated

first aid and emergency kits, fresh fruit and vegetables for students in need, weather appropriate clothing for students, and field trips.

CARRIED

8.6 Electoral Area Parcel Tax Establishment Bylaw Nos. 1564, 2020, 1565, 2020, 1574, 2020, 1575, 2020, 1576, 2020, 1577, 2020 and 1578, 2020

Moved By DIXON

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the following bylaws:

- *Fraser Valley Regional District Cascade-Carratt Creek Flood Control Service Area Parcel Tax Establishment Bylaw No. 1564, 2020;*
- *Fraser Valley Regional District Morris Valley Sewer Service Area Parcel Tax Establishment Bylaw No. 1565, 2020;*
- *Fraser Valley Regional District Popkum Sewer Area Parcel Tax Establishment Bylaw No. 1574, 2020;*
- *Fraser Valley Regional District Deroche Water System Parcel Tax Establishment Bylaw No. 1575, 2020;*
- *Fraser Valley Regional District Yale Water System Service Area Parcel Tax Establishment Bylaw No. 1576, 2020;*
- *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Parcel Tax Establishment Bylaw No. 1577, 2020;*
- *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Parcel Tax Establishment Bylaw No. 1578, 2020.*

CARRIED

9. ENGINEERING & UTILITIES

9.1 Deroche Water System Rates and Fees Amendment

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 Deroche Water Supply and Distribution System Fees and Regulations Amendment Bylaw No. 1581, 2020*".

CARRIED

9.2 Procurement of Rock for Nicomen Island Shoreline Protection Project

Moved By STOBART

Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board direct staff to proceed with the procurement of rock for the Nicomen Island Improvement District (NIID) dike and drainage improvement project from the NIID owned rock quarry.

Director Stobart expressed excitement for the project since access has been limited for the past 40 years due to provincial oversight.

CARRIED

10. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

10.1 Second Reading – Popkum-Bridal Falls Official Community Plan Bylaw No. 1501, 2018, Electoral Area "D"

Moved By ADAMSON

Seconded By DIXON

THAT the Fraser Valley Regional District Board consider giving second reading to the bylaw cited as *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*;

THAT the *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* 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 Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* to Director Dickey or his alternate in his absence;

THAT Director Dickey or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*;

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 Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* in accordance with the Local Government Act;

AND THAT in the absence of Director Dickey, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*, 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 the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* is consistent with the FVRD financial plan and FVRD waste management plan;

AND FINALLY THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*.

CARRIED

10.2 Zoning Amendment Bylaw No. 1539, 2019 - Application for 11882 Sylvester Road, Electoral Area "F" to facilitate a two lot subdivision

Moved By DAVIDSON

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area F Zoning*

Amendment Bylaw No. 1539, 2019 to rezone the property located at 11882 Sylvester Road from Rural Residential 2 (RS-2) to Rural Residential 1 (RS-1) to facilitate a two lot subdivision;

THAT the *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1539, 2019* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1539, 2019* to Director Davidson, or his alternate in his absence;

THAT Director Davidson or his alternate in his absence preside over and Chair the Public Hearing with respect to proposed *Bylaw 1539, 2019*;

AND THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed Bylaw 1539, 2019 in accordance with the *Local Government Act*;

AND FURTHER THAT in the absence of Director Davidson, or his alternate in his absence at the time of Public Hearing with respect to proposed *Bylaw 1539, 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 FINALLY THAT the Fraser Valley Regional District authorize its signatories to execute all documents relating to Bylaw 1539, 2019.

Staff provided updates regarding the aquifer in the area, commenting they are still waiting for the full assessment from consultants. Director Davidson requested this feedback to be worked into the application. Staff responded that a restrictive covenant can be placed on the property to limit the use of water to domestic purposes.

CARRIED

10.3 Cultus Lake Advisory Planning Commission Repeal Bylaw No. 1572, 2020 and Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020

This item was withdrawn.

10.4 Vessel Noise Control Regulations Repeal Bylaw No. 1580, 2020

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 Vessel Noise Control Regulations Repeal Bylaw No.1580, 2020*.

CARRIED

10.5 Application for Development Variance Permit 2019-33 to reduce the parcel frontage requirement to facilitate a 2 lot subdivision at 12174 Hodgkin Rd., Electoral Area "C"

Moved By STOBART

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-33 to reduce the parcel frontage requirement for proposed Lot '1' at 12174 Hodgkin Road, Area C, from 10% of the lot perimeter to 2.4% of the lot perimeter, subject to the consideration of any comments or concerns raised by the public.

CARRIED

11. ELECTORAL AREA EMERGENCY SERVICES

No items.

12. ADDENDA ITEMS/LATE ITEMS

None.

13. REPORTS BY STAFF

Ms. Kinneman announced Chris Lee's retirement, thanking her for 14 years of service to the organization.

14. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported that the Fire Department in investigating reflective house numbering signage and noted the upcoming Resident's Association Annual General meeting.

Director Dixon reported on recent Goose Management Meetings with representatives from Electoral Area H.

Director Adamson reported that 50 people attended the monthly jam session in Yale and invited the Committee to the 2020 Winterfest in Sunshine Valley.

Director Raymond reviewed calls with the public regarding various issues.

Director Davidson thanked staff for their work during operation of the EOC and noted having a Cannabis Zoning Public Hearing in his area which went well.

Director Bales thanked staff for their efforts during the Emergency Operations Centre activation, and thanked the Director of Planning & Development for attending Area C for a site visit.

Director Dickey noted the Annual General Meeting for Electoral Area D.

15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

The Chair provided public an opportunity to speak and no comments were made.

16. RESOLUTION TO CLOSE MEETING

Moved By STOBART

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)(d) of the *Community Charter* - the security of the property of the regional district; and
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district.

R E C E S S

CARRIED

The meeting recessed at 2:21 pm.

17. RECONVENE OPEN MEETING

The meeting reconvened at 2:49 pm.

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 February 13, 2020 be adjourned.

CARRIED

The Electoral Area Services Committee Meeting of February 13, 2020 adjourned at 2:50 pm.

MINUTES CERTIFIED CORRECT:

.....
Director Bill Dickey, Chair

To: Regional and Corporate Services Committee

Date: 2020-03-10

From: Jennifer Kinneman, Acting Chief Administrative Officer

File No:

Subject: Novel Coronavirus (COVID-19) – Pandemic Preparedness

INTENT

This report is intended to advise the Regional and Corporate Services Committee of information pertaining to the novel coronavirus and pandemic planning. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

BACKGROUND

Health authorities around the world are closely monitoring the ongoing outbreak of a novel coronavirus, called SARS-CoV-2. SARS-CoV-2 is a new virus that originated in animals, but has jumped to humans. This virus causes the disease known as COVID-19.

COVID-19 was first identified in patients in Wuhan, China, causing severe forms of viral pneumonia and leading to death in some cases. It is believed that the virus is primarily spread between people who are in close contact with one another (within 6 feet), and through respiratory droplets when an infected person coughs or sneezes. It is possible to contract COVID-19 by touching a surface or object that has the virus on it, however this is not believed to be the main way the virus spreads.

Data on COVID-19 changes hourly; however, at the time of report writing, there were 92,315 total global cases confirmed and 3,131 deaths. Of those deaths, 2,835 occurred in Mainland China.

Canada has recorded 27 confirmed cases and 0 deaths. According to the World Health Organization, COVID-19's death rate increases with age, with the highest mortality rate of 21.9% occurring among people over 80 years of age. Those with underlying medical issues such as respiratory and heart

conditions are among those at highest risk. There are currently no vaccines available to protect against SARS-CoV-2 infection. For those who have contracted COVID-19, there is no specific antiviral treatment recommended; however, most people generally develop mild respiratory symptoms and fever and recover. Approximately 80% of laboratory-confirmed patients had mild to moderate disease.

While it is important to note that the current risk of contracting COVID-19 in the Fraser Valley is low, and most patients are likely to recover from COVID-19, organizations like the FVRD should be prepared for the potential business continuity effects of a pandemic.

DISCUSSION

In 2010, the FVRD prepared a Pandemic Plan as a result of the awareness raised by the 2003 SARS outbreak and the 2009 novel influenza A (H1N1) outbreak. FVRD's Pandemic Plan identifies some of the potential business impacts of pandemics, including risks to service provision, supply chain disruption, and staff absenteeism.

To ensure the FVRD's preparedness for a pandemic related to COVID-19, the Emergency Management Executive Committee (EMEC) is currently updating the 2010 Pandemic Plan and monitoring messaging from the Fraser Health Authority and the Province of British Columbia (see attachments).

The EMEC is identifying ways to mitigate risks in the event the FVRD becomes impacted by COVID-19. Measures to deliver services through alternate means will be considered, as well as staffing considerations in the event of widespread absenteeism.

Proactive measures are also currently underway to keep staff informed of the facts surrounding this novel virus and how disease can be prevented. Health Canada has published the following recommendations, which are considered best practice for COVID-19 as well as:

- wash your hands often with soap and water for at least 20 seconds
- avoid touching your eyes, nose, or mouth with unwashed hands
- stay home if you are sick
- when coughing or sneezing:
 - cover your mouth and nose with your arm or tissues to reduce the spread of germs
 - immediately dispose of any tissues you have used into the garbage as soon as possible and wash your hands afterwards
- avoid visiting people in hospitals or long-term care centres if you are sick

COST

There are currently no costs associated with pandemic planning and preparedness. To support advanced planning work, key staff members will be making pandemic planning a priority in their current work plans. The FVRD will continue to monitor any impacts and make adjustments as needed to ensure appropriate service delivery and staffing are maintained.

CONCLUSION

The emergence of the novel coronavirus and COVID-19 has elevated the need for proactive pandemic planning. FVRD staff will continue to monitor and work with the Fraser Health Authority and the Province of British Columbia to mitigate business continuity impacts should a pandemic occur.



Office of the
Provincial Health Officer



BC Centre for Disease Control
Provincial Health Services Authority

4 KEY WAYS LOCAL GOVERNMENTS AND INDIGENOUS COMMUNITIES CAN PREPARE FOR novel coronavirus COVID-2019

Provincial Coronavirus Response
Feb. 28, 2020

Important Notes: this document aims to facilitate preparedness.

Given that it takes time to implement preparedness strategies, local governments and Indigenous Communities are encouraged to plan for the scenario of significant community spread of COVID-19.

1. Intergovernmental Cooperation

- Review and update existing contingency and business continuity plans that are applicable to critical infrastructure, such as sanitation, water, fire, police and power, so that they can be sustained over a number of weeks with higher rates of absenteeism due to illness or caregiving.
- Identify essential functions and the people who perform them. Conduct a training needs analysis where necessary to build in the cross-training redundancy to ensure work can continue for all essential services.
- Work with health authorities, Health Emergency Management BC, and other service providers to understand the nature of biological events and to coordinate planning, including the use of community buildings if required, to support people who are sick but do not need hospitalization.
- Review procedures with first responders to ensure there is a process in place for worker safety and training protocols that will be used during a biological event.

2. Community Involvement

- Encourage community groups, including service clubs, schools, businesses, and non-profits to partner with you to support people in your community who are sick or grieving.
- Network with health authorities, and community and volunteer organizations to build participation for events outside the norm that may require supplemental shelter, food or other necessities.
- Work with the local business association to assess potential impacts to business and include local business in communication and planning so that community services, such as grocery delivery, are maintained.
- Be aware of the strengths and vulnerabilities of your community. For example, small, rural and/or remote communities may benefit from strong and cooperative social and familial networks but may have very limited access to services and a consistent supply of goods.

3. Employee Health

- Maintain a healthy work environment by ensuring fresh air circulation and posting tips on how to stop the spread of illness at work.
- Encourage employees to stay home when ill, and update sick leave, and caregiver, family and medical leave policies. Concern about lost wages may prevent people from self-isolating.
- Promote hand washing and coughing and sneezing etiquette among employees. Ensure wide and easy availability of alcohol-based hand sanitizer products.
- Establish or expand policies and tools where possible that enable employees to work from home with appropriate security and network access.

4. Financial Planning

- Assess the potential financial impact of a biological event on the local government or Indigenous community, and plan for the possibility of short-term decrease in revenue.

For more information and tools, visit <https://www.healthlinkbc.ca/health-feature/coronavirus>





Office of the
Provincial Health Officer



BC Centre for Disease Control
Provincial Health Services Authority

CORONAVIRUS DISEASE (COVID-19): RESOURCES FOR B.C. PUBLIC AGENCIES

A new coronavirus is the cause of an outbreak of respiratory infections, now known as COVID-19. The number of cases worldwide is changing quickly.

Who is this resource document for?

The resources below will be relevant for local governments and other agencies looking for current information on COVID-19 in BC for communications purposes.

Latest Public information about the disease:

The [BC Centre for Disease Control \(BCCDC\) website](https://www.bccdc.ca) contains the latest information about the disease, particularly as it relates to the health and well-being of British Columbians. Relevant BCCDC resources and channels include:

- Information for the public: [http://www.bccdc.ca/health-info/diseases-conditions/coronavirus-\(novel\)](http://www.bccdc.ca/health-info/diseases-conditions/coronavirus-(novel))
- Latest coronavirus disease case counts (updated every Friday): <http://www.bccdc.ca/about/news-stories/stories/2020/information-on-novel-coronavirus>

BCCDC channels to follow:

- Twitter: [@CDCofBC](https://twitter.com/CDCofBC)
- RSS feed: <http://feeds.phsa.ca/bccdc-news.xml>

Other regional, provincial and national resources about the virus:

- Vancouver Coastal Health: <http://www.vch.ca/about-us/news/vancouver-coastal-health-statement-on-coronavirus>
- Fraser Health: <https://www.fraserhealth.ca/health-topics-a-to-z/coronavirus#.Xk7Y975KiUk>
- Interior Health: <https://www.interiorhealth.ca/YourEnvironment/CommunicableDiseaseControl/Pages/Breaking-News-and-Info.aspx>
- Island Health: <https://www.islandhealth.ca/learn-about-health/diseases-conditions/novel-coronavirus-information>
- Northern Health: <https://www.northernhealth.ca/health-topics/current-outbreaks>
- HealthLink BC: <https://www.healthlinkbc.ca/health-feature/coronavirus-covid-19>
- Public Health Agency of Canada: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>

Feb. 28, 2020

Preparation and Containment:

While the number of cases worldwide is changing quickly, the risk to Canadians—including British Columbians—continues to be low. At this time, the Public Health Agency of Canada and the BC Ministry of Health have a strategy focused on containment of the virus. Here are a number of resources to help your jurisdiction or organization in supporting public containment:

Information for public health partners: [http://www.bccdc.ca/health-professionals/clinical-resources/novel-coronavirus-\(covid-19\)](http://www.bccdc.ca/health-professionals/clinical-resources/novel-coronavirus-(covid-19))

Includes latest tools, guidance, case management and case counts, updated regularly by the Ministry of Health and the BCCDC.

Public Health Agency of Canada advice for occupational health and safety:

<https://www.canada.ca/en/employment-social-development/corporate/notices/coronavirus-occupational-health-safety.html#h2.3>

According to the Canadian government, the Labour Program is responsible for administering the [Canada Labour Code, Part II](#) (the Code). The [Public Health Agency of Canada](#) is responsible for preparing for and responding to any infectious disease emergencies that may happen in Canada. Employers are responsible for protecting the health and safety of their employees while at work.

Public Health Agency of Canada travel advisories:

- Traveling to China: <https://travel.gc.ca/destinations/china>
- Traveling within China: <https://travel.gc.ca/travelling/health-safety/travel-health-notices/210>

Speak to someone:

- Novel coronavirus information: 1-833-784-4397
- Health information 8-1-1

If you or your planning committee require any additional public health information, please direct your queries to the COVID-19 provincial health emergency response structure at hecc.operations@gov.bc.ca.



To: Electoral Area Services Committee
From: Pam Loat, Legislative Coordinator

Date: 2020-03-10
File No: 3920-20

Subject: Search and Rescue Grant in Aid Extended Service Repeal Bylaw No.1584, 2020

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings to *Fraser Valley Regional District Search and Rescue Grant in Aid Extended Service Repeal Bylaw No. 1584, 2020*.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The FVRD currently funds search and rescue programs within all FVRD Electoral Areas and most member municipalities through the sub-regional service area established by *Fraser Valley Regional District Sub-Regional Search and Rescue Service Area Establishment Bylaw No. 0688, 2005*. The City of Abbotsford is the only member municipality not included as a participant in this service.

There are also three extended services established in 1991 by the Regional District of Fraser-Cheam (RDFC) for the sole purposes of providing grants in aid for search and rescue programs within current Electoral Areas B, C, E and H. There are no remaining funds that were requisitioned through these old RDFC extended services.

DISCUSSION

At the time when Bylaw No. 0688, 2005 was adopted, the grant in aid extended services were not repealed or merged into the sub-regional search and rescue service area. This bylaw is a housekeeping matter to repeal the now obsolete RDFC extended services established by the following bylaws:

- *Hope Volunteer Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 881, 1989;*

- *Kent/Harrison Hot Springs Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 882, 1991;*
- *Chilliwack Volunteer Search and Rescue Team Grant-in-Aid Extended Service Establishment Bylaw No. 896, 1989*

CONCLUSION

Search and rescue programs are currently funded through the FVRD sub-regional service established by Bylaw No. 0688, 2005, and therefore the RDFC grant in aid extended services for Electoral Areas B, C, E and H are obsolete and no longer required.

COST

None.

COMMENTS BY:

Jaime Reilly, Acting Director of Corporate Affairs

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. 1584, 2020**

A Bylaw to repeal Search and Rescue Grant-in-aid Extended Service Area Bylaws

WHEREAS the Regional District of Fraser Cheam Board of Directors adopted *Hope Volunteer Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 881, 1989*; *Kent/Harrison Hot Springs Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 882, 1991*; and *Chilliwack Volunteer Search and Rescue Team Grant-in-Aid Extended Service Establishment Bylaw No. 896, 1989* on April 16, 1991 for the purpose of funding grants-in-aid to search and rescue programs in current Electoral Areas B, C, E and H;

AND WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") adopted *Fraser Valley Regional District Sub-Regional Search and Rescue Service Area Establishment Bylaw No. 0688, 2005* on July 25, 2006 for the purpose of making contributions to search and rescue programs for all Electoral Areas and select member Municipalities;

AND WHEREAS the Board wishes to repeal the Regional District of Fraser Cheam Extended Service Bylaws as funding is now provided through the Sub-Regional Search and Rescue Service;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Search and Rescue Grant in Aid Extended Service Repeal Bylaw No. 1584, 2020*.

2) 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.

3) REPEAL

The following Regional District of Fraser Cheam Bylaws and any amendments thereto are hereby repealed:

- a. *Hope Volunteer Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 881, 1989*;
- b. *Kent/Harrison Hot Springs Search and Rescue Grant-in-Aid Extended Service Establishment Bylaw No. 882, 1991*;
- c. *Chilliwack Volunteer Search and Rescue Team Grant-in-Aid Extended Service Establishment Bylaw No. 896, 1989*

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 that this is a true and correct copy of *Fraser Valley Regional District Search and Rescue Grant in Aid Extended Service Repeal Bylaw No. 1584, 2020* as read a third time by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

To: Electoral Area Services Committee
From: Pam Loat, Legislative Coordinator

Date: 2020-03-10
File No: 3920-20

Subject: Service Area Amendment Bylaw Nos. 1586, 2020; 1587, 2020; 1588, 2020 and 1589, 2020

RECOMMENDATION

That the Fraser Valley Regional District Board consider giving three readings to:

- *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1586, 2020;*
- *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1587, 2020;*
- *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1588, 2020; and*
- *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1589, 2020.*

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services
Support Healthy & Sustainable Community

BACKGROUND

In December of 2019 and January of 2020, several service area amendment bylaws were adopted to increase requisition amounts for the Boston Bar and North Bend Fire Protection; Area A Garbage Disposal; Yale Water Supply and Distribution System and Deroche Water System Service Areas. The increases to the maximum requisitions under all of these bylaws were less than 25%, and so these bylaws were adopted without Ministry approval pursuant to BC Regulation 113/2007 [Regional District Establishing Bylaw Approval Exemption Regulation].

The Ministry of Municipal Affairs and Housing has since advised us that because these bylaws also amended the method of calculating the amounts from a total requisition amount for the service area in a flat dollar amount to a rate per \$1000 applied to the taxable value of land and improvements within

the service area, that Ministry approval is, in fact, required. This type of amendment is not exempt from Inspector approval under BC Regulation 113/2007.

COST

None.

CONCLUSION

In order for the FVRD's bylaws to be valid, we are required to repeal and replace the following recently adopted service area amendment bylaws:

- *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1554, 2019;*
- *Fraser Valley Regional District Area A Garbage Disposal Service Area Service Area Amendment Bylaw No.1553, 2019;*
- *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1552, 2020;*
- *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1551, 2019*

The new bylaws must receive approval from the Inspector of Municipalities after third reading and prior to adoption.

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. 1586, 2020**

**A Bylaw to increase the requisition limit for the
Boston Bar and North Bend Fire Protection Local Service Area**

WHEREAS *Regional District of Fraser-Cheam Boston Bar and North Bend Fire Protection Local Service Area Establishment Bylaw No. 899, 1990* was adopted on May 1, 1990;

AND WHEREAS the maximum annual requisition for the Area Boston Bar and North Bend Fire Protection Local Service Area is currently \$100,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 899, 1990 and to change the method for calculating this value to a property value tax rate;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1586, 2020*.

2) ENACTMENTS

That *Regional District of Fraser-Cheam Boston Bar and North Bend Fire Protection Local Service Area Establishment Bylaw No. 899, 1990* be amended by deleting Section 4 in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw is an amount equal to that which could be raised by a property value tax rate of \$2.46/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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) REPEAL

Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1554, 2019 is hereby repealed.

5) 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

6) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No.1586, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1587, 2020**

A Bylaw to increase the requisition limit for the Area A Garbage Disposal Service Area

WHEREAS *Fraser Valley Regional District Area A Garbage Disposal And Collection Conversion and Amendment Bylaw No. 0440, 2001* was adopted on March 27, 2001;

AND WHEREAS the maximum annual requisition for the Area A Garbage Disposal Service Area is currently \$150,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 0440, 2001 and to change the method of for calculating this value to a property value tax rate;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1587, 2020*.

2) ENACTMENTS

That *Fraser Valley Regional District Area A Garbage Disposal And Collection Conversion and Amendment Bylaw No. 0440, 2001* be amended by deleting Section 2 (e) in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw is an amount equal to that which could be raised by a property value tax rate of \$2.60/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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) REPEAL

Fraser Valley Regional District Area A Garbage Disposal Service Area Service Area Amendment Bylaw No.1553, 2019 is hereby repealed.

5) 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

6) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1587, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1588, 2020**

**A Bylaw to increase the requisition limit for the
Townsite of Yale Water Supply and Distribution Local Service Area**

WHEREAS *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Conversion and Amendment Bylaw No. 0292, 1999* was adopted on April 27, 1999;

AND WHEREAS the maximum annual requisition for the Townsite of Yale Water Supply and Distribution Local Service Area is currently \$25,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 0292, 1999 and to change the method for calculating this value to a property value tax rate;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1588, 2020*.

2) ENACTMENTS

That *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Conversion and Amendment Bylaw No. 0292, 1999* be amended by deleting Section 2 (g) in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw shall be an amount equal to that which could be raised by a property value tax rate of \$2.03/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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) REPEAL

Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1552, 2020 is hereby repealed.

5) 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

6) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1588, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1589, 2020**

A Bylaw to increase the requisition limit for the Deroche Water System Service Area

WHEREAS *Dewdney-Alouette Regional District Deroche Water System Local Service Area Establishment Bylaw No. 608-1992* was adopted on December 14, 1992;

AND WHEREAS the maximum annual requisition for the Deroche Water System Service Area is currently \$15,000;

AND WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") wishes to increase the maximum amount that may be requisitioned under Bylaw No. 608-1992 and to change the method for calculating this value to a property value tax rate;

AND WHEREAS consent on behalf of electoral participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1589, 2020*.

2) ENACTMENTS

That *Dewdney-Alouette Regional District Deroche Water System Local Service Area Establishment Bylaw No. 608-1992* be amended by deleting Section 4 (b) in its entirety and substituting the following:

"The maximum that may be requisitioned annually for the service established by this bylaw is an amount equal to that which could be raised by a property value tax rate of \$0.76/\$1000 applied to the net taxable value of the land and improvements within the Service Area."

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) REPEAL

Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1551, 2019 is hereby repealed.

5) 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

6) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1589, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, BC on

Corporate Officer/Deputy

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

Date: 2020-03-10
File No:

Subject: Boston Bar Water System Capital Reserve Establishment Bylaw

RECOMMENDATION

THAT the Fraser Valley Regional District give three readings and adoption to *Fraser Valley Regional District Boston Bar Integrated Water System Service Area Reserve Fund Establishment Bylaw No. 1590, 2020*.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

Sections 373 of the *Local Government Act* and 188 of the *Community Charter* allows the Board to establish, by bylaw, a reserve fund for a specified purpose and direct that money be placed to the credit of that reserve fund. Funds placed into this reserve can only be used for the service area and purpose noted in the establishment bylaw.

DISCUSSION

Annual transfers from the operating budget, in addition to any unplanned operating surplus have been set aside in an Appropriated Surplus account. While these funds are restricted in that they can only be used for the Boston Bar Integrated Water System service, they are not restricted to items of a purely capital nature – building, equipment and infrastructure. Strong finance management practices suggest having funds that are earmarked for capital should be placed into a capital reserve to ensure they will be used for the intended purposes at some future date.

COST

There are no costs associated with establishing a reserve fund. Any funds placed into the capital reserve will be used as part of the adopted financial plan.

CONCLUSION

In order to establish a capital reserve for the Boston Bar Water System, a reserve fund establishment bylaw must be adopted.

COMMENTS BY:

Jennifer Kinneman, Acting Chief Administrative Officer:

Reviewed and supported.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO.1590, 2020**

**A Bylaw to establish a reserve fund for the
Boston Bar Integrated Water Supply and Distribution System Service Area.**

WHEREAS *Fraser Valley Regional District Boston Bar Integrated Water Supply and Distribution System Service Area Establishment Bylaw No. 0991, 2009* was adopted by the Fraser Valley Regional District Board of Directors ("the Board") on March 9, 2010;

AND WHEREAS a reserve fund may be established by bylaw for a specified purpose so that money can be placed to the credit of that reserve fund;

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Boston Bar Integrated Water System Service Area Reserve Fund Establishment Bylaw No. 1590, 2020*.

2) ENACTMENTS

- a) There shall be and is hereby established a reserve fund to be known as the Boston Bar Integrated Water System Service Area Reserve Fund.
- b) Monies from current revenue, or, as available, from general revenue surplus, or as otherwise provided in the *Community Charter and Local Government Act* may be paid into this fund.
- a) Monies from the Boston Bar Integrated Water Supply and Distribution System Service Area Reserve Fund may be used for capital projects, land, machinery or equipment and extensions or renewal of existing capital works relative to the provision of water supply and distribution services.

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

ADOPTED THIS day of

Chair/Vice-Chair

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Boston Bar Integrated Water System Service Area Reserve Fund Establishment Bylaw No. 1590, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on

Dated at Chilliwack, B.C. on

Corporate Officer/Deputy

To: Electoral Area Services Committee

Date: 2020-03-10

From: Kristy Hodson, Manager of Financial Operations

File No: 1850-20 / 003

Subject: 2020 Grant-In-Aid Request – District of Hope Ratepayers Association, Electoral Area “B”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the District of Hope Ratepayers’ Association, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help purchase items for their annual Lego Expo.

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” options.

DISCUSSION

The District of Hope Ratepayers’ Association is a volunteer run organization that is highly involved in the community.

The District of Hope Ratepayers’ Association is requesting a \$1,500 grant-in-aid to help pay for items to run their annual Lego Expo. Previous Lego Expo events were attended by children and families from Hope, Dogwood, Sunshine Valley, Yale, Spuzzum.

Director Adamson is in support of providing a grant-in-aid of \$1,500 to the District of Hope Ratepayers’ Association for this event.

COST

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

CONCLUSION

A grant-in-aid application has been received from the District of Hope Ratepayers' Association seeking funds to help host a Lego Expo.

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: DISTRICT OF HOPE RATEPAYERS
Mailing Address: [REDACTED]
Email Address: _____

Contact: JOHN DUFF [REDACTED]
Name Telephone/Fax Number

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

NON PROFIT

APPLICATION SUMMARY:

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

LEGO EXPO #4

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

GREAT GREAT EVENT FOR KIDS & FAMILYS FOR HOPE
AND AREA B LAST YEAR OVER 500 ATTENDED

Amount of Grant Requested: \$ 1500

****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.

[Signature] PRES
Signature of Authorized Signatory and Title

Amount Approved: \$ 1500.00

Date: FEB 21 2020

[Signature]
Signature of Electoral Area Director

To: Electoral Area Services Committee

Date: 2020-03-10

From: Kristy Hodson, Manager of Financial Operations

File No: 1850-20 / 003

Subject: 2020 Grant-In-Aid Request – Hope Mountain Black Bear Committee, Electoral Area “B”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Hope Mountain Black Bear Committee, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help cover costs related with travel and printed materials for schools and events.

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” options.

DISCUSSION

The Hope Mountain Black Bear Committee assists communities in need when there are wildlife emergencies. The Committee rescues bears as well as educates the public on how to prevent human-bear conflict. They have worked in Sunshine Valley, Laidlaw, Boston Bar, Spuzzum, Harrison Mills, Agassiz, Harrison Lake, Anderson Reserve and Chawathill Reserve.

The Hope Mountain Black Bear Committee is requesting a \$3,500 grant-in-aid to help pay for travel costs due to increased bear-human conflict as well as printed materials for both school and public events.

Director Adamson is in support of providing a grant-in-aid of \$2,000 to the Hope Mountain Black Bear Committee for these purposes.

COST

The \$2,000 cost will be funded from the 2020 Electoral Area "B" grant-in-aid budget which has sufficient funds to support this request.

CONCLUSION

A grant-in-aid application has been received from the Hope Mountain Black Bear Committee seeking funds to help pay for travel and printed materials.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

Statement as to eligibility to apply for Grant-in-Aid Funds.

- assisting communities in need when there are wildlife emergencies, (when bear was injured and needed to be kept safe until CO was able to attend)
- dealings with residents feeding wildlife and the consequences of this.
- educating and involving the public when orphaned wildlife is sighted and reported.
- we have worked in communities of Sunshine Valley, Laidlaw, Boston Bar, Spuzzum, Harrison Mills, Agassiz, Harrison lake, Anderson Reserve, Chawathill reserve.
- Last year we rescued, with permission and direction of the COs, 7 orphaned bear cubs in the FVRD. (2 cubs outside Boothroid reserve, 1 cub in Laidlaw, 1 cub in Hope, 1 cub at the golf course in Harrison Mills, 1 cub out at Sasquatch Park on Harrison lake and a last one at the Haig fire base outside of Hope.)

GRANT-IN-AID APPLICATION

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

Applicant Name: Hope Mountain Black Bear Committee

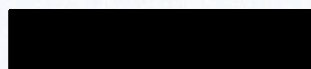
Mailing Address: P.O. Box 891, Hope, BC, V0X 1L0

Email Address: lkoot@hope-mountain.org

Contact:

Lydia Koot

Name



(Fax: 604-860-4538)

Telephone/Fax Number

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

Hope Mountain Black Bear Committee (HMBBC) is part of a Not for Profit Organization Hope Mountain Centre for Outdoor Learning in Hope. We deliver aware education Hope and Area B residents through school presentations, setting up of information booths at public events, community presentations and door to door canvassing.

APPLICATION SUMMARY:

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

- travel expenses incurred because of the busy cub rescue season and extended program areas.
- We also experienced an increase in human-wildlife conflict (we believe due to the season's scarcity of fish and berries) with increased travel costs.
- increased need for printed materials for schools and events.

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

- increased awareness about co-existing with wildlife for all residents and all ages.
- assisting communities in need of support when there are issues with injured or orphaned wildlife.
- helping communities with addressing wildlife issues before they turn into real problems.
- attending schools, public events and programs.

Amount of Grant Requested: \$ \$ 3500.00

****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.

Li Koot-Sundbeck

Chair, Hope Mountain Black Bear Committee

Signature of Authorized Signatory and Title

Amount Approved:

Date:

Signature of Electoral Area Director

To: Electoral Area Services Committee

Date: 2020-03-10

From: Kristy Hodson, Manager of Financial Operations

File No: 1850-20 / 003

Subject: 2020 Grant-In-Aid Request – Sunshine Valley Ratepayers Association, Electoral Area “B”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$12,500 to the Sunshine Valley Ratepayers Association, funded from the 2020 Electoral Area “B” grant-in-aid budget, to help offset the costs of equipment rental for river cleanup, community garden beds, Canada Day entertainment items, Winterfest, a First Nations drum workshop and Heritage Project Phase 1.

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”.

DISCUSSION

The Sunshine Valley Ratepayers Association is a non-profit organization representing citizens from the Sunshine Valley. They promote community education, sustainable public programs and community-based events for anyone to participate in.

The Sunshine Valley Ratepayers Association is requesting a \$12,500 grant-in-aid for six items:

- Community garden: lumber and equipment for installation of raised beds (\$1,500)
- Winterfest: equipment rental and supplies (\$1,500)
- Canada Day: entertainment stage and equipment rental (\$2,000)
- Heritage Project Phase 1: Interpretive Trail – House posts FN carving (\$5,500)
- First Nations Drum Making & Painting: workshop (\$1,700)
- Area “B” river cleanup: equipment rental for garbage cleanup (\$300)

Director Adamson is in support of providing a grant-in-aid of \$12,500 for these items.

COST

The \$12,500 cost will be funded from the 2020 Electoral Area "B" grant-in-aid budget which has sufficient funds to support this request.

CONCLUSION

A grant-in-aid application has been received from the Sunshine Valley Ratepayers Association seeking support for community projects, events and Phase 1 costs for the Heritage Project.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported. If approved, grant payment will be withheld until the Association provides a draft financial statement for 2019. Staff are working with them to secure this information.

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: Sunshine Valley Ratepayers Assoc.
Mailing Address: P.O. Box 2104
HOPE BC
Email Address: VOX 125 katezabell@gmail.com
Contact: Kate Zabell 604-869-0443
Name Telephone/Fax Number

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

see attached docs # S-38785 society Certificate
Financial Statement
2020 Budget.

APPLICATION SUMMARY:

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

hosting 2 public community events to promote
wellness & active lifestyles. Installing a trail head sign
with interpretive panels w/ local history map at trail head
Add more accessible garden beds, host workshop with FIRST
Nation partner, clean up litter on the Skagit River

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

Our remote rural community is limited in
public spaces, free workshops, community
events. We organize & host special events,
encourage active lifestyles in community garden
for all abilities, walking paths & encourage collaboration
with community partners.

Amount of Grant Requested: \$ 12,500

****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.

Kate Zabell
Post President
Signature of Authorized Signatory and Title

Amount Approved: _____

Date: _____

Signature of Electoral Area Director _____

 Sunshine Valley Ratepayer's Assoc.

January 2020

	<i>Item</i>	<i>Description</i>	<i>Cost \$</i>
1.	Winterfest	Equipment rental/supplies	1,500
2.	Community Garden	Lumber & equipment rental for installing additional 6 accessible raised beds & benches	1,500
3.	Canada Day Entertainment, Stage & Equipment rental	Celebrate Canada Day (Swing Dancing Demo, Hula hoop Flash Dance, Pot Luck & Street Party with DJ)	2,000
4.	Heritage Project: Phase 1 Interpretive Trail	House posts FN Carving with you are here map with Stó:lō/ local names for mountains' with local history	5,500
5.	First Nations Drum making & painting #2	Workshop to build drums, sticks and painting	1,700
6.	Equipment Rental	Area 'B' Skagit River Garbage Cleanup	300
		total	\$12,500

To: Electoral Area Services Committee

Date: 2020-03-10

From: Kristy Hodson, Manager of Financial Operations

File No: 1850-20 / 002

Subject: 2020 Grant-In-Aid Request – Chilliwack Vedder River Cleanup Society, Electoral Area “E”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,100 to the Chilliwack Vedder River Cleanup Society, funded from the 2020 Electoral Area “E” grant-in-aid budget to help offset the costs associated with hosting the Chilliwack Vedder River cleanups on April 4 and September 27 of 2020.

STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship

Support Healthy & Sustainable Community

BACKGROUND

This request for funding is eligible under the Electoral Area Grant-in-Aid policy under the “Promotion of volunteer participation and citizen involvement” option.

DISCUSSION

The Chilliwack Vedder River Cleanup Society organizes two yearly clean-ups of the Chilliwack Vedder River and its associated riparian areas. The society coordinates volunteers within the general community and has been supported in prior years by the City of Chilliwack, Fraser Valley Regional District and Department of Fisheries and Oceans.

The funding request is to offset the costs of tipping fees, newspaper ads and event supplies to ensure the cleanup is safely and effectively executed.

Director Engar is in support of this grant-in-aid request.

COST

The \$1,100 cost will be funded from the Electoral Area "E" grant-in-aid budget which has sufficient funds to support this request.

CONCLUSION

A funding request has been received from the Chilliwack Vedder River Cleanup Society to help offset the costs of hosting the two Vedder River cleanup events held April 4 and September in 2020. Funding allows the Society to host safe and effective events that remove a significant amount of garbage from the river system.

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: Chilliwack Vedder River Cleanup Society

Mailing Address: 45163 South Sumas Road, Chilliwack, BC V2R1W5

Email Address: info@cleanrivers.ca

Contact:

Nikki Rekman

Name

[REDACTED]
Telephone/Fax Number

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 whose activities specifically benefit FVRD Electoral Area E. We are based in Chilliwack and mobilize volunteers and resources twice per year to remove garbage from the Chilliwack River Valley and the riparian zone of the Chilliwack River. Our Spring cleanup is in April and our Fall cleanup is on the 4th Sunday of September which is BC Rivers Day. Both of our cleanups are based out of Electoral Area E. The Spring cleanup is based out of Thompson Regional Park and the September cleanup is based out of the Chilliwack Fish and Game Club on Chilliwack Lake Road.

APPLICATION SUMMARY:

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

Spring Cleanup is Saturday April 4, 2020 and our Fall Cleanup is Sunday, September 27, 2020

Our Grant-in-Aid will help cover costs associated with each cleanup. See below.

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

Garbage and Metal Bins (delivery and pickup), tipping fees, supplies (garbage, bags, recycling bags, safety vests, pick up sticks and more). For our September BC Rivers Day River Cleanup and Celebration we also host a BBQ for our volunteers. The monies stay in Chilliwack as we procure all of our supplies from businesses in Chilliwack.

Amount of Grant Requested: \$ 1100.00

****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.

Nikki Rekman

Nikki Rekman

Digitally signed by Nikki Rekman
Date: 2020.02.10 17:35:48 -0800

Signature of Authorized Signatory and Title

Amount Approved: \$1100.00

Date: FEB 13 2020

[Signature]
Signature of Electoral Area Director

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

To: Electoral Area Services Committee

Date: 2020-03-10

From: David Bennett, Planner II

File No: 3360-23-2016-04

Subject: Gateway Commercial Rezoning application for lands near the junction of Highway 9 and Highway 1 to facilitate the development of new commercial land uses. A gas station, drive-thru restaurants, carwash and other local and highway commercial land uses are proposed.

RECOMMENDATION

THAT the motion granting first reading to the bylaw cited as *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* be rescinded;

THAT *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* be given a new first reading;

THAT *Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017* 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. 1431, 2017* to Director Dickey or his alternate in his absence;

THAT Director Dickey 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. 1431, 2017*;

AND 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. 1431, 2017* in accordance with the Local Government Act;

AND FURTHER THAT in the absence of Director Dickey, 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. 1431, 2017*, 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 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. 1431, 2017*.

STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES
Priority #4 Tourism

BACKGROUND

PROPERTY DETAILS

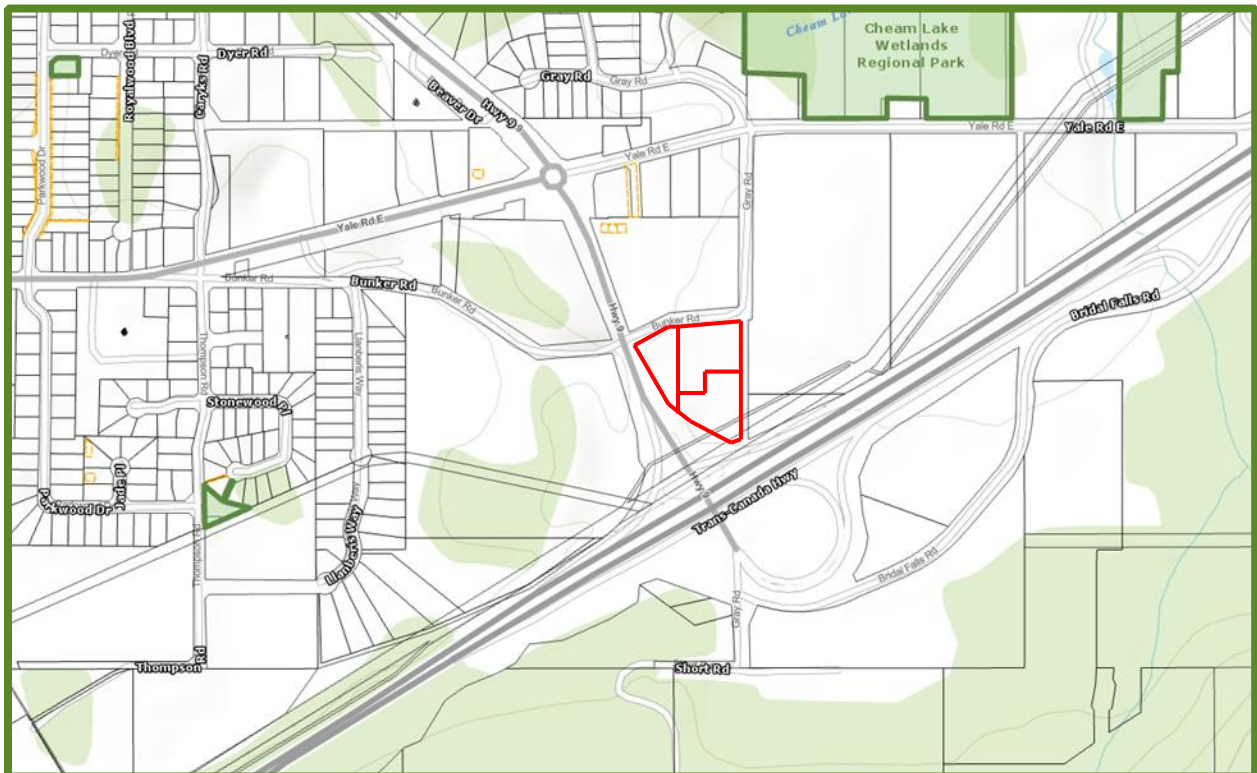
Electoral Area	D
Address	53022 Bunker Road (same address for two properties) and 53032 Bunker Road
PID	012-446-505 (extra PID 007-468-261) and 012-446-475
Folio	733.06434.015 (same folio for second property) and 733.06435.000
Lot Size	3.06 Acres (cumulative)
Owner	0993044 BC Ltd
Current Zoning	Country Residential (CR)
Current OCP	Highway Tourist Recreation Commercial Areas
Current Use	Residential, Agricultural
Development Permit Areas	5-D West Popkum Commercial DPA; 6-D Riparian Areas DPA
Agricultural Land Reserve	No
Hazards	No

ADJACENT ZONING & LAND USES

North	^	Gateway Commercial (C-5), Commercial, Bare land
East	>	Rural (R), Agricultural
West	<	Suburban Residential 3 (SBR-3); Hwy 9, and Residential development
South	v	Country Residential (CR), Bare land, TransCanada Hwy



NEIGHBOURHOOD MAP



File History

Fraser Valley Regional District Zoning Amendment Bylaw No. 1431, 2017 was given First Reading on September 20th 2017. The applicants have since revised their proposal. The proposal no longer includes RV Storage. To proceed as amended, the FVRD Board may consider rescinding first reading, and giving a new first reading to the bylaw as amended.

After completing conceptual design drawings, the applicants hosted two (2) public information meetings. The next step will be a public hearing.

Proposed Zone C-5 Gateway Commercial

Proposed Uses Drive-Thru Restaurants
Convenience Stores
Gas Station
Commercial Retail
Carwash

DISCUSSION

C-5 Gateway Commercial Zone

The C-5 Gateway Commercial zone was developed for the Popkum area to provide for Highway Commercial, Local Commercial, Motel or Motor Hotel, Accessory One family Residential and Accessory Signs uses in areas which are located on major transportation routes and are compatible with surrounding land uses. The C-5 zone was first applied to the Petro Canada commercial project immediately north of the subject lands in 2011. For certainty, commercial truck parking and fueling are prohibited in the C-5 zone.

LOCAL COMMERCIAL USE means a commercial use intended to serve the day-to-day needs of the local population residing in the vicinity of the local commercial use; includes general stores, convenience stores, small personal service establishments and artisan-craft workshop uses.

HIGHWAY COMMERCIAL means a commercial use located adjacent, or nearly adjacent, to routes of travel of regional significance which is intended to serve the needs of an itinerant motoring population; includes service stations, gas bars, restaurants and tourist information booths, but excludes major tourist recreation commercial uses, local and local tourist commercial uses, and the stopping, parking, storing, fuelling, washing or other servicing of Commercial Trucks unless the Commercial Truck is stopping or parking for the sole purpose of delivering goods to the property where it is stopped or parked.

RV Storage Proposal **Removed**

The developers removed proposed RV storage from the application in response to community concerns presented at previous public information meetings. The bylaw was re-written to reflect this change. To

proceed as amended, the FVRD Board may consider rescinding first reading, and giving a new first reading to the bylaw.

Site Servicing

In accordance with the Fraser Valley Regional District Subdivision and Development Servicing Bylaw, a commercial development on a 2.1 ha lot may be served by an onsite sanitary system.

Other aspects of site servicing such as storm water may be resolved at the development permit and building permit stage should the rezoning be considered and approved by the FVRD Board. The proposed car washes require specific review for wastewater disposal and management in the storm water management plan. This will be addressed at the development permit stage.

Form and Character Development Permit

The Highway 1 and Highway 9 interchange area is a highly visible location and the main gateway through the Popkum community. The current Official Community Plan has a comprehensive form and character development permit area for commercial developments. Residents have expressed concern that commercial uses should not detract from the surrounding residential uses or the natural environment. The aesthetic quality and integrity of the environment is vital to the appeal and success of the community.

The property is located in Development Permit Area 5-D. After consideration of adoption of the zoning bylaw and prior to subdivision, a Development Permit must be obtained. The Development Permit Area requires the applicant to provide an engineering study, certified by a Professional Engineer registered in the Province of British Columbia, which demonstrates that the development will not lead to degradation of the ground water regime or other environmental problems in the long term. Aspects of the development relating to form and character, as well as protection of the environment will be addressed during the Development Permit process. This will occur after rezoning.

The development permit will address:

- Protection of the Environment –Sanitary Sewer, Storm Water
- Parking
- Borders Landscaping and Screening
- Pedestrian Linkages
- Building Design
- Screening
- Tree planting

The site's current grading includes a relatively steep drop-off next to the Highway 1 off-ramp and there is a small knoll on the property near Bunker Road. These features will require cutting and filling. All of the existing trees on the property will be removed. New trees are required as part of development permit conditions. Trees are required in landscaping as well as within the parking areas.

Public Consultation

The FVRD strongly encourages development applicants to discuss their proposals with neighbours. Early neighbourhood consultation where developers host a public open house is a consistent approach taken for rezoning applications in Popkum. The applicants hosted two public information meetings:

March 14, 2018

Public comment highlights: Concerns with RV parking, lighting and building design.

February 11, 2020

Public comment highlights: Glad to see the RV parking removed. Encouraged by possible major franchise chain tenants. Wanting to see more local services.

The developer's meeting summaries are attached.

In accordance with the FVRD First Nations Engagement policy, it is recommended that a notice and referral of the proposed bylaw be referred to the Sto:Lo Nation via Sto:Lo Connect referral system prior to the public hearing.

The bylaw will be forwarded to the Ministry of Transportation and Infrastructure.

Proposal Revisions

The developer amended their proposal after the March 2018 meeting to respond to community concerns and comments. Specifically, the RV storage area was removed from the proposal. The developer also made changes to the form and character of the buildings.

COST

2017 Commercial Rezoning Application Fee \$5,000.00 paid

CONCLUSION

The proposed zoning amendment is consistent with the Official Community Plan. It is recommended that the Fraser Valley Regional District Board consider a new first reading of bylaw 1431, 2017 as outlined in the recommendation section of this report in order to proceed with the technical and public review process.

COMMENTS BY:

Tareq Islam, Director of Engineering & Community Services Review and supported.

Graham Daneluz, Director of Planning & Development Review and supported.

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. 1431, 2017

A Bylaw to Amend the Zoning for Electoral Area D

WHEREAS the Fraser Valley Regional District Board of Directors (“the Board”) has deemed it advisable to amend *Zoning Bylaw for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam*:

THEREFORE the Board enacts as follows:

1) **CITATION**

This bylaw may be cited as *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1431, 2017*.

2) **MAP AMENDMENT**

- a) That Schedule A of *Zoning Bylaw for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam* be amended by rezoning the lands described as:

Lot 5 EXCEPT: FIRSTLY PART SUBDIVIDED BY PLAN 55636; SECONDLY: PART ON PLAN 51771; THIRDLY: PART PLAN 30153; FOURTHLY: PART PLAN 21995; SECTION 6 TOWNSHIP 3 RANGE 28 WEST OF THE SIXTH MERIDIAN YALE DIVISION YALE DISTRICT PLAN 1985

and

PARCEL “A” (REFERENCE PLAN 7077) LOT 4 SECTION 6 TOWNSHIP 3 RANGE 28 WEST OF THE SIXTH MERIDIAN NEW WESTMINSTER DISTRICT PLAN 1985

and

LOT 4 EXCEPT: FIRSTLY: PARCEL “A” (REFERENCE PLAN 7077); SECONDLY: PART ON PLAN 51771; THIRDLY: PART ON PLAN 30153; FOURTHLY: PART ON PLAN 21995 SECTION 6 TOWNSHIP 3 RANGE 28 WEST OF THE SIXTH MERIDIAN YALE DIVISION YALE DISTRICT PLAN 1985

and as outlined in heavy black outline and cross-hatched on Zoning Amendment Map Schedule 1431-A, from the Country Residential (CR) zone to Gateway Commercial (C-5) zone, as shown on Map Schedule 1431-A.

- b) That the map appended hereto as Zoning Amendment Map Schedule 1431-A showing such amendments is an integral part 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 18th day of March, 2020

PUBLIC HEARING WAS HELD THIS day of

READ A SECOND TIME THIS day of

READ A THIRD TIME THIS day of

APPROVED BY THE MINISTRY
OF TRANSPORTATION AND
INFRASTRUCTURE THIS day of

ADOPTED THIS day of

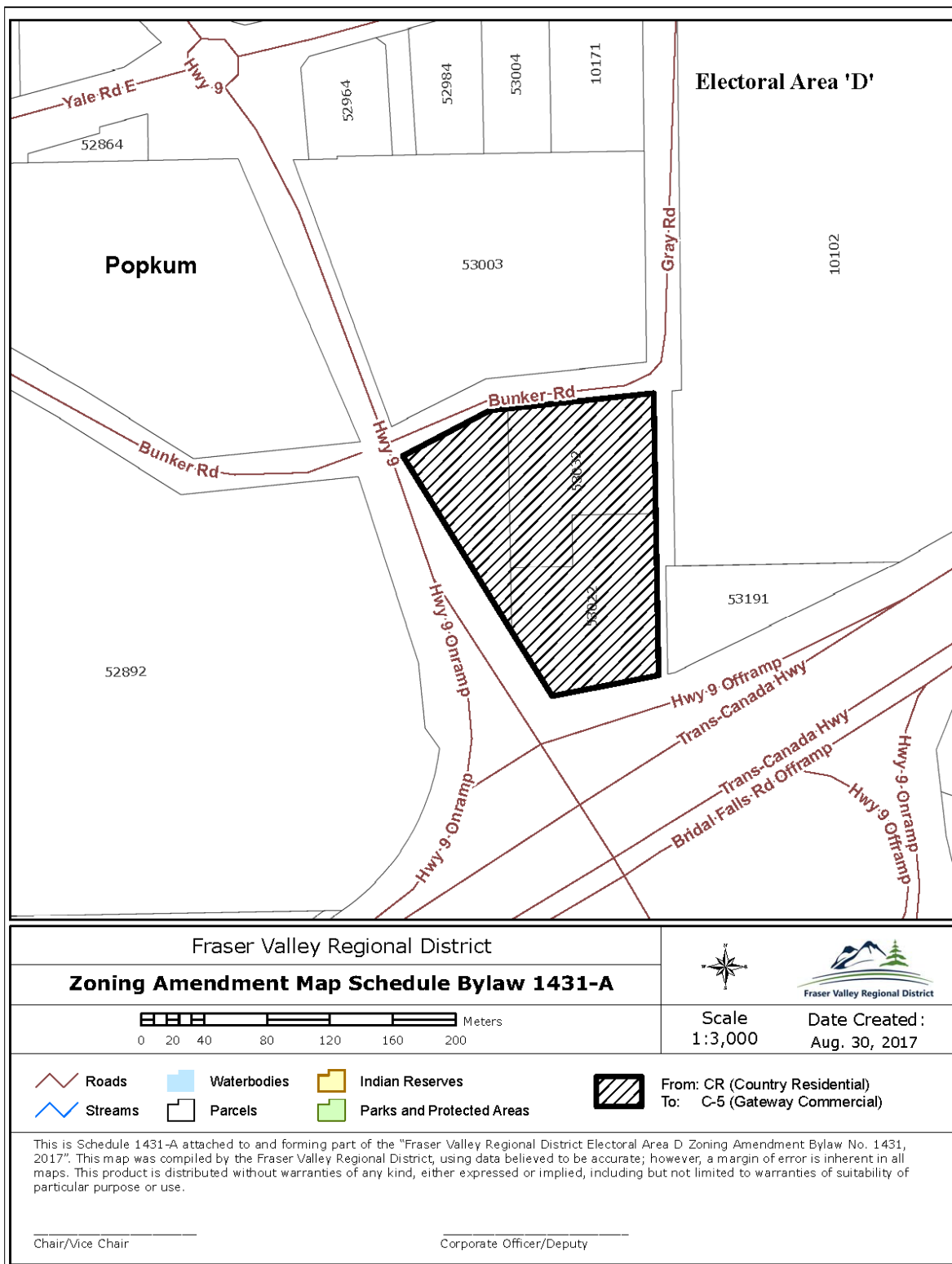
Chair/Vice Chair

Corporate Officer/Deputy**5) CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area D Zoning Amendment Bylaw No. 1431, 2017* as read a third time/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



March 20, 2018

PLG file #: 12-989

FVRD file #: 3920-20

**Summary of March 14, 2018 Public Information Meeting for
53022 & 53032 Bunker Road, Electoral Area D**

Location: Cafeteria Room at Rosedale Traditional Community School
50850 Yale Road, Rosedale, British Columbia V0X 1X2

Date: March 14, 2018

Time: 6:00 PM – 8:00 PM

Advertisements/Invitations

Invitations to the Public Information Meeting ("PIM") were provided to the Fraser Valley Regional District ("FVRD"), who subsequently mailed the invitations to five (5) local residents. A copy of the invitation is attached for your reference.

Project Representatives

Owners:	Tejinder Brar
	Bhupinder Sidhu
Pacific Land Resource Group Inc.:	Christopher Correia
	Rosa Shih
Pacific Rim Architecture Ltd.:	Peter Padley

Government Representatives

Fraser Valley Regional District:	Bill Dickey
	Margaret-Ann Thornton
	David Bennett

Format

The format of the Public Information Meeting was conducted as an Open House, where details on the application were provided on display boards. Any questions or comments concerning the information presented were answered by the owners, representatives of Pacific Land Resource Group Inc., or the representative of Pacific Rim Architecture Ltd.

Attendees

Approximately 20 people attended the Public Information Meeting, with 19 entries to the sign-in sheet. Three people were unable to attend the PIM and requested information on the

application be provided to them. A copy of the display boards was provided to each person via email. A copy of the sign-in sheet is attached.

Comment Form Response Summary

Pacific Land Resource Group Inc. requested attendees to fill out a Comment Form to highlight any comments or questions they may have had concerning the application. Eight comment forms were received (six Comment Forms in person and two via email) and are summarized below. A copy of each Comment Form is attached.

General Comments:

- Supportive of the project;
- Provide a variety of different businesses;
- Want a restaurant in the area;
- Want any future businesses to exclude cannabis and liquor stores;
- Concerned about the appearance of RV storage;
- Ensure the site is visually attractive, as it serves as the gateway to the neighbourhood;
- Ensure adjacent roads are safe and do not slow traffic;
- Improve cycling/pedestrian infrastructure in the area;
- Increase attention to urban design, including increase in patio space, pavement design, and a water feature; and
- Improve landscaping along western edge of the site.

Sincerely,

PACIFIC LAND RESOURCE GROUP INC.

Christopher Correia, RPP, MCIP

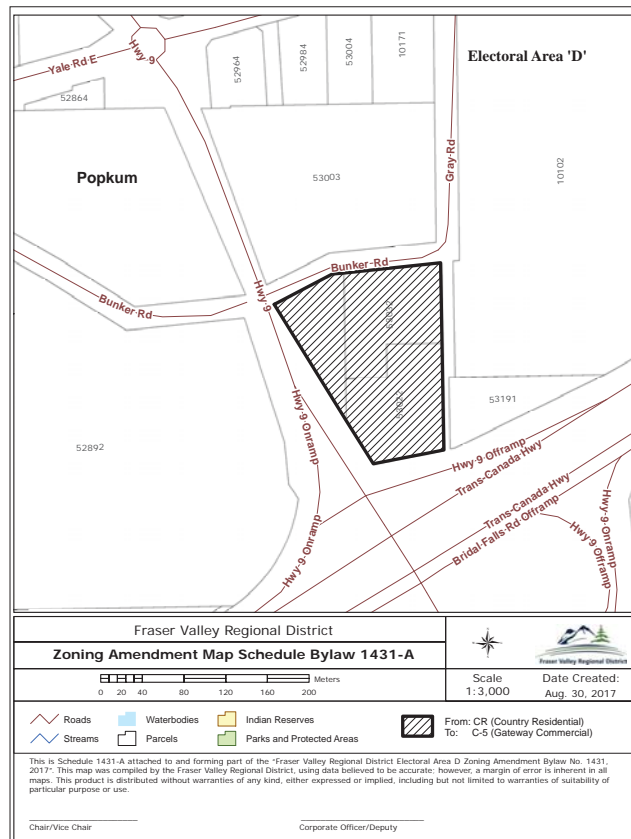
Attachments

CC: Tejinder Brar
Bhupinder Sidhu

INVITATION TO PUBLIC INFORMATION MEETING

You are invited to attend a meeting where representatives from Pacific Land Group will present details on an application for rezoning to support new commercial land uses, which may include a gas station, restaurants, RV storage, and other local and highway commercial land uses.

The purpose of this meeting is to provide details on the application and receive feedback from the public.



When:

Wednesday, March 14. Attend any time between 6:00 PM to 8:00 PM.

Where:

Cafeteria Room

**Rosedale Traditional Community School
50850 Yale Road, Rosedale, B.C. V0X 1X2**

Please join us. If you are unable to attend this meeting and would like information regarding this application, please contact Christopher Correia at 604-501-1624 or christopher@pacificlandgroup.ca

53022 - 53032 Bunker Road
Public Information Meeting - March 14, 2018

Sign-in Sheet

#	NAME	ADDRESS	PHONE	EMAIL
1	Jong	53449 Yale Road	772 794 1372	
2	BATE/HAMCYN	52684 Parkrose Blvd	604 794 7372	
3	Andre Parks	9808 Thompson RD	604 368 583	
4	BILL AGNES TOEWS	9974 Parkwood.	745-1109	
5	Kenny Hawkins	273 First Cultus Lane	604 798 1560	Kennyhawkins1814@gmail.co,
6	Bill Dickey	53500 Elgway Rd	604-794-3347	bdickey@ford.bc.ca
7	Michael Henshall	58321 McKay Rd	604 791-8321	rea.lesstaterinchillwack@gmail.ca
8	Karen Brar	14966 69 Avenue Surrey BC	604 362 9978	Karenbrar@telus.com
9	Samuel Brar	13255 62 Avenue	604 501 1049	samuelbrar@gmail.com
10	Margaret Thornton	FRED	604-702-5004	mthornton@furd.ca
11	Ar FRIESEN	5801 Jane	796-0002	RATFRIESEN@msk

53022 - 53032 Bunker Road
Public Information Meeting - March 14, 2018

Sign-in Sheet

#	NAME	ADDRESS	PHONE	EMAIL
12	Jay Lee	2725 Melfa Road Vancouver	778 240 2824	jay.jongjaelee@gmail.com
13	Jadine & Fred Eves	52721 PARKROSE WYND ROOSEVALE	604-745-1996	
14	Sean Hudson.	9990 SUSSEX DR.	604-745-2001	smhudson2@gmail.com
15	MIKE & JULIE O'CAIN	52335 LEXINGTON PL	604-794-7044	
16	HARVEY HAAN	9674 GILLAMDALE RD	604-991-8552	
17	Gudrun Anderson	53694 Dyer Rd	604-794-7515	gudrunanderson@hotmail.com
18				
19				
20				
21				
22				

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: Bill & Agnes Toews

Address: 9974 Parkwood Dr

Telephone: 604-745-1109 Email: agnes and bill@gmail.com

Do you have any comments or questions on the application?

- Do not like the idea of a trailer parking -
- could be an eye sore especially if we end up with trailer trash parking with ugly tarps blowing around. & who will "police" this?
- No "POT" shop.

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: PATRICIA BATE
Address: 52684 PARICROSE WYND
Telephone: 778 772 9695 Email: _____

Do you have any comments or questions on the application?

- VERY CONCERNED THAT THE RV STORAGE WILL BE AN EYESORE !!! THIS IS THE FIRST THING PEOPLE WILL SEE AS THEY ENTER THIS AREA !!!
- THERE ARE ALREADY 2 LIQUOR STORES CLOSE BY !! NO MORE SHOULD BE ALLOWED !!
- NO 'POT' SHOPS
LEGAL MARIJUANA SHOP → NO !!
- PLAY GROUND INSTEAD OF RV STORAGE
OR GREEN SPACE

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: Jong

Address: 53449 Yale Road

Telephone: 778 994 1397 mail: jongikbae@yahoo.ca

Do you have any comments or questions on the application?

Need a big/good Restaurant
in the area

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: Jackie Eves

Address: 52721 PARK ROSE WYND ROSEDALE

Telephone: 604-745-7996 Email: _____

Do you have any comments or questions on the application?

- Am concerned that the RV Parking Area will become an eye sore.
- Would not want to have marijuana shop so close to our residential area. (pot)
- This area is the gateway to our neighborhood so we would like the area to be attractive. Concerned re: RV storage.

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: André Harold Dancs
Address: ~~415~~ 9808 Thompson Road
Telephone: 604 316 8583 Email: andredancs@~~shaw~~outlook.ca

Do you have any comments or questions on the application?

- Security is a concern of mine.
- fence around the RV Storage should be high and Aesthetically pleasing.
- On and off main road driving should be safe and not slow traffic down

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: DONNA HAMLYN

Address: 52684 PARKROSE WYND

Telephone: 604-378-2583 Email: MYBESDOG@GMAIL.COM

Do you have any comments or questions on the application?

PLEASE NO MORE LIQUOR STORES &
NO POT SHOP!

RV STORAGE FEELS LIKE IT
WILL BE AN EYESORE TO OUR
BEAUTIFUL LANDSCAPE!

Christopher Correia

From: Fred Eves <fredeves@gmail.com>
Sent: Thursday, March 15, 2018 1:02 PM
To: Christopher Correia; dbennett@fvrd.ca; Bill Dickey
Subject: Zoning Amendment ZON00052 to Commercial Gateway.

Follow Up Flag: Follow up
Flag Status: Completed

Hi,

My wife and I attended this very well presented information session. Full marks to FVRD, Pacific Land Group and the owner for providing this public information meeting.

Here are my initial thoughts/comments which I shared with you all as FVRD reps, Pacific Development Group and owner were:

1. The proposal for RV storage lot under the BC Hydro Power lines generally would detract from the development of the area due to inevitable nature of such RV storage lots. Such RV storage lots tend to be eyesores with high security fences and bright lighting. The architect offered that lighting could be reduced as done now due to bylaws in metro Toronto area. This would be an improvement, but in the end it will still be a brightly lit RV storage lot at the very gateway to our community.
2. The proposed three, Phase 1 buildings along Hwy 9 all face inwards leaving "back of commercial building" presentation as you enter our community from Hwy 1 via Hwy 9. I suggested that 12-15 high rear walls of gas stations and fast food drive-thru restaurants are generally not a plus for sight lines from Hwy 9 and everything should be done to green up and softened this perspective as a "gateway" development into our neighbourhood. Perhaps landscaping using large, mature evergreens or the like would be helpful. However, I think this would require effort by FVRD and/or province to make such changes along Hwy 9.
3. With respect to the growing residential development in the area, the local benefits of this commercial gateway development come chiefly in Phase 2. Phase 1 is geared mainly to the traveling public with its gas station and the two fast food drive-thru restaurants. This being said, there are significant pedestrian/cycling access issues getting to this new commercial development by the local residents as pedestrians/cyclists. Suggestions I heard of tunnelling under Hwy 9 or building a pedestrian/cycling overpass over it are likely not the answer. It seems that we need controlled crossings at the near by traffic circle. The overly tight and busy traffic circle is not pedestrian/cycling friendly and in fact somewhat dangerous for all ages to attempt to navigate safely. The good news is that FVRD and provincial highways department have time to budget and execute such changes at the traffic circle.

I shared the above on the Popkum Ratepayers Facebook site and would appreciate if these thoughts/comments are captured as a local resident feedback.

Many thanks for hosting and providing this public forum for community feedback. Good luck with your development and I hope to continue to participate in the public process leading up to this development proposal.

Best Regards,
Fred Eves
fredeves@gmail.com
778-968-5042

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, restaurants, local shops, and recreational vehicle storage.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: Gudrun Anderson

Address: 53694 Dyer Rd Rosedale

Telephone: 604 794 7515 Email: gudrunanderson@hotmail.com

Do you have any comments or questions on the application?

I personally like the development proposal in general and it will be a nice addition to bring this area further alive. Existing businesses will only profit from this plan.

However, I have a few items to suggest.

1. If thread around the centre building would be made of cobble stone or stamped concrete, it will give it more of a plaza feel, more inviting and aesthetically pleasing than regular pavement.

2. A sitting area with a water feature (fountain) in the north east corner would not only add a more relaxed feeling, it would also provide a place to meet for the community, a resting place for people driving through and an opportunity for local musicians to put on a bit of music during the summer. The sound of water would also divert a bit of the traffic noise.

3. While I am not in favour of drive through restaurants (most of them are linked to fast food chains which we find everywhere we go) and the creation of more garbage is enhanced, private venues (Mexican, Thai, Vegetarian, Steak house) would be more favourable and make this place more of a destination rather than a convenient 5 min pit stop, given the fact that many visitors drive out to see the wetlands and Bridal veil falls.

4. Creating maximum patio spaces facing the mountains would make any eating experience unique, creating a nice hang out for locals as well.

5. In terms of businesses, I would favour

- souvenir shop with native and local art
- Fruit and veggie market (mostly local) or deli
- Local brewery
- Bulk food /eco store (no packaging), as an environmental alternative
- Bank

(To be successful, you must be different, good luck)

February 20, 2020

PLG file #: 12-989

FVRD file #: 3920-20

**Summary of February 11, 2020 Public Information Meeting for
53022 & 53032 Bunker Road, Electoral Area D**

Location: Cafeteria Room at Rosedale Traditional Community School
50850 Yale Road, Rosedale, British Columbia V0X 1X2

Date: February 11, 2020

Time: 6:00 PM – 8:00 PM

Advertisements/Invitations

Invitations to the Public Information Meeting ("PIM") were provided to the Fraser Valley Regional District ("FVRD"), who subsequently mailed the invitations to twenty (20) local residents. A copy of the invitation is attached for your reference.

Project Representatives

Owners:	Tejinder Brar
	Bhupinder Sidhu
Pacific Land Resource Group Inc.:	Laura Jones
	Rosa Shih
	Tyler Erickson
Pacific Rim Architecture Ltd.:	Peter Padley

Government Representatives

Fraser Valley Regional District:	David Bennett
----------------------------------	---------------

Format

The format of the Public Information Meeting ("PIM") was conducted as an Open House, where details on the application were provided on display boards for attendees to review. A video of the site model also displayed. Any questions or comments concerning the information presented were answered by the owners, representatives of Pacific Land Resource Group Inc., or the representative of Pacific Rim Architecture Ltd. A copy of the display boards is attached for reference.

Attendees

The PIM took place in the Cafeteria Room of Rosedale Traditional Community School at 50850 Yale Road, Rosedale. Approximately 15-20 people attended the Public Information Meeting, with 13 entries recorded in the sign-in sheet. A copy of the sign-in sheet is attached.

Comment Form Response Summary

Pacific Land Resource Group Inc. requested attendees to fill out a Comment Form to highlight any comments or questions they may have had concerning the application. Five comment forms were received in person and are summarized below. A copy of each Comment Form is attached.

General Comments:

- Supportive of the revised proposal;
- Consider a variety of businesses including a large grocery store, pharmacy, and bank as a high priority and convenient store and fast-food restaurants as a low priority;
- Anticipate the traffic impact for the development;
- Ensure the buildings and rooflines are visually attractive;
- Preference in some types of shops such as fresh produce stores, a brewpub or restaurant chain giving a sense of community to local residents;
- Supportive of the new proposal, especially abandoning the RV storage;
- Express keenness regarding commercial development in Popkum;
- Ensure pedestrian safety is a priority.

Conclusion

The overall response to the revised proposal was positive, with the majority of people who attended the PIM choosing not to submit written feedback. There were some recommendations regarding the preferred type of local shops. The main concern expressed by one of the residents was related to the traffic impact and the other concern by a resident was aesthetic perspectives of the proposal and suggested considering ESSO gas station as a precedent.

A traffic study was completed by Bunt & Associates which determined the impact of the proposed development on the local road network and recommended building a right-turn lane at Bunker Road to access the proposed development. The Ministry of Transportation and Infrastructure has reviewed this recommendation and supported the proposal as an acceptable improvement to the local road network.

Regarding the aesthetic perspective, new commercial buildings and structures have pitched roofs to reflect the surrounding mountains, to preserve a feeling of openness along the highway and roads and to provide broad sightlines to mountains and the sky. The buildings are designed to complement a pedestrian scale and focus. There is a cohesive visual relationship between buildings, structures and supporting signs in terms of roof pitches, proportion, height, materials, fenestration and design theme.

The purpose of the February 11, 2020 PIM was to present the recent changes to the proposal. Residents were generally interested in the revised proposal and removing the RV storages with minimal concerns regarding the recent reconfiguration of the site layout.

We trust the above provides you with a summary of feedback received from the PIM. Copies of comment sheets submitted at the PIM are attached for reference.

Sincerely,

PACIFIC LAND RESOURCE GROUP INC.

Laura Jones, MCIP, RPP

Attachments

Public Information Meeting ("PIM") Letter
PIM Display Boards
Attendee Sign-In Sheet
Comment Forms

CC: Tejinder Brar
Bhupinder Sidhu

Welcome to the Public Information Meeting

Thank you for coming!

Pacific Land Group is undertaking a development application for a highway commercial development at **53022 and 53032 Bunker Road**. We want to obtain your feedback on the details of the development application.

If you have questions, please ask one of the representatives from Pacific Land Group.

Please sign in and take a comment form to record your feedback. The form can be dropped off in the comment box once you are finished.

Site Context

Properties involved include 53022 and 53032 Bunker Road. The proposed development is situated at the entrance to Rosedale, at the intersection of Highway 1 and Highway 9.



The Proposal

New commercial land uses are proposed on this property, including: a gas station, car wash, restaurants, coffee shop, among other local and highway commercial land uses. These services are proposed to accommodate anticipated residential development in the neighbourhood.



Project Rendering



Looking South East from Bunker Road

Project Rendering

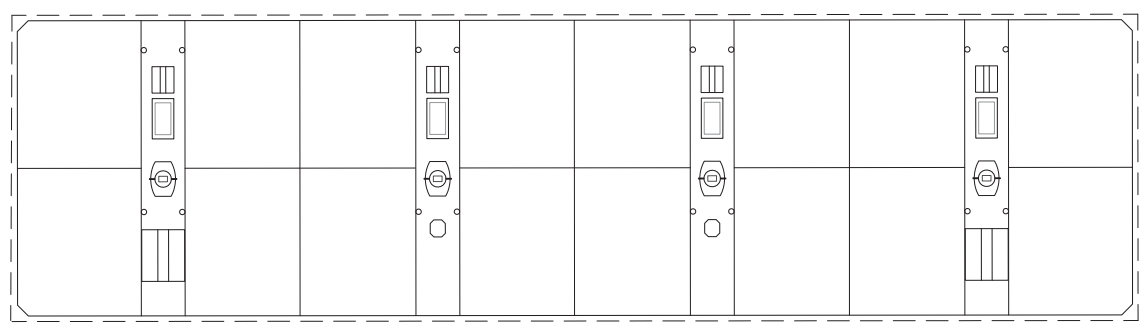


Project Rendering

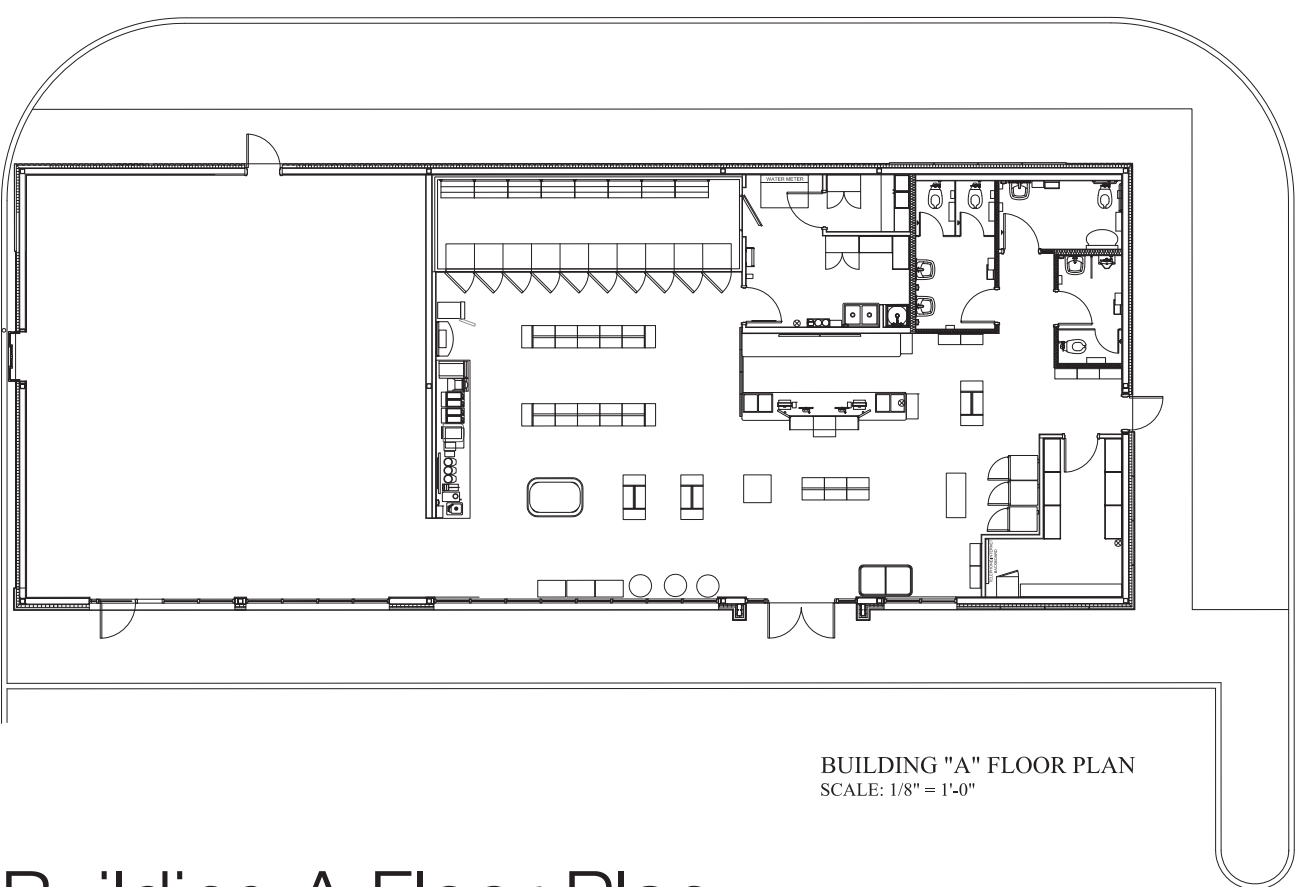


Proposed Elevations

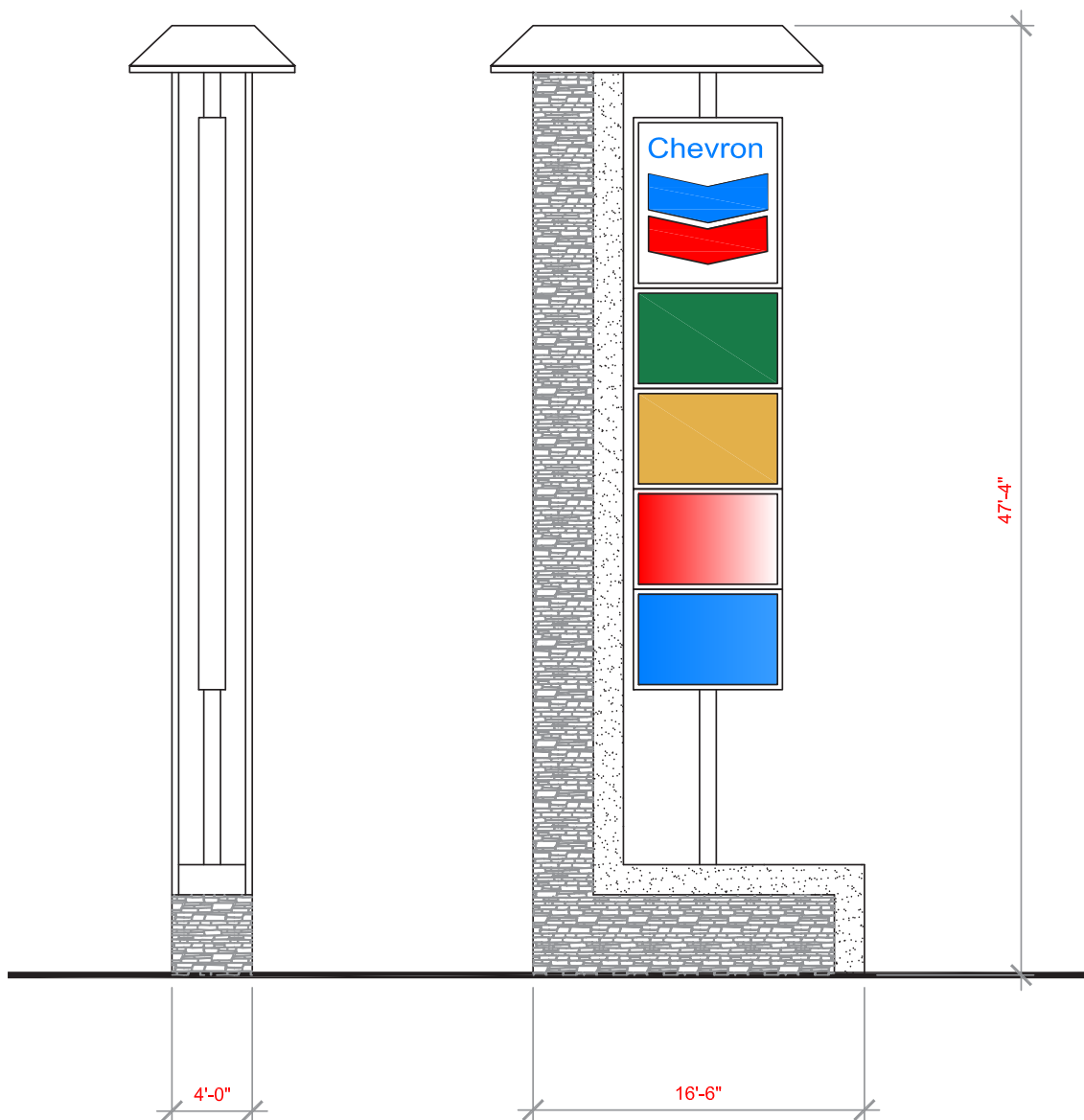
Building A - Gas Station, Convenience Store and Restaurant



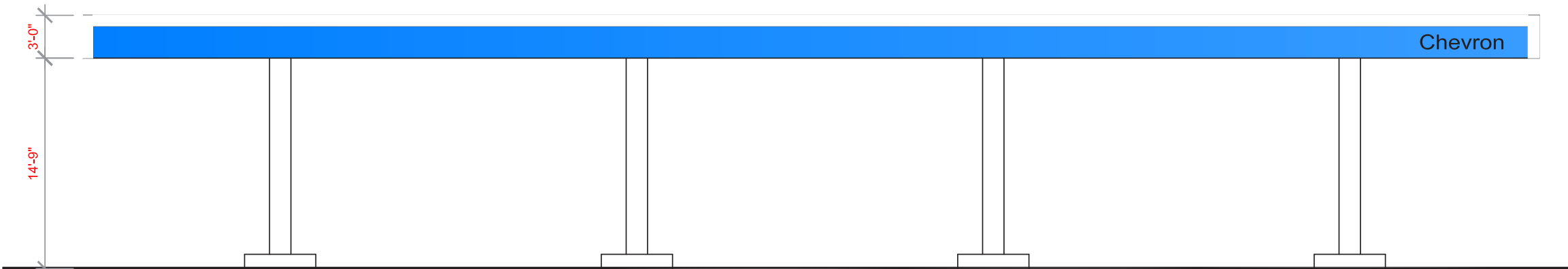
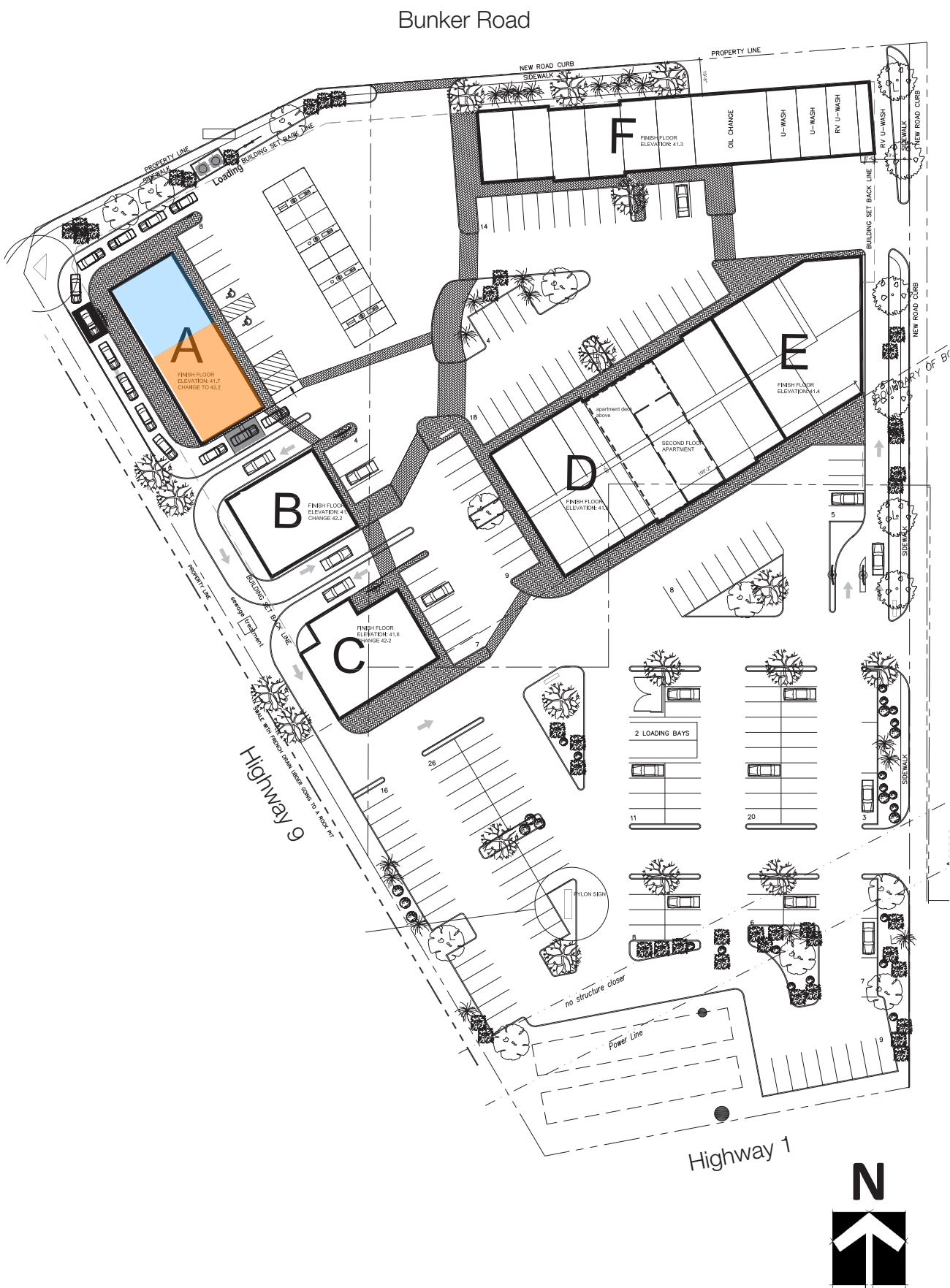
Plan of Fuel Islands



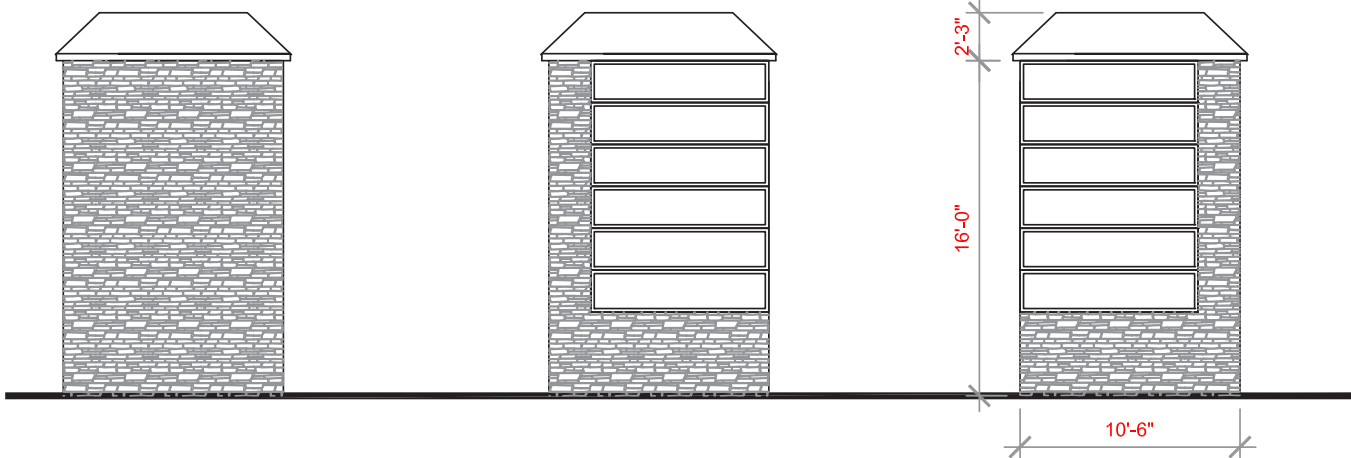
Building A Floor Plan



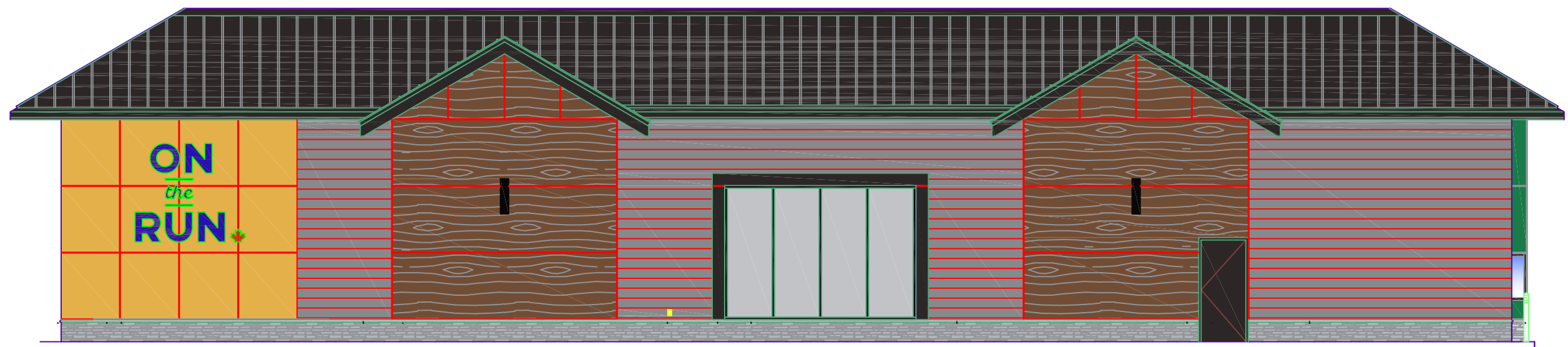
Free-standing Commercial Signs Elevation



Fuel Islands Elevation



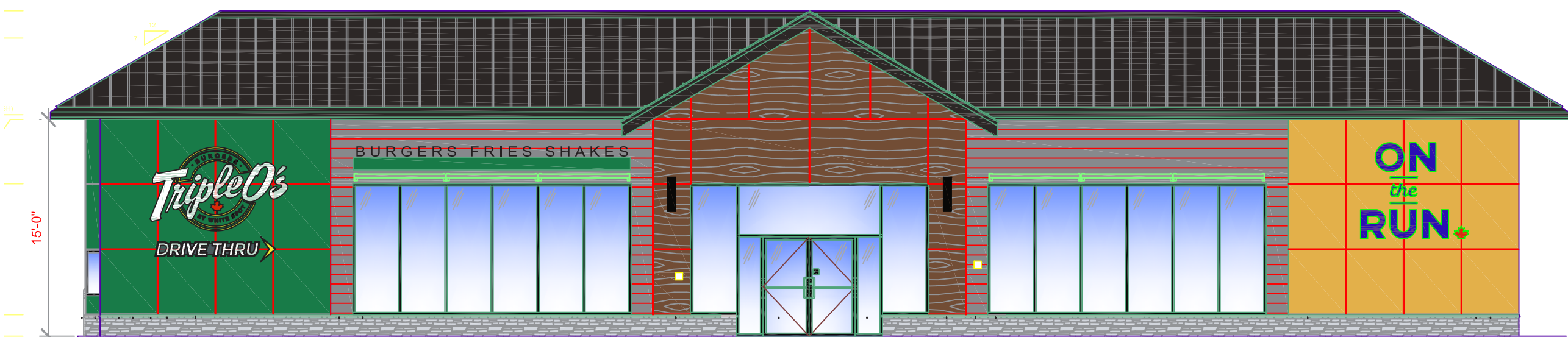
BUILDING A



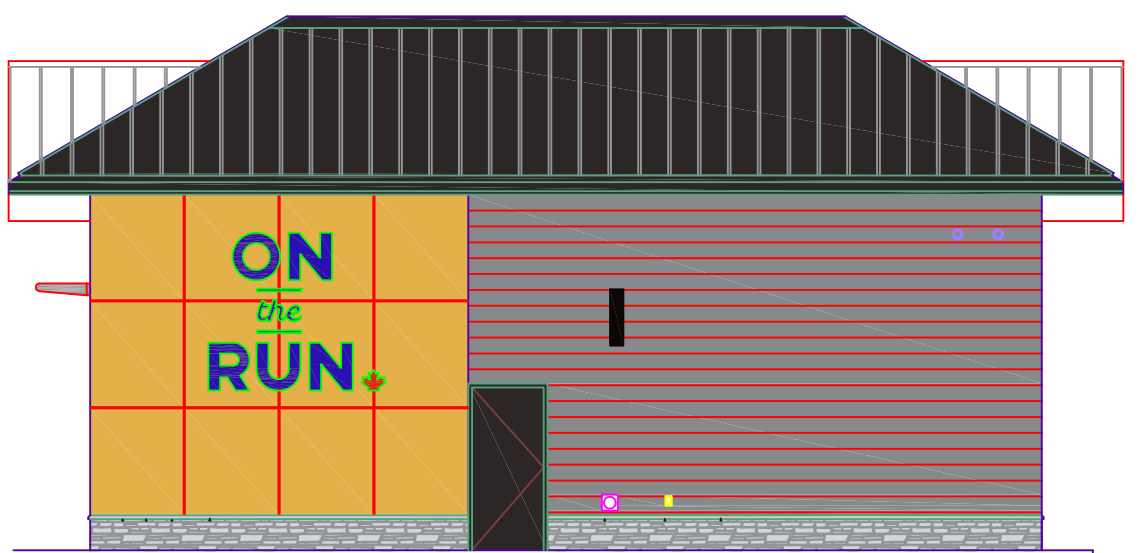
West Elevation



South Elevation



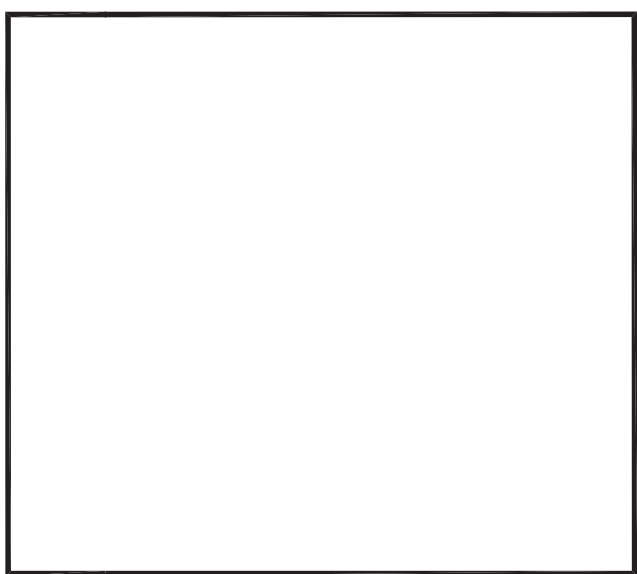
East Elevation



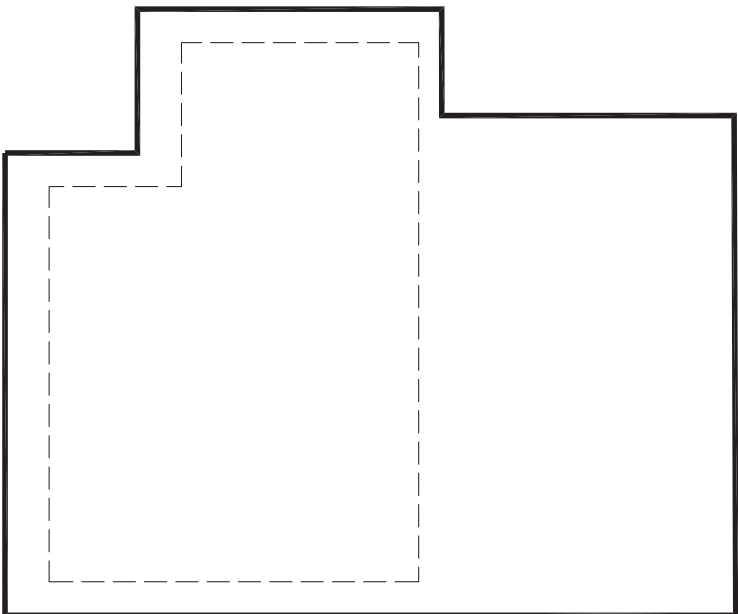
North Elevation

Proposed Elevations

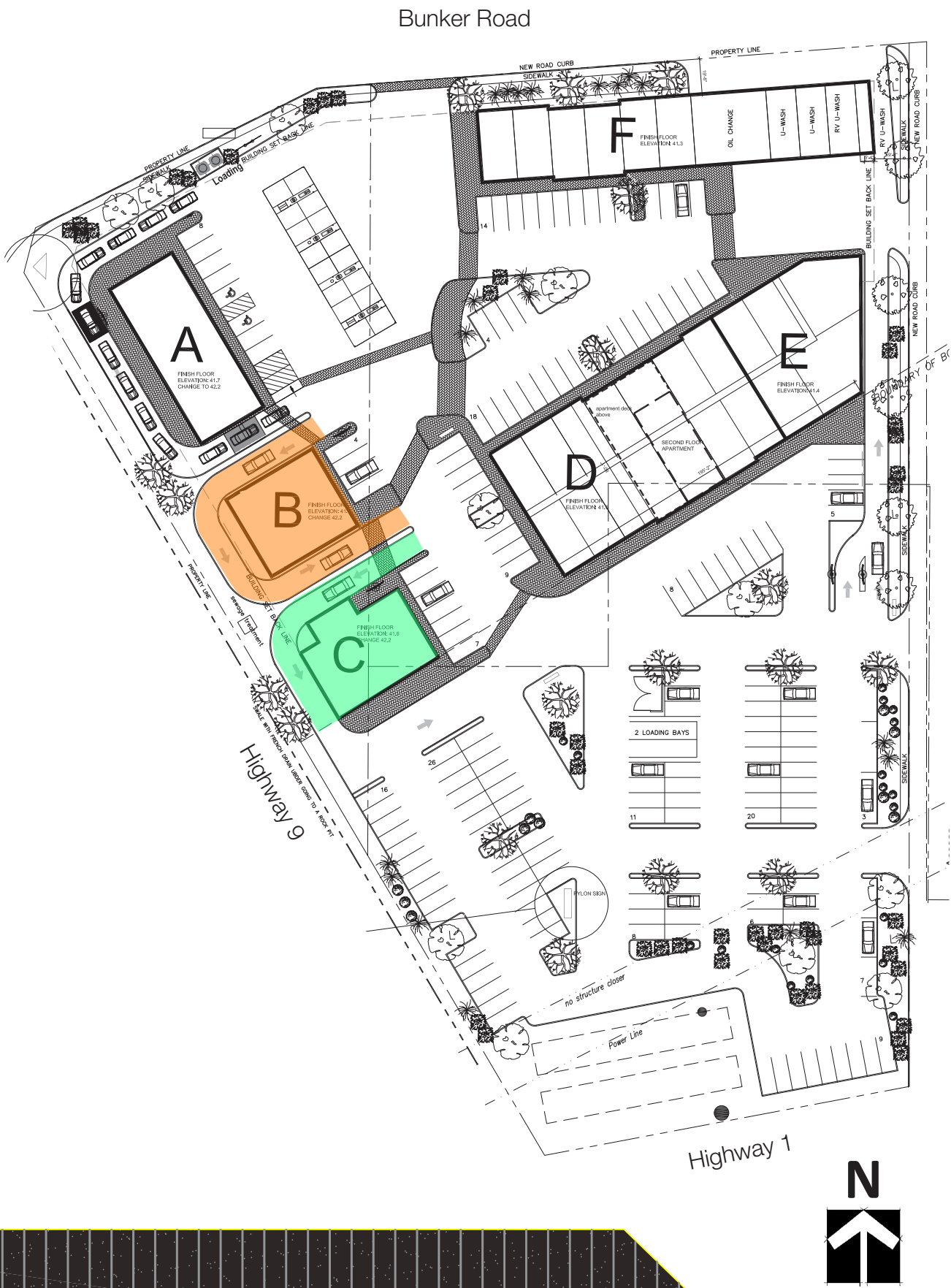
Buildings B & C - Restaurant & Coffee Shop



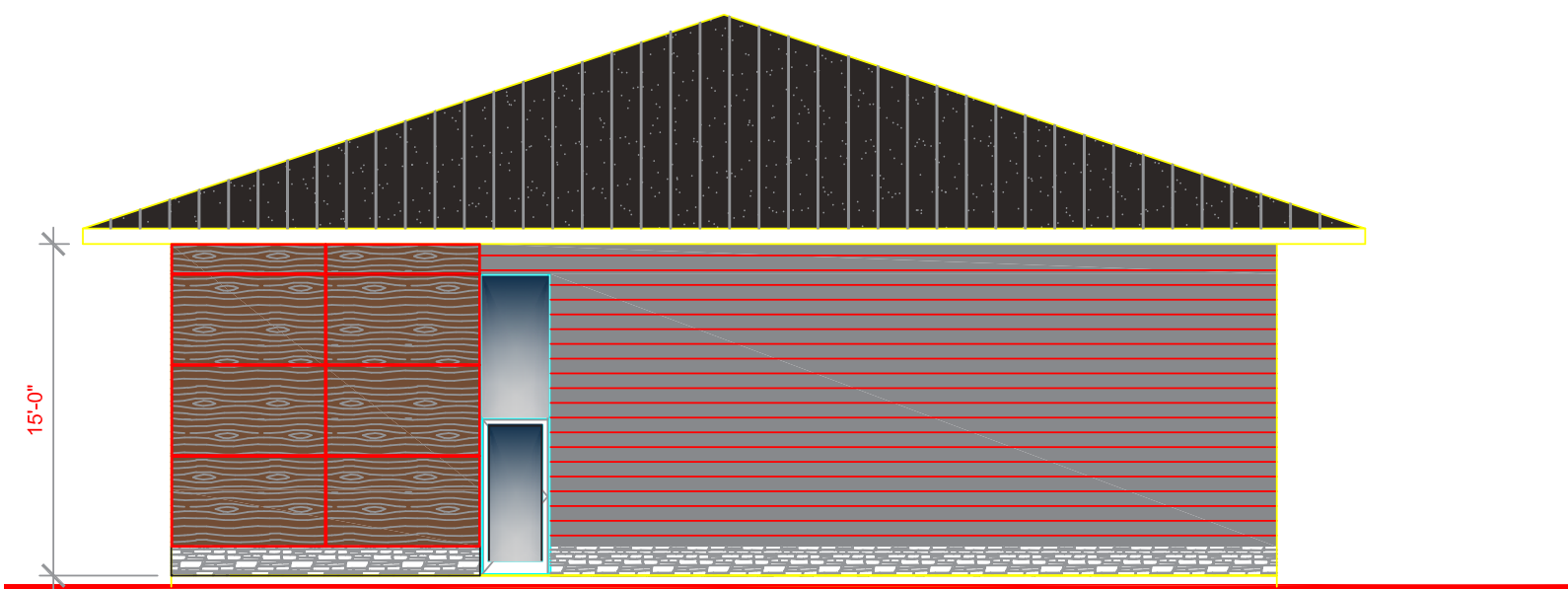
Building B Floor Plate



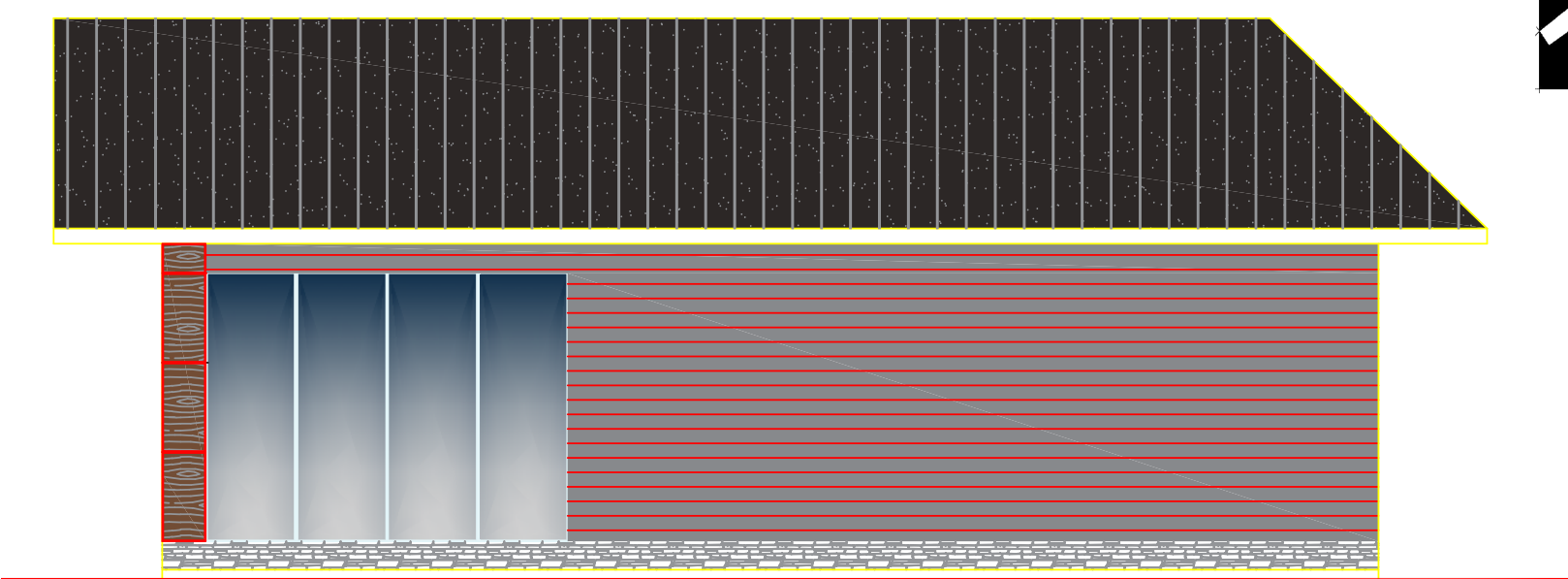
Building C Floor Plate



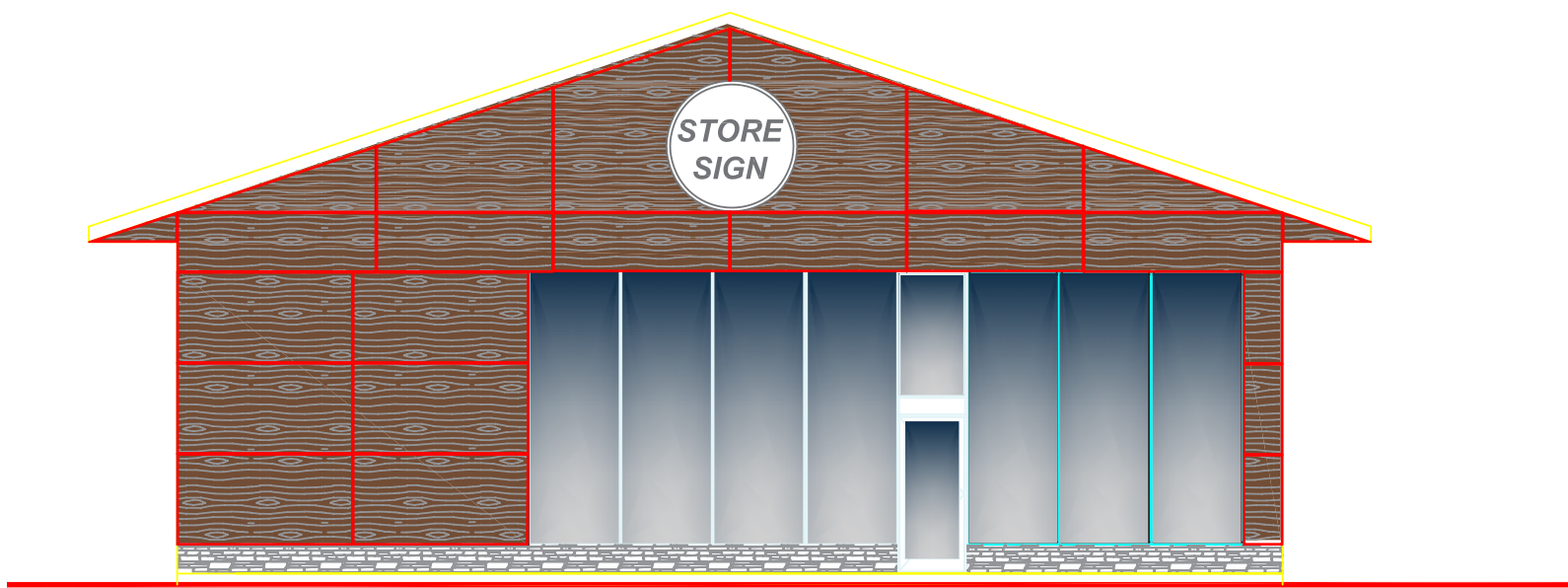
BUILDING B



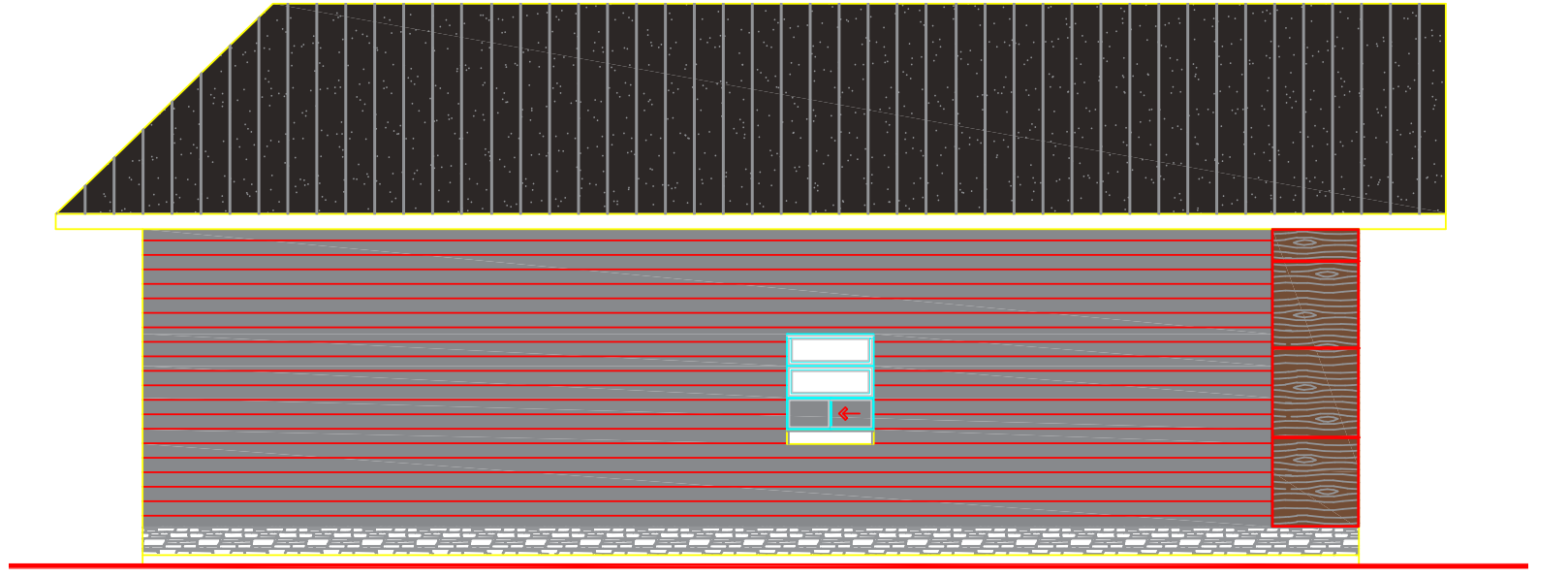
West Elevation



North Elevation

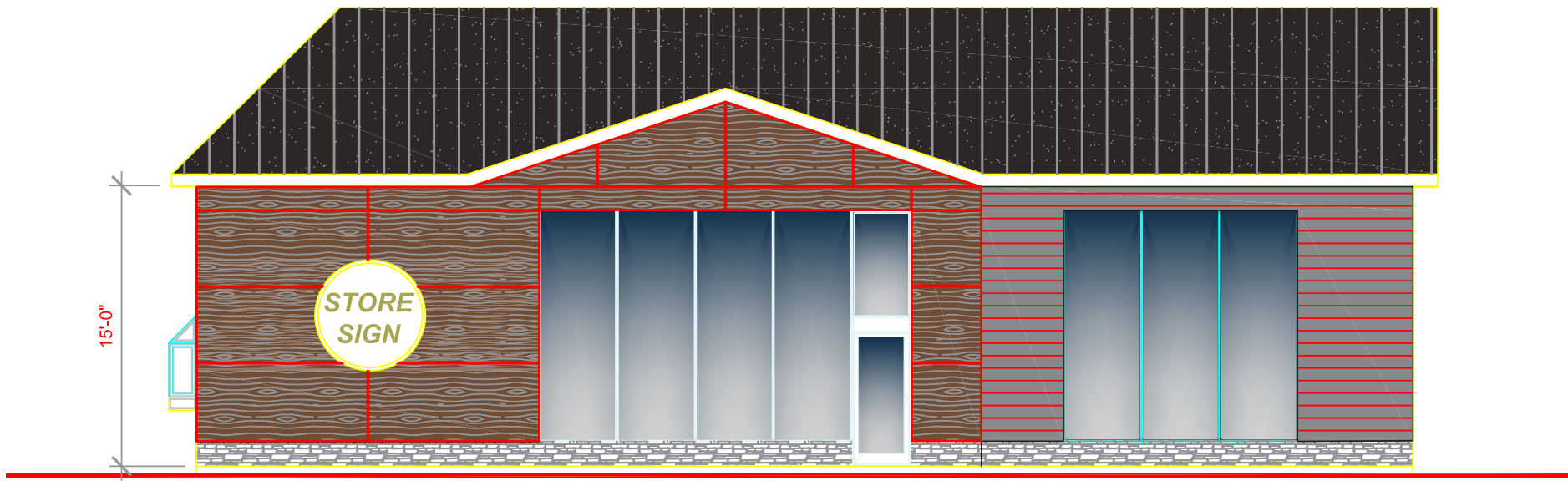


East Elevation

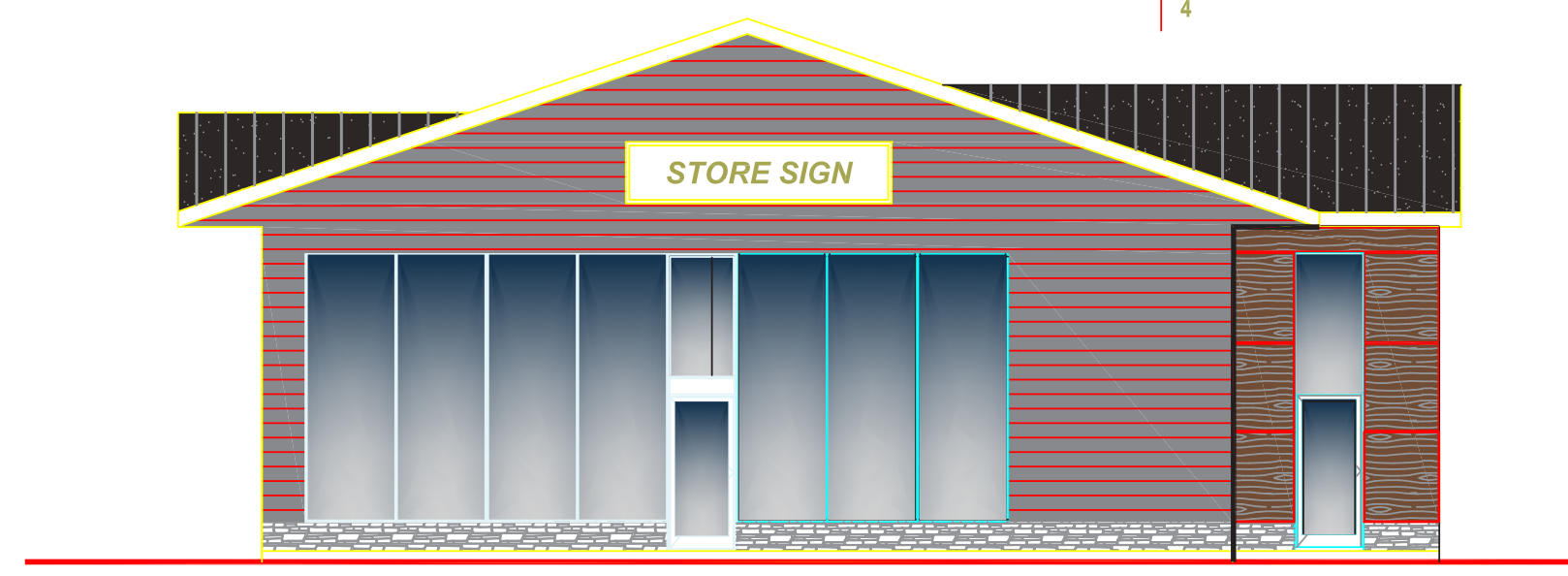


South Elevation

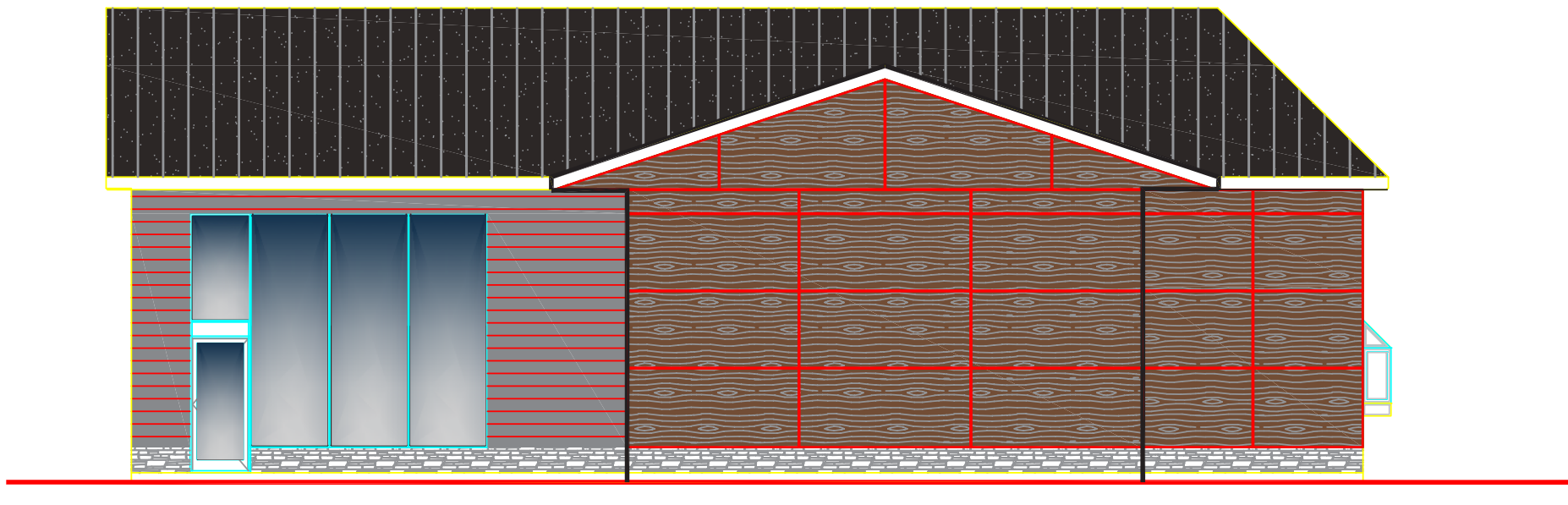
BUILDING C



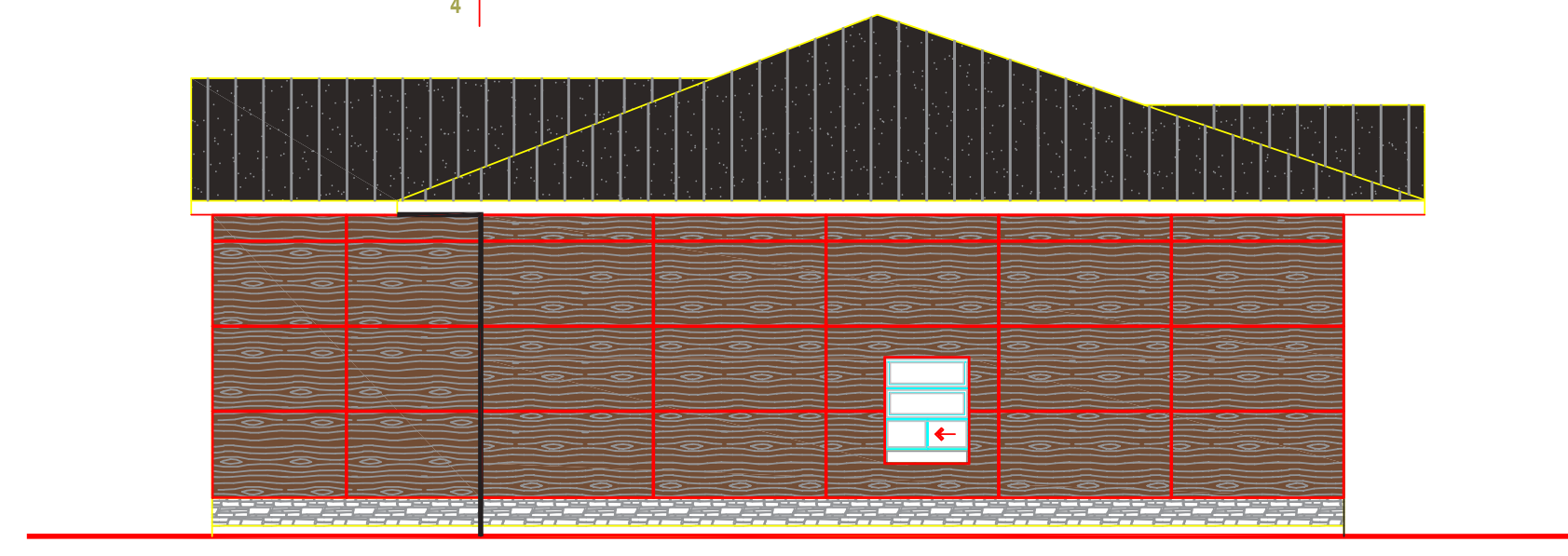
South Elevation



East Elevation



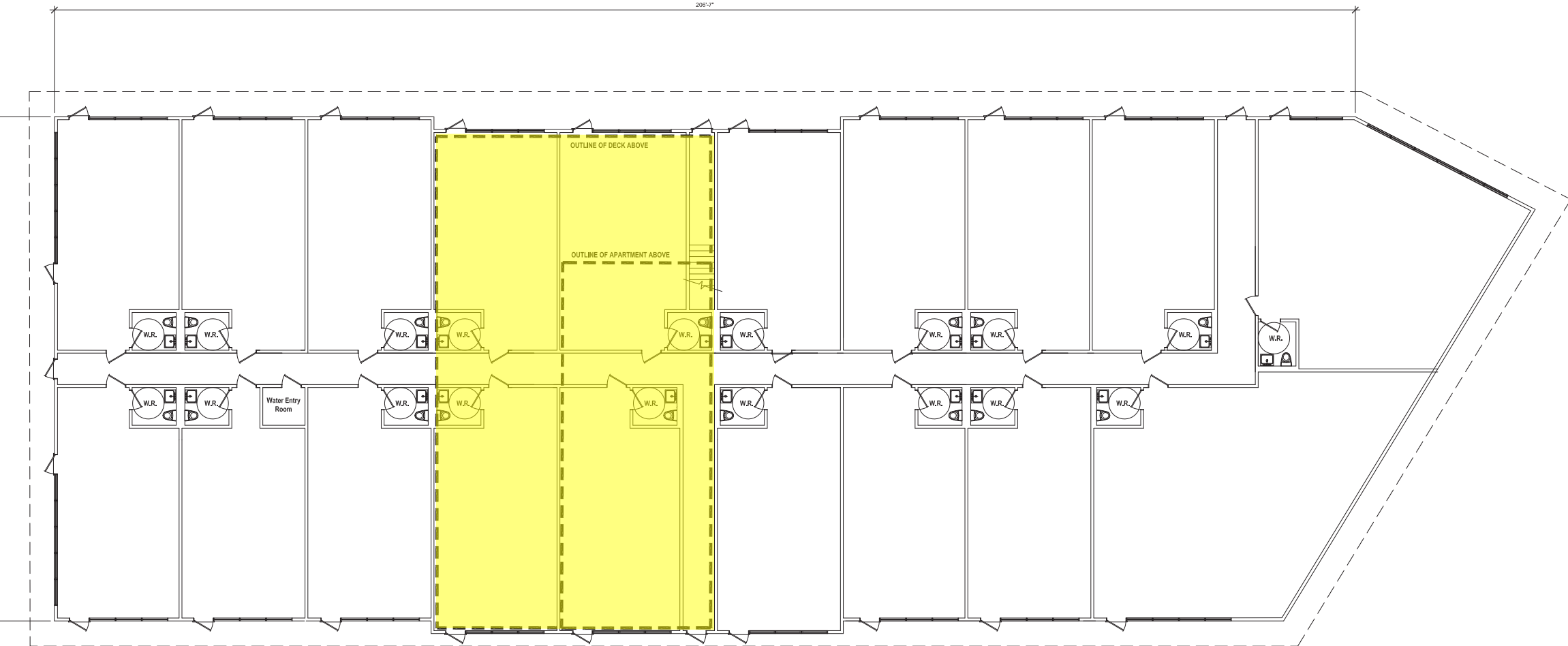
North Elevation



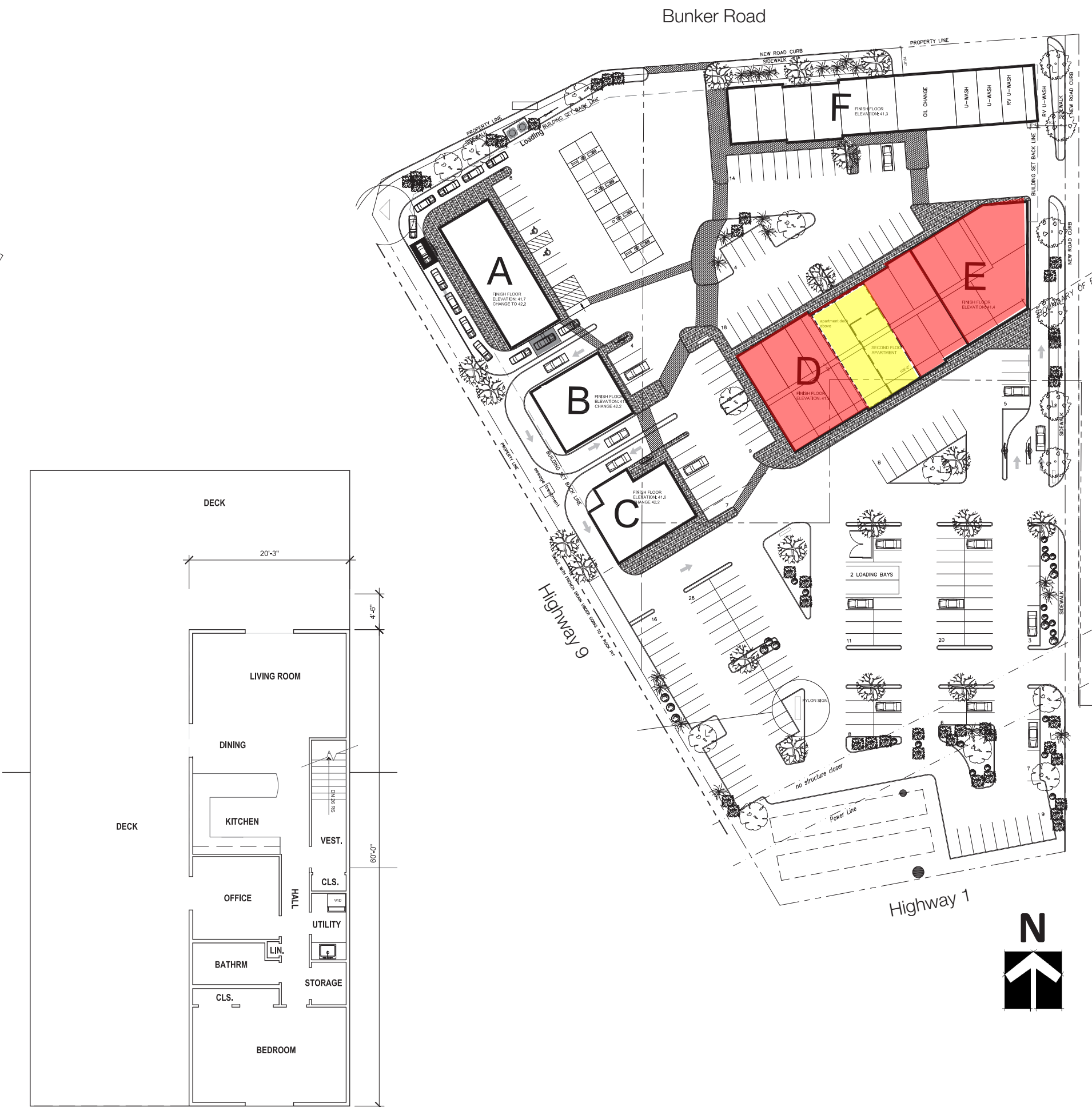
West Elevation

Proposed Elevations

Buildings D & E - Local Shops

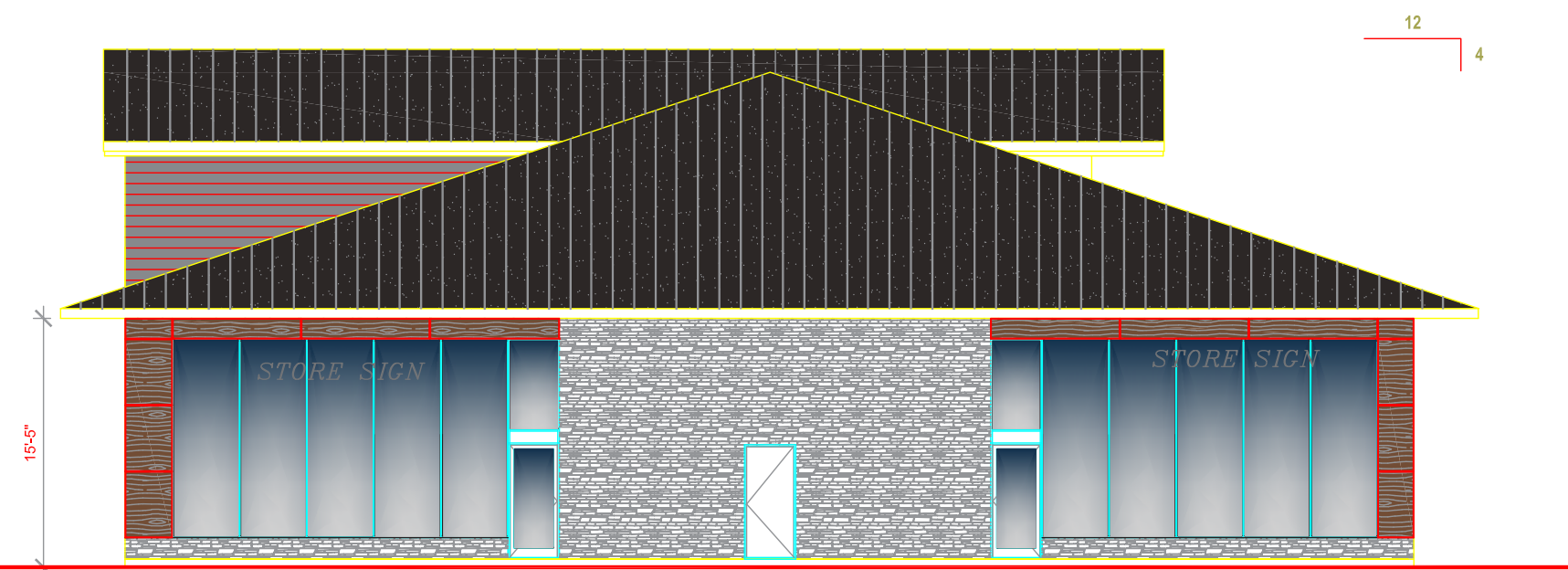


Floor Plan

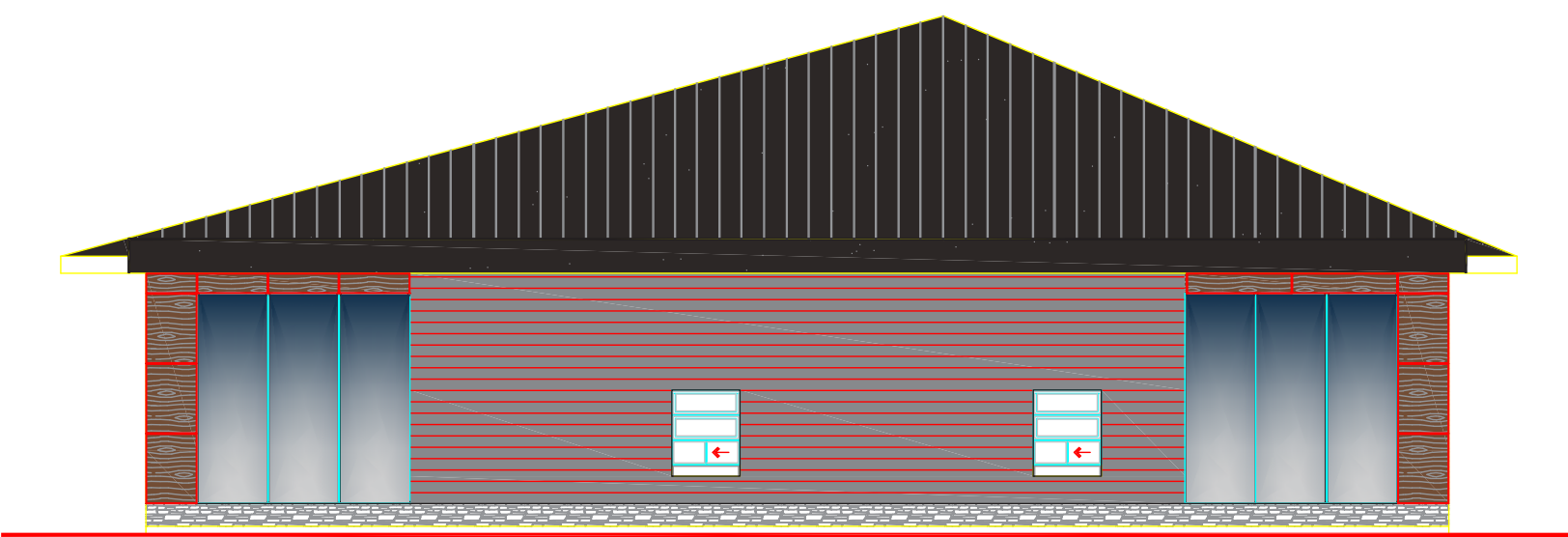


Apartment Floor Plan

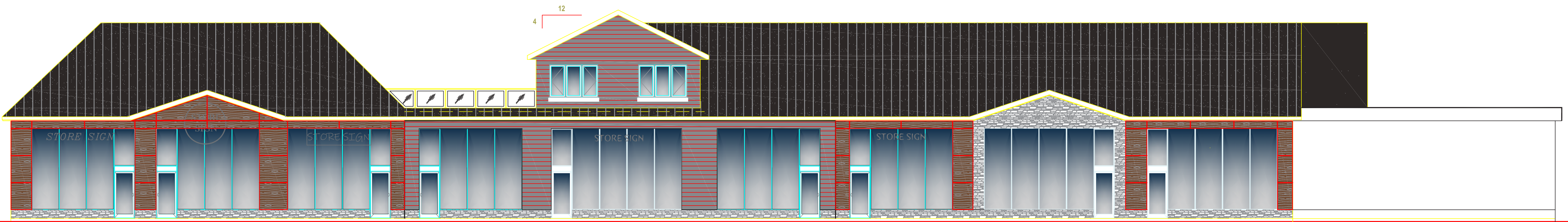
BUILDING D & E



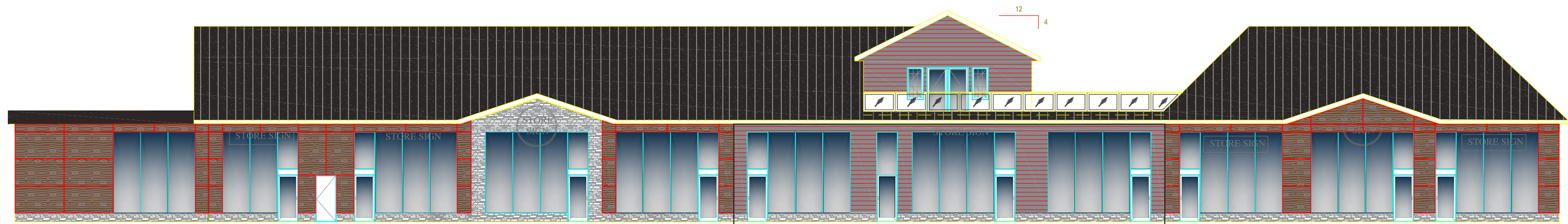
West Elevation



East Elevation



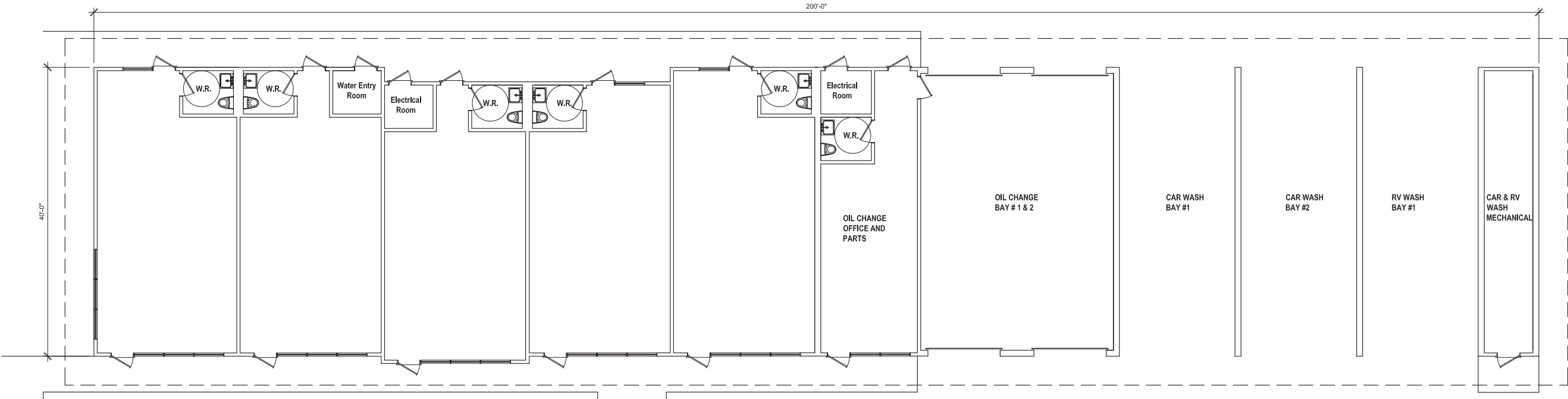
South Elevation



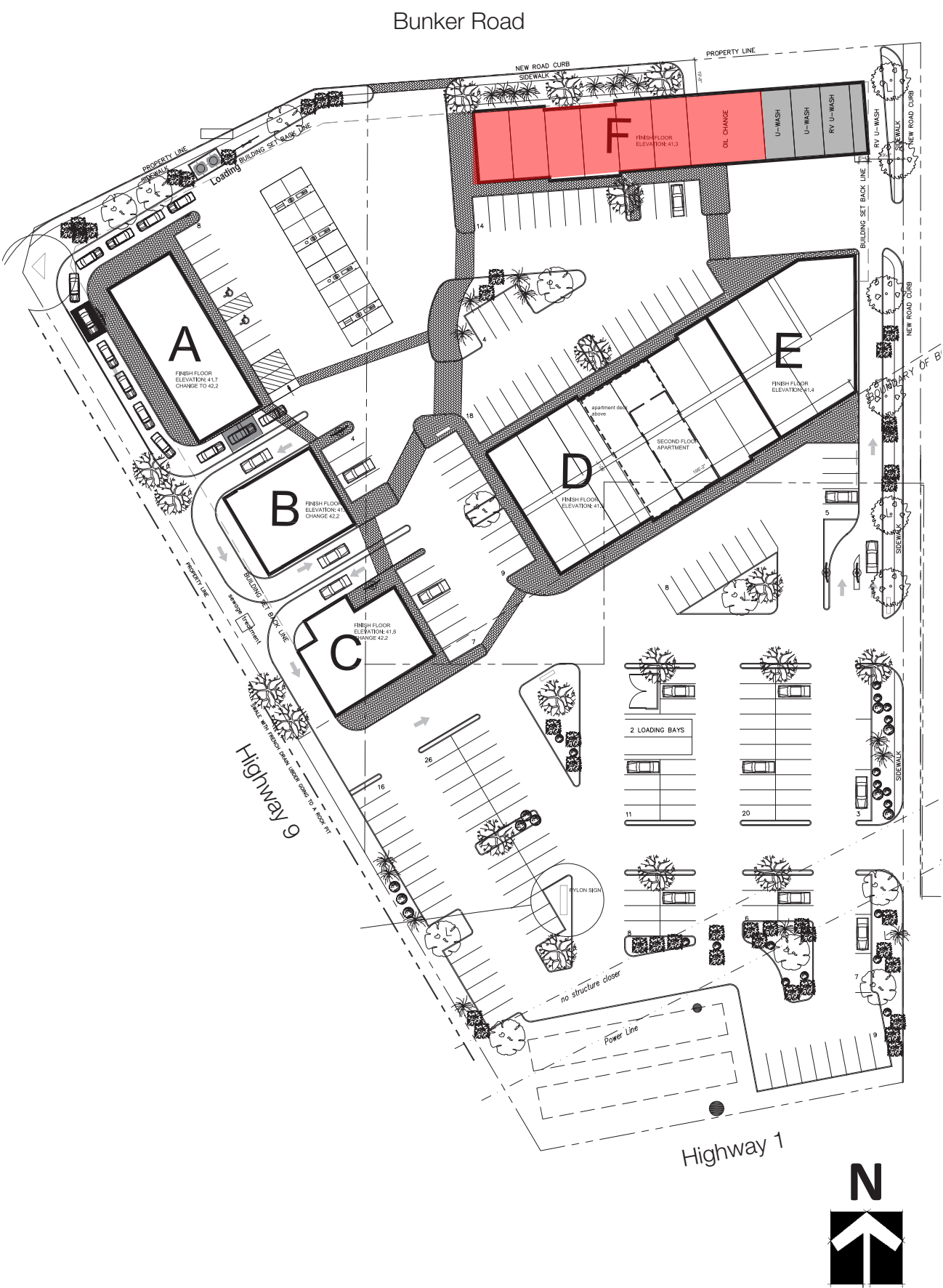
North Elevation

Proposed Elevations

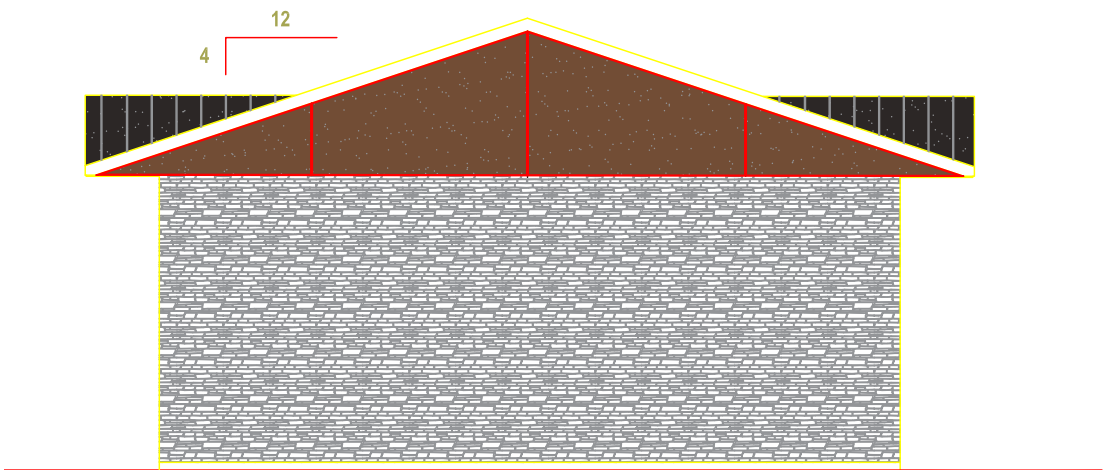
Building F - Local Shops and Car Wash



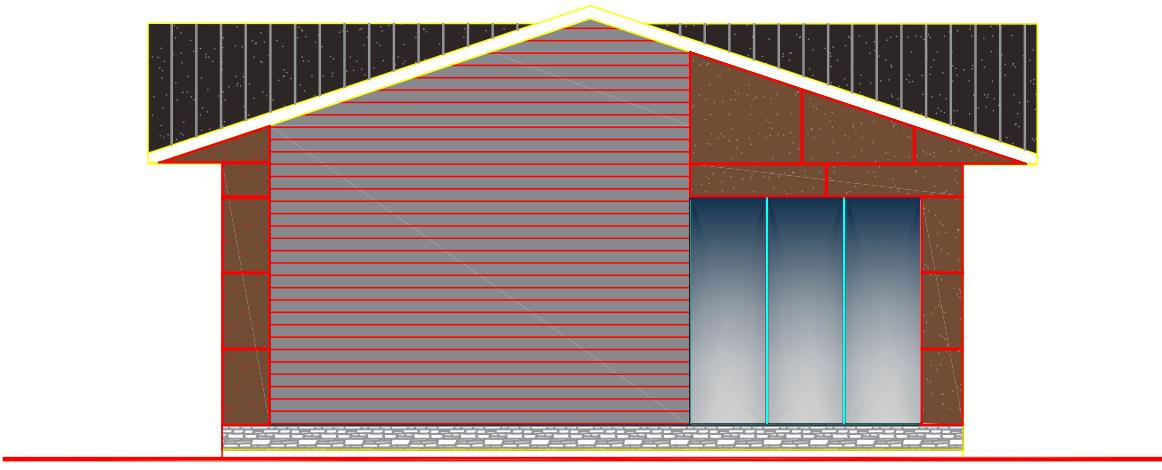
Floor Plan



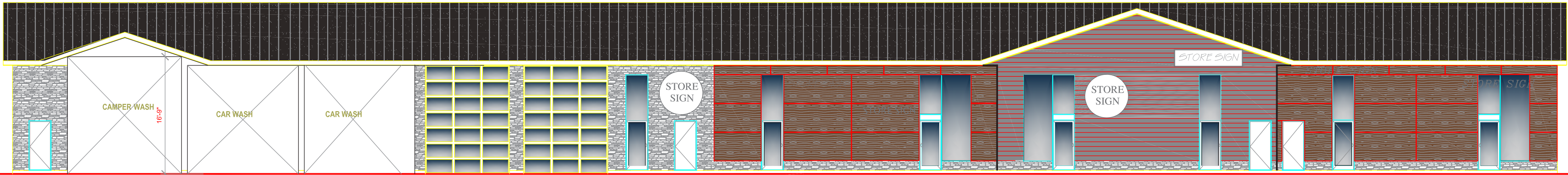
BUILDING F



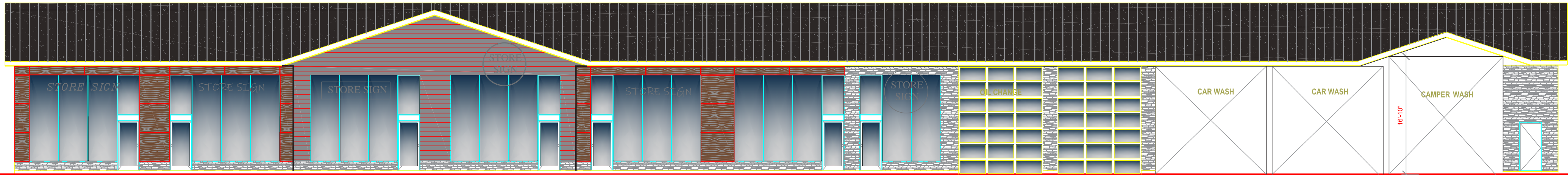
West Elevation



East Elevation



North Elevation



South Elevation

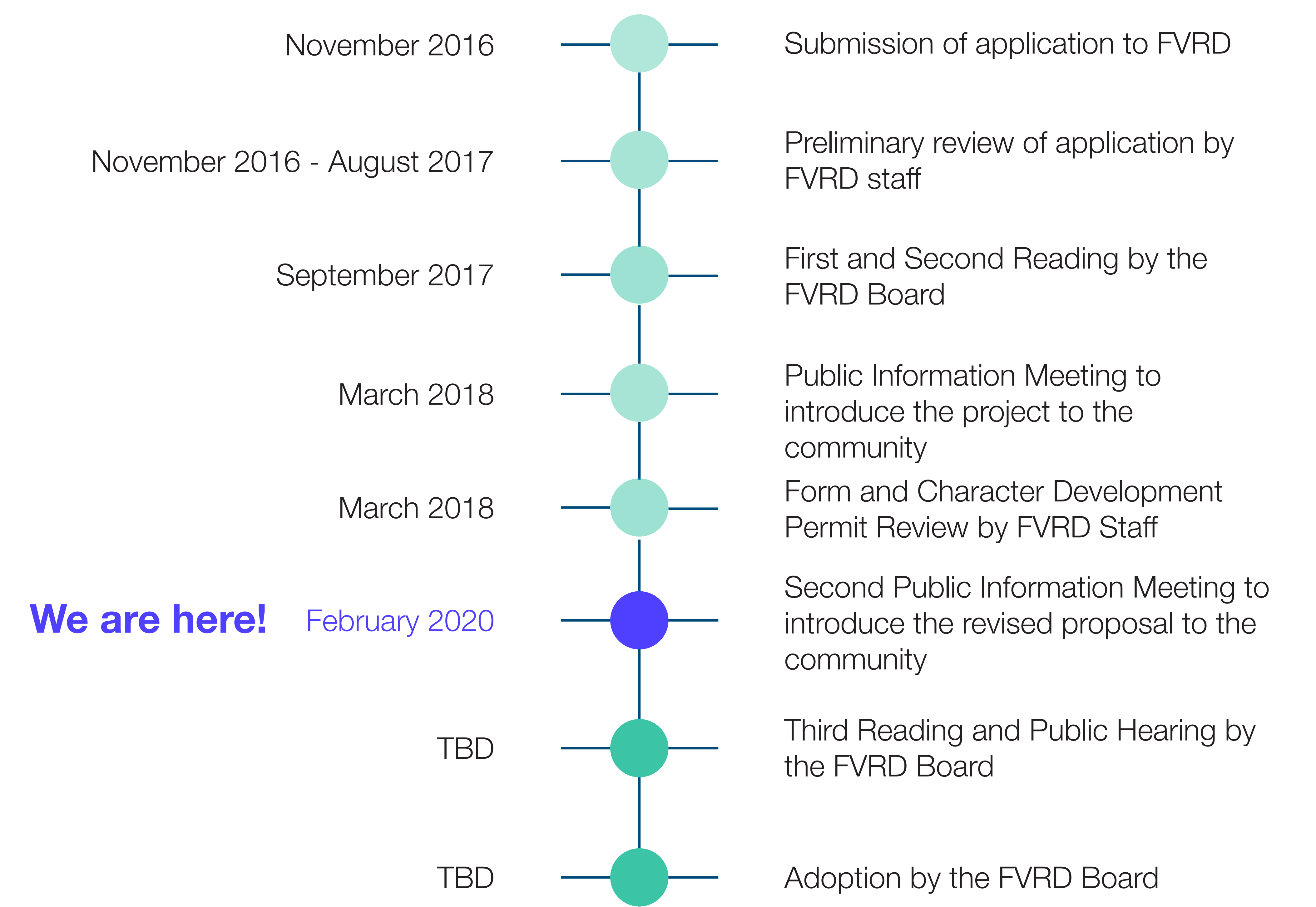
Planning Process

This Public Information Meeting is one step in the review process for the development application.

A development application for a rezoning and development permit on the property was submitted to the Fraser Valley Regional District (“FVRD”) and is under review by FVRD staff.

The first public information meeting was held on March 14, 2018. We have received your comments on the development proposal, which have been incorporated into the revised plans. We want to obtain your feedback on the details of the revised development proposal.

Below is the estimated timeline for the development application.



Design Features

The proposed development has been designed to minimize the environmental impact and increase user experience.

Encouraging storm water management

Rainwater from buildings and paved areas on the site will be captured and contained in underground tanks. This **rainwater will be filtered and reused as site irrigation and fire-fighting water supply.**

Utilizing recyclable building materials

Many **recyclable building materials** are proposed, including the use of:

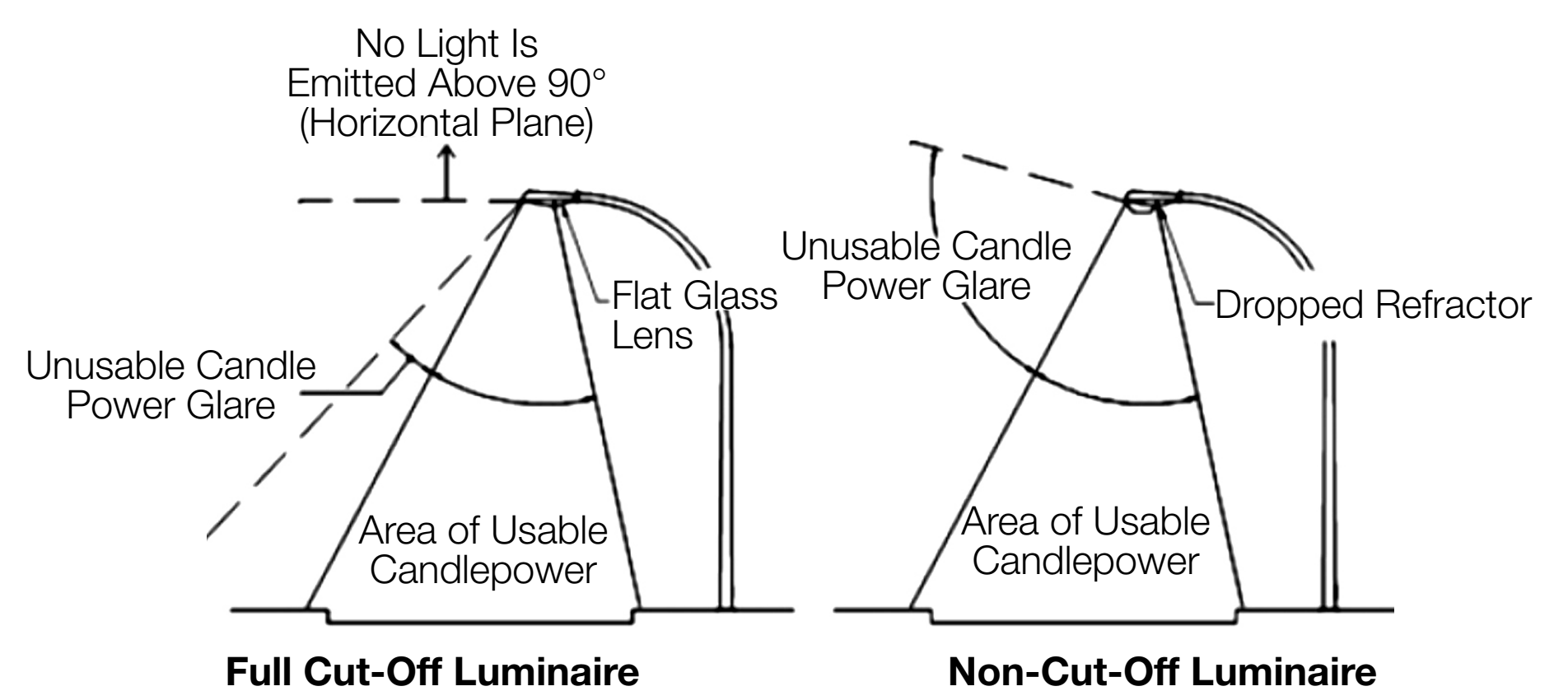
- Man made concrete mock stone, 100% recyclable
- Cement-based shingles and board siding, 100% recyclable
- Steel roofs, 100% recyclable

In order to reduce each building's energy consumption, every building will be constructed according to ASHREA 90.01 (2016) standard for energy efficiency.

Reducing light pollution

All exterior general site light fixtures to meet the IESNA Full Cutoff Classification, or an uplight rating of 0. This will help ensure that **light does not reflect up to the sky at night.**

The proposal will install an automatic device that reduces the outward spillage of light achieved by reducing the input power to lighting fixtures by at least 50% between the hours of 11:00 PM and 5:00 AM.



Pedestrian experience

The site has been designed to provide **safe and engaging sight lines for pedestrians** with large areas protected for pedestrian circulation.

Different varieties of landscaping have been proposed to ensure the site remains aesthetically pleasant through all seasons.

Lighting will be installed in the soffits of the overhanging building roofs to provide illumination at night.



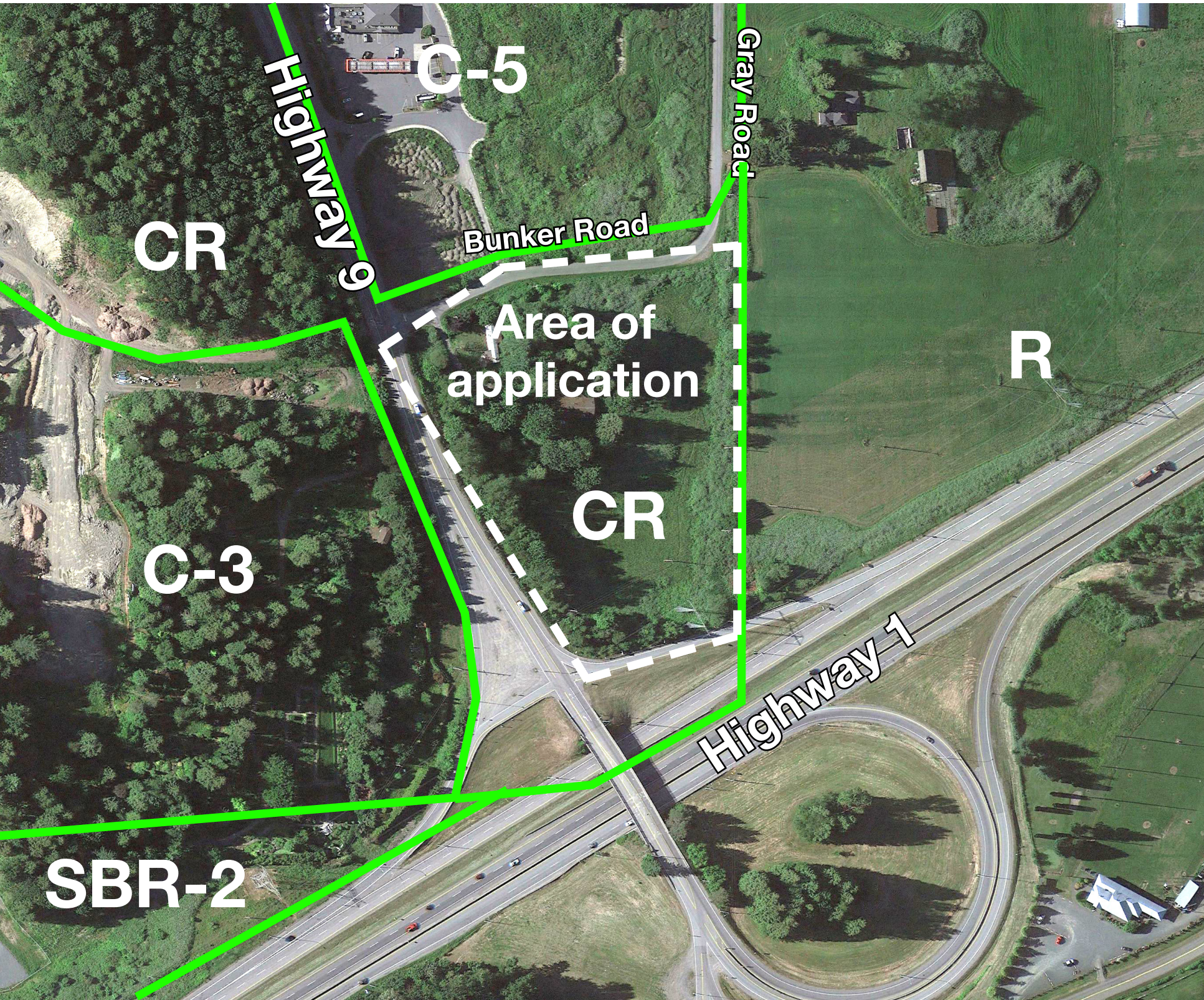
Planning Policies

Pacific Land Group submitted an application for subdivision and rezoning for the properties located at 53032 and 53022 Bunker Road to allow for Highway Commercial uses.

The proposal is to rezone the properties to Gateway Commercial (C-5). The intent of the C-5 zone is to provide for Highway Commercial and Accessory Uses to serve the public’s day-to-day local commercial needs. The application proposes a gas station, drive-thru restaurants, and commercial retail units. The proposed highway commercial uses are designed to align with the FVRD’s Official Community Plan, which designates the site as Highway Commercial.

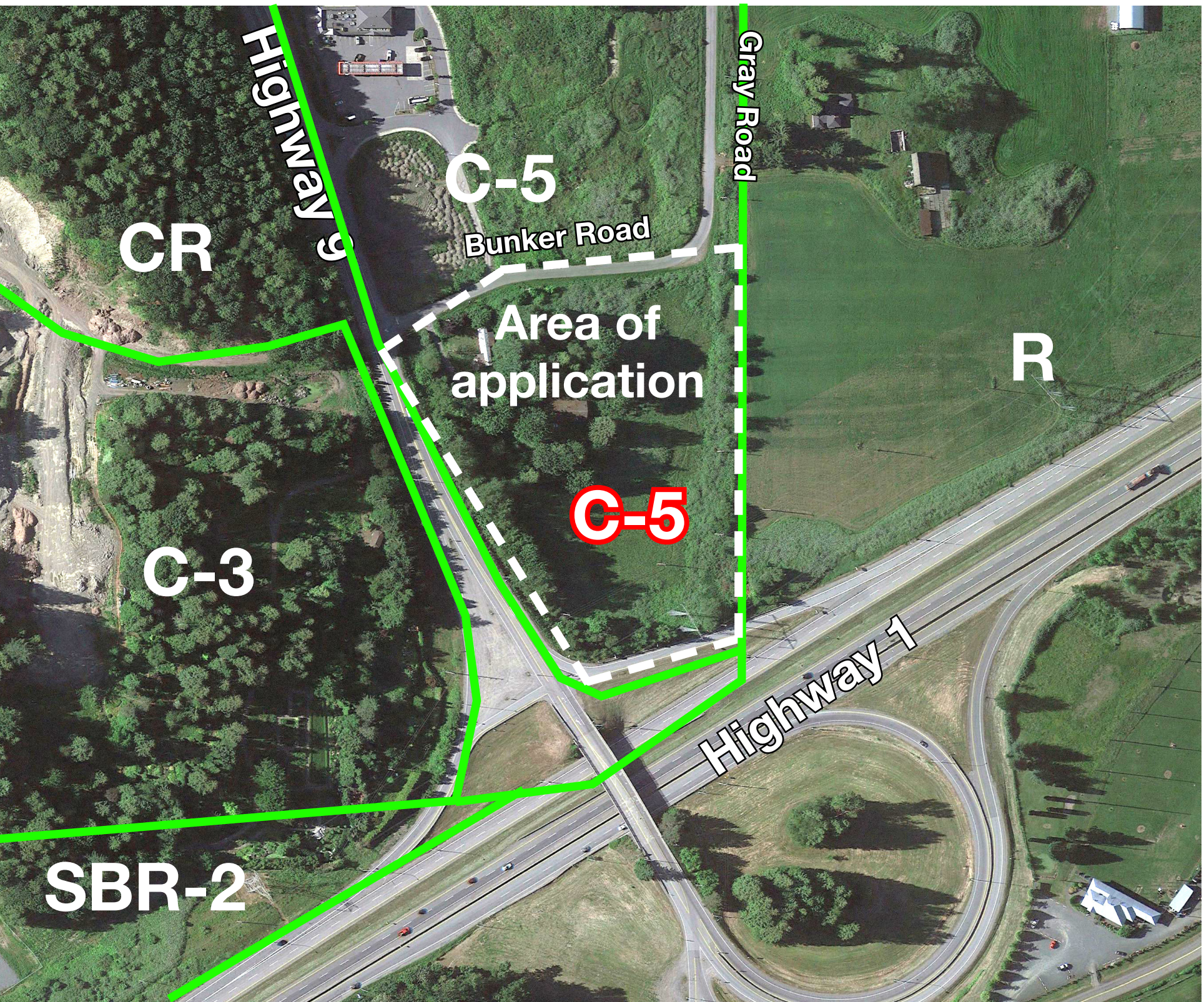
Current Zoning

The property is currently zoned “Country Residential (CR)” which permits uses such as farm, one-family residence, and for accessory produce sales.



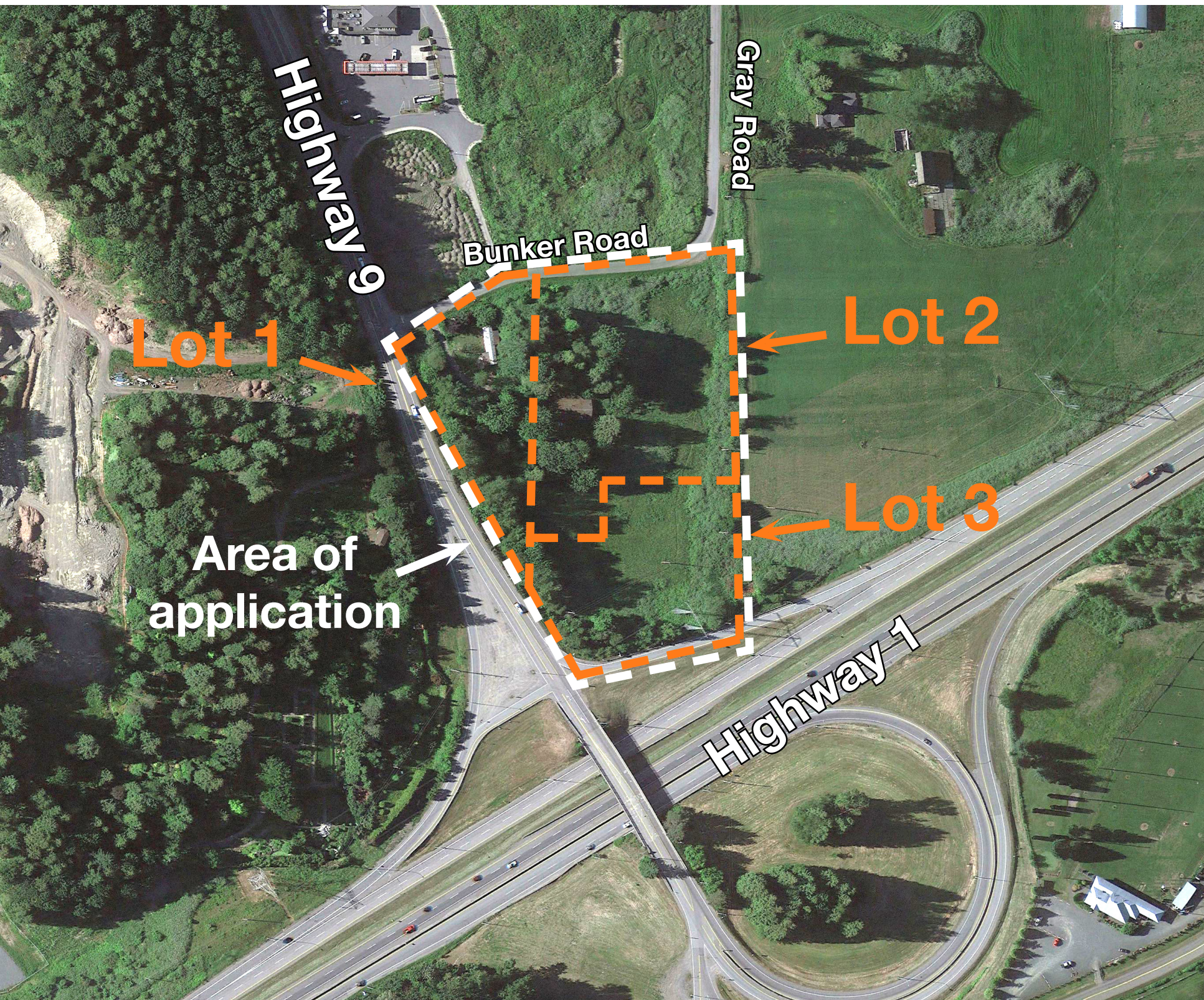
Proposed Zoning

The application is to rezone the property to “Gateway Commercial (C-5)” which permits uses such as local commercial, highway commercial, and one accessory one-family residential use.



Current Plan

The proposal currently includes three lots.



Proposed Plan

The subdivision application is to consolidate the existing three lots into one lot.



Traffic Circulation

Bunt & Associates was retained to conduct a Traffic Impact Study to determine potential changes to the local road network.

In order to determine the impact of the proposed development on the local road network, Bunt & Associates reviewed existing traffic conditions in the area, anticipated traffic generated by the development, and the existing road network (e.g., the number of lanes and intersections available) in order to determine potential changes to the local road network.

Four key intersections were studied, including:

- Highway 1 on- and off-ramp to Highway 9;
- Highway 9 access to Petro-Canada gas station;
- Highway 9 at Yale Road; and
- Yale Road at Gray Road.



Report Conclusions

To accommodate the proposed development, Bunt & Associates recommends building a **right-turn lane at Bunker Road** to access the proposed development.

This right-turn lane is recommended to extend north to the existing access to the Petro-Canada Station.

The Ministry of Transportation and Infrastructure has reviewed this recommendation and supported the proposal as an acceptable improvement to the local road network.

Proposed Improvements

-  New right-turn lane
-  Area of Application

Proposal Feedback

Please let us know your thoughts about the information presented here today by filling out a comment form. Forms are available at the entrance.

Welcome. We Appreciate Your Input!

Public Information Meeting Comment Form.

Pacific Land Group has submitted a development application for new commercial land uses, including a gas station, car wash, restaurants, coffee shop, and other local and highway commercial land uses.

Please return your completed comment form to the comment box before you leave. Thank you.

Please tell us about yourself:

Name: _____

Address: _____

Telephone: _____ Email: _____

Do you have any comments or questions on the application?



PACIFIC LAND GROUP
Land Use, Development & Environmental Strategists

If you have any questions about the information presented here today, please ask one of the representatives from Pacific Land Group. If more information is needed, we can follow up with you at a later point to provide the information.

If you think a question may come up later, please write to laura@pacificlandgroup.ca or call 604-501-1624.

Thank you for attending the Public Information Meeting!

To: Electoral Area Services Committee

Date: 2020-03-10

From: Andrea Antifaeff, Planner I

File No: 3920-20 1572 & 1573

Subject: Cultus Lake Advisory Planning Commission Repeal Bylaw No. 1572, 2020 and FVRD Development Procedures Amendment Bylaw No. 1573, 2020

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Cultus Lake Park Advisory Planning Commission Repeal Bylaw No. 1572, 2020*;

AND THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020*;

AND FURTHER THAT the Fraser Valley Regional District Board direct staff to proceed with the planning application referral process to Cultus Lake Park as outlined in this corporate report.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The Cultus Lake Advisory Planning Commission (APC) was established in 2018 to assist with the implementation of the Cultus Lake Park Zoning Bylaw No. 1375, 2016 and to generally advise the FVRD Board on matters related to land use, community planning and the preparation of bylaws. The Cultus Lake APC has met six times since its establishment.

Recently, Director Dixon, Fraser Valley Regional District staff and Cultus Lake Park representatives and staff have been meeting to explore opportunities to improve the process for receiving Cultus Lake Park input on planning matters within the Park.

DISCUSSION

Advisory Planning Commission Bylaw 1378, 2016

The *Cultus Lake Advisory Planning Commission Bylaw No. 1378, 2016*, established an Advisory Planning Commission (APC) for Cultus Lake Park. The idea of the APC was to provide recommendations to the Electoral Area Director, the Electoral Area Services Committee and the FVRD Board regarding planning, development and land use within Cultus Lake Park. The APC is comprised of the Commissioners elected to the Cultus Lake Park Board.

Through conversations between Taryn Dixon, Electoral Area H Director, Cultus Lake Park Commissioners and staff and FVRD staff, it has been determined that the APC is not meeting the needs of the parties involved. The FVRD has been asked to re-evaluate the process for obtaining comments from CLP on planning matters under consideration by the FVRD Board.

Planning Application Referrals

Decisions on planning applications that stem from FVRD bylaws are the responsibility of the FVRD Board as set out in the *Local Government Act*. The Board carries the responsibility for these decisions and any liability that flows from them. Some decisions that the FVRD Board make have the potential to affect other agencies. Where this is the case, the Regional District seeks input from these agencies through a referral process.

Cultus Lake Park is responsible for roads, parking, public lands, waste collection services and other matters within the park. As a result, decisions made by the FVRD Board on planning applications may affect the Park. A referral process will ensure that any comments CLP wish to provide about development applications before the FVRD Board will be considered by the Board.

Referrals to Cultus Lake Park will follow will be sent as follows:

Who	FVRD staff will prepare and send a referral to Cultus Lake Park. Cultus Lake Park staff will process the referral and return comments to the FVRD within referral response timelines (or requested extended timeline).
What	Planning applications (Development Variance Permits, Temporary Use Permits and Zoning amendments) that may affect matters within the jurisdiction of Cultus Lake Park will be referred to Cultus Lake Park for comment from the viewpoint of Cultus Lake Park bylaws, regulations and policies. Public notice and input will be a separate process undertaken by the FVRD in accordance with FVRD bylaws and the <i>Local Government Act</i> .
When	Referrals will be sent upon receipt and intake of the application so that comments may be received (usually within 30 days) before the FVRD Board Meeting when the application would normally be considered. Where the 30 days referral timeline does not provide adequate time for response, Cultus Lake Park may request and receive an extension to the response time.
Why	It is the sole responsibility of the FVRD Board to address planning and development applications that stem from FVRD bylaws. Cultus Lake Park has jurisdiction over Park lands, roads, parking on roads and public lots, waste collection and other matters within the Park.

	FVRD development approvals may affect matters within the jurisdiction of Cultus Lake Park and referrals will provide an effective opportunity for Cultus Lake Park to identify impacts and provide comments from the perspective of their bylaws, regulations and policies.
How	Applications with a cover letter will normally be sent by email to the Cultus Lake Park CAO.

The referral process outlined above would not replace the public notification process required for planning application processes. For example, for a development variance permit application, all neighbours within 30 metres of the subject property will receive a notice in the mail describing the application and providing details of the date and time when the application will be considered by the FVRD Board. Neighbours will submit their comments directly to FVRD.

Development Procedures Bylaw No. 1377, 2016

An amendment to the Development Procedures Bylaw is also required as a result of the Cultus Lake APC bylaw being repealed and moving to a referral process for planning applications. The FVRD Development Procedures Bylaw needs to be amended to delete the following text:

- 3.1 *"Cultus Lake Park" means the lands identified in the Cultus Lake Park Act as forming Cultus Lake Park.*
- 4.2 *Development Variance Permit applications, Temporary Use Permit application and amendment applications concerning land within Cultus Lake Park shall be referred to the Advisory Planning Commission for Cultus Lake Park and the recommendations of the Advisory Planning Commission shall be considered by the Electoral Area Services Committee and Board.*

COST

There will be a cost savings to FVRD with the repeal of the Cultus Lake APC Bylaw. In addition, the referral process should streamline application processing and result in savings for applicants.

CONCLUSION

Staff recommend that proposed Fraser Valley Regional District Cultus Lake Advisory Planning Commission Repeal Bylaw No. 1572, 2020 and Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020 be given three readings and adoption and that the Fraser Valley Regional District Board direct staff to proceed with the planning application referral process to Cultus Lake Park as outlined in this corporate report. The proposed referral process is consistent with how the FVRD currently manages inter-agency referrals. It should streamline the process while still providing an effective opportunity for Cultus Lake Park to provide their comments on applications.

COMMENTS BY:

Graham Daneluz, 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.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1572, 2020**

**A bylaw to Repeal Fraser Valley Regional District Cultus Lake Park
Advisory Planning Commission Establishment Bylaw No. 1378, 2016**

The Board of Directors of the Fraser Valley Regional District enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Cultus Lake Park Advisory Planning Commission Repeal Bylaw No. 1572, 2020*.

2) REPEAL

Fraser Valley Regional District Cultus Lake Park Advisory Planning Commission Establishment Bylaw No. 1378, 2016 and any amendments thereto are hereby repealed.

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 _____

ADOPTED THIS _____ day of _____

Chair/Vice-Chair

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Cultus Lake Park Advisory Planning Commission Repeal Bylaw No. 1572, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on the _____

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

DRAFT

A bylaw to amend Development Procedures Bylaw No. 1377, 2016

THEREFORE the Board enacts as follows:

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

DRAFT

To: Electoral Area Services Committee

Date: 2020-03-10

From: Andrea Antifaeff, Planner I

File No: 3090-20-2020-02

Subject: Application for Development Variance Permit 2020-02 to vary the maximum height requirement from 12 metres to 13.8 metres and the number of storeys from 2 to 3, for a proposed duplex at 20942 Snowflake Crescent, Electoral Area C

RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2020-02 to vary the maximum allowable height from 12 metres to 13.8 metres and the number of storeys from 2 to 3 at 20942 Snowflake Crescent, Area C to permit the construction of a duplex, subject to the consideration of any comments or concerns raised by the public.

STRATEGIC AREA(S) OF FOCUS

PRIORITIES

Provide Responsive & Effective Public Services

BACKGROUND

The applicant, who has a contract to purchase the property, has made an application for a Development Variance Permit (DVP) in order to increase the maximum permitted height of a duplex as outlined in *Zoning By-law for Electoral Area F, 1978 of the Regional District of Fraser-Cheam*.

PROPERTY DETAILS			
Electoral Area	C		
Address	20942 Snowflake Crescent		
PID	002-252-058		
Folio	776.01430.022		
Lot Size	7,997 square feet		
Owner	Robert & Cathy Hall	Agent	Beniamin Cobaschi
Current Zoning	Resort Residential 3 (RST-3)	Proposed Zoning	No change
Current OCP	Cottage Residential (CR)	Proposed OCP	No change
Current Use	Vacant	Proposed Use	Residential
Development Permit Areas	5-HV - Riparian Areas		

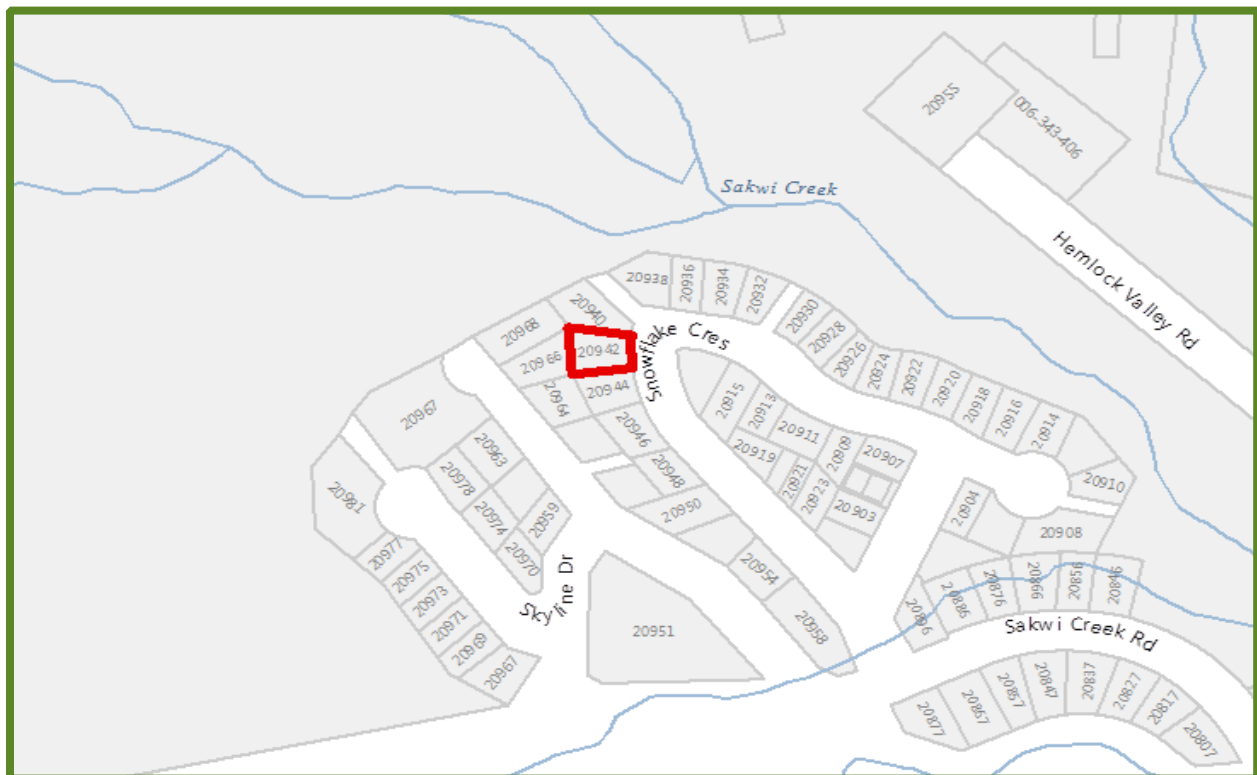
Agricultural Land Reserve

No

ADJACENT ZONING & LAND USES

North	^	Resort Residential 4 (RST-4); Multi-family residential (6-Plex)
East	>	Resort Residential 3 (RST-3); Duplex
West	<	Resort Residential 4 (RST-4); Vacant
South	v	Resort Residential 3 (RST-3); Duplex

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

The applicant is proposing to construct a 14.94 metre (49 feet) by 17.4 metre (57 feet 1 inch) duplex at 20942 Snowflake Crescent. The lot is bare land and is located in Hemlock Valley near Sasquatch Mountain Resort. Appendix A illustrates the proposed site plan for development.

Variance Request – DVP 2020-02

The applicant has applied for a Development Variance Permit to vary the maximum height requirement from 12 metres to 13.8 metres and the number of storeys from 2 to 3.

Height Requirement	
Permitted (zoning)	12.0 metres (39.37 feet), or two storeys (whichever is lesser)
Proposed	13.8 metres (45 feet) and three storeys
Requested Variance	1.8 metres and 1 storey

If the variance is not issued, the applicant would have to alter the design of the house to meet the permitted height requirement. This could be achieved by a combination of the following: 1) reducing the ceiling height between each of the floors; 2) reducing the pitch of the roof; or, 3) by altering the

grade around the perimeter of the duplex. The alteration of the grade of land and the reduction of the roof pitch may cause snow shedding implications onto the adjacent neighbouring properties.

Application Rationale

The applicant advises that the reasons for the variance are:

- increased roof heights will improve the roof slope and reduce the accumulation of high snow-load on the roof preventing large chunks of snow from building up and sliding off;
- due to the uneven topography of the lot, the variance would work with the existing slope on the property and allow the snow to build up flat along these sides and not put pressure on the walls; and,
- increasing the proportions of the building which are constructed above ground will increase the area in which snow can accumulate between this property and the neighbouring property, thereby mitigating the risk of snow sliding into the neighbouring house.

The applicant also provided a letter from their structural engineer who advises that the reasons for the variance are:

- due to high snow load the roof trusses are deeper than regular trusses. This will require a 1 metre - 1.5 metre height increase for the overall building;
- the floor joists have a higher depth than regular floor joists. This will require an additional 0.2 metres, which will increase the height of the building by 0.4 metres;
- due to slope terrain, the building basement will be full depth, underground on two sides, and above ground on the other two sides. A higher average elevation will be required to avoid excessive excavation for the foundation installation. Around an extra 1 metre height increase, as it might be required to raise the ground elevation. (See Appendix C)

History of Related Variances in Hemlock Valley

In the last twenty years, there have been four variance requests (all approved) for building height in Hemlock Valley.

DVP for Residential Building Height – Hemlock Valley		
Address	Variance Requested	Status
47020 Snowmist Drive (DVP 2019-23)	Increase the number of storeys from 2 to 3	Approved September 2019
20934 Snowflake Crescent (DVP 2018-17)	Increase the height from 12m to 13.5, and Increase the number of storeys from 2 to 3	Approved April 2018
20917 Snowflake Crescent (DVP 2018-14)	Increase the height from 12m to 14m (Applicant requested a further height variance than the previously issued DVP)	Approved April 2018
20917 Snowflake Crescent	Increase the height from 12m to 13.35m and	Approved

(DVP 2017-14)	Increase the number of storeys from 2 to 3	July 2017
---------------	--	-----------

Snow Shedding Impacts

Buildings in Hemlock Valley are prone to the accumulation of large amounts of snow resulting in snow shedding. Setback requirements within the zoning account for the accumulation of snow and aim to accommodate snow shedding. The increase in height should not increase snow shedding impacts to adjacent properties.

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 neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date 6 letters of support have been submitted (Appendix D).

COST

The application fee of \$1,300.00 has been paid by the applicant.

CONCLUSION

The applicant has applied for a Development Variance Permit to vary the maximum height requirement from 12 metres to 13.8 metres and the number of storeys from 2 to 3 at 20942 Snowflake Crescent, Area C to permit the construction of a duplex. Staff recommend that the FVRD Board issue the Development Variance Permit as it is not anticipated to negatively affect surrounding properties.

OPTIONS

Option 1 – Issue (Staff Recommendation)

Staff recommend that the FVRD Board issue Development Variance Permit 2020-02 to vary the maximum height requirement from 12 metres to 13.8 metres and the number of storeys from 2 to 3 at 20942 Snowflake Crescent, Area C to permit the construction of a duplex, subject to the 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 Board refuse Development Variance Permit 2020-02.

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 Board refer the application for Development Variance Permit 2020-02 to FVRD Staff.

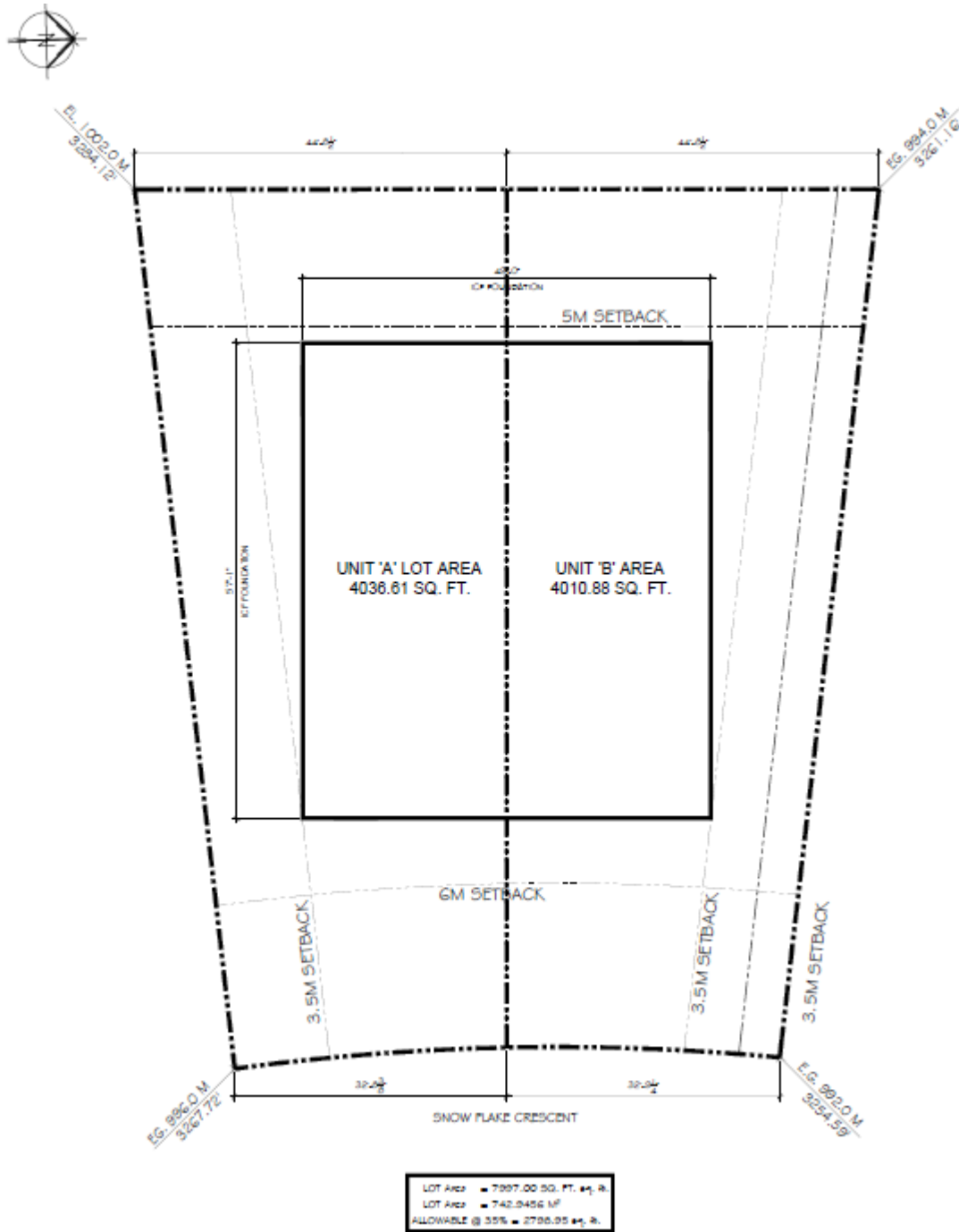
COMMENTS BY:

Graham Daneluz, Director of Planning & Development: Reviewed and supported.

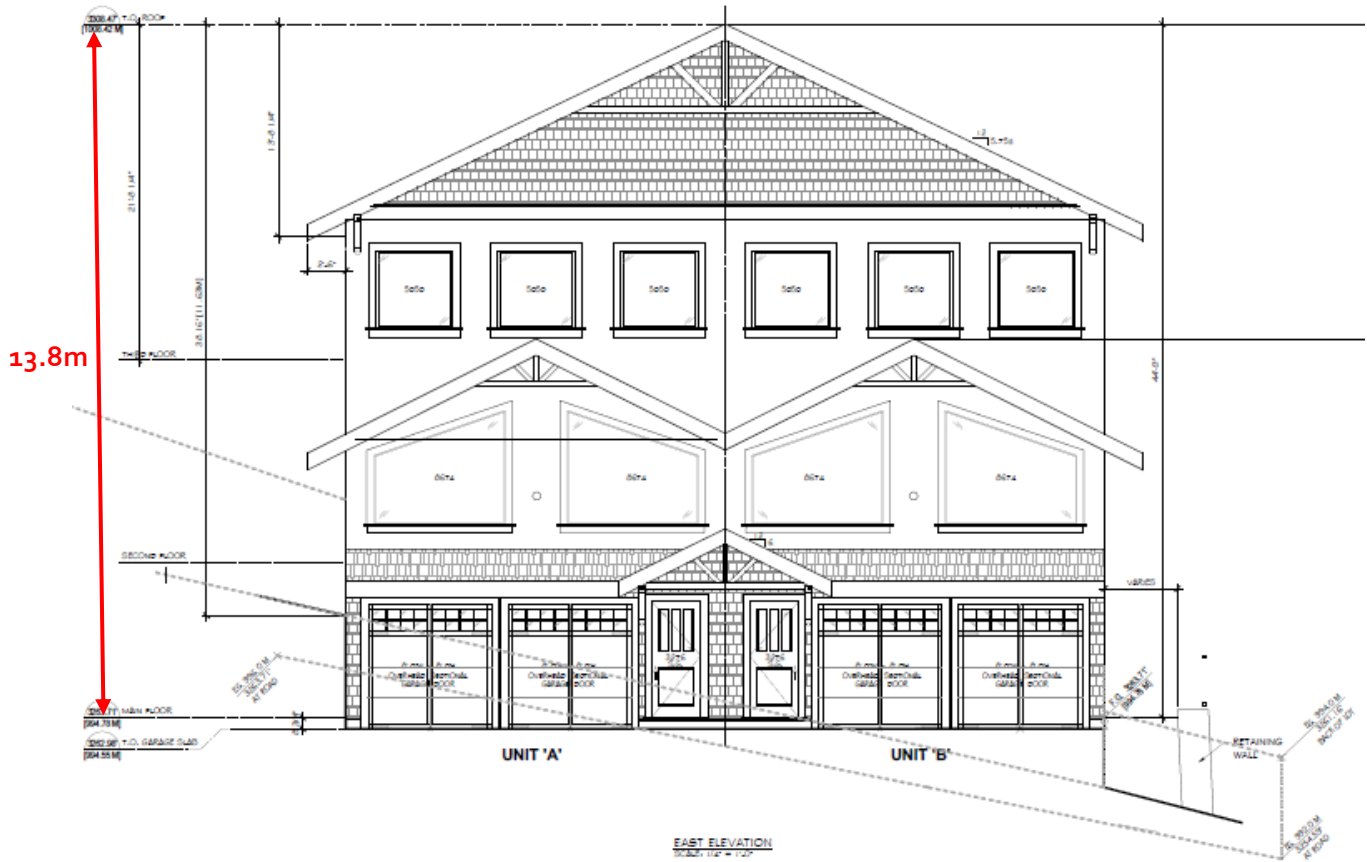
Mike Veenbaas, Director of Financial Services No further financial comments.

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

Appendix A Site Plan



Appendix B Proposed Construction Drawings



Appendix C

Letter from Structural Engineer

Hi Beni,

Regarding structural design of the building please note that the height of the building will require to be higher than a regular similar construction. Following are the reasons:

- 1) Due to high snow load the roof trusses are deeper than the regular trusses. This will require a 1 – 1.5 m height increase for the overall building.
- 2) Floor joist have a higher depth than regular floor joists. This will require an additional 0.2m, which will increase the height of the building 0.4m.
- 3) Due to slope terrain, the building basemen will be full depth underground on the two sides, and above ground on the other two sides. A higher average elevation will be required to avoid excessive excavation for foundation installation. Around an extra 1 m height increase it might be required to raise the ground elevation.

Regards,

Jeremy Hapchina, P.Eng.
Senior Structural Engineer

MORRISON HERSHFIELD

Suite 310, 4321 Still Creek Drive, Burnaby, BC V5C 6S7

Phone: 604 454 9305, Cell: 604 512 4994

morrisonhershfield.com

Appendix D

Letters of Support

February 8, 2020

To whom it may concern,

I am a permanent resident in Hemlock Valley of 15 years and my home is located at 20940 Snowflake Crescent.

Mr Ben Cobaschi visited me today to give me a detailed look at his plans for the lot next door at 20942 Snowflake Crescent. He explained the variances he requested, showed the positioning of his proposed building on the lot, pointed out parking plans, etc. I have no objection to this new building.

We further discussed and came to agreement on our mutual interests in snow removal once the new building is complete.

Yours Truly,

Kevin Sass

From: **Michael Bogdanovich**
Date: Wed, Feb 12, 2020 at 6:58 PM
Subject: Re: 20942 Snowflake Crescent
To: Benjamin Cobaschi

Hi Beni,

To the FVRD,

I Michael Bogdanovich, with a residence @ [20917 Snowflake Cr](#) am in full support of my new Neighbour Benjamin Cobaschi's applications of variance for his new build.

If there are any questions or concerns please feel free to contact me via email or phone @

Sincerely,

Michael Bogdanovich

I John McEwen being the owner of a residence located at 20934 Snowflake Crescent in Hemlock BC have no objection to the variance being asked for by Mr. Benjamin Cobaschi at 20942 Snowflake Crescent.

John McEwen

To whom it may concern,

I have reviewed the building design and plans for the variance application of 20942 Snowflake Crescent, proposed by Benjamin Cobaschi, the owner of said property, and would like to affirm my support for this proposal. The variance Benjamin is requesting will decrease snow accumulation on the roof of his proposed home. The fact that the house is three stories high will help store the snow on the property and prevent it from sliding onto the neighboring property. I believe that, given the grade and position of his property, without this variance snow accumulation and shedding may create at best an inconvenience for his neighbors and at worst risk injury or damage. The home Benjamin is proposing on this property will, in my opinion, contribute positively to the development of Hemlock Valley, and will be an asset to the community as Hemlock moves toward a future as a landmark ski resort.

Regards,
Kyle
Barker
Kyle Barker

Digitally signed by Kyle Barker
DN: cn=Kyle Barker, o=me,
email=kxbarker@cryptolabs.com,
c=CA,
Date: 2020.02.21 15:43:56 -0800

20806 Sakwi Creek Rd

**20942 Snowflake Variance applications**

1 message

beryl skrukwa

Sun, Feb 23, 2020 at 12:33 PM

To:

Cc:

My wife & I have owned our home located at #1 - 20944 Snowflake Crescent, Hemlock BC for the past 15 yrs., we have no objection to the variance being asked for by Mr. Benjamin Cobaschi.

Thank you,
John/Beryl Skrukwa

Sent from my iPhone

RE: 20942 Snowflake Variance applications

1 message

Bauer, Ralph M.
To: beryl skrukwa

Sun, Feb 23, 2020 at 12:36 PM

My wife & I have owned our home located at #2 - 20944 Snowflake Crescent, Hemlock BC for the past 15 yrs., we have no objection to the variance being asked for by Mr. Benjamin Cobaschi.

Susan and Ralph Bauer

Ralph Bauer
Holophane Lighting Specialist
AEL Factory Support Representative



FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2020-02 **Folio No.** 776.01430.022

Issued to: Robert and Catherine Hall

Address:

Applicant: Benjamin Cobaschi

Site Address: 20942 Snowflake Crescent, Hemlock Valley, Electoral Area C

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 22 DISTRICT LOT 3850 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 57905
002-252-058

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Elevation Drawing

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 By-law for Electoral Area F, 1978, of the Regional District of Fraser-Cheam is **varied** as follows:

Division 19

Section 1905

The maximum height of a building shall be increased from 12 metres to 13.8 metres, and two storeys to three storeys, to permit the construction of a duplex.

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".

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 (phone 250-953-3334) if archaeological material is encountered on the subject property. Archaeological material may be indicated by dark-stained soils containing conspicuous amounts of fire-stained or fire-broken rock, artefacts such as arrowheads and other stone tools, or 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 2020-02. The notice shall take the form of Appendix I attached hereto.

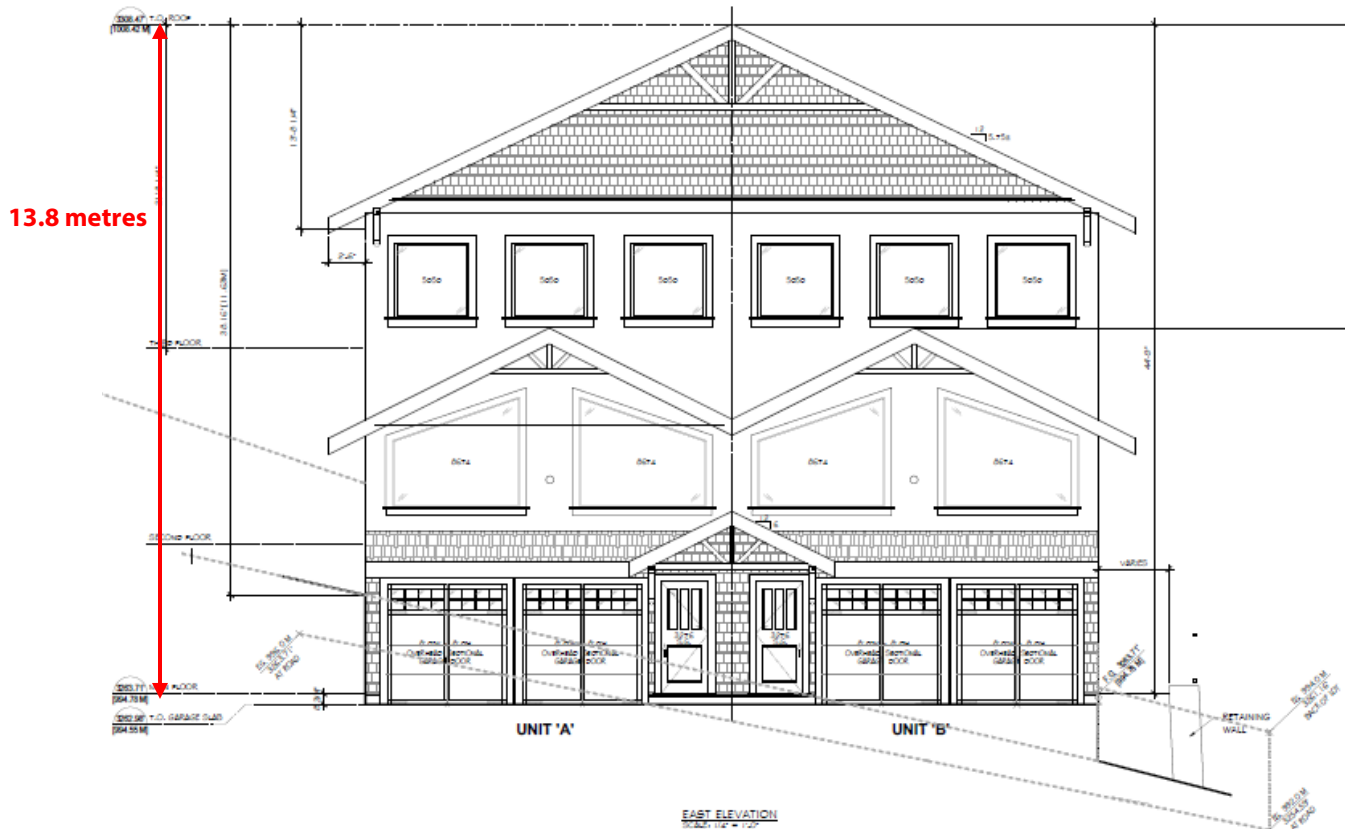
AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE <DAY> DAY OF <MONTH>, <YEAR>

Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

DRAFT

DEVELOPMENT VARIANCE PERMIT 2020-02
SCHEDULE "B"
Elevation Drawing



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 \$_____ as stipulated in FVRD Application Fees Bylaw No. 1231, 2013 must be paid upon submission of this application.

Civic Address 20942 Snowflake cr. PID 002-252-058

Legal Description Lot 22 Block _____ Section _____ Township _____ Range _____ Plan NW57905

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) See letter of authorization	Signature of Owner	Date
Name of Owner (print)	Signature of Owner	Date

Owner's
Contact
Information

Address		City
Email		Postal Code
Phone	Cell	Fax

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

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 Beniamin Cobaschi		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 06 Feb 2020
---	----------------------------

Development Details

Property Size 743 m2 Present Zoning RS3
Existing Use Vacant land
Proposed Development Multi - family Duplex

Proposed Variation / Supplement To increase building height by 1.8 m and from two stories to 3 stories.

To be permitted to construct a building whose basement is fully underground for two sides and entirely aboveground on the other two sides.

(use separate sheet if necessary)

Reasons in Support of Application _____

Increased roof heights will improve slope and reduce the accumulation of high snow-load on the roof preventing large chunks of snow from building up and sliding. Due to the uneven topography of the lot, this variance would work with the existing slope on the property and allow the snow to build up flat along these sides and not put pressure on the walls. Increasing the proportions of the building which are constructed above ground will increase the area in which snow can accumulate between this property and the neighbouring property, thereby mitigating the risk of snow sliding into the neighbouring house.

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
Location Map			Showing the parcel (s) to which this application pertains and uses on adjacent parcels
Site Plan			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:
Floor Plans			Uses of spaces & building dimensions
			Other:
Landscape Plan			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:
Reports			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@fvrd.ca.

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

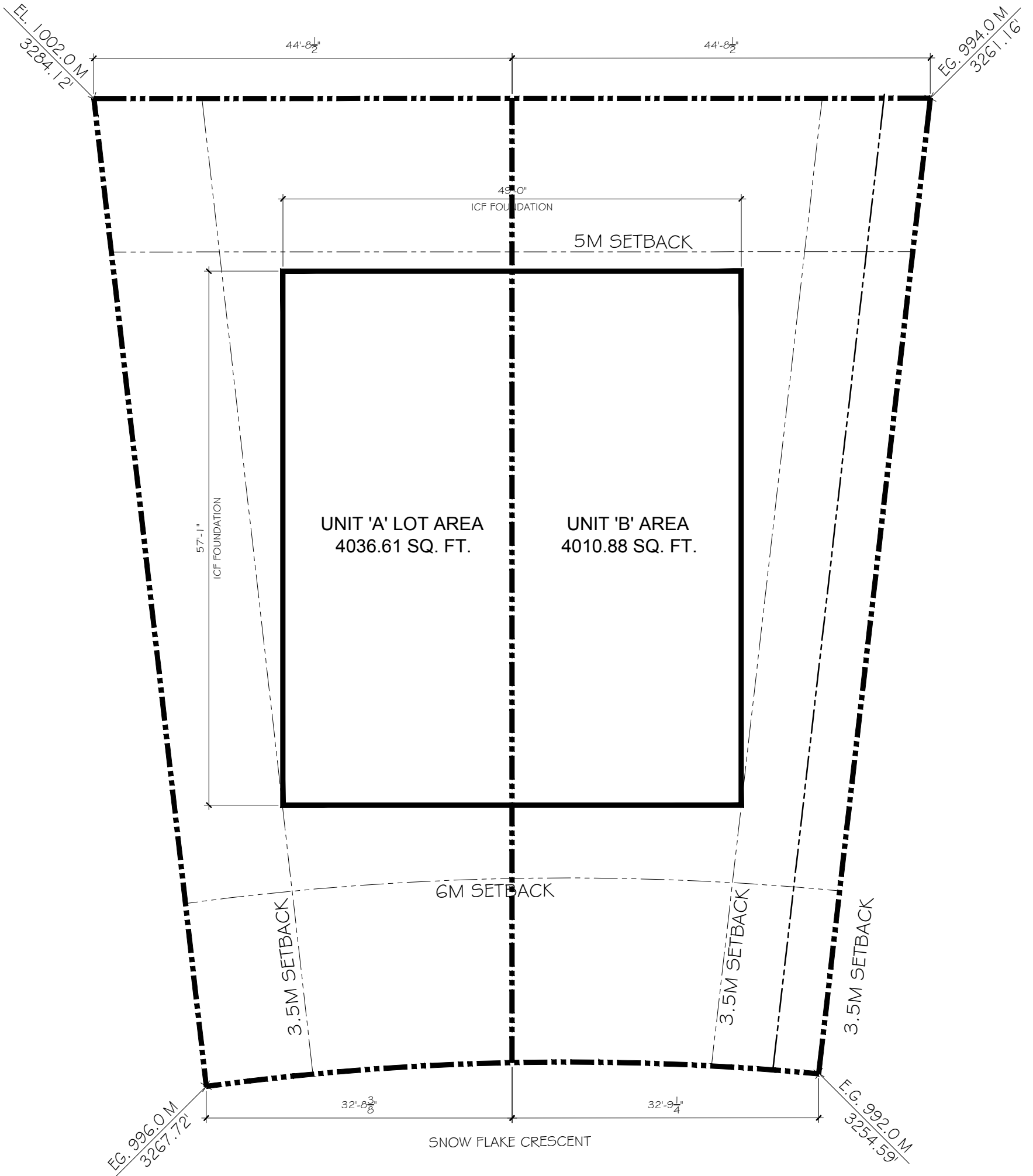
Are there archaeological sites or resources on the subject property?

yes
☐

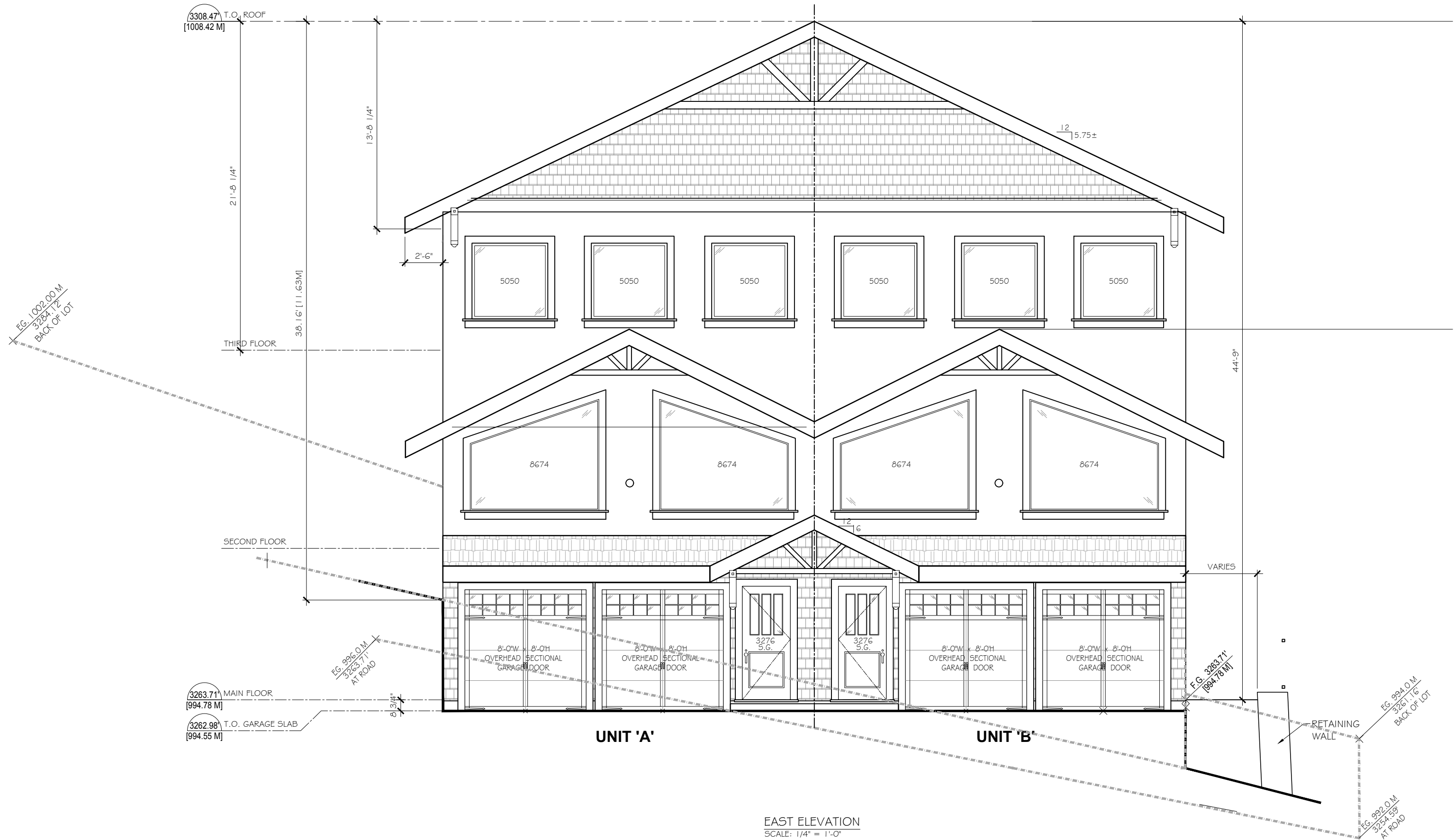
no
☒

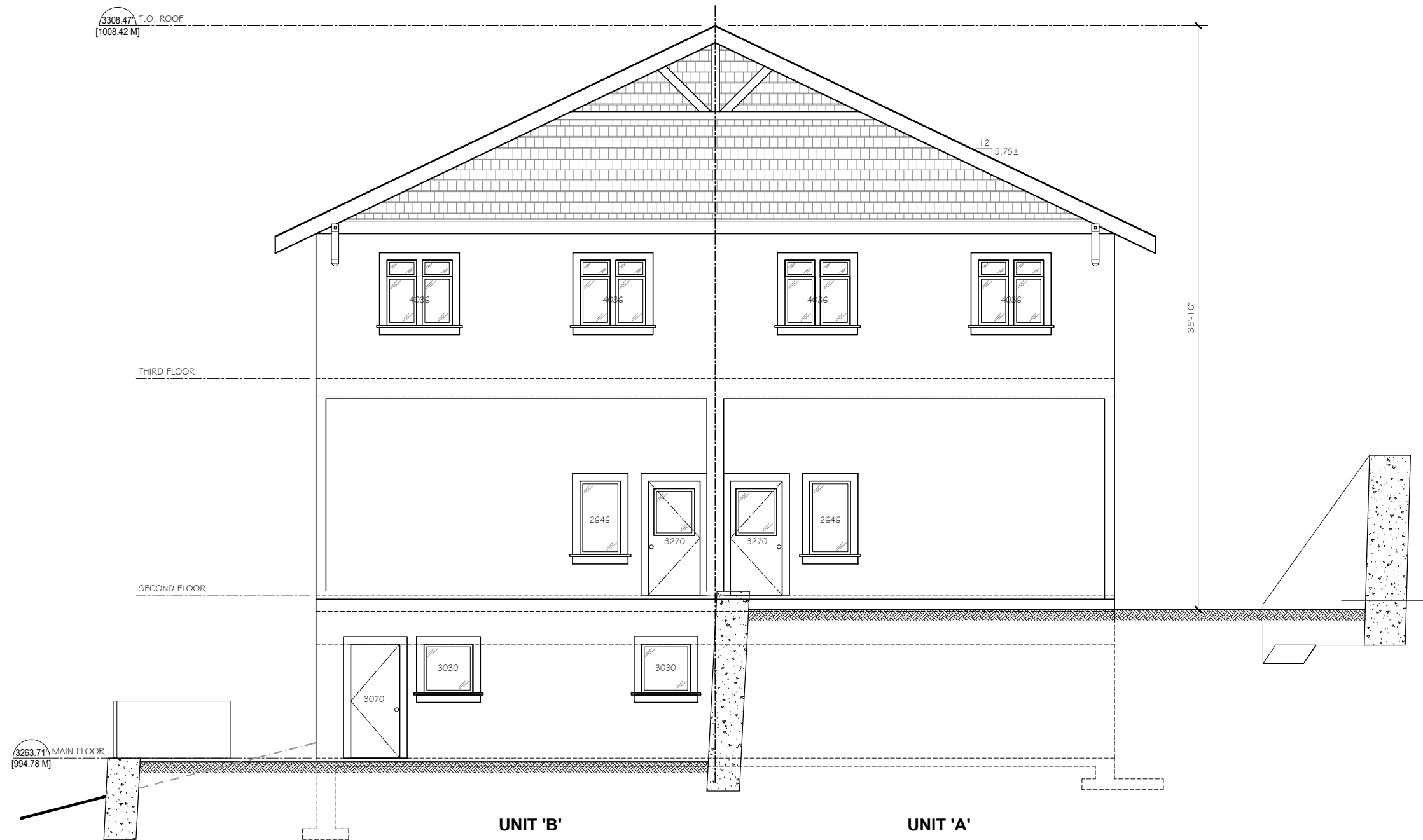
I don't know
☐

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.



SITE PLAN
SCALE: 1/8" = 1'-0"





WEST ELEVATION
SCALE: 1/4" = 1'-0"

Hi Beni,

Regarding structural design of the building please note that the height of the building will require to be higher than a regular similar construction. Following are the reasons:

- 1) Due to high snow load the roof trusses are deeper than the regular trusses. This will require a 1 – 1.5 m height increase for the overall building.
- 2) Floor joist have a higher depth than regular floor joists. This will require an additional 0.2m, which will increase the height of the building 0.4m.
- 3) Due to slope terrain, the building basemen will be full depth underground on the two sides, and above ground on the other two sides. A higher average elevation will be required to avoid excessive excavation for foundation installation. Around an extra 1 m height increase it might be required to raise the ground elevation.

Regards,

Jeremy Hapchina, P.Eng.
Senior Structural Engineer

MORRISON HERSHFIELD

Suite 310, 4321 Still Creek Drive, Burnaby, BC V5C 6S7

Phone: 604 454 9305, Cell: 604 512 4994

morrisonhershfield.com



Beni Cobaschi

20942 Snowflake Variance applications

1 message

beryl skrukwa

Sun, Feb 23, 2020 at 12:33 PM

To:

My wife & I have owned our home located at #1 - 20944 Snowflake Crescent, Hemlock BC for the past 15 yrs., we have no objection to the variance being asked for by Mr. Benjamin Cobaschi.

Thank you,
John/Beryl Skrukwa

Sent from my iPhone

RE: 20942 Snowflake Variance applications

1 message

Bauer, Ralph M.
To: beryl skrukwa

Sun, Feb 23, 2020 at 12:36 PM

My wife & I have owned our home located at #2 - 20944 Snowflake Crescent, Hemlock BC for the past 15 yrs., we have no objection to the variance being asked for by Mr. Benjamin Cobaschi.

Susan and Ralph Bauer

Ralph Bauer
Holophane Lighting Specialist
AEL Factory Support Representative

February 8, 2020

To whom it may concern,

I am a permanent resident in Hemlock Valley of 15 years and my home is located at 20940 Snowflake Crescent.

Mr Ben Cobaschi visited me today to give me a detailed look at his plans for the lot next door at 20942 Snowflake Crescent. He explained the variances he requested, showed the positioning of his proposed building on the lot, pointed out parking plans, etc. I have no objection to this new building.

We further discussed and came to agreement on our mutual interests in snow removal once the new building is complete.

Yours Truly,

Kevin Sass

I John McEwen being the owner of a residence located at 20934 Snowflake Crescent in Hemlock BC have no objection to the variance being asked for by Mr. Benjamin Cobaschi at 20942 Snowflake Crescent.

John McEwen

From: **Michael Bogdanovich**
Date: Wed, Feb 12, 2020 at 6:58 PM
Subject: Re: 20942 Snowflake Crescent
To: Benjamin Cobaschi

Hi Beni,

To the FVRD,

I Michael Bogdanovich, with a residence @ [20917 Snowflake Cr](#) am in full support of my new Neighbour Benjamin Cobaschi's applications of variance for his new build.

If there are any questions or concerns please feel free to contact me via email or phone @

Sincerely,

Michael Bogdanovich

To whom it may concern,

I have reviewed the building design and plans for the variance application of 20942 Snowflake Crescent, proposed by Benjamin Cobaschi, the owner of said property, and would like to affirm my support for this proposal. The variance Benjamin is requesting will decrease snow accumulation on the roof of his proposed home. The fact that the house is three stories high will help store the snow on the property and prevent it from sliding onto the neighboring property. I believe that, given the grade and position of his property, without this variance snow accumulation and shedding may create at best an inconvenience for his neighbors and at worst risk injury or damage. The home Benjamin is proposing on this property will, in my opinion, contribute positively to the development of Hemlock Valley, and will be an asset to the community as Hemlock moves toward a future as a landmark ski resort.

Regards,
Kyle
Barker
Kyle Barker



Digitally signed by Kyle Barker
DN: cn=Kyle Barker, o, ou,
email=kbarker@crypteklabs.com,
c=CA
Date: 2020.02.21 15:43:56 -08'00'

20806 Sakwi Creek Rd

To: Electoral Area Services Committee

Date: 2020-03-10

From: Louise Hinton, Bylaw Compliance and Enforcement Officer

File No: 4300-21-2020-01

Subject: Temporary changes to liquor licensing at Sasquatch Inn, Electoral Area C

RECOMMENDATION

THAT the Fraser Valley Regional District Board endorse the application received February 12, 2020 for temporary changes to the liquor licence for the Sasquatch Inn Ltd (46001 Lougheed Highway, Electoral Area C) with the following comments:

The Board has no objection to the planned events and requested changes to the Liquor Licence, subject to the following items being addressed:

1. Temporary provisions for vehicular parking to ensure the requirements identified in the current local *Zoning* for the property are being followed (one parking spot per three seats provided for patron use), as outlined in the *Zoning Bylaw No. 100, 1979* for Electoral Area C.
2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant loads pursuant to the Provincial Sewerage Regulation.

STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy
Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

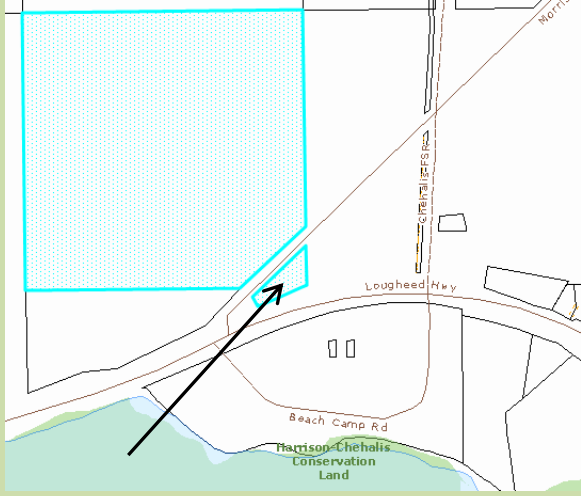
PRIORITIES


Priority #4 Tourism

BACKGROUND

The Sasquatch Inn Ltd. is a family-run hotel and restaurant dating back to the 1950s located at 46001 Lougheed Hwy. in the heart of Harrison Mills BC, Electoral Area C. The Sasquatch Inn has submitted an application to the Province for temporary changes to the existing liquor licence to allow for the increased occupant loads and extension of the licenced areas during five (5) special events they plan to host between May and September of 2020.

PROPERTY INFORMATION

Address: 46001 Lougheed Highway	
	Owner Sasquatch Inn Ltd.
	Agent Nancy Maclean
	EA Electoral Area "C"
	Zoning C-2 (Highway Commercial)
	OCP HC (Highway Commercial)
Comments: <ul style="list-style-type: none"> Property is not located within the ALR. 	

NEIGHBOURING LANDS			
North: Institutional Use/Morris Valley Road and Chehalis Forest Service Road		East: Local Commercial/Residential and Recreational Assembly Use	Potential Impacts: <ul style="list-style-type: none">• Potentially increased noise affecting neighbouring property.• Potentially inadequate parking for temporary increased occupant load.
South:			
West: Institutional Use			
South: Lougheed Hwy/Rural/Institutional Use			

DISCUSSION

The application from the Sasquatch Inn that was submitted to the BC Provincial Liquor and Cannabis Regulation Branch for temporary changes to the Sasquatch Inn's existing liquor licence has been provided to the Regional District for review and endorsement.

The temporary changes to the restaurant's existing liquor licence are to allow for the increased occupant loads and extension of the licence so that they can host the following five (5) special events in 2020:

Event	Date	Event Purpose
Wine Education, Tasting & Food Pairing	Friday May 22, 2020 6:00pm – 10:00pm	Community Event
Jim Maclean Memorial Golf Tournament (Annual)	Saturday, June 13, 2020 4:30pm – 11:00pm	Fundraiser for Heart & Stroke Foundation
Brewmasters Dinner	Friday June 26, 2020 6:00pm – 10:00pm	Community Event
Sasquatch Inn Motorcycle Show and Shine (Annual)	Sunday, July 26, 2020 12:00pm – 5:00pm	Fundraiser for Zajac Ranch
Wespac Electrical Dinner	Saturday September 12, 2020 3:30pm – 8:00pm	Private Event

The Regional District provides a review and endorsement of the proposed expansions to the current licence for the applicant, and no further Fraser Valley Regional District approvals, permits, or licences are required for the planned events.

The Sasquatch Inn has held special events in years past under a similar expanded liquor licence area subject to similar comments outlined in the recommendation above. These previous events have never resulted in any complaints from the community.

COST

Not applicable. There are no fees collected or costs to review liquor licencing branch application requests other than a small amount of staff time.

CONCLUSION

Staff recommends that the Board endorse the current application for the increased occupant loads and temporary extension of the licensed area as has been done previously for the Sasquatch Inn at 46001 Lougheed Hwy, Electoral Area "C".

COMMENTS BY:

Graham Daneluz, 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.



Liquor and Cannabis Regulation Branch
400-645 Tye Road, Victoria, BC V9A 6X5
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 9J8
Phone: 1 866 209-2111 Fax: 250-952-7066

TEMPORARY CHANGE TO A LIQUOR LICENCE FOOD PRIMARY, LIQUOR PRIMARY, LIQUOR PRIMARY CLUBS & MANUFACTURERS ENDORSEMENTS

Liquor and Cannabis Regulation Form LCRB023

Instructions:

Complete all applicable fields and then submit with payment as outlined in Part 11 of this application form. You may complete this form online and then print. If you have any questions about this application, call the Liquor and Cannabis Regulation Branch (LCRB) toll-free at: 1 866 209-2111. A complete application including the supporting documents must be submitted a minimum of three (3) weeks in advance of your event(s); otherwise your application will not be accepted and will be returned to you with the fees.

Applications requesting discretion to policy (see Part 9) must be submitted a minimum of two (2) months prior to your proposed event; otherwise your application will not be accepted and will be returned to you with the fees. LCRB forms and supporting materials referred to in this document can be found at: www.gov.bc.ca/liquorregulationandlicensing

Licensee Information

Office use only

Licence number: 136311

Job No. (C3-LIC)

Type: ☐ Food Primary ☒ Liquor Primary ☐ Liquor Primary Club ☐ Winery

Licensee name (as shown on licence): Sasquatch Inn Ltd

Establishment name (as shown on licence): Sasquatch Inn Ltd

Establishment Address: 46001 Lougheed Hwy

Harrison Mills

BC

V0M 1L0

Street

City

Province

Postal Code

Contact Name: Nancy Maclean

Title/Position: Asst Manager

(last / first / middle)

Business Tel with area code: 604-796-2730

Business Fax with area code: 604-796-2911

Business e-mail: nancy@sasquatchinn.ca

Business Mail address
(if different from above): Box 26

Harrison Mills

BC

V0M 1L0

Street

City

Province

Postal Code

Note: An authorized signing authority of a licensee can appoint a representative to interact with the branch on their behalf by completing form LCRB101 Add, Change or Remove Licensee Representative

Part 1: Temporary Change Requested

Please check the appropriate boxes below. You may complete more than one change section on this form as long as the changes are for the same licence number. **Note:** Categories noted by an asterisk (*) require local government/First Nations comment.

Type of change requested	Complete Sections
<input type="checkbox"/> Temporary change to hours of sale <ul style="list-style-type: none">• Liquor-Primary and Liquor-Primary Club licences, and manufacturer lounge or special event endorsements – any hours changes*• Food-Primary licences – requests for hours of sale later than midnight*• Food-Primary licences – requests for hours of sale before midnight	1, 2, 3, 10, 11, 12 1, 2, 3, 10, 11, 12 1, 2, 3, 10, 11
<input type="checkbox"/> Temporary patron participation entertainment endorsement* Food-Primary licences only	1, 2, 4, 10, 11, 12
<input type="checkbox"/> Temporary extension of licensed area Food-Primary licences only	1, 2, 5, 10, 11
<input checked="" type="checkbox"/> Temporary extension of licensed area* Liquor-Primary and Liquor-Primary Club licences, and manufacturer lounge or special event endorsements.	1, 2, 6, 10, 11, 12
<input type="checkbox"/> Temporary location change* Liquor-Primary and Liquor-Primary Club licences only (no increase in patron or person capacity)	1, 2, 7, 10, 11, 12
<input type="checkbox"/> Temporary location change Food-Primary licences only (no increase in patron or person capacity)	1, 2, 8, 10, 11
<input type="checkbox"/> Other Applies to all change requests other than these listed above	1, 2, 9, 10, 11

F.V.R.D. BLDG. DEPT

FEB 12 2020

Part 2: Reason Temporary Change is Requested

Describe event details including who is holding the event, the hours of the event and its purpose:

Jim Maclean Memorial Change is Requested

Saturday, June 13, 2020 430-11pm Fundraiser for charity TBD Hosted by the Sasquatch Inn

Current seating capacity is 144 See Attachment - wish to make extended area licensed for 100

Sasquatch In Annual Motorcycle Show and Shine

Sunday, July 26, 2020 12-5pm Hosted by the Sasquatch Inn Fundraiser for Zajac Ranch

Current seating capacity is 144 See attachment - wish to make extended area licensed for 1000

Wine Education & Tasting

Friday, May 22, 2020 6-10pm Hosted by the Sasquatch Inn

Current seating capacity is 144 See attachment - wish to make extended area licensed for 30

Brewmasters Dinner

Friday, June 26, 2020 6-10 Hosted by the Sasquatch Inn

Current seating capacity is 144 See attachment - wish to make the extended licensed area for 30

Wespac Electrical Dinner

Saturday, Sept 12, 2020 Hosted by the Sasquatch Inn

Staff and customer appreciation dinner of Wespac Electrical

Current seating capacity is 144 - wish to make the extended licensed area for 40

Date(s) from: (mm/dd/yy) 05/22/2020 To: (mm/dd/yy) 09/12/2020 (inclusive)

Part 3: Temporary Change to Hours of Sale

Fee: \$330

Liquor-Primary and Liquor-Primary Club licences, and manufacturer lounge or special event endorsements – any hours changes*

Fee: \$330

Food-Primary licences – requests for hours of sale later than midnight*

Fee: \$110

Food-Primary licences – requests for hours of sale before midnight (local government/First Nations comment not required)

***Note:** These categories (*) require local government/First Nation comment.

Licensees may apply for a temporary change in hours of sale for a limited period, subject to any restrictions within the Liquor Control and Licensing Act, Regulations, branch policies and/or original terms and conditions of licensing.

See Part 12 for more information on obtaining local government/First Nations comment.

Please provide the following information:

Current hours of sale:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Closed							

Requested hours of sale: (Maximum hours permitted by regulation are between 9:00 am to 4:00 am of the same business day)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Closed							

Part 4: Temporary Patron Participation Entertainment Endorsement

Fee: \$330

(Food-Primary licences only)

Licensees may apply for a patron participation entertainment endorsement for a limited period, subject to any restrictions within the Liquor Control and Licensing Act, Regulations, branch policies and/or original terms and conditions of licensing.

Note: This application process requires comment from your local government/First Nation. See Part 12 for more information on this process.

Describe the type of entertainment you are requesting:

Patron participation must end by midnight unless approved by LCRB and local government/First Nations. There are restrictions related to forms of entertainment, sound systems, etc. If you are uncertain about any of the details of your proposal, please consult with licensing staff at LCRB in Victoria (see contact information in Part 11).

Part 5: Temporary Extension of Licensed Area (food-primary licences only)

Fee: \$110

This change enables licensees to apply for a temporary extension of their establishment's licensed areas for a limited period, subject to any restrictions within the *Liquor Control and Licensing Act*, Regulations, branch policies and/or original terms and conditions of licensing. Approval of this temporary change request permits the licensee to operate only at the capacity on the face of their current licence plus the capacity of the extension area. If in doubt, consult with licensing staff at LCRB in Victoria (see Part 11 for contact info). This application process does not require comment from your local government/First Nation.

Please provide the following information and documents:

- ☐ Current total capacity, including patios (as shown on licence);
- ☐ Identify the area (person/patron as shown on licence) to be extended;
- ☐ Floor plan of the extended area showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas:
 - Floor plan must have occupant load of the extended area marked/stamped on the plans by provincial fire or building authority (or designate) where the extension is indoors or within a permanent structure.
 - Provide proposed capacity of extended area if extension is outside; and
- ☐ Where the extension area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.

Part 6: Temporary Extension of Licensed Area

Fee: \$330

(liquor-primary, liquor-primary club licence and manufacturer lounge and special events endorsements only)

Licensees may apply for a temporary extension of their licensed areas for a limited period, subject to any restrictions within the *Liquor Control and Licensing Act*, Regulations, branch policies and /or original terms and conditions of licensing. Approval of this temporary change request permits the licensee to operate at the capacity on the face of their current licence plus the capacity of the extension area.

Note: This application process requires comment from your local government/First Nation. See Part 12 for more information on this process.

Please provide the following information and documents:

- ☒ Current total capacity, including patios (as shown on licence);
- ☒ Identify the area(s) to be extended;
- ☒ Floor plan of the extended area(s) showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas:
 - Floor plan must have occupant load of the extended area marked/stamped on the plans by provincial fire or building authority (or designate) where the extension is indoors or within a permanent structure.
 - Provide proposed person capacity of extended area(s) if extension is outside; and
- ☐ Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.

Part 7: Temporary Location Change (liquor-primary and liquor-primary club licences only)

Fee: \$330

(no increase in patron or person capacity)

Licensees may apply for a temporary change of location of one or more licensed areas in their establishment, to accommodate special events but this change permits no increase in licensed capacity. Proposed changes must comply with occupant load limitations.

Note: This application process requires comment from your local government/First Nation. See Part 12 for more information on this process.

Current area capacities, as shown on licence:

Area #1 Area #2 Area #3 Area #4 Patio #1 Patio #2

Proposed temporary changes in capacity (no increase in total capacity permitted):

Area #1 Area #2 Area #3 Area #4 Patio #1 Patio #2

Please attach the following documents:

- ☐ Floor plan of the proposed area(s) showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas.
- Floor plan must have occupant load marked/stamped on the plans by provincial fire or building authority (or designate), where the extension is indoors or within a permanent structure.
 - Provide proposed capacity of the new area if outdoors.
- ☐ Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.

Part 8: Temporary Location Change (food-primary licences only)

Fee: \$110

(no increase in patron or person capacity)

Licensees may apply for a temporary change of location of one or more licensed areas in their establishment, to accommodate special events but this change permits no increase in licensed capacity. Proposed changes must comply with occupant load limitations.

Note: This application process does not require comment from your local government/First Nation.

Current area capacities, as shown on licence:

Area #1 Area #2 Area #3 Area #4 Interior lounge

Patio #1 Patio #2

Proposed temporary changes in capacity (no increase in total capacity permitted):

Area #1 Area #2 Area #3 Area #4 Interior lounge

Patio #1 Patio #2

Please attach the following documents:

For food-primary licences:

- ☐ Floor plan of the proposed area showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas.
- Floor plan must have occupant load marked/stamped on the plans by provincial building or fire authority (or designate), where the extension is indoors or within a permanent structure.
 - Provide proposed capacity of the new area if outdoors.
- ☐ Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.

Part 9: Other

Fee: \$110 for each request

Complete this section if you are requesting a change other than those listed in Part 1, page 1.

Describe your request in detail, using additional pages if required.

If your request requires an exercise of discretion: provide a written submission detailing why a request for discretion should be approved. All documentation to support your request for discretion must be submitted together in one package; the branch will not consider additional materials submitted after a completed application is received. For more information see your licence specific terms and conditions. Requests for discretion should be submitted at least two months prior to the proposed event.

Date(s) from: To: (inclusive) Time(s):
(mm/dd/yy) (mm/dd/yy)

Part 10: Declaration

Section 57(1)(c) of the *Liquor Control and Licensing Act* states: "A person commits an offence if the person (c) provides false or misleading information in the following circumstances: (i) when making an application referred to in section 12; (ii) when making a report or when required and as specified by the general manager under section 59".

As the licensee or authorized signatory of the licensee, I understand and affirm that all of the information provided is true and complete.

Signature: 
Authorized signatory of the licensee

Name: Position: Date:
(last / first / middle) (if not an individual) (Day/Month/Year)

Note: An agent, lawyer or third party operator may not sign the declaration on behalf of the licensee.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the licensee to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the licensee is an individual or sole proprietor, the individual himself/herself
- If the licensee is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
- If the licensee is a general partnership, one of the partners
- If the licensee is a limited partnership, the general partner of the partnership
- If the licensee is a society, then a director or a senior manager (as defined in the *Societies Act*)

If an authorized signatory has completed the *Add, Change or Remove Licensee Representative* form (LCRB101) and they have specifically permitted a licensee representative to sign this form on the licensee's behalf, the branch will accept the licensee representative's signature.

Part 11: Application Fees - Payment OptionsTotal Fee Submitted: \$

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check ☒ one):

☐ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)

☐ Money order, payable to Minister of Finance

☒ Credit card: ☐ VISA ☒ MasterCard ☐ AMEX

☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

☒ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

LCRB023

5 of 6

Temporary Change to a Liquor Licence

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number: Expiry date: /
(Month) (Year)

Signature: _____

Part 12: Local Government/First Nation Comments☐ Objection☐ No objection

Comments:

Name of Municipality/Regional District/First Nations:

Name (print) _____

Phone: _____

Title: _____

E-mail: _____

Signature: _____

Date: _____

Part 13: What Happens Next?

The temporary change application process:

1. If the requested temporary change(s) require local government/First Nation comment, the applicant must take the completed application form and all required documents to their local government/First Nation and request that the local government/First Nation complete and sign Part 12.
2. The applicant will submit the signed application, all required documents and application fee to the Victoria Head Office (LCRB).

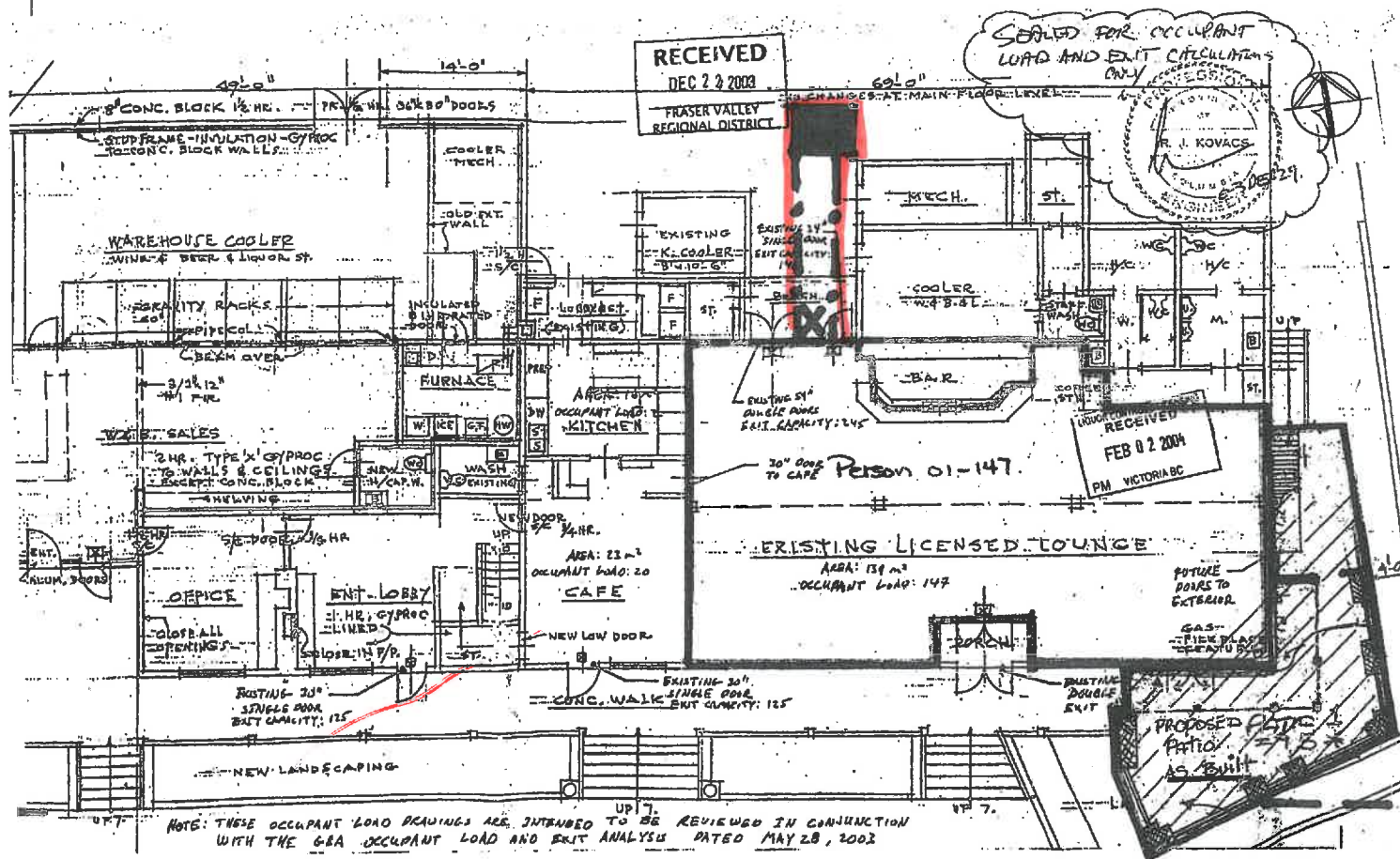
Note: Applicants must ensure they submit their completed application a minimum of three (3) weeks (or two (2) months, if it's a request for discretion - see Part 9) before the proposed change. Otherwise, your application will not be accepted and will be returned to you.

3. The LCRB licensing staff will review the application package and advise the applicant by phone, mail or fax, of any information or documents required before the application can be processed.
4. LCRB licensing staff will request comments from the local liquor inspector.
5. If required, the local liquor inspector will work with the applicant on security and related issues.
6. LCRB licensing staff will review the comments from the local government/First Nation (if applicable) and local liquor inspector.
7. LCRB staff will contact the applicant by, fax or mail to let them know whether or not the change has been approved. The applicant will receive LCRB's decision in writing.

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (a) and (c) of the *Freedom of Information and Protection of Privacy Act* and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the *Liquor Control and Licensing Act*. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

Wine Education, Tasting, & Food Pairing

Black mark indicates two 20'x20' tents, they will be attached. The tent will have barricades around it for the event to ensure that no patrons veer outside the red line area. X marks the door we will be using. The tents in this plan will have security personel to monitor that the patrons stay inside the proper area as well as the waitress.



May 22, 2020

Occupant Load 30

Distance from
Pub door to
Tent is
Approx 20'.

GBA
GAGE-BABCOCK AND ASSOCIATES LTD.
228 - 185 W. BROADWAY, VANCOUVER BC
TEL: 732 3781 FAX: 732 1277
email: info@gbacan.com, www.gbacan.com

SASQUATCH INN
46001 LOUGHEED, HARRISON MILLS

GROUND FLOOR - PLAN VIEW

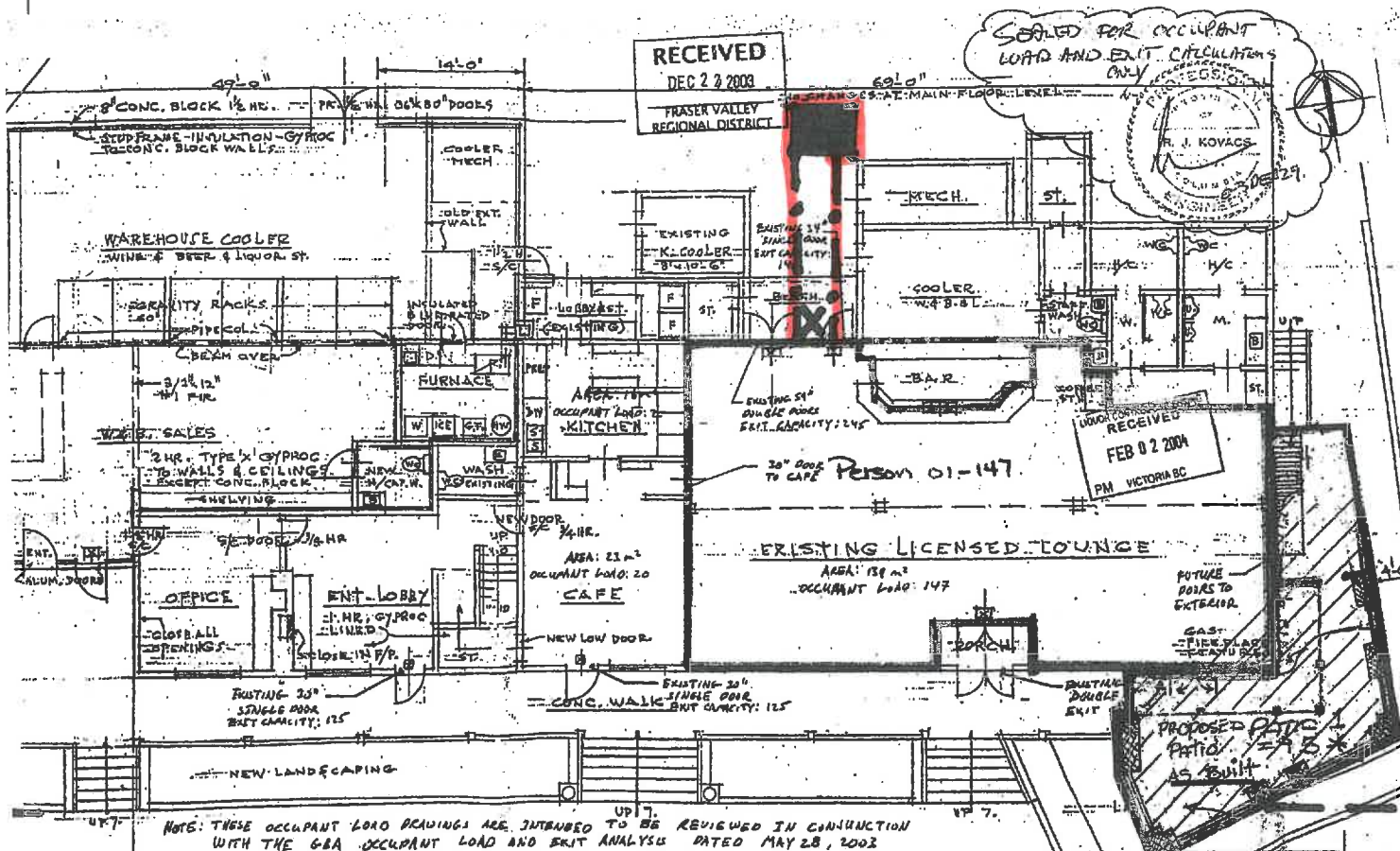
CK-1.17

DATE: 03/12/09
DRAWN: KL

PARKING LOT

GOLF TOURNAMENT

Black mark indicates two tents (30' x 20', 20' x 20'), they will be attached. The tents will have barricades around it for the event to ensure that no patrons veer outside the red line area. X marks the door we will be using. The tents in this plan will have security personnel to monitor that the patrons stay inside the proper area as well as the waitress.



June 13, 2020

Occupant Load 100

Distance from
Pub door to
Tent is
Appox 20'.

GBA GAGE-BABCOCK AND ASSOCIATES LTD
228 - 1195 W. BROADWAY, VANCOUVER BC
TEL 732 3751 FAX 732 1277
email info@gbacan.com, www.gbacan.com

SASQUATCH INN
46001 LOUGHEED, HARRISON MILLS

GROUND FLOOR - PLAN VIEW

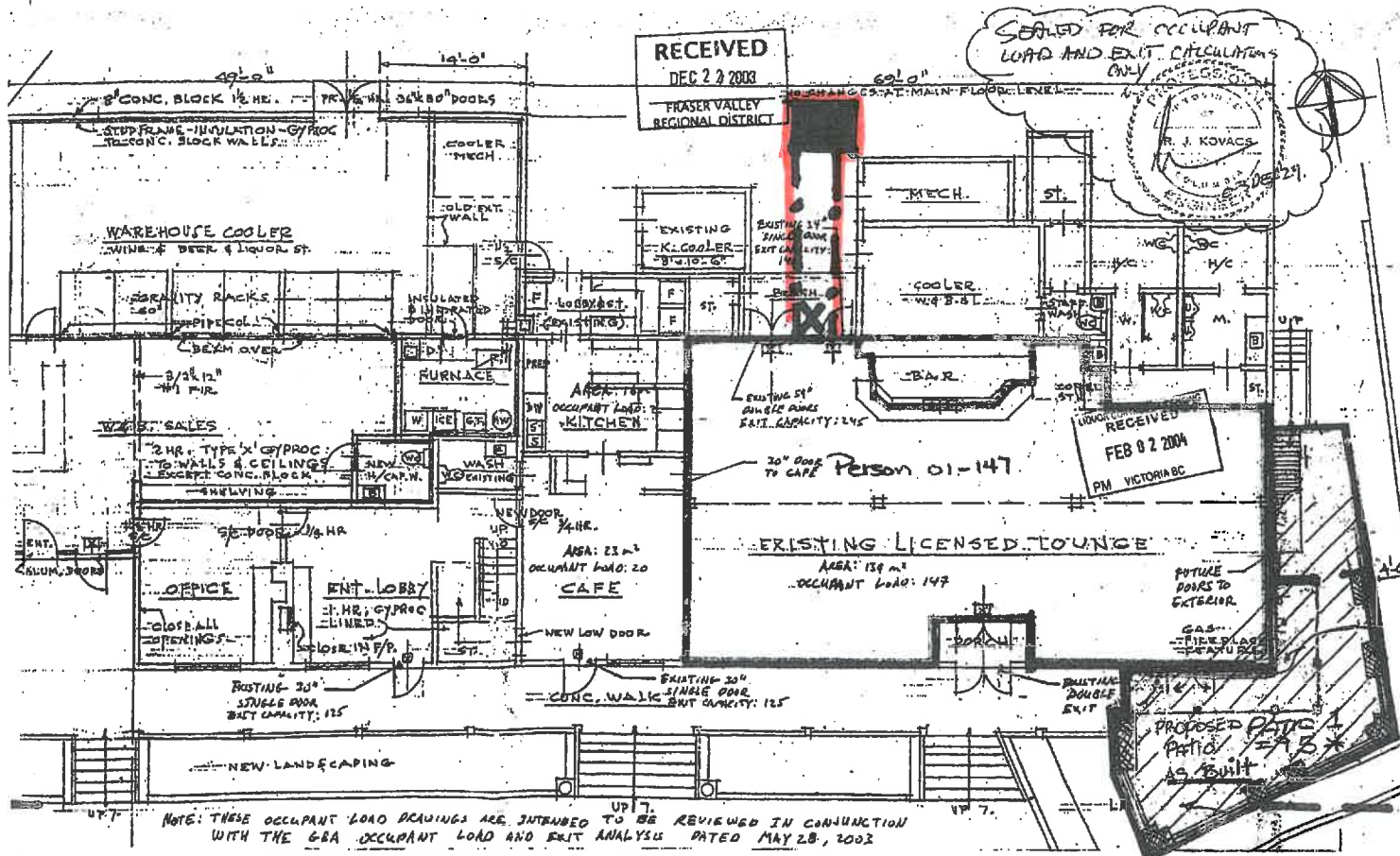
4-1.12

DATE:	03/12/09
DRAWN:	KL

PARKING LOT

Brewmaster's Dinner

Black mark indicates two 20'x20' tents, they will be attached. The tent will have barricades around it for the event to ensure that no patrons veer outside the red line area. X marks the door we will be using. The tents in this plan will have security personnel to monitor that the patrons stay inside the proper area as well as the waitress.



June 26, 2020

Occupant Load 30

Distance from
Pub door to
Tent is
Appox 20'.

GBA GAGE-BASCOCK AND ASSOCIATES LTD
228 - 1265 W. BROADWAY, VANCOUVER BC
TEL: 732 3781 FAX: 732 1277
email: info@gbacan.com, www.gbacan.com

SASQUATCH INN
46001 LOUGHEED, HARRISON MILLS

GROUND FLOOR - PLAN VIEW

CR-1.12

DATE: 03/12/09
DRAWN: KL

PARKING LOT

DEVELOPMENT PERMIT 2002-11
 SCHEDULE "B"
 Site Plan

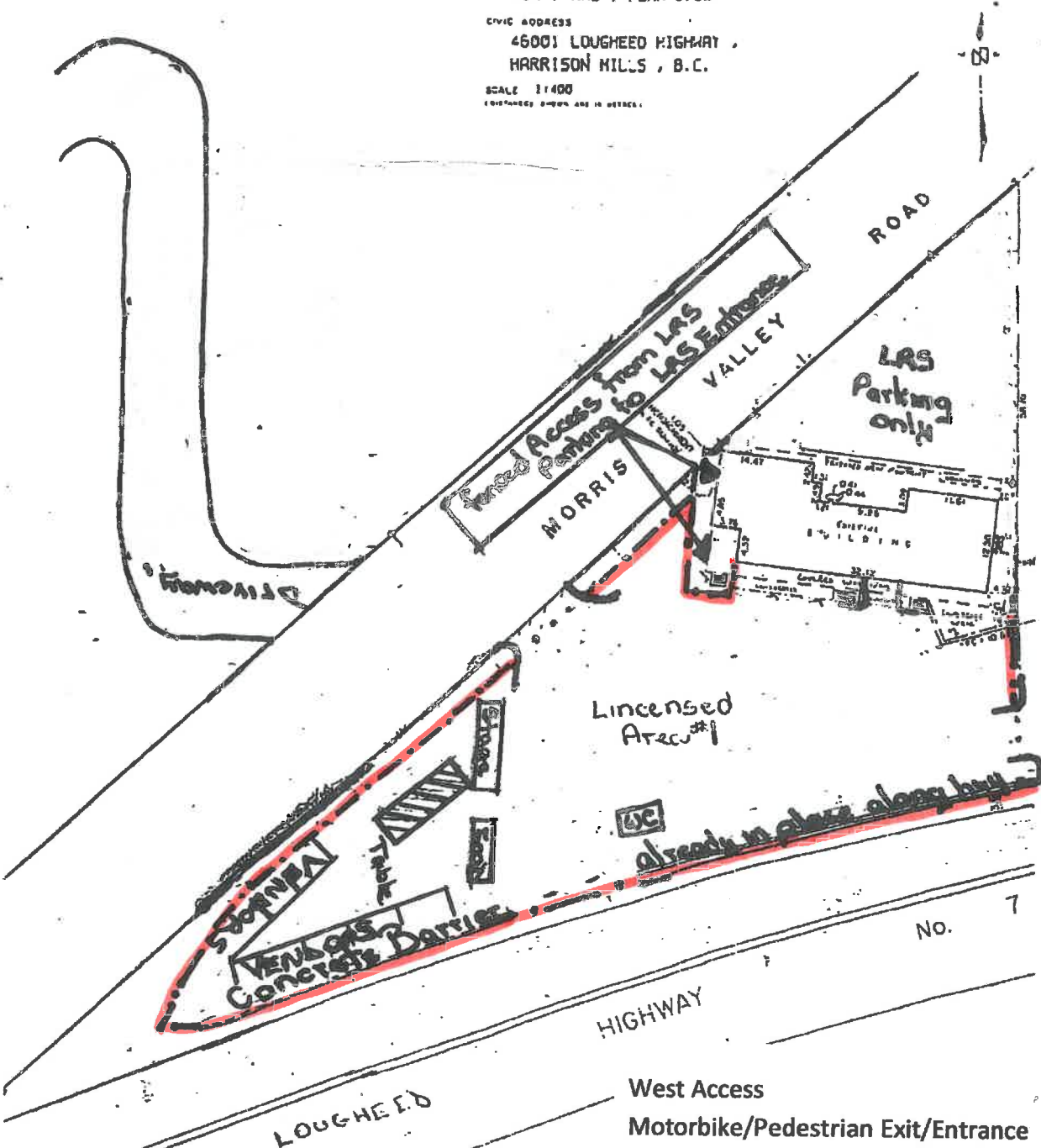
SHOW & SHINE

July 26, 2020

SURVEY CERTIFICATE OF P.I.D. 006-779-937
 LS 2, SEC 34, TP 3, R 30,
 W6M, NWD, PLAN 67884

CIVIC ADDRESS
 46001 LOUGHEED HIGHWAY,
 HARRISON HILLS, B.C.

SCALE 1:400
 (DISTANCES SHOWN ARE IN METERS)



LEGEND

	Bar-
	(alcohol service)
	Fencing
	Entrance
	Washroom

West Access
 Motorbike/Pedestrian Exit/Entrance

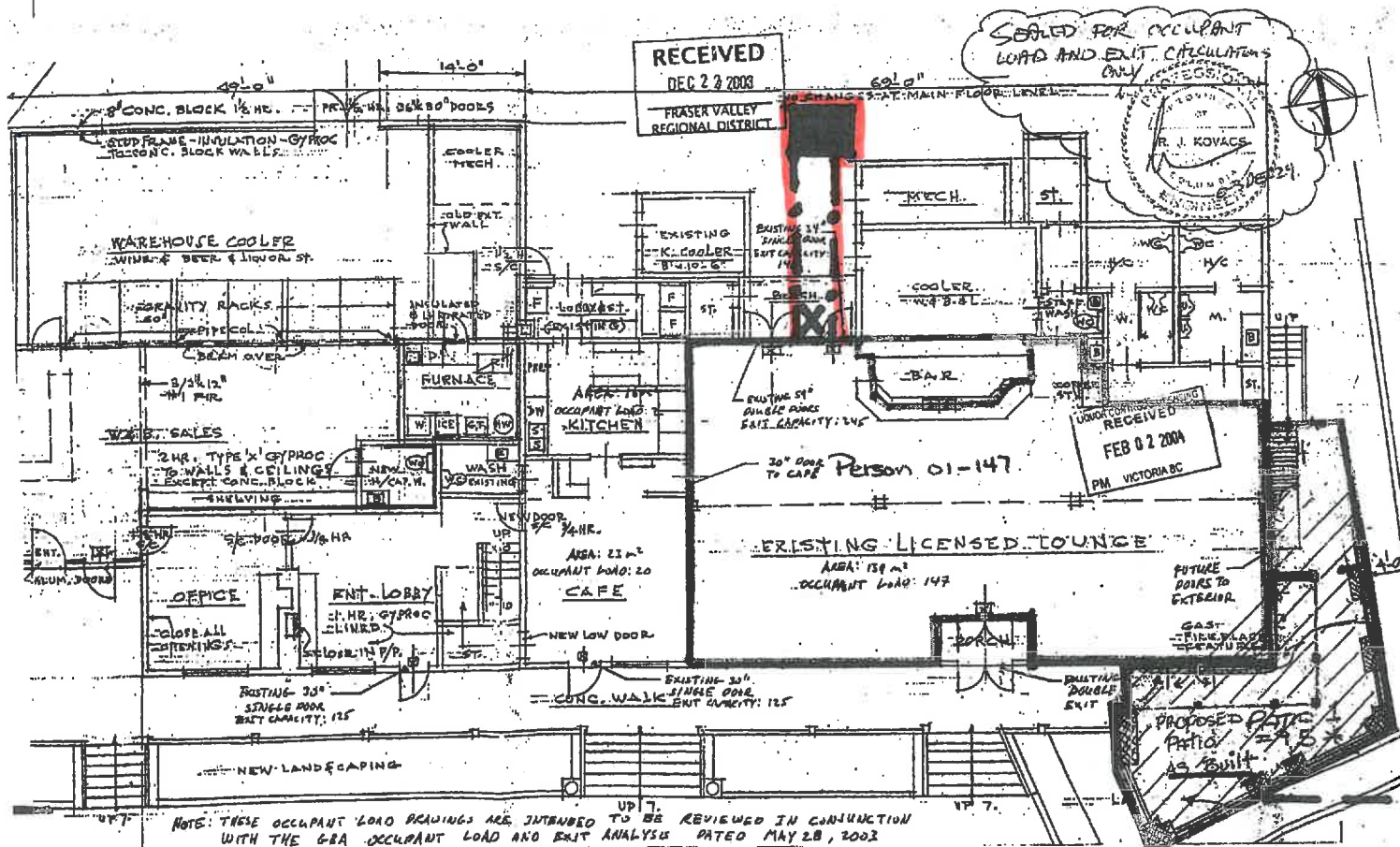
East Access
 Motorbike Exit Only
 155 Pedestrian Exit/Entrance

L:\PLANDocs\DP\2002-11\Show\Permit.doc

Fencing will be Festival Fencing.

Wespac Electrical

Black mark indicates two 20'x20' tents, they will be attached. The tent will have barricades around it for the event to ensure that no patrons veer outside the red line area. X marks the door we will be using. The tents in this plan will have security personel to monitor that the patrons stay inside the proper area as well as the waitress.



Sept. 12, 2020

Occupant Load 40

Distance from
Pub door to
Tent is
Appox 20'.

GBA GAGE-BARCOCK AND ASSOCIATES LTD.
228 - 126 W. BROADWAY, VANCOUVER BC
TEL: 732 5781 FAX: 732 1277
email: info@gbacan.com, www.gbacan.com

SASQUATCH INN
46001 LOUGHEED, HARRISON MILLS

GROUND FLOOR - PLAN VIEW

PARKING LOT



KHRONOS
SECURITY SERVICES

Khronos Security Services
www.khronossecurity.ca
665 Hudson Bay Street
Hope, BC, V0X 1L0 (604) 869-6535

To whom it may concern:

This is to confirm that Khronos Security agrees to provide security on the 26th of July 2020, at the 15th Annual Motorcycle Show & Shine at the Sasquatch Inn, located at 46001 Lougheed Hwy, Harrison Mills, BC.

We will be supplying 5 guards from 12 – 6pm. They will be located at the following locations:

One at the East entrance (This is a pedestrian exit/entrance, and a bike exit only)
One at the West entrance (This is a bike and pedestrian exit/entrance)
One at the entrance to the pub
One at the entrance to the liquor store
One roaming.

Khronos Security will ensure the following:

- ID is checked at all entrances to ensure that all attendees are 19 yrs of age
- Minors are not permitted
- Counts for attendees are to be completed every 30 mins. A written record of the head counts will be kept.
- Ensure no liquor enters or leaves the licensed area.
- Refuse entry to anyone appearing intoxicated.

Sincerely,

Zac Wells

To: Electoral Area Services Committee

Date: 2020-03-10

From: Louise Hinton, Bylaw Compliance & Enforcement Officer
01

File No: 4300-70-2020-

Subject: Special Event – 2020 REVEL Race Chilliwack Marathon & Half Event, Chilliwack River Valley (Area E)

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve the Class II Special Event Licence No. 2020-01 for the second REVEL Race Series Chilliwack Marathon & Half Event to be held on Saturday July 25, 2020, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waive the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2020-01.

STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy
Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #4 Tourism
Priority #5 Outdoor Recreation

BACKGROUND

Brooksee LLC is an endurance event provider who is requesting the Regional District's conditional approval for their second annual special event, the REVEL Series Chilliwack Marathon & Half Event on Saturday, July 25, 2020, located partially in the Chilliwack River Valley. This large event is a Boston Marathon qualifier event that is expected to draw around 800 participants, volunteers, and even more supporters. The Regional District's *Special Events Bylaw No. 0111, 1997* requires that all events of more than 200 people require a special events permit issued by the Regional District.

DISCUSSION

The REVEL Marathon & Half Race is scheduled for Saturday, July 25, 2020. An application has been received on behalf of the host of the event, Brooksee LLC. The applicant must still submit the following items for the application to be considered complete:

1. Insurance document
2. Ministry of Transportation Approval (MOTI)
3. British Columbia Provincial Parks Approval
4. Approval from the Chilliwack RCMP (Police)
5. Approvals for Emergency Services / Fire Protection
 - a. FVRD Electoral Area Emergency Services
 - b. Chilliwack River Valley Fire Department
 - c. Chilliwack Fire Department
6. Copy of City of Chilliwack Special Event Permit

The applicant must submit the remaining items no later than 30 days prior to the event. The Special Event Licence (Appendix "B") provides that preliminary approval may be given as per s. 11 of the Bylaw subject to receipt of the remaining items.

Approximately 800 participants are expected to attend the event, plus 300 local volunteers. As such, the event is classified as a Class II Special Event per s.6 of the bylaw:

"Class II Special Event" means a SE having an attendance of 500 or more people and less than 1000 people or any SE the RD expects will have an attendance of 500 or more people and less than 1000 people.

The REVEL Series Chilliwack Marathon race is partially in the Chilliwack River Valley and includes both full Marathon and Half Marathon race routes. The full race route will begin from the entrance area of Chilliwack Provincial Park at the Chilliwack Lake Forest Service Road, travelling westbound 19.63 kilometres (12.2 miles) along Chilliwack Lake Road. Participants will then enter the City of Chilliwack and move through the Vedder Road round-a-bout, finishing their race within the City of Chilliwack at GW Graham Secondary School (see Route Map - Appendix A). The majority of the event is a single lane foot race along Chilliwack Lake Road, in Electoral Area E. The Regional District roadways are overseen by the Ministry of Transportation and Infrastructure (MOTI), who are supportive and involved with the planning of this second annual event. Approvals are also required from Provincial Parks, the RCMP, and local emergency services. Preliminary approval has already been granted by the City of Chilliwack.

All participants in the race will be shuttled on buses from within two private third-party designated parking areas on Caen Avenue in the City of Chilliwack to the event starting line at the entrance of Chilliwack Lake Provincial Park. The applicant has provided us with a very detailed operations plan for reference (See attachments).

The Electoral Area E Director Orion Engar identified prior to the inaugural event in 2019 the importance of traffic control along Chilliwack Lake Road to address the volume and speed of vehicles to ensure the safety of the participants.

The traffic control will be again be provided for the duration of the event at the sole cost to the applicant; it has been tailored to reduce the possibility of traffic congestion on Chilliwack Lake

Road (see the passing lane map in Appendix A, and the attached traffic plan submitted by the applicant):

- The eastbound traffic flow will be predominantly open (because most traffic at this time of day will be heading eastbound).
- There will be 3 Passing Zones (please see the map below for locations). Each Passing Zone will have three narrower “lanes” delineated by pylons for each of the following: Lane 1) Runners, 2) Westbound Traffic, and 3) Eastbound Traffic.
- Westbound traffic will queue up at each Passing Zone.
- Once it is determined that the westbound vehicles should be released, the eastbound lanes will close temporarily to allow the westbound traffic to travel to the next Passing Zone (this will function like a rolling closure).

As roadways within the Regional District are the jurisdiction of MOTI, all final approvals of traffic plans will be completed through the MOTI permitting process. There were some struggles with cell service and radio communication blank spots during the 2019 inaugural event that the organizers have already been working with MOTI and their traffic control provider to resolve. Organizers have promised to improve their communication plans to go ‘over and above’ to inform the directly affected residents of the traffic control plan for the morning of the event. Organizers have also promised to take extra steps to ensure that precautions are in place to accommodate any potential emergency traffic.

There will be a total of 14 aid stations located approximately every two miles along the entire race route, beginning near mile three of the full marathon route. Aid stations will be located on large shoulders and or turnoff points adjacent to the runner lane so as to not obstruct the highway. These aid stations will provide an opportunity for racers to refuel and rehydrate throughout their run. Three of the aid stations (Aid Stations D, H & K on the attached Map) will be attended by trained medical personnel who will have medical supplies, first aid kits, AED systems and other life support / lifesaving equipment.

There will be portable restrooms set up at each aid station along the route, as well as the start and finish lines. They will be delivered the day before the race and removed immediately following the race. Total numbers will be determined by the supplier based on the number of participants, estimated to be 5 – 8 at each station and 30 -40 at each the start and finish lines. There will be an abundant number of refuse containers at both starting lines, each aid station, and at multiple locations at the finish venue.

The organizer expects to have about 300 local volunteers assist with the event. Most of the volunteers are recruited from charitable organizations or school groups who will receive a monetary donation in exchange for their volunteer efforts. In addition, the organizer intends to contribute to the Chilliwack Vedder River Cleanup Society to provide local benefits from the event. During the 2019 inaugural event, Brooksee LLC partnered with the Chilliwack Vedder River

Cleanup Society and was able to provide charitable funds to this community organization. The organizer wishes to keep the society as the main partner as they feel it is a great partnership that will grow as the event grows.

The organizers have a plan for communicating with local residents and businesses in the weeks leading up to the event. Mail out correspondence will explain traffic control plans, delays and other issues related to the event and provide full contact information. They are also looking to partner with the Chamber of Commerce in Chilliwack to ensure that businesses know what to expect and provide opportunities to gain financial benefits from the event.

As Per Bylaw No. 0111, a security of \$20,000 may be required from the applicant at the discretion of the Fraser Valley Regional Board. This event is being held primarily on Ministry of Transportation Roads and no Regional District lands are being used. In addition, the applicant is experienced in organizing similar races in different locations all over the United States. The inaugural event was held last year on August 18, 2019, with the same route and subject to similar comments outlined in the recommendation above. It was run with very few concerns from local residents. Staff recommends waiving the requirement for a security fee from the applicant.

COST

The organizer will fund costs for the entire event, including notification and traffic control. There are no direct costs to the Fraser Valley Regional District.

The applicant has paid a \$600 Class II Special Event Licence fee.

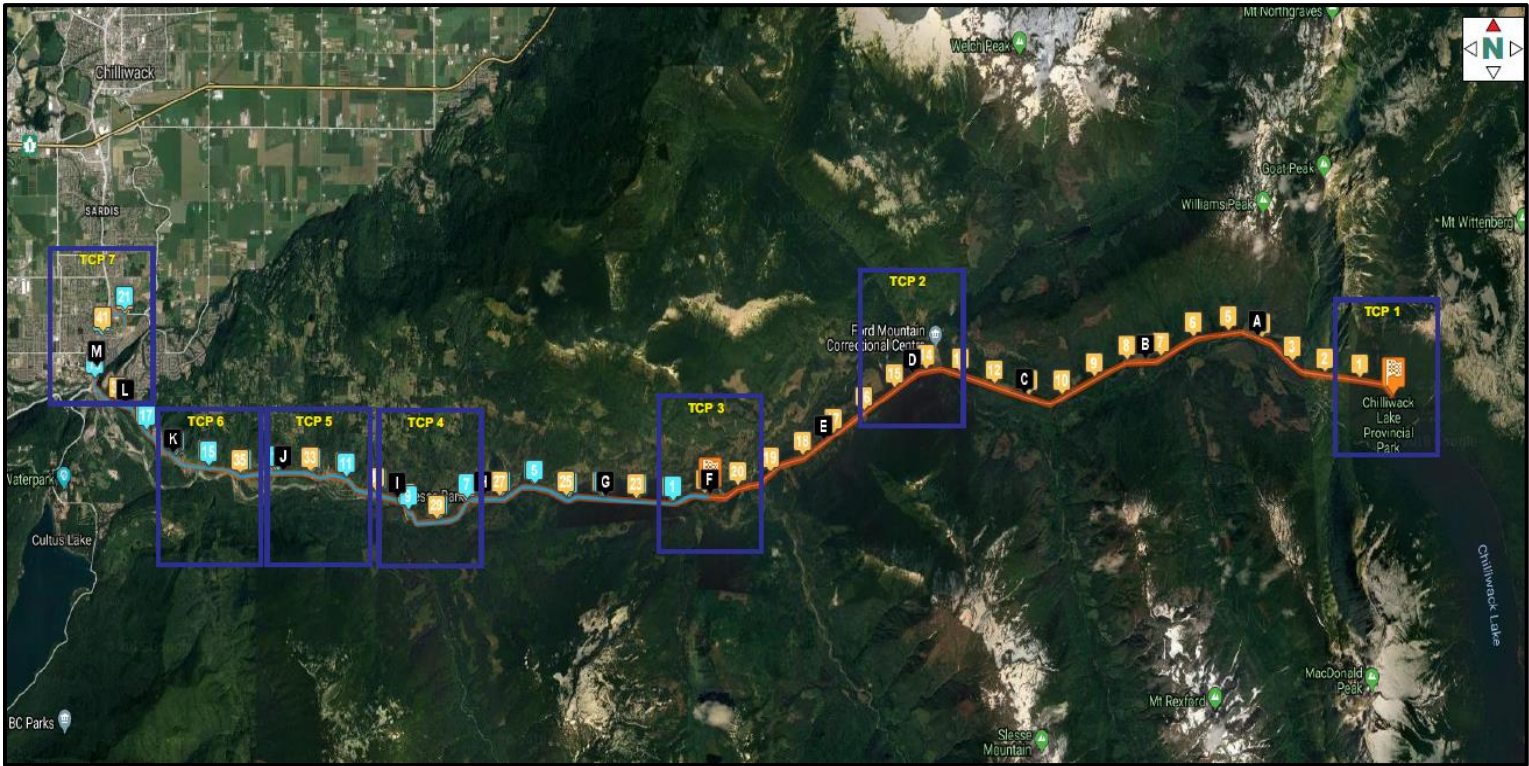
CONCLUSION

Staff recommends preliminary approval of Special Event Licence No. 2020-01 subject to the receipt of all required documentation necessary to complete the application.

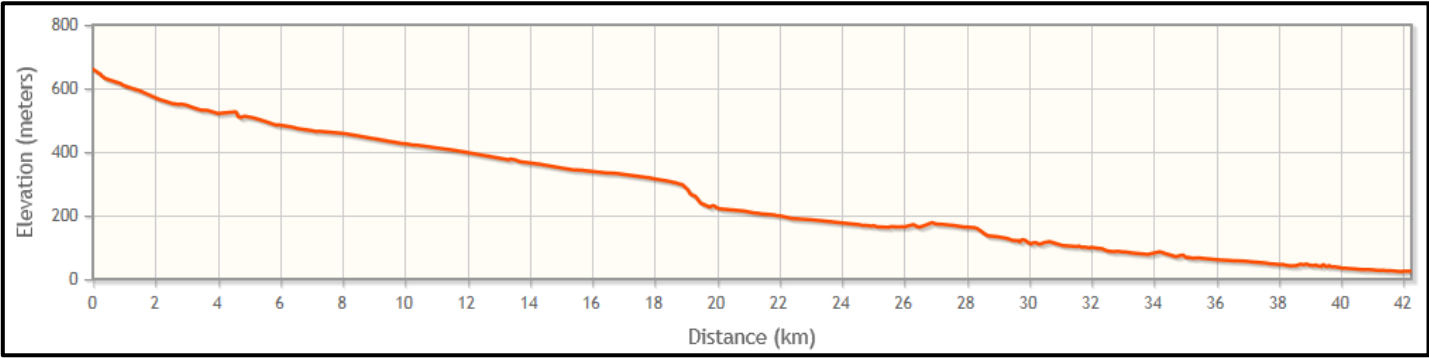
COMMENTS BY:

Graham Daneluz, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comment.
Jennifer Kinneman, Acting Chief Administrative Officer	Reviewed and supported.

Appendix "A"
Marathon Race Route Map



ELEVATION MAP



PASSING LANE MAP



Schedule "B"

Special Events Bylaw No. 0111, 1997

**A bylaw to provide for the regulation of "special events"
in all electoral areas of the Fraser Valley Regional District**

SPECIAL EVENT LICENCE

License Number:	2020-01
Date Issued:	TBA
Promoter:	Brooksee LLC
Location of Event:	Chilliwack River Valley / Sardis Areas Chilliwack Provincial Park, Chilliwack Lake Road & the City of Chilliwack
Property Owner(s) with Civic Address:	Description of Land:
None.	None.
Nature of Special Event:	REVEL Race Series Chilliwack Marathon & Half Event
Date of Special Event:	Saturday July 25, 2020
Hours of Event:	6:00 am —4:00 pm
Maximum Number of Persons Permitted:	800 participants 300 volunteers

Jason Lum
FVRD Board Chair

Jennifer Kinneman
Acting Chief Administrative Officer

Schedule "A"

Special Events Bylaw No. 0111, 1997

A bylaw to provide for the regulation of "special events" in all electoral areas of the Fraser Valley Regional District

**APPLICATION FOR SPECIAL EVENT
LICENCE**

Application No.: _____ Date of Application: 9/3/2019

Owner: Brooksee, LLC and the Brooksee Foundation
Mailing Address: 254 South 700 West, Pleasant Grove , UT 84062

Business Phone: 801-867-8062 - Cydney Residence Phone: 801-369-1475 - Alec

Promoter (if different from owner): Cydney Lundahl and Alec Fowler

Mailing Address: SAME

Business Phone: SAME Residence Phone: _____

Legal Description of Land(s) to be used for Special Event: _____
Road to be used for runners during marathon. Begins on Chilliwack

Lake Road, continues onto Vedder Road, Promontory and Finishes on Thomas at GW Graham Secondary School.

Street Address of Land(s): Just roadway, No FVRD lands will be used.

Date of Special 7/25/20

Event: Hours of 6:00 am to 12:30 pm

Operation:

Anticipated number of participants per day: 800

Is liquor to be available: ☐ Yes ☐ No

Brief description of Event: Marathon and Half Marathon running race that begins on
Chilliwack Lake Road and finishes at GW Graham Secondary School.

Are special structures to be installed: ☐ Yes ☐ No

If so, briefly describe: _____



2020 REVEL Chilliwack Comprehensive Operations Plan

Last updated: 9/3/2019

This document outlines the traffic control, safety, communication, and medical plan for the REVEL Chilliwack Marathon & Half, to be held on Saturday, July 25th, 2020. Brooksee's principal concern is the safety of our participants and of the public. As an organization we wish to stress that we will take all necessary steps in order to ensure a safe event for all affected stakeholders.

Parking & Busing

All participants will park at an offsite, third party private lot that will not require any special traffic control. Uniformed event staff members will be present to direct parking and ensure that safe conditions are maintained in the parking lots. We anticipate that participants will begin to arrive in the parking lot shortly before 3:00 AM.

Participants will be loaded onto buses in the parking lots. Buses will be leaving from 3:30 AM to 5:00 AM to ensure that runners get to the starting lines before the 6:00 AM start time. Participants will not be allowed to park or be dropped off at the start venues.

Once participants finish the race, they will board shuttle buses at GW Graham Middle Secondary School and be shuttled back to their vehicles at the parking area.

Course Routes

The course routes may be seen online at <https://www.runrevel.com/gmap/1318131>. The Red line represents the full marathon route. The green line represents the half marathon route. The black/white letter boxes represent aid stations. Each aid station may be clicked on to ascertain exact GPS coordinates.

The half marathon will start at 6:00 AM on Chilliwack Lake Rd. Participants will be staged on the South side of Chilliwack Lake Rd. The runners will run West on Chilliwack Lake Rd for 12.2 miles. They will turn right (North) to run on Vedder Rd. They will turn right (East) on Promontory Rd. then make a final right on Thomas Rd to finish at GW Graham Middle Secondary School.

The full marathon will also start at 6:00 AM approximately .25 mile East of the Lindeman Lake Parking Lot on Chilliwack Lake Rd. Full marathon participants will be staged on the North side of Chilliwack Lake Rd. The course starts by running Westbound on Chilliwack Lake Rd. The runners will run West on Chilliwack Lake Rd for 25.2 miles. They will turn right (North) to run on Vedder Rd. They will turn right (East) on Promontory Rd. then make a final right on Thomas Rd to finish at GW Graham Middle Secondary School.

Once the full marathon course reaches the half marathon starting point, the two courses follow the same route to the finish venue.

General Traffic Control Along Race Course

Brooksee will engage a traffic control company to oversee the creation of engineered traffic control plans as well as event-day logistics. General traffic control plans for the race course are outlined below:

- **Half Marathon Start Line:** Buses will leave the parking lots from 4:00-5:00 AM and proceed up Chilliwack Lake Rd. A race staff member will be present at that location and will direct the half marathon buses. After dropping participants off at the staging area, the staff member will direct the buses to turn around using Borden Creek Forest Service Rd. The buses will then head back down Chilliwack Lake Rd. to the Finish staging area. Staff members will be present to direct the flow of bus traffic and ensure safe conditions for participants. Runners will not be allowed to park or be dropped off at the start venue. Ten minutes prior to the start of the race (5:50 AM), participants will enter Chilliwack Lake Rd. to the start line. See Exhibit B for Half Marathon start area.
- **Full Marathon Start Line:** Buses will leave the parking lots from 3:30-4:30 AM and proceed up Chilliwack Lake Rd to .25 miles East of the Lindeman Lake Parking Lot. They will use the Provincial park to turn around and then drop off participants at the Lindeman Lake Parking Lot. Buses will turn into the Chilliwack Lake Provincial Park entrance, turn around, and allow participants safely off the bus onto the Chilliwack Lake Forest Service Road. Buses will then head West, down Chilliwack Lake Road to the finish line area. Staff members will be present to direct the flow of bus traffic. Participants will not be allowed to park or be dropped off at the start venue. See Exhibit C. Ten minutes prior to the start of the race (5:50 AM), participants will line up at the start line waiting for the race to begin.
- **Police Escort/Traffic Control Plan:**

Chilliwack Lake Road (to Slesse Road)

This is a 19 -mile stretch of road between Chilliwack Lake Provincial Park and Slesse Road. The Westbound lane will be closed and reserved for runners. No vehicles will be able to drive in the Westbound lane until all runners are through this stretch. A line of cones will be placed on the center line. The Eastbound lane will be open to Local Traffic only. Traffic control Personnel (TCP) will be posted at entry points to assist local/visiting traffic and keep them from runner's path.

***PLEASE NOTE that this plan will only need to be in place from 6:00 AM until 10:45 AM. All runners are required to maintain a minimum pace, and the slowest runner will have passed Slesse Road by 10:45 AM.

Chilliwack Lake Road (Slesse Road to Vedder Rd.)

Approximately a 5.5 mile stretch from Slesse Road to Vedder Road.

The race would occupy the entire Westbound lane. Cones will be placed on the center line to separate runners from the Eastbound lane. Traffic will flow East and Westbound in this lane with a Pilot car system. TCP will be staged at Vedder Rd and Slesse Road to hold traffic as needed. This will be a predominantly open eastbound flow, with minor brief interruptions for the clearing of westbound traffic. We will establish three separate passing zones along Chilliwack Lake Rd, with each zone being slightly less than one kilometer in length. Zone 1 begins at the Vedder Bridge and stretches east for 0.80 kilometers to the end of the Vedder Fishing Spot parking turnout. Zone 2 begins at the west end of Edwards Rd and stretches east for 0.77 kilometers. Zone 2 begins 0.82 kilometers west of Slesse Rd and stretches east to Slesse Rd. See map for passing zones. <https://www.runrevel.com/rcw/gmap/1318164>

***PLEASE NOTE: The pilot car operation will be in effect from 6:15 AM to 12:15 PM. Their staging points will be Vedder Road and Slesse Road. The slowest runner will be through the pilot car stretch by 12:15 PM.

Vedder Rd

Approximately a 1-mile stretch.

As runners turn from Chilliwack Lake Rd to Vedder, they will be moved into the shoulder of the road until they pass the round about where the road widens.

Runners will occupy the Northbound shoulder and lane encroachment allowing for 12ft of runner path. Cones will be placed 12 ft from the paved edge for runners. A second line of cones will be placed 12 feet from the 1st line of cones creating a North and Southbound lane shift.

Runners will be in the marathon section from 7:00 AM to 12:15 PM

Promontory Rd

This is approximately a .28 mile stretch. Marathon runners will turn right (East) on Promontory Rd. Runners will occupy the Eastbound shoulder and lane encroachment allowing for 12ft of runner path. Cones will be placed 12 ft from the paved edge for runners. A second line of cones will be placed 12 feet from the 1st line of cones creating an East and Westbound lane shift. At Vedder Elementary School, the road narrows. When the road narrows the runners will be moved to the shoulder only until Thomas Road

Runners will be in this section from 7:08 AM to 12:25 PM

Thomas Rd

Runners will occupy the Southbound shoulder and lane encroachment allowing for 12ft of runner path. Cones will be placed 12 ft from the paved edge for runners. A second line of cones will be placed 12 feet from the 1st line of cones creating a North and Southbound lane shift.

Runners will be in this section from 7:10 AM to 12:30 PM

Resident & Business Notification

In the weeks leading up to the event, all residents and businesses located in the surrounding areas will receive an EDDM (Every Door Direct Mailer) postcard in the mail. This mailer explains all traffic control plans, delays, and other issues in relation to the event. It also lists our contact information and invites the public to reach out with questions or concerns.

In addition, we plan to partner with the local Chambers of Commerce to ensure that all businesses know what impacts to expect on race day and give them an opportunity to get financial benefits from the event.

Participant Medical Plan

Aid stations will be established approximately every two miles along the entire race route, beginning near mile 3 of the full marathon. See Exhibit E for a sample aid station layout. Aid stations will be located on large shoulders and/or turnoff points adjacent to the runner lane so as to not obstruct the highway.

The locations of the 14 aid stations will be as follows:

- Aid Station A: (49.1066892988, -121.50730458999999)
- Aid Station B: (49.1020986595, -121.55147583400003)
- Aid Station C: (49.0954154422, -121.598649222)
- Aid Station D: (49.0992043147, -121.64256362200001)
- Aid Station E: (49.0845259622, -121.68254942800002)
- Aid Station F: (49.0761267676, -121.72203787299998)
- Aid Station G: (49.0757258657, -121.77879855200001)
- Aid Station H: (49.0714518427, -121.824278047)
- Aid Station I: (49.0755270161, -121.844873802)
- Aid Station J: (49.0806489765, -121.88908873100002)
- Aid Station K: (49.0839329214, -121.93256839000003)
- Aid Station L: (49.0934886732, -121.95084846700001)
- Aid Station M: (49.100944136, -121.96247690799999)

Volunteers manning each aid station will be carpooling to the area in 2-3 vehicles, and we have selected locations that allow for adequate room for them to park on the shoulders and/or pullouts next to the aid stations.

Each aid station, consisting of multiple portable tables and chairs, will be manned by several event staff. Staff members, who will be identified by matching event shirts, will ensure that runners are able to get proper nutrition and hydration when needed. All aid stations will be supplied with adequate water and Gatorade. These fluids will be delivered the day before the race in 1-gallon jugs. The morning of the race, volunteers will pour the water and Gatorade into 5-gallon plastic coolers. The fluids will then be dispensed into 8-ounce waxed paper cups to be distributed to runners as they pass the aid stations.

Select aid stations will be supplied with other amenities such as energy bars and gels. In planning supplies for nutrition and hydration, we will plan our quantities based on the maximum possible intake per runner, and then add a contingency surplus to ensure that the risk dehydration and exhaustion is minimized. In addition to aid stations along the route, water tables will also be set up at each starting line.

Each aid station along the route will be equipped with first aid kits. Event staff will be instructed concerning the use of these first aid kits. In addition, select aid stations (Aid Stations D, H, & K) will be accompanied by medical aid stations. Medical aid stations will be staffed by trained medical personnel, who will be capable of assisting participants with serious issues and/or emergencies. Medical cots and extensive supplies will be on hand.

In case of extreme cold weather, participants will be supplied with gloves and heating blankets to be used at the starting venues and during the race if desired. If at any point a participant is incapable of continuing down the course, they may elect to be picked up by the rear sag wagon and escorted down the route.

A large medical area will be established at the finish venue, adjacent to the finish line. This medical area will be staffed by several EMTs and other medical staff. They will be equipped with all necessary medical supplies including emergency supplies. In addition, an ALS ambulance will be on hand at the finish venue and will have unrestricted access to outside roads if it becomes necessary to transport any participants.

In addition to the ambulance stationed at the finish venue, two more ALS ambulances will be stationed along the route. Both of these will constantly roam the route.

Communications Plan

A command post will be established at the finish venue to ensure that pertinent race information can be shared at all times with race staff and local authorities. Brooksee invites any and all law enforcement and government agencies related to the event to station a staff member at the command post.

Race staff will be using cell phones for communication during the event. Every aid station along the course will be equipped with a communication device so that pertinent information may be relayed to command. A communications list will be printed and distributed to each staff member; this list will identify the communication person that will be stationed at each aid station as well as at those fulfilling other roles during the event.

All event-related EMS vehicles stationed along the route will also be equipped with communication devices (radios or cell phones depending on their location).

Sanitation Plan

Portable restrooms will be set up in conjunction with each aid station along the route (every two miles) as well as at both starting lines and the finish venue. They will be delivered the day before the race and removed immediately following the race. Restroom quantities in all cases will be determined based upon usage estimates from the supplying company, which will always adhere to health code requirements, plus a safety surplus. Final numbers will not be determined until race management gains a solid estimate of how many participants will compete in the race. However, it is anticipated that each aid station will have roughly five to eight, and each start line will have roughly thirty to forty.

Abundant trash bins will be located at both starting lines, each aid station, and at multiple locations at the finish venue. Each location will be equipped with several extra industrial trash bags per bin. Event staff will be present at each aid station, the finish line, and both starting lines to ensure that trash bins remain accessible and that trash bags are changed when necessary.

Immediately following the start of the event, hired clean-up truck crews will begin to remove all trash and other items (including aid station tables and supplies and course signage) from the race route. Trash will be removed entirely from the route and taken to the finish venue, where roll-away dumpsters will be filled and hauled to the local landfill. Our aim is to leave no trace whatsoever of our event. Trash from each aid station will be loaded directly into the clean-up trucks along the route. Thus, no dumpsters will be necessary at the start venues nor along the course.

Insurance

Brooksee shall obtain a \$5,000,000 insurance policy which covers every participant and volunteer associated with this event through the Henry Ham Insurance Agency in Denver CO.

In accordance with City of Chilliwack Highway Works Application and Permit: The applicant and its subcontractors shall maintain, in effect, commercial liability insurance of not less than \$5,000,000.00 per occurrence naming the City of Chilliwack as an additional insured and in a policy form acceptable to the City and automobile liability insurance of not less than \$2,000,000.00 for all owned and leased vehicles.

Race Day Schedule

FRIDAY 7/24/20

- **8:00 AM:** Race staff begins to set up finish venue.
- **10:00 AM:** Race staff begins drop-off of aid station supplies along entire route. Portable restrooms begin to be delivered along entire route.

SATURDAY 7/25/20

- **2:00 AM:** Traffic control will set up all necessary cones, barricades, and markers along route.
- **3:00 AM:** Participants begin to park at designated parking lots.
- **3:30-5:00 AM:** Participants load buses at parking lots and are transported to start lines.
- **4:30-5:30 AM:** Participants unload at staging areas and begin race preparation.
- **6:00 AM:** Both races begin.
- **6:15 AM:** Cleanup truck crews begin to move down the route, removing all aid station materials, course signage, and trash.
- **7:10 AM:** First participants finish race.
- **12:30 PM:** Final participants finish race
- **12:30 PM:** Finish venue cleanup begins.
- **1:30 PM:** Cleanup truck crew finishes cleaning route.
- **4:00 PM:** Staff leaves finish venue with all equipment.

Contact Information**Race Directors:**

Anna Ryan: 720-467-2188

Alec Fowler – 801-369-1475

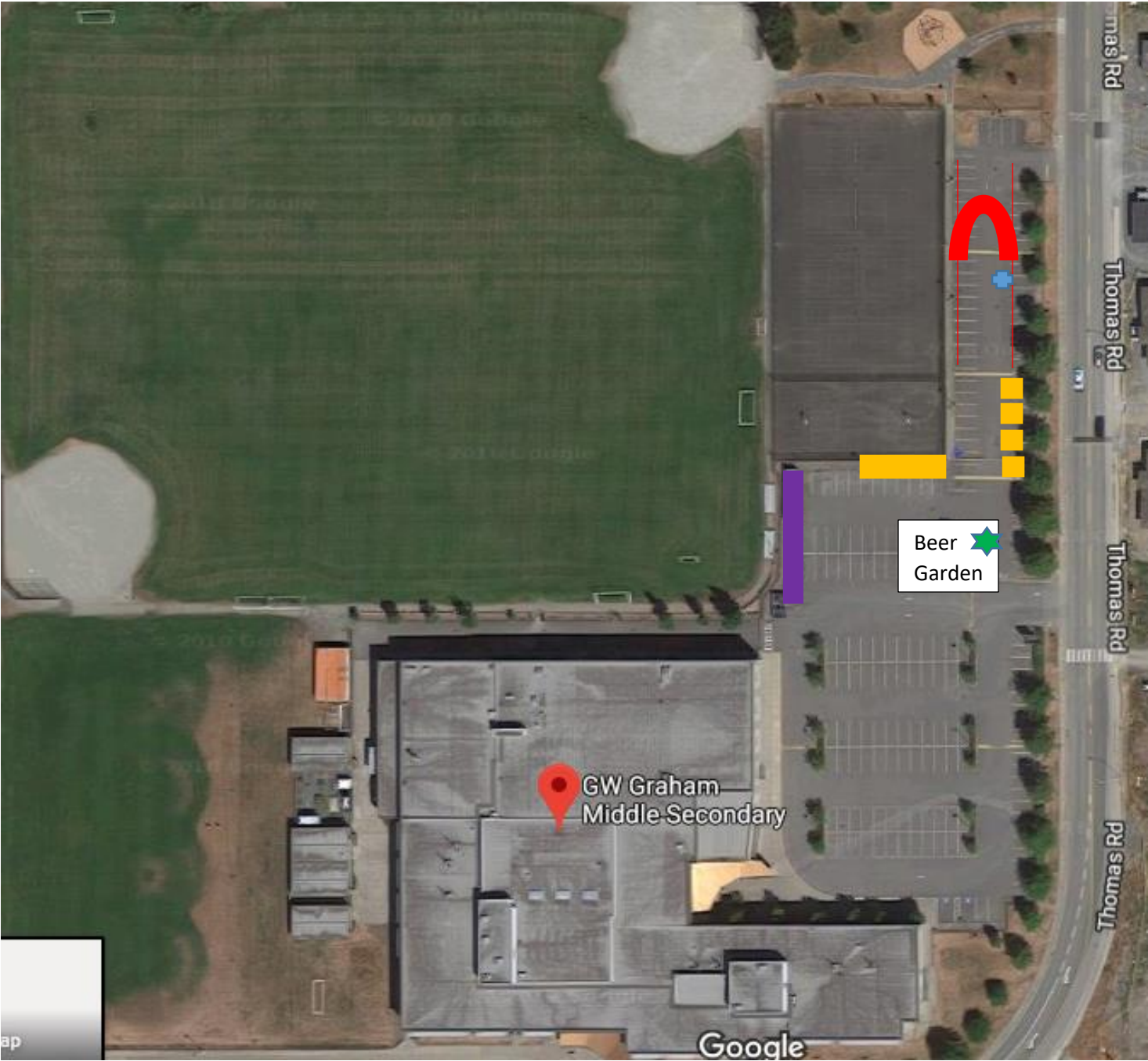
Cydney Westgate: 801-867-8062

Exhibit A: Proposed Parking
Prospera Centre



- Bus Loading and main parking will be at the Prospera Centre. - Yellow
- Should overflow parking be needed, participants will utilize parking Townsend Park and load the buses at the Prospera Centre. - Pink

Exhibit A Continued: Finish Venue Layout







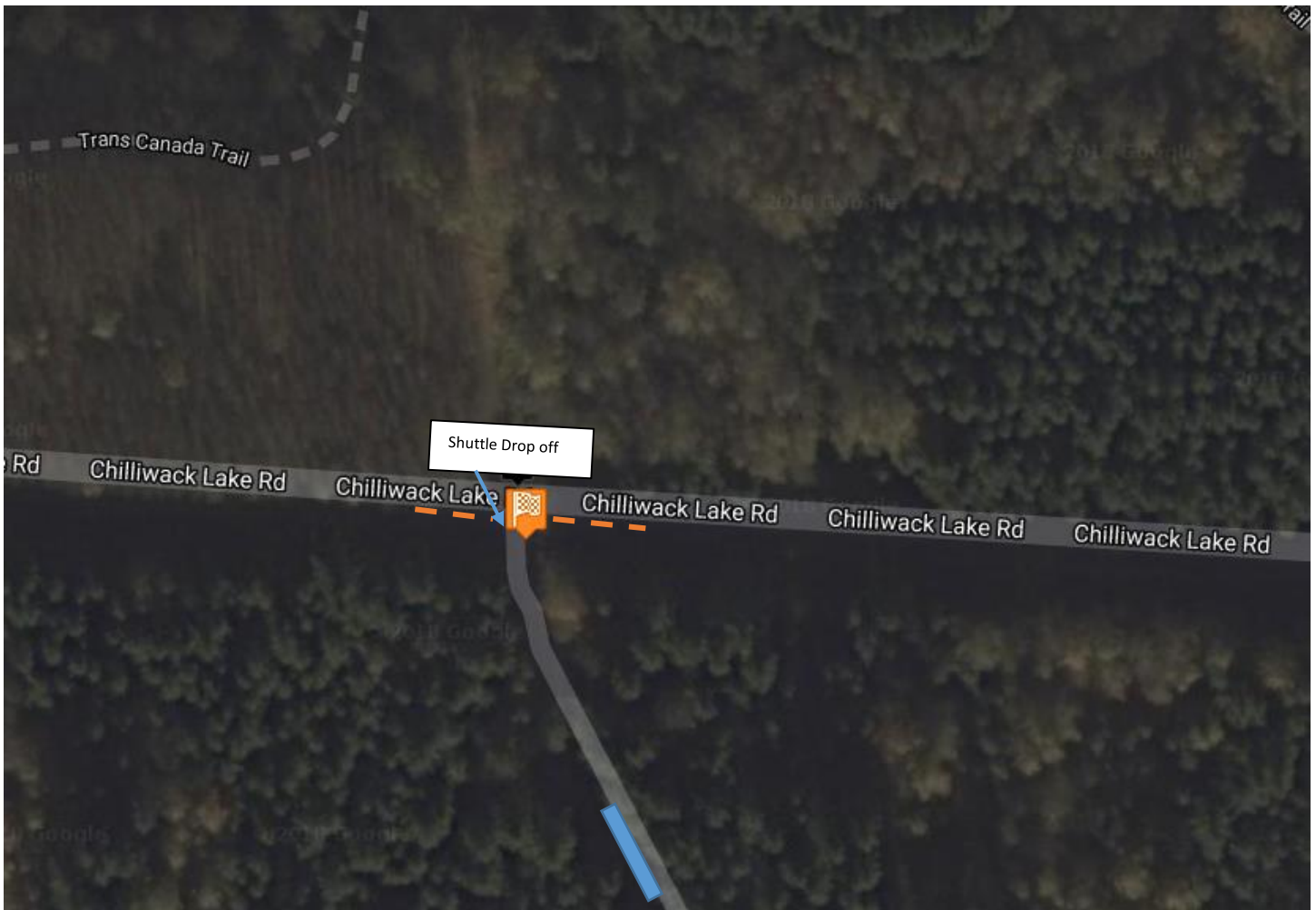
-  Vendor & Sponsor
-  Security
-  Medical
-  Toilets

Exhibit B: Half Marathon Start Area



----- Runners will be located on the park's side road until the race begins. Cones will be placed in the roadway for the lane closure. Runners will enter roadway, prior to race start.

 Toilets for participants


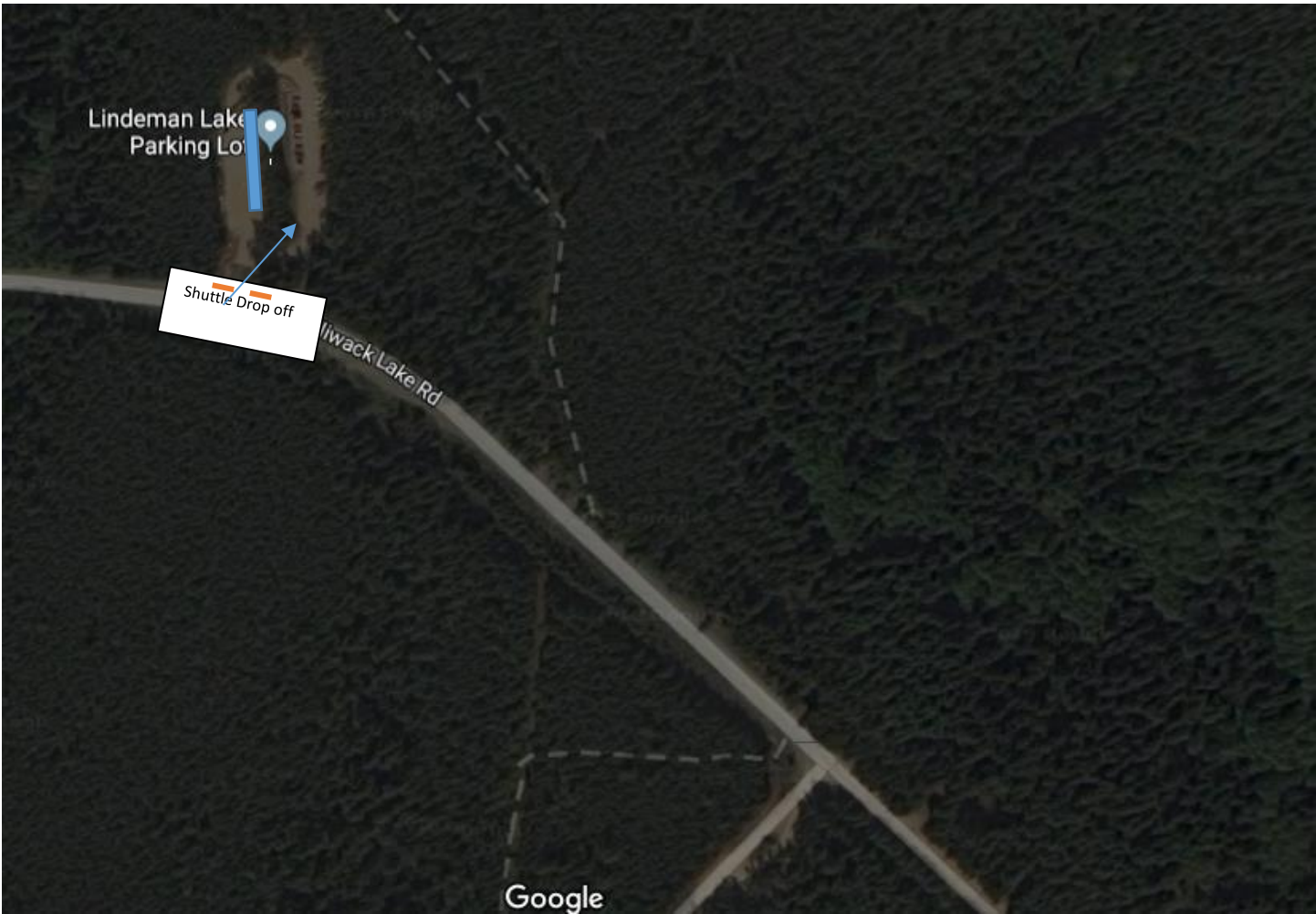


 Participant path

Exhibit C: Full Marathon Start Area



 Runners will be located in the Lindeman Lake Parking lot until the race begins. Cones will be placed in the roadway for the lane closure. Runners will enter roadway, inside the cones prior to race start.

 Toilets for participants


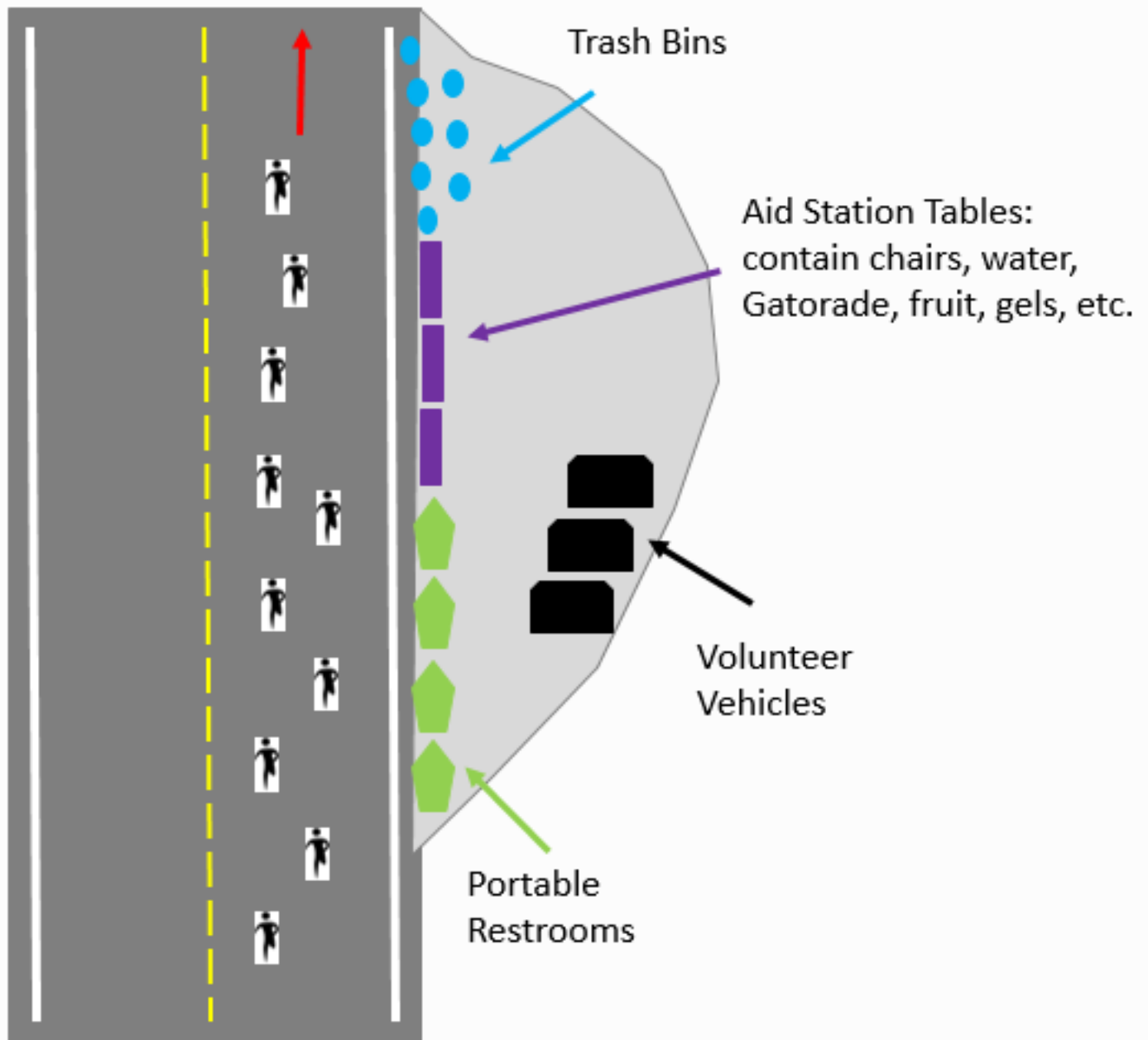
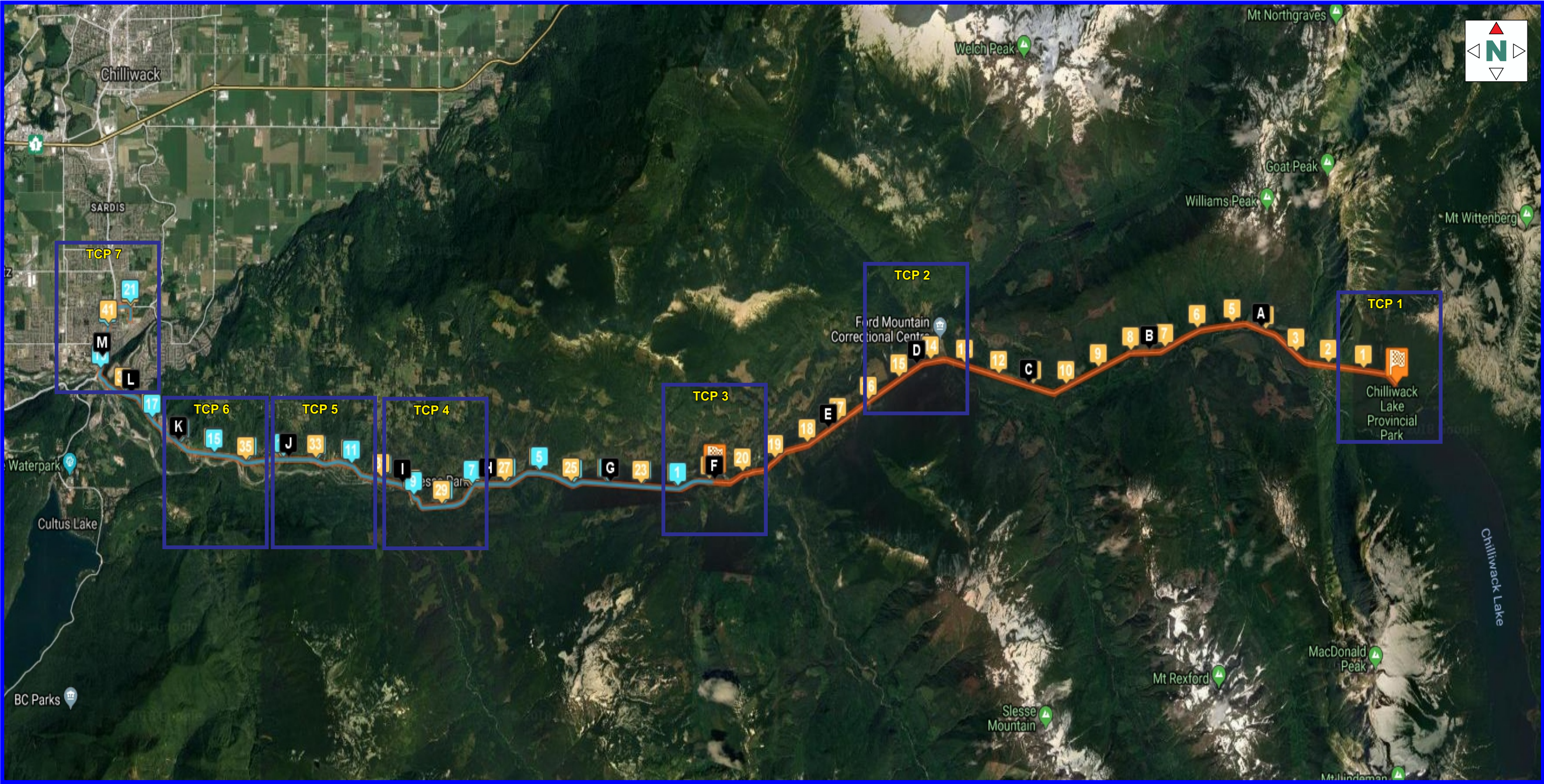
 Participant Path

Exhibit D: Race Timetable at Specified Locations













Marathon Mile	Landmark	First Runner Arrives	Last Runner Passes
1		6:05 AM	6:15 AM
2		6:11 AM	6:30 AM
3		6:16 AM	6:45 AM
4	Centre Creek Forest Service Rd.	6:22 AM	7:00 AM
5		6:27 AM	7:15 AM
6	Riverside Campground	6:33 AM	7:30 AM
7		6:38 AM	7:45 AM
8		6:44 AM	8:00 AM
9		6:49 AM	8:15 AM
10		6:55 AM	8:30 AM
11		7:00 AM	8:45 AM
12		7:05 AM	9:00 AM
13		6:00 AM	9:15 AM
14		6:05 AM	9:30 AM
15		6:11 AM	9:45 AM
16		6:16 AM	10:00 AM
17	Tamihi Liumchen Rd	6:22 AM	10:15 AM
18		6:27 AM	10:30 AM
19	Slesse Road	6:33 AM	10:45 AM
20		6:38 AM	11:00 AM
21		6:44 AM	11:15 AM
22	Edwards Rd	6:49 AM	11:30 PM
23		6:55 AM	11:45 PM
24		7:00 AM	12:00 PM
25	Alma Ave	7:06 AM	12:15 PM
26	Thomas Rd	7:11 AM	12:30 PM

Exhibit E: Example Aid Station Layout

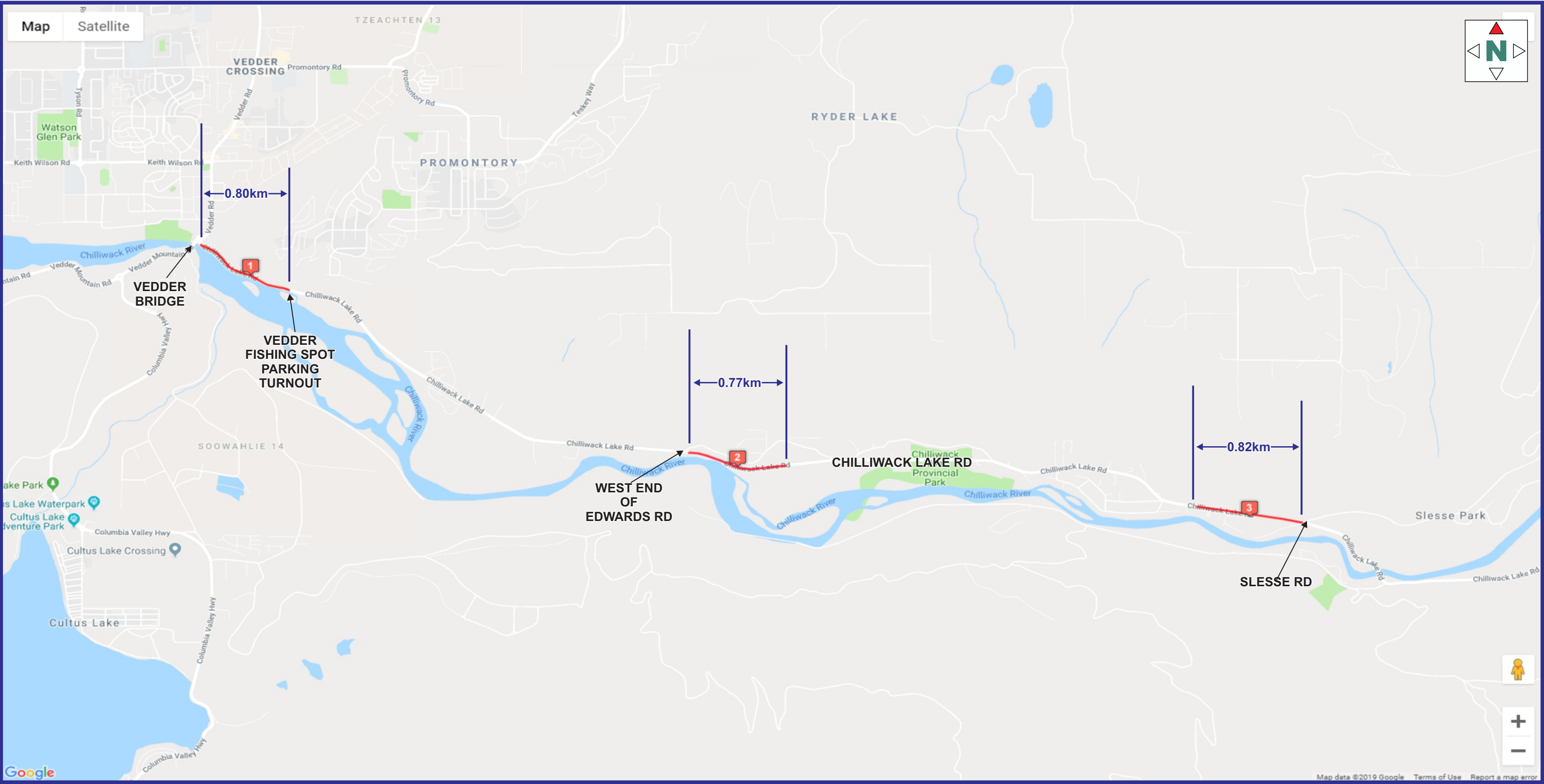





TRAFFIC CONTROL PLAN	Contractor Name:		TCP #	Location:
	Revel Race Series	Overview	Chwk Lake to GW Graham Middle Secondary	
DATE OF LAST REVISION	Job Description:		Dates:	
2020-01-13	Half & Full Marathon		July 25th, 2020	
	Manual for Work on Roadways		Traffic Control Figure Number	
	2015 Interim Edition			
	Contractor Contact:	Phone:	Email:	
	Cydney Lundahl	801-867-8062	cydney@brooksee.com	
	Traffic Plan Contact:	Phone:	Email:	
	Genny Scott	778-860-7247	genny@streetwisetraffic.ca	


LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING


- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Chwk Lake Rd (Slesse Rd to Vedder Rd) - Pilot Car Operation - **6:15 AM to 12:15 PM**;
 - Vedder Rd (Chwk Lake Rd to Promontory Rd - Shoulder/Encroachment - **7:00 AM to 12:15 PM**;
 - Promontory Rd (Vedder Rd to Thomas Rd) - Shoulder/Encroachment - **7:08 AM to 12:25 PM**;
 - Thomas Rd (Promontory Rd to GW Middle Secondary) - Shoulder/Encroachment - **7:10 AM to 12:30 PM**;
 - Cones will be placed along the road to separate the runners from traffic;
 - TCPs will maintain radio communication.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size





TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 Streetwise <small>TRAFFIC CONTROLLERS LTD</small> 	Contractor Name: TCP # Location:	
	Revel Race Series Passing Lanes Chwk Lake to GW Graham Middle Secondary	
	Job Description: Dates:	
	Half & Full Marathon July 25th, 2020	
	Manual for Work on Roadways Traffic Control Figure Number	
2015 Interim Edition	Contractor Contact: Phone: Email:	
	Cydney Lundahl 801-867-8062 cydney@brooksee.com	
	Traffic Plan Contact: Phone: Email:	
	Genny Scott 778-860-7247 genny@streetwisetraffic.ca	


 TRAFFIC CONTROL PERSON


 DYNAMIC MESSAGE SIGN (DMS)


 SIGN STAND (TRIPOD)


 SIGN STAND (WINDMASTER)


 FULL MARATHON


 HALF MARATHON


 SIGN FLAGS

 TUBULAR MARKER - TYPE D

 PILOT VEHICLE

 FLASHING ARROW BOARD (FAB)













 TOILETS FOR PARTICIPANTS

 EVENT PARKING

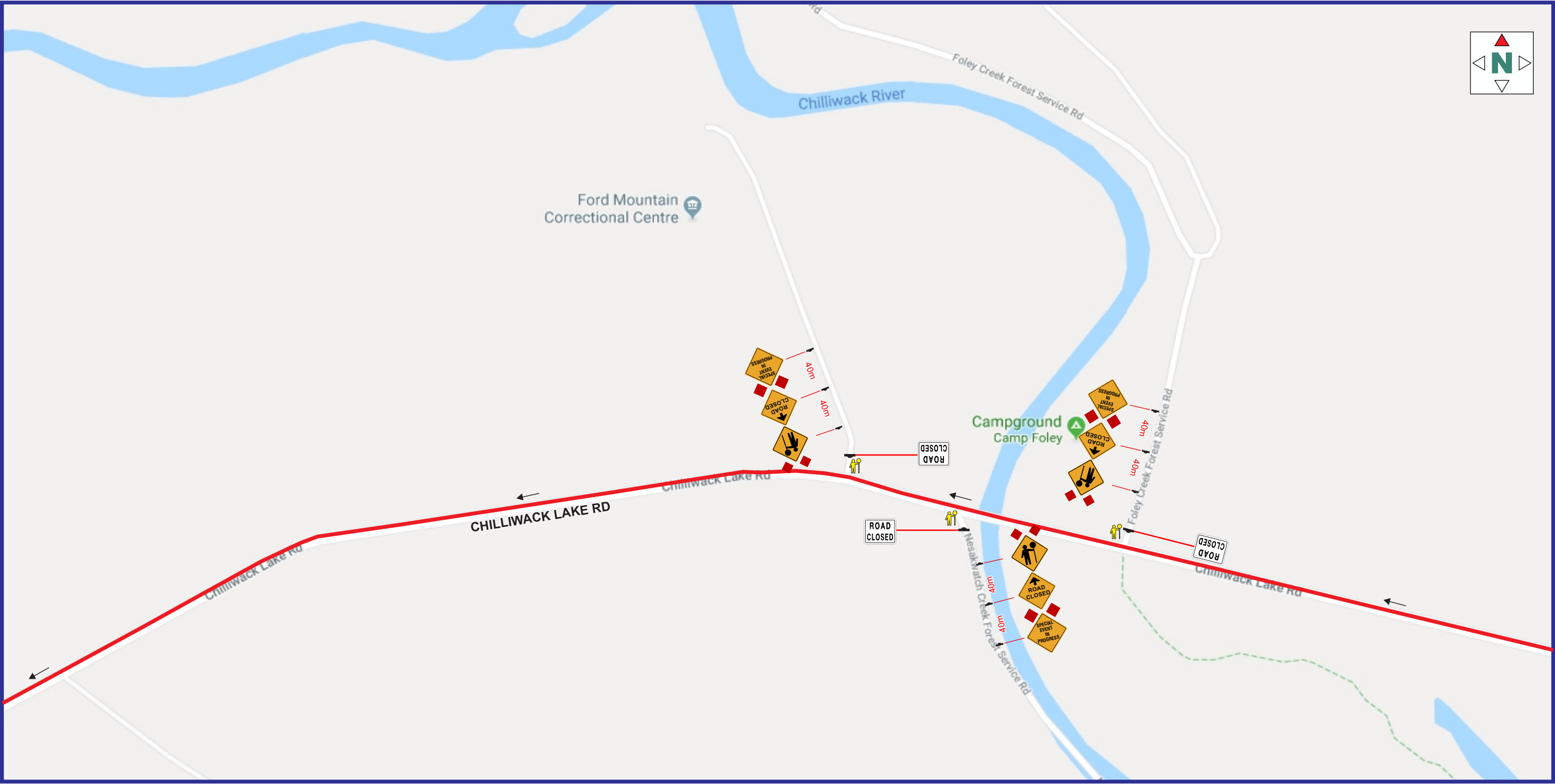
- DRAWING SPECIFIC NOTES**
 - Westbound lane will be closed to traffic & reserved for runners;
 - Cones will be placed along the centreline to separate the runners from traffic;
 - Passing Lane/Zone 1: begins at the Vedder Bridge & extends 0.80km to the Vedder Fishing Spot Parking Turnout;
 - Passing Lane/Zone 2: begins at the west end of Edwards Rd & extends 0.77km East;
 - Passing Lane/Zone 3: begins 0.82km west of Slesse Rd & extends east to Slesse Rd;
 - Pilot car operation in effect from **6:15 AM to 12:15 PM**, radio communication will be maintained.
- GENERAL NOTES**
 - All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size















TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 	Contractor Name: TCP #		Location:
	Revel Race Series	TCP 1 of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:		Dates:
	Half & Full Marathon		July 25th, 2020
	Manual for Work on Roadways		Traffic Control Figure Number
	2015 Interim Edition		
	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
Genny Scott	778-860-7247	genny@streetwisetraffic.ca	

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Cones will be placed along centreline to separate the runners from traffic.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size















TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 	Contractor Name: TCP #		Location:
	Revel Race Series	TCP 2 of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:		Dates:
	Half & Full Marathon		July 25th, 2020
	Manual for Work on Roadways		Traffic Control Figure Number
	2015 Interim Edition		
	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
Genny Scott	778-860-7247	genny@streetwisetraffic.ca	

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Cones will be placed along centreline to separate the runners from traffic.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size















TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 	Contractor Name: TCP #		Location:
	Revel Race Series	TCP 3 of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:		Dates:
	Half & Full Marathon		July 25th, 2020
	Manual for Work on Roadways		Traffic Control Figure Number
	2015 Interim Edition		
	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
Genny Scott	778-860-7247	genny@streetwisetraffic.ca	

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Half Marathon Start is approximately 19.63km (12.2mi) East of Vedder Rd;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Cones will be placed along centreline to separate the runners from traffic.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size















TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 	Contractor Name:	TCP #	Location:
	Revel Race Series	TCP 4 of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:	Dates:	
	Half & Full Marathon	July 25th, 2020	
	Manual for Work on Roadways	Traffic Control Figure Number	
2015 Interim Edition	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
	Genny Scott	778-860-7247	genny@streetwisetraffic.ca

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Vedder Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Chwk Lake Rd (Slesse Rd to Vedder Rd) - Pilot Car Operation - **6:15 AM to 12:15 PM**;
 - Cones will be placed along centreline to separate the runners from traffic;
 - TCPs will maintain radio communication.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size















TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 Streetwise <small>TRAFFIC CONTROLLERS LTD</small> 	Contractor Name:	TCP #	Location:
	Revel Race Series	TCP 5 of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:	Dates:	
	Half & Full Marathon	July 25th, 2020	
	Manual for Work on Roadways	Traffic Control Figure Number	
2015 Interim Edition	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
	Genny Scott	778-860-7247	genny@streetwisetraffic.ca

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

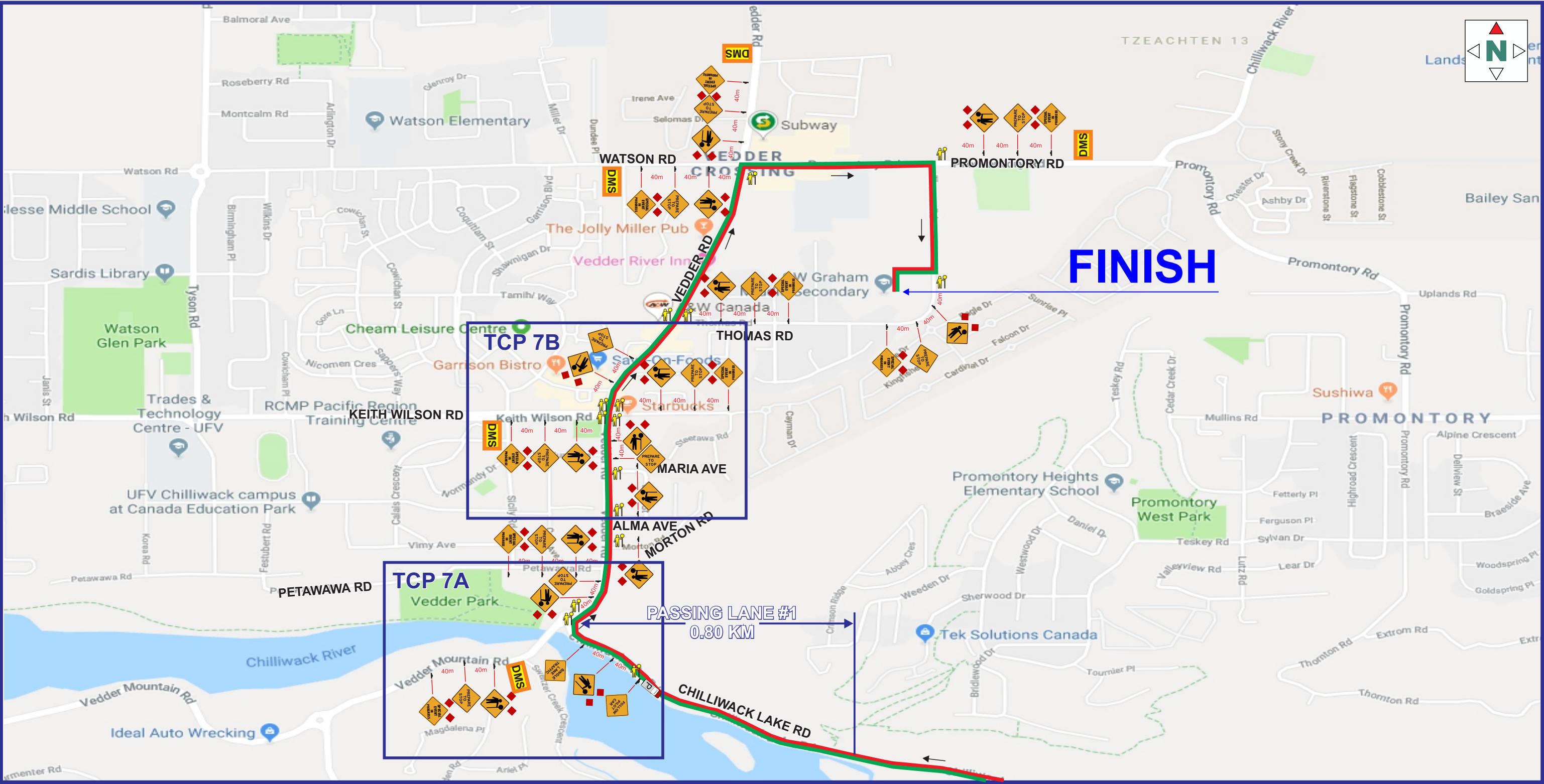
- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Vedder Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Chwk Lake Rd (Slesse Rd to Vedder Rd) - Pilot Car Operation - **6:15 AM to 12:15 PM**;
 - Cones will be placed along centreline to separate the runners from traffic;
 - TCPs will maintain radio communication.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size



TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 	Contractor Name: Revel Race Series	TCP # TCP 6 of 7	Location: Chwk Lake to GW Graham Middle Secondary
	Job Description: Half & Full Marathon	Dates: July 25th, 2020	
	Manual for Work on Roadways 2015 Interim Edition		
	Contractor Contact: Cydney Lundahl	Phone: 801-867-8062	Email: cydney@brooksee.com
	Traffic Plan Contact: Genny Scott	Phone: 778-860-7247	Email: genny@streetwisetraffic.ca

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Chwk Lake Rd (Lindeman Lake Pkg Lot to Vedder Rd) - WB lane will be closed & reserved for runners;
 - Chwk Lake Rd (Lindeman Lake Pkg Lot to Slesse Rd) - Local Traffic Only - **6:00 AM to 10:45 AM**;
 - Chwk Lake Rd (Slesse Rd to Vedder Rd) - Pilot Car Operation - **6:15 AM to 12:15 PM**;
 - Cones will be placed along centreline to separate the runners from traffic;
 - TCPs will maintain radio communication.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - **Distances may be adjusted due to urban block length**
 - These pages are best printed on a Tabloid (11x17) page size



TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 Streetwise <small>TRAFFIC CONTROLLERS LTD</small> TRAFFIC PLAN	Contractor Name: Revel Race Series	TCP # TCP 7 of 7	Location: Chwk Lake to GW Graham Middle Secondary
	Job Description: Half & Full Marathon	Dates: July 25th, 2020	
	Manual for Work on Roadways 2015 Interim Edition	Traffic Control Figure Number	
	Contractor Contact: Cydney Lundahl	Phone: 801-867-8062	Email: cydney@brooksee.com
	Traffic Plan Contact: Genny Scott	Phone: 778-860-7247	Email: genny@streetwisetraffic.ca

LEGEND			
	TRAFFIC CONTROL PERSON		SIGN FLAGS
	DYNAMIC MESSAGE SIGN (DMS)		TUBULAR MARKER - TYPE D
	SIGN STAND (TRIPOD)		PILOT VEHICLE
	SIGN STAND (WINDMASTER)		FLASHING ARROW BOARD (FAB)
	FULL MARATHON		TOILETS FOR PARTICIPANTS
	HALF MARATHON		EVENT PARKING

- DRAWING SPECIFIC NOTES**
- Vedder Rd (Chwk Lake Rd to Promontory Rd) - 7.5: Shoulder/7.7: Encroachment - 7:00 AM to 12:15 PM;
 - Promontory Rd (Vedder Rd to Thomas Rd) - 7.5: Shoulder/7.7: Encroachment - 7:08 AM to 12:25 PM;
 - Thomas Rd (Promontory Rd to GW Graham Middle Secondary School) 7.5: Shoulder/7.7: Encroachment- 7:10 AM to 12:30 PM;
 - Cones will be placed along the road to separate the runners from traffic - min 3m width will be maintained for each travel lane;
 - TCPs will maintain radio communication.
- GENERAL NOTES**
- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
 - Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
 - Dimensions shown are in meters and are the minimums except as otherwise indicated
 - All permanent signage that will conflict with this site will be covered or removed while the works are in effect
 - Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
 - Tubular markers and signs will be double based and well secured during windy conditions
 - Distances may be adjusted due to urban block length
 - These pages are best printed on a Tabloid (11x17) page size



<div>TRAFFIC CONTROL PLAN</div> <div>DATE OF LAST REVISION</div> <div>2020-01-13</div> <div><div>Streetwise</div><div>TRAFFIC CONTROLLERS LTD</div><div>TRAFFIC PLAN</div></div>	Contractor Name:	TCP #	Location:
	Revel Race Series	TCP 7A of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:	Dates:	
	Half & Full Marathon	July 25th, 2020	
	Manual for Work on Roadways	Traffic Control Figure Number	
2015 Interim Edition	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
	Genny Scott	778-860-7247	genny@streetwisetraffic.ca

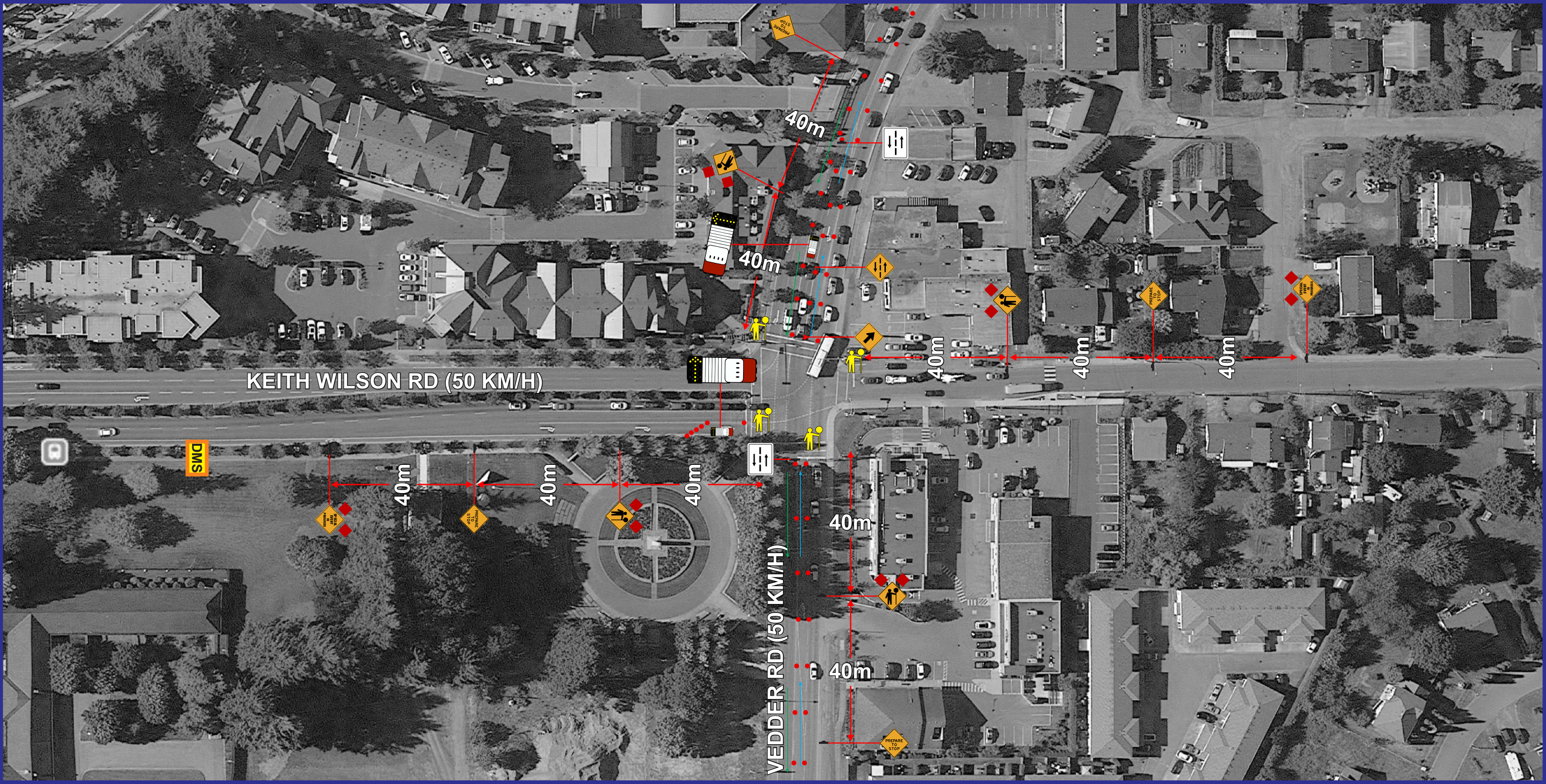
LEGEND	
	TRAFFIC CONTROL PERSON
	DYNAMIC MESSAGE SIGN (DMS)
	SIGN STAND (TRIPOD)
	SIGN STAND (WINDMASTER)
	FULL MARATHON
	HALF MARATHON
	SIGN FLAGS
	TUBULAR MARKER - TYPE D
	PILOT VEHICLE
	FLASHING ARROW BOARD (FAB)
	TOILETS FOR PARTICIPANTS
	EVENT PARKING

DRAWING SPECIFIC NOTES

- Vedder Rd (Chwk Lake Rd to Promontory Rd) - 7.5: Shoulder/7.7: Encroachment - 7:00 AM to 12:15 PM;
- Promontory Rd (Vedder Rd to Thomas Rd) - 7.5: Shoulder/7.7: Encroachment - 7:08 AM to 12:25 PM;
- Thomas Rd (Promontory Rd to GW Graham Middle Secondary School) 7.5: Shoulder/7.7: Encroachment- 7:10 AM to 12:30 PM;
- Cones will be placed along the road to separate the runners from traffic - min 3m width will be maintained for each travel lane;
- TCPs will maintain radio communication.

GENERAL NOTES

- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
- Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
- Dimensions shown are in meters and are the minimums except as otherwise indicated
- All permanent signage that will conflict with this site will be covered or removed while the works are in effect
- Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
- Tubular markers and signs will be double based and well secured during windy conditions
- Distances may be adjusted due to urban block length
- These pages are best printed on a Tabloid (11x17) page size



TRAFFIC CONTROL PLAN DATE OF LAST REVISION 2020-01-13 Streetwise <small>TRAFFIC CONTROLLERS LTD</small> TRAFFIC PLAN	Contractor Name:	TCP #	Location:
	Revel Race Series	TCP 7B of 7	Chwk Lake to GW Graham Middle Secondary
	Job Description:		Dates:
	Half & Full Marathon		July 25th, 2020
	Manual for Work on Roadways		Traffic Control Figure Number
2015 Interim Edition	Contractor Contact:	Phone:	Email:
	Cydney Lundahl	801-867-8062	cydney@brooksee.com
	Traffic Plan Contact:	Phone:	Email:
	Genny Scott	778-860-7247	genny@streetwisetraffic.ca

LEGEND	
	TRAFFIC CONTROL PERSON
	DYNAMIC MESSAGE SIGN (DMS)
	SIGN STAND (TRIPOD)
	SIGN STAND (WINDMASTER)
	FULL MARATHON
	HALF MARATHON
	SIGN FLAGS
	TUBULAR MARKER - TYPE D
	PILOT VEHICLE
	FLASHING ARROW BOARD (FAB)
	TOILETS FOR PARTICIPANTS
	EVENT PARKING

DRAWING SPECIFIC NOTES

- Vedder Rd (Chwk Lake Rd to Promontory Rd) - 7.5: Shoulder/7.7: Encroachment - 7:00 AM to 12:15 PM;
- Promontory Rd (Vedder Rd to Thomas Rd) - 7.5: Shoulder/7.7: Encroachment - 7:08 AM to 12:25 PM;
- Thomas Rd (Promontory Rd to GW Graham Middle Secondary School) 7.5: Shoulder/7.7: Encroachment- 7:10 AM to 12:30 PM;
- Cones will be placed along the road to separate the runners from traffic - min 3m width will be maintained for each travel lane;
- TCPs will maintain radio communication.

GENERAL NOTES

- All traffic control shall conform to the MOTI Traffic Management Manual for Work on Roadways 2015
- Signs shown are representations only and the MOTI Catalogue of Standard Traffic Signs should be used for detailed sign design
- Dimensions shown are in meters and are the minimums except as otherwise indicated
- All permanent signage that will conflict with this site will be covered or removed while the works are in effect
- Active Work Zones and Hazards shall be delineated to protect workers and the travelling public
- Tubular markers and signs will be double based and well secured during windy conditions
- Distances may be adjusted due to urban block length
- These pages are best printed on a Tabloid (11x17) page size



REVEL

Race Series

An Enduring Partnership

REVEL HAS GAINED NATIONAL RECOGNITION

We create high-quality endurance events. Our participants rave about their truly unforgettable experiences.

A successful event, however, must also create value for all stakeholders, including communities, municipalities, government and law enforcement agencies, businesses, community groups, and residents. By working closely with these groups, we create events that our stakeholders and communities rave about as well.

ECONOMIC IMPACT

An increasing number of cities are recognizing the magnitude of the economic impact endurance events have on local businesses. Many cities are now inviting event companies to operate in their communities in an effort to boost the local economy.

Benefits & Opportunities for Local Businesses

- **Access to marketing opportunities**
Including social media, print advertising, email marketing
- **Brand promotion**
- **Direct business**
Hotels, restaurants, retail
- **Product placement**
- **Other exclusive Sponsor Benefits**



Traveling Participant Spending

Hotel	\$500
Restaurants/Food	\$150
Retail Shopping	\$100
Car Rental/ Transportation	\$90
Race Gear	\$50
Tourism/ Entertainment	\$30

Average Spending Total: \$920



COMMUNITY BRANDING

Large-scale endurance events such as those organized by REVEL are seen as “destination events.” Thus, our events offer a unique opportunity for our host communities to brand themselves to our large out-of-state contingencies. We go to great lengths to promote our hosts on our website and social media outlets, print media, physical signage, electronic mailers, etc. Our events help put communities “on the map.”

“REVEL has acted in accordance with our city ordinances while being cooperative and understanding. We appreciate their willingness to anticipate problems and correct them. They are honest in their communications and competent as event managers. Their event has been a positive experience for our city.”

—Kelvin H Cullimore, Jr.
Mayor of Cottonwood Heights, UT

We aim to involve civic and community leaders whenever possible in our events. We frequently invite mayors, city council members, and other community leaders to fire the starting pistols and hand out awards to top finishers during our awards ceremonies. Our goal is to give as much visibility to our hosts as possible so that visitors associate a quality event with a quality community.



“REVEL filled our hotel to capacity, in addition to several other local hotels. We are extremely satisfied with the business and goodwill we received from our partnership and give them our highest recommendation.”

—Dave DeYoung
General Manager-Local Hotel

REVEL events generate millions of dollars of revenue in each host community. With thousands of participants from all across the globe, we bring significant business to local hotels, restaurants, athletic retail stores, and tourist attractions. We work closely with the Chambers of Commerce in our host communities to identify ways to bring as much business as possible to the area.

Average Age

37 yrs old

Oldest **78** Youngest **10**

Annual Income

73.3% of runners have a household income of more than \$75,000, well over the national average.

\$75,000+

Gender

61%

FEMALE

39%

MALE

67%

College Graduates

Compared to only 30.4%
US national average

HEALTH & FITNESS

Multiple studies have confirmed that fitness events in communities provide a host of health and fitness benefits, including:

Physical Health Benefits

REDUCED

- Obesity
- Chronic disease
- Heart disease
- Diabetes
- Cancer
- Osteoporosis

INCREASED

- Life expectancy
- Immune system

Mental Health Benefits

REDUCED

- Depression
- Anxiety
- Extreme Stress
- Eating Disorders

INCREASED

- Quality of life
- Self-esteem
- Life satisfaction
- Personal growth

Societal Health Benefits

- Significantly reduced cost of healthcare
- Increase in volunteerism
- Promotion of stewardship
- Strengthening of communities, families, and civic groups
- Reduction of crime
- Decreased drug and alcohol abuse
- Increased economic productivity

REVEL partners with local departments of recreation and fitness programs. We support all existing community health programs and create many of our own. We aim to align our efforts with those of the community to promote exercise, nutrition, and valuable recreational activities. The presence of REVEL events generates an image of health and fitness in host communities.





CHARITABLE GIVING

REVEL truly appreciates the willingness of host communities to open their doors to our events. As we have gracious hosts, we aim to be gracious guests. That is why, in connection with each of our events, we donate a portion of each participant's entry fee to local nonprofit groups that tend to have environmental, educational, and/or health-related causes. We welcome the input of local leaders concerning which nonprofit groups would be the best beneficiaries of our partnership.

"Our experience with REVEL has been incredibly positive. We promote a healthy and sustainable community, and REVEL has helped by donating thousands of dollars. We wholeheartedly endorse their events and recommend them to any interested party."

—Barbara Cameron
President, Big Cottonwood Community Council

In addition to the direct financial support we offer these nonprofit groups, we also provide many other benefits to them such as providing volunteers for their activities, advertising their causes on our website and social media outlets, and educating our participants and the public about issues they are involved with. It is our way of giving back to the communities that we partner with.



PARTNER WITH US

REVEL events create win-win situations. Our participants enjoy the beautiful course routes, the charm of our host cities, and the electric atmosphere of our event festivities. At the same time, our host communities receive a boost to their local economies and charities, unprecedented exposure to visitors, and a healthier public. We look forward to partnering with your community to create another unforgettable event.

To: Electoral Area Services Committee

Date: 2020-03-10

From: Tarina Colledge, Emergency Management Specialist

File No: 7130-01

Subject: December 2019 Emergency Services Monthly Report

INTENT

This report is intended to provide information to the Electoral Area Services Committee pertaining to emergency services, updated on a routine basis.

STRATEGIC AREA(S) OF FOCUS

PRIORITIES

Provide Responsive & Effective Public Services

BACKGROUND

Emergency services have many ongoing focus areas that are equally important before, during, and after emergencies. Electoral Area Directors and their communities are directly impacted by Emergency Services.

DISCUSSION

The Emergency Services Report will provide a high-level overview of accomplishments, collaborative efforts that require time and skill from other departments, community involvement, significant issues arising/outstanding, statistical information, estimated values of services, personnel overview, and previously unrecorded standby hours donated by staff, and the anticipated projects for the upcoming quarter. Staff looks forward to growing the reporting metrics as emergency services evolves. This reporting period captures December 1st through 31st, 2019. Future reports will be provided on a routine basis, and subsequently captured for use in annual reporting.

COST

Estimated values of service are reflected in the Emergency Services monthly report, however, no true cost are born by this report.

COMMENTS BY:

Tareq Islam, Director of Engineering & Community Services

Review and supported.

Mike Veenbaas, Director of Financial Services

No further financial comments.

Jennifer Kinneman, Acting Chief Administrative Officer

Reviewed and supported.

FVRD EMERGENCY SERVICES REPORT

Report for: December 2019

Date: March 10, 2020

1) ACCOMPLISHMENTS AND/OR IMPORTANT EVENTS

- » AGLG Audit for Emergency Management released to public
- » ESS activation for single family house fire
- » Use of Deroche Office for Emergency Program approved in principal (November report issue #2)
- » Live launched public alerting system "[Alertable](#)"

2) COLLABORATION WITH DEPARTMENTS AND/OR OUTSIDE STAKEHOLDERS

- » Collaborated with Corporate Initiatives to complete an Emergency Services privacy audit
- » Collaborated with GIS on an ESS Map Book & Area H evacuation plan maps
- » Collaborated with Communications on Emergency Services Report template

3) COMMUNITY INVOLVEMENT

- » Food bank drives done by Popkum and Chilliwack River Valley Fire departments

4) SIGNIFICANT ISSUES ARISING/OUTSTANDING

Issue	Brief Description	Possible Resolutions	Notes
1. Local Chilliwack vendors were not accepting the EMBC Referral forms.	Volunteers could not provide ESS because a corporate credit card was required to secure goods.		Discuss challenges of ESS provisions with Emergency Management Executive Committee
2. ESS team does not have capacity to respond to most electoral areas for Level 1/2/3 emergencies.	Volunteer ESS team is aging and becoming less available for all 4 phases of Emergency Management.	<ul style="list-style-type: none">- Build community ESS teams- Focus on community ESS leadership development- Build community ESS kits (\$\$)	Increase recruitment with permanent volunteer job postings on FVRD website.

FVRD EMERGENCY SERVICES REPORT

Issue	Brief Description	Possible Resolutions	Notes
3. Volunteer fire departments are struggling to maintain rosters of available volunteers, in particular, Boston Bar and Columbia Valley.	Rural areas with low population and residents who work out of the home area struggle to have available volunteers at the time of call outs.	Align fire departments social media pages/groups with FVRD Communications to increase recruitment campaign traffic.	Increase recruitment with permanent volunteer job postings on FVRD website.
4. Many audit items require additional skilled labour.	Many items require focused personnel to continue momentum. Recent emergency responses and EOC activations have created additional workload that may take months to resolve.	Support the addition of a staff member in the Emergency Services area.	Budget increase for 2020 and an additional staff member were not approved.
5. EOC Physical Setup & EOC assets locations	Issues exist with using the boardroom as an EOC due to the static build of tables, chairs and technology placement. Storage of all essential items for activation are distributed throughout the building.	Find storage space on the 4 th floor for EOC materials and assets.	Looking to Senior Leadership for options.
6. North Fraser Volunteer Fire Department	Call volume has already surpassed annual estimates. Increased activity will result in increased demands on equipment and turn-out gear, and higher demand on volunteers.	Prepare for increase in expenditures and asset maintenance. Plan for continued call volume.	2019 costs will be higher than budgeted for.

5) STATISTICAL INFORMATION

Emergency Service Branch	Recruits (not eligible for response)	Members (Listed/Active)		Members resigned/on-leave	Calls	Volunteer Hours donated	Estimated Value of Service	Notes
Chilliwack River Valley (5.5 km ² /population)	2	21	21	0	15		\$64,140.00	Type 1 Engine \$595.00 p/hr Type 1 Engine \$595.00 p/hr Type 6 Wildland \$239.00 p/hr Type 1 Water Tender \$369.00 p/hr Rescue truck \$340.00 p/hr \$2,138.00 p/hr x 2 hr avg call = \$4,276.00

FVRD EMERGENCY SERVICES REPORT

Columbia Valley (17.98 km²/population)	0	19	19	0	6		\$15,648.00	Type 1 Engine \$595.00 p/hr Type 1 Water Tender \$369.00 p/hr Rescue truck \$340.00 p/hr \$1,304.00 p/hr x 2 hr avg call = \$2,608.00
Hemlock Valley (8.35 km²/population)	1	23	23	0	1		\$2,028.00	Type 1 Engine \$595.00 p/hr Type 1 Water Tender \$369.00 p/hr Squad Vehicle \$50.00 p/hr \$1,014.00 p/hr x 2 hr avg call = \$2,028.00
Boston Bar (27.26 km²/population)	0	12	12	0	2		\$6,436.00	Type 1 Engine \$595.00 p/hr Type 1 Engine \$595.00 p/hr Type 1 Water Tender \$369.00 p/hr Squad Vehicle \$50.00 p/hr \$1,609.00 x 2 hr avg call = \$3,218.00
Yale & District (10.6 km²/population)	1	17	17	4	6		\$11,568.00	Type 1 Engine \$595.00 p/hr Type 1 Water Tender \$369.00 p/hr \$964.00 x 2 hr avg call = \$1,928.00
Popkum (22.19 km²/population)	0	19	19	0	8		\$25,744.00	Type 1 Engine \$595.00 p/hr Type 1 Engine \$595.00 p/hr Type 1 Water Tender \$369.00 p/hr Squad Vehicle \$50.00 p/hr \$1609.00 x 2 hr avg call = \$3,218.00
North Fraser (135.45 km²/population)	0	36	36	0	22		\$83,556.00	Type 1 Engine \$595.00 p/hr Rescue truck \$340.00 p/hr Type 1 Water Tender \$369.00 p/hr \$1,304.00 p/hr x 3 hr avg call
Emergency Support Services all EA's	3	19	19	1	2	744	\$40,176.00	\$27.00 p/hr x 24hrs p/day x 2 volunteers
TOTALS	7	166	166	5	62		\$249,296.00	<i>Service value for December 2019</i>

6) PERSONNEL

People	Approved	Actual	Variance	Explanation
Full Time	3	3	0	Based on needs of Fire Services, Emergency Management, and Emergency Support Services we carry a department deficit of 5 FTE, as demonstrated by workload sheet. Standby hours are unaccounted for off-the-clock but still remaining in the area and of clear mind & health to maintain ability to respond.
Staff Hours on Standby p/week (128 p/week, p/person)		625 hrs Reg 625 hrs Tarina 625hrs Cheryl (1,875 total)		

FVRD EMERGENCY SERVICES REPORT

People	Approved	Actual	Variance	Explanation
Deficit FTE's			5	

7) ANTICIPATED PROJECTS FOR NEXT QUARTER

In no priority order

Activity/task	Comments
Terms of Reference draft for Emergency Management Executive Committee (EMEC)	
Draft Facility sharing MOU for use with FVRD member municipalities	Dependent upon interest from other municipalities.
Draft MOU for Emergency Program use (public service sites in disaster)	Requires Senior Leadership drafting for legal agreements.
Draft FVRD Emergency Management Vision, Mission, Values	
Emergency Management for Elected Officials training handbook	In development
Community Emergency Preparedness Fund Grants	EOC Grant & ESS Grant
Duty Officer binder for EM	
Table of Contents draft & loose outline for new Emergency Management Plan and sub-plans	
GIS inputs for Emergency Program Map book	
Distribution of ESS supplies from FVRD HQ into sites	

8) ADDITIONAL INFORMATION

- » Training and Volunteer hours will be added in the future.
- » ESS volunteer value \$27.00/hr (Conference Board of Canada, Statistics Canada, national non-profit average value 2017)
- » Fire values are based on the Office of the Fire Commissioner approved reimbursement rates (2008)
 - Volunteer firefighters are valued at \$44.00 per hour

To: Electoral Area Services Committee
From: Reg Dyck, Manager of EA Emergency Services

Date: 2020-03-10
File No: 3920-20

Subject: Draft Bylaw 1579, 2020 Electoral Area Volunteer Fire Department Establishment and Regulation.

RECOMMENDATION

THAT the Fraser Valley Regional District consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1579, 2020*

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

PRIORITIES

BACKGROUND

There have been changes to some of the volunteer fire departments' remuneration over the past number of years that have not been captured in Schedule B of the bylaw. This is being brought forward to update Schedule B and to input the changes approved by the Electoral Area Services Committee and the Board for the 2020 financial plan. Schedule A will also need an update as the Hemlock Valley Volunteer Fire Department is now recognized as a First Responder Fire Department.

DISCUSSION

EA Directors may recommend, from time to time, increasing remuneration rates and honorariums to EA fire departments as an appreciation of the fire department members' service provided to the community.

As the remuneration schedule is embedded within the bylaw, Schedule B must be amended to reflect any changes.

Electoral Area B Director Dennis Adamson has asked for an additional honorarium for the Yale Volunteer Fire Department's Fire Chief position of \$3,000.00 starting January 1st of 2020.

The North Fraser Fire Chief's remuneration is changed from an honorarium to a paid part-time position beginning in 2020.

A separate line showing a \$25.00 callout rate has been added for EA volunteer firefighters who assist with responding to and verifying an event on behalf of emergency services. Staff feels this will be a cost and time-effective way to gather initial information of a potential emergency.

Other changes have been made to update Schedule B to reflect the true honorariums paid out to department members who take on leadership and administration roles within the fire department.

Hemlock Valley Fire Department has been using a point system that is described in Schedule B.

Schedule A has been adjusted to reflect Hemlock Valley Fire Departments' recognition as a First Responder fire hall.

COST

The cost of the honorariums, the \$25.00 callout rate for Emergency Services, and the North Fraser Fire Chief position are reflected in the 2020 financial plans.

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. 1579, 2020**

A bylaw to amend the Electoral Area Volunteer Fire Department regulations

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") wishes to amend *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*, as amended.

THEREFORE the Board enacts as follows:

1) CITATION

This bylaw may be cited as the *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1579, 2020*.

2) ENACTMENTS

That Fraser Valley Regional District Bylaw No. 1474, 2018, as amended, is amended by:

- a. Deleting "Schedule A" in its entirety and replacing it with the "Schedule A" attached hereto and forming an integral part of this bylaw;
- b. Deleting "Schedule B" in its entirety and replacing it with "Schedule B" attached hereto and forming an integral part 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 _____

ADOPTED THIS _____ day of _____

Chair/Vice-Chair

Corporate Officer/Deputy

5) **CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1579, 2020* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, BC this

Corporate Officer/Deputy

DRAFT

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1579, 2020
Schedule A

FIRE PROTECTION SERVICE LEVELS

- A) FVRD volunteer fire departments are required and authorized to provide, at minimum, all aspects of the Exterior Operations Service Level as defined in the Playbook.
- B) Additionally, all FVRD volunteer fire departments are also authorized, but not required, to provide all aspects of the Interior Operations Service Level as defined in the Playbook but only if each of the following conditions are met at any given incident:
- 1) There is a bona fide reason to enter a structure that requires Interior Operations such as:
 - a. a real expectation that there is a life to be saved, or
 - b. that the structure and contents may be saved from demolition without risk to Members; and
 - 2) That there are sufficient Members on scene clearly identified as having completed the Interior Operations training and have that training documented on file; and
 - 3) That all Worksafe BC requirements and operational guideline requirements have been implemented properly and fully as part of all Interior Operations.
- C) Each volunteer fire department is also authorized to provide services as follows:

Service/Activity	Boston Bar/North	Chilliwack River Valley	Columbia Valley	Hemlock Valley	North Fraser	Popkum	Yale
Fire Suppression	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
First Responder Medical	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Auto-Extrication	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Low-Angle Rope Rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Fire and Life Safety Education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

- 1) Fire Suppression: Structural Fire Suppression consisting of primarily defensive (exterior) strategies and tactics. Fire Suppression excludes offensive (interior) strategies or tactics unless the Incident Commander has conducted a risk/benefit analysis and has determined that it is safe to deploy offensive tactics, and a Rapid Intervention Team (RIT) has been established as per established Standard Operating Guidelines.
- 2) First Responder Medical: The delivery of pre-hospital care under a formal agreement between the Fraser Valley Regional District and British Columbia

Emergency Health Services and meeting the First Responder Scope of Practice as mandated by British Columbia Emergency Health Services.

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1579, 2020

Schedule B

ELECTORAL AREA VOLUNTEER FIRE DEPARTMENT REMUNERATION

DEPARTMENT	PRACTICE RATE	CALLOUT RATE	EMERGENCY SERVICES CALLOUT RATE*	PAYROLL CYCLE	FIRE CHIEF HONORARIUM ANNUAL	DEPUTY/ASST F/C HONORARIUM	CAPTAIN HONORARIUM ANNUAL	TRAINING OFFICER HONORARIUM ANNUAL	LIEUTENANT HONORARIUM ANNUAL	FIREFIGHTER DUES ANNUAL	ADMIN HONORARIUM
BOSTON BAR	\$15.00	\$15.00	\$25.00	1/YR (Dec)	\$1,450.00	\$1,130.00				\$120.00	\$15.00 per occurrence
CHILLIWACK RIVER VALLEY	\$15.00	\$20.00	\$25.00	1/YR	\$2500.00	\$1000.00	\$500.00	\$750.00		\$120.00	
COLUMBIA VALLEY	\$20.50	\$25.00	\$25.00	1/YR (Nov)	\$2500.00	\$1,250.00	\$550.00	\$600.00		\$100.00	\$1,250.00/YR
NORTH FRASER	\$20.00	\$25.00	\$25.00	QUARTERLY	Paid Position	\$1,800.00	\$1,200.00		\$600.00	\$112.00	
POPKUM	\$20.00	\$25.00	\$25.00	1/YR (Nov)	\$3,000.00	\$2,500.00	\$1,500.00	\$1,000.00	\$750.00	\$200.00	\$1,000.00/YR
YALE	\$5,000.00 TOTAL HONORARIUM TO DEPARTMENT		\$25.00	1/YR (SEPT)	\$3,000.00						

HEMLOCK VALLEY: Hemlock Valley Fire Department works on a point system:

- For each 2 hour training session a member receives 1 point.
- Full day (6-hour- 9:00 - 15:00) training session count for 3 points.
- Those attending full day training outside of the Hemlock Fire Protection area receive 4 points per day of training.
- Incident Responses are broken down into 2 hour segments with the first 2 hours awarded for any incidents less than 2 hours.
- Attendance at recognized community service event is awarded a single point for the participation time.
- Maintenance work around the hall is also awarded points as long as a work sheet is filled in with an explanation of the work performed, time started and time finished.

At the end of the year the total points for all the members is added up and this number is divided into the dollars available in the Firefighters Allowance fund in the remuneration budget line to come up with a per-point dollar value. This dollar value is then multiplied by the number of points the individual member has accumulated over the year to come up with an honorarium amount. In order to receive an honorarium, members must attend a minimum of five (5) training sessions (So if the point value was \$11.00 per point and the member had accumulated 25 points their stipend would be \$275.00 Someone with 15 points would receive \$165.00.)

* For Electoral Area Fire Department Members who are called out to assist the Emergency Services Department and provide initial information of a potential emergency or lack thereof.

DRAFT

To: Electoral Area Services Committee

Date: 2020-03-10

From: Reg Dyck, Manager of Electoral Area Emergency Management File No: 2830-23

Subject: Appointment of Ken Howsam as Deputy Fire Chief of the Hemlock Valley Volunteer Fire Department

RECOMMENDATION

THAT Ken Howsam be appointed as the Deputy Fire Chief of the Hemlock Valley volunteer Fire Department in accordance with the Fraser Valley Regional District Bylaw No. 1474, 2018.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The Hemlock Valley Volunteer Fire Department's Deputy Fire Chief position was vacated in May of 2019, with the appointment of then Deputy Chief Harbord as Fire Chief at that time.

DISCUSSION

Ken Howsam has been a member of the Hemlock Valley Fire Department since June 2018 and has past experience in a First Responder role. He has the support of Fire Chief Harbord and the members of the Hemlock Valley Volunteer fire Department. Staff also supports this appointment and are confident that Ken Howsam will be able to fulfill the responsibilities of the Deputy 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:

Reviewed and supported.

Jennifer Kinneman, Acting Chief Administrative Officer:

Reviewed and supported.