

FRASER VALLEY REGIONAL DISTRICT



ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING AGENDA

Tuesday, June 12, 2018

1:30 pm

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 Electoral Area Services Committee Open Meeting of June 12, 2018 be approved;

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

3. SHOW CAUSE HEARING(S)

- 3.1 Building Bylaw and BC Building Code Contraventions at 10363 Royalwood Boulevard, Electoral Area D, legally described as: Lot 27 Section 1 Township 3 Range 29 Meridian 6 New Westminster District Plan LMP17398 Meridian W6 PID: 018-813-798.

9 - 24

- Presentation by Staff
- Corporate report dated June 12, 2018 from Louise Hinton, Bylaw Compliance and Enforcement officer
- Letter dated May 11, 2018 to John Fritz, Property Owner
- Letter dated March 21, 2018 to John Fritz, Property Owner
- Title Search
- Property Information Report
- Property Information Map

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No.*

1188, 2013, at 10363 Royalwood Boulevard Electoral Area D, Fraser Valley Regional District, British Columbia (legally described as: Lot 27 Section 1 Township 3 Range 29 Meridian 6 New Westminster District Plan LMP17398 Meridian W6 (PID: 018-813-798).

3.2 Building Contraventions at 48977 Riverbend Drive; Lot 7 District Lot 500 Group 2 New Westminster District Plan LMP18665 PID 018-925-332, Electoral Area E

25 - 56

- Presentation by Staff
- Corporate report dated June 12, 2018 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Letter dated April 6, 2018 to Serge Lavoie and Christin Marcotte, Property Owners
- Letter dated March 15, 2018 to Serge Lavoie and Christin Marcotte, Property Owners
- Title Search
- Property Information Report
- Property Information Map

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 48977 Riverbend Drive Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as; Lot 7 District Lot 500 Group 2 New Westminster District Plan LMP18665; and Parcel Identifier 018-925-332)

3.3 Building Bylaw and BC Building Code Contraventions at 41630 Lougheed Hwy, EA G, legally described as Parcel "C" (W166297E) North West Quarter Section 5 and of the North East Quarter Section 6 Township 24 Except: Parcel "B" , NW District; PID 013-441-949

57 - 84

- Presentation by Staff
- Corporate report dated June 12, 2018 from Louise Hinton, Bylaw Compliance and Enforcement Officer
- Letter dated May 11, 2018 to Nicomen Valley Farms Corporation Inc.
- Letter dated March 16, 2018 to Nicomen Valley Farms Corporation Inc.
- Title Search
- Property Information Report
- Property Information Map

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 41630 Lougheed Highway, Electoral Area G, Fraser Valley Regional District, British Columbia (legally described as Parcel "C" (W166297E) North West Quarter Section 5 and of the North East Quarter Section 6 Township 24 Township 24 Except: Parcel "B" (Plain in Absolute Fees Parcel Book 11/329/1286F), New Westminster District; Parcel Identifier: 013-441-949.

4. DELEGATIONS AND PRESENTATIONS

4.1 Deputy Chief Mike Serr, Abbotsford Police Department and Tim Pippus, Pippus Consulting

Marijuana Legalization Update - Presentation

4.2 Kirsten Koppang Telford, Co-Founder & Chief Operating Officer, ePact

Presentation on ePact's Emergency Communications Tool.

4.2.1 ePact Emergency Communications Tool

85 - 86

FOR INFORMATION ONLY

- Corporate report dated June 12, 2018 from Jennifer Kinneman, Director of Corporate Affairs and Reg Dyck, Manager of Electoral Area Emergency Services

5. MINUTES/MATTERS ARISING

5.1 Minutes of the Electoral Area Services Committee Meeting - May 8, 2018

87 - 95

MOTION FOR CONSIDERATION

THAT the Minutes of the Electoral Area Services Committee Open Meeting of May 8, 2018 be adopted.

6. CORPORATE ADMINISTRATION

6.1 FVRD Volunteer Recognition Awards Program Policy and Procedure

96 - 99

- Corporate report dated June 12, 2018 from Jaime Schween, Manager of Corporate Administration
- Draft FVRD Volunteer Recognition Awards Program Policy and Procedure

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board endorse the *FVRD Volunteer Recognition Awards Program Policy and Procedure*, as drafted.

6.2 Remuneration Rates for 2018 General Local Election Staff

100 - 101

- Corporate report dated June 12, 2018 from Paul Gipps, Chief Administrative Officer

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board establish remuneration rates for 2018 General Local Election staff as follows:

Chief Election Officer: 5 days off in lieu of overtime or cash equivalent

Deputy Chief Election Officer: 3 days off in lieu of overtime or cash equivalent

Presiding Election Officials: \$500

Alternate Presiding Election Officials: \$400

Election Officials: \$240

Mileage: \$0.55/km

7. FINANCE

7.1 2017 Annual Development Cost Charge Report

102 - 104

FOR INFORMATION ONLY

- Corporate report dated June 12, 2018 from Beth Klein, Accounting Clerk II

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

105 - 107

- Corporate report dated May 8, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application - District of Hope Ratepayers Association

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee provide direction to Staff regarding the grant-in-aid request from the District of Hope Ratepayers Association to fund a video camera with the intention of recording Hope Council and other community group meetings.

7.3 Grant-In-Aid Request – Coquihalla Elementary School PAC, Electoral Area “B”

108 - 110

- Corporate report dated June 12, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Coquihalla Elementary School PAC

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Coquihalla Elementary School Parent Advisory Committee (PAC), funded from the Electoral Area "B" grant-in-aid budget, to assist with the costs of hosting the Missoula Children's Theatre program.

7.4 Grant-In-Aid Request – Hope Volunteer Search & Rescue Group, Electoral Area "B" 111 - 119

- Corporate report dated June 12, 2018 from Kristy Hodson, Manager of Financial Operations
- Hope SAR Summary
- GIA Application - Hope Volunteer SAR Group

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Hope Volunteer Search and Rescue Group, funded from the 2018 Electoral Area "B" grant-in-aid budget to help offset the costs associated with training, purchasing equipment and minimizing expenses incurred by their members.

7.5 Grant-in-Aid Request – Post Creek Ratepayers Association, Electoral Area "E" 120 - 122

- Corporate report dated June 12, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Post Creek Ratepayers Association

MOTION FOR CONSIDERATION

THAT the Fraser Valley regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Post Creek Ratepayers Association, funded from the 2018 Electoral Area "E" grant-in-aid budget to help offset the costs associated with the removal and disposal of the community green waste piles.

8. ENGINEERING & UTILITIES

No Items

9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Appointment of Building Official, Building Inspector and Bylaw Enforcement Officer 123 - 124

- Corporate report dated June 12, 2018 from Margaret-Ann Thornton, Director of Planning and Development

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board appoint Barry Johnston, Jarett Humphrey and Karl Rohde as "Building Official", "Building Inspector" and "Bylaw Enforcement Officer" of the Fraser Valley Regional District effective

immediately.

9.2 FVRD Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw No. 1409, 2018 125 - 128

- Corporate report dated June 12, 2018 from Jaime Schween, Manager of Corporate Administration
- Draft Bylaw No. 1409, 2018

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw No. 1409, 2018*.

9.3 Application for Development Variance Permit 2018-20 to reduce the flanking street setback to permit the addition to a mobile home at 10435 Rutley Road, Electoral Area D 129 - 147

- Corporate report dated June 12, 2018 from Andrea Antifaeff, Planning Technician
- DVP Application
- Draft DVP 2018-20

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-20 to reduce the flanking street setback from 25 feet (7.6 metres) to 8.5 feet (2.6 metres), clear to sky, to facilitate an addition to a mobile home at 10435 Rutley Road, Area “D”, subject to consideration of any comments or concerns raised by the public

9.4 Application for Development Variance Permit 2018-22 to reduce the ancillary building setback from the interior side lot line to permit the addition to the existing water reservoir at 1777 Columbia Valley Road, Electoral Area H 148 - 207

- Corporate report dated June 12, 2018 from Andrea Antifaeff, Planning Technician
- DVP Application
- Draft DVP 2018-22

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-22 for the property located at 1777 Columbia Valley Road, Electoral Area H to reduce the ancillary building setback from 6 metres (19.68 feet) to 0.9metres (2.95 feet) from the interior side lot line, clear to sky in order to facilitate an addition to the existing water reservoir, subject to consideration of any comments or concerns raised by the public.

- 9.5 **Application for Development Variance Permit 2018-23 to vary the definition of Accessory Family Residential Use from single-width manufactured home to double-width manufactured home for the property located at 44428 Malcolm Road, Electoral Area C** 208 - 227

- Corporate report dated June 12, 2018 from Andrea Antifaeff, Planning Technician
- DVP Application
- Draft DVP 2018-23

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-23 for the property located at 44428 Malcolm Road, Electoral Area C, to vary the definition of Accessory Family Residential Use from single-width manufactured home to double-width manufactured home, subject to consideration of any comments or concerns raised by the public.

- 9.6 **Development Permit 2018-10 regarding the Form and Character of Phase II of Aquadel Crossing at 1885 Columbia Valley Road Electoral Area H** 228 - 368

- Corporate report dated June 12, 2018 from David Bennett, Planner II
- Design Guide
- Exterior Specification Sheet - Scheme 1
- Keystone Architecture letter dated May 17, 2018
- Elevation Drawings
- Site Plan
- Design Guidelines
- Draft Permit 2018-10

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board issue Development Permit 2018-10 regarding the form and character of Phase II of Aquadel Crossing at 1885 Columbia Valley Road Electoral Area "H" to permit the construction of a mix of rancher and two storey single family detached resort residential dwellings;

AND THAT the Fraser Valley Regional District Board authorize amendments to the existing form and character covenant (charge CA5854378) to permit the form and character of Phase II of the development as detailed in Development Permit 2018-10.

- 9.7 **Popkum-Bridal Falls Official Community Plan - Draft Release and Approval Process, Electoral Area D** 369 - 372

- Corporate report dated June 12, 2018 from Dawn Smith, Planner II

MOTION FOR CONSIDERATION

THAT the Fraser Valley Regional District Board endorse the proposed Popkum-Bridal Falls Official Community Plan draft release and approval steps as outlined in the corporate report dated June 12, 2018.

10. ELECTORAL AREA EMERGENCY SERVICES

No Items.

11. OTHER MATTERS

11.1 Municipal Guide to Cannabis Legalization (A Roadmap for Canadian Local Governments) 373 - 424

- Update by Paul Gipps, CAO
- 'Municipal Guide to Cannabis' (*A Roadmap for Canadian Local Governments*) - FCM

12. ADDENDA ITEMS/LATE ITEMS

13. REPORTS BY STAFF

14. REPORTS BY ELECTORAL AREA DIRECTORS

15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

16. ADJOURNMENT

MOTION FOR CONSIDERATION

THAT the Electoral Area Services Committee Open Meeting of June 12, 2018 be adjourned.