

FRASER VALLEY REGIONAL DISTRICT



BOARD OF DIRECTORS

MERGED OPEN MEETING AGENDA AND ADDENDA

Tuesday, April 24, 2018
(Immediately following the FVRHD Open Meeting)
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

THAT the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of April 24, 2018 be approved;

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

3. DELEGATIONS AND PRESENTATIONS

3.1 **Sean Reid, Partner, KPMG Enterprise**

Presentation of 2017 FVRD Audited Financial Statements.

3.1.1 **2017 Fraser Valley Regional District Financial Statements**

15 - 79

All/Unweighted

- Corporate report dated April 24, 2018 from Mike Veenbaas, Director of Financial Services
- Draft 2017 FVRD Audited Financial Statements
- KPMG 2017 Audit Findings Report

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board approve the DRAFT 2017 Financial Statements for the Fraser Valley Regional District.

4. BOARD MINUTES & MATTERS ARISING

4.1	<u>Board Meeting - March 27, 2018</u>	80 - 100
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All/Unweighted

MOTION FOR CONSIDERATION

THAT the Minutes of the Fraser Valley Regional District Board Open Meeting of March 27, 2018 be adopted.

5. COMMITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING

5.1	<u>Draft Regional and Corporate Services Committee - April 10, 2018</u>	101 - 106
5.2	<u>Draft Electoral Area Services Committee - April 10, 2018</u>	107 - 118
5.3	<u>Recreation, Culture and Airpark Services Commission - February 21, 2018</u>	119 - 124
5.4	<u>Draft Recreation, Culture & Airpark Services Commission - March 28, 2018</u>	125 - 130
5.5	<u>Board of Variance - April 5, 2018</u>	131 - 134

6. CORPORATE ADMINISTRATION

6.1	<u>Building Bylaw and BC Building Code Contraventions at 46594 Chilliwack Lake Road, EA E, FVRD, BC (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2; and PID 000-547-948</u>	135 - 165
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All/Unweighted

- Corporate report dated April 10, 2018 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Show Cause Hearing Notice dated March 14, 2018
- Letter dated February 16, 2018 to Property Owners
- Title Search
- Property Report
- Property Information Map

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 46594 Chilliwack Lake Road Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2.; and Parcel Identifier 000-547-948)

6.2 Building Bylaw and BC Building Code Contraventions at 41330 North Nicomen Road, EA G, FVRD, BC (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and PID 011-252-723)

166 - 184

All/Unweighted

- Corporate report dated April 10, 2018 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Show Cause Hearing Notice dated March 8, 2018
- Letter dated January 22, 2018 to Property Owner
- Property Information Report
- Property Information Map

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 41330 North Nicomen Road Electoral Area G, Fraser Valley Regional District, British Columbia (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and Parcel Identifier 011-252-723)

6.3 Building Bylaw and BC Building Code Contraventions at 36162 Ridgeview Road, EA F, FVRD, BC (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan 45682 PID 005-171-474)

185 - 219

All/Unweighted

- Corporate report dated April 10, 2018 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Show Cause Hearing Notice dated March 8, 2018
- Letter dated February 16, 2018 to Property Owners
- Title Search
- Property Report
- Property Information Map

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Fraser Valley Regional District Board direct staff to defer filing a Notice in the Land Title Office with respect to the property located at 36162 Ridgeview Road, Electoral Area F in order to provide the property owners additional time to bring their property into compliance;

AND THAT should the property owners not start to address the situation by September 2018 that a Notice of Title in accordance with Section 57 of the

Community Charter due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 36162 Ridgeview Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan 45682; and Parcel Identifier 005-171-474) be filed on September 25, 2018.

6.4 Cultus Lake Sewer System Assent Voting Results, Electoral Area H

220 - 222

FOR INFORMATION ONLY

- Corporate report dated April 24, 2018 from Jaime Schween, Manager of Corporate Administration/Chief Election Officer

7. FINANCE

Refer to item 3.1.1.

8. BYLAWS

8.1 Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018

223 - 232

Motion No. 1: First Reading - All/Unweighted

Motion No. 2: Second & Third Reading - All/Unweighted

Motion No. 3: Adoption - All/Unweighted (2/3 Majority)

- Corporate report dated April 10, 2018 from Stacey Barker, Deputy Director of Regional Programs and Pam Loat, Administrative and Information Services Coordinator
- Draft Bylaw 1480, 2018

MOTION FOR CONSIDERATION

MOTION NO. 1: [RACS/EASC-APR 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

MOTION FOR CONSIDERATION

MOTION NO. 2: [RACS/EASC-APR 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

MOTION FOR CONSIDERATION

MOTION NO. 1: [RACS/EASC-APR 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

Adoption - All/Weighted

- Corporate report dated April 24, 2018 from Tareq Islam, Director of Engineering & Community Services and Jaime Schween, Manager of Corporate Administration
- Draft Bylaw 1468, 2018

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018*.

EAs/Unweighted

- Corporate report dated April 24, 2018 from Dawn Smith, Planner li
- Public Hearing Report - April 3, 2018
- Draft Bylaw 1349, 2015

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider the following options for *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* outlined in the corporate report dated April 24, 2018:

OPTION 1 2nd and 3rd reading

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* be given second and third reading.

OPTION 2 Refer to EASC and new Public Hearing

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* be referred to the Electoral Area Services Committee for further consideration.

OPTION 3 Defer

THAT a decision with respect to the proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* be postponed to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

OPTION 4 Refuse

THAT *Fraser Valley Regional District Official Community Plan Amendment*

Bylaw No. 1349, 2015 not be given any further readings and that the application for rezoning be refused.

8.4 Zoning Amendment Bylaw 1350, 2015 to facilitate a two lot subdivision at 12174 Hodgkins Road, Electoral Area "C", Lake Errock

298 - 300

EAs/Unweighted

- Refer to reports in item 8.3
- Draft Bylaw No. 1350, 2015

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider the following options for *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* as outlined in the corporate report dated April 24, 2018:

OPTION 1 2nd and 3rd reading

THAT proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be given second and third reading.

OPTION 2 Refer to EASC and new Public Hearing

THAT proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be referred to the Electoral Area Services Committee for further consideration.

OPTION 3 Defer

THAT a decision with respect to the proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be postponed to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

OPTION 4 Refuse

THAT *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* not be given any further readings and that the application for rezoning be refused.

8.5 FVRD Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018

301 - 315

Motion No. 1: First Reading - Hope &Area B/Weighted

Motion No. 2: Second &Third Reading - Hope &Area B/Weighted

Motion No. 3: Adoption - Hope &Area B/Weighted (2/3 Majority)

Motion No. 4: Hope &Area B/Unweighted

- Corporate report dated March 28, 2018 from Jody Castle, Manager of Recreation, Culture & Airpark Services
- Draft Bylaw No. 1479, 2018

MOTION FOR CONSIDERATION

MOTION NO. 1: THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018*.

MOTION FOR CONSIDERATION

MOTION NO. 2: THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018*.

MOTION FOR CONSIDERATION

MOTION NO. 3: THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018*.

MOTION FOR CONSIDERATION

MOTION NO. 4: THAT staff be directed to establish replacement costs associated with table and chair rentals.

9. PERMITS

[OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO BE HEARD]

- 9.1 **Application for Development Variance Permit 2018-14 to vary the setback requirement from a highway and height requirement for a proposed duplex at 20917 Snowflake Crescent, Electoral Area "C"**

316 - 349

EAs/Unweighted

- Corporate report dated April 10, 2018 from Melissa Geddert, Planning Technician
- Draft DVP 2017-14
- Draft DVP 2018-14
- DVP Application
- Letter of support dated April 6, 2018 from John McEven
- Email dated April 14, 2018 from Marty McKinney regarding concerns with DVP

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Fraser Valley Regional District Board issue

Development Variance Permit 2018-14 to vary the highway setback requirement from 6 metres to 2.1metres on the north side of the lot and 6 metres to 3.74 metres on the west side of the lot; and to vary the maximum height from 12 metres to 14 metres to permit the construction of a duplex, subject to consideration of any comments raised by the public.

AND THAT Development Variance Permit 2018-14 replace and supersede Development Variance Permit 2017-14 and that Development Variance Permit 2017-14 be cancelled.

9.2 **Application for Development Variance Permit 2018-15 to reduce road frontage requirements to facilitate a 3 lot subdivision of 52505 Yale Road, Electoral Area "D"** 350 - 363

EAs/Unweighted

- Corporate report dated April 10, 2018 from Graham Daneluz, Deputy Director of Planning &Development
- Draft DVP 2018-15
- DVP Application

MOTION FOR CONSIDERATION

[EASC-APRI 2018] THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-15 to reduce the frontage requirement for Proposed Lots 'B' and 'C' at 52505 Yale Road from 10% of the lot perimeter to 9% and 2%, subject to consideration of any comments or concerns raised by the public.

9.3 **Application for Development Variance Permit 2018-17 to vary the setback requirement from a highway and height requirement for a proposed single family dwelling at 20934 Snowflake Crescent, Hemlock Valley, Electoral Area "C"** 364 - 379

EAs/Unweighted

- Corporate report dated April 10, 2018 from Andrea Antifaeff, Planning Technician
- Draft DVP 2018-17
- DVP Application
- Letter of support from Michael Bogdanovich

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-17, subject to comments or concerns raised by the public.

10. **CONTRACTS, COVENANTS AND OTHER AGREEMENTS**

10.1	<p><u>Subdivision Covenant for 1045 Iverson Road, Electoral Area “H”</u></p> <p><i>All/Weighted</i></p> <ul style="list-style-type: none"> • Corporate report dated April 24, 2018 from David Bennett, Planner II • Draft Covenant Area 30m Setback • Draft Subdivision Layout <p><u>MOTION FOR CONSIDERATION</u></p> <p>THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to the boundary adjustment subdivision of 1045 Iverson Road, Electoral Area “H”, file 3320-20-02722.</p>	380 - 385
10.2	<p><u>Section 56 Covenant for 44562 Lougheed Highway, Electoral Area C with modifications to geo-hazard proforma covenant</u></p> <p><i>All/Weighted</i></p> <ul style="list-style-type: none"> • Corporate report dated April 24, 2018 from Andrea Antifaeff, Planning Technician • Draft Covenant <p><u>MOTION FOR CONSIDERATION</u></p> <p>THAT the Fraser Valley Regional District Board accept the offer of the modified proforma geo-hazard covenant for the construction of retaining walls and erosion protection works at 44562 Lougheed Highway, Electoral Area C.</p>	386 - 394
10.3	<p><u>FVRD Regional Airpark 2018 Land Lease Renewal</u></p> <p><i>All/Weighted</i></p> <ul style="list-style-type: none"> • Corporate report dated March 28, 2018 from Jody Castle, Manager of Recreation, Culture & Airpark Services <p><u>MOTION FOR CONSIDERATION</u></p> <p>[RCASC-MAR 2018] THAT the Fraser Valley Regional District Board authorize its signatories to renew a short term lease agreement between April 1, 2018 and October 31, 2018 with Vancouver Soaring Association in the amount of \$904.88, including taxes.</p>	395 - 395
10.4	<p><u>FVRD Regional Airpark 2018 Land Lease</u></p> <p><i>All/Weighted</i></p> <ul style="list-style-type: none"> • Corporate report dated March 28, 2018 from Jody Castle, Manager of Recreation, Culture & Airpark Services <p><u>MOTION FOR CONSIDERATION</u></p> <p>[RCASC-MAR 2018] THAT the Fraser Valley Regional District Board authorize</p>	396 - 396

its signatories to enter into a three year lease commencing May 1, 2018 with Mr. Roger Winger in the amount of \$1106.70 per year, including taxes.

11. OTHER MATTERS

11.1 Federal and Provincial Regulation of Medical and Recreational Marijuana 397 - 417

All/Unweighted

- Corporate report dated April 10, 2018 from Margaret-Ann Thornton, Director of Planning & Development
- B.C. Cannabis Private Retail Licensing Guide - Applications and Operations

MOTION FOR CONSIDERATION

[EASC-APR 2018] THAT the Electoral Area Services Committee recommend that staff contact the Province to request amendments to our Letters Patent allowing for the inclusion of Business Licensing.

11.2 Temporary Changes to a Liquor Licence for Sasquatch Inn Ltd at 46001 Lougheed Highway, Electoral Area "C" 418 - 432

All/Unweighted

- Corporate report dated April 24, 2018 from Adriana Snashall, Bylaw Compliance & Enforcement Officer

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board endorse the application received April 4, 2018 for temporary changes to the liquor licence for 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 zoning bylaw for the subject property are being followed (one per three seats provided for patron use).
2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant loads pursuant to the Provincial Sewerage Regulation.

11.3 Fraser Basin Council - Fraser Valley Update, April 2018 433 - 433

FOR INFORMATION ONLY

- FBC Fraser Valley Update, April 2018

12. CONSENT AGENDA

12.1 CONSENT AGENDA - FULL BOARD

All/Unweighted

All staff reports respecting these items are available in the Directors' Office and on the FVRD corporate website.

MOTION FOR CONSIDERATION

THAT the following Consent Agenda items 12.1.1 to 12.1.5 be endorsed:

12.1.1 RACS/EASC-APR 2018

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on May 26, 2018;

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. 2018-01.

Reference item 7.1 of April 10, 2018 RACS Agenda and item 8.4 of April 10, 2018 EASC Agenda.

12.1.2 EASC-APR 2018

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Boston Bar North Bend Bowling Association, funded from the Electoral Area "A" grant-in-aid-budget, to help purchase trophies and awards for annual events at Canyon Lanes as well as sponsoring tournaments.

Reference item 6.1 of April 10, 2018 EASC Agenda.

12.1.3 EASC-APR 2018

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$9,200 to the Sunshine Valley Ratepayers Association, funded from the Electoral Area "B" grant-in-aid budget, to help offset the costs of equipment rental for river cleanup, equipment for community workshops and special events, hosting a Canada Day celebration, website upgrades, and improvements to the community garden.

Reference item 6.2 of April 10, 2018 EASC Agenda.

12.1.4 EASC-APR 2018

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Hope & District Arts Council (HDAC), funded from the Electoral Area “B” grant-in-aid budget, to provide funds for supporting arts and cultural programming attended by residents of Hope, Yale, Sunshine Valley, Laidlaw and surrounding areas.

Reference item 6.3 of April 10, 2018 EASC Agenda.

12.1.5 EASC-APR 2018

THAT in accordance with the FVRD Development Procedures Bylaw No. 1377, 2016 the Fraser Valley Regional District Board defer consideration of new bylaw amendments within the West Popkum neighbourhood of Electoral Area “D” until a policy guiding sanitary sewer servicing in Popkum is adopted.

Reference item 7.1 of April 10, 2018 EASC Agenda.

12.2 CONSENT AGENDA - ELECTORAL AREAS A, B AND HOPE

Areas A, B and Hope/Weighted

MOTION FOR CONSIDERATION

THAT the following Consent Agenda items 12.2.1 to 12.2.5 be endorsed:

12.2.1 RCASC-MAR 2018

THAT the Lions Club and Hope MotorSports Group be provided the use of the arena at no charge to stable horses for the 2018 RCMP Musical Ride from July 14-24, 2018;

AND THAT staff be authorized to advertise a half page ad for the RCMP Musical Ride in the Summer Program Guide, and that the RCMP Musical Ride also be advertised on the Recreation Centre digital sign board;

AND FURTHER THAT RCMP members directly involved in the Musical Ride be provided complimentary passes to the Dan Sharrers Aquatic Centre on July 18 and 19, 2018,

Reference item 5.2 of March 28, 2018 RCASC Agenda.

12.2.2 RCASC-MAR 2018

THAT staff be directed to follow up with the Lions Club regarding contributions made to the RCMP Musical Ride.

Reference item 5.2 of March 28, 2018 RCASC Agenda.

12.2.3 RCASC-MAR 2018

THAT recreation centre stage equipment be made available at no charge for the 2nd Annual Spring Fashion Show presented by the Fraser Valley Health Care Foundation and the Auxiliary to the Fraser Canyon Hospital.

Reference item 6.4 of March 28, 2018 RCASC Agenda.

12.2.4 RCASC-MAR 2018

THAT the Dan Sharrers Aquatic Centre, Conference Centre and Arena be closed on Sunday, August 26, 2018 to host the Ride to Conquer Cancer Finish Line event;

AND THAT a fee of \$1447.00 inclusive of taxes be applied for the facility by the Ride to Conquer Cancer Organization.

Reference item 6.5 of March 28, 2018 RCASC Agenda.

12.2.5 RCASC-MAR 2018

THAT a beverage garden be held at Sixth Avenue Ball Park as part of the 2018 Canada Day celebration;

AND THAT staff be authorized to approach service clubs and other non-profit groups to undertake the operations and hosting of the beverage garden.

Reference item 6.6 of March 28, 2018 RCASC Agenda.

13. ADDENDA ITEMS/LATE ITEMS

13.1 Grant-In-Aid Request – Boston Bar North Bend May Days Committee, Electoral Area “A”

434 - 436

All/Unweighted

- Corporate report dated April 24, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Boston Bar North Bend May Days Committee

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Boston Bar North Bend May Days Committee, funded from the Electoral Area “A” grant-in-aid budget, to assist with the costs of hosting the 91st annual May Days Celebration.

14. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION [14.1 - 14.5]
 - 14.1 Season Forecast for 2018 Nuisance Mosquito Season [(April 2018 RACS] 437 - 438
 - 14.2 Wood Stove Exchange Program Update (April 2018 RACS) 439 - 441
 - 14.3 Reasons for Decision in the Matter of Notice of Work "1610123 - Golden" (the Application) on Sumas Mountain, BC dated March 1, 2017 - Report dated March 23, 2018 from Sr. Inspector of Mines - Permitting, SW Region (April 2018 RACS/EASC) 442 - 461
 - 14.4 Good Neighbour Practices - Update (April 2018 EASC) 462 - 467
 - 14.5 Electoral Area Emergency Services Quarterly Report - 1st Quarter 2018 468 - 470
15. ITEMS FOR INFORMATION AND CORRESPONDENCE [15.1 - 15.4]
 - 15.1 Letter dated April 3, 2018 from UBCM regarding receipt of final report and financial summary for the FVRD's Community to Community Forum event held on March 1, 2018. 471 - 471
 - 15.2 Letter dated April 13, 2018 from Columbia Shuswap Regional District regarding resolution to ask that the Ministry of Agriculture make a change to the licensing requirements for Class E Licences. 472 - 479
 - 15.3 Thompson-Nicola Regional District Board Highlights - March 29, 2018 480 - 481
 - 15.4 Squamish-Lillooet Regional District Update - March, 2018 482 - 483
16. REPORTS BY STAFF
17. REPORTS BY BOARD DIRECTORS
18. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA
19. ADJOURNMENT

All/Unweighted

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board Open Meeting of April 24, 2018 be adjourned.

To: Fraser Valley Regional District Board
From: Mike Veenbaas, Director of Financial Services

Date: 2018-04-24
File No: 1880-25

Subject: 2017 Regional District Financial Statements

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve the DRAFT 2017 Financial Statements for the Fraser Valley Regional District.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

Choose an item.

BACKGROUND

Section 376 of the Local Government Act and Section 167 of the Community Charter require the annual financial statements for the preceding year be presented and approved by the Board. The statements must then be submitted to the Inspector of Municipalities by May 15th.

The financial statements for the Fraser Valley Regional District have been audited by KPMG, the District's auditor. Representatives from KPMG, along with staff, will be presenting the 2017 DRAFT Financial Statements to the board and reviewing the Audit Findings Report.

DISCUSSION

The audit report received from KPMG states that the 2017 financial statements accurately reflect the financial position of the Regional District at December 31, 2017.

Highlights from the 2017 audit include:

Financial Position

The noticeable increase in Financial Assets and Liabilities is a result of FVRD receiving one significant grant of \$10.5 million for Nicomen Island flood control and a number of smaller electoral area utility

grants. As these funds remained unspent at December 31st they have resulted in a higher level of funds invested with an offsetting higher level of deferred revenue on the Liabilities side.

Cash and Cash Equivalents balances are higher in 2017 reflecting a move to take advantage of short term, higher interest rate GICs and term deposits. Through cash flow planning and a mixture of investment options, Staff continue to ensure sufficient funds are on hand to fund daily operations. Increasing Accounts Receivable is due to the timing of provincial grant progress claims related to electoral area utility system expansion. As part of the yearend process a comprehensive review of expected revenues is completed to ensure everything has been recorded.

Development securities are taken by the Regional District to ensure public works are completed as planned. In 2017 those securities totaled about \$2.3 million more than 2016, resulting in the increase shown for Trade Payables. The Due to Local Governments represents MFA Debt Reserve funds that are receivable from MFA to FVRD and are in turn then payable to our member municipalities. Lastly, new debt was incurred in 2017 for the Cultus Lake Integrated Water System (\$2.9 million) resulting in an overall increase in debentures held for electoral areas.

Financial Activities

For the most part, revenues in 2017 were consistent with that received in 2016. Changes in Government Grants and Other Revenues were tied to electoral utility system infrastructure changes and service expansion. The loss noted from government business partnerships reflects FVRD's 1/3 share in the Cascade Lower Canyon Community Forest and was deducted from the \$362,550 recorded as income in 2016. The loss was the result of reduced logging in 2016/2017, partially driven by lower prices along with the CLCCF Board's decision to limit operations to planning activities.

Overall expenses remained within planned budgets with services being delivered as projected during the financial planning process. The noticeable exception is Utilities services where expenses covered by grant funding resulted in higher than planned expenditures. Surpluses achieved in individual service areas are allocated to specific surplus accounts for those areas to ensure funds are accounted for separately and available to that service area for future operations.

COST

There are no costs associated with the report's recommendation.

CONCLUSION

The 2017 DRAFT Financial Statements are being presented to the Regional Board for approval following the completion of a comprehensive audit by KPMG.

COMMENT BY:

Paul Gipps, Chief Administrative Officer

Reviewed and supported

FRASER VALLEY REGIONAL DISTRICT

CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2017

DRAFT

Fraser Valley Regional District
Consolidated Financial Statements

December 31, 2017

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MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the Fraser Valley Regional District (the "Regional District") are the responsibility of the Regional District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. A summary of the significant accounting policies are described in the notes to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Regional District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Board of Directors meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters.

The consolidated financial statements have been audited by KPMG, LLP independent external auditors appointed by the Regional District. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Regional District's consolidated financial statements.

Mike Veenbaas, CPA, CMA
Director of Financial Services/Chief Financial Officer

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Fraser Valley Regional District

We have audited the accompanying financial statements of Fraser Valley Regional District, which comprise the balance sheet as at December 31, 2017, the statements of earnings and retained earnings and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for private enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Fraser Valley Regional District as at December 31, 2017, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for private enterprises.

DRAFT

Chartered Professional Accountants

Chilliwack, Canada

Fraser Valley Regional District
Consolidated Statement of Financial Position

December 31, 2017

	2017	2016
Financial Assets		
Cash and cash equivalents (Note 1)	\$ 5,019,060	\$ 207,939
Accounts receivable (Note 2)	4,765,574	3,839,152
Inventories	26,007	19,958
Investments (Note 3)	31,481,601	23,625,048
Investment in government business partnership (Note 4)	284,343	362,550
	<u>41,576,585</u>	<u>28,054,647</u>
Financial Liabilities		
Trade payables and accrued liabilities	4,642,483	2,128,156
Accrued interest	51,566	36,848
Due to Local governments	2,156,741	2,265,813
Landfill retirement costs (Note 5)	266,793	261,813
Municipal Finance Authority equipment financing	36,826	48,740
Municipal Finance Authority debentures (Note 7)	5,900,542	3,452,279
Municipal Finance Authority leases	-	20,544
Development levies and deferred revenue (Note 8)	12,134,456	874,122
Community Works funds (Note 9)	3,374,481	3,598,987
	<u>28,563,888</u>	<u>12,687,302</u>
Net Financial Assets	<u>13,012,697</u>	<u>15,367,345</u>
Non-Financial Assets		
Prepaid expenses	295,940	207,761
Tangible Capital Assets (Note 10)	40,213,328	35,668,236
Intangible Capital Assets (Note 11)	578,075	-
	<u>41,087,343</u>	<u>35,875,997</u>
Accumulated Surplus	<u>\$ 54,100,040</u>	<u>\$ 51,243,342</u>
Commitments (Note 12)		
Contingent Liabilities (Note 13)		

Approved on behalf of the Board:

Chief Financial Officer

Fraser Valley Regional District
Consolidated Statement of Financial Activities

Year Ended December 31, 2017

	Budget 2017 (Note 15)	Actual 2017	Actual 2016
Revenues			
Member requisitions	\$ 13,494,205	\$ 13,452,754	\$ 13,229,606
Government grants	2,821,390	2,970,271	1,604,880
Utility user fees	506,286	603,832	522,318
Sale of services	2,517,289	4,462,651	3,558,516
Other	2,094,391	3,114,511	1,694,062
Interest	73,940	392,103	365,020
Income (loss) from government business partnerships	-	(78,207)	362,550
	<u>21,507,501</u>	<u>24,917,915</u>	<u>21,336,952</u>
Expenses			
General government services	3,048,905	3,414,274	3,201,037
Protective services	5,343,035	5,570,015	5,315,159
Transportation services	2,694,600	2,807,252	2,626,721
Environmental health services	2,135,530	2,171,109	2,371,628
Environmental development services	1,759,150	1,579,899	1,519,763
Recreation and cultural services	3,864,365	4,439,767	4,111,250
Utilities services	1,150,183	2,078,902	1,518,966
	<u>19,995,768</u>	<u>22,061,218</u>	<u>20,664,524</u>
Annual Surplus	1,511,733	2,856,697	672,428
Accumulated Surplus, Beginning of Year	51,243,342	51,243,342	50,570,914
Accumulated Surplus , End of Year	<u>\$ 52,755,075</u>	<u>\$ 54,100,039</u>	<u>\$ 51,243,342</u>

Fraser Valley Regional District
Consolidated Statement of Changes in Net Financial Assets

Year Ended December 31, 2017

	2017	2016
Annual surplus	\$ 2,856,697	\$ 672,428
Acquisition of tangible capital assets	(6,207,223)	(2,528,681)
Amortization of tangible capital assets	1,613,503	1,530,243
Loss on sale of tangible capital assets	1,629	-
Proceeds on sale of tangible capital assets	47,000	-
Acquisition of intangible capital assets	(608,500)	-
Amortization of intangible capital assets	30,425	-
Change in prepaid expenses	(88,179)	188,817
Change in Net Financial Assets	(2,354,648)	(137,193)
Net Financial Assets, Beginning of Year	15,367,345	15,504,538
Net Financial Assets, End of Year	\$ 13,012,697	\$ 15,367,345

Fraser Valley Regional District

Consolidated Statement of Cash Flows

Year Ended December 31, 2017

	2017	2016
Operating Activities		
Annual surplus	\$ 2,856,697	\$ 672,428
Items not involving cash		
Amortization of tangible capital assets	1,613,503	1,530,243
Loss on sale of tangible capital assets	1,629	-
Amortization of intangible capital assets	30,425	
Partnership (income) loss	78,207	(362,550)
	<u>4,580,461</u>	<u>1,840,121</u>
Change in non-cash operating items		
Accounts receivable	(926,422)	2,101,024
Inventories	(6,049)	(4,057)
Prepaid expenses	(88,179)	188,817
Trade payables and accrued liabilities	2,514,327	439,741
Local governments	(109,072)	24,006
Accrued interest	14,718	(1,479)
Landfill retirement costs	4,980	10,069
Development levies and deferred revenue	11,260,334	226,684
Community works fund	(224,506)	621,420
	<u>17,020,592</u>	<u>5,446,346</u>
Investing Activities		
Acquisition of tangible capital assets	(6,207,223)	(2,528,681)
Proceeds on sale of tangible capital assets	47,000	-
Acquisition of intangible capital assets	(608,500)	-
	<u>(6,768,723)</u>	<u>(2,528,681)</u>
Financing Activities		
Proceeds from debenture debt	2,900,000	-
Repayment of debenture debt	(463,651)	(445,725)
Repayment of capital leases	(20,544)	(45,971)
	<u>2,415,805</u>	<u>(491,696)</u>
Investing Activities		
Increase in portfolio investments	<u>(7,856,553)</u>	<u>(2,312,846)</u>
Change in Cash	<u>4,811,121</u>	<u>113,123</u>
Cash and cash equivalents, Beginning of Year	<u>207,939</u>	<u>94,816</u>
Cash and cash equivalents, End of Year	<u>\$ 5,019,060</u>	<u>\$ 207,939</u>
Supplementary cash flow information:		
Interest paid	<u>\$ 277,539</u>	<u>\$ 284,936</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

Basis of Presentation	The Fraser Valley Regional District financial statements have been prepared in accordance with the accounting standards of the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Professional Accountants. All material inter-fund transactions have been eliminated.
Basis of Consolidation	<p>The financial statements are presented on a consolidated basis and include the following funds:</p> <p>(a) Operating Fund</p> <p>The operating fund reflects the financial activities associated with the provision of general municipal and utility services during the year.</p> <p>(b) Capital Fund</p> <p>The capital fund reflects the financial activities associated with the acquisition, construction and funding of capital assets.</p> <p>(c) Reserve Fund</p> <p>The reserve fund reflects appropriations of surplus authorized by the Board to be set aside for the funding of future operating or capital expenditures.</p>
Budget Amounts	Budget amounts reflect the statutory annual budget as adopted by the board on April 23rd, 2017.
Comparative Figures	Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.
Revenue Recognition	Revenues from member requisitions and grants in lieu of taxes are recognized in the year that they apply. Revenue from sales of services are recognized when the services are provided. Government grants are recognized when they are approved by senior governments and the conditions required to earn the grants have been completed. Development levies are recognized as revenue in the period the funds are expended on a development project. Development levies not expended are recorded as unearned revenue.
Cash and Cash Equivalents	Cash and cash equivalents include cash as well as deposits in term deposits. These investments are highly liquid and are readily convertible to known amounts of cash.
Portfolio Investments	Portfolio investments are recorded at amortized cost plus accrued interest. Discounts or premiums arising on the purchase of portfolio investments are amortized on a straight-line basis over the term of maturity. If it is determined that there is a permanent impairment in the value of the investment, it is

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land and landfill sites, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Land improvements	3 - 50
Buildings and building improvements	10 - 100
Vehicles	5 - 20
Machinery and equipment	3 - 15
Water and wastewater infrastructure	10 - 100

Landfill sites are amortized using the units of production method based upon capacity used during the year.

Annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the assets is available for productive use.

(ii) Intangible Capital Assets

Intangible capital assets are recorded at cost, which includes amounts for the campground license related to the purchase of the Vedder River Campground occupation license. The costs are amortized on a straight-line basis over their estimated useful life as follows:

Asset	Useful Life - Years
Campground license	20

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

Non-Financial Assets (con't)

(iii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iv) Natural Resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(v) Works of Art and Cultural Historic Assets

Works of art and cultural historic assets are not recorded as assets in these financial statements.

Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities and at the date of the financial statements, and reported amounts of revenue and expenditures during the reported period. Actual results could differ from those estimates.

Financial Instruments

Financial instruments consist of cash, cash equivalents, accounts receivable, accounts payable, accrued liabilities and other current liabilities. The Regional District classifies its cash and cash equivalents as held-for-trading, accounts receivable as held to maturity and its accounts payable and other current liabilities as other financial liabilities. The Regional District does not currently have any derivative instruments requiring recording on the statement of financial position. The fair values of the Regional District's financial instruments approximate their carrying value unless otherwise noted. It is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk relating to its financial instruments.

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

Liability for Contaminated Sites Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- (a) an environmental standard exists;
- (b) contamination exceeds the environmental standard;
- (c) the Regional District:
 - (i) is directly responsible; or
 - (ii) accepts responsibility
- (d) it is expected that future economic benefits will be given up; and
- (e) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Regional District has determined that as of December 31, 2017, no contamination in excess of an environmental standard exists related to land not in productive use for which the Regional District is responsible.

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

1. Cash and cash equivalents

	2017	2016
Cash	\$ 19,060	\$ 166,339
Cash Equivalents	<u>5,000,000</u>	<u>41,600</u>
	<u>\$ 5,019,060</u>	<u>\$ 207,939</u>

2. Accounts Receivable

	2017	2016
Accrued interest - investments	\$ 254,536	\$ 216,728
Local government	768,677	720,780
Provincial Government	1,121,116	135,077
MFA Debt Reserve - Cash	1,557,703	1,524,420
Regional Hospital District	592	1,382
Trade Accounts and User Fees	<u>1,062,950</u>	<u>1,240,765</u>
	<u>\$ 4,765,574</u>	<u>\$ 3,839,152</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

3. Investments

The District holds investments in bonds, GICs

Bonds and GICs held at December 31, 2017 are as follows:

		Amount	Effective Interest Rate	Maturity Date
Bonds:	BMO FXD/ FLT	\$ 3,793,000	3.12%	September 19, 2024
	BNS DEP NOTE	1,509,000	1.905%	December 2, 2021
	BTLBK CDA	530,000	2.06%	November 24, 2022
	Premium on purchase of bonds	102,281		
GICs:	CCS GIC	1,020,080	1.56%	August 7, 2018
	VANCITY GIC	996,000	1.44%	April 29, 2019
	CCS GIC	2,000,000	1.61%	April 29, 2019
	CCS GIC	3,000,000	1.46%	April 29, 2019
	SCOTIA BK GIC	1,333,333	1.81%	May 25, 2018
	SCOTIA BK GIC	1,000,000	1.85%	August 27, 2018
	SCOTIA BK GIC	1,000,000	1.85%	August 28, 2018
	NATL BK GIC	1,333,333	2.06%	May 27, 2019
	CCS CSH GIC	5,000,000	1.38%	September 19, 2024
	NATL BK GIC	1,333,334	2.31%	May 26, 2020
	BMO GIC	531,240	1.45%	November 16, 2018
	BMO GIC	4,000,000	1.45%	April 29, 2019
	HSBC BK GIC	<u>3,000,000</u>	1.85%	August 7, 2018
		<u>\$ 31,481,601</u>		

Investments held by the Regional District include securities guaranteed for principal and interest by Canada or by a province, and deposits of chartered banks and credit unions.

Investments at December 31, 2017 have a total carrying value of \$31,736,137 (2016 - \$23,841,776), consisting of amortized cost of \$31,481,601 (2016 - \$23,625,048) and related accrued interest of \$254,536 (2016 - \$216,728). The market value of these investments at December 31, 2017 is approximately \$31,632,035 (2016 - \$23,758,170).

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

4. Investment in Government Business Partnership

(a) The District owns a 1/3 partnership share in the Cascade Lower Canyon Community Forest LP "CLCCF" or the "Partnership".

(b) In 2006, the District along with the Yale First Nation and the District of Hope established the CLCCF for the purpose of operating a community forest. The District initially invested \$10,000 for 10,000 units in the Partnership. In 2013, the Partnership acquired a license to forest up to 34,300 cubic meters of timber annually. At this time net revenues are anticipated to remain within the Partnership until such time that the CLCCF Board determines that sufficient reserves exist to fund capital needs related to forestry operations. Should the Partnership cease to exist, the District would be entitled to 1/3 of the accumulated equity.

The Partnership has a March 31 year-end. The condensed results for its year end March 31, 2017 are summarized below. 2016 Partnership income includes 2015 results as they were not determined prior to the 2015 audit report date.

CLCCF Condensed Financial Statements:

Assets	<u>2017</u>	<u>2016</u>
Cash	\$ 825,809	\$ 1,176,721
Other Current Assets	<u>33,686</u>	<u>5,907</u>
	<u>\$ 859,495</u>	<u>\$ 1,182,628</u>
 Liabilities		
Accounts Payable	\$ 6,467	\$ 94,979
Partnership Equity	<u>853,028</u>	<u>1,087,649</u>
	<u>\$ 859,495</u>	<u>\$ 1,182,628</u>
	<u>2017</u>	<u>2016</u>
Total Revenue	\$ 25,689	\$ 861,545
Total Expenses	<u>266,640</u>	<u>304,489</u>
Net Income (loss)	<u>\$ (240,951)</u>	<u>\$ 557,056</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

5. Landfill Retirement Costs

Asset retirement obligations consist of landfill closing and post closure costs. Progressive closure costs are estimated at \$1,142,000. Landfill closure costs will be met by annual appropriations and accretion expense based on a plan to fully fund the closure costs by the expected closure date. The Regional District has a statutory obligation to maintain and monitor the landfill site after it is closed. As of 2017, post closure costs were estimated at \$429,000. Post closure costs will be met by annual budget appropriation in the years in which they are incurred. As currently engineered, and based on current waste disposal patterns, the landfill has a total life expectancy of 65 years. The interest rate currently being paid by the Fraser Valley Regional District on MFA debt is 4.0%.

Each year, the Fraser Valley Regional District records an accretion amount such that at the time the retirement obligations arise, they will be offset by the total held in reserves. A liability of \$266,793 has been set aside at December 31, 2017.

6. Municipal Finance Authority Debt Fund

- (a) All funds borrowed by the Regional District are upon its credit at large and will, in event of default, constitute an indebtedness of its member municipalities for which they are jointly and severally liable.
- (b) Debenture debt payments (including interest) as at December 31, 2017 are projected for the next five years as follows:

	Member Municipalities	Regional District	Total
2018	\$ 7,955,249	\$ 347,816	\$ 8,303,065
2019	7,805,674	336,716	8,142,390
2020	7,608,463	336,716	7,945,179
2021	7,558,285	336,716	7,895,001
2022	7,558,285	311,310	7,869,595
	<u>\$ 38,485,956</u>	<u>\$ 1,669,274</u>	<u>\$ 40,155,230</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

7. Municipal Finance Authority Debentures

(a) The Regional District has entered into agreements with member municipalities for the purpose of financing municipal undertakings. Under the terms of these agreements, the municipalities are required to provide for and to pay to the Regional District such amounts as are required to discharge their obligations. Any deficiency that may occur shall be a liability of the municipalities.

(b) Municipal Finance Authority debentures are shown net of debt charges recoverable:

	2017	2016
Debentures	\$ 75,426,455	\$ 77,400,544
Debt charges recoverable	(69,525,913)	(73,948,265)
	<u>\$ 5,900,542</u>	<u>\$ 3,452,279</u>

8. Development Levies and Deferred Revenue

Development levies represent amounts received from developers for capital infrastructure expenditures required as a result of their development projects. As these amounts are expended, the deferred revenue will be reduced and the amount expended will be recorded as revenue in the statement of financial activities. The following development levies are restricted for specified purposes.

	2017	2016
West Popkum Drainage	\$ 199,747	\$ 131,392
Lakeside Trail	240,530	-
Bell Acres Water	18,761	18,352
Dogwood Water System	-	42,287
Parkview Water	68,173	66,686
Area D Water	109,067	291,574
Deroche Water	58,984	57,697
Area C Community Parks	17,905	17,514
Area D Parks Cash in Lieu	97,354	50,930
Area F Parks Cash in Lieu	39,932	39,061
Community Parks Cash in Lieu	<u>25,619</u>	<u>151,119</u>
	<u>\$ 876,072</u>	<u>\$ 866,612</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

Deferred Revenues represent amounts received in advance for services which have not yet been provided.

	2017	2016
Deferred Revenue - Utilities	6,644	-
Deferred Revenue	428,192	4,992
Deferred Grants - Capital projects	10,820,275	-
Deferred Revenue - Hope Recreation	3,273	2,518
	<u>11,258,384</u>	<u>7,510</u>
Total development levies and deferred revenue	<u>12,134,456</u>	<u>874,122</u>

9. Community Works Funds

Community Works Fund Agreement funding is provided by the Government of Canada and use of the funding is established by a funding agreement between the Regional District and the Union of British Columbia Municipalities. Community Works Fund Agreement funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreement.

Schedule of Receipts and Disbursements of Community Works Agreement Funds

	2017	2016
Opening balance of unspent funds	\$ 3,598,987	\$ 2,977,567
Add: Amount received during the year	763,909	754,157
Interest earned	75,176	67,041
Less: Amount spent on projects	<u>(1,063,591)</u>	<u>(199,778)</u>
	<u>\$ 3,374,481</u>	<u>\$ 3,598,987</u>

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

10. Tangible Capital Assets

Cost	Balance at December 31, 2016	Additions	Transfers and Disposals	Balance at December 31, 2017
Land	\$ 3,651,553	\$ -	\$ -	\$ 3,651,553
Engineering structures	26,522,869	208,408	-	26,731,277
Buildings and building improvements	14,078,056	438,134	-	14,516,190
Vehicles, machinery and equipment	10,331,818	807,392	(222,746)	10,916,464
Assets under construction	2,090,559	4,935,743	(182,453)	6,843,849
Total	\$ 56,674,855	\$ 6,389,677	\$ (405,199)	\$ 62,659,333

Accumulated amortization	Balance at December 31, 2016	Disposals	Amortization expense	Balance at December 31, 2017
Engineering structures	\$ 7,721,021	\$ -	\$ 532,213	\$ 8,253,234
Buildings and building improvements	6,351,218	-	493,981	6,845,199
Vehicles, machinery and equipment	6,934,380	(174,117)	587,309	7,347,572
Total	\$ 21,006,619	\$ (174,117)	\$ 1,613,503	\$ 22,446,005

	Net book value December 31, 2016	Net book value December 31, 2017
Land	\$ 3,651,553	\$ 3,651,553
Engineering structures	18,801,848	18,478,043
Buildings and building improvements	7,726,838	7,670,991
Vehicles, machinery and equipment	3,397,438	3,568,892
Assets under construction	2,090,559	6,843,849
	\$ 35,668,236	\$ 40,213,328

(a) Assets Under Construction

Assets under construction having a value of \$6,843,849 (2016 - \$2,090,559) have not been amortized. Amortization of these assets will commence when the asset is put into service.

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

11. Intangible Capital Assets

The campground license relates to the purchase of the Vedder River Campground occupation license.

Cost	Balance at December 31, 2016	Additions	Transfers and Disposals	Balance at December 31, 2017
Campground license	\$ -	\$ 608,500	\$ -	\$ 608,500
Total	\$ -	\$ 608,500	\$ -	\$ 608,500

Accumulated amortization	Balance at December 31, 2016	Disposals	Amortization expense	Balance at December 31, 2017
Campground license	\$ -	\$ -	\$ 30,425	\$ 30,425
Total	\$ -	\$ -	\$ 30,425	\$ 30,425

	Net book value December 31, 2016	Net book value December 31, 2017
Campground license	\$ -	\$ 578,075
	\$ -	\$ 578,075

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

12. Pension Liability

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2016, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred at the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The Regional District paid \$476,555 (2016 - \$466,832) for employer contributions to the plan in fiscal 2017.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

13. Contingent liabilities

a) Legal Actions

As at December 31, 2017 certain legal actions are pending against the Fraser Valley Regional District, the outcome of which cannot be reasonably determined. These actions will be settled subsequent to year end and are not of determinable amount. When the amount becomes determinable it will be included in the financial statements.

b) Municipal Finance Authority Debt Reserve Fund

With respect to amounts financed through the Authority, the Regional District is required to pay into a debt reserve fund administered by the Authority, an amount equal to one-half the average annual installment of principal and interest relative to any borrowing for its own purposes and on behalf of member municipalities. This amount may be paid either in full or in an amount of cash equal to 1% of the principal amount borrowed together with a non-interest bearing demand note for the balance. If, at any time, the Authority does not have sufficient funds to meet payments of sinking fund contributions due on its obligations, the payments or sinking fund contributions shall be made from the debt reserve fund. The demand notes payable to the Authority and receivable from member municipalities are callable only if there are additional requirements to be met to maintain the level of the debt reserve fund.

c) Municipal Insurance Association of B.C.

The District is a member of the Municipal Insurance Association (MIA) which operates under a reciprocal insurance exchange agreement. The main purpose is to pool the risk of third party liability claims against members in order to allow for stable financial planning related to those broad risk management strategies to reduce accidents occurrences against the District. The District is assessed an annual premium based on population, administrative costs, premium tax, and re-insurance oversights by the Provincial government.

14. Comparative figures

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

Fraser Valley Regional District
Notes to the Consolidated Financial Statements
Year ended December 31, 2017

15. 2017 Plan

The budget data presented in these financial statements was included in the Fraser Valley Regional District 2017 - 2021 Financial Plan, adopted through Bylaw No. 1423, 2017 on April 23, 2017. The following table reconciles the approved budget to the budget figures in these consolidated financial statements.

	<u>2017</u>
Revenues:	
Budget	\$ 24,360,846
Less:	
Internal Recoveries	<u>(2,853,345)</u>
Budgeted revenues per Statement of Operations	<u>21,507,501</u>
Expenses:	
Budget	22,849,113
Less:	
Internal Recoveries	<u>(2,853,345)</u>
Budgeted expenses per Statement of Operations	<u>\$ 19,995,768</u>

16. Segmented Information

Segmented information has been identified based upon lines of service provided by the District. District services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segmented information, along with the services they provide are as follows:

i) General Government:

General Government includes services and activities responsible for the overall direction and monitoring of regional initiatives. These include, but are not limited to legislative services, Board operations and remuneration, treaty advisory committee, fiscal services, information technology, geographic information systems, feasibility studies and overall organizational administration.

ii) Protective Services:

Protective Services includes those services that provide protection to the region's inhabitants and their property. Services include seven (7) Volunteer Fire Departments, Emergency Management, 911 Emergency Telephone Services, Regional Fire Dispatch, Search & Rescue and Dyking/Flood controls.

iii) Transportation Services:

Transportation Services includes the operation of certain rural transit services, nine (9) Street Lighting Service areas, and the operation of the Hope and District Airport.

iv) Environmental Health Services:

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

16. Segmented Information (continued)

v) Environmental Development Services:

Environmental Development Services includes the delivery of Regional Planning and Electoral Area Planning as well as the administration of the Electoral Area Soil Deposit and removal sites.

vi) Recreation and Culture Services:

Recreation and Culture services includes the Regional Community Parks system and Library services in the Electoral Areas. Recreation and Cultural Services also includes the Hope and District Recreation Commission, Almer Carlson Pool, Boston Bar bowling alley, Boston Bar Television, Harrison Lake Boat Launch and Area A & B Heritage Conservation.

vii) Utility Services:

Utilities includes the construction and operating of twelve (12) water systems and three (3) sanitary sewer systems.

Fraser Valley Regional District
Notes to the Consolidated Financial Statements

Year ended December 31, 2017

16. Segmented Information (continued)

	General Government	Protective Services	Transportation Services	Environmental Health	Environmental Development	Recreation & Culture	Utility Services	2017	2016
Revenues									
Member requisitions	\$ 2,097,130	\$ 3,320,775	\$ 1,178,240	\$ 1,493,440	\$ 1,367,850	\$ 3,212,204	\$ 783,115	\$ 13,452,754	\$ 13,229,606
Government grants	103,826	74,216	989,963	69,003	18,091	346,349	1,368,823	2,970,271	1,604,880
Sales of service	525,391	1,519,305	767,474	513,071	65,108	1,065,562	610,572	5,066,483	3,558,516
Other	<u>287,691</u>	<u>862,531</u>	<u>9,640</u>	<u>79,333</u>	<u>84,752</u>	<u>167,267</u>	<u>1,937,193</u>	<u>3,428,407</u>	<u>2,943,950</u>
	3,014,038	5,776,827	2,945,317	2,154,847	1,535,801	4,791,382	4,699,703	24,917,915	21,336,952
Expenditures									
Salaries and benefits	3,383,208	1,753,644	25,724	668,520	1,119,671	1,608,578	570,457	9,129,802	8,412,730
Directors expenses	388,319	-	-	-	-	-	-	388,319	375,310
Program support	1,425,645	2,566,335	2,651,603	995,800	169,764	1,858,608	799,895	10,467,650	9,628,241
Vehicle, Building and Equipment Expenses	248,663	353,415	13,398	254,522	7,414	291,988	196,203	1,365,603	1,566,637
Internal Services	467,450	512,000	96,100	211,750	297,400	358,100	76,700	2,019,500	1,942,627
Recoveries from other functions	(2,799,595)	(23,300)	-	(7,231)	(14,350)	(71,641)	(37,467)	(2,953,584)	(2,791,264)
Amortization of tangible capital assets	300,584	407,921	20,427	47,748	-	363,709	473,114	1,613,503	1,530,243
Amortization of intangible capital assets	-	-	-	-	-	30,425	-	30,425	-
	<u>3,414,274</u>	<u>5,570,015</u>	<u>2,807,252</u>	<u>2,171,109</u>	<u>1,579,899</u>	<u>4,439,767</u>	<u>2,078,902</u>	<u>22,061,218</u>	<u>20,664,524</u>
	<u>\$ (400,236)</u>	<u>\$ 206,812</u>	<u>\$ 138,065</u>	<u>\$ (16,262)</u>	<u>\$ (44,098)</u>	<u>\$ 351,615</u>	<u>\$ 2,620,801</u>	<u>\$ 2,856,697</u>	<u>\$ 672,428</u>



Fraser Valley Regional District

**Audit Findings Report
For year ended December 31, 2017**

KPMG LLP

April 24, 2018

kpmg.ca/audit

The contacts at KPMG in connection with this report are:

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Control observations	13
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Executive summary

Purpose of this report*

The purpose of this Audit Findings Report is to assist you, as a member of the Board of Directors, in your review of the results of our audit of:

- (1) Consolidated financial statements of the Fraser Valley Regional District ("Regional District") as at and for the year ended December 31, 2017, and
- (2) Consolidated financial statements of the Fraser Valley Regional Hospital District ("Hospital District") as at and for the year ended December 31, 2017.

Audit materiality

FRASER VALLEY REGIONAL DISTRICT

Materiality was determined based on the total expenses of the Regional District. For the year ended December 31, 2017 we determined materiality to be \$575,000.

FRASER VALLEY REGIONAL HOSPITAL DISTRICT

Materiality was determined based on the total revenues of the Hospital District. For the year ended December 31, 2017 we determined materiality to be \$342,000.

Adjustments and differences

We identified adjustment that were communicated to management and subsequently corrected in the consolidated financial statements.

We did not identify differences that remain uncorrected.

See page 12.

Audit risks and results

We have not identified any significant financial reporting risks. However, as a part of our audit, we identified other areas of audit focus as follows:

FRASER VALLEY REGIONAL DISTRICT

- Deferred revenues
- Capital asset additions
- Investments
- Chaumox Landfill asset retirement obligation

FRASER VALLEY REGIONAL HOSPITAL DISTRICT

- Investments

*This Audit Findings Report should not be used for any other purpose or by anyone other than the Board of Directors. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Findings Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

Executive summary

Control and other observations

We did not identify any control deficiencies that we determined to be significant deficiencies in ICFR.

We have identified other observations with respect to the Chaumox Landfill asset retirement obligation.

See page 13.

Significant accounting policies and practices

We have identified two initial selections of accounting policies in relation to the acquisition of the Vedder River Campground and to the commencement of operations of the 9005 Mary Street parking lot respectively.

See page 11.

Independence

We confirm that we are independent with respect to the Districts within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any other standards or applicable legislation or regulation from January 1, 2017 to the date of this report.

Finalizing the audit

As of the date of this report, we have completed the audit of the consolidated financial statements, with the exception of certain remaining procedures, which include amongst others:

- Obtaining signed management representation letters;
- Completing our discussions with the Board; and
- Obtaining evidence of the Board's approval of the consolidated financial statements.

We will update the Board on significant matters arising from the completion of the audit, including the completion of the above procedures. Our auditors' report will be dated upon the completion of any remaining procedures.

How we deliver audit quality



Materiality

The determination of materiality requires professional judgment and is based on a combination of quantitative and qualitative assessments including the nature of account balances and financial statement disclosures.

The first step is the determination of the amounts used for planning purposes as follows:

Materiality determination	Comments	Amount / Percentage
FRASER VALLEY REGIONAL DISTRICT		
Metrics	Relevant metrics included net assets, total revenues, and total expenses.	
Benchmark	Based on total expenses. This benchmark is consistent with the prior year.	\$22,061,000
Materiality	Determined to plan and perform the audit and to evaluate the effects of identified misstatements on the audit and of any uncorrected misstatements on the consolidated financial statements. The corresponding amount for the prior year's audit was \$550,000.	\$575,000
% of Benchmark	The corresponding percentage for the prior year's audit was 2.9%.	2.8%
Performance materiality	Used 75% of materiality, and used primarily to determine the nature, timing and extent of audit procedures. The corresponding amount for the prior year's audit was \$412,500.	\$430,000
Audit Misstatement Posting Threshold (AMPT)	Threshold used to accumulate misstatements identified during the audit. The corresponding amount for the previous year's audit was \$27,500.	\$28,000

Materiality (continued)

Materiality determination	Comments	Amount / Percentage
FRASER VALLEY REGIONAL HOSPITAL DISTRICT		
Metrics	Relevant metrics included net assets, total revenues, and total expenses.	
Benchmark	Based on total revenues. This benchmark is consistent with the prior year.	\$11,483,000
Materiality	Determined to plan and perform the audit and to evaluate the effects of identified misstatements on the audit and of any uncorrected misstatements on the financial statements. The corresponding amount for the prior year's audit was \$346,000.	\$342,000
% of Benchmark	The corresponding percentage for the prior year's audit was 3.0%.	3.0%
Performance materiality	Used 75% of materiality, and used primarily to determine the nature, timing and extent of audit procedures. The corresponding amount for the prior year's audit was \$259,000.	\$256,000
Audit Misstatement Posting Threshold (AMPT)	Threshold used to accumulate misstatements identified during the audit. The corresponding amount for the previous year's audit was \$17,300.	\$17,000

Professional standards require us to re-assess materiality at the completion of our audit based on period-end results or new information in order to confirm whether the amount determined for planning purposes remains appropriate. Our assessment of misstatements, if any, in amounts or disclosures at the completion of our audit will include the consideration of both quantitative and qualitative factors.

Areas of focus

Inherent risk of material misstatement is the susceptibility of a balance or assertion to misstatement which could be material, individually or when aggregated with other misstatements, assuming that there are no related controls. We highlight our findings in respect of areas of audit focus.

Area of focus	Why	Our response and significant findings
Deferred Revenues REGIONAL DISTRICT	Public Sector Accounting Standards requires that government grants without eligibility criteria, stipulations, or obligations must be recognized as revenue when the transfer is authorized. The Regional District received and deferred a material amount of government grants in 2017. Development levies and deferred revenues have increased \$11.3 million compared to 2016.	<p>The Regional District received a total of \$10.5 million in grants from the BC Provincial Government for the Nicomen Island Dike Widening Project and Nicomen Island Drainage Improvement Project. The funding was received in 2017, but the project start date has been postponed. The full \$10.5 million in grant revenue has been deferred.</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We confirmed the amount of funding through inspection of the funding agreements. • We inspected the agreement to confirm appropriateness of the deferral of revenues. • No issues were noted from our testing results.
Capital Asset Additions REGIONAL DISTRICT	The Regional District has acquired and constructed a material amount of capital assets in 2017. Capital assets have increased \$5.0 million compared to 2016.	<p>The Regional District continues to build and acquire assets to meet their strategic priorities to better provide services that meet the needs of the communities in the District.</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We obtained and inspected support for capital asset additions to confirm their cost and classification. • We inspected the agreement to confirm appropriateness of deferral of grant revenues. • See page Appendix 2 for adjustments made as a result of our audit procedures.

Areas of focus (continued)

Area of focus	Why	Our response and significant findings
Investments REGIONAL DISTRICT	Investments in bonds and GICs have increased \$7.8 million compared to 2016.	<p>The Regional District continues to invest in bonds and GICs.</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We confirmed the value of investments at December 31, 2017 with the Regional District's investment advisors at Raymond James and National Bank Financial Wealth Management. • We performed substantive analytical procedures over investment income. • No issues were noted from our testing results.
Government Business Partnership REGIONAL DISTRICT	Public Sector Accounting Standards requires investments in Government Business Partnerships to be accounted for using the modified equity method using the Regional District's share of the partnership.	<p>The Regional District is one of three partners in the Cascade Lower Canyon Community Forest Partnership ("Partnership").</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We obtained the March 31, 2017 audited financial statements of the Partnership and recalculated the value of the District's 1/3 interest and share of loss. • No issues were noted from our testing results.

Areas of focus (continued) Area of focus	Why	Our response and significant findings
<p>Chaumox Landfill Liability</p> <p>REGIONAL DISTRICT</p>	<p>Public Sector Accounting Standards requires that financial statements should recognized a liability for closure and post-closure costs for all landfill sites operated by the District.</p>	<p>The Regional District operates the Chaumox Landfill in Boston Bar.</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We obtained and inspected the 2012 engineering report to confirm the estimated current and future closure and post-closure costs. • We recalculated the liability to confirm the amounts presented on the Consolidated Statement of Financial Position and disclosed in the notes to the consolidated financial statements. • No differences were noted from our testing results, however KPMG recommends the District obtain an updated report to re-calculate the liability. We understand the District has engaged a specialist to prepare a new report, and that this is currently underway. • See page 13 for our recommendation.
<p>Investments</p> <p>HOSPITAL DISTRICT</p>	<p>Investments in bonds and GICs have increased \$5.5 million compared to 2016.</p>	<p>The Hospital District continues to invest in bonds and GICs.</p> <p>KPMG Comments</p> <ul style="list-style-type: none"> • We confirmed the value of the portfolio at December 31, 2017 with the Hospital District's investment advisors at Raymond James and National Bank Wealth Management. • We performed substantive analytical procedures over investment income. • No issues were noted from our testing results.

Significant accounting policies and practices

Significant accounting policies and practices are disclosed in notes to the consolidated financial statements.

Initial selections

The following new accounting policies and practices were selected and applied during the period:

FRASER VALLEY REGIONAL DISTRICT

When the Regional District purchased the Vedder River Campground, the acquisition included the purchase of the License of Occupation with the Crown – an intangible asset.

Management has determined that the intangible asset will be depreciated over its useful life and has estimated the useful life to be 20 years, which includes the initial term of the License and one renewal term.

We consider the selection and application of this accounting policy to be appropriate.

FRASER VALLEY REGIONAL HOSPITAL DISTRICT

The 9005 Mary Street parking lot has commenced operations; assets in use should be amortized.

Management has determined that the asset will be amortized over its useful life and has estimated the useful life of the parking lot to be 20 years.

We consider the selection and application of this accounting policy to be appropriate.

Adjustments and differences

Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences. Professional standards require that we request of management and the audit committee that all identified differences be corrected. We have already made this request of management.

Corrected adjustments

The management representation letter includes all adjustments identified as a result of the audit, communicated to management and subsequently corrected in the consolidated financial statements.

Uncorrected differences

We did not identify differences that remain uncorrected.

Control observations

In accordance with professional standards, we are required to communicate to the Audit Committee any control deficiencies that we identified during the audit and have determined to be significant deficiencies in ICFR.

Significant deficiencies

No significant deficiencies in ICFR were identified.

Other observations

Observation and implication:

It was identified that the engineering report used to calculate the asset retirement obligation related to the Chaumox Landfill was issued in 2012. Using a dated report to estimate the asset retirement obligation could lead to inaccurate reporting of the associated liability.

Recommendation:

Although there is no material effect on the Regional District's December 31, 2017 consolidated financial statements, we recommend that an updated report be performed by a third party specialist in 2018 and that this updated report be used to calculate the asset retirement obligation in upcoming years. Further, we recommend that the engineering report be updated every three to four years to ensure the liability is appropriately measured.

It is our understanding that the Regional District has engaged an engineering firm to provide a new report and that updated report will be available for the December 31, 2018 financial reporting date.

Appendices

Appendix 1: Required communications

Appendix 2: Management representation letter

Appendix 3: Financial statement trend analysis

Appendix 4: Value for fees

Appendix 5: Audit Quality and Risk Management

Appendix 6: Background and professional standards

Appendix 7: KPMG's Cyber Security Protocol

Appendix 8: Current developments

Appendix 1: Required communications

In accordance with professional standards, there are a number of communications that are required during the course of and upon completion of our audit. These include:

- **Required inquiries** – professional standards require that we obtain your views on risk of fraud. We make similar inquiries to management as part of our planning process.
- **Auditors' report** – the conclusion of our audit is set out in our draft auditors' report attached to the draft consolidated financial statements
- **Management representation letter** – In accordance with professional standards, copies of the management representation letter are provided to the Board. The management representation letter is attached.
- **Independence** – In accordance with professional standards, we have confirmed our independence on page 4.

Appendix 2: Management representation letters

FRASER VALLEY REGIONAL DISTRICT
45950 CHEAM AVENUE
CHILLIWACK, BC V2P 1N6

KPMG LLP
200-9123 Mary Street
Chilliwack, BC V2P 4H7
Canada

April 24, 2018

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of Fraser Valley Regional District ("the Entity") as at and for the period ended December 31, 2017.

GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated February 17, 2017, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements, such as all financial records and documentation and other matters, including (i) the names of all related parties and information regarding all relationships and transactions with related parties; and (ii) the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and providing you with access to such relevant information. All significant board and committee actions are included in the summaries.
 - c) providing you with additional information that you may request from us for the purpose of the engagement.
 - d) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
 - e) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.

- f) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- g) providing you with written representations that you are required to obtain under your professional standards and written representations that you determined are necessary.
- h) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that management, and others within the entity, did not intervene in the work the internal auditors performed for you.

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
 - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the financial statements and involves: management, employees who have significant roles in internal control over financial reporting, or others, where the fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

- 8) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

GOING CONCERN:

- 9) We have provided you with all relevant information relevant to the use of the going concern assumption in the financial statements.

MISSTATEMENTS:

- 10) We approve the corrected misstatements identified by you during the audit described in Attachment II.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

By: Mr. Mike Veenbaas, Director of Financial Services / CFO

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

RELATED PARTIES

In accordance with Public Sector Accounting Standards *related party* is defined as:

- when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Related parties also include management and immediate family members.

In accordance with Public Sector Accounting Standards a *related party transaction* is defined as:

- a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties.

Attachment II

Summary of corrected misstatements

							Impact on financial statement captions - DR(CR)										
#	Account #	Account Name	Description / Identified During	Error Type	Amount	Income Effect DR (CR)	Balance Sheet Effect					Cash Flow Effect			Statement of Comprehensive Income - Debit (Credit)	Recorded by	
					DR (CR)	Income effect	Equity at period end	Current Assets	Non-Current Assets	Current Liabilities	Non-Current Liabilities	Operating Activities	Investing Activities	Financing Activities			
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
1	12.01.01	Land	To adjust purchase of intangible asset and record amortization of intangible assets for the year.	Factual	(608,500)				(608,500)								
	12.03.01	Intangibles			608,500			608,500									
	12.03.11	Acc. Amortization - Intangibles			(30,425)			(30,425)									
	56.01	Amortization of intangibles			30,425		30,425										
Total effect of corrected misstatements							30,425		(30,425)								

FRASER VALLEY REGIONAL HOSPITAL DISTRICT
45950 CHEAM AVENUE
CHILLIWACK, BC V2P 1N6

KPMG LLP
200-9123 Mary Street
Chilliwack, BC V2P 4H7
Canada

April 24, 2018

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of Fraser Valley Regional Hospital District ("the Entity") as at and for the period ended December 31, 2017.

GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated February 17, 2017, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements, such as all financial records and documentation and other matters, including (i) the names of all related parties and information regarding all relationships and transactions with related parties; and (ii) the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and providing you with access to such relevant information. All significant board and committee actions are included in the summaries.
 - c) providing you with additional information that you may request from us for the purpose of the engagement.
 - d) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
 - e) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
 - f) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.

- g) providing you with written representations that you are required to obtain under your professional standards and written representations that you determined are necessary.
- h) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that management, and others within the entity, did not intervene in the work the internal auditors performed for you.

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
 - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the financial statements and involves: management, employees who have significant roles in internal control over financial reporting, or others, where the fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

- 8) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

GOING CONCERN:

- 9) We have provided you with all relevant information relevant to the use of the going concern assumption in the financial statements.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

- 10) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

By: Mr. Mike Veenbaas, Director of Financial Services / CFO

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

RELATED PARTIES

In accordance with Public Sector Accounting Standards *related party* is defined as:

- when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence.

In accordance with Public Sector Accounting Standards a *related party transaction* is defined as:

- a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties.

Appendix 3: Financial statement trend analysis

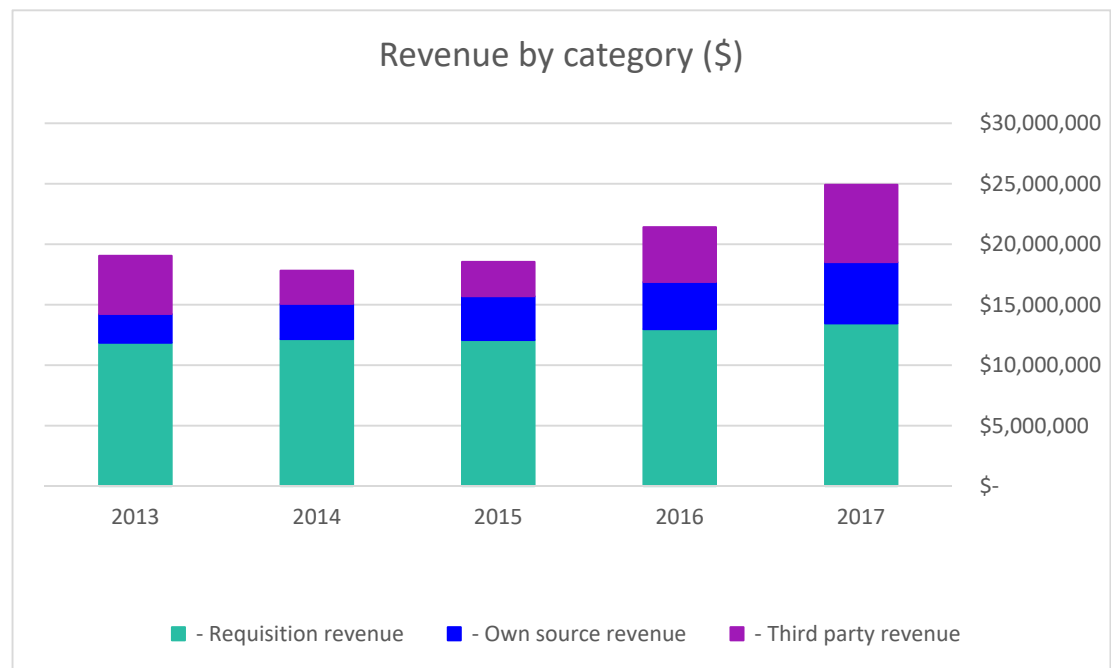
FRASER VALLEY REGIONAL DISTRICT – 5 year trend analysis

Overall revenues have increased 17% compared to 2016 and have increased an average of 7% per year.

The greatest growth in revenues was seen in third-party revenues which includes investment income, government grants, developer contributions, and other third party contributions – these revenues have increased 19% from 2016 with an average increase of 18%. Third party revenues make up 26% of total revenues (2016 – 19%).

Own-source revenues make up 20% of total revenues (2016 – 19%) and have increased by an average of 12%. This includes utility service fees and sales of services.

Taxation revenues make up 54% of total revenues (2016 – 62%), and has increased an average of 2.0% per year.



FRASER VALLEY REGIONAL DISTRICT – 5 year trend analysis (continued)

Total expenses (excluding amortization and depreciation) have increased 15% over the prior year (2016 – 4%) with an average increase of 8% per year.

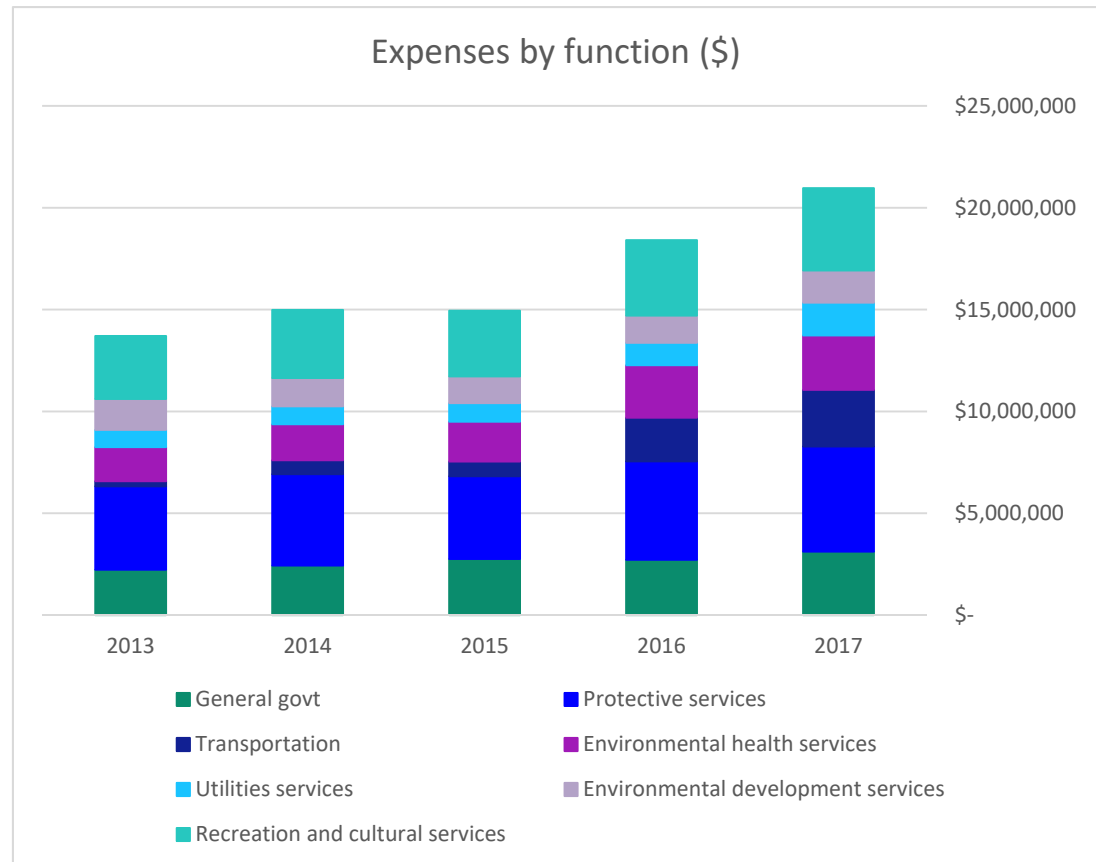
The greatest average growth in expenses was seen in transportation services. Transportation make up 13% of total expenses (2016 – 14%) and have increased an average of 33% per year.

Utilities services make up 7% of total expenses (2016 – 6%) and has increased an average of 13% per year.

Environmental health services make up 12% of total expenses (2016 – 12%) and have increased an average of 9% per year.

General government services make up 14% (2016 – 15%) of total expenses and have increased an average of 5% per year.

Protective, environmental development, and recreational and cultural services have experienced less growth, with average growth rates of 3%, 3%, and 4% per year, respectively.

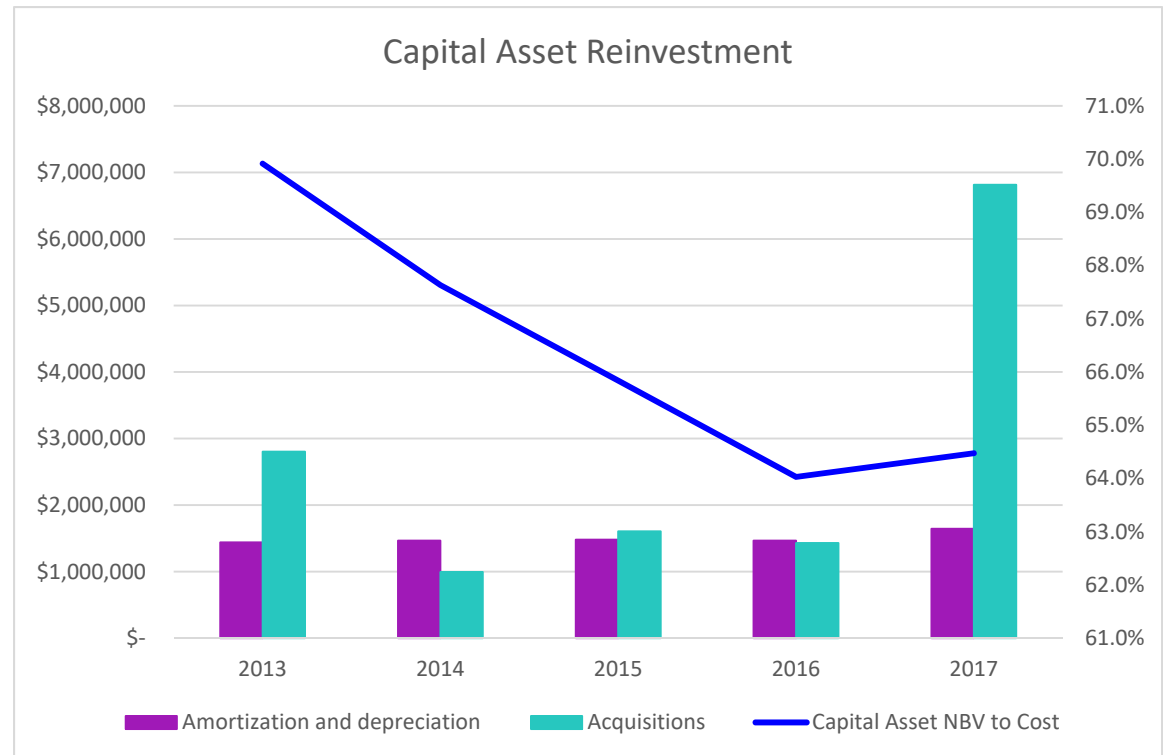


FRASER VALLEY REGIONAL DISTRICT – 5 year trend analysis (continued)

Capital asset net book value to cost is a metric that can be used to analyse the District's infrastructure. Total capital asset NBV as a percentage of cost has remained consistent with 2016 at around 64%. The decline in this metric from 2013 to 2016 indicated aging infrastructure, and the plateau in 2017 is a result of the District's significant investment in capital assets during the year.

Total annual acquisition of capital assets has increased to nearly \$7.0 million. This is a significant increase over prior years where annual capital asset acquisition averaged about \$1.7 million per year. \$4.8 million of the acquisitions in 2017 remain in assets under construction at year end.

Amortization and depreciation has remained consistent at approximately \$1.5 million per year but can be expected to increase as the District acquires and constructs more capital assets and invests in infrastructure.

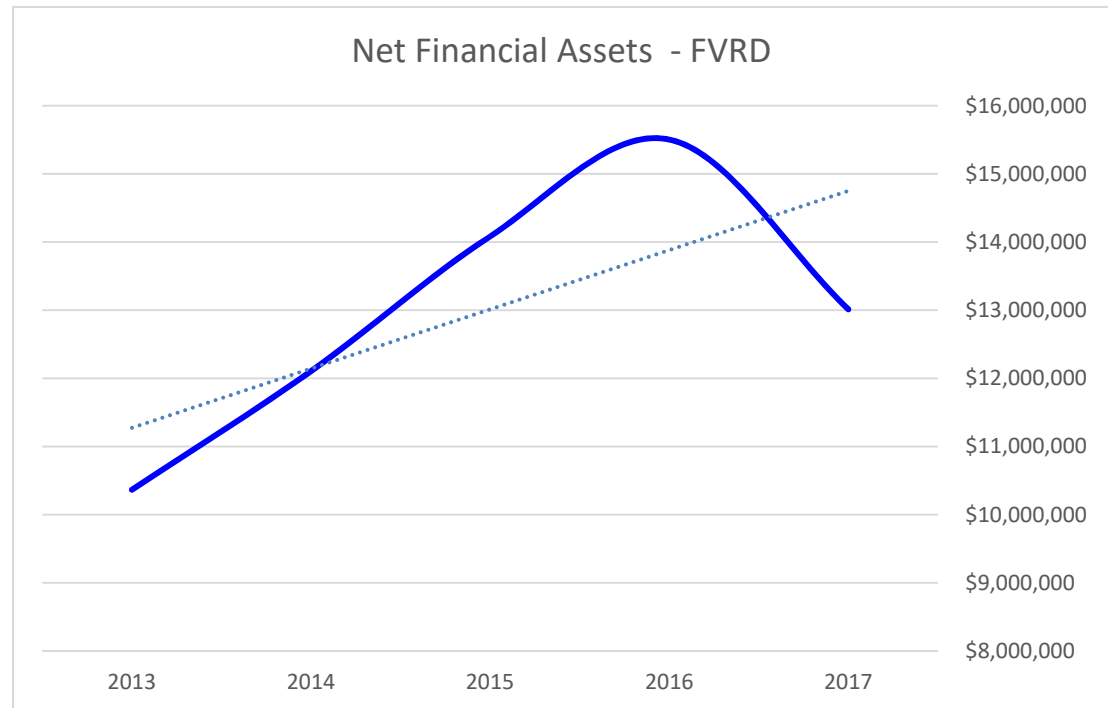


FRASER VALLEY REGIONAL DISTRICT – 5 year trend analysis (continued)

Net financial assets is a measurement of the available financial resources that the Regional District has to finance future operations.

On average, net financial assets has increased at a rate of 4.7% per year, representing an accumulation of financial assets and unspent revenues.

In the current year, net financial assets has decreased 16% from 2016. This is a result of the Regional District's significant investment in capital assets funded from their own resources.

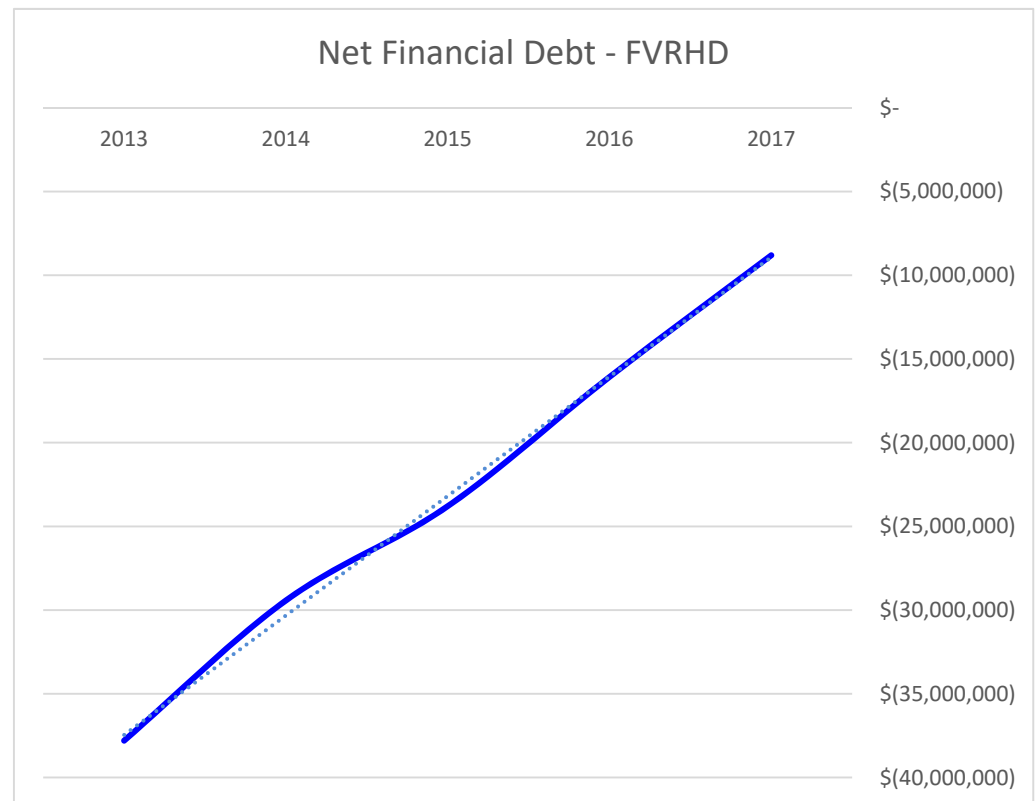


FRASER VALLEY REGIONAL HOSPITAL DISTRICT – 5 year trend analysis

Net financial debt is a measurement of the net indebtedness that the Hospital District is carrying from period-to-period.

The net financial debt has been decreasing at an average rate of 25.3% per year with a decrease of 45% when compared to 2016. This represents an accumulation of financial assets and paying down of indebtedness. Specifically, investments have increased \$5.5 million and debenture debt has decreased \$2.9 million compared to 2016.

We note that FVRHD is able to reduce this debt from future requisitions.



Appendix 4: Value for fees

The Value of our Audit Services

We recognize that the primary objective of our engagement is the completion of the audit of the consolidated financial statements in accordance with professional standards. We also believe that our role as external auditor of the District and the access to information and people in conjunction with our audit procedures, place us in a position to provide other forms of value. We know that you expect this of us.

We understand your expectations. To facilitate a discussion (either in the upcoming meeting or in separate discussions), we have outlined some of the attributes of our team and our processes that we believe enhanced the value of our audit service. We recognize that certain of these items are necessary components of a rigorous audit.

We welcome your feedback.

- Extensive industry experience on our audit team – as you have experienced, the senior members of our team have extensive experience in audits of organizations in the public sector. This experience ensures that we are well positioned to identify and discuss observations and insights that are important to you.
- Current development update sessions – we organize seminars for our clients on current developments on financial reporting and other matters that are likely to be significant to the District and your team. These sessions will assist the District in proactively responding to / addressing financial reporting and regulatory changes.
- Involvement of specialists – Our audit team is supported by KPMG specialists in CRA compliance and information risk management. We expect each of these specialists to provide insights and observations as a result of their audit support processes.

Appendix 5: Audit Quality and Risk Management

KPMG maintains a system of quality control designed to reflect our drive and determination to deliver independent, unbiased advice and opinions, and also meet the requirements of Canadian professional standards. Quality control is fundamental to our business and is the responsibility of every partner and employee. The following diagram summarises the six key elements of our quality control systems.

Visit our [Audit Quality Resources page](#) for more information including access to our audit quality report, [Audit quality: Our hands-on process](#).

— Other controls include:

- Before the firm issues its audit report, the Engagement Quality Control Review reviews the appropriateness of key elements of publicly listed client audits.
- Technical department and specialist resources provide real-time support to audit teams in the field.

- We conduct regular reviews of engagements and partners. Review teams are independent and the work of every audit partner is reviewed at least once every three years.
- We have policies and guidance to ensure that work performed by engagement personnel meets applicable professional standards, regulatory requirements and the firm's standards of quality.
- All KPMG partners and staff are required to act with integrity and objectivity and comply with applicable laws, regulations and professional standards at all times.



- We do not offer services that would impair our independence.
- The processes we employ to help retain and develop people include:
 - Assignment based on skills and experience;
 - Rotation of partners;
 - Performance evaluation;
 - Development and training; and
 - Appropriate supervision and coaching.
- We have policies and procedures for deciding whether to accept or continue a client relationship or to perform a specific engagement for that client.
- Existing audit relationships are reviewed annually and evaluated to identify instances where we should discontinue our professional association with the client.

Appendix 6: Background and professional standards

Internal control over financial reporting

As your auditors, we are required to obtain an understanding of internal control over financial reporting (ICFR) relevant to the preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.

Our understanding of ICFR was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies and therefore, there can be no assurance that all significant deficiencies and other control deficiencies have been identified. Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors.

The control deficiencies communicated to you are limited to those control deficiencies that we identified during the audit.

Documents containing or referring to the audited consolidated financial statements

We are required by our professional standards to read only documents containing or referring to audited consolidated financial statements and our related auditors' report that are available through to the date of our auditors' report. The objective of reading these documents through to the date of our auditors' report is to identify material inconsistencies, if any, between the audited consolidated financial statements and the other information. We also have certain responsibilities, if on reading the other information for the purpose of identifying material inconsistencies, we become aware of an apparent material misstatement of fact.

We are also required by our professional standards when the consolidated financial statements are translated into another language to consider whether each version, available through to the date of our auditors' report, contains the same information and carries the same meaning.

Appendix 7: KPMG's Cyber Security Protocol

This summary is intended to provide management and the Board with some insight into KPMG's strategies and procedures regarding our cyber defence.

KPMG Global

KPMG Global provides managed security services for member firms which includes 24x7 monitoring and alerting services to identify potential attacks on our environment. We use a series of centrally managed firewalls among our network of member firms to identify and address potential attacks to member firms and to prevent attacks from spreading between member firms. This approach was in place during the Wanna Cry outbreak and was a critical element in our successful defence against that incident.

KPMG Global has also implemented enhanced email protection to address malware and attacks through email and we have implemented automated vulnerability detection services. This service scans equipment that is exposed to the Internet and identifies known vulnerabilities on a real-time basis. "Good housekeeping" is a central tenet of our approach and we continue to focus on known vulnerabilities and patching.

KPMG Global believes the cloud represents a secure environment when appropriately configured and monitored as a platform to deliver services. Our approach to secure the cloud includes deploying full-time, dedicated security and privacy resources, integrating the cloud platform into our managed security services to promote "good housekeeping," and deploying a continuous monitoring plan for each of the cloud platforms that we deploy to member firms and to our clients.

KPMG Global has invested heavily in enhancing the security of our environment, evidenced by the introduction of our Global Security Operations Centre, managed services and other enhancements to our cyber defence.

KPMG Canada Approach

- KPMG Canada does not currently use Office 365 or Cloud based email.
- Cloud environments provide robust security when properly configured, with proper password management.
- The Canadian firm's email servers are hosted in Canada and controlled and managed by KPMG Canada.
- In compliance with our global security controls, we enforce strong passwords that need to be renewed at regular intervals.
- We also maintain a specific IT security platform for the maintenance and management of privileged accounts.
- KPMG's Information Security Program is built on a comprehensive framework of policies, standards, and processes based on ISO 27001:2013.
- KPMG's security requirements are set out in Global Information Security Policies and Standards (GISP).
- The Canadian firm undergoes an internal audit every year to ensure compliance to key security controls in the GISP.
- Every three years, the Canadian firm goes through a Compliance Review conducted by a team from non-Canadian member firms.

Appendix 8: Current developments

The following is a summary of the current developments that are relevant to the District:

Canadian public sector accounting standards

Standard	Summary and implications
Related Party Transactions and Inter-entity Transactions	<ul style="list-style-type: none"> — Two new Handbook sections were approved in December 2014, effective for fiscal years beginning on or after April 1, 2017. — Related parties include entities that control or are controlled by a reporting entity, entities that are under common control and entities that have shared control over or that are subject to shared control of a reporting entity. — Individuals that are members of key management personnel and close members of their family are related parties. Disclosure of key management personnel compensation arrangements, expense allowances and other similar payments routinely paid in exchange for services rendered is not required. — Determining which related party transactions to disclose is a matter of judgment based on assessment of: <ul style="list-style-type: none"> • the terms and conditions underlying the transactions; • the financial significance of the transactions; • the relevance of the information; and • the need for the information to enable users' understanding of the consolidated financial statements and for making comparisons. — A related party transaction, with the exception of contributed goods and services, should normally be recognized by both a provider organization and a recipient organization on a gross basis. — Related party transactions, if recognized, should be recorded at the exchange amount. A public sector entity's policy, budget practices or accountability structures may dictate that the exchange amount is the carrying amount, consideration paid or received or fair value.

Standard	Summary and implications
Asset Retirement Obligations	<ul style="list-style-type: none"> — A new standard is under development addressing the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets in productive use. Retirement costs would be recognized as an integral cost of owning and operating tangible capital assets. PSAB currently contains no specific guidance in this area. — PSAB recently released an Exposure Draft following the consideration of comments received in response to the previously released Statement of Principles. Responses are currently under deliberation. — The proposed ARO standard would require the District to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets ("TCA"). — As a result of the proposed standard, the Regional District would have to <ul style="list-style-type: none"> ○ consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset; ○ carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements; and ○ begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify AROs and obtain information to estimate the value of potential AROs to avoid unexpected issues. — The Exposure Draft has a proposed effective date of April 1, 2021 for the standard.

Standard	Summary and implications
Employee future benefit obligations	<ul style="list-style-type: none"> — Given the complexity of issues involved and potential implications of any changes that may arise from review of PS3250 Retirement Benefits and PS3255 Post-Employment Benefits, PSAB is undertaking this project in phases. Phase I will address specific issues related to measurement of employment benefits. Phase II will address accounting for plans with risk sharing features, multi-employer defined benefit plans and sick leave benefits. — An Invitation to comment was issued in November 2016 and closed March 2017, seeking guidance on whether the deferral provisions in existing public sector standards remain appropriate and justified and the appropriateness of accounting for various components of changes in the value of the accrued benefit obligation and plan assets. Responses are currently under deliberation. — The ultimate objective of this project is to issue a new employment benefits section to replace existing guidance.
Revenue	<ul style="list-style-type: none"> — PSAB is proposing a single framework to categorize revenues to enhance the consistency of revenue recognition and its measurement. — An Exposure Draft (ED) was issued in May 2017 seeking feedback from stakeholders. Responses are currently under deliberation. — The ED proposes that in the case of revenues arising from an exchange, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations. — The ED proposes that unilateral revenues arise when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue. — The new section would be applied retroactively with restatement for fiscal years beginning on or after April 1, 2021.
Assets, Contingent Assets and Contractual Rights	<ul style="list-style-type: none"> — Three new Handbook sections were approved in March 2015, effective for fiscal years beginning on or after April 1, 2017. — The intended outcome of the three new Handbook Sections is improved consistency and comparability. — The standard includes enhanced guidance on the definition of assets and disclosure of assets to provide users with better information about the types of resources available to the public sector entity. — Disclosure of contingent assets and contractual rights is required to provide users with information about the nature, extent and timing of future assets and potential assets and revenues available to the public sector entity when the terms of those contracts are met.

kpmg.ca/audit



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FRASER VALLEY REGIONAL DISTRICT
BOARD OF DIRECTORS MEETING
OPEN MEETING MINUTES



Tuesday, March 27, 2018
7:00 pm
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present	Director Jason Lum, City of Chilliwack, Chair Director Dennis Adamson, Electoral Area B Director Pam Alexis, District of Mission Director Ray Boucher, Electoral Area F Director Kelly Chahal, City of Abbotsford Director Bill Dickey, Electoral Area D Director Taryn Dixon, Electoral Area H Director Orion Engar, Electoral Area E Director Leo Facio, Village of Harrison Hot Springs Director Sharon Gaetz, City of Chilliwack Director Moe Gill, City of Abbotsford Director Jim Hinds, District of Mission Director Dave Loewen, City of Abbotsford Director Henry Braun, City of Abbotsford Director Alec Niemi, Electoral Area C Director Terry Raymond, Electoral Area A Director Patricia Ross, City of Abbotsford Director Chuck Stam, City of Chilliwack Director Al Stobbart, Electoral Area G Director John Van Laerhoven, District of Kent Alt. Director Brenda Falk, City of Abbotsford Alt. Director Chris Kloot, City of Chilliwack
Regrets	Director Wilfried Vicktor, District of Hope Director Sam Waddington, City of Chilliwack Director Ross Siemens, City of Abbotsford
Staff Present	Paul Gipps, Chief Administrative Officer Mike Veenbaas, Director of Financial Services Suzanne Gresham, Director of Corporate Initiatives Barclay Pitkethly, Director of Regional Programs Tareq Islam, Director of Engineering and Community Services Margaret Thornton, Director of Planning & Development Stacey Barker, Deputy Director of Regional Programs Jaime Schween, Manager of Corporate Administration

Jennifer Kinneman, Manager of Corporate Affairs & Strategic Communications
Alison Stewart, Manager of Strategic Planning
Lance Lilley, Planner II – Environmental Planning
Jamie Benton, Environmental Services Coordinator
Matthew Fang, Network Analyst I
Chris Lee, Executive Assistant
Amanda Molloy, Executive Assistant to CAO and Board (Recording Secretary)

6 members of the public were in attendance.

1. CALL TO ORDER

The open meeting was called to order at 7:08pm

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By FACIO

Seconded By BOUCHER

THAT the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of March 27, 2018 be approved;

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

CARRIED

All/Unweighted

3. DELEGATIONS AND PRESENTATIONS

None.

4. BOARD MINUTES & MATTERS ARISING

4.1 Board Meeting - February 27, 2018

Moved By ROSS

Seconded By GAETZ

THAT the Minutes of the Fraser Valley Regional District Board Open Meeting of February 27, 2018 be adopted.

CARRIED

All/Unweighted

4.2 Special Minute - Boston Bar Landfill Closure

Moved By RAYMOND

Seconded By STOBART

THAT Special Minute dated March 1, 2018 with respect to the Boston Bar Landfill Closure be adopted.

CARRIED

All/Unweighted

4.3 Special Minute - Assent Voting Opportunity (Referendum): Proposed North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018

Moved By DIXON

Seconded By STAM

THAT the Special Minute dated March 5, 2018 with respect to Assent Voting Opportunity (Referendum): Proposed North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018 be adopted.

CARRIED

All/Unweighted

5. COMMITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING

The following items were received for information:

5.1 Draft Regional and Corporate Services Committee - March 13, 2018

- 5.2 **Draft Electoral Area Services Committee - March 13, 2018**
- 5.3 **Draft Fraser Valley Aboriginal Relations Committee - February 20, 2018**
- 5.4 **Internal Affairs Committee - February 27, 2018**

6. CORPORATE ADMINISTRATION

- 6.1 **Regional District Building Bylaw Contraventions at 4135 Slesse Road, Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as Lot 5 Section 33 Township 1 Range 29 West of the Sixth Meridian New Westminster District Plan 24**

Moved By DICKY

Seconded By ENGAR

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley *Regional District Building Bylaw No. 1188, 2013, Zoning Bylaw for Electoral Area "E", 1976 of the Regional District of Fraser-Cheam, and the Fraser Valley Regional District Official Community Plan for Electoral Area E Bylaw No. 1115, 2011* at 4135 Slesse Road, Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as Lot 5 Section 33 Township 1 Range 29 West of the Sixth Meridian New Westminster District Plan 24441); Parcel Identifier 009-331-247.

CARRIED

All/Unweighted

Discussion ensued regarding the voluntary compliance model and progressive enforcement strategy used by FVRD. It was noted that staff have notified Fraser Health and Fisheries and Oceans Canada of the property infractions as well, as there is a creek that runs through the property, and will follow up on any action taken by those departments. It was also discussed that when FVRD staff are notified of a possible medical marijuana growth facility, the FVRD procedure is to primarily attend the property alongside the RCMP. Margaret Thornton, Director of Planning and Development, noted that this procedure may contribute to a delayed response as the site visit needs to be coordinated with all parties.

6.2 Regional District Building Bylaw Contraventions at 13089 Sylvester Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 2 Section 30 Township 21 New Westminster District Plan 69714 (Parcel Identifier 001-905-1

Moved By BOUCHER

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 13089 Sylvester Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 2 Section 30 Township 21 New Westminster District Plan 69714); Parcel Identifier 001-905-147.

CARRIED

All/Unweighted

6.3 Appointment of Deputy Fire Chief for Yale and District Volunteer Fire Department

Moved By ADAMSON

Seconded By BRAUN

THAT the Fraser Valley Regional District appoint Shawn Dearden as Deputy Fire Chief for Yale and District Volunteer Fire Department in accordance with the *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*

CARRIED

All/Unweighted

7. FINANCE

None.

8. BYLAWS

8.1 Fraser Valley Regional District Election Procedures Bylaw No. 1442, 2017

Moved By ALEXIS
Seconded By FACIO

THAT the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Election Procedures Bylaw No. 1442, 2017*.

CARRIED

All/Unweighted

Moved By STOBART
Seconded By VAN LAERHOVEN

THAT the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Election Procedures Bylaw No. 1442, 2017*.

CARRIED

All/Unweighted

Moved By STAM
Seconded By ROSS

THAT the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Election Procedures Bylaw No. 1442, 2017*.

CARRIED

All/Unweighted (2/3 Majority)

8.2 FVRD Vedder River Campground Regulations, Fees and Other Charges Bylaw, 1476, 2018

Moved By DICKEY
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Vedder River Campground Regulation, Fees and Other Charges Bylaw No. 1476, 2018*.

CARRIED

All/Weighted (except Abbotsford)

Moved By NIEMI
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Vedder River Campground Regulation, Fees and Other Charges Bylaw No. 1476, 2018*.

CARRIED

All/Weighted (except Abbotsford)

Moved By STAM
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Vedder River Campground Regulation, Fees and Other Charges Bylaw No. 1476, 2018*.

CARRIED

All/Weighted (except Abbotsford) (2/3 Majority)

8.3 FVRD Sub-Regional Parks Service Area Establishment Bylaw No. 1454, 2017

Moved By BRAUN
Seconded By FALK

THAT the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Sub-Regional parks Service Area Establishment Bylaw No. 1454, 2017*.

CARRIED

All/Unweighted

8.4 FVRD Regional Parks Service Area Amendment Bylaw No. 1455, 2017

Moved By STOBART

Seconded By NIEMI

THAT the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Regional Parks Service Area Amendment Bylaw No. 1455, 2017*.

CARRIED

All/Unweighted

8.5 FVRD Electoral Area F Zoning Amendment Bylaw No. 1458, 2017 for 11223 Stave Lake Road, Electoral Area “F”

Moved By BOUCHER

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board give first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1458, 2017* for a text amendment for the purpose of facilitating subdivision;

CARRIED

EAs/Unweighted

Moved By BOUCHER

Seconded By STOBART

THAT the *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1458, 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 Electoral Area F Zoning Amendment Bylaw No. 1458, 2017* to Director Boucher or his alternate in his absence;

THAT Director Boucher or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1458, 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 Electoral Area F Zoning Amendment Bylaw No. 1458, 2017* in accordance with the Local Government Act;

AND FURTHER THAT in the absence of Director Boucher, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1458, 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.

CARRIED

EAs/Unweighted

Moved By GAETZ

Seconded By BRAUN

THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1458, 2017*.

CARRIED

All/Weighted

8.6 FVRD Official Community Plan Amendment Bylaw 1460, 2017 to facilitate the redevelopment of 45900 Sleepy Hollow Road, Electoral Area H into a single family residential subdivision.

Discussion ensued regarding the public meetings and public hearings that have taken place up to this point.

Moved By DIXON

Seconded By ADAMSON

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1460, 2017* be referred to Staff and the Electoral Area Services Committee for further consideration and a new Public Hearing.

CARRIED

EAs/Unweighted

8.7 FVRD Zoning Amendment Bylaw No. 1461, 2017 to facilitate the redevelopment of 45900 Sleepy Hollow Road, Electoral Area H into a single family residential subdivision

Moved By DIXON

Seconded By ADAMSON

THAT proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1461, 2017* be referred to Staff and the Electoral Area Services Committee for further consideration and a new Public Hearing.

CARRIED

EAs/Unweighted

9. PERMITS

9.1 Application for Development Variance Permit 2018-05 to Increase the Height of a new Single Family Dwelling at 1162 Iverson Road, Electoral Area “H” from 10 metres to 13.3 metres

A representative from the developing company, located at 4460 50 A Street, Delta, BC, spoke in favour of the Development Variance Permit 2018-05.

Discussion ensued regarding the use of ALR land on the property. Concerns were expressed over the size and height of the proposed building. It was noted that the structure will not be built on farmable land.

Moved By DIXON

Seconded By BOUCHER

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-05 to increase the maximum height of a house from 10 metres to 13.3 metres for a house at 1162 Iverson Road, Electoral Area “H”.

CARRIED

EAs/Unweighted

Staff were asked to bring forward a draft policy around future large home developments on ALR land. Mr. Gipps noted that this matter will be brought to the Electoral Area Services Committee for further discussion.

9.2 Application for Development Variance Permit 2018-09 to vary the front lot line setback requirement for a Single Family Dwelling at 50912 Winona Road, Electoral Area E.

Moved By DICKY

Seconded By BOUCHER

THAT the Fraser Valley Regional District issue Development Variance Permit 2018-09 subject to comments or concerns raised by the public.

DEFEATED

EAs/Unweighted

Directors Dixon, Boucher, Dickey, Adamson and Engar opposed

Discussion ensued regarding concerns raised by the public and further information required, resulting in the following motion:

Moved By ADAMSON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2018-09 to FVRD staff.

CARRIED

EAs/Unweighted

9.3 Application for Development Variance Permit 2018-10 to vary the rear lot line setback for a proposed single family dwelling at 1-3655 Vance Road, Electoral Area H.

Dennis Townsend of 45645 Rachel Place spoke in opposition of Development Variance Permit 2018-10.

Jeremy Rabel of 45635 Rachel Place spoke in opposition of Development Variance Permit 2018-10.

Dennis Townsend spoke for a second time in opposition of Development Variance Permit 2018-10.

Moved By DIXON

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2018-10 to FVRD staff.

CARRIED

EAs/Unweighted

9.4 Application for Development Variance Permit 2018-11 to vary the side and front lot line and the gross floor area for a proposed workshop at 30420 Trans-Canada Highway, Electoral Area B.

Moved By ADAMSON

Seconded By RAYMOND

THAT the Fraser Valley Regional District issue Development Variance Permit 2018-11 subject to comments or concerns raised by the public.

CARRIED

EAs/Unweighted

9.5 Application for Development Variance Permit 2018-12 to vary the side lot line setback requirements for a proposed shop at 53709 McGregor Road, Electoral Area D.

Moved By DICKY
Seconded By ENGAR

THAT the Fraser Valley Regional District issue Development Variance Permit 2018-12 subject to comments or concerns raised by the public.

CARRIED

EAs/Unweighted

10. CONTRACTS, COVENANTS AND OTHER AGREEMENTS

10.1 Deroche Community Christian Fellowship Rental of Deroche Community Access Centre

Moved By FACIO
Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize its signatories to enter into a one year agreement with the Deroche Community Christian Fellowship, for rental of space at the FVRD Deroche Community Access Centre at a cost of \$100 per month.

CARRIED

All/Weighted

11. OTHER MATTERS

11.1 Metro Vancouver Mobility Pricing Independent Commission Update

Moved By ALEXIS
Seconded By CHAHAL

THAT the Fraser Valley Regional District Board Chair write a letter to Minister Selina Robinson requesting that the Metro Vancouver Mobility Pricing Independent Commission consult with the residents of the Fraser Valley Regional District;

AND THAT the letter requests that the Fraser Valley Regional District be advised of the outcome of the Commission's consultation.

CARRIED

All/Unweighted

11.2 Successful 2017 Gas Tax Strategic Priorities Fund Application – FVRD Outdoor Recreation and Tourism Infrastructure Management Plan

The corporate report dated March 27, 2018 from David Urban, Manager of Outdoor Recreation Planning and Alison Stewart, Manager of Strategic Planning, was received for information.

11.3 Air Quality Education Program

Discussion ensued regarding the methods FVRD staff are using to advertise the program to local school districts. Staff noted that there were several recommendations from the Regional and Corporate Services Committee, including offering a workshop to teachers during professional development days, and staff are currently looking into these avenues.

Moved By ALEXIS

Seconded By FALK

THAT the Fraser Valley Regional District (FVRD) continue to offer the ‘Love Our Air’ school air quality education program in the 2018/2019 school year for a cost of not more than \$25,000 to be funded out of the existing air quality operations budget.

CARRIED

All/Unweighted

11.4 ALC Application for a Subdivision (boundary adjustment) at 11180 Popkum Road North, Electoral Area “D”

Director Dickey noted as a result of this potential boundary adjustment, the FVRD will gain access to a 4.0 acre portion of riverfront property, which could act as an access point to Cheam Wetlands Regional Park.

Moved By DICKEY
Seconded By NIEMI

THAT the Fraser Valley Regional District Board forward the application for subdivision (boundary adjustment) application 3015-20 2018-01 to the Agricultural Land Commission with support as outlined in the corporate report dated March 27, 2018.

CARRIED

EAs/Unweighted

11.5 FVRD and SXTA C2C Forum Final Report

It was noted that an attendee from Metro Vancouver is missing on the attendance list. Staff will ensure all records are updated.

Moved By FALK
Seconded By STOBART

THAT the Fraser Valley Regional District (FVRD) Board approve the final report of the FVRD and Stó:lō Xwexwilmexw Treaty Association (SXTA) Community-to-Community (C2C) Forum for submission to the Union of BC Municipalities (UBCM).

CARRIED

All/Unweighted

11.6 Provincial Speculation Tax

Discussion ensued regarding the recent updates that have been made to the taxation requirements. Chair Lum noted that there may be further amendments made to the tax as local government staff and provincial staff continue to assess the requirements.

11.7 Fraser Basin Council Fraser Valley Update - February and March, 2018

Director Alexis provided a brief update from the Fraser Basin Council, and noted that there will be a Fraser Basin Council meeting and dinner event held on June 13 and 14, 2018 in Mission. Director Alexis noted the evening event will take place on June 13, 2018 and that more details will be available at a future time.

12. CONSENT AGENDA

12.1 CONSENT AGENDA - FULL BOARD

Moved By GAETZ

Seconded By HINDS

THAT the following Consent Agenda item 12.1.1 be endorsed:

12.1.1 EASC-MARCH 2018

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Chilliwack Area Lions Clubs, funded from the Electoral Area "H" grant-in-aid budget, to help offset the costs of the Cultus Lake Pike Minnow Fishing Derby.

CARRIED

All/Unweighted

12.2 CONSENT AGENDA - ELECTORAL AREAS

Moved By DICKEY

Seconded By STOBART

THAT the following Consent Agenda item 12.2.1 be endorsed:

12.2.1 EASC-MARCH 2018

THAT the Fraser Valley Regional District Board approve the allocation of the 2018 Electoral Area Community Works Funds based on the following formula:

Each Electoral Area receiving a base allocation of \$5,000, and

The remainder allocated on a pro-rata basis, based on the 2016 Census including subsequent population changes certified by the Ministry of Municipal Affairs and Housing.

CARRIED

EAs/Unweighted

13. ADDENDA ITEMS/LATE ITEMS

None.

14. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION [14.1 & 14.2]

The following reports from committee meetings were received for information:

14.1 Transfer of Metro Vancouver Regional Parks within the City of Abbotsford [March 2018 RACS]

14.2 Hatzic Island Discussion Paper - Stakeholders Discussion [March 2018 EASC]

15. ITEMS FOR INFORMATION AND CORRESPONDENCE [15.1 - 15.9]

The following items were received for information:

15.1 Letter dated February 22, 2018 from The Corporation of the Township of Spallumcheen to City of Courtenay regarding '2018 Resolution - Asset Management'.

- 15.2 Letter dated February 13, 2018 from City of Courtenay to Association of Vancouver Island and Coastal Communities regarding '2018 Resolution - Asset Management'.
- 15.3 Letter of support dated March 1, 2018 from Village of Port Alice to Hon. Minister of Public Safety and Solicitor General regarding 'Revenue from Cannabis Sales - Equitable Share between Province and Local Government'.
- 15.4 Letter of support dated March 6, 2018 from Village of Harrison Hot Springs to District of Sicamous regarding 'Cannabis Sales Revenue Sharing'.
- 15.5 Letter dated February 28, 2018 from Town of Ladysmith to Hon. Minister of Municipal Affairs and Housing regarding 'Cannabis Sales Revenue Sharing'.
- 15.6 Letter of concern dated March 16, 2018 from The Corporation of the District of Peachland to Minister of Municipal Affairs and Housing regarding 'Cannabis Sales Revenue Sharing'.
- 15.7 Letter of support dated March 6, 2018 from Village of Harrison Hot Springs to the District of West Vancouver regarding submission of resolution to LMLGA regarding 'New Municipal Tax Classes'.
- 15.8 Thompson-Nicola Regional District Board Highlights - March 15, 2018
- 15.9 Squamish-Lillooet Regional District Update - February 2018

16. REPORTS BY STAFF

None.

17. REPORTS BY BOARD DIRECTORS

Director Engar noted a resident of the Chilliwack River Valley was recognized for their volunteer efforts at the annual BC Community Achievement Awards.

Director Facio reminded Directors that the inaugural FVRD Golf Tournament and dinner will take place on July 18, 2018 at the Village of Harrison Hot Springs. Dinner will take place at the Harrison Hot Springs Resort.

Alternate Director Kloot noted that there will be a public engagement event on revitalization of the Agricultural Land Reserve and the Agricultural Land Commission. The public events are currently open to participation online, or via mail or email. More information can be found on the website <http://engage.gov.bc.ca/agriculturallandreserve>.

18. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

A question was posed by Dennis Townsend asking how many Directors travel more than 90kms to attend Board meetings.

19. RESOLUTION TO CLOSE MEETING

Moved By FACIO

Seconded By NIEMI

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 to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(a) of the *Community Charter* - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;
- Section 90(1)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the regional district;
- Section 90(1)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that could reasonably be expected to harm the interests of the regional district if they were held in public; and
- Section 90(2)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the regional district 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.

CARRIED

All/Unweighted

The open meeting recessed at 8:24pm

20. RECONVENE OPEN MEETING

The open meeting reconvened at 9:06pm.

21. RISE AND REPORT OUT OF CLOSED MEETING

21.1 Recreation, Culture & Airpark Services Commission Appointment of Members at Large

Moved By ADAMSON
Seconded By STOBART

THAT Dianne Davies be appointed to the Recreation, Culture and Airpark Services Commission as the Electoral Area B Member at Large for the 2018-19 term.

CARRIED

All/Unweighted

21.2 Recreation, Culture & Airpark Services Commission Appointment of Members at Large

Moved By RAYMOND
Seconded By CHAHAL

THAT Hilary Kennedy be appointed to the Recreation, Culture and Airpark Services Commission as the District of Hope Member at Large for the 2018-19 term.

CARRIED

All/Unweighted

22. ADJOURNMENT

Moved By STAM
Seconded By VAN LAERHOVEN

THAT the Fraser Valley Regional District Board Open Meeting of March 27, 2018 be adjourned.

CARRIED

All/Unweighted

The open meeting adjourned at 9:06pm.

MINUTES CERTIFIED CORRECT:

Director Jason Lum, Chair

Corporate Officer/Deputy

**FRASER VALLEY REGIONAL DISTRICT
REGIONAL AND CORPORATE SERVICES COMMITTEE
OPEN MEETING MINUTES**

Tuesday, April 10, 2018
9:00 a.m.
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Jason Lum, Chair, City of Chilliwack
Director Patricia Ross, City of Abbotsford
Director Pam Alexis, District of Mission
Director Ray Boucher, Electoral Area F
Director Henry Braun, City of Abbotsford
Director Bill Dickey, Electoral Area D
Director Sharon Gaetz, City of Chilliwack
Director Alec Niemi, Electoral Area C
Director John Van Laerhoven, District of Kent
Director Wilfried Vicktor, District of Hope
Director Orion Engar, Electoral Area E
Alt. Director John Buckley, Village of Harrison Hot Springs

Regrets: Director Terry Raymond, Electoral Area A
Director Leo Facio, Village of Harrison Hot Springs

Staff Present: Paul Gipps, Chief Administrative Officer
Mike Veenbaas, Director of Financial Services
Suzanne Gresham, Director of Corporate Initiatives
Barclay Pitkethly, Director of Regional Programs
Margaret-Ann Thornton, Director of Planning & Development
Stacey Barker, Deputy Director of Regional Programs
Jennifer Kinneman, Manager of Corporate Affairs
David Urban, Manager of Recreation and Outdoor
Alison Stewart, Manager of Strategic Planning
Christina Vugteveen, Manager of Parks
Jaime Schween, Manager of Corporate Administration
Adriana Snashall, Bylaw and Enforcement Compliance Officer
Lance Lilley, Environmental Planner
Micha Gutmanis, Environmental Services Coordinator
Johannes Bendle, Planner I
Matthew Fang, Network Analyst I
Amanda Molloy, Executive Assistant
Chris Lee, Recording Secretary

1. CALL TO ORDER

Chair Lum called the meeting to order at 9:00 a.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By BOUCHER

Seconded By ALEXIS

THAT the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of April 10, 2018 be approved;

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

CARRIED

3. MINUTES/MATTERS ARISING

3.1 Minutes of the Regional and Corporate Services Committee Open Meeting - March 13, 2018

Moved By GAETZ

Seconded By ENGAR

THAT the Minutes of the Regional and Corporate Services Committee Open Meeting of March 13, 2018 be adopted.

CARRIED

4. CORPORATE ADMINISTRATION

4.1 Board Orientation

A video clip entitled '*What is Local Government?*' prepared by the Province as part of their election orientation was presented to the Committee. CAO Paul Gipps noted that this is one of several videos which the Province has initiated in anticipation of the upcoming elections. Mr. Gipps also noted that staff will be creating similar video tutorials as part of the Board orientation following the 2018 General Local Elections.

4.2 Draft Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018

Moved By DICKEY

Seconded By ENGAR

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

CARRIED

5. FINANCE

No Items.

6. REGIONAL PROGRAMS AND SERVICES

6.1 ENVIRONMENTAL SERVICES

6.1.1 Season Forecast for 2018 Nuisance Mosquito Season

The report dated April 10, 2018 from the Environmental Planner with respect to 'Season Forecast for 2018 Nuisance Mosquito Season' was provided for information.

6.1.2 Wood Stove Exchange Program Update

The report dated April 10, 2018 from the Environmental Services Coordinator provided an update of the Wood Stove Exchange Program' was provided for information. It was noted that there are brochures available for the public regarding the 'Wood Stove Exchange Program' and that there are plans to hold 'Wood Heat Workshops' in the fall.

6.2 REGIONAL PARKS

No Items.

6.3 STRATEGIC PLANNING AND INITIATIVES

No items.

7. OTHERS MATTERS

7.1 Special Event - Run for Water Trail Race Event on Sumas Mountain, Electoral Area "G"

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on May 26, 2018, 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. 2018-01.

CAO Gipps reported that staff have received all the required documentation necessary for the completion of the application and the motion was amended as follows:

Moved By ROSS
Seconded By VICKTOR

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on May 26, 2018;

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. 2018-01.

CARRIED

7.2 Reasons for Decision in the Matter of Notice of Work "1610123 - Golden" (the Application) on Sumas Mountain, BC dated March 1, 2017

The 'Reasons for Decision' report dated March 23, 2018 from the Senior Inspector of Mines – Permitting was provided for information.

CAO Gipps reported that he is pleased to inform that the BC Ministry of Energy, Mines and Petroleum Resources has denied the issuance of a permit for a quarry with respect to "1610123 - Golden" (the Application) on Sumas Mountain, BC dated March 1, 2017 and thanked staff and all municipalities who participated in this matter.

It was noted that staff will be engaging with the Province to have the land turned back into park land.

8. ADDENDA ITEMS/LATE ITEMS

None

9. REPORTS BY STAFF

None

10. REPORTS BY DIRECTORS

None

11. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

12. RESOLUTION TO CLOSE MEETING

Moved By BUCKLEY

Seconded By VAN LAERHOVEN

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)(k) of the *Community Charter* - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Committee, could reasonably be expected to harm the interests of the regional district if they were held in public.

CARRIED

The Open Meeting recessed at 9:18 a.m.

13. RECONVENE OPEN MEETING

The Open Meeting reconvened at 9:48 a.m.

14. RISE AND REPORT OUT OF CLOSED MEETING

None

15. ADJOURNMENT

Moved By ROSS

Seconded By BRAUN

THAT the Regional and Corporate Services Committee Open Meeting of April 10, 2018 be adjourned.

CARRIED

The Regional and Corporate Services Committee Open Meeting adjourned at 9:49 a.m.

MINUTES CERTIFIED CORRECT:

.....
Director Jason Lum, Chair

DRAFT

**FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
OPEN MEETING MINUTES**

Tuesday, April 10, 2018

1:30 p.m.

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Bill Dickey, Electoral Area D, Chair
Director Dennis Adamson, Electoral Area B
Director Alec Niemi, Electoral Area C
Director Orion Engar, Electoral Area E
Director Ray Boucher, Electoral Area F
Director Al Stobbart, Electoral Area G
Director Taryn Dixon, Electoral Area H

Regrets: Director Terry Raymond, Electoral Area A

Staff Present: Paul Gipps, Chief Administrative Officer
Mike Veenbaas, Director of Financial Services
Tareq Islam, Manager of Engineering & Community Services
Margaret-Ann Thornton, Director of Planning & Development
Suzanne Gresham, Director of Corporate Initiatives (part)
Graham Daneluz, Deputy Director of Planning & Development
Jennifer Kinneman, Manager of Corporate Affairs
Jaime Schween, Manager of Corporate Administration
Sterling Chan, Manager of Engineering & Infrastructure
Greg Price, Building Inspector (part)
Dawn Smith, Planner II
Louise Hinton, Bylaw Compliance and Enforcement Officer
Adriana Snashall, Bylaw Compliance and Enforcement Officer
Andrea Antifaeff, Planning Technician
Katarina Duke, Engineering & Community Services Technologist
Matthew Fang, Network Analyst I
Amanda Molloy, Executive Assistant to CAO and Board
Chris Lee, Recording Secretary

Also Present: William Dahlman and Wendy Scott, Property Owners (*as per item 3.3*)

There were two members of the public present.

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By STOBART
Seconded By ADAMSON

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of April 10, 2018 be approved;

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

CARRIED

3. SHOW CAUSE HEARING(S)

3.1 Building Bylaw and BC Building Code Contraventions at 46594 Chilliwack Lake Road, EA E, FVRD, BC (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2; and PID 000-547-948)

Louise Hinton, Bylaw Compliance and Enforcement Officer provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 46594 Chilliwack Lake Road, Electoral Area E, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter. No comments were offered.

Moved By ADAMSON
Seconded By ENGAR

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 46594 Chilliwack Lake Road Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2; and Parcel Identifier 000-547-948).

CARRIED

3.2 Building Bylaw and BC Building Code Contraventions at 41330 North Nicomen Road, EA G, FVRD, BC (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and PID 011-252-723)

Louise Hinton, Bylaw Compliance and Enforcement Officer provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 41330 Nicomen Road, Electoral Area G, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter. No comments were offered.

Moved By STOBART
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 41330 North Nicomen Road Electoral Area G, Fraser Valley Regional District, British Columbia (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and Parcel Identifier 011-252-723).

CARRIED

3.3 Building Bylaw and BC Building Code Contraventions at 36162 Ridgeview Road, EA F, FVRD, BC (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan 45682 PID 005-171-474)

Adriana Snashall, Bylaw Compliance and Enforcement Officer provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 36162 Ridgeview Road, Electoral Area F, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter. William Dahlman and Wendy Scott, property owners of 36162 Ridgeview Road were in attendance and reported that they have just received the blueprints for their house and that they are prepared to work towards bringing their building into compliance with the current building codes. Financial constraint was also cited, and they noted their hopes to get the necessary permits and proceed with the renovation within the next year.

Committee Members expressed concern with the time taken by the homeowners to get the building into compliance, and with the lack of response to staff's numerous attempts to communicate with the homeowners. As the property owners have indicated their commitment to start work towards bringing the building into compliance, CAO Paul Gipps noted that staff are willing to work with the homeowners. As such, the following motion was brought forward to provide the homeowners with additional time to comply.

Moved By BOUCHER

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board direct staff to defer filing a Notice in the Land Title Office with respect to the property located at 36162 Ridgeview Road, Electoral Area F in order to provide the property owners additional time to bring their property into compliance;

AND THAT should the property owners not start to address the situation by September 2018 that a Notice of Title in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 36162 Ridgeview Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan 45682; and Parcel Identifier 005-171-474) be filed on September 25, 2018.

CARRIED

4. MINUTES/MATTERS ARISING

4.1 Minutes of the Electoral Area Services Committee Meeting - March 13, 2018

Moved By DIXON

Seconded By ADAMSON

THAT the Minutes of the Electoral Area Services Committee Open Meeting of March 13, 2018 be adopted.

CARRIED

5. CORPORATE ADMINISTRATION

5.1 Draft Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018

Questions arose regarding ticketing for the Vedder River Campground and building bylaw penalties.

Moved By STOBART
Seconded By BOUCHER

THAT the Fraser Valley Regional District consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

CARRIED

6. FINANCE

6.1 Grant-In-Aid Request – Boston Bar North Bend Bowling Association, Electoral Area “A”

Moved By ADAMSON
Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Boston Bar North Bend Bowling Association, funded from the Electoral Area “A” grant-in-aid-budget, to help purchase trophies and awards for annual events at Canyon Lanes as well as sponsoring tournaments.

CARRIED

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

Moved By ADAMSON
Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$9,200 to the Sunshine Valley Ratepayers Association, funded from the Electoral Area “B” grant-in-aid budget, to help offset the costs of equipment rental for river cleanup, equipment for community workshops and special events, hosting a Canada Day celebration, website upgrades, and improvements to the community garden.

CARRIED

6.3 Grant-In-Aid Request – Hope & District Arts Council, Electoral Area “B”

Moved By ADAMSON

Seconded By NIEMI

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Hope & District Arts Council (HDAC), funded from the Electoral Area “B” grant-in-aid budget, to provide funds for supporting arts and cultural programming attended by residents of Hope, Yale, Sunshine Valley, Laidlaw and surrounding areas.

CARRIED

7. ENGINEERING & UTILITIES

7.1 Community Sanitary Sewer Servicing in Popkum, Electoral Area "D"

Moved By ADAMSON

Seconded By DIXON

THAT in accordance with the FVRD Development Procedures Bylaw No. 1377, 2016 the Fraser Valley Regional District Board defer consideration of new bylaw amendments within the West Popkum neighbourhood of Electoral Area “D” until a policy guiding sanitary sewer servicing in Popkum is adopted.

CARRIED

8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

8.1 Application for Development Variance Permit 2018-14 to vary the setback requirement from a highway and height requirement for a proposed duplex at 20917 Snowflake Crescent, Electoral Area "C"

Moved By NIEMI

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-14 to vary the highway setback requirement from 6 metres to 2.1metres on the north side of the lot and 6 metres to 3.74 metres on the west side of the lot; and to vary the maximum height from 12 metres to 14 metres to permit the construction of a duplex, subject to consideration of any comments raised by the public.

AND THAT Development Variance Permit 2018-14 replace and supersede Development Variance Permit 2017-14 and that Development Variance Permit 2017-14 be cancelled.

CARRIED

8.2 Application for Development Variance Permit 2018-17 to vary the setback requirement from a highway and height requirement for a proposed single family dwelling at 20934 Snowflake Crescent, Hemlock Valley.

Director Niemi reported that he has spoken to staff and is satisfied that there are no concerns as a result of this variance.

Moved By NIEMI
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-17, subject to comments or concerns raised by the public.

CARRIED

8.3 Good Neighbour Practices - Update

Moved By ADAMSON
Seconded By STOBART

THAT the Fraser Valley Regional District Board endorse the updated '*Good Neighbour Practices – Managing Construction and Development Impacts in Residential Neighbourhood*' document as policy for the FVRD Electoral Areas.

CARRIED

Staff was commended for the work done on developing this policy.

8.4 Special Event – Run for Water Trail Race Event on Sumas Mountain, Electoral Area “G”

CAO Paul Gipps reported that we have received all of the required documentation.

Moved By STOBART
Seconded By ENGAR

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on May 26, 2018;

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. 2018-01.

CARRIED

8.5 Policy regarding Large Homes on Agricultural Land

Margaret-Ann Thornton, Director of Planning and Development reported that at the last Electoral Area Services Committee meeting, there was an application for a development variance permit for height for a substantial size home in Electoral Area H. As a result, staff were asked to report on the issue of large homes on agricultural land, often referred to as “home plate”. Ms. Thornton noted that the Province has developed guidelines to address the size and where homes are to be located on agricultural property, the intent being that homes be located closer to the roads so as not take up agricultural viability of the property.

Ms. Thornton reported that to date in the electoral areas this has been the only application that has generated discussion on the issue of home plate. She noted that some municipalities are also looking at this issue and that Delta has a bylaw regulating home plate. Currently the City of Chilliwack and City of Richmond are also examining this issue. She stated that this will require public input and consultation with the agricultural farming community.

Ms. Thornton reported that review of home plate is not on the current 2018 Planning work plan and since we only have one application which has been identified as an issue, staff is proposing that we continue to monitor this in 2018 and look at including the review of home plate in the 2019 Planning work plan. It was also noted that currently the Planning Department is short-staffed.

8.6 Federal and Provincial Regulation of Medical and Recreational Marijuana

Mr. Gipps noted that the Province plans to adopt legislation for the sale and distribution of medical and recreational marijuana which will have significant impacts on the Regional District. Mr. Gipps noted that the Electoral Areas may see an increase of marijuana retail sales entrepreneurs, and therefore having the mechanism to manage these uses will be critical. He noted that Regional Districts differ from municipalities who have authority to issue business licences which is a powerful tool to regulate both the production and retail sales of medical/recreational marijuana. As such, staff are recommending that the Electoral Area Services Committee direct staff to approach the Province to amend our Letters Patent to support the inclusion of Business Licensing.

Margaret-Ann Thornton provided an update pertaining to the Federal and Provincial regulation of medical and recreational marijuana, noting that these regulations will impact land use, building and Bylaw enforcement regulations, policies and staff resources and priorities for the Electoral Areas. She noted that in 2013 a workshop was held with EA Directors to review Federal regulations at that time and develop a strategy of how Medical Marijuana Production Use will be defined and regulated as a land use. EA Directors then provided feedback and zoning bylaws were amended accordingly. Since that time this has now included recreational marijuana and retail sales. She also noted that moving forward, discussions with individual EA Directors will be necessary in terms of whether it is desirable to have retail sale of marijuana in their area and if so which zone would be appropriate.

Ms. Thornton reported currently there are ten rural liquor agency stores in the Electoral Areas in the FVRD. Of the ten stores, two stores located in Boston Bar and one in Sunshine Valley are not subject to zoning.

Discussion ensued and questions were raised regarding the criteria for selection of retail stores, restriction on the number of licences allowed for each Electoral Area and guidelines on the new Federal and Provincial regulations. It was also expressed that business licensing could be a barrier and deter home-based businesses in some communities. It was also proposed that the First Nations be involved in our dialogues so that they can express their concerns. It was suggested that an RCMP member be invited to an EASC meeting to provide an update on what their plans are when these regulations come into effect.

Staff reported that zoning and business licensing work together in tandem to be effective. Business licensing will regulate hours of operation, size of facility, and staffing criteria. If there is an issue with permit, under zoning, the tool is to take the offender to court which can be a lengthy and expensive process. With business licensing there is the ability to have a hearing, which is a much quicker process.

Staff noted that the Province is waiting to hear back from the Federal government before finalizing their plans.

Moved by NIEMI
Seconded by ENGAR

THAT the Electoral Area Services Committee recommend that staff contact the Province to request amendments to our Letters Patent allowing for the inclusion of Business Licensing.

CARRIED
Director Adamson Opposed

9. ELECTORAL AREA EMERGENCY SERVICES

9.1 Electoral Area Emergency Services Quarterly Report - March 2018

The report dated April 10, 2018 from Manager of Electoral Area Emergency Services providing a brief overview of the 1st quarter of 2018 for the Electoral Area Emergency Services Department was provided for information.

Director Adamson noted that an earthquake drill will be held this coming Sunday, April 15, 2018 in Electoral Area B.

10. ADDENDA ITEMS/LATE ITEMS

10.1 Application for Development Variance Permit 2018-15 to reduce road frontage requirements to facilitate a 3 lot subdivision of 52505 Yale Road, Electoral Area "D"

Moved By STOBART
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-15 to reduce the frontage requirement for Proposed Lots 'B' and 'C' at 52505 Yale Road from 10% of the lot perimeter to 9% and 2%, subject to consideration of any comments or concerns raised by the public.

CARRIED

10.2 Reasons for Decision in the Matter of Notice of Work "1610123 - Golden" (the Application) on Sumas Mountain, BC dated March 1, 2017

CAO Gipps reported that he is pleased to inform that the BC Ministry of Energy, Mines and Petroleum Resources has denied the issuance of a permit for a quarry with respect to "1610123 - Golden" (the Application) on Sumas Mountain, BC dated March 1, 2017. He noted that this has been a successful outcome and that staff will be speaking with the Province to turn this area into a park as originally promised. Staff was thanked for their work on this matter.

11. REPORTS BY STAFF

None

12. REPORTS BY ELECTORAL AREA DIRECTORS

Director Niemi – reported that a second public hearing for a subdivision in Lake Errock was held and, and he thanked staff for the hard work to move the process along.

Director Dixon - reported on the Assent Vote with respect to the Cultus Lake Sewer System Service Area would take place on Saturday, April 14, 2018. She reported on a meeting with the Chair and Vice Chair of Cultus Lake Park Board and School Board on sharing the costs of lake shore cleanup of debris that came up over the winter.

Director Adamson – reported that this Saturday, April 14, he and Director Niemi would be attending the tenth anniversary of New Pathways in Lytton, BC.

Director Stobbart – reported on a recent Lion's Club event that raised funds in the amount of \$16,000.

Director Boucher – reported on his meeting a week ago with the Ratepayers Association, and he noted that he will be meeting with McConnell Creek Hall members tonight.

Director Engar – reported the passing of Eric Munshaw who was a great advocate and long-term resident of the Chilliwack River Valley, and noted that he will be missed. He also noted that the Fraser Valley Dumping Alliance are putting up signage and FVRD Parks are working together with them. Homeless camps are appearing up again in the Valley and this will be an ongoing issue.

Director Dickey – thanked staff for the great work on communicating information regarding the Bridal Falls landslide hazard assessment, and also thanked staff for all their work and EA Directors for their cooperative spirit.

13. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

14. ADJOURNMENT

Moved By STOBART
Seconded By BOUCHER

THAT the Electoral Area Services Committee Open Meeting of April 10, 2018 be adjourned.

CARRIED

The Electoral Area Services Committee Open Meeting adjourned at 3:02 p.m.

MINUTES CERTIFIED CORRECT:

.....
Director Bill Dickey, Chair

DRAFT

FRASER VALLEY REGIONAL DISTRICT RECREATION, CULTURE & AIRPARK SERVICES

Wednesday, February 21, 2018 @ 6:00 p.m.

District of Hope Council Chambers

325 Wallace Street, Hope, BC

OPEN MEETING MINUTES

Present:

Dennis Adamson, Chair, Electoral Area B
Hilary Kennedy, Vice Chair, Member at Large, District of Hope
Wilfried Vicktor, Municipal Director, District of Hope
Dianne Davies, Member at Large, Electoral Area B
Bronwyn Punch, Member at Large, Electoral Area B

Regrets:

Terry Raymond, Director, Electoral Area B
Shanon Fischer, Member at Large, District of Hope

Staff Present:

Jody Castle, Manager of Hope & District Recreation Services
Mike Friemark, Assistant Manager of Hope & District Recreation Services
Milly Marshall, Director, Electoral Area Special Projects
Jaime Schween, Manager of Corporate Administration, Fraser Valley Regional District

1 CALL TO ORDER By Chair

Chair Adamson called the meeting to order at 6:09 p.m.

2 RESOLUTION TO CLOSE MEETING

KENNEDY/PUNCH

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

Section 90(1)(k) of the *Community Charter* – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

[RCASC 01-2018]

CARRIED

The meeting adjourned at 6:10 p.m

The meeting resumed at 6:56 p.m.

3 ELECTION OF RECREATION, CULTURE & AIRPARK SERVICES COMMISSION CHAIR

Item 3 deferred until next meeting.

4 ELECTION OF RECREATION, CULTURE & AIRPARK SERVICES COMMISSION VICE CHAIR

Item 4 deferred until next meeting.

5 APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

VICKTOR/KENNEDY

THAT the Agenda, Addenda and Late Items for the Recreation, Culture & Airpark Services Commission Open Meeting of February 21, 2018 be approved;

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

[RCASC 02-2018]

CARRIED

6 DELEGATION

6.1 Presentation by Scott Medlock regarding the RCMP Musical Ride

Scott Medlock and James Talarico provided a presentation on the RCMP Musical Ride which is proposed to take place in Hope on July 19, 2018. The presentation included information on potential locations in Hope for the event, as well as requirements of the host community.

Mr. Medlock and Mr. Talarico concluded their presentation by outlining a request for support as follows:

- Use of the Arena for stabling horses, with the ability to use the Arena the week before for set up, and the week after for take down;
- Use of DSAC washroom and showering facilities for RCMP members;
- Funding for advertising costs; and
- Location to park the RCMP 75 foot trailer.

The Commission thanked Mr. Medlock and Mr. Talarico for their presentation.

7 MINUTES/MATTERS ARISING

7.1 Recreation, Culture & Airpark Services Commission Open Meeting – 12 13 2017

VICKTOR/DAVIES

THAT the Minutes of the Recreation, Culture & Airpark Services Commission Open Meeting of December 13, 2017 be adopted.

[RCASC 03-2018]

CARRIED

8 FINANCE

8.1 Financial Statements

The 2017 Financial Statements were provided for information.

9 NEW BUSINESS

9.1 School District #78 Facility Use Request – Student Forum

A question was posed regarding the costs incurred over and above the School District 78 Joint Use Agreement.

KENNEDY/DAVIES

THAT the conference room be provided at no charge to Hope Secondary School for the purpose of hosting a student forum;

AND THAT the organizers be responsible for set-up and clean-up of the event.

[RCASC 04-2018]

CARRIED

9.2 Dan Sharrers Aquatic Centre and Area Assessment

VICKTOR/KENNEDY

THAT staff issue a Request for Proposal jointly with the District of Hope for the purposes of undertaking a professional assessment of the recreation centre (Arena and Dan Sharrers Aquatic Centre) facilities inclusive of the mechanical rooms and building envelope.

[RCASC 05-2018]

CARRIED

9.3 JumpStep for Teens Program

An overview of the program for JumpStep for Teens was provided. It was noted grant funding will be provided through the YMCA provincial funding initiative.

DAVIES/KENNEDY

THAT staff work with the Hope and Area Transition Society to present JumpStep for

teens during the Fall 2018 program;

AND THAT participants obtain a complimentary three month pass to the Dan Sharrers Aquatic Centre;

AND THAT staff secure funding from the YMCA to assist with the staffing costs, gym memberships and facility rental.

[RCASC 06-2018]

CARRIED

9.4 Proposed Master Swim Meet

VICKTOR/PUNCH

THAT the Chilliwack Master's Swim Club be provided use of the Dan Sharrers Aquatic Centre on March 4, 2018 at no charge for the purposes of hosting a master's swim meet;

AND THAT the Chilliwack Master's Swim Club incur associated lifeguarding fees for the duration of the swim meeting.

[RCASC 07-2018]

CARRIED

9.5 Hope Minor Hockey Mini Nets

Discussion ensued regarding storage space available for the hockey mini nets.

KENNEDY/DAVIES

THAT staff provide storage for the mini nets during the ice season;

AND THAT usage of the mini nets be restricted to Hope Minor Hockey Association.

[RCASC 08-2018]

CARRIED

9.6 Green Ice Surface

KENNEDY/DAVIES

THAT the arena ice surface be painted green for the period of March 14 to 20, 2018 in recognition of St. Patrick's Day activities at the recreation centre.

[RCASC 09-2018]

CARRIED

9.7 Renewal of Regional Airpark Ground Lease – Fresh Developments Inc.

VICKTOR/PUNCH

THAT the RCAS Commission approve renewal of the Fresh Development Inc. Airpark Land Lease for the period of January 1, 2018 to December 31, 2020 in the amount of \$1,69807 per annum inclusive of taxes;

AND THAT the lease agreement be forwarded to the Fraser Valley Regional District Board for authorization and execution of the agreement.

[RCASC 10-2018]

CARRIED

10 STAFF AND STANDING REPORTS

10.1 Winter Program Highlights

Highlights and challenges of the Winter Program Guide were discussed.

10.2 Canada Day

Staff provided a planning update on the annual Canada Day Celebrations. It was noted that staff are currently working on securing entertainment. Discussions ensued regarding the possibility of including local bands and talent as part of the morning celebrations, as well as the possibility of highlighting the upcoming Ride to Conquer Cancer event taking place on August 25 and 26, 2018.

10.3 Brent Hayden Swim Camp

Brent Hayden Swim Camp is scheduled for March 17, 2018.

11 REPORTS BY COMMISSION MEMBERS

None.

12 NEXT MEETING

Discussion regarding the next meeting took place. A meeting date of Wednesday, March 28, 2018 at 6 p.m. was agreed upon.

13 ADJOURNMENT

PUNCH/VICKTOR

THAT the Open meeting of Recreation, Culture & Airpark Services Commission of February 21, 2018 be adjourned.

[RCASC 11-2018]

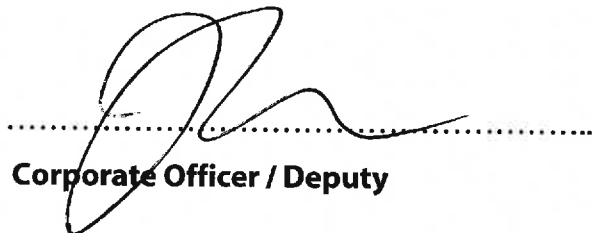
CARRIED

The meeting was adjourned at 8:03 p.m.

MINUTES CERTIFIED CORRECT:



Director Dennis Adamson, Chair



Corporate Officer / Deputy

FRASER VALLEY REGIONAL DISTRICT RECREATION, CULTURE & AIRPARK SERVICES

Wednesday, March 28, 2018 @ 6:00 p.m.

Conference Centre
1005 6th Avenue, Hope, BC

OPEN MEETING MINUTES

Present:

Dennis Adamson, Chair, Electoral Area B
Hilary Kennedy, Vice Chair, Member at Large, District of Hope
Terry Raymond, Director, Electoral Area B
Wilfried Vicktor, Municipal Director, District of Hope
Dianne Davies, Member at Large, Electoral Area B
Bronwyn Punch, Member at Large, Electoral Area B
Shanon Fischer, Member at Large, District of Hope

Staff Present:

Paul Gipps, Chief Administrative Officer, Fraser Valley Regional District
Jaime Schween, Manager of Corporate Administration, Fraser Valley Regional District
Jody Castle, Manager, Recreation, Culture & Airpark Services
Mike Freimark, Assistant Manager, Recreation, Culture & Airpark Services

1 CALL TO ORDER By Staff

Paul Gipps, CAO called the meeting to order at 6:05 p.m.

2 APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

KENNEDY/PUNCH

- 2.1** **THAT** the Agenda, Addenda and Late Items for the Recreation, Culture & Airpark Services Commission Open Meeting of March 28, 2018 be approved;

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

[RCASC 12-2018]
CARRIED

**3 ELECTION OF RECREATION, CULTURE & AIRPARK SERVICES
COMMISSION CHAIR** By Staff

Mr. Gipps called for nominations for the position of Chair of the Recreation, Culture & Airpark Services Commission.

Commissioner Punch nominated Director Adamson.

Director Adamson accepted the nomination.

Staff called for nominations a second and third time.

Hearing none, the Staff declared Director Adamson Chair of the Recreation, Culture & Airpark Services Commission for 2018.

**4 ELECTION OF RECREATION, CULTURE & AIRPARK SERVICES
COMMISSION VICE CHAIR** By Staff

Mr. Gipps called for nominations for the position of Vice Chair of the Recreation, Culture & Airpark Services Commission.

Director Adamson nominated Commissioner Punch.

Commissioner Punch accepted the nomination.

Commissioner Vicktor nominated Commissioner Kennedy.

Commissioner Kennedy accepted the nomination.

Staff called for nominations a second and third time.

Following a vote for the position of Vice Chair, Mr. Gipps declared Commissioner Kennedy, Vice Chair of the Recreation, Culture & Airpark Services Commission for 2018.

5 MINUTES/MATTERS ARISING

5.1 Recreation, Culture & Airpark Services Commission Meeting – 2 21 2018

VICKTOR/KENNEDY

THAT the Minutes of the Recreation, Culture & Airpark Services Commission Open Meeting of February 21, 2018 be adopted.

[RCASC 13-2018]
CARRIED

5.2 RCMP Musical Ride

RAYMOND/FISCHER

THAT the main motion be amended to strike the second paragraph of the original motion and to insert the wording "that staff be authorized to advertise a half page ad for

the RCMP Musical Ride in the Summer Program Guide, and that the RCMP Musical Ride also be advertised on the Hope Recreation Centre digital sign board”.

[RCASC 14-2018]

CARRIED

The question was called on the main motion as amended:

RAYMOND/VICKTOR

THAT the Lions Club and Hope MotorSports Group be provided the use of the arena at no charge to stable horses for the 2018 RCMP Musical Ride from July 14-24, 2018;

AND THAT staff be authorized to advertise a half page ad for the RCMP Musical Ride in the Summer Program Guide, and that the RCMP Musical Ride also be advertised on the Recreation Centre digital sign board;

AND FURTHER THAT RCMP members directly involved in the Musical Ride be provided complimentary passes to the Dan Sharrers Aquatic Centre on July 18 and 19, 2018.

[RCASC 15-2018]

CARRIED

Additional discussion ensued regarding contributions made by other organizations, resulting in the following motion:

RAYMOND/FISCHER

THAT staff be directed to follow up with the Lions Club regarding contributions made to the RCMP Musical Ride.

[RCASC 16-2018]

CARRIED

6 NEW BUSINESS

6.1 FVRD Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018

Discussion took place regarding establishment of replacement costs associated with any damage incurred to rental tables and chairs. It was noted that staff will create a waiver form as part of the rental agreement.

RAYMOND/VICKTOR

THAT the Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018 be forwarded to the Fraser Valley Regional District Board for three readings and adoption;

AND THAT staff be directed to establish replacement costs associated with table and chair rentals.

[RCASC 17-2018]

CARRIED

6.2 FVRD Regional Airpark 2018 Land Lease Renewal

VICKTOR/PUNCH

THAT the Fraser Valley Regional District Board authorize its signatories to renew a short term lease agreement between April 1, 2018 and October 31, 2018 with Vancouver Soaring Association in the amount of \$904.88, including taxes.

[RCASC 18-2018]

CARRIED

6.3 FVRD Regional Airpark 2018 Land Lease

DAVIES/FISHER

THAT the Fraser Valley Regional District Board authorize its signatories to enter into a three year lease commencing May 1, 2018 with Mr. Roger Winger in the amount of \$1106.70 per year, including taxes.

[RCASC 19-2018]

CARRIED

6.4 Fraser Valley Health Care Foundation and Auxiliary to the Fraser Canyon Hospital Equipment Request

PUNCH/KENNEDY

THAT recreation centre stage equipment be made available at no charge for the 2nd Annual Spring Fashion Show presented by the Fraser Valley Health Care Foundation and the Auxiliary to the Fraser Canyon Hospital.

[RCASC 20-2018]

CARRIED

6.5 Ride to Conquer Cancer Facility Booking

VICKTOR/KENNEDY

THAT the Dan Sharrers Aquatic Centre, Conference Centre and Arena be closed on Sunday, August 26, 2018 to host the Ride to Conquer Cancer Finish Line event;

AND THAT a fee of \$1447.00 inclusive of taxes be applied for the facility use by the Ride to Conquer Cancer.

[RCASC 21-2018]

CARRIED

6.6 Beverage Garden Host for Canada Day 2018

Discussion ensued with respect to liability around serving and security of the beverage garden.

RAYMOND/VICKTOR

THAT a beverage garden be held at Sixth Avenue Ball Park as part of the 2018 Canada Day celebration;

AND THAT staff be authorized to approach service clubs and other non-profit groups to undertake the operations and hosting of the beverage garden.

[RCASC 22-2018]

CARRIED

Fisher and Punch Opposed

6.7 RiverMonsters Swim Club Equipment Request

A letter dated March 21, 2018 from Catherine Freimark, President of the RiverMonsters Swim Club was provided for information.

Discussion ensued regarding requests for improvements to amenities at the Dan Sharrers Aquatic Centre. It was noted that costs for items such as repair of the lane ropes and lines are included in the budget.

It was noted that staff will report back at the next Commission meeting on costs around amenity improvements.

7 STAFF AND STANDING REPORTS

7.1 Active Network Implementation

An overview of the current progress of the Active Net project was provided. It was noted that that the public will be able to register online for recreation centre programs will begin June 4, 2018.

It was also noted that public wi-fi access for the recreation centre is being installed.

8 RESOLUTION TO CLOSE MEETING

PUNCH/FISHER

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

- Section 90(1)(b) of the *Community Charter* – personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on the condition of anonymity;
- Section 90(1)(c) of the *Community Charter* – labour relations or other employee relations;
- Section 90(1) (k) of the *Community Charter* – negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

[RCASC 23-2018]
CARRIED

9 REPORTS BY COMMISSION MEMBERS

None.

10 RISE AND REPORT

VICKTOR/KENNEDY

THAT the Recreation, Culture and Airpark Services Commission bring the strategic plan for the Regional Airpark into the public domain.

[RCASC 24-2018]
CARRIED

11 NEXT MEETING

The next meeting of the Recreation, Culture and Airpark Services Commission will be decided by call of the Chair.

12 ADJOURNMENT

RAYMOND/VICKTOR

THAT the Open meeting of Recreation, Culture & Airpark Services Commission of Wednesday, March 28, 2018 be adjourned.

[RCASC 25-2018]
CARRIED

The Open Meeting adjourned at 8:27pm.

MINUTES CERTIFIED CORRECT:

Director Dennis Adamson, Chair

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT

BOARD OF VARIANCE

OPEN MEETING MINUTES

Thursday, April 5, 2018
1:00 pm
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Philip Craven, Chair
Wilfred Kilgren, Vice Chair
Bronwyn Punch

Staff Present: Jaime Schween, Secretary to Board of Variance
Graham Daneluz, Deputy Director of Planning & Development
Johannes Bendle, Planner I
Amanda Molloy, Executive Assistant
Chris Lee, Recording Secretary

Also Present: Bob Haffner, Agent to Applicant
Gary Fedyk, Applicant

1. CALL TO ORDER

Chair Craven called the meeting to order at 1:02 p.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved by: PUNCH
Seconded by KILGREN

THAT the Agenda, Addenda and Late Items for the Board of Variance Hearing of April 5, 2018 be approved;

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

CARRIED

3. COMMENTS BY SECRETARY AND STAFF TO THE BOARD OF VARIANCE

Jaime Schween, Secretary to the Board of Variance noted that pursuant to Section 540 of the *Local Government Act* (LGA), the Board of Variance (BOV) will hear an application for a structural alteration or addition to a non-conforming structure with respect to the property located at #26-8985 Shook Road in Electoral Area G. She

reported that staff have received response letters to the application from the public and these have been included in the agenda package.

Ms. Schween introduced Graham Daneluz, Deputy Director of Planning and Development and Johannes Bendle, Planner I.

Johannes Bendle provided a brief overview of the application by way of a PowerPoint presentation. He noted the following in his presentation:

- Applicant has applied to BOV under Section 540(c) of the LGA for an exemption from Section 531(1) of the LGA;
- Property is legally non-conforming “grandfathered”;
- Structural alteration or addition must not be made to a non-conforming use unless permitted by BOV (Section 531 LGA);
- Proposal by applicant is to renovate and add to one story 511.5 sq.ft house;
- Construct two story house with 1,500 sq. ft. footprint (one bedroom and den on the top floor and garage and shop on the bottom floor);
- Applicant is also asking BOV to consider:
 - Replacing pier blocks with cement foundation to the existing house walls
 - Removing existing wood floor and replacing with concrete floor to match new addition/renovation
- BOV must consider if the prohibition of structural alteration and addition would cause the applicant hardship;
- Applicant in their proposal has provided the following reasons for the renovation/addition to the existing home:
 - Bring house to current safety standards
 - Very difficult with current house
 - Proposed renovation/addition will provide safe house
- If the BOV finds undue hardship, they must state the exact nature of the hardship for the hearing’s record;

Mr. Bendle reported that the BOV must also consider that the variance will not:

- Result in inappropriate development of the site;
- Adversely affect the natural environment;
- Substantially affect the use and enjoyment of adjacent land;
- Vary permitted uses and densities under the applicable bylaw;
- Defeat the intent of the bylaw

Mr. Bendle noted that to date he has not received any written opposition to the variance from adjacent property owners.

4. DELIBERATION BY BOARD OF VARIANCE

Bob Haffner, agent for the applicant noted the following:

- It is impossible to bring the building to current building standards without raising the structure;

- The fact that the current zoning bylaw does not permit any renovation or addition is in itself a hardship;
- There are properties in the area that have undergone huge renovations of up to 300% larger in footprint in the last few years. Photographs of these structures were provided;
- People will be forced to move if they are not allowed to renovate/rebuild their homes or live in dilapidated homes.

Gary Fedyk, applicant noted that:

- His aging father-in-law who needs care intends to move in with him and his wife,;
- The Regional District have been providing guidance with his application;
- There are houses in his neighbourhood which have increased their footprint by 300% while he is only requesting for a 193% increase;
- He is willing to work with the Regional District to ensure compliance;
- Concerns have been raised with regards to water in the well and he has brought along with him a current report from Fraser Health;
- There are no issues with the septic tank;
- Reported that the last flood that took place in his area was in 1948;
- Property was developed in 1957;
- Wants to improve the area just like what the other neighbours have done.

Graham Daneluz, Deputy Director of Planning and Development provided a brief overview on why a Board of Variance application is required from the proponents. He reported that in 1972 the Dewdney-Alouette Regional District was formed to apply land use controls to this area where there no zoning bylaws. He noted that the Dewdney-Alouette Regional District and the Province noted inappropriate development in some locations, like Hatzic Island with urban style small lots with no sanitary system or community water system in place and that these lots were served with wells and septic fields. He stated that provincial laws do not allow structural alterations or additions to these 'grandfathered' dwellings. However, the Act provides property owners the opportunity to come forward before a Board of Variance to present their case, explain their situation, develop a reasonable proposal and get approval to make improvements to extend the life of the building. Mr. Daneluz also noted that the challenge for the Regional District is the solution of community water and sewer system and also noted that there are 26 owners in this one parcel.

Deliberation ensued and Board members discussed the application and the concerns expressed by the applicant and staff. It was proposed that the applicant hire a civil engineer to attend the site to look at the sewer system and provide the Regional District with a report to give the assurance that the sewage disposal system in the long term will not result in contamination or have any effects on ground water.

5. DECISION OF THE BOARD OF VARIANCE

The Board was in agreement that the applicant would experience hardship without the proposed alterations and addition to the dwelling. In taking its decision, the Board of

Variance concurred that there are concerns with regards to community water and sewer system. The hardship noted is that the applicant needs to have room to accommodate an aging relative with a medical condition, and needs to have a safe home where the applicant can live.

Moved by KILGREN
Seconded by CRAVEN

THAT the Board of Variance grant approval under Section 504(c) of the *Local Government Act (the Act)* for an exemption from Section 531(1) of *the Act* to permit a structural alternation and addition to an existing legally non-conforming single family dwelling to accommodate a renovation and addition to the family home located at #26-8985 Shook Road, Electoral Area G, subject to the applicant providing an engineer's report certifying that onsite sewage disposal will have no impacts to ground water or water supplies over the long term.

6. ADJOURNMENT

Moved by KILGREN
Seconded by PUNCH

THAT the Board of Variance Hearing of April 5, 2018 be adjourned.

CARRIED

The Board of Variance Hearing adjourned at 2:25 p.m.

MINUTES CERTIFIED CORRECT:

.....
Philip Craven, Chair

To: Electoral Area Services Committee

Date: 2018-04-10

From: Louise Hinton, Bylaw Compliance and Enforcement Officer File No: E01248.100

Subject: Building Bylaw, and BC Building Code Contraventions at 46594 Chilliwack Lake Road Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2; and Pa

RECOMMENDATION

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 46594 Chilliwack Lake Road Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2; and Parcel Identifier 000-547-948)

STRATEGIC AREA(S) OF FOCUS

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

PRIORITIES

Priority #3 Flood Protection & Management

BACKGROUND

November 15, 2012 – Fraser Valley Regional District Bylaw Staff received a complaint by telephone with regards to construction at this property. The complainant states that the property owner is adding onto a detached garage (approx. 16' x 30') and has included a poured concrete slab, a new roof, and completed siding. The complainant states that the single family dwelling maybe a Marijuana Grow Operation because of a strong odour. The complainant is very concerned about their personal safety and wishes to remain anonymous.

November 15, 2012 – Fraser Valley Regional District Bylaw Staff left a voicemail message with Federal Government of Canada's Medical Marijuana Access Division asking if there is a legal Medical license issued for the subject property, and if licences are issued for this address.

November 16, 2012 - Fraser Valley Regional District Bylaw Staff opened a Bylaw Enforcement file regarding the alleged construction without a Building Permit for the (16' x 30') addition to the detached garage.

November 21, 2012 - Health Canada Staff left a voicemail for Regional District Bylaw Staff that they were returning Regional District's call and that Staff need to place another request for information as Health Canada does not leave information on phone or email. Regional District

Bylaw Staff phoned and left another request on this date.

November 23, 2012 – Health Canada Staff left a voicemail for Regional District Bylaw Staff that they were returning Regional District's call and that Staff should place another request for information as Health Canada does not leave information on phone or email. Regional District Bylaw Staff phoned and left another request on this date.

November 28, 2012 - Fraser Valley Regional District Bylaw Staff contacted the Royal Canadian Mounted Police (RCMP) by email to attempt to find out if there was a legal Health Canada Medical Marijuana Growing licence at the subject property.

November 29, 2012 - Fraser Valley Regional District Bylaw Staff received another phone call from the same complainant asking if staff had been to the property yet. It was explained that the Regional District hasn't attended the subject property because of the health and safety concerns expressed with the unverified Marijuana Grow Operation that maybe on this property. The complainant stated that the property owners are continuing construction of the garage in the backyard and gate is usually left open during the day. The complainant also expressed concerned that they are going to use the garage as a residence as it looks like they are doing plumbing work in it.

November 30, 2012 - Fraser Valley Regional District Bylaw Staff contacted the RCMP by email to see if they were are aware of a legal Health Canada Medical Marijuana Growing Licence at the subject property. The RCMP responded that there is no Health Canada Medical Growing License associated with this property.

December 3, 2012 - Regional District Building Inspection and Bylaw Staff attended the property at 46594 Chilliwack Lake Road for a site inspection. Bylaw and Building Staff accessed the property and noted that there had been construction to the accessory detached garage, so they took inspection photographs and posted Stop Work and No Occupancy Notices. Bylaw Enforcement staff left their business card for the Property owners to respond.

Site Inspection Photographs dated **December 3, 2012** that illustrate construction without a permit:



December 4, 2012 - Regional District Bylaw Staff contacted RCMP Staff and advised them of the

health and safety concerns that were noticed during the recent site inspection of the subject property; and requested police assistance for any future inspections.

December 4, 2012 - Regional District Bylaw Staff received a phone call from the Property Owner Mr. Steve Claydon. Mr. Claydon stated that he was only repairing the detached garage. FVRD Bylaw Staff responded by explaining that a Building Permit was required for the construction work. Mr. Claydon agreed to apply for a Building Permit and Mr. Claydon provided contact information, so that documents could be emailed to him. Regional District Bylaw Staff explained to Mr. Claydon the details of the Building Permit process.

December 4, 2012 - Regional District Bylaw Staff sent a letter to the property owner by email and regular mail along with all relevant Building Permit information, including an old site plan of their property and a Building Permit application form; giving them a deadline of January 5, 2013 to make application for the construction on the detached garage.

January 3, 2013 - Regional District Bylaw Staff received a phone call from the complainant who advised Staff of the following developments on the subject property:

- Equipment is being placed inside the renovated detached garage.
- The owners have re-roofed the front porch (of the accessory building) since the Regional District attended and posted the Stop Work and No Occupancy Notices.
- The notices posted by the Regional District had been removed.
- The air conditioner or heat pump equipment goes on and off all day and night although no one is home.
- They believe that the accessory building is or will soon be a Marijuana Grow Operation, not a residence.

January 7, 2013 – Regional District Bylaw Staff sent a second letter to the property owners Mr. Steven Claydon and Mrs. Allison Claydon by email and regular mail giving them a new deadline of January 22, 2013 to make application. Bylaw Staff also made contact with British Columbia Safety Authority advising them of the unauthorized construction. The Electrical Safety Officer advised FVRD staff that there are no electrical or gas permits for the subject property.

January 9, 2013 - Regional District Bylaw Staff spoke the RCMP regarding the recent developments in the file. RCMP provided Regional District Bylaw Enforcement Staff with RCMP file number 2013-728 for the subject property.

January 10, 2013 - Regional District Bylaw Staff received notification from RCMP by email that a Health Canada Medicinal Marijuana Growing Licence was issued December 24, 2013; therefore, the RCMP will be closing their file.

January 15, 2013 – Property owners, Mr. Steven Claydon and Mrs. Allison Claydon came into the Regional District Building Office and applied for a Building Permit (BP012902) for the lean-to on the existing detached garage.

February 14, 2013 - Regional District Bylaw Staff received a phone call from a complainant alleging that the following new construction was taking place on the subject property:

- The cabin at the rear of the property is being worked on.
- The owners have placed two new power poles next to the detached garage.
- The owners will be replacing the existing decking around the single family dwelling.

Regional District Bylaw Staff noted that a follow-up site inspection was scheduled with the property owners and then was subsequently cancelled by Mr. Claydon who stated that he would call for an inspection the following week. To date there has been no follow-up site inspection completed.

Regional District Bylaw Staff attempted to contact the property owners Mr. Steven Claydon and Mrs. Allison Claydon by telephone, there was no answer so FVRD Bylaw Staff left a detailed voice mail for the property owners to call the Regional District back. FVRD Bylaw Staff sent notification to the property owners Mr. Steven Claydon and Mrs. Allison Claydon by email advising them of the requirement of a site inspection.

March 8, 2013 - Regional District Bylaw Staff received pictures of the subject property at 46594 Chilliwack Lake Road from a complainant.

March 14, 2013 -- Regional District Building Inspection Staff attended the subject property at 46594 Chilliwack Lake Road for a follow-up site inspection. FVRD Staff accessed the property and noted that there has been continued construction on the accessory detached shop, a new power pole had been placed and there had been new construction on the cabin at the rear of the property. Site inspection photos were taken.

Site Inspection Photographs taken **March 14, 2013** that illustrate construction without a permit, disobey Stop Work and No Occupancy Notices, and tampering (removal) of a posted notice:

Detached Garage and Cabin at Rear of the property:



Single Family Dwelling:



April 30, 2013 – A letter is sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete their Building Permit (BP012902) for the lean-to on the existing detached garage.

July 29, 2013 – A complainant came into the front counter of the Regional District Office and explained to FVRD Bylaw Staff that a Marijuana Grow Operation was now operating in the existing renovated detached garage.

August 16, 2013 – Property Owners Mr. Steven Claydon and Mrs. Allison Claydon came into the Regional District Building Office and applied for two additional and separate Building Permits; (BP013005) for renovations to the single family dwelling and (BP013006) for the renovations to the cabin at the rear of the property.

September 5, 2013 – Two separate letters are sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete their two Building Permits (BP013005) for the renovations to their single family dwelling and (BP013006) for the renovation of the cabin at the rear of their property.

February 14, 2014 – A second set of separate letters are sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete their two Building Permits (BP013005) for the renovations to their single family dwelling and (BP013006) for the renovation of the cabin at the rear of their property.

March 3, 2014 - A third letter is sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete their first Building Permit (BP012902) for the lean-to on the existing detached garage.

June 6, 2014 - A fourth set of three separate letters are sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete all three of their outstanding Building Permit applications 1. (BP012902) for the lean-to on the existing detached garage; 2. (BP013005) for the renovations to their single family dwelling; and 3. (BP013006) for the renovation of the cabin at the rear of their property.

July 8, 2014 – A fifth and final set of three separate letters are sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon listing the required outstanding items to complete all three of their outstanding Building Permit applications 1. (BP012902) for the Lean-to on the existing detached garage; 2. (BP013005) for the renovations to their single family dwelling; and 3. (BP013006) for the renovation of the cabin in the rear of their property.

August 20, 2014 – A sixth set of three separate letters was sent by regular mail to the property owners Mr. Steven Claydon and Mrs. Allison Claydon to notify them that all three of their Building Permit Applications (BP012902), (BP013005), (BP013006) have now been closed due to inactivity. The letters each also advise the property owners that their files have now been referred back to the Bylaw Enforcement Department for follow-up.

October 24, 2014 – Regional District Bylaw Staff sent a letter requesting access to the property for a site inspection to the property owner Mr. Steven Claydon and Mrs. Allison Claydon by regular mail with a deadline for a response of November 24, 2014.

November 27, 2014 – Regional District Bylaw Staff sent a second letter requesting access to the subject property for a site inspection to the property owner Mr. Steven Claydon and Mrs. Allison Claydon by regular mail with a deadline for a response of December 11, 2014.

September 16, 2015 – Regional District Bylaw Enforcement Staff have made multiple attempts to contact property owners Mr. Steven Claydon and Mrs. Allison Claydon by telephone and by email without any response.

January 20, 2016 – Regional District Bylaw Staff obtained a new title search that confirms that the property ownership has not changed and the subject property ownership continues to remain as Mr. Steven Claydon and Mrs. Allison Claydon, as joint tenants.

February 4, 2016 - Regional District Bylaw Enforcement Staff attempted to contact both property owners Mr. Steven Claydon and Mrs. Allison Claydon by telephone and by email. The current phone numbers, and email used to contact the property owners were discovered to be no longer in service.

May 10, 2016 - Regional District Bylaw Staff sent a letter to the property owners Mr. Steven Claydon and Mrs. Allison Claydon by regular mail with three Bylaw Offence Notice Tickets (No. 22894, 22895, 22897) attached each for building without a permit. This letter gives the property owners a deadline of June 10, 2016 to make re-application for their outstanding Building Permits.

February 16, 2018 - Regional District Bylaw Staff sent a letter to both the property owners by

email and regular mail advising them of staff's recommendation to proceed with the process of registering a Section 57 *Community Charter* notice on the title of their property. This letter gave the owners a final opportunity to achieve voluntary compliance by the deadline of March 9, 2018. Staff has not received a response or any Building Permit Applications from the property owners Mr. Steven Claydon and Mrs. Allison Claydon to date.

February 22, 2018 - Regional District Bylaw Staff received the most recent letter dated February 16, 2018 received back returned to sender from Canada Post.

DISCUSSION

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

Staff requests that the Electoral Services Committee consider the following information:

Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas via the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* (Building Bylaw) for health, safety and the protection of persons and property. The bylaw provides that no person shall commence any construction, alternation, reconstruction, demolition, removal, relocation or change the occupancy of any building.

The new lean-to on the existing detached garage, and the renovation works to the Single Family Dwelling, and the cabin at the rear of the property were all constructed without Building Permits.

Multiple Building Permits are required for the works undertaken by the property owner; or a demolition Building Permit is required to remove all construction completed without Building Permits.

Zoning Bylaw

This property is in Electoral Area E, and is zoned *Rural 2 (R-2)* under the *Zoning Bylaw No. 66, 1979 of the Regional District of Fraser-Cheam* (Bylaw 66). The primary purpose of this zone is to maintain the existing rural character of the Plan area and to support rural lifestyles, and to provide for densities that are compatible with existing development and levels of servicing. The rural designation exists on rural lots that have good road access, but that may have potential geotechnical hazard, servicing limitations, or other constraints.

The existing detached garage and the Single Family Dwelling had alterations to operate Marihuana Grow Operations. A Marihuana Grow Operation Use is not listed as a permitted use in the R-2 zone.

A successful re-zoning of the property would be required to authorize the unpermitted use of a Marijuana Grow Operation.

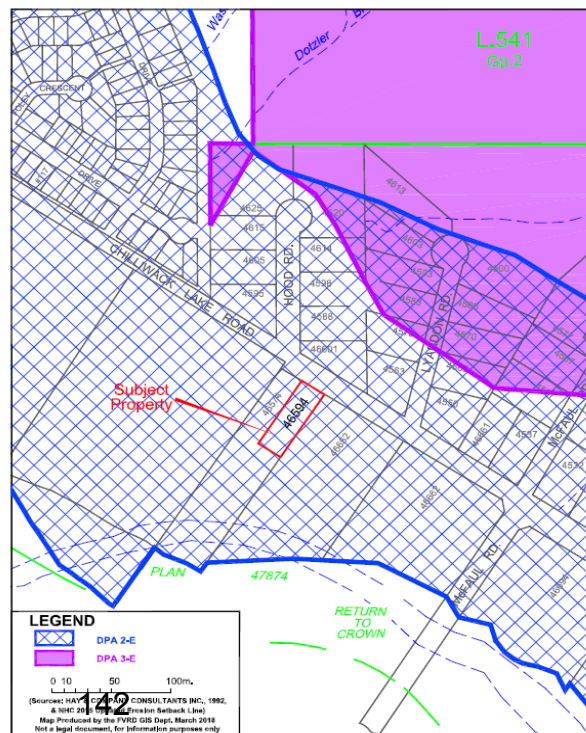
Official Community Plan

1. The subject property is within the *Chilliwack River Development Permit Area 2-E* (DPA 2-E) under the *Fraser Valley Regional District Official Community Plan for Electoral Area E Bylaw No. 1115, 2011* (Bylaw 1115). This Development Permit area is designated for the protection of the natural environment and protection of development from hazardous conditions. A Development Permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.
2. The subject property is within the *Riparian Areas Development Permit Area 5-E* (DPA 5-E) under the *Fraser Valley Regional District Official Community Plan for Electoral Area E Bylaw No. 1115, 2011* (Bylaw 1115). This Development Permit area is designated for the protection of the natural environment, its ecosystems and biological diversity. A Development Permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.
3. The subject property is within the one hundred year erosion set back line under the *Fraser Valley Regional District Official Community Plan for Electoral Area E Bylaw No. 1115, 2011* (Bylaw 1115). The Erosion set back line provides that there is likelihood for an erosion event to occur at least one time within a 100 year time frame.

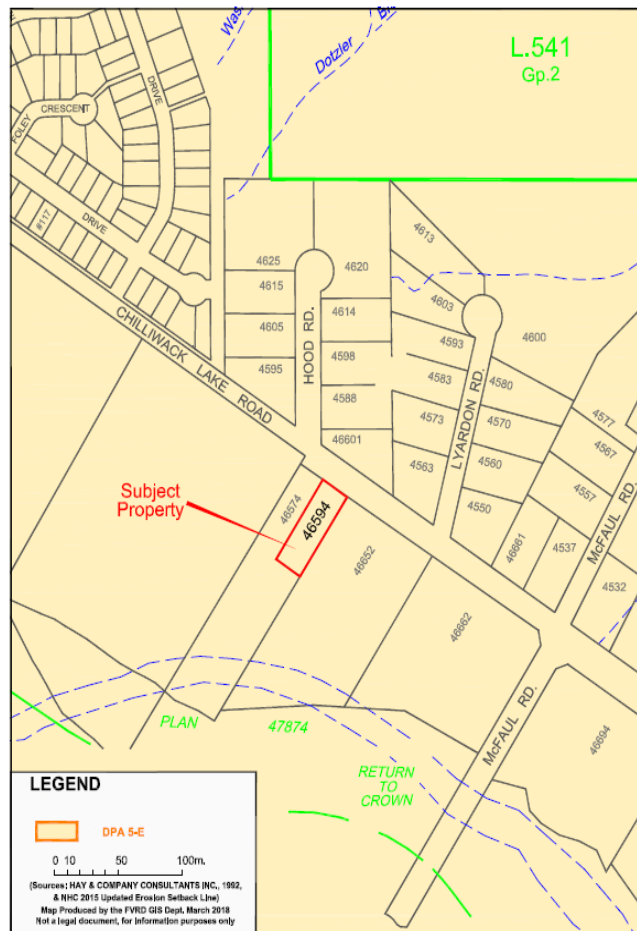
A Development Permit must be obtained prior to the alteration of land the disturbance of soil or vegetation; or construction of or addition to a building or structure within a riparian assessment area. To date there has been no completed application for a Development Permit for any of the construction or land alteration works that have occurred on the subject property.

A completed Development Permit is required for the construction that has taken place on the property.

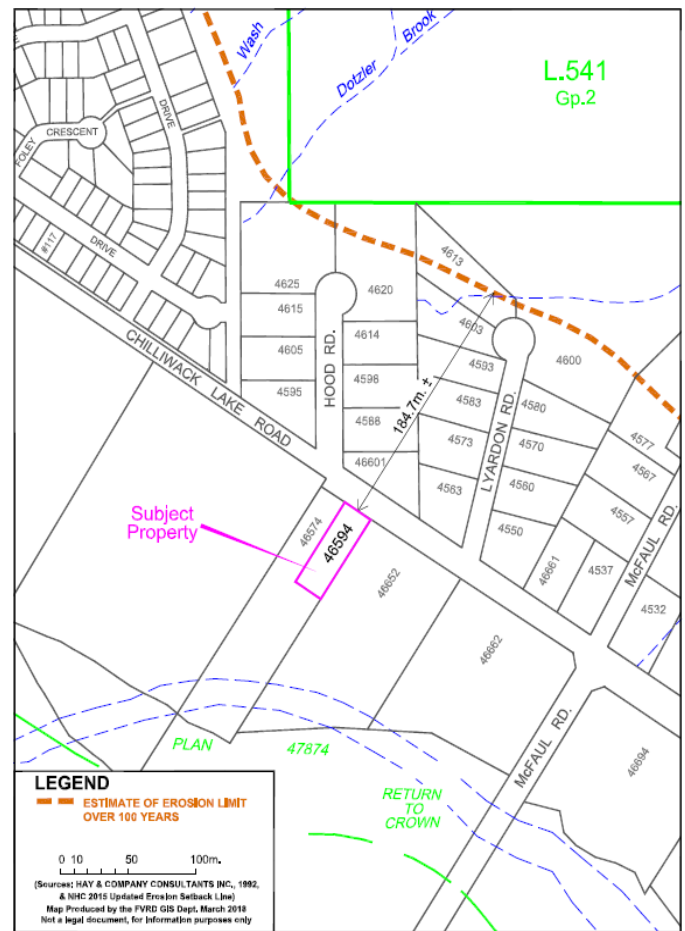
(DPA 2-E) DEVELOPMENT PERMIT AREA MAP



(DPA 5-E) DEVELOPMENT PERMIT AREA MAP



100 YEAR EROSION DEVELOPMENT SET BACK LINE



COST

Land Titles Office filing fee of approximately \$55.

The owner will be required to pay a removal fee of \$500 in accordance with the *Fraser Valley Regional Building Bylaw 1188, 2013*, after the unpermitted construction works on detached garage, the single family dwelling and the cabin at the rear of the property buildings are either:

1. Demolished with Building Permits issued by the FVRD with a successful final inspections; or
2. Three fully completed Building Permits for the new lean-to on the existing detached garage, and the renovation works to the Single Family Dwelling, and the cabin at the rear of the property are issued by the FVRD and all receive successful final inspections. The applications require the application and issuance of a Development Permit for the

alteration of land and construction, and rezoning of the property to permit a Marijuana Grow Operation Use.

CONCLUSION

It is the opinion of the Bylaw Compliance and Enforcement Officer/Appointed Building Inspector that the construction of the new lean-to on the existing detached garage, and the renovation works to the Single Family Dwelling, and the cabin at the rear of the property that were done without Building Permits and the construction without a Development Permit violate multiple Regional District Bylaws, and the *British Columbia Building Code*. Staff further notes that full compliance will only be achieved with the successful completion of three fully completed Building Permits for the construction works of the new lean-to on the existing detached garage, and the renovation works to the Single Family Dwelling, and the cabin and the issuance of a Development Permit.

Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this instance and submit the above recommendation in accordance with Section 57 of the *Community Charter*.

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

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

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

COMMENTS BY:

Margaret Thornton, Director of Planning & Development:	Reviewed and supported.
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Mike Veenbaas, Director of Financial Services	No further financial comment.
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Paul Gipps, Chief Administrative Officer	Reviewed and supported
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March 14, 2018

REGISTERED MAIL

Mr. Steven Claydon
Mrs. Allison Claydon
46594 Chilliwack Lake Road
Chilliwack, BC V2R 4M9

FILE: 4010-20- E01248.100

CIVIC: 46594 Chilliwack Lake Road

PID: 000-547-948

LEGAL: District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2.

Dear Mr. and Mrs. Claydon:

**Re: SHOW CAUSE HEARING SCHEDULED – Section 57 Notice on Title
Contraventions of Building Bylaw No. 1188, 2013 - Construction without a Building
without a Permit - 46594 Chilliwack Lake Road Electoral Area E**

Further to the final warning letter dated February 16, 2018 that was sent to you on the same day, please be advised you are hereby notified that your opportunity to be heard by the Regional District Electoral Services Committee is scheduled. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Notice against the title of your property at 46594 Chilliwack Lake Road in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2018* pursuant to Section 57 of the *Community Charter*.

The **show cause** hearing is scheduled for **April 10, 2018 at 1:30pm**, in the Boardroom on the fourth floor of the Regional District Office at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the title of your property at 46594 Chilliwack Lake Road whether or not you are in attendance. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact the Louise Hinton, with our Bylaw Enforcement Department at 604-702-5015 or lhinton@fvrd.ca in advance of this meeting.

Sincerely,



Digitally signed by Paul
Gipps
Date: 2018.03.14
14:02:47 -07'00'

Paul Gipps
Chief Administrative Officer

cc: Orion Engar, Director of Electoral Area E
Margaret-Ann Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator

Attach: February 16, 2018 Copy of Final Warning Letter to Property Owner
April 10, 2018 Staff Report from Bylaw and Appointed Building Inspector
February 16, 2018 Land Title Search Results
March 6, 2018 Property Information Report
March 6, 2018, 2018 Property Information Map
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

February 16, 2018

Registered Mail

Mr. Steven Claydon
Mrs. Allison Claydon
761 Runnymede Ave
Coquitlam BC V3J 2T9

FILE: 4010-20-E01248.100

CIVIC: 46594 Chilliwack Lake Road

PID: 000-547-948

LEGAL: District Lot 496, New Westminster District, Plan NWP22273 Parcel 1, Group 2.

Dear Mr. and Mrs. Claydon:

Re: Final Warning – Construction without a Building without a Permit – 46594 Chilliwack Lake Road; Change of Use - Lean-to Garage, renovations to Single Family Dwelling and to the Rear Cabin.

Further to our previous correspondence dated October 20, 2016 the Fraser Valley Regional District staff has confirmed that your property at 46594 Chilliwack Lake Road (the "property") continues to remain in breach of Regional District bylaws despite our numerous requests for compliance. Staff verified that the unauthorized construction of a Lean-to on the Garage, and renovations to both the Single Family Dwelling, and the Cabin at the rear of the property were all done without any of the required permits.



Fraser Valley Regional District's Building Bylaw No. 1188, 2013 (Bylaw 1188) section 6 states:

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

The Regional District continues to have an open bylaw enforcement file with regards to the illegal construction on your property. It has now been more than six years since the Regional District first discovered the unauthorized construction and we have made multiple attempts to work with you to help you bring the property into compliance with all current bylaws though out that time.

Considering that you have not been able to meet most of the previously given deadlines to comply with the building permit requirements, the Regional District will proceed with the process of registering a notice on the title of your property with the Land Titles Office as outlined in Section 57 of the *Community Charter*. Please see the enclosed information sheet that provides further details on the process.

If you do wish to take steps towards gaining compliance in the above stated matter please ensure that by **March 9, 2018** three fully completed building permit applications are submitted for the above noted construction to the Fraser Valley Regional District's Building Department. Alternatively you may choose to demolish the unpermitted construction. If you choose to proceed with building permits, please ensure that each of the three completed application forms include the following items:

- a) Detailed to scale drawings for the structure including the uses for each space;
- b) An initial application fee in the amount of \$150.00 for the permit; and
- c) A single development permit application for all the works (please refer to planning department for further information on how to apply for a Development Permit).

Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your applications, please contact one of our Building Inspectors at 604-702-5000. Building Permit Application forms are available online for your convenience on the Regional District's website at: <http://www.fvrd.ca/EN/main/services/building-permits-inspection/forms.html>

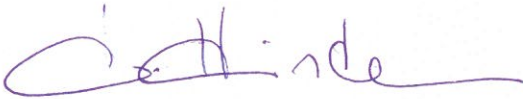
The Regional District wishes to continue to work with you to achieve compliance in this matter, however if you fail to meet the above stated deadline of **March 9, 2018** we will move forward to begin the process of registering a notice on the title of your property with the Land Titles Office as outlined in section 57, of the *Community Charter*.

The primary purpose of an owner obtaining their Building Permit is for the safety of its occupants. Having a non-approved building puts the occupants at risk and should an

unfortunate incident occur the owner may be held more liable. We encourage you to read the BC Occupiers Liability Act regarding property safety and negligence, available online at: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01

If you have any questions or wish to discuss this matter further, you may contact me by calling toll-free at 1-800-528-0061, directly at 604-702-5015 or by email at lhinton@fvrd.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm.

Yours truly,



Louise Hinton,
Bylaw, Compliance and Enforcement Officer

Attach: Copy of Email dated May 10, 2016
Copy of Email dated September 15, 2015
Copy of Letter dated November 27, 2014
Copy of Letter dated January 7, 2013
Section 57 Information Sheet

cc: Orion Engar, Director of Electoral Area E
Margaret-Ann Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator



PLANNING & DEVELOPMENT

www.fvrd.ca | enforcement@fvrd.ca

COPY

May 10, 2016

Steven Claydon
Allison Claydon
46594 Chilliwack Lake Road
Chilliwack, BC V2R 4M9

FILE: 4010-20-E01248.100
CIVIC: 46594 Chilliwack Lake Road
PID: 000-547-948
LEGAL: PARCEL 1 (EXPLANATORY PLAN 22273) EXCEPT PART IN STATUTORY RIGHT OF WAY PLAN 39017
LOT C DISTRICT LOT 496 GROUP 2 NEW WESTMINSTER DISTRICT PLAN 16453

Dear Mr. & Ms. Claydon;

RE: Bylaw Enforcement – Construction Without a Permit at 46594 Chilliwack Lake Road

As you are aware from our letter dated November 27, 2014 the following building permit applications were closed:

- BP012902: Lean-to on existing garage
- BP013005: Main house interior/exterior renovations.
- BP013006: Cabin Interior/Exterior renovations.

Your project remains incomplete and is not covered by a valid building permit as required by the *Fraser Valley Regional District Building Bylaw No.1188, 2013*. Therefore, your file has been referred back to Bylaw Enforcement.

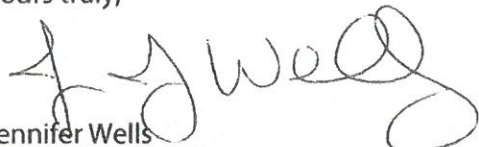
The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we request that you:

1. Remove the Structures, or apply for and complete a new Building Permit Application for each structure.
2. Pay the attached Bylaw Offence Notices BNE No's 22894; 22895; 22897.

Please contact the Regional District no later than **June 10, 2016** to inform us of your intentions. Should you fail to comply with this request, you may be subject to further ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement. More information regarding the building permit process and downloadable application forms are available at: http://www.fvrd.ca/EN/main/services/building_enforcement.html

If you have any questions or wish to discuss this matter further, you are welcome to contact me by calling toll free at 1-800-528-0061, directly at 604-702-5015, or by email at jwells@fvr.d.bc.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm. Thank you once again for your co-operation.

Yours truly,

A handwritten signature in black ink, appearing to read 'J Wells', with a stylized, cursive flourish at the end.

Jennifer Wells
Bylaw, Permits & Licences Technician

cc: Al Stobart, Director of Electoral Area G
Margaret-Ann Thornton, Director of Planning & Development
Encl. Letter dated November 27, 2014
Letter dated October 23, 2014

COPY

Louise Hinton

From: Jennifer Wells
Sent: September-16-15 10:52 AM
To: 'steveclaydon@telus.net'
Subject: 46594 Chilliwack Lake Road

Good morning Mr. Claydon;

I have been trying to contact you via the phone numbers and addresses that you have provided to the Fraser Valley Regional District but I am unsure that you have been receiving this information as I have not received any response. Please contact me as soon as possible for relevant and important information regarding the subject property.

Thank you,

Jennifer Wells

Bylaw, Permits & Licences Technician
and Appointed Building Inspector

45950 Cheam Ave, Chilliwack, BC V2P 1N6
P 604.702.5015 || W www.fvrd.ca





COPY

Fraser Valley Regional District
45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)
Fax: 604-792-9684 website: www.fvrd.bc.ca

November 27, 2014

File Number: 4010-20-E01248.100

Steven Claydon
Allison Claydon
46594 Chilliwack Lake Road
Chilliwack, BC V2R 4M9

Dear Mr. and Ms. Claydon:

Re: Lapsed Building Permit Applications at 46594 Chilliwack Lake Road; Legally Described as Parcel 1 (Explanatory Plan 22273) Except Part in Statutory Right of Way Plan 39017 Lot C District Lot 496 Group 2 New Westminster District Plan 16453; Parcel Identifier: 000-547-948

As you are aware from our letter dated October 23, 2014, Building Permits for your property have been closed. The following projects remain incomplete and are therefore not covered by a valid building permit as required by *Fraser Valley Regional District Building Bylaw No.1188, 2013*:

1. BP012902: Lean-to on Existing Garage
2. BP013005: Main House Interior/Exterior Renovations
3. BP013006: Cabin Interior/Exterior Renovations

Due to the closure of these building permit applications, your file has been referred to Bylaw Enforcement and access to your property is required in order to perform an inspection.

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we ask that you provide access for staff to inspect your property on a mutually convenient date. Should you fail to respond before **December 11, 2014**, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.

You may contact me Monday through Friday, 8:30am to 4:30pm at the toll-free number listed above, directly at 604-702-5015, or by email at jwells@fvrd.bc.ca to discuss this issue further. Thank you in advance for your cooperation.

Yours truly,

A handwritten signature in blue ink, appearing to read "J. Wells".

Jennifer Wells
Bylaw, Permits & Licences Technician

encl: Copy of Letter dated October 23, 2014

cc: David Lamson, Director of Electoral Area E
Margaret Thornton, Director of Planning & Development

COPY



Fraser Valley Regional District
45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)
Fax: 604-792-9684 website: www.fvrd.bc.ca

October 23, 2014

File Number: 4010-20-E01248.100

Steven Claydon
Allison Claydon
46594 Chilliwack Lake Road
Chilliwack, BC V2R 4M9

Dear Mr. and MS. Claydon:

Re: Lapsed Building Permit Applications at 46594 Chilliwack Lake Road; Legally Described as Parcel 1 (Explanatory Plan 22273) Except Part in Statutory Right of Way Plan 39017 Lot C District Lot 496 Group 2 New Westminster District Plan 16453; Parcel Identifier: 000-547-948

As you are aware from our letters dated August 20, 2014, the above referenced Building Permits have been closed. Your project remains incomplete and is not covered by a valid building permit as required by *Fraser Valley Regional District Building Bylaw No.1188, 2013*. Therefore, your file has been referred to Bylaw Enforcement and access to your property is required in order to perform an inspection.

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we ask that you provide access for staff to inspect your property on a mutually convenient date. Should you fail to respond before November 24, 2014, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.

You may contact me Monday through Friday, 8:30am to 4:30pm at the toll-free number listed above, directly at 604-702-5015, or by email at jwells@fvrd.bc.ca to discuss this issue further. Thank you in advance for your cooperation.

Yours truly,

A handwritten signature in black ink, appearing to read "Jennifer Wells". The signature is fluid and cursive.

Jennifer Wells
Bylaw, Permits & Licences Technician

encl: Copy of Letters dated August 20, 2014

cc: David Lamson, Director of Electoral Area E
Margaret Thornton, Director of Planning & Development



FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6

Phone: 604-702-5000

Toll Free: 1-800-528-0061 (BC only)

Fax: 604-792-9684

website: www.fvrd.bc.ca e-mail: info@fvrd.bc.ca

COPY

January 7, 2013

File Number: 4010-20-E01248.100

Allison Claydon
Steven Claydon
46594 Chilliwack Lake Road
Chilliwack BC V2R 4M9

Dear Ms. Claydon and Mr. Claydon:

Re: Bylaw Enforcement Regarding Construction Without a Building Permit and Contravention of the Zoning Setbacks at 46594 Chilliwack Lake Road; Legally Described as Parcel 1 (Explanatory Plan 22273) Except Part in Statutory Right of Way Plan 39017 Lot C District Lot 496 Group 2 New Westminster District Plan 16453 Parcel Identifier 000-547-948.

I am writing to you in connection with the above noted matter. Please be advised that our records indicate that your property remains in breach of Regional District bylaws. The compliance action requested in the letter dated December 4, 2012 (copy enclosed) does not appear to have been carried out. It is imperative that this action be completed in order to avoid further bylaw enforcement.

Therefore, please contact the Regional District immediately to advise of your intentions in respect to resolving this issue. Should you fail to contact this office by **January 22, 2013**, you may be subject to fines under Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw No. 787, 2006.

You may contact the Regional District at the toll-free number above, 8:30am to 4:30pm, Monday through Friday. You may also reach me directly at 604-702-5015.

Yours truly,

Jennifer Wells
Bylaw, Permits, and Licences Technician

ENCLOSURE

cc: David Lamson, Director of Electoral Area E
Suzanne Gresham, General Manager of Electoral Area Services
Margaret Thornton, Director of Planning and Development
Frank Kelly, MCIOB, Deputy Director of Planning and Development Service

COPY



FRASER VALLEY REGIONAL DISTRICT

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Phone: 604-702-5000

Toll Free: 1-800-528-0061 (BC only)

Fax: 604-792-9684

website: www.fvrd.bc.ca

e-mail: info@fvrd.bc.ca

December 4, 2012

File Number: 4010-20-E01248.100

Allison Claydon
Steven Claydon
46594 Chilliwack Lake Road
Chilliwack BC V2R 4M9

Dear Ms. Claydon and Mr. Claydon:

Re: Construction Without a Building Permit and Contravention of the Zoning Setbacks at 46594 Chilliwack Lake Road; Legally Described as Parcel 1 (Explanatory Plan 22273) Except Part in Statutory Right of Way Plan 39017 Lot C District Lot 496 Group 2 New Westminster District Plan 16453 Parcel Identifier 000-547-948.

The Regional District has received a complaint of building without a permit at the above noted address. On December 3, 2012, an inspection of your property confirmed the addition to and renovation of an existing residential detached garage. Our records do not indicate that a building permit has been issued for such work therefore Stop Work and No Occupancy notices have been posted. Building permits are required by Fraser Valley Regional District Building Bylaw No. 0034, 1996 to encourage owners to comply with the minimum standards established by the British Columbia Building Code as well as other enactments which relate to health, safety, and use of land.

In addition to the above matter, it appears that the works may not comply with the zoning setbacks established by the *Zoning Bylaw for Electoral Area "E", 1976 of the Regional District of Fraser-Cheam*. Setbacks are the minimum distances which buildings can be sited from other structures, property lines, and watercourses.

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we ask that you apply for a building permit as well as make an appointment with the Planning Department to discuss zoning setbacks. Alternatively, we ask that you remove the illegal construction from your property. Should you fail to comply with these requests by **January 5, 2013**, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.

You may contact me directly at 604-702-5015, 8:30am to 4:30pm, Monday through Friday to discuss this issue further. Thank you in advance for your co-operation.

Yours truly,

Jennifer Wells
Bylaw, Permits, and Licences Technician

ENCLOSURE

cc: David Lamson, Director of Electoral Area E
George Murray, Chief Administrative Officer
Suzanne Gresham, General Manager of Electoral Area Services
Margaret Thornton, Director of Planning and Development
Frank Kelly, MCI0B, Deputy Director of Planning and Development Services

DIVISION FOUR - AGRICULTURAL - Ag-1

The purpose of this zone is to identify lands which by reason of soil quality, resource potential or location in a floodplain, are best suited for extensive agriculture, resource development, or outdoor recreation on parcels of 8 hectares (20 acres) or more.

4.1 PERMITTED USES OF LAND BUILDINGS AND STRUCTURES

All uses in this Division are subject to Division Three - General Regulations. The following uses and no others are permitted:

1. Farm but excluding an intensive swine operation.
2. One-family residence or mobile home or modular home.
3. Accessory personal care use.
4. Accessory employee residence use.
5. Home occupation.
6. Extraction of raw materials.
7. Accessory produce sales, provided that the gross floor area does not exceed 46.5 sq. metres (500 square feet).
8. Civic.
9. Outdoor recreation use.
10. Golf Course.
11. Private aircraft landing strip.
12. All necessary accessory outbuildings, structures and uses including barns and animal shelters.
13. Accessory advertising, limited to one sign not exceeding 0.27 square metres (3 square feet) in area for each street frontage upon which the lot or site abuts.
14. Accessory outdoor storage of firewood for commercial purposes and sale of firewood.
15. bed and breakfast use, pursuant to section 3.1.3(c) [Byl #1233]

4.2 DENSITY REGULATIONS

There shall be not more than one (1) one-family dwelling or mobile home or modular home on a lot except as permitted by Section 4.1.3 and 4.1.4 of this Division.

4.3 SETTING, SIZE AND DIMENSIONS REGULATIONS1. SETBACKS

- a) Highway: No part of any building, structure, mobile home, modular home or structure, shall be located closer than 4.6 metres (15 feet) to the right-of-way boundary of a road allowance or flanking street, or closer than 14.6 metres (48 feet) to the center line of said allowance or street, whichever is the greater distance from the road or street center line.
- b) Side and Rear: No part of any building, structure, mobile home, modular home or structure, shall be located closer than 7.6 metres (25 feet) to any side or rear lot line.

2. SITE AREA REGULATIONS

-N/A-

3. BUILDING DIMENSION REGULATIONS

-N/A-

NOTICE ON TITLE INFORMATION SHEET

WHAT IS A NOTICE ON TITLE?

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

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

WHAT IS THE PURPOSE OF A NOTICE ON TITLE?

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

WHEN CAN A NOTICE ON TITLE BE FILED?

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

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

HOW IS A NOTICE ON TITLE FILED?

- Step 1: When the Building Inspector is made aware of a breach, a letter is mailed to the registered owner of the property advising of the breach and the required remedial action. The owner is provided approximately thirty (30) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.
- Step 2: If no action to contact staff and resolve the issue, a second letter is mailed to the owner advising of the breach and the required remedial action. The owner is provided approximately fourteen (14) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.

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

HOW IS A NOTICE ON TITLE CANCELLED?

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

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

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

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

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

If you have any questions regarding this process, please email staff at enforcement@fvrld.bc.ca or phone directly at 1-800-528-0061.

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

Excerpts from the *Community Charter*:

NOTE AGAINST LAND TITLE THAT BUILDING REGULATIONS CONTRAVENED

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

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

CANCELLATION OF NOTE AGAINST LAND TITLE

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

TITLE SEARCH PRINT

2018-02-16, 10:11:14

File Reference:

Requestor: Louise Hinton

Declared Value \$335000

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Title Number

From Title Number

BA553855

BV452854

Application Received

2006-09-28

Application Entered

2006-10-06

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

STEVEN CLAYDON, WORKER
ALLISON CLAYDON, WORKER
46594 CHILLIWACK LAKE ROAD
CHILLIWACK, BC
V2R 4M9
AS JOINT TENANTS

Taxation Authority

New Westminster Assessment District

Description of Land

Parcel Identifier:

000-547-948

Legal Description:

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

Legal Notations

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE
AGRICULTURAL LAND COMMISSION ACT; SEE AGRICULTURAL
LAND RESERVE PLAN NO. 46 DEPOSITED 11. SEPTEMBER. 1974

Charges, Liens and Interests

Nature:

MORTGAGE

Registration Number:

BA553856

Registration Date and Time:

2006-09-28 14:54

Registered Owner:

FIRST NATIONAL FINANCIAL GP CORPORATION
INCORPORATION NO. A67816

Duplicate Infeasible Title

NONE OUTSTANDING

TITLE SEARCH PRINT

File Reference:

Declared Value \$335000

2018-02-16, 10:11:14

Requestor: Louise Hinton

Transfers

NONE

Pending Applications

NONE

Folio: 733.01248.100
Civic: 46594 CHILLIWACK LAKE RD
Size: 0.365 ACRES

Pid: 000-547-948

Legal: DISTRICT LOT 496, NEW WESTMINSTER DISTRICT,
 PLAN NWP22273 PARCEL 1, GROUP 2.

Owner: CLAYDON, STEVEN
 CLAYDON, ALLISON
 46594 CHILLIWACK LAKE RD
 CHILLIWACK BC V2R 4M9
 (BA553855)

2018 Actual Assessments

00 - FULLY TAXABLE LAND, STRUCTURES

Land Class

1 - Res

Land

396000

Impr Class

1 - Res

Impr

162000

Lto Number

BA553855

BV452854

BR38684

Sales Price

335,000.00

209,900.00

189,000.00

Date

Sep 28, 2006

Oct 30, 2003

Feb 16, 2001

Description

IMPROVED SINGLE PROPERTY CASH TRANSACTI

IMPROVED SINGLE PROPERTY CASH TRANSACTI

REJECT - NOT SUITABLE FOR SALES ANALYSIS

Attribute

ACTUAL USE

ELECTORAL AREA

LAND TENURE

MANUAL CLASS

NEIGHBOURHOOD

SCHOOL DISTRICT

SERVICE AREA

Value

000

E

01

0080

212

33

45CILMT

Description

SINGLE FAMILY DWELLING

CROWN-GRANTED

1 STY SFD-AFTER 1930-FAIR

Classification

BYLAW ENFORCEM

Start Date

Nov 16, 2012

Stop Date

Comment

E01248.100

Please see bylaw enforcement staff if more information is required.

Property Information Report

Civic Address:	46594 CHILLIWACK LAKE RD	Lot Size:	0.365 ACRES
Folio Number:	733.01248.100	Electoral Area:	E
PID:	000-547-948	Map Scale:	1:728
Legal Description:	DISTRICT LOT 496, NEW WESTMINSTER DISTRICT, PLAN NWP22273 PARCEL 1, GROUP 2.		



Land-use Information

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

Utility Information

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

To: Electoral Area Services Committee

Date: 2018-04-10

From: Louise Hinton, Bylaw Compliance and Enforcement Officer

File No: G03638.000

Subject: Building Bylaw, and BC Building Code Contraventions at 41330 North Nicomen Road Electoral Area G, Fraser Valley Regional District, British Columbia (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and Parcel Identifier

RECOMMENDATION

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 41330 North Nicomen Road Electoral Area G, Fraser Valley Regional District, British Columbia (legally described as Lot 1 Section 6 Township 24 New Westminster District Plan 6914; and Parcel Identifier 011-252-723)

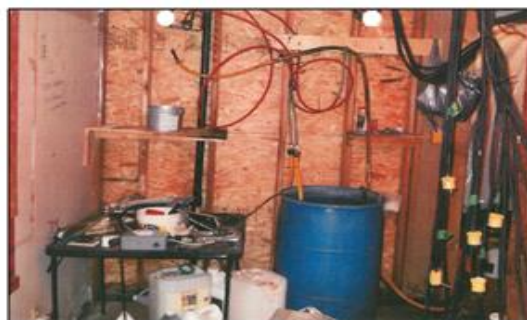
STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

BACKGROUND

January 30, 2012 Regional District Bylaw Staff Received information that Royal Canadian Mounted Police (RCMP) had an enforcement file (No. 2011-5908) for a marijuana grow operation that was discovered on the property in the Single Family Dwelling in 2011.





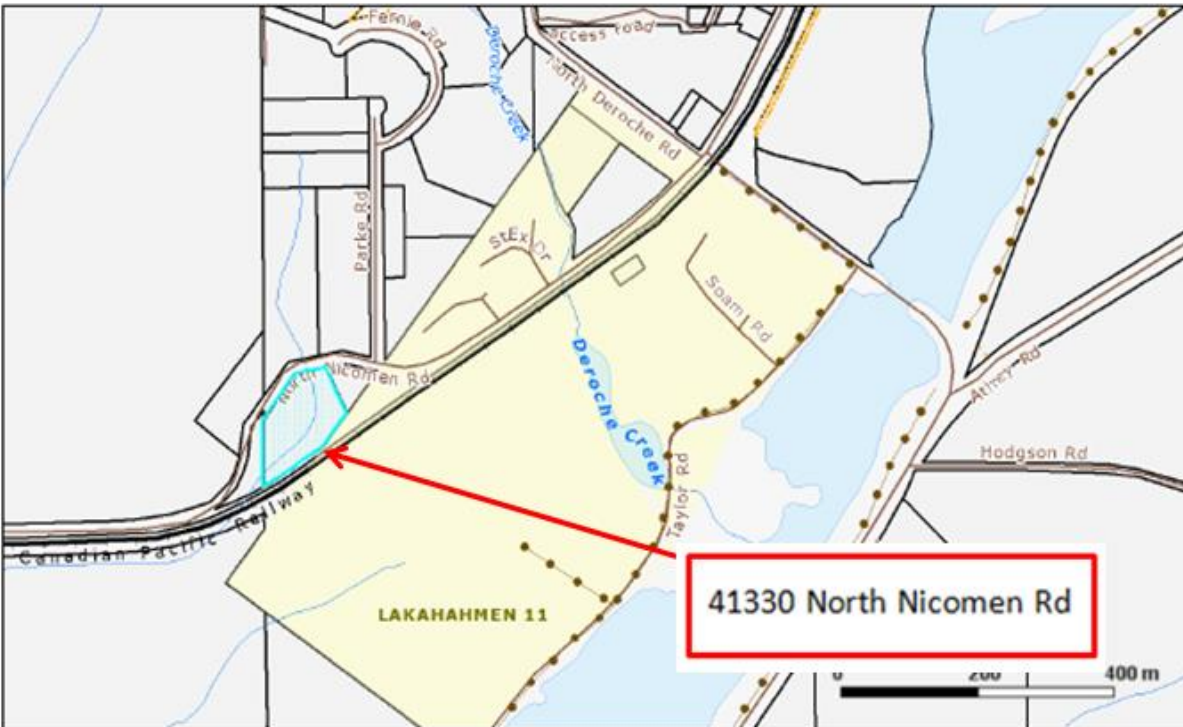
FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Ave, Chilliwack, British Columbia V2P 1N6
 Phone: 604 702-5000 Toll free: 1-800-528-0081 Fax: 604 792-9884
 Web: www.fvrd.bc.ca E-Mail: info@fvrd.bc.ca

22 February 2018

Property Information Report

Civic Address:	41330 NORTH NICOMEN RD	Lot Size:	3.27 ACRES
Folio Number:	775.03638.000	Electoral Area:	G
PID:	011-252-723	Map Scale:	1:8626
Legal Description:	LOT 1, SECTION 8, TOWNSHIP 24, NEW WESTMINSTER DISTRICT, PLAN NWP0014		



Land-use Information

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

July 25, 2012 – Regional District Bylaw Staff attended the property at 41330 North Nicomen Road for a joint site inspection with RCMP Staff to keep the peace. The tenant of the home was on site during the inspection. Regional District Bylaw Staff observed numerous structural alterations, electrical works, possible plumbing works, and a marijuana grow operation in numerous rooms in the Single Family Dwelling. Inspection staff posted a Stop Work and No Occupancy Notice on the main Single Family Dwelling. It was noted that the tenant would not allow inspection staff access to a room in the basement that was locked.

The following site inspection photos taken on **July 25, 2012** illustrate the construction without a permit to house a marijuana growing operation:



November 14, 2012 - Regional District Bylaw Staff spoke with the previous property owner Mr. Breslin on the telephone; he made assurances to FVRD staff that he would make a Building Permit application to remediate the single family dwelling. Mr. Breslin requested staff forward all permit information by email to him. Staff let him know that they would recommend a notice to be placed on the title on the property because of the marijuana grow operation use. Mr. Breslin stated he understood the steps moving forward, and as such FVRD staff followed up with an email.

December 20, 2012 - Regional District Bylaw Staff conducted a scheduled file review that revealed that the Regional District still has not received a Building Permit application for this property. Staff spoke with property owner Mr. Mike Breslin by telephone. Mr. Breslin confirmed both the property where he currently resides and that he received FVRD staff's previous email. Regional District Bylaw Staff notified Mr. Breslin that he needs to submit his completed Building Permit application for the single family dwelling before the deadline of two weeks (January 11, 2013) or staff would begin the process to place a notice on title of property.

Regional District Bylaw Staff mailed a letter to the property owner Mr. Breslin outlining the existing bylaw enforcement issues on the property, inclusive of the change in occupancy with a deadline of January 11, 2013 to comply. Stakeholders were emailed a scanned copy of the letter.

April 5, 2013 - Regional District Bylaw Staff contacted Mission RCMP, requesting an update on this file.

January 19, 2018 - Regional District Bylaw Staff pulled a title search of the property at 41330 North Nicomen Road and the search verified that Mr. Maninder Deol has owned the property since August 2016.

January 25, 2018 – A final warning letter was sent to the property owner Mr. Deol by registered mail advising him of staff's recommendation to proceed with the process of registering a Section 57 *Community Charter* notice on the title of his property. This letter gave the property owner a final opportunity to achieve voluntary compliance by the deadline of February 15, 2018. A copy of the letter was emailed to stakeholders.

January 29, 2018 - Regional District Bylaw Staff Bylaw spoke with the property owner Mr. Deol over the phone and explained that the Building Permit has been outstanding since 2012 and even though he only became the owner of the property in recent years; the bylaw enforcement issues still needed to be resolved. Mr. Deol explained that his full intention is to demolish the building, but that it couldn't be done in the near future. The conversation was not completed and was to be continued at another time.

Early February 2018 – Regional District Building Inspection Staff spoke with Mr. Deol over the phone and it was agreed that a notice on title is the best course of action moving forward.

DISCUSSION

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

Staff would like you to consider the following information:

Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas by the Fraser Valley Regional District Building Bylaw No. 1188, 2013 (Building Bylaw) for health, safety and the protection of persons and property. The bylaw provides that no person shall commence any construction, alternation, reconstruction, demolition, removal, relocation or change the occupancy of any building.

The subject building was initially a single family dwelling with a residential use. A final inspection was never carried out on the single family dwelling, and therefore an Occupancy Certificate was never issued. It then was discovered in 2011 that the single family dwelling was being used for a marijuana grow operation. In 2012 Regional District Bylaw Staff confirmed that there had been construction alterations completed on the Single Family Dwelling to cause the change of use without a required Building Permit. Any structure that houses a Marijuana Grow Operation requires a Building Permit to remediate the building for health purposes once the Grow Operation has been removed. Any structure that has a change of use from its initial intended use is required to obtain a Building Permit to authorize the new use in order to comply with Bylaw and BC Building Code Regulations. The initial use of the subject building was for residential use, so a permit is required for the change of use to marijuana grow operation.

A Building Permit is required for the works undertaken by the property owner.

Zoning Bylaw

This property is in Electoral Area G, and is zoned Rural 3 (R-3) under *the Fraser Valley Regional District Land Use and Subdivision Regulation Bylaw No. 59, 1992 (Bylaw 59)*. The primary purpose of this zone is to maintain the existing rural character of the plan area and to provide for residential uses that are environmentally sustainable and compatible with existing development and levels of services. The rural designation exists on rural lots that have good road access but that may have potential geotechnical hazard, servicing limitations, or other constraints.

The single family dwelling building previously housed a Marijuana Grow Operation; a use that is not a listed as a permitted use in this zone.

If a Marijuana Grow Use is proposed, a successful rezoning of the property is required to authorize the unpermitted use of the Marijuana Grow Use.

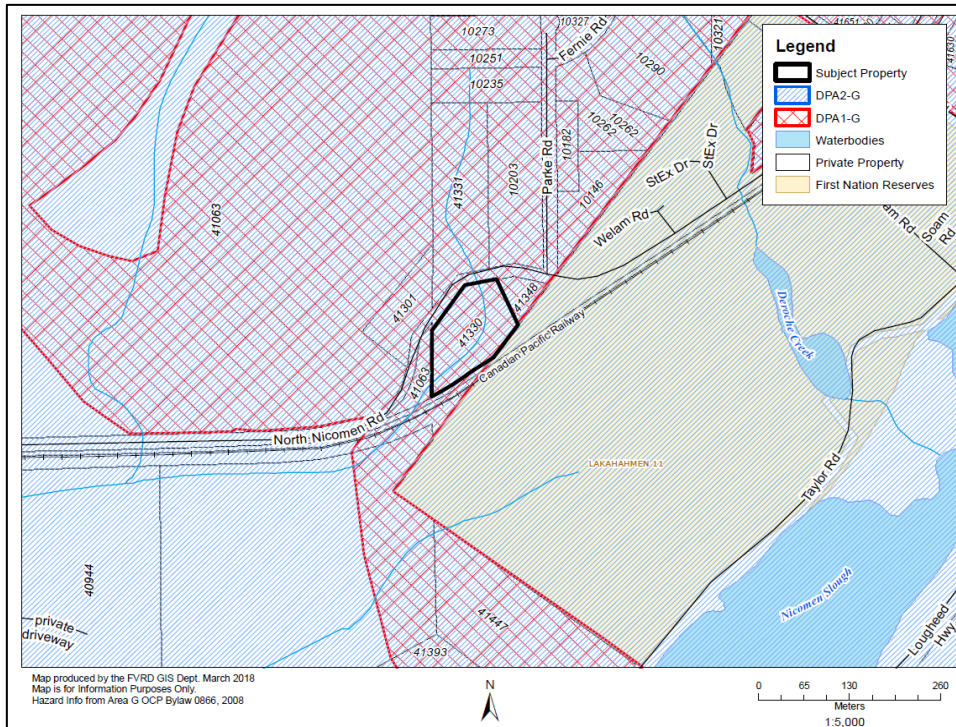
Official Community Plan

1. The subject property is within the *Geologic & Stream Hazard Development Permit Area 1-G (DPA 1-G)* under the *Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. 0866, 2008 (Bylaw 0866)*. This development permit area is designated for the protection of development from hazardous conditions. A development permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.
2. The subject property is within the *Riparian Areas Development Permit Area 2-G (DPA 2-G)* under the *Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. 0866, 2008 (Bylaw 0866)*. This development permit area is designated for the protection of the natural environment, its ecosystems and biological diversity. A development permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.

A development permit must be obtained prior to the alteration of land the disturbance of soil or vegetation; or construction of or addition to a building or structure within a riparian assessment area. To date there has been no application for a development permit for any of the construction or land alteration works that have occurred on the subject property.

A Development permit is required for the construction that has taken place on the property.

(1-G) DEVELOPMENT PERMIT AREA MAP



COST

Land Titles Office filing fee of approximately \$55.

The owner will be required to pay a removal fee of \$500 in accordance with the *Fraser Valley Regional Building Bylaw 1188, 2013*, after the unpermitted construction works on the single family dwelling is either:

1. Demolished with Building Permit issued by the FVRD with a successful final inspection; or
2. A fully completed Building Permit for the construction works to the single family dwelling is issued by the FVRD and receives a successful final inspection. Prior to Building Permit issuance, application and issuance of a Development Permit for the construction is also required. If a Marijuana Grow Use is proposed, a successful rezoning of the property is required to authorize the unpermitted use of the Marijuana Grow Use.

CONCLUSION

It is the opinion of the Bylaw Compliance and Enforcement Officer/Appointed Building Inspector that the construction without a permit and change of use on the single family dwelling and construction without a development permit violate multiple Regional District Bylaws, and the British Columbia Building Code. Staff further notes that full compliance will only be achieved with the successful completion of a Building Permit for a change of use with remediation or a Building Permit for demolition of the single family dwelling.

Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this

instance and submit the above recommendation in accordance with Section 57 of the *Community Charter*.

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

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

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

COMMENTS BY:

Margaret Thornton, Director of Planning & Development:	Reviewed and supported.
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Mike Veenbaas, Director of Financial Services	No further financial comment.
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Paul Gipps, Chief Administrative Officer	Reviewed and supported.
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March 8, 2018

REGISTERED MAIL

Mr. Maninder Sing Deol
32902 Trenholm Avenue
Mission, BC V4S 0C7

FILE: G03638.000
CIVIC: 41330 North Nicomen Road
PID: 011-252-723
LEGAL: Lot 1 Section 6 Township 24 New Westminster District Plan 6914

Dear Mr. Deol:

**Re: SHOW CAUSE HEARING – Contraventions of Building Bylaw No. 1188, 2013
41330 North Nicomen Road Electoral Area G**

Further to the final warning letter dated January 22, 2018 (copy attached), that was sent to you on the same day, please be advised you are hereby notified that your opportunity to be heard by the Regional District Electoral Services Committee is scheduled. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Notice against the title of your property at 41330 North Nicomen Road in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2018* pursuant to Section 57 of the *Community Charter*.

The **show cause** hearing is scheduled for **April 10, 2018 at 1:30pm**, in the Boardroom on the fourth floor of the Regional District Office at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the title of your property at 41330 North Nicomen Road whether or not you are in attendance. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact the Louise Hinton, with our Bylaw Enforcement Department at 604-702-5015 or lhinton@fvrd.ca in advance of this meeting.

Sincerely,



Digitally signed by Paul
Gipps
Date: 2018.03.07
16:00:45 -08'00'

Paul Gipps
Chief Administrative Officer

cc: Al Stobbart, Director of Electoral Area G
Margaret-Ann Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator

Attach: January 22, 2018 Copy of Final Warning Letter to Property Owner
April 10, 2018 Staff Report from Bylaw and Appointed Building Inspector
January 19, 2018 Land Title Search Results
February 23, 2018 Property Information Report
February 23, 2018 Property Information Map
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

January 22, 2018

Registered Mail

Mr. Maninder Sing Deol
32902 Trenholm Avenue
Mission BC V4S 0C7

FILE: G03638.000
CIVIC: 41330 North Nicomen Road
PID: PID: 011-252-723
LEGAL: Lot 1 Section 6 Township 24 New Westminster District Plan 6914

Dear Mr. Deol:

Re: Final Warning – Construction without a Building without a Permit – 41330 North Nicomen Road; Change of Use - Single family dwelling with remediation

Further to our previous correspondence dated December 20, 2012 Fraser Valley Regional District staff has confirmed that your property at 41330 North Nicomen Road (the “property”) continues to remain in breach of Regional District bylaws despite our requests for compliance. Staff verified that the unauthorized construction that caused the change of use of the single family dwelling to a Marihuana Grow Operation, was done without proper remediation or any of the required permits.

Fraser Valley Regional District’s Building Bylaw No. 1188, 2013 (Bylaw 1188) section 6 states:

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

The Regional District continues to have an open bylaw enforcement file with regards to the illegal construction for a change of use to house a marijuana grow operation in the single family dwelling on your property. We understand that you are the new owner of the property as of August 2016 however a change in ownership of the property in no way negates the existing bylaw enforcement issues. It has now been more than almost six years since the Regional District first discovered the unauthorized grow operation, change of use and illegal construction on your property. As of today’s date, the ownership of this property, has made very little effort to address the outstanding permit requirements for the single family dwelling.

Considering that the ownership of this property has not been able to meet any of the previously given deadlines to comply with the building permit requirements, the Regional District has no choice but to proceed with the process of registering a notice on the title of your property with the Land Titles Office as outlined in Section 57 of the *Community Charter*. Please see the enclosed information sheet that provides further details on the process.

If you do wish to take steps towards gaining compliance in the above stated matter please ensure that by **February 8, 2018** a fully completed building permit application is submitted for the above noted construction, to the Fraser Valley Regional District's Building Department. The application should include:

- a) Fully completed building permit application form;
- b) Detailed to scale drawings for the structure;
- c) Completed Site Profile (contaminated Sites) form; and
- d) An initial application fee in the amount of \$150.00 for the permit.

Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your application, please contact one of our Building Inspectors at 604-702-5000. Building Permit Application forms are available online for your convenience on the Regional District's website at:

<http://www.fvrd.ca/EN/main/services/building-permits-inspection/forms.html>

If you fail to meet the above stated deadline of **February 8, 2018** we will move forward to begin the process of registering a notice on the title of your property with the Land Titles Office as outlined in section 57, of the *Community Charter*.

The primary purpose of an owner obtaining their Building Permit is for the safety of its occupants. Having a non-approved building puts the occupants at risk and should an unfortunate incident occur the owner may be held more liable. We encourage you to read the BC Occupiers Liability Act regarding property safety and negligence, available online at:

http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01

If you have any questions or wish to discuss this matter further, you may contact me by calling toll-free at 1-800-528-0061, directly at 604-702-5015 or by email at lhinton@fvrd.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm.

Yours truly,



Louise Hinton,
Bylaw, Compliance and Enforcement Officer

Attach: Copy of Letter dated December 20, 2012
Copy of Email dated November 14, 2012
Section 57 Information Sheet

cc: Al Stobart, Director of Electoral Area G
Margaret Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator



FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6

Phone: 604-702-5000

Toll Free: 1-800-528-0061 (BC only)

Fax: 604-792-9684

website: www.fvrd.bc.ca e-mail: info@fvrd.bc.ca

December 20, 2012

File Number: 4010-20-G03638.000

Michael Thomas Breslin
8488 Viscount Place
Chilliwack BC V2P 7W5

Dear Mr. Breslin:

Re: Bylaw Enforcement Regarding Change of Occupancy of the Single Family Dwelling at 41330 North Nicomen Road; Legally Described as Parcel Identifier 011-252-723, Lot 1 Section 6 Township 24 New Westminster District Plan 6914.

I am writing to you in connection with the above noted matter. Please be advised that our records indicate that your property remains in breach of Regional District bylaws. The compliance action requested as per our phone conversation and via email on November 14, 2012 does not appear to have been carried out. It is imperative that this action be completed in order to avoid further bylaw enforcement.

Therefore, please contact the Regional District immediately to advise of your intentions in respect to resolving this issue. Should you fail to contact this office by **January 11, 2013**, you may be subject to a fine under Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw No. 787, 2006.

You may contact the Regional District at the toll-free number above, 8:30am to 4:30pm, Monday through Friday. You may also reach me directly at 604-702-5015.

Yours truly,

Jennifer Wells
Bylaw, Permits, and Licenses Technician

cc: Al Stobart, Director of Electoral Area G
Suzanne Gresham, General Manager of Electoral Area Services
Margaret Thornton, Director of Planning and Development
Frank Kelly, MCI0B, Deputy Director of Planning and Development

Jennifer Wells

From: Jennifer Wells
Sent: Wednesday, November 14, 2012 3:35 PM
To: 'mike.breslin@hotmail.com'
Subject: 41330 North Nicomen Road, G03638.000
Attachments: Building Permit information booklet.pdf.pdf

COPY

Good afternoon Mr. Breslin;

As per our phone conversation today, it is my understanding that you wish to remediate the structure from a marijuana grow operation back into a single family dwelling. As discussed, a change of use requires a building permit; please fill out the 'building permit application' form: <http://www.fvrd.bc.ca/Services/BuildingPermitInspection/Documents/Building Permit Application Form.pdf>. The application fee for a building permit is \$150.00. As discussed, once an application, site plan and application fee are received, staff will start to process the request. As part of the building permit application, the building department will notify you in writing of the requirements to obtain a permit. More information may be found on our website <http://www.fvrd.bc.ca/Services/BuildingPermitInspection>. Please review the booklet I have attached as the information may help to lead you through the building process within the Regional District.

Please note that I provide this information for your convenience only. It is your responsibility to determine for yourself what effect the bylaws of the FVRD or the regulations of any other agency might have upon the use of, or construction upon, the subject property. This letter and the documents provided herewith in no way constitute Regional Board approval or support of any proposed new development, demolitions, or alterations on the subject property.

In closing, I hope that this information will be of assistance. Please do not hesitate to contact me if you have any questions on how to fill out these forms or require further information.

Jennifer Wells

Bylaw, Permits & Licences Technician

Fraser Valley Regional District 45950 Cheam Avenue
Chilliwack BC V2P 1N6
Phone: 604-702-5015
Toll Free: 1800-528-0061
Direct: 604-702-5015
Fax: 604-792-9684
Email: jwells@fvrd.bc.ca
Web: www.fvrd.bc.ca

NOTICE ON TITLE INFORMATION SHEET

WHAT IS A NOTICE ON TITLE?

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

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

WHAT IS THE PURPOSE OF A NOTICE ON TITLE?

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

WHEN CAN A NOTICE ON TITLE BE FILED?

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

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

HOW IS A NOTICE ON TITLE FILED?

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

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

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

HOW IS A NOTICE ON TITLE CANCELLED?

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

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

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

At this time, the Fraser Valley Regional District does not charge the registered owner of the property when a *Notice on Title* is placed or cancelled at the Land Title Office. The fees associated with the registration or removing of the Notices are remunerated by the Fraser Valley Regional District.

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

If you have any questions regarding this process, please email staff at enforcement@fvrd.bc.ca or phone directly at 1-800-528-0061.

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

EXCERPTS FROM COMMUNITY CHARTER

NOTE AGAINST LAND TITLE THAT BUILDING REGULATIONS CONTRAVENED

- 57 (1) A building inspector may recommend to the council that it consider a resolution under subsection (3) if, during the course of carrying out duties, the building inspector
- (a) observes a condition, with respect to land or a building or other structure, that the inspector considers
 - (i) results from the contravention of, or is in contravention of,
 - (A) a municipal bylaw,
 - (B) a Provincial building regulation, or
 - (C) any other enactment
 - that relates to the construction or safety of buildings or other structures, and
 - (ii) that, as a result of the condition, a building or other structure is unsafe or is unlikely to be usable for its expected purpose during its normal lifetime, or
 - (b) discovers that
 - (i) something was done with respect to a building or other structure, or the construction of a building or other structure, that required a permit or an inspection under a bylaw, regulation or enactment referred to in paragraph (a) (i), and
 - (ii) the permit was not obtained or the inspection not satisfactorily completed.
- (2) A recommendation under subsection (1) must be given in writing to the corporate officer, who must
- (a) give notice to the registered owner of the land to which recommendation relates, and
 - (b) after notice under paragraph (a), place the matter before the council.
- (3) After providing the building inspector and the owner an opportunity to be heard, the council may confirm the recommendations of the building inspector and pass a resolution directing the corporate officer to file a notice in the land title office stating that
- (a) a resolution relating to that land has been made under this section, and
 - (b) further information about it may be inspected at the municipal hall.
- (4) The corporate officer must ensure that all records are available for the purpose of subsection (3) (b).
- (5) If the registrar of land titles receives a notice under subsection (3) and payment of the prescribed fee, the registrar must make a note of the filing against the title to the land that is affected by the notice.
- (6) The note of a filing of a notice under this section is extinguished when a new title to the land is issued as a result of the deposit of a plan of subdivision or a strata plan.
- (7) In the event of any omission, mistake or misfeasance by the registrar or an employee of the registrar in relation to the making of a note of the filing under subsection (5), or a cancellation under section 58, after the notice is received by the land title office,

- (a) the registrar is not liable and neither the Provincial government nor the Land Title and Survey Authority of British Columbia is liable vicariously,
- (a.1) the assurance fund or the Land Title and Survey Authority of British Columbia as a nominal defendant is not liable under Part 19.1 of the Land Title Act, and
- (b) the assurance fund or the minister charged with the administration of the Land Title Act as a nominal defendant is not liable under Part 20 of the Land Title Act.

(8) Neither the building inspector nor the municipality is liable for damage of any kind for the doing of anything, or the failure to do anything, under this section or section 58 that would have, but for this subsection, constituted a breach of duty to any person.

(9) The authority under this section is in addition to any other action that a building inspector is authorized to take in respect of a matter referred to in subsection (1).

CANCELLATION OF NOTE AGAINST LAND TITLE

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

Folio: 775.03638.000
Civic: 41330 NORTH NICOMEN RD
Size: 3.27 ACRES

Pid: 011-252-723
Legal: LOT 1, SECTION 6, TOWNSHIP 24, NEW
 WESTMINSTER DISTRICT, PLAN NWP6914

Owner: DEOL, MANINDER S
 32902 TRENHOLM AVE
 MISSION BC V4S 0C7
 (CA5415467)

2018 Actual Assessments	Land Class	Land	Impr Class	Impr
00 - FULLY TAXABLE LAND, STRUCTURES	1 - Res	493000	1 - Res	265000

Lto Number	Sales Price	Date	Description
CA5415467	450,000.00	Aug 11, 2016	IMPROVED SINGLE PROPERTY CASH TRANSACTI
CA1650604	246,500.00	Jul 12, 2010	REJECT - NOT SUITABLE FOR SALES ANALYSIS
CA260295	467,000.00	Jul 28, 2006	IMPROVED SINGLE PROPERTY CASH TRANSACTI
BX464594	440,000.00	Jul 12, 2005	IMPROVED SINGLE PROPERTY CASH TRANSACTI
BW77681	236,110.00	Feb 27, 2004	REJECT - NOT SUITABLE FOR SALES ANALYSIS

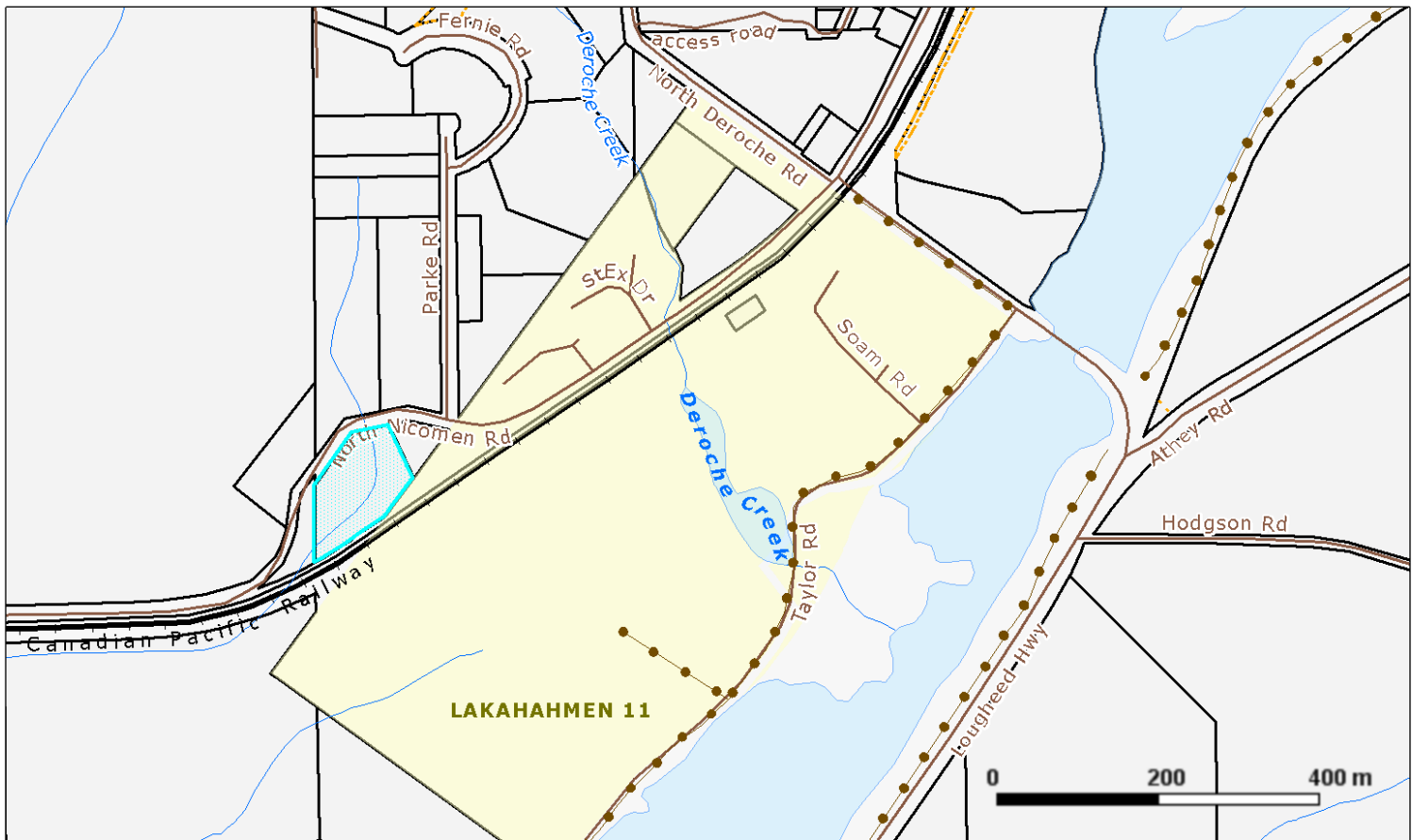
Attribute	Value	Description
ACTUAL USE	060	2 Acres Or More (Single Family Dwelling, Duplex)
DEFINED AREA	B	
ELECTORAL AREA	G	
LAND TENURE	01	CROWN-GRANTED
MANUAL CLASS	0140	1 STY SFD-AFTER 1960-MOD. STD
NEIGHBOURHOOD	801	
SCHOOL DISTRICT	75	
SERVICE AREA	45C	

Classification	Start Date	Stop Date	Comment
BYLAW ENFORCEM	Oct 11, 2011		See BE staff for details: G06338.000

Prop.Charge	Type	Sub Type	Project	Discharged	Text
O/536	GEOTECH REPORTS	OVERVIEW			Area G OCP
S/630	GEOTECH REPORTS	SECONDARY			Deroche Creek Sediment Management Study

Property Information Report

Civic Address:	41330 NORTH NICOMEN RD	Lot Size:	3.27 ACRES
Folio Number:	775.03638.000	Electoral Area:	G
PID:	011-252-723	Map Scale:	1:8626
Legal Description:	LOT 1, SECTION 6, TOWNSHIP 24, NEW WESTMINSTER DISTRICT, PLAN NWP6914		



Land-use Information

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

Utility Information

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

To: Electoral Area Services Committee

Date: 2018-04-10

From: Louise Hinton, Bylaw Compliance and Enforcement Officer

File No: Fo6804.200

Subject: Building Bylaw, and BC Building Code Contraventions at 36162 Ridgeview Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District

RECOMMENDATION

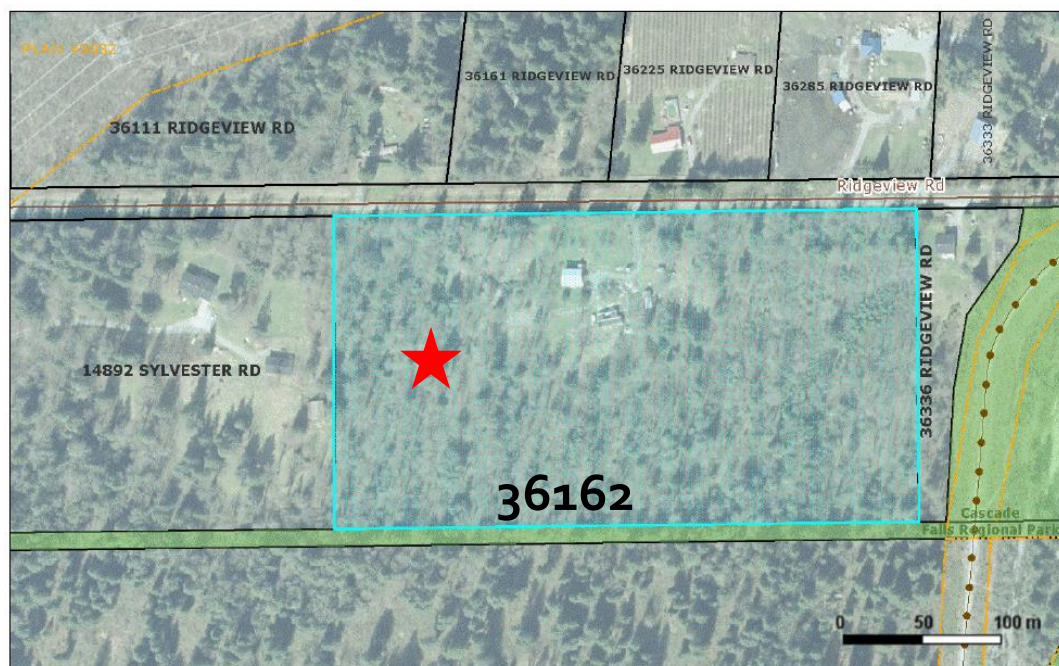
THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 36162 Ridgeview Road Electoral Area F, Fraser Valley Regional District, British Columbia (legally described as Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan 45682; and Parcel Identifier 005-171-474).

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

February 15, 2011 – Regional District Bylaw Staff were in the area on other inspections and noticed some construction at 36162 Ridgeview Road. Inspection photographs were taken from the road.



February 16, 2011 - Regional District Bylaw Staff conducted background research on the subject property and determined that there were no Building Permit Applications or issued permits for 36162 Ridgeview Road and as such a Bylaw Enforcement File was opened.

February 17, 2011 – Regional District Building Inspection Staff attended the subject property at 36162 Ridgeview Road for a site inspection. The property owner Ms. Susan Pattan was on site during inspection. The Building Inspector noted several items:

1. There appears to be some kind of renovations to the second storey of the single family home, and the Building Inspector is unsure if there is or was a permit for the work in the past. Permit history to be determined for appropriate follow-up.
2. There is a new covered deck structure under construction on front side the single family dwelling.

The Regional District Building Inspector posted the deck structure with No Occupancy and Stop Work Notices. Staff explained that a Building Permit is required for these types of works, gave Ms. Susan Pattan his business card and took inspection photographs.

Inspection Photos taken **February 17, 2011** showing construction without a permit.



February 18, 2011 – Regional District Bylaw Enforcement Staff determined that there was a Building Permit applied for in July of 1981 (BP006927) after it was discovered the owner was building a foundation on an existing building without the proper Building Permits. The Building Permit was never fully completed and as such was closed due to inactivity.

Property owner Ms. Susan Pattan came to the Regional District Building Office and applied for a new Building Permit (BP012485) for the second storey addition/renovation including for the "roof over the decks", and a second Building Permit (BP012488) for the wood/storage shed.

March 9, 2011 – Two separate letters are sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her two Building Permit Applications (BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed.

July 11, 2011 – A second set of two separate letters are sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her two Building Permit Applications

(BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed.

August 15, 2011 – A third letter is sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her Building Permit Application (BP012485) for the second storey addition/renovation including for the "roof over the decks".

November 16, 2011 - A fourth letter is sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her Building Permit Application (BP012488) for the wood/storage shed.

March 19, 2012 - A fifth set of two separate letters are sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her two Building Permit Applications (BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed.

April 20, 2012 - A sixth set of two separate letters are sent by regular mail to the property owner Ms. Susan Pattan listing the required outstanding items to complete her two Building Permit Applications (BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed.

April 24, 2012 - Regional District Building Inspection and Planning Department Staff met with agents of the property Mr. Terry Wolczuk and Mr. Phillip Pattan at the Fraser Valley Regional District's Chilliwack Office. Mr. Wolczuk and Mr. Pattan stated that they would apply for a Development Permit and that they would work with a structural engineer to complete the remainder of the requirements for the Building Permits as detailed in the March 9, 2011 letter.

April 25, 2013 – Planning Staff advised Regional District Bylaw Staff of the change in property ownership. A current title search that showed the property is now registered to Ms. Tracy Pocock, Executor of the will of Property Owner Susan Pattan, Deceased. The change was registered at land titles as of November 2012.

April 25, 2012 – Mr. Terry Wolczuk and Mr. Phillip Pattan, submitted an application for a Development Permit (DP001348) for the second storey addition and 3 decks within *Development Permit Area-1F* within the *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992* (Bylaw 559) for 36162 Ridgeview Road.

May 9, 2013 – Regional District Bylaw Staff attempted to contact Ms. Pocock, who was the Executor of Ms. Susan Pattan's estate, by telephone, but there was no answer. Staff then contacted Mr. Phillip Pattan, who identified himself as an immediate family member of Ms. Susan Pattan. Mr. Pattan stated that everyone is on vacation until May 20, 2013.

May 15, 2013 – Regional District Building Inspection and Bylaw Staff attended the subject property at 36162 Ridgeview Road for a site inspection, at the request of Ms. Tracey Pocock. Inspection Staff noted and photographed the following items during the inspection:

1. There was new construction works (new plywood walls on the decks and new siding on the second story renovation) on the property since the last site inspection in March 2011 in violation of the posted Stop Work Notice;
2. Stop Work and No Occupancy Notices were no longer in place.

Inspection Photos taken **May 15, 2013** showing continued construction without a permit, disobey Stop Work order and removal of notice.



May 28, 2013 – Planning Department Staff sent an email to Mr. Wolczuk and Mr. Pattan to notify them that their Development Permit Application (DP001348) has been cancelled due to inactivity.

June 27, 2013 - Regional District Bylaw Staff met with Ms. Pocock and Mr. Pattan at the Regional District office in Chilliwack. Ms. Pocock and Mr. Pattan relayed to staff that they have decided that they are going to go through the steps to obtain a Building Permit for the second story construction. Mr. Pattan is listed as an agent and stated the intent to purchase the property.

March 18, 2014 – Regional District Bylaw Staff received an inquiry from a local real estate agent regarding the bylaw enforcement issues on the property. Property owner Ms. Pocock contacted Regional District Bylaw Staff on this same day and explained she would provide a letter of agency document to the Regional District, so that her realtor has full access to the file history. Ms. Pocock also specified to Bylaw Staff that anyone interested in purchasing the property should have full and complete access to all the property and bylaw enforcement related files.

March 19, 2014 - A seventh letter is sent by regular mail to the property owner Ms. Susan Pattan, c/o Ms. Tracy Pocock, Executor listing the required outstanding items to complete the Building Permit Application (BP012485) for the second storey addition/renovation including for the "roof over the decks.

April 17, 2014 - Regional District Bylaw Staff received a phone call from the property owner Ms. Tracy Pocock who explained that the house has been sold to Ms. Wendy Scott and the sale will be completed on April 28, 2014. Ms. Pocock stated that Ms. Scott understands all of the outstanding bylaw enforcement issues of the property.

June 13, 2014 – The new property owners Ms. Wendy Scott and Mr. William Dahlman came in to the Fraser Valley Regional District's Chilliwack Office to discuss the Building Permit Applications on the property with both Bylaw and Building Inspection Staff. A New title search of the property was pulled confirming the sale and new ownership of the property. It was explained to the new owners Ms. Scott and Mr. Dahlman that the two Building Permits for the second storey renovation including the attached covered decks, and the storage building need to be completed to achieve compliance on the bylaw enforcement file.

November 19, 2014 - Regional District Bylaw Staff identified that the Building Permit Applications remained incomplete and attempted to contact the new property owners Ms. Scott and Mr. Dahlman by telephone, there was no answer so a voicemail was left for them to call back. Regional District Bylaw Staff also sent an email to the property owners requesting contact.

December 2, 2014 – A final set of two separate letter are sent by regular mail to the property owners Ms. Wendy Scott and Mr. William Dahlman listing the required outstanding items to complete the two Building Permit Applications (BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed.

January 21, 2015 - Regional District Bylaw Staff met with Mr. Dahlman at the counter of the Regional District Chilliwack Office and explained that enforcement on the outstanding permits would progress if they don't complete their permit application before February 2, 2015. Mr. Dahlman explained that the recent storm lifted the roof of the house, and advised that they are living in the house. FVRD Bylaw Staff reminded the owner of the previously posted Stop Work and No Occupancy Notices on the building.

January 22, 2015 - Regional District Planning Staff received the geotechnical report for 36162 Ridgeview Road from Ms. Wendy Scott. FVRD Planning Department Staff sent Ms. Scott a Development Permit application shortly after this, explaining that she would need to re-apply for a the Development Permit as the previous application had been closed due to inactivity in 2013.

February 16, 2015 – Another set of two separate letters was sent by regular mail to the property owners Ms. Wendy Scott and Mr. William Dahlman to notify them that both of their two Building Permit Applications (BP012485) for the second storey addition/renovation including for the "roof over the decks", and (BP012488) for the wood/storage shed have now been closed due to inactivity. The letters each also advise the property owners that their files have now been referred back to the Bylaw Enforcement Department for follow-up.

January 18, 2016 – Regional District Bylaw Staff attempted to contact the property Ms. Wendy Scott by telephone and there was no answer, so a detailed voice mail was left for Ms. Wendy Scott requesting a call back. FVRD Staff also attempted to separately contact the other property owner Mr. William Dahlman by telephone; and there was no answer, so another detailed voice mail was left for Mr. William Dahlman requesting a call back.

April 25, 2016 - Regional District Bylaw Staff sent a letter requesting access to the property for an inspection to the property owner via regular mail to property owners Ms. Scott and Mr. Dahlman with a deadline for a response of May 16, 2016.

June 7, 2016 – Regional District Bylaw Staff sent a letter requesting access to the property owner via regular mail to property owners Ms. Scott and Mr. Dahlman with a deadline for a response of July 5, 2016.

August 15, 2016 – Building Inspection Staff attended the subject property at 36162 Ridgeview Road for a site inspection. No one was on site at the time of the inspection. Inspection Staff posted the second story addition on single family dwelling, the attached decks and the large storage/pole building with Stop Work and No Occupancy Notices. Inspection photos were taken.

Inspection Photos taken **August 15, 2016** showing construction without a permit:



October 20, 2016 - Regional District Bylaw Staff sent an enforcement letter by regular mail to the property owners Ms. Scott and Mr. Dahlman with two Bylaw Offence Notice Tickets (No. 22209 and No. 22210), both for construction without a permit with a deadline for compliance of November 21, 2016.

November 8, 2016 – Upper Fraser Valley Bylaw Adjudication system notified Regional District Bylaw Staff that the property owners have disputed the two Bylaw Offence Notice Tickets (No. 22209 and No. 22210); and requested supporting documentation for the two Bylaw Offence Notice Tickets.

January 13, 2017 - Bylaw Offence Notice Tickets (No. 22209 and No. 22210) are cancelled at the agreement of the Regional District Bylaw Enforcement Staff and Bylaw Adjudication Screening Officer for clerical reasons.

January 16, 2018 - Regional District Building Inspection and Bylaw Staff attended the subject property at 36162 Ridgeview for a follow-up site inspection. The unpermitted works, including the second storey addition, the attached decks, and storage building all remained on the property. Inspection photographs were taken.

February 16, 2018 - Regional District Bylaw Staff sent a letter to both the property owners Ms. Wendy Scott and Mr. William Dahlman by email and regular mail advising them of staff's recommendation to proceed with the process of registering a Section 57 *Community Charter* notice on the title of their

property. This letter gave the owners a final opportunity to achieve voluntary compliance by the deadline of March 9, 2018. FVRD Staff has not received a response or any Building Permit Applications from the property owners to date.

DISCUSSION

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

Staff requests that the Electoral Area Services Committee consider the following information:

Building Bylaw

Staff is authorized to regulate minimum construction standards within electoral areas via the *Fraser Valley Regional District Building Bylaw No. 1188, 2013* (Building Bylaw) for health, safety and the protection of persons and property. The bylaw provides that no person shall commence any construction, alternation, reconstruction, demolition, removal, relocation or change the occupancy of any building.

A second story addition including three attached decks on the single family dwelling, and a storage building were all constructed on the property without Building Permits.

Multiple Building Permits are required for the works undertaken by the property owner.

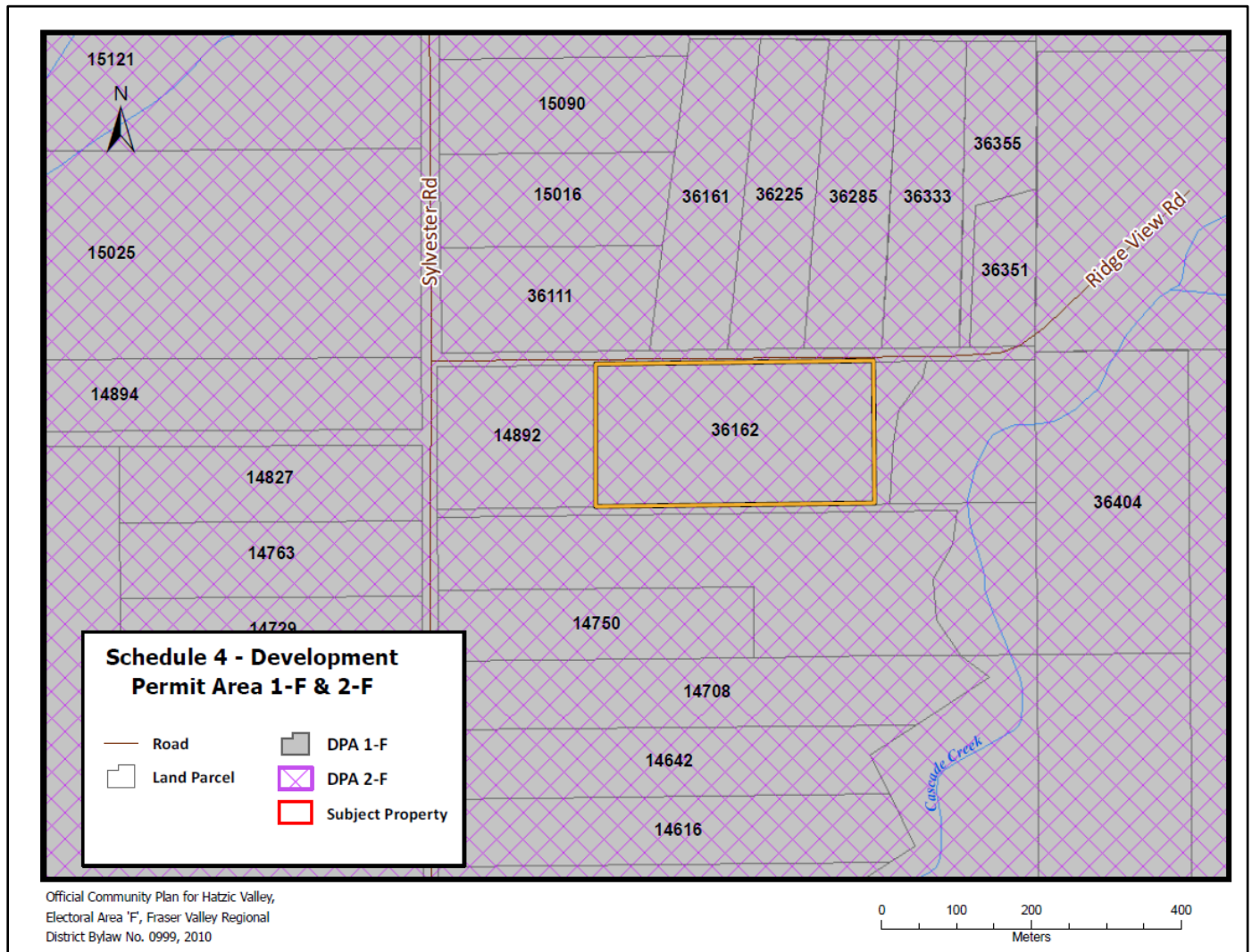
Official Community Plan

1. The subject property is within the *Geologic & Stream Hazard Development Permit Area 1-F* (DPA 1-F) under the *Fraser Valley Regional District Official Community Plan for Electoral Area F Bylaw No. 0999, 2010*, (Bylaw 0999). This Development Permit area is designated for the protection of development from hazardous conditions. A Development Permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.
2. The subject property is within the *Riparian Areas Development Permit Area 2-F* (DPA 2-F) under the *Fraser Valley Regional District Official Community Plan for Electoral Area F Bylaw No. 0999, 2010*, (Bylaw 0999). This Development Permit area is designated for the protection of the natural environment, its ecosystems and biological diversity. A Development Permit must be obtained prior to alteration of land or construction of, addition to, or alteration of a building or structure.

A Development Permit must be obtained prior to the alteration of land the disturbance of soil or vegetation; or construction of or addition to a building or structure within a riparian assessment area. To date there has been no completed application for a Development Permit for any of the construction or land alteration works that have occurred on the subject property.

A completed Development Permit is required for the construction that has taken place on the property.

DEVELOPMENT PERMIT AREA MAP (1-F)



COST

Land Titles Office filing fee of approximately \$55.

The owner will be required to pay a removal fee of \$500 in accordance with the *Fraser Valley Regional Building Bylaw 1188, 2013*, after the unpermitted construction works on the single family dwelling and storage buildings are either:

1. Demolished with Building Permits issued by the FVRD with a successful final inspections; or
2. Two fully completed Building Permits for the second storey renovation to the single family dwelling including three attached decks, and the construction of the storage building are issued by the FVRD and both receive successful final inspections. The applications require the application and issuance of a Development Permit for the alteration of land and construction.

CONCLUSION

It is the opinion of the Bylaw Compliance and Enforcement Officer/Appointed Building Inspector that the construction of the second story addition including three attached decks, and a storage building that were completed without Building Permits and the construction without a Development Permit violate multiple Regional District Bylaws, and the *British Columbia Building Code*. Staff further notes that full compliance will only be achieved with the successful completion of two fully completed Building Permits for the second story renovation including three attached decks, and the storage building construction works, and the issuance of a Development Permit.

Regrettably, but in the interest of full public disclosure and as incentive to achieving voluntary compliance, I, as an Appointed Building Inspector, believe that the filing of Notice is appropriate in this instance and submit the above recommendation in accordance with Section 57 of the *Community Charter*.

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

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

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

COMMENTS BY:

Margaret Thornton, Director of Planning & Development	Reviewed and supported.
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

March 8, 2018

REGISTERED MAIL

Ms. Wendy Scott
Mr. William Dahlman
36162 Ridgeview Road
Mission, BC V2V 0B9

FILE: 4010-20-F06804.200

CIVIC: 36162 Ridgeview Road

PID: 005-171-474

LEGAL: Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster
District Plan 45682

Dear Ms. Scott and Mr. Dahlman:

**Re: SHOW CAUSE HEARING – Contraventions of Building Bylaw No. 1188, 2013
36162 Ridgeview Road Electoral Area F**

Further to the final warning letter dated February 16, 2018 that was sent to you on the same day, please be advised you are hereby notified that your opportunity to be heard by the Regional District Electoral Services Committee has been scheduled. The meeting is to show cause why the Regional District Board of Directors should not direct staff to file a Notice against the title of your property at 36162 Ridgeview Road in relation to the outstanding contraventions of the *Fraser Valley Regional District Building Bylaw No. 1133, 2018* pursuant to Section 57 of the *Community Charter*.

The **show cause** hearing is scheduled for **April 10, 2018 at 1:30pm**, in the Boardroom on the fourth floor of the Regional District Office at 45950 Cheam Avenue, Chilliwack, British Columbia.

The Electoral Area Services Committee will consider registration of the Section 57 Notice on the title of your property at 36162 Ridgeview Road whether or not you are in attendance. For your convenience, I have attached relevant extracts from the *Community Charter* and a copy of the staff report which will be considered by the Committee.

If you require further information or clarification on this matter please contact the Louise Hinton, with our Bylaw Enforcement Department at 604-702-5015 or lhinton@fvrd.ca in advance of this meeting.

Sincerely,



Digitally signed by Paul
Gipps
Date: 2018.03.07 16:01:36
-08'00'

Paul Gipps
Chief Administrative Officer

cc: Ray Boucher, Director of Electoral Area F
Margaret-Ann Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator

Attach: February 16, 2018 Copy of Final Warning Letter to Property Owner
April 10, 2018 Staff Report from Bylaw and Appointed Building Inspector
February 16, 2018 Land Title Search Results
February 28, 2018 Property Information Report
February 28, 2018 Property Information Map
Notice on Title Information Sheet Including Community Charter, Section 57 and 58

February 16, 2018

Via Email: wendyscott 64@hotmail.com

Ms. Wendy Scott
Mr. William Dahlman
36162 Ridgeview Road
Mission, BC V2V 0B9

FILE: 4010-20-F06804.200

CIVIC: 36162 Ridgeview Road

PID: 005-171-474

LEGAL: Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster
District Plan 45682

Dear Ms. Scott and Mr. Dahlman:

Re: Final Warning – Construction without a Building without a Permit – 36162 Ridgeview Road; Second Story Renovation, three decks and a storage building

Further to our previous correspondence dated October 20, 2016 the Fraser Valley Regional District staff has confirmed that your property at 36162 Ridgeview Road (the “property”) continues to remain in breach of Regional District bylaws despite our numerous requests for compliance. Staff verified that the unauthorized construction of a second story renovation including three attached decks, and a storage building were all done without any of the required permits.



Fraser Valley Regional District's Building Bylaw No. 1188, 2013 (Bylaw 1188) section 6 states:

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

The Regional District continues to have an open bylaw enforcement file with regards to the illegal construction on your property. It has now been more than seven years since the Regional District first discovered the unauthorized construction and we have made multiple attempts to work with you to help you bring the property into compliance with all current bylaws since you purchased the property in April 2014.

Considering that you have not been able to meet any of the previously given deadlines to comply with the building permit requirements, the Regional District will proceed with the process of registering a notice on the title of your property with the Land Titles Office as outlined in Section 57 of the *Community Charter*. Please see the enclosed information sheet that provides further details on the process.

If you do wish to take steps towards gaining compliance in the above stated matter please ensure that by **March 9, 2018** two fully completed building permit applications are submitted for the above noted construction to the Fraser Valley Regional District's Building Department. Alternatively you may choose to demolish the unpermitted construction. If you choose to proceed with a building permit, please ensure that each of the two completed application forms include the following items:

- a) Detailed to scale drawings for the structure including the uses for each space;
- b) An initial application fee in the amount of \$150.00 for the permit; and
- c) A single development permit application for all the works (please refer to planning department for further information on how to apply for a Development Permit).

Following the receipt of your application, the Building Department will advise you on any additional information needed. Should you have any questions with regard to your applications, please contact one of our Building Inspectors at 604-702-5000. Building Permit Application forms are available online for your convenience on the Regional District's website at: <http://www.fvrd.ca/EN/main/services/building-permits-inspection/forms.html>

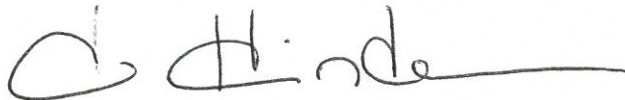
The Regional District wishes to continue to work with you to achieve compliance in this matter, however if you fail to meet the above stated deadline of **March 9, 2018** we will move forward to begin the process of registering a notice on the title of your property with the Land Titles Office as outlined in section 57, of the *Community Charter*.

The primary purpose of an owner obtaining their Building Permit is for the safety of its occupants. Having a non-approved building puts the occupants at risk and should an

unfortunate incident occur the owner may be held more liable. We encourage you to read the BC Occupiers Liability Act regarding property safety and negligence, available online at: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_96337_01

If you have any questions or wish to discuss this matter further, you may contact me by calling toll-free at 1-800-528-0061, directly at 604-702-5015 or by email at lhinton@fvrd.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm.

Yours truly,



Louise Hinton,
Bylaw, Compliance and Enforcement Officer

Attach: Copy of Letter dated October 20, 2016
Copy of Letter dated June 7, 2016
Copy of Letter dated April 25, 2016
Copy of Letter dated March 17, 2015
Copy of Letter dated February 16, 2015
Copy of Letter dated December 2, 2014
Section 57 Information Sheet

cc: Ray Boucher, Director of Electoral Area F
Margaret-Ann Thornton, Director of Planning & Development
Greg Price, Bylaw & Compliance Coordinator

October 20, 2016

COPY

Wendy Scott
William Dahlman
36162 Ridgeview Road
Mission, BC V2V 0B9

FILE: 4010-20-F06804.200
CIVIC: 36162 Ridgeview Road
LEGAL: Lot 7 Section 4 Township 4 Range 2 West of the Seventh Meridian New Westminster District Plan
45682 Parcel Identifier: 005-171-474

Dear Ms. Scott and Mr. Dahlman;

RE: Contravention of the Building Bylaw – Construction without permits

In February 2011 the Regional District received information that construction had been done without the benefit of a building permit. Staff performed an inspection and confirmed the illegal construction which was then posted with Stop Work and No Occupancy Notices. Subsequently, building permit applications were submitted for the second floor addition to the single family dwelling and storage shed. These applications were incomplete and eventually closed in February 2015 due to lack of response from you.



A recent inspection of your property on August 15, 2016 confirmed that the illegal construction remains on the property. The addition to the house and decks were re-posted with Stop Work and No Occupancy notices. Further, a pole building was posted with Stop Work and No Occupancy notices.

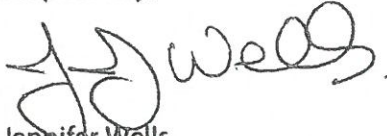
The Regional District has made multiple attempts to work with you to help you bring the property into compliance with all current bylaws since you purchased the property in April 2014. As you will not return staffs phone calls and letters we are obligated to pursue alternate means of bylaw enforcement. Therefore, please find Bylaw Offence Notice Nos. 22209 and 22210 enclosed with this letter. These notices have been issued for failure to comply with *Fraser Valley Regional District Building Bylaw No. 1188, 2013*. On the reverse side of the Bylaw Offence Notice you will find the methods available to you to pay or dispute the penalty. Please note that Bylaw Offence Notices may be paid online via www.fvrd.ca/tickets.

At this time, staff again request that that you re-apply for the required building permits or remove the illegal construction no later than **November 21, 2016**. You may be subject to further ticketing and your file may be

referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement should you fail to comply with this request.

If you have any questions or wish to discuss this matter further, you are welcome to contact me by calling toll free at 1-800-528-0061, directly at 604-702-5015, or by email at jwells@fvrd.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm.

Respectfully,



Jennifer Wells

Bylaw, Permits & Licences Technician

cc: Ray Boucher, Director of Electoral Area F
Margaret-Ann Thornton, Director of Planning & Development

encl: Bylaw Offence Notices Nos. 22209 and 22210
Letter dated June 7, 2016
Letter dated April 25, 2016
Letter dated March 17, 2015
Letters dated February 16, 2015
Letters dated December 2, 2014

UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

- ☐ City of Chilliwack ☐ District of Hope **BNE**
☐ District of Kent ☒ Fraser Valley Regional District
☐ Village of Harrison Hot Springs

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO:

SURNAME OR CORPORATE NAME		<input type="checkbox"/> YOUNG PERSON
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER	BIRTHDATE (YY MM DD)
Wendy	M / F	
ADDRESS		
36162 Edgewood Road		
CITY	PROVINCE	POSTAL CODE
Mission	BC	V2Y 0G9

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____
COLOUR _____ LICENCE NO. _____ PROVINCE _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE

ON OR ABOUT

DATE OF OFFENCE
YY MM DD
16 10 08

 AT THE TIME OF

(24hr Clock)
11:57

AT OR NEAR 36162 Edgewood Road, Mission, BC
STREET ADDRESS, CITY, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

Bylaw No. 1188 2008

BYLAW NAME		
DESCRIPTION OF OFFENCE	SECTION	PENALTY
Restriction without permit	6.1	\$200
		\$
		\$

EARLY PAYMENT TERMS

THE PENALTY WILL BE REDUCED BY \$10.00 IF PAYMENT IS RECEIVED WITHIN 14 DAYS.
SURCHARGE OF \$10.00 WILL BE APPLIED IF PAYMENT IS NOT RECEIVED WITHIN 28 DAYS.

IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS TICKET, YOU MAY APPEAR AT THE FOLLOWING LOCATION TO FILE AN ADJUDICATION REQUEST:

Upper Fraser Valley Bylaw Adjudication Registry
8550 Young Road, Chilliwack, BC, V2P 8A4

OR DELIVER, HAVE DELIVERED OR MAIL AN ADJUDICATION REQUEST TO THE ADDRESS ON THE REVERSE

IF YOU WISH TO PAY THE PENALTY, THE PENALTY AMOUNT MAY BE PAID AT THE ABOVE ADDRESS IN ACCORDANCE WITH THE PRESCRIBED INSTRUCTIONS (SEE REVERSE).

DATE SERVED 16/10/08
☐ BY MAIL/COURIER ☐ HAND DELIVERED ☐ POSTED ON PROPERTY

SIGNING OFFICER [Signature]
SIGNATURE [Signature]

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE.

ALLEGED OFFENDER'S COPY

1. ENQUIRIES

ENQUIRIES MAY BE DIRECTED TO THE UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM REGISTRY OFFICE AT 8550 YOUNG ROAD, CHILLIWACK, BC, BETWEEN 0830 AND 1630 HOURS, MONDAY TO FRIDAY, 604-793-2743 OR 1-888-793-2744 OR WWW.FVBYLAW.CA.

2. HOW TO PAY OR DISPUTE

IF YOU WISH TO PAY THE PENALTY, YOU MAY PAY BY CASH, CHEQUE, MONEY ORDER, DEBIT OR CREDIT CARD.

IN PERSON - AT ANY LOCATION OF THE REGISTRY:

CITY OF CHILLIWACK	8550 YOUNG ROAD, CHILLIWACK, BC
DISTRICT OF HOPE	325 WALLACE STREET, HOPE, BC
DISTRICT OF KENT	7170 CHEAM AVENUE, AGASSIZ, BC
FVRD	45950 CHEAM AVENUE, CHILLIWACK, BC;
VILLAGE OF HARRISON HOT SPRINGS	495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC.
BY MAIL	8550 YOUNG ROAD, CHILLIWACK, BC, V2P 8A4
BY PHONE	604-793-2743 OR 1-888-793-2744
BY FAX	604-793-2715

A COPY OF THIS NOTICE MUST ACCOMPANY PAYMENT. **DO NOT MAIL CASH.** MAKE CHEQUE OR MONEY ORDER PAYABLE TO "UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM."

FAILURE TO PAY OR DISPUTE WITHIN 14 DAYS WILL RESULT IN THE CORRESPONDING PENALTY BECOMING DUE AND PAYABLE. A CHARGE WILL BE ADDED FOR DISHONOURD CHEQUES. DISHONOURD CHEQUES INVALIDATE ANY RECEIPT. UNPAID PENALTIES MAY BE REFERRED TO OUR COLLECTION AGENT. RECEIPTS MAILED ONLY ON REQUEST.

3. HOW TO DISPUTE

IF YOU WISH TO DISPUTE THIS NOTICE, YOU MUST COMPLETE THE FORM BELOW, AND DELIVER IT TO THE REGISTRY OFFICE, 8550 YOUNG ROAD, CHILLIWACK, BC, V2P 8A4 WITHIN 14 DAYS OF RECEIVING THIS NOTICE. **PLEASE PRINT:**

BYLAW NOTICE NO. _____
DATE TICKET RECEIVED _____
LICENCE PLATE NO. (if applicable) _____
NAME _____
ADDRESS _____
CITY _____
POSTAL CODE _____
DAYTIME PHONE NUMBER _____

SIGNATURE

4. POSSIBLE CONSEQUENCES OF DISPUTING

A \$25 FEE IS ADDED TO THE PENALTY IF AN ADJUDICATOR FINDS THAT THE CONTRAVENTION DID OCCUR.

UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM

- ☐ City of Chilliwack ☐ District of Hope **BNE**
☐ District of Kent ☐ Fraser Valley Regional District
☐ Village of Harrison Hot Springs

BYLAW OFFENCE NOTICE

Local Government Bylaw Notice Enforcement Act

ISSUED TO:

SURNAME OR CORPORATE NAME		<input type="checkbox"/> YOUNG PERSON
GIVEN NAMES (OR CORPORATE NAME CONTINUED)	GENDER M / F	BIRTHDATE (YY MM DD)
ADDRESS		
CITY	PROVINCE	POSTAL CODE

VEHICLE INFORMATION (IF APPLICABLE)

MAKE _____ MODEL _____
 COLOUR _____ LICENCE NO _____ PROVINCE _____

THE BYLAW ENFORCEMENT OFFICER SAYS THAT HE OR SHE HAS REASONABLE AND PROBABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE ABOVE NAMED PERSON OR VEHICLE

ON OR ABOUT

DATE OF OFFENCE
YY MM DD

 AT THE TIME OF

(24hr Clock)
HH:MM

AT OR NEAR 36152 Edgemoor Road
 STREET ADDRESS, CITY, PROVINCE OF BRITISH COLUMBIA

DID COMMIT THE OFFENCE INDICATED, UNDER THE FOLLOWING BYLAW:

DESCRIPTION OF OFFENCE	SECTION	PENALTY
Excessive noise without permit	61	\$200
Excessive noise		\$
		\$

EARLY PAYMENT TERMS

THE PENALTY WILL BE REDUCED BY \$10.00 IF PAYMENT IS RECEIVED WITHIN 14 DAYS. SURCHARGE OF \$10.00 WILL BE APPLIED IF PAYMENT IS NOT RECEIVED WITHIN 28 DAYS.

IF YOU WISH TO DISPUTE THE ALLEGATION CONTAINED IN THIS TICKET, YOU MAY APPEAR AT THE FOLLOWING LOCATION TO FILE AN ADJUDICATION REQUEST:

Upper Fraser Valley Bylaw Adjudication Registry
 8550 Young Road, Chilliwack, BC, V2P 8A4

OR DELIVER, HAVE DELIVERED OR MAIL AN ADJUDICATION REQUEST TO THE ADDRESS ON THE REVERSE

IF YOU WISH TO PAY THE PENALTY, THE PENALTY AMOUNT MAY BE PAID AT THE ABOVE ADDRESS IN ACCORDANCE WITH THE PRESCRIBED INSTRUCTIONS (SEE REVERSE).

DATE SERVED 10/10/20
☐ BY MAIL/COURIER ☐ HAND DELIVERED ☐ POSTED ON PROPERTY

SIGNING OFFICER _____
 SIGNATURE _____

IF THE PENALTY IS NOT PAID, OR AN ADJUDICATION REQUEST IS NOT SUBMITTED WITHIN 14 DAYS OF RECEIVING THIS NOTICE, THE PENALTY INDICATED WILL BECOME DUE AND PAYABLE

ALLEGED OFFENDER'S COPY

1. ENQUIRIES

ENQUIRIES MAY BE DIRECTED TO THE UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM REGISTRY OFFICE AT 8550 YOUNG ROAD, CHILLIWACK, BC, BETWEEN 0830 AND 1630 HOURS, MONDAY TO FRIDAY, 604-793-2743 OR 1-888-793-2744 OR WWW.FVBYLAW.CA.

2. HOW TO PAY OR DISPUTE

IF YOU WISH TO PAY THE PENALTY, YOU MAY PAY BY CASH, CHEQUE, MONEY ORDER, DEBIT OR CREDIT CARD.

IN PERSON - AT ANY LOCATION OF THE REGISTRY:

CITY OF CHILLIWACK 8550 YOUNG ROAD, CHILLIWACK, BC

DISTRICT OF HOPE 325 WALLACE STREET, HOPE, BC

DISTRICT OF KENT 7170 CHEAM AVENUE, AGASSIZ, BC

FVRD 45950 CHEAM AVENUE, CHILLIWACK, BC;

VILLAGE OF HARRISON

HOT SPRINGS 495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC.

BY MAIL 8550 YOUNG ROAD, CHILLIWACK, BC, V2P 8A4

BY PHONE 604-793-2743 OR 1-888-793-2744

BY FAX 604-793-2715

A COPY OF THIS NOTICE MUST ACCOMPANY PAYMENT. **DO NOT MAIL CASH.** MAKE CHEQUE OR MONEY ORDER PAYABLE TO "UPPER FRASER VALLEY BYLAW ADJUDICATION SYSTEM."

FAILURE TO PAY OR DISPUTE WITHIN 14 DAYS WILL RESULT IN THE CORRESPONDING PENALTY BECOMING DUE AND PAYABLE. A CHARGE WILL BE ADDED FOR DISHONOURED CHEQUES. DISHONOURED CHEQUES INVALIDATE ANY RECEIPT UNPAID PENALTIES MAY BE REFERRED TO OUR COLLECTION AGENT. RECEIPTS MAILED ONLY ON REQUEST.

3. HOW TO DISPUTE

IF YOU WISH TO DISPUTE THIS NOTICE, YOU MUST COMPLETE THE FORM BELOW, AND DELIVER IT TO THE REGISTRY OFFICE, 8550 YOUNG ROAD, CHILLIWACK, BC, V2P 8A4 WITHIN 14 DAYS OF RECEIVING THIS NOTICE. PLEASE PRINT:

BYLAW NOTICE NO. _____

DATE TICKET RECEIVED _____

LICENCE PLATE NO. (if applicable) _____

NAME _____

ADDRESS _____

CITY _____

POSTAL CODE _____

DAYTIME PHONE NUMBER _____

SIGNATURE

4. POSSIBLE CONSEQUENCES OF DISPUTING

A \$25 FEE IS ADDED TO THE PENALTY IF AN ADJUDICATOR FINDS THAT THE CONTRAVENTION DID OCCUR.



**PLANNING &
DEVELOPMENT**

www.fvrd.ca | enforcement@fvrd.ca

June 7, 2016

COPY

Wendy Scott
William Dahlman
36162 Ridgeview Road
Mission, BC V2V 0B9

FILE: 4010-20-F06804.200
CIVIC: 36162 Ridgeview Road
PID: 005-171-474
LEGAL: Lot 7 Section 4 Township 4 Range 2 West Of The Seventh Meridian New Westminster District Plan 45682

Dear Ms. Scott and Mr. Dahlman;

Re: REQUEST PROPERTY INSPECTION OF «CIVICS»:

As you are aware, the Building Permit Applications for the following projects have been closed.

1. BP012485 for the purpose of constructing a 2nd floor addition.
2. BP012488 for the purpose of constructing a wood/storage shed.

These projects remain incomplete and are not covered by a valid building permit as required by the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*. Building Permits are required by the Regional District to encourage owners to comply with minimum standards established by the British Columbia Building Code as well as other enactments which relate to health, safety and use of land.

Bylaw Enforcement staff require access to your property in order to conduct the inspection. On April 25, 2016 a letter was mailed to you requesting to set up a mutually convenient date to perform an inspection. To this date, we have not received a response. I have enclosed a copy of the letter for your reference.

Below, I have copied relevant excerpts of applicable legislation which permits employees of the Regional District to gain access to properties.


Section 419 of the Local Government Act states "If a board has authority to regulate, prohibit and impose requirements in relation to a matter, the board may, by bylaw, authorize officers, employees and agents of the regional district to enter, at all reasonable times, on any property to inspect and determine whether all regulations, prohibitions and requirements are being met."

Section 7.2.1 of the Building Bylaw states "A building official may enter any land, building, structure, or premises at any reasonable time for the purpose of ascertaining that the terms of this bylaw are being observed"

The Regional District wishes to work with you to enable you to bring your property in to compliance with all current bylaws. In order to accomplish this, we request that you provide access for staff to inspect your property on **July 5, 2016**. Should you fail to provide access, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.

If you have any questions or wish to discuss this matter further, you are welcome to contact me by calling toll free at 1-800-528-0061, directly at 604-702-5015, or by email at jwells@fvid.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm. Thank you once again for your co-operation.

Yours truly,



Jennifer Wells
Bylaw, Permits & Licences Technician

cc: Ray Boucher, Director of Electoral Area F
Margaret-Ann Thornton, Director of Planning & Development

Encl: letter dated April 25, 2016



April 25, 2016

Wendy Scott
William Dahlman
36162 Ridgeview Road
Mission, BC, V2V 0B9

COPY

FILE: 4010-20-F06804.200
CIVIC: 36162 Ridgeview Road
PID: 005-171-474
LEGAL: LOT 7 SECTION 4 TOWNSHIP 4 RANGE 2 WEST OF THE SEVENTH MERIDIAN NEW WESTMINSTER DISTRICT PLAN 45682

Dear Ms. Scott and Mr. Dahlman;

RE: Contravention of the Building Bylaw – Construction without a permit.

As you are aware from our letter dated March 17, 2015, Building Permit Applications for your property have been closed. The following projects remain incomplete and are not covered by a valid building permit as required by the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*:

1. BP012485 for the purpose of constructing a 2nd floor addition.
2. BP012488 for the purpose of constructing a wood/storage shed.

Building Permits are required by the Regional District to encourage owners to comply with minimum standards established by the British Columbia Building Code as well as other enactments which relate to health, safety and use of land.

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we ask that you provide access for staff to inspect your property on a mutually convenient date. Should you fail to respond before **May 16, 2016**, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement.

If you have any questions or wish to discuss this matter further, you are welcome to contact me by calling toll free at 1-800-528-0061, directly at 604-702-5015, or by email at jwells@fvrd.ca. Our office hours are Monday through Friday from 8:30am to 4:30pm. Thank you once again for your co-operation.

Yours truly,

Jennifer Wells
Bylaw, Permits & Licences Technician

cc: Ray Boucher, Director of Electoral Area F
Margaret-Ann Thornton, Director of Planning & Development
Encl. Copy of letter dated March 17, 2015

COPY



Fraser Valley Regional District
45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)
Fax: 604-792-9684 website: www.fvrd.bc.ca

March 17, 2015

File Number: 4010-20-F06804.200

Wendy Scott
William Dahlman
36162 Ridgeview Rd
Mission BC V2V 0B9

Dear Ms. Scott and Mr. Dahlman,

Re: Lapsed Building Permit Applications BP012485 and BP012488 at 36162 Ridgeview Road; legally described as Lot 7, Section 4, Township 4, Range 2, Meridian 7, New Westminster District, Plan NWP45682 Meridian W7.

As you are aware from our letter dated February 16, 2015 the following building permit applications have now been closed:

- BP012485 for the purpose of constructing a 2nd floor addition.
- BP012488 for the purpose of constructing a wood/storage shed.

Your project remains incomplete and is not covered by a valid building permit as required by the [Fraser Valley Regional District Building Bylaw No.1188, 2013](#). Therefore, your file has been referred back to Bylaw Enforcement.

The Regional District wishes to work with you to enable you to bring your property into compliance with all current bylaws. In order to accomplish this, we ask that you contact the Regional District immediately and advise us of your intentions with respect to this matter. Further, we request that you re-apply for a building permit or remove the illegal construction no later than April 17, 2015. Should you fail to comply with this request, you may be subject to ticketing and your file may be referred to the Regional Board for their consideration and recommendation regarding further bylaw enforcement. More information regarding the building permit process and downloadable application forms are available at the following web address: <http://www.fvrd.bc.ca/Services/BuildingPermitInspection/Pages/InformationandForms.aspx>

You may reach the Building Department at the toll-free number above, Monday through Friday from 8:30am to 4:30pm, to discuss this issue further. You may also contact me directly at 604-702-5017 or by email at asnashall@fvrd.bc.ca. Thank you in advance for your co-operation.

Yours truly,

Adriana Snashall
Bylaw, Permits, and Licenses Technician

cc: Ray Boucher, Director of Electoral Area F
Margaret Thornton, Director of Planning and Development



Fraser Valley Regional District
45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)
Fax: 604-792-9684 website: www.fvrd.bc.ca

File Number: 3800-30-BP012485F

February 16, 2015

COPY

Scott, Wendy T
Dahlman, William C
36162 Ridgeview Rd
Mission BC V2V 0B9

Dear Mr. Dahlman & Ms. Scott:

Re: Building Permit Application No. BP012485 for the purpose of constructing a 2nd floor addition on property legally described as Lot 7, Section 4, Township 4, Range 2, Meridian 7, New Westminster District, Plan NWP45682 Meridian W7. Known as 36162 Ridgeview Rd.

Further to the attached final letter of requirements sent on December 2, 2014, please be advised that the required items to fulfill the building permit application process remain outstanding and the above noted building permit application has now been closed. Your project remains incomplete and is not covered by a valid building permit as required by "Fraser Valley Regional District Building Bylaw No.1188, 2013". Therefore, your file has been referred back to Bylaw Enforcement.

The Regional District is becoming increasingly aware of difficulties encountered by owners of property when they do not avail themselves of the full service offered by the Building Department. Apart from matters of law and safety, Occupancy Permits have value to property owners because they are frequently requested by prospective purchasers, mortgage lenders and others.

Should you wish to bring your property into compliance with all current bylaws, it will be necessary for you to contact Jennifer Wells, Bylaw and Permits & Licences Technician, with reference to your Bylaw Enforcement file F06804.200 to review your options.

In the interim, you are reminded that any construction undertaken in contravention of the Building Bylaw is unauthorized and is an offence contrary to the provisions of the Bylaw.

Please feel free to contact me at 604-702-5016 should you require any further information or assistance.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Monica Stuart".

Monica Stuart
Building & Bylaw Clerk

cc: Ray Boucher, Director of Electoral Area F
Margaret Thornton, Director of Planning & Development
Bylaw Enforcement File F06804.200



Fraser Valley Regional District
45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6
Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)
Fax: 604-792-9684 website: www.fvrd.bc.ca

COPY

File Number: 3800-30-BP012485F

December 2, 2014

Scott, Wendy T
Dahlman, William C
36162 Ridgeview Rd
Mission BC V2V 0B9

Dear Mr. Dahlman & Ms. Scott:

Re: Building Permit Application No. BP012485 for the purpose of constructing a 2nd floor addition on property legally described as Lot 7, Section 4, Township 4, Range 2, Meridian 7, New Westminster District, Plan NWP45682 Meridian W7. Known as 36162 Ridgeview Rd.

I am writing to you in connection with your building permit application dated Feb 18, 2011. Please be advised this is the Final Notice that your application is not approvable in its present form. The following items are necessary in order to complete your application and issue your Building Permit:

1. This property is located within Development Permit Area 1-F. Please contact the Planning Section at 604-702-5491 for information regarding the Development Permit process.
2. The geotechnical report required under section 56 of the Community Charter that you have submitted is currently being reviewed by Planning staff. Please contact the Planning Section at 604 702-5491 should you require information regarding completion of this report and registration of a covenant on your property title.
3. A sealed soils report and Geotechnical Schedule B from a professional engineer. However this is not required if the structural engineer assumes responsibility for soil bearing.
4. Schedule B and 3 sets of sealed drawings from a professional engineer for all structural aspects of the project that reflect a frost depth of 0.45m and snow loads of, $S_s = 3.0\text{kPa}$ and $S_r = 0.6\text{kPa}$, this must also include soil bearing capacity.
5. A revised, scaled site plan that includes: a) the entire property complete with all existing buildings and structures, b) the proposed new roof, 2nd storey renovation, and 3 covered decks with setbacks to all property lines and wells, c) the location of the septic field, tank, driveway, and d) rock pit/storm drainage system (minimum 5.0m from any foundation).
6. 3 complete sets of construction drawings that reflect all requirements of the above noted geotechnical report (final version).

Your permit application will be held in abeyance until February 2, 2015 pending receipt of this documentation or other information. In the event that the file remains incomplete after this date, I shall be obliged to take steps to close the file.

As you are aware, a building permit is required to legalize the unauthorized construction noted above. Should you allow the application to close, you may be subject to further bylaw enforcement action.

Yours sincerely,

A handwritten signature in dark ink, appearing to be 'MS' or similar initials, followed by a period.

Monica Stuart
Building & Bylaw Clerk

cc: Ray Boucher, Director of Electoral Area F
Margaret Thornton, Director of Planning & Development

NOTICE ON TITLE INFORMATION SHEET

WHAT IS A NOTICE ON TITLE?

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

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

WHAT IS THE PURPOSE OF A NOTICE ON TITLE?

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

WHEN CAN A NOTICE ON TITLE BE FILED?

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

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

HOW IS A NOTICE ON TITLE FILED?

- Step 1: When the Building Inspector is made aware of a breach, a letter is mailed to the registered owner of the property advising of the breach and the required remedial action. The owner is provided approximately thirty (30) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.
- Step 2: If no action to contact staff and resolve the issue, a second letter is mailed to the owner advising of the breach and the required remedial action. The owner is provided approximately fourteen (14) days to contact staff and take the necessary steps to resolve the breach. This timeframe may be reduced where there appears to be a serious safety concern.

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

HOW IS A NOTICE ON TITLE CANCELLED?

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

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

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

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

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

If you have any questions regarding this process, please email staff at enforcement@fvrd.bc.ca or phone directly at 1-800-528-0061.

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

Excerpts from the *Community Charter*:

NOTE AGAINST LAND TITLE THAT BUILDING REGULATIONS CONTRAVENED

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

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

CANCELLATION OF NOTE AGAINST LAND TITLE

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

TITLE SEARCH PRINT

2018-02-16, 10:16:04

File Reference:

Requestor: Louise Hinton

Declared Value \$379500

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District	NEW WESTMINSTER
Land Title Office	NEW WESTMINSTER
Title Number	CA3690951
From Title Number	CA2861774
Application Received	2014-04-24
Application Entered	2014-05-02
Registered Owner in Fee Simple	
Registered Owner/Mailing Address:	WENDY TAMME SCOTT, EARLY CHILDHOOD EDUCATOR WILLIAM CARL DAHLMAN, ARBORIST 36162 RIDGEVIEW ROAD MISSION, BC V2V 0B9 AS JOINT TENANTS
Taxation Authority	New Westminister Assessment District
Description of Land	
Parcel Identifier:	005-171-474
Legal Description:	LOT 7 SECTION 4 TOWNSHIP 4 RANGE 2 WEST OF THE SEVENTH MERIDIAN NEW WESTMINSTER DISTRICT PLAN 45682
Legal Notations	NONE
Charges, Liens and Interests	
Nature:	MORTGAGE
Registration Number:	CA5414341
Registration Date and Time:	2016-08-10 15:13
Registered Owner:	CAPITAL DIRECT LENDING CORP. INCORPORATION NO. 556230
Nature:	JUDGMENT
Registration Number:	CA6502577
Registration Date and Time:	2017-12-11 13:13
Registered Owner:	CONTACT RESOURCE SERVICES INC. INCORPORATION NO. 1520983
Remarks:	AS TO THE INTEREST OF WILLIAM CARL DAHLMAN

TITLE SEARCH PRINT

File Reference:

Declared Value \$379500

2018-02-16, 10:16:04

Requestor: Louise Hinton

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Folio: 775.06804.200
Civic: 36162 RIDGEVIEW RD
Size: 17.5 ACRES

Pid: 005-171-474
Legal: LOT 7, SECTION 4, TOWNSHIP 4, RANGE 2, MERIDIAN 7, NEW WESTMINSTER DISTRICT, PLAN NWP45682 MERIDIAN W7.

Owner: SCOTT, WENDY T
 DAHLMAN, WILLIAM C
 36162 RIDGEVIEW RD
 MISSION BC V2V 0B9
 (CA3690951)

2018 Actual Assessments

00 - FULLY TAXABLE LAND, STRUCTURES

Land Class

1 - Res

Land

710000

Impr Class

1 - Res

Impr

113000

Lto Number**Sales Price****Date****Description**

CA3690951

379,500.00

Apr 24, 2014

REJECT - NOT SUITABLE FOR SALES ANALYSIS

CA2861774

425,000.00

Nov 8, 2012

REJECT - NOT SUITABLE FOR SALES ANALYSIS

CA1231596

0.00

Aug 18, 2009

REJECT - NOT SUITABLE FOR SALES ANALYSIS

BG332825

110,000.00

Sep 15, 1993

REJECT - NOT SUITABLE FOR SALES ANALYSIS

AD61013

65,000.00

Feb 28, 1990

IMPROVED SINGLE PROPERTY CASH TRANSACTI

Z190625E

73,000.00

Oct 15, 1986

IMPROVED SINGLE PROPERTY CASH TRANSACTI

Attribute**Value****Description**

ACTUAL USE

060

2 Acres Or More (Single Family Dwelling, Duplex)

DEFINED AREA

B

ELECTORAL AREA

F

LAND TENURE

01

CROWN-GRANTED

MANUAL CLASS

0091

1 1/2 STY SFD-AFTER 1930-STD

NEIGHBOURHOOD

803

SCHOOL DISTRICT

75

SERVICE AREA

45CDFG

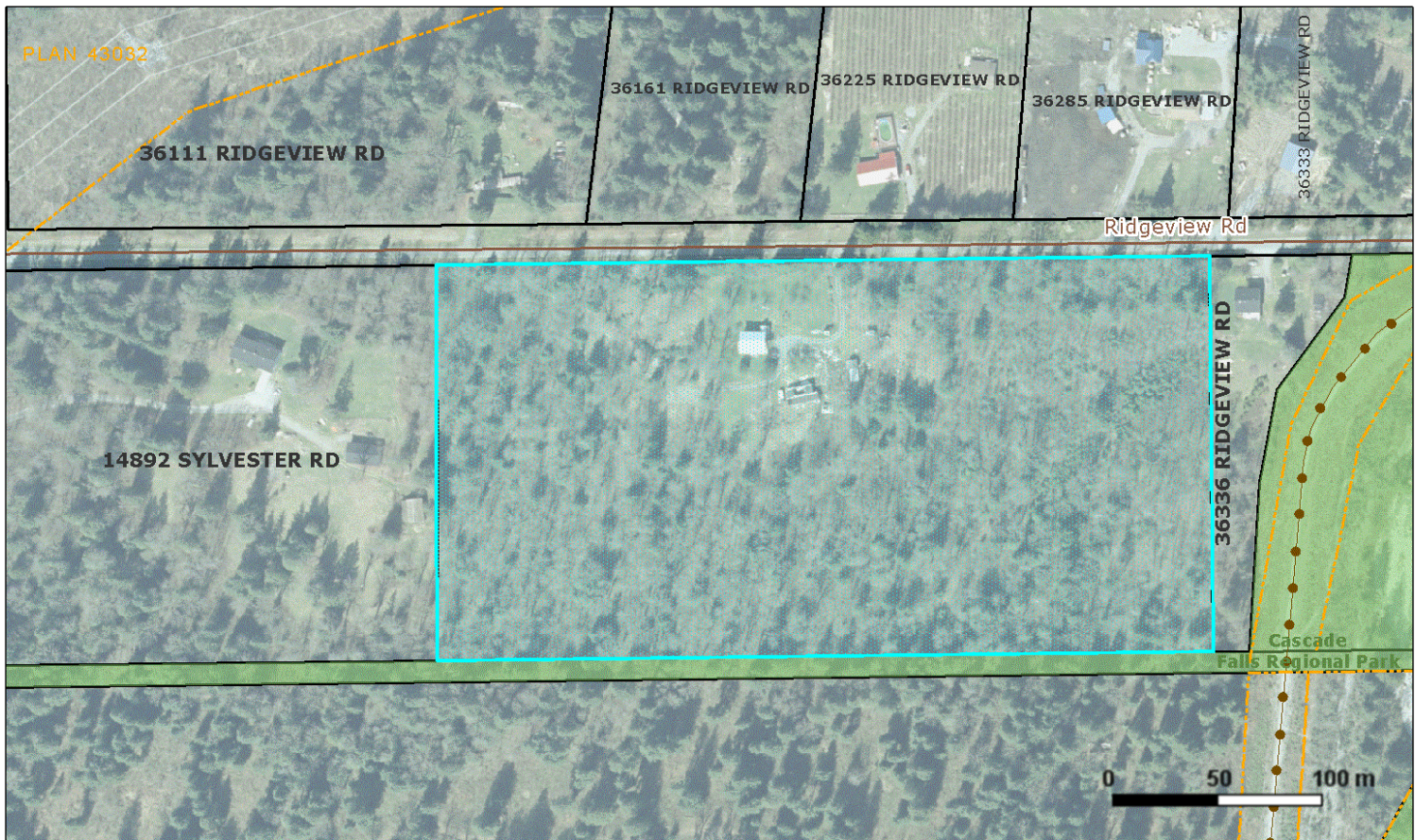
Classification**Start Date****Stop Date****Comment**

BYLAW ENFORCEM Feb 16, 2011

F06804.200. PLease see Bylaw Enforcement Staff for more details.

Property Information Report

Civic Address:	36162 RIDGEVIEW RD	Lot Size:	17.5 ACRES
Folio Number:	775.06804.200	Electoral Area:	F
PID:	005-171-474	Map Scale:	1:3318
Legal Description:	LOT 7, SECTION 4, TOWNSHIP 4, RANGE 2, MERIDIAN 7, NEW WESTMINSTER DISTRICT, PLAN NWP45682 MERIDIAN W7.		



Land-use Information

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

Utility Information

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

To: Fraser Valley Regional District Board
From: Jaime Schween, Manager of Corporate Administration/
Chief Election Officer

Date: 2018-04-24

File No: 4200-20-2018

Subject: Cultus Lake Sewer System Assent Voting Results

INTENT

This report is intended to advise the Board of information pertaining to the Cultus Lake Sewer Assent Vote conducted on April 4 and 14, 2018. 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

Provide Responsive & Effective Public Services

PRIORITIES

Priority #1 Waste Management

BACKGROUND

On April 4 and 14, 2018, an Assent Vote was conducted with respect to the North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018. The purpose of Bylaw No. 1468, 2018 is to authorize the borrowing of up to \$6.5 million for the purpose of constructing a new sewage treatment plant to serve the North Cultus Sewer System Service Area.

DISCUSSION

Although a Declaration of Official results has been made, the *Local Government Act* (the "Act") requires that the Chief Election Officer must submit a report to the Board with the election results, including a compilation of the information on the ballot accounts. Please be advised that the results were as follows:

Number of valid votes cast:

YES 111

NO 47

Number of Ballots received for use:	2,000
Ballots accepted without objection:	158
Ballots accepted subject to an objection:	0
Ballots rejected without objection:	0
Ballots rejected subject to an objection:	0
Spoiled ballots that were replaced:	2
Number of ballots given to electors:	160
Unused ballots:	1,840
Number of ballots not accounted for:	0

As Bylaw No. 1468, 2018 has received the assent of the Electors, the Board may choose whether or not to adopt North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018.

COST

Costs for the Cultus Lake Sewer System Assent Vote are broken down as follows:

Statutory Advertising	\$2,774.10
Ballots and election materials	\$ 463.68
Supplies	\$ 50.00
Mileage:	<u>\$ 46.80</u>
	\$3,334.58

Staffing Costs:

Chief Election Officer	Two days in lieu of overtime
Deputy Chief Election Officers (2)	One day in lieu of overtime

Should the Board choose to adopt Bylaw No. 1468, 2018, the costs will be borne by the North Cultus Sewer System Service Area. If the Board should choose to not adopt Bylaw No. 1468, 2018, the costs will be allocated to the Electoral Area Administration election budget.

CONCLUSION

The Assent Vote with respect to North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018 has been conducted, and as a result, the bylaw has received the assent of the electors. In compliance with the Act, the Chief Election officer is reporting the election results, the compilation of the ballot accounts, and is also providing a cost for the Assent Vote.

As Bylaw No. 1468, 2018 has received the assent of the electors, the Board may now consider whether or not to adopt the North Cultus Sewer System Service Area Bylaw No. 1468, 2018.

COMMENT BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

COMMENT BY:

Paul Gipps, Chief Administrative Officer

Reviewed and supported

To: Regional and Corporate Services Committee
From: Stacey Barker, Deputy Director of Regional Programs
and Pam Loat, Administrative and Information Services Coordinator

Date: 2018-04-10

File No: 3920-20

Subject: Draft Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services
Support Environmental Stewardship

PRIORITIES

Priority #4 Tourism
Priority #5 Outdoor Recreation

BACKGROUND

In March, 2018 the Fraser Valley Regional District (FVRD) Board adopted *Fraser Valley Regional District Vedder River Campground Regulation, Fees and Other Charges Bylaw No. 1476, 2018* to regulate the use and administration of the Vedder River Campground. That bylaw identified several rules for campers and visitors, which if violated, requires associated Bylaw Offence Notices (tickets) for enforcement purposes. The value of these tickets is identified within the proposed bylaw, which amends the *Bylaw Offence Notice Enforcement Bylaw No. 1415, 2017*.

Also included in Bylaw No 1480, 2018 are housekeeping amendments to Schedule A-1 with respect to building regulations. *Fraser Valley Regional District Building Bylaw Amendment Bylaw No. 1428, 2017* renumbered sections of the building regulations bylaw, and therefore the Bylaw Offence Notice Enforcement Bylaw also requires renumbering to reflect those changes.

DISCUSSION

While fines are a necessary deterrent, enforcement at the campground will occur primarily through education and voluntary compliance. Fines proposed in the bylaw are consistent with similar offences under other FVRD Bylaws (e.g., *Animal Control Bylaw No. 1206, 2013*; *Parks Regulation Bylaw No. 1273, 2014*; *Electoral Area Open Fire Regulation Bylaw No. 1386, 2016*). Proposed fines range from \$75-\$100 for relatively minor or nuisance offences up to \$250-\$500 for safety concerns such as exceeding posted speed limits or leaving a campfire unattended.

COST

Any fine revenue generated will be allocated to the Vedder River Campground budget.

CONCLUSION

Proposed *Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw Amendment Bylaw No. 1480, 2018* amends the *Bylaw Offence Notice Enforcement Bylaw No. 1415, 2017* to incorporate management of the Vedder River Campground and changes to the Building Bylaw.

COMMENTS BY:

Barclay Pitkethly, Director of Regional Programs

Reviewed and supported.

Margaret Thornton, Director of Planning & Development

Not available for comment.

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1480, 2018

A bylaw to amend the Bylaw Offence Notice Enforcement Bylaw

WHEREAS the Board of Directors of the Fraser Valley Regional District has deemed it advisable to amend *Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw No. 1415, 2017*.

THEREFORE the Board of Directors of the Fraser Valley Regional District, in open meeting assembled, enacts as follows:

1) CITATION

This bylaw may be cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018*.

2) ENACTMENTS

That Fraser Valley Regional District Bylaw No. 1415, 2017 be amended by:

- a. adding, under Section 12, "Schedule A – Designated Bylaw Contraventions and Penalties", reference to Schedule A-11 – Vedder River Campground Regulations;
- b. deleting Schedule A-1 in its entirety and replacing it with Schedule A-1 attached hereto and forming an integral part of this bylaw;
- c. adding Schedule A-11 Vedder Rive Campground Regulations 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
5) **CERTIFICATION**

Corporate Officer/Deputy

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1480, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, BC this

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1480, 2018**Schedule A-1****DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES****Building Bylaw**

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Building Bylaw No. 1188, 2013	6.1	Construction without a permit	\$500	\$490	\$510	No
	6.1	Change of occupancy	\$500	\$490	\$510	No
	6.2	Occupancy Without Approval	\$500	\$490	\$510	No
	6.3	False or misleading information	\$500	\$490	\$510	No
	6.4	Interfere with Notice	\$500	\$490	\$510	No
	6.6	Obstruction	\$500	\$490	\$510	No
	17.4	Fail to obtain inspection	\$300	\$290	\$310	No
	21.5	Disobey a Stop Work order	\$500	\$490	\$510	No
	21.7	Disobey a No Occupancy notice	\$500	\$490	\$510	No

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1480, 2018**Schedule A-11****DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES****Vedder River Campground Regulations**

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
Vedder River Campground Bylaw No. 1476, 2018	6.6	Unauthorized person at Campground	\$100	\$90	\$110	No
	6.8	Occupying non-assigned campsite	\$100	\$90	\$110	No
	6.9	Trespassing	\$100	\$90	\$110	No
	6.10	Registered Camper not in attendance	\$100	\$90	\$110	No
	6.11	Subletting campsite	\$100	\$90	\$110	No
	6.13	Unauthorized entry after 10pm	\$100	\$90	\$110	No
	6.15	Unauthorized entry outside of Operational Season	\$100	\$90	\$110	No
	8.2	Too many people on a campsite	\$100	\$90	\$110	No
	8.3	Exceeding 100 people at a group campsite	\$100	\$90	\$110	No
	8.4	Too many recreational vehicles or tents	\$100	\$90	\$110	No
	8.5	Too many vehicles	\$100	\$90	\$110	No
	9.1	Minors occupying campsite without adult	\$100	\$90	\$110	No
	9.2	Minors not accompanied by adult after 10pm	\$100	\$90	\$110	No
	10.1	Entry by visitor after 10pm	\$100	\$90	\$110	No

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
	10.3	Uninvited entry of visitor	\$100	\$90	\$110	No
	10.4	Too many visitors	\$100	\$90	\$110	No
	10.5	Too many visitor vehicles	\$100	\$90	\$110	No
	11.1	Disrupting others during quiet hours	\$100	\$90	\$110	No
	11.2	Causing a disturbance	\$100	\$90	\$110	No
	11.3	Use of amplified sound system	\$100	\$90	\$110	No
	11.4	Obstructing authorized personnel	\$200	\$180	\$220	No
	11.5	Interference with person or motor vehicle using road or trail	\$100	\$90	\$110	No
	11.6	Defecating or urinating outside of washroom facilities	\$100	\$90	\$110	No
	11.7	Smoking off campsite	\$100	\$90	\$110	No
	11.8	Unauthorized use of facilities after 10pm	\$100	\$90	\$110	No
	11.9	Conducting unauthorized business	\$100	\$90	\$110	No
	12.1	Open alcohol off campsite	\$100	\$90	\$110	No
	12.2	Serving or selling alcohol without permit	\$100	\$90	\$110	No
	13.1	Vehicle without a Permit	\$100	\$90	\$110	No
	13.2	Inoperable or uninsured vehicle	\$100	\$90	\$110	No
	13.3	Operation of a motor vehicle in	\$100	\$90	\$110	No

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
		unauthorized area				
	13.4	Parking in unauthorized area	\$100	\$90	\$110	No
	13.6	Motor vehicle impedes use of campsite	\$100	\$90	\$110	No
	13.7	Exceeding posted speed limits	\$250	\$225	\$275	No
	13.8	Unauthorized maintenance on motor vehicle	\$100	\$90	\$110	No
	13.9	Idling of motor vehicle	\$100	\$90	\$110	No
	14.1	Damage to environment, grounds, or structures	\$200	\$180	\$220	No
	15.1	Violation of fire ban	\$500	\$450	\$550	No
	15.3	Fire in unauthorized pit or cooking device	\$100	\$90	\$110	No
	15.4	Excessive size of fire	\$100	\$90	\$110	No
	15.5	Unattended fire	\$250	\$225	\$275	No
	15.6	Burning improper material in fire	\$100	\$90	\$110	No
	15.7	Improper disposal of burning object	\$250	\$225	\$275	No
	15.8	Possession or discharging firearms	\$100	\$90	\$110	No
	15.9	Discharging fireworks or similar projectiles	\$100	\$90	\$110	No
	16.1	Improper disposal of waste	\$100	\$90	\$110	No
	16.2	Use of campsite	\$100	\$90	\$110	No

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
		facilities to dispose of waste not generated while at the campground				
	17.2	More than 2 pets	\$100	\$90	\$110	No
	17.3	Pet not registered or without ID tags	\$100	\$90	\$110	No
	17.4	Pet not leashed or confined or has harassed or attacked	\$100	\$90	\$110	No
	17.5	Pet left unattended	\$100	\$90	\$110	No
	17.6	Pet feces not picked up and properly disposed	\$75	\$67.50	\$82.50	No
	17.7	Pets in prohibited area	\$100	\$90	\$110	No
	18.1	Unauthorized site alteration	\$100	\$90	\$110	No
	18.3	Camping items encroaching off campsite	\$100	\$90	\$110	No
	18.4	Unauthorized tarp usage	\$100	\$90	\$110	No
	18.5	Damage to picnic table	\$250	\$225	\$275	No
	18.6	Unauthorized satellite dish installation	\$100	\$90	\$110	No
	18.7	Unauthorized use of gazebos for storage or sleeping	\$100	\$90	\$110	No
	19.1	Unauthorized electrical usage	\$100	\$90	\$110	No
	19.2	Unauthorized string lights	\$100	\$90	\$110	No
	19.3	Exterior lights on after 11pm	\$100	\$90	\$110	No

Bylaw Notice bylaw citation	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available
	19.4	Unauthorized use of air conditioner	\$100	\$90	\$110	No
	19.5	Unauthorized use of outdoor appliances	\$100	\$90	\$110	No
	21.1	Staying past check-out time	\$100	\$90	\$110	No
	21.2	Campsite left in poor condition	\$100	\$90	\$110	No

To: Fraser Valley Regional District Board

Date: 2018-04-24

From: Tareq Islam, Director of Engineering and Community Services
Jaime Schween, Manager of Corporate Administration

File No: 3920-20-1468

Subject: Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018.

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District North Cultus Sewer System Loan Authorization bylaw No. 1468, 2018*.

STRATEGIC AREA(S) OF FOCUS

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

PRIORITIES

Priority #1 Waste Management

BACKGROUND

At the January 24, 2018 Board meeting, the Board gave three readings to Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018. At that same meeting, the Board also gave three readings to the Fraser Valley Regional District North Cultus Sewer System Service Area Amendment Bylaw No. 1465, 2018, Fraser Valley Regional District North Cultus Sewer System Expansion (Park Drive and Mountain View Road) Capital Construction Service Area Establishment Bylaw No. 1466, 2018 and Fraser Valley Regional District North Cultus Sewer System Expansion (Park Drive and Mountain View Road) Capital Construction Service Area Loan Authorization Bylaw No. 1467, 2018. However, as the threshold for the petition process was not met for including the Park Drive and Mountain View properties as part of the North Cultus Sewer System Service Area, Bylaw Nos. 1465, 1466 and 1467, 2018 were defeated and will not proceed any further.

On April 4 and 14, 2018, an Assent Vote was conducted and passed with respect to the North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018. The purpose of Bylaw No. 1468, 2018 is to authorize the borrowing of up to \$6.5 million for the construction of a new sewage treatment plant to serve the North Cultus Sewer System Service Area. Accordingly the Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018 has now received the assent of the electors, and the Board may now consider the adoption of this bylaw.

DISCUSSION

The Cultus Lake Park is served by two sewage collection systems under a single Ministry of Environment Permit. The sewer system is comprised of septic tanks and disposal fields. The system was constructed in 1979 and it was operated by the Cultus Lake Park Board until 2014 and since then FVRD has taken over the operation and maintenance of the sewer system.

The existing sewer systems do not have any treatment of the effluent and there is evidence to suggest that the system infrastructure has not been maintained to the industry standard for many years. Flow monitoring reports and septic sludge haul-out records appear to show that for the given period, the FVRD has been compliant with the Ministry of Environment Permit. However, previous reports have documented the risks associated with contamination of the nearby groundwater wells and the challenges in servicing growth. The accumulation of nutrients (e.g., phosphorus and nitrate levels) in the groundwater is a key concern as is bacteriological impact such as E-coli contamination of the lake water.

In order to address these concerns the existing system is in need of a major upgrade. In 2015 FVRD initiated a Liquid Waste Management Plan (LWMP) which is a provincially regulated process. The LWMP included several public consultation processes and evaluated an upgrade based on criteria such as holistic approach to sanitary management including lake impact assessment and monitoring program as well as aquifer protection plan. The LWMP requires that any future upgrade or any new system would be a Class A+ system (the highest classification under Provincial regulation is Class A), the plus (+) is to represent removal of phosphorus and higher level nitrates.

COST

The total cost to construct a new Class A+ sewage treatment plant is not expected to exceed \$6,500,000, with the cost being paid for by all users of the Cultus Lake Sewer System. The funds required to complete the project would be borrowed and paid back over the next 20 years. The cost to all users will be \$965 per year, with the cost decreasing to \$400 after 20 years once the borrowing has been repaid. The cost will be recovered through a combination of property taxes starting in 2020 and a semi-annual utility bill. The cost includes the costs of operations, capital debt repayment and contributions to a reserve fund. The FVRD intends to apply for grant funding to help pay for this project; however, nothing has been secured at this time. The cost estimate should be viewed as 'worse case scenario' figures based on no grant funding.

The maximum borrowing permitted by *Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018* is \$6,500,000 over a 20 year term.

CONCLUSION

As Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018 has now received the assent of the electors, the Board may choose to adopt this bylaw.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported.

FRASER VALLEY REGIONAL DISTRICT

BYLAW No. 1468, 2018

A bylaw to authorize the borrowing for capital costs associated with the construction of capital works for the North Cultus Sewer System Service Area

WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") deems it necessary to construct a new sewage treatment plant ("the Works") to serve the North Cultus Lake Sewer System Service Area established by Regional District of Fraser-Cheam *Cultus Lake Park Collector Sewer System Local Service Area Establishment Bylaw No. 875, 1989, as amended*;

AND WHEREAS the estimated cost of constructing the Works, including expenses incidental thereto, is the sum of SIX MILLION , FIVE HUNDRED THOUSAND DOLLARS (\$6,500,000.00), of which the sum of SIX MILLION , FIVE HUNDRED THOUSAND DOLLARS (\$6,500,000.00) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Board has received participating area approval by assent voting;

THEREFORE the Board enacts as follows:

1. CITATION

This bylaw may be cited as *Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018*.

2. ENACTMENTS

- a) The Board is hereby empowered and authorized to undertake and carry out or cause to be undertaken and carried out the construction of a new sewage treatment plant serving the North Cultus Sewer System Service Area within a portion of Electoral Area H. Said work is to be carried out generally in accordance with plans on file in the Fraser Valley Regional District office, and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - i. To borrow upon the credit of the Regional District a sum not exceeding SIX MILLION , FIVE HUNDRED THOUSAND DOLLARS (\$6,500,000.00); and
 - ii. To acquire all such real property, easements, rights-of-way, licenses, rights or authorities

as may be requisite or desirable for, or in connection with, the construction of the Works.

- b) The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.

3. READINGS AND ADOPTION

READ A FIRST TIME this 24th day of January, 2018

READ A SECOND TIME this 24th day of January, 2018

READ A THIRD TIME this 24th day of January, 2018

APPROVED BY THE INSPECTOR
OF MUNICIPALITIES this 5th day of March, 2018

RECEIVED ASSENT
OF ELECTORS this 14th day of April, 2018

ADOPTED THIS day of

Chair/Vice-Chair

Corporate Officer/Deputy

4. CERTIFICATION

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District North Cultus Sewer System Loan Authorization Bylaw No. 1468, 2018* as adopted by the Fraser Valley Regional District Board of Directors on the

Dated at Chilliwack, B.C. this

Corporate Officer/Deputy

To: Fraser Valley Regional District Board
From: Dawn Smith, Planner II

Date: 2018-04-24
File No: 3360-22-2013-02 and
6480-30-051

Subject: Official Community Plan amendment Bylaw 1349, 2015 and Zoning Amendment Bylaw 1350, 2015 to facilitate a two lot subdivision at 12174 Hodgkins Rd, Electoral Area "C", Lake Errock

RECOMMENDATION

THAT the Fraser Valley Regional District Board consider the following options for *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* as outlined in the corporate report dated April 24, 2018:

OPTION 1 – 2nd and 3rd reading

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be given second and third reading.

OPTION 2 – Refer to EASC and new Public Hearing

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be referred to the Electoral Area Services Committee for further consideration.

OPTION 3 - Defer

THAT a decision with respect to the proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be postponed to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

OPTION 4 - Refuse

THAT *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* not be given any further readings and that the application for rezoning be refused.

STRATEGIC AREA(S) OF FOCUS

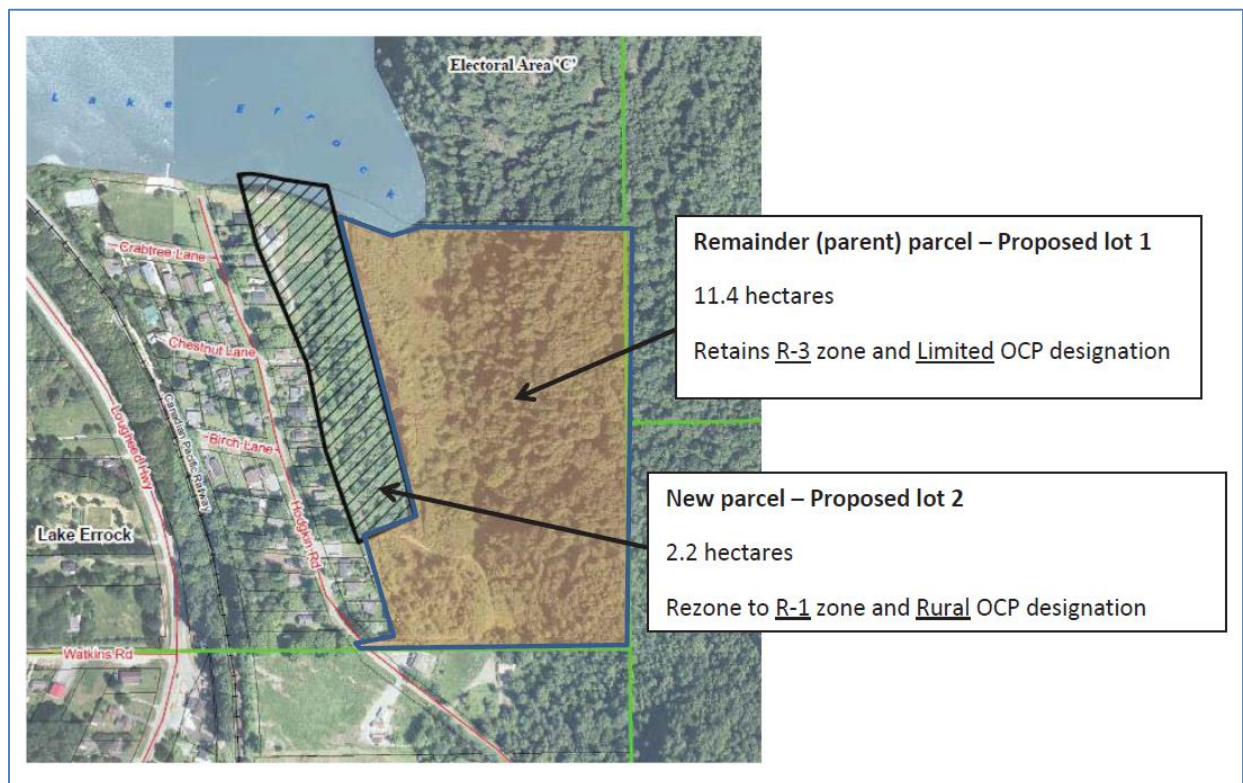
Support Environmental Stewardship
Foster a Strong & Diverse Economy
Foster a Strong & Diverse Economy
Provide Responsive & Effective Public Services

BACKGROUND

The purpose of Official Community Plan Amendment Bylaw 1349, 2015 (Bylaw 1349) and Zoning Amendment Bylaw No 1350, 2015 (Bylaw 1350) is to facilitate a two lot single family residential subdivision of 12174 Hodgkins Rd. The development involves one parcel of approximately 13.6 ha (33.7 acres) to eventually be subdivided as follows:

- Lot 1 (parent) – 11.4 ha (28.3 acres)
- Lot 2 (new) – 2.2 ha (5.4 acres)

The applicant proposes to rezone to Rural 1 (R-1) and amend the OCP designation to Rural (R) for a 2.2 hectare portion of the existing 13.6 hectare parcel. The amendments will allow for a minimum 2 hectare parcel size and facilitate the creation of an additional new lot on the level portion of the property. The remainder portion of 11.4 hectares will retain the Rural 3 (R-3) zone and Limited (L) designation as it is encumbered with significant geo-hazard areas due to steep slopes.



Each lot is proposed to accommodate one single family home. There is no park dedication required for the proposed development. Each new lot is proposed to be served by individual on site water (well) and septic. The applicant has completed technical reports to demonstrate the feasibility of future subdivision and address the geo-hazard, environmentally sensitive and riparian areas, and onsite septic and water service.

On September 20, 2017 the FVRD Board gave First Reading to "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015" and forwarded both bylaws to public hearing held on December 20, 2017 and April 3, 2018. "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015" now require a resolution by the Regional Board regarding how to proceed.

A Public Hearing was held on April 3, 2018. The Public Hearing has now closed. To avoid the requirement to hold another public hearing, the Regional Board may not receive any new information with respect to these bylaws. This report is a summary of applications and does not constitute new information.

The Fraser Valley Regional District Board may now receive the public hearing report and may consider the following options:

OPTION 1 **2nd and 3rd Readings**

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be given second and third reading.

OPTION 2 **Refer to EASC and a new Public Hearing**

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be referred to the Electoral Area Services Committee for further consideration.

OPTION 3 **Defer**

THAT a decision with respect to the proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be postponed to the next regular meeting of the Fraser Valley Regional District Board [or other date]; or

OPTION 4 **Refuse**

THAT *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* not be given any further readings and that the application for rezoning be refused.

DISCUSSION

Attached for information:

- Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015
- Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015
- Public Hearing Report

The public hearing was held on April 3, 2018. Director Niemi was delegated to hold the hearing; the public hearing report is attached separately. Approximately 28 members of the public attended the hearing. 44 written submissions were received. 9 comments were made at the public hearing. 1 petition in full support signed by 7 people was received.

# of Letters/Written Submissions Received		# Verbal Comments	
1	support	3	support
43	opposition	6	comments or concerns
7	petition in support		

Neighbourhood concerns

The following is a summary of the concerns raised at the two public hearing and a summary of how the developer proposes to address those concerns. The applicant has already provided technical reports in support of the proposal. These reports will be registered on title as legal instruments to ensure development proceeds as outlined in the reports. Should the FVRD Board consider giving second and third readings to these bylaws, the project will not be able to proceed to consideration of adoption until FVRD staff are satisfied with the legal instruments (ie. covenants).

Concern	Applicant Response	Follow up
Environmental Sensitive Area Protection	Environmentally sensitive area study and Riparian Area Assessment, prepared by Madrone Environmental.	Development permit and restrictive covenant required. Restoration access covenant required.
Neighbouring septic field and well impact	Septic feasibility study for proposed lots, prepared by ACE Engineering.	Further review not required. No new construction area proposed adjacent to existing homes.
New road access location	Access will be from existing Ministry of Transportation right of ways at upper and lower end of the property.	Further review not required.

Hydrological study for water movement from Lake Errock	Restoration and study assessment to be completed in the future.	Further review by developer is not required. Scope of issue is beyond what a 2 lot proposal can address.
Lake and groundwater conditions prevents building site	Flood construction elevation requirements outlined in GeoHazard report by Cordilleran Geoscience Ltd.	Development permit and restrictive covenant required.

Prior to adoption of the bylaw, the following legal instruments to be executed include:

- Environmental sensitive area protected area (Development Permit & restrictive covenant)
- Riparian area regulation assessment (Development Permit & restrictive covenant)
- Geo-hazard assessment (Development Permit & restrictive covenant)
- Sewage servicing (restrictive covenant)
- Wetland restoration access (statutory right of way)

Optional Motions for Consideration

OPTION 1 - 2nd and 3rd Readings

Purpose:

To proceed with the bylaws as drafted based upon the information received. A number of legal instruments are required to be registered on title prior to consideration of adoption, as outlined above.

Implications:

Timeline	This option provides for the bylaws to proceed to adoption as soon as the above-noted legal instruments are registered on title.
Additional Process	No additional process or public consultation is provided for the review of the application.
Considerations	The developer's commitments and obligations will be resolved by covenant registration.

Resolution for consideration:

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* and *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be given second and third reading.

OPTION 2 - Refer to EASC and a new Public Hearing

Purpose:

To refer the bylaw back to EASC for further discussion and to a new public hearing.

Implications:

Timeline	This option provides for further review by the EASC. This discussion may result in new information being discussed and as such a new public hearing would be required.
Additional Process	Further consideration by the EASC will add to the approval timeline. A new public hearing will add time to the approval timeline.
Considerations	Any additional changes to the application would be possible with new readings of the revised bylaws.

Resolution for consideration:

THAT proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* and *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be referred to the Electoral Area Services Committee for further consideration.

OPTION 3 - Defer

Purpose:

To defer a decision to a future Board meeting.

Implications:

Timeline	This option provides for further time to review the application by Board members prior to consideration.
Additional Process	Additional time is added to the development process timeline.
Considerations	No new information may be received by Board members.

Resolution for consideration:

THAT a decision with respect to the proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* and *Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* be postponed to the next regular meeting of the Fraser Valley Regional District Board [or other date].

OPTION 4 - Refuse

Purpose: To refuse the proposal.

Implications:

Timeline	This option stops the applications.
Additional Process	If the applicants wish to proceed without amending the proposal, they must wait six (6) months to reapply with the same application.
Considerations	The applicant will have to reapply or amend the development plans. A new bylaw process will be triggered.

Resolution for consideration:

THAT *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015* not be given any further readings and that the application for rezoning and OCP amendment be refused.

COST

Rezoning and OCP amendment fees paid. No new or expansion to FVRD services areas is required to facilitate the proposed development.

CONCLUSION

The proposed Official Community Plan and zoning amendment application has received first reading and two public hearings. The Fraser Valley Regional District Board may now receive the public hearing report from April 3, 2018 and consider options to: grant 2nd and 3rd readings, refer back to EASC and a new public hearing, defer or refuse.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning and Development	Reviewed and supported
Margaret Thornton, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

PUBLIC HEARING REPORT

TO: Regional Board of Directors
FROM: Director Alec Niemi
HEARING DATE: April 3, 2018
RE: Public Hearing
Fraser Valley Regional District Electoral Area C Zoning Amendment
Bylaw No. 1349, 2015; and
Fraser Valley Regional District Official Community Plan for Electoral
Area C Amendment Bylaw No. 1350, 2015

A public hearing was held for Fraser Valley Regional District Official Community Plan for Electoral Area C Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw 1350, 2015 on April 3, 2018 at 7:00 p.m. at the Scowlitz Community Hall, 12892 Moses Drive, Lake Errock, B.C.

Prior to the public hearing, from 6:20 p.m. to 7:02 p.m., Fraser Valley Regional District staff and the applicant gave separate brief presentations respecting the bylaws subject to the hearing.

There were approximately 28 members of the public present.

Members of the Fraser Valley Regional District Board present were:

Alec Niemi, Director, Area "C," Chairperson
Al Stobbart, Director, Area "G"
Bill Dickey, Director, Area "D"

Members of the Fraser Valley Regional District staff present were:

Margaret Thornton, Director of Planning and Development
Graham Daneluz, Manager of Planning
Dawn Smith, Planner II

Chairperson Niemi called the public hearing to order at 7:02 p.m. The hearing was convened pursuant to Section 464 of the Local Government Act in order to consider Fraser Valley Regional District Official Community Plan for Electoral Area C Amendment Bylaw No. 1349, 2015 and Fraser Valley Regional District Electoral Area C Zoning Amendment Bylaw No. 1350, 2015. In accordance with subsections 1 and 2 of Section 464, the time and place of the public hearing was advertised in the Thursday, March 22nd 2018 and March 29th 2018 editions of the of the Agassiz-Harrison Observer.

Bylaw 1349, 2015 and Bylaw 1350, 2015

The purpose of Bylaw 1349, 2015 and 1350, 2015 is to facilitate a future two (2) lot subdivision of 12174 Hodgkin Road. Lot 1 (parent): 28.3 acres and Lot 2: 5.4 acres. Each lot will accommodate one single-family home. The applicant has revised their proposal to expand the environmentally protected area.

There were forty-four (44) written submissions provided for the public hearing. They are attached as Appendix "A." There were nine (9) oral comments provided. The oral comments received are summarised below:

Elizabeth Pellizzari 12171 Hodgkin Road

Ms. Pellizzari expressed concerns about amending bylaws which protect environmentally sensitive areas and wetlands. Felt the property should be included in salmon stronghold, and that the best way to prevent degradation is to maintain the bylaw.

Bob Middleton 11960 Hodgkin Road

Mr. Middleton expressed concerns about new septic fields and wells. He believes his property to be the most affected by the proposal and that it's taking away from his lot. He also had concerns about road access and Right of Ways.

Wendy Bales 42802 Tait Road

Ms. Bales expressed general concerns about the proposal, specifically stating that she is opposed. Went on to say that the proposal is concerning to all of Lake Errock residents; concerned about wetlands and endangered species habitat, as well as introducing fill and creating added floodplains into the Fraser basin floodplains.

Pete Handler

43494 Ohman Road & 43897 Ryall Road

Mr. Handler said that he wasn't there to debate the proposal but to bring up the issue of using/protecting private land for public good. Concerned that the cost is to private landowners, and if there is habitat on his property then would he be compensated? Suggested community buy the land for the "greater good" and if you want it - then buy it.

Ron Iverson

43852 Crabtree Lane

Mr. Iverson said that he was in favour of the proposal, stating that the owners/applicants were providing amazing wetland protection in their plans, and that future property owners/developers might not be as accommodating.

Deborah Simper

43841 Ryall Road

Ms. Simper says there is value in the property for everyone on the lake, and the community already under pressure from local gravel pit. Area is part of salmon stronghold. Haven't seen any hydrological studies and that there isn't enough information known to proceed. She is opposed as the proposal stands now.

Elizabeth Pellizzari

12171 Hodgkin Road

Ms. Pellizzari states that Laurie Kremaster (R.P. Bio from Madrone Environmental Services Ltd. who provided the environmental assessment report for application), declares that these wetlands are rare and unique in the Lower Mainland, important to juvenile salmon. Ms. Pellizzari felt that the May family knew what they were getting into when they purchased the land and mentioned that they brought in fill. Believes this to be a "back door" way of getting approval and questions integrity of applicant. Ms. Pellizzari states that the best way to protect is to not amend the bylaws in place.

Wendy Bales

42802 Tait Road

Ms. Bales states that she owns a property with a creek/watercourse and that there are feeders and habitat areas which she knew where not places to build. She believes that this property (12174 Hodgkin Road) has been compromised and DFO restoration was not completed.

Cheryl May

52-45900 South Sumas Road

Ms. May is the sister of the property owner and agent on the application. She states that they will preserve the property as is, with wetlands, and have it written up in a legal Covenant on title.

At 7:25 p.m. the Chairperson asked three times for further comments. Hearing no comments, the public hearing for Bylaw 1349, 2015 was thus concluded.

The public hearing then opened for Bylaw 1350, 2015. No comments were presented and the hearing for Bylaw 1350, 2015 was concluded.

The Chairperson concluded the meeting at 7:26 p.m.

We, the undersigned, certify these public hearing minutes to be correct.

Respectfully submitted,

Alec Niemi, Chairperson

Kristin Webb, Recorder

Appendix “A”: Written Submissions

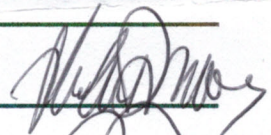
August 31, 2017

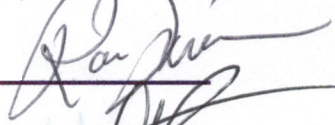
We are in support of the Sub-Division Application and Rezoning on the property at 12174 Hodgkin Rd, Lake Errock, BC as filed by Cheryl May agent for Tom & Lorraine May.

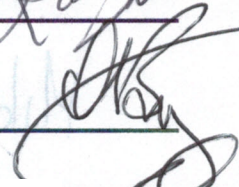
The total of 33 acres will be subdivided into 2 parcels, one of 6 acres and one of 27 acres. The 6 acres will remain in the May family and the 27 acres will be sold.


The rezoning is for the 6 acres from an R3 to an R1.


Name	Address at Lake Errock	Phone #	Signature
------	------------------------	---------	-----------

Michael Dinsmore	43892 Crabtree lane		
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RON & KELLY IVERSEN	43852 CRABTREE LANE		
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DANIEL BURZ	12058 HODGKINS ROAD.		
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JEANNE CALDWELL	12085 HODGKINS		
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Richard Mackinnon	43905 Birch Lane		
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August 31, 2017

We are in support of the Sub-Division Application and Rezoning on the property at 12174 Hodgkin Rd, Lake Errock, BC as filed by Cheryl May agent for Tom & Lorraine May.

The total of 33 acres will be subdivided into 2 parcels, one of 6 acres and one of 27 acres. The 6 acres will remain in the May family and the 27 acres will be sold.

The rezoning is for the 6 acres from an R3 to an R1.

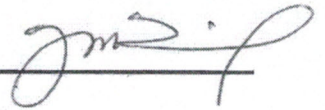
Name

Address at Lake Errock

Phone #

Signature

Nancy Laing



43882 Crabtree Lane, Lake Errock, B.C.

Cheryl May

From: Mike LakeErrock
Sent: Friday, September 8, 2017 3:11 PM
To: Dawn Smith
Cc: Alec Niemi; Cheryl & Ed May
Subject: Subdivision 296 & Zoning 35

Dear FVRD,

As owners of 3 properties on Lake Errock, of which 2 are adjacent to the subject property, we are in support of the Sub-Division Application and Rezoning on the property at 12174 Hodgkin Rd, Lake Errock, BC as filed by Cheryl May.

The total of 33 acres will be subdivided into 2 parcels, one of 6 acres and one of 27 acres. The 6 acres will remain in the May family and the 27 acres will be sold.

The rezoning is for the 6 acres from an R3 to an R1.

fyi,

Mike Armstrong
44156 Bayview Rd
12354 Lake Errock
12376 Lake Errock

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: TOM MAY PROPERTY/FVRD
Date: April-03-18 1:24:05 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkins Road](#) in order to facilitate a future two lot subdivision.

Historically, the property in question has applied for OCP and Zoning changes a number of times and each time has been unequivocally rejected by the vast majority of South Lake Errock landowners and the extended Lake Errock community. The existing bylaws are the *only* mechanisms in place to limit development and protect the sensitive ecology of Lake Errock's wetland. The bylaws were wisely put in place and I see no good reason for changing them. **I oppose having them amended.** Please enter this submission into the Public Hearing record. Thank you.

12171 Hodgkin Rd.

Lake Errock BC

VOM 1N0

Name: Sandy Pellizzari

Address: [8311 Rosebank Crescent](#)

Richmond, B.C.

V7A 2K8

From:
To: [Planning Info](#)
Subject: Tom May Property
Date: April-03-18 8:38:13 AM

To Whom it may Concern:

This is to state that oppose the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (1) fro a portion of 12174 Hodgkins road in order to facilitate a future two lot subdivision.

Please enter this submission into the Public Hearing record.

Thank you
Karen and Mary Wilson
Lot 19
43885 Chestnut Lane
Lake Errock, B.C.

To Whom it May Concern,

This is to state that I **oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkin Road in order to facilitate a future two lot subdivision.

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Name: Mrs. Arlo Marlene Sikorra, Owner

A handwritten signature in black ink that reads "Marlene Sikorra". The signature is fluid and cursive, with the first name "Marlene" and last name "Sikorra" clearly legible.

Address: 12072 Hodgkin Road, South Lake Errock, B.C. V0M 1N0
Lot #45

02-04-18

From:
To: [Planning Info](#)
Subject: [SUSPICIOUS MESSAGE - Threat Type: It may pose as a legitimate company proposing a risk-free transaction, but requests money from the victim to complete a business deal.] Fwd: Bylaw proposal
Date: April-02-18 10:36:15 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Matt and Tammy McKinnon
Address: 43883 Birch lane
Lake Errock bc v0m1n0

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: [SUSPICIOUS MESSAGE - Threat Type: It may pose as a legitimate company proposing a risk-free transaction, but requests money from the victim to complete a business deal.] I OPPOSE
Date: April-02-18 10:11:15 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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I oppose having them amended.

Please enter this submission into the Public Hearing record.
Thank you.

Name: Derek Pellizzari
Address: 12171 Hodgkins Rd, South Lake Errock, V0M 1M0

From:
To: [Planning Info; Alec Niemi](#)
Subject: FVRD Official Community Plan Amendment Bylaw No. 1349, 2015 re: South Lake Errock.
Date: April-02-18 10:07:49 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkin Road](#) in order to facilitate a future two lot subdivision.

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Name: Mrs. Michele Renate Cassady nee Sikorra

Address: [12072 Hodgkin Road, South Lake Errock, B.C. V0M 1N0](#)
Lot #45

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: [SUSPICIOUS MESSAGE - Threat Type: It may pose as a legitimate company proposing a risk-free transaction, but requests money from the victim to complete a business deal.] South Lake Errock
Date: April-02-18 10:06:15 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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I oppose having them amended.

Please enter this submission into the Public Hearing record.
Thank you.

Name: Leeanne Fitzpatrick
Address: 12171 Hodgkins Rd, South Lake Errock, V0M 1M0

From:
To: [Planning Info](#)
Subject: BYLAW PROPOSAL
Date: April-02-18 9:39:19 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkins Road](#) in order to facilitate a future two lot subdivision.

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Name: Jason and Jennifer Mckinnon
Address: 43883 Birch lane
Lake Erroch bc v0m1n0

Sent from my Samsung Galaxy smartphone.

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: Oppose Lake Errock
Date: April-02-18 9:21:25 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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I oppose having them amended.

Please enter this submission into the Public Hearing record.
Thank you.

Name: Karen Sand
Address: 12171 Hodgkins Rd, South Lake Errock, V0M 1M0

From:
To: [Planning Info](#)
Subject: Lake Errock Development
Date: April-02-18 8:36:17 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Emily Harper
Address: 43900 Chestnut Lane, Lake Errock B.C.



Virus-free. www.avast.com

From:
To: [Planning Info](#)
Subject: Lake Errock Development
Date: April-02-18 8:33:37 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Mathew Harper
Address: 43900 Chestnut Lane, Lake Errock B.C.



Virus-free. www.avast.com

From:
To: [Planning Info](#)
Subject: Lake Errock development
Date: April-02-18 8:27:28 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Garth Harper
Address: 43900 Chestnut Lane, Lake Errock B.C.



Virus-free. www.avast.com

From:
To: [Planning Info](#)
Subject: Lake Errock Development
Date: April-02-18 8:23:31 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Michelle Harper
Address: 43900 Chestnut Lane Lake Errock BC V0M1N0



Virus-free. www.avast.com

From:
To: [Planning Info](#)
Subject: April 3 Lake Errock rezoning of wetlands
Date: April-02-18 8:06:28 PM

RE: [April 3rd](#) Lake Errock rezoning of the wetlands meeting of the May proposal.

**To whom it may concern:
Some bottom line issues for me are:**

The lake area is floodplain with many septic field systems seeping into the lake. The wetlands are the only filter for cleaning the lake as well as being very important to endangered habitat. Infill has reduce its size as well as reducing the area that flood waters have to go in.

<https://themindunleashed.com/2018/03/natural-wetland-in-india-filters-198-million-gallons-of-waste-every-day-without-chemicals.html>

I did a count of the last meeting before Christmas on this issue. There were 15 in favor and 40 opposed to the zoning change and development. Although there was a clear majority to make it easy to turn down the application, it was referred back to staff.

Personally, I bought a property with a wetland area and a fish baring creek and tributary. I bought my property with an understanding that creeks as well as wetlands habitats are supposed to be protected by property owners and government agencies.

Under this amended application the zoning would still change and so you need to be aware that once changed it will allow for more housing in the historical wetlands that have already been compromised with infill and destruction of habitat. I have heard that people have even recently been hearing logging on the May property.

With the covenant proposed it would allow the FVRD right of way access and also allow them to do works on the wetlands. That will of course cost more in tax dollars.

A bottom line issue is, have the wetlands in its reduced size as is, been big enough to do the job of keeping the lake water clean?

The answer is no. Residents are working hard to keep our lake clean but with the gravel pit spewing dust into the lake, foreign boats bringing invasive species we need more wetland not less.

Please protect our lake.

Yours Sincerely,

Sylvia Langmann
12499 Low Road
Lake Errock.
Sent from my iPad

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: Fwd: Tom May Property
Date: April-02-18 7:39:45 PM

planninginfo@fvrld.ca
aniemi@fvrld.ca

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

Historically, the property in question has applied for OCP and Zoning changes a number of times and each time has been unequivocally rejected by the vast majority of South Lake Errock landowners and the extended Lake Errock community. The existing bylaws are the *only* mechanisms in place to limit development and protect the sensitive ecology of Lake Errock's wetland. The bylaws were wisely put in place and I see no good reason for changing them. **I oppose having them amended.** Please enter this submission into the Public Hearing record. Thank you.

Name: Kim Kennedy
Address: 12202 Hodgkin Road

From:
To: [Planning Info](#)
Subject: Opposition to development application
Date: April-02-18 7:35:34 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkins Road](#) in order to facilitate a future two lot subdivision.

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Name: mike Kennedy
Address: 12202 Hodgkin road, lake Erroch, bc

Sent from my iPad

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: FW: public hearing on Tuesday April 3rd at Scowlitz Community Hall
Date: April-02-18 6:22:47 PM

planninginfo@fvr.ca
aniemi@fvr.ca

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: [Marg Middleton](#)
Address: [11960 Hodgkin Rd, Lake Errock, BC](#)

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: FW: public hearing on Tuesday April 3rd at Scowlitz Community Hall
Date: April-02-18 6:20:23 PM

planninginfo@fvrld.ca
aniemi@fvrld.ca

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: [Bob Middleton](#)
Address: [11960 Hodgkin Rd, Lake Errock, BC](#)

From:
To: [Planning Info](#)
Subject: Wetlands
Date: April-02-18 5:27:41 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Brad James

Address:

2332 Lougheed Highway Agassiz BC

From:
To: [Planning Info](#)
Subject: To Whom it May Concern,
Date: April-02-18 5:25:30 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Deborah Simper

Address: 43841 Ryall Road Lake Errock BC

From:
To: [Planning Info](#)
Subject: OCP and Zoning amendment applications for: 12174 Hodgkin Road, Applicant: Thomas and Lorraine May Agent: Cheryl May
Date: April-02-18 4:24:28 PM

To: FVRD

This Letter is to inform you that the owners of 12202 Hodgkin Road – Kevin and Colleen O’Brien, OPPOSE the re-development of a future two (2) lot subdivision at 12174 Hodgkin Road; Zoning Amendment from: Rural 3 (R-3) to: Rural 1 (R-1), OCP Amendment from: Limited Use(L) to: Rural (R).

Applicant: Thomas and Lorraine May
Agent: Cheryl May

Sincerely,

Colleen and Kevin O’Brien

From:
To: [Planning Info](#)
Subject: Lake Errock Subdivision
Date: April-02-18 4:19:00 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkins Road](#) in order to facilitate a future two lot subdivision.

Historically, the property in question has applied for OCP and Zoning changes a number of times and each time has been unequivocally rejected by the vast majority of South Lake Errock landowners and the extended Lake Errock community. The existing bylaws are the *only* mechanisms in place to limit development and protect the sensitive ecology of Lake Errock's wetland. The bylaws were wisely put in place and I see no good reason for changing them. **I oppose having them amended.** Please enter this submission into the Public Hearing record. Thank you.

Name: Rosemarie Woolley

Address: 43872 Crabtree Lane, Lake Errock

Sent from my iPad

April 2, 2018

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

Re: 12174 Hodgkin Road, Lake Errock BC
Section: 22, Township: 24, Plan 1280

planninginfo@fvrld.ca
aniemi@fvrld.ca

To Whom It May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

In addition to the reasons submitted in my December 6, 2017 letter of opposition, to amending the above bylaws, is **new information** about Lake Errock Wetlands and its surrounding water ways **is its inclusion to the Harrison Salmon Stronghold**. On March 28, 2018, I as well as other ACES Directors attended a workshop on "Living with the Harrison Salmon Stronghold - Our Shared Waterway". There were 24 organizations in attendance which included: **Harrison Fisheries Authority, Sts'ailes - Scowlitz Fisheries, Department of Fisheries and Oceans, Fraser Basin Council, Invasive Plant Council, Hancock Wildlife Society, Fraser Valley Bald Eagle Festival Society, and Biologist Mike Pearson**, to mention a few. These organizations are actively committed to protecting waterways and fish habitat of HSS including Lake Errock. **The best way to protect Lake Errock Wetlands is not to amend Bylaw No. 1349, 2015 and Bylaw No. 1350, 2015 and to avoid any further degradation.**

1. Historically, the property in question has applied for OCP and Zoning changes a number of times and **each time has been clearly rejected** by the vast majority of South Lake Errock landowners and the extended Lake Errock community. ***It's a sensitive WETLAND!***
2. Amending the OCP Bylaw No.0020, 1998: The existing bylaws were put in place for good reasons: to limit development in a significant geotechnical hazard area and protect the environmentally sensitive area of Lake Errock's wetland. There is no significant advantage to taxpayers overall i.e. no significant employment or opportunity for amenities, social housing etc to have the OCP bylaw changed. It is in the public's best interest to protect this environmentally sensitive area. Amending the OCP would **contradict the 'official' plan**. Why would the FVRD be compelled to deviate from its "Official Community Plan?" ***It's a sensitive WETLAND!***
3. Amending Zoning Bylaw No. 559 (R3) to (R1): The parcel of land, in question, **is** subject to geo-hazards, flooding, and erosion and soil instability **hence why it is Zoned R3**. Rezoning to R1 would not give any assurance that this parcel of land would not be subject to the above conditions despite of the ACE Arden Consulting Report. Laurie Kremsater of Mandrone Environmental Services in her report writes "The main measures of concern on this property are the potential for flooding, encroachment, and erosion and sediment control." ***It's a sensitive WETLAND!***

4. ACE Arden Consulting Report **does not provide any assurance to me** as the testing was done in May. The testing should have been compiled in the wet season, November through March, to give a more accurate report. I have personally witnessed on at least three occasions large vehicles working on the Hydro Easement area, on the property in question, sinking approximately three feet in the extremely waterlogged terrain requiring a large tow truck to remove them. ***It's a sensitive WETLAND!***
5. ACE Arden Consulting Report summary states the report is intended for the May applicant only and any third party, FVRD, making any decision based on this report do so at their own risk. This could put the FVRD in a position of litigation. ***It's a sensitive WETLAND!***
6. Laurie Kremsater of Mandrone Environmental Services wrote "Wetlands are a rich ecosystem supporting many plant and animal species not found in other ecosystems." She further reported that "Many wetlands of these types {Lake Errock Wetland} in the lower mainland have been drained or filled and it has become all the more important to keep those remaining in natural functioning condition." She also states "The braided channel system on the parcel contains a diverse fish community and provides an important link as the channel system on the parcel provides fish access from Nicomen Slough to Harrison Bay." Laurie Kremsater also states "...backwater channels and wetlands will be important rearing habitat for juvenile salmon." **I strongly feel these are very good reasons why this particular wetland should be protected! *It's a sensitive WETLAND!***
7. In the Corporate Report under Zoning Amendment R1...will require a Development Permit for a frontage waiver for the proposed Lot 1 (parent parcel). **It would be a grave mistake to grant this waiver as the applicant already has a record of destructive acts on the Lake Errock Wetland.** The fishery officer that was involved in the case concerning Tom May's destructive acts stated "*I was the lead investigator in the matter R v Tom May that started in 2002 and concluded in 2008. May was charged under section 35(1) of the Fisheries Act and pleaded guilty to the charge in Chilliwack Court in January of 2007. He was fined only \$100, however under the creative sentencing principles at the time, the court ordered Tom May to pay \$58,000 in restoration under section 79.2(f) of the Act. The court further ordered the monies were payable to DFO and on site restoration was managed and conducted by SEP. Jonathan Bulcock was on site for the restoration. The works were concluded in August 2008.*" These are public records and can be disclosed. **Who would police the Mays if the Zoning/OCP amendments were granted?** This parcel of land needs to remain in its current state! ***It's a sensitive WETLAND!***
8. In response to the Mays letter addressed to registered owners of SLELOS regarding their efforts "... to keep the property as wetlands etc..." **it is a wetland as is!** No effort is required to keep it this way. ***It's a sensitive WETLAND!***
9. In respect to leaving a legacy to their children and grandchildren I also want to leave this ***sensitive WETLAND as a legacy to my children and grandchildren!***

For all the above reasons **I vehemently oppose amending the current Zoning and OCP bylaws!** Please enter this submission into the Public Hearing record.

Thank you.

Elizabeth Pellizzari
12171 Hodgkin Rd.
Lake Errock, BC
V0M 1N0

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: Fw: Fwd: public hearing on Tuesday April 3rd at Scowlitz Community Hall Re: 12174 Hodgkins Road
Date: April-02-18 4:04:06 PM

To Whom it May Concern,

This is to state that **I vehemently oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Janice G. Longmore

Address: Hope, B.C. (Former resident and land owner in Lake Errock and concerned citizen)

--

"Be the change you want to see in the world!"

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: Opposition to rezoning of 12174 Hodgkins Road, Lake Errock
Date: April-02-18 3:45:22 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Reginald C Longmore

Hope BC

(Previous) Lake Errock land owner, and concerned citizen.

Sent from [Mail](#) for Windows 10

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: May property
Date: April-02-18 1:53:44 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Daniel Berge
12042 Hodgkins Road
Lake Errock
VOM 1N0

From:
To: [Planning Info; aneimi@fvr.ca](mailto:aneimi@fvr.ca)
Subject: Bylaw No. 1349, 2015 Bylaw No. 1350, 2015
Date: April-02-18 1:49:34 PM

planninginfo@fvr.ca
aneimi@fvr.ca

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Marco Pellizzari
Address: 12171 Hodgkin Rd.
Lake Errock, BC
V0M 1N0

--

"Be the change you want to see in the world!"

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: Bylaw No. 1349, 2015 Bylaw No. 1350, 2015
Date: April-02-18 1:07:28 PM

April 2nd 2018

planninginfo@fvrld.ca
aniemi@fvrld.ca

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Jason Pellizzari
Address: 12171 Hodgkins Rd
Lake Errock BC
V0M 1N0

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#); info@weateaces.org
Subject: Opposition to Community Plan & FVRD Zoning Amendments
Date: April-02-18 12:05:14 PM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Thank you.

Name: Curtis & Charlotte Cooper

Address: 44174 Bayview Road, Lake Errock, BC

From:
To: [Planning Info](#); [Alec Niemi](#)
Subject: May property - ooops forgot address
Date: April-02-18 11:59:02 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Cynthia Berge
12042 Hodgkins Road
Lake Errock, BC
V0M 1N0

From:
To: [Planning Info: Alec Niemi](#)
Subject: FVRD Official Community Plan Amendment Bylaw No. 1349 & 1350, 2015 re: South Lake Errock, B.C.
Date: April-03-18 11:51:51 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkin Road in order to facilitate a future two lot subdivision.

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Name: Ms. Monique Cassandra Sikorra

Address: 12072 Hodgkin Road, South Lake Errock, B.C. V0M

1N0

Lot #45

From:
To: [Planning Info](#)
Subject: Re: Bylaw proposal
Date: April-03-18 11:07:31 AM

I echo these sentiments, and oppose amending bylaw 1349.

Thank you for your consideration

Nick McKinnon

43883 BIRCH LANE
LAKE ERROCK BC

On 2 April 2018 at 21:34, Valerie McKinnon <valmckinnon@hotmail.com> wrote:

Sent from my iPad

Begin forwarded message:

From: valmckinnon@hotmail.com
Date: December 5, 2017 at 5:23:39 PM PST
To: planninginfo@fvrld.ca
Subject: Bylaw proposal

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Chris & Val Mckinnon
Address: 43883 Birch lane

Lake Erroch bc v0m1n0

Sent from my iPad

To Whom it May Concern,

This is to state that I **oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from

Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name:

Georgia Mackinnon

Address:

12154 Hodgkins Rd.

From:
To: [Planning Info](#)
Cc: [Alec Niemi](#)
Subject: Public hearing on Tuesday April 3rd at Scowlitz Community Hall
Date: April-03-18 10:45:02 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkins Road in order to facilitate a future two lot subdivision.

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Name: Chris Pellizzari

Address:

12171hodgkins Rd.Lake errock V0M 1N0

o

From:
To: [Planning Info](#)
Subject: Opposition to bylaw changes
Date: April-03-18 10:16:33 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of [12174 Hodgkins Road](#) in order to facilitate a future two lot subdivision. We are also opposed to the OCP amendment.

Historically, the property in question has applied for OCP and Zoning changes a number of times and each time has been unequivocally rejected by the vast majority of South Lake Errock landowners and the extended Lake Errock community. The existing bylaws are the *only* mechanisms in place to limit development and protect the sensitive ecology of Lake Errock's wetland. The bylaws were wisely put in place and I see no good reason for changing them. **I oppose having them amended.** Please enter this submission into the Public Hearing record. Thank you.

Name: Chris & Val Mckinnon
Address: [43883 Birch lane](#)
[Lake Erroch bc](#) v0m1n0

Sent from my iPad

Sent from my iPad

From:
To: [Planning Info](#)
Subject: May property lake errock bc
Date: April-03-18 10:14:45 AM

I am opposed to the building on the lake Errock wetlands at 12174 Hodgkin Rd.,

Respectively
Wendy Gayton
Squawkum Rd
Lake Errock BC

Sent from my iPhone

From:
To: [Planning Info: Alec Niemi](#)
Subject: Fw: FVRD Official Community Plan Amendment Bylaw No. 1349 & 1350, 2015 re: South Lake Errock, B.C.
Date: April-03-18 11:54:38 AM

To Whom it May Concern,

This is to state that **I oppose** the Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015 to amend the Official Community Plan designation from Limited (L) to Rural (R) and Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015 to amend the zoning from Rural 3 (R-3) to Rural 1 (R-1) for a portion of 12174 Hodgkin Road in order to facilitate a future two lot subdivision.

Historically, the property in question has applied for OCP and Zoning changes a number of times and each time has been unequivocally rejected by the vast majority of South Lake Errock landowners and the extended Lake Errock community. The existing bylaws are the *only* mechanisms in place to limit development and protect the sensitive ecology of Lake Errock's wetland. The bylaws were wisely put in place and I see no good reason for changing them. **I oppose having them amended.** Please enter this submission into the Public Hearing record. Thank you.

Name: Mr. Mackenzie Burke Sikorra

Address: 12072 Hodgkin Road, South Lake Errock, B.C. V0M

1N0

Lot #45

FRASER VALLEY REGIONAL DISTRICT

Bylaw No. 1349, 2015

**A Bylaw to Amend "Fraser Valley Regional District
Official Community Plan for Portions of Electoral Area "C", Morris Valley, Harrison Mills and
Lake Errock, Bylaw No. 0020, 1998" as amended**

WHEREAS "Fraser Valley Regional District Official Community Plan for Portions of Electoral Area "C", Morris Valley, Harrison Mills and Lake Errock, Bylaw No. 0020, 1998" was adopted by the Fraser Valley Regional District Board ("the Board") on April 28th, 2000.

AND WHEREAS the Board has deemed it advisable to amend "Fraser Valley Regional District Official Community Plan for Portions of Electoral Area "C", Morris Valley, Harrison Mills and Lake Errock, Bylaw No. 0020, 1998" amended;

THEREFORE the Board of Directors of the Fraser Valley Regional District, in open meeting assembled, enacts as follows:

1) CITATION

This bylaw may be cited as "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015".

2) MAP AMENDMENT

- a) That Schedule C-1 of ""Fraser Valley Regional District Official Community Plan for Portions of Electoral Area "C", Morris Valley, Harrison Mills and Lake Errock, Bylaw No. 0020, 1998" be amended by re-designating a 2.2 hectare portion of the lands described as:

Parcel "B", Except:

Firstly: Part Shown Red on Reference Plan 2081

Secondly: Part Subdivided by Plan 21954

Thirdly: Part Subdivided by Plan 24258, Section 22, Township 24

New Westminster District Plan 1280

PID 008-580-138

and as outlined in heavy black outline and cross-hatched on Official Community Plan Amendment Map Schedule 1349-A, from the Limited (L) to the Rural (R) designation, as shown on Map Schedule 1349-A.

- b) That the map appended hereto as Official Community Plan Amendment Map Schedule 1349-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	20th day of September , 2017
PUBLIC HEARING WAS HELD THIS	20 th day of December, 2017 and 3 rd day of April, 2018
READ A SECOND TIME THIS	XX th day of XXXXXX, 2017
READ A THIRD TIME THIS	XX day of XXXXXXXX, 2017
ADOPTED THIS	XX day of XXXXXXXX, 2017

 Chair/Vice Chair

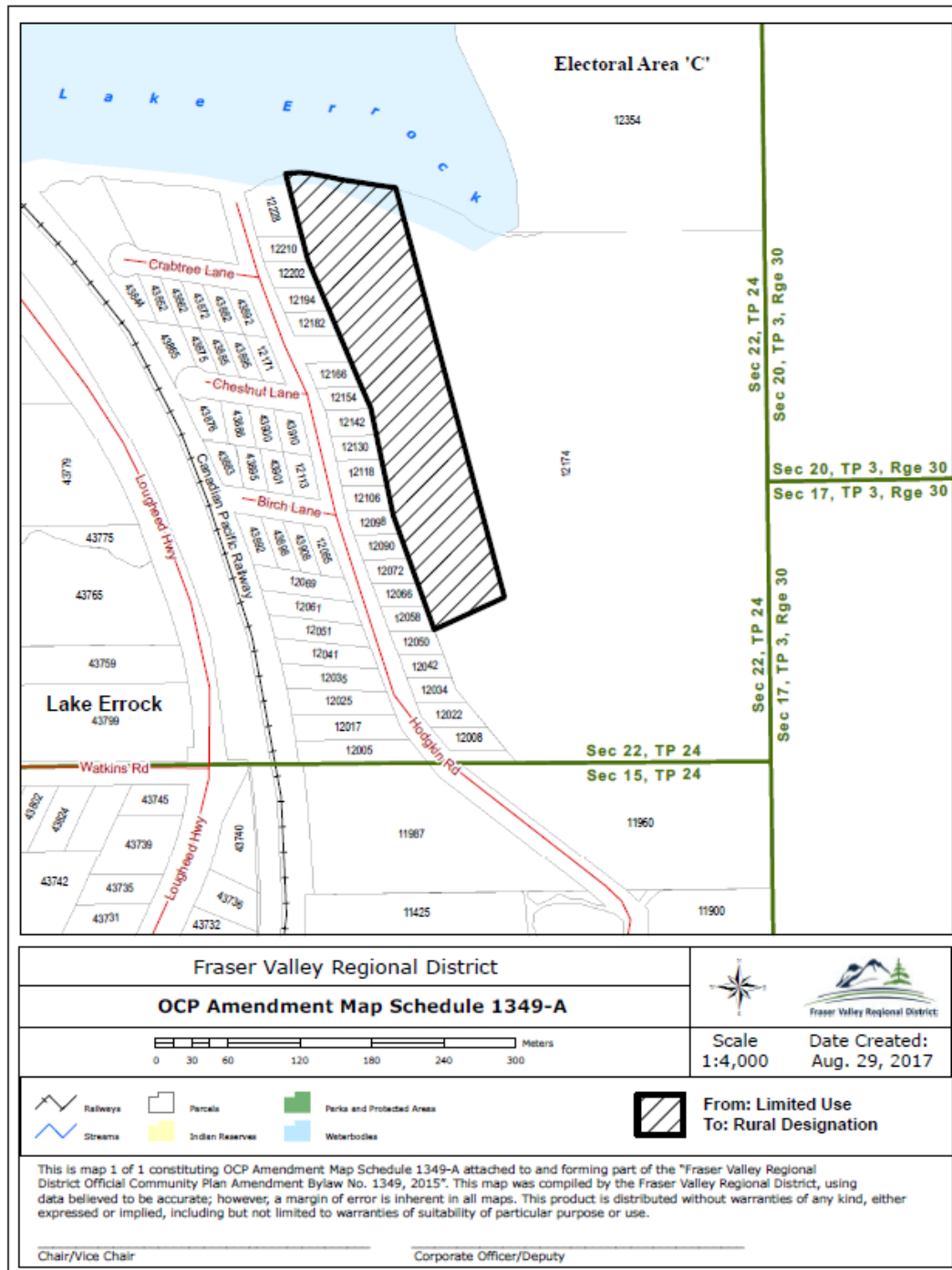
 Corporate Officer/Deputy
5) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" as adopted by the Board of Directors of the Fraser Valley Regional District on the XX day of XXXXXX, 2017.

Dated at Chilliwack, B.C. this XX day of XXXXXXXX, 2017

 Corporate Officer/ Deputy

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1349, 2015
Official Community Plan Amendment Map Schedule 1349-A



This is map 1 of 1 constituting Official Community Plan Amendment Map Schedule 1349-A, attached to and forming part of "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015".

Chair/Vice –Chair

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT

Bylaw No. 1350, 2015

A Bylaw to Amend "Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992" for a portion of Electoral Area "C"

WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to amend *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992* for a portion of Electoral Area C:

THEREFORE the Board of Directors of the Fraser Valley Regional District, in open meeting assembled, enacts as follows:

1) CITATION

This bylaw may be cited as "Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015".

2) MAP AMENDMENT

- a) That Schedule C of *Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559-1992* be amended by rezoning a 2.2 hectare portion of the lands described as:

Parcel "B", Except:
Firstly: Part Shown Red on Reference Plan 2081
Secondly: Part Subdivided by Plan 21954
Thirdly: Part Subdivided by Plan 24258, Section 22, Township 24
New Westminster District Plan 1280
PID 008-580-138

and as outlined in heavy black outline and cross-hatched on Zoning Amendment Map Schedule 1350-A, from the Rural 3 (R-3) zone to the Rural 1 (R-1) zone, as shown on Map Schedule 1350-A.

- b) That the map appended hereto as Zoning Amendment Map Schedule 1350-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	20 day of September 2017
PUBLIC HEARING WAS HELD THIS	20 th day of December, 2017 and 3 rd day of April, 2018
READ A SECOND TIME THIS	XX day of XXXX 2017
READ A THIRD TIME THIS	XX day of XXXX 2017
ADOPTED THIS	XXday of XXXX 2017

Chair/Vice Chair

Corporate Officer/Deputy

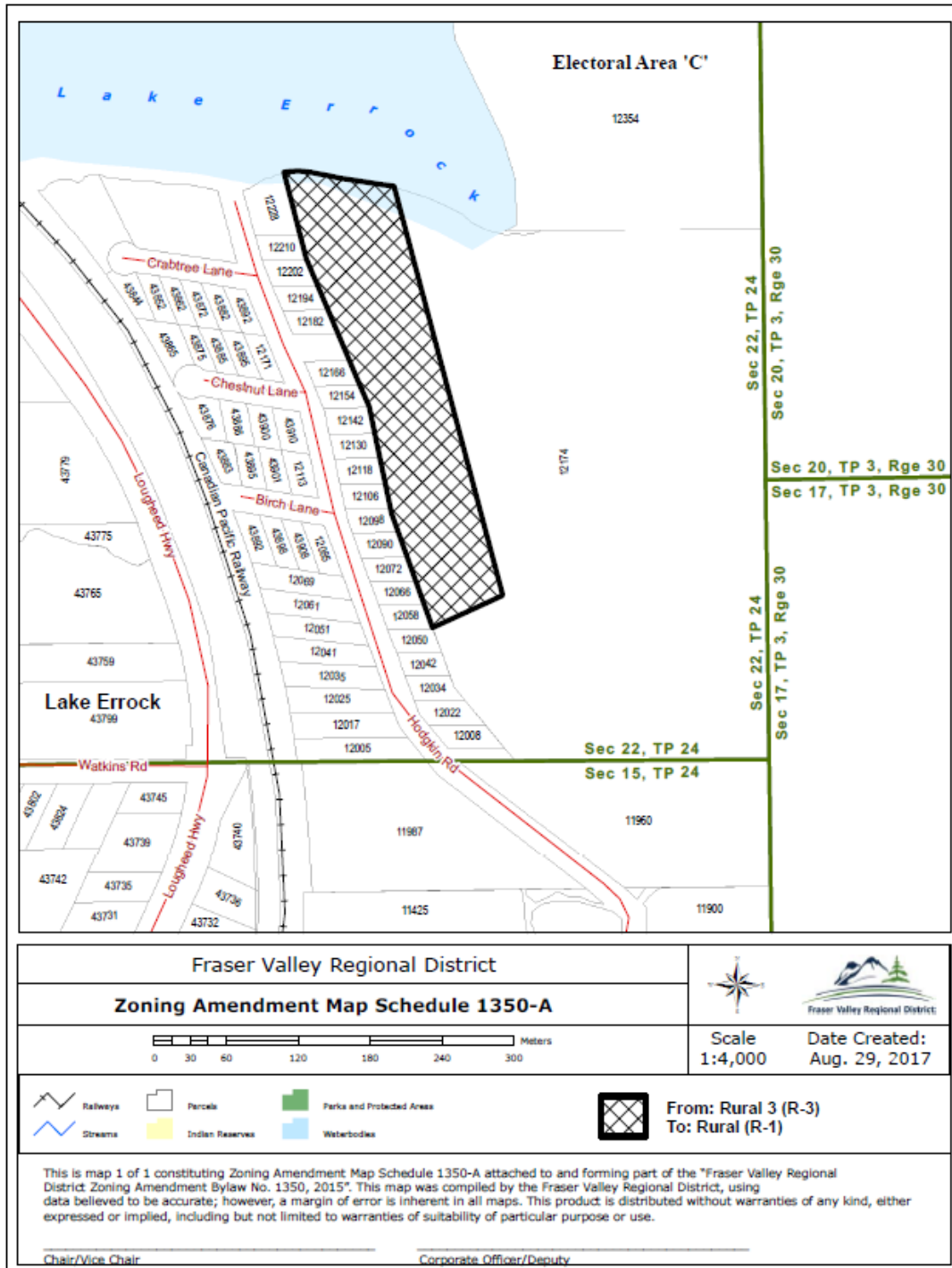
5) **CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of "Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015" as adopted by the Board of Directors of the Fraser Valley Regional District on the XX day of XXXX, 2017.

Dated at Chilliwack, B.C. this XX day of XXXX 2017

Corporate Officer/ Deputy

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1350, 2015
Zoning Amendment Map Schedule 1350-A





To: Recreation, Culture and Airpark Services Commission

Date: 2018-03-28

From: Jody Castle, Manager of Recreation, Culture and Airpark Services

Subject: Bylaw No. 1479, 2018 Hope and District Recreation Fees and Other Charges Amendment

RECOMMENDATION

THAT the Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018 be forwarded to the Fraser Valley Regional District Board for three readings and adoption.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Communities
Provide Responsive & Effective Public Services

SUMMARY

The following new rates and fees are being proposed for inclusion in the FVRD Hope and District Recreation Centre Fees and Other Charges Bylaw:

Item	Cost
Folding Table	\$10
Folding Chair	\$3
Parent and Tot Skate	Drop In

BACKGROUND

Tables and chairs are included in facility rentals, however, staff have received requests to use the tables and chairs at outside events. A rental deposit is also required for all equipment rentals.

COMMENT BY:

Paul Gipps, Chief Administrative Officer: Reviewed and Supported

Mike Veenbaas, Chief Financial Officer: Reviewed and Supported

FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1479, 2018

A bylaw to amend the Hope and District Recreation Centre Fees and Other Charges

WHEREAS the Board of Directors of the Fraser Valley Regional District ("the Board") has deemed it advisable to amend *Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Bylaw No. 0895, 2008* as amended.

THEREFORE the Board, in open meeting assembled, enacts as follows:

1) **CITATION**

This bylaw may be cited as the *Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018*.

2) **ENACTMENTS**

That Fraser Valley Regional District Bylaw No. 0895, 2008 be amended by deleting Schedule A in its entirety and substituting with Schedule A 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 Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1479, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the 27th day of March, 2018.

Dated at Chilliwack, BC this 25th day of April, 2018

Corporate Officer/Deputy

FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1479, 2018**Schedule A****Hope and District Recreation Centre Fees and Other Charges**

Drop In Admissions -Pool/Gym/Arena (GST & PST Included)	
Adult	\$5.00
Child	\$2.25
Senior	\$4.50
Super Senior (80+)	Free
Student	\$4.00
Youth	\$3.75
Family	\$9.00
Other Groups	\$2.00
Extra Child	\$1.00
Shower	\$2.25
Family 50% off Sundays	\$4.50
Toonie Wednesdays	\$2.00
50% Off Fridays to 5:00pm	50% off single admissions
Senior Monday to 5:00pm	\$2.00
Last Hour Swim or Gym	\$3.25
School Group Student Rate (swim/skate) min. 40 students	\$2.10

Membership Rates (GST & PST Included)	
Adult Membership Rates	
10 Pass	\$42.50
20 Pass	\$79.50
1 Month	\$50.75
1 Month All Inclusive	\$69.25
3 Month	\$115.50
3 Month All Inclusive	\$157.00
6 Month	\$211.00
6 Month All Inclusive	\$278.00
1 Year	\$400.00
1 Year All Inclusive	\$511.00
Senior Membership Rates	
10 Pass	\$38.00
20 Pass	\$71.25
1 Month	\$45.25
1 Month All Inclusive	\$63.75
3 Month	\$100.75
3 Month All Inclusive	\$142.25

Membership Rates (GST & PST Included) con't	
Senior Membership Rates con't	
6 Month	\$162.50
6 Month All Inclusive	\$229.25
1 Year	\$302.25
1 Year All Inclusive	\$413.00
Family Membership Rates	
10 Pass	\$77.50
20 Pass	\$147.00
1 Month	\$102.50
3 Month	\$231.00
6 Month	\$412.00
1 Year	\$807.50
Child Membership Rates	
10 Pass	\$17.50
20 Pass	\$ 33.25
1 Month	\$ 15.75
3 Month	\$ 36.00
6 Month	\$ 63.75
1 Year	\$ 118.25
Youth Membership Rates	
10 Pass	\$ 31.50
20 Pass	\$ 58.75
1 Month	\$ 36.00
3 Month	\$ 80.50
6 Month	\$ 144.25
1 Year	\$ 265.25
Student Membership Rates	
10 Pass	\$ 33.25
20 Pass	\$ 62.75
1 Month	\$ 38.75
1 Month All Inclusive	\$ 57.25
3 Month	\$ 86.00
3 Month All Inclusive	\$ 127.50
6 Month	\$153.50
6 Month All Inclusive	\$ 220.00
1 Year	\$ 283.75
1 Year All Inclusive	\$394.50

Arena Rates (GST & PST Included)	
55+ Drop In Hockey	\$10.00

Adult Shinny Hockey	\$3.00
Parent and Tot Skate	Drop In Fee
Casual Hockey Day Rate	\$3.00
Student Casual Hockey	\$3.00
Youth Casual Hockey	\$3.00
Family (2 Adult 3 Children)	\$9.00
Helmet Rental	\$2.25
Skate rental	\$3.00
Skate sharpening	\$5.50
Adult Ice Rental - Non Prime Time/hr	\$153.00
Adult Ice Rental - Prime Time/hr	\$162.00
Early Bird/hr	\$55.50
Youth Ice/hr	\$74.00
Youth Ice 1/2 sheet/hr	\$74.00
Arena Dry Floor – Adult/hr	\$41.50
Arena Dry Floor – Youth/hr	\$23.00

Facility Rental Rates (GST & PST Included)	
Meeting Room – Non-Profit/hr	\$10.00
Meeting Room – Commercial/hr	\$24.50
Meeting room - Day Rate	\$55.50
Mezzanine – Non-Profit/hr	\$20.25
Mezzanine – Commercial/hr	\$26.00
Mezzanine – Day Rate (Max. 10 hours – between 6:00am and 12:00am)	\$101.50
Conference Room – Non-Profit/hr	\$64.75
Conference Room – Commercial/hr	\$83.25
Conference Room – Day Rate (Max. 10 hours – between 6:00am and 12:00am)	\$323.50
Dry Floor & Mezzanine – Day Rate (Max. 10 hours – between 6:00am and 12:00am)	\$800.00
Lane Rental/hr	\$14.00
Pool Rental/hr	\$143.25
Locker Rental/month	\$3.00

Equipment Rentals (GST & PST Included)	
Set Up and Takedown Fee /hr	\$28.30
LED Sign - Day Rate	\$20.00
LED Sign - Week Rate	\$110.00
LED Sign - Month Rate	\$400.00
Projector	\$50.00

Projector Screen	\$25.00
TV w VCR or DVD	\$10.00
Microphone	\$10.00
Sound System (amp)	\$25.00
Sound System (sound board)	\$25.00
Folding Table <i>(Applies to External Rental Contract Only)</i>	\$10.00
Folding Chair <i>(Applies to External Rental Contract Only)</i>	\$3.00
Coffee Service (10 Cups)	\$10.00
Kitchen Use – Non-Profit/hr Rate	\$12.00
Kitchen Use – Commercial/hr	\$20.00
Kitchen Use – Non-Profit Day Rate <i>(Max. 10 hours – between 6:00am and 12:00am)</i>	\$50.00
Kitchen Use – Commercial Day Rate <i>(Max. 10 hours – between 6:00am and 12:00am)</i>	\$80.00
Tablecloth Rental (per cloth)	\$10.00

Dan Sharrers Aquatic Centre Rates (GST & PST Included)	
One parent & tot swim lesson with 6 month vaccination	Free
Open Water Diving	\$350.00
Stroke & Endurance for Adults 1/2hr private	\$15.00
Stroke & Endurance for Adults 1/2 hr semi-private	\$12.00
Assistant Water Safety Instructor	\$325.00
Water Safety Instructor	\$345.00
Lifesaving Instructor	\$260.00
National Lifeguard Service	\$250.00
Canadian Swim Patrol	\$50.00
Introduction to Scuba Diving (Youth)	\$90.00
Introduction to Scuba Diving (Adult)	\$120.00
Junior Lifeguard Club	\$50.00
Bronze Star	\$50.00
Bronze Medallion or Cross	\$120.00
8 – Red Cross Preschool Swim Lessons – 1/2 hr	\$30.00
8 – Red Cross Level 1-6 Swim Lessons – 1/2 hr	\$45.00
8 – Red Cross Level 7-10 Swim Lessons – 45 min	\$60.00
8 – Adult/Senior Swim Lessons – 1/2 hr	\$45.00
Private Swim Lesson – 1/2 hr	\$15.00
Semi-Private Swim Lesson – 1/2 hr	\$12.00

Personal Training (GST & PST Included)	
One Hour Personal Training	\$50.00
5 – 1 Hour Personal Training Sessions	\$200.00
10 – 1 Hour Personal Training Sessions	\$380.00
1 – 1 Hour Semi-Private Sessions (per person)	\$30.00
5 – 1 Hour Semi-Private Sessions (per person)	\$160.00
10 – 1 Hour Semi-Private Sessions (per person)	\$300.00
Health/Fitness Consultation	\$36.00
Strength Starter Private	\$55.00
Fitness Evaluation	\$74.00
Body Composition	\$20.00
Strength Trainer Private	\$217.00
Strength Trainer Semi-Private	\$123.00
Food & Nutrition Analysis	\$75.00

DSAC – Program Rates (GST & PST Included)	
Childcare Programs	
Day Camp (Pro-D, Summer, Winter, etc.)	\$29.50
Day Camp – Week Rate	\$118.00
Day Camp - 9 Week Rate	\$824.50
Day Camp - 10 Week Rate	\$940.00
Day Camp - 2nd Child Week Rate	\$110.00
Day Camp - 3rd Child Week Rate	\$103.25
Day Camp - 4th Child Week Rate	\$96.00
Childminding	\$4.00
Busing (Day Camp field trips)	\$15.00
Child Programs	
Parent & Strollers	\$5.00
Merry Music	\$75.00
Survivor Academy for Kids	\$30.00
Christmas Tree Decoration Making	\$5.00
Cookie Decorating	\$5.00
Crafty Kids	\$20.00
Teen Night	\$15.00
Girls Night Out	\$10.00
Clay Sculpting	\$30.00
Rainbow Loom Meet Ups	\$2.00
Kids PJ Party	\$5.00
DIW Sewing	\$30.00
Yoga for Youth	\$20.00
Children's Active Playtime	\$2.00

Learn to Crochet	\$50.00
DSAC – Program Rates (GST & PST Included) con't	
Child Programs con't	
Tots Skating	\$40.00
Tots Soccer	\$20.00
Movie Night	\$3.25
Pee Wee Gym	\$2.00
Pool Party	\$3.25
Tykes T-Ball	\$25.00
Baby Sign Language	\$115.00
Teddy Bear Storytime and Skate	\$1.00
Infant Massage	\$60.00
Rhythmic Gymnastics – 45 min	\$130.00
Pumpkin Carving Night	\$2.00 \$5.00/pumpkin
Princess Tea Party	\$5.00
Skate board camp	\$30.00

Outdoor Movie Nights	
Popcorn	\$2.00
Coffee	\$1.50
Hot Chocolate	\$1.50
Hot Dogs	\$3.00
Youth Programs	
Birthday Party - 12 kids	\$143.25
Birthday Party - up to 16 kids	\$180.25
Birthday Party - up to 20 kids	\$212.50
Dive In Movie Nights	\$3.25
Night Basketball	\$30.00
Tween Dances	\$5.00
Cooking (Jr. Chefs, Cakes Cookies & Cupcakes, etc)	\$40.00
Indoor Soccer	\$30.00
Beginner Guitar Lessons	\$130.00
Bike Skills Camp	\$50.00
Swim & Play	\$7.50
Home Alone Program	\$10.00
Rhythmic Gymnastics – 60 min	\$140.00
Mad Scientists	\$40.00
Wipe Out Nights	Drop In Fee
Make your own Henna Tattoo	\$12.00
Tri-Out Triathlons	\$20.00

Skate Board Camp	\$50.00
Painting Party (8+ years)	\$30.00
Student/Adult Programs	
Youth/Teen Camp (register for 3 or more camps and save 10%)	
Try Out Slackling	\$15.00
Try Out Rock Climbing	\$50.00
Ultimate Frisbee League	\$30.00
Competitive Swim Camp	\$150.00
Try Out Stand Up Paddleboarding	\$40.00
Try Out Stand Up Paddleboard Yoga	\$40.00
Food Safe	\$85.00
Self Defense	\$15.00
Beginner Digital Photography	\$150.00
Osteofit	\$40.00
Bike Skills for Adults	\$250.00
Baby Signs Parent Workshop	\$25.00
Raw Foods	\$50.00
Adult Cooking	\$60.00
Winter Driving Skills	\$115.00
Drop In Sports	\$2.00
Chair Yoga	\$40.00
Cake/Cookie Decorating	\$60.00
Jewelry Designing – Ring Making	\$45.00
Jewelry Designing	\$55.00
Belly Dancing	\$50.00
Tai Chi	\$60.00
Kayaking	\$130.00
Pool Kayak Nights (per session)	\$12.50
Rec League Sports	\$40.00
Rec League- Basketball	\$20.00
Spanish Lessons	\$97.50
Puppy School	\$160.00
Canine Obedience Training	\$175.00
Bath and Body Product Making Workshop	\$12.00
Chocolate Making Workshop	\$40.00
Beginners Knitting	\$40.00
Beginners Crochet	\$40.00
Adult Swim Nights (19+ Last hour price)	\$3.25
Painting Parties (19+ years and up)	\$45.00
Pre-Natal Yoga	\$50.00
Outdoor Distraction Dog Class	\$125.00

First Aid Programs	
First Aid Skills for Seniors (CPR-A)	\$35.00
Lifesaving Society Emergency First Aid	\$80.00
Lifesaving Society Standard First Aid	\$150.00
Lifesaving Society CPR-C & AED	\$75.00
Lifesaving Society Emergency Childcare First Aid	\$75.00
Red Cross Babysitting Course	\$65.00
Red Cross People Saver 5-6 yrs	\$15.00
Red Cross People Saver 7-8 yrs	\$ 15.00
Red Cross People Saver 9-10 yrs	\$ 20.00
Red Cross People Saver 11-12 yrs	\$ 20.00

Miscellaneous (GST & PST Included)	
Photocopying	\$0.15
Brochure Ad 1/2 page	\$150.00
Brochure Ad 1/4 Page	\$100.00
Brochure Ad Full Page	\$300.00
8 ft. Dasher Board Ad	\$900.00
Dasher Board Ad (price per foot)	\$120.00
NSF Charge	\$25.00

Field Rentals (GST & PST Included)	
Single Use - per game	\$10.00
League - Adult - per team	\$50.00
League - Youth per team	\$25.00
T-Ball	\$0.00
Tournament - per team	\$25.00

Resale Products (GST & PST Included)	
Other Products - Arena	
Hockey Laces 84"x120"	\$7.50
Hockey Laces 72"	\$5.75
Hockey Tape - Clear	\$4.50
Hockey Tape - Black	\$5.00
Hockey Tape - White	\$4.50
Skate Guards	\$8.00
Whistles	\$10.00
Referee Whistle	\$15.00
Hockey Puck	\$2.50
Visor Anti Fog	\$8.00
Mouth Guards	\$8.00
Pro Wrap	\$4.50
Roller Skate Security Deposit	\$40.00
Roller Skate Rental - Day	\$3.00
Roller Skate Rental - Month	\$10.00
Swimmers 32lbs +	\$2.25
Swimmer 24-34 lbs	\$2.25
Swimmers 16-26 lbs	\$2.25
Gabbys Swim Diapers	\$8.00
Float Bands	\$3.00
AWSI Manual	\$98.00
Swim Cap	\$7.00
Macks Ear Plugs	\$3.50
Nose Clip	\$3.00
Shampoo	\$2.00
Conditioner	\$2.00
Arnica Oil	\$5.00
Healing Salve	\$7.00
Towel	\$10.00
Sweat Towel	\$3.00
Aqua Socks	\$12.25
Headphones	\$15.00
First Aid & CPR Manual	\$30.00
Babysitters Manual	\$18.00
ChildCare First Aid Manual	\$22.50
Technoflex JR	\$15.50
Speedo HydrospeX JR	\$15.50
Speedo Sengar JR	\$11.00
Technoflex JR Rocket	\$21.25

Other Products – Aquatics	
Speedo Vanquisher JR	\$13.75
Speedo HydrospeX	\$16.75
Technoflex 4.0	\$16.50
Speedo Vanquisher	\$16.75
Speedo Splasher	\$5.75
Speedo Sengar	\$13.50
Other Products - Birthday Party	
Hot Dogs	\$1.50
Extra Pizza	\$20.00
Extra Cake	\$35.00
Extra Juice	\$1.00

To: Electoral Area Services Committee
From: Melissa Geddert, Planning Technician

Date: 2018-04-10
File No: 3090-20-2018-14

Subject: Development Variance Permit 2018-14 to vary the setback requirement from a highway and height requirement for a proposed duplex at 20917 Snowflake Crescent.

RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-14 to vary the highway setback requirement from 6 metres to 2.1 metres on the north side of the lot and 6 metres to 3.74 metres on the west side of the lot; and to vary the maximum height from 12 metres to 14 metres to permit the construction of a duplex, subject to consideration of any comments raised by the public.

AND THAT Development Variance Permit 2018-14 replace and supersede Development Variance Permit 2017-14 and that Development Variance Permit 2017-14 be cancelled.

FOR INFORMATION

Appendix "A": Site Plan

Appendix "B": Ministry of Transportation and Infrastructure Permit to Reduce Building Setback Less than 4.5 Metres from the Property Line.

Appendix "C": Neighbourhood feedback

Appendix "D": Development Variance Permit 2017-14

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The owners of the property have made an application for a Development Variance Permit (DVP) in order to:

- a) decrease the setback requirement from a highway for the north and west side of the lot; and
- b) increase the maximum permitted height of a duplex,

as outlined in *Fraser Valley Regional District Zoning Bylaw No. 100 Morris Valley-Harrison Mills, portion Area "C"*.

PROPERTY DETAILS			
Electoral Area	C – Hemlock Valley		
Address	20917 Snowflake Crescent		
PID	005-625-602		
Folio	775.01430.031		
Lot Size	0.16 Acres		
Owner	Michael Bogdanovich and Dragan Keseric	Agent	N/A
Current Zoning	Resort Residential (RST-3)	Proposed Zoning	No change
Current OCP	Cottage Residential	Proposed OCP	No change
Current Use	Vacant land	Proposed Use	Duplex
Building Permit	BP013917		
Development Permit Areas	5-HV for RAR		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES			
North	^	Resort Residential 2 (RST-2), Single Family Homes	
East	>	Resort Residential 2 (RST-2), Single Family Homes	
West	<	Resort Residential 3 (RST -3), Single Family Homes	
South	v	Resort Residential 3(RST-3), Duplex	

NEIGHBOURHOOD MAP



DISCUSSION

The owners of the subject property are proposing to construct a 13.1 metre by 14.6 metre duplex at 20917 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 the development.

History of Issued Variance – DVP 2017-14

At the FVRD Board meeting on July 25, 2017 the board issued Development Variance Permit 2017-14, reducing the setback from a highway from 6.0 metres to 2.1 metres and increasing the maximum permitted height from 12 metres to 13.35 metres. The lot line setback reduction applies to the front portion on the northeast side of the lot and was issued to accommodate covered stairs leading up to the duplex. The height variance was issued to permit three storeys and a maximum height of 13.35 metres.

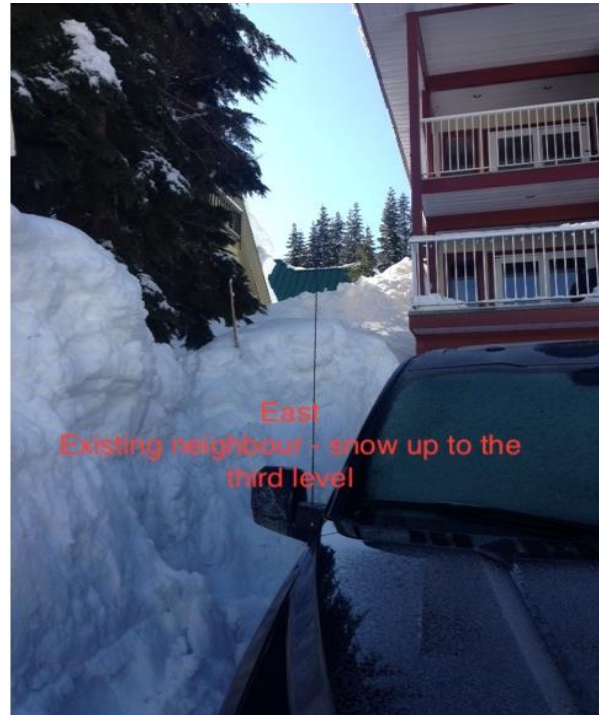
Variance Request – DVP 2018-14

The owners are seeking a 2.1 metre relaxation to flanking street on the west property line, reducing the setback requirement from 6.0 metres to 3.74 metres clear to sky. The 3.74 metre setback accounts for the roof overhang; the setback to the foundation wall is 4.5 metres. The subject property is uniquely shaped where 65% of the lot is road frontage; furthermore, the lot is relatively small measuring 647.5 metres squared (0.16 acres), resulting in a more restrictive buildable area.

The owners have requested the setback relaxation to permit a greater separation between the proposed duplex and the single family dwelling located on the neighbouring property. As shown on the images in photo 1 and 2, snow accumulation in Hemlock Valley is quite substantial. The images below were provided by the neighbouring property owner (20915 Snowflake Crescent) who has submitted a letter of support for the application (Appendix "C"). The single family dwelling on the neighbouring parcel is relatively close to the interior lot line (approximately 1 metre). Increasing the separation between the two structures would allow for adequate separation for snow shedding, and prevent damage to the structures caused by snow shedding.

DVP 2018-14 would replace and supersede DVP 2017-14. The setback relaxation issued in DVP 2017-14 would be permitted in DVP 2018-14, reducing the required 6 metre setback from a highway right of way to 2.1 metres to permit the covered stairs adjacent to the north property line.

Photo 1 and 2 - Demonstrated snow accumulation - 20915 and 20917 Snowflake Crescent.



The roof overhang encroaches into the Ministry of Transportation and Infrastructure (MOTI) 4.5 metre setback requirement; however the foundation of the structure does not encroach into the MOTI setback. The owners have obtained approval from MOTI for the setback reduction; the approval is attached as Appendix "B".

By re-siting the structure closer to the northwest side of the lot, the owners have requested an increase in permitted height from 12 metres (39.4 ft) to 14 metres (45.8 ft) to account for the change in grade. The owners also seek the height increase to permit a nine foot ceiling for the proposed garage. The RST-3 zoning designation allows a maximum height of 12 metres. A height variance was issued under DVP 2017-14, increasing the maximum permitted height to 13.35 metres. If issued, DVP 2018-14 would increase the height another 0.65 metres (2.1 ft), 16% higher than what is permitted in the zoning bylaw (12 metres to 14 metres). However, if the garage height was not increased, the rise in total height would be 12% (13.66 metres) and only 0.31 metres higher than what was approved in DVP 2017-14. Figure 1 demonstrates the proposed total height measured from the lowest point on the lot.

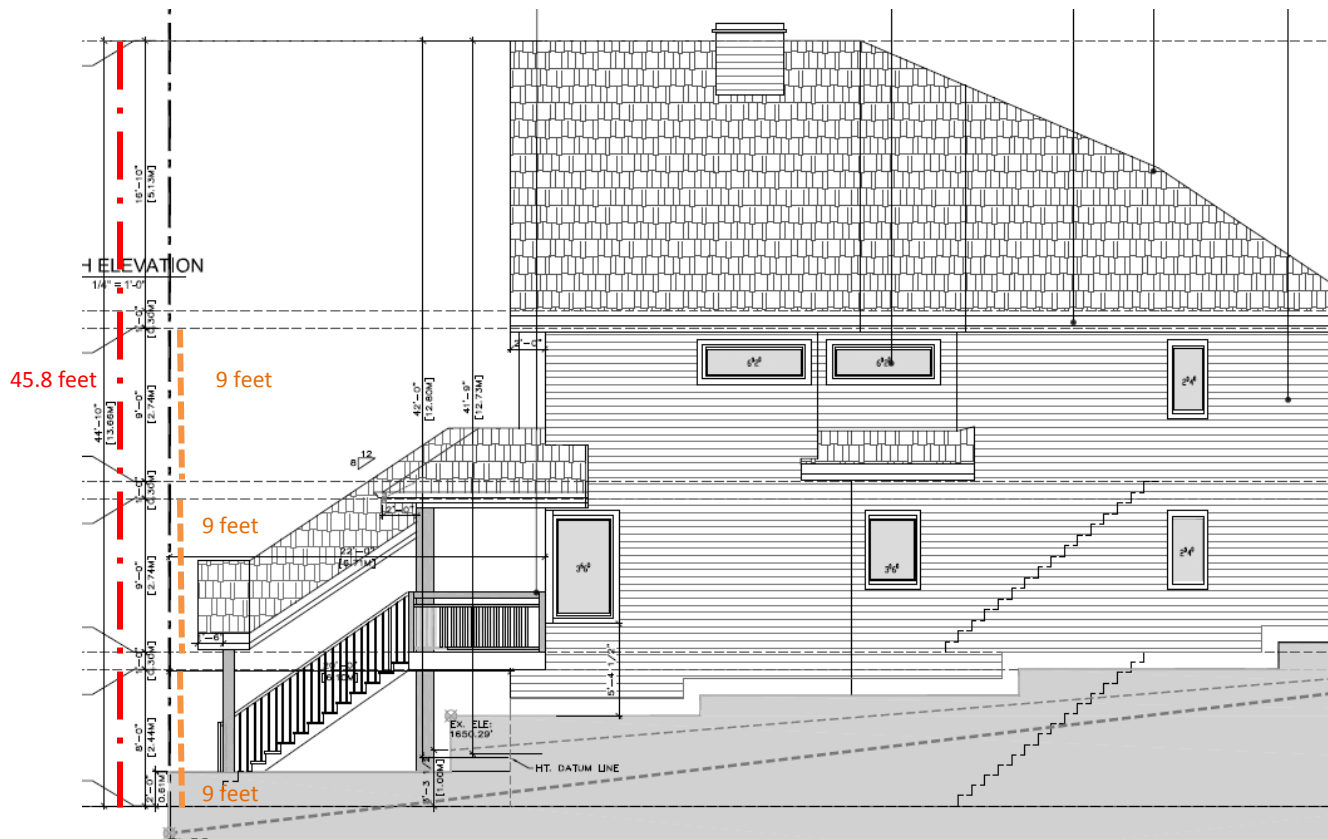


Figure 1 - Demonstrates proposed height

Snow Shedding Impacts

Buildings in Hemlock Valley are prone to the accumulation of large amounts of snow on roofs resulting in snow shedding. Setback requirements within the zoning account for the accumulation of snow and aim to accommodate snow shedding. The siting of the property is such that it borders a public road on three sides and a residential property on one side. In order to mitigate snow shedding impacts, the owners are proposing to site the duplex closer to the flanking street on the northwest side of the property. The increase in height should not increase snow shedding impacts on 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 encouraged the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification. To date one letters of support has been submitted and is attached as Appendix "C".

COST

The application fee of \$350 has been paid by the property owner.

CONCLUSION

The property owners have applied for a variance to increase the maximum height of a duplex and decrease the highway setback requirement. Considering Ministry of Transportation and Infrastructure approval and the attempt to mitigate snow shedding impacts, staff recommend Development Variance Permit 2018-14 be issued, subject to any concerns raised as a result of neighbour notification.

OPTIONS

Option 1 – Staff Recommendation - Issue

Staff recommend that the Fraser Valley Regional District Board issue Development Variance Permit 2018-14 to vary the highway setback requirement from 6 metres to 2.1metres on the north side of the lot and 6 metres to 3.74 metres on the west side of the lot; and to vary the maximum height from 12 metres to 14 metres to permit the construction of a duplex, subject to consideration of any comments 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 2018-09

Option 3 – Refer to Staff

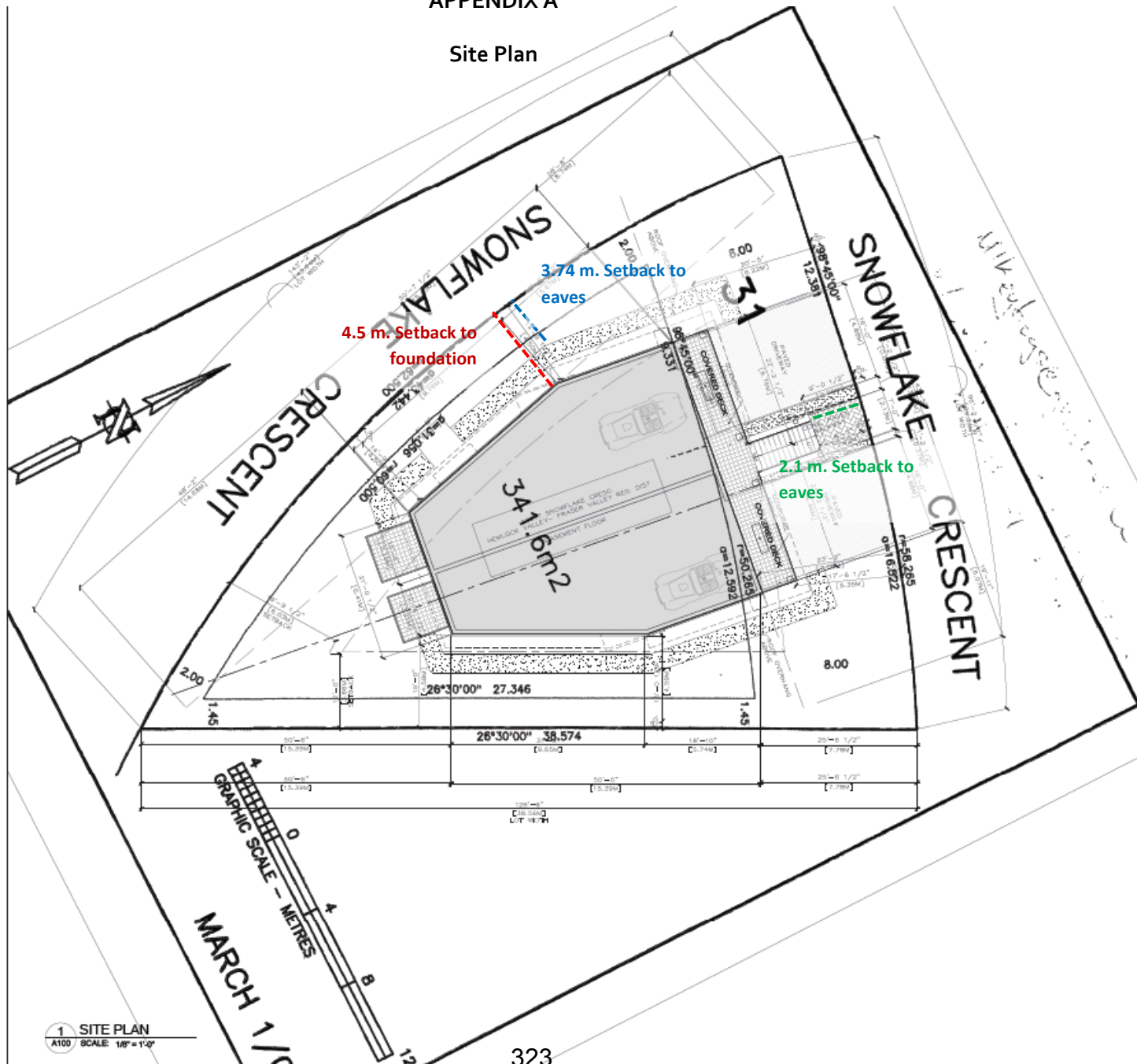
If the Board wishes to refer the application back to staff to address outstanding issues, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2018-09 to FVRD Staff

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and Supported.
Margaret Thornton, Director of Planning & Development	Reviewed and Supported.
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

Site Plan



Appendix "B"

Ministry of Transportation and Infrastructure Permit to Reduce Building Setback Less than 4.5
Metres from the Property Line.



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

DEVELOPMENT APPROVALS
GENERAL COMMUNICATION

Your File #:
eDAS File #: 2018-01089
Date: Mar/14/2018

c/o
Michael B Bogdanovich
1225 Greystone Drive
Burnaby, British Columbia V5A 4W5
Canada

Attention: Michael B Bogdanovich

Re: **Proposed Structure: Setback Permit Application for:**
Lot 31 Plan NWP57905 District Lot 3850 Land District 1 Land District 36
20917 Snowflake Crescent, Hemlock Valley

The Ministry of Transportation has no concerns with the proposed building plan.

If you have any questions please feel free to call Jennifer Powers at (604) 795-8210.

Best Regards,

Jennifer Powers
Area Development And Operations Technician

Attachment:

Local District Address

Chilliwack Area Office
45890 Victoria Avenue
Chilliwack, BC V2P 2T1
Canada
Phone: (604) 795-8211 Fax: (604) 795-8214



PERMIT TO REDUCE BUILDING SETBACK LESS THAN 4.5 METRES FROM THE PROPERTY LINE FRONTING A PROVINCIAL PUBLIC HIGHWAY

PURSUANT TO TRANSPORTATION ACT AND/OR THE INDUSTRIAL ROADS ACT AND/OR THE
MOTOR VEHICLE ACT AND/OR AS DEFINED IN THE NISGA'A FINAL AGREEMENT AND THE
NISGA'A FINAL AGREEMENT ACT.

BETWEEN:

The Minister of Transportation and Infrastructure

Chilliwack Area Office
45890 Victoria Avenue
Chilliwack, BC V2P 2T1
Canada

("The Minister")

AND:

Michael Bogdanovich
1225 Greystone Drive
Burnaby, British Columbia V5A 4W5
Canada

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;
- B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

The construction of a building, the location of which does not conform with British Columbia Regulation 513/04 made pursuant to section 90 of the Transportation Act, S.B.C. 2004, namely; to allow a structure (covered staircase) within the 4.5m setback from Snowflake Crescent, as shown on submitted sketch plan (May 22nd, 2017)
- C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

- 1. This permit may be terminated at any time at the discretion of the Minister of Transportation and Infrastructure, and that the termination of this permit shall not give rise to any cause of action or claim of any nature whatsoever.
- 2. This permit in no way relieves the owner or occupier of the responsibility of adhering to all other legislation, including zoning, and other land use bylaws of a municipality or regional district.
- 3. If the structures are to be removed or destroyed for any reason, they must be replaced at 4.5 meters from the legal boundary of all road allowances.
- 4. Please be advised that in the event of future road widening, the Ministry of Transportation may ask the applicant to re-locate or remove the permitted structures at the applicant's expense.
- 5. The Ministry of Transportation and Infrastructure will not be held responsible for any damage to the structures.



BRITISH
COLUMBIA

Ministry of Transportation
and Infrastructure

Permit/File Number: 2017-03311

Office: Chilliwack Area Office

The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on page 1.

Dated at Chilliwack, British Columbia, this 29 day of May, 2017

On Behalf of the Minister

Appendix "C":
Neighbourhood feedback

----- Forwarded message -----

From: "Viola Nick" <>
Date: Mar 15, 2018 9:38 AM
Subject: Hemlock Snow
To: <>
Cc:

Please accept this as a letter in support of the proposed variance submitted by Mike Bogdanovich to reduce his setback from 6.0 meters to 4.5 meters from the property line allowing him to move his proposed residence away from ours located at 20915 Snowflake Cr.

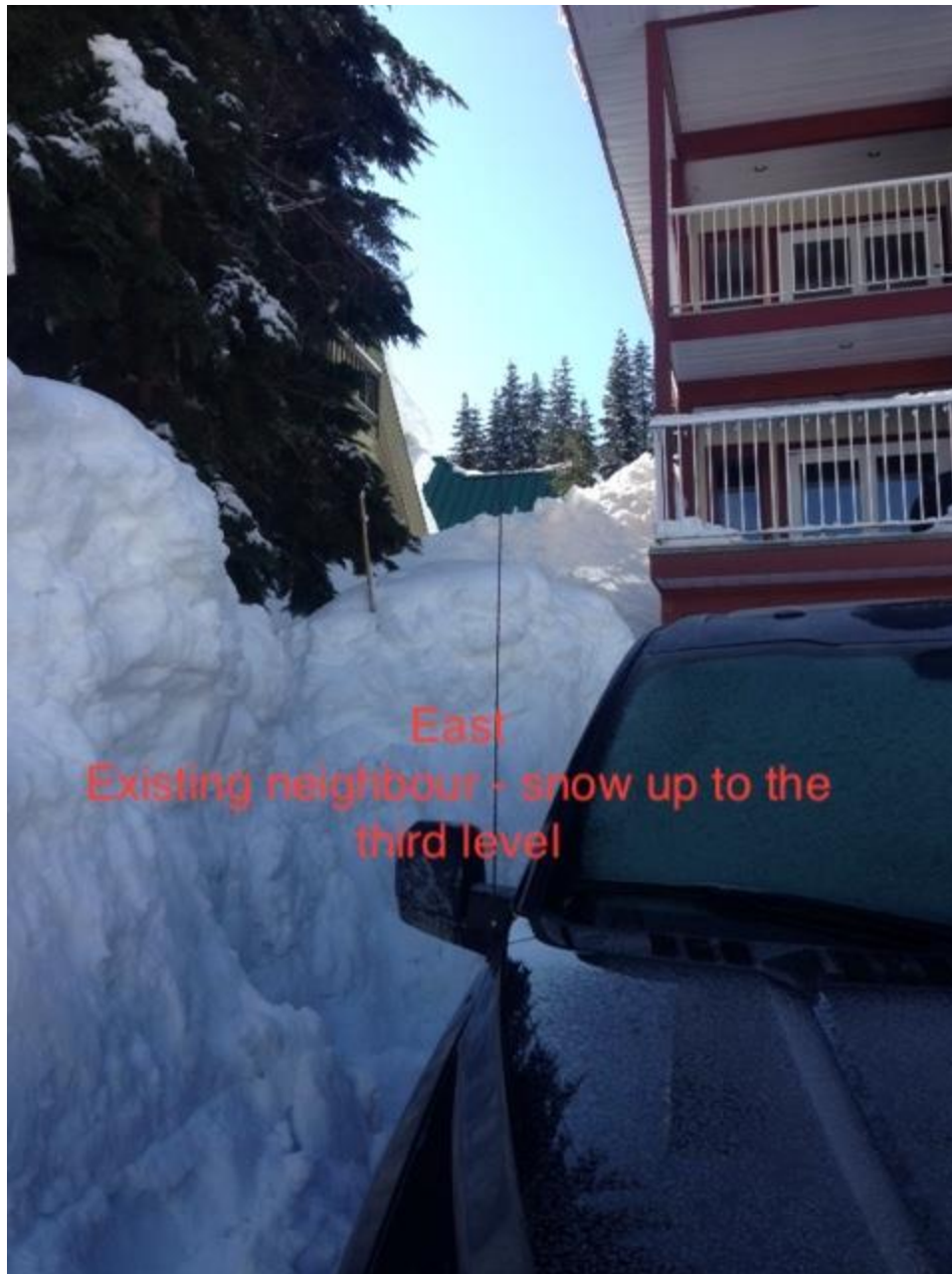
This year to date the community of Hemlock Valley has received 39 feet of snowfall. This is not such an unusual year. The snow that sheds from the roof between the two buildings can not be accessed for removal and does build up to a considerable level each season.

The resulting build up between us and our existing neighbour on the east puts pressure on side walls, covers windows and is problematic for both residences. See attached photos.

Approving this variance for new neighbours on the west (increasing the space between the two buildings) would provide relief from the combined build-up.

Respectfully - Dave and Viola Nick





Appendix “D”

Development Variance Permit 2017-14



FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2017-14 **Folio No.** 776.01430.031

Issued to: Michael Bogdanovich & Dragan Keseric

Address: 1225 Greystone Drive Burnaby, BC V5A 4W5

Applicant: Same

Site Address: 20917 Snowflake Crescent

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 31, DISTRICT LOT 3850, NEW WESTMINSTER DISTRICT, PLAN NWP57905 GROUP 1.
PID 005-625-602

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

AUTHORITY TO ISSUE

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

BYLAWS SUPPLEMENTED OR VARIED

Zoning By-law for Electoral Area "C", 1979 of the Regional District of Fraser-Cheam is **varied** as follows:

Section 1904 Setbacks

(a) Highway: from 6.0 metres to 2.1 metres to the right-of-way boundary or any road allowance.

Section 1905 Height

(a) Height: from 12.0 metres to 13.35 metres and two storeys to three storeys.

SPECIAL TERMS AND CONDITIONS

1. No variances other than those specifically set out in this permit are implied or to be construed.

2. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.
3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
4. All new construction shall be generally in compliance with Building Permit No. BP013917.

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 developers 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.

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:

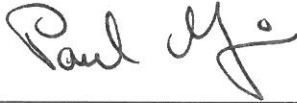
- a. fail to complete the works required to satisfy the landscaping conditions contained herein,
- b. contravene a condition of the permit in such a way as to create an unsafe condition,

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 2017-14. 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 25TH DAY OF JULY, 2017

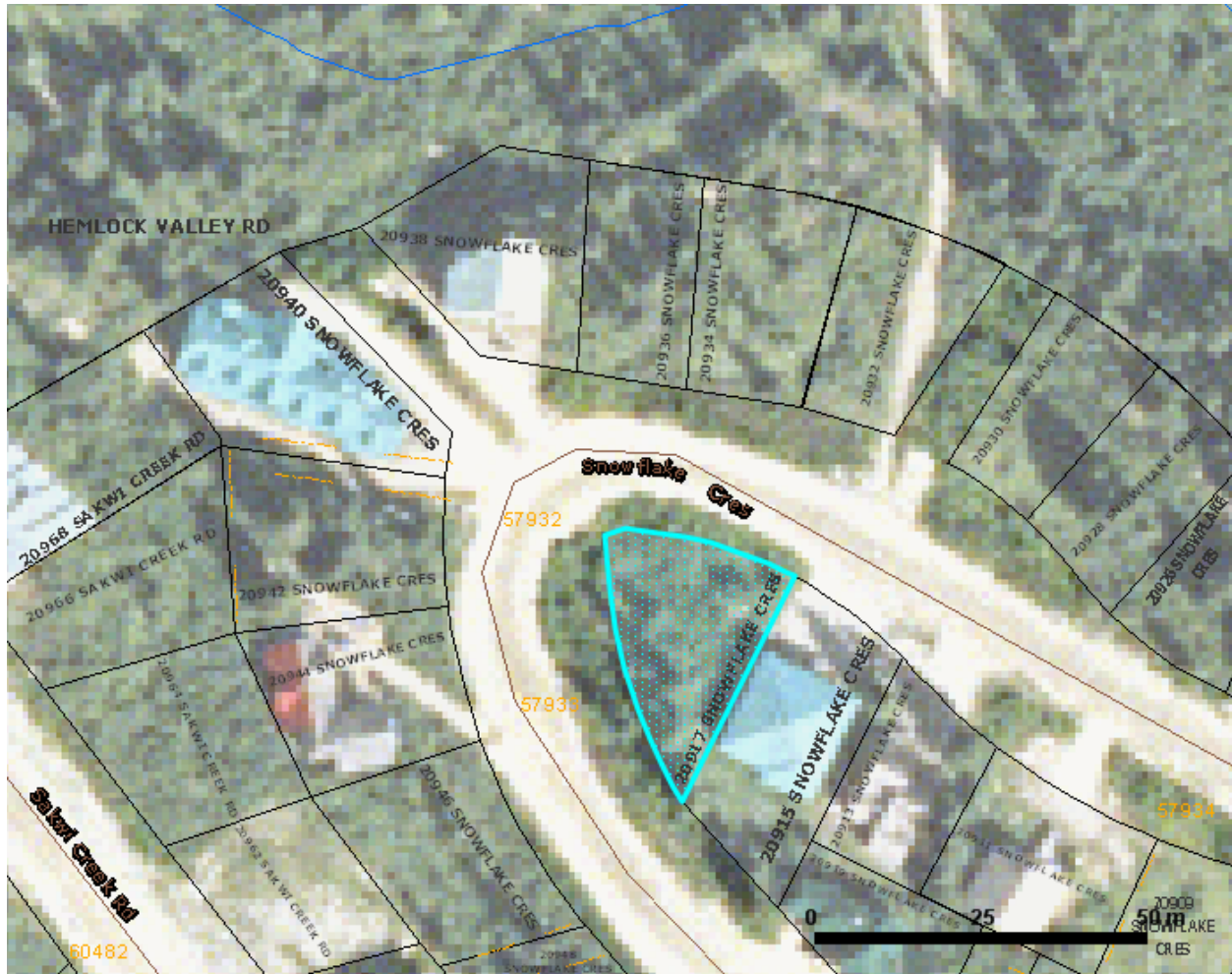


Digitally signed by Paul Gipps
Date: 2017.07.26 11:55:14
-07'00'

Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

DEVELOPMENT VARIANCE PERMIT 2017-14
SCHEDULE "A"
Location Map



DEVELOPMENT VARIANCE PERMIT 2017-14
SCHEDULE "B"
Site Plan



NOTICE OF REGISTRATION

Date of Issue: July 28, 2017
Submitter's Name: Margaret Thornton
File Reference: DVP 2017-14

The following application(s) have now reached final status:

LEGAL NOTATION	CA6172132	REGISTERED
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For help, go to <http://help.ltsa.ca>. To reach the LTSA Customer Service Centre for general land title and survey matters, select option 1 at 604-630-9630 or toll free at 1-877-577-LTSA(5872) or send a request at <https://myltsa.ltsa.ca/contact-customer-service-centre>. For myLTSA sign-up or technical assistance, contact myLTSA Technical Support by selecting option 2 at 604-630-9630 or toll free at 1-877-577-LTSA(5872) or send an request at <https://myltsa.ltsa.ca/contact-myltsa-tech-support>



FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2018-14 **Folio No.** 776.01430.031

Issued to: Michael Bogdanovich and Dragen Keseric

Address:

Applicant: Michael Bogdanovich

Site Address: 20917 Snowflake Crescent

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 31 DISTRICT LOT 3850 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 57905.

Parcel Identifier: 005-625-602

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan and Elevation Drawings for Height

AUTHORITY TO ISSUE

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

BYLAWS SUPPLEMENTED OR VARIED

Regional District of Fraser Cheam By-Law No, 100, 1979 is **varied** as follows:

1. Division 19, section 1904 (a) the highway setback requirement from the right-of-way boundary of any road allowance on the east side of the lot is reduced from 6.0 metres to 3.74 metres, clear to sky, to permit the construction of a duplex.
 2. Division 19, section 1904 (a) the highway setback requirement from the right-of-way boundary of any road allowance on the front portion of the north side of the lot is reduced from 6.0 metres to 2.1 metres, clear to sky, to permit the construction of a duplex.
 3. Division 19 section 1905 the maximum height of building shall be increased from 12 metres to 14 metres, to permit to construction of a duplex.
-

SPECIAL TERMS AND CONDITIONS

1. This permit supersedes and replaces Development Permit 2017-14, issued by the Fraser Valley Regional Board July 25, 2017.
2. No variances other than those specifically set out in this permit are implied or to be construed.
3. If the holder of this permit does not commence the construction with respect to which the Permit was issued within two (2) years after the date of the permit, this permit shall lapse.
4. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
5. All new construction shall be generally in compliance with Building Permit No. 013917.

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 developers 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.

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> .

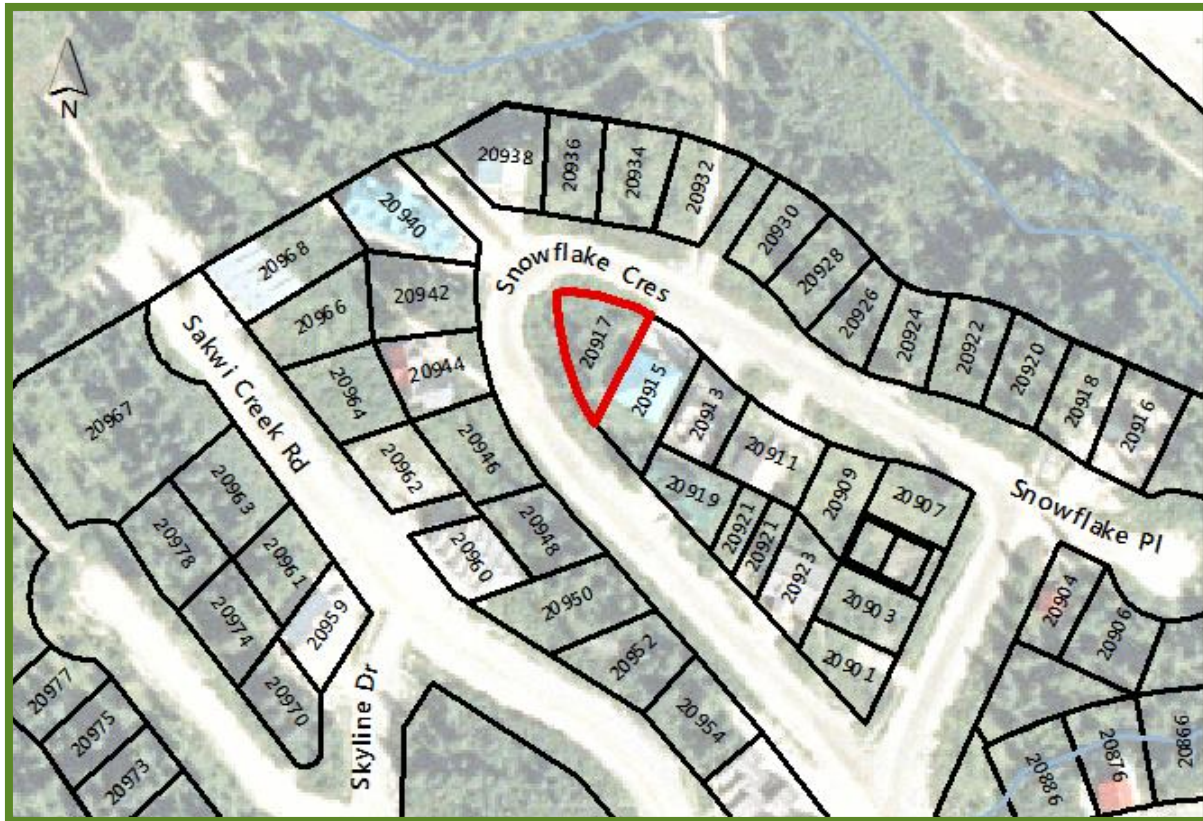
Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number 2018-14. The notice shall take the form of Appendix I attached hereto.

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

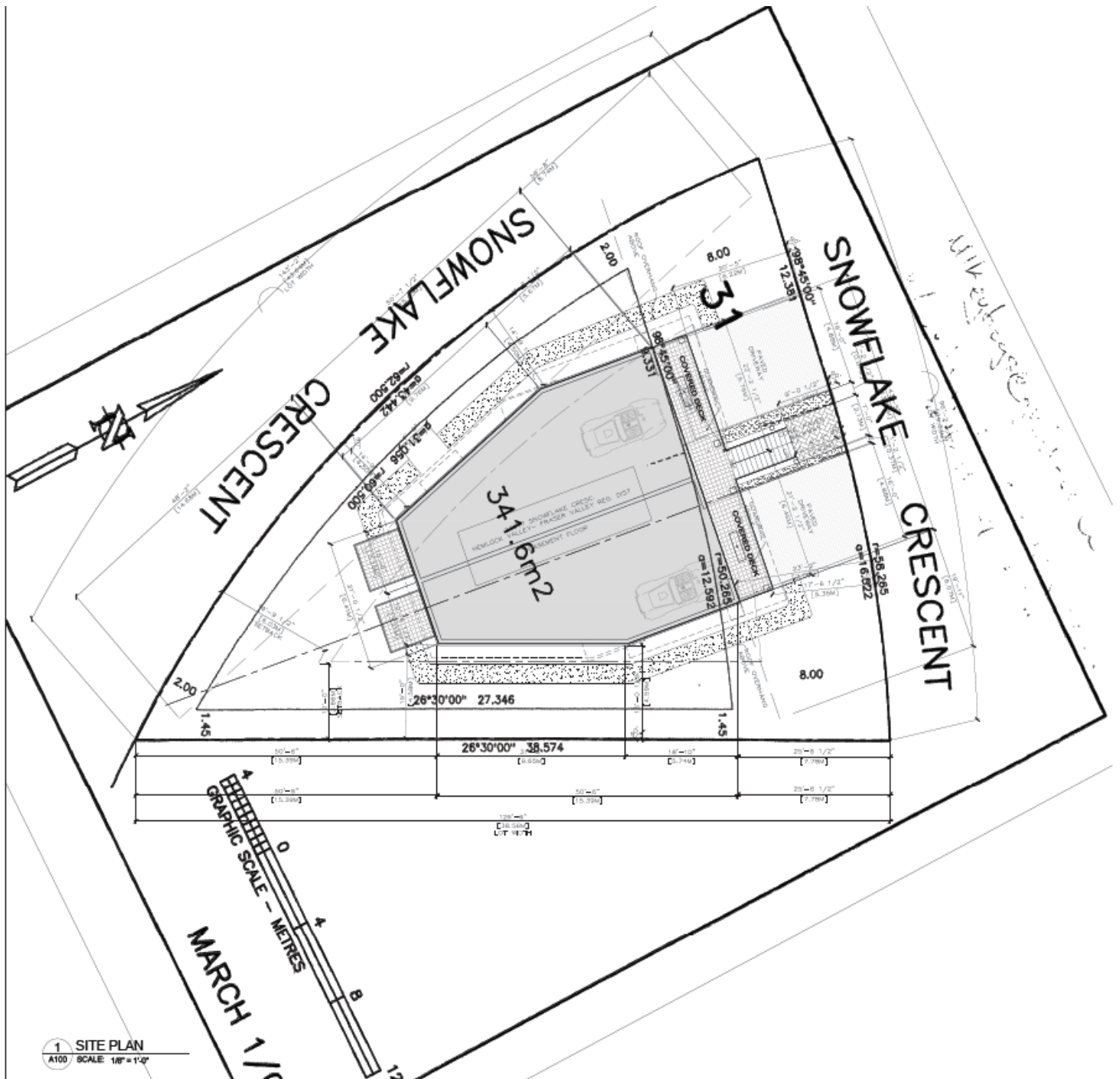
Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

DEVELOPMENT VARIANCE PERMIT 2018-14
SCHEDULE "A"
Location Map

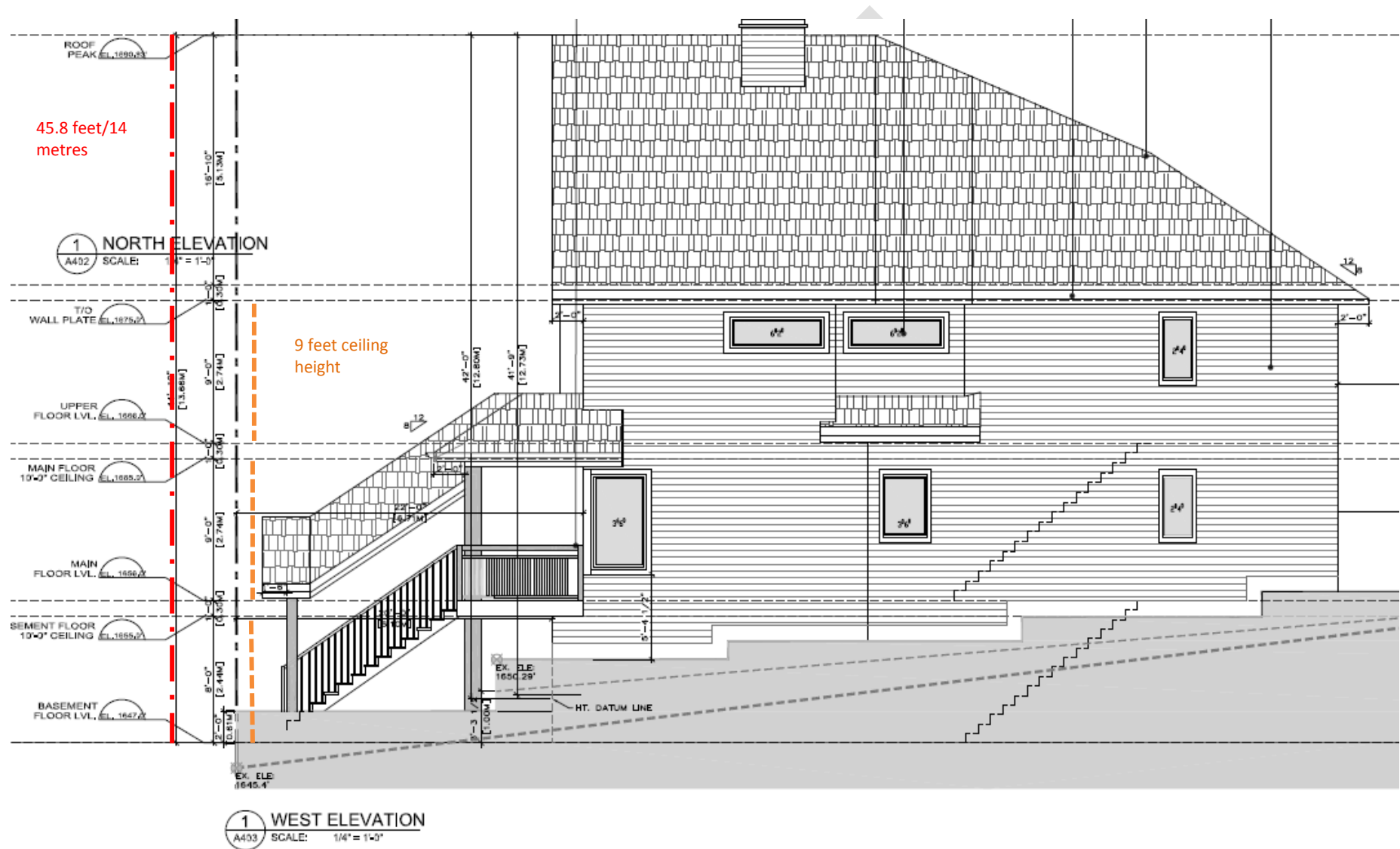


DEVELOPMENT VARIANCE PERMIT 2018-14
SCHEDULE "B"
Site Plan



DEVELOPMENT VARIANCE PERMIT 2018-14
SCHEDULE "B"

Elevation Drawings



SCHEDULE A-4

Permit Application

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

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

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

Civic

Address 20917 Snowflake Cres PID 005-625-602

D.L3850

Legal Description Lot 31 Block _____ Section _____ Township _____ Range _____ Plan 57905

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

Owner's
Contact
Information

Office Use Only	Date	<u>27 FEB 2018</u>	File No.	<u>3090-20 2018-14</u>
	Received By		Folio No.	<u>776.01430.031</u>
	Receipt No.	<u>5497/1</u>	Fees Paid: \$	<u>350.00</u>

Agent

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

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

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

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

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

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

Development Details

Property Size 16 HA Present Zoning RSF3
Existing Use Vacant Lot
Proposed Development New Duplex Construction

Proposed Variation / Supplement

- ① Reduce Flanking road setback from 6 meter to 4.5 meter
- ② Raise total height of structure 1.2 meter approx above already granted variance

Reasons in Support of Application

- (use separate sheet if necessary)
- ① Neighbouring property "2915 Snowflake Cr" currently less than 1m from property line, moving home away from him to allow for snow collection between homes without chaos.
 - ② While moving home structure Northwest on lot need to raise it out of ground to allow for new location grade.

Page 2 of 4

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.

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: 1: _____	✓		North arrow and scale
	✓		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@fvrld.ca.

April 6, 2018

Woman Holdings Ltd.

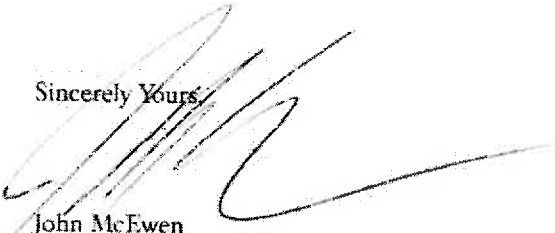
Fraser Valley Regional District

To whom it may concern,


As owner of Workman Holdings which owns a property at 20934 Snowflake Crescent which is located directly across the street from the Variance Applicants property "20917 Snowflake Crescent" owned by Michael Bogdanovich, I would like to offer my full support in granting approval regarding both reduced setback and increased height Variances.

Being located directly across the street, I have no issue in granting of these Variances, as I believe it will provide the ability to conform into the existing developed parcels as well as provide a more aesthetically functioning structure within a challenging lot.

Sincerely Yours,



John McEwen



From: Hemlock Valley VFD
Sent: Saturday, April 14, 2018 10:33 AM
To: Planning Info
Subject: File # 3090-20- DVP 2018-14 / DVP01393

I have concerns with the reduction to 2.1 metres set back on the North and West sides of the property. This reduced set back positions any structure extremely close to the roadway and damage could occur during snow removal by the highways contractor and if the roof of the structure is constructed in a particular way may shed snow from the roof onto the roadway posing a hazard to people walking on the roadway. Depending on the pitch and height of a roof (variance to 14.0 (46') at Hemlock snow may be launched 3 to 4 metres out from the wall line of a structure. I live in a structure with a 53 degree roof angle and snow is spilled out over 3 metres out from my structure and during some conditions further.

Marty McKinney
#1-20913 Snowflake Cr.

To: Electoral Area Services Committee

Date: 2018-04-10

From: Graham Daneluz, Deputy Director of Planning & Development File No: 3090-20-2018-15

Subject: Development Variance Permit 2018-15 to reduce road frontage requirements to facilitate a 3 lot subdivision of 52505 Yale Rd, Area "D"

RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-15 to reduce the frontage requirement for Proposed Lots 'B' and 'C' at 52505 Yale Road from 10% of the lot perimeter to 9% and 2%, subject to consideration of any comments or concerns raised by the public

STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

BACKGROUND

Proposal Description

The purpose of DVP 2018-15 is to facilitate the subdivision of 52505 Yale Road, Popkum, Area "D", (PID: 008-913-501) into three lots by reducing the required road frontage for proposed Lots 'B' and 'C' from 10% of the lot perimeter to 9% and 2% respectively.

The subject property is a 6798 m² (1.68 acre) vacant parcel that is zoned Suburban Residential-2 (SBR-2) under the '*Zoning Bylaw for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam*'.¹ The minimum parcel size in the SBR-2 zone is 1100 m² where there is an approved community water system (as there is in Popkum).

The owners have applied to the Provincial Approving Officer to subdivide the parcel into three lots and have received Preliminary Layout Approval for the subdivision. To facilitate access to the proposed lots from Parkwood Drive, the owners have applied to the FVRD Board for a Development Variance Permit (DVP) to reduce the minimum road frontage requirement for two of the proposed lots.

¹ The property was rezoned to SBR-2 in 2017 by *FVRD Zoning Amendment Bylaw No. 1382, 2016*.

PROPERTY DETAILS

Electoral Area	D		
Address	52505 Yale Road		
PID	008-913-501		
Folio	733.06642.100		
Lot Size	1.68 acres		
Owner	Rick & Clarinda Herfst	Agent	n/a
Current Zoning	SBR-2	Proposed Zoning	n/a
Current OCP	SR	Proposed OCP	n/a
Current Use	Vacant	Proposed Use	Res. Subdivision
Development Permit Areas	n/a		
Agricultural Land Reserve	n/a		

ADJACENT ZONING & LAND USES

North	^	Suburban Residential (SBR-2), Single Family Homes
East	<	Suburban Residential (SBR-2), Single Family Homes
West	>	Country Residential (CR), Single Family Homes
South	v	Yale Road and Country Residential (CR), Single Family Homes

NEIGHBOURHOOD MAP



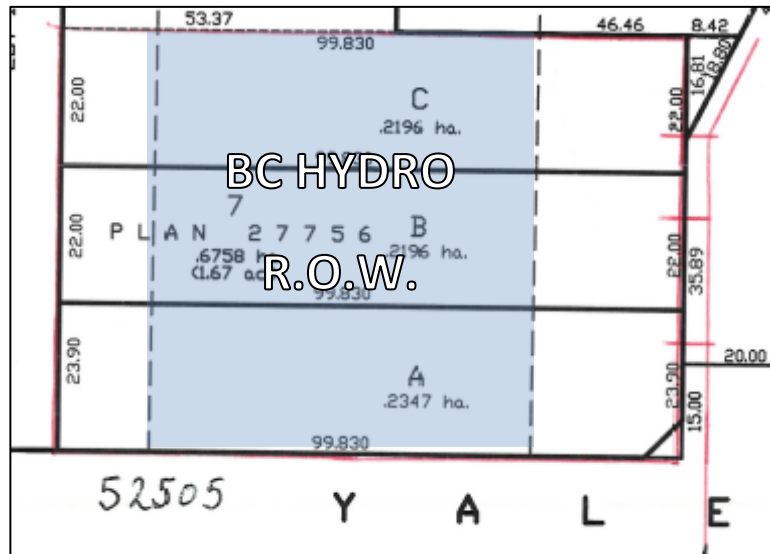
PROPERTY MAP



DISCUSSION

The subject property is proposed to be subdivided as shown on the plan at right. The three proposed lots would be accessed from Parkwood Drive because:

- i. A BC Hydro right-of-way occupies a north-south swath through the middle of the parent parcel preventing the proposed lots from being oriented to the longer frontage along Yale Road; and,
- ii. Access from Parkwood Drive is safer than access from Yale Rd and it avoids the obstruction to traffic that would result from additional driveways accessing the busy Yale Rd collector.



Section 512 of the *Local Government Act*, as well as Section 2303.2 of the '*Zoning Bylaw for Electoral Area "D", 1976 of the Regional District of Fraser-Cheam*', require that the minimum frontage for new parcels be at least 10% of the parcel perimeter. As shown in the table below, proposed Lots 'B' and 'C' would not meet this requirement.

Frontage Waiver (Development Variance Permit) Required

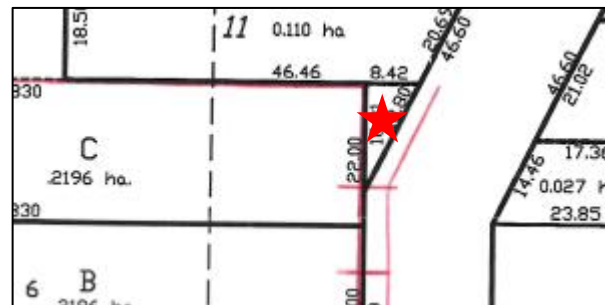
Pursuant to Section 512 of the *Local Government Act*, the minimum frontage on a highway must be a minimum of 10% of the perimeter of the lot width.

Proposed Lot	Frontage Distance	Frontage Percentage	Frontage Waiver Required
A	123m	50%	No
B	22m	9%	Yes
C	5m	2%	Yes

Accordingly, the applicants have applied for a Development Variance Permit to vary the minimum road frontage requirement for proposed Lots 'B' and 'C' from 10% of the parcel perimeter to 9% and 2% respectively.

Staff support the requested frontage reduction because:

- the BC Hydro ROW and road safety considerations prevent the new lots from being oriented to and accessed from the longer frontage on Yale Road;
- the proposed lots will all have adequate road access; and,
- the frontage of proposed Lot 'C' is restricted by the 'triangle'-shaped land adjacent to Parkwood Drive, shown at right with a red star, which belongs to an adjacent parcel and which limits the road frontage of the proposed lot. This 'triangle' is not a buildable parcel; it contains the 'Parkwood' subdivision sign placed by the developer of the subdivision to the north of the subject property.



COST

The Development Variance Permit application fee of \$350.00 has been paid by the applicant

CONCLUSION

The property owners have applied for a DVP to vary the minimum road frontage requirement for two of three lots proposed to be created by subdivision. Staff recommend that the FVRD Board issue the permit because the proposed road frontages are the result of unique site conditions (BC Hydro ROW

and existing lot configurations) and the proposed lots will have adequate access. The variance is not anticipated to negatively affect surrounding properties.

OPTIONS

Option 1 – Issue (Staff Recommendation)

Staff recommend that the FVRD Board issue Development Permit 2018-15 to reduce the frontage requirement for Proposed Lots 'B' and 'C' at 525050 Yale Road from 10% of the lot perimeter to 9% and 2%, subject to consideration of any comments or concerns raised by the public.

Option 2 - Refuse

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

MOTION: THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2018-15.

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 2018-15 to FVRD Staff

COMMENTS BY:

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

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

Paul Gipps, Chief Administrative Officer Reviewed and supported



FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2018-15

Folio No. 733.06642.100

Issued to: Rick & Clarinda Herfst

Address: 54101 Yale Road East, Chilliwack, BC

Applicant: Rick & Clarinda Herfst

Site Address: 52505 Yale Road East, Area "D"

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 7, SECTION 1, TOWNSHIP 3, RANGE 29, MERIDIAN 6, NEW WESTMINSTER DISTRICT, PLAN
NWP27756 MERIDIAN W6.
008-913-501

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

AUTHORITY TO ISSUE

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

BYLAWS SUPPLEMENTED OR VARIED

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

The provision in Section 2303.2 concerning minimum frontage requirements in the SBR-2 zone is varied such that the minimum frontage of proposed Lots 'B' and 'C' (as shown on Schedule "B") are varied from 10% of the perimeter of the parcel to 9% and 2% respectively.

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 licenses 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.

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 2018-15. 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 23rd DAY OF May, 2018.

Chief Administrative Officer / Deputy

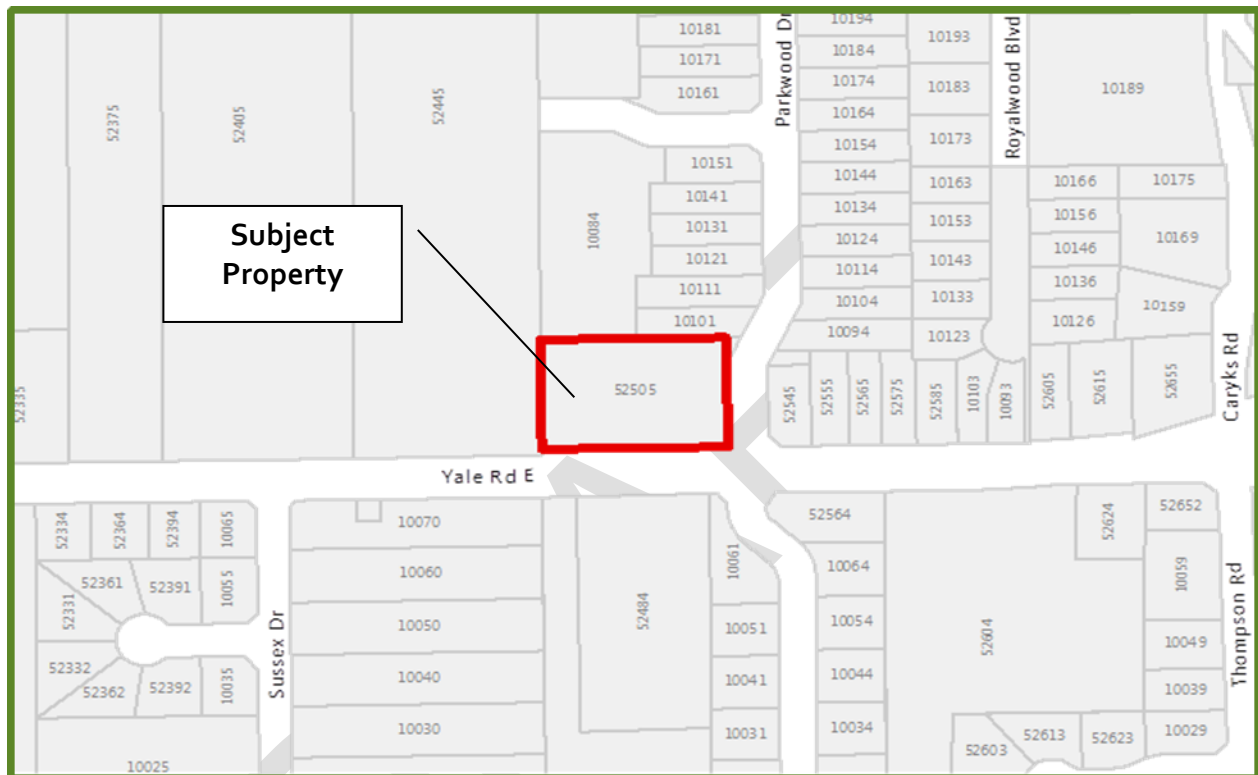
THIS IS NOT A BUILDING PERMIT.

THIS PERMIT DOES NOT CONSTITUTE SUBDIVISION APPROVAL.

DRAFT

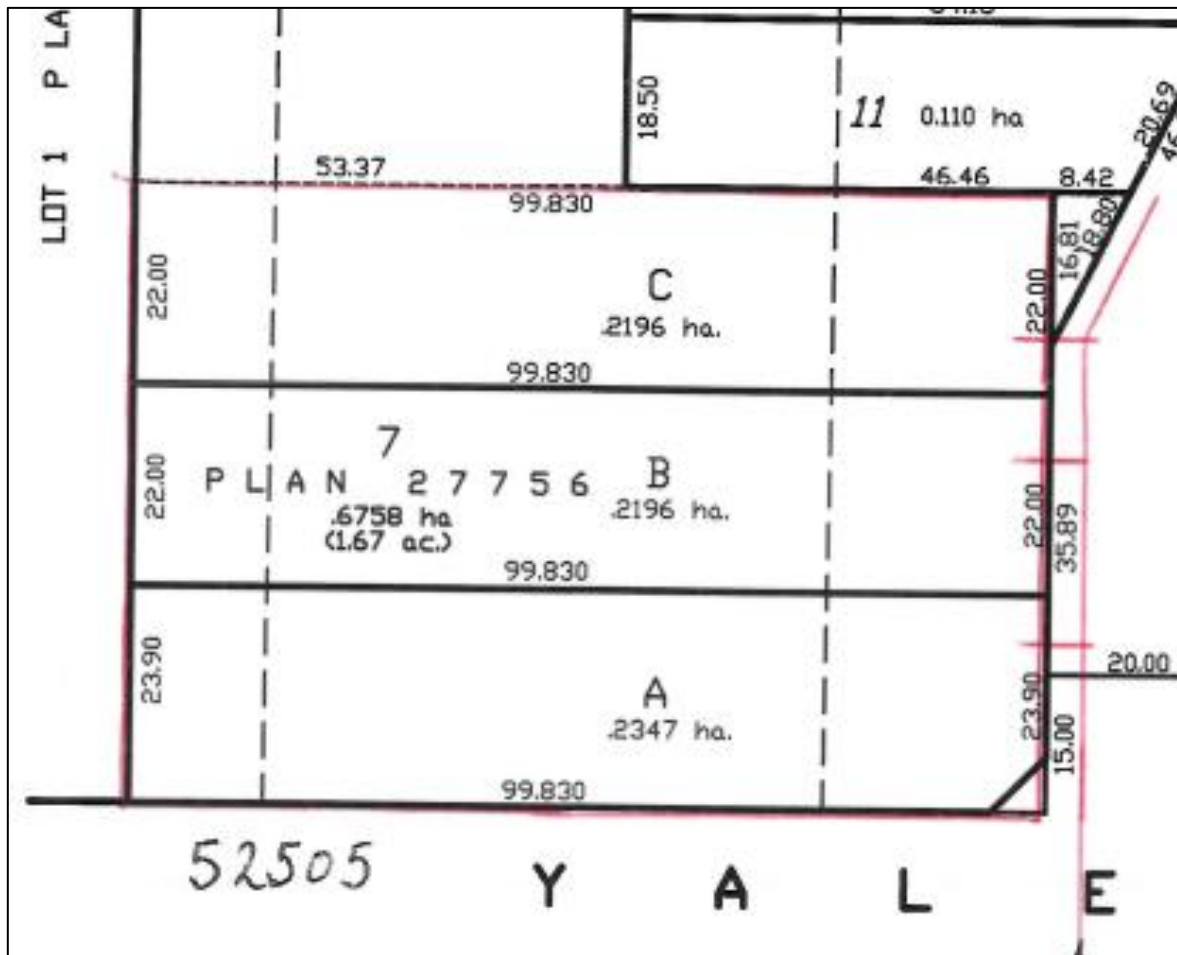
DEVELOPMENT VARIANCE PERMIT 2018-15 SCHEDULE "A"

Location Map



DEVELOPMENT VARIANCE PERMIT 2018-15
SCHEDULE "B"

Site Plan



SCHEDULE A-4

Permit Application

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

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

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

Civic Address 52505 YAVE RD EAST PID 008-913-501

Legal Description Lot 7 Block _____ Section 1 Township 3 Range 29 Plan 27756

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

☒ Owner's Contact Information

Office Use Only	Date	16 MARCH 2018	File No.	3090-20 2018-15
	Received By	CC	Folio No.	733.06642.100
	Receipt No.	5613/1	Fees Paid: \$	350.00

Agent

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

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

Signature of Owner	Date
Signature of Owner	Date

Agent's contact information and declaration

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

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

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

Development Details

Property Size .6758 ha Present Zoning SBR

Existing Use SINGLE HOME RESIDENTIAL

Proposed Development 3 LOT RESIDENTIAL

Proposed Variation / Supplement Frontage Reduction

(use separate sheet if necessary)

Reasons in Support of Application TO FACILITATE SUBDIVIDING OF THE PROPERTY AND BECAUSE OF EAST/WEST ALIGNMENT DUE TO HYDRO RIGHT OF WAY. THIS WOULD ENABLE A BUILDING SITE ON EACH LOT FOR HOME CONSTRUCTION.

Page 2 of 4

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.

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		<input checked="" type="checkbox"/>	Showing the parcel (s) to which this application pertains and uses on adjacent parcels
Site Plan		<input checked="" type="checkbox"/>	Reduced sets of metric plans
			North arrow and scale
At a scale of:			Dimensions of property lines, rights-of-ways, easements
1: _____			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
			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@fvrld.ca.

To: Electoral Area Services Committee
From: Andrea Antifaeff, Planning Technician

Date: 2018-04-10
File No: 3090-20-2018-17

Subject: Application for Development Variance Permit 2018-17 to vary the setback requirement from a highway and height requirement for a proposed single family dwelling at 20934 Snowflake Crescent, Hemlock Valley.

OPTIONS

Option 1 Issue DVP

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-17 subject to comments or concerns raised by the public.

Option 2 Refuse DVP

THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2018-17.

Option 3 Refer to Staff

THAT the Fraser Valley Regional District Board refer the application for Development Variance Permit 2018-17 to FVRD Staff.

FOR INFORMATION

Appendix "A": Site Plan

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

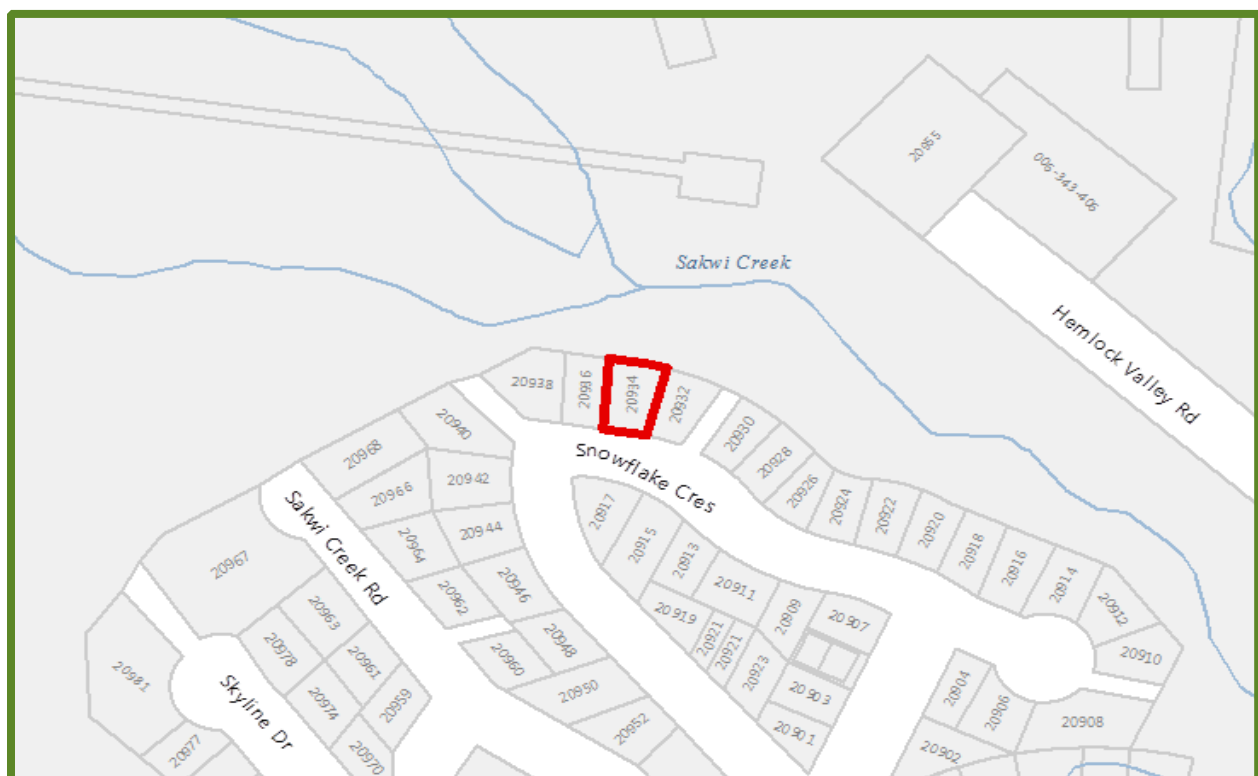
The owners of the property have made an application for a Development Variance Permit (DVP) in order to:

- a) decrease the setback requirement from a highway; and
 - b) increase the maximum permitted height of a single family dwelling,
- as outlined in *Zoning By-law for Electoral Area "F", 1978 of the Regional District of Fraser-Cheam*.

PROPERTY DETAILS			
Electoral Area	C – Hemlock Valley		
Address	20934 Snowflake Crescent		
PID	005-622-492		
Folio	775.01430.018		
Lot Size	0.14 Acres		
Owner	Workman Holdings Ltd.	Agent	John McEwen
Current Zoning	Resort Residential-2 (RST-2)	Proposed Zoning	No change
Current OCP	Cottage Residential	Proposed OCP	No change
Current Use	Vacant land	Proposed Use	Single Family Dwelling
Building Permit	BP014264		
Development Permit Areas	1-HV for Geotechnical and 5-HV for RAR		
Agricultural Land Reserve	No		

ADJACENT ZONING & LAND USES			
North	^	Park (P-1), Crown Land	
East	>	Resort Residential 2 (RST-2), Vacant	
West	<	Resort Residential 2 (RST -2), Vacant	
South	v	Resort Residential 3(RST-3), Duplex (Building Permit In-Progress)	

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

The owners of the subject property are proposing to construct a 12.8 metre by 16.3 metre single family dwelling at 20934 Snowflake Crescent. The lot is bare land and is located at the base of Sasquatch Mountain Resort. Due to the application being submitted on March 28, 2018 and the existing snow levels in Hemlock Valley, a site visit was not undertaken. A building permit application was submitted on March 28, 2018 and is currently being reviewed. Appendix A illustrates the proposed site plan for the development.

Variance Request – DVP 2018-17

Application Rationale

The applicant advises that the reason for the variances are to: 1. accommodate a steeper roof-line for snow shed; and, 2. to accommodate the single family dwelling size due to the setback requirement at the rear of the property for geotechnical concerns.

Setback Variance

The owners are seeking a 1.5 metre relaxation to the highway (road) setback to Snowflake Crescent, reducing the setback requirement from 6.0 metres to 4.5 metres, clear to sky. The subject property is constrained by Development Permit Area 1-HV – Area 2A which sets out an 8 metre setback from the steep slope at the rear of the property, resulting in a more restrictive buildable area.

Height Variance

The owners are seeking a 1.5 metre increase to the maximum permitted height of a single family dwelling, increasing the height requirement from 12 metres to 13.5 metres and two storeys to three storeys.

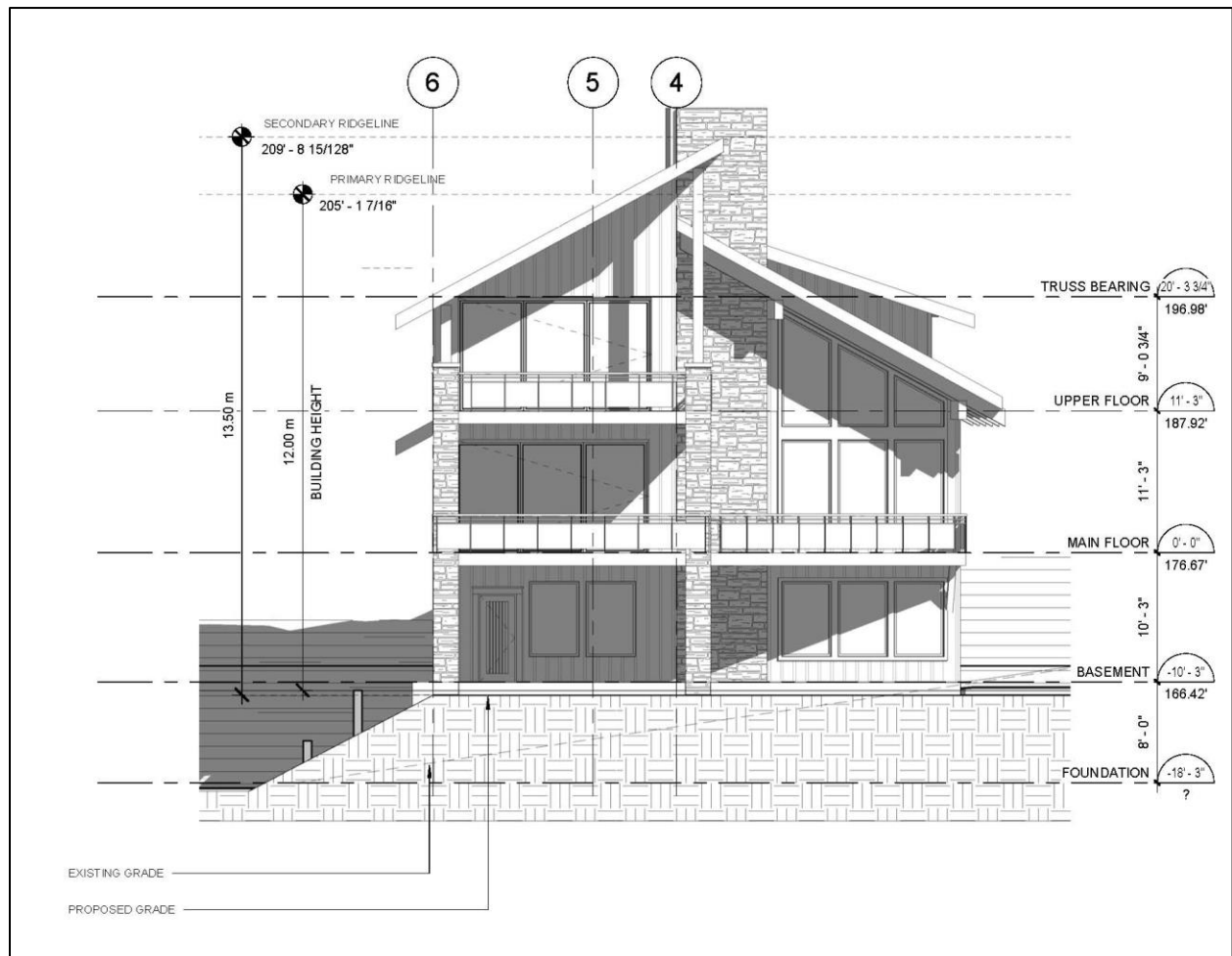


Figure 1 - Demonstrates proposed height

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 relaxation to the highway setback and the increase in height should not increase snow shedding impacts to adjacent properties. FVRD staff have requested that the applicant's architect provide comments to confirm that snow shed will be accommodated on site.

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 no letters of support or objection have been submitted.

COST

The application fee of \$350 has been paid by the property owner.

CONCLUSION

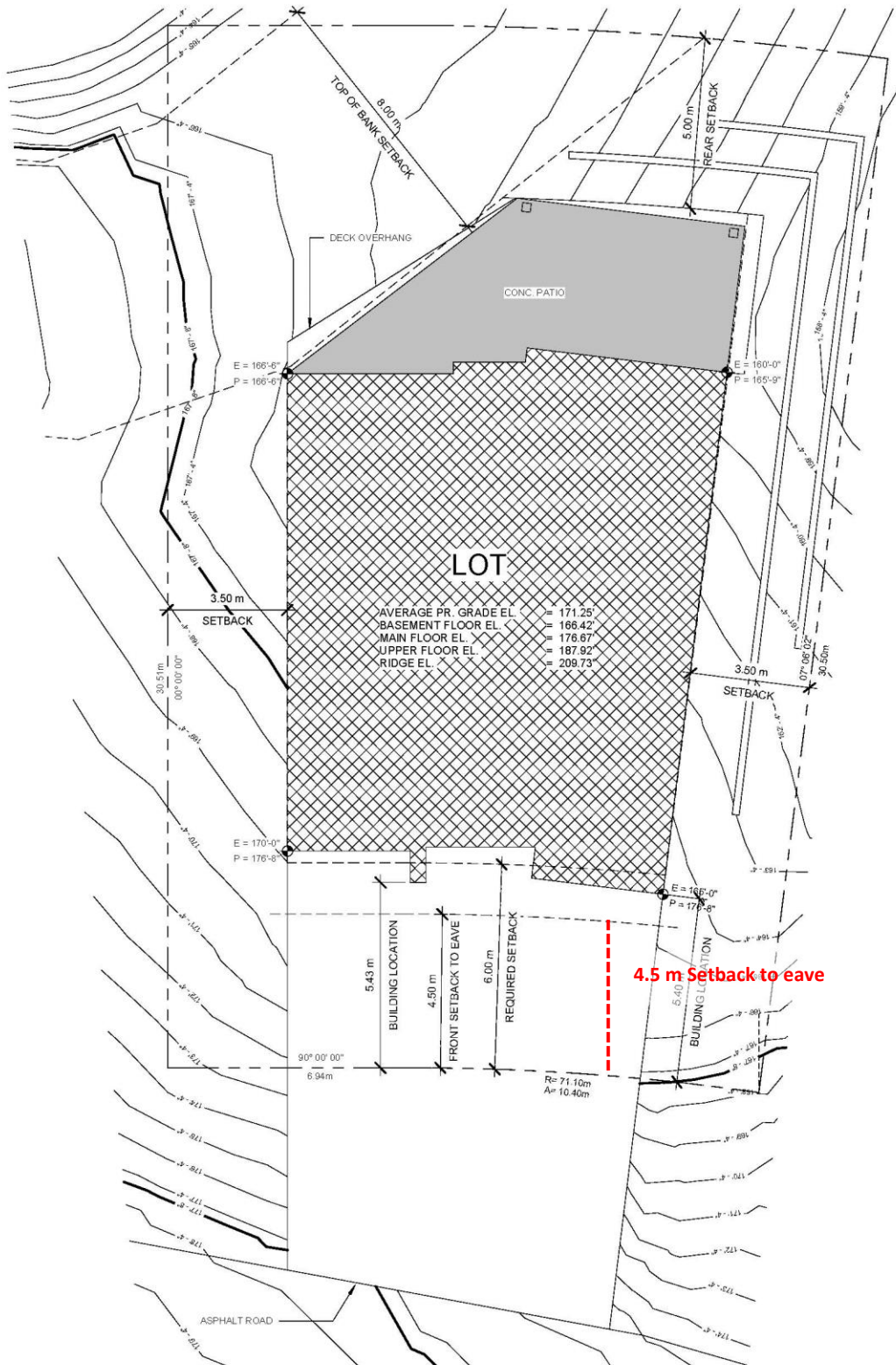
The property owners have applied for a variance to increase the maximum height of a single family dwelling and decrease the highway setback requirement. Staff recommend Development Variance Permit 2018-17 be considered by the Electoral Area Services Committee and the Fraser Valley Regional District Board, subject to any concerns raised as a result of neighbour notification.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and supported
Margaret Thornton, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	

APPENDIX A

Site Plan





FRASER VALLEY REGIONAL DISTRICT DEVELOPMENT VARIANCE PERMIT

Permit No. Development Variance Permit 2018-17 **Folio No.** 776.01430.018

Issued to: Workman Holdings Ltd.

Address: 230 Fern Drive, Anmore, BC V3H 4W9

Applicant: John McEwen

Site Address: 20934 Snowflake Crescent, Hemlock Valley, BC VOM 1A1

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 18, DISTRICT LOT 3850, GROUP 1, NEW WESTMINSTER DISTRICT, PLAN 57905
005-622-492

LIST OF ATTACHMENTS

Schedule "A": Location Map

Schedule "B": Site Plan

AUTHORITY TO ISSUE

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

BYLAWS SUPPLEMENTED OR VARIED

Regional District of Fraser-Cheam By-law No. 100, 1979 is **varied** as follows:

1. Division 19, section 1904 (a) the highway setback requirement from the right-of-way boundary of any road allowance of the lot is reduced from 6.0 metres to 4.5 metres, clear to sky, to permit the construction of a single family dwelling.

2. Division 19, section 1905 the maximum height of building shall be increased from 12 metres to 13.5 metres, and two storeys to three storeys, to permit the construction of a single family dwelling.

SPECIAL TERMS AND CONDITIONS

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

3. Development of the site shall be undertaken in accordance with the Site Plan attached hereto as Schedule "B".
4. All new construction shall be generally in compliance with Building Permit No. 014264.

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 developers 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.

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 2018-17. The notice shall take the form of Appendix I attached hereto.

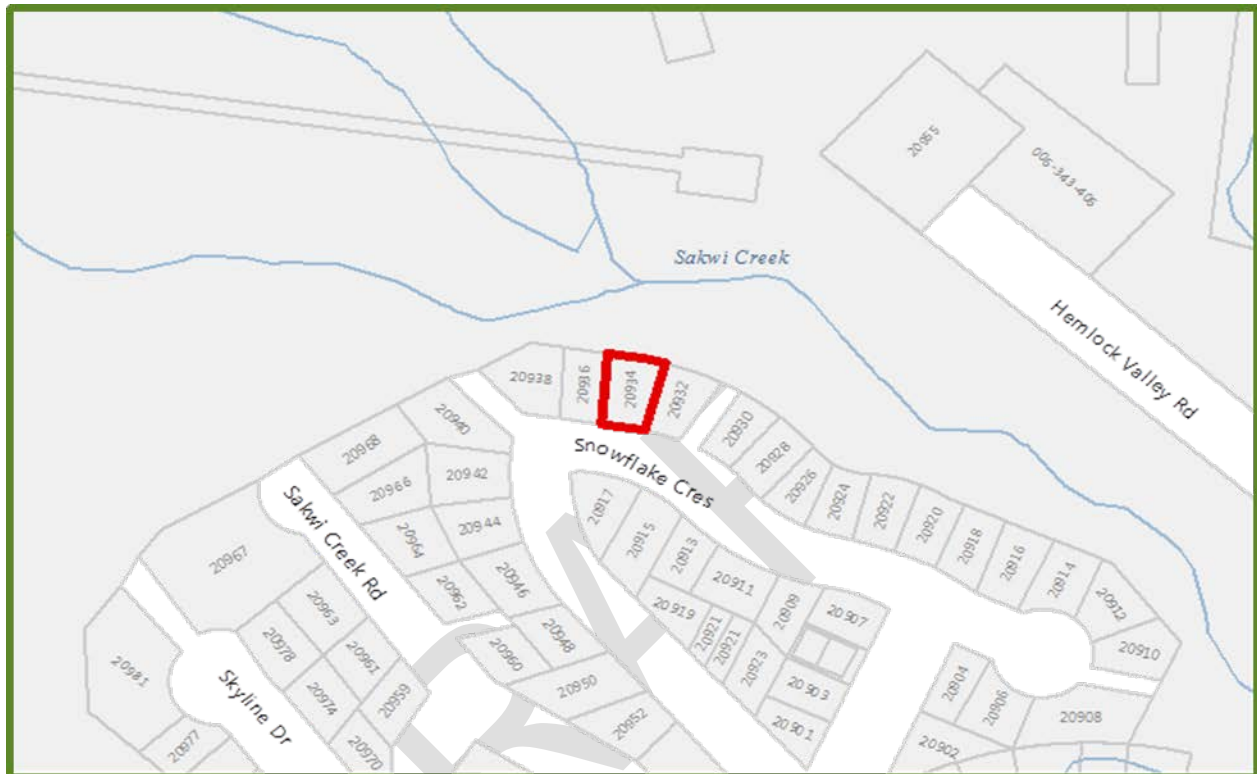
AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE 24th DAY OF APRIL, 2018.

Chief Administrative Officer / Deputy

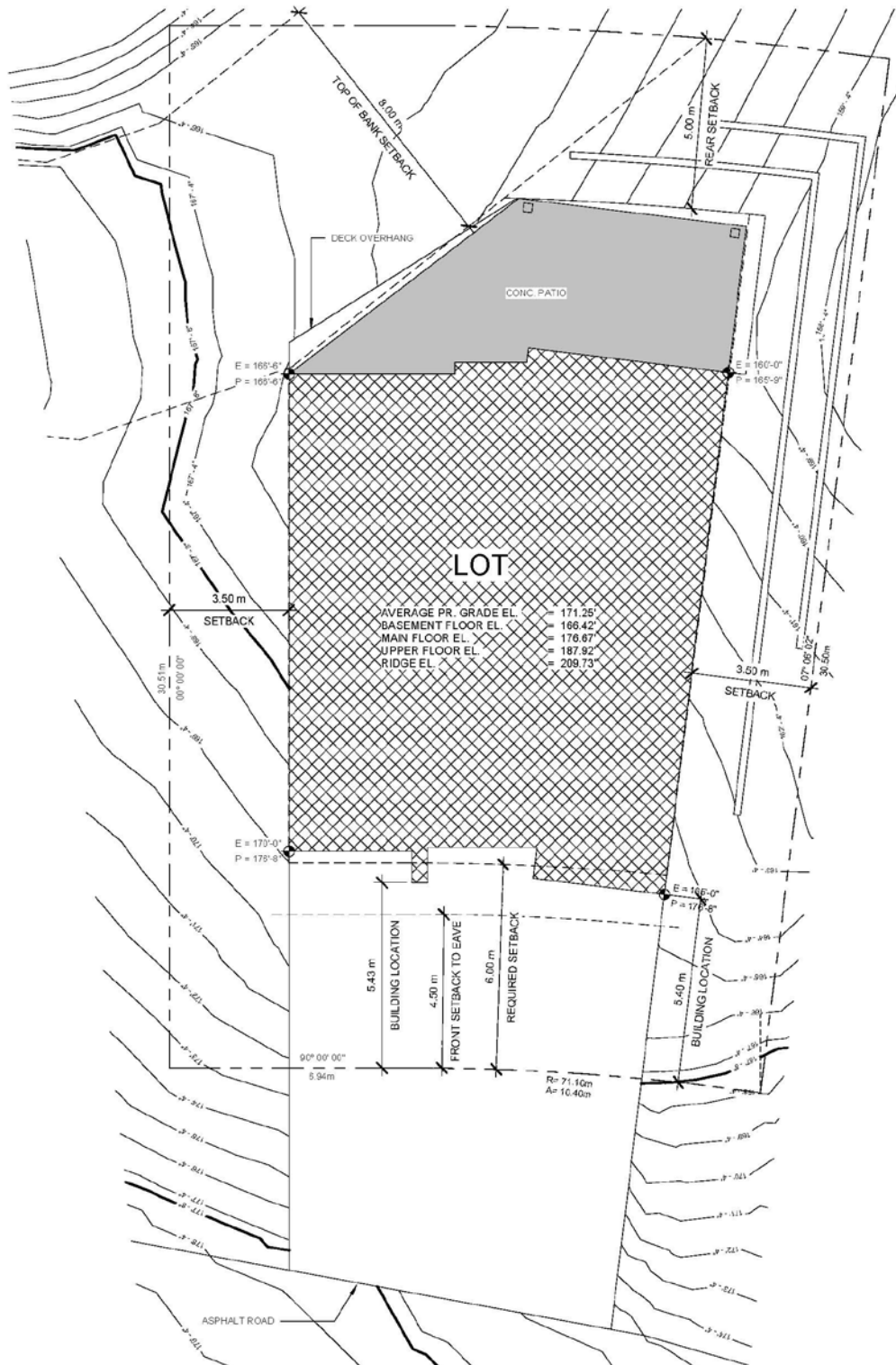
THIS IS NOT A BUILDING PERMIT

DRAFT

DEVELOPMENT VARIANCE PERMIT 2018-17
SCHEDULE "A"
Location Map



DEVELOPMENT VARIANCE PERMIT 2018-17
SCHEDULE "B"
Site Plan



SCHEDULE A-4

Permit Application

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

☒ Development Variance Permit

☐ Temporary Use Permit

☐ Development Permit

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

Civic

Address

20934 Snowflake Crescent

PID _____

Legal

Description

Lot _____ Block _____ Section _____ Township _____ Range _____ Plan _____

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

Owner's
Declaration

Name of Owner (print) Workman Holdings Ltd John McEwen	Signature of Owner 	Date March 28/18
Name of Owner (print)	Signature of Owner	Date

Owner's
Contact
Information

Address 230 Fern Drive	City Anmore
	Postal Code V3H 4W9
	Fax

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

Agent

I hereby give permission to John McEwen 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 <u>John McEwen</u>	Company <u>Walkman Holdings Ltd</u>
Address <u>230 Fern Drive</u>	City <u>Amnora</u>
	Postal Code <u>V3H 4W9</u>
	Fax

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

Signature of Agent	Date <u>March 28/18</u>
--------------------	----------------------------

Development Details

Property Size _____ Present Zoning _____
Existing Use _____
Proposed Development _____

Proposed Variation / Supplement _____

(use separate sheet if necessary)

Reasons in Support of Application _____

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.

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 At a scale of: 1: _____			Reduced sets of metric plans
			North arrow and scale
			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 Same scale as site plan			Location, quantity, size & species of existing & proposed plants, trees & turf
			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@fvrld.ca.

To whom it may concern,

I am writing this letter in support of a variance application proposed by Mr John McEwen at 20934 Snowflake Cr "DVP 2018-17".

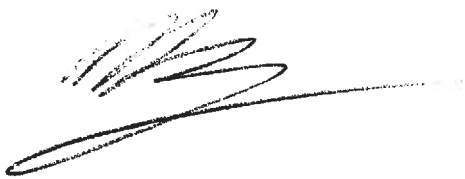
As a property owner located directly across the street from Mr McEwen I completely understand the issues he is facing and full support his setback reduction as well as his increase in height. Without these variances it becomes nearly impossible to produce a home that is up to todays standards.

I feel that Mr McEwens home will greatly improve the area of "Hemlock Valley" and attract additional future potential buyers into creating a new Ski Village within the FVRD.

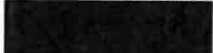
I do not feel his height application would threaten my view of the hill.

If anyone has any further questions or concerns please feel free to contact me at anytime.

Regards,

A handwritten signature in black ink, appearing to read 'Michael Bogdanovich', with a long horizontal flourish extending to the right.

Michael Bogdanovich
20917 Snowflake Cr



To: Fraser Valley Regional District Board
From: David Bennett

Date: 2018-04-24
File No: 3320-20-2016-02722

Subject: Subdivision Covenant for 1045 Iverson Road, Electoral Area "H"

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to the boundary adjustment subdivision of 1045 Iverson Road, Electoral Area "H", file 3320-20-02722.

STRATEGIC AREA(S) OF FOCUS

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

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The owners of 1045 Iverson Road are completing a boundary adjustment subdivision to realign the property boundary between two existing lots in Columbia Valley. A stream runs through a portion of the lands. The owners are offering a 30m no-build covenant to prohibit any future construction or land alteration within 30m of the stream. This covenant requires FVRD Board approval prior to the FVRD's final approval for registration of the subdivision.

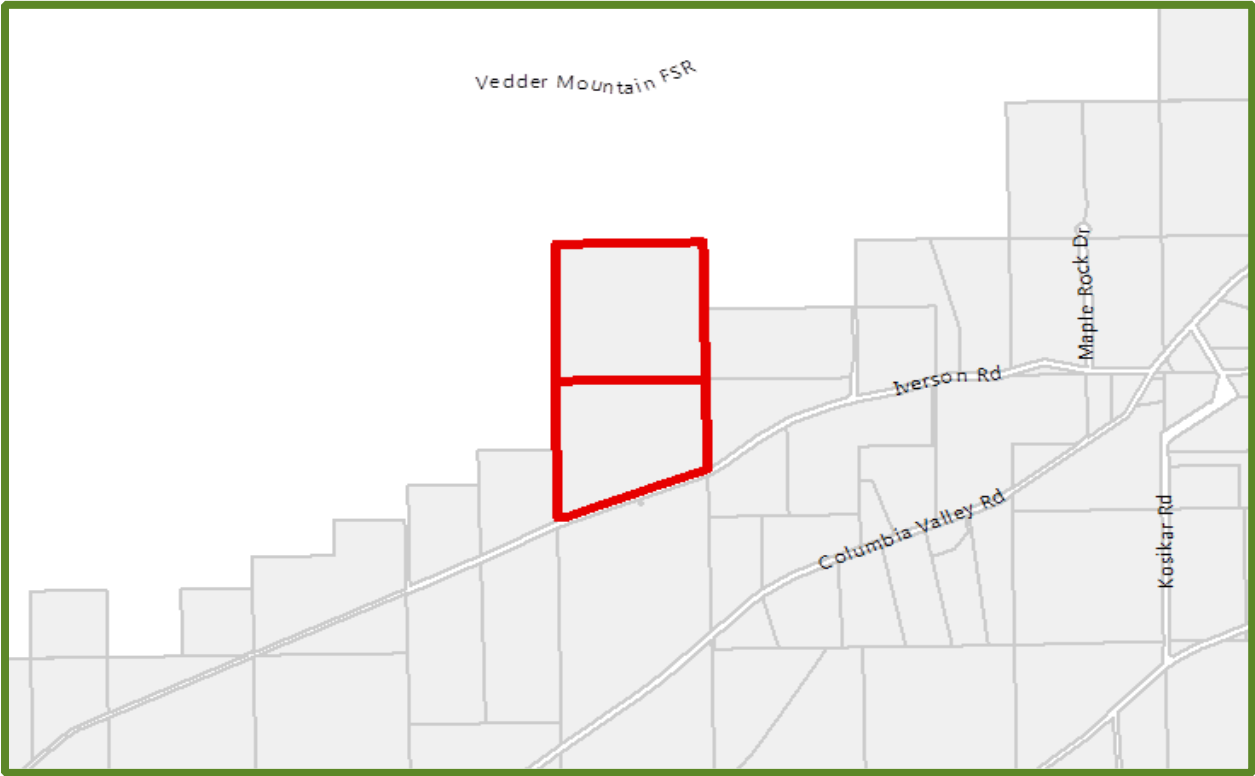
PROPERTY DETAILS

Electoral Area	H		
Address	1045 Iverson Road		
PID	013-493-515		
Folio	733.02917.900		
Lot Size	35.6 acres		
Owner	Gail Ryder	Agent	Michelle Ryder
Current Zoning	R & R-Ag	Proposed Zoning	No change
Current OCP	AG	Proposed OCP	No change
Current Use	Agricultural	Proposed Use	No change
Development Permit Areas	DPA 5-E (RAR)		
Agricultural Land Reserve	Yes		

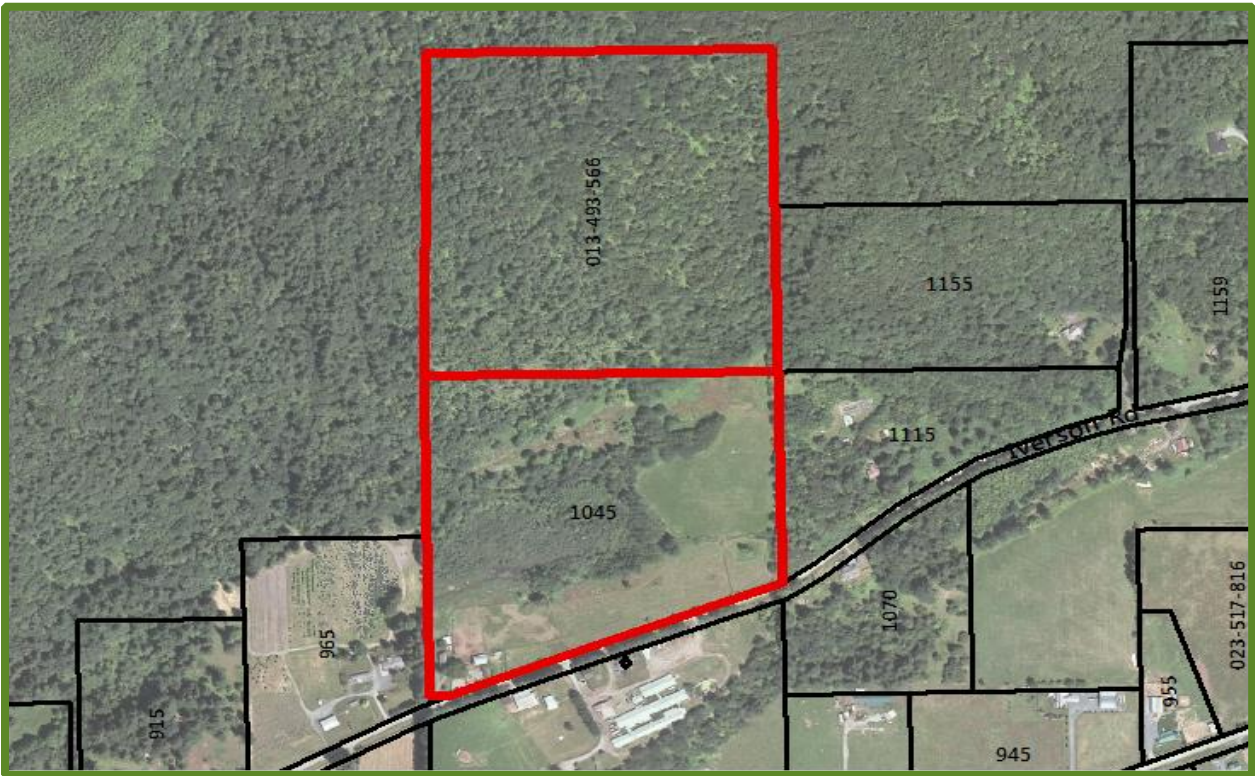
ADJACENT ZONING & LAND USES

North	^	Crown Land
East	<	Residential, R and R-Ag
West	>	Residential/Agricultural, R-Ag
South	v	Residential/Agricultural, R-Ag

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

All future construction and land alteration must be outside of the 30m stream setback. The proposed lots will have sufficient buildable area for future development to the south of the stream. The 30m setback is offered in-lieu of a riparian area regulation assessment report. The 30m setback being offered by the owners provides a significant riparian buffer which is equal to or greater than a buffer that may be established through the Riparian Areas Regulation. Registration of the proposed covenant will also exempt the owners from having to obtain a development permit for future construction, this will improve future building permit processing timelines.

COST

The costs for covenant registration are the responsibility of the owner.

CONCLUSION

Staff recommend that the FVRD Board authorize its signatories to execute all documents relating to the boundary adjustment subdivision of 1045 Iverson Road, Electoral Area "H", file 3320-20-02722.

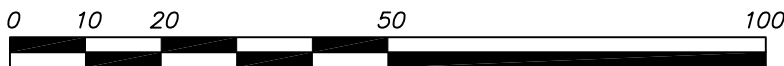
COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and supported
Margaret Thornton, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

REFERENCE PLAN OF PART OF LOTS A AND B
SECTION 8 TOWNSHIP 22 NEW WESTMINSTER DISTRICT
PLAN EPP_____

PLAN EPP_____

PURSUANT TO SECTION 99(1)(e), LAND TITLE ACT
LINDELL BEACH BCGS 92G.010
FOR NO BUILD COVENANT PURPOSES



DISTANCES ARE IN METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 864mm IN WIDTH BY 560mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:1000

GRID BEARINGS ARE DERIVED FROM DUAL FREQUENCY GNSS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 10.

THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM DUAL FREQUENCY BASELINE TIES TO CANADIAN ACTIVE CONTROL STATION CHWK, STATION No. 987020 (GCM 934364).

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES, UNLESS OTHERWISE SPECIFIED, TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.99962605. THE COMBINED FACTOR HAS BEEN DETERMINED BASED ON AN AVERAGE ELLIPSOIDAL ELEVATION OF 198.7 METRES.

LEGEND

FOUND PLACED

- ○ DENOTES STANDARD IRON POST
- DENOTES OLD PATTERN DOMINION IRON POST
- ▲ DENOTES GNSS CONTROL POINT
- ha DENOTES HECTARES



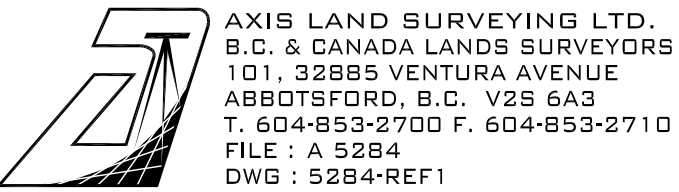
BOOK OF REFERENCE	
DESCRIPTION	AREA
LOT A	0.822 ha
LOT B	0.447 ha

(JULY 28, 2017)

DRAFT

THE FIELD SURVEY REPRESENTED BY THIS PLAN
WAS COMPLETED ON THE ____th DAY OF _____, 2017.
DARRYL J. MITCHELL, BCLS 689

THIS PLAN LIES WITHIN THE FRASER VALLEY REGIONAL DISTRICT



PLAN EPP_____

DISTANCES ARE IN METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm IN WIDTH BY 864mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:1500

GRID BEARINGS ARE DERIVED FROM DUAL FREQUENCY GNSS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 10.

THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM DUAL FREQUENCY BASELINE TIES TO CANADIAN ACTIVE CONTROL STATION CHWK, STATION No. 987020 (GCM 934364).

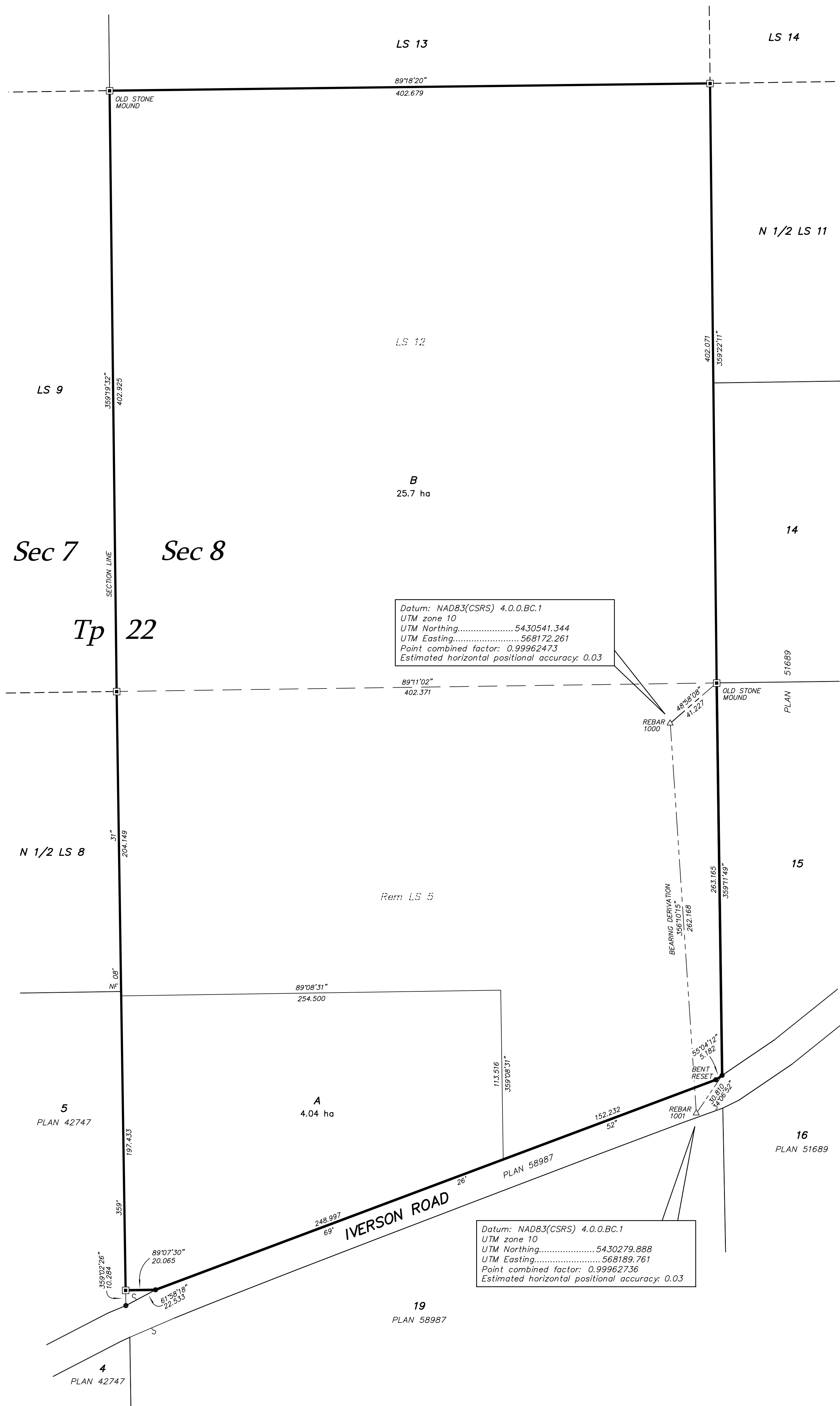
THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.99962605. THE COMBINED FACTOR HAS BEEN DETERMINED BASED ON AN AVERAGE ELLIPSOIDAL ELEVATION OF 198.7 METRES.

LEGEND

FOUND	PLACED	
●	○	DENOTES STANDARD IRON POST
■		DENOTES OLD PATTERN DOMINION IRON POST
	△	DENOTES GNSS CONTROL POINT
NF		DENOTES NO EVIDENCE FOUND
ha		DENOTES HECTARES

THIS PLAN LIES WITHIN THE JURISDICTION OF
THE APPROVING OFFICER FOR THE MINISTRY
OF TRANSPORTATION AND INFRASTRUCTURE.
MOT FILE 2016-02722

THIS SUBDIVISION LIES WITHIN THE AGRICULTURAL LAND RESERVE.

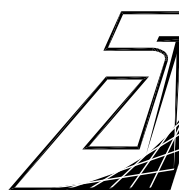


(JULY 28, 2017)

DRAFT

THE FIELD SURVEY REPRESENTED BY THIS PLAN
WAS COMPLETED ON THE ___th DAY OF _____, 2017.
DARRYL J. MITCHELL, BCLS 689

THIS PLAN LIES WITHIN THE FRASER VALLEY REGIONAL DISTRICT



AXIS LAND SURVEYING LTD.
B.C. & CANADA LANDS SURVEYORS
101, 32885 VENTURA AVENUE
ABBOTSFORD, B.C. V2S 6A3
T. 604-853-2700 F. 604-853-2710
FILE: A 5284
DWG: 5284-SUB

To: Fraser Valley Regional District Board
From: Andrea Antifaeff, Planning Technician

Date: 2018-04-24
File No: 3220-20775.06732.000

Subject: Section 56 Covenant for 44562 Lougheed Highway, Electoral Area C with modifications to geo-hazard proforma covenant

RECOMMENDATION

THAT the Fraser Valley Regional District Board accept the offer of the modified proforma geo-hazard covenant for the construction of retaining walls and erosion protection works at 44562 Lougheed Highway, Electoral Area C.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The property owner applied for building permit 013695 for the construction of retaining walls on his property located at 44562 Lougheed Highway. During site inspection of the property the building inspector called for a Section 56 geo-hazard report and covenant to be completed for the construction to be permitted. Upon processing of the covenant the property owner and their legal counsel requested modification to the FVRD's proforma Section 56 geo-hazard covenant. This staff report is to provide an overview of the modified covenant for the Board's review and consideration.

DISCUSSION

The FVRD has a standard geo-hazard covenant that is routinely used for building permit approvals; this is known as a proforma geo-hazard covenant. The property owner's counsel (Richard Buell Sutton LLP) provided staff with their recommendations for modifications to the Section 56 geo-hazard proforma covenant.

The proposed modifications address:

- clarity on the construction the covenant applies to (retaining walls and erosion protection works) and,
- amends grammar and format.

The proposed covenant was reviewed by FVRD’s legal counsel (Young Anderson Barristers & Solicitors) to ensure that it appropriately protects FVRD’s interests. The modifications were reviewed and determined that the proposed changes were acceptable. For details on covenant modifications please see Appendix A for a copy of the modified draft covenant (changes are highlighted).

COST

All costs associated with the modified covenants legal review were borne by the property owner and all costs associated with the covenant registration will be borne by the property owner.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and Supported
Margaret Thornton, Director of Planning & Development	Reviewed and Supported
Mike Veenbaas, Director of Financial Services	Reviewed and supported.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

TERMS OF THE INSTRUMENT - PART 2

THIS AGREEMENT dated the _____ day of _____, 200__.

BETWEEN

LAST NAME OF OWNER, First Names
Street Address
City, Province
Postal Code

(hereinafter called the "Grantor")

AND:

FRASER VALLEY REGIONAL DISTRICT, a body corporate duly
incorporated under the laws of the Province of British Columbia, and having an office at:
45950 Cheam Avenue
Chilliwack, British Columbia
V2P 1N6

(hereinafter called the "Regional District")

WHEREAS

A. Pursuant to Section 219 of the Land Title Act there may be registered as a charge against the title to land that is being or has been registered a condition or covenant in favour of the Crown or of a Crown Corporation or agency or of a municipality or a regional district;

B. The Grantor is the registered owner of ALL AND SINGULAR that certain parcel or tract of land and premises situated in the Fraser Valley Regional District in the Province of British Columbia, and legally described as:

PARCEL IDENTIFIER: *(enter P.I.D. here)*

LEGAL DESCRIPTION: *(enter legal description here)*

(hereinafter called the "Lands")

C. The Grantor has applied to the Regional District for a building permit for the construction of **BP013695 the Building**;

D. The Grantor has submitted the Geotechnical Report (as herein defined) in accordance with section 56 of the Community Charter, S.B.C. 2003, c.26, and has offered a covenant to be registered pursuant to section 56(5) of the Community Charter; and

E. The building inspector of the Fraser Valley Regional District intends to issue the **foregoing building** permit in accordance with Section 56(4) of the Community Charter:

NOW THEREFORE THIS COVENANT WITNESSETH that in consideration of the premises, the sum of ONE (\$1.00) DOLLAR of lawful money of Canada paid by the Regional District to the Grantor and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged by the Grantor), the Grantor for itself and its successors and assigns, hereby covenants, promises and agrees, pursuant to Section 219 of the Land Title Act, R.S.B.C. 1996, c. 250 and amendments thereto (it being the intention of the Grantor that the covenant herein contained shall be annexed to and run with the Lands), that:

Definitions

1. In this Agreement:

- (a) "Building" means the specific retaining walls (Boulder Wall #1 (BW #1), Lock Block Wall #1 & #2 (LB #1 & LB #2), Lock Block Wall #3 (LB #3) and Boulder Wall #2 (BW #2) – as shown on Schedule B., the construction of which is to be authorized by Building Permits;
- (b) "Building Permits" means Fraser Valley Regional District Building Permit No. 013695 for Boulder Wall #1 (BW #1) and any subsequent Building Permits issued ~~for the retaining walls shown on Schedule B, issued~~ for the construction of the Building; and
- (c) "Geotechnical Report" means that certain document entitled “44562 Lougheed Highway Harrison Bay, BC Geotechnical Hazard Site Assessment Report – Existing Retaining Walls – Revision 1” dated August 22, 2017 prepared by Jim McDonald, ~~of~~, WSP ~~a copyies~~ of which ~~is are~~ attached to this covenant as Schedule A.

Construction and Use

- 2. The Grantor will not ~~build on the Lands,~~ use the Lands, build the Building or use the Building except for the purposes and in the manner described in the Geotechnical Report.
- 3. The structures specified in the Geotechnical Report as necessary for safe use of the Lands ~~and of the Building~~ shall be constructed and maintained as set out in the Geotechnical Report ~~until the removal of the Building.~~

Enforcement

- 4. The Grantor will reimburse the Regional District for any and all expenses that may be incurred by the Regional District as a result of the breach of this covenant, including all legal and administrative costs related thereto, and all costs of a professional engineer with experience in geotechnical engineering. The Grantor shall make payment in full to the Regional District within 30 days of the receipt of a demand in writing from the Regional District.

No Representations

5. The Grantor acknowledges that the Regional District does not represent to the Grantor or any person that the Lands, the Building or any users of the Lands or the Building will not be damaged by geotechnical hazards or otherwise, whether or not the actions specified in the geotechnical Report are carried out.

Release and Indemnity

6. The Grantor hereby:

- (a) releases, and covenants and agrees to release;
- (b) indemnifies, protects and saves harmless, and covenants and agrees to indemnify, protect and save harmless;

the Regional District from and against any action, cause of action, claim and demand of every kind, description and nature whatsoever arising out of or in any way due to or in any way related to:

- (c) the issuance of the Building Permits, or
- (d) the construction authorized by the Building Permits, or
- (e) the existence of this covenant, or
- (f) any breach of this covenant, or
- (g) the use of the Lands or of the Building, or
- (h) any combination of the above.

Runs with the Lands

7. The covenants set forth herein shall charge the Lands pursuant to Section 219 of the Land Title Act and shall be covenants the burden of which shall run with the Lands and bind the Lands and every part or parts thereof and shall attach to and run with the Lands and each and every part to which the Lands may be divided or subdivided whether by subdivision plan, strata plan or otherwise howsoever. The covenants set forth herein shall not terminate if and when a purchaser becomes the owner in fee-simple of the Lands but shall charge the whole of the interest of such purchaser and shall continue to run with the Lands and bind the Lands and all future owners of the lands or any portion thereof.

Registration

8. Following execution of this covenant, the Grantor will do all that is necessary to ensure that this covenant is registered against title to the Lands, with priority over all financial charges, at the Grantor's expense. Following registration of this covenant, the Grantor shall provide the Regional District with registration particulars in due course.

Discharge of Covenant

9. Pursuant to Section 219 of the Land Title Act, the Regional District may authorize the discharge of the covenant and the Grantor shall be responsible for preparing and registering the discharge documents at the Grantor's sole expense.

Municipal Power

10. Nothing contained or implied herein shall prejudice or affect the Regional District's rights and powers in the exercise of its functions pursuant to the Community Charter or the Local Government Act or its rights and powers under all private and public statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if this covenant had not been executed and delivered by the Grantor. Nothing in this covenant shall be taken as in any way limiting or abrogating the duty of the Grantor to comply with the Regional District's zoning, charging and all other bylaws.

Waiver

11. Waiver of any default by either party shall not be deemed to be a waiver of any subsequent default by that party. Waivers shall be set forth in writing and duly executed by each of the parties hereto.

Miscellaneous

12. Whenever the singular or masculine is used in this covenant, the same is deemed to include the plural or the feminine or the body politic or corporate as the context so requires. Every reference to each party is deemed to include the heirs, executors, administrators, elected officials, successors, assigns, employees, agents, officers, and invitees of such party. If any section, subsection, sentence, clause or phrase of this covenant is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this covenant. This covenant shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns notwithstanding any rule or law or equity to the contrary. This covenant shall be governed and construed in accordance with the laws of the Province of British Columbia.

IN WITNESS WHEREOF the parties hereto have executed this covenant by executing, and by causing their respective seals to be affixed personally or under the hands of their proper officers

duly authorized in that behalf, on the Form C which forms and constitutes a part hereof. (or Forms C and D if more than one page)

SCHEDULE A
GEOTECHNICAL REPORT

END OF DOCUMENT



To: Recreation, Culture and Airpark Services Commission

Date: 2018-03-28

From: Jody Castle, Manager of Recreation, Culture and Airpark Services

Subject: Fraser Valley Regional District Regional Airpark 2018 Land Lease Renewal

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize it's signatories to renew a short term lease agreement between April 1, 2018 and October 31, 2018 with Vancouver Soaring Association in the amount of \$904.88, including taxes.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

SUMMARY

The terms and conditions under the 2018 land lease agreement between the Vancouver Soaring Association and FVRD remain unchanged from 2017.

COMMENT BY:

Paul Gipps, Chief Administrative Officer: Reviewed and supported.

Mike Veenbaas, Chief Financial Officer: Reviewed and supported.



To: Recreation, Culture and Airpark Services Commission

Date: 2018-03-28

From: Jody Castle, Manager of Recreation, Culture and Airpark Services

Subject: Fraser Valley Regional District Regional Airpark 2018 Land Lease

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize it's signatories to enter into a three year lease commencing May 1, 2018 with Mr. Roger Winger in the amount of \$1106.70 per year, including taxes.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

SUMMARY

The hangar construction by Mr. Winger has been delayed due to weather and contractor restraints. The hangar is expected to be completed by the end of June 2018. The land lease rate for R. Winger was calculated at the established rate of \$1.24 sq/m (Rates and Fees Bylaw)

COMMENT BY:

Paul Gipps, Chief Administrative Officer: Reviewed and supported.

Mike Veenbaas, Chief Financial Officer: Reviewed and supported.

To: Electoral Area Services Committee

Date: 2018-04-10

From: Margaret-Ann Thornton, MCIP, RPP, Director of Planning and Development

File No: 6410-20-037

Subject: Federal and Provincial Regulation of Medical and Recreational Marihuana

INTENT

This report is intended to advise the Electoral Area Services Committee of information pertaining to the Federal and Provincial regulation of medical and recreational marihuana. 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

Provide Responsive & Effective Public Services

BACKGROUND

This report is intended to advise the Electoral Area Services Committee of information pertaining to the Federal and Provincial regulation of medical and recreational marihuana. The new Federal and Provincial regulations and their implementation will impact the land use, building and Bylaw enforcement regulations, policies and staffing resources and priorities for the Electoral Areas.

DISCUSSION

The Federal Government licences and regulates controlled substances including medical and recreational marihuana. These regulations have had numerous recent changes and are still evolving. The Province is also examining regulations regarding the distribution and sale of medical and recreational marihuana. The new Federal and Provincial regulations and their implementation will

impact the land use, building and Bylaw enforcement regulations, policies and staffing resources and priorities for the Electoral Areas.

In 2013 a workshop was held with EASC members to review the Federal regulations at that time and develop a strategy of how Medical Marihuana Production Use will be defined and regulated as a land use. In 2014 the Zoning Bylaws in effect for the Electoral Areas were amended to define a Medical Marihuana Grow Operation as “means the cultivation, growth, storage or distribution, testing or research of marihuana for medical purposes as lawfully permitted and authorized under the applicable federal or provincial law”, and permitted in the following zones:

Electoral Area	Zoning Bylaw	Medical Marihuana Grow Operation Permitted In These Zones
A	823	All Zones
B	85	Agricultural (Ag-1) Rural (R) Resource Industrial (I-1) Service Industrial (I-2) Limited Use (L-1) Light Manufacturing (M-1)
B	90	Agricultural (Ag-1) Rural (R) Limited Use (L-1) Rural II (R-II)
B	801	Rural (R-1) Rural Resource (R-4) Industrial (I-1)
C	100	Agricultural (Ag-1) Rural (R)
D	75	None
E and H	66	None

Electoral Area	Zoning Bylaw	Medical Marihuana Grow Operation Permitted In These Zones
C	559	Upland Agriculture (A-1) Floodplain Agriculture (A-2) Agricultural Market (A-3) Rural 1 (R-1) Rural 2 (R-2) Rural 3 (R-3) Rural 4 (R-4) Rural 5 (R-5) Rural 6 (R-6) General Industrial (M-1) Heavy Industrial (M-2)
F	559	Upland Agriculture (A-1) Floodplain Agriculture (A-2) Agricultural Market (A-3) General Industrial (M-1) Heavy Industrial (M-2)
G	559	Upland Agriculture (A-1) Floodplain Agriculture (A-2) Agricultural Market (A-3) Rural 1 (R-1) Rural 2 (R-2) Rural 3 (R-3) Rural 4 (R-4) Rural 5 (R-5) Rural 6 (R-6) General Industrial (M-1) Heavy Industrial (M-2)

Since these Zoning Bylaw Amendments, the Agricultural Land Commission (ALC) has confirmed that if a land owner is lawfully sanctioned to produce marihuana for medical purposes, the farming of marihuana in the Agricultural Land Reserve (ALR) is allowed and is interpreted by the ALC as being a farm use under the Agricultural Land Commission Act.

The FVRD has received written confirmation from Health Canada that, "It is the responsibility of an applicant to ensure that federal, provincial, municipal and environmental legislation, including zoning, building and fire codes, are complied with."

What Does This Mean for the Electoral Areas?

The following are a number of scenarios existing in the Electoral Areas:

1. New Facility with Federal Approvals

The FVRD is processing five (5) applications for Building Permits for a Medical Marihuana Grow Operation. These applications are all located within the ALR and the zoning permits a Medical Marihuana Grow Operation. The Building Permits are processed consistent with any other Agricultural building, and approvals from Health Canada are coordinated with the building permit process.

2. Notice of Intent for a New Facility

The Health Canada guidelines require any new proposed facility to advise in writing the local jurisdiction and local Fire Service area of their intention to apply for a new facility. Upon receipt of these notices, FVRD Planning staff responds in writing to Health Canada, with a copy to the applicant, advising receipt of the notice and property information including if the zoning permits the use, and Development Permit and Building Permit requirements. The FVRD has responded to twenty-four (24) notices of intent.

3. Complaints of Existing Medical Marihuana Grow Operations

The FVRD receives numerous complaints of possible Medical Marihuana Grow Operations. Complaints cite concerns of odours, noise, construction without permits, general disruption of a commercial/industrial use in a residential neighbourhood, and personal safety concerns. Upon receipt of a complaint staff will contact the local RCMP to verify if it is a Federally licenced Medical Marihuana Grow Operation, or not. Health Canada does not advise local governments where facilities licenced by Health Canada are located. This information can only be accessed from the RCMP as a property specific request.

If the property does not have a Health Canada licence, the RCMP typically leads the complaint as a criminal matter. In some instances, the RCMP has advised FVRD staff that there is an ongoing RCMP investigation and to not attend at the site for FVRD staff safety and to not impede the RCMP investigation. Once the RCMP has concluded its investigation, the RCMP will contact Bylaw Enforcement staff to attend the site. This is typically after the RCMP has searched the property. FVRD Bylaw Enforcement staff will attend the property with the RCMP in attendance and post Stop Work Orders (SWO) for any construction without a valid Building Permit, and will follow-up separately on any other Bylaw infractions, such as Zoning, Development Permit requirements, etc.

If the property has a valid licence from Health Canada, Bylaw Enforcement staff will send a letter to the registered property owner requesting a site inspection. The site inspection can take some time to schedule, and is coordinated with the local RCMP to be in attendance to “keep the peace”. This is to ensure the safety of FVRD Bylaw Enforcement staff. FVRD Bylaw Enforcement staff will attend the property with the RCMP in attendance and post Stop Work Orders (SWO) for any construction without a valid Building Permit, and to follow-up separately on any other Bylaw infractions, such as Zoning,

Development Permit requirements, etc. There are currently approximately 100 open Bylaw Enforcement files related to Medical Marihuana Grow Operations.

Challenges and Difficulties Encountered for the Investigation of Federally Licenced Medical Marihuana Grow Operations include:

- Scheduling delays with the registered property owners and/or property tenants and coordination with the RCMP.
- All letters regarding Bylaw Enforcement associated with a Medical Marihuana Grow operation are copied to Health Canada. In addition, a number of letters advising of specific health and safety infractions have been sent to Health Canada, with the request that Health Canada follow-up directly with the operator. Health Canada has not undertaken any inspections or action on the properties licenced by Health Canada within the FVRD.
- Property owners will apply for a Building Permit for the Medical Marihuana Grow Operation, with no intention of completing the Building Permit. Once applied for a Building Permit, the application remains active for two (2) years.
- There are a number of higher profile Medical Marihuana Grow Operations in existing residential neighbourhoods causing nuisance and public safety concerns for the surrounding residents. The FVRD has limited enforcement tools and is frustrated by the lack of enforcement by Health Canada, and delays with the Building Permit process.
- Illegal dumping in rural areas, typically Crown Lands and the wastes associated with Medical Marihuana Grow operations. These wastes are typically dumped in isolated rural areas, often in proximity to watercourses.

Impact of new Federal and Provincial Regulations

Personal Use:

The most recent Federal regulations include provisions for the growing Medical and Recreational Marihuana as a personal use to a maximum of three (3) plants per property. It is not clear how this will be regulated and enforced by Health Canada, or if it will be left to the local government to enforce. It is not clear if the existing Health Canada licences will remain in place and if additional resources for enforcement will be provided by the Federal or Provincial governments.

Retail Sales of Medical and Recreational Marihuana:

Provincial legislation is evolving regarding the retail sale of Medical and Recreational Marihuana. The Province published the "BC Cannabis Private Retail Licensing Guide: Applications and Operations in February 2018 (attached), and notes that "Note that while this document sets out Government's intentions for B.C.'s retail framework, it is subject to legislation yet to be passed at both the federal and provincial levels". The guide distinguishes between "Medical" Marihuana retail sales, and "Non-Medical Cannabis"/Recreational Marihuana retail sales. The Province states that all retail stores will be inspected at least once a year by LCLB staff and more often if complaints are received.

Non-Medical Cannabis Retail Sales

The guide details that wholesale distribution of non-medical cannabis will be solely through the Liquor Distribution Branch (LDB). The LDB will be the operator of government-run retail stores and the Liquor

Control and Licensing Branch (LCLB) will be responsible for licensing and monitoring the retail sector using a mixed public/private model.

The Provincial guide states that the Province will permit local governments to decide whether they wish to have a recreational cannabis retail store in their community, and that prior to the Province issuing a licence, the applicant must have the support of the local government. The guide details requirements for retail stores security, advertising, signage and staffing. For rural areas, the Province advises that it is still evaluating how to best meet the needs for rural access.

Medical Marihuana Retail Sales

Medical Marihuana retail sales will be available on-line, as is the current policy, and also can be sold at Non-Medical Cannabis/Recreational Marihuana retail stores.

Anticipated FVRD Bylaw Amendments:

It is anticipated that the following revisions to all FVRD Zoning Bylaws will be required:

- To acknowledge that Medical and Recreational Marihuana Grow Operations are a permitted use in all lands within the Agricultural Land Reserve. This is to ensure that the FVRD Zoning Bylaw is in compliance with the Agricultural Land Reserve Act.
- Miscellaneous amendments to eliminate and/or define the distinction between "Medical" and "Recreational" Marihuana uses. Previously, Federal legislation only permitted "Medical" Marihuana, and "Recreational" Marihuana was a Criminal Code offence.
- To determine where the retail sales of Medical and Recreational Marihuana will be permitted. Provincial information released in February 2018 advises that the Province is still evaluating how to best meet the need for rural areas, and that it may be necessary to introduce special provisions for rural areas.

Further discussion with EASC is required to consider:

- Banning retail sales altogether in the Electoral Areas
- Capping the number of retail outlets
- Regulating permissible locations, by Zones and/or proximity to certain uses
- Imposition of security requirements and restrictions on hours of operation
- Adopting procedures for public consultation for licence applications
- How to legally implement additional requirements, typically provided for Business Licencing, such as: hours of operation, requiring proof of Provincial licence issuance, successful completion of Provincial employee training program, and fees to cover FVRD costs involved with the licencing process

The Zoning Bylaw consolidation project is currently underway. Depending upon the timing of the Federal and Provincial regulations, amendments to the Zoning Bylaw may be able to be incorporated into the new Zoning Bylaw consolidation, or alternatively, Zoning Amendments to all nine (9) of the existing Zoning Bylaws will be required.

Union of British Columbia Municipalities (UBCM)

UBCM has established a Task Force to review and assist with implementation. FVRD staff provided the following comments to this task force:

1. No Business Licencing powers for Regional Districts. Regional Districts differ from municipalities, with only a few specific exceptions, as not having authority for Business Licencing. Business Licencing is a powerful and flexible tool for municipalities to regulate both the production and retail sales of medical/recreational marihuana. Business Licencing typically will also coordinate for other municipal inspections, such as yearly (or quarterly) Fire Inspections.
2. Fire Service. Typically fire service, if provided, is by volunteer Fire Departments for Electoral Areas of Regional Districts. The medical marihuana licenced facilities can be large and complex buildings, and access for fire suppression, and general emergency calls can be difficult for volunteer fire departments, especially given the security requirements/building design and access.
3. Building Inspection. In some Regional Districts and areas, there is no Building Inspection Service provided. For example, in the FVRD Electoral Areas, Building Permits are not required in Sunshine Valley, and on properties not accessed by a public (MOTI) road – ie. Accessed from Forest Service Roads (FSR).
4. Impact of large industrial type production facilities in rural areas. The growing of medical marihuana also typically includes the drying and processing of the marihuana. In typically rural Electoral Areas, there is not community water or sewage provided. Potential impacts of ground water contamination from production facilities is noted.

Additional information and model Bylaws are anticipated to be provided from UBCM.

COST

There are no direct costs to prepare this report.

COMMENT BY:

Mike Veenbaas, Director of Financial Services

No further financial comments.

COMMENT BY:

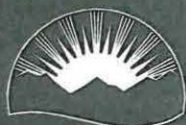
Paul Gipps, Chief Administrative Officer

Reviewed and supported

B.C. Cannabis

PRIVATE RETAIL LICENSING GUIDE

Applications and Operations



BRITISH
COLUMBIA

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B.C. Cannabis

PRIVATE RETAIL LICENSING GUIDE

Applications and Operations

In B.C., the wholesale distribution of non-medical cannabis will be solely through the Liquor Distribution Branch (LDB). The LDB will be the operator of government-run retail stores and the Liquor Control and Licensing Branch (LCLB) will be responsible for licensing and monitoring the retail sector using a mixed public/private model.

The rules governing retail stores will be similar to those currently in place for liquor, and public and private retailers will have similar operating rules. Note that while this document sets out Government's intentions for B.C.'s retail framework, it is subject to legislation yet to be passed at both the federal and provincial levels.

Who is this guide for?

This guide provides information for those who are considering applying for a provincial licence to retail non-medical cannabis. It contains preliminary information to help applicants make business decisions and describes the application process. This information will also assist local governments in preparing for potential retail store applications within their communities.

The Province recognizes that retail access in rural areas will require a different approach than the one employed in urban communities. There is a separate section related to rural areas at the end of this document.

Engagement with Indigenous governments and organizations is an important element in the development of the provincial regulatory framework for non-medical cannabis. To ensure the retail model appropriately addresses the unique considerations that must be taken into account with respect to Indigenous peoples, the Province remains committed to working in partnership with Indigenous peoples, governments and organizations. These discussions are ongoing and will continue beyond the initial date of federal legalization of cannabis.

Who is eligible?

All applicants will be assessed using the same evaluation criteria, which includes obtaining local government support and background checks of police/criminal records which will be examined on a case by case basis.

Application Process

In spring 2018, the Province will launch an online application portal for individuals and businesses who are interested in applying for a non-medical cannabis retail licence. Additional information on applicant registration will be posted on the website <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-regulation> as it becomes available.

■ What is the process for applying for a non-medical cannabis retail licence?

When the application portal opens, you may start the application process by entering the required information and documents. This will allow you to provide the required information early so that the assessment of your application can begin as soon as possible once the applicable legislation is passed.

■ How long will the application process take?

The Province is committed to conducting thorough reviews of applicants and applications in order to ensure that licensed retailers will operate in a safe and lawful manner. A significant number of applications are anticipated, and plans are being put in place to enable the applications to be processed as efficiently as possible.

■ Will there be an application fee?

Yes, each applicant will be required to pay an application fee and a licensing fee. The amount of the fees has not yet been determined. Once the fees have been determined, they will be posted here <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-regulation>.

Eligibility

■ If I operated an illegal dispensary prior to legalization, am I prohibited from receiving a licence to operate legally?

Having operated an illegal dispensary will not, on its own, exclude you from being considered for a licence. All applicants will be assessed using the same evaluation criteria, including background checks and local government support. Persons who have operated dispensaries prior to legalization will not receive preferential treatment in the provincial application process.

■ Does having a record of criminal activity exclude me, or a shareholder in my company, from obtaining a non-medical cannabis retail licence?

Having a record of criminal activity will not necessarily exclude you from obtaining a licence. As part of the required background check, police/criminal records will be examined on a case by case basis and evaluated in relation to their relevance to the application and the recentness of the activity or offence(s) committed. For example, low risk criminal activity may not exclude a person from becoming a licensee whereas associations with organized crime will exclude a person from becoming a licensee.

■ **I already have a liquor and/or tobacco licence. Am I automatically allowed to sell non-medical cannabis at my liquor store?**

No, you must apply for a non-medical cannabis retail licence. In addition, if you are granted a licence, you will be required to operate the non-medical retail cannabis store in a completely separate business location from any liquor and/or tobacco sales.

■ **If I, a family member, or a business partner, have an interest in a federally licensed producer or processor, can I be considered for a retail licence?**

Yes, a person or company may have an interest in both a producer and a retailer. However, the LCLB will place restrictions on the business relationship between the producer and the retailer. Where there is a close association (financial or otherwise) between a licensed producer and a non-medical cannabis retail business, the retail business will be prohibited from selling any products from the licensed producer. This restriction ensures that the market remains diverse and larger participants do not consolidate and control the market. The Province may create exceptions in the future to support micro-producers.

Application: Required Information

■ **Will I have to undergo a background check?**

Yes, you will be required to consent to a background check in order to be considered for a licence. Policy work is currently underway to determine which members of a corporation, partnership, or other legal business will be required to undergo a background check.

■ **What kind of information do I need to supply to the Province about my company?**

Depending on the type of entity your company is (corporation, partnership, society, etc.) the application system will prompt you to supply the related documents and names of partners, shareholders, directors, officers, and/or senior management.

■ **What information do I have to provide about my proposed location?**

You will need to provide the parcel identifier number (PID), proof of ownership or a copy of a fully executed lease that does not expire for at least 12 months from the date of licence approval, and a floor plan. If additional information is necessary it will be requested during the application process.

■ **Does my store have to be a certain distance from schools or other retailers?**

The Province will not impose distance requirements for non-medical cannabis retailers. However, local governments will have the authority to impose additional requirements. Therefore, you should inquire with your local government about local requirements before committing to a location.

■ **Are there any rules about what I can name my store?**

Your store name must be approved by the LCLB. The name of your store cannot be misleading as to what type of business you operate. As a non-medical cannabis retailer, you cannot choose a name that would lead people to believe you are a provider of medical cannabis. For example, the words “pharmacy”, “apothecary”, and “dispensary” all have meanings linked to the selling of medicines, so these words cannot be used in association with a non-medical cannabis store.

You must also comply with federal legislation and regulations respecting advertising and promotion.

Application: Local Government Requirements

The Province will permit local governments to decide whether they wish to have a non-medical cannabis retail store in their community. For the Province to issue a licence, applicants must have the support of the local government in the community where the proposed store would be located.

■ What is the process for obtaining local government support?

The local government must ask residents in the vicinity of the proposed retail location to comment on how the store would impact the community. The local government must consider this public input when deciding whether or not to support the application and must notify the LCLB of their decision by way of a council resolution.

■ Can I get local government support in advance of the provincial application?

The Province is working with local governments and the Union of B.C. Municipalities to develop the application process, including what information local governments will need to have in order to provide informed comments on the application. Further details will be announced once they are available. In the interim, it is recommended you check with your local government to ensure that you meet any criteria that are specific to your jurisdiction and to ensure that proper zoning is in place.

■ Do public stores have to go through the local government process?

Yes, public stores must also have local government support.

Licences

To sell non-medical cannabis in British Columbia, retailers will be required to obtain a licence from the Province. There will be two types of retail licences for:

- ▶ self-contained cannabis stores, and
- ▶ stores in rural communities.

■ Will there be a cap on the number of non-medical cannabis retail licences issued in B.C.?

The Province is not capping the number of licences issued. However, local governments will have the authority to make local decisions based on the needs of their communities. This means that some local governments may choose not to allow retail cannabis stores, while others may choose to cap the number of stores that are permitted to operate within their jurisdiction.

■ I only want to sell medical cannabis; can I apply for a medical cannabis retail licence?

No, medical cannabis will continue to be sold online by federally licensed producers only. However, like other Canadians, medical users will be able to buy cannabis from retailers of non-medical cannabis.

The federal government has committed to conducting a review of the medical cannabis system in five years.

■ **Will there be any restrictions on where a non-medical cannabis retail outlet can be located?**

The Province is not regulating the location of stores. However, local governments may choose to do so. For example, local governments may set requirements about the proximity of a store to another cannabis store, schools, daycares or other places.

■ **Will the Province be licensing consumption lounges?**

No, not at this time. The Province is focussed on introducing a safe and responsible retail non-medical cannabis sector; consideration will be given to other types of licences at a later date.

■ **Will sales of non-medical cannabis be permitted at outdoor festivals and other events?**

Initially, non-medical cannabis sales will only be permitted at the licenced retail site. Offsite sales may be considered in the future.

Operations

Provincial and federal governments are committed to ensuring that non-medical cannabis is sold in a lawful, responsible manner. To this end, a range of requirements will be put in place; from who a retailer can buy product from, to who may enter a store, to what type of products may be sold.

Operations: Physical store

■ **Are there any rules about the physical layout or construction of my store?**

To protect youth, the federal government requires that cannabis products must not be visible from outside your store. There will be many different ways for you to achieve this requirement (e.g. window designs). In addition, please remember that you must comply with federal requirements respecting advertising and promotion.

■ **Are there any security requirements for my location?**

You have a strong incentive to secure your premises both during and after operating hours to protect your inventory from theft. The Province is considering what security requirements will be necessary. In addition, local governments may also choose to impose security requirements.

■ **Can I sell non-medical cannabis as part of another business such as a liquor store or pharmacy?**

Not at this time. The Province may consider exceptions in the future, but for now, your non-medical cannabis retail store must be a self-contained business.

There will be exceptions for rural stores, similar to rural liquor stores. The criteria for determining rural areas are currently under development.

Operations: General

■ Can minors enter my store?

No. Unlike liquor stores, where minors are permitted if they are accompanied by a parent or guardian, minors must not enter your cannabis retail store.

There will be exceptions for rural stores to allow entrance by minors. The criteria for determining rural areas are under development.

■ What hours can I be open?

Cannabis retail stores can operate between 9 am to 11 pm unless further restrictions are put in place by your local government.

■ Are there any rules around pricing?

Policy work is ongoing and information on pricing will be made available as soon as possible.

■ Is there a limit on how much non-medical cannabis I can sell to a person?

The proposed federal *Cannabis Act* prohibits an individual from possessing in a public place a total amount of non-medical cannabis, in any authorized form, that is equivalent to more than 30 grams of dried cannabis. Non-medical cannabis must not be sold in amounts greater than this.

This means that if you sell different forms of non-medical cannabis to a single customer, the combined total amount sold must not exceed the equivalent amount of 30 grams of dried cannabis.

Equivalent amounts to 30 grams of dried non-medical cannabis for other cannabis products are listed in Schedule 3 of the proposed federal *Cannabis Act*.

■ Can I sell products online?

No, only the public retailer will be permitted to sell non-medical cannabis products online at this time. Consideration may be given to allowing private online sales in the future.

■ Can people consume non-medical cannabis in my store?

No. Consumption of any kind will not be permitted in the store, and providing samples will not be permitted.

■ Can I deliver my products?

No, retailers will not be permitted to offer a delivery service.

■ Do my employees and/or I need any special training or background checks?

In collaboration with industry, the Province will develop a mandatory training program for non-medical cannabis retail employees, which will be implemented over time. The Province will also be developing a registration requirement for employees which will include background checks. Details of this program are still being developed. Information will be provided as soon as that work is complete.

■ **Where do I have to store my inventory?**

All cannabis products will be required to be stored at your retail site. No offsite storage will be permitted.

■ **Will I be required to have a certain product tracking/inventory control system?**

The federal government has committed to creating a national seed-to-sale tracking system. This is currently under development and more information on retailers' responsibilities in relation to this system will be announced as it becomes available.

■ **Can I advertise my product?**

The federal government is regulating the advertisement of cannabis under the proposed *Cannabis Act* (Bill C-45). See the "Further Resources" section at the end of this document for a link to the Bill.

■ **Can my store sponsor events or teams?**

The federal government is regulating sponsorship under the proposed *Cannabis Act* (Bill C-45). See the "Further Resources" section at the end of this document for a link to the Bill.

Supply

■ **How do I obtain non-medical cannabis to sell in my store?**

The LDB will be the only source of legal wholesale non-medical cannabis. Retailers will not be permitted to purchase any cannabis products directly from licensed producers or any other source.

■ **Can I make financial arrangements with federally licensed producers?**

You cannot accept or request any inducement from a producer. This means you must not:

- ▶ pay money to secure access to a supplier's product;
- ▶ request money from a supplier in return for providing benefits such as preferential shelf space;
- ▶ accept money in exchange for agreeing not to stock a competitor's product.
- ▶ make agreements that give a retailer exclusive access to a producer's product, or product line.

■ **What types of non-medical cannabis can I sell?**

You can sell dried cannabis, cannabis oils and seeds that comply with federal requirements.

■ **Can I sell edibles?**

No, the proposed federal *Cannabis Act* does not permit the commercial production of edibles at this time. Therefore, you cannot legally sell them. The federal government has stated that edibles will be regulated within 12 months of legalization.

■ What else can I sell besides dried cannabis and cannabis oil?

You may sell “cannabis accessories,” as defined in the proposed federal *Cannabis Act*:

“Cannabis accessory” means a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis.

You cannot sell snacks, tobacco or other non-cannabis related items.

■ What format will cannabis products be distributed in?

LDB will distribute pre-packaged product only, with labelling compliant with federal standards, in ready-to-sell formats (no bulk products). The product brands belong to the licensed federal producers.

Retailers will not be authorized to re-package the product with their own branding. Information about specific size formats will be confirmed at a later date.

Inspections and Compliance

To ensure that non-medical cannabis is being sold in a lawful and responsible manner, the Province will establish a compliance program that will include education, inspection and enforcement activities. The focus will be on encouraging voluntary compliance.

■ How often will I be inspected?

Your store will be inspected at least once annually and any time the LCLB investigates a complaint about your store.

■ What happens if I am found to be out of compliance?

If an inspector observes a contravention of the provincial legislation at your establishment, you will be issued a Contravention Notice and the inspector may recommend enforcement action. Penalties for contraventions are under development, but could include a monetary penalty or a licence suspension or cancellation. There will be a reconsideration process for licensees that wish to challenge the result of an enforcement hearing.

■ Can the police enter and inspect my store?

Yes, police can enter and inspect your store to ensure you are operating in compliance with the legal requirements.

■ What should I do with any product I have obtained from unlicensed sources?

Once you have been issued your licence you must not sell cannabis obtained from a source other than the LDB.

Rural Areas

The Province is aware that it may be necessary to introduce special provisions for rural areas in order to provide access to non-medical cannabis to rural populations.

- **Can an existing business in a rural area be authorized to sell non-medical cannabis, like they are for liquor?**

The Province is considering this possibility because a self-contained non-medical cannabis retail store may not be a viable business in some rural areas.

- **Will the rural agency store model (RAS) used for liquor be used for cannabis?**

Many of the operational requirements of the RAS model used for liquor may be applied to non-medical cannabis. However, the Province is still evaluating how to best meet the need for rural access.

- **If I operate a RAS, will I automatically be able to sell non-medical cannabis?**

No, if a current RAS operator is interested in retailing non-medical cannabis, they will be required to apply for a licence specifically for non-medical cannabis.

Further Resources

Bill C-45 the draft federal Act can be found here <http://www.parl.ca/LegisInfo/BillDetails.aspx?billId=8886269>

Contact information: cannabisregs@gov.bc.ca



To: Fraser Valley Regional District Board

Date: 2018-04-24

From: Adriana Snashall, Bylaw Compliance & Enforcement Officer

File No: 4300-21-2018-01

Subject: Temporary Changes to a Liquor Licence for Sasquatch Inn Ltd at 46001 Lougheed Highway, Electoral Area "C"

RECOMMENDATION

THAT the Fraser Valley Regional District Board endorse the application received April 4, 2018 for temporary changes to the liquor licence for 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 zoning bylaw for the subject property are being followed (one per three seats provided for patron use).
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

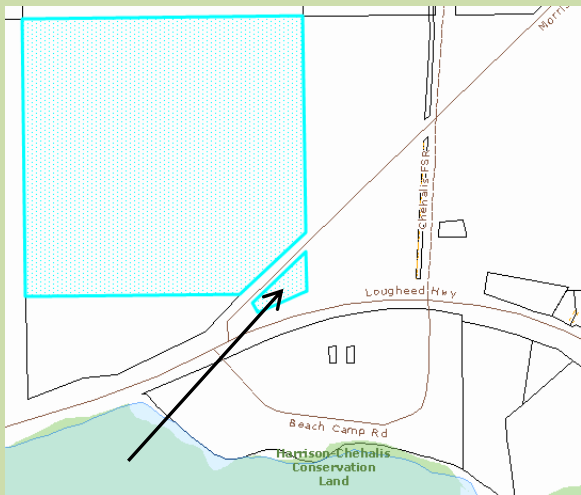
BACKGROUND


The Sasquatch Inn Ltd has held special events under a similar expanded liquor licence area subject to similar comments outlined in the recommendation above. Staff has not received any complaints about these events. It is recommended that the Board respond to this year's special events with the same endorsement and comments as previous years.

Staff has expedited this recommendation directly to the Board to assist the applicant in meeting a deadline of May 18, 2018 to submit their application and supporting documents, including an endorsement from the Fraser Valley Regional District by way of resolution, to the Liquor Control and

Licensing Branch within a minimum of three (3) weeks prior to the date of the first event (June 16, 2018).

PROPERTY DETAILS

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		Potential Impacts: <ul style="list-style-type: none">• Potentially increased noise affecting neighbouring residences• Potentially inadequate parking for temporary increased occupant load
West: Institutional Use		
South: Lougheed Hwy/Rural/Institutional Use		
East: Local Commercial/Residential and Recreational Assembly Use		

DISCUSSION

The agent of the Sasquatch Inn has submitted an application (**Appendix "A"**) to the Liquor Control and Licensing Branch for temporary changes to the existing liquor licence to allow for increased occupant loads and extension of the licensed area for the following special events being hosted in 2018:

Event	Date	Event Purpose
Jim Maclean Memorial Golf Tournament (Annual)	Saturday, June 16, 2018 4:30pm – 11:00pm	Fundraiser for Heart & Stroke Foundation
Sasquatch Inn Motorcycle Show and Shine (Annual)	Sunday, July 29, 2018 12:00pm – 6:00pm	Fundraiser for Zajac Ranch

No further Fraser Valley Regional District approvals, permits, or licences are required for the planned events.

The Sasquatch Inn has held special events under a similar expanded liquor licence area subject to similar comments outlined in the recommendation above. These previous events have not resulted in any complaints from the community.

COST

There is no cost recovery for the review of Liquor Control and Licensing Branch applications.

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:

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

Mike Veenbaas, Director of Financial Services: No further financial comment.

Paul Gipps, Chief Administrative Officer: Reviewed and supported.

Appendix "A" Liquor Control and Licensing Branch Application



Liquor Control and Licensing Branch
4th Floor, 3350 Douglas St, Victoria, BC V8W 5J8
Mail PO Box 9092 Stn Provincial Govt, Victoria, BC V8W 9J8
Phone: 1 866 209-2111 Fax: 250-952-7096

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

Liquor Control and Licensing Form LCLB023

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 Control and Licensing Branch (LCLB) 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. LCLB forms and supporting materials referred to in this document can be found at: www.gov.bc.ca/liquorregulationandlicensing

Licensee Information

Licence number: 136311

Office use only

Job No. (C3-LIC)

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

Licencee 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: sasquatchinn@shaw.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 LCLB101 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	
• Liquor-Primary and Liquor-Primary Club licences, and manufacturer lounge or special event endorsements – any hours changes*	1, 2, 3, 10, 11, 12
• Food-Primary licences – requests for hours of sale later than midnight*	1, 2, 3, 10, 11, 12
• Food-Primary licences – requests for hours of sale before midnight	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

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 Golf Tournament (Annual)
 Saturday, June 16, 2018 430pm-11pm
 Hosted by the Sasquatch Inn. Fundraiser for the Heart & Stroke Foundation
 Current seating capacity is 144
 See Attachment - wish to make extended area licensed for 100

Sasquatch Inn Annual Motorcycle Show and Shine
 Sunday, July 29, 2018 12-6pm
 Hosted by the Sasquatch Inn. Fundraiser for Zajac Ranch
 Current seating capacity is 144
 See attachment - wish to make extended area licensed for 1000

Date(s) from: (mm/dd/yy) 06/16/2018 To: (mm/dd/yy) 07/29/2018 (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 LCLB 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 LCLB 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 LCLB 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 Renew License Representative form (LCLB101) 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.

LCLB923

5 of 5

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 (LCLB).

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 LCLB 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. LCLB 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. LCLB licensing staff will review the comments from the local government/First Nation (if applicable) and local liquor inspector.
7. LCLB 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 LCLB's decision in writing.

The information requested on this form is collected by the Liquor Control and Licensing Branch under Section 28 (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 Office at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9L8 or by phone toll free at 1-866-209-2111.

SHOW & SHINE

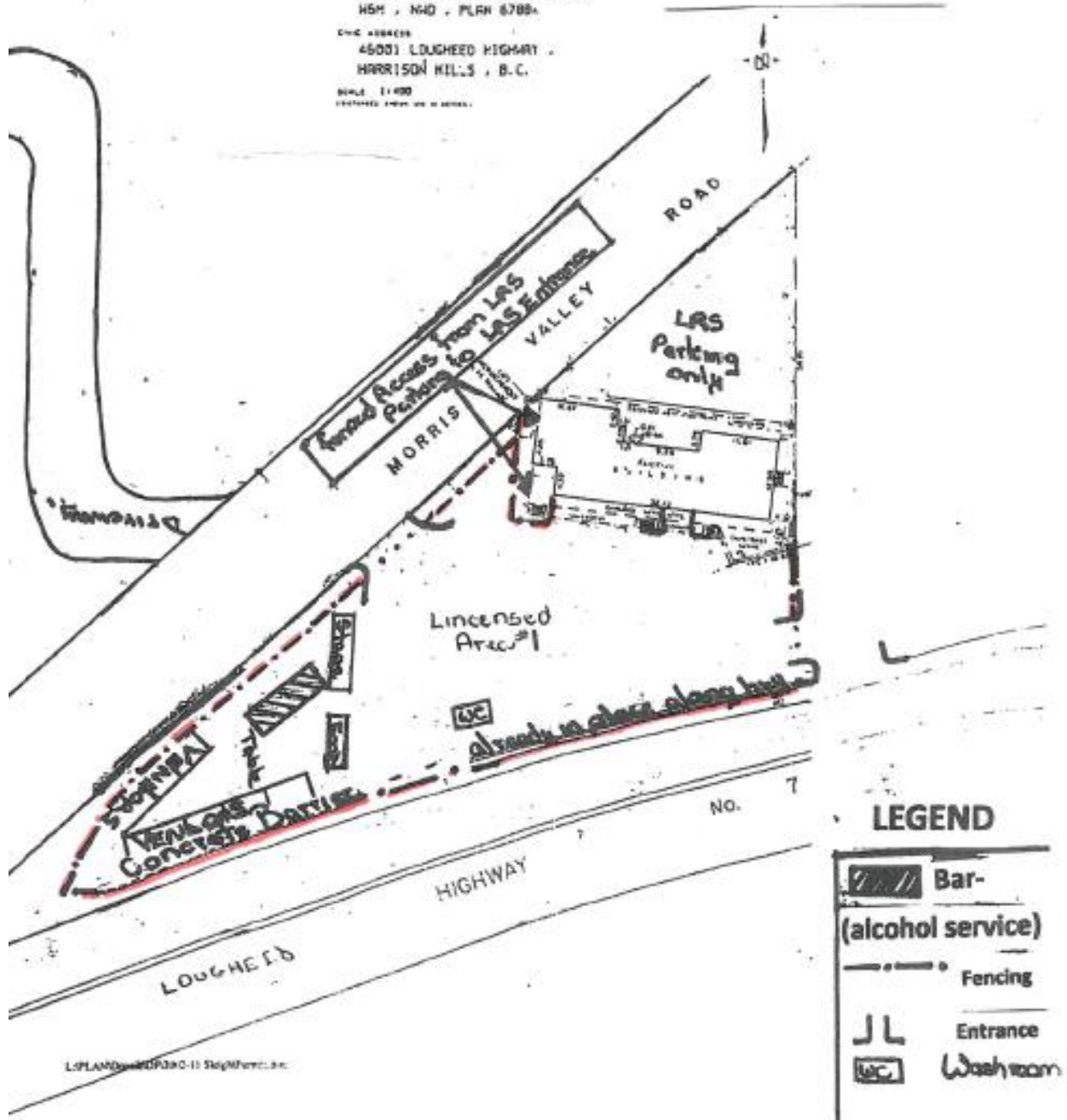
Site Plan

July 29, 2018

Survey conducted by P.L.O. 018-778-007
LS 2, SEC 34, TP 3, R 30,
H5M, N40, PLAN 87884

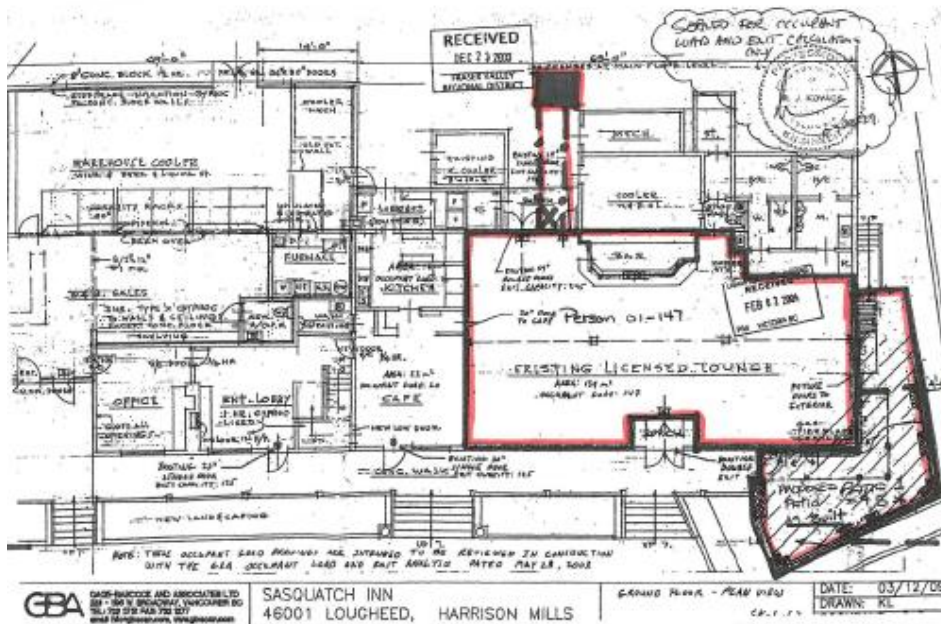
Civic Address
45001 LOUGHEED HIGHWAY,
HARRISON HILLS, B.C.

Scale 1:400
DISTANCES SHOWN ARE IN METERS



GOLF TOURNAMENT

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 16, 2018

Occupant Load 100

Distance from
Pub door to
Tent is
Approx 20'.

PARKING LOT



Liquor Control and Licensing Branch
4th Floor, 3350 Douglas St. Victoria, BC V8W 5J6
Mail: PO Box 5292 Stn Provincial Govt, Victoria, BC V8W 5J6
Phone: 1 800 299-2111 Fax: 250-463-7066

SECURITY PLAN FOR TEMPORARY USE AREA ACTIVATIONS

Liquor Control and Licensing Form LCLB052

Information and Instructions:

This Security Plan must accompany the TUA Authorization Request that you submit to your liquor inspector for events with 500 or more people. You may also be required to provide a security plan in other situations. Copies of security plans must be sent along with approved authorizations to your local police.

- You may use this form or provide the same information in a different format, but you must describe how you will:
 - ensure that minors (if permitted in the area under your licence) do not buy or consume liquor;
 - ensure that only liquor purchased under the licence is available or consumed at the event;
 - prevent over-consumption and intoxication;
 - maintain control of your patrons and ensure their safety;
 - ensure crowd control, e.g. during emergency vacating of areas, assembling stations, etc.;
 - prevent disturbances and accidents at the event;
 - ensure the capacity of the TUA is not exceeded;
 - prevent unreasonable disturbance of the immediate neighbourhood, and
 - ensure sale and service of liquor is kept within the licensed area by indicating:
 - bound TUA locations
 - how you will monitor movement in/out/between TUA locations and manage capacity
- To submit your security plan, please contact the Liquor Control and Licensing Branch office which is closest to where the event will be held to confirm how to submit the security plan for review and approval.

Part 1: Event Description and Layout

At all events, the liquor service areas must be clearly identified and marked with barriers which are sufficient to ensure people enter and exit at approved locations. All entrances and exits must be monitored. In addition to other reasonable security features, the entrance area must be well lit, particularly where ID must be checked.

1. Authorization Request Start Date: July 29, 2018

Authorization Request End Date: July 29, 2018

2. Please list the TUA areas you wish to activate (i.e., TUA1, TUA2, etc.)

Licensed Area #1

3. Describe the physical barriers which will be in place to control and limit access to and from areas where alcohol is being sold, served or consumed. If TUA Locations will be activated adjacent to other licensed areas, how will you coordinate the migration of people between areas and control crowds to ensure that no given licensed area is above its maximum capacity?

Area #1-Fence surrounding area. Security present at each entrance/exit. 1 security guard at entrance between regular pub & area #1 to control migration of people between pub and area #1.

Fencing to ensure no access by liquor store patron to area #1. 1 security guard to ensure no migration of people between liquor store and area #1. All security to keep running head count.

4. How will the entrances to the liquor service area be supervised?

Security guard at each entrance/exit. One guard supervising/floating throughout area #1. Management also floating throughout area #1 and pub.

5. Please attach a sketch/diagram of your event showing the following (see Part 5 for a sample sketch):

- The site plan including all activated TUA Locations and other licensed areas, and if and how access between areas will be allowed.
- The area(s) where liquor will be sold, served and consumed and the locations of the entrances and exits (including where ID is checked) as well as any other relevant stations.
- Event focus (location of entertainment / stage, sports activities, displays, tables and chairs (Food Primary licence), etc.)
- Other amenities, concession stands, bike storage, washroom facilities, first aid

Part 2: Event Staffing

1. Managers: How many people will be managing your liquor service (if the numbers vary, indicate how many will be stationed in which TUA areas and at which times)?

1 manager floating through service area #1, for entire event 12-6pm. 1 manager in regular pub area.

2. Bartenders: How many people will be bartending at your liquor service (if the numbers vary, indicate how many will be stationed in which TUA areas and at which times)?

2 bartenders, and 2 bar backs in service area #1.
1 bartender and 1 bar back in pub.

3. Servers: How many people will be serving liquor in your liquor service area (if the numbers vary, indicate how many will be stationed in which TUA areas and at which times)?

In extended serving area : 0 As this area is self serving with bartender
In regular pub area: 5 servers

Part 3: Event Security

Complete this part if you will be having security personnel at your event.

Many large events require security personnel to prevent the entrance of unruly or disruptive persons and/or removing persons who become unruly, disruptive, or who present a safety risk to others. Staff or contractors providing door security in licensed establishments are required to be licensed under the *Security Services Act*.

1. How many security personnel will be attending at your event site (if the numbers vary, indicate how many at which times)?

5 through duration of the entire event 12-6pm

2. How will security personnel be assigned at your event site (i.e., how many at each entrance, how many roving, etc.)?

1 at each of two entrances
1 at pub/area #1 entrance
1 at liquor store entrance
1 floating through serving area #1

3. Of these, how many of the security personnel are hired through a security company? 5

Name of security company: SecuriWorld

Mailing address: 202A - 7418 6th Street

Burnaby

BC

V3N 3L7

Street

City

Province

Postal Code

Company contact person: Heather Shubear

Phone number: 604-282-3437

Fax:

E-mail: heather@securiworld.ca

4. How many contracted police officers will be attending at your event site (if the numbers vary, indicate how many at which times)?

0

Part 4: Prevention of Over Service, Intoxication and Service to Minors

This section deals with your plans for preventing over service, ensuring intoxicated persons are not served and are removed from the licensed area, and preventing service to minors.

1. Minors - Describe what measures will be put in place to prevent minors from consuming alcohol. (For example, describe procedures for checking identification to confirm the age of patrons, placing signs about the requirements for proof of age, use of wrist bands to identify minor patrons, etc.)

Signs at service area, ID check at service areas
Signs at all entrances/exits
ID check in pub by servers and/or bartenders

2. Removal of intoxicated patrons - You must not permit intoxicated patrons to remain in the licensed area. What arrangements will you make to ensure that intoxicated patrons are removed from the event and get to a safe location?

It is our policy to ensure patrons are not served to intoxication. If this should happen, intoxicated patron will be escorted to a hotel room on site

3. Respect for neighbours - What actions will you take to ensure participants do not unduly disturb the neighbourhood during the event as well as when the event ends?

Establishment is located in a remote area, however we will be making announcements ensuring patrons are respectful of use of Loughheed Hwy and adjacent roadway.

The information requested on this form is collected by the Liquor Control and Licensing Branch under Section 26 (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 9282 STN PRINCE GUY, Victoria, BC, V8W 9L8 or by phone toll free at 1-866-206-2111.



The Fraser Basin Council is engaged in various outreach, facilitating and support activities in the Fraser Valley. The following is just some of the many ongoing projects FBC has completed or is undertaking.

Energy efficiency outreach in the Fraser Valley

- **Abbotsford Earth Day:** The 2nd annual Abbotsford Earth Day, **April 22 at Mill Lake Park**, will offer a busy afternoon of fun & practical ways to lighten our impact on the planet. **FVRD** and **Emotive** (electric vehicle outreach program, administered by FBC) will bring (3) electric vehicles and ambassadors to promote and discuss electric car ownership to visitors. City of Abbotsford will have reps from Tourism Abbotsford, solid waste, water conservation, volunteer services and its 200K community plan. FBC will profile its regional work, including an owl project and illegal dumping. Kids can get creative with EARTHplay, using found objects. Workshops include Comparative Composting, Vermiculture, Recycling 101, Bee Friendly, Carbon Calculus, Commuter Cycling. Abbotsford-Mission Recycling, Net Zero Waste, Barr Plastics (rain barrels), UFV Agriculture, Bike to Work Fraser Valley, EcoDairy, Fraser Valley Conservancy, Fraser Valley Invasive Species Society, Worm Dynasty, Raptor Ranch and others will have booths. See abbotsfordearthday.ca or on Facebook @AbbotsfordEarthDay
- The successful **Plug-In BC Program**, managed by FBC, will receive provincial funds of \$1.85M to March 2020. Some funds are earmarked for installation of electric vehicle charging equipment in single-family homes, duplexes and multi-unit residential buildings and for the first time, in work places. Program manager Charlotte Argue has responded to media on CTV News and CBC as Plug-In BC and its outreach arm Emotive get more attention. Two staff members were hired to help Plug-In BC. Emotive held test drives with new EV models at the Vancouver International Auto Show (1,450 test drives).
- **First Nations Home EnergySave:** Yale First Nation and FBC will host a *Green Homes, Warm Homes: Energy Efficient First Nations Housing* workshop **May 11, 2018** at Camp Squeah, as part of First Nations Home EnergySave program. The workshop will discuss energy-efficient buildings and a visit to Yale First Nation's 'passive homes.' **Registration is free; deadline to register is April 25.** Contact Cait Murphy at cmurphy@fraserbasin.bc.ca or 604-488-5353 for details. Registration link: fraserbasin.limequery.com/684326?lang=en

Lower Mainland Flood Management Strategy (LMFMS) Many facets of the LMFMS continue, just a few include:

- A subset of the Environmental Advisory Committee is preparing a workshop and field tour on flood management and the environment to be held in the Fraser Valley in June.
- Online Atlas: A prototype of the online atlas may be ready April 23 to test its functionality at the Community Mapping Network meeting.
- Seismic Vulnerability of Dikes: RFP successful bid Golder consultants will undertake the seismic program scoping study of Lower Mainland dikes.

Fraser Valley Illegal Dumping Alliance – FVIDA

- FVIDA member **Chilliwack/Vedder River Cleanup Society** will host its annual **Earth Day** weekend cleanup, **April 21**, based at the Great Blue Heron Reserve, Yarrow.

Cultus Lake Aquatic Stewardship Strategy – CLASS

- Received final Phase I Cultus Lake economic benefits report from UBC researchers; engagement and data gaps to date include participation from local First Nations, B.C Parks; these will have to be met in Phase II. Responses taken from a small selection of respondents overwhelmingly support preserving ecosystem health of Cultus Lake. FBC will pursue funds, partners for Phase II.
- CLASS provided a letter of support to FV Invasive Species Society for proposed invasive mussel monitoring project for Fraser Valley lakes, including Cultus Lake & Sweltzer Creek.

For more information, please contact:

Christina Toth at 604-864-9295, ctoth@fraserbasin.bc.ca | Bob Purdy at 604-488-5355, bpurdy@fraserbasin.bc.ca

To: Fraser Valley Regional District Board
From: Kristy Hodson, Manager of Financial Operations

Date: 2018-04-24
File No: 1850-20 / 009

Subject: Grant-In-Aid Request – Boston Bar North Bend May Days Committee, Electoral Area “A”

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Boston Bar North Bend May Days Committee, funded from the Electoral Area “A” grant-in-aid budget, to assist with the costs of hosting the 91st annual May Days Celebration.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

PRIORITIES

Priority #4 Tourism

BACKGROUND

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

DISCUSSION

The Boston Bar North Bend May Days Committee is a volunteer based group responsible for hosting the community’s annual May Days Celebration.

The Boston Bar North Bend May Days Committee is requesting a \$2,000 grant-in-aid to assist with the costs of hosting the 91st annual May Days Celebration including bouncy castles, a clown, dancers, and children’s games. The community benefits from this annual gathering through the games provided, a craft fair and community fellowship. The event is provided at no cost to participants.

Director Raymond is in support of providing a grant-in-aid of \$2,000 to the Boston Bar North Bend May Days Committee to help fund this celebration.

COST

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

CONCLUSION

A grant-in-aid application has been received from the Boston Bar North Bend May Days Committee seeking funds to help put on the 91st annual May Days Celebration.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported



GRANT-IN-AID APPLICATION

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

Applicant Name: Boston Bar/North Bend May Days Committee

Mailing Address: Box 251

BostonBar,B.C.,V0K-1C0

Email Address: ainsliecreek@gmail.com

Contact: Robert Dufresne

604-206-4235

Name

Telephone/Fax Number

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

We are a volunteer group who have been active in organizing and hosting our annual May Days celebration with this year being our 91st . We have a small but active board who looks after our administration and bookkeeping. We are strictly a non-profit and rely heavily on donations to cover the costs.

APPLICATION SUMMARY:

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

Assist in the costs of children and family events. (bouncy castles, clown, dancers, children games)

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

May Days is our Annual community family gathering where we provide entertainment, games, great food, craft fair, and best of community fellowship to be enjoyed by all.

We make every effort to put this function together with no cost to our children and youth. The only way this is possible is with the financial support of others.

Amount of Grant Requested: \$2,000.00

****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.

Signature of Authorized Signatory and Title

Amount Approved:

Date:

Signature of Electoral Area Director

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

To: Regional and Corporate Services Committee

Date: 2018-04-10

From: Lance Lilley, Environmental Planner

File No: 2320-83-001

Subject: Season Forecast for 2018 Nuisance Mosquito Season

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the beginning of the 2018 nuisance mosquito season. Staff are not looking for a recommendation and has forwarded this information should members want more clarification or to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #4 Tourism
Priority #5 Outdoor Recreation

BACKGROUND

Nuisance mosquitoes typically begin hatching in May, when the Fraser River starts to rise during its annual freshet. With expertise provided by Morrow BioScience Ltd., the Fraser Valley Regional District (FVRD) continues to operate a Nuisance Mosquito Control Program with the aim to reduce mosquito populations to tolerable levels.

DISCUSSION

As of March, snowpack levels within the Fraser River basin are slightly above average (110%). It is still too early to forecast how this snowpack will translate to mosquito populations for 2018, as the mosquito habitat made available during freshet will largely depend on the rate of melt and further snow/precipitation accumulation. Early predictions are mosquito populations will be similar to what was experienced in 2017, which had relatively high mosquito numbers in certain hotspot areas, but overall was within the average range. An updated Provincial snow survey bulletin is expected to be released shortly.

Morrow BioScience Ltd., will have six field technicians within the Fraser Valley this year (up from the usual five), to assist with monitoring and treatments. They also have a new drone to use to test monitor and select aerial application of bacterial larvicide (*Bacillus thuringiensis*, Bti). It is hoped the drone will reduce the use of costly helicopter applications, particularly over open areas of water such as the mosquito breeding sites of Hatzic Lake and Stave Lake. In addition, Morrow BioScience have been acquiring enhanced mapping of Matsqui Island that will allow for greater understanding of the Island's hydrology and greater efficiency for treating its mosquito breeding sites.

Field staff for Morrow BioScience will begin monitoring for larval development within the side channels and seepage areas around the Fraser River as soon as water levels start to rise, likely near the end of April. Public are asked to call the FVRD's mosquito hotline at 1-888-733-2333 to report a potential mosquito breeding site or to find out more information about treatment sites and timing.

COST

Funding is included in the Regional Mosquito Control budget to cover the anticipated contract costs of Morrow BioScience.

CONCLUSION

Current snowpack conditions within the Fraser River basin remain slightly above average, which could translate to higher than average mosquito production (depending on rate of melt and further snow or precipitation accumulation within the Fraser Basin). The FVRD's mosquito biologists and field technicians will begin monitoring for larvae soon and are prepared to treat quickly and aggressively when needed. Advancements within the program such as enhanced mapping and use of a drone will improve our understandings and add increased treatment efficiencies.

COMMENT BY:

Barclay Pitkethly, Director of Regional Programs

Reviewed and supported

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

To: Regional and Corporate Services Committee
 From: Micha Gutmanis, Environmental Services Coordinator

Date: 2018-04-10
 File No: 9050-20-005

Subject: Wood Stove Exchange Program Update

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to the Wood Stove Exchange Program. 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
 Support Environmental Stewardship

PRIORITIES

Priority #2 Air & Water Quality

BACKGROUND

The Fraser Valley Regional District (FVRD) has been operating a Wood Stove Exchange Program since 2009 to improve air quality in the Lower Fraser Valley by reducing wood smoke and emissions of fine particulate matter (PM_{2.5}). The Program is designed to encourage BC residents to replace old, inefficient wood burning stoves with new, high efficiency appliances approved by the Canadian Standards Association (CSA) and the United States Environmental Protection Agency (EPA). Through this Program, a \$250 or \$400 incentive is offered to FVRD residents to partially cover the cost of upgrading their wood stoves to less polluting models. In previous years, a \$250 rebate was given out to residents who swap their old wood burning stove to a new EPA/CSA certified wood stove. In 2018, an additional rebate of \$400 was introduced for those who are swapping out their old wood burning appliance for a cleaner alternative such as pellet, gas, electric, or heat pump.

The overarching objective of the FVRD's Wood Stove Exchange Program is to improve air quality in the Lower Fraser Valley Airshed by reducing emissions from residential wood burning. Specific program objectives are to:

1. Provide FVRD residents who are currently heating their homes with a non-EPA approved wood burning appliance with an incentive to exchange it for a cleaner burning alternative.

2. Educate FVRD residents about proper wood seasoning and burning techniques, and provide information about safe wood stove operation and installation. This is done in partnership with the Fraser Basin Council (FBC) through their "Let's Clear the Air" campaign.
3. Ensure the permanent decommissioning of non-EPA wood burning appliances exchanged under the program.
4. Increase awareness of the program and its objectives among local retailers, insurance companies and other stakeholders.

Program information is delivered through a variety of different mechanisms including marketing materials, workshops, and social media, as well as capitalizing on collaborative opportunities that may present themselves with local service and community groups. Other educational outreach efforts include implementing community-based social marketing practices and making effective use of the FVRD's social media channels: Facebook and Twitter.

DISCUSSION

In 2017, 19 woodstove exchanges were completed in the FVRD. This represents a reduction of 280 kilograms of PM_{2.5} emissions released into our airshed, equivalent to removing 17 older heavy duty diesel trucks.

Since the launch of the Woodstove Exchange Program in the FVRD, 250 old wood-burning stoves have been exchanged. The number of wood stove exchanges in the FVRD varies from 16–49 per year from 2009-2017.

On the 15th of November, 2017 the FVRD hosted a 'Wood Heat Workshop' in Electoral Area H at the Cultus Lake Fire Hall. This workshop provided residents with tips and techniques on improving the efficiency of wood heating systems to reduce smoke emissions. The free event allowed participants to learn about how to prepare their firewood, the benefits of EPA/CSA-certified appliances, and how to properly care for your wood burning appliance. Participants were also provided with information about the FVRD Wood Stove Exchange Program.

Facilitator Zigi Gadowski presented his in-depth knowledge – starting from his days as a chimney sweep, through his role as president of WETBC (Wood Energy Technicians of British Columbia) – with facts and fun eye-opening demonstrations. He brought an inefficient wood stove and an EPA/CSA-certified stove to compare and demonstrate the difference in smoke levels the two produce. Participants also brought a sample of wood from their home to test its moisture level content. Each participant took home a 'Burn It Smart' DVD and a free moisture meter for testing their firewood.

The FVRD is planning to host another Wood Heat Workshop in the fall of 2018 in which marketing will be done through social media, mail-outs, and through radio ads to increase attendance. The current Wood Stove Exchange Program brochures and hand-out material will be updated with a new look, they will reflect the new program changes, and more information will be posted through Facebook and Twitter.

COST

The FVRD successfully applied for funding from the Ministry of Environment and Climate Change for continued funding for the Wood Stove Exchange Program. The FVRD received \$12,000 which will support 30 (\$400) exchanges in 2018. This funding can be used for either a \$250 or \$400 wood stove exchange rebate, depending on which wood stove appliance is purchased and can be carried over into 2019 if the funding has not been exhausted.

CONCLUSION

Based on past years' performance and an estimate of the additional applications we can expect through the joint educational and marketing efforts of FBC and FVRD, we anticipate carrying out about 30 exchanges in 2018. There is an expectation that there will be an increase in the number of exchanges due to the increased value of the rebate (\$400) for wood stove to an electric heat pump, pellet stove, or natural gas appliance.

The Wood Stove Exchange program is one of the most practical ways to reduce PM_{2.5} emissions from residential burning and will be carried forward into 2018 with funding from the BC Ministry of Environment and Climate Change.

COMMENT BY:

Barclay Pitkethly, Director of Regional Programs

Reviewed and supported.

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

Reasons for Decision

In the Matter of

Notice of Work (NoW) “1610123 - Golden” (the Application) on Sumas Mountain, BC

dated March 1, 2017

March 23, 2018

1.0 Introduction

This is a summary of my considerations, rationale and decision-making regarding the Notice of Work (NoW) application under the *Mines Act* entitled “1610123 - Golden”, (the Application), Mine Number 1610123201701, Tracking Number 100180879, dated March 1, 2017 and received by the BC Ministry of Energy and Mines (now known as MEMPR) on March 9, 2017. The applicant is a numbered company, 266531 BC Ltd (Applicant), and Mr. Howard Turner is the agent acting on behalf of the Applicant. For all intents and purposes, communication with the agent is deemed to have also been with the Applicant. The Application is for mining activities on Sumas Mountain that include the quarrying, crushing, screening and stockpiling of rock for landscape and decorative purposes.

2.0 Legislated Authority

Pursuant to s.10(1) of the *Mines Act*, R.S.B.C. 1996, before starting any work in, on, or about a mine, the owner, agent manager or any other person must hold a permit for that work issued by the chief inspector of mines, unless exempted in writing by the chief inspector.

The application for a permit must include a plan outlining the details of the proposed work and a program for the conservation of cultural heritage resources and for the protection and reclamation of the land, watercourses and cultural heritage resources affected by the mine, including the information, particulars and maps established by the regulations or the Health Safety and Reclamation Code for Mines in BC (Code).

Pursuant to Part 10.1.1 of the Code, the proposed mine plan and reclamation program filed with the inspector in compliance with section 10 (1) of the *Mines Act*, shall consist of the appropriate Notice of Work forms together with such other information as the inspector may require, for approval of placer mining, sand and gravel pits, rock quarries and industrial mineral quarries.

At the time of the Application and the decision, I had, and continue to have delegated authority as a senior inspector of mines (permitting) from the chief inspector under section 6 of the *Mines Act*. My considerations and rationale are limited to the authorization issued under the *Mines Act*.

I understand an application had been made to the Chief Gold Commissioner under the *Mineral Tenure Act* for an extension of the mining lease on which the Application for a quarry is made; however, my decision is separate and distinct from that application. I am aware other authorizations may be required under other legislation or by other governing bodies, other than the *Mines Act*.

3.0 Overview of the Application

3.1 Background

Mineral exploration permit MX-7-150 was issued to the Applicant (266531 BC Ltd) in March 2003 and subsequently amended in December 2008. The permit was for the extraction of 9,000 tonnes (T) of dimension stone/decorative rock (a mineral) over the area roughly coincident with the current Application. In 2011, 265531 BC Ltd applied for a *Land Act* tenure to obtain a licence to quarry for decorative stone, however that application (2410612) was subsequently withdrawn.

No physical disturbance of the ground was reported under MX-7-150 for the years 2009 – 2017. The Applicant filed a Notice of Work (NoW) application, dated March 1, 2017 for a quarry (Q) permit to allow for mining activities as summarized below. The Application consisted of the NoW form with the required maps, sections and a blast plan which included procedures for guarding, blast initiation, blast hole loading and fly rock control.

In September 2017, 265531 BC Ltd applied for a return of the reclamation bond under MX-7-150. The Annual Summaries of Exploration Activities submitted by the company for 2009 – 2017 indicated that no physical work had been conducted under the permit. The reclamation bond was returned to 265531 BC Ltd. and permit MX-7-150 was closed in September 2017.

3.2 Location, Access and Tenure

The Application is for mining activities on Crown land. The area of the proposed mining activity, as described in the Application and herein referred to as the Application Area, is on mineral tenure 1046251, situated near the top west side of Sumas Mountain (49.1165° N, 122.1540° W) in the lower Fraser Valley, east of the City of Abbotsford (Abbotsford), and approximately 65 km east of Vancouver, BC.

Mineral tenure 1046251, which includes the Application Area, is in the S'olh Téméxw, the asserted traditional territory of the Stó:lō First Nations, signatories to the Stó:lō Strategic Engagement Agreement, and within the asserted traditional territory of a number of other First Nations. Mineral tenure 1046251 is also in Electoral Area G of the Fraser Valley Regional District (FVRD), adjacent to and contiguous with Sumas Mountain Inter-Regional Park (SMIR Park) which is managed jointly by the FVRD and Metro Vancouver Regional District (MVRD).

Access to Application Area from Abbotsford is east on the Trans Canada Hwy then north on Whatcom Rd for less than 100m to North Parallel Rd, then easterly on North Parallel Rd to Sumas Mountain Rd., then northerly to Batt Rd, then southerly to Taggart Rd, then easterly along Sumas Mountain Forest Service Road to the higher elevations on the mountain. Sumas Mountain Forest Service Road is also used as the only public access road to SMIR Park.

The mining tenure on which the Application is made is Mining Lease (ML) 1046251, issued August 25, 2016 and covers 106.0 hectares (ha). The ML is owned 100% by 266531 BC Ltd. and overlaps the SMIR Park on the northeast side of the mineral tenure. The ML holder must not carry out exploration and development or produce minerals in a park, as per s. 22 of the Mineral Tenure Act.

3.3 Proposed Mining Activity

The Applicant has applied for a quarry (Q) permit under the *Mines Act* to allow for the extraction of industrial mineral (decorative landscape rock). Key activities, aspects and scheduling of the mining activities proposed in the Application include:

- Quarrying: drilling (6" bore dia.), blasting, excavation, (Excavator Cat-349E, 4 cubic yard and 980K Cat Loader 7.5 cubic yard)
- Processing: crushing (both jaw and cone crushers), screening (triple deck screen) and stockpiling (with stacking conveyor) of rock for landscape and decorative purposes;
- Crushing between 7:00AM and 7:00PM, Monday to Saturday; blasting anytime during a regular shift; operating year round for a fifty year period (Sept. 1, 2018 to Aug. 31, 2068);
- Maximum annual extraction of 59,000 T of 1-12 inch clear material;
- New access construction (0.4km) and modification of existing access (1.61 km) +/- 10m wide with proposed stream crossings (culverts);
- New heli-pad construction (0.3 ha);
- A small ATCO Trailer (2.5m x 6.0m) for a site office, staging area (1.5 ha);
- Estimated total mineable reserves over the life of mine of 2,000,000 T;
- Total disturbance of 9.84 hectares.

3.4 Land Use and Status

The province of BC and the Fraser Valley Regional District (FVRD) entered into an agreement in 2001 to establish a regional park (Sumas Regional Park) on certain lands on Sumas Mountain with the intent that the lands would be used as a park for public use and enjoyment and conservation. In 2012 the FVRD and Metro Vancouver Regional District (MVRD) announced an agreement to create Sumas Mountain Inter-Regional Park (SMIR Park) to jointly protect and enhance lands in the Sumas Mountain area for conservation and recreation. Those lands included the existing park lands managed by the FVRD, with the intent to incorporate more greenspace on the mountain's south and west flanks owned by Metro Vancouver and the City of Abbotsford.

The Application Area is on the west exposed side of Sumas Mountain approximately 75m to 100m from the north edge of ML 1046251, which overlaps the SMIR Park to the north and east of the mining lease. The overlapping area of ML 1046251 is excluded from exploration, development and mining as per the *Mineral Tenure Act*.

The Application Area has been previously logged and planted. New trees in the area are in the order of 15 to 30+ years old and are in the regeneration stage. The land is under Woodlot Licence W2057, issued to "Sumas First Nation" on January 1, 2013 for a term of 20 years, subject to future replacement.

Lands in the Application Area, on Sumas Mountain and within SMIR Park are used by hikers, runners, cyclists, equestrians, naturalists and others for recreation, enjoyment and spiritual purposes. A popular network of trails exists on the mountain; some of which traverse or are in close proximity to Application Area. A public vehicle parking lot for park users is situated approximately 125m south of the Application Area on the Sumas Mountain Forest Service Road.

4.0 First Nations

4.1 Consultation

The Province has a duty to consult and, if appropriate, accommodate First Nations with respect to decisions that could adversely impact asserted or established Aboriginal or treaty rights and title (“Aboriginal Interests”). The content of the duty to consult varies with the circumstances.

Many First Nations have asserted traditional territories overlapping the Application Area. The province initiated consultation with these First Nations on August 9, 2017 and has received, accepted and considered input from First Nations as part of its consultation process.

4.1.1 Consultation under the Stó:lō Strategic Engagement Agreement

Mineral tenure 1046251 and the Application Area lie within S'olh Téméxw (Our Land: Our World), the asserted traditional territory of the Stó:lō people. In 2014, the Province and sixteen Stó:lō First Nations entered into a Strategic Engagement Agreement (Stó:lō SEA), that sets out the process by which the Province will consult the Stó:lō First Nation signatories (Stó:lō First Nations) with respect to proposed activities in a defined geographic area. The SEA process applies to the Application Area and this process was followed for consultation with these sixteen Stó:lō First Nations.

The People of the River Referrals Office (PRRO) is the organization identified under the SEA as responsible for administering all referrals relating to a proposed activity that may impact the territories of the Stó:lō First Nations. The PRRO assesses potential impacts on behalf of Stó:lō First Nations and helps coordinate engagement with the Province.

Consultation with the Stó:lō First Nations, which includes a smaller subset of First Nations understood to most likely be affected by the Application, was carried out in accordance with the Stó:lō SEA. An initial referral was submitted to the PRRO via the Stó:lō Connect web portal on August 10, 2017. The Province engaged both with the PRRO and directly with specific Stó:lō First Nations. The PRRO identified Sema:th (Sumas) and Leq'á:mél First Nations as the communities to be engaged with on the Application along with their positions to reject the Application.

The Final Engagement Level under the SEA was confirmed by the PRRO as Level 3 (Extensive). Consultation with Sema:th First Nation (SFN) was considered to be Deep, and consultation with Leq'á:mél First Nation (LFN) to be Normal, based on consideration of the strength of claimed Aboriginal Interests and potential adverse impacts discussed in sections 4.2 to 4.4 below.

Consultation for a proposed quarry for decorative stone dates back to 2011 when referrals were first sent to First Nations regarding a *Lands Act* Lease application (file 2410612) for a quarry over essentially the same ground as the current Application. The file was held in abeyance for three years to allow the Applicant to resolve internal management and financial issues. A decision to disallow the lease under the *Lands Act* was made in May of 2014 following an email from the Applicant informing the Ministry of Forests, Lands and Natural Resource Operations that they would instead be pursuing a permit under the *Mines Act*. SFN were opposed to this initial quarry

proposal, and their current concerns and opposition are consistent with the responses received on this Application.

The Applicant's description of First Nations engagement activities in the current Application indicates that company personnel consulted with Chief and Council of the SFN four years ago. The company's engineer also had a meeting with the Chief and explained that 266531 BC Ltd. was in the process of developing a quarry on Sumas Mountain. The Chief conveyed to the Applicant that the mountain was, in the eyes of the SFN, sacred land and therefore the SFN was not in favour of any development on the mountain. The Chief conveyed to the company the band was not interested in any resource development and/or being part of any resource development on Sumas Mountain. The Applicant states there is no documentation from the company's meetings with First Nations.

4.1.2 Consultation with Other First Nations

In addition to consultation through the SEA, the province sent consultation letters dated August 9, 2017 to the following First Nations or organizations representing First Nations:

- Cowichan Tribes
- Halalt First Nation
- Lake Cowichan First Nation
- Lyackson First Nation
- Penelakut Tribe
- Peters Band
- Seabird Island Band
- Semiahmoo First Nation
- Stó:lō Nation
- Stó:lō Tribal Council
- Stz'uminus First Nation

No responses were received by the Province from these listed First Nations.

4.2 Aboriginal Interests Assessment

SFN is assessed as having strong *prima facie* claim for Aboriginal rights and title to the Application Area.

LFN is assessed as having a weak-to-moderate *prima facie* claim for Aboriginal Rights and a weak *prima facie* claim for Aboriginal Title to the Application Area.

4.3 Summary of First Nations Concerns and Input

The following potential impacts were provided by the PRRO, SFN and LFN:

4.3.1 Cultural Heritage

- According to the S'ólh Téméxw Use Plan, Sumas Mountain is considered a cultural landscape feature zone representing terrestrial sites on the landscape that are integral to Stó:lō worldview and establishes their unique relationship with the land and resources of

their traditional territory; avoidance/no impacts is the preferred policy with respect to any development proposals;

- The Application Area overlaps a resource harvesting site where Stó:lō have harvested resources critical to their cultural, spiritual, and/or physical well-being. SFN have indicated that they still collect traditional medicinal plants in the area;
- The Application Area overlaps a Spiritual Practice Site where Stó:lō ceremonies are held, critical to their cultural and spiritual wellbeing;
- The Application Area overlaps a Sxwōxwlyám site, tied to Stó:lō oral histories of the distant past. Sumas Mountain plays a central role in the SFN flood story where they fled for refuge;
- The Application Area is situated in an area of high archaeological potential, as determined by the archaeological potential model utilized by the PRRO;

4.3.2 Environmental

- Potential impacts to the integrity of terrestrial environmental values; Sumas Mountain is a highly culturally sensitive area and for the collection of traditional medicinal plants;
- Potential impacts to the integrity of aquatic environmental values;
- Potential impacts to the integrity of floral and faunal environmental values;
- Potential impacts to the integrity of fish related environmental values;
- Proximity of the project area to Chadsey Lake (650m), an area of significant cultural, ecological, and spiritual value for SFN. Recent Traditional Use and Occupancy (TUOS) identified significant cultural heritage, traditional use and other cultural resource related values associated within this area;
- Sumas Mountain is considered sacred to SFN and other First Nations;
- Loss of access for cultural pursuits such as harvesting, hunting, and traditional and ceremonial practices.

4.3.3 Health

- The project has potential to negatively impact land and resource sustainability in S'ólh Téméxw. (impacts to the health, safety and well-being of Stó:lō members and their communities).

SFN have expressed their unequivocal opposition to the project in writing and follow up meetings have only solidified this position. The LFN have also expressed their unequivocal opposition to the proposed quarry.

The PRRO provided their final consultation report indicating the referral had been rejected by SFN and LFN and that the Stó:lō SEA decision has been made to reject the Application.

4.4 Impacts Assessment

A seriousness of impacts assessment for the proposed quarry was completed by the province. The assessment concluded the project represents serious impacts to both Aboriginal Title and Rights for SFN.

The following are the key impact factors that were considered particularly relevant in assessing the seriousness of impacts.

- The length of the Application term (50 years) and with operations proposed year-around, would effectively prevent First Nations from using the land within the Application Area for a duration of ten years (term of the lease), and potentially beyond for the remaining mine's life, unless permission for access is granted from the mine manager.
- The amount of new disturbance proposed in the application is 9.8 hectares and includes an area of 7.7 hectares over which quarry rock will be removed at a rate of up to 59,000 tonnes/year.
- It is expected that the quarry operations proposed in the Application would result in an increase in truck traffic along roads on Sumas Mountain.
- Quarry operations would include continuous use of heavy machinery and are expected to result in a significant increase in noise immediately surrounding the Application Area. Blasting will occur periodically and is expected to result in temporary access, exit and area restrictions, and significant noise disturbance over a much greater area than just the quarry permit area.
- The number and size of existing permitted mines (quarries) on Sumas Mountain were considered in assessing the cumulative effects of existing development on Sumas Mountain and the impacts to availability (diminished area) and opportunity to exercise Aboriginal interests (i.e. harvest traditional medicinal plants, hunting, spiritual practices).
- Consideration has been given to the First Nations' perspective on the impacts to their use of the Application Area and more generally on Sumas Mountain. SFN, LFN and the PRRO have all stated their outright opposition to the Application given the significant ecological, cultural and spiritual values that exist across Sumas Mountain, including the surrounding the Chadsey Lake area (650m northeast of the Application Area), for a substantial number of decades.

4.4.1 Impacts to Aboriginal Rights

Numerous factors were considered in the Province's assessment of the overall seriousness of impact of the Application to Aboriginal rights; however the following describes those factors given the greatest weight. Impacts to Aboriginal rights were considered for SFN and LFN.

SFN and the PRRO have indicated that the Application Area overlaps with sites used to harvest traditional medicinal plants. If permitted, the quarry would effectively prevent First Nations from pursuing such activities within the Application Area for at least the duration of operations and site reclamation. The availability of such plants elsewhere throughout Sumas Mountain is unclear. However, it would seem reasonable to infer that based on the site's proximity to the public parking lot, the quarry, if permitted could materially affect how and when SFN accesses these plants and as a result, weak to moderately impact the Aboriginal right to harvest plants.

A similar argument can be made for SFN's Aboriginal right to harvest wildlife; Sumas Mountain is understood to have provided important deer hunting opportunity. If permitted, the quarry could displace deer and materially affect how, where and when SFN access and travel to hunting areas, and as a result, weak to moderately impact the Aboriginal right to hunt.

Consideration has been given to the serious impacts to the social and cultural context of exercising Aboriginal rights. The Application proposes significant disturbance to the immediate Application Area and will likely impact the experiential component of exercising Aboriginal rights, particularly with respect to peaceful enjoyment. Further, serious impacts to the social, cultural and spiritual aspects are expected as a result of the Application Area overlapping ceremonial and spiritual sites. Impacts to medicinal plants have also been considered within this context.

4.4.2 Aboriginal Title

Numerous factors were considered in the Province's assessment of the overall seriousness of impact of the Application to Aboriginal title; however the following describes those factors given the greatest weight. Impacts to Aboriginal title were considered only for SFN.

On the use and occupation component of Aboriginal title, the Province considers the seriousness of impacts to be serious. The degree and extent of alienation of the area, the degree and functional effect of the disturbance, access restrictions and impacts to the experience and enjoyment of SFN members in the area were all considered.

The Application is viewed as being incompatible with SFN's vision for the land and would directly conflict with their land use objectives, their ability to proactively use and manage the land and to make decisions in the Application Area.

Regarding economic benefits, SFN would in no way benefit from the Application. SFN have not indicated through consultation a desire; however, Any potential aspirations on the part of the SFN to pursue economic development in the area would likely be directly impacted with the presence of an operating quarry.

Based on the above factors, the Province has concluded that the impacts to both Aboriginal rights and title as a result of the Application are likely to be serious.

4.5 Conclusion on Consultation and Accommodation

In making my decision on the Application, I have considered all key issues raised during the First Nations consultation process, even if they are not specifically identified in these reasons for decision.

I have been advised by First Nations relations staff directly involved in consultation of the seriousness of impacts to Aboriginal Interests and that given the lack of accommodations available to address these there is significant risk in issuing a permit based on the Application and information before me.

Review and careful consideration of all relevant information, has led me to conclude that consultation between the Province and First Nations has been adequate and meaningful and that the Province's legal obligations have been met. . It is my understanding that the terms of the SEA have been followed.

I have concluded that issuing a permit based on the Application and information before me would result in serious, immitigable impacts to Aboriginal Interests and that no accommodation is available at this time to address those impacts.

5. Other Agency and Local Government Concerns

5.1 Ministry of Forests, Lands & Natural Resource Operations - Chilliwack Forest

The Applicant indicated the total volume of timber to be cut under this proposal would not exceed 50m³ of merchantable timber and therefore only a Free Use Permit issued by MEM is required.

Under section 52 (1) of the *Forest and Range Practices Act*, “A person must not cut, damage or destroy Crown timber unless authorized to do so”. This legislation indicates that it is unlawful to cut, damage or destroy Crown timber of any size unless authorized; it does not distinguish between merchantable and non-merchantable. The Applicant would be required to obtain authorization from the Ministry of Forests, Lands, Natural Resource Operations & Rural Development.

Before using a Forest Service Road for industrial purposes, the Applicant would have to acquire a Road Use Permit from the Chilliwack Natural Resource District. Before doing any work or improvement within a Forest Service right of way (Sumas Mountain Forest Service Road), the Applicant would have to acquire a Works Permit from the Chilliwack Natural Resource District.

5.2 Fraser Valley Regional District (FVRD)

The FVRD manages Sumas Mountain Inter-Regional Park (SMIR Park) jointly with the MVRD. The FVRD objects to the proposed mining activity, and raises certain concerns, some of which are described below:

- A Permit to remove aggregate is required under the FVRD Electoral Areas Commercial Gravel Operations Bylaw No. 1181, 2014.
- FVRD Zoning does not permit aggregate processing. OCP policies do not support aggregate processing and state that the potential impacts of aggregate operations in the area should be considered in terms of their cumulative impacts, because there are a number of such operations already in the area.
- The Sumas Mountain Inter-Regional Park (SMIR Park) parking lot facility and trails are directly adjacent or travel through the proposed extraction site. Park impacts also include; visual, noise, dust and vibration impacts.
- There are potential environmental and hydrological impacts to Sumas Mountain habitat adjacent to SMIR Park, including potential impacts to Mountain Beaver (Species at Risk).

While local governments can zone with respect to secondary processing, they cannot regulate mining itself. Notice of the FVRD’s bylaws was communicated to the Applicant. The FVRD provided comments on the Crown land referral for the same land in 2011 and a Mining Lease referral in 2015. In both instances the FVRD raised strong objections to the proposed Crown lease and mining activity.

5.3 Metro Vancouver Regional District (MVRD)

The MVRD manages Sumas Mountain Inter-Regional Park (SMIR Park) jointly with the Fraser Valley Regional District (FVRD).

MVRD is opposed to the mining activities as described in the Application. MVRD opposed a 2011 application to the Ministry of Forests, Lands and Natural Resource Operations for a *Land Act* Lease to

establish a quarry in the same general area as the current Application. MVRD's concerns are summarized below:

- No impact assessment has been provided with the Application.
- Quarry operations require tree, ground cover and soil removal, and generate noise, dust, traffic and visual alterations of the landscape. This can degrade wildlife habitat and corridors, hydrology, and other environmental and cultural values.
- Existing trails connecting the staging and parking area for the park to internal trails are directly affected by the proposed works.
- The overall visitor experience and safety are expected to be impacted by the quarry activities (including dust, noise, vehicle traffic, access disruption).
- Recreationists in vehicles and on bicycles would share the same Forest Service Road mountain access.

6. Public Concerns

Public notice of the Application was advertised in the BC Gazette, Abbotsford News and by a public notification sign posted on a trail access on the southern boundary of the proposed mine area. A copy of the Application including supporting documentation was available for public viewing at Clearbrook Public Library in Abbotsford.

Sumas Mountain is recognized for the recreation features and opportunities it offers Lower Mainland residents. As the surrounding area is used recreationally for a number of activities, there is potential risk to those user's health and safety in and proximal to the Application Area.

Existing recreational uses in and around the Application Area are reported to include: hiking, trail running, mountain biking, horseback riding, nature/wildlife viewing and birdwatching, and spiritual endeavours. Recreational and other public users who access and use roads and trails in and around the Application Area include:

- Fraser Valley Mountain Biking Association (FVMBA)
- Abbotsford Trail Running Club
- Fox Fleet Female trail runners
- Valley Vertikiller Trail Races
- Run for Water (R4W, a registered charity that has hosted trail running races)
- Central Fraser Valley Search & Rescue

All of the above have expressed their opposition to this project. Significant public opposition was noted in an online petition. Many of the concerns raised by the public are similar to those mentioned by the FVRD and MVRD.

My review of the Application Area indicates that it completely overlaps a 140m length of former logging road which is now used as a walking / biking trail by a substantial number of the public, thus eliminating

access to the rest of the road/trail beyond. The road/trail beyond the Application Area is used as the primary hiking access route to Chadsey Lake in SMIR Park.

The boundary of the Application Area is within 50m of over 1,000 linear metres of two former logging roads now used as walking / biking trails by the public. These trails exist on both the north and south sides of the proposed quarry. A portion of these routes on the south side of the Application Area is used for vehicles to access and service the SMIR Park and communications infrastructure (microwave / repeater stations) east of and beyond the Application Area. The main (upper) public parking lot on the Sumas Mountain Forest Road serves as the only public entrance and staging point for SMIR Park. The parking lot is within 130m to the south of the proposed quarry boundary.

Even though many trails, routes and roads exist outside the Application Area, they would be impacted by the proposed mine activities (primarily blasting) in terms of the timing for use of access, as these routes would have to be closed to the public for periods of time, guarded and monitored for safety to protect the public from approaching the Application Area during a blast, and then for clearing an area after a blast. The Application Area and its periphery could pose a significant challenge to monitoring and public safety for those on nearby trails and roads.

Other concerns or impacts, both within and outside the Application Area include:

- Temporary (during periods of blasting) or near-permanent (decades) loss of roads and existing trail infrastructure;
- Significantly increased heavy-duty commercial vehicle traffic volume and frequency on a winding gravel surface road shared with the public;
- road safety related to steep grades, steep side-slopes and drop-offs, size and type of vehicles, road widths and pull outs, limited visibility due to sharp bends, slow vehicle speeds and long stopping distances for loaded vehicles heading down hill, access may need to be radio-controlled, further limiting access to SMIR Park by the public and maintenance workers;
- potential impacts to hydrology and hydrogeology, from the Application Area and road run-off;
- loss of ecosystem habitat, green-space and potential impacts to aquatic environments.

7. Ecosystem Concerns

A Sensitive Ecosystem Inventory (SEI) of Sumas Mountain was drafted in 2010. It noted over 40 species at risk and six ecosystems at risk on Sumas Mountain. The conversion of natural areas to other land uses on Sumas Mountain has resulted in habitat loss and fragmentation, leading to reduced tree cover, water sedimentation and pollution, changes in hydrological regimes, intensive recreational use and the spread of invasive plant species.

The SEI noted young forests on Sumas Mountain are generally greater than 30 to 40 years old and can be important habitat areas for many wildlife species. They serve as primary connections between ecosystems in a highly fragmented landscape. Over time, if no additional disturbances occur, many of these ecosystems may develop into mature forest and eventually older forest class ecosystems.

Red-listed (i.e., endangered) species known or suspected to occur in the SMIR Park include:

Pacific Giant Salamander	- Chadsey Lake area
Peregrine falcon	- throughout
Spotted Owl (observed 1959)	- throughout
Pacific water shrew	- Chadsey Lake
Western Long-eared Myotis (bat)	- coniferous/mixed forest/bluffs
Keen's Long-eared Myotis (bat)	- coniferous/mixed forest/bluffs
Snowshoe hare	- coniferous forest/mixed forest
Mountain beaver	- coniferous forest/shrub-grass

Blacktail deer, black bear, coyote and bobcat are also known to range throughout Sumas Mountain.

Two red-listed wildlife species worthy of note are the mountain beaver and Pacific water shrew. In Canada, the mountain beaver is unique in BC and limited numbers occur in the Fraser Valley. One of the main concentrations is near Sumas peak, in open shrubby and grassy areas and in the adjacent coniferous forest.

Recommendations of the SEI included:

- Maintain as much habitat as possible to sustain population viability of species, particularly those already at risk due to specialized habitat requirements.
- Establish buffers around core habitat and other core conservation areas to protect against possible adverse effects from adjacent land use, and to preserve linkages between these areas.

8. Application Review and Response from the Applicant

The Notice of Work (NoW) online application form requests the Applicant to provide descriptions of the proposed mining activities and other information relevant to the application. Where information or a description is unclear, lacking or absent, a mines inspector may request additional information.

Pursuant to Part 10.1.1 (1) of the Code, the proposed mine plan and reclamation program filed with the inspector in compliance with section 10 (1) of the Mines Act, shall consist of the appropriate NoW forms together with such other information as the inspector may require, for approval of placer mining, sand and gravel pits, rock quarries and industrial mineral quarries.

Part 10.1.3 of the Code states that the application shall include certain information, including the following:

- (b) the present use and condition of the land and watercourses including:
 - (i) land ownership, including surface and mineral rights, licensed or permitted users,
 - (v) fisheries and aquatic resources,
 - (x) wildlife,
- (c) established and asserted aboriginal and treaty rights;
- (d) a mine plan including:
 - (iv) development schedule for construction and mine sequencing,
 - (vi) designs and details for ... stockpiles, ... water management structures, water storage ... road construction and significant transportation infrastructure, compatible with environmental protection, reclamation and mine closure,

- (e) a program for the environmental protection of land and watercourses during the construction and operational phases of the mining operation, including plans for
 - (iii) erosion control and sediment retention, and
 - (iv) environmental monitoring and surveillance designed to demonstrate that
 - (A) the objectives of section 10.4.4 (a) of this code are being met,
 - (B) the reclamation standards as outlined in section 10.7 of this code are being met,
 - (C) environmental protection of land and watercourses required under paragraph (g) (i) and (ii) of this section are being achieved and maintained,
 - (j) any other relevant information required by the chief inspector.

After considering the above, and other parts of the Code, and having reviewed the Application and input from referrals, public and consultation, I requested additional information from the Applicant on October 27, 2017. I visited the Application Area on November 9, 2017 and made my own observations of the proposed access and the east end of the proposed mine area (Application Area).

Following the visit and review of additional input from referrals, consultation and the public, I made a second request for information from the Applicant on November 22, 2017.

I requested the information to supplement that already provided in the Application, to fill in what I considered gaps in the Application, and to ensure the Applicant had sufficiently considered relevant concerns that may be raised at a potential public meeting to be hosted by the Applicant.

I believed that much of the information I sought was relevant under the *Mines Act* and the Health, Safety and Reclamation Code for Mines in British Columbia (Code). My information request also included notification of other legislation and bylaws, in anticipation of questions that may be raised at a public meeting.

The information requested and notifications provided are summarized below:

- Ensure the relevant information required as per Part 10.1.3 (Application Requirements) and Part 10.1.17 (Preparation of Plans and Programs) of the Code is addressed
- Information under Part 10.7 of the Code regarding Reclamation Standards. These included Part 10.7.1 (Reclamation Defined) and Parts 10.7.4 (end land use) through 10.2.21 (monitoring) of the Code regarding land use and reclamation. The Applicant was requested to provide a thorough and comprehensive Reclamation, Monitoring and Closure Plan
- Request to submit an ecological risk assessment as per Part 10.7.18 of the Code, based on reports of sensitive and threatened (Blue) listed species in the area
- How to address potential impacts from haul truck traffic on un-surfaced and surfaced public roads on and around Sumas Mountain (traffic volume and control, density, safety, dust, maintenance, etc.);
- Impacts on the nearby parking area (Mountain Bike Staging Area)
- Mitigate or address potential impacts to loss of trail use for mountain biking and hiking;
- Mitigate or address potential impacts on use and enjoyment of adjacent / nearby trails from noise, dust, blasting, traffic, etc.;

- •Mitigate or address potential impacts on fish (from road creek crossings and potential sediment run-off from site) and local wildlife;
- Address concerns related to local hydrology and control of run-off (quantity and quality) in periods of high intensity and duration precipitation events;
- Visual impact management impacts
- On-site sediment and erosion control measures to prevent off-site impacts
- Provide mapping that indicates the storage location of soil and overburden stockpiles for later use in reclamation, and how they will be managed (protected, i.e. kept viable) until ready for final use in reclamation;
- How to mitigate or compensate the owner of the woodlot licence over the proposed quarry
- Notification that FVRD zoning does not permit aggregate processing.
- Notification that the area of the proposed quarry is zoned LU/R-1 (Limited Use / Resource) as per Sumas Mountain Rural Land Use Bylaw No. 500, and that the proposal will require rezoning
- The need for a Road Use Agreement with the road use permit holder for the use of the Sumas Mountain Forest Service Road (SMFSR). Awareness of work and costs that may be required for road upgrades
- How to mitigate impacts to other road users, including SMFSR and hiking/bike trails
- Communications with any local First Nations, especially the Sumas First Nation, and to provide a summary of the Applicant's engagement record with them.

The Applicant was asked to contact me if he had any questions or comments on the above information. I did not receive any questions, comments or any communication from the Applicant with respect to the above information request and notification.

Regarding reclamation for example, the NoW form requires an applicant to describe the proposed reclamation and timing for a specific activity. In most instances, the Applicant's description was simply that reclamation would be carried out when the mining operation ceased.

Regarding reclamation of the pit, the Applicant's description in the NoW was simply that stockpiled overburden will be spread over benches and seeded with grasses suitable for the area. The Applicant previously indicated the current land use as forestry yet did not provide details as to how the site would be reclaimed back to productive and functional forest. Nor did the Applicant indicate that any progressive reclamation would be carried out during the life of the mine. Overall, I found the description of the reclamation program as submitted was lacking in detail, therefore prompting my request for more details.

Failure to progressively and fully reclaim the Application Area to the eventual end land use of forestry would have a negative impact on the future of the area as a woodlot. While the current woodlot licence has a term of 20 years, there is potential it could be renewed in the future. A quarry on the site for 50 years, plus time for regeneration, substantially increases the time-frame for realizing the full timber value from the Application Area, compared to the time within which the timber values could be realized if the quarry did not exist. Along that same line, the Applicant did not respond to my request of if, or how, the woodlot licence holder (SFN) might be compensated for loss or delay of timber values.

Considering the woodlot licence holder is the SFN, I found the Applicant's non-response to my question of compensation, demonstrated a lack of fairness on its part, by not considering the rights to another resource holder over the same ground.

Knowing a Sensitive Ecosystem Inventory (SEI) of Sumas Mountain had been prepared in 2010, and that it noted there were over 40 species at risk and six ecosystems at risk on Sumas Mountain, I requested the Applicant to submit an ecological risk assessment as per Part 10.7.18 of the Code over the Application Area. Though the site had been logged previously and was in a state of regeneration, I wanted to verify what, if any, impact there may be to the ecology of the Application Area, and what, if any, impact a quarry could have on the surrounding ecosystem. The Applicant did not provide any information in this regard, nor respond to my request for an assessment in this regard.

It has been clearly demonstrated in the responses to referrals that the upper elevations of Sumas Mountain, including the Application Area, and indeed SMIR Park generally is very popular with many outdoor enthusiasts, recreationalists and others, who live in the lower Fraser valley and Lower Mainland. With population growth expected to increase in this region for the foreseeable future, the use of established parks, existing recreational areas and use of recreational infrastructure such as trails peripheral to these areas, will face similar increases in use by the public. It is reasonable to expect that public use of the roads and trails and off-trail areas, will increase over time on Sumas Mountain.

If the Application Area is approved as a quarry for fifty years, and if the road and trail accesses remain open to the public around the Application Area, and in SMIR Park, I see increasing potential for public safety issues related to vehicle traffic and blasting. I also see loss of peace and enjoyment to the public due to noise from equipment, traffic, and blasting, and potentially to dust.

If the Application Area is approved as a quarry for fifty years, and if the road and trail accesses around the Application are closed to the public for certain periods, public safety issues are likely decreased, however the loss of use and enjoyment of the area is restricted.

The Applicant has provided a blast plan with guarding procedures. The plan indicates all personnel will be cleared from the area surrounding the blast zone (danger zone), guards will be in place with radio communication, and that all roads, trails and accesses are to be cleared and guarded. Given the proximity of trails to the Application Area, guarding from the public may pose a challenge, especially to those moving quickly by on mountain bikes. The high use and expected increasing public use of the area around the proposed quarry may likely pose an increasing challenge to public health and safety for the proposed fifty year life of the quarry.

According to the Application, noise is not expected to be a significant problem as the nearest residence is located some 1.25km west of the proposed quarry operation. This may be true for residences, and the Applicant states noise levels will be monitored to ensure that neighboring properties would not be affected. However one would expect noise could be a significant problem for park visitors who may park vehicles 130m away or travel on hiking trails 25 m away from the quarry boundary. The Application does not consider the impacts of noise from the quarry on SMIR Park visitors and other recreational users in the area.

According to the Application, dust will be controlled at all times to prevent impact to the environment, people and property. The control of fugitive dust created by the development, processing and operation of the quarry will be controlled by water and dust palliatives if required. The Application does not state the location of the water source; the estimated volume of water needed, and what, if any impacts there may be to the water supply from pumping to obtain the water.

The Application states that the proposed pit area, being on the west exposed side of Sumas Mountain, approximately 1.3km east of the City of Abbotsford border some 300m in elevation above the nearest residence, may not be generally visible from any residences or stakeholders in the area. My own experience at the Application Area suggested the area would be visible from the Fraser valley and Abbotsford. Tree growth below and west of the Application Area may gradually hide the disturbance caused by the quarry over time.

After trying to contact the Applicant (via the agent) in October and November about the Application, and not receiving a response, I contacted the Applicant a third time, at the end of February, 2018 to inquire when I might receive a response to my questions, emails and request for more information. I was informed that the Applicant had not made any effort to respond to my requests, and that it did not intend to. Instead, I was informed the Applicant was focusing all its efforts on negotiating a sale of the ML, if the sale did not happen, the Applicant would withdraw its Application for a Mines Act permit for the quarry.

On February 27th, with that information, I informed the Applicant that I believed a sufficient amount of time had passed to respond to my information requests and questions, and in light of our communications, I had no reason not to proceed to a decision on the Application at that time with the information that was before me.

9. Conclusions and Decision

The BC MEMPR facilitates and encourages a thriving, safe and environmentally responsible mining sector, while minimizing the health, safety and environmental risks related to mining activities. With this in mind I have considered whether or not the Application before me, should it be approved, could result in adverse impacts to the physical nature of the site, existing and surrounding infrastructure, First Nations aboriginal interests, and the health and safety of the people in the lower Fraser valley and Lower Mainland who currently use the area and who will continue to increasingly use the high elevation areas of Sumas Mountain, regardless of the existence of a quarry.

I understand that decisions under the *Mines Act* are about mine operations, and whether such operations can be conducted in a way that adequately addresses health, safety and environmental concerns; not about land use and whether a particular use of land is appropriate.

Having reviewed the responses and concerns about the Application from referrals, consultation and the public, I considered whether the responses and concerns were relevant to the health, safety and interests of the public and First Nations and the protection of the environment. I decided many of the responses and concerns were valid and relevant.

Pursuant to Part 10.1.1 (1) of the Code, the proposed mine plan and reclamation program filed with the inspector shall consist of the Notice of Work forms with other information as required by the inspector. Other information was requested by me, as specified above. The Applicant offered no response or comment to my requests or questions that might supplement or further support the Application.

As per section 10 (1) of the Mines Act, as part of the application for a permit there must be filed with an inspector, a program for the reclamation of the land and cultural heritage resources affected by the mine. A general reclamation plan was provided by the Applicant, however I found the plan lacking in details, as referred to in earlier sections. The Applicant did not respond to my request for details of the proposed program for the reclamation of the land and cultural heritage resources affected by the mine.

As per section 10 (1) of the Mines Act, as part of the application for a permit, there must be filed with an inspector, a plan outlining the details of the proposed work. A plan was provided by the Applicant, however I found the plan lacking in details, as referred to in the previous sections above. The Applicant did not respond to my request to provide such details of the proposed work. No response was provided by the Applicant to my invitation to discuss this part of the application requirement.

As per section 10 (1) of the Mines Act, as part of the application for a permit, there must be filed with an inspector, a program for the conservation of cultural heritage resources. The Application did not provide a program for the conservation of cultural heritage resources. Information was requested from the Applicant regarding this application requirement, but no response was provided by the Applicant.

The Notice of Work (NoW) application form requires descriptions of the proposed reclamation for specific components of the mining activities. The responses given in these sections acknowledged that reclamation would be carried out on completion of all mining operations, but it did not provide a description of the reclamation to be carried out, or was lacking sufficient detail. The Application did not provide a reclamation program with sufficient detail to demonstrate that the stated end land use (forestry) could successfully be achieved, that being a “free-to-grow” forest, equivalent to the forest currently on the Application Area.

The Applicant stated that progressive reclamation of the site would not take place. While it is understood that reclamation of the site is something that would take place in the future, I would like to have seen a better effort to demonstrate that the Applicant had at least turned his mind towards this important aspect of the project. I did not find it unreasonable for the Applicant to invest some effort in fulfilling this request prior to creating a physical disturbance of the ground.

The Applicant has estimated the total volume of timber to be cut for construction of the proposed quarry would not exceed 50m³ of merchantable timber and only a Free Use Permit would be required. As per the Forest and Range Practices Act, a person must not cut, damage or destroy Crown timber of any size unless authorized. Based on my direct observations of the Application Area, the

volume of timber to be cut has been greatly under-estimated. Therefore the Applicant would be required to obtain authorization from the Ministry of Forests, Lands, Natural Resource Operations & Rural Development.

The Applicants disregard for progressive and full reclamation of the Application Area to the forestry end land use would have a negative impact on the future of the area as a woodlot. A quarry on the site for 50 years, plus time for regeneration, substantially increases the time-frame for realizing the full timber value from the Application Area. The Applicant did not respond to my request of if or how it might mitigate or compensate the owner of the woodlot licence (SFN) for loss or delay in recouping timber values over the Application Area.

No ecological impact assessment has been provided with the Application, given that there were reportedly over 40 species at risk and six ecosystems at risk on Sumas Mountain. I requested the Applicant to submit an ecological risk assessment as per Part 10.7.18 of the Code, which states where there is a significant ecological risk, reclamation procedures shall ensure that levels are safe for plant and animal life and, where this cannot be achieved, other measures shall be taken to protect plant and animal life. The Applicant did not provide any information, nor respond to my request for an assessment to verify what, if any, impact there may be to the ecology of the Application Area, and what, if any, impact a quarry could have on the surrounding ecosystem.

The Applicant did not respond to my request for additional information related to impacts from blasting, noise, dust, water or visual management concerns, as outlined in Section 8 above.

Not all concerns raised by referral to public agencies and the public process are relevant or can be addressed in relation to an authorization. However I believe some of these issues are important. I have determined that certain concerns are relevant in the context of this Application and the *Mines Act*, and that they should be addressed by the Applicant prior to issuance of a *Mines Act* permit.

The disturbance from the proposed quarry would take place over a considerable length of time, projected to be 50 years. Considering the current high use of the SMIR Park area by the public, and that such use would likely increase over the life of the mine, the proposed quarry would result in long term impacts to SMIR Park visitors in terms of health, safety, and access. The Applicant offered no alternatives to aid in the establishment and relocation of new trails around the Application area to access the SMIR Park, to off-set those trails that would be impacted by the proposed quarry.

I determine there are potential adverse impacts to public health and safety, given the proposed quarry is in a high outdoor use recreational area, and in part because the Applicant has failed to provide additional information to address those impacts, especially regarding impacts from blasting to the health and safety of those using the SMIR Park parking area, mountain-bike staging area and those trails that are very close to the Application Area.

The Applicant has not addressed many of the concerns raised in consultation and referral, nor answered technical questions I have put forward, nor demonstrated how it may attempt to mitigate various potential impacts. It appears the Applicant does not have intent to proceed with the activities in this Application if a permit were to be issued.

The Applicant was made aware that other laws apply, such as local government bylaws, and that it is the Applicant's responsibility to ensure compliance with other applicable legal requirements.

The courts have been clear that an inspector can consider the zoning of land in the context of a *Mines Act* application, but that the decision should be independent of what that zoning may provide for. While I understand zoning restrictions are for the Applicant to deal with, I provided the notice of the zoning to ensure the Applicant was aware of it, and I wanted to know if and how the Applicant was going to approach that issue, especially as the issue of zoning would likely be raised at a public meeting, which I was wanting the Applicant to prepare for.

Similarly with municipal or regional bylaws, it is not an inspector's responsibility to determine if a bylaw is valid and applicable in the context of a *Mines Act* application. My interest here was if the Applicant had considered this aspect of the project and how it would respond to the question of bylaws, as it would likely be raised at a proposed public meeting.

Review and careful consideration of all relevant information has led me to conclude that consultation between the Province and First Nations has been reasonable, appropriate, meaningful and sufficient in the circumstances, and that the Province's legal obligations have been met. It is my understanding that the terms of the SEA have been followed.

I have considered whether the decision before me will result in adverse impacts to aboriginal rights and title claims of the affected First nations, especially the SFN. BC has assessed the SMF as having strong *prima facie* claims to Aboriginal rights and title in the Application Area.

A seriousness of impacts assessment concluded the project represents serious impacts to both Aboriginal Title and Rights for SFN. On the use and occupation component of Aboriginal title, the Province considers the impacts to be serious. The degree and extent of alienation of the area, the degree and functional effect of the disturbance, access restrictions and impacts to the experience and enjoyment of SFN members in the area were all considered.

The potential and expected impacts to the immediate environment are considered high for a long period of time, should a permit be granted as per the Application. Physical reclamation of the site, while not detailed in the application, may be possible, by establishing an effective subsoil layer and properly replacing and re-contouring a viable layer of sufficient top soil to the Application Area on a progressive and on-going basis with proper stability and drainage control. The disturbed areas would require revegetation and reforestation (tree-planting) and would require regular monitoring over a long time and potential amelioration. Considering the degree of impact from stripping and mining the bedrock, and limited potential for timely reclamation, accommodating the SFN for these impacts could be a significant challenge.

Given the seriousness of impacts to Aboriginal Interests and recognizing the lack of accommodations available to address these impacts, there is risk to the province in issuing a permit based on the Application and information before me. I have concluded that issuing a permit based on the

Application and limited information before me would result in serious and likely immitigable impacts to Aboriginal Interests, as I can think of no accommodation that is available at this time to address those impacts.

I have considered what I believe are all of the relevant facts and all other arguments raised, even if they are not specifically identified in these reasons for decision.

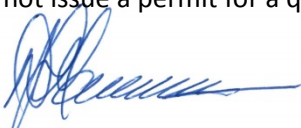
There are few individual reasons I have considered that lend sufficient weight to not issuing a permit based on the Application. However taken collectively, I believe the reasons in their entirety lend sufficient weight to not issue a *Mines Act* permit.

Since 2003, when 265531 BC Ltd was first permitted for a 9,000T bulk sample over what is now the Application area, the company has shown little to no interest in seriously exploring for or developing a decorative stone quarry, despite its stated intentions. The Applicant has applied for permits to conduct increasingly large mining activities based on little to no physical work on the ground. Despite my attempts to clarify and seek more information on the Applicant's plans and ideas, the Applicant has not responded. After what I considered to be more than enough time to prepare responses to my requests, questions and concerns, I was informed that the Applicant had in fact not turned his mine toward my requests and concerns, nor had a consultant been retained to help prepare a response. Rather, I was informed that the Applicant was instead focused on selling the mining lease to a third party. This third party was to have made a decision to purchase on or around March 8th, 2018. I was informed by the Applicant that if the sale of the mining lease was not made, the Applicant would withdraw the Application.

I informed the Applicant on February 27, 2018, that as of that day, I was proceeding to a decision on the application based on the Application as it was and based on all the information I had.

In summary, I cannot justify issuing a permit based on the Application before me, not due to one or two particular reasons, but rather due the entire weight of numerous reasons taken collectively, including the lack of information provided in the Application, considering its potential impacts on an area of high and increasing public use, the potential ecosystem impacts, and the serious potential impacts on SFN's Aboriginal rights and title claims.

Having considered the information summarized above and other relevant information, it is my decision to not issue a permit for a quarry based on this Application.



Don J. Harrison. P.Geol.

Senior Inspector of Mines–Permitting,
SW Region
BC Ministry of Energy, Mines & Petroleum Resources

To: Electoral Area Services Committee

Date: 2018-04-10

From: Dawn Smith, Planner II

File No: 0340-30-EA Planning

Subject: Good Neighbour Practices - Update

RECOMMENDATION

THAT the Fraser Valley Regional District Board endorse the updated '*Good Neighbour Practices – Managing Construction and Development Impacts in Residential Neighbourhood*' document as policy for the FVRD Electoral Areas

STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship
Support Healthy & Sustainable Community

PRIORITIES

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

BACKGROUND

In 2017, the FVRD implemented a 'Good Neighbour Practices' policy to manage construction activities and impacts to the surrounding neighbourhood. These practices serve as a code of conduct for builders and developers to prevent conflict issues such as; communication, site management, road use, off site impacts and permits.

The 'Good Neighbourhood Practices' was developed to ensure development activities within or nearby to existing residential areas of the Fraser Valley Regional District (FVRD) minimize negative impacts, such as noise, drainage and air quality. While these impacts are often short-lived, they can cause conflict and affect the quality of life for residents. Proactive measures by builders and developers can mitigate these impacts and prevent problems before they arise.

The Good Neighbour Practices require the property owner and contractor sign the 'Good Neighbour Policy' contract (attached) agreeing to undertake:

- Communication with neighbours
- Site management best practices (ie. onsite toilets, keep clean site, etc.)
- Off-site impacts, including construction hours Mon-Saturday 7 am – 8 pm
- Roads and sidewalk use, including keeping clean, no parking area, etc.

- Permits and approvals, obtain FVRD approvals before you start.

DISCUSSION

Since mid-2017 the 'Good Neighbour Practices' policy has been operational and distributed as follows:

- Building permit and development permit issuance – signed contract;
- Subdivision approval consideration - provide copy to Ministry of Transportation and Infrastructure, Approving Officer;
- Website access in Planning and Development section;
- 2nd floor public counter; and
- zoning approvals.

Overall the policy has been taken up with community members, builders and Regional District staff with success. In addition to the document, the FVRD has proactively installed signage in high profile and developing areas such as Popkum and Cultus Lake south for further reinforcement of the good neighbour message.

Onsite Signage



Construction Hours Amendment

Recent feedback from the Popkum Residents Association has identified an amendment to construction hours to 7 am to 8 pm, with no construction on Sundays. Residents felt the current 6 am to 10 pm over 7 days a week construction hours created too many impacts in their neighbourhood.

The proposed amendment would bring the construction hours into the similar timeframe as the City of Chilliwack noise bylaw which allows construction noise from 7-9 pm and no activity on Sundays.

The Chilliwack River Valley Noise and Disturbance Bylaw No. 799, 1988 permits noise within the hours of 6 am – 10pm, 7 days a week. However the Good Neighbour Practices encourage a more restricted noise timeline. The Good Neighbour Practices are not a bylaw, they are guidelines endorsed by the Regional Board and can be amended as needed. Should the Regional Board identify a need to amend the *Chilliwack River Valley Noise and Disturbance Bylaw* or formalize the Good Neighbour Practices as a regulation, a formal bylaw process would be necessary. Regional District staff has not received feedback from community members that indicates a formal bylaw is necessary.

Copies of the proposed update and signage (changes highlighted in yellow) are attached to the staff report for review and endorsement.

COST

There is no additional cost to provide the 'Good Neighbour Practices' document to the Electoral Areas.

CONCLUSION

The 'Good Neighbour Practices' offers builders and developers with practical steps they can take to manage and minimize development impacts to neighbours. The Good Neighbour Practices have been operational since mid-2017, and recent feedback has identified a change to the construction hours to 7 am to 8 pm, Monday thru Saturday with no activity on Sundays. As a policy document, the Regional Board can amend the practices as needed.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development	Reviewed and supported
Margaret Thornton, Director of Planning & Development	Reviewed and supported
Mike Veenbaas, Director of Financial Services	No further financial comment.
Paul Gipps, Chief Administrative Officer	Reviewed and supported

GOOD NEIGHBOUR PRACTICES

MANAGE YOUR CONSTRUCTION IMPACTS



Inform
neighbours of
project &
timelines



Keep roads and
sidewalks clear.
Provide onsite
parking



Keep material
inbounds
and clean up
frequently



Obtain proper
approvals
before starting



Do not burn



Quiet time
between 8 p.m.
and 7 a.m. and
all day Sunday

www.fvrd.ca

1-800-528-0061

planning@fvrd.ca

GOOD NEIGHBOUR PRACTICES

MANAGING CONSTRUCTION AND DEVELOPMENT IMPACTS IN RESIDENTIAL NEIGHBOURHOODS

Development and renewal of neighbourhoods can improve the vitality, value and appearance of FVRD communities. However, development and construction can create negative short term impacts for neighbours, such as noise, dust, odours, and air quality impacts. Developers and builders can reduce their impacts by using good neighbour practices and by taking action before problems arise.

ISSUE

WHAT CAN YOU DO?

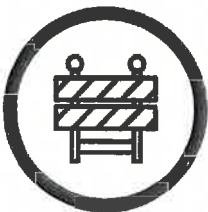
COMMUNICATION



Talk with your neighbours on an ongoing basis. Information and personal contact generally creates a more supportive and understanding perspective.

- Conduct door visits and provide flyers/notices.
- Introduce your project.
- Provide your contact information.
- Share your timelines.

SITE MANAGEMENT



Proactive site management can address the majority of neighbour impacts.

- Stay on your property - don't encroach your work site or cause destruction to neighbouring parcels.
- Manage your storm water onsite – don't cause drainage issues for your neighbours or damage the environment.
- Provide and maintain temporary toilets.
- Secure your site (eg. temporary fence) for safety and security reasons. Thefts and trespass can be a problem.
- Clean up frequently - both on and off site (ie. garbage, mud and debris)

OFF-SITE IMPACTS



- Avoid noise and disturbances in evening hours and weekends. Construction noise permitted Monday - Saturday 7 am - 8 pm. (No Sundays)
- Do not burn in residential areas. Use hauling and/or chipping.

ROAD & SIDEWALK USE



- Construction or alteration works may require approval.
Roads - contact BC Ministry of Transportation and Infrastructure:
ph. 604-795-8211
Sidewalks (Popkum) - contact FVRD Regional Parks:
ph. 604-702-5000
- Don't block sidewalks, roads and driveways.
- Manage onsite parking and make temporary arrangements if necessary.
- Keep sidewalks and roads free of construction sediment and dirt.
- Regularly wash off vehicles before leaving site.
- Keep construction waste bins, materials, etc. from public roadways.

PERMITS & APPROVALS



- Know the rules and FVRD requirements before you start your project, and check your property title for restrictions (eg. covenants, easements, geotechnical restrictions, etc.).
- Obtain your FVRD approvals BEFORE starting construction or development.
- Not sure which permits and approvals are needed? Contact the FVRD to find out.

SIGNATURE AND ACKNOWLEDGEMENT

I will ensure development and construction at _____ follows the FVRD's Good Neighbour Practices by: _____ address

- ☐ Providing the Good Neighbour Practices to employees and sub-trades working on the site
- ☐ Posting the Good Neighbour Practices in a visible location
- ☐ Discussing the Good Neighbour Practices at job site meetings
- ☐ Other: _____

Name (please print): _____

Signature: _____

The personal information on this form is being collected in accordance with Section 27 of the *Freedom of Information and Protection of Privacy Act, RSBC 1996 Ch. 165* and the *Local Government Act, RSBC 2015 Ch. 1*. It will only be collected, used and disclosed for the purpose of administering matters with respect to planning, land use management and related services delivered, or proposed to be delivered, by the FVRD. Questions about the use of personal information and the protection of privacy may be directed to the FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6, Tel: 1-800-528-0061 FOI@fvrld.ca.

To: Electoral Area Services Committee

Date: 2018-04-10

From: Reg Dyck, Manager of Electoral Area Emergency Services

File No: 7200-01

Subject: Electoral Area Emergency Services Quarterly Report – March 2018

INTENT

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to activity within the Emergency Services Department. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the items further.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

DISCUSSION

The following is a brief overview of the 1st quarter of 2018 for the Electoral Area Emergency Services Department:

Volunteer Fire Departments:

Training:

The implementation of a Record Management System "Firehall.net" has been completed with all halls now being able to track training. Extra courses offered and attended this quarter were; Hybrid Vehicle Response Train the Trainer, Hazmat Operations, Fire Service Instructor 1 and First Responder. Rick Huseby, a retired Calgary Firefighter now with Columbia Valley VFD, is now on a voluntary basis assisting with course development for FVRD Fire Departments. He brings with him a wealth of knowledge and experience.

Individual Firehall Activities

Boston Bar / North Bend:

- Responded to 4 calls for service

- Recruitment continues to be a significant challenge, the department is actively seeking more members

Chilliwack River Valley

- Responded to 22 calls for service
- Will be hosting a Critical Incident Stress Management Awareness session for families on March 28th

Columbia Valley

- Responded to 16 calls for service

Hemlock Valley

- Responded to 1 calls for service
- Acquired 1 new recruit
- Chief McKinney received his 25 year service pin

North Fraser

- Responded to 76 calls for service
- Acquired 6 new recruits
- Volunteer Appreciation Dinner was held on March 3rd
- Deputy Chief Stevens Received his 30 year Medal

Popkum

- Responded to 25 calls for service including assisting at a large incident on the Coquihalla Highway
- Received 5 new MSA self-contained breathing apparatus

Yale and District

- Responded to 6 calls for service
- Acquired 8 new recruits

Emergency Social Services:

During the 1st quarter our ESS Volunteers were called out to standby for 3 incidents including the Coquihalla bus crash.

There have been 3 Area Coordinators appointed to ensure speedy response to local events involving evacuees as well they will use their local knowledge to establish resources such as Reception Centres and Supplier agreements within their areas.

We were successful in our application of an ESS Grant in the amount of \$25,000 for the purchases new equipment for our ESS program and training opportunities for our ESS Volunteers.

Emergency Program:

In preparation of the coming spring, 6000 sandbags have been ordered and will be stored in strategic locations.

There has been a good response from the First Nation Bands which have Fire Protection Agreements with us. We presently have 4 out of 7 agreements in place and are looking to have the remaining 3 completed soon.

Continued progress has been made in Area 'H' concerning the Sleepy Hollow Evacuation Protocol. The committee continues working hard on this project.

Work on our Business Continuity Plan is progressing with regular committee meetings and staff input.

COST

There are no costs associated with this report

COMMENT BY:

Tareq Islam, Director of Engineering & Community Services

Reviewed and supported.

COMMENT BY:

Mike Veenbaas, Director of Financial Services

No further financial comments.

COMMENT BY:

Paul Gipps, Chief Administrative Officer

Reviewed and supported



**Regional Community
to Community Forum**

Administration provided
by UBCM and First
Nations Summit

Funding provided by the
Ministry of Municipal
Affairs & Housing and
Indigenous & Northern
Affairs Canada

Please direct all
correspondence to:

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

RECEIVED

APR 10 2018

FRASER VALLEY REGIONAL DISTRICT
DEPARTMENT _____

April 3, 2018

Chair Lum and Board
Fraser Valley Regional District
1 - 45950 Cheam Avenue
Chilliwack, BC, V2P 1N6

RE: Completion of 2017/18 (Fall) Community to Community Forum

Dear Chair Lum and Board,

Thank you for submitting the final report and financial summary for the Fraser Valley Regional District's Community to Community Forum event held on March 1, 2018.

It is clear the event achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the Sto: lo Xwexwilmexw Treaty Association.

The final report notes a total eligible expenditure of \$13,394.09. Based on this, a payment in the amount of \$2,500.00 will be issued shortly by electronic funds transfer. This is the final payment of the grant and is based on 50% of the eligible expenditures (to a maximum of the approved grant of \$5,000.00) minus the initial payment of \$2,500.00 made in November 2017.

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the Fraser Valley Regional District on the success of your event and hope that you will consider applying under this program again in the future.

As a reminder, the next 2018/19 C2C application deadlines are June 1 and October 19, 2018.

Sincerely,

Danyta Welch
Manager, Local Government Program Services

cc: *Jessica Morrison, Policy Analyst, First Nation Relations, Fraser Valley Regional District*



COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csr.d.bc.ca

File: 0410-20-06

AGR.Minister@gov.bc.ca

April 13, 2018

The Honourable Lana Popham
Minister of Agriculture
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Popham:

At the Regular meeting of the Columbia Shuswap Regional District (CSR D) Board held on March 29, 2018, the Board received correspondence from G & K Persson Farms, Golden, BC. A copy of the correspondence, including the letter that was sent directly to your office by G & K Persson Farms, is attached for your reference. As you know, currently rural farmers that live within 2 hours of an abattoir must take their livestock to a facility to be slaughtered. The enclosed letters express that the costs associated with this is unattainable, the facilities do not have the required capacity, can only slaughter 4 pigs a day, and the stress put on the animals is impacting the quality of the meat. These letters also outline the issues associated with these actions:

1. Animals suffered undue stress as indicated in the articles cited in the letters – stress can lead to a reduction in quality of meat;
2. Abattoirs do not have the capacity, (human resources), to meet the demand. Some farmers only option is to look after their own and of course this is illegal. Farmers don't want to do this;
3. The pricing structure is 150% higher than on small farms.

The Electoral Area Director for Area A (Rural Golden), Karen Cathcart, asked for Board support to address the need for changes to the regulations for Class E Licences. Of note, the Director mentioned that she has spoken to many farmers regarding this issue which is not isolated to the area of the Columbia Shuswap Regional District, this is a provincial issue.

Upon discussing this matter, the Board adopted a resolution to ask that the Ministry of Agriculture make a change to the licensing requirements for Class E licences to support rural farmers so that they can slaughter their livestock on their farm premises. If the Ministry changed the regulations to allow small rural farmers to have a Class E License for slaughtering their animals, this would make a huge difference for local farmers to operate their farms as they had done for years before. This change would also promote gate sales, enhance food security, and promote consumers to buy local.

/...2

ELECTORAL AREAS

A GOLDEN-COLUMBIA
B REVELSTOKE-COLUMBIA

C SOUTH SHUSWAP
D FALKLAND-SALMON VALLEY

472

E SICAMOUS-MALAKWA
F NORTH SHUSWAP-SEYMOUR ARM

MUNICIPALITIES

GOLDEN
REVELSTOKE

SALMON ARM
SICAMOUS

Letter to Minister of Agriculture
April 13, 2018
Page Two

We hope that the Ministry of Agriculture is open to considering changes to the Class E licensing requirements, for the benefit of producers and consumers, and in the promotion of a prosperous agricultural industry.

For your reference and information, we have also included a letter of support from the newly formed Golden Agricultural Society in regards to the request of the Columbia Shuswap Regional District.

Yours truly,
COLUMBIA SHUSWAP REGIONAL DISTRICT
Per:

A handwritten signature in black ink, appearing to read "Rhona Martin". The signature is fluid and cursive, with the first name "Rhona" being more prominent than the last name "Martin".

Rhona Martin
Chair

cc Director K. Cathcart, Electoral Area A
G & K Persson Farms, Golden, BC
Golden Agricultural Society
BC Regional Districts

Enclosures

Gary & Karen Persson
G & K Persson Farms
Box 1990
Golden BC V0A 1H0
250-348-2094
[REDACTED]

Feb 16, 2018

Honourable Lana Popham
Minister of Agriculture
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Popham,

Gary and I live on a small acreage just south of Golden BC. We raise 10 or so pigs each year to sell to our local friends and families via Farm Gate Sales. The current Class "E" Regulations are limiting our ability to raise our pigs on our property and slaughter them on our property.

In discussion with David Charchuk, a meat industry specialist based out of Kamloops BC, he advised us to contact you in order to discuss and explore the possibilities of making some minor changes to the regulatory requirements regarding the Class "E" meat processing facilities in the Province. David was instrumental in the design and licensing approval process for our Class "E" Slaughter and Licensed Cut & Wrap facility, at that time he headed up the meat inspection team for the Interior Health Authority.

The Class "E" License gives a farmer the ability to slaughter their animals on their property, take their product to a cut and wrap facility of their choice and then sell the product via farm gate sales.

The steps in attaining a Class "E" License are as follows:

1st) farmers have to find out if they are in designated or nondesignated areas within BC

----designated areas within BC mean that a farmer can apply for a Class “E” License and will be approved.

----nondesignated areas within BC mean that a farmer must complete a Feasibility Study first to see if they even qualify for a Class “E” License.

This is where the issue lays.

2nd) If a farmer falls within the nondesignated area, they then have to do the Feasibility Study. The opening sentence within this study says,

“This Class E Feasibility Study has been designed to help you to assess the slaughter services that are available at provincially licensed Class A, B and C facilities in your area, and to determine whether they meet your needs. If the slaughter services that you need are already available through an existing provincially licensed facility in your area (i.e., within a 2 hour travel time from your farm/property), you are unlikely to be issued a Class E licence. If a facility is not available, you will be Considered for a Class E licence”.

This opening paragraph is enough to scare most people from even reading on.

Most of the profit in raising a few animals is the way of life; knowing that we are eating animals that are healthy, breathing fresh air, eating good food (no antibiotics or hormones), and not STRESSED before slaughter.

3rd) If a farmer falls within the 2 hour restriction (from an abattoir), then, NO CLASS “E” LICENSE.

If the farmer is outside the 2 hour restriction, then the can apply for the Class “E” License and will be considered for approval.

We the people of British Columbia are asking to change the wording in this document and exclude the 2 hour distance within an abattoir. We agree that a Class “E” License is necessary, but should not have the time restriction.

These are our supporting reasons:

1) The stress of loading, hauling, unloading, and not to mention being in a strange environment until slaughtered. What affect does this have on our meat? The

adrenalin in our meat prior to slaughter would be huge. Not to mention the cost of transportation, once to deliver the carcass to the facility and once to go pick it up.

2) Many of the abattoirs within the province are overloaded and cannot accommodate the number of animals that need to be slaughtered in their areas. If Class “E” Licenses were given to local farmers, allowing a farmer to slaughter his own animals, this would take some of the pressure off of the larger scale, licensed abattoirs.

3) The expense that incurs by having pork inspected, (by a gov’n’t inspector, at a licensed abattoir for farm gate sales is a complete waste of gov’n’t (tax payers) money as farm gate sales is much different then gov’n’t inspected meats at an abattoir.

4) Carbon Footprint: localized foods, better quality, more nutritious, higher animal survival rates. By allowing farmers to have farm gate sales we are preserving a way of life, keeping small agricultural lands productive; therefore, protected and having a healthier, vigorous enthusiastic rural community that will grow more produce and build economic development in the Agricultural Sector.

5) Because of todays impersonal high-volume meat producers and exports we need inspected product; but our society also deserves the right to raise and buy meat not subjected to the industrial short falls of nutrition and quality.

6) The small farmer would have to build a facility for easy loading and hauling, with stress of the animal the main concern. The effort of his animal husbandry to raise a highly nutritious, tasty product will not only be degraded, but may be lost altogether. In our case, G & K Persson Farms; we raise 10 pigs per year, we can only cut 2 pigs per day in our licensed cut and wrap facility. It would take us 8 trips to Invermere to deliver and then to pick up our carcasses.

The differences between farm gate and inspected meats.

Farm gate sales: a farmer raises his animal on his own property, slaughters the animal (stress free) and takes it to a legal cut and wrap, he then brings the product

home to sell from his farm. Usually this is to family and friends, and within their own regional district.

Inspected meats: these animals are raised on a farmer's property, then shipped to a Licensed Abattoir. The animals are then slaughtered (a gov'n't paid inspector inspects all animals) and are ready for cut and wrap. These meat products are now ready to sell retail (health food stores, grocery, restaurants).

There is a need for both types of facilities and Licensing programs within our province.

In closing, please find attached links for supporting documents.

<https://www.atlasobscura.com/articles/why-scared-animals-taste-worse>

<http://www.fao.org/docrep/003/x6909e/x6909e04.htm>

<http://www.sapork.biz/stress-can-affect-meat-quality/>

http://animalstudiesrepository.org/cgi/viewcontent.cgi?article=1019&context=acw_p_faafp (pages 324,5,6 are of most concern)

<https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/food-safety/meat-inspection/classefeasibilitystudy.pdf>

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/food-safety/meat-inspection-licensing/designated-areas>

<http://vancouver.sun.com/news/local-news/federal-documents-reveal-repeated-cases-of-pigs-dying-en-route-to-langley-slaughterhouse>

<http://vancouver.sun.com/news/local-news/b-c-slaughterhouse-documents-reveal-inhumane-treatment-risk-of-contamination>

We have added a brief summary of the attached supporting documents for a quick reference for yourself.

*stress through transportation, rough handling, fear, fighting and/or botched stunning reduces the amount of Glycogen in the animal which turns into Lactic Acid after the animal has bled out. Low levels of Lactic Acid in pigs “Pale Soft Exudative” (PSE) meat is usually unsellable, and the pork industry loses \$275 million/year on meat that has to be discarded. In cattle and sheep “Dark Firm Dry” (DFD) meat is tough, dry, acidic and dark, and like PSE meat, it has a shorter shelf life. Enough of the PSE meat is disguised as ground, thus reducing the losses enough that it is still not a financial benefit for the use of more humane slaughter arrangements.

Thank you very much for reviewing our letter and documentation. We are looking forward to a timely response regarding the Class “E” Licensing.

Gary and Karen Persson

Letter of Support

January 30 2018

To: Whom it may concern.

Regarding: Letter of support request.

From: Golden Agricultural Society.

The Golden Agricultural Society is a new society that operates in the Golden area and within Columbia Shuswap Regional District Area A. We are a group of farmers that are working together to try and increase local food production in our region, as well as economic opportunities for local agriculturalists by, engaging in activities that are helping promote agriculture.

Please be advised that; the Golden Agricultural Society supports our local Columbia Shuswap Regional District area A agricultural community, In their effort to make the class E licensing more easily accessible to our local producers.

The Golden Agricultural Society believes, that local producers big or small should be able to obtain a class E license regardless of their property's relative distance to a class A abattoir. The Golden Agricultural Society would support these above mentioned efforts in regards to class E licensing if; our local producers are willing to invest and operate their facility within all legislative obligations to class E licensing.

The Golden Agricultural Society believes in, preserving our producers right in order to produce their own products on their own farms, regardless of their properties relative distance to a class A abattoir. This may be a more feasible option for certain producers management skills and styles that may not work in conjunction with their local class A abattoir.

The Golden Agricultural Society is in strong support of class A abattoirs as there is a need for these facilities. The Golden Agricultural Society respects the financial commitment made by the operators but also; believes that a producer should have a fair chance at the option of being a successful applicant for class E licensing if they so wish to do so, in order to have a better chance at their economic well being for them and their families.

Jesse Courteau
President
Golden Agricultural Society.



The Region of BC's Best

The Current



Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of March 29, 2018

Board Hears from Wildfire Recovery Manager

Bob Finley, TNRD Wildfire Recovery Manager, presented the Board with his TNRD Residential Wildfire Interim Recovery Report.

Finley was hired as Recovery Manager as one of a series of steps to help property owners with their recovery after the summer's devastating wildfires that destroyed more than 210 structures and damaged an additional 20. He co-ordinates efforts with property owners who have suffered structural damage or total loss.

As part of his interim report, Finley shared that he has been in direct contact with and assisted more than 102 of the 230 impacted property owners. He has also been involved in more than 600 recovery-related interactions with, or inquiries from, individuals, agencies and other parties involved in the delivery of recovery assistance.

As well, the report gives a synopsis of residential wildfire recovery challenges, needs, and gaps. The interim report will be available for viewing at www.tnrd.ca in the coming week.

Five-Year Financial Plan Adopted

The 2018-2022 TNRD Financial Plan was adopted. The average residential taxpayer in Kamloops will see an increase of \$2.68 per household. The average residential taxpayer in the rest of the Regional District will see changes ranging from a decrease of \$15.54 (Electoral Area "E") to an increase of \$32.82 (Sun Peaks). The plan will be available for viewing at www.tnrd.ca in the coming week.

Solid Waste Contracts Awarded

A total of three (3) series of five-year contracts

were awarded for operations, maintenance, and hauling services at all TNRD solid waste facilities. All contracts begin on July 1, 2018.

For the purpose of these tenders, the TNRD was split into three sub-regions — the western TNRD, Thompson Valley and Nicola Valley. The three contracts were awarded as follows:

- Thompson Valley Solid Waste Management Facilities Operations, Maintenance & Hauling Services (estimated value of \$8,554,000): SCV Contractors Corporation
- Western TNRD Solid Waste Management Facilities Operations, Maintenance & Hauling Services (estimated value of \$4,072,000): SCV Contractors Corporation
- Nicola Valley Landfill and Transfer Station Operations and Maintenance (estimated value of \$3,284,000): Cariboo Disposal Ltd.

Free Dump Days Announced

A Free Disposal Day (FDD) is once again planned for each transfer station and Eco-Depot.

The FDD events are scheduled over four weekends in April and May 2018. Residents may bring in one free load (maximum 8-foot pick-up truck box) to their local transfer station or Eco-Depot.

In addition, two Household Hazardous Waste (HHW) Round-up events are also planned for Kamloops and Merritt.

The HHW events are a free opportunity for residents to dispose of unwanted hazardous material such as paint, pesticides, oil, antifreeze, cleaners, etc.

Continued on Page 2

Board of Directors

Chair: John Ranta

Village of Cache Creek

Directors

Carol Schaffer

Electoral Area "A"

(Wells Gray Country)

Willow Macdonald

Electoral Area "B"

(Thompson Headwaters)

Sally Watson

Electoral Area "E"

(Bonaparte Plateau)

Steven Rice

Electoral Area "I"

(Blue Sky Country)

Ronaye Elliott

Electoral Area "J"

(Copper Desert Country)

Ken Gillis

Electoral Area "L"

(Grasslands)

Randy Murray

Electoral Area "M"

(Beautiful Nicola Valley — North)

Herb Graham

Electoral Area "N"

(Beautiful Nicola Valley — South)

Bill Kershaw

Electoral Area "O"

(Lower North Thompson)

Mel Rothenburger

Electoral Area "P"

(Rivers and the Peaks)

Jack Jeyes

Village of Ashcroft

Virginia Smith

District of Barriere

Rick Berrigan

Village of Chase

John Harwood

District of Clearwater

Jim Rivett

Village of Clinton

Ken Christian

City of Kamloops

Dieter Dudy

City of Kamloops

Tina Lange

City of Kamloops

Arjun Singh

City of Kamloops

Pat Wallace

City of Kamloops

Dennis Walsh

City of Kamloops

Robin Smith

District of Logan Lake

Jessoa Lightfoot

Village of Lytton

Neil Menard

City of Merritt

Al Raine

Sun Peaks Mountain Resort

Regular Board Meeting — Thursday, April 19, 1:30 p.m.

Utilities Meeting — Thursday, April 19, 10 a.m.

Invasive Plant Management Committee — Wednesday, April 18, 1:30 p.m.



The Region of BC's Best

The Current



Board of Directors

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Village of Cache Creek

Directors

Carol Schaffer

*Electoral Area "A"
(Wells Gray Country)*

Willow Macdonald

*Electoral Area "B"
(Thompson Headwaters)*

Sally Watson

*Electoral Area "E"
(Bonaparte Plateau)*

Steven Rice

*Electoral Area "I"
(Blue Sky Country)*

Ronaye Elliott

*Electoral Area "J"
(Copper Desert Country)*

Ken Gillis

*Electoral Area "L"
(Grasslands)*

Randy Murray

*Electoral Area "M"
(Beautiful Nicola Valley — North)*

Herb Graham

*Electoral Area "N"
(Beautiful Nicola Valley — South)*

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*Electoral Area "O"
(Lower North Thompson)*

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*Electoral Area "P"
(Rivers and the Peaks)*

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City of Kamloops

Dennis Walsh

City of Kamloops

Robin Smith

District of Logan Lake

Jessoa Lightfoot

Village of Lytton

Neil Menard

City of Merritt

Al Raine

Sun Peaks Mountain Resort

Continued from Page 1

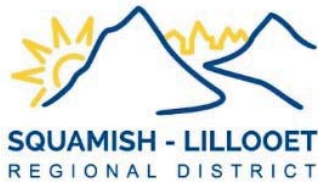
Most items typically brought in to the HHW events are also accepted year-round at TNRD Eco-Depots.

The schedule for the 2018 FDD and HHW events will be posted at www.tnrd.ca

North Thompson Sportsplex Biomass Project Gets Funding

The Board approved the expenditure to a maximum of \$24,000 from Federal Gas Tax Revenues -Community Works Fund component allocated to Electoral Area "A" (Wells Gray Country to fund a biomass energy project at the North Thompson Sportsplex.

It is expected that this project will reduce greenhouse gas emissions and lower annual operating costs by using local fibre currently being shipped out of the area.



Squamish-Lillooet Regional District Update

March 2018

Updates from the Squamish-Lillooet Regional District Board and Committee meetings of March 2018

Note from Chair Crompton: Spring is springing! With melting snow comes some public garbage so we will be celebrating "Pitch In Week". Please join us in cleaning up your corner of the region. Thank you for your care for this place. If you have questions or comments please contact me on 1-604-902-8747.

2018 Budgets

The Board has approved the SLRD 2018 - 2022 Financial Plan including operational and capital budgets via Squamish-Lillooet Regional District 2018 - 2022 Financial Plan Bylaw No. 1576-2018.

Pitch-In Week: April 22-29, 2018 Clean Up Challenge

The Squamish-Lillooet Regional District Board issued a Proclamation to name April 22 - 29, 2018 as Pitch-In Week across the Regional District and the SLRD will issue a clean-up challenge to the SLRD Member Municipalities for a lunch time 20-minute garbage pickup blitz on a day during Pitch-in Week.

Northern St'at'imc Relationship Building

The Protocol Agreement for Communication and Cooperation was ratified.

Electoral Area B Agricultural Advisory Committee

Appointments were made to Electoral Area B Agricultural Advisory Committee. The membership consists of:

- | | |
|---------------------|-------------------|
| • Sam Quinlan | • Stefan Zeidler |
| • Mandi Rogers | • Sue Senger |
| • Matthew Davidson | • Lucy Jones |
| • Jacquie Rassmusen | • Joanne McMannus |
| • Robert Meredith | • Rolf de Bruin |

BYLAWS

The following bylaws were adopted:

- Bralorne Fire Protection Financial Contribution Service Establishing Bylaw No. 1558-2018 to convert the Bralorne Fire Protection Specified Area to a service operated under an establishing bylaw and to amend the service to become a financial contribution service only.
- Walkerville Dyking Local Service Establishment Bylaw No. 650, 1997, Amendment Bylaw No. 1564-

2018 to increase the maximum available annual requisition limitation by 25%.

- Pemberton Valley Recreational Trails Service Establishment Bylaw No. 1035-2006, Amendment Bylaw No. 1565-2018 to increase the maximum available annual requisition limitation by 25%.
- Squamish-Lillooet Regional District Fire Services Administration Bylaw No. 1561-2018 to establish operational criteria and administrative parameters for SLRD fire departments.

The following bylaws were adopted to increase the maximum available parcel tax amount to meet the cost of works and services within the local service areas;

- D'Arcy Street Lighting Local Service Parcel Tax Bylaw No. 1569-2018
- D'Arcy Devine Refuse Local Service Parcel Tax Bylaw No. 1570-2018
- D'Arcy Water System Local Service Parcel Tax Bylaw No. 1571-2018
- Bralorne Sewer System Local Service Parcel Tax Bylaw No. 1572-2018
- Devine Water Specified Area Parcel Tax Bylaw No. 1573-2018
- Pinecrest Water Supply and Distribution Service Parcel Tax Bylaw No. 1574-2018
- Pinecrest Wastewater Collection and Treatment Service Parcel Tax Bylaw No. 1575-2018
- Gold Bridge Water Rates and Regulations Bylaw No. 1481-2016, Amendment Bylaw No. 1577-2018 to amend the rates charged for water services to meet increased operational and maintenance costs of the system.

Squamish-Lillooet Regional District Electoral Area D Heritage Conservation Service Establishing Bylaw No. 1557-2018 to establish a heritage service in Area

D. A Community Heritage Register that identifies real property that is considered by the SLRD to be heritage property was also established, with various buildings in Britannia Beach being included in the registry.

Electoral Area D Official Community Plan Bylaw No.1135-2013, Amendment Bylaw No. 1555-2018 and Squamish-Lillooet Regional District Electoral Area D Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1556-2018 were introduced, read a first time and sent for referrals to appropriate provincial agencies with respect to Britannia Oceanfront Developments Corporation's rezoning application in Britannia Beach.

The Regional Growth Strategy Amendment Bylaw No. 1562-2018 (RGS Review - First Reading) was deferred to the April 19, 2018 SLRD Committee of the Whole meeting.

Fire Protection Services

A letter will be sent to the Minister responsible for the Office of the Fire Commissioner, setting out the SLRD's concerns with the implementation of the BC Office of the Fire Commissioner Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook in small and rural communities in the SLRD.

Emergency Management BC - Funding for Road Rescue Services

The SLRD will provide comments to Firewise Consulting regarding the SLRD's position that Emergency Management BC should compensate regional district fire departments that respond to road rescue calls on provincial highways that are located within the fire department's local fire protection service area.

GRANTS IN AID

Wayfinding Signage and E-Commerce Marketing Project (Bridge River Valley Community)

A resolution of support for Bridge River Valley Community Association's application for its Wayfinding Signage and E-Commerce Marketing project to Northern Development Initiative Trust for a grant of up to \$18,277.50 with matching funds from Area A of up to \$18,277.50 was granted, if the grant application is successful.

The following was granted from Area A Select Funds:

- \$3,069.53 to the Bridge River Valley Community Association - Bralorne Community Advisory Committee for new bleachers at the Bralorne Ball Diamond.

The following were granted from Area B Select Funds:

- \$3,000 to the Miyazaki House Society towards paying for musicians at the Miyazaki House Summer Music Program in Lillooet.
- \$5,000 to the Lillooet Royal Canadian Legion for the replacement of the HVAC system.

The following were granted from Area C Amenity Funds:

- \$10,000 to the Pemberton & District Public Library for assistance in 2018 operational costs.
- \$35,000 to the Pemberton & District Public Library for repainting and recarpeting as part of the redesign of the main library.

The following were granted from Area C Select Funds:

- \$2,000 to Pemberton Secondary School's senior boys and senior girls basketball teams **to go** towards the teams' costs of attending the 4-day provincial tournament held in the Lower Mainland
- \$10,000 to Tourism Pemberton Destination Marketing Association Board of Directors to pay for a part time coordinator to continue to include joint marketing initiatives with neighbouring destination marketing organizations in Whistler and Squamish as well as opportunities to market Tourism in SLRD Electoral Areas A, B and C.

The following was granted from Area D Amenity Funds:

- up to \$20,000 was allocated for the Britannia Beach Fire Department training area site improvements, including a six-foot chain link fence with gates, lighting and a water standpipe.

The following were granted from Area D Select Funds:

- \$2,000 to Howe Sound Secondary School for the 2018 SLRD Area D Bursary.
- \$332.55 to the Furry Creek Community Association for the purchase of a Canadian and a British Columbia flag to be placed on the deck at the Spit in Furry Creek.