#### FRASER VALLEY REGIONAL DISTRICT



#### **BOARD OF DIRECTORS**

#### **OPEN MEETING AGENDA**

Tuesday, September 25, 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

All/Unweighted

#### MOTION FOR CONSIDERATION

**THAT** the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of September 25, 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

None

- 4. BOARD MINUTES & MATTERS ARISING
  - 4.1 Board Meeting July 24, 2018

27 - 43

All/Unweighted

#### MOTION FOR CONSIDERATION

**THAT** the Minutes of the Fraser Valley Regional District Board Open Meeting of July 24, 2018 be adopted.

4.2 Committee of the Whole - July 24, 2018

44 - 46

All/Unweighted

#### MOTION FOR CONSIDERATION

**THAT** the Minutes of the Committee of the Whole Open Meeting of July 24, 2018 be adopted.

4.3	Special Minute dated August 21, 2018 (Submission of grant applications for the Hope Recreation Centre Ground Source Heat Pump Project)	47 - 48
	All/Unweighted	
	MOTION FOR CONSIDERATION THAT Special Minute dated August 21, 2018 with respect to submission of grant applications for the Hope Recreation Centre ground source heat pump project be adopted.	
4.4	Special Minute dated September 7, 2018 (Three Readings - Bylaw Nos. 1491, 2018 and 1493, 2018)	49 - 51
	All/Unweighted	
	MOTION FOR CONSIDERATION THAT Special Minute dated September 7, 2018 with respect to Bylaws No. 1491, 2018 and 1493, 2018 be adopted.	
COM ARIS	MITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ING	
5.1	Draft Regional and Corporate Services Committee - September 5, 2018	52 - 57
5.2	Draft Electoral Area Services Committee - September 5, 2018	58 - 71
5.3	Draft Recreation, Culture & Airpark Services Commission - August 13, 2018	72 - 74
5.4	Draft Recreation, Culture & Airpark Services Commission - July 25, 2018	75 - 78
5.5	Recreation, Culture and Airpark Services Commission Special Minute dated May 25, 2018 (Complimentary facility membership contest prize - launch of Active Network)	79 - 80
5.6	Board of Variance Hearing - August 31, 2018	81 - 84
5.7	Cultus Lake Advisory Planning Commission - August 15, 2018	85 - 88
COR	PORATE ADMINISTRATION	
6.1	Regional District Fire Inspection of Public Used Facilities	89 - 90
	FOR INFORMATION ONLY	
	<ul> <li>Corporate report dated September 5, 2018 from Paul Gipps, Chief Administrative Officer</li> </ul>	
6.2	DRAFT FVRD Code of Responsible Conduct	91 - 105
	All/Unweighted	

5.

6.

- Corporate report dated September 25, 2018 from Suzanne Gresham,
   Director of Corporate Initiatives
- Draft FVRD Policy Code of Responsible Conduct

#### MOTION FOR CONSIDERATION

[2018 09 18 Internal Affairs Committee] THAT the Fraser Valley Regional District Board endorse and adopt the *draft FVRD Code of Responsible Conduct*:

**AND THAT** the *FVRD Code of Responsible Conduct* be included in the postelection FVRD Board Orientation and circulated to all in-coming FVRD Board Members, FVRD Alternate Directors, FVRD Committee Members and FVRD Board Appointees.

### 6.3 DRAFT FVRD Board Policy - Assignment of Corporate Email Addresses to FVRD Board Members and Alternate Directors

106 - 115

#### All/Unweighted

- Corporate report dated September 18, 2018 from Suzanne Gresham,
   Director of Corporate Initiatives
- Draft FVRD Board Policy Assignment of Corporate Email Addresses to FVRD Board Members and Alternate Directors
- Guidelines Office of the Information and Privacy Commissioner

#### MOTION FOR CONSIDERATION

[2018 09 18 Internal Affairs Committee] THAT the Fraser Valley Regional District Board endorse and adopt draft FVRD Board Policy - Assignment of Corporate Email Addresses to FVRD Board Members and Alternate Directors;

**AND THAT** this item be set to the post-election FVRD Board Orientation and circulated to all incoming FVRD Board Members and Alternate Directors.

#### 7. FINANCE

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

116 - 118

#### All/Unweighted

- Corporate report from Kristy Hodson, Manager of Financial Operations
- GIA Application Central and Upper Fraser Valley Toy Run

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to Charles Bernal, Committee member of the community group acting to support the Central & Upper Fraser Valley Toy Run, to be funded from the Electoral Area "F" grant-in-aid budget.

#### 8. BYLAWS

#### 8.1 FVRD Parcel Tax Roll Preparation Bylaw No. 1485, 2018

119 - 123

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

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

- Corporate report dated September 5, 2018 from Mike Veenbaas,
   Director of Financial Services
- Draft Bylaw No. 1485, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Parcel Tax Roll Bylaw No. 1485, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Parcel Tax Roll Bylaw No. 1485, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Parcel Tax Roll Bylaw No. 1485, 2018.* 

## 8.2 FVRD Hatzic Prairie Water System Capital Construction Service Parcel Tax Establishment Bylaw No. 1484, 2018, Electoral Area "F"

124 - 125

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

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

- Refer to corporate report in item 8.1
- Draft Bylaw No. 1484, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1484, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser* 

Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1484, 2018.

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1484, 2018.

## 8.3 FVRD Lake Errock Water System Capital Construction Service Parcel Tax Establishment Bylaw No. 1496, 2018, Electoral Area "C"

126 - 127

- Motion No. 1: First Reading All/Weighted
- Motion No. 2: Second and Third Reading All/Weighted
- Motion No. 3: Adoption All/Weighted (2/3 Majority)
  - Refer to corporate report in item 8.1
  - Draft Bylaw No. 1496, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District consider giving first reading to the bylaw cited as Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1496, 2018.

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1496, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District consider adopting the bylaw cited as Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1496, 2018.

## 8.4 FVRD South Cultus Lake Sewage Treatment Service Parcel Tax Establishment Bylaw No. 1497, 2018, Electoral Area "H"

128 - 129

- Motion No. 1: First Reading All/Weighted
- Motion No. 2: Second and Third Reading All/Weighted
- Motion No. 3: Adoption All/Weighted (2/3 Majority)
  - Refer to corporate report in item 8.1
  - Draft Bylaw No. 1497, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Parcel Tax Establishment Bylaw No. 1497, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Parcel Tax Establishment Bylaw No. 1497, 2018.

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Parcel Tax Establishment Bylaw No. 1497, 2018.

## 8.5 FVRD Popkum Sewer Service Parcel Tax Establishment Bylaw No. 1498, 2018, Electoral Area "D"

130 - 131

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

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

- Refer to corporate report in item 8.1
- Draft Bylaw No. 1498, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Popkum Sewer Service Parcel Tax Establishment Bylaw No. 1498, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Popkum Sewer Service Parcel Tax Establishment Bylaw No. 1498, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as Fraser Valley Regional District Popkum Sewer Service Parcel Tax Establishment Bylaw No. 1498, 2018.

## 8.6 FVRD Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw No. 1499, 2018, Electoral Area "H"

132 - 133

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

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

- Refer to corporate report in item 8.1
- Draft Bylaw No. 1499, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw No. 1499, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO.2: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw No. 1499, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw No. 1499, 2018.

## 8.7 FVRD Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw No. 1409, 2018

134 - 137

#### Adoption - All/Unweighted

- Corporate report dated July 24, 2018 from Jaime Schween, Manager of Corporate Administration - background information
- Draft Bylaw No. 1409, 2018

#### MOTION FOR CONSIDERATION

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

## 8.8 FVRD Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1482, 2018, Electoral Area "C"

138 - 143

#### Adoption - All/Unweighted

- Corporate report dated July 24, 2018 from Sterling Chan, Manager of Engineering and Infrastructure - background information
- Draft Bylaw No. 1482, 2018

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1482, 2018.* 

## 8.9 FVRD Hatzic Prairie Water System Service Area Amendment Bylaw No. 1491, 2018, Electoral Area "F"

144 - 149

#### Adoption - All/Unweighted

- Corporate report dated September 5, 2018 from Sterling Chan,
   Manager of Engineering and Infrastructure background information
- Draft Bylaw No. 1491, 2018

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018.* 

## 8.10 FVRD Popkum West Storm Drainage Service Area Amendment Bylaw 1492, 2018, Electoral Area "D"

150 - 155

#### Motion No. 1: First Reading - All/Unweighted

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

- Corporate report dated September 25, 2018 from Sterling Chan,
   Manager of Engineering and Infrastructure
- Draft Bylaw No. 1492, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018.* 

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 2</u>: THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No.* 1492, 2018.

## 8.11 FVRD Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018, Electoral Area "D"

156 - 161

#### Adoption - All/Unweighted

- Corporate report dated September 5, 2018 from Sterling Chan,
   Manager of Engineering and Infrastructure background information
- Draft Bylaw No. 1493, 2018

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018.* 

## 8.12 FVRD Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018

162 - 167

Motion No. 1: First Reading - All/Unweighted

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

- Corporate report dated September 25, 2018 from Sterling Chan,
   Manager of Engineering and Infrastructure
- Draft Bylaw No. 1494, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No.* 1494, 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 Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018.* 

## 8.13 FVRD Official Community Plan Amendment Bylaw No. 1349, 2015 – 12174 Hodgkins Road, Electoral Area "C"

168 - 177

#### EAs/Unweighted

- Corporate report dated September 25, 2018 from Dawn Smith, Planner II
- Draft Bylaw No. 1349, 2015

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board consider the following options for the bylaw cited as *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* as outlined in the corporate report dated September 25, 2018.

#### OPTION 1 Adopt

**THAT** proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* be adopted.

#### OPTION 2 Refer to Electoral Area Services Committee

**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 to Regional Board

**THAT** a decision with respect to 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** proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015* not be given any further readings and that the application for OCP amendment be refused.

## 8.14 FVRD Zoning Amendment Bylaw No. 1350, 2015 - 12174 Hodgkins Road, Electoral Area "C"

178 - 180

#### EAs/Unweighted

- Refer to corporate report in item 8.13
- Draft Bylaw No. 1350, 2015

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board consider the following options for the bylaw cited as *Fraser Valley Regional Zoning Amendment Bylaw No.* 1350, 2015 as outlined in the corporate report dated September 25, 2018.

#### OPTION 1 Adopt

**THAT** proposed *Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015* be adopted.

#### OPTION 2 Refer to Electoral Area Services Committee

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

#### OPTION 3 Defer to Regional Board

**THAT** a decision with respect to proposed *Fraser Valley Regional 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** proposed *Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015* not be given any further readings and that the application for zoning amendment be refused.

## 8.15 FVRD Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 - 38447 Bell Road, Electoral Area 'G' to facilitate a 2.0 ha (5 acre) truck parking and storage yard.

Motion No. 1: First Reading - EAs/Unweighted

Motion No. 2: EAs/Unweighted

Motion No. 3: All/Weighted

- Corporate report dated September 5, 2018 from David Bennett, Planner II
- Draft Bylaw No. 1488, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 to facilitate the development of a commercial storage facility at 38447 Bell Road, Electoral Area G.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018* to the Director of Electoral Area G, or his Alternate in his absence;

**THAT** the Director of Electoral Area G, or his Alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018* 

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 in accordance with the Local Government Act:* 

**THAT** in the absence of the Director of Electoral Area G, or his Alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018* the Fraser Valley Regional District Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter.

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 3</u>: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488*,

### 8.16 FVRD Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 - 38447 Bell Road to facilitate a 2.0 ha (5 acre) truck parking and storage yard

Motion No. 1: First Reading - EAs/Unweighted

Motion No. 2: EAs/Unweighted

Motion No. 3: All/Weighted

- Refer to corporate report in item 8.15
- Draft Bylaw No. 1487, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC=SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 to facilitate the development of a commercial storage facility at 38447 Bell Road, Electoral Area G.

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [EASC-SEPT 2018] THAT Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 to the Director of Electoral Area G, or his Alternate in his absence;* 

**THAT** the Director of Electoral Area G, or his Alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018;* 

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 in accordance with the Local Government Act;* 

**THAT** in the absence of the Director of Electoral Area G, or his Alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 the Fraser Valley Regional District Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;* 

**THAT** in accordance with Section 475 of the Local Government Act and FVRD policy First Nations Engagement on FVRD Land Use by-laws and other matters with statutory requirement to engage, a notice and referral of *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* be sent to potentially affected First Nations via the Stò:lō Connect referral system where possible;

THAT in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the Official Community Plan consultation strategy as outlined in the corporate report dated September 5, 2018 for *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018.* The consultation strategy includes a notice and referral to the Stò:lō Connect referral system, the *Ministry of Transportation and Infrastructure, the Inch Creek Fish Hatchery, School District 75 (Mission)*;

**AND THAT** the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* is consistent with the FVRD financial plan and FVRD waste management plan.

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* and any associated applications.

## 8.17 FVRD Solid Waste Management Service Area Establishment Bylaw No. 1478, 2018

196 - 197

#### Adoption - All/Unweighted

- Refer to corporate report in item 8.18.
- Draft Bylaw No. 1478, 2018

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District consider adopting the bylaw cited as Fraser Valley Regional District Solid Waste Management Service Area Establishment Bylaw No. 1478, 2018.

#### 8.18 FVRD Regional Solid Waste Removal Bylaw No. 1495, 2018

198 - 208

- Motion No. 1: First Reading All/Unweighted
- Motion No. 2: Second and Third Reading All/Unweighted
- Motion No. 3: Adoption All/Unweighted (2/3 Majority)
  - Corporate report dated September 5, 2018 from Stacey Barker,
     Deputy Director of Regional Programs

Draft Bylaw No. 1495, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: [RACS-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [RACS-SEPT 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [RACS-SEPT 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018.* 

## 8.19 FVRD Parks Regulations, Fees and Other Charges Establishment Bylaw No. 1500, 2018

209 - 226

Motion No. 1: First Reading - All/Weighted

Motion No. 2: Second and Third Reading - All/Weighted

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

- Corporate report dated September 25, 2018 from Christina Vugteveen
- Draft Bylaw No. 1500, 2018

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 1</u>: THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Parks Regulations*, Fees and Other Charges Establishment Bylaw No. 1500, 2018.

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 2</u>: THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as *Fraser Valley Regional District Parks Regulations, Fees and Other Charges Establishment Bylaw No.* 1500, 2018.

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 3</u>: THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Parks Regulations, Fees and Other Charges Establishment Bylaw No. 1500, 2018.* 

## 8.20 FVRD Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 2018

227 - 239

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

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

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

- Corporate report dated July 25, 29018 from Jody Castle, Manager of Recreation, Culture and Airpark Services
- Draft Bylaw No. 1489, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 2018.

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 3</u>: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 2018.* 

## 8.21 FVRD Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 2018

240 - 243

- Motion No. 1: First Reading Areas A, B and Hope/Weighted
- Motion No. 2: Second and Third Reading Areas A, B and Hope/Weighted

Motion No. 3: Adoption - Areas A, B and Hope/Weighted (2/3 Majority)

- Corporate report dated July 25, 29018 from Jody Castle, Manager of Recreation, Culture and Airpark Services
- Draft Bylaw No. 1490, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 2018.* 

#### MOTION FOR CONSIDERATION

MOTION NO. 2: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider giving second and third reading to the bylaw cited as Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other

Charges Amendment Bylaw No. 1490, 2018.

#### MOTION FOR CONSIDERATION

MOTION NO. 3: [RCASC-JULY 2018] THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 2018.* 

#### 9. PERMITS

#### [ OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO BE HEARD ]

9.1 Temporary Use Permit 2017-03 to permit the crushing of aggregate material (boulders). Boulders and rocks will be sourced from 10789 North Deroche Road and screened and crushed for no more than 15 days at 10699 North Deroche Road, Electoral Area "G"

244 - 264

#### EAs/Unweighted

- Corporate report dated September 5, 2018 from David Bennett,
   Planner II
- TUP Application
- Draft TUP 2017-03
- Letter dated July 26, 2018 from Canadian Carmelite Charitable Society
- Letter dated August 6, 2018 to Canadian Carmelite Charitable Society
- Letter from Al Glander to Canadian Carmelite Charitable Society
- On-Table Email dated September 17, 2018 from Larry and Ann Androsoff

#### MOTION FOR CONSIDERATION

**[EASC-SEPT 2018] THAT** the Fraser Valley Regional District Board issue Temporary Use Permit 2017-03 for the processing of aggregate material at 10699 North Deroche Road.

9.2 Application for Development Variance Permit 2018-27 to reduce the rear setback to permit the construction of a single family dwelling at 47002 Snowmist Place, Electoral Area "C"

265 - 286

#### EAs/Unweighted

- Corporate report dated September 5, 2018 from Andrea Antifaeff, Planning Technician
- DVP Application
- Draft DVP 2018-27

#### MOTION FOR CONSIDERATION

[EASC-SEPT 2018] THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C, to reduce the rear lot line setback from 5.0 metres (16.4 feet) to 2.0 metres (6.6 feet), clear to sky, to facilitate the construction of a single family dwelling, subject to consideration of any comments or concerns raised by the public.

## 9.3 Application for a Temporary Use Permit at 57951 Laidlaw Road, Electoral Area "B" for pipeline construction storage

287 - 381

#### EAs/Unweighted

- Corporate report dated September 5, 2018 from Margaret Thornton,
   Director of Planning and Development
- Temporary Use Permit Application
- Kinder Morgan Presentation
- Summary of Archaeological Impact Assessment
- Resource Specific Management Table
- Approval Corridor and Temporary Work Site
- Draft TUP 2018-01
- On-Table Email dated September 16, 2018 from Dave Sudbury
- On-Table Email dated September 25, 2018 from Ian Stephen

#### MOTION FOR CONSIDERATION

**[EASC-SEPT 2018] THAT** the Fraser Valley issue Temporary Use Permit 2018-01 for pipe storage and related temporary infrastructure at 57951 Laidlaw Road, Electoral Area B subject to a \$75,000 security, and consideration of any comments and concerns raised as a result of neighbour notification;

**AND THAT** the mail out notice be expanded from 150 metre radius to the entire Laidlaw community for the area south of the Hope municipal boundary to Laidlaw Road.

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

#### 10.1 FVRD Purchasing Card Program – BMO Agreement

382 - 388

#### All/Weighted

- Corporate report dated September 5, 2018 from Mike Veenbaas,
   Director of Financial Services
- Officer's Certificate

#### MOTION FOR CONSIDERATION

[RACS-SEPT 2018] THAT the Fraser Valley Regional District Board authorize the Regional District to enter into an agreement with BMO to provide up to \$250,000 in credit capacity for a Purchasing Card program with the understanding that the Regional District will be responsible for payment of all amounts charged;

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute the agreement with BMO.

Park offer and legal agreements associated with the proposed 5 lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" to facilitate the subdivision of the "Highline Houses".

389 - 395

#### Motion No. 1: All/Weighted

Corporate report dated September 25, 2018 from David Bennett,
 Planner II

#### MOTION FOR CONSIDERATION

MOTION NO. 1: THAT the Fraser Valley Regional District Board accept the offer of a covenant regarding requirements for subdivision approval for the proposed 5-lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" and authorize Fraser Valley Regional District signatories to execute all legal agreements associated with this subdivision;

**AND THAT** the Fraser Valley Regional District Board accept the offer of \$3,600.00 (subdivision file 3320-20-2018-03175) to be used towards improvements to existing Electoral A park amenities.

#### 10.3 Electoral Area Emergency Services – Yale Apparatus Replacement

396 - 397

#### All/Weighted

Corporate report dated September 25, 2018 from Reg Dyck,
 Manager of Electoral Area Emergency Services

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board approve the proposal from HUB Fire Engines as the successful response to RFP-18006 for the purchase of a 2019 Freightliner fire apparatus for the Yale and District Volunteer Fire Department in the amount of \$410,626.00 plus applicable taxes

#### 11. OTHER MATTERS

#### 11.1 Sub-Regional Parks (West) Workshop Summary

398 - 401

#### FOR INFORMATION ONLY

Corporate report dated September 25, 2018 from Christina

### 11.2 Recycle BC Packaging and Paper Product Extended Producer Responsibility Plan

402 - 404

#### All/Unweighted

 Corporate report dated September 25, 2018 from Jamie Benton, Environmental Services Coordinator

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board send a letter to the Minister of Environment and Climate Change Strategy outlining its air quality concerns for the Recycle BC pilot project which involves incineration of other flexible plastic packaging.

## 11.3 Site Specific Exemption for proposed medical marijuana facility at 38482 Bell Rd, Dewdney - Electoral Area "G"

405 - 487

Motion No. 1: EAs/Unweighted

#### Motion No. 2: All/Weighted

- Corporate report dated September 5, 2018 from Dawn Smith,
   Planner II
- Application
- NHC report dated May 15, 2018
- Stirling Geoscience Report dated August 10, 2018

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board approve the proposed Site Specific Exemption to permit construction outside the Dewdney Dyke at 38482 Bell Rd be approved for a medical marijuana facility, as outlined in the Stirling Geoscience and Northwest Hydraulic Consultants geohazard reports dated May 15, 2018 and August 10, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the Site Specific Exemption at 38482 Bell Rd.

#### MOTION FOR CONSIDERATION

MOTION NO. 2; [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to the site specific exemption for proposed medical marijuana facility at 38482 Bell Road, Dewdney, Electoral Area "G".

#### 11.4 Site Specific Exemption for single family dwelling at 51515 Chilliwack Lake

488 - 536

#### Road, Electoral Area "E"

#### Motion No. 1: EAs/Unweighted

#### Motion No. 2: All/Weighted

- Corporate report dated September 5, 2018 from Dawn Smith, Planner II
- Application
- NHC Report dated August 6, 2018
- NHC Report dated August 8, 2018
- Geo-Hazard Assurance Statement

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board approve the proposed Site Specific Exemption to permit construction not less than 20 metres from the Chilliwack River at 51515 Chilliwack Lake Road be approved for a single family dwelling, as outlined in the Northwest Hydraulic Consultants geohazard reports dated August 6, 2018 and August 8, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the floodplain setback exemption at 51515 Chilliwack Lake Road.

#### MOTION FOR CONSIDERATION

MOTION NO. 2; [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to site specific exemption for a single family dwelling at 51515 Chilliwack Lake Road, Electoral Area E.

## 11.5 Site-Specific Floodplain Exemption Application 2018-01 for the construction of a 260 m2 garage at 9650 Deroche Landing Road, Electoral Area "G"

537 - 549

#### Motion No. 1: EAs/Unweighted

#### Motion No. 2: All/Weighted

- Corporate report dated September 5, 2018 from Dawn Smith,
   Planner II
- Application
- Site Plan

#### MOTION FOR CONSIDERATION

MOTION NO. 1: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board issue Site Specific Floodplain Exemption 2018-01 to permit the construction of a 260 m2 garage below the flood construction level at 8650

Deroche Landing Road, Area "G" subject to 'wet floodproofing' of the garage to the satisfaction of the Director of Planning and Development

#### MOTION FOR CONSIDERATION

<u>MOTION NO. 2</u>: [EASC-SEPT 2018] THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Site-Specific Floodplain Exemption Application 2018-01.

#### 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 12.1.7 be endorsed:

#### 12.1.1 RACS-SEPT 2018

**THAT** the Fraser Valley Regional District Board direct staff to set up a meeting with the Minister of Environment and Climate Change to express concerns with Recycle BC's proposed pilot project to convert "other flexible plastic packaging" (like candy wrappers and chip bags) into engineered fuel to be used as a coal substitute;

AND THAT staff bring back a report to the September Board meeting with respect to concerns with Recycle BC's proposal.

Reference item 7.1.1 of September 5, 2018 RACS Agenda.

#### 12.1.2 RACS-SEPT 2018

THAT the Fraser Valley Regional District Board direct staff to bring back a report to the September Board meeting on the recent incident where a homeless camp was relocated from Chilliwack River Valley in Electoral Area E to Columbia Valley in Electoral Area H without prior consultation with the Regional District;

**AND THAT** staff be directed to bring back a recommended course of action on the strategy or policy on how to engage with the Provincial government to ensure that such incidents do not recur again.

Reference item 11 of September 5, 2018 RACS Agenda.

#### 12.1.3 EASC-SEPT 2018

**THAT** the Fraser Valley Regional District Board approve a grant-inaid to the Eagle Point Social Club in the amount of \$1,000 to be funded from the 2018 Electoral Area "C" grant-in-aid budget to help offset the costs associated with hosting a community Christmas celebration.

Reference item 7.2 of September 5, 2018 EASC Agenda.

#### 12.1.4 EASC-SEPT 2018

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-02 for the 2nd Annual Valley Vertkiller Trail Race to be held on October 20, 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 its signatories to execute all legal instruments associated with the Special Event Licence No. 2018-02.

Reference item 9.8 of September 5, 2018.

#### 12.1.5 EASC-SEPT 2018

**THAT** the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2017-01 for the 16<sup>th</sup> Annual Around the Lake Trail Race to be held on October 13, 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 its signatories to execute all legal instruments associated with the Special Event Licence No. 2018-03.

Reference item 9.9 of September 5, 2018.

#### 12.1.6 IAC-SEPT 2018

THAT the proposed FVRD Board Policy with respect to Alternate Director Remuneration be deferred until 2019 and once the UBCM Ad-Hoc Committee on Alternate "Unelected" Electoral Area Directors has completed its work.

Reference item 4.3 of September 18, 2018 IAC Agenda.

#### 12.1.7 IAC-SEPT 2018

**THAT** the proposed FVRD Board Policy with respect to the provision of Closed Board and Committee Agendas and Minutes to Alternate Directors be deferred until 2019 and once internal survey is completed and results analyzed and presented to the Internal Affairs Committee.

Reference item 4.4 of September 18, 2018 IAC Agenda.

#### 12.2 CONSENT AGENDA - ELECTORAL AREAS

#### EAs/Unweighted

#### MOTION FOR CONSIDERATION

**THAT** the following Consent Agenda item 12.2.1 to 12.2.3 be endorsed:

#### 12.2.1 EASC-SEPT 2018

**THAT** the Fraser Valley Regional District Board postpone the consideration of Development Variance Permit 2018-26 for the property located at 126 First Avenue, Electoral Area H – Cultus Lake Park until such time that the Cultus Lake Park Board adopts a policy to address on-site residential parking.

Reference item 9.3 of September 5, 2018 EASC Agenda.

#### 12.2.2 EASC-SEPT 2018

THAT the Fraser Valley Regional District Board postpone consideration of Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C, to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky, to facilitate the construction of an accessory structure (shed) to the February, 2019 Electoral Area Services Committee meeting.

Reference item 9.5 of September 5, 2018 EASC Agenda.

#### 12.2.3 EASC-SEPT 2018

THAT the Fraser Valley Regional District Board respond to the referral by the Province of British Columbia regarding the Bridal Falls Gondola Corporation - Crown Land Temporary Licence (two years) for 4202 hectares to investigate an adventure tourism destination including a gondola, summit commercial uses, and backcountry trail network in the Mount Cheam area, with the following comments:

- Provincial Temporary Licence uses for study and investigative purposes does not require Fraser Valley Regional District (FVRD) land use approvals provided no construction or significant land alteration occurs;
- 2. FVRD Zoning and Official Community Plan amendment approvals are required should the project proceed to development stage.
- The applicant should maintain ongoing communication with the FVRD and stakeholders through the investigative phase.

Reference item 12.1 of September 5, 2018 EASC Agenda

#### 12.3 CONSENT AGENDA - ELECTORAL AREAS A, B AND HOPE

Areas A, B and Hope/Weighted

#### MOTION FOR CONSIDERATION

**THAT** the following Consent Agenda item 12.3.1 endorsed:

#### 12.3.1 RCASC-JULY 2018

**THAT** staff include a budget for RCAS donations in the 2019-2023 financial plan.

Reference item 4.6 of July 25, 2018 RCASC Agenda.

#### 13. ADDENDA ITEMS/LATE ITEMS

- 14. REPORTS FROM COMMITTEE MEETINGS FOR INFORMATION (14.1 and 14.2)
  - 14.1 Corporate report dated September 5, 2018 from Environmental Services

    Coordinator regarding 'Air Quality and Wildfire Smoke in 2018'. (RACS-Sept 2018)
  - 14.2 Corporate report dated September 5, 2018 from Planning Technician
    regarding 'FVRD Regional Transit Expansion Feasibility Study for Service
    between Mission and Kent'. (RACS/EASC-Sept 2018).

    555 558
- 15. ITEMS FOR INFORMATION AND CORRESPONDENCE (15.1 15.7)
  - 15.1 Letter dated August 27, 2018 from District of Ucluelet to Hon. Minister of Municipal and Housing regarding 'Modernization of Utility Taxation'.
  - 15.2 Letter dated September 10, 2018 from Abbotsford Mission Nature Club regarding concerns with proposed development of Herrling and Carey islands in the Fraser River.

Email dated September 19, 2018 from Mike LoVecchio, Director Government	565 - 566
Allans, Canadian Facilic regarding Trail Calety Week 2010.	
Squamish-Lillooet Regional District Update - June 2018	567 - 571
Thompson-Nicola Regional District Board Highlights - July 19, 2018	572 - 573
Thompson-Nicola Regional District Board Highlights - August 16, 2018	574 - 576
Sto-lo Business Association Harvest Dinner Invitation - Saturday, October 13, 2018	577 - 577
	Affairs, Canadian Pacific regarding 'Rail Safety Week 2018'.  Squamish-Lillooet Regional District Update - June 2018  Thompson-Nicola Regional District Board Highlights - July 19, 2018  Thompson-Nicola Regional District Board Highlights - August 16, 2018  Sto-lo Business Association Harvest Dinner Invitation - Saturday, October 13,

- 16. REPORTS BY STAFF
- 17. REPORTS BY BOARD DIRECTORS
- 18. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA
- 19. RESOLUTION TO CLOSE MEETING

All/Unweighted

#### MOTION FOR CONSIDERATION

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

- Section 90(1)(g) of the *Community Charter* litigation or potential litigation affecting the Regional District; and
- Section 90(1)(j) of the Community Charter information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

#### RECESS

- 20. RECONVENE OPEN MEETING
- 21. RISE AND REPORT OUT OF CLOSED MEETING
- 22. ADJOURNMENT

All/Unweighted

#### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board Open Meeting of September 25, 2018 be adjourned.



# FRASER VALLEY REGIONAL DISTRICT BOARD OF DIRECTORS MEETING OPEN MEETING MINUTES

Tuesday, July 24, 2018 7:00pm

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 Henry Braun, City of Abbotsford Director Ray Boucher, Electoral Area F Director Kelly Chahal, City of Abbotsford Director Bill Dickey, Electoral Area D Director Taryn Dixon, Electoral Area H

Alternate Director Robert Dufresne, Electoral Area A

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 Alec Niemi, Electoral Area C

Alternate Director Sylvia Pranger, District of Kent

Director Patricia Ross, City of Abbotsford
Director Ross Siemens, City of Abbotsford
Director Chuck Stam, City of Chilliwack
Director Al Stobbart, Electoral Area G
Director Wilfried Vicktor, District of Hope
Director Sam Waddington, City of Chilliwack

Regrets: Director Terry Raymond, Electoral Area A

Director John Van Laerhoven, District of Kent

Staff Present: Paul Gipps, Chief Administrator Officer

Suzanne Gresham, Director of Corporate Initiatives

Mike Veenbaas, Director of Financial Services

Tareg Islam, Director of Engineering & Community Services

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Barclay Pitkethly, Director of Regional Programs
Margaret-Ann Thornton, Director of Planning & Development
Jennifer Kinneman, Manager of Corporate Affairs
Jaime Schween, Manager of Corporate Administration
Maggie Mazurkewich, Communications Assistant
Tyler Davis, Network Analyst I
Amanda Molloy, Recording Secretary
Chris Lee, Executive Assistant

There were also three members of the public present.

#### 1. CALL TO ORDER

The open meeting was called to order at 7:06pm.

Mr. Gipps noted that there are currently no Committee or Board meetings scheduled for the month of August, 2018. Regular meetings will resume in September, 2018.

#### 2. MEMORIAM: LORRAINE MARTENS

The Board recognized long-term FVRD employee Lorraine Martens in memoriam.

#### 3. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By FACIO Seconded By STAM

**THAT** the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of July 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.

All/Unweighted CARRIED

#### 4. DELEGATIONS AND PRESENTATIONS

None.

#### 5. BOARD MINUTES & MATTERS ARISING

#### 5.1 **Board Meeting - June 26, 2018**

Moved By BOUCHER Seconded By ADAMSON

**THAT** the Minutes of the Fraser Valley Regional District Board Open Meeting of June 26, 2018 be adopted.

All/Unweighted CARRIED

#### 5.2 Special Minute - FVRD Security Issuing Bylaw No. 1486, 2018

Moved By STAM Seconded By DIXON

**THAT** the Fraser Valley Regional District Board adopt Special Minute dated July 16, 2018 with respect to *Fraser Valley Regional Security Issuing Bylaw No. 1486, 2018.* 

All/Unweighted CARRIED

### 6. COMMITTEE AND COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING

The following items were received for information:

- 6.1 <u>Draft Regional and Corporate Services Committee July 10, 2018</u>
- 6.2 <u>Draft Electoral Area Services Committee July 10, 2018</u>
- 6.3 Draft Fraser Valley Aboriginal Relations Committee June 19, 2018
- 6.4 <u>Draft Internal Affairs Committee June 26, 2018</u>

#### 7. CORPORATE ADMINISTRATION

## 7.1 Section 57 Show Cause Hearing – Building Contraventions at 48977 Riverbend Drive; EA E, Lot 7 District Lot 500 Group 2 New Westminster District Plan LMP18665 pid 002-428-971

Moved By ENGAR Seconded By DIXON

**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 48977 Riverbend Drive, Electoral Area E in order to provide the property owner additional time to bring the property into compliance;

**AND THAT** should the property owner not start to substantially address the situation by September, 2018, that 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 LMP 18665; Parcel Identifier 018-925-332 be filed on September 26, 2018.

All/Unweighted CARRIED

## 7.2 <u>Building Bylaw & BC Building Code Contraventions at 42935 Athey Rd, EA</u> <u>G, in part legally desc. as the whole of the Island in the east half of Section 4 Twp. 24, 1893 New Westminster District, PID 002-428-971</u>

Moved By ROSS Seconded By GILL

**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 42935 Athey Road Electoral Area G, Fraser Valley Regional District, British Columbia; legally described as the whole of the Island in the east half of section 4 township 24 which is situated in Zait Scullachan Slough containing 6.25 acres more or less as shown on the plan of said Township dated the 18th day of September, 1893 New Westminster District; Parcel Identifier: 002-428-971.

All/Unweighted

**CARRIED** 

# 7.3 Building Bylaw & BC Building Code Contraventions at 4164 Slesse Rd, EA E, legally desc. as Lot 25 Except: Part within Heavy outline taken by Hwy Stat. ROW Plan 64013, Sect.33 Twp.1 Range 29 West of the Sixth Meridian NW Dist.Plan 24078, PID 009-301-780

Moved By ENGAR Seconded By GAETZ

**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 4164 Slesse Road, Electoral Area E in order to provide the existing or new property owners additional time to bring their property into compliance;

AND THAT should the existing or new property owners not start to substantially address the situation by September 2018, that 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 4164 Slesse Road Electoral Area E, Fraser Valley Regional District, British Columbia (as Lot 25 Except: Part within Heavy outline taken by Highway Statutory Right of Way Plan 64013, Section 33 Township 1 Range 29 West of the Sixth Meridian New Westminster District Plan 24078; Parcel Identifier: 009-301-780 be filed on September 26, 2018.

All/Unweighted CARRIED

# 7.4 <u>Building Bylaw & BC Building Code Contraventions at 4150 Slesse Rd, EA E, legally desc. as Lot 23 Except: Part within Heavy Outline taken by Hwy SRW Plan 64013; Section 33 Township 1 Range 29 West of the Sixth Meridian NW Dist. Plan PID 002-053-578</u>

Moved By ENGAR Seconded By DICKEY

**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 4150 Slesse Road Electoral Area E, Fraser Valley Regional District, British Columbia; legally described as (Lot 23 Except: Part within Heavy Outline taken by Highway SRW Plan 64013; Section 33 Township 1 Range 29

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West of the sixth Meridian New Westminster District Plan 24078; Parcel Identifier: 002-053-578.

All/Unweighted CARRIED

#### 8. FINANCE

No items.

#### 9. BYLAWS

## 9.1 <u>Electoral Area Commercial Gravel Operations Service Area Establishment</u> <u>Bylaw No. 1409, 2018</u>

Moved By STAM Seconded By NIEMI

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as Fraser Valley Regional District Electoral Area Commercial Gravel Operations Service Area Administration Bylaw No. 1409, 2018.

All/Unweighted CARRIED

Moved By STOBBART Seconded By BOUCHER

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as *Fraser Valley Regional District Electoral Area Commercial Gravel Operations Service Area Administration Bylaw No. 1409, 2018.* 

All/Unweighted CARRIED

## 9.2 <u>Lake Errock Water Supply and Distribution System Service Area</u> <u>Amendment Bylaw No. 1471, 2018, Electoral Area C</u>

Moved By NIEMI Seconded By DIXON **THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1471, 2018.* 

All/Unweighted CARRIED

## 9.3 <u>Lake Errock Water System Capital Construction Service Area Amendment</u> Bylaw No. 1472, 2018, Electoral Area C

Moved By NIEMI Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Amendment Bylaw No. 1472, 2018.* 

All/Unweighted CARRIED

## 9.4 <u>Lake Errock Water Supply and Distribution System Service Area</u> <u>Amendment Bylaw 1482, 2018, Electoral Area C</u>

Moved By NIEMI Seconded By BOUCHER

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1482, 2018.

All/Unweighted CARRIED

Moved By ADAMSON Seconded By WADDINGTON

MOTION NO. 2: THAT the Fraser Valley Regional District Board give second and third reading to the bylaw cited as Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1482, 2018.

All/Unweighted

**CARRIED** 

## 9.5 <u>Hatzic Prairie Water System Service Area Amendment Bylaw No. 1481,</u> 2018, Electoral Area F

Moved By BOUCHER Seconded By SIEMENS

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water System Service Area Amendment Bylaw No. 1481, 2018.* 

All/Unweighted CARRIED

#### 10. PERMITS

10.1 <u>Application for Development Variance Permit 2018-24 to reduce the parcel size and increase the gross floor area for an Accessory Cottage Industry Use at 35406 Durieu Road, Electoral Area F</u>

Moved By NIEMI Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-24 to reduce the parcel size required for an accessory cottage industry use from 2.0 hectares (4.94 acres) to 1.9 hectares (4.69 acres) and to increase the gross floor area for an Accessory Cottage Industry Use from 80m<sup>2</sup> (861 ft<sup>2</sup>) to 140m<sup>2</sup> (1500 ft<sup>2</sup>) at 35406 Durieu Road, Area "F", subject to consideration of any comments or concerns raised by the public.

EAs/Unweighted CARRIED

## 10.2 Application for Development Variance Permit 2018-25 to reduce the interior side lot line setback to permit the construction of a dairy barn at 9518 Catherwood Road, Electoral Area G

Moved By STOBBART Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-25 for the property located at 9518 Catherwood Road, Electoral

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Area G, to reduce the interior side lot line setback from 30.0 metres (98.4 feet) to 15 metres (49.2 feet), clear to sky, to facilitate the construction of a cattle barn, subject to consideration of any comments or concerns raised by the public.

EAs/Unweighted CARRIED

Moved By STAM Seconded By LOEWEN

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with the application for DVP 2018-25, including a Section 219 restrictive covenant tying the sale of either of the two properties to the other to address existing construction built across the interior lot line.

All/Weighted CARRIED

#### 11. CONTRACTS, COVENANTS AND OTHER AGREEMENTS

No items.

#### 12. OTHER MATTERS

#### 12.1 BC Transit Board of Directors

Moved By ROSS Seconded By WADDINGTON

**THAT** the Fraser Valley Regional District Board direct staff to request the Hon. Claire Trevena, Minister of Transportation and Infrastructure that the Fraser Valley be represented on the BC Transit Board of Directors;

**AND THAT** the Fraser Valley Regional District Board consider selecting a political representative, either the FVRD Chair or a Mayor, to apply to the BC Transit Board of Directors for the Lieutenant Governor in Council's consideration.

Discussion ensued regarding the selection process required by the BC Transit Board of Directors, and to have the FVRD Board of Directors provide a letter of

support advocating for a member of the FVRD Board to fill the vacant position, resulting in the following amended motion:

Moved By GAETZ Seconded By ALEXIS

**THAT** the Fraser Valley Regional District Board direct staff to request the Hon. Claire Trevena, Minister of Transportation and Infrastraucture that the Fraser Valley be represented on the BC Transit Board of Directors;

**AND THAT** a letter to the Hon. Claire Trevena indicate a desire for the Fraser Valley Regional District Board to appoint a Director to sit on the BC Transit Board of Directors.

All/Unweighted CARRIED

#### 12.2 <u>Trans-Canada Highway Expansion</u>

Moved By BRAUN Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board direct staff to schedule a meeting with Hon. Claire Trevena, Minister of Transportation and Infrastructure and Premier Horgan indicating the need for Provincial support of funding for Highway 1 widening.

All/Unweighted CARRIED

Discussion ensued regarding any funding opportunities available from the federal government and the methods other provinces and states are using to manage high levels of traffic on highways. It was also discussed that Staff will explore the possibility of creating a visual presentation to present to Minister Trevena that will express the challenges of the communities throughout the Fraser Valley.

#### 12.3 Elizabeth's Wildlife Centre

Moved By STAM Seconded By FACIO **THAT** the Fraser Valley Regional District Board authorize a regional grant-in-aid to Elizabeth's Wildlife Centre in the amount of \$5,000 to support the ongoing efforts of the foundation for 2018;

**AND FURTHER THAT** staff be directed to bring forward an option for ongoing financial support during 2019 budget discussions.

All/Unweighted CARRIED

Dicussion ensued regarding the recent tour of the wildlife facility attended by the Chair, Vice Chair and FVRD Staff. Chair Lum noted that a contribution from the Board will significantly aid the organizations operations for the remainder of the year.

#### 12.4 <u>Tashme Museum Letter of Support</u>

Moved By ADAMSON Seconded By DIXON

**THAT** the Fraser Valley Regional District provide a letter of support to the Tashme Historical Society's efforts to preserve this important historical area and secure financial and in-kind support from the other funding agencies as well as any potential grant opportunities that may arise.

All/Unweighted CARRIED

Director Adamson noted that the grand opening of the Tashme Museum is scheduled for September 14<sup>th</sup>, 2018. A formal invitation and information will be sent out closer to the date.

#### 12.5 Fraser Basin Fraser Valley Update - July 2018

The July 2018 update from the Fraser Basin Council was provided for information.

#### 13. CONSENT AGENDA

#### 13.1 CONSENT AGENDA - FULL BOARD

Moved By WADDINGTON Seconded By DUFRESNE

**THAT** the following Consent Agenda items 13.1.1 to 13.1.11 be endorsed:

#### 13.1.1 EASC-JULY 2018

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Fraser Valley Bald Eagle Festival Society, funded from Electoral Area "C", to assist in the funding of their annual Fraser Valley Bald Eagle Festival.

#### 13.1.2 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Hemlock Valley Homeowners Association (HVHA) in the amount of \$3,000, to be funded from the 2018 Electoral Area "C" grant-in-aid budget to help offset the costs associated with purchasing a storage locker for their equipment along with the hosting of several community events used to encourage family participation to increase community awareness.

#### 13.1.3 EASC-JULY 2018

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Sts'ailes Community School, funded from the Electoral Area "C" grant-in-aid budget to help offset the costs of operating the secondary athletics program run through the Community School.

#### 13.1.4 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board approve a Grant-in-Aid to the McConnell Creek Farmers Institute (community hall) in the amount of \$5,000 to be funded from the 2018 Electoral Area "F" grant-in-aid budget to assist with the costs of completing building improvements that will provide for an expanded covered area for community hall events.

#### 13.1.5 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Lake Errock Community Association in the amount of \$2,500 to be funded from the 2018 Electoral Area "C" grant-in-aid budget to help offset the costs associated with the hosting of several events that encourage community inclusiveness.

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#### 13.1.6 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board authorizes a grant-in-aid in the amount of \$2,000 to the Deroche & District Community Association, funded from the 2018 Electoral Area "C" grant-in-aid budget, to provide funds for cement picnic tables adjacent to their community tennis courts.

#### 13.1.7 EASC-JULY 2018

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to Deroche Elementary School, funded from the Electoral Area "C" grant-in-aid budget, to help offset the costs of constructing a shelter structure for year round enjoyment.

#### 13.1.8 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,000 to the Deroche Elementary School PAC, funded from the 2018 Electoral Area "C" grant-in-aid budget in the amount of \$2,000 and from the 2018 Electoral Area "G" grant-in-aid budget in the amount of \$3,000, to help offset the costs of field trips, hot lunches, Christmas hampers, tables, emergency items and outdoor education programs.

#### 13.1.9 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid to the Columbia Valley Ratepayers Association in the amount of \$4,000 to be funded from the 2018 Electoral Area "H" grant-in-aid budget to help offset the costs of community hall improvements.

#### 13.1.10 EASC-JULY 2018

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Dewdney Elementary School PAC, funded from the 2018 Electoral Area "G" grant-in-aid budget to help offset the costs of accessibility additions to the playground and a community sign.

#### 13.1.11 **EASC-JULY 2018**

**THAT** the Fraser Valley Regional District Board direct staff to submit grant applications under the Investing in Canada Infrastructure Program - Green Infrastructure - Environmental Quality Sub-Stream intake for the following projects:

Electoral Area A: Canyon-Alpine Water System Upgrade

Electoral Area B: Dogwood Valley Water System Upgrades

Electoral Area C: Electoral Area C Transfer Station Upgrades

Electoral Area D: Electoral Area D Integrated Water System Upgrades

Electoral Area F: Hatzic Prairie Water System Stream Flow Monitoring Gauges

Electoral Area G: Hatzic East Water System

Electoral Area H: Cultus Lake Sewer System Upgrades

All/Unweighted CARRIED

#### 14. ADDENDA ITEMS/LATE ITEMS

#### 14.1 Letter of Endorsement for Canada BC Infrastructure Grant

Moved By FACIO Seconded By BRAUN

**THAT** the Fraser Valley Regional District Board provide a letter of endorsement for the joint application by the City of Abbotsford and District of Mission for their Collective Well Project.

All/Unweighted CARRIED

#### 15. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION (Items 15.1 - 15.3)

The following items were received for information:

- 15.1 Corporate report dated July 10, 2018 from Deputy Director of Regional Programs regarding 'Animal Control Dog Licencing Update' [RACS-July 2018]
- 15.2 <u>Corporate report dated July 10, 2018 from Manager of Corporate</u>
  Administration regarding 'Elections Update' [RACS-July 2018]
- 15.3 <u>Corporate report dated July 10, 2018 from Planner I regarding 'FVRD</u>
  Regional Transit Service Update' [RACS-July 2018]

#### 16. ITEMS FOR INFORMATION AND CORRESPONDENCE (Items 16.1-16.2)

The following items were received for information:

- 16.1 <u>Letter from Regional District of Bulkley Nechako to Minitry of Environment regarding 'Support of the Province of B.C.'s Cariboù Recovery Program'.</u>
- 16.2 <u>Letter dated July 17, 2018 from City of Williams Lake to Hon. Carole James, Minister of Finance and Deputy Premier regarding 'Employer Health Tax Impact on Local Government'.</u>

#### 17. REPORTS BY STAFF

Barclay Pitkethly, Director of Regional Programs, noted that the Sq'ewa:lxw First Nation is hosting the grand opening ceremony of the community adventure park on Deptember 14<sup>th</sup>, 2018.

#### 18. REPORTS BY BOARD DIRECTORS

<u>Director Vicktor</u> reported that MP Jati Sidhu recently visited the District of Hope, and discussed flood control measures for the Fraser Valley.

<u>Director Adamson</u> reported he attended the Yale Volunteer Firefighters BBQ on Saturday, July 21<sup>st</sup>.

#### 19. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None.

#### 20. RESOLUTION TO CLOSE MEETING

Moved By FACIO Seconded By WADDINGTON

**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)(c) of the *Community Charter* labour relations or other employee relations;
- Section 90(1)(i) of the *Community Charter* the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 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 Board, 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 a federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

The open meeting recessed at 7:59pm.

#### 21. RECONVENE OPEN MEETING

The open meeting reconvened at 9:06pm

#### 22. RISE AND REPORT OUT OF CLOSED MEETING

None.

#### 23. ADJOURNMENT

Moved By FACIO Seconded By DIXON

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

CARRIED

The open meeting adjourned at 9:06pm.	
MINUTES CERTIFIED CORRECT:	
Director Jason Lum, Chair	Corporate Officer/Deputy



# FRASER VALLEY REGIONAL DISTRICT COMMITTEE OF THE WHOLE OPEN MEETING MINUTES

Tuesday, July 24, 2018 5:45 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 Henry Braun, City of Abbotsford 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 Alec Niemi, Electoral Ara C
Director Patricia Ross, City of Abbotsford
Director Ross Siemens, City of Abbotsford
Director Chuck Stam, City of Chilliwack
Director Al Stobbart, Electoral Area G
Alt. Director Sylvia Pranger, District of Kent
Director Sam Waddington, City of Chilliwack
Director Wilfried Vicktor, District of Hope

Regrets: Director John VanLaerhoven, District of Kent

Director Terry Raymond, Electoral Area A

Staff Present: Paul Gipps, Chief Administrative Officer

Mike Veenbaas, Director of Financial Services Suzanne Gresham, Director of Corporate Initiatives

Tareq Islam, Director of Engineering & Community Services

Jennifer Kinneman, Manager of Corporate Affairs Jaime Schween, Manager of Corporate Administration Maggie Mazurkewich, Communications Assistant Tyler Davies, Network Analyst I Amanda Molloy, Executive Assistant to CAO and Board Chris Lee, Executive Assistant (Recording Secretary)

#### 1. CALL TO ORDER

Chair Lum called the meeting to order at 5:47 p.m.

#### 2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By FACIO Seconded By BOUCHER

**THAT** the Agenda, Addenda and Late Items for the Committee of the Whole Open Meeting of July 24, 2018 be approved;

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

**CARRIED** 

#### 3. RESOLUTION TO CLOSE MEETING

Moved By STAM Seconded By CHAHAL

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant, to consider matters pursuant to:

- Section 90(1)(c) of the Community Charter labour relations or other employee relations; and
- Section 90(1)(i) of the *Community Charter* the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED** 

The Open Meeting recessed at 5:49 p.m.

4 RECONVENE OPEN MEETIN	ING	MEET	V	PEN	(	/ENE	N۱	CO	RE	4
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The Open Meeting reconvened at 6:53 p.m.

#### 5. RISE AND REPORT

None

#### 6. ADJOURNMENT

Moved By STOBBART Seconded By BOUCHER

THAT the Committee of the Whole Open Meeting of July 24, 2018 be adjourned.

**CARRIED** 

The Committee of the Whole Open Meeting adjourned at 6:54 p.m.

MINUTES CERTIFIED CORRECT:	
Director Jacon Lum Chair	



#### FRASER VALLEY REGIONAL DISTRICT

#### **BOARD OF DIRECTORS**

#### **SPECIAL MINUTE**

by special vote pursuant to B.C. Reg. 41/91 as amended by B.C. Reg. 17/98

#### **MOTION FOR CONSIDERATION:**

**THAT** the Fraser Valley Regional District Board direct staff to seek out and submit grant applications for the Hope Recreation Centre ground source heat pump project.

CARRIED ALL/UNWEIGHTED

- I, Paul Gipps, Chief Administrative Officer, declare as follows:
- Chair Lum and Director Adamson have informed me that they consider the submission of grant applications for the Hope Recreation Centre Ground Source Heat Pump to be urgent, and that calling a regular or special meeting to conduct the voting is impractical.
- I have made all reasonable attempts to communicate the matter to be voted on, by telephone, email or in person, to each Director entitled to vote and have recorded each Director's vote.
- 3. I have informed the Chair of the results of the voting.

Dated: August 21, 2018

Paul Gipps

Chief Administrative Officer

I, Jason Lum, Chair, declare that the vote has passed.

Dated: August 21, 2018

#### <u>Submission of Grant Applications for the Hope Recreation Centre</u> <u>Ground Source Heat Pump Project</u>

#### <u>Unweighted Voting</u> [ S.791(2) LGA ]

Director's Name	Jurisdiction	No. of Votes Assigned	For	Against
Director Terry Raymond	Electoral Area A	1	Yes	
Director Dennis Adamson	Electoral Area B	1	Yes	-
Director Alec Niemi	Electoral Area C	1	Yes	
Director Bill Dickey	Electoral Area D	1	Yes	
Director Orion Engar	Electoral Area E	1	Yes	
Director Ray Boucher	Electoral Area F	1	Yes	
Director Al Stobbart	Electoral Area G	1	Yes	
Director Taryn Dixon	Electoral Area H	1	Yes	
Director Henry Braun	City of Abbotsford	1	Yes	
Director Patricia Ross	City of Abbotsford	1	Yes	
Director Moe Gill	City of Abbotsford	1	Yes	
Director Dave Loewen	City of Abbotsford	1	Yes	
Director Kelly Chahal	City of Abbotsford	1	Yes	-
Director Ross Siemens	City of Abbotsford	1		
Director Jason Lum	City of Chilliwack	1	Yes	
Director Sharon Gaetz	City of Chilliwack	1	Yes	
Director Sam Waddington	City of Chilliwack	1		
Director Chuck Stam	City of Chilliwack	1	Yes	
Director Pam Alexis	District of Mission	1	Yes	
Director Jim Hinds	District of Mission	1	Yes	
Director John Van Laerhoven	District of Kent	1	Yes	
Director Wilfried Vicktor	District of Hope	1		
Director Leo Facio	Village of Harrison Hot Springs	1	Yes	

Total votes possible	23
Total number of votes recorded	20
Total votes required to carry resolution (weighted)	12
Total votes recorded in affirmative	20
Opposed	-



#### FRASER VALLEY REGIONAL DISTRICT

#### **BOARD OF DIRECTORS**

#### **SPECIAL MINUTE**

by special vote pursuant to B.C. Reg. 41/91 as amended by B.C. Reg. 17/98

## <u>FVRD Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018</u>

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited as Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491.

CARRIED All/Unweighted

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited as Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491.

CARRIED All/Unweighted

#### FVRD Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018

**THAT** the Fraser Valley Regional District Board give first reading to the bylaw cited Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018.

CARRIED All/Unweighted

**THAT** the Fraser Valley Regional District Board give second and third reading to the bylaw cited Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018.

CARRIED All/Unweighted

- I, Paul Gipps, Chief Administrative Officer, declare as follows:
- 1. Director Dickey and Director Boucher have informed me that they consider the giving three readings to FVRD Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491and FVRD Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018\_to be urgent due to the timeline to submit these adopted bylaws to BC Assessment by October 1, 2018, and that calling a regular or special meeting to conduct the voting is impractical.
- 2. I have made all reasonable attempts to communicate the matter to be voted on, by telephone, email or in person, to each Director entitled to vote and have recorded each Director's vote.
- 3. I have informed the Chair of the results of the voting.

Dated: September 7, 2018

Paul Gipps

Chair Jason Lum

Chief Administrative Officer

I, Jason Lum, Chair, declare that the vote has passed.

Dated: September 7, 2018

### Unweighted Voting [ S.791(2) LGA ]

Director's Name	Jurisdiction	No. of Votes Assigned	For	Against
Director Terry Raymond	Electoral Area A	1	Yes	
Director Dennis Adamson	Electoral Area B	1	Yes	
Director Alec Niemi	Electoral Area C	1	Yes	
Director Bill Dickey	Electoral Area D	1	Yes	
Director Orion Engar	Electoral Area E	1	Yes	
Director Ray Boucher	Electoral Area F	1	Yes	
Director Al Stobbart	Electoral Area G	1	Yes	
Director Taryn Dixon	Electoral Area H	1	Yes	
Director Henry Braun	City of Abbotsford	1		
Director Patricia Ross	City of Abbotsford	1	Yes	
Director Moe Gill	City of Abbotsford	1	Yes	
Director Dave Loewen	City of Abbotsford	1	Yes	
Director Kelly Chahal	City of Abbotsford	1	Yes	
Director Ross Siemens	City of Abbotsford	1		
Director Jason Lum	City of Chilliwack	1	Yes	
Director Sharon Gaetz	City of Chilliwack	1	Yes	
Director Sam Waddington	City of Chilliwack	1		
Director Chuck Stam	City of Chilliwack	1	Yes	
Director Pam Alexis	District of Mission	1	Yes	
Director Jim Hinds	District of Mission	1	Yes	
Director John Van Laerhoven	District of Kent	1	Yes	
Director Wilfried Vicktor	District of Hope	1		
Director Leo Facio	Village of Harrison Hot Springs	1	Yes	

Total votes possible	23
Total number of votes recorded	19
Total votes required to carry resolution (weighted)	12
Total votes recorded in affirmative	19
Opposed	-



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

Wednesday, September 5, 2018 9:00 am FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Jason Lum, City of Chilliwack, Chair

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 Leo Facio, Village of Harrison Hot Springs

Director Sharon Gaetz, Čity of Chilliwack Director Alec Niemi, Electoral Area C Director Terry Raymond, Electoral Area A Director Patricia Ross, City of Abbotsford Director John Van Laerhoven, District of Kent Director Wilfried Vicktor, District of Hope

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

Stacey Barker, Deputy Director of Regional Programs

Barry Penner, EA Special Projects

Jennifer Kinneman, Manager of Corporate Affairs

Sterling Chan, Manager of Engineering and Infrastructure Jaime Schween, Manager of Corporate Administration

Christina Vugteveen, Manager of Parks

Kristy Hodson, Manager of Financial Operations
Melissa Geddert, Planning Technician (part)
Maggie Mazurkewich, Communications Assistant
Amanda Molloy, Executive Assistant to CAO and Board
Chris Lee, Executive Assistant Recording Secretary

#### 1. CALL TO ORDER

Chair Lum called the meeting to order at 9:00 a.m. Staff was acknowledged for the newly renovated Boardroom and the more functional setup.

#### 2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By VICKTOR Seconded By BOUCHER

**THAT** the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of September 5, 2018 be approved;

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

**CARRIED** 

#### 3. DELEGATIONS AND PRESENTATIONS

None

#### 4. MINUTES/MATTERS ARISING

### 4.1 <u>Minutes of the Regional and Corporate Services Committee Open Meeting -</u> July 10, 2018

Moved By FACIO Seconded By VAN LAERHOVEN

**THAT** the Minutes of the Regional and Corporate Services Committee Open Meeting of July 10, 2018 be adopted.

**CARRIED** 

#### 5. CORPORATE ADMINISTRATION

#### 5.1 Regional District Fire Inspection of Public Used Facilities

Paul Gipps, Chief Administrative Officer reported that the Office of the Fire Commissioner has recently notified UBCM that they are considering a change in legislation that would require Regional Districts to initiate a Fire Inspection Service. He noted that currently all municipalities are mandated with the responsibility of establishing and undertaking fire inspections of public used facilities. Mr. Gipps noted that staff has met with the Province regarding this issue stating that we agree with the concept, but not the delivery mechanism.

Discussion ensued regarding significant costs and challenges that would be placed on the Electoral Areas if this directive were to come into effect.

#### 6. FINANCE

#### 6.1 FVRD Purchasing Card Program – BMO Agreement

Moved By BOUCHER Seconded By FACIO

**THAT** the Fraser Valley Regional District Board authorize the Regional District to enter into an agreement with BMO to provide up to \$250,000 in credit capacity for a Purchasing Card program with the understanding that the Regional District will be responsible for payment of all amounts charged;

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute the agreement with BMO.

**CARRIED** 

In response to a question if a rewards program is attached to the card, staff responded that our purchasing level is not sufficient to qualify for the rewards program.

#### 7. REGIONAL PROGRAMS AND SERVICES

#### 7.1 ENVIRONMENTAL SERVICES

#### 7.1.1 FVRD Regional Solid Waste Removal Bylaw No. 1495, 2018

Moved By ALEXIS Seconded By ROSS

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as "Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018".

**CARRIED** 

It was noted that effective January 1, 2019 Recycle BC will be now collecting candy wrappers and chip bags from the depots in Mission, and that they are proposing that these items be marketed as engineered fuel to be used for commercial purposes in lieu of coal as a pilot project. The lack of packing legislation was also highlighted. Further discussion took place, resulting in the following motion:

#### ALEXIS/GAETZ

**THAT** the Fraser Valley Regional District Board direct staff to set up a meeting with the Minister of Environment and Climate Change to express concerns with Recycle BC's proposed pilot project to convert "other

flexible plastic packaging" (like candy wrappers and chip bags) into engineered fuel to be used as a coal substitute;

**AND THAT** staff bring back a report to the September Board meeting with respect to concerns with Recycle BC's proposal.

**CARRIED** 

#### 7.1.2 Air Quality and Wildfire Smoke in 2018

The report dated September 5, 2018 from the Environmental Services Coordinator pertaining to regional air quality issues and wildfire smoke experienced during the summer of 2018 was provided for information. Comments regarding poor air quality effects on health, other than just respiratory impacts were expressed. Discussion ensued regarding air quality effects on overall health, pollution from the Key West Asphalt plant located on Hwy 1 between Agassiz and Hope. and the impact of air pollution on agricultural crops.

#### 7.2 **REGIONAL PARKS**

No items.

#### 7.3 STRATEGIC PLANNING AND INITIATIVES

### 7.3.1 FVRD Regional Transit Expansion – Feasibility Study for Service between Mission and Kent

The corporate report dated September 5, 2018 from the Planning Technician with respect to the feasibility study currently being undertaken by BC Transit for the expansion of transit service between Mission and Kent was provided for information.

#### 7.4 OUTDOOR RECREATION AND PLANNING

No items.

#### 8. ADDENDA ITEMS/LATE ITEMS

None

#### 9. ITEMS FOR INFORMATION AND CORRESPONDENCE

The following items were received for information:

- **9.1** Letter dated July 26, 2018 from Metro Vancouver regarding 'Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the Township of Langley Williams Neighbourhood Plan'.
- 9.2 Letter dated August 22, 2018 from Regional District North Okanagan regarding 'Support for UBCM Resolution Business Licensing'.

Mr. Gipps reported that the FVRD has been approached by the Province to participate in a pilot regulation to allow FVRD to regulate Electoral Area businesses through a licensing program.

#### 10. REPORTS BY STAFF

Mr. Gipps noted that a Special Vote will be conducted to for the Board to consider giving three readings to the FVRD Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491 and FVRD Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018. The adopted bylaws will subsequently be forwarded to the September Board for adoption. The bylaws have to be submitted by October 1, 2018 to BC Assessment in order to meet the timeline for tax assessment for 2019.

#### 11. REPORTS BY DIRECTORS

<u>Director Gaetz</u> reported on a recent incident where a homeless camp from Chilliwack River Valley was moved to a private property in Columbia Valley, without any consultation with the FVRD. Concerns were expressed that the Province, who has the necessary resources, are not taking responsibility on the homelessness issue and as a result the Regional Districts are left to deal with this matter. Following discussion, the following motion was put forward.

#### GAETZ/FACIO

**THAT** the Fraser Valley Regional District Board direct staff to bring back a report to the September Board meeting on the recent incident where a homeless camp was relocated from Chilliwack River Valley in Electoral Area E to Columbia Valley in Electoral Area H without prior consultation with the Regional District;

**AND THAT** staff be directed to bring back a recommended course of action on the strategy or policy on how to engage with the Provincial government to ensure that such incidents do not recur again.

CARRIED

Director Alexis thanked staff for the recent expedient hearing of the Board of Variance.

#### 12. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

#### 13. ADJOURNMENT

Moved By FACIO Seconded By BOUCHER

**THAT** the Regional and Corporate Services Committee Open Meeting of September 5, 2018 be adjourned.

**CARRIED** 

The Regional and Corporate Services Committee Open Meeting of September 5, 2018 adjourned at 9:55 a.m.

MINUTES CERTIFIED CORRECT:
Director Jason Lum Chair



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

Wednesday, September 5, 2018

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Bill Dickey, Electoral Area D, Chair

Director Terry Raymond, Electoral Area A Director Dennis Adamson, Electoral Area B

Director Alec Niemi, Electoral Area C Director Orion Engar, Electoral Area E Director Ray Boucher, Electoral Area F Director Al Stobbart, Electoral Area G

Regrets: Director Taryn Dixon, Electoral Area H

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

Barclay Pitkethly, Director of Regional Programs Suzanne Gresham, Director of Corporate Initiatives

Graham Daneluz, Deputy Director of Planning & Development

Barry Penner, EA Special Projects

Jennifer Kinneman, Manager of Corporate Affairs

Jaime Schween, Manager of Corporate Administration

Alison Stewart, Manager of Strategic Planning Kristy Hodson, Manager of Financial Operations

Sterling Chan, Manager of Engineering & Infrastructure

Dawn Smith, Planner II

Louise Hinton, Bylaw Compliance and Enforcement Officer

Andrea Antifaeff, Planning Technician

Maggie Mazurkewich, Communications Assistant

Matthew Fang, Network Analyst I

Amanda Molloy, Executive Assistant to CAO and Board Chris Lee, Executive Assistant (Recording Secretary)

Also Present: Sheila Ogilvie (as per item 4.1)

Justin Morgan (as per item 4.1)

Gary Fields, Gary Fields Architecture Interior Design Planning Inc.

(as per item 4.2)

Jamie Stirling, Stirling GeoScience (as per item 4.2) Peter Wojcik, WFS Pharmagreen Inc. (as per item 4.2)

There were two members of the public present.

#### 1. CALL TO ORDER

Chair Dickey called the meeting to order at 1:31 p.m.

#### 2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND Seconded By BOUCHER

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of September 5, 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 <u>Section 57 Show Cause Hearing Deferral 4164 Slesse Road, (PID: 009-301-780), Electoral Area "E"</u>
- 3.2 <u>Section 57 Show Cause Hearing Deferral 48977 Riverbend Drive, (PID: 018-925-332), Electoral Area "E"</u>
- 3.3 <u>Section 57 Show Cause Hearing Deferra1</u> 36162 Ridgeview Road (PID: 005-171-474), Electoral Area "F"

Paul Gipps, Chief Administrative Officer referred to items 3.1, 3.2 and 3.3, noting that at the Electoral Area Service Committee Meeting held on July 10, 2018, the Committee

deferred filing a Notice on Title on the following properties, in order to provide the property owners additional time to bring their properties into compliance:

- 3.1 4164 Slesse Road, (PID: 009-301-780), Electoral Area "E"
- 3.2 48977 Riverbend Drive, (PID: 018-925-332), Electoral Area "E"
- 3.3 36162 Ridgeview Road (PID: 005-171-474), Electoral Area "F"

Mr. Gipps reported that to date there have been no significant changes on the status of the properties and as such staff has no alternative but will be proceeding with the process of filing a Notice on Title for the above properties.

#### 4. DELEGATIONS AND PRESENTATIONS

#### 4.1 **Sheila Ogilvie**

Justin Morgan, legal counsel for Sheila Ogilvie gave a presentation, providing an overview of the developments with respect to Building Permits BP 012132 and BP 014348 for 14770 Sylvester Road, Electoral Area F.

It was proposed that Mr. Morgan meet with the Regional District's legal counsel to resolve any outstanding issues.

#### 4.2 Gary Fields, Gary Fields Architecture (reference Item 4.2.1)

James Stirling (Stirling GeoScience, Peter Wojcik (WFS Pharmasave) and Gary Fields (Gary Fields Architecture Interior Design Planning Inc) jointly provided a presentation, giving an overview of the proposed development, flood hazard assessment and proposed flood control measures with respect to the proposed medical marijuana facility at 38482 Bell Road, Dewdney, Electoral Area "G".

Chair Dickey thanked the delegation for their presentation.

## 4.2.1 <u>Site Specific Exemption for proposed medical marijuana facility at 38482 Bell Rd, Dewdney - Electoral Area "G"</u>

Moved By STOBBART Seconded By ADAMSON

**THAT** the proposed Site Specific Exemption to permit construction outside the Dewdney Dyke at 38482 Bell Rd be approved for a medical marijuana facility, as outlined in the Stirling Geoscience and Northwest

Hydraulic Consultants geohazard reports dated May 15, 2018 and August 10, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the Site Specific Exemption at 38482 Bell Rd:

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to this matter.

**CARRIED** 

In response to a question raised regarding the project, staff responded that they will ensure that covenants are registered on title and that during the building process the construction complies with all the elevation requirements.

#### 5. MINUTES/MATTERS ARISING

#### 5.1 <u>Minutes of the Electoral Area Services Committee Meeting - July 10, 2018</u>

Moved By BOUCHER Seconded By STOBBART

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of July 10, 2018 be adopted.

**CARRIED** 

#### 5.2 <u>Draft Cultus Lake Advisory Planning Commission - August 15, 2018</u>

The draft Cultus Lake Advisory Planning Commission minutes of August 15, 2018 was provided for information.

#### 6. CORPORATE ADMINISTRATION

#### 6.1 Regional District Fire Inspection of Public Used Facilities

Mr. Gipps reported that the Office of the Fire Commissioner has recently notified UBCM that they are considering a change in legislation that would require Regional Districts to initiate a Fire Inspection Service. He noted that currently all municipalities are mandated with the responsibility of establishing and

undertaking fire inspections of public used facilities. Mr. Gipps noted that staff has met with the Province regarding this issue and have advised them that we agree with the concept, but not the delivery mechanism.

Discussion ensued regarding the significant costs and challenges that would be placed on Electoral Areas should this directive come into effect.

#### 7. FINANCE

#### 7.1 Parcel Tax Establishment and Parcel Tax Roll Preparation Bylaws

Moved By ADAMSON Seconded By RAYMOND

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

The bylaw cited as Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Parcel Tax Establishment Bylaw No. 1484, 2018.

The bylaw cited as Fraser Valley Regional District Lake Errock Water System Capital Construction Service Parcel Tax Establishment Bylaw No. 1496, 2018.

The bylaw cited as Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Parcel Tax Establishment Bylaw No. 1497, 2018.

The bylaw cited as Fraser Valley Regional District Popkum Sewer Service Parcel Tax Establishment Bylaw No. 1498, 2018.

The bylaw cited as Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw No. 1499, 2018.

The bylaw cited as Fraser Valley Regional District Parcel Tax Roll Preparation Bylaw No. 1485, 2018.

**CARRIED** 

#### 7.2 Grant-In-Aid Request – Eagle Point Social Club, Electoral Area "C"

Moved By NIEMI Seconded By STOBBART

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Eagle Point Social Club in the amount of \$1,000 to be funded from the 2018

Electoral Area "C" grant-in-aid budget to help offset the costs associated with hosting a community Christmas celebration.

CARRIED

#### 8. ENGINEERING & UTILITIES

No items.

#### 9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Temporary Use Permit 2017-03 to permit the crushing of aggregate material (boulders). Boulders and rocks will be sourced from 10789 North Deroche Road and screened and crushed for no more than 15 days at 10699 North Deroche Road, Electoral Area "G"

Moved By STOBBART Seconded By NIEMI

**THAT** the Fraser Valley Regional District Board issue Temporary Use Permit 2017-03 for the processing of aggregate material at 10699 North Deroche Road.

**CARRIED** 

9.2 Application for Development Variance Permit 2017-23 regarding the size siting and dimensions of proposed new homes within the proposed bare land strata portion of the proposed redevelopment of the former Minter Garden site in Electoral Area "D"

Moved By STOBBART Seconded By NIEMI

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2017-23 subject to comments or concerns raised by the public.

CARRIED

9.3 <u>Application for Development Variance Permit 2018-26 to reduce the number of required on-site parking spaces at 126 First Avenue, Area H – Cultus Lake Park</u>

Moved By BOUCHER Seconded By RAYMOND **THAT** the Fraser Valley Regional District Board postpone the consideration of Development Variance Permit 2018-26 for the property located at 126 First Avenue, Electoral Area H – Cultus Lake Park until such time that the Cultus Lake Park Board adopts a policy to address on-site residential parking.

**CARRIED** 

## 9.4 Application for Development Variance Permit 2018-27 to reduce the rear setback to permit the construction of a single family dwelling at 47002 Snowmist Place, Electoral Area "C"

Moved By NIEMI Seconded By STOBBART

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C, to reduce the rear lot line setback from 5.0 metres (16.4 feet) to 2.0 metres (6.6 feet), clear to sky, to facilitate the construction of a single family dwelling, subject to consideration of any comments or concerns raised by the public.

**CARRIED** 

## 9.5 Application for Development Variance Permit 2018-28 to reduce the rear setback to permit the construction of an accessory structure (shed) at #129-14500 Morris Valley Road, Electoral Area "C"

Concern was raised regarding the conflict between strata corporation bylaws and FVRD Zoning bylaws. Staff noted that due to current staff and budget constraints, it was not feasible to conduct a study on this conflicting issue at this time and proposed that consideration of the application for Development Variance Permit 2018-28 be postponed until after budget discussions.

Moved By NIEMI Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board postpone consideration of Development Variance Permit 2018-28 for the property located at #129-14500 Morris Valley Road, Electoral Area C, to reduce the rear lot line setback from 7.6 metres (24.9 feet) to 5.0 metres (16.4 feet), clear to sky, to facilitate the construction of an accessory structure (shed) to the February, 2019 Electoral Area Services Committee meeting.

**CARRIED** 

## 9.6 <u>Site Specific Exemption for single family dwelling at 51515 Chilliwack Lake</u> Road, Electoral Area "E"

In response to a question raised regarding flood hazards, staff assured that the consultants are very familiar with Chilliwack River Valley and have been involved in past events and mitigation works. The applicant will also be required to have covenants registered.

Moved By ENGAR Seconded By BOUCHER

**THAT** the proposed Site Specific Exemption to permit construction not less than 20 metres from the Chilliwack River at 51515 Chilliwack Lake Road be approved for a single family dwelling, as outlined in the Northwest Hydraulic Consultants geohazard reports dated August 6, 2018 and August 8, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the floodplain setback exemption at 51515 Chilliwack Lake Road;

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to this matter.

**CARRIED** 

## 9.7 <u>Site-Specific Floodplain Exemption Application 2018-01 for the construction of a 260 m2 garage at 9650 Deroche Landing Road, Electoral Area "G"</u>

Moved By STOBBART Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board issue Site Specific Floodplain Exemption 2018-01 to permit the construction of a 260 m2 garage below the flood construction level at 8650 Deroche Landing Road, Area "G" subject to 'wet floodproofing' of the garage to the satisfaction of the Director of Planning and Development;

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Site-Specific Floodplain Exemption Application 2018-01.

CARRIED

# 9.8 FVRD Zoning Amendment Bylaw No. 1488, 2018 and FVRD Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 - 38447 Bell Road, Electoral Area 'G' to facilitate a 2.0 ha (5 acre) truck parking and storage yard.

Moved By STOBBART Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board consider giving first reading to Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 to facilitate the development of a commercial storage facility at 38447 Bell Road, Electoral Area G.

**THAT** Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 to the Director of Electoral Area G, or his Alternate in his absence;* 

**THAT** the Director of Electoral Area G, or his Alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018;* 

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 in accordance with the Local Government Act;* 

**THAT** in the absence of the Director of Electoral Area G, or his Alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 the Fraser Valley Regional District Chair is* 

delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**THAT** in accordance with Section 475 of the Local Government Act and FVRD policy First Nations Engagement on FVRD Land Use by-laws and other matters with statutory requirement to engage, a notice and referral of *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* be sent to potentially affected First Nations via the Stò:lō Connect referral system where possible;

**THAT** in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the Official Community Plan consultation strategy as outlined in the corporate report dated September 5, 2018 for *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018.* The consultation strategy includes a notice and referral to the Stò:lō Connect referral system, the *Ministry of Transportation and Infrastructure, the Inch Creek Fish Hatchery, School District 75 (Mission)*;

**AND THAT** the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* is consistent with the FVRD financial plan and FVRD waste management plan;

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 and any associated applications.* 

**CARRIED** 

## 9.9 <u>Special Event Permit (2018-02), Valley Vertkiller - Sumas Inter-Regional Park, Electoral Area "G"</u>

Moved By STOBBART Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2018-02 for the 2nd Annual Valley Vertkiller Trail Race to be held on October 20, 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 its signatories to execute all legal instruments associated with the Special Event Licence No. 2018-02.

**CARRIED** 

#### 9.10 Special Event Permit – Around the Lake Trail Race, Electoral Area "H"

Moved By BOUCHER Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2017-01 for the 16<sup>th</sup> Annual Around the Lake Trail Race to be held on October 13, 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 its signatories to execute all legal instruments associated with the Special Event Licence No. 2018-03.

CARRIED

## 9.11 <u>Application for a Temporary Use Permit at 57951 Laidlaw Road, Electoral Area "B" for pipeline construction storage</u>

Director Adamson reported that the proponent held a public information meeting at the Hope Recreation Centre.

Moved By ADAMSON Seconded By NIEMI

**THAT** the Fraser Valley Regional District Board issue Temporary Use Permit 2018-01 for pipe storage and related temporary infrastructure at 57951 Laidlaw Road, Electoral Area B subject to a \$75,000 security, and consideration of any comments and concerns raised as a result of neighbour notification;

**AND THAT** the mail out notice be expanded from 150 metre radius to the entire Laidlaw community for the area south of the Hope municipal boundary to Laidlaw Road.

**CARRIED** 

#### 10. ELECTORAL AREA EMERGENCY SERVICES

No Items.

#### 11. OTHER MATTERS

### 11.1 <u>FVRD Regional Transit Expansion - Feasibility Study for Service between</u> <u>Mission and District of Kent</u>

The corporate report dated September 5, 2018 from the Planning on the feasibility study undertaken by BC Transit for service between Mission and District of Kent was provided for information. Staff was thanked for the work done on this much needed initiative for people on the north side.

#### 12. ADDENDA ITEMS/LATE ITEMS

## 12.1 <u>Crown Land Tenure Application, Referral Response – Bridal Falls Gondola, Electoral Area "D" and "E"</u>

Moved By ADAMSON Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board respond to the referral by the Province of British Columbia regarding the Bridal Falls Gondola Corporation - Crown Land Temporary Licence (two years) for 4202 hectares to investigate an adventure tourism destination including a gondola, summit commercial uses, and backcountry trail network in the Mount Cheam area, with the following comments:

- Provincial Temporary Licence uses for study and investigative purposes does not require Fraser Valley Regional District (FVRD) land use approvals provided no construction or significant land alteration occurs;
- 2. FVRD zoning and Official Community Plan amendment approvals are required should the project proceed to development stage.
- 3. The applicant should maintain ongoing communication with the FVRD and stakeholders through the investigative phase.

It was noted that with such a large project and the significant number visitors it is expected to draw, staff should also take into consideration the responsibility of ground maintenance.

#### 13. ITEMS FOR INFORMATION AND CORRESPONDENCE

13.1 The letter dated August 22, 2018 from Regional District North Okanagan regarding 'Support for UBCM Resolution - Business Licensing' was provided for information.

Mr. Gipps reported that we have been approached by the Province to participate in a pilot regulation to allow FVRD to regulate Electoral Area businesses through a licensing program.

#### 14. REPORTS BY STAFF

Mr. Gipps noted that a Special Vote will be conducted to have the Board consider giving three readings to the FVRD Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491 and FVRD Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018. The bylaws will subsequently be forwarded to the September Board for adoption. The bylaws have to be submitted by October 1, 2018 to BC Assessment in order to meet the timeline for tax assessment for 2019.

#### 15. REPORTS BY ELECTORAL AREA DIRECTORS

<u>Director Niemi</u> reported on complaints regarding Airbnb in his area and also on his attendance at the Hemlock Valley Homeowners Association AGM.

<u>Director Adamson</u> reported on the opening of the Tashme Museum in Sunshine Valley on September 7. He noted that Lookieloo will cease internet operations and that there is a petition to bring Telus services into the area.

<u>Director Stobbart</u> thanked staff for assisting with the recent Hatzic Lake closure issue and also getting the word out quickly on the swimming ban.

<u>Director Raymond</u> reported that the fire department in Boston Bar responded quickly to a few bush fires and also the FVRD has its first female fire chief, Crystal Pruim in Boston Bar. He also reported on his attendance at several events including the BC Chinese Apology in Lytton, Yale-Chinese Apology, First Nations Forestry Council, International Inter-Tribal Trade and Investment Organization and the Spuzzum First Nation Fish Ceremony. He also reported that the Cops for Cancer event will take place on September 16.

<u>Director Boucher</u> reported on his attendance at the Ratepayers Association meeting and that he received questions regarding grow-ops and licensing in Electoral Area "F".

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<u>Director Engar</u> reported that Chilliwack River Valley had several intense fires and commended the Chilliwack River Valley Fire Department who did a fantastic job. He also noted that the home sprinkler on the roof initiative was very well received by the community.

<u>Director Dickey</u> reported that Area D community is growing fast and a lot of new homes are being built. He also reported community interest in the Bridal Falls Gondola project.

#### 16. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

#### 17. ADJOURNMENT

Moved By ENGAR Seconded By NIEMI

**THAT** the Electoral Area Services Committee Open Meeting of September 5, 2018 be adjourned.

**CARRIED** 

The Electoral Area Services Committee Open Meeting adjourned at 3:06 p.m.

MINUTES CERTIFIED CORRECT:

Director Bill Dickey, Chair





## FRASER VALLEY REGIONAL DISTRICT RECREATION, CULTURE & AIRPARK SERVICES

Monday, August 13, 2018 @ 10:30 a.m.

Conference Centre 1005 6<sup>th</sup> Avenue, Hope, BC

#### OPEN MEETING MINUTES

#### Present:

Dennis Adamson, Chair, Electoral Area B Hilary Kennedy, Vice Chair, Member at Large, District of Hope Wilfried Vicktor, 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

#### Regrets:

Terry Raymond, Director, Electoral Area B

#### 1 CALL TO ORDER By Chair

Chair Adamson called the meeting to order at 10:35am

#### 2 APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

#### **KENNEDY/DAVIES**

**THAT** the Agenda, Addenda and Late Items for the Recreation, Culture & Airpark Services Commission Open Meeting of August 13, 2018 be approved;

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

[RCAS 46-2018] CARRIED

# 3 RESOLUTION TO CLOSE MEETING

#### **PUNCH/KENNEDY**

**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 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.

[RCAS 47-2018] CARRIED

The Open meeting recessed at 10:35 a.m.

The Open Meeting resumed at 11:39a.m.

# 4 RISE AND REPORT OUT OF CLOSED MEETING

#### VICKTOR/DAVIES

**THAT** staff be directed to identify and apply for grant funding to offset all or a portion of the costs to initiate the ground source heat pump project for the Hope Recreation Centre;

**AND THAT** the grant application include cost estimates for the addition of solar panels as part of the ground source heat pump project.

[RCAS 48-2018] CARRIED

Member at Large Punch Opposed

### 5 ADJOURNMENT

#### FISCHER/DAVIES

**THAT** the Open meeting of Recreation, Culture & Airpark Services Commission of Monday, August 13, 2018 be adjourned.

[RCAS 49-2018] CARRIED

The Open Meeting adjourned at 11:40a.m.		
MINUTES CERTIFIED CORRECT:		
Divertor Dennis Ademana Chair	Coverage Office // Deputy	
Director Dennis Adamson, Chair	Corporate Officer/Deputy	





# FRASER VALLEY REGIONAL DISTRICT RECREATION, CULTURE & AIRPARK SERVICES

Wednesday, July 25, 2018 @ 6:30 p.m.

Conference Centre 1005 6<sup>th</sup> Avenue, Hope, BC

# OPEN MEETING MINUTES

#### Present:

Dennis Adamson, Chair, Electoral Area B Hilary Kennedy, Vice Chair, Member at Large, District of Hope Robert Dufresne, Alternate Director, Electoral Area A Dianne Davies, Member at Large, Electoral Area B (departed at 9 pm) Bronwyn Punch, Member at Large, Electoral Area B (arrived 6:33 pm) 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

#### With Regrets:

Terry Raymond, Director, Electoral Area B Wilfried Vicktor, Municipal Director, District of Hope

# 1 CALL TO ORDER By Chair

Chair Adamson called the meeting to order at 6:34 p.m.

2 APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS
KENNEDY/DAVIES

**THAT** the Agenda, Addenda and Late Items for the Recreation, Culture & Airpark Services Commission Open Meeting of July 25, 2018 be approved;

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

[RCAS 37-2018] CARRIED

At this time, there was discussion regarding varying the Open Agenda, and Item 6 was heard at this time.

#### 6 RESOLUTION TO CLOSE MEETING

#### **KENNEDY/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) (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.

[RCAS 38-2018] CARRIED

The Open meeting resumed at 8:37 p.m.

#### 3 MINUTES/MATTERS ARISING

#### 3.1 Recreation, Culture & Airpark Services Commission Meeting – 05 02 18

#### **KENNEDY/DAVIES**

**THAT** the Minutes of the Recreation, Culture & Airpark Services Commission Open Meeting of May 2, 2018 be adopted.

[RCAS 39-2018] CARRIED

# 3.2 Recreation, Culture & Airpark Services Commission Meeting – 05 25 18

#### **KENNEDY/DAVIES**

**THAT** the Special Minute of the Recreation, Culture & Airpark Services Commission Open Meeting of May 25, 2018 be adopted.

[RCAS 40-2018] CARRIED

### 4 NEW BUSINESS

# 4.1 <u>FVRD Hope and District Recreation Centre Fees and Other Charges Amendment</u> Bylaw No. 1489, 2018

#### KENNEDY/DUFRESNE

**THAT** the revised Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 2018 be forwarded to the Fraser Valley Regional District Board for three readings and adoption.

[RCAS 41-2018] CARRIED

# 4.2 <u>FVRD Hope Airpark and Boston Bar Airstrip Fees and Charges Amendment Bylaw</u> No. 1490, 2018

#### **KENNEDY/DAVIES**

**THAT** the revised Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 2018 be forwarded to the Fraser Valley Regional District Board for three readings and adoption.

[RCAS 42-2018] CARRIED

#### 4.3 Dan Sharrers Aquatic Centre and Arena Building and Mechanical Assessment

The memo of Jody Castle, Manager of Recreation, Culture and Airpark Services dated July 25, 2018 was provided for information.

### 4.4 <u>Dan Sharrers Aquatic Centre Pool Resurfacing</u>

The memo of Jody Castle, Manager of Recreation, Culture and Airpark Services dated July 25, 2018 was provided for information.

Discussion ensued regarding public and School District 78 notification of the 2018 pool shut down schedule.

# 4.5 Yale Historic Site and the Hope Lions Club Bobbing Barrel Races

#### FISHER/DAVIES

**THAT** the Recreation, Culture and Airpark Services Commission secure one entry to support the Hope Lions Club Fundraiser on August 12, 2018.

[RCAS 43-2018] CARRIED

#### 4.6 RCAS Donation Policy

Mr. Gipps noted that in order to adhere with standard accounting principles and standards, staff are recommending that a donation budget be included as part of the 2019 financial plan.

#### **DUFRESNE/FISHER**

**THAT** staff include a budget for RCAS donations in the 2019-2023 financial plan.

[RCAS 44-2018] CARRIED

5	STAFF AND STANDING REPORTS	
5.1	Online Registration	
	Item 5.1 was deferred to a later meeting, due to time constraints.	
5.2	RCAS Programming Highlights	
	The memo of Jody Castle, Manager of Recreation, Culture and Airpark Services July 25, 2018 was provided for information.	s dated
	Commission noted the success of Canada Day and the positive feedback from	the public.
5	REPORTS BY COMMISSION MEMBERS	
	None.	
6	NEXT MEETING	
	The date of the next meeting of the Recreation, Culture and Airpark Services Commission was tentatively set for August 13, 2018.	
7	ADJOURNMENT	
	DUFRESNE/FISHER THAT the Open meeting of Recreation, Culture & Airpark Services Commissio Wednesday, July 25, 2018 be adjourned. [RCAS 45-2018]	n of <b>CARRIED</b>

MINUTES CERTIFIED CORRECT:

Director Dennis Adamson, Chair	Corporate Officer/Deputy





#### FRASER VALLEY REGIONAL DISTRICT

#### **RECREATION, CULTURE & AIRPARK SERVICES**

#### SPECIAL MINUTE

by special vote pursuant to B.C. Reg. 41/91 as amended by B.C. Reg. 31/96

**MOTION FOR CONSIDERATION: THAT** a complimentary one year facility membership be offered as a prize for a contest during the launch of Active Network;

**AND THAT** the prize winner be randomly selected from individuals that create an Active Network online account from June 4 through July 13, 2018.

- I, Paul Gipps, Chief Administrative Officer, declare as follows:
- The Recreation, Culture & Airpark Services Commission has informed me that they approve
  that a complimentary one year facility membership be offered as a prize for a contest
  during the launch of Active Network, and that the prize winner be randomly selected from
  individuals that create an Active Network online account from June 4 through July 13,
  2018.
- 2. I have made all reasonable attempts to communicate the matter to be voted on, by telephone, email or in person, to each Commissioner entitled to vote and have recorded each Commissioner's vote.
- 3. I have informed the Chair of the results of the voting.

Dated: May 25, 2018

Chief Administrative Officer

I, Dennis Adamson, Chair, declare that the vote has passed.

Dated:

Dennis Adamson

Chair, Recreation, Culture & Airpark Services Commission

# Special Minute RCASC - May 25, 2018

# (Complimentary One Year Facility Membership offered as a prize for contest during the launch of Active Network)

# **Recording of Votes**

Director Dennis Adamson, Electoral Area B	YES
Hillary Kennedy, Member at Large, District of Hope	
Mayor Wilfried Vicktor, District of Hope	
Director Terry Raymond, Electoral Area A	
Commissioner Dianne Davies, Member at Large, Electoral Area B	
Commissioner Shanon Fischer, Member at Large, District of Hope	
Commissioner Bronwyn Punch, Member at Large, Electoral Area B	

Total Votes Possible	7
Total votes required to pass resolution	5
Total votes recorded	5



# FRASER VALLEY REGIONAL DISTRICT BOARD OF VARIANCE OPEN MEETING MINUTES

Friday, August 31, 2018 1:00 pm Meeting Room 224, 2nd Floor, FVRD, 45950 Cheam Avenue, Chilliwack, BC

#### Present:

Bronwyn Punch, Chair Philip Craven, Vice Chair John DeJong, Board Member

#### **Staff Present:**

Jaime Schween, Secretary to the Board of Variance Graham Daneluz, Deputy Director of Planning & Development Andrea Antifaeff, Planning Technician

#### Also Present:

Grant and Kimberly Kask, applicants 6 members of the public

# 1 CALL TO ORDER by Secretary to Board of Variance

Jaime Schween called the Hearing to order at 1:00 p.m.

# 2 ELECTION OF CHAIR by Secretary to Board of Variance

Ms. Schween called for nominations for the position of Chair of the Board of Variance.

Philip Craven nominated Bronwyn Punch.

Bronwyn Punch accepted the nomination.

Ms. Schween called for nominations for the position of Chair of the Board of Variance a second and third time.

There being no further nominations, Ms. Schween declared Bronwyn Punch acclaimed as the Board of Variance Chair.

# 3 ELECTION OF VICE CHAIR by Secretary to Board of Variance

Ms. Schween called for nominations for the position of Vice Chair of the Board of Variance.

Bronwyn Punch nominated Philip Craven.

Philip Craven accepted the nomination.

Ms. Schween called for nominations for the position of Vice Chair of the Board of Variance a second and third time.

There being no further nominations, Ms. Schween declared Philip Craven acclaimed as the Board of Variance Vice Chair.

## 4 APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

#### **DEJONG/CRAVEN**

**THAT** the Agenda, Addenda and Late Items for the Board of Variance Hearing of August 31, 2018 be approved;

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

CARRIED

# 5 COMMENTS BY SECRETARY TO THE BOARD OF VARIANCE AND STAFF

Ms. Schween stated that the Hearing is with respect to an application brought forward under Section 540 of the *Local Government Act* requesting the Board to permit a structural alteration to an existing legally non-confirming single family dwelling for the property located at #24-9053 Shook Road. Electoral Area "G".

Ms. Schween introduced Graham Daneluz, Deputy Director of Planning and Development and Andrea Antifaeff, Planning Technician.

Andrea Antifaeff provided an overview of the application by way of a PowerPoint Presentation. She noted the following in her presentation:

- The application is for a structural alteration to a single family dwelling, including reconfiguration of the upper and lower floor layouts with no additional habitable space created;
- The applicant has provided the following reasons for the Board of Variance application:
  - o The home had a fire on December 26, 2017;
  - o Two exterior walls and the roof were fire damaged; and
  - o Interior finishings were smoke and water damaged.
- FVRD staff permitted emergency repair to the roof to prevent further structural damage.

#### 6 DELIBERATION BY BOARD OF VARIANCE

A question was raised regarding whether the size of the home would be increased. The applicant noted that there would be no change in the footprint following the renovations and repairs. Discussion took place on the uses of the first floor spaces of the home. The applicants indicated that the uses include a laundry room, storage and a workshop. The applicants further indicated that the inability to rebuild their home would cause hardship as they were currently unable to live in it due to water, fire and smoke damage.

Further discussions took place regarding the current septic system and water sources.

Vice Chair Craven reported to the Board that he had a chance to drive by and take a look at the property.

Members of the public were provided an opportunity to provide their comments.

Glen Kask noted that the original building permit was granted by the Dewdney Alouette Regional District in 1982. He further noted that it has an approved septic system that is designed for a three bedroom home.

Marge Klassen, President of Sun-Dorn Holdings Ltd. noted that she had no objections to applicant's Board of Variance application.

### 7 DECISION OF BOARD OF VARIANCE

The Board of Variance was in agreement that the applicant would experience hardship without the proposed alterations to the dwelling. The Board of Variance members spoke in favour of the Board of Variance application, resulting in the following motion:

#### CRAVEN/DEJONG

**THAT** the Board of Variance grant approval under Section 540(c) of the Local Government Act for an exemption from Section 531(1) of the Local Government to permit a structural alteration to an existing legally non-conforming single family dwelling to accommodate renovations and fire damage repair to the family home located at #24-9053 Shook Road, Electoral Area G.

CARRIED

#### 8 ADJOURNMENT

CRAVEN/DEJONG

**THAT** the Board of Variance Hearing of August 31, 2018 be adjourned.

CARRIED

The Board of Variance Hearing adjourned at 1:09 p.m.

MINUTES CERTIFIED CORRECT:

Bronwyn Punch, Chair



# CULTUS LAKE ADVISORY PLANNING COMMISSION OPEN MEETING MINUTES

Wednesday, August 15, 2018
12 noon
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

#### **Present:**

Commissioner David Renwick Commissioner Darcy Bauer Commissioner Larry Payeur

#### **Regrets:**

Commissioner Rose Turcasso Commissioner Joe Lamb

#### **Staff Present:**

Paul Gipps, Chief Administrative Officer Margaret Thornton, Director of Planning and Development Graham Daneluz, Deputy Director of Planning and Development Andrea Antifaeff, Planning Technician Kristin Webb, Planning Assistant

#### **Also Present:**

Casey Smit and Gail Smith with respect to Item 5.2.

One member of the public.

# 1. CALL TO ORDER by Chief Administrative Officer

Mr. Gipps called the meeting to order at 12:01pm.

# 2. ELECTION OF ADVISORY PLANNING COMMISSION CHAIR by Chief Administrative Officer

Mr. Gipps called for nominations for the position of Advisory Planning Commission Chair.

Commissioner Payeur nominated Commissioner Renwick.

Commissioner Renwick accepted the nomination.

Mr. Gipps called for nominations for the position of Advisory Planning Commission Chair a second and third time.

There being no further nominations, Mr. Gipps declared Commissioner Renwick acclaimed as the APC Chair.

# 3. ELECTION OF ADVISORY PLANNING COMMISSION VICE CHAIR by Chief Administrative Officer

Mr. Gipps called for nominations for the position of Advisory Planning Commission Vice Chair.

Commissioner Payeur nominated Commissioner Bauer.

Commissioner Bauer accepted the nomination.

Mr. Gipps called for nominations for the position of Advisory Planning Commission Vice Chair a second and third time.

There being no further nominations, Mr. Gipps declared Commissioner Bauer acclaimed as the APC Vice Chair.

## 4. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Discussion ensued regarding varying the order of the Agenda, by discussing Item 5.2 prior to Item 5.1.

#### **BAUER/RENWICK**

**THAT** the Agenda, Addenda and Late Items for the Cultus Lake Planning Advisory Commission Open Meeting of August 15, 2018 be approved;

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

**CARRIED** 

#### 5. **NEW BUSINESS**

Item 5.2 was heard at this time.

# 5.2 Development Variance Permit to Waive Parking Space Requirements - 126 First Avenue, Cultus Lake

Discussion ensued regarding garages / on-site parking for homes on First Avenue, whether owners could apply for an Encroachment Permit from the Cultus Lake Park Board in order to park in road Right-of-Way, or if changes to proposed house design could be achieved. It was noted that a renovation, rather than a new build would not trigger new parking bylaw requirements. Applicants were present and spoke on their proposal. Following discussion, it was recommended that the Development Variance Permit be postponed until the Draft Parking Policy has been revised and approved.

#### RENWICK/PAYEUR

**THAT** Development Variance Permit application for 126 First Avenue, Cultus Lake, BC be postponed to a future meeting of the Cultus Lake Park Advisory Planning Commission.

CARRIED

#### 5.1 Resident Parking Requirements - Draft Policy Discussion

Discussion ensued regarding new Zoning Bylaw parking requirements. Comments on the issue of small lots accommodating two on-site parking spaces without using the road Right-of-Way were offered. It was noted that the Draft Policy wording should be strengthened in order to solve current parking issues. Discussion ensued regarding referral of the policy back to the Park Board for further discussion on what specific regulations should be put into place for their community.

#### RENWICK/BAUER

**THAT** the Draft Parking Policy be referred back to the Cultus Lake Park Board for further discussion.

**CARRIED** 

#### 6. OTHER MATTERS

None

# 7. ADJOURNMENT

BAUER/RENWICK

**THAT** the Cultus Lake Planning Advisory Commission Open Meeting of August 15, 2018 be adjourned.

**CARRIED** 

The Cultus Lake Planning Advisory Commission Open Meeting adjourned at 1:28 p.m.
MINUTES CERTIFIED CORRECT:
David Renwick, Chair



## CORPORATE REPORT

Date: 2018-09-05

To: Regional and Corporate Services Committee

From: Paul Gipps, Chief Administrative Officer

Subject: Regional District Fire Inspection of Public Used Facilities

#### **INTENT**

This report is intended to advise the Regional and Corporate Services Committee of information pertaining to the inspection of public used facilities within the Regional District. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

#### **BACKGROUND**

I was asked to participate on a UBCM committee this July to review a position paper around potential change in legislation for Regional Districts and fire inspections. Currently all municipalities are mandated with the responsibility of establishing and undertaking fire inspection of public used facilities. Until recently this did not apply to Regional Districts.

#### **DISCUSSION**

The Office of the Fire Commissioner recently notified UBCM that there has been a change in direction with this current government and they are considering requiring Regional Districts to initiate a Fire Inspection Service throughout the region.

The working group I sit on all agree that a program of Fire Inspection of all public buildings and uses is a good safety step that should be taken. We also fully agree that this is not something Regional Districts can consider doing lightly. We don't feel we are the right agency and significant costs and challenges would be placed on the Electoral Areas.

There will be a presentation at UBCM by the OFC about the change in responsibilities to Regional Districts and we are encouraging all regional district directors to attend and express their concerns.



## **CORPORATE REPORT**

To: Fraser Valley Regional District Board of Directors

From: Suzanne Gresham, Director of Corporate Initiatives

Reviewed/Supported: Paul Gipps, Chief Administrative Officer

Date: September 25, 2018

Ref: Next Steps – Draft FVRD Code of Responsible Conduct

File No: o360-20/Responsible Conduct

#### MOTION FOR CONSIDERATION

[2018 og 18 Internal Affairs Committee] THAT the Fraser Valley Regional District Board endorse and adopt the draft FVRD Code of Responsible Conduct;

**AND THAT** the *FVRD Code of Responsible Conduct* be included in the post-election FVRD Board Orientation and circulated to all in-coming FVRD Board Members, FVRD Alternate Directors, FVRD Committee Members and FVRD Board Appointees.

#### STRATEGIC AREA OF FOCUS

Provide Responsive and Effective Public Services

#### BACKGROUND

Further to Board direction at the July 24, 2018 Committee of the Whole Meeting, the purpose of this report is to report out on the outcome of discussions at the 2018 UBCM Convention with respect to the topic of responsible conduct of elected officials so as to inform the Board in taking next steps with respect to the Board's consideration of adopting the draft *FVRD Code of Responsible Conduct*.

#### DISCUSSION

There was a morning workshop and panel discussion on responsible conduct at the 2018 UBCM Convention. Our own Paul Gipps, CAO along with Mayor Lyn Hall of the City of Prince George and Ministry staff presented. The session was well attended and after discussing the pros/cons of the need for a Code of Responsible Conduct, it was clear that there was strong and resounding support. The discussion focused on the challenges that some jurisdictions have faced in the absence of a Code of

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Responsible Conduct. The sentiment was also expressed that while it is important to have such a Code in place, there is the hope that the Code will never have to be enforced. There was general consensus that setting expectations around responsible conduct is important in order to ensure good governance. On the matter of enforcement, sanctions and penalties, this body of work is the next step for the Joint Working Group on Responsible Conduct. It was also recognized that a Code of Responsible Conduct is intended to be iterative given that it is a "living document". It was generally agreed that setting expectations with respect to responsible conduct through a formalized Code of Responsible Conduct is an important [and necessary] first step in the process.

The FVRD Internal Affairs Committee [IAC] met on September 18, 2018 and discussed the outcome of the 2018 UBCM Convention in anticipation of bringing forward a recommendation to the Board. The IAC briefly discussed what enforcement might look like and also discussed how respective municipal Codes of Responsible Conduct could be aligned with the FVRD Code of Responsible Conduct [while also recognizing that every jurisdiction is unique]. The hope was also expressed that the Board would never have to invoke the Code against one of its own members.

The draft FVRD Code of Responsible Conduct is crafted after the Model Code of Responsible Conduct drafted by the Joint Working Group on Responsible Conduct [UBCM, LGMA and Ministry of Municipal Affairs and Housing representatives] and focuses on expectations with respect to responsible conduct. It is intended to be a "foundational document". It is intended that provisions with respect to enforcement, sanctions and penalties will come later.

The IAC fully endorses the draft FVRD Code of Responsible Conduct and recommends it to the Board for adoption and roll-out post-election.

#### CONCLUSION

Responsible and ethical conduct at all levels of government is perceived to be a corner stone of providing good governance to citizens and communities.

A meaningful Code of Responsible Conduct would demonstrate the Board's commitment to act in a responsible and ethical manner at all times and in all their dealings as an elected official or representative of the Board.

Through the work of the Internal Affairs Committee, it is recommended that the FVRD Board clearly define and articulate the foundational principles it subscribes to with respect to expectations around responsible and ethical conduct and that clear and unambiguous language in this regard be set out in the Board's *Code of Responsible Conduct*. It is furthermore recommended that in due course, provisions with respect to Enforcement strategies be added as an accountability measure.

#### COSTS

Costs to develop a Code of Responsible Conduct and for on-going Board education and training are minimal. However, in a worst case scenario, legal costs and damage to the FVRD's reputation could be

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# FRASER VALLEY REGIONAL DISTRICT POLICY

POLICY: Code of Responsible Conduct

Date Issued: *Draft - September 18<sup>th</sup>, 2018* Date Amended:

#### **PURPOSE AND INTENT**

A Code of Responsible Conduct is a written document developed for the purpose of promoting responsible and ethical conduct of local government officials and their representatives.

A Code of Responsible Conduct establishes shared standards and expectations with respect to the conduct, comportment, decorum and behavior of individual elected officials, the collective governing body and its representatives.

#### **POLICY AND PROCEDURE**

#### 1. Framework:

- 1.1 Regional Districts are recognized under the *Local Government Act* of British Columbia as an independent, responsible and accountable order of government within their jurisdiction for the purpose of:
  - > providing good government for its community;
  - providing the services and other things that the board considers are necessary or desirable for all or part of its community;
  - providing for stewardship of the public assets of its community, and
  - fostering the current and future economic, social and environmental well-being of its community.
- 1.2 Regional District Board Members, Alternate Directors, Committee Members and Board Appointees have the legislated authority to make decisions that affect the daily lives of citizens, families, businesses and other community stakeholders.
- 1.3 Regional District Board Members, Alternate Directors, Committee Members and Board Appointees also have the authority to establish, or help establish, the long-term vision for the communities they serve based upon community and citizen engagement, collaboration and informed decision making.
- 1.4 Responsible conduct refers to how Regional District Board Members, Alternate Directors, Committee Members and Board Appointees conduct and comport themselves, individually and collectively, through their interactions with elected colleagues, staff, citizens, other local government stakeholders, the media, and through social media in the exercise of their authority.
- 1.5 Responsible conduct is founded on 4 key foundational principles:

- Integrity
- Respect
- Accountability
- > Leadership and Collaboration
- 1.6 Regional District Board Members, Alternate Directors, Committee Members and Board Appointees have a duty to act and comport themselves in accordance with the law, including but not limited to the common law, the Local Government Act, Community Charter, Workers' Compensation Act, Freedom of Information and Protection of Privacy Act, and Human Rights Code of British Columbia, and applicable federal legislation.

#### 2. Commitment to Responsible Conduct:

- 2.1 The Fraser Valley Regional District Board of Directors recognizes that responsible conduct is essential to providing good governance.
- 2.2 The Fraser Valley Regional District Board of Directors acknowledges that responsible conduct is based upon four foundational principles: Integrity, Respect, Accountability, and Leadership and Collaboration to which the Fraser Valley Regional District Board individually and collectively subscribes.
- 2.3 Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees expressly acknowledge that they are individually and collectively committed to conducting themselves in a responsible and ethical manner, and are furthermore committed to upholding the law.
- As set out in this *Code of Responsible Conduct*, Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees expressly commit to holding themselves up to the highest ethical standards, individually and as a collective governing body, as they exercise their authority, fulfill their obligations, discharge their duties, and in all of their dealings, with every person, including their elected colleagues, staff, citizens, the media and other local government stakeholders.

#### 3. **Application and Interpretation:**

- 3.1 This *Code of Responsible Conduct* applies to every elected official on the Fraser Valley Regional District Board of Directors, Alternate Directors, Committee Members and Board Appointees.
- 3.2 It is the express responsibility and obligation of each Fraser Valley Regional District Board Member, Alternate Director, Committee Member or Board Appointee to uphold both the letter and spirit of this *Code of Responsible Conduct* in their dealings with each other, staff, citizens, the media and other local government stakeholders.
- 3.3 This *Code of Responsible Conduct* is intended to be interpreted and applied in a manner that is consistent with the common law, all applicable Federal and Provincial Laws, as well as the bylaws and policies of the Fraser Valley Regional District, along with any other legal obligations which apply to Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees, individually and as a collective governing body.

#### 4. Foundational Principles of Responsible Conduct:

- 4.1 It is expressly acknowledged that the foundational principles of responsible conduct, as defined below, are intended to provide Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees with a shared understanding of what responsible conduct is.
- 4.2 It is furthermore expressly acknowledged that these foundational principles, as purposefully defined below, will set out expectations around how Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees, both individually and collectively, will conduct and comport themselves as representatives of the Fraser Valley Regional District.

#### Integrity

Integrity is conduct and behavior that upholds the public interest and promotes public confidence in local government. Integrity is based on honesty and the active demonstration of the highest ethical standards in all dealings.

#### Respect

Respect is conduct and behavior that creates an environment of trust by demonstrating due regard, deference and consideration for the perspectives, wishes, beliefs, traditions, values and rights of others.

#### Accountability

Accountability is conduct and behavior that demonstrates the willingness to accept responsibility for one's conduct, behaviours, actions and decisions.

#### Leadership and Collaboration

Leadership and Collaboration is conduct and behavior that demonstrates the ability to lead, guide, actively listen, mobilize and positively influence others, while encouraging people to come together to meet around a common goal or objective, or to resolve conflict through collective means and efforts.

#### 5. Standards of Responsible Conduct:

5.1 The Fraser Valley Regional District Board of Directors expects that all Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will demonstrate and abide by the standards of responsible conduct set out below and as reflected in the stated foundational principles of responsible conduct set out in Section 5.

**INTEGRITY** is demonstrated by the following conduct and behavior and Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will:

- ▶ be truthful, honest, and open in all matters and in all dealings with their elected colleagues, staff, citizens, other local government stakeholders, the media, and through social media in their role as a representative of the Fraser Valley Regional District
- ensure that their actions are consistent with the shared principles and values collectively agreed to by the Fraser Valley Regional District Board of Directors

- follow through on their commitments in a timely manner
- correct errors in a timely, transparent and reasonable manner
- engage in respectful communication, dialogue and debate in all matters and in all dealings at all times
- make informed and well-reasoned decisions by directing their minds to the merits of the matter before them for consideration, ensuring that they act on the basis of relevant information, legal implications, and in consideration of the consequences of their decisions
- conduct and comport themselves in a manner that promotes and inspires public confidence and trust in local government and in all of their dealings as a local government official or representative
- conduct and comport themselves in a manner which avoids any perception of conflict of interest, improper use of office, or other unethical or illegal conduct
- conduct and comport themselves in a manner which upholds the public interest by diligently serving citizens and communities within their sphere of influence in a manner which best serves the communities' interest and not their own, or the interests of a select few
- conduct and comport themselves in a manner that is consistent, fair, non-prejudicial, non-discriminatory and unbiased in all their dealings as a local government official or representative

**RESPECT** is demonstrated by the following conduct and behavior and Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will:

- treat every person with dignity, understanding, courtesy, politeness, civility and respect irrespective of differences of opinion, perspectives, beliefs, traditions or values
- respect the role of the Chair or Presiding Official and will conduct and comport themselves accordingly during meetings, and will furthermore abide by the rules of procedure adopted by the Fraser Valley Regional District Board of Directors
- respect the distinct roles and responsibilities of local government staff and are committed to fostering a positive working relationship between the Board, staff, citizens, and other local government stakeholders
- call for, and expect that respect be shown to elected officials, staff, and members of the public by other citizens, community members and other local government stakeholders
- value the role of diverse perspectives and will show due consideration for every person's contributions by listening actively and respectfully to another person's perspective or point of view during discussion, debate, collaboration and decision making
- will demonstrate awareness of their own conduct and behavior, and manage and adjust their conduct and behavior accordingly and as circumstances warrant
- create an environment of trust and will consider and be sensitive to how their words, language, conduct and behavior can be perceived by others as offensive, rude, derogatory, disrespectful, discriminatory, aggressive, combative, insulting, inflammatory or otherwise hurtful or inappropriate

> not engage in conduct or behaviors that are deemed to be indecent, obscene, insulting, abusive or otherwise unbefitting to a local government elected official or representative. This conduct or behavior includes, but is not limited to, unwanted physical or sexual contact or comments, and/or any form of aggressive or threatening conduct or behavior that may cause harm to any person, or which makes a person feel threatened or intimidated

**ACCOUNTABILITY** is demonstrated by the following conduct and behavior and Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will:

- be responsible for, and will accept responsibility for decisions they make as an elected official or representative of the Fraser Valley Regional District
- be accountable for their individual actions, and for the actions of the collective governing body
- actively listen to and consider the opinions, viewpoints and needs of the community in all decision-making, and will allow for meaningful and appropriate opportunities for citizen and community input, engagement, discourse and feedback
- carry out their business, duties and responsibilities in an open and transparent manner ensuring that the public understands the process and rationale used to reach informed decisions and the reasons and justifications for taking certain actions
- ensure that information is accessible to the extent possible under law, while also protecting privacy and confidentiality where appropriate, necessary or in accordance with the Freedom of Information and Protection of Privacy Act of British Columbia, and the confidentiality provisions of the Local Government Act and Community Charter of British Columbia.

**LEADERSHIP AND COLLABORATION** is demonstrated by the following conduct and behavior and Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will:

- proactively and routinely monitor and measure their performance in order to ensure that the foundational principles with respect to responsible conduct are being followed by all Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees and the collective governing body
- behave in a manner that instills and builds public trust and confidence in local government
- recognize that vigorous discourse and debate on a matter is integral to the democratic process and will encourage healthy, respectful and constructive debate prior to taking a decision with respect to a matter
- consider the issues before them and will make decisions as a collective governing body
- actively participate in debate about the merits of the matter before them, and will accept, respect and uphold the decision of the majority as part of the democratic process
- as leaders of their communities, face challenges, obstacles, controversy and adversity calmly, respectfully, diplomatically, and with due consideration while endeavoring to find effective and appropriate solutions and provide direction to staff, and will furthermore empower each other, and staff to face challenges, obstacles, controversy and adversity in the same manner.
- recognize and value the distinct roles and responsibilities that others play in providing good governance and will commit to fostering a positive working relationship between Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees, citizens, the media and other local government stakeholders

- refrain from publicly criticizing a member of staff
- recognize and respect the importance of the role of the Chair or Presiding Official at a meeting, and will treat that person with respect and deference at all times
- Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees expressly acknowledge that they will not engage in conduct set out in Schedule 1 hereto.

#### 6. Acknowledgement and Sign Off:

Fraser Valley Regional District Board Members, Alternate Directors, Committee Members and Board Appointees will be required to demonstrate their commitment to responsible and ethical conduct by signing an Oath of Office, set out as Schedule 2 hereto, which incorporates this *Fraser Valley Regional District Code of Responsible Conduct*.

# Schedule 1

# IRRESPONSIBLE CONDUCT

TIER 1 CONDUCT	TIER 2 CONDUCT	TIER 3 CONDUCT
Meeting Conduct, Rules of Order and Procedural Matters	Integrity	Integrity  ( Ord a survey of Tier 4 Constant
✓ Failing to abide by the FVRD Board and Committee Procedures Bylaw	<ul> <li>✓ 2<sup>nd</sup> occurrence - Tier 1 Conduct</li> <li>✓ Abuse of authority or trust</li> </ul>	<ul> <li>✓ 3<sup>rd</sup> occurrence - Tier 1 Conduct</li> <li>✓ 2<sup>nd</sup> occurrence - Tier 2 Conduct</li> </ul>
<ul> <li>✓ Failing to respect the role of the Chair or Presiding Official at meetings</li> </ul>	<ul><li>✓ Failing to act in the public interest</li><li>✓ Showing favoritism, bias or</li></ul>	Serious Allegations of Misconduct  ✓ Harassment
<ul> <li>✓ Failing to respect due process and procedural fairness</li> </ul>	nepotism towards any person, vendor, contractor, business, family member or to others doing business with the FVRD	<ul><li>✓ Sexual Harassment</li><li>✓ Discrimination</li></ul>
✓ Unfair or disrespectful treatment of persons or delegations appearing before the Board/Committee	✓ Dishonesty	✓ Bullying
✓ Disrespectful or disruptive behavior during a meeting which results in being called out of order by the	<ul><li>✓ Lying</li><li>✓ Obstructing an investigation into a matter</li></ul>	✓ Intimidation ✓ Coercion
Chair or Presiding Official  ✓ Expulsion from a meeting	<ul> <li>Obstructing staff from undertaking their duties</li> </ul>	✓ Extortion ✓ Uttering Threats
✓ Behavior which undermines the free exchange of ideas and which stifles or inhibits healthy debate	Damaging the FVRD's reputation	<ul><li>✓ Assault</li><li>✓ Accepting a bribe</li></ul>

- Disrespecting the viewpoints of others during discussion on a matter
- ✓ Failing to keep an open mind during debate on a matter

# **Communication, Interpersonal Relations, Board and Staff Relations**

- ✓ Use of disrespectful, derogatory, demeaning, defamatory, discriminatory, intolerant or offensive language at any time, and on any communication platform, including social media, as a representative of the FVRD
- ✓ Failing to treat any person with respect, courtesy, tolerance, acceptance, and/or dignity
- ✓ Disrespecting the role of the Chief Administrative Officer, Senior Staff, Staff, and/or FVRD Consultants
- ✓ Failing to respect the various roles that others play which are inherent to informed local government decision making
- Publicly criticizing or chastising a fellow Board Member, FVRD staff

- Damaging the reputation and/or credibility of the FVRD by words, actions and/or irresponsible conduct
- Acting in an official capacity while intoxicated resulting in irresponsible conduct

### **Confidentiality and Data Security**

- ✓ Intentionally accessing unauthorized information, records or data on FVRD devices
- Unauthorized disclosure of confidential or personal information to a third party
- Intentionally breaching the FVRD's network and data security systems
- Intentionally leaking confidential information to the media or other local government stakeholders

- ✓ Fraud
- ✓ Theft of FVRD resources and/or assets
- ✓ Criminal Code of Canada conviction while in office

#### Retaliation

- ✓ Retaliation or retribution towards any person who in good faith has reported a suspected contravention of the FVRD Code of Responsible Conduct for Elected Officials
- ✓ Retaliation or retribution towards any person who in good faith has reported a suspected contravention of the FVRD Discrimination, Bullying and Harassment Prevention Policy
- Retaliation or retribution towards any person who in good faith has reported a suspected contravention of the *Criminal Code* of Canada or other federal, provincial or local government statute, regulation, or enactment.

#### **Conflict of Interest**

member, and/or FVRD Consultant

- ✓ Interfering with the administrative, corporate or operational functions of the FVRD
- ✓ Failing to observe established protocols with respect to tasking or otherwise directing staff

# Interference with Designated Decision Makers and/or Processes

- Interfering with, and/or failing to respect the role and authority of statutory and/or other designated decision makers:
  - Officer Responsible for Corporate Administration
  - Officer responsible for Financial Administration
  - Head, Freedom of Information and Protection of Privacy
  - Chief Election Officer
  - Building Officials
  - Bylaw Enforcement Officers

Failure to abide by Conflict of Interest Rules in the Community Charter and Local Government Act:

- -failure to disclose conflict of interest
- -participation in meetings where in conflict of interest
- -use of office to influence a decision, recommendation or other action where an elected official has a direct or indirect pecuniary interest
- -accepting unauthorized gifts
- -failure to disclose authorized gifts
- -failure to disclose and report contracts entered into by the elected official or former elected official with the FVRD where the elected official or former elected official has a direct or indirect pecuniary interest

- Provincial Approving Officer
- Others in statutory and/or designated decision making roles
- ✓ Failing to abide by the FVRD Purchasing and Procurement Policy

### **Partisan Politics and Campaigning**

- ✓ Engaging in partisan politics while undertaking FVRD business
- ✓ Use of FVRD resources for campaign purposes

# **Unauthorized Conduct – General Prohibitions**

- Providing instruction to FVRD contractors, consultants or other service providers
- ✓ Speaking on behalf of the FVRD Board when not authorized to do so
- ✓ Failing to uphold a decision, bylaw or policy of the FVRD Board
- ✓ Unauthorized use of FVRD staff and/or other FVRD resources and assets

✓ Unauthorized expenditure of FVRD funds

#### Schedule 2

#### **OATH OF OFFICE**

ı		dο	[solemnly	, swearl	[affirm]	that:
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- 1. I am qualified to hold the office of Director, or Alternate Director of the Fraser Valley Regional District to which I have been elected or appointed;
- 2. That I have not, by myself or any other person, knowingly contravened the *Local Government Act* or the *Community Charter* of British Columbia respecting vote buying or intimidation in relation to my election to the office;
- 3. I will faithfully perform the duties of my office, and will not allow any private interest to influence my conduct in public matters;
- 4. As required by the *Local Government Act* and the *Community Charter* of British Columbia, I will disclose any direct or indirect pecuniary interest I have in a matter and will not participate in the discussion of the matter and will not vote in respect of the matter;
- 5. I will abide by the statutes, bylaws and policies that govern the Regional District and will promote openness, accountability, and responsible leadership; and
- 6. I will abide by and uphold the *Fraser Valley Regional District Code of Responsible Conduct.*



## **CORPORATE REPORT**

To: Fraser Valley Regional District Board of Directors

From: Suzanne Gresham, Director of Corporate Initiatives

Date: September 25, 2018

Subject: Proposed Draft Board Policy – Assignment of Corporate Email Addresses to FVRD

**Board Members and Alternate Directors** 

File No: 0340-30

#### MOTION FOR CONSIDERATION

[2018 og 18 Internal Affairs Committee] THAT the Fraser Valley Regional District Board endorse and adopt draft FVRD Board Policy – Assignment of Corporate Email Addresses to FVRD Board Members and Alternate Directors;

**AND THAT** this item be set to the post-election FVRD Board Orientation and circulated to all in-coming FVRD Board Members and Alternate Directors.

#### STRATEGIC AREA OF FOCUS

Provide Responsive and Effective Public Services

#### BACKGROUND

As set out in the Board resolution below, the FVRD Board previously endorsed the recommendation of the Internal Affairs Committee with respect to the assignment of corporate email addresses for all Directors and Alternate Directors. It is anticipated that the time frame for implementation will be when the new Board is installed after the 2018 general local election:

**THAT** the Fraser Valley Regional District Board endorse the assignment of corporate email addresses for all Municipal Directors, Electoral Area Directors, and all Alternate Directors for use when conducting FVRD business as a data security measure and for purposes of protecting privacy and confidentiality;

#### Page 1

Corporate Report dated September 25, 2018 to FVRD Board regarding draft policy respecting assignment of corporate email addresses to Board Members and Alternate Directors

**AND THAT** staff be directed to draft a Board policy which addresses the requirement for Board Directors and Alternate Directors to be assigned a corporate email address for purposes of conducting FVRD business;

**AND THAT** the on-boarding and orientation for incoming FVRD Board Members and Alternate Directors include the assignment of a corporate email address.

#### **DISCUSSION**

It is recognized that our organizational reliance on technology extends to our Board Members. There is an increasing expectation that Board Members have the means to access and utilize technology in all its many guises and platforms for purposes of community and stakeholder engagement and in their day to day communications as an elected official – the use of email being perhaps the most widely utilized communication platform.

While the use of technology by Board Members in their day to day affairs is growing, there is also a growing awareness around the need to take adequate measures with respect to network and data security in an effort to reduce potential opportunities for cyber-crime, identify theft and security and privacy breaches. From a best practices perspective, appropriate data management and data security practices and protocols are essential. One of those protocols is to require Board Members and Alternate Directors to use an FVRD corporate [vs personal] email address when conducting any FVRD business via email.

Historically some Board Members and Alternate Directors have used personal email accounts to conduct FVRD business and this is not a best practice from a number of perspectives: privacy and the protection of personal information, confidentiality and data security being key considerations.

As Board members will know, elected officials are bound by the confidentiality provisions under the *Local Government Act* and *Community Charter* of British Columbia and are also obligated to protect privacy and personal information in accordance with the *Freedom of Information and Protection of Privacy Act [FIPPA]* of British Columbia. Towards these ends, and in consideration of best practices with respect to corporate data security and privacy management, it is furthermore recommended that all Board Members and Alternate Directors *be required* to use an assigned FVRD corporate email address when conducting FVRD business via email. From a risk management perspective this will help mitigate the risk of data security and privacy breaches and will also assist in managing FVRD [email] records should we receive a request for information under *FIPPA*.

Please take specific note that the proposed policy expressly disallows the use of personal email by Board Members and Alternates when conducting FVRD business. Please find attached a Guideline from the Office of the Information and Privacy Commissioner of BC entitled *Use of Personal Email Accounts for Public Business* which provides some additional context in this regard.

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Corporate Report dated September 25, 2018 to FVRD Board regarding draft policy respecting assignment of corporate email addresses to Board Members and Alternate Directors

In terms of practicalities, as a convenience, current practice allows that some Municipal Directors use their municipal email address for purposes of attending to some FVRD business, e.g. Notice of Meetings and links to the FVRD website for purposes of accessing meeting agendas. This is not particularly problematic, however, it is recommended that this practice be formalized in some fashion between the respective IT and corporate administration departments. However, to extend this practice to allow Municipal Board Members to conduct FVRD business through their municipal email address would negate the spirit and intent of the policy. Going forward, the intent is for all FVRD Directors to use an assigned FVRD email address for purposes of conducting FVRD business, again for reasons of data security, protection of privacy and confidentiality. From a strictly governance and business perspective, as a corporate entity, the business of the FVRD is separate and distinct from that of our member municipalities and should be kept separate and distinct as a best practice [and vice versa]. While it is seemingly logical that the business of one corporate entity be undertaken on their own respective communication platforms, staff do recognize that some Municipal Directors may find it cumbersome to communicate via 2 email platforms but hope the need for this has been rationalized.

The proposed policy is a first step in establishing expectations around the use of technology by FVRD Board Members and Alternate Directives. It is anticipated that the proposed policy will be followed up with companion policies that speak to related issues regarding:

- Acceptable usage of emails, cell phones and other devices
- Data Security
- Records Management
- Access to Information
- Privacy
- Deployment of Devices, Cell Phones and Other Technologies
- Use of Social Media by Elected Officials as a communication platform
- Bring Your Own Device protocols

On the matter of the use of social media by elected officials, this has become quite a common practice and does serve many purposes. There is a down-side however and there are privacy implications that need to be considered by way of a separate social media policy.

#### CONCLUSION

In anticipation of the incoming Board of Directors and associated Board Orientation, it is important to have Board Policies in place that address expectations around the use of technology by elected officials while conducting FVRD business. The requirement that FVRD Board Members and Alternate Directors be assigned a corporate email address for use when conducting FVRD business is an important first step from a policy and best practices perspective.

#### Page 3

Corporate Report dated September 25, 2018 to FVRD Board regarding draft policy respecting assignment of corporate email addresses to Board Members and Alternate Directors

### **COSTS**

Nominal costs are associated with the assignment of corporate email addresses to FVRD Board Members and Alternate Directors – these costs are largely in staff time and will be borne out of the Information Management budget.

#### **COMMENTS BY CHIEF ADMINISTRATIVE OFFICER**

Reviewed and Supported

Page 4

Corporate Report dated September 25, 2018 to FVRD Board regarding draft policy respecting assignment of corporate email addresses to Board Members and Alternate Directors



# FRASER VALLEY REGIONAL DISTRICT POLICY AND PROCEDURES

ASSIGNMENT OF CORPORATE EMAIL ADDRESS TO FVRD BOARD MEMBERS AND ALTERNATE DIRECTORS

Date Issued: September 25, 2018	Date Amended:
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## **PURPOSE**

- 1. To establish a Board policy requiring all Fraser Valley Regional District Board Members and Alternate Directors to have a corporate email address assigned to them
- To establish a Board policy requiring all Fraser Valley Regional District Board Members and Alternate Directors to use an assigned corporate email addresses for purposes of conducting Fraser Valley Regional District business, when email is being used as a communication platform for conducting Fraser Valley Regional District business
- To establish a Board policy expressly disallowing the use of personal email by Fraser Valley Regional District Board Members and Alternate Directors for purposes of conducting Fraser Valley Regional District business when email is being used as a communication platform for conducting Fraser Valley Regional District business

## **POLICY**

In the interests of data security, the protection of privacy and personal information, and in an effort to mitigate the potential for cyber-crime, identify theft and security and privacy breaches:

- Fraser Valley Regional District Board Members and Alternate Directors will be assigned a corporate email address for purposes of conducting Fraser Valley Regional District business
- Fraser Valley Regional District Board Members and Alternate Directors are required, and must use, an assigned corporate email addresses for purposes of conducting Fraser Valley Regional District business, when email is being used as a communication platform for conducting Fraser Valley Regional District business
- Fraser Valley Regional District Board Members and Alternate Directors are not permitted to use a personal email address for purposes of conducting Fraser Valley Regional District business, when email is being used as a communication platform for conducting Fraser Valley Regional District business

### **PROCEDURE**

- 1. Immediately upon taking the oath of office as an elected official, Fraser Valley Regional District Board Members and Alternate Directors will be assigned a corporate email address for purposes of conducting Fraser Valley Regional District business
- 2. Immediately upon being assigned a corporate email address, Fraser Valley Regional District Board Members and Alternate Directors will, and must use, the assigned corporate email address for purposes of conducting Fraser Valley Regional District business when email is being used as a communication platform for conducting Fraser Valley Regional District business
- 3. At no time whatsoever will Fraser Valley Regional District Board Members and Alternate Directors use a personal email for purposes of conducting Fraser Valley Regional District business, when email is being used as a communication platform for conducting Fraser Valley Regional District business



Protecting privacy. Promoting transparency.

# USE OF PERSONAL EMAIL ACCOUNTS FOR PUBLIC BUSINESS

#### INTRODUCTION

This document explains the implications under the *Freedom of Information and Protection of Privacy Act* ("FIPPA") for use of personal email accounts for work purposes by employees of public bodies. It conveys two key messages. First, FIPPA applies to the use of personal email accounts for work purposes. Second, public bodies should not, for FIPPA purposes, allow the use of personal email accounts for work.

## APPLICATION OF FIPPA TO PERSONAL EMAIL ACCOUNTS

FIPPA applies to all records in the custody or under the control of a public body. Email

are records under FIPPA.<sup>1</sup> Records are in the custody of a public body if it has "charge and control" of the records, "including some legal responsibility for their safekeeping, care, protection or preservation."<sup>2</sup> While the public body would have custody of email residing on its server, it would not have custody for personal email residing elsewhere. The issue in such cases would be whether personal email is under the control of a public body.

The Supreme Court of Canada has said that where a record is not in the physical possession of a government institution, it will still be under its control if these two questions are answered in the affirmative: The use of personal email accounts for work purposes can give the perception that public body employees are seeking to evade the freedom of information process.

<sup>&</sup>lt;sup>1</sup> See s. 3(1) of FIPPA.

<sup>&</sup>lt;sup>2</sup> See para. 23 of Order 02-30, [2002] B.C.I.P.C.D. No. 30 and p. 9 of Order No. 308-1999, [1999] B.C.I.P.C.D. No. 21.

- (1) Do the contents of the document relate to a departmental matter?
- (2) Could the government institution reasonably expect to obtain a copy of the document upon request?<sup>3</sup>

The facts of each case will determine whether personal email are under the control of a public body. As a general rule, any email that an employee sends or receives as part of her or his employment duties will be a record under the public body's control, even if a personal account is used.

## ADEQUATE SEARCH (S. 6(1) OF FIPPA)

FIPPA requires public bodies to make every reasonable effort to assist applicants and

to respond without delay to each applicant openly, accurately and completely. This includes a duty to perform an adequate search for records that respond to an access request. A public body must be able to prove that its search efforts have been thorough and comprehensive and that it has explored all reasonable avenues to locate records. The Information and Privacy Commissioner has the authority to compel the production of records in the custody or under the control of a person<sup>5</sup>, including those in personal email accounts.

The use of personal email accounts does not relieve public bodies of their duty to comprehensively search for requested records and to produce them. While nothing in FIPPA directly prohibits public body employees from using personal email

The use of personal email accounts by employees does not remove or reduce the duty of a public body to search for records and produce those that are responsive to an access request.

accounts, doing so may make it more difficult for their employer to search for records. Employees may be unwilling to produce records from their personal account or to allow access to their accounts for that purpose.

To address this risk, public bodies should create policy on the use of personal email accounts for work purposes. A preferred solution is for public bodies to require the use of its email system for work purposes. If that is truly not practicable, the policy should be that employees must copy their work email account on any work-related email they send from a personal account. This policy should be part of each employee's conditions of employment.

<sup>3</sup> See Canada (Information Commissioner) v. Canada (Minister of National Defence), 2011 SCC 25.

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<sup>&</sup>lt;sup>4</sup> See, for example, Order F07-12, [2007] B.C.I.P.C.D. No. 17, Order 00-32, [2000] B.C.I.P.C.D. No. 35 and Order 00-26, [2000] B.C.I.P.C.D. No. 29.

<sup>&</sup>lt;sup>5</sup> See s. 44(1)(b) of FIPPA.

<sup>&</sup>lt;sup>6</sup> This policy should also apply where there is a ban on use of personal email accounts for work purposes, to deal with cases where an employee failed to comply with the policy and possesses personal email that might be responsive to an access to information request.

## REASONABLE SECURITY MEASURES (S. 30 OF FIPPA)

Another risk relates to security of personal information. FIPPA requires public bodies to take reasonable security measures to guard against unauthorized access, collection, use, disclosure or disposal of personal information. A personal email account, which is often web-based, is much less likely to comply with this requirement than a public body's email system. First, the terms of service for personal accounts may allow third-party access to content in a way that is in contravention of FIPPA. Second, security features for webmail services may not be adequate for FIPPA purposes. Any public body that allows use of personal email accounts to send or receive personal information is therefore risking non-compliance with FIPPA.

## Storage and Access must be in Canada (s. 30.1 of FIPPA)

Although there are exceptions, including consent by affected individuals, <sup>7</sup> FIPPA requires public bodies to store and access personal information only in Canada. Public bodies have to assume that webmail resides on servers outside Canada, at least some of the time. This presents a serious risk of non-compliance for public bodies that allow use of personal email that contains personal information.

## **Disclosure Outside of Canada (s. 33.1 of FIPPA)**

FIPPA prohibits the disclosure of personal information outside of Canada unless authorised by s. 33.1. The use of a webmail service that has servers outside of Canada will almost certainly result in public bodies disclosing personal information outside of Canada. Unless s. 33.1 authorizes the disclosure, use of webmail to send or receive personal information would violate FIPPA.

#### RESPONSIBLE INFORMATION MANAGEMENT

The citizens of British Columbia expect accountability from public bodies in their actions as well as their information practices. One important way for public bodies to demonstrate this accountability is to create an accurate record of actions in a manner that preserves records of enduring value. When employees of public bodies conduct business through their personal email accounts, accountability is easily lost.

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<sup>&</sup>lt;sup>7</sup> See s. 11(2)(b) of the Freedom of Information and Protection of Privacy Regulation. The rules for obtaining consent mean that public bodies will rarely be authorized to use personal email accounts.

#### **CONCLUSION**

FIPPA applies to work-related email sent to or received from the personal email accounts of public body employees. This document shows how use of personal email accounts for work purposes presents several challenges for public bodies under FIPPA. As indicated above, for FIPPA purposes, public bodies should not allow use of personal email accounts to conduct public business. They should ensure that clear policy is in place in this area and that all employees agree to comply with the policy.

If you have any questions about this document, please contact us at:

Office of the Information and Privacy Commissioner for BC

Tel: (250) 387-5629 (in Vancouver call (604) 660-2421) Elsewhere in BC call 1-800-663-7867

Email: info@oipc.bc.ca



## CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-09-25
From: Kristy Hodson, Manager of Financial Operations File No: 1850-20 / 008

Subject: Grant-In-Aid Request - Fraser Valley Toy Run, Electoral Area "F"

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to Charles Bernal, Committee member of the community group acting to support the Central & Upper Fraser Valley Toy Run, to be funded from the Electoral Area "F" grant-in-aid budget.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

### **BACKGROUND**

This request for funding is eligible under the Electoral Area Grant-In-Aid policy under the "Activities/ programs which are accessible to a large portion of the electoral area".

#### DISCUSSION

This community group provides support to the Central & Upper Fraser Valley Toy Run annually. Members volunteer their time as well as fundraise to support this cause. The toy run has multiple locations in which they accept toys and donations which are then distributed through the Christmas Bureau.

The community group is requesting a grant-in-aid to help with the costs of providing a drop-off location in Mission, including traffic control. Any additional funds will go towards the purchase of toys for the toy drive. Toys collected by this organization support the residents of Area F.

This report is moving straight through to the Fraser Valley Regional District Board as it was not received prior to the Electoral Area Services Committee meeting held on September 5, 2018. Due to the timing of this event and the proximity to elections, staff members agree that submission for the September Board meeting would be more administratively responsible.

Director Boucher is in support of providing a grant-in-aid of \$1,000 for this event.

#### **COST**

The \$1,000 cost will be funded from the Electoral Area "F" grant-in-aid budget which has sufficient funds to support this request.

#### CONCLUSION

A grant-in-aid application has been received from Charles Bernal on behalf of his community group seeking support to secure a location along the route of the Central & Upper Fraser Valley Toy Run in Mission as well as traffic control, with all additional funds going towards toys to be distributed through the Christmas Bureau.

#### **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:	Charles & Elaine Bernal	
Mailing Address:	11210 Sylvester Road	
	Missiion	
Email Address(es):	Locolobos@juno.com	
Contact(s):		(604) 820-6748
Name		Telephone/Fax Number
Elaine Bernal		(604) 820-6748
Name		Telephone/Fax Number
		Funds (Please attach a separate sheet if required):  Run to benefit under privileged children of the Fraser Valley.
APPLICATION SU	MMARY:	
Project or purpose	for which you require assistance	(Please attach a separate sheet if required):
The purpose of this grant i	s to help provide a location for the collection	of toys and traffic control during the event. This assistance will also enable the purchase of
additional toys for Chri	stmas delivery.	
Statement as to how sheet if required):	w these funds will benefit the cor	mmunity or an aspect of the community (Please attach a separate
These funds will benef	it the children of Electoral Area F in a	ddition to other Electoral Areas.
(Amount of the Control of the Contro		
Amount of Grant Re	equested: \$ 1,000.00	
	his application for assistance is I	at is provided in this application is true and correct. Furthermore, I NOT being made on behalf of an individual, industry, commercial
,	1 1	o contract of the contract of
Theres 1	Germ	Amount Approved:
Committee Signature of Author	Mombes ized Signatory and Title	Date:
Organization Author	izeu Signatory and Title	Lay Bail
		Signature of Electoral Area Director

Please return completed form by fax or e-mail to: Fax: 604-702-5043 (Finance Dept.); Email: <a href="mailto:info@fvrd.bc.ca">info@fvrd.bc.ca</a>; or to your Electoral Area Director.



## **CORPORATE REPORT**

To: Electoral Area Services Committee Date: 2018-09-05 From: Mike Veenbaas, Director of Financial Services File No: 3920-20

Subject: Parcel Tax Establishment and Parcel Tax Roll Preparation Bylaws

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board give three readings and adoption to the following bylaws:

Bylaw 1484, 2018 Hatzic Prairie Water System Capital Construction Service Parcel Tax Establishment Bylaw

Bylaw 1496, 2018 Lake Errock Water System Capital Construction Service Parcel Tax Establishment Bylaw

Bylaw 1497, 2018 South Cultus Lake Sewage Treatment Service Parcel Tax Establishment Bylaw

Bylaw 1498, 2018 Popkum Sewer Service Parcel Tax Establishment Bylaw

Bylaw 1499, 2018 Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw

Bylaw 1485, 2018 Parcel Tax Roll Preparation Bylaw

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **BACKGROUND**

Service area establishment bylaws have been adopted by the Board for a number of new services. These bylaws provide the Board with the ability to fund the service via property value tax, parcel tax, fees/charges or a combination of these three. Staff are proposing to utilize the parcel tax option which requires the Board to consider adopting further bylaws to allow for funding via parcel tax.

#### **DISCUSSION**

Funding a utility based service via parcel tax has been the typical approach for Fraser Valley Regional District services. The parcel tax method is seen as a fair model for allocating costs equally to all properties within a service area for the fixed costs of the infrastructure needed to supply the water or treat the sewer. Often, the service's operational costs are then recovered via a user fee that is reflective of the actual consumption/usage of the service. Under this model only those connected to a service pay for the operational costs whereas all properties within the service pay for the infrastructure. The rationale being that even if a property is not connected, there is a value to the property in having the service available at the property line.

#### Bylaw 1467, 2018 South Cultus Lake Sewage Treatment Service Parcel Tax Establishment Bylaw

This is a new service area established in 2017 for the Aquadel Crossing development located near the south end of Cultus Lake. Staff are expecting the new sewage treatment plant to come online Fall 2018 with costs to be recovered starting in 2019. This service is proposed to be funded via parcel tax.

## Bylaw 1484, 2018 Hatzic Prairie Water System Capital Construction Service Parcel Tax Establishment Bylaw

This service represents an extension to the existing Hatzic Prairie Water System that included capital works funded using a provincial grant, community works funds and debt proceeds. The proposed parcel tax for this service would be used to cover the debt servicing expenses for the 20 year term.

## Bylaw 1496, 2018 Lake Errock Water System Capital Construction Service Parcel Tax Establishment Bylaw

This service represents an extension to the existing Lake Errock Water System that included capital works funded using a provincial grant, community works funds and debt proceeds. The proposed parcel tax for this service would be used to cover the debt servicing expenses for the 20 year term.

#### Bylaw 1498, 2018 Popkum Sewer Service Parcel Tax Establishment Bylaw

This is a new service area established in 2017 in response to infill development occurring in the Popkum area. Staff are expecting the new sewage treatment plant to come online Fall 2018 with costs to be recovered starting in 2019. This service is proposed to be funded via parcel tax.

## Bylaw 1499, 2018 Cultus Lake Park Collector Sewer System Service Parcel Tax Establishment Bylaw

This service was first established in 1979 and converted to a local service area in 1990. A parcel tax establishment bylaw was adopted in 1986 and has been in effect since then. With the significant changes occurring in this service area as a result of the new sewage treatment plant, Staff are

proposing a new establishing bylaw be adopted under the new bylaw format with the existing bylaw being rescinded. The new bylaw will also provide for the flexibility to set the parcel tax rate sufficient to cover the new debt servicing expenses.

### Bylaw 1485, 2018 Parcel Tax Roll Preparation Bylaw

This bylaw is a legislative formality to allow Staff to prepare parcel tax rolls for each of the services listed in the bylaw. The proposed bylaw reflects the current bylaw's listing plus the additional services noted above.

#### **COST**

Funds collected via parcel taxes are set by the Board via the annual financial planning process.

#### CONCLUSION

Staff are proposing a number of parcel tax establishment bylaws to allow for the use of the parcel tax funding method, in keeping with past practice of funding FVRD utility based services.

#### **COMMENTS BY:**

### Paul Gipps, Chief Administrative Officer

Reviewed and supported

## BYLAW NO. 1485, 2018 A bylaw to provide for the preparation of Parcel Tax Rolls

**WHEREAS** the Board of Directors of the Fraser Valley Regional District ("the Board") must provide for the preparation of a parcel tax roll for the purpose of imposing a parcel tax.

**THEREFORE** the Board enacts as follows:

#### 1) **CITATION**

This Bylaw may be officially cited as *Fraser Valley Regional District Parcel Tax Roll Bylaw No. 1485, 2018.* 

#### 2) ENACTMENTS

a) Parcel Tax Rolls for the purpose of levying a parcel tax are to be prepared for the following services:

Baker Trails Flood Control
Cascade/Carratt Creek Flood Control
Cultus Lake Integrated Water
Cultus Lake Integrated Water Capital
Construction Service
Cultus Lake Sewer

Deroche Water System Dogwood Valley Water Hatzic Prairie Water

Hatzic Prairie Water Capital Construction Service

Lake Errock Water

Lake Errock Water Capital

Construction Service Morris Valley Bulk Water Morris Valley Linear Park Morris Valley Sewer

North Bend Water, Hallecks Creek PA North Bend Sewer, Hallecks Creek PA

Popkum Sewer

South Cultus Lake Sewage Treatment Yale & District Community Use Facility

**Yale Water Supply** 

FVRD Establishment Bylaw No 495, 2002 DARD Establishment Bylaw No 378, 1984 RDFC Establishment Bylaw No. 0906, 1990

FVRD Establishment Bylaw No. 1366, 2016 RDFC Establishment Bylaw No 0875, 1989 DARD Establishment Bylaw No 608, 1992 FVRD Establishment Bylaw No. 143,1997 FVRD Establishment Bylaw No 837, 2007

FVRD Establishment Bylaw No 1434, 2017 FVRD Establishment Bylaw No 800, 2007

FVRD Establishment Bylaw No. 1444, 2017 FVRD Establishment Bylaw No. 343, 2000 FVRD Establishment Bylaw No. 346, 2000 FVRD Establishment Bylaw No. 0344, 2000 RDFC Establishment Bylaw No. 917, 1990 RDFC Establishment Bylaw No. 919, 1990 FVRD Establishment Bylaw No. 1396, 2016 FVRD Establishment Bylaw No. 1416, 2017 FVRD Establishment Bylaw No. 1034, 2010 RDFC Establishment Bylaw No. 246, 1979 FVRD Bylaw 1485, 2018 Page 2 of 2

b) The bylaws referred to in (a) above include any subsequent amendments.

c) Parcel taxes for the foregoing services shall be levied on the basis of a single amount for each parcel.

## 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 a true and correct copy of *Fraser Valley Regional District Parcel Tax Roll Bylaw No. 1485, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, BC this	day o
Corporate Officer/Deputy	

#### **BYLAW 1484, 2018**

## A bylaw to impose a parcel tax on owners of land in the Hatzic Prairie Water System Capital Construction Service Area

\_\_\_\_\_

**WHEREAS** Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Establishment Bylaw No. 1434, 2017 was adopted by the Fraser Valley Regional District Board ("the Board") on May 23, 2018;

**AND WHEREAS** it is deemed necessary and expedient to impose and levy a parcel tax on properties benefiting from the Hatzic Prairie Water System Capital Construction Service Area to meet the costs of constructing infrastructure to supply water services to the benefiting lands;

**THEREFORE** the Board enacts as follows:

#### 1. CITATION

This bylaw may be cited as Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1484, 2018.

#### 2. ENACTMENTS

- a) In this Bylaw, unless the context otherwise requires, "parcel" means a lot, block or other areas in which real property is held or into which is subdivided.
- b) A parcel tax roll shall be prepared for the purposes of imposing a parcel tax on all parcels of land within the Hatzic Prairie Water System Capital Construction Service Area.
- c) A parcel tax in this bylaw shall be levied annually on the basis of a single amount for each parcel, commencing in the year 2019, on each parcel recorded on the annual assessment roll prepared for the Hatzic Prairie Water System Capital Construction Service Area.
- d) The amount per parcel shall be the amount obtained by dividing the maximum sum of \$14,500 by the number of parcels certified on the annual assessment roll as prepared under b) above (estimated to be \$410.00 per parcel for the year 2019).

#### 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.

Bylaw No. 1484, 2018 Page 2 of 2

|--|

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

ADOPTED THIS

Chair/Vice-Chair

day of

day of

Corporate Officer/Deputy

## 5. **CERTIFICATION**

Corporate Officer/Deputy

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Hatzic Prairie Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1484, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, B.C. this day of

#### **BYLAW 1496, 2018**

## A bylaw to impose a parcel tax on owners of land in the Lake Errock Water System Capital Construction Service Area

\_\_\_\_\_

**WHEREAS** Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Establishment Bylaw No. 1444, 2017 was adopted by the Fraser Valley Regional District Board ("the Board") on January 24, 2018;

**AND WHEREAS** it is deemed necessary and expedient to impose and levy a parcel tax on properties benefiting from the Lake Errock Water System Capital Construction Service Area to meet the costs of providing water system capital construction services to the benefiting lands;

**THEREFORE** the Board enacts as follows:

#### 1. CITATION

This bylaw may be cited as Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1496, 2018.

#### 2. ENACTMENTS

- a) In this Bylaw, unless the context otherwise requires, "parcel" means a lot, block or other areas in which real property is held or into which is subdivided.
- b) A parcel tax roll shall be prepared for the purposes of imposing a parcel tax on all parcels of land within the Lake Errock Water System Capital Construction Service Area.
- c) A parcel tax in this bylaw shall be levied annually on the basis of a single amount for each parcel, commencing in the year 2019, on each parcel recorded on the annual assessment roll prepared for the Lake Errock Water System Capital Construction Service Area.
- d) The amount per parcel shall be the amount obtained by dividing the maximum sum of \$6,000 by the number of parcels certified on the annual assessment roll as prepared under b) above (estimated to be \$196.00 per parcel for the year 2019).

#### 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.

Bylaw No. 1496, 2018 Page 2 of 2

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 Lake Errock Water System Capital Construction Service Area Parcel Tax Establishment Bylaw No. 1496, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, B.C. this	day of
Corporate Officer/Deputy	

#### **BYLAW 1497, 2018**

## A bylaw to impose a parcel tax on owners of land in the South Cultus Lake Sewage Treatment Service Area

**WHEREAS** Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Establishment Bylaw No. 1416, 2017 was adopted by the Fraser Valley Regional District Board ("the Board") on April 25, 2017;

**AND WHEREAS** it is deemed necessary and expedient to impose and levy a parcel tax on properties benefiting from the South Cultus Lake Sewage Treatment Service Area to meet the costs of providing sewage treatment services to the benefiting lands;

**THEREFORE** the Board enacts as follows:

#### 1. CITATION

This bylaw may be cited as Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Parcel Tax Establishment Bylaw No. 1497, 2018.

#### 2. ENACTMENTS

- a) In this Bylaw, unless the context otherwise requires, "parcel" means a lot, block or other areas in which real property is held or into which is subdivided.
- b) A parcel tax roll shall be prepared for the purposes of imposing a parcel tax on all parcels of land within the South Cultus Lake Sewage Treatment Service Area.
- c) A parcel tax in this bylaw shall be levied annually on the basis of a single amount for each parcel, commencing in the year 2019, on each parcel recorded on the annual assessment roll prepared for the South Cultus Lake Sewage Treatment Service Area.
- d) The amount per parcel shall be the amount obtained by dividing the maximum sum of \$133,500 by the number of parcels certified on the annual assessment roll as prepared under b) above (estimated to be \$1,180 per parcel for the year 2019).

#### 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.

Bylaw No. 1497, 2018 Page 2 of 2

Л	DEADINGS	AND ADODTION
4.	KEADINGS	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

### 5. **CERTIFICATION**

Chair/Vice-Chair

I hereby certify that this is a true and correct copy of Fraser Valley Regional District South Cultus Lake Sewage Treatment Service Area Parcel Tax Establishment Bylaw No. 1497, 2018 as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Corporate Officer/Deputy

Dated at Chilliwack, B.C. this day of

#### **BYLAW 1498, 2018**

## A bylaw to impose a parcel tax on owners of land in the Popkum Sewer Service Area

\_\_\_\_\_\_

**WHEREAS** Fraser Valley Regional District Popkum Sewer Service Area Establishment Bylaw No. 1396, 2016 was adopted by the Fraser Valley Regional District Board ("the Board") on March 22, 2017;

**AND WHEREAS** it is deemed necessary and expedient to impose and levy a parcel tax on properties benefiting from the Popkum Sewer Service Area to meet the costs of providing sewage collection and treatment services to the benefiting lands;

**THEREFORE** the Board enacts as follows:

#### 1. <u>CITATION</u>

This bylaw may be cited as Fraser Valley Regional District Popkum Sewer Service Area Parcel Tax Establishment Bylaw No. 1498, 2018.

#### 2. ENACTMENTS

- a) In this Bylaw, unless the context otherwise requires, "parcel" means a lot, block or other areas in which real property is held or into which is subdivided.
- b) A parcel tax roll shall be prepared for the purposes of imposing a parcel tax on all parcels of land within the Popkum Sewer Service Area.
- c) A parcel tax in this bylaw shall be levied annually on the basis of a single amount for each parcel, commencing in the year 2019, on each parcel recorded on the annual assessment roll prepared for the Popkum Sewer Service Area.
- d) The amount per parcel shall be the amount obtained by dividing the maximum sum of \$46,310 by the number of parcels certified on the annual assessment roll as prepared under b) above (estimated to be \$500.00 per parcel for the year 2019).

#### 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.

Bylaw No. 1498, 2018 Page 2 of 2

4.	<b>REA</b>	DIN	GS A	AND	ADO	OPT	ION
----	------------	-----	------	-----	-----	-----	-----

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 Popkum Sewer Service Area Parcel Tax Establishment Bylaw No. 1498, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, B.C. this	day or
Corporate Officer/Deputy	

#### **BYLAW 1499, 2018**

## A bylaw to impose a parcel tax on owners of land in the Cultus Lake Park Collector Sewer System Service Area

**WHEREAS** Regional District of Fraser Cheam *Cultus Lake Park Collector Sewer System Local Service Area Establishment Bylaw No. 875, 1989* was adopted by the Regional District of Fraser Cheam Board of Directors ("the Board") on February 6, 1990;

**AND WHEREAS** it is deemed necessary and expedient to impose and levy a parcel tax on properties benefiting from the Cultus Lake Park Collector Sewer System Service Area to meet the costs of providing collector sewer services to the benefiting lands;

**THEREFORE** the Board enacts as follows:

#### 1. CITATION

This bylaw may be cited as Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Area Parcel Tax Establishment Bylaw No. 1499, 2018.

#### 2. ENACTMENTS

- a) In this Bylaw, unless the context otherwise requires, "parcel" means a lot, block or other areas in which real property is held or into which is subdivided.
- b) A parcel tax roll shall be prepared for the purposes of imposing a parcel tax on all parcels of land within the Cultus Lake Park Collector Sewer System Service Area.
- c) A parcel tax in this bylaw shall be levied annually on the basis of a single amount for each parcel, commencing in the year 2019, on each parcel recorded on the annual assessment roll prepared for the Cultus Lake Park Collector Sewer System Service Area.
- d) The amount per parcel shall be the amount obtained by dividing the maximum sum of \$350,000 by the number of parcels certified on the annual assessment roll as prepared under b) above (estimated to be \$415 per parcel for the year 2019).

#### 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.

Bylaw No. 1499, 2018 Page 2 of 2

## 4. REPEAL

Regional District of Fraser Cheam *Cultus Lake Collector and Disposal Sewer System Specified Area Parcel Tax Bylaw No. 655, 1986* and any amendments thereto are hereby repealed.

#### 5. READINGS AND ADOPTION

READ A FIRST TIME THIS	day of
READ A SECOND TIME THIS	day of
READ A THIRD TIME THIS	day of
ADOPTED THIS	day of
Chair/Vice-Chair	Corporate Officer/Deputy

#### 6. <u>CERTIFICATION</u>

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Cultus Lake Park Collector Sewer System Service Area Parcel Tax Establishment Bylaw No. 1499, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, B.C. this	day of	
	_	
Corporate Officer/Deputy		



## CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-07-24

From: Jaime Schween, Manager of Corporate Administration File No: 3920-20-1409, 2016

Subject: Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw No.

1409, 2018

#### RECOMMENDATION

**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.

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services Foster a Strong & Diverse Economy Support Environmental Stewardship

#### **BACKGROUND**

In September 2016, the FVRD Board adopted the FVRD Commercial Gravel Operations Bylaw No. 1181, 2014. Bylaw 1181, 2014 regulates commercial gravel operations within the Electoral Areas of the Regional District.

A draft bylaw was brought forward at the June 12, 2018 meetings of the Regional and Corporate Services Committee and the Electoral Area Services Committee. Following these meetings, staff have been provided with advice from the Ministry of Municipal Affairs regarding the simplification of wording for the proposed bylaw. As a result, the revised draft bylaw is being brought forward to the Board for consideration.

#### **DISCUSSION**

The FVRD currently operates a service area created for the purpose of controlling the deposit and removal of soil, rock, gravel, sand and other substances of which land is composed. With the adoption of Bylaw No. 1181, 2014 Staff are proposing that the FVRD Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw be brought forward to have the Service Area bylaw be more reflective of the wording in Bylaw No. 1181, and in anticipation of the collection of fees established in Bylaw No. 1181, 2014.

#### **CONCLUSION**

The proposed FVRD Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw will replace the historic service area establishment bylaw to modernize and update the wording to better reflect the purpose of Bylaw No. 1181, 2014.

The FVRD Commercial Gravel Operations Bylaw No. 1181, 2014 was adopted by the Board in September 2016. The FVRD Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw is being brought forward for the Board's consideration.

#### **COMMENTS BY:**

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

#### **BYLAW NO. 1409, 2018**

## A bylaw to establish a service area for the regulation of commercial gravel/aggregate operations

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") deems it desirable and necessary to establish the Electoral Area Commercial Gravel Operations Service Area;

**AND WHEREAS** consent on behalf of the electoral participating areas of the Fraser Valley Regional District has been obtained;

**THEREFORE** the Board enacts as follows:

#### 1) **CITATION**

This bylaw may be cited as Fraser Valley Regional District Electoral Area Commercial Gravel Operations Service Area Establishment Bylaw No. 1409, 2018.

#### 2) **ENACTMENTS**

- a) The Board hereby establishes the Electoral Area Commercial Gravel Operations Service Area for the purpose of regulating aggregate operations, including aggregate removal and deposit, processing and other related activities.
- b) The participating areas for the service established by this bylaw shall be Electoral Areas A, B, C, D, E, F, G and H of the Fraser Valley Regional District.
- c) The boundaries of the service area established by this bylaw shall be the boundaries of all Electoral Areas of the Fraser Valley Regional District.
- d) The annual costs for the service established by this bylaw shall be recovered by one or more of the following:
  - i. The requisition of money to be collected by a property value tax;
  - ii. The imposition of fees and other charges that may be fixed by separate bylaw for the purpose of recovering these costs; and/or
  - iii. Revenues received by way of agreement, enterprise, gift, grant or otherwise.

FVRD Bylaw 1409, 2018 Page 2

## 3) REPEAL

Fraser Valley Regional District Soil Deposit and Removal Extended Service Establishment Bylaw No. 0061, 1996 and any amendments thereto are hereby repealed and replaced with this bylaw.

## 4) **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.

### 5) READINGS AND ADOPTION

READ A FIRST TIME this	24 <sup>th</sup>	day of July, 2018
READ A SECOND TIME this	24 <sup>th</sup>	day of July, 2018
READ A THIRD TIME this	24 <sup>th</sup>	day of July, 2018
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this	10 <sup>th</sup>	day of September, 2018
ADOPTED this		day of
Chair/Vice-Chair	Corpo	orate Officer/Deputy

### 6) <u>CERTIFICATION</u>

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Commercial Gravel Operations Service Area Establishment Bylaw No. 1409, 2018* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this			
Corporate Officer/Deputy			



## CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-07-24
From: Sterling Chan, Manager of Engineering and Infrastructure File No: 3920-20

Subject: Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw 1482,

2018

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No.* 1482, 2018;

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### **DISCUSSION**

Staff have received a validated petition from the property owner requesting that the boundaries of the Lake Errock Water Supply and Distribution System Service Area System Service Area be amended and extended to include their property. The property is not currently connected to the water system.

#### **COST**

No costs to the FVRD.

The property owner is responsible for the cost of installing a service connection to their property. Additionally the property owner must pay a one time Capital Improvement Connection Fee of \$8,244 prior to connecting to the system.

## **COMMENTS BY:**

Tareq Islam, Director of Engineering & Community Services

Reviewed and supported.

Mike Veenbaas, Director of Financial Services

Not available for comment.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

#### **BYLAW NO. 1482, 2018**

## A bylaw to amend the boundaries of the Lake Errock Water Supply and Distribution System Service Area

\_\_\_\_\_

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Lake Errock Water Supply and Distribution System Service Area established by Bylaw No. 0800, 2007;

**THEREFORE** the Board enacts as follows:

#### 1) **CITATION**

This bylaw may be cited as Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1482, 2018.

#### 2) ENACTMENTS

- a) Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Establishment Bylaw No. 0800, 2007, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1482-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 0800, 2007 is hereby replaced by Schedule 1482-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area C as shown on Schedule 1482-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Lake Errock Water Supply and Distribution System Service Area shall henceforth apply to those lands outlined on Schedule 1482-B 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

CERTIFICATION AS TO SUFFICIENCY

AND VALIDITY OF PETITIONS this 17<sup>th</sup> day of July, 2018

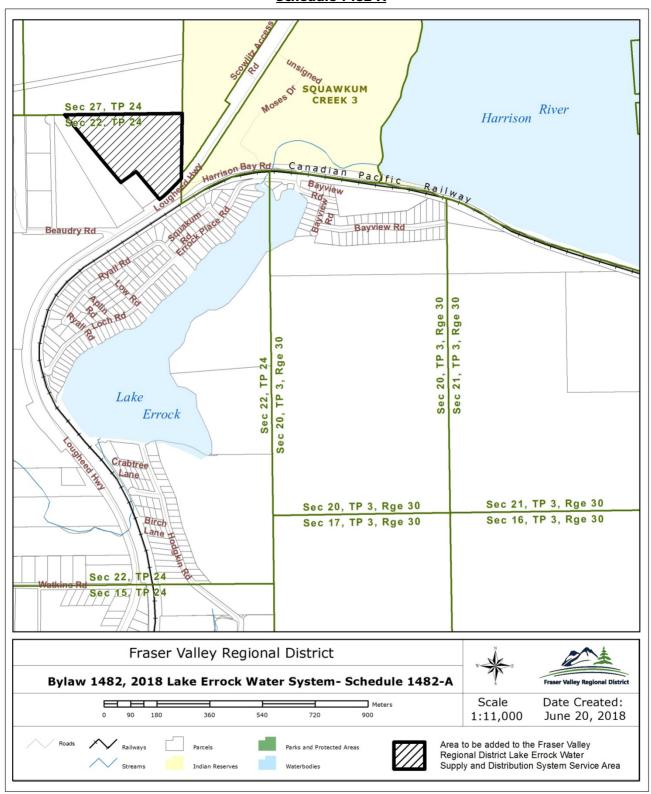
READ A FIRST TIME THIS 24<sup>th</sup> day of July, 2018

Bylaw 1482, 2018			Page 2 of 4
READ A SECOND TIME THIS	24 <sup>th</sup>	day of July, 2018	
READ A THIRD TIME THIS	24 <sup>th</sup>	day of July, 2018	
ADOPTED THIS		day of	
Chair/Vice-Chair	Corpo	rate Officer/Deputy	
5) <u>CERTIFICATION</u>			
I hereby certify the foregoing to be a true an Errock Water Supply and Distribution System S adopted by the Fraser Valley Regional Distric	ervice Are	a Amendment Bylaw No. 1482, 2	
Dated at Chilliwack, BC this			

Corporate Officer/Deputy

Bylaw 1482, 2018 Page 3 of 4

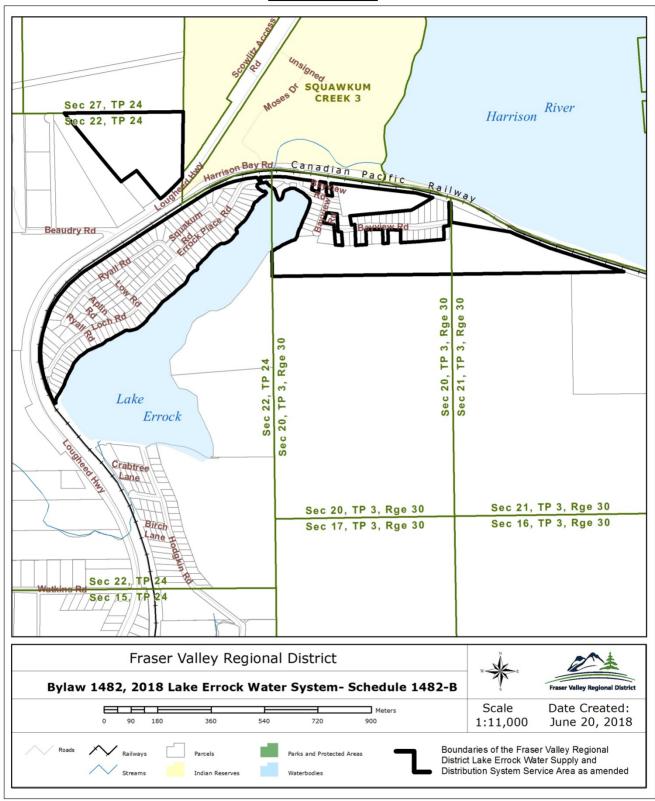
## FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1482, 2018 Schedule 1482-A



This is map 1 of 2 constituting Schedule 1482-A attached to and forming part of *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No.* 1482, 2018.

Bylaw 1482, 2018 Page 4 of 4

## FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1471, 2018 Schedule 1482-B



This is map 2 of 2 constituting Schedule 1482-B attached to and forming part of *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No.* 1482, 2018.



## **CORPORATE REPORT**

To: Fraser Valley Regional District Board Date: 2018-09-05 From: Sterling Chan, Manager of Engineering and Infrastructure File No: 3920-20

Subject: Fraser Valley Regional District Hatzic Prairie Water System Service Area Amendment Bylaw No. 1491, 2018

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Hatzic Prairie Water System Service Area Amendment Bylaw No. 1491, 2018;* 

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **DISCUSSION**

Staff have received a validated petition from three property owners requesting that the boundaries of the Hatzic Prairie Water System Service Area System Service Area be amended and extended to include their properties. The properties are currently not connected to the water system.

#### **COST**

No costs to the FVRD.

Each property owner is to be responsible for the cost of installing a service connection to their property. Additionally each property owner must pay a one time Capital Improvement Connection Fee of \$2,067.03 prior to connecting to the system.

# **COMMENTS BY:**

# **Tareq Islam, Director of Engineering & Community Services**

Reviewed and supported.

# **Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

# **Paul Gipps, Chief Administrative Officer**

Reviewed and supported.

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1491, 2018**

# A bylaw to amend the boundaries of the Hatzic Prairie Water Supply and Distribution System Service Area

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Hatzic Prairie Water Supply and Distribution System Service Area established by Bylaw No. 0837, 2007;

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

## 1) CITATION

This bylaw may be cited as Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018.

## 2) **ENACTMENTS**

- a) Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Establishment Bylaw No. 0837, 2007, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1491-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 0837, 2007 is hereby replaced by Schedule 1491-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area F as shown on Schedule 1491-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Hatzic Prairie Water Supply and Distribution System Service Area shall henceforth apply to those lands outlined on Schedule 1491-B 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.

Bylaw 1491, 2018 Page 2 of 4

# 4) READINGS AND ADOPTION

**CERTIFICATION AS TO SUFFICIENCY** 21<sup>st</sup> AND VALIDITY OF PETITIONS this day of September, 2018 **READ A FIRST TIME THIS** 7<sup>th</sup> day of September, 2018 7<sup>th</sup>day of September, 2018 **READ A SECOND TIME THIS** 7<sup>th</sup> **READ A THIRD TIME THIS** day of September, 2018 **ADOPTED THIS** day of Corporate Officer/Deputy Chair/Vice-Chair

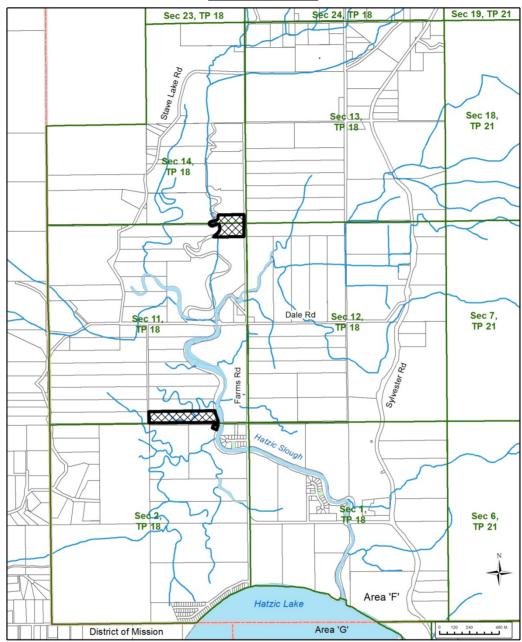
# 5) <u>CERTIFICATION</u>

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this
Corporate Officer/Deputy

Bylaw 1491, 2018 Page 3 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1481, 2018 Schedule 1491-A



Map Reference: 92G019.4.3, 4.4 & 92G029.2.1, 2.2

Land District: New Westminster District Land title Office: New Westminster

# **LEGEND**



Area to be added to the Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area.

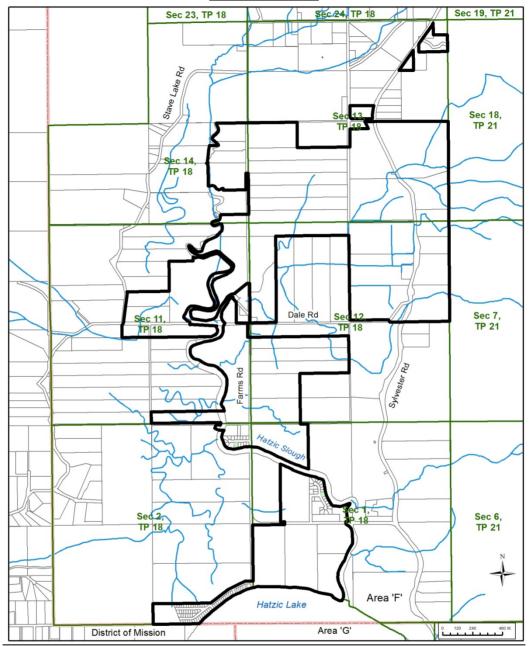
Aug. 7, 2018

This is map 1 of 1 constituting Schedule 1491-A attached to and forming part of *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018.* 

Chair/Vice-Chair	Corporate Officer/Deputy

Bylaw 1491, 2018 Page 4 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1491, 2018 Schedule 1491-B



Map Reference: 92G019.4.3, 4.4 & 92G029.2.1, 2.2

Land District: New Westminster District Land title Office: New Westminster

# **LEGEND**

7

Boundaries of the Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area as amended.

Aug. 7, 2018

This is map 1 of 1 constituting Schedule 1491-B attached to and forming part of Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Amendment Bylaw No. 1491, 2018.

	<u> </u>
Chair/Vice-Chair	Corporate Officer/Deputy



# **CORPORATE REPORT**

To: Fraser Valley Regional District Board Date: 2018-09-25 From: Sterling Chan, Manager of Engineering and Infrastructure File No: 3920-20

Subject: Popkum West Storm Drainage Service Area Amendment Bylaw 1492, 2018

## **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No.* 1492, 2018;

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **DISCUSSION**

Staff have received a validated petition from two property owners requesting that the boundaries of the Popkum West Storm Drainage Service Area be amended and extended to include their properties. Both of these properties are being developed and both subdivisions are nearing completion. All of the required drainage infrastructure has been installed at the developers cost.

#### **COST**

No cost to the FVRD.

#### **COMMENTS BY:**

Reviewed and supported.

Tareq Islam, Director of Engineering & Community Services

# Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

#### FRASER VALLEY REGIONAL DISTRICT

## BYLAW NO. 1492, 2018

# A bylaw to amend the boundaries of the Popkum West Storm Drainage Local Service Area

WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Popkum West Storm Drainage Local Service Area established by Regional District of Fraser-Cheam Bylaw No. 0888, 1990;

AND WHEREAS consent of at least 2/3rds of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

## 1) CITATION

This bylaw may be cited as Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018.

#### 2) **ENACTMENTS**

- a) Regional District of Fraser-Cheam Popkum West Storm Drainage Local Service Area Establishment Bylaw No. 888, 1990, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1492-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 0888, 1990 is hereby replaced by Schedule 1492-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area D as shown on Schedule 1492-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Popkum West Storm Drainage Local Service Area shall henceforth apply to those lands outlined on Schedule 1492-B 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.

Bylaw 1492, 2018 Page 2 of 4

4)	READINGS AND ADOPTION
••	

CERTIFICATION AS TO SUFFICIENCY
AND VALIDITY OF PETITIONS this day of

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) <u>CERTIFICATION</u>

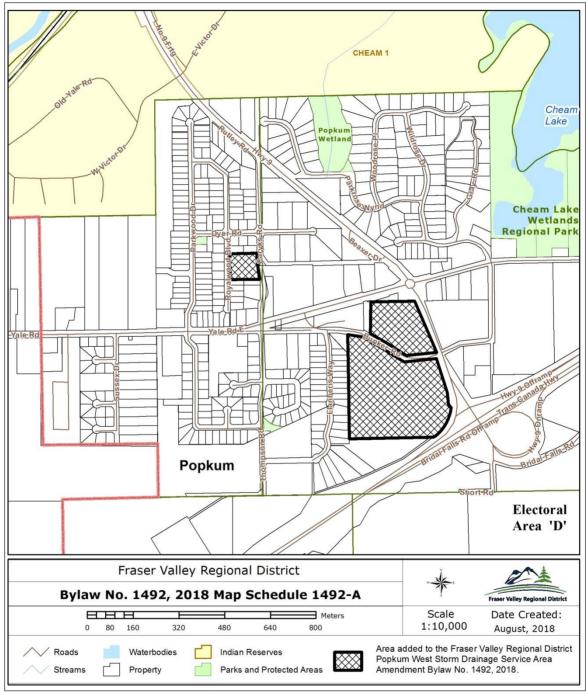
I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Popkum* West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018 as adopted by the Fraser Valley Regional District Board on the

\_\_\_\_\_Corporate Officer/Deputy

Dated at Chilliwack, BC this

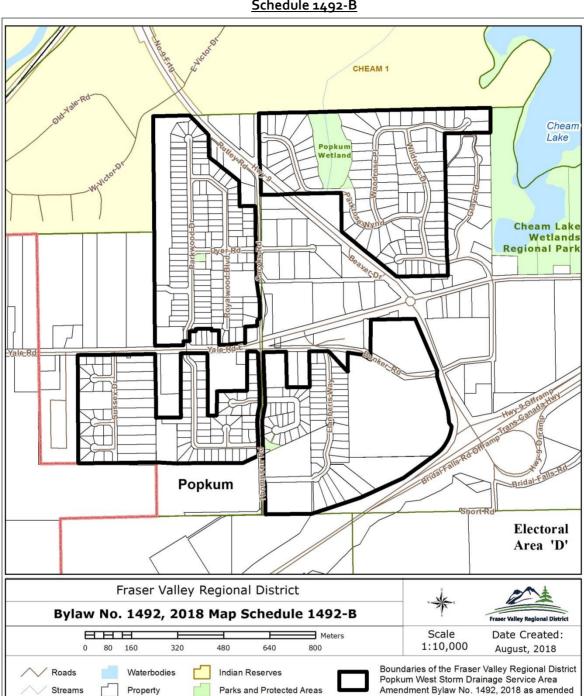
Bylaw 1492, 2018 Page 3 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1492, 2018 Schedule 1492-A



This is map 1 of 1 constituting Schedule 1492-A attached to and forming part of Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018.

Bylaw 1492, 2018 Page 4 of 4



# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1492, 2018 Schedule 1492-B

This is map 1 of 1 constituting Schedule 1492-B attached to and forming part of Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018.



# **CORPORATE REPORT**

To: Fraser Valley Regional District Board Date: 2018-09-05 From: Sterling Chan, Manager of Engineering and Infrastructure File No: 3920-20

**Subject: Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No.** 

1493, 2018

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018;* 

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### **DISCUSSION**

Staff have received a validated petition from two property owners requesting that the boundaries of the Popkum Sewer Service Area be amended and extended to include their properties. Both of these properties are being developed and both subdivisions are nearing completion. All of the required sewer infrastructure has been installed at the developers cost.

#### **COST**

No costs to the FVRD.

### **COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services** 

Reviewed and supported.

# Mike Veenbaas, Director of Financial Services

Reviewed and supported.

# Paul Gipps, Chief Administrative Officer

Reviewed and supported.

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1493, 2018**

# A bylaw to amend the boundaries of the Popkum Sewer Service Area

\_\_\_\_\_

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Popkum Sewer Service Area established by Bylaw No. 1396, 2016;

AND WHEREAS consent of at least 2/3rds of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

## 1) **CITATION**

This bylaw may be cited as Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018.

#### 2) ENACTMENTS

- a) Fraser Valley Regional District Popkum Sewer Service Area Establishment Bylaw No. 1396, 2016, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1493-A attached to and forming an integral part of this bylaw.
- b) Schedule A to Bylaw No. 1396, 2017 is hereby replaced by Schedule 1493-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area D as shown on Schedule 1493-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Popkum Sewer Service Area shall henceforth apply to those lands outlined on Schedule 1493-B 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.

Bylaw 1493, 2018 Page 2 of 4

# 4) READINGS AND ADOPTION

**CERTIFICATION AS TO SUFFICIENCY** 21<sup>st</sup> day of August, 2018 AND VALIDITY OF PETITIONS this 7<sup>th</sup> **READ A FIRST TIME THIS** day of September, 2018  $7^{\text{th}}$ **READ A SECOND TIME THIS** day of September, 2018 7<sup>th</sup> day of September, 2018 **READ A THIRD TIME THIS ADOPTED THIS** day of Chair/Vice-Chair Corporate Officer/Deputy

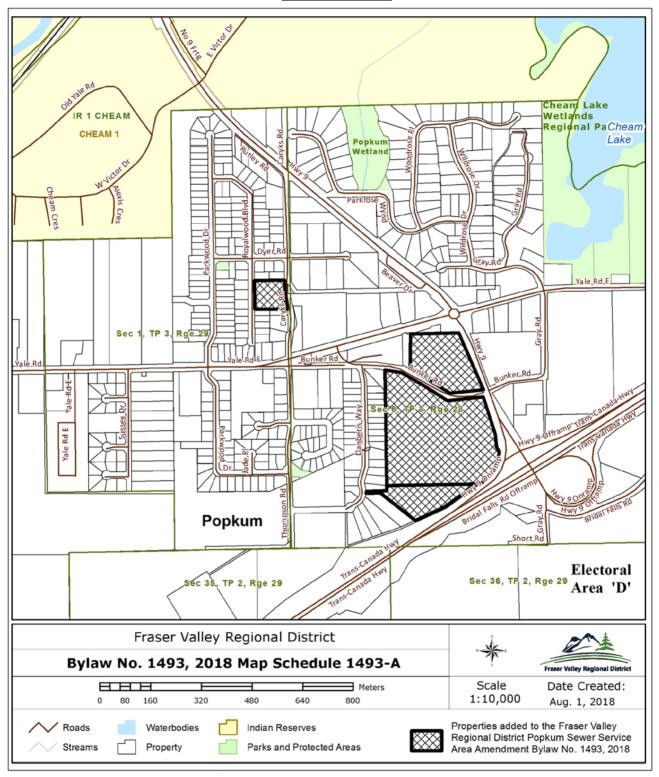
# 5) **CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018* as adopted by the Fraser Valley Regional District Board on the

Dated at Chilliwack, BC this
Corporate Officer/Deputy

Bylaw 1493, 2018 Page **3** of **4** 

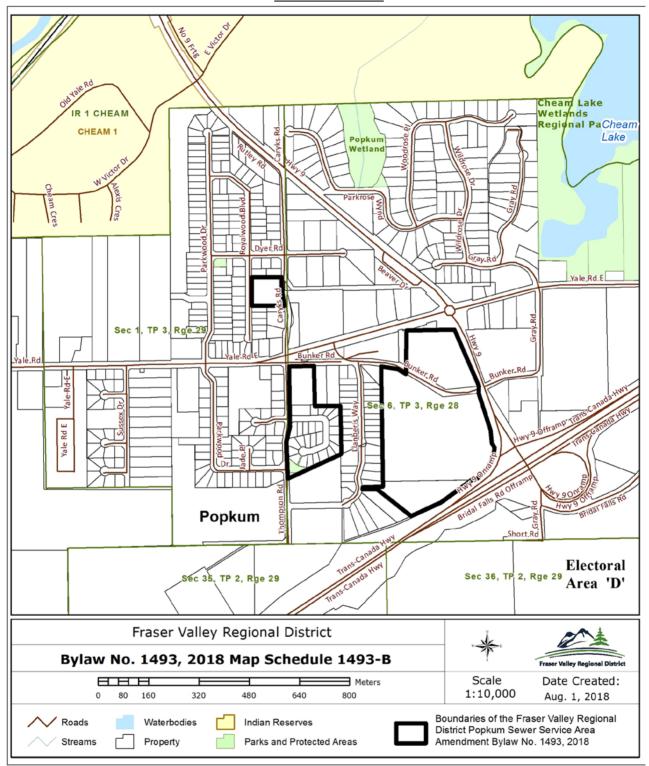
# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1493, 2018 Schedule 1493-A



This is map 1 of 1 constituting Schedule 1493-A attached to and forming part of *Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018.* 

Bylaw 1493, 2018 Page 4 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1493, 2018 Schedule 1493-B



This is map 1 of 1 constituting Schedule 1493-B attached to and forming part of *Fraser Valley Regional District Popkum Sewer Service Area Amendment Bylaw No. 1493, 2018* 



# CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-09-25
From: Sterling Chan, Manager of Engineering and Infrastructure File No: 3920-20

Subject: Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494,

2018

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No.* 1494, 2018;

## STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

# **DISCUSSION**

Staff have received a validated petition from two property owners requesting that the boundaries of the Electoral Area D Integrated Water System Service Area be amended and extended to include their properties. One of the properties included is being developed and its subdivision is nearing completion. All of the required water infrastructure has been installed at the developers cost. The second property is a single family residence which is not currently connected to the system. Once included in the service area a connection will be installed at the property owner's expense.

### **COST**

No cost to the FVRD.

# **COMMENTS BY:**

Tareq Islam, Director of Engineering & Community Services

Reviewed and supported.

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported

#### FRASER VALLEY REGIONAL DISTRICT

BYLAW NO. 1494, 2018

# A bylaw to amend the boundaries of the Electoral Area D Integrated Water System Service Area

WHEREAS the Fraser Valley Regional District Board of Directors ("the Board") has been petitioned to amend and extend the boundary of the Electoral Area D Integrated Water System Service Area established by Bylaw No. 0861, 2011;

AND WHEREAS consent of at least 2/3rds of the participants has been obtained;

**THEREFORE** the Board enacts as follows:

## 1) CITATION

This bylaw may be cited as Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018.

#### 2) **ENACTMENTS**

- a) Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Merger Bylaw No. 0861, 2011, is hereby amended by extending the boundaries of the Service Area to include the property shown on Schedule 1494-A attached to and forming an integral part of this bylaw.
- b) Schedule o861-A to Bylaw No. o861, 2011 is hereby replaced by Schedule 1494-B, attached to and forming an integral part of this bylaw. The amended boundaries of the service area shall be those portions of Electoral Area D as shown on Schedule 1494-B.
- c) That the provisions of all bylaws that are now in effect with regard to the establishment and amendment of the Electoral Area D Integrated Water System Service Area shall henceforth apply to those lands outlined on Schedule 1494–B 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.

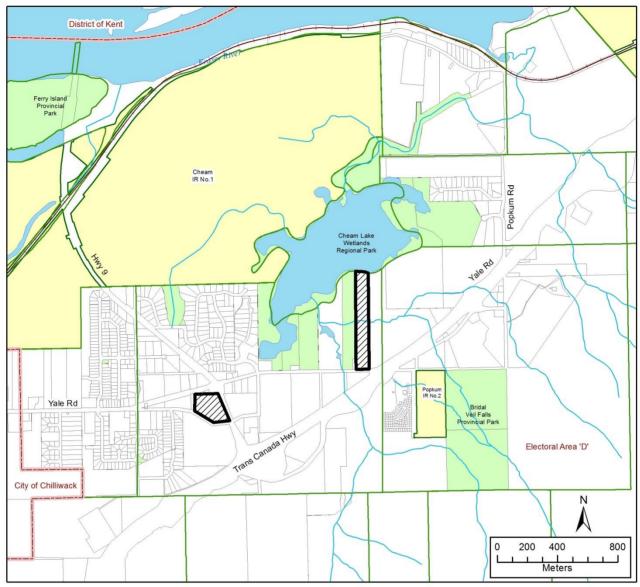
Bylaw 1494, 2018 Page 2 of 4

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	
	CERTIFICATION AS TO SUFFICIENCY AND VALIDITY OF PETITIONS this		day of	
	ADOPTED THIS	day of		
	Chair/Vice-Chair	Corpor	ate Officer/Deputy	
5)	CERTIFICATION			
I hereby certify the foregoing to be a true and correct copy of Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018 as adopted by the Fraser Valley Regional District Board on the				
Dated at Chilliwack, BC this				
Corp	prate Officer/Deputy			

Bylaw 1494, 2018 Page 3 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1494, 2018 <u>Schedule 1494 - A</u>



Map Reference: 92H012.3.3 & 3.4, 92H022.1.1 & 1.2

Land District: New Westminster District Land title Office: New Westminster Aug. 3, 2018

# LEGEND



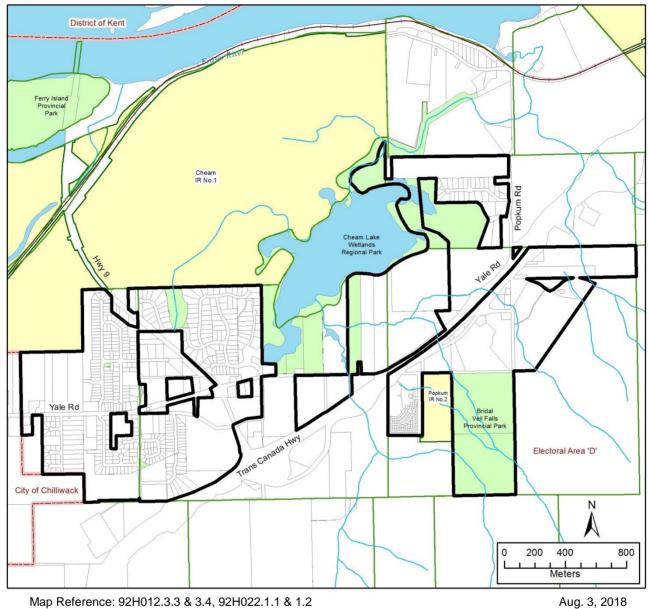
Area to be added to the Fraser Valley Regional District Electoral Area 'D' Integrated Water System Service Area.

This is map 1 of 1 constituting Schedule 1494-A attached to and forming part of Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018.

Chair/Vice-Chair	Corporate Officer/Deputy

Bylaw 1494, 2018 Page 4 of 4

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1494, 2018 Schedule 1494-B



Map Reference: 92H012.3.3 & 3.4, 92H022.1.1 & 1.2 Land District: New Westminster District Land title Office: New Westminster

**LEGEND** Boundaries of the Fraser Valley Regional District Electoral Area 'D' Integrated Water System Service Area as amended.

This is map 1 of 1 constituting Schedule 1494-B attached to and forming part of Fraser Valley
Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494,
2018

Chair/Vice-Chair	Corporate Officer/Deputy



# CORPORATE REPORT

To: Fraser Valley Regional District Board

From: Dawn Smith, Planner II

Date: 2018-09-25

File No: 3360-22-2013-02 and

6480-30-051

Subject: Zoning and Official Community Plan (OCP) Amendment Bylaw No. 1349, 2015 and Bylaw

No. 1350, 2015 Amendment – 12174 Hodgkins Road, Electoral Area "C"

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider the following options for the bylaws cited as "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015 as outlined in the corporate report dated September 25, 2018.

#### OPTION 1 Adopt

**THAT** proposed "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015 be adopted.

## OPTION 2 Refer to Electoral Area Services Committee

**THAT** proposed "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015 be referred to the Electoral Area Services Committee for further consideration.

#### OPTION 3 Defer to Regional Board

**THAT** a decision with respect to proposed "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional 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** proposed "Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1349, 2015" and "Fraser Valley Regional Zoning Amendment Bylaw No. 1350, 2015 not be given any further readings and that the application for zoning and OCP amendment be refused.

# STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

Foster a Strong & Diverse Economy Support Environmental Stewardship

PROPERTY DETAILS			
Electoral Area	С		
Address	12174 Hodgkins Road	I	
PID	008-580-138		
Folio	775.03728.000		
Lot Size	33.75 acres		
Owner	Tom and Lorraine May	Agent	Cheryl May
Current Zoning	Rural 3 (R-3)	Proposed Zoning	Rural 1 (R-1)
Current OCP	Limited (L)	Proposed OCP	Rural
Current Use	One single family residence	Proposed Use	2 lot residential subdivision

**Development Permit Areas** 

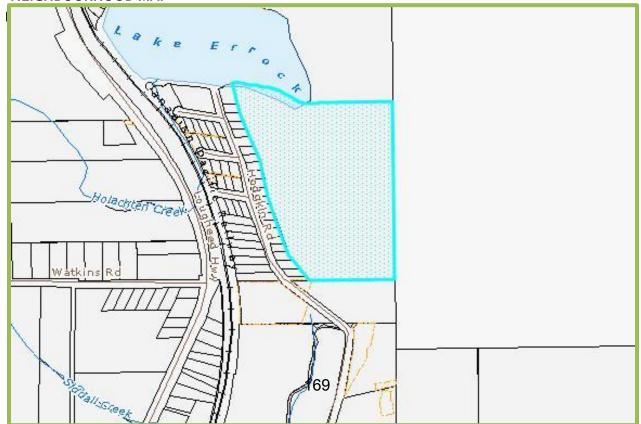
Geological Hazard DPA –1C, Environmentally Sensitive Habitat Resources 2-C, Riparian Area Regulation DPA 3-C

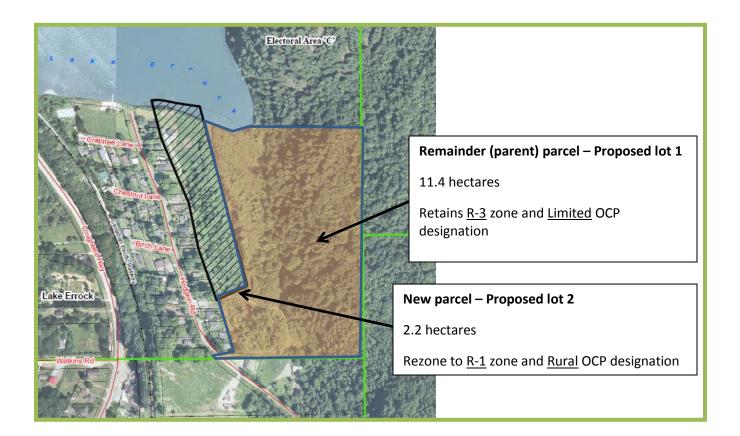
Agricultural	Land Reserve	No

# **ADJACENT ZONING & LAND USES**

North	۸	Lake Errock, waterfront parcel
East	>	Crown land
West	<	21 lot Single Family Residential, RS-1 zoned
South	V	Agricultural, A-2 zoned







#### **BACKGROUND**

# **Proposal**

The purpose of this Official Community Plan amendment and rezoning application is to facilitate a future two lot residential subdivision. 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)

In order to facilitate the future subdivision, the applicant proposes to rezone proposed Lot 2 to Rural 1 (R-1) and amend the OCP designation to Rural (R). 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 will accommodate one single family home. There is no park dedication required for the proposed development. Each new lot will be served by individual on site water (well) and septic.

## **Public Hearing**

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.

The public hearing is 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 the bylaw files and does not constitute new information.

Second and Third Readings were given on April 24, 2018.

The bylaws now require a resolution by the Regional Board regarding how to proceed, and whether to approve the bylaw amendments.

## **Technical Reports and Legal Agreements**

The applicants have completed the required technical and administrative work including covenant registration. These agreements address the following aspects of the project:

- Environmentally sensitive area
- Riparian area
- Geohazard
- Onsite sewage disposal and water supply
- Wetland Restoration and Access

"Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1411, 2017" and "Fraser Valley Regional District Zoning Amendment Bylaw No. 1412, 2017" now require a resolution by the Regional Board regarding how to proceed.

### **DISCUSSION**

## **Optional Motions for Consideration**

#### OPTION (1) - Approve

# Purpose:

To proceed with the adoption of the zoning and Official Community Plan bylaw as drafted based upon the information received.

The applicant has completed the required legal agreements. Staff recommends proceeding with Option 1.

#### Implications:

Timeline	meline This option provides for the bylaw to be adopted.	
Additional Process	No additional process or public consultation is provided for the review of the	
	application.	
Considerations	The bylaws will be adopted.	

## 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 adopted.

## OPTION (2) - Refer to EASC

# 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 to Regional Board

## 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.		
<b>Considerations</b> No new information may be received by Board members.		

#### Resolution for consideration:

**THAT** a decision with respect to 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 on October 23, 2018.

## 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** proposed "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 applications be refused.

#### **COST**

Rezoning and OCP amendment fees paid. No new or expansion to FVRD service areas is required to facilitate the proposed development.

#### **CONCLUSION**

The proposed rezoning and OCP amendment applications are technically feasible and address geohazard, environmental and servicing requirements. Should the Board approve the rezoning and OCP amendment, the applicant will be required to complete a subdivision process with the Ministry of Transportation and Infrastructure (MOTI).

#### **COMMENTS BY:**

Paul Gipps, Chief Administrative Officer

Graham Daneluz, Deputy Director of Planning & DevelopmentReviewed and supported.Margaret Thornton, Director of Planning & DevelopmentReviewed and supported.Mike Veenbaas, Director of Financial ServicesNo further financial comments.

Reviewed and supported

#### 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 28<sup>th</sup>, 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) <u>CITATION</u>

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.

Bylaw 1349, 2015 Page 2 of 3

# 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 <sup>th</sup> day of December, 2017 and 3 <sup>rd</sup> day of April, 2018
READ A SECOND TIME THIS	24 day of April, 2018
READ A THIRD TIME THIS	24 day of April, 2018
ADOPTED THIS	XX day of XXXXXXX, 2018
Chair/Vice Chair	Corporate Officer/Deputy

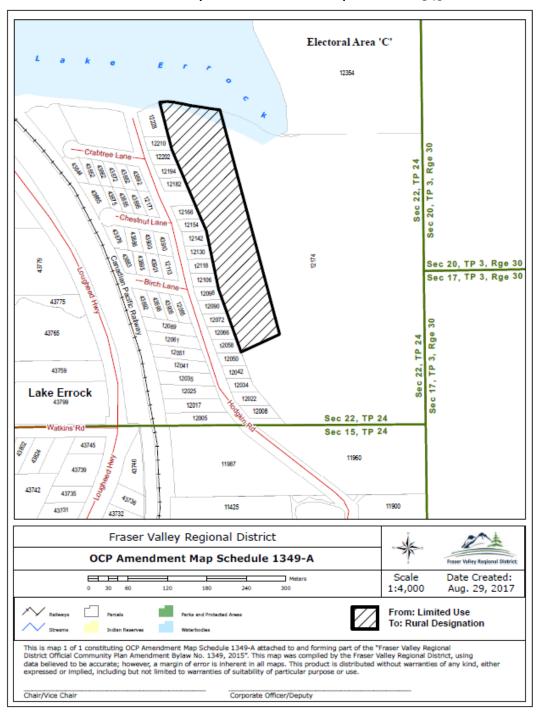
# 5) <u>CERTIFICATION</u>

Corporate Officer/ Deputy

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, 2018.

Dated at Chilliwack, B.C. this XX day of XXXXXXX, 2018.

# 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) <u>CITATION</u>

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.

Bylaw 1350, 2015 Page 2 of 3

# 4) READINGS AND ADOPTION

READ A FIRST TIME THIS	20 day of September 2017
PUBLIC HEARING WAS HELD THIS	20 <sup>th</sup> day of December, 2017 and 3 <sup>rd</sup> day of April, 2018
READ A SECOND TIME THIS	24th day of April 2018
READ A THIRD TIME THIS	24th day of April 2018
ADOPTED THIS	XXday of XXXX 20178
Chair/Vice Chair	Corporate Officer/Deputy

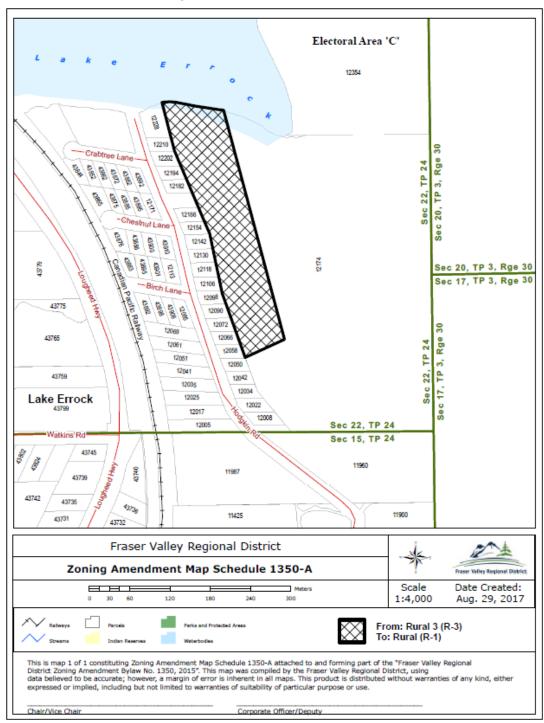
# 5) <u>CERTIFICATION</u>

Corporate Officer/ Deputy

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, 2018.

Dated at Chilliwack, B.C. this XX day of XXXX 2018.	

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1350, 2015 Zoning Amendment Map Schedule 1350-A



This is map 1 of 1 constituting Zoning Amendment Map Schedule 1350-A, attached to and forming part of "Fraser Valley Regional District Zoning Amendment Bylaw No. 1350, 2015".

Chair/Vice – Chair	Corporate Officer/Deputy



# CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: David Bennett, Planner II File No: 3360-26-2018-01

Subject: Rezoning and Official Community Plan amendment applications for 38447 Bell Road,

Electoral Area 'G' to facilitate a 2.0 ha (5 acre) truck parking and storage yard.

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving first reading to Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 to facilitate the development of a commercial storage facility at 38447 Bell Road, Electoral Area G.

**THAT** Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 be forwarded to Public Hearing;

**THAT** the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No.* 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 to the Director of Electoral Area G, or his Alternate in his absence;

**THAT** the Director of Electoral Area G, or his Alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No.* 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018;

**THAT** the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No.* 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 in accordance with the Local Government Act;

**THAT** in the absence of the Director of Electoral Area G, or his Alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No.* 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 the Fraser Valley Regional District Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

**THAT** in accordance with Section 475 of the Local Government Act and FVRD policy First Nations Engagement on FVRD Land Use by-laws and other matters with statutory requirement to engage, a notice and referral of *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No.* 1487, 2018 be sent to potentially affected First Nations via the Stò:lō Connect referral system where possible;

**THAT** in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the Official Community Plan consultation strategy as outlined in the corporate report dated September 5, 2018 for Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018. The consultation strategy includes a notice and referral to the Stò:lō Connect referral system, the Ministry of Transportation and Infrastructure, the Inch Creek Fish Hatchery, School District 75 (Mission)];

**AND THAT** the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018* is consistent with the FVRD financial plan and FVRD waste management plan;

AND FURTHER THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 and Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018 and any associated applications.

# STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy
Provide Responsive & Effective Public Services

#### **BACKGROUND**

#### **Proposal Description**

The purpose of Bylaw No. 1487, 2018 and Bylaw No. 1488, 2018 is to facilitate the development of a 5 acre (2.0ha) storage facility at 38447 Bell Road. The facility would allow the storage of boats, RVs, bikes, trucks, and cars, commercial vehicles, heavy equipment and storage containers.

PROPERTY DETAILS				
Electoral Area		G		
Address		38447 Bell Road		
PID 013-421-620				
Folio 775.02764.000				
Lot Size	39 acres			
Owner	Berry	and Persson	Agent	n/a
Current Zoning	Rura	l <sub>3</sub> (R- <sub>3</sub> )	Proposed Zoning	Vehicle Storage
Current OCP	Limit	ed Use (LU)	Proposed OCP	Commercial
Current Use	Gravel Extraction, Nursery, Single Family Dwelling		Proposed Use	Vehicle Storage
Development Permit Areas DPA 1-G and DPA 2-G				
Agricultural Land Reserve No				

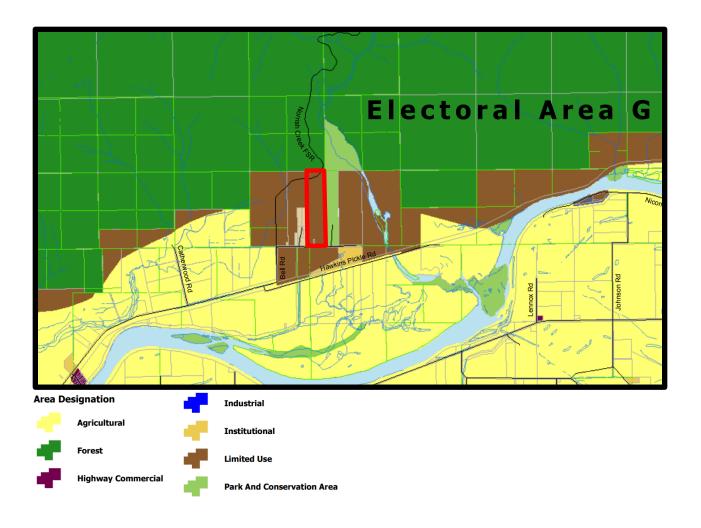
# **ADJACENT ZONING & LAND USES**

North	٨	Rural 3 (R-3), Crown Land
East	>	Civic Institutional (P-2), Crown Land
West	<	Rural 2 (R-2), Residential
South	V	Rural 3 (R-3), Residential

# **NEIGHBOURHOOD MAP**



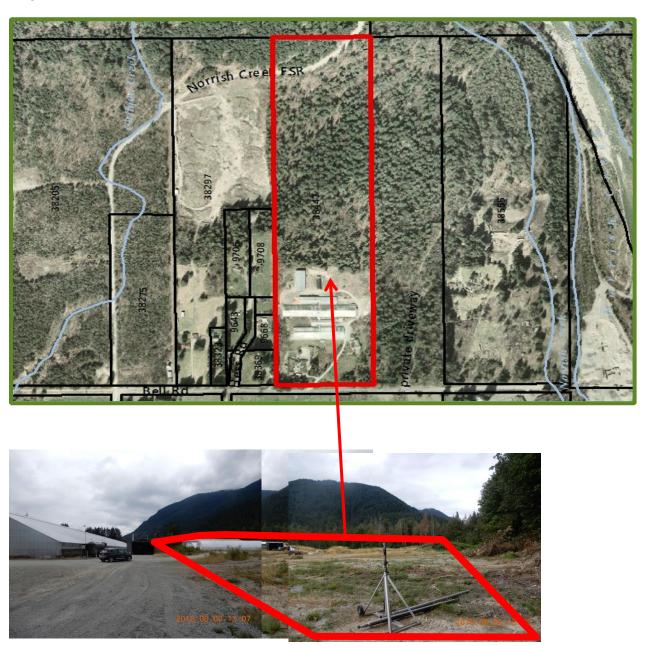
Official Community Plan



# **Current Official Community Plan Designation**

The current Official Community Plan designation is Limited Use. The LIMITED USE Area Designation is intended to constrain development in areas with significant geological and flood hazards, limited road access, areas isolated from community services and areas which are environmentally sensitive. However, LIMITED USE lands may be re-designated if future studies show that an area can accommodate a broader range of uses without being affected by geological hazards or damaging environmentally sensitive areas, and where access and other requirements can be met.

# PROPERTY MAP



#### DISCUSSION

## **Proposal and Neighbourhood Details**

38447 Bell Road is approximately 40 acres. The southern 5 acres of the property is currently used for greenhouses and the northern 20 acres are used for a gravel extraction operation.

The proposal is to use of the middle 5 acres of 38447 Bell Road (the middle 5 acres are not visible from Bell Road) for commercial storage including: boats, RVs, bikes, trucks and cars commercial vehicles, heavy equipment and storage containers.

The neighbourhood is a unique area of the Regional District located on the Norrish Creek alluvial fan. The subject property is next to a small residential area (8 lots on Hess Road) and is across the street from the Inch Creek Fish Hatchery. To the rear of the property, and the east and west, there is an active gravel extraction operation. The Norrish Creek Forest Service Road cuts through a small portion of the property, this road provides access to the Abbotsford/Mission reservoir at Dickson Lake and the Dewdney Grind.

The majority of the neighbourhood is designated LIMITED USE. Official Community Plan policies state that Limited Use areas may be reduced and re-designated if future studies show that an area can safely accommodate a broader range of uses without environmental damage, unacceptable public risk, or excessive public expenditure on access or other public works. The applicant has provided a geo-hazard report and additional environmental impact assessments will be required to confirm that the storage uses will not result in environmental damage, as detailed below.

## **Geo-Hazards**

The property is located on the Norrish Creek alluvial fan and is within a geo-hazard development permit area. A geo-hazard report was prepared for this proposal and the report concludes that the lands may be used safely for the intended outdoor storage use. A small protective berm is required. A covenant is required to address the geo-hazard recommendations and to implement the mitigation works. A development permit is also required.

# **Environmental Impact**

The property is located near the Inch Creek Fish Hatchery. Prior to the storage of heavy equipment, commercial vehicles or cars and light trucks, the applicant will be required to submit a stormwater management plan to determine potential impacts to groundwater and to implement any report recommendations. A restrictive covenant detailing the stormwater management plan and any mitigation requirements is recommended to be registered on title prior to consideration of bylaw adoption. The storage of *Recreational Vehicles* may be allowed in advance of the stormwater management plan.

## **Neighbours**

The neighbours immediately to the west (Hess Road) are potential impacted from this proposed land use. The applicant was encouraged to inform their neighbours of the proposal and to work with them to address any concerns prior to public hearing.

# Screening and Lighting

Accessory Outdoor Storage (where permitted elsewhere in bylaw 559) requires screening of all sides of any outdoor storage area. Screening must be at least 2.0m and may be either a hedge, fence or wall. It is recommended that screening (either installing new screening or protecting and enhancing the existing vegetation in a buffer area adjacent to the western property line) be required adjacent to the neighbours on the Hess Road side. A physical barrier, fence, should also be installed around the area proposed for this storage use to ensure the storage use is contained to the 5 acre portion of the site. Any proposed security lighting must be installed to avoid light-spill onto neighbour's lots. A restrictive covenant detailing the screening and lighting requirements is recommended to be registered on title prior to consideration of bylaw adoption. Any additional neighbour concerns may also be able to be addressed in a covenant.

## **Existing Structures**

There are existing structures in the area proposed for the outdoor storage. These structures may be used for the storage facility but this will require a building permit to change the use of the structures from agricultural to commercial storage.

## **Storage Containers**

The application requests that the placement of storage containers be permitted as part of the outdoor storage use. Placement of shipping containers, sea-cans or similar types of units require the issuance of a building permit. The geo-hazard report did consider the placement or use of container and considered container placement safe.

## Land Use Restrictions by Covenant

To avoid creating additional site-specific zones, it is recommended to utilize the existing General Industrial zone (M-1). The M-1 zone permits General Industrial Use, which means a use providing for industrial processing, assembling, manufacturing, repairing, and packaging; workshops for trade contractors; **transportation**, **storage**, communication and utility uses; and wholesale trade uses; but excludes heavy industrial uses and MEDICAL MARIHUANA GROW OPERATION. The proposed use of the lands falls within the transportation and storage uses listed in the M-1 zone.

It is recommended to further restrict the uses on the lands by restrictive covenant. The covenant would further clarify that the use of the lands would be restricted to the temporary storage of *Recreational Vehicles*, boats, and motor vehicles including all-terrain vehicles, motorcycles, cars and light trucks, commercially licenced vehicles and heavy equipment, either outdoors or within structures. All other

general industrial uses would be prohibited as well as any overnight accommodation, residential, or camping uses, the salvage, repair, maintenance or sales of, commercially licenced vehicles, heavy equipment, motor vehicles, motor vehicle engines or motor boats, motor vehicle body repair or painting.

### **Business Licencing**

The FVRD does not issue business licences. It will be difficult to regulate this land use if the operation changes from the intended storage uses into commercial truck repair or other unintended or non-permitted uses.

#### OFFICIAL COMMUNITY PLAN AMENDMENT CONSULTATION:

In accordance with the Local Government Act, when adopting or amending an official community plan the Board is obliged to consult with other organizations and agencies. The Board is obliged to consider whether consultation is required with first nations, senior government agencies or other organizations. In accordance with the FVRD First Nations Engagement policy, it is recommended that a notice and referral of the proposed bylaw be referred to the Stolo Connect referral system prior to public hearing. The proposed bylaw is also recommended to be forwarded to the Ministry of Transportation and Infrastructure, the Mission School District, and the Inch Creek Fish Hatchery.

In accordance with the Local Government Act, after first reading the regional Board must consider the proposed Official Community Plan amendment in conjunction with Regional District's current financial and waste management plans. With regards to the financial plan this project would be funded by the developer. The proposed bylaw is compatible with and consistent with the FVRD Five Year Financial Plan and Solid Waste Management Plan.

In terms of the FVRD Regional Growth Strategy (RGS), the proposed bylaw is consistent with the RGS.

#### **COST**

Zoning Amendment fee of \$5000.00 paid by the applicant

Official Community Plan Amendment fee of \$2000.00 paid by the applicant

The proposed development will not add new FVRD owned and operated infrastructure.

#### CONCLUSION

It is recommended that the Fraser Valley Regional District Board consider first reading of Bylaw No. 1487, 2018 and Bylaw No. 1488, 2018 as outlined in the recommendation section of this report in order to proceed with the technical and public review process.

# **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 comments.

Paul Gipps, Chief Administrative Officer Reviewed and supported

#### FRASER VALLEY REGIONAL DISTRICT

Bylaw No. 1488, 2018

# A Bylaw to Amend the Zoning for a portion of Electoral Area G

**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 G;

**THEREFORE** the Board enacts as follows:

#### 1) CITATION

This bylaw may be cited as Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018.

#### 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 that approximately 2.0 ha portion of the lands legally described as:

EAST HALF OF THE SOUTH EAST QUARTER SECTION 4 TOWNSHIP 21 EXCEPT: PARCEL "A" (REFERENCE PLAN 5133); NEW WESTMINSTER DISTRICT

and as outlined in heavy black outline and cross-hatched on Zoning Amendment Map Schedule 1488-A, from Rural 3 (R-3) to General Industrial (M-1) zone, as shown on Map Schedule 1488-A.

A. That the map appended hereto as Zoning Amendment Map Schedule 1488-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.

Bylaw 1488, 2018 Page 2 of 3

# 4) READINGS AND ADOPTION

READ A FIRST TIME THIS

PUBLIC HEARING WAS HELD THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

ADOPTED THIS

Chair/Vice Chair

day of

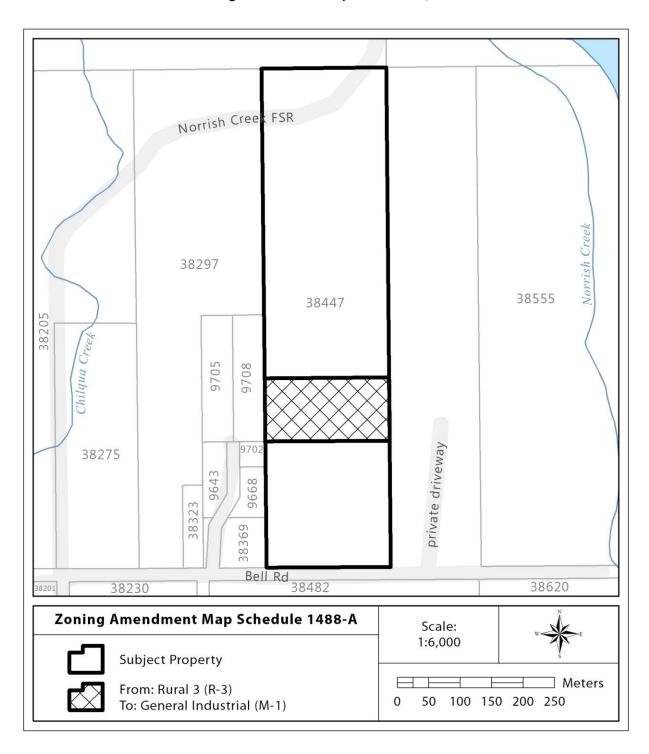
Corporate Officer/Deputy

# 5) <u>CERTIFICATION</u>

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018* as read a third time/adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. th	IS
Corporate Officer/ Deputy	

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1488, 2018 Zoning Amendment Map Schedule 1488-A



This is map 1 of 1 constituting Zoning Amendment Map Schedule 1488-A, attached to and forming part of Fraser Valley Regional District Electoral Area G Zoning Amendment Bylaw No. 1488, 2018.

#### FRASER VALLEY REGIONAL DISTRICT

## BYLAW NO. 1487, 2018

# A Bylaw to Amend the Official Community Plan for Electoral Area G

**WHEREAS** the Fraser Valley Regional District Board of Directors ("the Board") has deemed it advisable to amend *Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. 0866, 2008:* 

THEREFORE the Board enacts as follows:

# 1) <u>CITATION</u>

This bylaw may be cited as Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018.

#### 2) <u>MAP AMENDMENT</u>

A. That Schedule o866-A – "Official Community Plan Boundary" of Fraser Valley Regional District Official Community Plan for Electoral Area G Bylaw No. o866, 2008 be amended by redesignating that approximately 2.0 ha portion of the lands legally described as:

EAST HALF OF THE SOUTH EAST QUARTER SECTION 4 TOWNSHIP 21 EXCEPT: PARCEL "A" (REFERENCE PLAN 5133); NEW WESTMINSTER DISTRICT

and as outlined in heavy black and hatched on OCP Amendment Map Schedule 1487-A, from LIMITED USE to INDUSTRIAL as shown on Schedule 1487-A.

B. That the map appended hereto as OCP Amendment Map Schedule 1487-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 day of

A PUBLIC HEARING WAS HELD THIS day of

Bylaw 1487, 2018 Page 2 of 3

READ A SECOND TIME THIS	day of	
READ A THIRD TIME THIS	day of	
ADOPTED THIS	day of	
Chair/Vice-Chair	Corporate Officer/Deputy	
CERTIFICATION		

# 5)

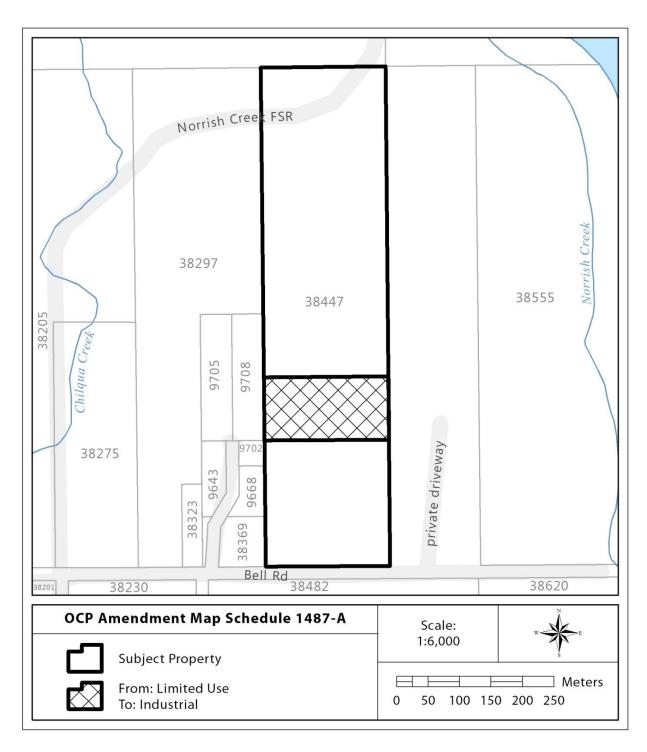
I hereby certify the foregoing to be a true and correct copy of Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018 as adopted by the Board of Directors of the Fraser Valley Regional District on the

Corporate Officer/ Deputy

Dated at Chilliwack, B.C. this

Bylaw 1487, 2018 Page 3 of 3

# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1487, 2018 OCP Amendment Map Schedule 1487-A



This is map 1 of 1 constituting OCP Amendment Map Schedule 1487-A, attached to and forming part of Fraser Valley Regional District Official Community Plan for Electoral Area G Amendment Bylaw No. 1487, 2018

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1478, 2018**

# A bylaw to establish a regional service area for the management of solid waste and recyclable material

**WHEREAS** in order to advance the goals as set out in the Solid Waste Management Plan, the Fraser Valley Regional District Board of Directors ("the Board") deems it necessary to establish the Regional Solid Waste Management Service Area;

**THEREFORE** the Board enacts as follows:

## 1) **CITATION**

This bylaw may be cited as Fraser Valley Regional District Regional Solid Waste Management Service Area Establishment Bylaw No. 1478, 2018.

# 2) **ENACTMENTS**

- a) The Board hereby establishes the Regional Solid Waste Management Service Area for the purpose of regulating and managing municipal solid waste and recyclable material.
- b) The participating areas for the service established by this bylaw shall be Electoral Areas A, B, C, D, E F, G and H of the Fraser Valley Regional District and the City of Chilliwack, City of Abbotsford, District of Mission, District of Kent, District of Hope and the Village of Harrison Hot Springs.
- c) The boundaries of the service area established by this bylaw shall be the boundaries of the Fraser Valley Regional District.
- d) The annual costs for the service established by this bylaw shall be recovered by one or more of the following:
  - i. The requisition of money to be collected by a property value tax;
  - ii. The imposition of fees and other charges that may be fixed by separate bylaw for the purpose of recovering these costs; and/or
  - iii. Revenues received by way of agreement, enterprise, gift, grant or otherwise.

FVRD Bylaw 1478, 2018 Page 2

# 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	23 <sup>rd</sup>	day of	May, 2018
READ A SECOND TIME this	23 <sup>rd</sup>	day of	May, 2018
READ A THIRD TIME this	23 <sup>rd</sup>	day of	May, 2018
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this	10 <sup>th</sup>	day of	September, 2018
ADOPTED this		day of	
Chair/Vice-Chair	Corpo	rate Offic	cer/Deputy

# 5) **CERTIFICATION**

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Regional Solid Waste Management Service Area Establishment Bylaw No. 1478, 2018* as read a third time by the Fraser Valley Regional District Board on the 23<sup>rd</sup> day of May, 2018.

Dated at Chilliwack, BC this 24	th day of May, 2018
Corporate Officer/Deputy	_



# CORPORATE REPORT

To: Regional and Corporate Services Committee Date: 2018-09-05

From: Stacey Barker, Deputy Director of Regional Programs File No: 5360-27-001

Subject: FVRD Regional Solid Waste Removal Bylaw No. 1495, 2018

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board give three readings and adoption to the bylaw cited as "Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018".

#### STRATEGIC AREA(S) OF FOCUS

#### **PRIORITIES**

Support Environmental Stewardship Support Healthy & Sustainable Community

Priority #1 Waste Mangement

#### **SUMMARY OF ISSUE**

Fraser Valley Regional District (FVRD) Bylaw No. 1478 to create a Service Area for Regional Solid Waste Management received three readings by the Board on May 23, 2018. Since then, the bylaw has also received statutory consent from municipal and electoral area stakeholders and is expected to be granted approval by the Inspector of Municipalities prior to the Board's next meeting on September 25, 2018.

Subject to approval from the Inspector of Municipalities, the accompanying regulatory Bylaw No. 1495 regarding the adoption of regional sorting requirements for recyclable and organic material will be submitted to the Board at its September 25, 2018 meeting for its consideration.

#### **BACKGROUND**

To reduce the amount of solid waste being landfilled and to conserve reusable resources, the FVRD is putting forth new regional sorting requirements for all residents, businesses, and institutions, whereby organic and recyclable material will be separated from the residual waste stream. The implementation of new sorting requirements will help the region realize the first milestone of the FVRD's Solid Waste Management Plan and will represent a significant accomplishment along the path toward Zero Waste.

Sorting requirements will only apply to solid waste generated by the residential sector (both single and multi-family) and by the industrial, commercial and institutional (ICI) sector. It will not apply to demolition, land-clearing or construction (DLC) sector, nor will it apply to waste generated through agricultural production. It also does not include waste that is excluded from the scope of the FVRD's Solid Waste Management Plan (hazardous, agricultural, biomedical, or liquid waste).

The proposed regulatory bylaw specifies the requirements for the separation of basic recyclable and organic material from the residual waste stream. It does not limit the application of existing provincial regulation or local government bylaws.

The new Service Area enacted under Bylaw No. 1478, 2018 is the foundational mechanism which will allow for the establishment of the corresponding regulatory bylaw (Bylaw No. 1495, 2018). This Service Area does not mean that the FVRD will provide a collection service; rather, it sets the policy or requirements for which owners or occupiers of property must comply.

Consultation on the proposed source separation bylaw was concluded in 2017 and the FVRD has been working closely with municipal solid waste representatives, the Waste Management Association of BC, Lidstone & Company, and the Ministry of Environment, to finalize the new policy that is before the Board for their consideration.

### **DISCUSSION**

The requirements included within the *Fraser Valley Regional District Regional Solid Waste Removal Bylaw No.* 1495, 2018 (attached) will not take effect until April 1, 2020, which will provide the FVRD with ample time to promote the new requirements and to provide the public with significant lead time to amend their waste management practices, if required. This time period is consistent with feedback received during public consultation.

The FVRD will initiate public promotion of the new requirement starting in January 2019. Promotion of the new requirements will follow the same pattern as was conducted by the FVRD through its preconsultation and consultation phases. This will include engaging directly with representative business organizations, specific sector groups, professional associations, and interest groups.

The FVRD will also continue working with the waste management industry sector through the existing working group. As they are the key service providers, we will be working in partnership with them to supply notice and educational information about the sorting requirements to all their clients. The FVRD will also gather feedback on all educational and promotional materials created to ensure the greatest success.

The FVRD is not expecting compliance with the bylaw will occur overnight. Fostering successful sorting behaviour and having it become a cultural norm in our communities will take time. Educational efforts, awareness, and waste generator communications will ramp up over the next 18 months. Adequate time will be given for residents and businesses to implement effective plans for separating food waste and recyclables from the garbage.

When enforcement does begin after the bylaw takes effect in April 2020, it will be the goal of the FVRD to bring Waste Generators into compliance first through education, before any punitive fines would be considered. Initial enforcement will focus on large generators of food waste like supermarkets and major restaurants and hotels. We recognize there may be unique challenges for some businesses, and we will work together with the waste management industry to find solutions. Many businesses that are

early adopters have already implemented practical solutions and they will be encouraged to share their success through our social media channels to serve as examples and inspiration for others.

Education and awareness efforts will centre around the FVRD's Waste Wise initiative and associated website. The FVRD will provide a variety of educational materials including brochures, bin labels, helpful hints, industry specific guides, and notices to assist property owners. We will also supply this material to haulers who can provide it to their customers. The FVRD will work closely with all municipal solid waste representatives to ensure that public awareness efforts occur in concert with any solid waste communication initiatives already occurring in their municipality. An update regarding the communications plan and materials will be brought forward to the Board as the campaign progresses.

To ensure that the material that is separated by the waste generator is kept separated and processed properly, the FVRD will be working over the next year to develop a solid waste management facility Code of Practice. Initiating a Code of Practice, rather than facility permitting or licencing, will be more practical and affordable for the FVRD to administer, will not limit private industry from making long-term investments, will not be cumbersome nor limit the movement of waste. This Code of Practice will be developed in consultation with local facility owners and within the waste management industry working group.

#### **COST**

The FVRD will administer the Source Separation requirements though its Regional Solid Waste Budget. Costs for education and enforcement will be kept within the existing funding limits. This budget is not funded through taxation, but through a user-pay system called a Tonnage Levy on all waste disposed. Although the FVRD is not proposing to raise this budget, funding from the Levy will decrease as Source Separation becomes more successful. Less waste equals less Levy.

The expected Tonnage Levy shortfall was presented as an informational item to the Board last fall during budget discussions, but no decisions were made at that time. The issue will be brought to Board in January during current budget discussions for a decision on how to move forward. In the meantime, various options and implications to each community will be discussed with municipal and electoral area staff representatives to solicit feedback which will be presented to the Board during budget discussions.

#### **CONCLUSION**

Regional sorting requirements for recyclable and organic material for all residents, businesses and institutions is consistent with strategies outlined in the FVRD's Solid Waste Management Plan and will assist the region in achieving its diversion goals. This new policy will:

- Avoid wasting beneficial resources which can be turning into new products
- Save valuable space in our landfills
- Reduce our impact on climate change through reduced landfill methane production
- Generate local industry programs and jobs
- Provide the opportunity for composted organics to enrich our local soils

# **COMMENTS 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

#### FRASER VALLEY REGIONAL DISTRICT

## BYLAW NO. 1495, 2018

# A Bylaw Respecting the Removal and Disposal of Municipal Solid Waste

**WHEREAS** to advance the goals set out in the Solid Waste Management Plan, the Fraser Valley Regional District wishes to maximize the diversion of organic and recyclable materials;

**WHEREAS** Section 316(a) of the *Local Government Act* enables the Fraser Valley Regional District to require persons to use a waste disposal or recycling service;

**AND WHEREAS** Section 316(b) of the *Local Government Act* enables the Fraser Valley Regional District to require owners and occupiers of real property to remove trade waste, garbage, rubbish and other matter from their property and take it to a specified place;

**AND WHEREAS** Section 419 of the *Local Government Act* enables the Fraser Valley Regional District, in connection with a requirement in relation to a matter, to 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;

**AND WHEREAS** section 7.2.2 of the Fraser Valley Regional District Solid Waste Management Plan Update 2016 – 2026 contemplates that the Fraser Valley Regional District will establish waste reduction and recycling bylaw initiatives,

**NOW THEREFORE**, the Board of the Fraser Valley Regional District enacts as follows:

#### 1. CITATION

This bylaw may be cited as Fraser Valley Regional District Regional Solid Waste Removal Bylaw No. 1495, 2018.

#### 2. <u>INTERPRETATION</u>

- a) In this Bylaw, unless the context requires otherwise:
  - "Bylaw Enforcement Officer" means a person designated pursuant to section 5. a) of this bylaw;
  - "Environmental Management Act" means the Environmental Management Act, S.B.C. 2003 c. 53, as amended or replaced from time to time and all regulations thereunder;
  - "EPR Products" means products for which producers are responsible pursuant to the Recycling Regulation, B.C. Reg. 449/2004 adopted under the Environmental Management Act, as may be

FVRD Bylaw 1495, 2018 Page 2 of 7

amended or replaced from time to time, including antifreeze, tires, batteries, electronics, paper and packaging;

"Facility" includes all types of buildings and structures that are authorized by a governmental authority to receive, handle or process one or more types of Municipal Solid Waste, including Recycling Depots, Transfer Stations, Material Recovery Facilities, Mixed Waste Material Recovery Facilities, Organic Facilities and landfills;

"Local Government Act" means the Local Government Act, R.S.B.C., 2015 c. 1, as amended or replaced from time to time and all regulations thereunder;

"Material Recovery Facility" means a Facility that receives, separates and prepares Recyclable Material for marketing to end-user markets and manufacturers;

"Mixed Municipal Solid Waste" means Municipal Solid Waste that has undergone a process of Source Separation by a Waste Generator, but has not undergone a further separation process at a Mixed Waste Material Recovery Facility;

"Mixed Waste Material Recovery Facility" means a Facility that receives Mixed Municipal Solid Waste for the purpose of maximizing the diversion of Organic Material and Recyclable Material, and further separates Recyclable Material and Organic Material for marketing to end-user markets and manufacturers with only the remaining Residual Waste being directed for disposal;

"Municipal Solid Waste" means refuse that originates from residential, commercial or institutional sources within municipalities and electoral areas excluding the following:

- refuse that originates from demolition, land clearing or construction sources; and
- waste excluded from the scope of the Solid Waste Management Plan (hazardous, agricultural, biomedical and liquid waste).

"Organics Facility" means a Facility that receives one or more types of Organic Material for the purpose of composting or digestion;

"Organic Material" means material that can be composted or digested, including the following:

- Food waste including meat, fish, seafood, bones, grain products (bread/pasta/baked goods), salad, salad dressing, coffee grounds, dairy products, eggs, egg shells, fruits, vegetables, pasta, nuts, nutshells, non-liquid fats, butter, mayonnaise, and other condiments;
- Food soiled paper including paper that has been soiled by or comingled with food
  residue, compostable paper packaging, paper plates, carbon paper, facial tissue, paper
  napkins or towels;
- Plant waste including grass clippings, moss, tree trimmings and branches, leaves, plants, flowers, weeds, bark mulch, but excluding agricultural waste; and
- Single-use wooden food utensils including toothpicks, popsicle sticks, stir sticks, skewers and chop sticks;

FVRD Bylaw 1495, 2018 Page 3 of 7

"Recycling Depot" means a Facility that accepts Recyclable Material for the purpose of transport to a Materials Recovery Facility or direct marketing to end-user markets and manufacturers, including businesses and depots that receive EPR Products;

"Recyclable Material" means the following items, clean and clear of debris:

- Paper packaging including box board, cardboard, corrugated cardboard, paper bags without plastic liners, paper pet food bags without plastic liners, paper egg cartons, paper drink trays;
- Paper containers including milk and juice cartons, tetra paks, frozen dessert boxes, disposal coffee cups;
- Plastic containers including plastic food containers, plastic tubs, plastic bottles, plastic lids, clamshell containers, milk jugs, coffee pods, plant pots and trays, microwavable plastic bowls, microwavable plastic cups, and un-numbered rigid plastic packaging;
- Metal items including aluminium foil, plates and trays, tin foil, cans and lids, household aerosol containers, cardboard and metal wound containers;
- **Printed paper** including newspaper, magazines, office paper, phone books, greeting cards;
- Film plastic including shopping bags, bread bags and overwrap; and
- Glass including glass bottles and glass jars;

"Residual Waste" means Municipal Solid Waste that has undergone a separation process at a Mixed Waste Material Recovery Facility;

"Solid Waste Management Plan" means the Fraser Valley Regional District Solid Waste Management Plan Update 2016 – 2026, approved by the Minister of Environment pursuant to section 24 of the *Environmental Management Act*;

"Source Separation" means the process conducted by a Waste Generator at the point of waste generation whereby the Waste Generator uses barriers, containers or other means of containment to, at minimum, separate from Municipal Solid Waste, into separate distinguishable accumulations, Organic Material and Recyclable Material;

"Transfer Station" means a Facility that receives one or more of Recyclable Material, Organic Material, or Mixed Municipal Solid Waste for the purposes of further transport;

"Waste Generator" means an owner or occupier of residential, commercial or institutional property at which Municipal Solid Waste of any scope is generated, produced or results from; and

"Waste Hauler" has the meaning set out in section 26 of the Environmental Management Act.

FVRD Bylaw 1495, 2018 Page 4 of 7

- b) This Bylaw will be interpreted in accordance with the following principles:
  - i. Except where expressly stated otherwise, terms defined in the *Local Government Act*, the *Environmental Management Act* and the Solid Waste Management Plan apply to the terms used in this Bylaw.
  - ii. The words "include" or "including" means that the list is not exhaustive.
  - iii. Headings are for convenience only.
  - iv. Single terms include plural, and masculine pronouns include feminine and gender-neutral.
  - v. This Bylaw does not detract from the regime established for the collection of EPR Products under the *Recycling Regulation*, *B.C. Reg.* 449/2004.
  - vi. This Bylaw does not limit the application of any provincial, regional or municipal laws or bylaws regulating the disposal, collection, management or storage of solid waste or recyclable material.
  - vii. This Bylaw does not restrict or prohibit backyard composting where permitted by applicable laws and bylaw.

# 3. PURPOSE AND AREA OF APPLICATION

- a) This Bylaw is enacted to maximize Source Separation within the FVRD.
- b) This Bylaw applies within the participating areas of the Regional Solid Waste Management Service Area of the Fraser Valley Regional District as established by bylaw.

## 4. WASTE DISPOSAL

- a) A Waste Generator shall remove Organic Material, Recyclable Material and Mixed Municipal Solid Waste from their property, and shall either:
  - i. take Organic Material, Recyclable Material and Mixed Municipal Solid Waste to the types of Facilities specified in section 4. c) of this bylaw; or
  - ii. arrange for one or more Waste Haulers to collect Organic Material, Recyclable Material and Mixed Municipal Solid Waste and take it to the types of Facilities specified in section 4. c).
- b) A Waste Generator shall inform its tenants, employees and contractors in writing of the requirements of this Bylaw, and of the location of containers and facilities used for Source Separation on the property.
- c) To comply with this Bylaw:
  - i. Organic Material must be taken to either:
    - a. an Organics Facility, or
    - b. a Transfer Station that handles Organic Material separately from other types of Municipal Solid Waste,

FVRD Bylaw 1495, 2018 Page 5 of 7

that is authorized by a governmental authority to receive the type of Organic Material being taken;

- ii. Recyclable Material must be taken to either:
  - a. a Recycling Depot,
  - b. a Material Recovery Facility, or
  - c. a Transfer Station that handles Recyclable Material separately from other types of Municipal Solid Waste,

that is authorized by a governmental authority to receive the type of Recyclable Material being taken; and

- iii. Mixed Municipal Solid Waste must be taken to either:
  - a. a Transfer Station,
  - b. a Mixed Waste Material Recovery Facility, or
  - c. another Facility,

that is authorized by a governmental authority to receive the type of Mixed Municipal Solid Waste being taken.

d) Nothing in this Bylaw will be interpreted to prohibit a Waste Generator from Source Separating Municipal Solid Waste or Mixed Municipal Solid Waste that they generate into more distinct types than prescribed in section 4. b).

#### 5. ENFORCEMENT AND COMPLIANCE

- a) The Board may appoint by bylaw or resolution a person or persons to be a Bylaw Enforcement Officer and exercise the power of the Bylaw Enforcement Officer under this Bylaw.
- b) A Bylaw Enforcement Officer may:
  - enter a Facility, or a Waste Generator's property, to inspect for compliance with this Bylaw. Without limiting the foregoing, inspection may include opening and sorting through waste bags, bins and other containers to detect by sound, smell or sight the presence of Organic Material, Recyclable Material or Mixed Municipal Solid Waste; and
  - ii. issue verbal or written orders to Waste Generators who do not comply with this Bylaw.
- c) A person who:
  - i. contravenes any provision of this Bylaw or does any act or thing which contravenes any provision of this Bylaw, or suffers or allows any other persons to do any act or thing which contravenes any provision of this Bylaw;
  - ii. neglects to do or refrains from doing anything required to be done by any provision of this Bylaw; or

FVRD Bylaw 1495, 2018 Page 6 of 7

iii. fails to comply with an order issued by a Bylaw Enforcement Officer under this Bylaw, or suffers or allows any other person to fail to comply with an order under this Bylaw,

is guilty of an offence against this Bylaw and liable to the penalties imposed under this Bylaw.

- d) Every person who commits an offence against this Bylaw is punishable on summary conviction by a fine of not less than \$5,000.00 and not more than \$10,000.00.
- e) Every person who commits an offence of a continuing nature against this Bylaw is liable to a fine not less than \$5,000.00 and not more than \$10,000.00 for each day such offence continues.
- f) Designated contraventions of this Bylaw may be enforced pursuant to Fraser Valley Regional District Bylaw Offence Notice Enforcement Bylaw, as amended or replaced from time to time.

#### 6. GENERAL

Nothing in this Bylaw is intended to relieve any person from complying with any other applicable enactment.

# 7. **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.

## 8. EFFECT

This Bylaw will come into effect on April 1, 2020.

# 9. READINGS AND ADOPTION

READ A FIRST TIME THIS	аау от
READ A SECOND TIME THIS	day of
READ A THIRD TIME THIS	day of
ADOPTED THIS	day of
Chair/Vice-Chair	Corporate Officer/Deputy

FVRD Bylaw 1495, 2018 Page 7 of 7

# 9) <u>CERTIFICATION</u>

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Regional Solid Waste Removal Bylaw No.* 1495, 2018, as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, BC this

Corporate Officer/Deputy



# CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-09-25

From: Christina Vugteveen, Manager of Regional Parks File No: 3920-20-1500, 2018

Subject: Fraser Valley Regional District Parks Regulations, Fees and Other Charges Establishment

Bylaw No. 1500, 2018

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as Fraser Valley Regional District Parks Regulations, Fees and Other Charges Establishment Bylaw No. 1500, 2018.

#### STRATEGIC AREA(S) OF FOCUS

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

#### **PRIORITIES**

Priority #5 Outdoor Recreation

### **BACKGROUND**

The existing Parks Regulation Bylaw provides the Fraser Valley Regional District the rules of the parks and the prescription of administrative fees for park functions. With the addition of new Electoral Area community parks, and three new parks in the Sub-Regional Parks Service, the existing bylaw was reviewed to ensure that the practices and terminology was up to date which would accurately reflect park operations. Through this review, significant amounts of housekeeping changes were identified, and as such, a new bylaw No. 1500, 2018 is being proposed.

#### DISCUSSION

The preparation of the bylaw included a thorough review with of the current bylaw with staff, and discussion with stakeholders. This new proposed Fraser Valley Regional District Regional Parks Regulation Bylaw No. 1500, 2018 replaces the existing Bylaw No. 1273, 2014 as there have been a

significant amount of changes in administration since the bylaw was enacted. These administrative changes include the removal of repeated items, and general moving around of some sections/subsections for clearer reading and logical grouping, updating terminology, and the inclusion of all new park additions. Highlights from specific sections are as follows:

#### Section 2 Definitions

Definitions which are redundant in the bylaw and/or those already defined in legislation are eliminated and several definitions are further clarified and defined as follows:

- 'Authorized Personnel' was clarified to include contractors acting on behalf of FVRD;
- 'Group' was changed from 12 to 30 persons;
- 'Park Pass' to was changed 'Parking Pass' to prevent confusion with 'Park Permits';
- 'Radio-Controlled Device' was changed to 'Remote-Controlled Device' to reflect technological changes in recent years;
- 'Special Event' was removed as a definition to prevent confusion with Special Events Bylaw;
- 'Under Control' definition was changed to discern between circumstances for off-leash and onleash areas.

New definitions were added for 'Facility', 'Mobility Aid', 'Park', 'Smoke or Smoking', and 'Electronic Smoking Device'.

# Section 3 Area of Application

This section is added to clarify the areas where this bylaw applies to as there is a separate bylaw for Vedder River Campground.

# Section 7 Conduct

There are several changes which include:

- The removal of the reference to on-site caretakers as we have none;
- The removal of prohibiting slow sliding devices as sledding is a popular and appropriate activity in some of our parks;
- The addition of Section 7.14 to ban smoking from our Parks. This is congruent with existing bylaws in Abbotsford, Chilliwack, Mission, and the Village of Harrison Hot Springs.

# Section 8 Preservation of Natural Features

There are several changes which include:

- 8.3 All parks are included in prohibition of angling from a boat launch, not just Island 22;
- 8.5 Depositing raw animal remains in parks including in waste receptacles is added to address the fish remains which often are deposited in the garbage.

# Section 9 Animals

There are a number of revisions made in this section:

- 9.4 is added as an explicit prohibition that dogs should not be off leash in areas not designated as such;
- 9.5 is updated by removing Neilson Regional Park from the list of Parks where there is a prohibition of animals;
- 9.6 is reworked to clarify that animal feces are not to be deposited in Park except if waste receptacles are provided;
- 9.9 is added for horse riders to obey posted notices.

# Section 10 Motor Vehicles

This entire section is updated to exempt Mobility Aids for persons with disabilities from specific sections.

#### Section 11 Vessels

11.3 is added to clarify mooring of vessels in Parks.

# Section 14 Parking Passes

There are several clarifications which include:

- 14.2 Parking Passes are honoured interchangeably at all FVRD Parks;
- 14.4 Parking Passes will only be re-issued if original pass is returned.

## Section 15 Park Permits

There are several areas where clarification is added:

- 15.1 is added delegating authority to issue Park Permits to Parks Manager;
- 15.2 is added to identify when Park Permits are required and additional requirements and regulations (Municipal, Provincial, etc.) which may apply;
- 15.4 is added to clarify fee payment requirements;
- 15.8 gives permit holders 48 hours after event to have their event cleaned up (previously was 14 days).

As a part of the Bylaw review, the fees were not changed, and will be a part of a more comprehensive fee review to include boat launch, permit and parking fees. This is planned to take place in the next several months and brought back to the board for consideration.

### **COST**

There are no new costs associated with the Bylaw.

#### CONCLUSION

With the addition of new Electoral Area community parks, and three new parks in the Sub-Regional Parks Service, the existing bylaw was reviewed to ensure that the practices and terminology was up to date which would accurately reflect park operations. Bylaw 1500, 2018 is proposed to replace the existing Bylaw to address these housekeeping changes.

#### **COMMENTS 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

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1500, 2018**

# A bylaw to establish regulations, fees and other charges for Regional Parks, Community Parks, Linear Parks, Recreation Areas and Trails

**WHEREAS** the Fraser Valley Regional District Board of Directors (the "Board") has deemed it advisable to establish certain regulations, fees and other charges for its regional parks, community parks, linear parks, trails and other recreational areas;

**THEREFORE** the Board enacts as follows:

## 1. CITATION

This bylaw may be officially cited as Fraser Valley Regional District Parks Regulations, Fees and Other Charges Establishment Bylaw No. 1500, 2018.

#### 2. <u>DEFINITIONS</u>

In this bylaw the following definitions apply:

"Angle" means to catch or attempt to catch fish with a net, or hook and line, or spear with or without a rod;

"Authorized Personnel" means persons approved or assigned by the Fraser Valley Regional District ("FVRD"), including:

- a) employees of the FVRD:
- b) persons acting on behalf of the FVRD under contract or other agreement; and
- c) members of the Royal Canadian Mounted Police ("RCMP") and municipal police forces;

"Camp" means to occupy a campsite, to set up a tent or other shelter, or to remain overnight with or without shelter;

"Collar" means a chain, rope, cord or strap affixed to the chest or around the neck of an animal and does not include a Leash;

"Contaminant" means any substance that is capable of:

- a) injuring the health and safety of a person;
- b) injuring property or any life form;
- c) causing material physical discomfort to a person; or
- d) damaging the environment;

"Disturbance" means any noise or sound, including the playing of music, that disturbs, or is likely to disturb the peace, enjoyment or comfort of persons or wildlife in the vicinity and includes actions or behavior that put a person in danger or inhibits another person's lawful use or quiet enjoyment of a Park;

**"Electronic Smoking Device"** means a vaporizer or inhalant type device or component of such a device that contains a power source and heating element designed to heat a substance and provide vapour to be inhaled by the use of the device directly through the mouth or nose;

**"Emergency Personnel"** means those persons working on behalf of the British Columbia Ambulance Service, British Columbia Search and Rescue Association, the Department of National Defense, a fire department and/or the British Columbia Provincial Emergency Program and also includes members of RCMP and members of municipal police forces;

"Facility" means all buildings, structures, equipment or any other installations and possessions owned by or in custody of the FVRD and its Authorized Personnel;

"Group" means over 30 persons;

**"Hunt"** means to shoot at, attract, search for, chase, pursue, follow after or in the trail of, stalk or lie in wait for wildlife, or to attempt to do any of those things, whether or not the wildlife is then or subsequently wounded, killed or captured:

- a) with the intention to capture the wildlife; or
- b) while in possession of a firearm or other weapon;

"Leash" means a chain, rope, cord or strap by which an animal is restrained, lead or controlled;

#### "Litter" means:

- a) garbage, refuse, rubbish, waste materials or trash of any kind, including, but not limited to, containers, packages, bottles, cans or any part thereof; or
- b) any abandoned or discarded article, product or item of manufacture;

"Motor Vehicle" means a motorized device by which a person or thing may be transported;

"Mobility Aid" means a device including an electric wheelchair or scooter, the sole purpose of which is to facilitate the transport of a person with a physical disability;

"Natural Park Feature" means a tree, shrub, herb, flower, grass, turf or other plant and all soil, sand, silt, gravel, rock, mineral, wood, fallen timber, or other natural resource in a Park;

"On-Site Refuse" means all garbage, food remains, refuse, and other waste generated by persons while they are in a Park;

"Park" means any regional park, community park, linear park, trail, recreational area or any other lands used for outdoor recreational purposes which are managed and operated under

the jurisdiction or administration of the FVRD, except for where the above noted fall under other regulatory bylaws or other enactments or where they are excluded under the Area of Application section of this bylaw;

**"Parks Manager"** means the person appointed as the Manager of Parks for the FVRD and includes any person lawfully acting on their behalf;

**"Parking Pass"** means a pass issued under this bylaw authorizing a person to enter a Park in a Motor vehicle, launch a Vessel, or park a Motor vehicle in a Park; and includes, but is not limited to, seasonal, day use and overnight passes;

"Park Permit" means a permit issued under this bylaw authorizing an event or activity in a Park;

**"Posted Notice"** means a sign or written notice affixed to a notice board or sign post by Authorized Personnel in a Park;

"Remote-Controlled Device" means an electronic device operated indirectly or remotely.

"Smoke or Smoking" means inhaling, burning, or carrying any lighted or heated cigar, cigarette, hookah or pipe or any other lighted or heated tobacco or plant product intended for inhalation, including cannabis, whether natural or synthetic in any manor or in any form. Smoking also includes the use of any Electronic Smoking Device.

"**Trail**" means a path, route or walkway intended for pedestrian or other non-motorized traffic;

"Under Control" means an animal which:

- a) if, in an area designated as a dog off-leash area, the dog is not on a Leash but remains within 10 meters of the person who has care and control of it and immediately returns when called by that person; or
- b) is restrained on a Leash that is less than or equal to 3 metres long and is accompanied at all times by the person who has care and control of the animal;

and is not molesting, harassing, aggressively pursuing or attacking any person, wildlife or animal;

"Vessel" means a canoe, boat, kayak or other craft used, or capable of being used for navigation on water;

## 3. AREA OF APPLICATION

This bylaw applies within all FVRD Parks with the exception of the Vedder River Campground, which is exempt from the provisions of this bylaw and has its own regulations, fees and other charges established by separate bylaw.

#### 4. ENFORCEMENT

- 4.1 Authorized Personnel are exempt from all provisions of this bylaw when performing their duties and acting on behalf of the FVRD.
- 4.2 When Authorized Personnel believe, that any person in a Park is contravening this bylaw, a Park Permit, or any applicable enactment, the Authorized Personnel may require that person to:
  - a) provide, immediately upon request, that person's correct name, address, and information about their destination, and activities in the Park;
  - b) provide identification verifying that person's correct name and address;
  - c) produce a valid Park Permit authorizing the activity;
  - d) immediately comply with this bylaw, Park Permit, or other enactment;
  - e) leave the Park immediately.
- 4.3 Every person must comply with the requirements of any Authorized Personnel under this bylaw.
- 4.4 Authorized Personnel may enter any area or facility in a Park to evaluate whether individuals or Groups are following all relevant bylaws, prohibitions, and requirements.

## 5. OFFENCE AND PENALTY

- Any fine imposed by a court under this bylaw shall be in addition to, and not in substitution for, any other fee or remedy imposed under this bylaw.
- 5.2 A separate offence shall be deemed to be committed upon each day during and in which a contravention of this bylaw occurs or continues.
- 5.3 Contraventions of this bylaw may be subject to penalties as listed in the current FVRD Bylaw Offence Notice Enforcement Bylaw, as may be amended or repealed and replaced from time to time.
- Nothing in this bylaw prevents the FVRD from using any other remedy that is available to it by law.

#### 6. RESPONSIBILITY FOR MINORS

If an offence is being committed by a minor, the person in charge of the minor must take any control measures necessary to prevent or stop the contravention of this bylaw or any other enactment.

#### 7. CONDUCT

- 7.1 A person must not obstruct Authorized Personnel who are performing their duties.
- 7.2 A person must not do any act or suffer or permit any act or thing to be done in contravention of this bylaw or any other enactment.
- 7.3 Every person in a Park must obey all applicable statutes, bylaws, regulations, enactments, and policies, including all signs and Posted Notices in a Park.
- 7.4 A person must not possess or consume alcoholic beverages in a Park except as authorized by a valid Park Permit and all other legally required authorizations.
- 7.5 A person must not defecate or urinate in a Park, except in designated facilities.
- 7.6 A person must not enter into or remain in a Park when the Park is closed.
- 7.7 Section 7.6 does not apply to:
  - a) a person who has a license or lease granted by the FVRD for a Park purpose;
  - b) Authorized Personnel; and
  - c) Emergency Personnel.
- 7.8 A person must not make or cause a Disturbance in a Park.
- 7.9 A person must not operate equipment, Motor Vehicles, machinery or any device in a Park that disturbs, or is likely to disturb the peace, enjoyment or comfort of persons or wildlife in the vicinity, except as authorized by a valid Park Permit.
- 7.10 A person must not Camp in a Park except for in the Island 22 Equestrian Area but only with a Park Permit authorizing that activity.
- 7.11 A person must not interfere with the passage of any person or Motor Vehicle lawfully using a road or Trail or any other portion of a Park except as authorized by a valid Park Permit.
- 7.12 A person must not use or operate a Remote-Controlled Device in a Park, except as authorized by a valid Park Permit.
- 7.13 A person must not climb, stand or sit on the rails of fencing, bridges, boardwalks or viewing platforms in a Park.
- 7.14 A person must not Smoke in Parks or Park Facilities.

#### 8. PRESERVATION OF NATURAL FEATURES, WILDLIFE AND PARK FACILITIES

8.1 A person must not undertake any of the following activities in a Park except as authorized by a valid Park Permit:

- a) cut, trim, dig up, excavate, deface, remove, damage, possess, or in any way injure any Natural Park Feature;
- b) build or otherwise create or alter any Trail;
- c) remove, damage, disassemble or deface any Facility;
- d) build, place or install any permanent or temporary structure, Facility or material;
- e) bring in and leave behind any dead or living plant or animal or portion thereof;
- f) Hunt, molest, disturb, frighten, injure, kill, catch, or trap any wildlife, except for angling done in accordance with all enactments;
- g) feed any wildlife or deposit any substance that wildlife may eat except in waste receptacles provided for such purposes;
- h) introduce any Contaminant into any part of a Park including, without limitation, any body of water, fountain, or watercourse.
- 8.2 A person must not Angle within Cheam Lake Wetlands Regional Park.
- A person must not Angle near or from any boat launch in a Park or near or from any beach in a Park in a way that could endanger persons or property, or interfere with the safe and free use of the area.
- A person must not deposit any On-site Refuse anywhere in a Park, except in waste receptacles provided for such purposes. If a waste receptacle is not provided, no person shall leave Litter in a Park. A person must not deposit raw animal remains, or portions of raw animal remains anywhere in a Park, including in waste receptacles.
- 8.6 Except for On-site Refuse, a person must not:
  - a) dispose of any Litter or waste in a Park; or,
  - b) dispose of any material into waste receptacles provided for On-site Refuse.
- 8.7 A person must not travel within a Park where Posted Notice prohibits such travel.

#### 9. ANIMALS

- 9.1 Every person with an animal in a Park must keep the animal Under Control at all times. This section does not apply to persons with the care and control of a horse or horses.
- 9.2 Every person with a dog in an area of a Park designated as a dog off-leash area must:
  - a) keep the dog Under Control at all times; and
  - b) carry at least one Leash and Collar for each dog.

- 9.3 A person must not cause, permit, or allow an animal to enter a Park or a portion of a Park when signs or Posted Notice prohibit the presence of an animal, except as authorized by a valid Park Permit authorizing that activity.
- 9.4 A person must not allow a dog to be off Leash in areas not designated as dog off-leash areas by sign or Posted Notice.
- 9.5 Animals are not permitted to be brought into Cheam Lake Wetlands Regional Park.
- 9.6 A person with an animal in a Park must immediately pick up any feces deposited by that animal and dispose of the feces in waste receptacles provided. If no waste receptacles are provided, the feces must be removed from the Park.
- 9.7 Sections 9.3 and 9.5 do not apply to certified guide animals pursuant to the *Guide Dog and Service Dog Act*.
- 9.8 A person must not have a horse in any Park except as authorized by a valid Park Permit except:
  - a) at Island 22 Regional Park, and then, only in designated equestrian areas;
  - b) in portions of a Park specifically designated for that purpose by Posted Notice; or
- 9.9 Persons with horses in a Park must obey all Posted Notices.

#### 10. MOTOR VEHICLES

- 10.1 Except as authorized by a valid Park Permit, a person must not operate, or permit to be operated, a Motor Vehicle, in a Park anywhere except:
  - a) on roadways;
  - b) in parking lots or areas;
  - c) in areas with Posted Notices allowing for such use
- 10.2 A person must not operate a Motor Vehicle in a Park unless that person and the Motor Vehicle are validly licensed and registered and conform to all applicable enactments.
- 10.3 A person must not park a Motor Vehicle in a Park except in designated parking areas or along public roadways not marked as "No Parking" areas except as authorized by a valid Parking Pass or Park Permit authorizing that activity.
- 10.4 A person must not park a Motor Vehicle in the boat launch at Island 22 Regional Park unless that Motor Vehicle is towing a boat on a trailer and accessing the boat launch for the purpose of launching that boat, except as authorized by a valid Park Permit.
- 10.5 A person must not operate, park or stop a Motor Vehicle in a Park in a manner that impedes proper, free and safe use of a Park, or in a manner that restricts or inhibits recreational use of the Park except as authorized by a valid Park Permit.

- 10.6 Motor Vehicles parked in front of gates and in areas where they are prohibited by a sign or Posted Notice, and Motor Vehicles left unattended after the closing hours of the Park may be towed away or immobilized at the expense of the owner. Neither the FVRD nor any Authorized Personnel is liable or accountable to the owner for damage to a Motor Vehicle being removed or immobilized.
- 10.7 Except as authorized by a valid Park Permit, a person must not park a Motor Vehicle in an area, lot, or stall in a Park designated as accessible parking without a valid accessible parking permit, or in an area, lot or stall in a Park designated as service or emergency vehicle parking unless the vehicle being parked is a Park service vehicle or an Emergency Personnel vehicle.
- 10.8 In areas of Parks designated as pay parking, a person with a Motor Vehicle must display a Parking Pass or receipt of payment on the driver's side windshield of the Motor Vehicle.
- 10.9 A person must not wash, clean, polish, repair, tune up, or do any maintenance or mechanical work to a Motor Vehicle in a Park.
- 10.10 A person with a Motor Vehicle must not cause, permit or allow that Motor Vehicle to remain in a Park overnight or beyond the hours that the Park is open except as authorized by a valid Parking Pass or Park Permit.
- 10.11 Other than Emergency Personnel, a person must not use an aircraft to arrive at or depart from a Park except as authorized by a valid Park Permit.
- 10.12 Sections 10.1, 10.2, 10.3, 10.4 and 10.8 do not apply to Mobility Aids.

#### 11. VESSELS

- 11.1 A person must not operate a Vessel:
  - a) on any body of water in a Park where a sign or Posted Notice prohibits that activity;
  - b) within Cheam Lake Wetlands Regional Park, Cascade Falls Regional Park or Thacker Regional Park;

except as authorized by a valid Park Permit.

- 11.2 A person must not use any Vessel, in the vicinity of a boat launch or beach in a Park in a way that endangers persons or property, or interferes with the safe and free use of the boat launch or beach.
- 11.3 A person shall not tie up, attach, or moor a Vessel to a Park property or Facility except in an area designate by Posted Notice as allowing mooring.

#### 12. COMMERCIAL SERVICES OR ACTIVITIES

- 12.1 Except as authorized by a valid Park Permit, Lease or License of Occupation, a person must not conduct any commercial services or activities in a Park including, but not limited to:
  - a) selling, bartering or displaying any goods or services;
  - b) conducting any business or commercial activity or encouraging any person to use a Park for any activity related to a business or commercial enterprise, whether or not the business or commercial aspect of the activity is carried out within the Park;
  - c) posting or affixing any notice, advertisement, sign, placard or handbill of any kind.

#### 13. FIRES, FIREARMS AND FIREWORKS

- 13.1 A person must not light or keep lit any fire, stove, barbecue or other flame-producing device in a Park except as authorized by a valid Park Permit, except:
  - a) in facilities provided for fires or flame-producing devices;
  - b) in an area designated by sign or Posted Notice.
- 13.2 A person must not leave a fire, stove, barbecue or other flame-producing device of any kind unattended while it is lit or turned on.
- 13.3 A person must not create, keep, maintain, add fuel to or otherwise permit an open fire in a Park, except as authorized by a valid Park Permit.
- 13.4 A person must not deposit, anywhere in a Park, any lit match, cigar, cigarette or other burning substance except as permitted in Section 13.1.
- 13.5 For public safety and convenience, Authorized Personnel may, at any time:
  - a) prohibit a fire or flame-producing device in a Park;
  - b) extinguish a fire or flame-producing device;
  - c) require that a fire or flame-producing device be contained within a designated device or area.
- 13.6 A person must not possess or discharge any firearm in a Park, except as authorized by a valid Park Permit.
- 13.7 A person must not possess or discharge fireworks or any device that propels a projectile by means of an explosion, compressed gas, spring or string in a Park except as authorized by a valid Park Permit.

#### 14. PARKING PASSES

- 14.1 The FVRD or Authorized Personnel are not obligated to issue any Parking Pass and may amend, suspend, revoke or refuse to issue a Parking Pass to any person who has contravened this bylaw or any other applicable enactment.
- 14.2 Parking Passes purchased will be honored interchangeably at all FVRD Parks.
- 14.3 A person purchasing a Parking Pass must provide to the Authorized Personnel, at the time of purchase, their correct contact information and Motor Vehicle description and license plate number for the vehicle which the Parking Pass is intended, and must pay the established fee set out in Schedule A to this bylaw in full at the time of purchase.
- Parking Passes must be affixed to windshield of the subject Motor Vehicle at the time of purchase and are not transferrable to other persons or Motor Vehicles. Parking Passes may only be re-issued or replaced if the original Parking Pass is returned.

#### 15. PARK PERMITS

- 15.1 The Parks Manager is hereby delegated the authority to issue Park Permits and to apply terms and conditions with respect to Park Permits, including specific exemptions from provisions of this bylaw where it is noted in this bylaw that an activity is prohibited except as authorized by a valid Park Permit. The Parks Manager may delegate this authority to Authorized Personnel.
- 15.2 A person must not conduct or participate in any of the following in a Park except as authorized by a valid Park Permit, Lease or License of Occupation:
  - a) an activity or event involving a Group of persons, whether as participants, volunteers, staff or spectators;
  - b) an activity or event requiring exclusive use of a Park or any portion of a Park including Facilities;
  - c) an activity or event which is publicly advertised;
  - d) an event or activity for which participants or spectators are charged a fee or donation;
  - e) an activity or event which may have an impact on other park users, wildlife or other surrounding residents;
  - f) filming and associated activities;
  - g) any commercial services or activities;
  - h) scientific research or educational activities.

Events and activities may also be subject to additional requirements and regulations, including local municipal regulations, regional district regulations and provincial regulations, including, but not limited to, zoning and special events regulations or licensing.

- 15.3 A person may apply for a Park Permit by submitting a completed Park Permit application form to the Parks Department, with all required attachments, which may include a location map, site plan, and proof of liability insurance or other requirements and any other details of the activity or event.
- Once a Park Permit has been approved, the person requesting the Park Permit must pay a fee as set out in Schedule A to this bylaw prior to that Park Permit being issued.
- 15.5 The Parks Manager is not obligated to issue any Park Permit and may amend, suspend, revoke or refuse to issue a Park Permit to any person who has:
  - a) contravened any previous Park Permit,
  - b) contravened this bylaw or any other enactment, or
  - c) applied for a Park Permit for an activity, or event that was found by the Parks Manager to be incompatible with the intended use of the Park.
- 15.6 The holder of a Park Permit must comply with all the terms and conditions of the permit and is solely responsible for the conduct of the activity or event which the Park Permit authorizes.
- 15.7 It is a condition of all Park Permits, that neither the FVRD nor any of its elected or appointed officers, employees, servants, agents, contractors, licensees or representatives accepts or assumes any responsibility or liability for any claims, demands, proceedings, actions, suits, costs, expenses, fines, losses or damages in respect to death, injury, loss or damage to persons or property, however caused, arising out of or in connection with the activity or event for which a Park Permit has been issued. If the FVRD or any of its elected or appointed officers, employees, servants, agents, contractors, licensees or representatives is named as a party in any proceeding relating to a Park Permit, the Permittee shall indemnify the FVRD for any costs, expenses or fees incurred in the defense of that proceeding.
- 15.8 Except as provided elsewhere in this bylaw, holders of a Park Permit must:
  - a) remove all personal property and dispose of all structures, improvements, and works that they have built in a Park within 48 hours following the termination of the Park Permit, or within 48 hours following receipt of a written order from the Parks Manager, whichever occurs first; and
  - b) restore the area as nearly as possible to its natural condition to the satisfaction of the Parks Manager.
- 15.9 If a person does not comply with Section 15.8 the Parks Manager may, after providing or attempting to provide notice, authorize personnel to remove and dispose of the personal property, improvements, or works and restore the area as necessary. If the FVRD incurs any expense under this section, the person who failed to comply with this section owes the amount of that expense to the FVRD and shall pay that amount immediately on demand. The FVRD may pursue all other remedies available to it to recover any outstanding amounts.

#### 16. **FEES AND CHARGES**

- 16.1 Fees and other charges with respect to the use of Parks are hereby imposed as set out in Schedule A attached hereto and forming an integral part of this bylaw.
- 16.2 Fees and other charges with respect to the use of Parks may be waived or refunded if a person:
  - a) has already paid towards the cost to which the fee or charge relates;
  - b) does not require the service to which the fee or charge relates;
  - c) no longer undertakes the activity or thing for which a permit or approval was required; or
  - d) has prepaid toward the costs of the service to which the fee or charge relates and use of the service by the person is discontinued.

#### 17. **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.

#### 18. REPEAL

Fraser Valley Regional District Parks Regulation Bylaw No. 1273, 2014 and any and all amendments thereto are hereby repealed.

#### 19. READINGS AND ADOPTION

Chair/Vice-Chair	Corporate Officer/Deputy
	3-,
ADOPTED THIS	day of
READ A THIRD TIME THIS	day of
READ A SECOND TIME THIS	day of
READ A FIRST TIME THIS	day of

#### 20. <u>CERTIFICATION</u>

	true and correct copy of <i>Fraser Valley Regional District Parks</i> 2018 as adopted by the Board of Directors of the Fraser Valley
,	. ,
Regional District on the	day of
Dated at Chilliwack this	day of
Corporate Officer/Deputy	

#### FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1500, 2018.

## SCHEDULE A FEES AND OTHER CHARGES

Parking Passes	Fee – includes taxes
BOAT LAUNCH PARKING	
*Launch (daily)	\$10
Overnight Parking (daily)	\$20
Overnight Parking (3 day weekend)	\$50
*Seasonal Pass (regular)	\$50
*Seasonal Pass (commercial)	\$100
Seasonal Pass (regular overnight)	\$100
Seasonal Pass (commercial overnight	\$200
DAY-USE PARKING	
Parking (daily)	\$5
Seasonal Pass	\$25
EQUESTRIAN AREA PARKING	
Single Vehicle (daily)	\$5
Vehicle Towing Trailer (daily)	\$10
Seasonal Pass (single vehicle)	\$25
Seasonal Pass (vehicle towing trailer)	\$50

Park Permits	Fee (per day) – includes taxes
**Park Permit Application Processing Fee	\$150
Filming (per day)	\$100
Commercial Service or Activity (per day)	\$100
Wedding	\$100
Special Event	\$200
Overnight Security	\$20/hr
Scientific Research/Education	\$0
Group Picnic	\$100
Picnic Shelter Rental (weekday)	\$75
Picnic Shelter Rental (weekend or statutory	\$100
holiday)	
Riding Ring Rental (weekday)	\$75
Riding Ring Rental (weekend or Statutory holiday)	\$100

<sup>\*</sup>Park passes are transferable between Island 22 and Dewdney Nature Regional Parks.

<sup>\*\*</sup>Park permit application processing fee will be waiver for: non-profit organizations; scientific research/education uses; group picnic shelter rentals; weddings; and riding ring rentals.



To: Recreation, Culture and Airpark Services Commission Date: 2018-07-25

From: Jody Castle, Manager of Recreation, Culture and Airpark Services

Subject: Bylaw No. 1489, 2018 Hope and District Recreation Fees and Other Charges

**Amendment** 

#### **RECOMMENDATION**

**THAT** the revised Fraser Valley Regional District Hope and District Recreation Centre Fees and Other Charges Amendment Bylaw No. 1489, 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
Creative Dance	\$6.oo/Class (\$24 per month – 4 classes)
Music Together	1 <sup>st</sup> Child \$165.00 2 <sup>nd</sup> Child \$105.00
Standard First Aid Recertification	\$75.00
Emergency First Aid Recertification	\$50.00
CPR-C and AED Recertification	\$50.00
School Skate Rentals	\$2.25

#### **COMMENT BY:**

**Paul Gipps, Chief Administrative Officer:** Reviewed and Supported **Mike Veenbaas, Chief Financial Officer:** Reviewed and Supported

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1489, 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. 1489, 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

Chair/Vice-Chair	Corporate Officer/Deputy
	•
ADOPTED THIS	day of
READ A THIRD TIME THIS	day of
READ A SECOND TIME THIS	day of
READ A FIRST TIME THIS	day of

#### 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. 1489, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the day of

Dated at Chilliwack, BC this day of



# FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1489, 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	± 22.25
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 rental (School Rates)	\$2.25
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	\$10.00
(Applies to External Rental Contract Only)	
Folding Chair	\$3.00
(Applies to External Rental Contract Only)	
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	\$50.00
(Max. 10 hours – between 6:00am and 12:00am)	
Kitchen Use – Commercial Day Rate	\$80.00
(Max. 10 hours – between 6:00am and 12:00am)	
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

Dan Sharrers Aquatic Centre Rates (con't)	
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) \$	
10 – 1 Hour Semi-Private Sessions (per person)	
Health/Fitness Consultation	\$36.00
Strength Starter Private	
Fitness Evaluation	
Body Composition	\$20.00
Strength Trainer Private	\$217.00
Strength Trainer Semi-Private	
Food & Nutrition Analysis	

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	
Cookie Decorating	
Crafty Kids	
Teen Night	\$15.00
Girls Night Out	\$10.00

Child Programs (con't)	
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
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
Music Together	1st Child \$165.00
Music rogettier	2 <sup>nd</sup> Child \$105.00
Outdoor Movie Nights	
Popcorn	\$2.00
Coffee	\$1.50
Hot Chocolate	\$1.50
Hot Dogs	\$3.00
Youth Programs	
Birthday Party - 12 kids (birthday cake not included)	\$143.25
Birthday Party - up to 16 kids	\$180.25
Birthday Party - up to 20 kids (includes mezzanine	
rental)	\$232.75
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
Youth Programs (con't)	
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
Student/Adult Programs (con't)	
Pre-Natal Yoga	\$50.00
Outdoor Distraction Dog Class	\$125.00
Creative Dance	\$6.00/Class (\$24 per month)
First Aid Programs	
First Aid Skills for Seniors (CPR-A)	
Lifesaving Society Emergency First Aid	\$80.00
Lifesaving Society Standard First Aid	\$150.00
Lifesaving Society Standard First Aid Recertification	\$75.00
Lifesaving Society CPR-C & AED	\$75.00
Lifesaving Society CPR-C & AED Recertification	
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 32llbs +	\$2.25
Swimmer 24-34 Ilbs	\$2.25
Swimmers 16-26 Ilbs	\$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: Recreation, Culture and Airpark Services Commission Date: 2018-07-25

From: Jody Castle, Manager of Recreation, Culture and Airpark Services

Subject: Bylaw No. 1490, 2018 Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Establishment Bylaw No. 1490, 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 rates and fees are being proposed for inclusion in the FVRD Airpark and Boston Bar Airstrip Fees and Other Charges Bylaw:

ltem	Cost
Airpark Flight Centre Meeting	
Room	\$10.25/hour
(Not-for-Profit Rate/hour)	
Airpark Flight Centre Meeting	
Room	\$13.00/Hour
(Commercial Rate/hour)	
Airpark Flight Centre Meeting	
Room	\$50.75
(Day Rate)	

#### **COMMENT BY:**

**Paul Gipps, Chief Administrative Officer:** Reviewed and Supported **Mike Veenbaas, Chief Financial Officer:** Reviewed and Supported

#### FRASER VALLEY REGIONAL DISTRICT

#### **BYLAW NO. 1490, 2018**

#### A bylaw to amend the Hope Airpark and Boston Bar Airstrip 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 Airpark and Boston Bar Airstrip Fees and Other Charges Establishment Bylaw No. 1394, 2016;* 

**THEREFORE** the Board, in open meeting assembled, enacts as follows:

#### 1) CITATION

This bylaw may be cited as Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 2018.

#### 2) **ENACTMENTS**

That Fraser Valley Regional District Bylaw No. 1394, 2016 be amended by deleting Schedule A-1394 in its entirety and substituting with Schedule A-1490 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

Chair/Vice-Chair	Corporate Officer/Deputy
ADOPTED THIS	day of
READ A THIRD TIME THIS	day of
READ A SECOND TIME THIS	day of
READ A FIRST TIME THIS	day of

#### 5) **CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Hope Airpark and Boston Bar Airstrip Fees and Other Charges Amendment Bylaw No. 1490, 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. 1490, 2018

#### Schedule A-1490 Fees and Other Charges

Item	Rate
Daily Tie Down	\$10.00
Weekly Tie Down	\$20.00
Monthly Tie Down	\$40.00
Annual Tie Down	\$375.00

Item	Rate
Airpark Flight Centre Meeting	
Room	\$10.25/hour
(Not-for-Profit Rate/hour)	
Airpark Flight Centre Meeting	
Room	\$13.00/Hour
(Commercial Rate/hour)	
Airpark Flight Centre Meeting	
Room	\$50.75
(Day Rate)	



#### CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: David Bennett, Planner II File No: 3095-20-2017-03

Subject: The purpose of Temporary Use Permit 2017-03 is to permit the crushing of aggregate material (boulders). Boulders and rocks will be sourced from 10789 North Deroche Road and screened and crushed for no more than 15 days at 10699 North Deroche Road.

#### RECOMMENDATION

That the Fraser Valley Regional District Board issue Temporary Use Permit 2017-03 for the processing of aggregate material at 10699 North Deroche Road.

#### STRATEGIC AREA(S) OF FOCUS

#### **PRIORITIES**

Support Environmental Stewardship Support Healthy & Sustainable Community Provide Responsive & Effective Public Services Priority #2 Air & Water Quality

#### **BACKGROUND**

#### **Proposal Description**

The purpose of Temporary Use Permit 2017-03 is to permit the crushing of aggregate material (boulders). Boulders and rocks will be sourced from 10789 North Deroche Road and screened and crushed for no more than 15 days at 10699 North Deroche Road. Hours of operation are restricted to Monday to Friday from 9:00AM to 5:00PM. The anticipated start date is November or December 2018.

PROPERTY DETAILS				
Electoral Area	G			
Address	10789 and10699 North Deroche Road			
PID	007-331-525 and 010-888-446			
Folio	775.03662.200 & 775.03662.100			
Lot Size	19.7 acres			
Owner	Canadian Carmelite Charitable Society Agent		JCA (Owens)	
Current Zoning	Rural 1 (R-1) & Civic Assembly Proposed Zoning (P-1)		No change	
Current OCP	Institutional and Rural	Propo	osed OCP	No change
Current Use	Theological School		osed Use	Temp. crushing
Development Permit A	reas DPA 1-G and DPA 2-0	j		
Agricultural Land Reserve No				

#### **ADJACENT ZONING & LAND USES**

North	٨	Rural 3 (R-3) / Crown Land
East	>	Rural 1 (R-1) / Residential
West	<	Rural 1 (R-1) / Residential
South	V	Multi-Use Residential (RS-2) / Residential & Agricultural

#### **NEIGHBOURHOOD MAP**



#### **PROPERTY MAP**



#### **DISCUSSION**

The Canadian Carmelite Charitable Society (CCCS) owns both 10699 North Deroche Road and 10789 North Deroche Road. 10789 North Deroche Road is used as a Theological School and CCCS is constructing a new meeting hall at this location. During the excavation for the new meeting hall many large boulders and rocks were unearthed. The CCCS has applied for a Temporary Use Permit to crush these large boulders into aggregate material for use on site.

The applicant's rationale for the crushing is as follows:

- A large quantity of aggregate material is required for the site's parking areas, trails, paths, backfill and construction.
- If aggregate were to be brought to the site from a gravel pit, CCCS estimates that approximately 900 return truck trips would be required.
- In an effort to reduce future truck traffic for importing aggregate materials, CCCS proposing to convert all the stored boulders converted into gravel by having a Cone Crusher operating on site.
- Crushing on site will eliminate truck trips and lower the site's carbon footprint.
- The duration of the crushing is only for approximately 15 days.
- The crushing location is setback approximately 450 from North Deroche Road.

#### **Neighbourhood Impacts**

Crushing creates the potential for dust and noise nuisance to the neighbourhood. The draft permit includes qualitative limits on both dust and noise. The applicants must also prepare a dust mitigation plan before crushing can commence. The applicants estimate that about 6000 mg will be crushed and the whole process should take about 15 days. The timing of the crushing is anticipated to take place towards the end of November or early December. These months are typically wetter and neighbours should be less impacted than if the crushing were to be taking place during the summer months when people are typically enjoying the outdoor use of their properties.

The draft permit conditions for dust and noise are as follows:

#### **Hours of Operation**

1. The hours of operation for the stockpiling, sorting, moving, loading, processing (screening and crushing) of aggregate material is limited to the hours of 9:00 am to 5:00 pm Monday to Friday excluding Statutory Holidays.

#### **Maximum Duration of Operation**

1. During the four (4) months period in which this permit is valid, the processing (screening and crushing) of aggregate material shall not exceed 15 days.

#### Noise

- No person shall cause or permit noise related to aggregate processing to exceed sixty (6o) dBA Leq (1 hour) exclusive of ambient sound when measured at any point along the property line of a receiving parcel or at any point within a receiving parcel.
- 2. Material stockpiled from any aggregate processing shall be done so to maximize sound deflection away from neighbours located to the South and West.
- 3. The requirements of this permit do not apply to the noise that may be generated by the movement of trucks entering or exiting the lands affected by this permit.

#### Dust

- 1. No person may cause or permit dust associated with aggregate processing to escape from the permit area so as to constitute a nuisance on any other lands.
- 2. No person may cause or permit dust associated with aggregate processing to result in:
  - a. Dustfall over an average period of two (2) weeks in excess of 1.7 mg/(dm2-d), or
  - b. Total Suspended Particulate Matter over an average period of twenty four (24) hours in excess of 120 µg/m3, on any other lands.
- 3. Dust shall be controlled with water sprays on the haul roads, processing sites, stockpiles and other dust emission points during operations.

4. Prior to commencement of any aggregate processing, the holder of this permit must provide a dust mitigation plan prepared by a Registered Professional stating that, in the opinion of the Registered Professional, the dust control methods proposed by the applicant are operational and will result in dust levels that comply with the dust conditions of this permit. The dust mitigation plan shall include identification of sources of dust within the permit area, specific primary and contingency methods to control dust at each source, general methods to prevent the transmission of dust from within the permit area to adjacent lands, and proposed methods to monitor and report dust emissions.

#### **Neighbourhood Consultation**

The CCCS were encouraged to engage with neighbours along North Deroche Road to explain this proposal. A letter was send by CCCS to about 40 neighbours in md August 2018 (copy attached). CCCS forwarded copies of returned comments (redacted responses attached).

The Official Community Plan policies for Temporary Use Permits normally require a public information meeting prior to the Board's consideration of a permit. Temporary Use Permits are typically requested for the maximum duration permitted by the local government act, which is three years. A three year duration is a considerable amount of time for neighbours and in those circumstances a public meeting is normally required. Staff are of the opinion that because this application is only for 15 days, the mailed notification by CCCS, and the statutory notifications are sufficient and additional meetings are not warranted. However, the Regional Board may wish to consider that the CCCS host an information meeting should the feedback received from the neighbourhood warrant further consultation. At the time of writing, the feedback received has been positive.

#### COST

Temporary Use Permit fee, \$1500.00 paid by the applicant

#### CONCLUSION

The proposed aggregate crushing is not a commercial operation. The proposal is to use locally sourced material on site to avoid increased truck traffic. The duration of the use is for 15 days during normal construction hours 9:00-5:00 Monday to Friday. The dust and noise mitigation standards are drawn from the new FVRD Gravel Operations Bylaw and a dust mitigation plan is required prior to any crushing. Staff recommend issuance of this Temporary Use Permit as drafted.

#### **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
Paul Gipps, Chief Administrative Officer

No further financial comment.

Reviewed and supported



WWW.frrd.bc.ca | planning@frrd.bc.ca MATERIAL PROCESSING

SCHEDULE A-4			r entite Application
। / We hereby apply ।	under Part 14 of the Local Gove	ernment Act for a;	
Developme	nt Variance Permit		
Temporary	Use Permit		
Developme	ent Permit		
An Application Fee is upon submission of		Ss stipulated in FVRD Application f	Fees Bylaw No. 1231, 2013 must be paid
Civic Address (Civic	0789 NORTH	DEROCHE LO	PID
Legal Lot Description	SectSect	ion 7 Township 24 Ra	nge NWDPlan 3146
The property describe with my full knowled respects.	ge and consent. I declare that ti	oplication and is referred to herein as he information submitted in support	the 'subject property.' This application is made of the application is true and correct in all
Owner's Declaration	Name of Owner (print)  FR. RUDOLPH De Name of Owner (print)	Signature of Owner Signature of Owner	Date  SIGN HERE  Date
Owner's Contact Information	Address BROUGHTO	ON ST	City VANCOVER BC  Postal Code V6G 2B3  Fax
Office Use Only	Pate Received By Receipt No.	Fojio No.	<u>26 2017-03</u>
		Fees Paid: \$	Page 1 of 4

SUSTERIOR STATE

	I hereby give permission to PAUC QUENS to ac application.	t as my/our agent in all matters relating to this
Only complete this so the applicant is NOT the owner.	Signature of Owner  Signature of Owner	SIGN HERE Oct 4, 2017
Agent's contact information and declaration	Name of Agent PAUL OVENS Address SOOD LORAINE Email	Company  JCA  City  BURNABY  Postal Code  VSG 253  Fax
	Signature of Agent	port of this application is true and correct in all respects.  Date $ 0072, 3017 $
Development I	<b>Details</b>	
Property Size	Present Zoning	and a second control of the second control o
Proposed Develo	PMENT TEMPORARY EUR TO 3, NATIVE ROLL MATERIA MATERIALS I.E. GRAVE	/
Proposed Variation  Cluston  APPlic  Cubic	DXIMATELY (6000 m3)	lan - Spm maximum  SIX THOUSAM  USHED,  (use separate sheet if necessary)
Reasons in Suppo	ort of Application	
**************************************		
-		Page 2 of A

Phone. 604-702-5000 + Toll Free: 1-800-528-0061 | Fax: 604-792-9684

45950 Cheam Avenue | Chilliwack, BC | V2P 1N6

#### 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 30 metres of the high water mark of any water body yes 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 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
<b>Location Map</b>	/		Showing the parcel (s) to which this application pertains and uses on
	/		adjacent parcels
Site Plan			Reduced sets of metric plans
			North arrow and scale
At a scale of:	0		Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines,
1:			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			Location, quantity, size & species of existing & proposed plants, trees &
Plan			turf
			Contour information ( metre contour intervals)
Same scale			Major topographical features (water course, rocks, etc.)
as site plan			All screening, paving, retaining walls & other details
			Traffic circulation (pedestrian, automobile, etc.)
			Other:
Reports			Geotechnical Report
roest•1 12 1963			Environmental Assessment
			Archaeological Assessment
			Other:

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@fvrd.ca.

Page 4 of 4



# FRASER VALLEY REGIONAL DISTRICT TEMPORARY USE PERMIT

Permit No. 2017-03 Folio No. 775-03662.200 & 775-03662.100

Issued to: Canadian Carmelite Charitable Socitey

Address: 10789 North Deroche Road, Electoral Area "G"

Applicant: Paul Owens

Site Address: 10699 North Deroche Road and 10789 North Deroche Road

The lands affected by this permit are shown on Schedule "A", Location Map, attached hereto and which forms an integral part of this permit and are legally described as:

LOT 5 SECTION 7 TOWNSHIP 24 NEW WESTMINSTER DISTRICT PLAN 3146 PID 007-331-525

LOT 4 SECTION 7 TOWNSHIP 24 NEW WESTMINSTER DISTRICT PLAN 3146 PID 010-888-446

#### **LIST OF ATTACHMENTS:**

Schedule "A": Location Map

Schedule "B": Site Plan

Appendix I: Notice of Permit

#### LAND USE REGULATIONS

Zoning: Rural 1(R-1) and Civic Assembly (P-1)

Official Community Plan Designation: Rural and Institutional

#### **AUTHORITY TO ISSUE**

This Temporary Permit is issued pursuant to Part 14 – Division 8 of the Local Government Act

Official Community Plan policy: This permit is issued in accordance with Section 16.0 TEMPORARY USE PERMITS .

#### LAND USE PERMITTED FOR THE DURATION OF THIS PERMIT

- 1. This permit is valid for: 4 months from the date of issue and may be renewed once subject to the approval of the Regional District Board of Directors.
- 2. This permit is issued for the short term industrial activity involving the crushing and processing of aggregate material (rocks, stones, cobble, gravel, sand) only at the location shown on Schedule B attached hereto.
- 3. This permit authorizes aggregate material extracted from 10789 North Deroche Road and 10699 North Deroche Road to be processed (screened and crushed) at 10699 North Deroche Road.

#### **BUILDINGS OR STRUCTURES AUTHORIZED BY THIS PERMIT**

No new buildings have been authorized by this permit.

#### **DEFINITIONS**

In this permit:

"Leq (I hour)" means the equivalent continuous sound pressure level of a sound energy averaged over one (1) hour.

"Registered Professional" means a person who is registered to practice as a professional engineer under the Engineers and Geoscientist Act, R.S.B.C. 1996, c. 11

## **SPECIAL TERMS AND CONDITIONS**

#### **Hours of Operation**

1. The hours of operation for the stockpiling, sorting, moving, loading, processing (screening and crushing) of aggregate material is limited to the hours of 9:00 am to 5:00 pm Monday to Friday excluding Statutory Holidays.

# **Maximum Duration of Operation**

1. During the four (4) months period in which this permit is valid, the processing (screening and crushing) of aggregate material shall not exceed 15 days.

#### Noise

- 1. No person shall cause or permit noise related to aggregate processing to exceed sixty (60) dBA Leq (1 hour) exclusive of ambient sound when measured at any point along the property line of a receiving parcel or at any point within a receiving parcel.
- 2. Material stockpiled from any aggregate processing shall be done so to maximize sound deflection away from neighbours located to the South and West.
- 3. The requirements of this permit do not apply to the noise that may be generated by the movement of trucks entering or exiting the lands affected by this permit.

#### Dust

- 1. No person may cause or permit dust associated with aggregate processing to escape from the permit area so as to constitute a nuisance on any other lands.
- 2. No person may cause or permit dust associated with aggregate processing to result in:
  - a. Dustfall over an average period of two (2) weeks in excess of 1.7 mg/(dm2-d), or
  - b. Total Suspended Particulate Matter over an average period of twenty four (24) hours in excess of 120 µg/m3, on any other lands.
- 3. Dust shall be controlled with water sprays on the haul roads, processing sites, stockpiles and other dust emission points during operations.
- 4. Prior to commencement of any aggregate processing, the holder of this permit must provide a dust mitigation plan prepared by a Registered Professional stating that, in the opinion of the Registered Professional, the dust control methods proposed by the applicant are operational and will result in dust levels that comply with the dust conditions of this permit. The dust mitigation plan shall include identification of sources of dust within the permit area, specific primary and contingency methods to control dust at each source, general methods to prevent the transmission of dust from within the permit area to adjacent lands, and proposed methods to monitor and report dust emissions.

#### **GENERAL TERMS AND CONDITIONS**

- 1. This Permit is issued pursuant to Part 14 Division 8 of the Local Government Act.
- 2. The person to whom this permit has been issued may apply to have the permit renewed. The permit may be renewed only once.
- 3. Nothing in this permit shall waive the developer's obligation to ensure that the development proposal complies in every way with 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 Health Act, the Fire Services Act, the Electrical Energy Inspection Act and any other provincial statutes.
- 5. The owner of the subject property shall provide the general contractor and all professionals associated with this project with copies of this permit as issued by the Regional Board.
- 6. The owner of the subject property shall notify the Fraser Valley Regional District in writing of any intention to excavate, construct or alter the subject property or building site thereon.
- 7. No alteration to the natural drainage, construction or excavation shall be undertaken which might cause or contribute to hazardous conditions on the site or on adjacent lands.
- 8. The owner of the subject property shall provide the general contractor and all professional associated with this project with copies of this permit as issued by the Regional Board.
- 9. This permit does not authorize the commercial sale of aggregates or aggregate products.
- 10. All aggregate products produced shall be used on site (10699 North Deroche Road, 10789 North Deroche Road), or for activities directly development on these properties.

#### **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 specified in the permit 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.

In addition, the Regional Board is holding the security specified in the permit, pursuant to Section 496 of the *Local Government Act*, to generate the performance of the terms of the permit. Pursuant to Section 496 of the *Local Government Act*, the Regional Board shall determine by resolution when there is a default under this permit. The entire amount of the security posted pursuant to Section 496 shall be forfeited to the Regional District in the event of a default unless otherwise specified in this permit or otherwise determined by resolution of the Regional Board.

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 Temporary Use Permit Number 2017-03. The notice shall take the form of Appendix I attached hereto.

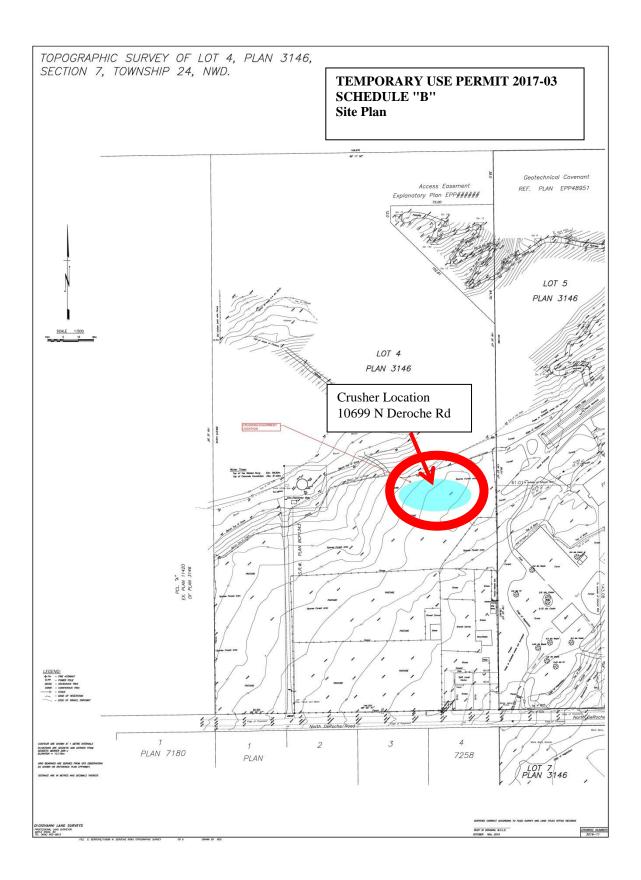
AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE \_\_\_\_\_ TH DAY OF \_\_\_\_\_ XXXX.

> Chief Administrative Officer/ Deputy Secretary

THIS IS NOT A BUILDING PERMIT

# TEMPORARY USE PERMIT 2017-03 **SCHEDULE "A" Location Map**





July 26, 2018

Canadian Carmelite Charitable Society 10789 North Deroche Road, Mission, BC, VOM 1G0

Dear Neighbours,

As you may be aware the Canadian Carmelite Charitable Society have commenced siteworks and construction of a new meeting hall at 10789 North Deroche Rd. The meeting hall is being constructed to accommodate workshops and meetings for local and visiting parishioners. As part of our obligation to the Ministry of Transportation and the Regional district we will be upgrading a much needed road improvement (sharp restricted curved section at North Deroche & Morton Roads).

It is our goal to pursue sustainable design, construction, and infrastructure for our projects. During the excavation of the monastery and meeting hall, we extracted a large quantity of boulders and sand which was used to construct rock slide mitigation berms. We have stockpiled the remaining material on site in an effort to reduce large truck traffic up and down North Deroche Road. By doing so we eliminated approximately 920 + return truck trips in the neighbourhood and lowered our carbon footprint as well.

We have been saving the trees removed from the site, have had them milled, and are incorporating this wood into the project. You may have noticed a new cedar fence along Deroche Rd. which was made from trees felled and milled on site. Most of the brush and limbs from the logging was mulched and re-used throughout. A wood fired boiler is being incorporated to further minimize fossil fuel consumption.

In an effort to reduce future truck traffic for importing aggregate materials, we are proposing to convert stored boulders into gravel by having a "Cone Crusher" operating on site for approximately an 18 day (or less) period located at the back yard portion of 10699 North Deroche Rd. The equipment will be located roughly 450 feet north of Deroche Rd. which will help reduce equipment noise as there is a stand of trees which will provide additional sound buffering. This temporary operation will be mostly hidden from sight and will potentially commence in the first week of October at the earliest. Crushing hours would be limited to 9am to 5pm Monday through Friday.

All the material crushed for gravel will be for Carmelite use only. Once the equipment is mobilised on site, no additional truck traffic will be endured as the processing is confined to one area. The equipment to be used will have automatic water jets that spray the material as it enters and leaves the machinery so as to minimise airborn dust.

It is with utmost sincerity that our efforts will be directed to reduce any potential impact this may have by endeavouring to shorten the duration of this work. We fully understand the potential equipment noise this process will create (we will be subjected to it as well) and are hopeful that you could support our efforts in keeping this material on-site in order to reduce truck traffic on North Deroche Rd. while lowerinf our carbon footprint. We've provided a stamped and self-addressed envelope should you wish to convey any of your concerns or questions to us in writing. We would appreciate any feedback you may have on this matter.

Regards,

Canadian Carmelite Charitable Society

August 6<sup>th</sup>, 2018

Dear Canadian Carmelite Charitable Society,

Thank you for your recent letter concerning the rock crushing in the fall, I assume that this is similar to the machine and process used in the session last year. As always, it is far better to hear about it first from you. We appreciate the consideration of the neighbours here, and the purpose for using this machinery makes a lot of sense.

Dear Carmelites, The town voted 99-1 to N have road touched. We regent your socie you have destroyed our small town hought here. There is Nothing wrong with
the road. I go can only guest now you obtained permit. You people are JUST common bullies & if you think Ur abou the law because you have money you have movey you have proked on the country, we with have no resp. for a bunch of bullies. ONCE again there is Nothing wrong with the road. Please forward this to FURD which I seem to have swayed this to FURD which I seem to have swayed 1. al Darder

ON-TABLE
ITEM 9.1 TUP 2017-03
Email dated Sept 17, 2018 from Larry and Ann Androsoff
VOTING: EAs/Unweighted

From: Larry & Ann Androsoff

Sent: Monday, September 17, 2018 9:48 AM

To: Planning Info

**Subject**: FILE # 3090-20-2017-03 (tcp00040)

#### To whom it may concern:

We are replying to the letter dated Sept 6, 2018 with regard to the temporary use permit 2017-03 (crushing of boulders and rock) at 10789 N Deroche Road

We live close by and we have some concerns with regard to the nature of the work being done on a temporary basis and we are listing them below.

- 1. North Deroche road is a substandard road and we are coming in to the wet season with possible snow and ice in the future. The road is now very wet from the recent rains and we wonder if that road can withstand the movement of heavy equipment even on a temporary basis?
- 2. There will definitely be an increase of heavy trucks and other equipment to complete the proposed temporary job and Lougheed Hwy is already a major trucking route.
- 3. There is a school zone, playground and residential area that the equipment will have to go through to reach their destination.
- 4. There will be an increase of noise in the area. We can hear the crusher at the gravel pit between Deroche and Lake Errock, this one is even closer.
- 5. What about the possible interference with the water supply for properties on wells?
- 6. What about the scarring and possibility of landslides, a lot of the Deroche area has been tagged as slip sloap and We hate to see a repeat of Lake Errock (that's scary when driving through that area)

Sincerely Yours Larry & Ann Androsoff



# CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: Andrea Antifaeff, Planning Technician File No: 3090-20-2018-27

Subject: Application for Development Variance Permit 2018-27 to reduce the rear setback to permit the construction of a single family dwelling at 47002 Snowmist Place, Area C

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C, to reduce the rear lot line setback from 5.0 metres (16.4 feet) to 2.0 metres (6.6 feet), clear to sky, to facilitate the construction of a single family dwelling, subject to consideration of any comments or concerns raised by the public.

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **BACKGROUND**

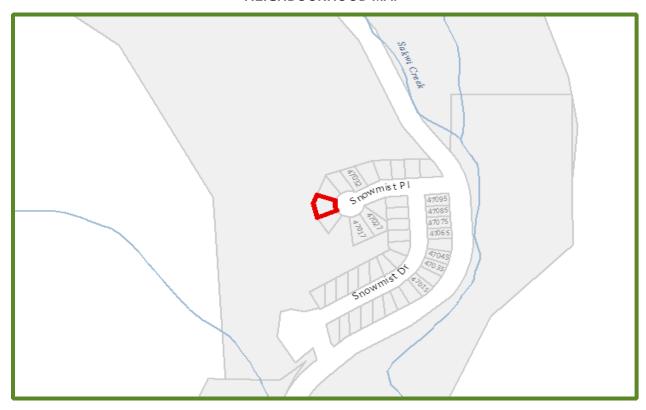
The owners of the property have made an application for a Development Variance Permit (DVP) in order to reduce the rear lot line setback for a single family dwelling as outlined in *Zoning By-law for Electoral Area* "F", 1978, of the Regional District of Fraser-Cheam.

PROPERTY DETAILS					
Electoral Area	_	С			
Address		47002 Snowmist Place			
PID		003-631-885			
Folio		776.01457.895			
Lot Size		0.191 acres			
Owner	Hagen, T	homas & Andrea	Agent	n/a	
Current Zoning	Resort R	esidential 3 (RST-3)	Proposed Zoning	No change	
Current OCP	urrent OCP Cottage Residential (CR)			No change	
Current Use	Vacant la	ind	Proposed Use	SFD	
Development Permit	Development Permit Areas 5-HV			ection Required	
Agricultural Land Rese	erve	No			

# **ADJACENT ZONING & LAND USES**

North	۸	Resort Residential 3 (RST-3), Residential
East	>	Resort Residential 3 (RST-3), Residential
West	<	Limited Use, Crown Land
South	٧	Resort Residential 3 (RST-3), Residential

# **NEIGHBOURHOOD MAP**



#### **PROPERTY MAP**



#### **DISCUSSION**

The owner is proposing to construct a single family dwelling at 47002 Snowmist Place. The lot is bare land and is located at the base of Sasquatch Mountain Resort. The property is located at the end of a cul-de sac with bare land residential lots on each side and crown land to the rear. The relaxation to the rear lot line setback will allow the property owners to retain trees located near the front and northern rear of the property.

#### Variance Requested – DVP 2018-27

#### <u>Application Rationale</u>

The applicant advises that the reasons for the variance are: 1. the property has some constraints due to the wedge-shape of the lot and narrow entrance; 2. the reduced rear setback will allow for a greater snow clearing area; and, 3. there will be more off-road parking.

#### Rear Lot Line Setback Variance

The owners are seeking a 3.0 metre (9.84 feet) relaxation to reduce the required setback for a single family dwelling (including balcony) from 5.0 metres (16.4 feet) to 2 metres (6.6 feet) to the rear property lot line, clear to sky.

#### Condition of Development Variance Permit

A condition of the Development Variance Permit will be for the owner to install a fence along the portion of the rear property line that is immediately behind the proposed single family dwelling. The installment of a fence will restrict any encroachment onto the crown land.

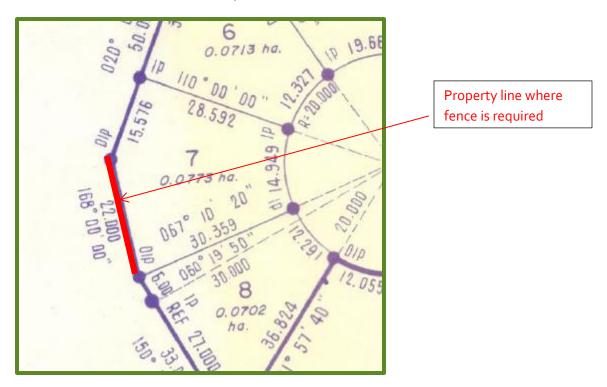


Figure 1- Demonstrates the location of the fence to be installed

#### **Show 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 bylaw account for the accumulation of snow and aim to accommodate snow shedding. The relaxation of the rear lot line setback should not increase snow shedding impacts to adjacent properties. The construction drawings show the roof being angled towards the interior property lines for snow shedding (interior setback requirements are proposed to be in compliance with the zoning bylaw requirements).

# **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 \$350.00 has been paid by the applicant.

#### **CONCLUSION**

The property owners have applied for a DVP to reduce the rear lot line setback for a single family dwelling. Staff recommend that the FVRD Board issue the permit. The variance is not anticipated to negatively affect the surrounding properties as the property to the rear of the subject property is crown land.

#### Option 1 - Issue (Staff Recommendation)

Staff recommend that the FVRD Board issue Development Variance Permit 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C to reduce the rear lot line setback from 5 metres (16.4 feet) to 2 metres (6.6 feet), clear to sky, to facilitate the construction of a single family dwelling, 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 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C.

#### 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 2018-27 for the property located at 47002 Snowmist Place, Electoral Area C to FVRD staff.

#### **COMMENTS BY:**

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

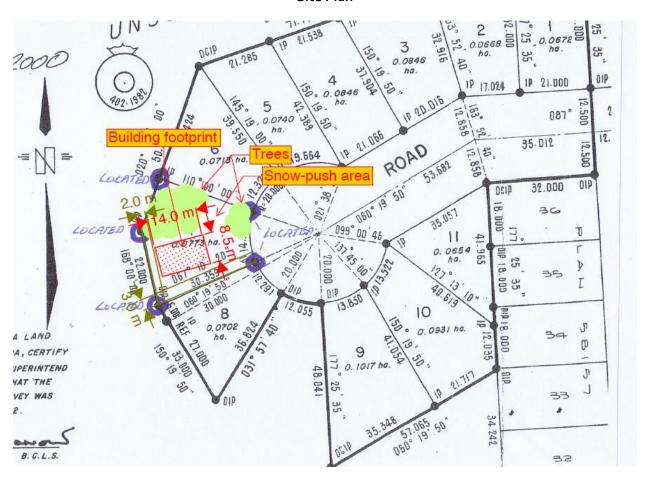
Margaret Thornton, Director of Planning & Development Reviewed and supported.

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

Paul Gipps, Chief Administrative Officer Reviewed and supported

# Appendix A

# Site Plan





SCHEDULE A-4 Permit Application

Develo	opment Variance Permit		
Tempo	orary Use Permit		
Develo	ppment Permit		
	350 Fee in the amount of \$ as on of this application.	s stipulated in FVRD Application Fees &	Bylaw No. 1231, 2013 must be pai
Civic Address	47002 Snowmist PI, Agassi	z, V0M1A1	003-631-885 PID
		P 1 NEW WESTMINSTER	
T 7 DIST	scribed above is the subject of this appl	P 1 NEW WESTMINSTER ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is
T 7 DIST: The property des with my full kno respects. Owner's	scribed above is the subject of this appl	ication and is referred to herein as the 's	ubject property.' This application is
T 7 DIST: The property des with my full kno respects.	scribed above is the subject of this appl wledge and consent. I declare that the	ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is application is application is true and correct in a
T 7 DIST: The property desemble with my full known respects. Owner's	Name of Owner (print)  Name of Owner (print)  Name of Owner (print)	ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is application is application is true and correct in a Date  July 24, 2018  Date
The property des with my full kno respects.	scribed above is the subject of this appl wledge and consent. I declare that the Name of Owner (print) Thomas J Hagen	ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is application is application is true and correct in a Date  July 24, 2018
T 7 DIST: The property des with my full kno respects. Owner's	Name of Owner (print)  Name of Owner (print)  Name of Owner (print)	ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is application is application is true and correct in a Date  July 24, 2018  Date
T 7 DIST: The property deswith my full knorespects. Owner's Declaration  Owner's Contact	Name of Owner (print)  Name of Owner (print)  Name of Owner (print)	ication and is referred to herein as the 's information submitted in support of the	ubject property.' This application is application is application is true and correct in a Date  July 24, 2018  Date
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Folio No.

Fees Paid: \$

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Received By

Receipt No.

Only

Agent I hereby give permission to to ac				to act as I	to act as my/our agent in all matters relating to this		
	application	n.					
Only complete th the applicant is	is section if	Signature of Owner			Date		
NOT the owner.		Signature of Owner			Date		
Agent's contact information and		Name of Agent			Company		
declaration		Address				City	
		Email				Post	al Code
		Phone		Cell		Fax	
		I declare that the informati	ion su	ubmitted in support	of this application is	true	and correct in all respects.
		Signature of Agent					Date
Developmen	nt Details						
•	).0773 ha	Present Zon	F ning _	RST-3			
Existing Use B	are land						
Proposed Deve	elopment	ngle family dwelling					
		Variance to Bylav	w 10	00 Section 1904	(c) to change t	he r	ear
Proposed Varia		ement					
setback from	m 5 metre	s to 2 metres with no a	abilit	y to encroach to	or balcony. The	bui	Iding footprint
shown on th	ne applica	tion includes a 1.8m de	еер	balcony on the	back. As the co	urre	nt bylaw provides
ability to en	croach on	the setback by 1.2m,	we a	are only effectiv	ely asking for a	a va	riance of 1.8m.
							(use separate sheet if necessary)
Reasons in Sup	port of Appl	ication					
The site is a	wedge-sl	haped lot with a narrov	w en	trance. By redu	cing the rear se	etba	ck we will be able
to position t	the cabin i	n a way that best utiliz	es tl	he site. This wil	I allow room for	ras	snow push area
resulting in	more off re	oad parking. We will ob	bser	ve the side and	front setbacks	so	the adjoining
properties v	vill not be	impacted. The property	y ba	icks onto unsur	veyed Crown la	and.	

# 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?

I don't know no

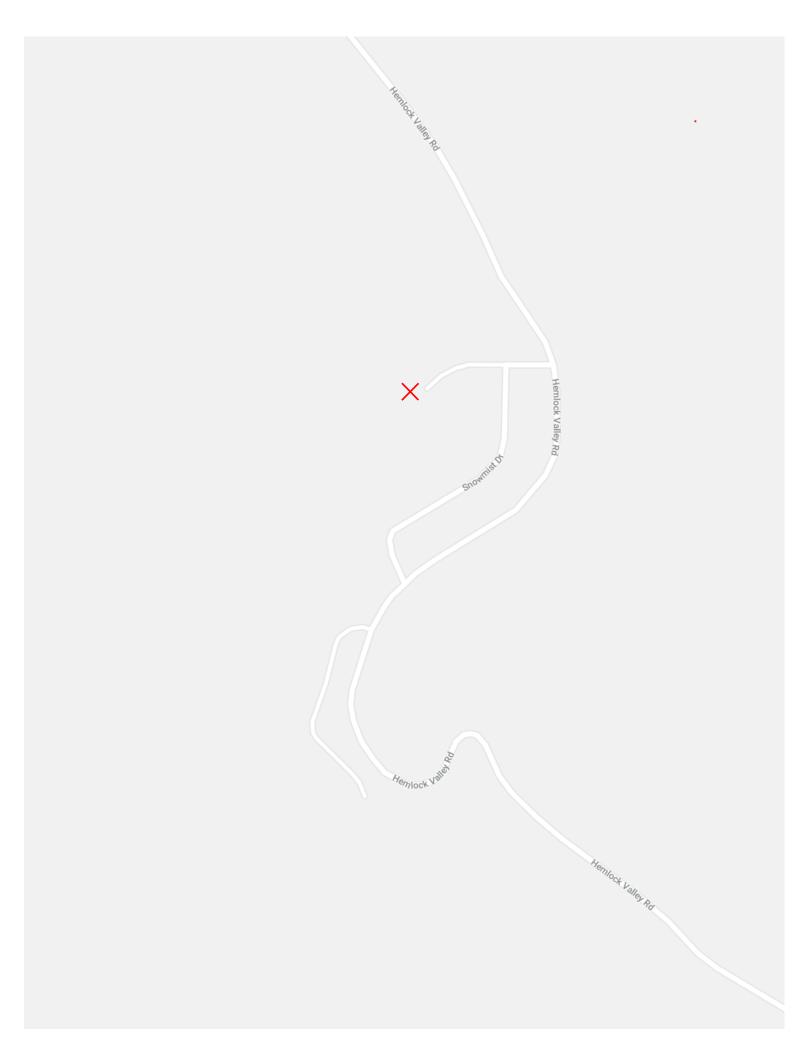
If you responded 'yes' or 'I don't know' you may be advised to contact the Archaeology Branch of the Ministry of Tourism, Sport and the Arts for further information.

#### **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
<b>Location Map</b>			Showing the parcel (s) to which this application pertains and uses on
			adjacent parcels
Site Plan			Reduced sets of metric plans
			North arrow and scale
At a scale of:			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines,
1:			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			Location, quantity, size & species of existing & proposed plants, trees &
Plan			turf
			Contour information ( metre contour intervals)
Same scale			Major topographical features (water course, rocks, etc.)
as site plan			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 FOl@fvrd.ca.



SUBDIVISION PLAN OF D.L. 5671, GP. 1, N.W.D.

TRACKER SURVEY SERVICES 6775 Lorne Drive Sardis B.C. V2R 2G3

JUN 0 5 2018

UNORGANIZED TERRITORY AT HEMLOCK VALLEY, B.C.

1:1000 RED 60 1:2000 SCALE DISTANCES ARE SHOWN IN METRES

LEGEND

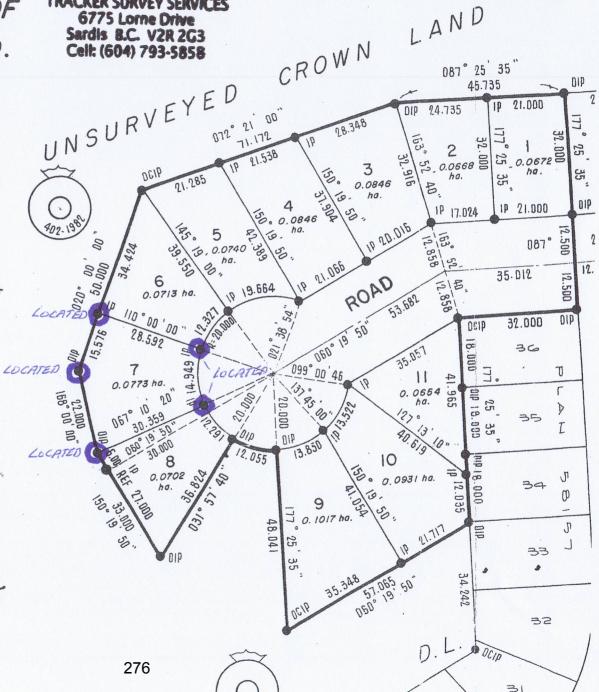
BEARINGS ARE ASTRONOMIC DERIVED FROM PLAN 58157

- DENOTES IRON POST FOUND
- DENOTES IRON POST SET
- OCIP DENOTES CAPPED IRON POST FOUND

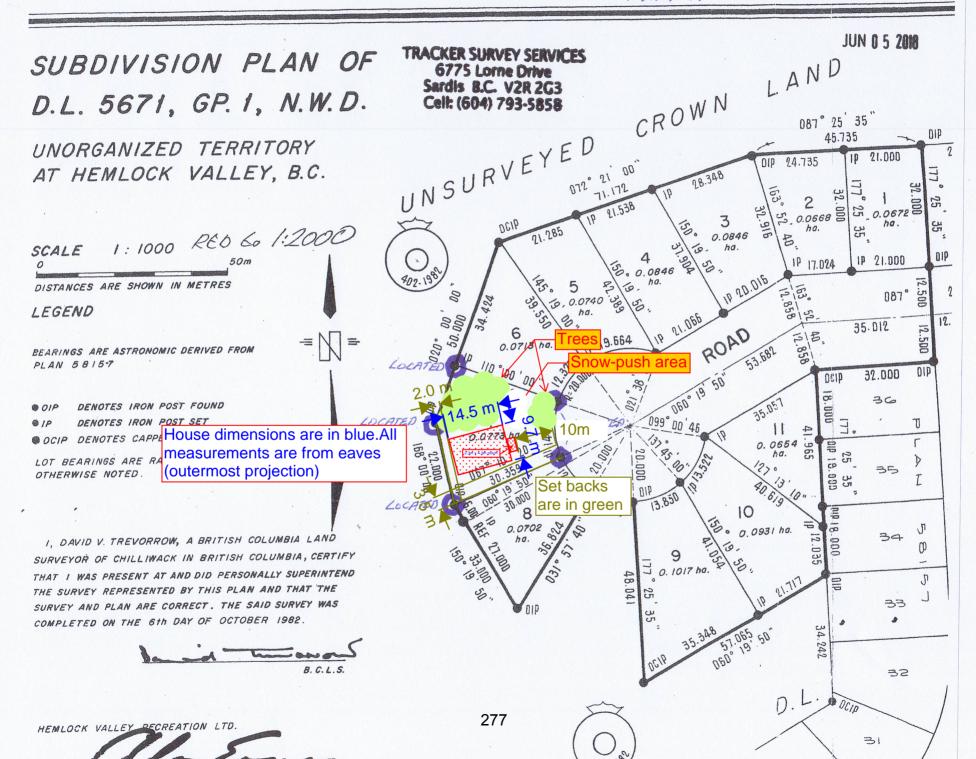
LOT BEARINGS ARE RADIAL EXCEPT WHERE OTHERWISE NOTED

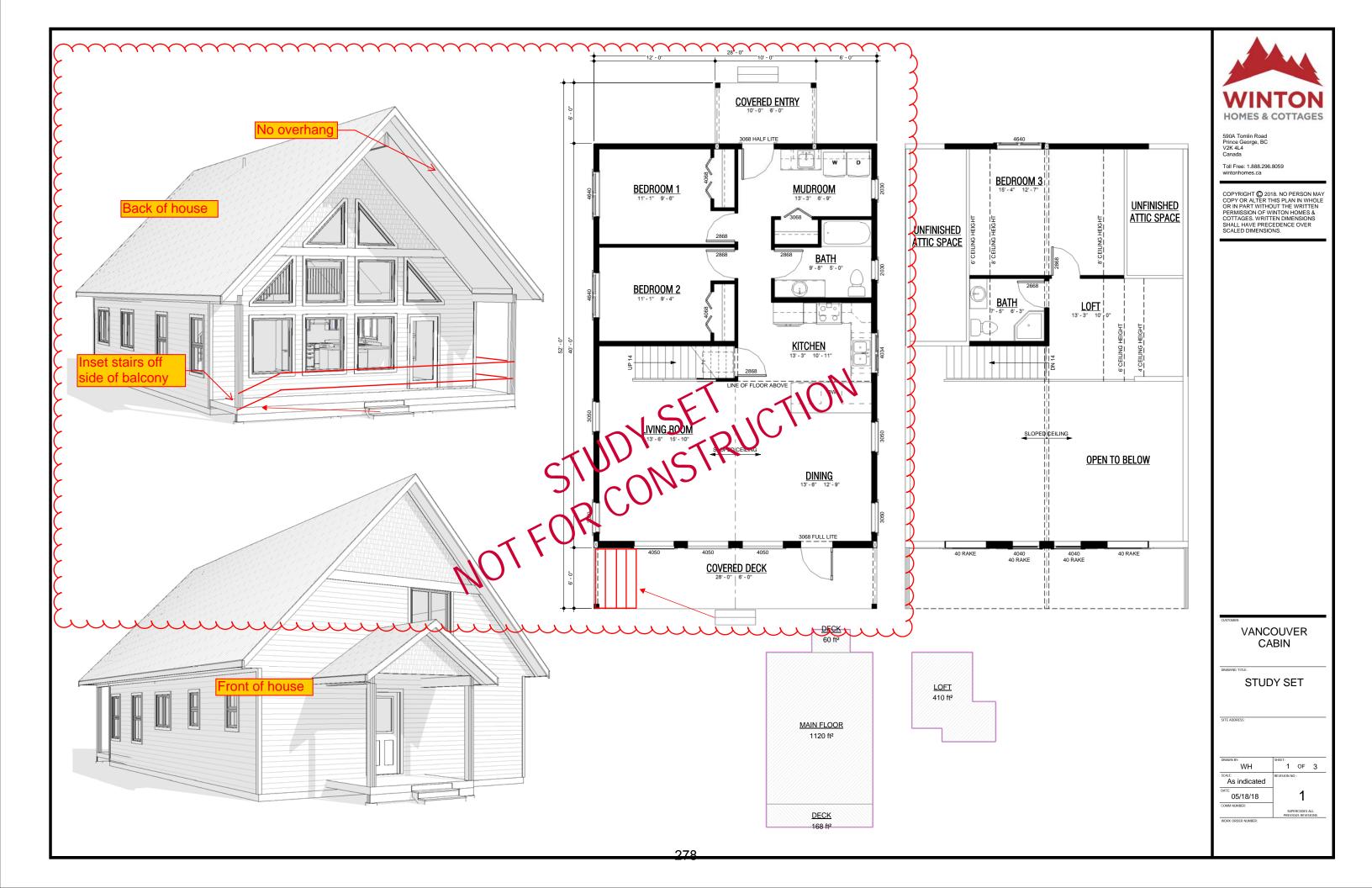
I, DAVID V. TREVORROW, A BRITISH COLUMBIA LAND SURVEYOR OF CHILLIWACK IN BRITISH COLUMBIA, CERTIFY THAT I WAS PRESENT AT AND DID PERSONALLY SUPERINTEND THE SURVEY REPRESENTED BY THIS PLAN AND THAT THE SURVEY AND PLAN ARE CORRECT. THE SAID SURVEY WAS COMPLETED ON THE 6th DAY OF OCTOBER 1982.

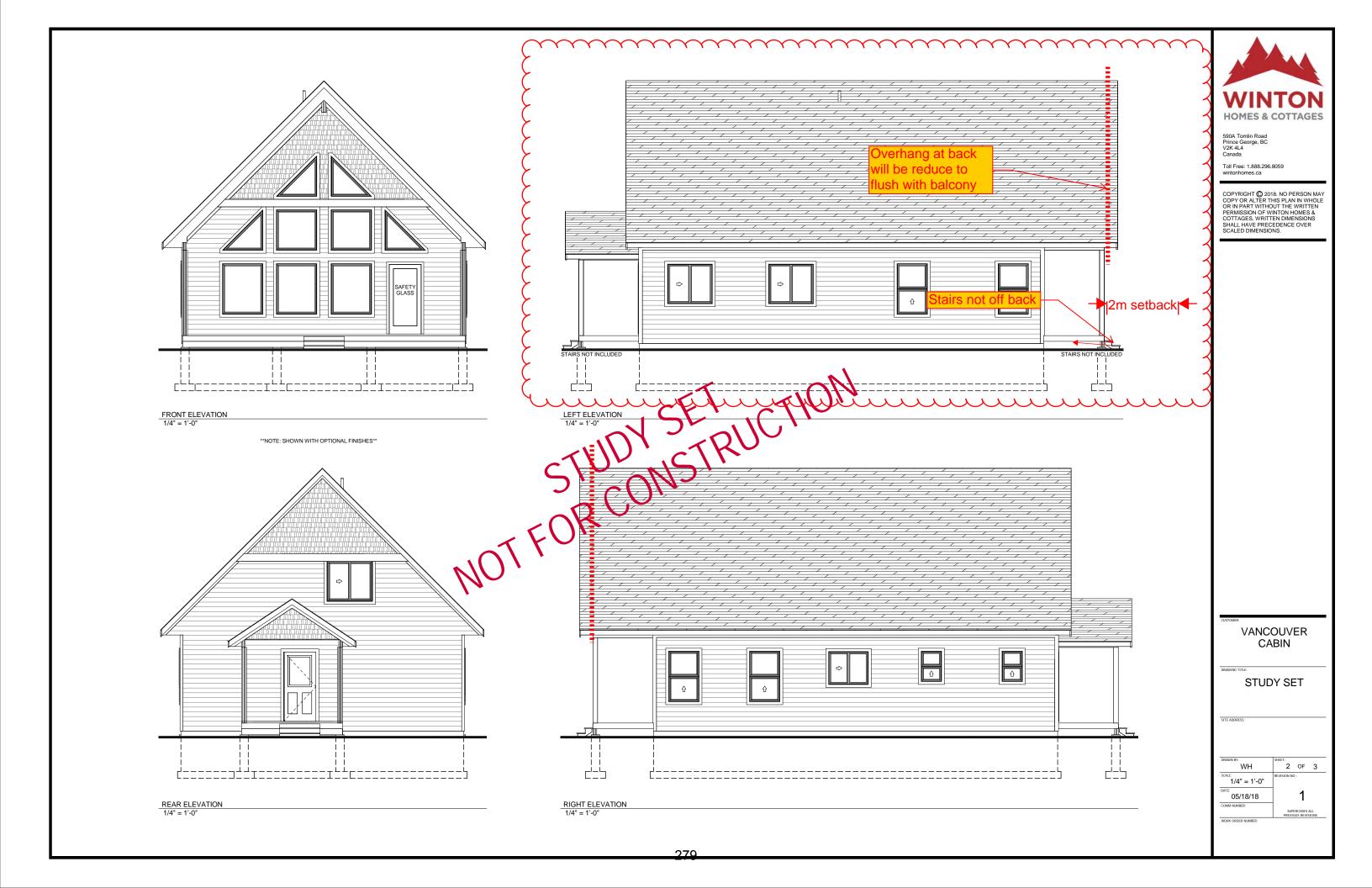


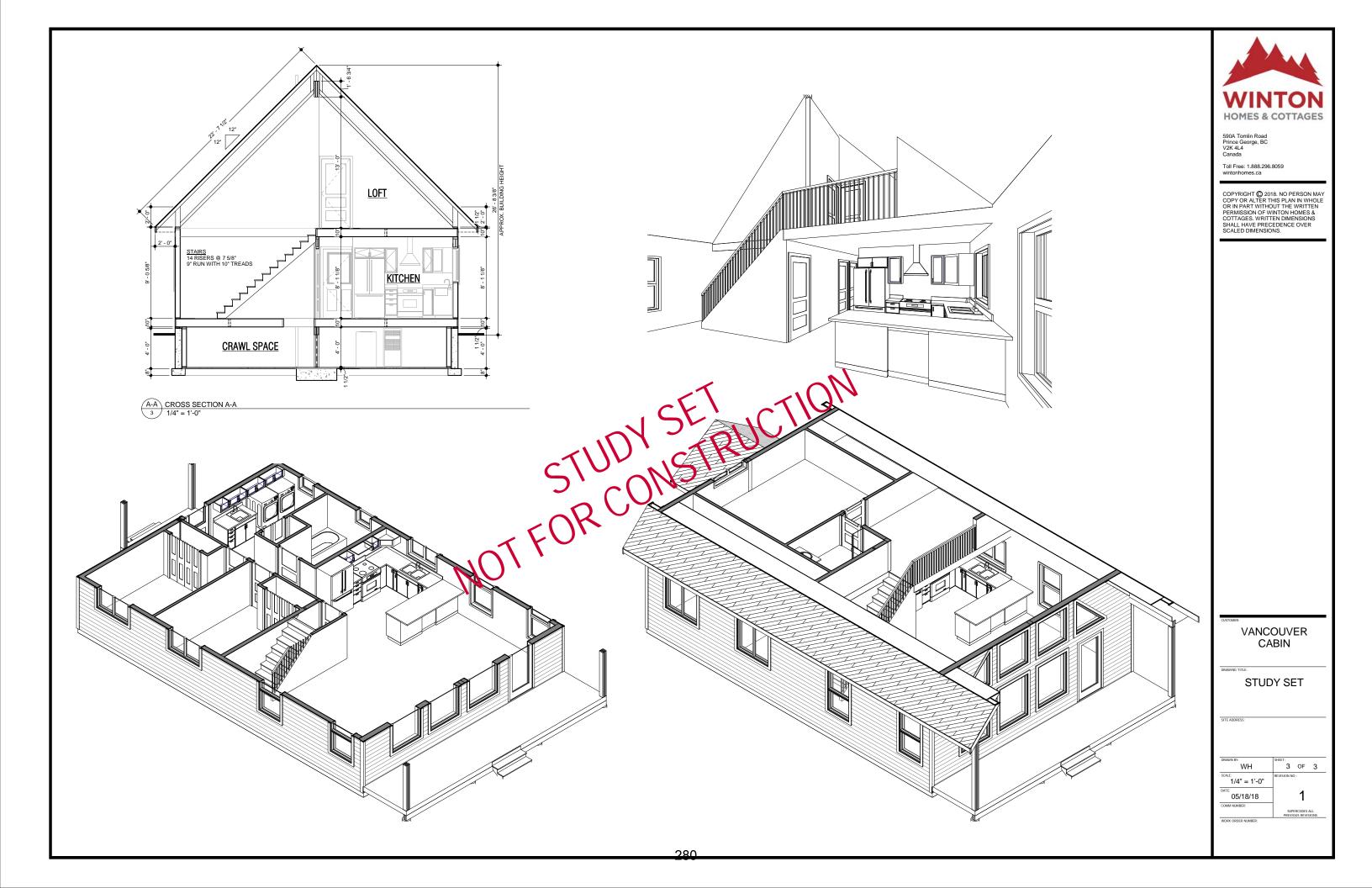


HEMLOCK VALLEY BECREATION LTD.











# FRASER VALLEY REGIONAL DISTRICT **DEVELOPMENT VARIANCE PERMIT**

**Permit No.** Development Variance Permit 2018-27 **Folio No.** 776.01457.895

**Issued to:** Thomas & Andrea Hagen

Address:

**Applicant:** Thomas & Andrea Hagen

Site Address: 47002 Snowmist Place, Electoral Area "C"

The lands affected by and subject to this permit are shown on Schedule "A", Location Map, attached hereto, which forms an integral part of this permit, and are legally described as:

LOT 7 DISTRICT LOT 5671 GROUP 1 NEW WESTMINSTER DISTRICT PLAN 65552 003-631-885

#### 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 "F", 1978, of the Regional District of Fraser Cheam is **varied** as follows:

Division 19, Section 1904 (c) the rear setback requirement is reduced from 5.0 metres to 2.0 metres, clear to sky, 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. 014431.

5. The holder of this permit must construct a fence along the property line identified in "Schedule C" prior to issuance Building Permit No. 014431.

#### **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:  $\frac{\$ < N/A >}{}$ .

(b) the deposit of the following specified security:  $\frac{\langle N/A \rangle}{}$ .

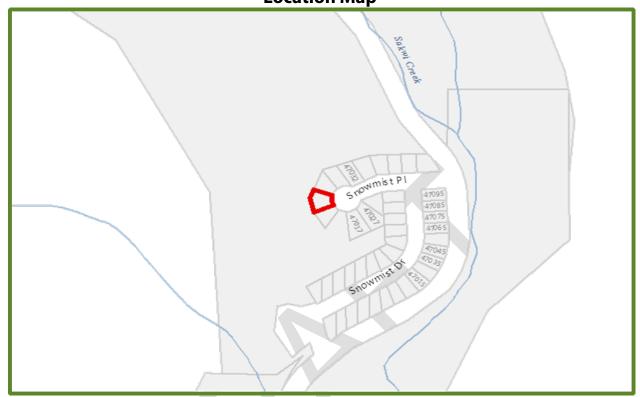
Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Development Variance Permit Number <u>2018-27</u>. The notice shall take the form of Appendix I attached hereto.

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

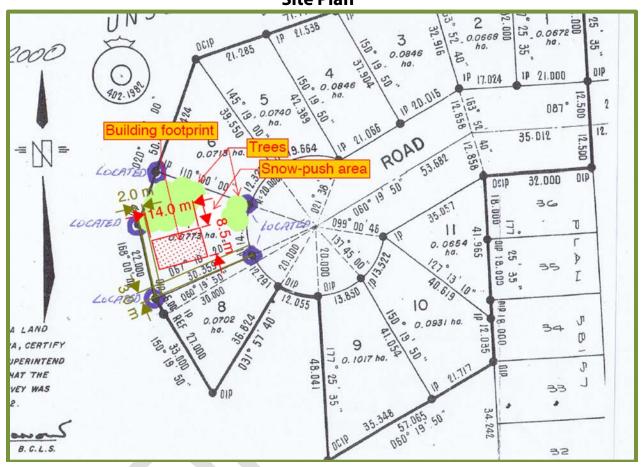
Chief Administrative Officer / Deputy

THIS IS NOT A BUILDING PERMIT

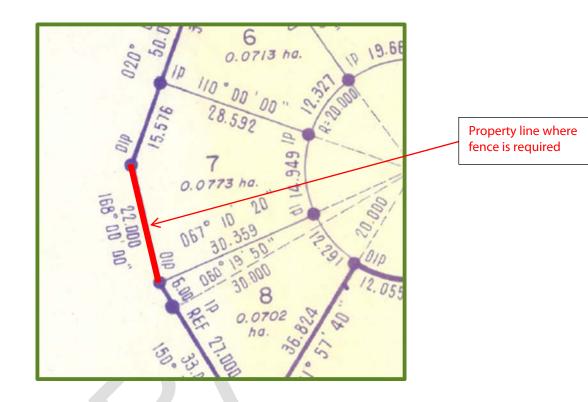
# DEVELOPMENT VARIANCE PERMIT 2018-27 SCHEDULE "A" Location Map



# DEVELOPMENT VARIANCE PERMIT 2018-27 SCHEDULE "B" Site Plan



# DEVELOPMENT VARIANCE PERMIT 2018-27 SCHEDULE "C" Fence Layout





# CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: Margaret Thornton, Director of Planning and Development File No: 3095-20 2018-01

Subject: Application for a Temporary Use Permit at 57951 Laidlaw Road, Electoral Area "B" for

pipeline construction storage

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board issue Temporary Use Permit 2018-01 for pipe storage and related temporary infrastructure at 57951 Laidlaw Road, Electoral Area B subject to a \$75,000 security, and consideration of any comments and concerns raised as a result of neighbour notification;

**AND THAT** the mail out notice be expanded from 150 metre radius to the entire Laidlaw community for the area south of the Hope municipal boundary to Laidlaw Road.

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **BACKGROUND**

#### **Proposal Description**

To permit the use of 57951 Laidlaw Road, Electoral Area B for temporary pipe storage and related storage for the Trans Mountain pipeline project construction.

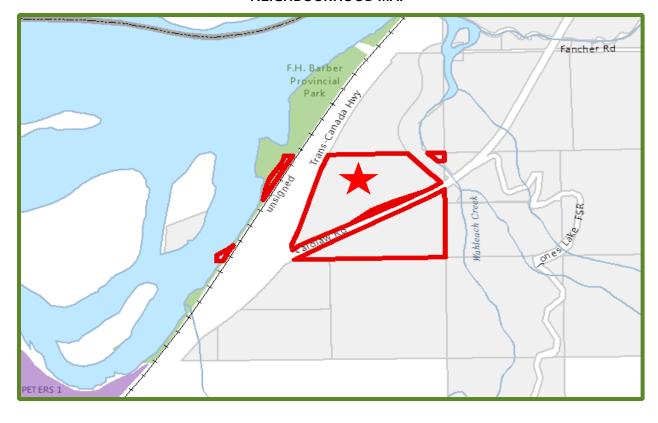
PROPERTY DETAILS							
Electoral Area	В						
Address	57951 Laidlaw Road						
PID	013-110-578						
Folio	732.06208.000						
Lot Size	45.53 acres						
Owner	Coquihalla Developments	Applicant	Trans M	Iountain Pipeline (Catt)			
Current Zoning	Park Reserve (P-2) &	Proposed Z	oning	No change			
	Campground-Holiday Park (CHP)						

Current OCP	Resort (RT)	and Limited Use (L)	Proposed OCP	No change
Current Use	Vacant and	cleared	Proposed Use	Temporary Storage for pipeline construction
Development Per	rmit Areas	DPA 3-BC, DPA 4-B	C, and DPA5-BC	
Agricultural Land	l Reserve	No		

# **ADJACENT ZONING & LAND USES**

North	٨	Park Reserve (P-2) & Campground-Holiday Park (CHP), Vacant Land
East	>	Agricultural (AG-1), Vacant Land
West	<	Park Reserve (P-2), Railway (CNR) & Trans Canada Hwy.
South	V	Limited Use (L-1), Vacant Land (forested)

# **NEIGHBOURHOOD MAP**



# **PROPERTY MAP**



#### **DISCUSSION**

The application is for a Temporary Use Permit (TUP) for pipe and material storage associated with the construction of the Trans Mountain pipeline project. The activities would occur on the portion of the property located at the north-east corner of Laidlaw Road and the TransCanada Highway 1 as shown on the site plan below. The proposal includes an accessory office and washrooms in modular buildings.

The application includes a number of detailed reports that are attached, and summarized as follows:

Issue	Report	Date	Author	Summary
Archeology	Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development	July 27, 2018	Stantec Consulting Ltd	Field review conducted. No archaeological materials or areas with archaeological potential were observed.
	Stockpile Site, Office and Yard			
Drainage	Drainage & Site Grading Plans	November 23, 2017	Amec Foster Wheeler	A perimeter ditch will be established with a berm to contain drainage on site, and 2 sediment containment ponds at the north and south on the site.
Geohazard	Memo Site HOP 052	November	Amec Foster	Desktop assessment. Property is

Assessment		16, 2017	Wheeler	suitable for the use intended. A 35m setback from Jones Creek is required. A Development Permit application is required, was submitted and is being reviewed concurrently.
Traffic Impacts	Email TMEP July 29, 2018. Excerpts TMEP submission to NEB (references St. Elmo site)	July 29, 2018	B. Pountney, TMEP	Drawing showing 2 access/egress points from Laidlaw Road. All traffic is directed to and from the adjacent Highway 1 interchange.
Environment	Memo Site HOP 052	November 16, 2017	Amec Foster Wheeler	A 35m setback from Jones Creek is required.
Dust Control	Excerpt NEB Submission	December 2017	TMEP NEB Submission	To identify suitable water withdrawal locations for dust suppression.

In support of the application, the applicant notes:

- The temporary site will be used for pipe storage and related temporary infrastructure.
- This property will not be used to provide any workforce accommodation or related camp services.
- A small construction trailer and portable toilets will be required for workers once the site is developed. Waste will be commercially managed to an appropriate offsite facility.
- Fencing, lighting, security infrastructure (cameras) and related site development activities will be completed in compliance with applicable regulatory requirements.
- Traffic will be managed as described in the Traffic and Access Management Plan approved by the National Energy Board (NEB).
- No hazardous materials will be stored onsite.

The property includes five (5) separate portions divided by roads and watercourses. Only the portion of the property located north-east of Highway 1 and Laidlaw Road will be used for the proposed pipe and material storage, as shown on the site plan. The draft Temporary Use Permit 2018-01 was prepared to clearly specify only this portion of the property for the proposed pipe storage.

#### Temporary Use Permit (TUP)

A Temporary Use Permit (TUP) is required because the portion of the property to be used is zoned Park Reserve (P2), and this zoning does not permit pipe and material storage. The storage is only required for the duration of the pipeline construction project and is anticipated from September 2018 to December 2020 for this segment of the pipeline construction. The Local Government Act (LGA) allows for Temporary Use Permits that can authorize a use that is not permitted under the Zoning Bylaw for a maximum term of three (3) years. The TUP can be extended only once for another three (3) year term, for a maximum of six (6) years total. As the pipe storage is anticipated for less than three (3) years, the TUP is the most appropriate land use tool, as the intent is for the pipe storage to be temporary for the duration of the pipeline construction. If the use was to be extended beyond six (6) years, a rezoning to permit the pipe storage on a permanent basis is required.

#### Environment

The property is located within Development Permit Areas DPA 3-BC (Kanaka Creek Resort Development Permit Area for Protection of the Natural Environment), DPA 4-BC (Geological Hazard Development Permit Area) and DPA5-BC (Riparian Areas Development Permit). A Development Permit application was submitted with the Temporary Use Permit (TUP) application and is being processed concurrently. In summary, a 35m setback from Jones Creek will be maintained, and the geotechnical hazard assessment prepared by a Professional Engineer (P. Eng) has determined that the property is safe for the intended use of pipeline construction storage on a temporary basis. A drainage plan prepared by a Professional Engineer (P. Eng) was submitted and shows a perimeter ditch with a berm using the top soil on site to contain the drainage on site. There will be two (2) sediment containment ponds at the north and south on the site.

The FVRD issued a previous Development Permit DP2015-06 in 2015 to authorize tree removal on the property, subject to environmental setbacks.

#### Traffic

The application references a traffic study submission to the National Energy Board (NEB). The information provided was for a previous site under consideration on St. Elmo Road. The July 29, 2018 email from the applicant states the following:

- Traffic to and from the site will be managed through the use of traffic signage and flag persons as required.
- Vehicles will access and egress the property onto Laidlaw Road and hence to Highway 1.
- Public access to Laidlaw Road will be maintained during the project.
- Vehicles will access the site between 6:00am and 7:00pm Monday to Saturday. Following the initial transportation of pipe, site traffic volume will be reduced until the start of the pipeline construction in 2019.
- The use of Laidlaw Road will be managed under Ministry of Transportation permit restrictions to ensure load restrictions are appropriate for the road surface.
- Traffic Volumes to include:

Vehicle Type	Average Construction Activities	Peak Construction Activities
Light Vehicles	5 trips during AM	20 trips during AM
	5 trips during PM	20 trips during PM
Transport Trucks	20 loads per day	30 loads per day

#### Site Reclamation after Completion of the Project

A consultant retained by the applicant will assess the property and document the pre-construction conditions of the site. Following the completion of the project, the property will be returned to its pre-construction condition, or improved. The property will be regraded and then hydroseeded with local species vegetation to match the pre-construction condition. All reclamation work will be completed under the supervision of a certified Environmental Inspector. The lot grading plans indicate that the existing topsoil will be stockpiled. To ensure that the site is reclaimed after use, a security is recommended. This is to ensure there will be sufficient funding for the Environmental Inspector and

the works to grade and hydro-seed the site. The reclamation is recommended to ensure that following the pipeline project another unauthorized industrial or commercial use, such as truck storage, is not established without FVRD review and approvals.

#### Pipeline Construction Authorized by the National Energy Board (NEB)

The Trans Mountain pipeline right-of-way currently transverses this portion of the property. Trans Mountain has advised that it is their intent to commence site clearing within the existing right-of-way, while this application is being considered by the FVRD Board. All work on the pipeline expansion is exempted from a Development Permit, and is authorized by the National Energy Board approvals. Only the pipe construction storage area, not within the existing Statutory Right of Way, requires the FVRD approval of the Temporary Use Permit (TUP) for use, and a Development Permit (DP) for land alterations.

#### **Referrals to Other Agencies**

The application for the Temporary Use Permit was referred to other agencies in accordance with FVRD policy and practices. To date, the following input was received:

Agency	Comments
BC Hydro	No objection to the TUP for TMEP as the lease area is outside of the BC Hydro
	ROW area and does not affect BC Hydro.

#### **Public Consultation**

The applicant hosted a public information meeting on Thursday, August 23, 2018 from 6:30-8:00pm at the Hope Recreation Centre. The FVRD undertook the mail out for this event and included all properties south of the District of Hope boundary to Laidlaw Road. This mail out exceeds the minimum 150 m radius mail out.

The Open House included staff from Kinder Morgan and included display boards and a website information link (copy attached web-link: <a href="https://s3-us-west-2.amazonaws.com/transmountain-craftcms/documents/18-08-23-TMEP\_Laidlaw-Neighbourhood-Meeting\_Hope-">https://s3-us-west-2.amazonaws.com/transmountain-craftcms/documents/18-08-23-TMEP\_Laidlaw-Neighbourhood-Meeting\_Hope-</a>

<u>52\_Final.pdf?mtime=20180824152412</u>). At 7pm there was a presentation and a question and answer session afterwards. There were four (4) members of the public in attendance, in addition to Dennis Adamson, Director Electoral Area B and FVRD staff including Margaret-Ann Thornton, Director of Planning and Development.

The public asked for clarification on traffic movements and drainage and remediation after the proposed temporary pipe storage use. The public expressed general comments regarding truck traffic using Laidlaw Road to circumvent the weigh scales, and the former use of the property as the Jones Lake logging camp in the 1940s.

The Temporary Use Permit, if supported to proceed to the Board, will require public notification. It is recommended that the mail out notice be expanded from 150 metre radius to the entire Laidlaw community for the area south of the Hope municipal boundary to Laidlaw Road, and including Shxw'ow'hamel First Nation (Ohamil IR). A map of the recommended expanded mail out notice is attached.

#### **OCP Designations**

The OCP Resort (RT) designation is to encourage integrated planning of resort developments, with self-sufficient servicing for bare land strata holiday parks and tourist commercial operations in designation recreation areas. In the 1980s, there was a proposed Kanaka Creek resort proposal comprised of 69 ha including cabin sites, campgrounds, a golf course, and a lake. The proposal did not proceed and the property remains vacant. The OCP Limited Use (L) designation includes extensive lands which have limited development potential due to their physical or environmental features or geographic location.

The accompanying Development Permit details the environmental protection requirements to the proposed site development. As a temporary use, the proposed pipe storage will not affect the viability of the lands under the current OCP land use designations.

#### **COST**

Temporary Use Permit fee of \$1,500 paid by the applicant. All costs associated with hosting the August 23, 2018 public information meeting were paid by the applicant.

Development Permit fee of \$250 paid by the applicant.

#### OPTIONS FOR THE BOARD'S CONSIDERATION

In addition to the recommendation of this report, the Fraser Valley Regional District Board may consider the following options with respect to Temporary Use Permit 2018-01.

#### OPTION 1 Approval of Temporary Use Permit (Recommendation of staff)

**THAT** the Fraser Valley Regional District Board issue Temporary Use Permit 2018-01 for pipe storage and related temporary infrastructure at 57951 Laidlaw Road, Electoral Area B subject to a \$75,000 security, and consideration of any comments and concerns raised as a result of neighbour notification;

**AND THAT** the mail out notice be expanded from 150 metre radius to the entire Laidlaw community for the area south of the Hope municipal boundary to Laidlaw Road.

#### Purpose:

To approve the Temporary Use Permit subject to the submission of \$75,000 security to ensure the site is returned to its original condition.

#### Implications:

Tim	eline	This option approves the Temporary Use Permit, to take effect as soon as the
		required security is provided by the applicant.

Additional Process	None.
Considerations	Approval of the Temporary Use Permit subject to all requirements detailed in
	the Permit. Maximum term is for three (3) years.

#### OPTION 2 Public Information Meeting

**THAT** the Fraser Valley Regional District Board forward Temporary Use Permit 2018-01 to a public information meeting.

#### Purpose:

To provide additional public consultation opportunities and to make both FVRD staff and the applicant available to the public to answer questions pertaining to the proposed permits and process. The FVRD Development Procedures Bylaw #0831, 2007 (Section 21 a) provides the FVRD Board with the option of forwarding a TUP application to a public information meeting.

#### Implications:

Timeline	This option adds additional time to the permit review process, approximately 2-3 months.
Additional Process	Additional process for public consultation is provided for the review of the
	application.
Considerations	Forwarding the application to an FVRD information meeting will allow for
	further review and comment from the surrounding community and for the
	Board to consider and comments and concerns raised at the meeting.

#### OPTION 3 Refusal of Temporary Use Permit

**THAT** the Fraser Valley Regional District Board refuse to authorize the issuance of Temporary Use Permit 2018-01.

#### Purpose:

To refuse the application for pipe storage under Temporary Use Permit 2018-01.

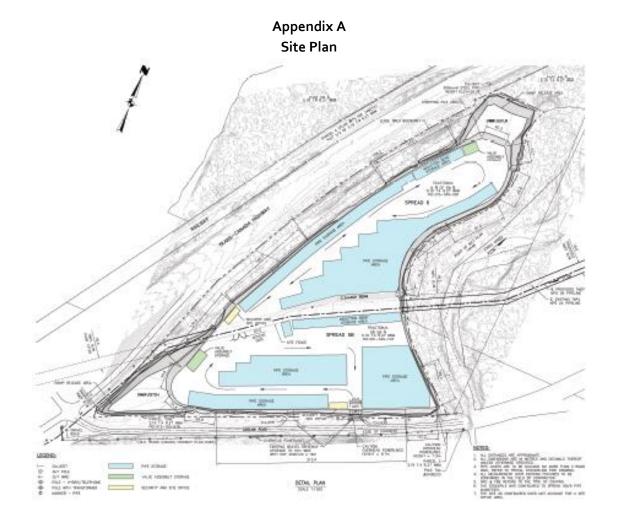
#### Implications:

Timeline	This option stops the temporary use application.
Additional Process If the applicants wish to reapply without amending the temporary use	
	proposal, they must wait six (6) months to reapply with the same application.
Considerations	The applicant will not be permitted to store materials outside of the existing
	pipeline ROW. Storage on the existing ROW is permitted.

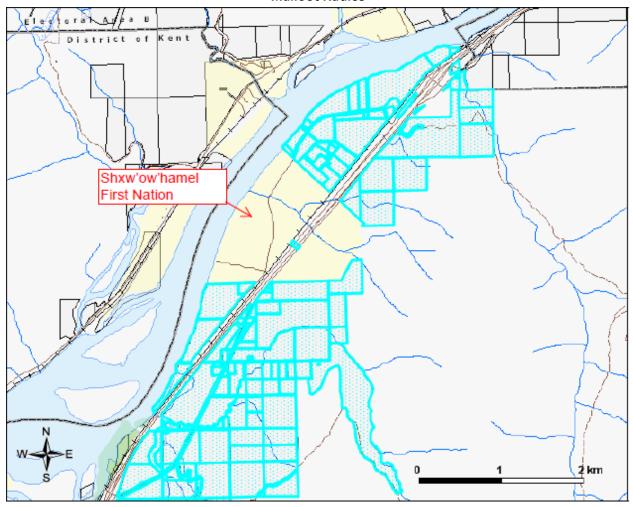
#### **COMMENTS BY:**

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

Paul Gipps, Chief Administrative Officer: Reviewed and supported



Appendix B Mailout Radius



### www.fvrd.ca | planning@fvrd.ca

SCHEDULE A-4					Permit Application
I / We hereby apply	under Part 14 of the <i>Local Gov</i>	ernment A	ct for a;		
Developm	ent Variance Permit				
X Temporary	Use Permit				
X Developm	ent Permit				
An Application Fee upon submission of		_as stipula	ated in FVRD Application	Fees Bylav	v No. 1231, 2013 must be paid
Civic Address 5	7951 Laidlaw	Road	d, Hope BC	PIC	013-110-578 & 001-549-103 & 013-110-616
Legal Lo Description	t_1/2_Block_SW_Sect	19	TownshipRa	inge_27	Plan_W6M
	-				ct property.' This application is made lication is true and correct in all
Owner's	Name of Owner (print)	Signature of Owner		Date	
Declaration	Coquihalla Developments Corporation, Inc. No. 355909		Please See Attached Lease Agreement		e
	Name of Owner (print)		Signature of Owner		Date
Owner's	Address			City	
Contact	2800 - 666 Burrard Street	Vancouver			
Information	Email				Postal Code V6C 2Z7
	Phone Cell		Fax		
Office Use	Date		File No.		
Only	Received By		Folio No.		
	Receipt No.				

Page 1 of 4

Agent I hereby giv	•	y/our agent in all n	natters relating to this		
Only complete this section if the applicant is NOT the owner.	Signature of Owner Please See Attached Lease Agreemen		Date		
	Signature of Owner	Date			
Agent's contact information and	Name of Agent Michael S Catt	Company Trans Mour	rans Mountain Pipeline ULC		
declaration	2700, 300 - 5 Avenue SW		Calgary		
	Michael_Catt@kindermorgan.com	1	Postal Code T2P 5J2 Fax		
	403-514-6773 719-484-98				
	I declare that the information submitted in support of Signature of Agent	of this application i	Date		
	MASUIT		July 23, 2018		
Development Details Property Size	tares Present Zoning Park Reserve	(P-2)			
Existing Use Bare Lan	d				
Proposed Development	ne temporary site will be used for pipe stora	ge and related	temporary infrastructure.		
Proposed Variation / Supple	ement				
Reasons in Support of Appl	Please see attached docume	ent.	(use separate sheet if necessary)		

Page 2 of 4

#### 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:

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
			North arrow and scale
At a scale of:			Dimensions of property lines, rights-of-ways, easements
			Location and dimensions of existing buildings & setbacks to lot lines,
1:			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			Location, quantity, size & species of existing & proposed plants, trees &
Plan			turf Contour information ( metre contour intervals)
C			
Same scale			Major topographical features (water course, rocks, etc.)
as site plan			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 FOl@fvrd.ca.



Trans Mountain Expansion Project

🔀 Email: info@transmountain.com | 🕿 Phone: 1.866.514.6700 | 🖵 Website: www.transmountain.com | 🚨 @TransMtn

#### Reasons in Support of TUP & DP Application

The temporary site will be used for pipe storage and related temporary infrastructure,

This property will not be used to provide any workforce accommodation or related camp services. A small construction trailer and portable toilets will be required for workers once site is developed. Waste will be commercially managed to an appropriate offsite facility.

Fencing, lighting, security infrastructure (cameras) and related site development activities will be completed in compliance with applicable regulatory requirements.

Traffic will be managed as described in the Traffic and Access Management Plan approved by the National Energy Board.

No hazardous materials will be stored onsite.

Following use, the site will be returned on a trajectory towards its pre-construction state, at the direction of the landowner and in compliance with appropriate regulatory requirements.



#### **Short Term Lease**

THIS LEASE made as of the 1<sup>st</sup> day of September, 2017.

BETWEEN:

Coquihalla Developments Corporation, Inc. No. 355909 2800-666 Burrard Street, Vancouver, BC V6C 2Z7

(the "Owner")

OF THE FIRST PART

AND:

Trans Mountain Pipeline ULC 2700, 300 - 5<sup>th</sup> Avenue S.W., Calgary, AB T2P 5J2

(the "Company")

OF THE SECOND PART

#### WHEREAS:

- The Owner is the owner in fee simple of those lands and premises situated in the Province of British Columbia that are legally described in Schedule "A" hereto (the "Lands"); and
- B. The Owner has agreed to grant to the Company a lease of that part of the Lands shown shaded and outlined in red line on the plan attached hereto as Schedule "B" (together the "Leased Premises").
- IN CONSIDERATION OF the covenants and agreements on the part of the Company hereinafter set out and contained, the Owner does grant, covenant and agree as follows:
- 1. Initial Term: The Owner leases the Leased Premises to the Company for term of two years commencing September 1, 2017 (the "Commencement Date") for the rent and on the terms and conditions herein set out and contained.
- 2. Renewal: The Company shall have one option to renew the term of the lease granted in paragraph 1 (the "Term") for a period of one year for the same rent and on the same terms and conditions as are herein set out and contained. Rent for the renewal term shall be paid in one lump sum of Thirty Seven Thousand Five Hundred Dollars (\$37,500) in advance on the first day of the renewal term. Such option to renew the Term shall be exercised by notice in writing to the Owner given not less than 90 days prior to the end of the Term. For certainty, there shall be no option to renew beyond the renewal term.
- 3. Payment: The Company will pay the Owner rent for the Term and any renewal thereof in the amount of sum of the Term and any renewal thereof the amount of the amount of the Term and any renewal thereof the amount of the Term and any renewal thereof the amount of the Term and any renewal thereof the Term and any renewal thereof the amount of the Term and any renewal thereof the Term and the Term a

- **4. GST:** The Owner hereby represents and warrants that it is duly registered under Subdivision (d) of Division V of Part IX of the *Excise Tax Act* (Canada) with respect to GST and that its GST registration number is 128693868RT0001. The Company shall pay the Owner GST of 5% of each payment on account of Rent made hereunder together with such payment.
- **5. Owner Resident of Canada:** The Owner hereby represents and warrants that the Owner **is not a non-resident of Canada** for the purposes of the *Income Tax Act (Canada)*.
- 6. Change in Owner: If there is any change in the ownership of the Lands the Owner shall provide the Company with its GST registration number and a certificate of the Owner in a form specified by the Company, acting reasonably, setting out whether or not the Owner is a non-resident of Canada for the purposes of the *Income Tax Act (Canada)*; and in such event no payment of Rent shall be due until such information and certificate have been given to the Company.
- 7. Improvements: Any attachments or improvements to the Lands such as fencing or gates will be removed from the Lands at the expiry of the term unless the Owner requests that the attachments remain in which case those attachments will become the property of the Owner.
- 8. Approved Use: The only purpose or purposes for which the Leased Premises may be used shall be for the staging, storage and parking of heavy equipment and materials and construction equipment, for the placement and use of temporary facilities, including but not limited to office trailers, wash car facilities, Quonset huts, shipping containers, power plants/generators and light towers and security facilities, and for refuelling, and for all related and ancillary purposes (the "Approved Use"). The Company shall be entitled to:
  - (a) bring onto the Leased Premises materials, supplies, workers, vehicles, machinery and equipment; and
  - (b) make changes to the Leased Premises including without limitation by (i) removing any improvement, soil or vegetation now on the Leased Premises; (ii) carrying out of any excavation, and (iii) construction of fencing,

as necessary or desirable for the Approved Use.

- **9. Remaining Lands:** The Company shall use of the Leased Premises in a manner that minimizes, to the extent practicable in the circumstances, interference with the ordinary use of and enjoyment of that portion of the Lands outside of the Leased Premises.
- 10. Operations by Company Without limiting the generality of its other obligations under this Lease, the Tenant will operate the Leased Premises in a good, efficient and business-like manner.
- 11. Obligations of Company In regard to the use and occupancy of the Leased Premises, the Company will at its expense:
  - (a) maintain the Premises in a clean, orderly and sanitary condition,
  - (b) keep any garbage, trash, rubbish or other refuse in suitable containers,

- (c) comply with all laws, ordinances, rules and regulations of governmental authorities concerning or related to the Leased Premises.
- **12. Restoration:** Following the end of the Term and any renewal thereof, as soon as weather and soil conditions permit, and so far as it is practicable to do so, the Company shall, as to any part of the Leased Premises that was damaged or disturbed by the Company during the Term or any renewal, except as otherwise agreed to by the Owner:
  - (a) cause all construction debris to be removed, and save as otherwise agreed in writing by the Company and the Owner, cause all equipment, installations, improvements, fixtures and facilities at any time installed, constructed or located on, over or under the Leased Premises by the Company to be removed;
  - (b) replace all topsoil removed from, and grade and contour, that part of the Leased Premises so it is suitable for any prior use thereof; and
  - (c) restore pre-existing improvements and otherwise leave that part of the Leased Premises in a condition suitable for any use prior to the Commencement Date.
- 13. Indemnity: The Company will indemnify and save harmless the Owner from and against all liabilities, damages, claims, suits and actions arising out of the operations of the Company on and about the Leased Premises under this Instrument, other than liabilities, damages, claims, suits and actions resulting from the gross negligence or willful misconduct of the Owner.
- **14.** Compensation for Damages: The Company shall compensate the Owner for any damages resulting from the operations of the Company on and about the Leased Premises under this Instrument.
- 15. Quiet Enjoyment: The Company shall peaceably hold and enjoy the lease hereby granted and given without hindrance, molestation or interruption on the part of the Owner or on the part of a person, firm or corporation claiming by, through, under or in trust for the Owner. If the Company shall fail to perform or observe any of its obligations under this Instrument the sole remedy the Owner shall have is to recover from the Company damages for its default, and in no event shall the Owner interfere with, hinder, molest or interrupt the Company in its enjoyment of the Leased Premises for the Term and any renewal thereof.
- **16.** Notices: Notices under this Lease shall be in writing and may be given:

to the Owner at:

Coquihalla Development Corporation c/o DLA Piper (Canada) LLP 2800 - 666 Burrard Street Vancouver, BC, V6C 2Z7

Attention: Mr. Brian MacKay

and to the Company:

c/o Progress Land Services Ltd., 12831-163rd Street NW Edmonton, Alberta T5V 1M5

Attention: Trans Mountain Expansion Project

- 17. Interpretation: This Instrument and the lease of the Leased Premises hereunder shall inure to the benefit of and be binding upon the Owner and the Company and their respective heirs, executors, administrator, successors and assigns. Wherever the singular or the masculine or neuter gender is used in this Instrument, it shall be construed as if the plural or other appropriate gender, as the case may be, had been used where the context so requires. If the Owner is comprised of more than one person the obligations and liabilities of the persons included in the Owner hereunder shall be joint and several.
- **18.** Additional Terms: This Lease includes any additional terms and conditions in Schedule "C".
- 19. Registration: At the option of the Company, the Owner shall provide the Company with this Instrument in registrable form. At the election of the Company the lease hereby granted shall be registered in the Land Title Office. All costs of registration of the lease hereby granted in the Land Title Office, including, without limitation, the costs of any certificates, plans or other documents prepared by a surveyor, shall be paid by the Company.
- **20. Headings:** The division of this Instrument into sections and the insertion of headings are for convenience of reference only and shall not affect its interpretation.
- **21. Arbitration:** In the event of any dispute between the parties in relation to this Instrument, unless the same shall be determinable under the mediation and arbitration provisions of the *National Energy Board Act*, the same shall be decided by a single arbitrator pursuant to the provisions of the applicable provincial arbitration legislation then in force. The decision of the arbitrator shall be final and binding upon the parties. The arbitrator shall be authorized to make a determination of and assess responsibility for the costs of the arbitration.
- 22. Title to Installations: Save as otherwise agreed in writing by the Company and the Owner, title to all the equipment, installations, improvements, fixtures and facilities at any time installed, constructed or located on, over or under the Leased Premises by the Company shall be, and remain, in the Company despite all or any part thereof being in any manner affixed to the Leased Premises. The Company shall be at liberty to remove such equipment, installations, improvements, fixtures and facilities from the Leased Premises at any time during the Term or any renewal thereof and upon the lapse or any sooner ending of the Term and any renewal thereof.
- 23. Compliance with Laws: The Company shall comply with laws applicable to the Company in connection with the exercise of its rights under to this Instrument and the performance of its obligations hereunder. The Company shall be responsible for obtaining all permits and approvals required for its use of the Leased Premises under such laws. The Owner will join in the application for any such permit or approval if necessary and will provide such consents, approvals and authorizations, as may be reasonably required for the issuance of any such permit or approval. The Company shall indemnify and save harmless the Owner from and

against any expense or liability suffered or incurred by the Owner as the result of any such joining in or the providing of any such consent approval or authorization.

- **24. Counterparts:** The Instrument may be executed in any number of counterparts with the same effect as if all parties had all signed the same document.
- 25. Governing Law: This Instrument shall be governed by and construed in accordance with the laws in force in the province in which the lands are situated and the laws of Canada applicable therein.

**IN WITNESS WHEREOF** the Company and the Owner have executed this Lease the year and the date first above written.

Coqu	ihalla Developments Corporation )
Per:	Authorized Signatory
ĺ	)
Per:	Authorized Signatory
Trans	Mountain Pipeline ULC )
Per:	Authorized Signatory )
	)
Per:	) Authorized Signatory

#### SCHEDULE "A" - DESCRIPTION OF LANDS:

- 1. 013-110-578 Parcel "One" (Statutory Right of Way Plan 6465) South Half of the South West Quarter Section 19 Township 4 Range 27 West of the Sixth Meridian New Westminster District
- 2. 001-549-081 Fractional North Half of the South West Quarter Section 19 Township 4 Range 27 West of the 6th Meridian Lying to the East of the Fraser River Except:

Firstly: Part on Plan 718A;

Secondly: Part on Plan 14448;

Thirdly: Part Lying to the East of the Fraser River and to the West of Plan A718;

Fourthly: Part Highway Statutory Right of Way Plan 47424,

New Westminster District

3. 001-549-103 All That Part of the South Half of the South West Quarter Section 19 Township 4 Range 27 West of the 6th Meridian Bounded on the West by the Left Bank of the Fraser River and the West Boundary of Said Quarter Section Except:

Firstly: Part Included In Plan with Fee Deposited 25402AK;

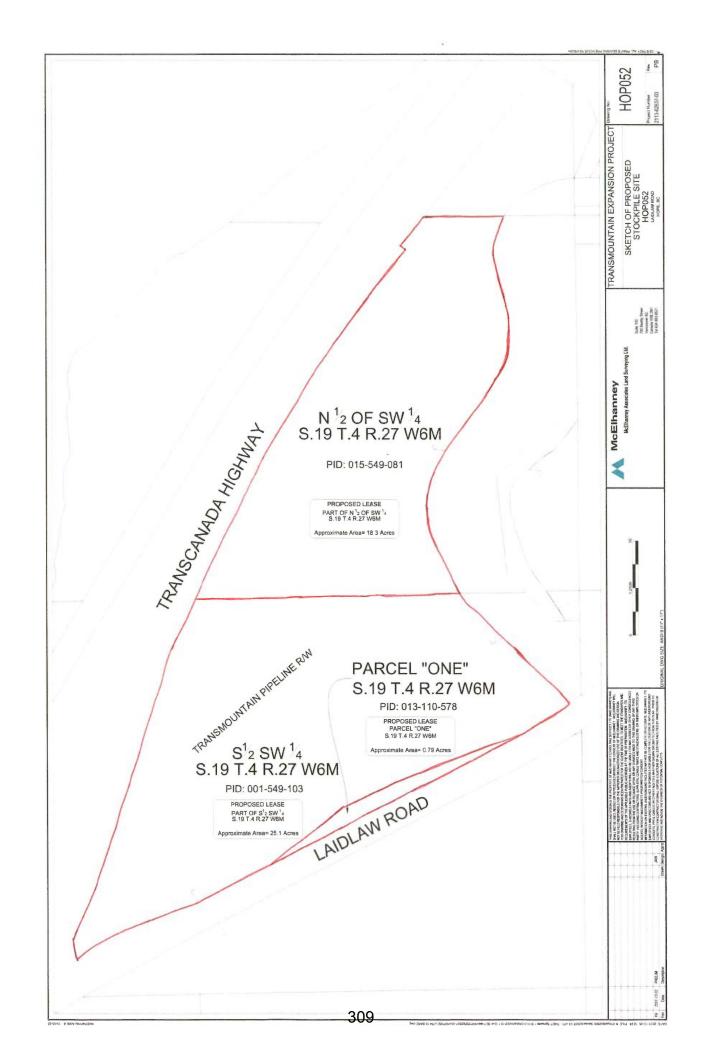
Secondly: Parts Included In Plans 6465, 14448 And 24022;

Thirdly: Part Bounded on the West by the Left Bank of the Fraser River and the West Boundary of Said Quarter Section and The East by the West Boundary of Plan 25402AK;

Fourthly: Part Highway Statutory Right off Way Plan 47424;

Fifthly: Part On Statutory Right Of Way Plan 73714,

New Westminster District



#### SCHEDULE "C" - ADDITIONAL TERMS AND CONDITIONS

#### Refueling

- 1. The Company will install double walled (secondary containment) federally approved industrial fueling tanks and dispensing systems on any fueling stations.
- 2. Contractors will be required to provide the Company with their fueling procedures for review and approval before installing the stations and starting the work, which:
- (a) may require dual operator attendance during loading and unloading of bulk fuel deliveries;
- (b) will require emergency shut off procedure and security control measures;
- (c) will require spill response and reporting to all required regulators; and
- (d) will require clean up procedure in the event of any type of spill.

#### **Environmental Matters**

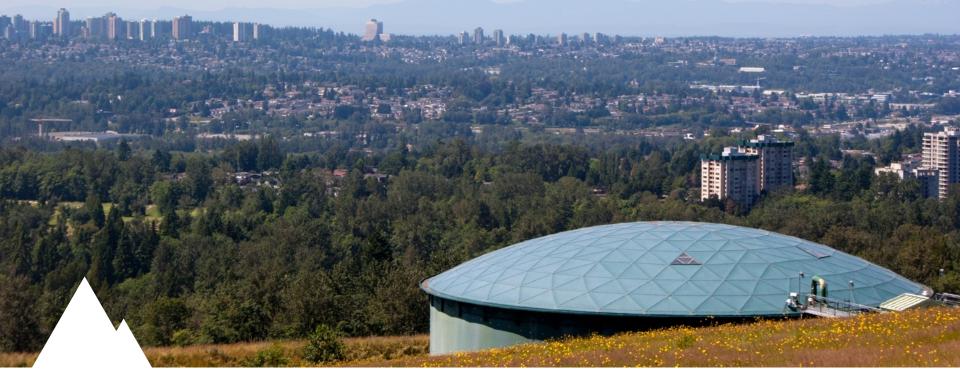
- 3. For the purposes of this Schedule "C" the following terms have the following meanings:
- "Baseline Report" means a Phase I Preliminary Site Investigation, and where reasonably required a Phase II Preliminary Site Investigation, of the Leased Premises by an independent and qualified environmental consultant appointed by the Company and approved by the Owner acting reasonably, such report(s) to be addressed to the both the Company and the Owner.
- "Environmental Laws" means all applicable laws, statutes or regulations, including by-laws, ordinances, orders and codes of governmental authorities, relating, in whole or in part, to the assessment, protection and enhancement of the environment (including air, land, surface water, groundwater), public or occupational health and safety, and the transportation of Hazardous Substances, and any decisions, determinations, mitigation measures, standards, codes, guidelines, policies and environmental protection measures pursuant to such laws, statutes and regulations.

#### "Hazardous Substances" means

- (a) any pollutant or toxic, dangerous or hazardous substance or material as defined, listed, prohibited, controlled, or regulated by Environmental Laws; and
- (b) any substance that when released into the environment causes or is likely to cause harm, adverse impact, damage or degradation to, or impairment of, the environment, risk to or an adverse effect on human safety or health, injury to or material discomfort any person, or material interference with the normal conduct of business.
- "Remediation" means action to eliminate, limit, correct, counteract, mitigate or remove any Hazardous Substance from soil, a stream, groundwater or sediment or the adverse effects on the environment or human health of any Hazardous Substance within soil, a stream, groundwater, sediment or vapour to standards under Environmental Laws, carried out in accordance with such Laws.

- 4. The Company shall conduct all of its operations on the Leased Premises in compliance with Environmental Laws.
- 5. The Company shall promptly advise the Owner in writing upon becoming aware of
- (a) any spill, discharge or release of Hazardous Substances into the soils and groundwater of the Leased Premises during the Term or any renewal thereof; and
- (b) any order, directive, notice or other communication whatsoever issued by any governmental authority or agency during the Term or any renewal thereof with respect to the state or condition of the Leased Premises and their compliance or non-compliance with Environmental Laws.
- 6. Where the Owner has reasonable grounds for believing that the Company has failed to comply with Environmental Laws in its use of the Leased Premises or with this Schedule "C" (including, without limitation, those related to the Company's restoration and/or remediation obligations upon the expiration of the Term and any renewal thereof, or sooner termination of this Lease), the Owner shall be entitled at any time or times to inspect the Leased Premises and to conduct such other investigations as are reasonable in the circumstances for the purpose of satisfying itself as to compliance, which may include the Owner engaging an independent and qualified environmental consultant at the sole cost and expense of the Company.
- 7. Prior to the Commencement Date, the Company, at its sole expense, shall commission the Baseline Report.
- 8. Following the expiration of the Term and any renewal thereof, or sooner termination of this Lease, and the completion of any restoration or other activities then required to be carried out under the Lease and this Schedule "C", the Company at its sole expense shall obtain a report from the same independent and qualified environmental consultant that prepared the Baseline Report confirming that the Company has completed the carrying out those of such activities required to be carried out under this Schedule "C", such report to be addressed to the both the Company and the Owner (the "Exit Report").
- 9. If any spill, discharge or release of Hazardous Substances shall take place on or about the Leased Premises as the result of the use thereof under the Lease the Company shall promptly take any and all necessary mitigative action and carry out Remediation in respect thereof using the appropriate technology, design or repair in accordance with Environmental Laws. For clarity, the Company's responsibility for Remediation shall not extend to Remediation in relation to Hazardous Substances that are on or about the Leased Premises other than as the result of the use thereof under the Lease. The Company shall complete any Remediation which the Company is obligated to conduct at its sole cost and expense.
- 10. The Company shall indemnify and save harmless the Owner and its employees, directors, officers, successors and assigns from and against any and all losses, claims, actions, damages, liabilities, penalties, liens, demands, awards, judgements, proceedings and expenses arising in any manner whatsoever out of:
- any breach by the Company or by those for whom it is responsible of any provisions of this Schedule "C" or any non-compliance with any Environmental Laws;
- (b) any spill, discharge or release of Hazardous Substances taking place on or about the Leased Premises as the result of the use thereof under the Lease.

- 11. Any Hazardous Substances which have been brought onto or introduced into the Leased Premises by the Company or by those for whom the Company is responsible shall remain the sole and exclusive property of the Company and shall not become the property of the Owner, notwithstanding the degree of affixation to the Leased Premises.
- **12.** The aforesaid covenants, obligations and indemnity shall survive the expiration or earlier termination of this Lease.



# Laidlaw Road – Stockpile Site FVRD: Temporary Use Permit Application

Louis Renaud, Project Manager Kate Stebbings, Stakeholder Engagement August 23, 2018





## Trans Mountain Expansion Project



- Government of Canada granted approval for the Trans Mountain Expansion Project on November 29, 2016
- On May 29, 2018, the Government of Canada announced it would purchase the Expansion Project and related pipeline and terminal assets
- Project planning and construction work is now underway
- Project pre-construction, construction and monitoring activities must address appropriate permits and regulation requirements
- Existing Trans Mountain Pipeline operations are continuing as normal



### Six-Month Project Construction Timeline\*



2018							2019	
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY

#### PIPELINE CONSTRUCTION

LINE-WIDE August 2018 to January 2019

**Stockpile Sites and Temporary Camp Development** 

YELLOWHEAD, AB (SPREAD 2) August 2018 to February 2019

Clearing

NORTH THOMPSON, BC (SPREAD 3) September 2018 to February 2019

Clearing

BC INTERIOR, BC (SPREAD 4) November 2018 to February 2019

Clearing

#### Ongoing Engagement and Communications

Shad

Shading denotes continuation of previous activities

The construction schedule above is based on inputs from contractor construction schedules and preliminary Project construction execution plans. These schedules are subject to change which may be a result of construction execution updates, timing restrictions in respect of NEB condition approvals, permits, land and crossing agreements or other regulatory constraints, as well as other potential mitigation or acceleration measures.

#### YELLOWHEAD, AB (SPREAD 2)

 Includes approximately 290 km of pipeline between Edmonton and Jasper National Park in Alberta

#### NORTH THOMPSON, BC (SPREAD 3)

 Is approximately 120 km of pipeline between Mt. Robson Provincial Park and Blue River in BC's North Thompson

#### BC INTERIOR (SPREAD 4)

 Is approximately 155 km of pipeline from Blue River to Trans Mountain's Darfield pump station, north of Kamloops



<sup>\*</sup> Project schedule is subject to change

# Temporary Site Development

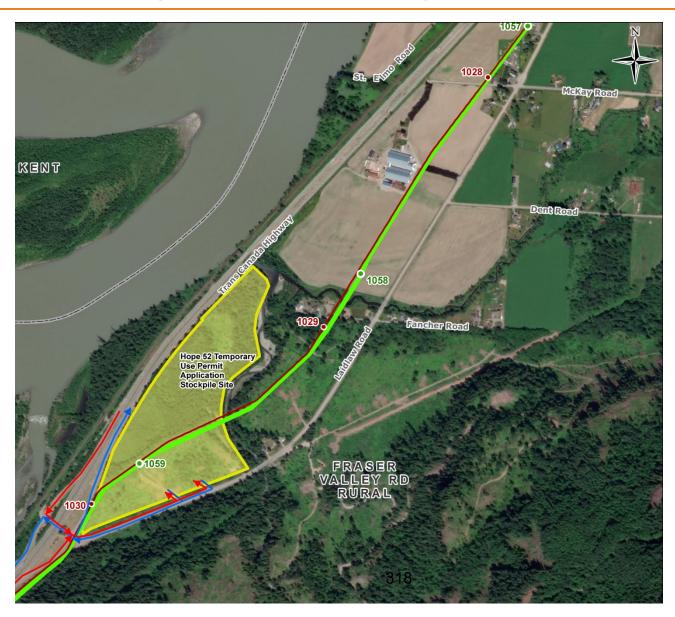


- Work is underway to develop temporary infrastructure sites and will continue in 2018 along the entire pipeline route
- Temporary infrastructure sites include:
  - Stockpile sites
  - Construction yards
  - Camps
- Work consists of:
  - Site preparation
  - Installation of safety fencing, lighting and security cameras
  - Installation of temporary buildings for construction offices or worker accommodation (where required)



# Hope 52 (Laidlaw Road) Stockpile





# Hope 52: Site Preparation



- Clearing and grubbing
  - Timber previously removed by landowner
- Grading
- Gravel
- Perimeter drainage ditching
- Perimeter fencing and security



# Construction: Minimizing Disruption



- Dust from construction vehicles and clearing activities will be limited through:
  - Speed control
  - Site watering
  - Dust suppressants
- The Noise Management Plan identifies techniques to limit noise effects, including:
  - Construction scheduling (daytime hours)
  - Equipment selection
  - Vehicle operation
- Lights are used to enhance worker safety and site security.
   Impacts will be minimized by:
  - Directional lighting (pointing to the ground)
  - Turning off lights when not required



### Hope 52: Site Use





### Planned use (fall 2018):

- Pipe will be stored on-site
- A small construction trailer will be placed on-site for worker office and shelter
- Portable toilets will be installed
- All waste will be commercially managed trucked off-site and disposed of at appropriate facilities
- Security lights and cameras will be installed

### The site will not be used for:

- Camps/camp services
- Worker marshalling
- Hazardous waste storage



### **Traffic**



- Vehicles will access the site between 6 am and 7 pm, Monday to Saturday
- Following the initial transportation of pipe to the stockpile site, traffic volume will be reduced significantly until the start of construction in 2019
- The use of Laidlaw Road will be managed under MoTI permit restrictions to ensure load restrictions are appropriate for the road surface
- Any road repairs related to Project activity will be completed by Trans Mountain



### **Traffic Flow**

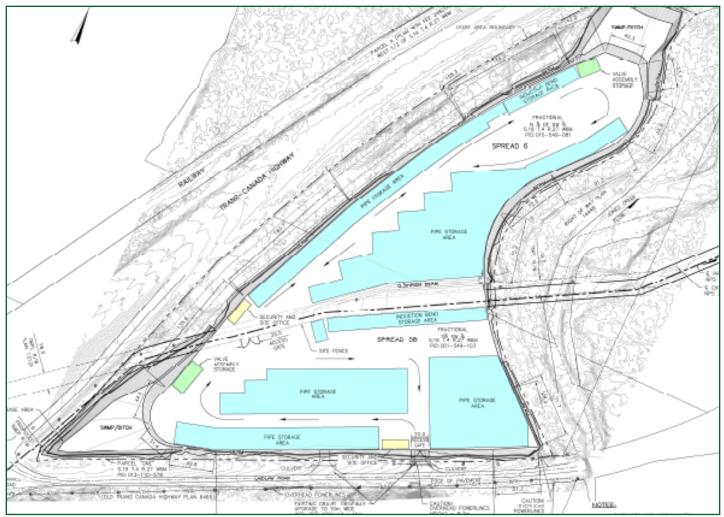


Project-related traffic will have a small impact when assessed against background traffic volumes.

Vehicle Type	Average Construction Activities	Peak Construction Activities		
Light Vobiales	5 trips during AM	20 trips during AM		
Light Vehicles	5 trips during PM	20 trips during PM		
Transport Trucks	20 loads per day	30 loads per day		

# Hope 52: Temporary Stockpile Site





# Hope 52: Site Reclamation





- Trans Mountain will put the site on a trajectory towards its pre-construction state
- Reclamation activities include:
  - Gravel disposal
  - Revegetation
  - Weed control
- Five-year monitoring period

# Complaints and Inquiry Process



- Trans Mountain has a clear process for submission and management of Project questions and complaints
- All questions and complaints are tracked and reported
- Contact options include email, phone and mail
- Response is based on urgency
  - Emergency contact information is available 24/7
  - Time-sensitive questions and complaints:
    - Automated acknowledgement
    - Status update within 24 hours
  - Non-urgent questions and complaints:
    - Automated acknowledgement
    - Status update within five<sup>3</sup>business days



# We Want To Hear From You



# **CONTACT US: Trans Mountain Expansion Project**



**1.866.514.6700** 

transmountain.com

TransMtn

youtube.com/transmtn

soundcloud.com/transmountain

Provide Your Feedback:

transmountain.com/contact-us

6025 Sussex Street

PO Box 81018, South Burnaby

Burnaby, BC, V5H 3B0 CANADA

Site Name [ID] and Status	Site Type	Location	UTM (Zone)	Area (ha)	Site Description
Kamloops Office and Yard [KAM014] Included in the June 1, 2017 filing	Construction yard	Kamloops, BC	E682242; N5615664 (10)	7.94	Located on previously disturbed industrial land. Some vegetation is present on the site. Access to the site is existing from Frontage Road. No new temporary access is required.
Kamloops KIB3 Office and Yard Alternative [KAM012] Included in the June 1, 2017 filing	Construction yard	Kamloops, BC	E687719; N5623891 (10)	8.77	Located on Kamloops Indian Reserve No. 1 on partially disturbed, level, potential native grassland. The site is located between the CN Kamloops Yard and Highway 5. There are potential wet meadows on-site. The site was used for agriculture in the past. It is now part of the Kamloops Indian Band industrial development plan. Access is via existing trail extending from the highway. Road upgrades will be required.
Kamloops Domtar Old Mill Stockpile Site [KAM013] Included in the June 1, 2017 filing	Stockpile site and staging area	Kamloops, BC	E684434; N5618474 (10)	23.92	Located within the City of Kamloops on disturbed industrial land adjacent to the Thompson River. No vegetation is present at the site. Access to the site is existing from Mission Flats Road. No new temporary access is required.
Merritt Camp, Office and Yard – Chutter Ranch [MER015] Included in the June 1, 2017 filing	Construction camp, construction yard	Merritt, BC	E663413; N5552574 (10)	26.98	Located on pasture lands with sparse trees and existing borrow/gravel pit. The site is accessed via Highway 5A northeast along Berglund Road. There are potential drainages and wetlands on-site. Access upgrades may be required.
Abbotsford Brandy Farms Office and Yard [ABB024] Included in the June 1, 2017 filing	Construction yard	Abbotsford, BC	E564866; N5435592 (10)	4.63	Located on level agricultural land. Access to the site is existing along Interprovincial Highway. No new temporary access is required.
Surrey 19287 98A Ave Office and Yard (Imasco) [SUR021] Included in the June 1, 2017 filing	Construction yard	Surrey, BC	E522952; N5447770 (10)	0.83	Located on industrial land. Existing access via 98A Ave.
Surrey 19395 98A Ave Employee Parking [SUR022] Included in the June 1, 2017 filing	Parking area	Surrey, BC	E522837; N5447767 (10)	1.43	Located on bare industrial land. Existing access via 98A Ave.
430 Canfor Ave Office and Yard (Part 1 and Part 2) [NEW044.1] Included in the June 1, 2017 filing	Construction yard	New Westminster, BC	E508872; N5452733 (10)	8.88	Part 1 is located on mixed industrial lands with sparse trees adjacent to Brunette River. Existing access via United Boulevard. Part 2 is located on an industrial/parking area with sparse trees adjacent to a railway and the Fraser River. Existing access via United Boulevard and Canfor Ave.
7585 Barnet Highway Yard and Staging Area [BUR049] Included in the June 1, 2017 filing	Construction yard and staging area	Bumaby, BC	E 504052; N5459620 (10)	2.63	Located on industrial site, bounded to the south by the Barnet Highway. Burrard Inlet is located approximately 90 m north, separated from the site by CN railway and treed land. No new temporary access is required.
2115 Commissioner St (VersaCold Site) [VAN048] Included in the June 30, 2017 Addendum	Multi-use site	Vancouver, BC	E495490, N545951 (10)	2.24	Located on a previously disturbed, level industrial site (formerly called Waterlots 1 and 2). Includes a waterlot in the Inner Harbour of Burrard Inlet. Small amounts of marine riparian vegetation are present. The site is accessed via Commissioner Street. No new temporary access is required. The site is within the jurisdiction of Vancouver Fraser Port Authority (VFPA).
Coquihalla Development Stockpile and Office/Yard [HOP052] New as of August, 2017	Stockpile site, construction yard	Hope, BC	(E599611; (N5463245 (10))	21.92	Located on heavily cleared forested land with small areas of vegetation remaining. The property is adjacent to Wahleach Creek, which will not be directly disturbed. Access to the site is from the south from Laidlaw Road.
Cheam Apple Road [CHE053] New as of August, 2017	Construction camp	Fraser Valley	E590934 N5452437 (10)	3.93	Located on the Tseatah 2 Indian Reserve. Located on level agricultural land. Access to the site is along Apple Road. No new temporary access is required.



# **Trans Mountain Expansion Project**

Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Spread 5B)

Contractor Revision Date:	2017-07-27
Contractor Revision No.:	
Page	1 of 6



# **Trans Mountain Expansion Project**

# Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Spread 5B)

KMC Document # 01-13283-S5B-0000-EV-LTR-0001 R0



Rev No.	Prepared by/ Date	Reviewed by/ Date	Approved by/ Date	Reviewed by TMEP	Pages Revised	Issued Type
0	A. Ronning- Sammet 2017-07-27	S. Bond/H. Bond 2017-07-27	H. Bond 2017-07-27			Issued for Information





July 27, 2018 File: 123220550

Attention: Bronwyn Pountney
Trans Mountain Pipeline ULC
2700, 300 - 5 Avenue SW
Calgary, AB T2P 5J2

Dear Bronwyn,

Reference: Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Spread 5B)

This letter summarizes the results of the archaeological impact assessment (AIA) completed by Stantec Consulting Ltd. (Stantec) for the Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Figure 1 and Figure 2). It is an excerpt from an interim report (McKnight 2018) that provides AIA results for eight temporary project infrastructure sites along the Trans Mountain Expansion Project (TMEP) right-ofway.

#### INTRODUCTION

The 2017 British Columbia Temporary Infrastructure Site Program consists of multi-use sites that are required for Project construction. They consist of offices, camps, stockpile sites, yards and parking areas spread across the TMEP pipeline route from the Alberta boundary to Burnaby, British Columbia.

A desktop overview assessment of the 20 temporary infrastructure sites from the 2017 Temporary Infrastructure Site Program was completed to evaluate the archaeological potential of each proposed site and provide recommendations regarding the appropriate scope of further archaeological work, if any (Stantec 2017). The results of the desktop assessment included recommendations for further archaeological work at eight of the infrastructure sites, including the Coquihalla Development Stockpile Site, Office and Yard, which was assessed to have high archaeological potential based on the area's setting near the Fraser River at its confluence with Jones Creek, and the presence of archaeological sites in similar settings along the river.

The AIA field work for the Coquihalla Development Stockpile Site, Office and Yard was conducted in November 2017 under *Heritage Conservation Act* (HCA) permit 2015-0258.

#### **RESULTS**

The proposed Coquihalla Development Stockpile Site, Office and Yard is a 21.9 ha area located approximately 17 km southwest of Hope, British Columbia. The area is bounded by Jones Creek to the east, the Trans-Canada Highway to the west and north, and Laidlaw Road to the south. Prior to construction of dykes and the highway, the development area would likely have been within the floodplain of the Fraser River, and the eastern portion is within the active floodplain of Jones Creek.

Design with community in mind

July 27, 2018 **Bronwyn Pountney** Page 2 of 3

Reference: Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Spread 5B)

The AIA consisted of pedestrian survey at 10 m spacing covering the portion of the proposed development footprint within approximately 50 m of Jones Creek, and less intensive judgmental survey traverses of the remaining, heavily disturbed western and central portions of the development area. Both the existing TMPL and the proposed TMEP mainline run northeast-southwest through the development footprint.

The terrain near Jones Creek is low-lying and hummocky, with exposures of river sand and gravels, and dry stream channels that are the result of recent flood episodes. No elevated or well-drained landforms were observed. Portions of the creek bank are reinforced with concrete blocks and boulders or have been disturbed by heavy equipment. The forest cover near the creek is a mix of cottonwood, Douglas fir, paper birch, and western redcedar, with an understory of alder, fern, rose and blackberry. The ground cover consists of moss, grass, and horsetail.

The terrain in the western and central portions of the development area is uneven and featureless and has been logged and has been largely disturbed and stripped by heavy equipment. The ground surface is comprised of exposures of gravel, cobbles, and boulders from the previous disturbances. No intact landforms or exposures of native sediments were observed. The vegetation consists of a young regrowth forest of cottonwood, maple, western redcedar, and Douglas fir, with an understory of alder, blackberry, and roses. The ground cover consists of moss and grass.

No archaeological materials or areas with archaeological potential were observed.

#### **RECOMMENDATIONS**

No further archaeological work is recommended for the Coquihalla Development Stockpile Site, Office and Yard footprint.

Regards,

Attachment:

Stantec Consulting Ltd.

Amanda Ronning-Sammet, MA

Archaeologist Phone: (250) 655-6984

amanda.ronning-sammet@stantec.com

1. Fold

Shane Bond Bond Date: 2018.07.27 15:35:15

Digitally signed by Shane

Shane Bond, BA, RPCA

Principal

Phone: (250) 655-6050 shane.bond@stantec.com

Figure 1—HCA PERMIT 2015-0258 Coquihalla Development Stockpile Site, Office and Yard (HOP052) Location Map

Figure 2—HCA PERMIT 2015-0258 Coquihalla Development Stockpile Site, Office and Yard (HOP052)

Design with community in mind

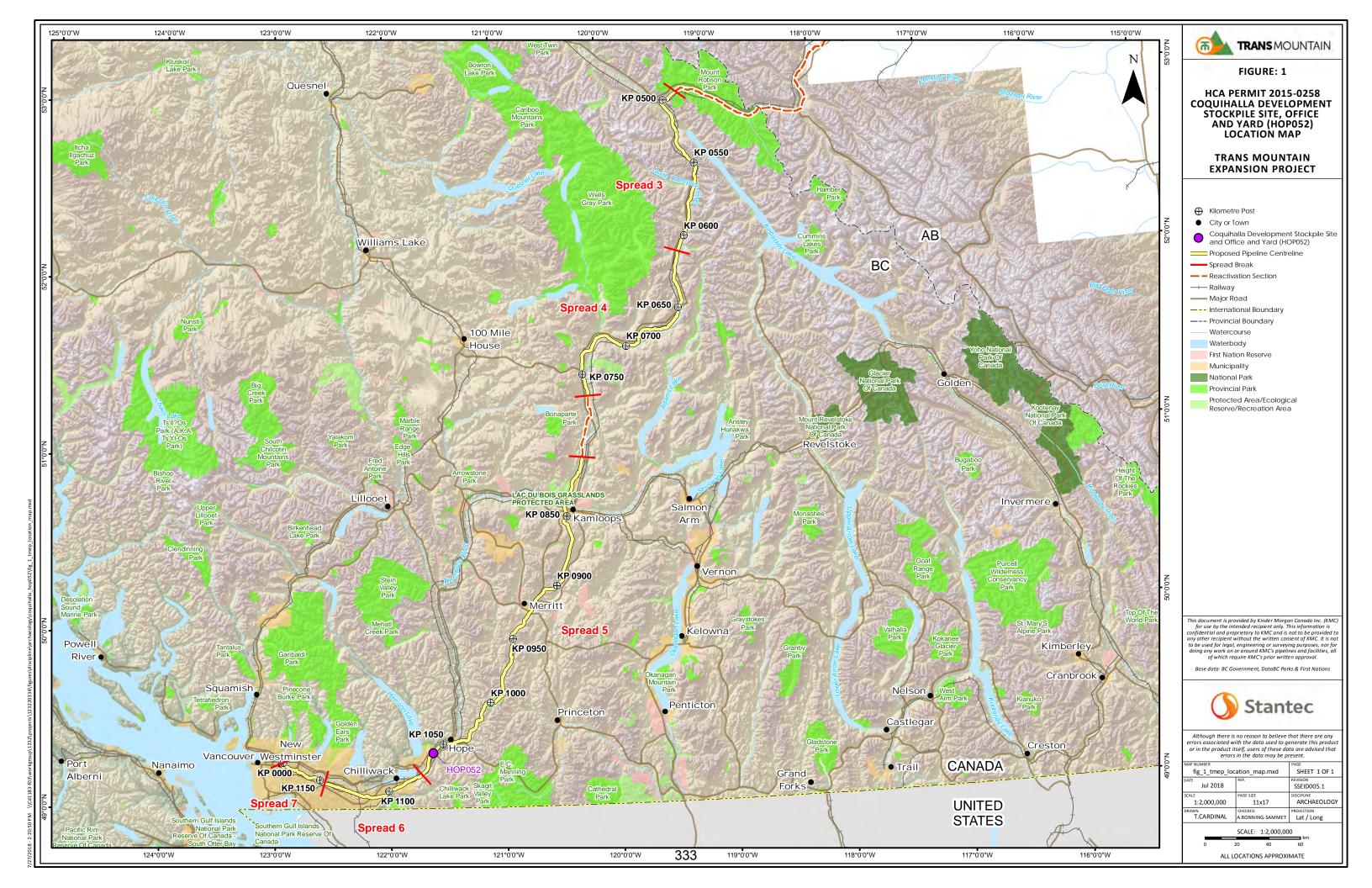
July 27, 2018 Bronwyn Pountney Page 3 of 3

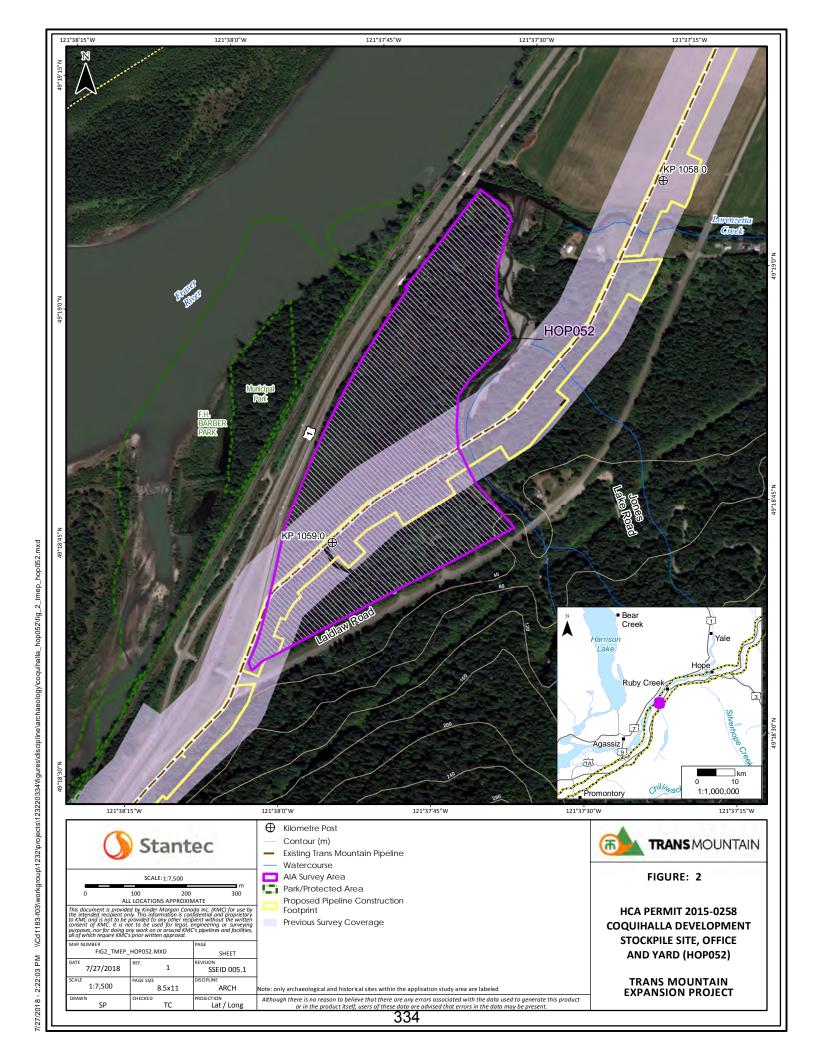
Reference: Summary of the Archaeological Impact Assessment of the Proposed Coquihalla Development Stockpile Site, Office and Yard (HOP052) (Spread 5B)

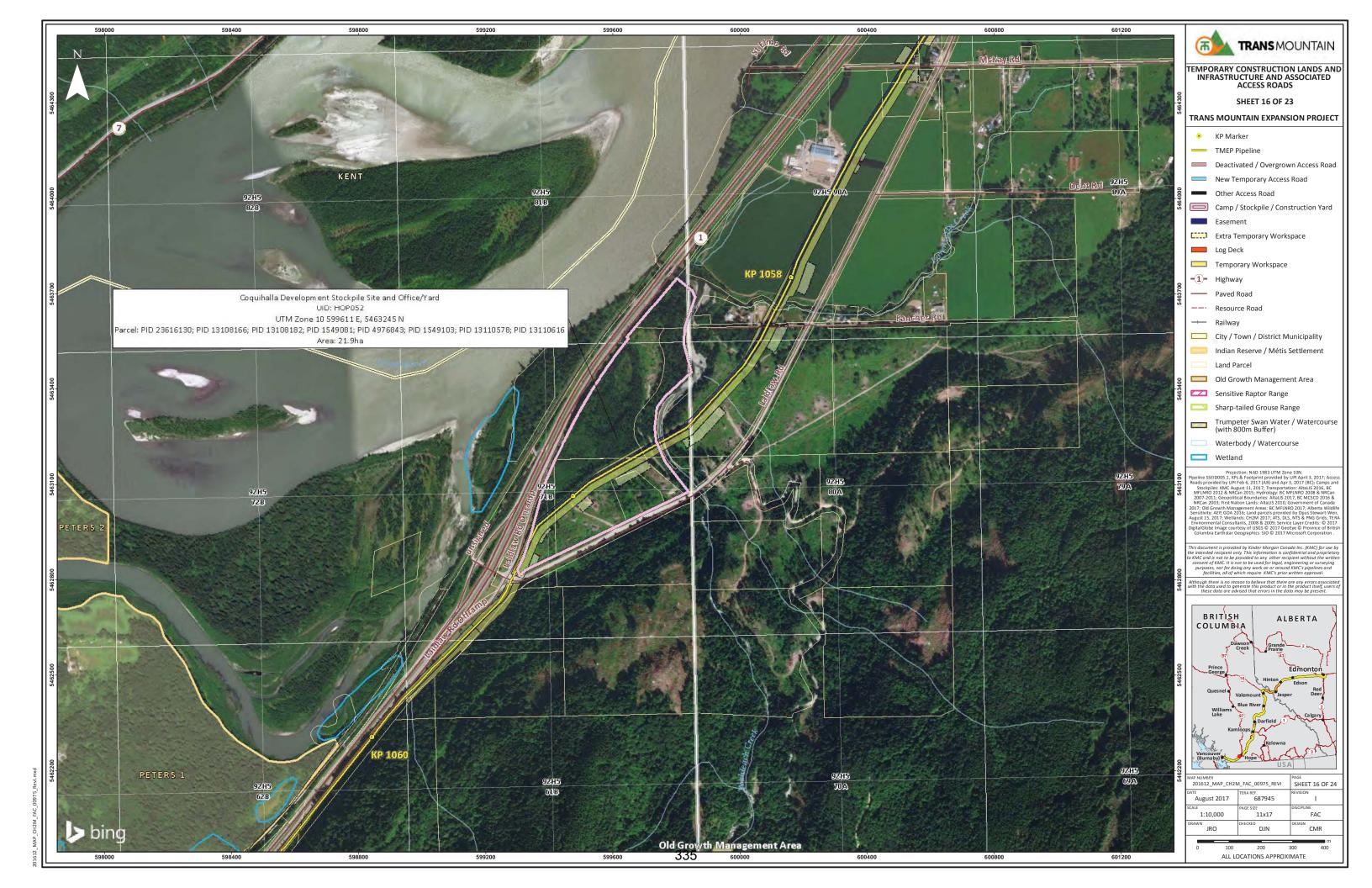
# **REFERENCES**

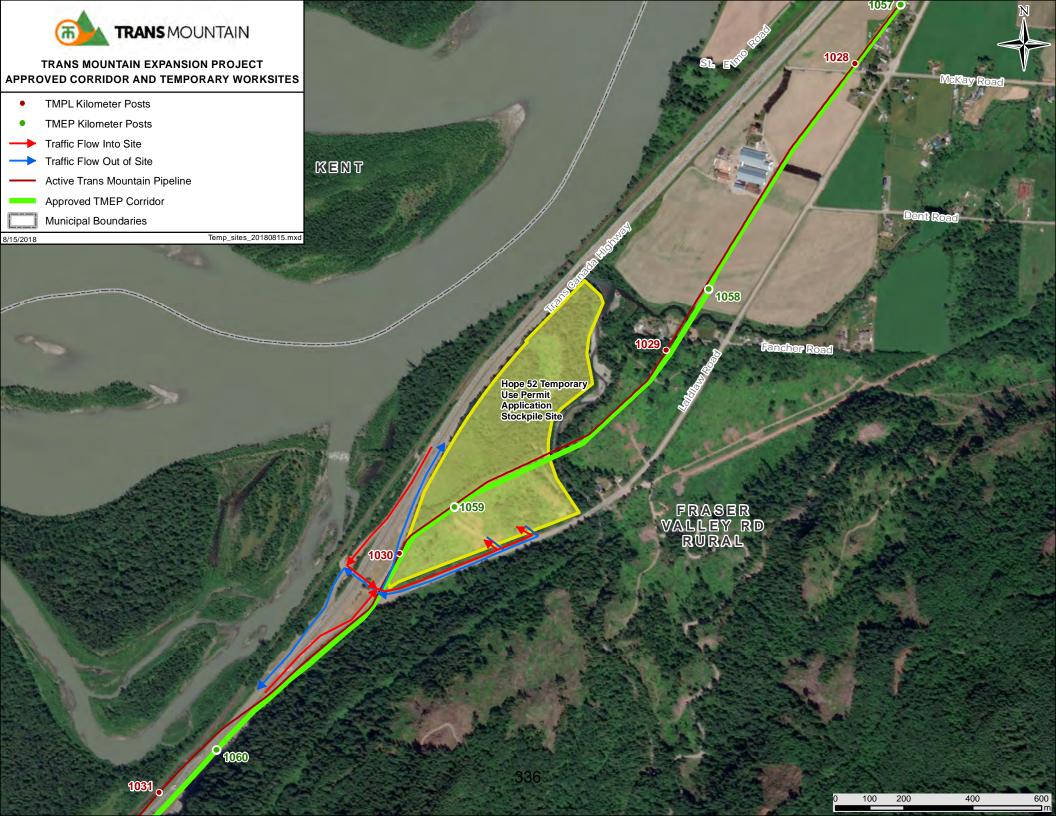
McKnight, S. 2018. Archaeological Impact Assessment Interim Report for the 2017 Trans Mountain Expansion Project Temporary Infrastructure Site Program. HCA permit 2015-0258. On file with Stantec Consulting Ltd.

Stantec Consulting Ltd. (Stantec). 2017. Desktop Review of Archaeological Potential for the 2017 Trans Mountain Expansion Project Temporary Infrastructure Site Program. On file with Trans Mountain Pipeline ULC and Stantec Consulting Ltd.











#### FRASER VALLEY REGIONAL DISTRICT

#### **TEMPORARY USE PERMIT**

Permit No. 2018-01 Folio No. 732-06208.000

Issued to: Trans Mountain Pipeline ULC

Address: 2700 – 300 - 5th Avenue SW, Calgary, AB T2P 5J2

**Applicant: Michael Catt** 

Site Address: 57951 Laidlaw Road, Electoral Area "B"

The lands affected by this permit are shown on "Schedule "B": Permit Area" which schedule is attached hereto and which forms an integral part of this permit. The lands are a portion of the property legally described as:

SECTION 19, TOWNSHIP 4, RANGE 27, MERIDIAN 6, PARCEL ONE, MERIDIAN W6, SRW PL 6465 S 1/2 SEC 19, PARCEL 2, SECTION 16, TOWNSHIP 4, RANGE 27, MERIDIAN W6, YALE DIV OF YALE LAND DISTRICT, SRW PL 6465 S 1/2 OF SW 1/4 SEC 19, PART S 1/2 OF SW 1/4, SECTION 19, TOWNSHIP 4, RANGE 27, MERIDIAN W6, NEW WESTMINSTER LAND DISTRICT, EXCEPT PLAN PID: 013-110-578, 001-549-103, 013-110-616

#### LIST OF ATTACHMENTS:

Schedule "A": Location Map Schedule "B": Permit Area

Schedule "C": Technical Submission

#### LAND USE REGULATIONS

Zoning: Park Reserve (P-2) and Campground Holiday park (CHP)

Official Community Plan Designation: Resort (RT) and Limited Use (L)

#### **AUTHORITY TO ISSUE**

This Temporary Permit is issued pursuant to Part 14 – Division 8 of the Local Government Act

Official Community Plan policy: This permit is issued in accordance with Section 10.00.02(b) TEMPORARY USE PERMITS.

#### LAND USE PERMITTED FOR THE DURATION OF THIS PERMIT

- 1. This permit is valid for three years from the date of issue.
- 2. This permit is issued for short term industrial activity associated with the construction of the Trans Mountain Pipeline. Specifically, this permit the storage of pipe, equipment and materials; the placement and use of a small construction trailer as a temporary office; portable toilets for workers; and, fencing, lighting and security infrastructure as required.
- 3. The short term industrial activities authorized by this permit must occur only within the Permit Area shown Schedule "B" attached hereto.

#### **BUILDINGS OR STRUCTURES AUTHORIZED BY THIS PERMIT**

No permanent buildings are authorized by this permit.

#### **SPECIAL TERMS AND CONDITIONS**

- 1. Hours of work at the site and vehicle access to the site shall be limited to 6:00 AM to 7:00 PM Monday through Saturday.
- 2. Use and development of the site must be in accordance with the technical reports attached hereto as Schedule "C": Technical Submission, including:
  - a) the installation of drainage and sediment control works;
  - b) all activity authorized by this permit must take place at least 35 meters from the high water mark of Jones Creek and Wahleach Creek;
  - c) there must be two points of access/egress from Laidlaw Road;
  - d) traffic associated with the temporary industrial use shall be directed to and from the adjacent Highway 1 interchange;
  - dust controls must be applied to avoid the emission of nuisance dust to adjoining parcels;
  - traffic to and from the site shall be managed through the use of traffic signage and flag persons as required.
- 3. Prior to the initiation of works and activities authorized by this permit, the permit holder shall retain a qualified professional to assess the property and document pre-development conditions of the site.
- 4. Immediately upon completion of the activities or the expiry of the permit, which ever happens first, the permit holder shall return the site and the lands to its pre-existing condition or an improved condition acceptable to both the FVRD Director of Planning & Development and the property owner. At a minimum, the site and lands must be regraded with native topsoil and hydro-seeded with local vegetation species to generally match the pre-construction condition of the lands. All equipment, materials, facilities and infrastructure shall be removed.

5. All reclamation works will be completed under the supervision of a certified Environmental Inspector. A report by the certified Environmental Inspector documenting completion of the reclamation and landscaping works shall be submitted to FVRD not later than three months after the expiry of this permit.

#### **GENERAL TERMS AND CONDITIONS**

- 1. This Permit is issued pursuant to Part 14 Division 8 of the Local Government Act.
- 2. Nothing in this permit shall waive the developer's obligation to ensure that the development proposal complies in every way with statutes, regulations, requirements, covenants and licenses applicable to the undertaking?
- 3. 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 Health Act, the Fire Services Act, the Electrical Energy Inspection Act and any other applicable provincial and federal statutes.
- 4. The owner of the subject property shall provide the general contractor and all professionals associated with this project with copies of this permit as issued by the Regional Board.
- 5. The owner of the subject property shall notify the Fraser Valley Regional District in writing of any intention to excavate, construct or alter the subject property or building site thereon.
- 6. No alteration to the natural drainage, construction or excavation shall be undertaken which might cause or contribute to hazardous conditions on the site or on adjacent lands.

#### 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 specified in the permit 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 reclamation and landscaping 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 reclamation and 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.

In addition, the Regional Board is holding the security specified in the permit, pursuant to Section 496 of the Local Government Act, to generate the performance of the terms of the permit. Pursuant to Section 496 of the Local Government Act, the Regional Board shall determine by resolution when there is a default under this permit. The entire amount of the security posted pursuant to Section 496 shall be forfeited to the Regional District in the event of a default unless otherwise specified in this permit or otherwise determined by resolution of the Regional Board.

Security Posted:

- (a) an irrevocable letter of credit in the amount of \$ N/A.
- (b) the deposit of the following specified security: \$ 75,000.00

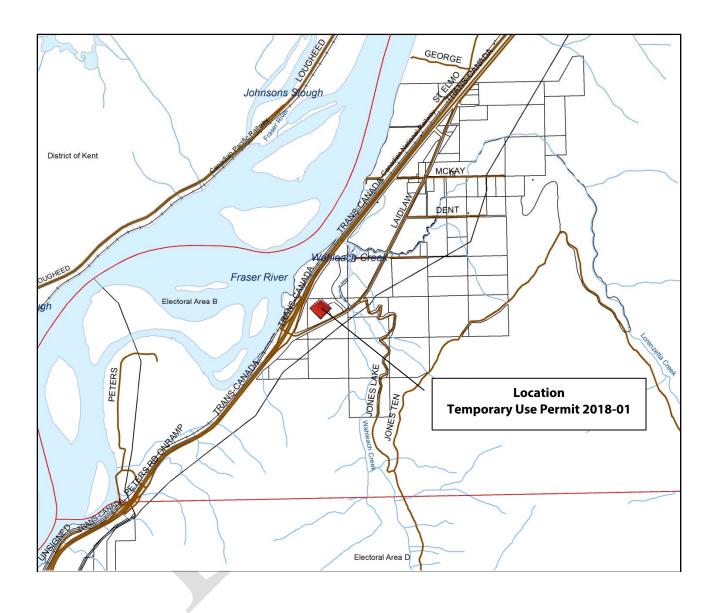
Note: The Regional District shall file a notice of this permit in the Land Title Office stating that the land described in the notice is subject to Temporary Use Permit Number 2018-01. The notice shall take the form of Appendix I attached hereto.

AUTHORIZING RESOLUTION PASSED BY THE BOARD OF DIRECTORS OF THE FRASER VALLEY REGIONAL DISTRICT ON THE \_\_\_\_\_ TH DAY OF \_\_\_\_\_ 2018.

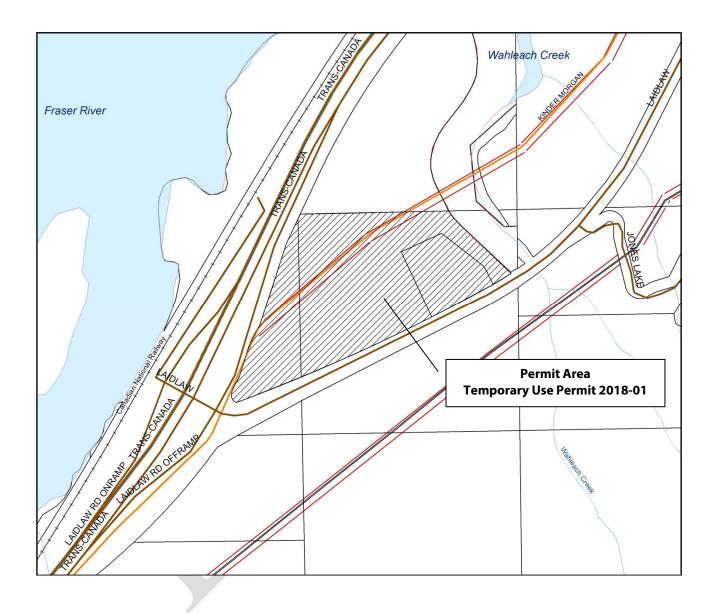
> Chief Administrative Officer/ **Deputy Secretary**

THIS IS NOT A BUILDING PERMIT

# **TEMPORARY USE PERMIT 2018-01 SCHEDULE "A" Location Map**



# **TEMPORARY USE PERMIT 2018-01 SCHEDULE "B" Permit Area**



# **TEMPORARY USE PERMIT 2018-01 SCHEDULE "C" Technical Submission**



#### **Margaret Thornton**

From:

Pountney, Bronwyn < Bronwyn\_Pountney@transmountain.com>

Sent:

July-29-18 12:07 PM

To:

Margaret Thornton

Cc:

Graham Daneluz; Stebbings, Kate; Renaud, Louis; Catt, Michael S (Mike); Carranza, Ben

Subject:

Documents to Support TUP & DP Application for HOP052 Site

**Attachments:** 

Summary of the Archaeological Impact Assessment for HOP052.pdf; Resource Specific Management Table for HOP052\_Figure.pdf; Summary of HOP052.pdf; Resource Specific Management Table for HOP052.pdf; Dust Suppression Mitigation for HOP052.pdf; Civil and Grading Plans for HOP052.pdf; Geohazard Assessment for

HOP052.pdf; Topographic Survey Plan for HOP052.pdf; Traffic Assessment for HOP052.pdf

# Hi Margaret,

In support of Application for a Development Permit for the property located at 57951 Laidlaw Road (File No. 3060-20 2018-12 DP001466) and Application for a Temporary Use Permit for the property located at 57951 Laidlaw Road (File No. 3095-20 2018-01).

#### Please find Attached:

- Site Specific Archaeological Summary
- Site Specific Environment Information
- Description of Dust Suppression Measure
- Topographic Survey Plan
- Civil and Grading Plan
- Geohazard Assessment
- Traffic Management Information

# Site-Specific Traffic Management

The Traffic Management Plan for this property was completed by TMEP and submitted to the NEB for review and approval.

Traffic to and from the property will be managed through the use of traffic signage and flag persons as required. Vehicles travelling to and from the property will use Highway 1 on-ramps and off-ramps to access Laidlaw Road. Vehicles entering the site from Highway 1 in either direction will turn onto Laidlaw Road and then will then make a left turn to access the property. Vehicles leaving the site will make a right turn from the property onto Laidlaw Road and then a right turn from Laidlaw onto Highway 1 to travel east, or proceed under the highway overpass to make a left turn for travel west. Public access to Laidlaw Road will be maintained during Project activities.

During normal operations, vehicles will access the site between **6:00am and 7:00 pm.** hours Monday to Saturday. Following the initial transportation of pipe to the stockpile site traffic volume will be reduced significantly until the start of construction in 2019.

A number of different types of vehicles will access the property during Project activities. The anticipated volume of each vehicle type is described in the table below. Traffic assessment indicates Project-related traffic will have negligible impacts when assessed against background traffic volumes.

Vehicle Type

**Average Construction Activities** 

**Peak Construction Activities** 

Light Vehicles	5 trips during AM	20 trips during AM
Light vehicles	5 trips during PM	20 trips during PM
Transport Trucks	20 loads per day	30 loads per day

The use of Laidlaw Road will be managed under MoTI permit restrictions to ensure load restrictions are appropriate for the road surface. Any repairs related to Project activity will be completed by Trans Mountain.

# Modular buildings details.

One 12x60 construction office and a male and female washcar will be installed on the property. These units will be self sufficient with temporary power, communications and holding tanks for potable water and sewer. All water will be trucked in and sewage trucked out and disposed of at an approved disposal facility.

#### **Site Reclamation**

Prior to development, an independent third party consultant will assess the property and document the preconstruction conditions of the site. Following use, the property will be returned to its pre-construction condition (or better). The property will be regraded and then hydroseeded with local species vegetation to match the preconstruction condition. All reclamation work will be completed under the supervision of a certified Environmental Inspector and with the approval of the land owner

# **Site Development Information**

Trans Mountain obtained a lease agreement with the landowner which commenced September 1, 2017. Under the lease Trans Mountain secured landowner consent to act as the agent for site development which included;

- Clearing and grubbing
- Stripping and stockpiling of organic material
- Site grading, enhancing drainage and sediment control system and gravel placement
- Installation of security fencing
- Installation of temporary offices and washcar facilities
- Reclamation after the project is complete

Please don't hesitate to contact me should you have any questions or require any further information.

Thanks,

Bronwyn

Bronwyn Pountney, M.Env.Man., EP Permitting Specialist Trans Mountain Expansion Project



TRANSMOUNTAIN

Kinder Morgan Canada Inc 2700, 300 - 5 Avenue SW Calgary, AB T2P 5J2 Direct Dial: 403.514.6726 Cell: 587.830.3549 Fax: 403.514.6427

bronwyn pountney@transmountain.com

# 7.0 TRAFFIC ASSESSMENT OF KEY CONSTRUCTION LOCATIONS - STOCKPILES, CAMPS, OFFICE/CONSTRUCTION YARDS AND BORROW PITS

# 7.1 Overview of Temporary Facilities

This section provides a traffic assessment of temporary construction sites and infrastructure including stockpile sites, camps, office/construction yards and borrow pits in AB and BC along the TMEP corridor. Table 7-1 provides a list of these locations by spread. Finalization of these sites will be completed based on discussions with site owners, review of commercial terms, as well as final planning and traffic management considerations. Consultation and engagement regarding temporary construction sites and infrastructure will be completed with Appropriate Government Authorities, impacted landowners/tenants, and Aboriginal groups.

TABLE 7-1
STOCKPILE, CAMP AND OFFICE/CONSTRUCTION YARD LOCATIONS BY SPREAD

Spread	Stock	pile		Ca	mp		0	ffices/Yard	
1 & 2A	Enoch	North Gate					Acheson		
2B & 2C	Edson Industrial						Edson Industrial	Edson – Range Rd 180	Hinton
3	Valemount – Slocan Access Rd	Valemount – Yellowhead	Valemount -17th Ave	Valemount – Yellowhead	Valemount – Whiskey Fill	Blue River	Valemount – Yellowhead	Valemount - 17th Ave	Blue River
4	Vavenby		Clearwater – Camp 2 Road	Clearwater - Old Mill		Clearwater – McMahon	Clearwater – McMahon		
5A - North	Kamloops – Domtar Old Mill	Kamloops KIB3					Kamloops		
5A - South	Merritt – Chutter Ranch		Merritt	Merritt – Chutter Ranch			Merritt –Chutter Ranch		
5B & 6	Hope – St. Elmo Rd	Chilliwack 7581 Cannor Road	Норе	Hope – St. Elmo Rd			Норе	Abbotsford Brandy Farms	Chilliwack 7582 Cannor Road
7							Surrey 98A Ave	Barnet Hwy	Canfor Ave.

Camp site selection considered minimizing disruption to the extent possible of local roadways. Camps will be located in close proximity to towns, within a reasonable distance, to ensure that local businesses can engage in business to supply the commercial needs of the camp residents.

Pipe stockpile sites are necessary to store the pipe near the pipeline ROW in advance of construction. The pipe for the Project will be primarily delivered to rail sidings by train and then transported by the pipe vendor to the selected, strategically located stockpile sites. Pipe will be transported from the stockpiles using flat-bed, pipe trucks or highway tractors with pole trailers carrying an average of 75 total metre (m) lengths of pipe per truck load (which is a rough estimate as pipe length carried by pipe truck will vary depending upon road conditions, diameter of pipe, wall thickness, and individual pipe lengths). In general, pipe transportation will be north and south on major transportation corridors and enter onto the Project ROW via access points and access roads (see Appendix A-3). An average area of 6 hectares (ha) is required for 100 km of pipe storage.

The Construction Yards are necessary for a number of functions including:

- 1. housing spread office buildings where personnel are engaged in the management and administration of the Project;
- 2. acting as early day and late day gathering areas for senior personnel to conduct planning activities;

Trans Mountain Expansion Project

- 3. providing necessary facilities for supply chain management for the movement of consumable and permanent goods (not pipe) to and from the ROW;
- providing necessary facilities for moderate light-duty and heavy equipment repairs (minor repairs are typically done on-ROW and major repairs are often taken to an original equipment manufacturer or Contractor, off-site facility);
- 5. providing a location for mobilization and demobilization of some equipment to ensure that pre-delivery safety inspections are done on equipment before being taken to the field; and
- 6. providing parking areas and marshalling point for some workers arriving to the work area for subsequent transportation to the ROW.

Gravel pits with an existing commercial aggregate material production capacity may be used. It is likely that some established, localized gravel pits will be sourced from where specific aggregate materials are required for the construction of off-ROW facilities such as access approaches to the ROW, construction yards, stockpile yards or camp sites. In the event that gravel trucks and public roads are required to haul material from gravel pits, the Contractor will ensure that appropriate planning, including traffic management planning, is conducted prior to the start of this activity and that all required authorizations and permits are in place.

Borrow Pits are required to gather dirt-type material, typically aggregates (sand, gravel), for use on the ROW in pipeline construction. Specific borrow pits have not yet been identified. Trans Mountain plans to use commercial borrow pits to the extent feasible. Mitigation measures provided in the Temporary Construction Lands and Infrastructure EPP are designed to ensure that any adverse interactions resulting from the construction and use of borrow pits are either avoided or reduced to acceptable levels. Existing commercial borrow pit or material locations within the construction footprint or in direct proximity to the footprint, will be used to the extent practical, although it may be necessary to truck in material to or from the ROW on occasion using public roads. Planning is being conducted to limit the movement of any and all such earthen material intra-ROW, not using public roads. The intent is to reduce hauling distances and effects on roads by moving material around site, on the ROW, using 20 tonne to 40 tonne off-highway rock trucks. Sands and aggregates are intended to be produced on-ROW as well using in situ material and on-ROW crushing and screening activities. Using gravel trucks on public roads to haul material back and forth to the ROW from off-ROW areas is a possible, secondary method for aggregate material sourcing. In the event that borrow pits are required, Trans Mountain intends to first work with land or existing facility owners which may have suitable material, and are in direct proximity to the ROW to continue to use off-highway rock trucks. In the event that gravel trucks and public roads are required to haul material from gravel pits off ROW and not in proximity to the ROW, the Contractor will ensure that appropriate planning, including traffic management planning, is conducted prior to the start of this activity and that all required authorizations and permits are in place.

# 7.2 Introduction to Traffic Management associated with Temporary Facilities

The following sub-sections to Section 7 of this TACMP present an overview of each temporary facility location, associated construction schedule as well as the planned activities. The current traffic in the vicinity of each facility is derived from various sources including AT, BC MoTI, and Municipalities websites where traffic count stations have provided recent counts. In order to normalize the traffic data, the base year of 2015 was used. The analysis is based on an annual growth rate of 1% (linear) to normalize data that were collected prior to the base year. The anticipated traffic is the sum of the current traffic and the anticipated traffic generated as the result of the construction activities.

The traffic assessment utilizes a conservative approach by using a peak hour traffic number. The peak hour traffic number is typically derived by using 10% of the Average Summer Daily Traffic (ASDT). The ASDT, where not available, are derived by adding 5% to Average Annual Daily Traffic (AADT).

The construction roadway impact analysis for each facility is developed based on the anticipated traffic additional pressure on the adjacent network elements including intersections as well as the likelihood interaction between the construction traffic with road users including cyclists and pedestrians were applicable. The analysis reviews the construction effects on public service elements including parking stalls and transit, where applicable.

# 7.3 Stockpiles – General

# 7.3.1 General Work Scope

Stockpiles will store pipe lengths brought to spread areas via rail and off-loaded at rail sidings. The pipe supplier is responsible for off-loading trains at the rail sidings and delivering the pipe via truck to pipe stockpile yard, (stockpiles) with public roadway effects being considered. Pipe delivery from rail sidings is currently scheduled to take place from fall 2017 through early summer 2018 and will be primarily via commercial trucking routes, as practical, to reduce traffic effects to public roadways.

Effects to roads, including access points and access roads (Appendix A-1 and A-3), from stockpiles to the work site have been considered for traffic management in this section.

The general, the work scope at each stockpile will have flat-bed transport trucks or highway tractors with pole trailers arriving at the stockpile sites and picking up pipe for transportation to the Project ROW. Pipe will be loaded onto the truck at the secure stockpile yard and loaded using hoisting equipment, typically using a vacuum attachment. Each truck, depending upon road bands, will carry approximately 75 m of pipe (as an estimate for traffic volume effects) and travel to the Project ROW (Appendix A-1 and A-3. Trucks are off-loaded on the ROW using hoisting equipment and the truck will proceed back to the stockpile yard for another load. This is done in a cyclical manner, during daylight hours, until enough pipe is "strung" onto the ROW for placement, welding, and eventual lowering in to the pipeline trench in the immediate future.

# 7.3.2 Stockpile Selection

Final stockpile sites are still to be determined (TBD) but have been narrowed down to the locations identified in Table 7-2. Traffic management considerations have been given to all potential stockpile sites.

TABLE 7-2
STOCKPILE LOCATIONS

Stockpile Site Selection and Priority								
5	Spreads & Area	Stockpile S	election Criteria					
Spreads	Site Locations	Site Area Consideration >20 ACRES	Close to Row (km)					
Spread 1 & 2A	Enoch	>20 A	2.6					
Spread 1 & ZA	North Gate	>20 A	6.3					
Spread 2B/2C	Edson Industrial	<20 A	2.0					
Carond 2	Valemount - Slocan Access Road	>20 A	2.5					
Spread 2B/2C Spread 3	Valemount - Yellowhead	>20 A	2.3					
Spread 4	Vavenby	>20 A	2.6					
Suread EA North	Kamloops - Domtar Old Mill	>20 A	2.8					
Spreau SA - North	Kamloops - KIB3	>20 A	9.2					
Spread 5A - South	Merritt - Chutter Ranch	>20 A	3.8					
Carped ED 6	Hope - St Elmo Rd	>20 A	1.8					
Spreads  Spread 1 & 2A  Spread 2B/2C  Spread 3  Spread 4  Spread 5A - North	Chilliwack 7581 Cannor Road	>20 A	9.5					

#### 7.3.3 Schedule

The schedule for transportation from the stockpile locations to the ROW is provided in Table 7-3.

# **TABLE 7-3**

# STOCKPILE SCHEDULE BY SPREAD

Contractor	Province / Location	Spreads		KP StartSee Appendix A	KP Finish-See Appendix A	Length-km	Stockpile Site	Stringing Timing	
	AlbertaEdmonton		1	0	0 48.949 48.949		Enoch, North Gate	October 2018 to January 2019	
			2A	48.949	147.557	98.608	Enoch, North Gate	October/November 2018	
#1	AlbertaSherwood Park to		2B	147.557	245.87 (Less 10 Kms)	98.313		August /September 2018	
	Hinton	2	2C Part 1	245.87 (less 10 Kms)	Approx. 291	92.005	Edson Industrial	November 2017 to February 2018	
			2C Part 2	Approx. 291	337.875			December 2018 to January 2019	
	Read	tivat	ion AB Jasper	National Park (JNP	) / BC Mount Robs	son Provincial	Park (MRPP)		
			ЗА	488.989	502.274	13.285	Valemount -	January 2018	
	BC InteriorValemount to	3	3B	502.274	525.436	23.162	Slocan Access Rd or Valemount -	February/March 2018	
#2	Kamloops		3C	525.436	610.55	85.114	Yellowhead	March 2018 to July 2018	
			4A	610.55	690.494	79.944		June 2018 to December 2018	
		4	4B	690.494	764.434	73.94	Vavenby	September 2018 to December 20	
<b>以及</b> 為			Washe Wall	Reactivation N	orth of Kamloops	CHRONIES	ACTION OF THE PARTY OF		
#3	BC Interior Kamloops to	5A	5A Part 1	806.344	Approx. 920	183.749	Kamloops - Domtar Old Mill or Kamloops - KIB 3	July 2018 to December 2018	
	Норе		5A Part 2	Approx. 920	990.093		Merritt - Chutter Ranch	December 2018 to January 2018 June/July 2019	
			5B Part 1	990.093	1015.449	04.014	Hana St Class	June 2018 to September 2018	
#4			5B Part 2	1015.449	1074.907	84.814	Hope - St Elmo Rd, Chilliwack	October 2018 to August 2019	
#3	BC LMD Hope to Langley		6	1074.907	1144.442 1144.442	69.535	7581 Cannor Rd	April 2018 to July 2018	

# 7.3.4 Construction Vehicles Road Usage

The construction vehicle traffic to and from the pipeline stockpiles, with respect to traffic effects, will be almost exclusively stringing trucks. The number of trucks traveling to and from the site on a daily basis is dependent on the total pipe to be stockpiled in a given location for use in a linear section of the pipeline construction, and the total duration (number of weeks or months) during which stringing activities will be conducted from the stockpile.

Except as otherwise noted, general construction traffic volumes to each of these stockpiles can be expected to be as noted in Table 7-4.

TABLE 7-4

NUMBER OF TRIPS/LOADS FROM EACH STOCKPILE LOCATION TO SPREAD

Contractor	Province / Location		Spreads	KP StartSee Appendix A	KP Finish- See Appendix A	Stringing Length-km	Stockpile Site	Stringing Schedule	# of months	# of Truck Loads (Total Kms / 75m per truck) *	Practical # Loads / day average (25 w days/mos)	
	AlbertaEdmonton	1	1	0	48.949	48.949	Enoch, North Gate	October 2018 to January 2019	4	650	7-12	
			2A	48.949	147.557	98.608		October /November 2018	2	1300	25-35	
#1	AlbertaSherwood		2B	147.557	245.87 (Less 10 Kms)	98.313		August /September 2018	2	1300	25-35	
	Park to Hinton	2	2C Part 1	245.87 (less 10 Kms)	Approx. 291	92.005	Edson Industrial	November 2017 to February 2018	4			
			2C Part 2	Approx. 291	337.875	92.005		December 2018 to January 2019	2	1250	15-25	
A CAP UN			R	eactivation AB Ja	sper National	Park (JNP) /	BC Mount Robson Pr	ovincial Park (MRPP)	1-21-50-7			
			3A	488.989	502.274	13.285	Valemount - Slocan	January 2018	1			
	BC Interior #2 Valemount to	3	3B	502.274	525.436	23.162	Access Rd or	February/March 2018	2	1600	15-20	
			3C	525.436	610.55	85.114	Valemount - Yellowhead	March 2018 to July 2018	5 (-1 overlap)	1000	13-20	
#2	Valemount to Kamloops			4A	610.55	690.494	79.944		June 2018 to December 2018	7		15
		4	4B	690.494	764.434	73.94	Vavenby	September 2018 to December 2018	4 (-4 overlap)	2050	15	
			A TOWN		React	tivation Norti	h of Kamloops		The second second			
#3	BC Interior	5A	5A North	806.344	Approx. 920	183.749	Kamloops - Domtar Old Mill or Kamloops - KIB 3	July 2018 to December 2018	6	1837	20-25	
	Kamloops to Hope		5A South	Approx. 920	990.093		Merritt - Chutter Ranch	December 2018 to January 2019 & June/July 2019	4		10-15	
#4		5B	5B Part 1	990.093	1015.449	84.814	Hope - St Elmo Rd.	June 2018 to September 2018	4		F 10	
	BC LMD Hope to			5B Part 2	1015.449	1074.907	94.014	Chilliwack 7581	October 2018 to August 2019	11	2450	5-10
#3	Langley		6	1074.907 1078.519	1144.442 1144.442	69.535	Cannor No	April 2018 to July 2018	4		20-25	

<sup>\*</sup> Estimated total length per pipe truck only. Lineal loads per pipe truck will be dependent on pipe diameter, wall thickness, road conditions, area of transport, etc.

# 7.3.5 Construction Traffic Roadway Impacts

The stockpile sites are mainly located in rural areas with relatively low urban traffic activities. Truck traffic generated by the stockpile sites during the construction activities is negligible when compared to the current traffic carried by the adjacent public roadways. Furthermore, the truck activities to/from stockpile sites are spread throughout the working day(s) and therefore will not intensify during the morning and evening peak hours along adjacent transportation network elements.

# 7.3.5.1 Adjacent Network Element(s)

It is anticipated truck activities generated by travel to and from the stockpile sites considered to the stockpiles will not affect the transportation network, and more specifically, will not add operational pressure on adjacent network element capacities.

# 7.3.5.2 Access point(s)

The sites under consideration for the stockpiles may require certain upgrades and improvements to ensure safe and effective transport corridors are established for internal truck circulations as well as ingress/egress movements. Therefore, all access points will be studied to ensure sufficient turning radiuses as well as sight distance(s) are provided to the commuters.

# 7.3.5.3 Active and Public Transportation Element(s)

The areas adjacent to the stockpiles are rural with no significant public facilities including sidewalks, crosswalks, and/or dedicated cycling lanes that may be affected by construction traffic. There are no identified public transportation facilities, stations, or bus bays that will be affected as the result of truck activities. If rare occasions are identified, the Contractor(s) will be responsible to relocate the affected facilities and provide a safe environment with the same capacity as well as convenience for the commuters.

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# 7.3.5.4 Parking

The sites under consideration for stockpiles will accommodate the parking requirements for the transport trucks, heavy, and light vehicles. Construction vehicles will not occupy off-site public parking spaces.

# 7.3.6 Construction Traffic Ancillary Effects

Ancillary effects are expected to be minimal at stockpiles given that noise and light effects will be almost exclusively during daytime hours and the stockpiles are generally located in non-residential, rural areas. Dust, if present, will be controlled using water trucks on the short, gravel access roads leading to stockpiles. For debris on the highway arising from construction traffic, trucks will be maintained as clean as feasible (as weather allows) and roads and shoulders will be swept, as required.

# 7.4 Camps – General

#### 7.4.1 General Work Scope

Camp selection is currently being finalized. Camps are classified as either full service or as sleeper camps. Full service camps are located in areas with little local infrastructure to ensure community services are maintained for local residents. Sleeper camps are located in areas with established infrastructure to support camp residents and to maximize local commercial benefits. Camp planning is subject to change as Project planning progresses.

Camps will be occupied during construction primarily during mainline pipeline construction activity timeframes and in direct correlation with manpower requirements. See the Tables in Section 6.1.9 of this Plan for manpower tables.

The general work scope at each camp will be as follows:

- full service camps housing workers including food and non-alcoholic beverage service;
- sleeper camps housing workers providing rooms and washrooms/showers only; and
- parking areas for camp residents. Camp residents at sleeper camps will use local commercial services on a daily basis.

# 7.4.2 Schedule

Camp construction and use dates are being finalized but will be in place for peak manpower use during mainline pipeline construction from summer 2017 through to fall/winter of 2019. See the Tables in Section 6.1.9 of this Plan for man-power tables.

#### 7.4.3 Construction Vehicles Road Usage

General traffic volumes to each of these camps are identified in Table 7-5 and include estimated personnel vehicle use to and from camps during work days.

TABLE 7-5
PROPOSED CAMP LOCATIONS AND ANTICIPATED VEHICLE TRAFFIC

SI	preads & Area	Camp S	election Cri	teria	Vehicle Trips	Comments	
Spreads Site Locations		Camp Site Area Consideration >10-20 ACRES	Land Zoning	Close to Row (km)	Estimated daily based on work bus trips and worker travel with personal vehicles outside work hours to and from camp.	Numbers are approximate	
	Blue River Camp	Υ	Industrial	1.3	30-50 trips in am 50-75 trips in pm	500 Man Full Service Camp	
Spread 3	Valemount Camp - 17th Avenue	Υ	Industrial	2.4	450	350 Man Sleeper Camp close to Valemount	
	Valemount Camp - Yellowhead	Υ	Industrial	2.3	150+ trips in am & 150+		
	Valemount Camp - Whiskey Fill	Υ	Industrial	5.8	trips in pm		
	Clearwater Camp - Camp 2 Road	Υ	Mixed	2.3	150+ trips in am & 150+	350 Man Sleeper Camp close to Clearwater	
Spread 4	Clearwater Camp - Old Mill Site	Υ	Industrial	1.7	trips in pm		
	Clearwater Camp - McMahon	Y	Agricultural	0.7		orear water	
Spread 5A	Merritt Camp	Υ	Mixed Industrial	2.6	150+ trips in am & 150+	350 Man Sleeper	
Spread SA	Merritt Camp - Chutter Ranch	Υ	Agricultural	3.8	trips in pm	Camp close to Merri	
12_189604	Hope Camp	Υ	Agricultural	1	150+ trips in am & 150+	250 Man Slooner	
Spread 5B	Hope Camp - St Elmo Road	Υ	Agricultural	1.8	trips in pm	350 Man Sleeper Camp close to Hope	

# 7.4.4 Construction Traffic Roadway Impacts

The potential sites selected for camps may require some upgrades. The construction activities associated with the camps upgrade will generate negligible traffic volumes when compared to the adjacent network current traffic flows. In addition, the camp sites are generally selected in rural areas, at previously disturbed sites, and close to the pipeline construction activities. Any upgrade activities will be completed entirely inside the camps, and therefore, will not affect public traffic. The transport trucks will operate mostly during the off-peak hours to ensure minimal effects.

The camps, once operational, will be used to accommodate the pipeline construction workforce. Workers will be transported to/from work zone(s) using mostly high occupancy vehicles (HOVs) including buses, minibuses and multiple passenger pickup trucks. Use of single occupied vehicles will be minimized. In addition, the majority of the HOVs will leave/arrive to the camps during the off-peak hours. Therefore, the effects on the adjacent traffic network will be negligible.

Table 7-5 shows the current zoning for the potential camp location. The zonings include industrial and agricultural which reflects the rural nature of the adjacent transportation elements. However, it is recommended that the Contractor(s) conduct TIA(s) for these site(s) once the location and anticipated traffic volumes are finalized.

# 7.4.4.1 Adjacent Network Element(s)

The traffic generated from potential camp sites would peak during off-peak hours of public traffic flow. The labor shifts are planned in a way that the labor will arrive and leave the field at the shortest time to ensure utilization maximization. Therefore, the anticipated traffic to/from campsites will have negligible pressure on the adjacent transportation elements' capacities.

# 7.4.4.2 Access point(s)

Table 7-5 shows the current zoning for the potential camp location. The zonings include industrial and agricultural zones which reflect the rural nature of the adjacent transportation elements. Therefore, it is anticipated that the existing laning geometries at the access point(s) would provide sufficient sight distances and turning radiuses. To ensure safety is preserved during camp operation(s), it is recommended that the

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Contractor(s) review the existing and required access point designs. The Contractor(s) will implement any upgrades that are identified for the access points prior to camps becoming operational.

# 7.4.4.3 Active and Public Transportation Element(s)

The areas adjacent to the camps are generally rural with no or significant public facilities including sidewalks, cross-walks, and/or dedicated cycling lanes that may be affected by the construction traffic. There are no identified public transportation facilities, stations, bus bays, etc. that will be affected as the result of truck activities. If situations arise, the Contractor(s) will be responsible to relocate the affected facilities and provide a safe environment with the same capacity as well as convenience for the commuters.

#### 7.4.4.4 Parking

The sites under consideration for camps will accommodate the parking requirements for buses, minibuses, and pickup trucks. The traffic generated to/from camp sites will not occupy off-site public parking spaces.

# 7.4.5 Construction Traffic Ancillary Effects

Ancillary effects are expected to be minimal at camps given that noise and light effects will be almost exclusively during daytime hours and the camps are generally located in non-residential, rural areas. Dust, if present, will be controlled using water trucks on the short, gravel access roads leading to camps. For debris on the highway arising from construction traffic, trucks will be maintained as clean as feasible (as weather allows) and roads and shoulders will be swept, as required.

# 7.5 Construction Yards/Offices – General

#### 7.5.1 General Work Scope

Construction yards/offices will be used for many functions including housing the main Spread offices storing equipment for mobilization and demobilization activities where equipment cannot be directly mobilized or demobilized from its point of origin to the Project ROW, providing warehouse areas, and providing an area for equipment repair. Some parking will also be available in these areas but is to be limited to the extent practical.

#### 7.5.2 Schedule

Offices will generally be used early in construction in most spreads from summer 2017 through to fall or early winter in 2019.

Commercially available areas in industrialized areas where similar offices and yards already exist are being prioritized. In addition, getting traffic into and out of the area/yard will be considered before finalizing commercial agreements. It is anticipated that traffic from the Spread 7 yard will be of negligible effect on localized industrial area roadways or commercial trucking routes.

Table 7-6 provides a list of offices/yard locations by spread.

TABLE 7-6
CONSTRUCTION OFFICE/YARD SELECTION:

	Spreads & Area		Office/Yard Selection Criteria		
Spreads	Site Locations	Site Area Consideration >8- 12 ACRES	Close to Row (km)		
Spread 1/2A	Acheson Office/Yard	N	6.0		
	Edson Office/Yard - Range Rd 180	N	2.0		
Spread 2B/2C	Edson Industrial Office/Yard	Υ	2.0		
	Hinton Office / Yard	N	3.7		
	Valemount Office/Yard - Yellowhead	Υ	2.3		
Spread 3	Valemount Office/Yard - 17th Avenue	Υ	2.4		
	Blue River - Office/Yard	Υ	0.4		
Spread 4	Clearwater Office/Yard - McMahon	Υ	0.7		
Spread 5A- North	Kamloops Office/Yard	N	0.6		
Spread 5A-South	Merritt Office/Yard - Chutter Ranch	Υ	3.8		
	Hope Office/Yard	Υ	1.0		
Spread 5B & 6	Abbotsford Brandy Farms Office/Yard	N	0.2		
<u> </u>	Chilliwack 7582 Cannor Road Office/Yard	N	9.5		
	Surrey 98A Avenue Office/Yard	N	0.2		
Spread 7	Canfor Avenue Office/Yard	Υ	0.6		
	Barnet Highway Office/Yard	N	0.6		

# 7.5.3 Construction Vehicles Road Usage

Traffic to and from construction yards will vary greatly. Total traffic volumes will be dependent on day to day activities and whether workers can be staged directly to the work site from camp sites, or if parking and staging to the work site is required at construction yards. Also of note is that fuel storage capacity will be located at some or all Construction yards. For that reason, additional, non-peak hour traffic during the day or increased traffic in the mornings or evenings may result in construction vehicles fueling up in the construction yards. Traffic volumes at construction yards are estimated in Table 7-7 with consideration regarding peak manpower requirements at each spread (duration for these counts below will vary from fall 2017 to winter 2019).

**TABLE 7-7** 

#### OFFICE/YARD CONSTRUCTION VEHICLE TRAFFIC

S	preads & Area	Traffic Volumes—Round-Trips, estimated						
Spreads	Site Locations	Light Vehicles	Personal Light Vehicle (On-Site Parking)	Buses & 15 Passenger Vans	Transport Trucks & Fuel Trucks			
Spread 1/2A	Acheson Office/Yard	50-100	80-100	10-20	20			
	Edson Office/Yard - Range Rd 180							
Spread 2B/2C	Edson Industrial Office/Yard	40-75	50-75	10-15	10			
	Hinton Office / Yard							
	Valemount Office/Yard - Yellowhead	50-100	80-100	20-30	20			
Spread 3	Valemount Office/Yard - 17th Avenue	50-100	80-100	20-30	20			
	Blue River - Office/Yard	50-100	50	10	10			
Spread 4	Clearwater Office/Yard - McMahon	50-100	80-100	20-30	20			
	Kamloops Office/Yard	40.50	40.50	40.45	20			
Spread 5A- North	Kamloops Office/Yard - KIB3	40-50	40-50	10-15	20			
Spread 5A-South	Merritt Office/Yard - Chutter Ranch	40-50	40-50	10-15	20			
	Hope Office/Yard	20	20	F 10	45			
Spread 5B & 6	Abbotsford Brandy Farms Office/Yard	20	20	5-10	15			
	Chilliwack 7582 Cannor Road Office/Yard	25	25	10-15	15			
	Surrey 98A Avenue Office/Yard							
Spread 7	Canfor Avenue Office/Yard	20	20	5	10			
F0	Barnet Highway Office/Yard		•					

<sup>\*</sup> Estimated against peak man-power requirements. Volumes will likely be decreased from the estimate noted for much of the Project

# 7.5.4 Construction Traffic Roadway Impacts

Office/yard upgrades are estimated to have moderate effect on public roadways in rural areas and minor effect in urban areas. Most traffic traveling to and from construction yards will occur in the morning (7:00 AM to 9:00 AM) and in the evening (5:30 PM to 7:30 PM). Further, existing roads are in place with few, if any, upgrades currently being contemplated to each office/yard access. Construction yard upgrades may be necessary at some locations where the area is not previously constructed to accept commercial vehicle use pertaining to overall site suitability (such as, drainage, gravel base, etc.). Upgrade construction to and from the location will be minimal consisting of a few pieces of heavy equipment working on the stockpile location and a few light vehicles travelling to and from the location on a daily basis with supervision and equipment operators.

# 7.5.4.1 Adjacent Network Element(s)

Table 7-6 shows the estimated distance(s) between yard/office site(s) and the associated Project ROW for which they provide services. These distances show that the yard/offices site(s) are selected with shortest distances with respective service areas. In addition, Table 7-7 shows the anticipated traffic volumes to/from yard/offices sites. The anticipated traffic is negligible when compared to the general public traffic carried by the adjacent transportation elements. The relatively low traffic volume generated to/from the yard/offices site(s), coupled with relatively short driving distances to/from the Project ROW, will reduce traffic effects on the adjacent transportation network elements.

#### 7.5.4.2 Access Point(s)

The yard/office sites are generally located in rural areas with industrial or agricultural zonings. Therefore, the natural land patterns as well as the access points existing laning geometries provide with sufficient sight distances and turning radiuses. The Contractor(s) will review the access points geometry and will implement upgrades where applicable to ensure public traffic safety is preserved.

# 7.5.4.3 Active and Public Transportation Element(s)

The sites anticipated for yard/offices are located within rural settings with no significant public facilities including sidewalks, crosswalks and/or dedicated cycling lanes. There are no transit facilities in close vicinity to yard/office sites.

# 7.5.4.4 Parking

The targeted sites for yard/office use have sizable vacant land that will be used to accommodate the parking needs for the construction related traffic. The anticipated traffic generated during the construction will not occupy off-site public parking spaces.

# 7.5.5 Construction Traffic Ancillary Effects

Ancillary effects are expected to be minimal at offices/yards given that noise and light effects will be almost exclusively during daytime hours and the offices/yards are, generally, located in non-residential, rural areas. Dust, if present, will be controlled using water trucks on the short, gravel access roads leading to the offices/yards. For debris on the highway arising from construction traffic, trucks will be maintained as clean as feasible (as weather allows) and roads and shoulders will be swept, as required.

#### 7.6 Borrow Pits – General

Borrow pit and gravel pit trucking using local roadways will be minimized to the extent possible. Trucking of material to and from commercial borrow pits and gravel pits will include on-ROW trucking and transportation from existing commercial sites on highway to the nearest access where material is required. See Section 7.1 for further information.

Strong pit is the anticipated borrow pit for the lower mainland, non-mainline pipeline construction area, and will require gravel trucks to utilize public roads to access this site. This site is yet to be finalized.

# 7.7 Spreads 1 and 2A

# 7.7.1 Enoch Stockpile Site

# 7.7.1.1 Overview

The Enoch Stockpile Site is located west of Highway 60 (Devonian Way), off of Township Road 523 (see Figure 7-1). The approximately 12.8 ha site is level and requires site preparation, granular material, and fencing.

Refer to Table 7-3 for scheduled use of the site for pipe stockpiling during construction.

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#### 7.13 Spread 5B & 6

# 7.13.1 Hope Stockpile - St Elmo Road

#### 7.13.1.1 Overview

The Hope Stockpile and Camp - St Elmo Road is located off of Highway 1 on St Elmo Road in Hope, BC (see Figure 7-18). The approximately 8.2 ha site is flat and may require site preparation, granular material, and fencing.

Refer to Table 7-3 for scheduled use of the site for pipe stockpiling during construction.

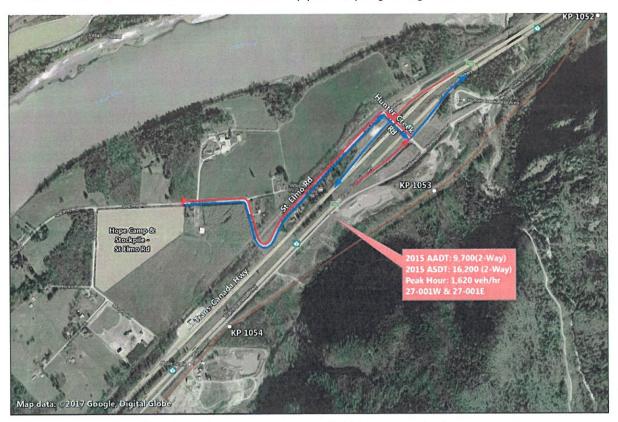


Figure 7-18 Hope Stockpile and Camp - St Elmo Road

#### 7.13.1.2 Current Traffic and Anticipated Traffic Volumes

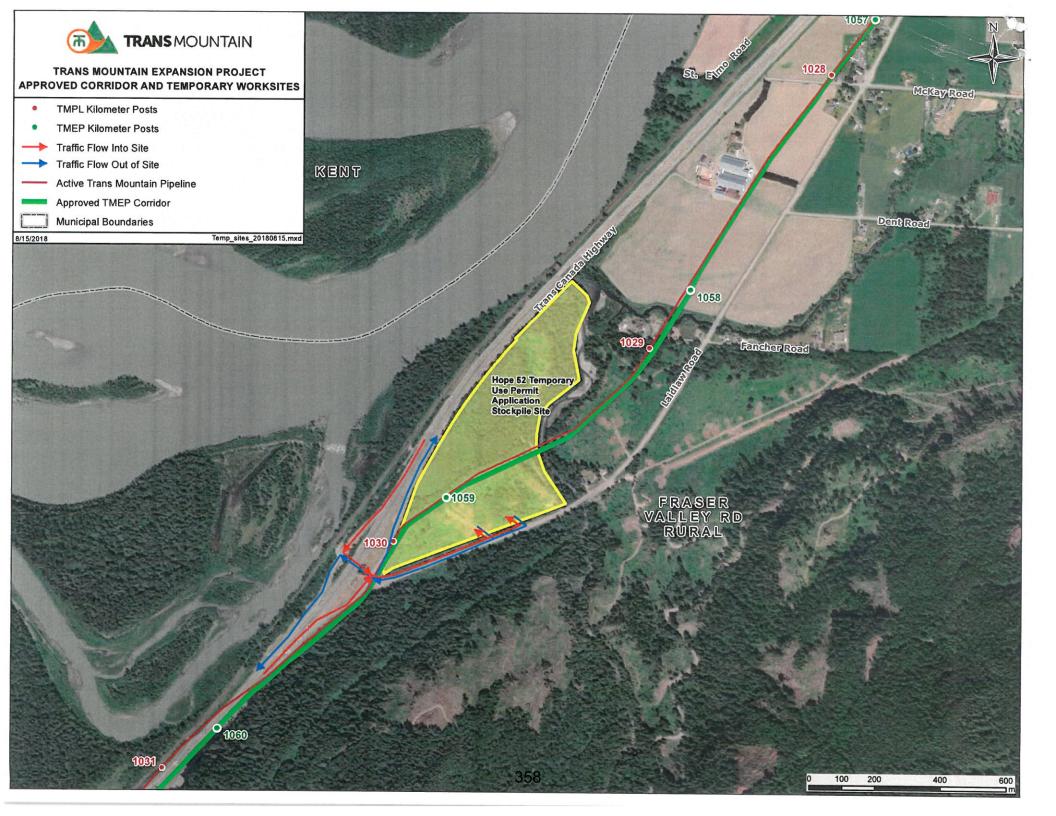
Figure 7-18 shows the current traffic data for the Hope Stockpile - St Elmo Road. Normally, the anticipated traffic volumes are the sum of the current traffic and the anticipated traffic generated from the construction activity. The anticipated traffic from the construction activities for the Hope Stockpile - St Elmo Road is shown in Table 7-4.

# 7.13.2 Chilliwack 7581 Cannor Road Stockpile Site

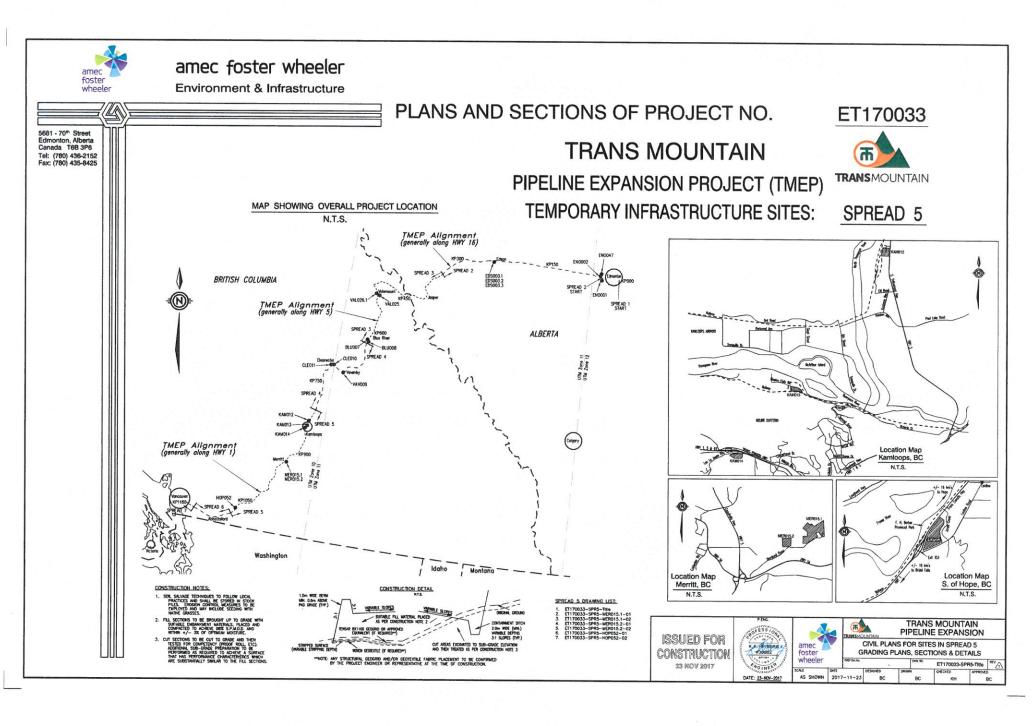
#### 7.13.2.1 Overview

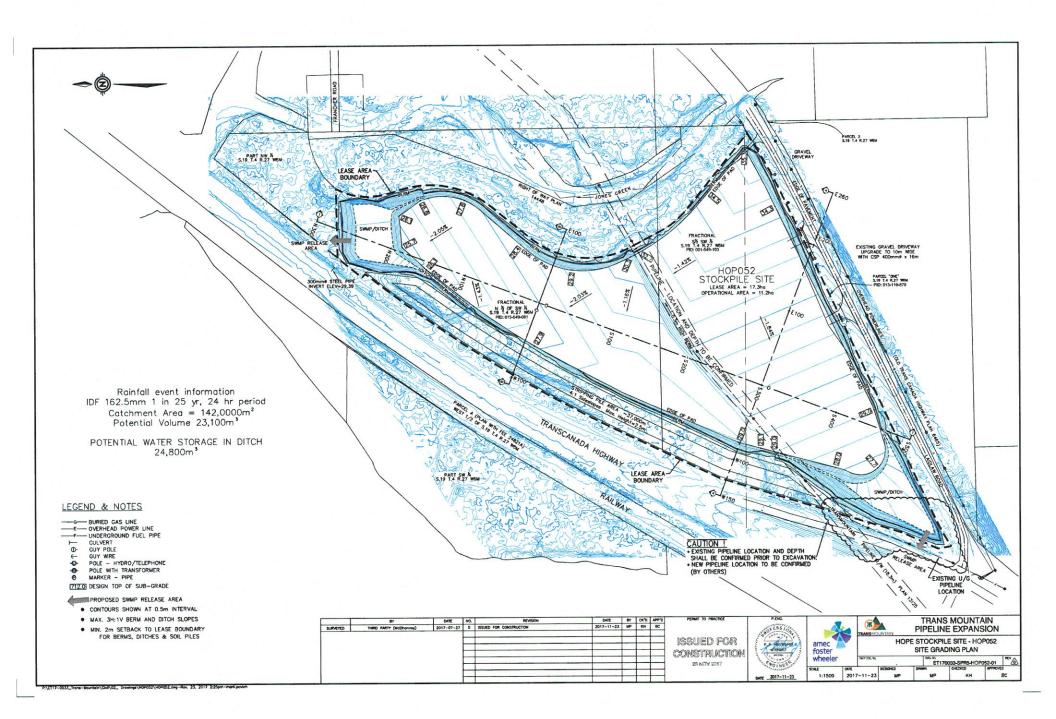
The Chilliwack 7581 Cannor Road Stockpile and Office/Yard Sites are located on the north side of Highway 1, west on Industrial Way, and off of Cannor Road in Chilliwack, BC (see Figure 7-19). The approximately 8.4 ha and 2.5 ha sites respectively, are flat and may require site preparation, granular material, and fencing.

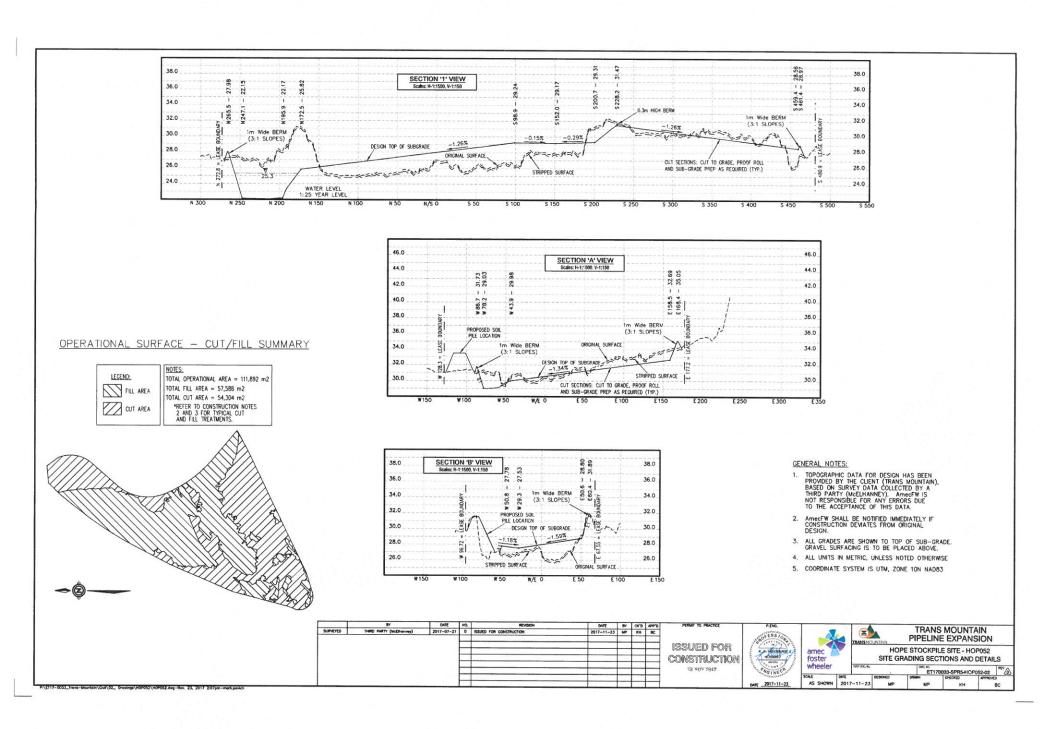
Refer to Table 7-3 for scheduled use of the site for pipe stockpiling during construction.











## Memo



To:

Glen Kayne, P.Eng.

From:

Marianne Rosted, MSc., P.Geo., P.Eng.

File No:

ET170033.010

Date:

16 November 2017

Reviewed by:

Nick Polysou, P.Eng.

Subject: Site HOP 052

Trans Mountain Pipeline Hope, British Columbia

#### 1.0 INTRODUCTION:

This memo presents the results of a desktop and field terrain stability assessment prepared for proposed development at a site located to the south of Laidlaw, approximately 15 km to the south of Hope, British Columbia. The desktop review was completed based on the information made available combined with observations made in the field.

The purpose of this review is to screen the sites to see if a Terrain Stability Field Assessment is warranted. This work is undertaken to fulfill the commitments in addressing NEB Condition 66 Risk Management Plan for Geohazards with respect to Temporary Infrastructure Sites:

#### 2.3 Temporary Stockpile Sites and Access Roads

Terrain mapping completed for the project covers areas designated for stock pile sites as well as the access roads to be utilised during construction. Terrain Stability Field Assessments (TSFAs) will be conducted on Class IV and V and select Class III terrain post-clearing and prior to major construction to ensure that impacts to 3rd parties, the environment and worker safety from geohazards can be either prevented or minimised. Risk management strategies will be implemented in accordance with the Field Changes Manual for Geohazard Mitigation (NEB Condition 51 A83057) where hazards are identified as a result of TSFAs.

### 2.0 AVAILABLE DATA:

The following data was either made available for review, or obtained from the web based on the knowledge of the site locations;

Amec Foster Wheeler Environment& Infrastructure a Division of Amec Foster Wheeler Americas Limited Suite 600 - 4445 Lougheed Highway, Burnaby, BC, Canada V5C 0E4 +1 (604) 294-3811 Fax +1 (604) 294-4664

www.amecfw.com

HOP 052 Memo\_20171116.docx

- McElhanney site drawing: Topographic Survey Plan of Hope Stockpile Site REM FRAC. N
   1/2 And S 1/2 of the SW 1/4 SEC 19, TP 4 R 27 W6M Lying Eat of the Fraser River Hope, BC.
   Dated 2017-10-18.
- Geology of British Columbia 2005-3"
- Map 737A, Hope, Scale 1 inch to 4 miles. Geological Survey, Department of Mines and Resources 1943<sup>iii</sup>
- Google Earth imagery
- Terrain Classification System for British Columbia. Ministry of Environment. 1997. Version
   2<sup>iv</sup>
- Mapping and Assessing Terrain Stability Guidebook. Forest Practices Code of British Columbia. August 1999. Second Edition<sup>v</sup>
- Trans Mountain Expansion Project, *Field Changes Manual for Geohazard Mitigation*, Document # 01-13283-SG-0000-PL-RPT-0008, April 27, 2017<sup>vi</sup>

#### 3.0 SITE DESCRIPTION:

HOP 052 is bounded to the west-northwest by TransCanada Highway No. 1, and to the south by Laidlaw Road. The Fraser River is located directly to the west and downslope of the highway. To the northeast of the site, the land is cultivated and there are some residential properties present.

An actively flowing, meandering creek (Jones Creek aka Waleach Creek) is present to the northnortheast of the proposed site boundary. Laidlaw Road crosses the creek just northeast of the site boundary. At the time of the field assessment, the creek level was between 2 to 3.5 m below the site grade. Near the Laidlaw Road crossing, the portion of the creek bank parallel to a property was lined with rip rap. Based on the plans provided (see attached) the site boundary adjacent to the creek appears to be set back between 35 m to 64 m from the creek. A buried Trans Mountain pipeline crosses the site in a northeast - southwest direction. Apart from discrete patches of mature trees, the site has been cleared, and some regrading has taken place. Several overgrown gravel paths were observed to criss-cross the site. Low shrubs were observed across the site. The site appears to be underlain by alluvial sands and gravels exposed where regrading has occurred. Upslope from Laidlaw Road the terrain becomes much steeper and mountainous. The steep area is typically densely forested, except for rock cut slopes along a section of Laidlaw Road. The rock cuts are near vertical, consisting of competent bedrock. This area did not display any signs of instability or rock fall. A ditch was observed on the upslope side of Laidlaw Road along the entire length of the project area. The ditch was well vegetated and did not show signs of fresh material having been deposited in the ditch as a result of either rock fall or instability upslope. The general geometry of the creek combined with the steep terrain to the south suggests that there may be a potential for debris flows. There were no signs of recent debris flows observed during the assessment. The general area was densely forested with mature forest.

Review of 1 in 200 year floodplain maps indicate that the site is not located within the floodplain to the Fraser River.

#### 4.0 SITE GEOLOGY:

According to the above referenced surficial geology map, the site is underlain by post-glacial alluvium, glaciofluvial sands and gravels and till. The soils are underlain by Palaeozoic and Mesozoic undefined bedrock units consisting of slate, phyllite, sandstones, limestones and conglomerates.

#### 5.0 TERRAIN STABILITY CLASSIFICATION:

The terrain stability has been classified in accordance with the referenced *Mapping and Assessing Terrain Stability Guidebook*, Forest Practices Code of British Columbia. The classification system details are presented in Table 1.

Table 1 - Terrain Stability Classification

Terrain stability class	Interpretation
1	No significant stability problems exist.
11	<ul> <li>There is a very low likelihood of landslides following timber harvesting or road construction.</li> </ul>
	<ul> <li>Minor slumping is expected along road cuts, especially for 1 or 2 years following construction.</li> </ul>
III	<ul> <li>Minor stability problems can develop.</li> <li>Timber harvesting should not significantly reduce terrain stability. There is a low likelihood of landslide initiation following timber harvesting.</li> <li>Minor slumping is expected along road cuts, especially for 1 or 2 years following construction. There is a low likelihood of landslide initiation following road construction.</li> </ul>
IVR	<ul> <li>Expected to contain areas with a moderate likelihood of landslide initiation following road construction and a low or very low likelihood of landslide initiation following timber harvesting.</li> </ul>
IV	<ul> <li>Expected to contain areas with a moderate likelihood of landslide initiation following timber harvesting or road construction.</li> </ul>
٧	Expected to contain areas with a high likelihood of landslide

Provided the applied set-back of the site from the meandering creek observed to the northeast, combined with development of protection berms, Terrain Stability Classification III is assigned to the site.

#### 6.0 DISCUSSION:

Based on the information available, there are concerns with respect to the presence of a meandering creek crossing the proposed site. Comparing Google Earth imagery from 2004 to 2017 indicate that the Jones Creek is clearly migrating. The imagery suggest that between these dates the migration has occurred within the current channel. However, further lateral erosion of the current channel embankments cannot be ruled out based on the erodible alluvial deposits present combined with a significant flood event. Based on our current understanding of the site boundary, the proposed setback from the creek crest is between 35 and 65 m. This setback distance is likely adequate with respect to lateral erosion, given the temporary nature of the proposed use for stockpiling of materials. However, it is recommended that a hydrotechnical assessment is completed to understand the potential flood levels of the creek. The size of the proposed protection berms can be better defined based on the result of the hydrotechnical assessment.

Although evidence of recent debris flows was not observed in the field, the occurrence cannot be ruled out. Review of the geometry of the creek and the surrounding area suggests that the largest volume of a debris flow will most likely follow the course of the creek, however, some material could spill onto the Laidlaw Road and potentially impact the eastern corner of the site (adjacent to Laidlaw Road). The proposed berms would protect the site to some degree from inflow of debris, but there is a potential for some material to over-top the berms, spilling onto the site. Detailed assessment of the scale of a debris flow and the impact is beyond the scope of this assignment.

#### 7.0 CLOSURE

The recommendations presented herein are based on a geotechnical evaluation of the findings of the desktop assessment and other information deemed relevant to the assessment. The material in this memo reflects Amec Foster Wheeler's judgement considering the information available to Amec Foster Wheeler at the time of preparation of the memo.

If conditions other than those described in this memo are noted during subsequent phases of the project, Amec Foster Wheeler Environment & Infrastructure should be notified and given the opportunity to review and revise the current recommendations, if necessary. Recommendations presented herein may not be valid if an adequate level of field review is not provided during construction or if relevant code requirements are not met.

This memo has been prepared for the exclusive use of Trans Mountain for the specific application to the development described within this memo. Any use which a third party makes of this memo, or any reliance on or decisions made based on it are the responsibility of such third parties. Amec Foster Wheeler accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions taken based on this memo. It has been prepared in accordance with general accepted soil and foundation engineering practices. No other warranty, expressed or implied, is made.

Amec Foster Wheeler Environment & Infrastructure

Amec Foster Wheeler trusts this meets your immediate requirements. If you have any questions or require further information, please contact this office.

Respectfully submitted,

Amec Foster Wheeler Environment & Infrastructure, a division of Amec Foster Wheeler Americas Limited

Reviewed by:

Marianne Rosted, MSc., P.Geo., P.Eng.

Senior Geological Engineer

Nick Polysou, P.Eng. Principal Geotechnical Engineer

#### Attachments:

McElhanney site drawing: Topographic Survey Plan of Hope Stockpile Site REM FRAC. N  $\frac{1}{2}$  And S  $\frac{1}{2}$  of the SW  $\frac{1}{2}$  SEC 19, TP 4 R 27 W6M Lying Eat of the Fraser River Hope, BC. Dated 2017-10-18.

#### References:

Trans Mountain Expansion Project, Risk Management Plan for Geohazards, NEB Condition 66, May 15, 2017

"Geology of British Columbia 2005-3

"Map 737A, Hope, Scale 1 inch to 4 miles. Geological Survey, Department of Mines and Resources 1943

\*Terrain Classification System for British Columbia. Ministry of Environment. 1997. Version 2

<sup>v</sup>Mapping and Assessing Terrain Stability Guidebook. Forest Practices Code of British Columbia. August 1999. Second Edition

viTrans Mountain Expansion Project, Field Changes Manual for Geohazard Mitigation, Document # 01-13283-SG-0000-PL-RPT-0008, April 27, 2017

#### **Margaret Thornton**

From:

Pountney, Bronwyn < Bronwyn\_Pountney@transmountain.com>

Sent:

August-16-18 4:08 PM

To: Cc: Margaret Thornton

CC.

Andrea Antifaeff; Graham Daneluz; Stebbings, Kate; Catt, Michael S (Mike); Manchon, Andrea (Contractor)

Subject:

TMEP >> TUP for HOP052 - Application Information

Attachments:

tm hope yard.pdf; HOP052\_Traffic\_20180815.pdf

Hi Margaret,

Please find attached Geohazard Assurance Statement and site specific Traffic Management Figure. The previous Traffic document that I had submitted was an excerpt from a NEB filing (Condition 47 – Access Management Plan) and provided information for all contractors regarding traffic management. The attached map provides a visual representation of the content previously submitted.

If possible a confirmation from you that the application is complete and on track for the September 5<sup>th</sup> Committee Meeting and the Sept 25<sup>th</sup> FVRD Board meeting would be appreciated.

Kind Regards,

Bronwyn

Bronwyn Pountney, M.Env.Man., EP Permitting Specialist Trans Mountain Expansion Project



TRANSMOUNTAIN

Kinder Morgan Canada Inc 2700, 300 - 5 Avenue SW Calgary, AB T2P 5J2 Direct Dial: 403.514.6726 Cell: 587.830.3549

Fax: 403.514.6427

bronwyn pountney@transmountain.com

A. Project Information
Date Angust 14, 2018 FVRD File No.
Property Information  Project Name & Description Frans Mountain Expansin Priet Hope Koyni halfa Strekpile Site  Legal Description Rem Frac. N'/2 and S'/2 of the Sw '4 Sec 19 TP4 R27, W6M lying E. S  Hu Traver Rise, began, B.C. N5463245 E 599610
flu trader Riser, blage, B.C. N5463245 E 599610 Site Address PID
Client Information D
Name Trans Mountain Expansion Project
Role Property Owner Developer W Other (Jessee) Client Address Snite 2700, 300 - 5th Avenue Sw, Calgary Alberta, T2P 5J2
Qualified Professional Information  Name Kobert Forsyth
APEGBC Designation P.Eng. P. Geo. Eng.L Geo.L  Company Name Wood
Mailing Address # 110 - 18568 96th Aneme Surrey B.C. V4N 389
Mailing Address # 110 - 18568 96th Aneme, Surrey, B.C. V4N 389 Email Address 606. Forsyth @ Waspplc.com Phone # 604-295-8661
Geo-Hazard Report Reference
Title Sitz HOP 052 Date Wovember 10, 2017.

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; Part 9, Division 1 [Building Regulation] and Part 14 [Planning and Land Use Management] of the Local Government Act, RSBC 2015 Ch. 1; and Section 56 of the Community Charter, SBC 2003 Ch. 26 and will only be collected, used and disclosed for the purpose of administering geo-technical hazard reviews and assurance statements related to development approvals. Questions? Contact FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6; 604-702-5000 or 1-800-528-0061; or FOI@fvrd.ca.





# **Geo-Hazard Assurance Statement**

for Development Approvals

# B. Assurance

Based on the contents of this Assurance Statement and the Report, I hereby give assurance that: (check as applicable)

	Development Permit	The Report will "assist the local government in determining what conditions or requirements under it will impose in the permit", as required by the <i>Local Government Act</i> (Division 7)
	Building Permit	
	Community Charter	"The land may be used safely for the use intended", as required by the Community Charter (Section 56)
	Seismic Slope	The Report addresses the requirements of the BC Building Code 2006, 4.1.8.1.6 (8) and 9.4.4.4 (2), as detailed in the BC Building & Safety Policy Branch Information Bulletin B10-01, Jan 18, 2010
	Floodplain Management Bylaw Exemption	"The land may be used safely for the use intended", as required by the Local Government Act. (Section 524)
	Subdivision	"The land may be used safely for the use intended", as required by the Land Title Act (Section 86).
V	Other (e.g. Zoning Bylaw Amendment, Official Community Plan Amendment, Temporary Use Permit, etc.)	Insert statement as appropriate> Temporary Stockpile site for pipeline Construction.
		construction.

# C. APEGBC Professional Practice Guidelines

The Report and this Assurance Statement should be completed in accordance with the current version of one or both of the following Professional Engineers and Geoscientists of BC (APEGBC).

- Legislated Flood Assessments in a Changing Climate in BC
- Legislated Landslide Assessments for Proposed Residential Development in British Columbia, ("APEGBC Landslide Guidelines").

These two documents are collectively referred to as the "APEGBC Guidelines". The italicized words in this Assurance Statement are defined in the APEGBC Guidelines.

The Report has been prepared pursuant to the following APEGBC Guidelines (check one or both as applicable).

APEGBC Flood Guidelines

APEGBC Landslide Guidelines





If the F	epo	rt is not prepared pursuant to either of the APEGBC Guidelines, please explain.
D.	Ba	ackground Information
Qualifi	ed P	rofessionals <b>must</b> confirm and check that each item is included in the Report.
_/	-4	
	1.	Property location map — 8.5 x 11 size
	2.	Development proposal site plan — $8.5 \times 11$ size. If a subdivision, show the parent parcel and all lots to be created, including any remainder.
	3.	Description of the proposed development project (including building use) to the extent this is known at the time of Report preparation.
		residential
		industrial
		commercial
		institutional
		other Industrial - Stockpile site for pipeline materials.  Structures to be temporary (ifang)





# **Technical Requirements**

Qualified Professionals must review, confirm and check completed items (as applicable).

Report	t Co	ontent
V	4.	Relevant information pertaining to the Property and pertinent potential hazards from appropriate background sources, including the FVRD online library.
	5.	Time limitation or condition statement to describe extent the FVRD may rely on the Assurance Statement and Report for development approvals, and when resubmittal is recommended.
	б.	Maps, illustrations and diagrams to illustrate areas referred to in the Report.
	7.	Description of field work conducted on and, if required, beyond the Property.
	8.	Contact and consultation with the Fraser Valley Regional District. Provide name and title of contact.
	9.	Review of relevant FVRD bylaws and other statutory requirements.
	10.	Restrictive covenants registered against the Property title that pertain to geo-hazards (if registered, the Report provides relevant information about the covenants).
	11.	Notation of any visibly apparent natural hazards or other hazards identified in background reports, which are not identified and addressed in this Report. If yes, provide details in Section H: Geo-Hazard Summary Table.
		O Yes
		Ø No
	12.	Does the report rely on one or more supporting reports, each of which is independently reviewed, signed and sealed. If yes, provide details in Section H: Geo-Hazard Summary Table.
		O Yes
		○ No
	13.	For subdivision approval, the Report addresses natural hazards for:
		the parent parcel prior to subdivision
		any lots to be created (including any remainder)





ueu-II	ldZd	ru Asse	essment, Kisk Acceptability and Kisk Transfer
V	14.	In cons	sidering the above-noted potential hazards that may affect the property, I have:
		Q	reviewed and characterized the potential hazard(s)
			estimated the potential frequency and magnitude of the potential hazard(s)
			relied on supporting reports as noted above
			relied on a pre-existing assessment of hazard frequency and magnitude
			considered the potential effects of climate change in the context identified in the Report
/			considered the potential effects of changed future conditions (upstream watershed changes, forestry activity, land use changes, sea level rise, etc.) in the context identified in the Report
	15.		surance Statement pertains to all geo-hazards that are assessed in the Report and any supporting s, and accurately reflects the contents of those documents.
	16.		RD has adopted "Hazard Acceptability Thresholds for Development Approvals by Local iment", which provides a specific level of hazard or risk tolerance. I have included a Hazard Summary which:
			lists all the potential hazards addressed by the Report and any supporting reports
			provides an annual return frequency and acceptability threshold classification for the unmitigated condition
			proposes mitigative measures to appropriately reduce the geo-hazard risk
1			provides an annual return frequency and acceptability threshold classification for the mitigated condition
Ø	17.		port describes the potential transfer of natural hazard risk to other properties or ructure as a result of the proposed project (including any proposed mitigation works) and
		$\Box$ ,	considered the potential for transfer of natural hazard risk
		V	concludes that there is no significant transfer of natural hazard risk
			identifies the potential transfer of natural hazard risk and proposes measures to offset such transfer of risk





Mitiga	tion and Design Recommendations (if recommended)
The Rep	port contains the following items:
	18. Implementation steps for the identified structural mitigation works (in terms of design, construction and approval).
	19. Clearly identified safe locations for building(s), ancillary structures, and onsite utility services (as applicable, such as a septic field) out of the natural hazard area as a preferred development alternative.
	20. Commentary on the effectiveness of proposed structural mitigation works in terms of ability to reduce the potential hazard impact, and identification of any residual risk that would remain.
	21. Proposed Flood Construction Level (FCL) for future development and including specification of an appropriate method of achieving the FCL.
U	22. Proposed watercourse setback, which is clearly referenced from the natural boundary, top of bank or another suitable basis.
	23. Proposed operation and maintenance actions that will be necessary in order for the level of safety to be maintained in the future, with indications of who should be responsible for those actions and when.
Ripari	an Area Regulation (if applicable)
	24. QP must review RAR assessment report to avoid conflict with Geo-Hazard Report recommendations.
F.	FVRD Supplemental Requirements
The fol	lowing points are understood by the Qualified Professional when submitting a Report:
<b>I</b>	25. Permission is granted to the FVRD to use the Report in considering approval of the proposed development on the property, provided that such permission is limited only to the proposed development project for which the Report was prepared.
	<ol> <li>Methodology used in the Report is described in sufficient detail to facilitate a professional review of the study by the FVRD when necessary.</li> </ol>
$\square$	27. Professional liability insurance coverage of at least \$1 million per claim is carried by the QP.
V	<ol> <li>Third party review or supplemental information may be required by the FVRD where complex development proposals warrant.</li> </ol>
	29. Permission is granted to the FVRD to include the Report in the online FVRD geo-hazard report library (as background information, not for other parties to rely).





G. Qualified Professional (QP)
Prepared by: (QP of Record)  Name Lobert Forsyth
Designation P.Eng. P. Geo. Eng.L Geo.L
Reviewed by:  Name Nich Polyson  Description
Designation P.Eng. P. Geo.
The Report has received appropriate technical review which is consistent with both the APEGBC Professional Practice Guidelines, and APGBC Quality Management Guidelines. The name of the reviewer is noted in the Report and below.
Professional Seal, Signature and Date:
I am a Qualified Professional as defined in the APEGBC Guidelines, and I fulfill the education, training and experience requirements as outlined in the APEGBC Guidelines  I have signed, sealed, dated and thereby certify, this Assurance Statement and the attached report.





#### H. Geo-Hazard Summary Table

The geo-hazard report and/or any supporting reports addresses the following hazard types.

Geo-Hazard Type #1  Flooling of Jones Cle.			Geo-Hazard Type #2		
Annual Return Frequency (Unmitigated)			Annual Return Frequency (Unmitigated)		Arabithouk Militate
Acceptability Threshold Classification			Acceptability Threshold Classification		T
No. of the second secon	AITIGA	TION	(if necessary)		
Proposed Mitigation Measures	Yes	0	Proposed Mitigation Measures	Yes	0
	No	0		No	0
Annual Return Frequency (Mitigated)			Annual Return Frequency (Mitigated)		
Acceptability Threshold Classification			Acceptability Threshold Classification		
See comment on fallow page.	بر أدى	d	Comments		
	SUPF	ORTI	NG REPORT		
Was this report prepared by others?	Yes	0	Was this report prepared by others?	Yes	0
	No	0		No	0
If yes, list report name, date and author.			If yes, list report name, date and author.		
Geo-Hazard Type #3  Annual Return Frequency (Unmitigated)			Geo-Hazard Type #4  Annual Return Frequency (Unmitigated)		
Acceptability Threshold Classification	T		Acceptability Threshold Classification		
	NITIGA	MOITE	(if necessary)		
Proposed Mitigation Measures	Yes	0	Proposed Mitigation Measures	Yes	0
	No	0		No	0
Annual Return Frequency (Mitigated)			Annual Return Frequency (Mitigated)		
Acceptability Threshold Classification			Acceptability Threshold Classification		
Comments			Comments		
	SUPI	PORTI	NG REPORT		
Was this report prepared by others?	Yes	0	Was this report prepared by others?	Yes	0
	No	0		No	_0
If yes, list report name, date and author.			If yes, list report name, date and author.		
			<u> </u>		





# Geo-Hazard Assurance Statement

for Development Approvals

-		
Indi	gate which hazards were NOT reviewed:	
T	Chilliwack River Valley Erosion or Avulsion	Seismic Effects/Liquefaction
	Debris Flow and Debris Torrent	Rockfall - Small Scale Detachment
	Debris Flood	☐ Slope Stability
	Fraser River & tributaries flooding	Small Scale Localized Landslide
	Mountain Stream Erosion or Avulsion	Snow Avalanche
	Major Catastrophic Landslide	Tsunami
Haz. Loca	ard Acceptability Thresholds Classification, as per Haza al Government dated November 1993 by Dr. Peter Cave	rd Acceptability Thresholds for Development Approvals by .
1	Approval with conditions relating to hazards.	
2	Approval, without siting conditions or protective work harmless" conditions.	s conditions, but with a covenant including "save
3	Approval, but with siting requirements to avoid the hamitigate the hazard.	zard, or with requirements for protective works to
4	Approval as (3) above, but with a covenant including "protective works or both.	save harmless" conditions as well as siting conditions,
5	Not approvable.	

#### **Additional Comments**

As per our memo of November 16, 2017, it is our opinion that the site is switable for the purpose intended, that being a construction yard for stockpiling construction materials.

The site may be subject to flooding of Jones Creek, the 35m setback from the Creek should be followed as stated in the memo. As well, the site should be inspected with regard to the location of temporary structures. Such as site office trailers, relative to Jones Creek.



Activity/Concern	Mitigation Measures
Dust Control	<ol> <li>Consult with land agents to provide opportunity for landowners and/or tenants with the potential to be affected by dust emissions from construction of ancillary sites to report on issues related to dust emissions so that corrective actions can be implemented.</li> </ol>
	<ol><li>Identify suitable water withdrawal locations for use as dust suppression prior to water withdrawal.</li></ol>
	10. Water down the temporary construction lands and infrastructure construction site, when warranted, to reduce or avoid the potential for dust emissions due to soil pulverization. Increase the frequency of watering roads and temporary construction lands and infrastructure sites during periods of high risk (e.g., high winds). Additional dust abatement measures will be implemented, when warranted and approved by an Environmental Inspector.
	11. Ensure that the watering of roads and/or the temporary construction lands and infrastructure construction site does not generate excessive formation of surface water accumulation (i.e., puddles or excessive mud generation) or result in overland water flow or sedimentation of nearby watercourses, wetlands or lakes.
Extra TWS	<ol> <li>Follow the Project MOC process for changes or additions to extra temporary workspace in the MOC process is in the CMP (Volume 10 of the Environmental Plans).</li> </ol>
Timing	13. Ensure construction activities do not cause excessive rutting, soil compaction or pulverization. Consider alternate soil handling measures and adhere to the measures outlined in the Wet/Thawed Soils Contingency Plan.
Snow Management and Windrow Gaps	14. Locate gaps in topsoil/root zone material, and spoil and snow windrows to facilitate wildlife, livestock and equipment movement and trapper lines, in places that also facilitate construction such as at slope changes, crossings (i.e., watercourse, road, and railway) and bends. The locations will be approved in the field by an Environmental Inspector. Remove or pack down snow to increase frost penetration into the soil during the winter. During mid to late winter, pack snow to avoid premature thawing of the upper soils. Grade snow, if necessary, to improve driving conditions.
	15. Use snow to create a level work surface, to the extent feasible, in order to avoid disturbance of the vegetation mat on cleared ungrubbed construction footprint and in watercourse or wetland vegetated riparian buffer areas. Grade the spoil area or grade snow over the spoil area on cultivated lands to smooth furrows and facilitate removal of spoil during backfilling.
Sod/ Vegetation Mat Conservation	16. Retain sod and the vegetation mat if ground conditions are considered competent enough to support equipment traffic without rutting or mixing soils ( <i>i.e.</i> , are frozen and are not expected to thaw before completion of the work) on lands with thick sod or vegetation layers ( <i>e.g.</i> , grasslands, hay tame pasture), or that are matted where grading is not required.

Site Name [ID] and Status	Site Type	Location	UTM (Zone)	Area (ha)	Site Description
Kamloops Office and Yard [KAM014] Included in the June 1, 2017 filing	Construction yard	Kamloops, BC	E682242; N5615664 (10)	7.94	Located on previously disturbed industrial land. Some vegetation is present on the site. Access to the site is existing from Frontage Road. No new temporary access is required.
Kamloops KIB3 Office and Yard Alternative [KAM012] Included in the June 1, 2017 filing	Construction yard	Kamloops, BC	E687719; N5623891 (10)	8.77	Located on Kamloops Indian Reserve No. 1 on partially disturbed, level, potential native grassland. The site is located between the CN Kamloops Yard and Highway 5. There are potential wet meadows on-site. The site was used for agriculture in the past. It is now part of the Kamloops Indian Band industrial development plan. Access is via existing trail extending from the highway. Road upgrades will be required.
Kamloops Domtar Old Mill Stockpile Site [KAM013] Included in the June 1, 2017 filing	Stockpile site and staging area	Kamloops, BC	E684434; N5618474 (10)	23.92	Located within the City of Kamloops on disturbed industrial land adjacent to the Thompson River. No vegetation is present at the site. Access to the site is existing from Mission Flats Road. No new temporary access is required.
Merritt Camp, Office and Yard – Chutter Ranch [MER015] Included in the June 1, 2017 filing	Construction camp, construction yard	Merritt, BC	E663413; N5552574 (10)	26.98	Located on pasture lands with sparse trees and existing borrow/gravel pit. The site is accessed via Highway 5A northeast along Berglund Road. There are potential drainages and wetlands on-site. Access upgrades may be required.
Abbotsford Brandy Farms Office and Yard [ABB024] Included in the June 1, 2017 filing	Construction yard	Abbotsford, BC	E564866; N5435592 (10)	4.63	Located on level agricultural land. Access to the site is existing along Interprovincial Highway. No new temporary access is required.
Surrey 19287 98A Ave Office and Yard (Imasco) [SUR021] Included in the June 1, 2017 filing	Construction yard	Surrey, BC	E522952; N5447770 (10)	0.83	Located on industrial land. Existing access via 98A Ave.
Surrey 19395 98A Ave Employee Parking [SUR022] Included in the June 1, 2017 filing	Parking area	Surrey, BC	E522837; N5447767 (10)	1.43	Located on bare industrial land. Existing access via 98A Ave.
430 Canfor Ave Office and Yard (Part 1 and Part 2) [NEW044.1] Included in the June 1, 2017 filing	Construction yard	New Westminster, BC	E508872; N5452733 (10)	8.88	Part 1 is located on mixed industrial lands with sparse trees adjacent to Brunette River. Existing access via United Boulevard.  Part 2 is located on an industrial/parking area with sparse trees adjacent to a railway and the Fraser River. Existing access via United Boulevard and Canfor Ave.
7585 Bamet Highway Yard and Staging Area [BUR049] Included in the June 1, 2017 filing	Construction yard and staging area	Bumaby, BC	E 504052; N5459620 (10)	2.63	Located on industrial site, bounded to the south by the Barnet Highway. Burrard Inlet is located approximately 90 m north, separated from the site by CN railway and treed land. No new temporary access is required.
2115 Commissioner St (VersaCold Site) [VAN048] Included in the June 30, 2017 Addendum	Multi-use site	Vancouver, BC	E495490, N545951 (10)	2.24	Located on a previously disturbed, level industrial site (formerly called Waterlots 1 and 2). Includes a waterlot in the Inner Harbour of Burrard Inlet. Small amounts of marine riparian vegetation are present. The site is accessed via Commissioner Street. No new temporary access is required. The site is within the jurisdiction of Vancouver Fraser Port Authority (VFPA).
Coquihalla Development Stockpile and Office/Yard [HOP052] New as of August, 2017	Stockpile site, construction yard	Hope, BC	E599611; N5463245 (10)	21.92	Located on heavily cleared forested land with small areas of vegetation remaining. The property is adjacent to Wahleach Creek, which will not be directly disturbed. Access to the site is from the south from Laidlaw Road.
Cheam Apple Road [CHE053] New as of August, 2017	Construction camp	Fraser Valley	E590934 N5452437 (10)	3.93	Located on the Tseatah 2 Indian Reserve. Located on level agricultural land. Access to the site is along Apple Road. No new temporary access is required.

ON-TABLE ITEM 9.3 TUP 2018-01 Email dated September 16, 2018 from Dave Sudbury VOTING: EAs/Unweighted

From:

Sent:

September-16-18 11:07 AM

To:

Planning Info

Subject:

File no 3090-20 2018-01

Temp use permit Trans Mountain pipeline construction

I have several concerns regarding the application.

The amount of traffic on Laidlaw Rd

Wether Trans Mountain will abide by the speed limit of 60 kilometres per hour when on Laidlaw Rd. Logging trucks, highways maintenance, and most vehicles travel far in excess of the posted speed whenever they travel on Laidlaw Rd.

Will any of the trucks used leak any fluids on the property or Laidlaw Rd which will filter into the streams ground etc.

When they clear the land how will they restore it when they are finished.

Web I'll they restore Laidlaw Rd so that there are no pot whole etc due to the extra heavy traffic

Dave Sudbury 58728 McKay Rd Laidlaw BC

**ITEM 9.3** 

# Email dated September 25th, 2018 from Ian Stephen

# EAs/Unweighted

## **Amanda Molloy**

From: Sent: Ian Stephen <ian@waterwealthproject.com>
Tuesday, September 25, 2018 4:42 PM

To:

Bill Dickey; Dennis Adamson; Amanda Molloy

Subject:

Trans Mountain application at FVRD tonight

Hello FVRD Directors Adamson, and Dickey, and Executive Assistant to the Board & CAO Molloy.

I sent the following email to FVRD Chair Lum and he responded saying that I should also send it to you. I'm sending it verbatum just to be complete but of course disregard the last bit where I asked Mr Lum to forward it or advise me who to send it to.

It has come to my attention that there is a temporary use permit application from Trans Mountain that is being considered by the FVRD Board today.

In the FVRD agenda, the corporate report on this application has as its subject 'Application for a Temporary Use Permit at 57951 Laidlaw Road, Electoral Area "B" for pipeline construction storage.' It also says "Proposal Description To permit the use of 57951 Laidlaw Road, Electoral Area B for temporary pipe storage and related storage for the Trans Mountain pipeline project construction."

If it is for "construction" it seems to fly against the Federal Court of Appeal ruling that quashed the federal construction approval and nullified its NEB certificate.

The report in the FVRD agenda says that "All work on the pipeline expansion is exempted from a Development Permit, and is authorized by the National Energy Board approvals." This is not true since the Federal Court ruling that quashed the approvals of the project.

This application also has the appearance of Trans Mountain trying to do an end-run around the NEB procedural update following the court decision. That procedural update read "In the absence of the Certificate, the NEB expects that Trans Mountain will safely cease all construction activity in a manner that minimizes environmental impact. The Board will actively monitor Trans Mountain's actions, and take any necessary steps to ensure Trans Mountain safely and securely halts construction."

The application is itself construction activity.

I don't see how this application could be approved by the FVRD without putting the FVRD in conflict with the court and the NEB. I'm not familiar with how the FVRD Board operates. If you could forward this as appropriate to other Board members or advise me who to send it to, that would be appreciated.

Sincerely,

Ian

The WaterWealth Project
"Our Wealth is in Our Water"

<u>ian@waterwealthproject.com</u> <u>www.waterwealthproject.com</u>



### CORPORATE REPORT

To: Regional and Corporate Services Committee Date: 2018-09-05 From: Mike Veenbaas, Director of Financial Services File No: 1690-21

Subject: FVRD Purchasing Card Program - BMO Agreement

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board authorize the Regional District to enter into an agreement with BMO to provide up to \$250,000 in credit capacity for a Purchasing Card program with the understanding that the Regional District will be responsible for payment of all amounts charged;

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute the agreement with BMO.

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **BACKGROUND**

For many years Fraser Valley Regional District has maintained a purchasing card program, similar to our member municipalities. The purchasing card allows for the purchase of low value goods and services via an option that is significantly lower than traditional purchasing methods. Cardholders are expected to follow the policies and procedures outlined in FVRD's Purchasing Policy.

#### DISCUSSION

FVRD has been presented with an opportunity to join the Province of BC Purchasing Card consortium which allows for a better fee structure and a stronger software platform for the administration of the program.

The existing FVRD Purchasing Card program has 53 cardholders each with varying individual credit limits set based on the cardholders position and purchasing needs. It should be noted that the current program has a \$30 per card annual fee.

The proposed Purchasing Card program brings a software solution that will greatly enhance the program's administration and provide cardholders with the online tools to effectively manage their purchases and resulting coding into the regional district's financial system. In addition, there is no annual card fee for this program which alone saves FVRD about \$1,600 per year.

The BMO program includes membership from District of Mission, City of Chilliwack and District of Kent, along with the Abbotsford School District.

In order to initiate the process to transition to the new program, BMO requires the passing of a resolution allowing FVRD to enter into a credit arrangement with BMO.

#### **COST**

There are no costs associated with the administration of the purchasing card program. All actual purchase costs are allocated to the applicable service area as authorized by the financial plan bylaw.

#### CONCLUSION

FVRD has been presented with an opportunity to change purchasing card providers that will allow for reduced administration costs and increased administration/cardholder efficiency. In order to enable this transition, BMO requires the passing of a motion allowing FVRD to enter into a credit arrangement with BMO.

#### **COMMENTS BY:**

Paul Gipps, Chief Administrative Officer

Reviewed and supported

## **OFFICER'S CERTIFICATE**

5.

TO	Bank of Montreal ("BMO")
The	undersigned, ,
	(insert first and last name) (insert title)
of	FRASER VALLEY REGIONAL DISTRICT
	(insert the name of the organization)
cert	ifies for and on behalf of the FRASER VALLEY REGIONAL DISTRICT
	nout personal liability, intending that the same may be relied upon by you, that:
Ger	<u>neral</u>
1.	I am a duly appointed officer of the FRASER VALLEY REGIONAL DISTRICT
	and have knowledge of the matters hereinafter certified.
2.	I have reviewed the books and records and other documents of the FRASER
2.	VALLEY REGIONAL DISTRICT and have made such enquiries and investigations as I consider necessary or advisable for the purpose of verifying the matters set out below.
Ma	tters Pertaining to the Public Body
3.	The FRASER VALLEY REGIONAL DISTRICT is a public body and broader public sector participant
	under the Government of British Columbia
	(insert one: "laws of the [State/Province/Territory] of [name]" or "federal laws of Canada")
4.	There are no provisions in the FRASER VALLEY REGIONAL DISTRICT
	articles or the by-laws or any shareholders' agreement relating to the FRASER
	VALLEY REGIONAL DISTRICT which restrict or limit the powers of the
	FRASER VALLEY REGIONAL DISTRICT or its directors with respect to the
	ability of the FRASER VALLEY REGIONAL DISTRICT to borrow, give
	financial assistance or create security interests in its property, assets and
	undertaking.

Resolutions") passed by the board of directors of the FRASER VALLEY REGIONAL DISTRICT authorizing the FRASER VALLEY REGIONAL DISTRICT to borrow from, and incur other obligations to, BMO. The Authorizing Resolutions remain in full force and effect, unamended, and there exist no other resolutions of the board of directors of the FRASER VALLEY REGIONAL

Attached as Schedule "A" is a true copy of the resolutions (the "Authorizing

DISTRICT relating to the matters set out in the Authorizing Resolutions. The FRASER VALLEY REGIONAL DISTRICT has full power and authority to execute, deliver and perform its obligations contained in the documents as contemplated by the Authorizing Resolutions (all such documents, hereafter the "**Documents**").

6. All Documents executed by the FRASER VALLEY REGIONAL DISTRICT and delivered to BMO are, respectively, in a form contemplated in the Authorizing Resolutions. Each person who executed and delivered the Documents to BMO had full authority to do so on behalf of the FRASER VALLEY REGIONAL DISTRICT and each signature affixed to the Documents is the true and proper signature of the signatory.

#### <u>Incumbency</u>

7. Each person whose name is set out below is, as of the date of this certificate, an authorized signatory who is authorized to execute documents on behalf of the FRASER VALLEY REGIONAL DISTRICT and the signature set out beside each person's name and title is the true signature of that person:

Name	Title	Signature

[The balance of this page is intentionally left blank; the signature page follows]

(05/15/Corporation) Page 2

with the FRASER VALLEY REGIONAL DISTRICT from time to time.			
DATED this	_day of	, 20_	
			Name: Title:
Execution Page – Off	ficer's Certificate		

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This certificate may be relied upon by BMO in connection with any dealings it may have

(05/15/Corporation)

# **SCHEDULE "A" Authorizing Resolutions**

### RESOLUTION OF THE DIRECTORS OF

FRASER VALLEY REGIONAL DISTRICT

(insert the name of the Corporation)
(the "Corporation")

**WHEREAS** the Corporation has the power and capacity to borrow money upon the credit of the Corporation and to mortgage and charge all or any of the real and personal property of the Corporation;

**AND WHEREAS** it is in the best interest of the Corporation to enter into an arrangement with Bank of Montreal ("**BMO**") to provide the Corporation with credit by way of a corporate credit card account (an "**Account**");

#### NOW THEREFORE, BE IT RESOLVED THAT:

1. The Corporation is hereby authorized to enter into an arrangement with BMO to provide the Corporation with credit by way of an Account, under which arrangement the Corporation may request that BMO issue cards on the Account, and the Corporation will be responsible for the payment of all amounts (including fees and interest) charged to the Account, the whole substantially on the terms and conditions set out in the draft corporate card agreement (the "Agreement") submitted to, and hereby approved by, the directors;

2.	THAT (select one):		
		the person with the title of:	is
		(insert title)	15
		any one of the following persons with the titles of:	is
		(insert titles)	
		any two of the following persons with the titles of:	are
		(insert titles)	are

hereby authorized to sign the Agreement with BMO substantially on the terms and conditions of the draft thereof approved by the directors, with such changes or modifications as the persons so signing may in their sole discretion deem appropriate, and to sign from time to time such other documents, agreements, amendments to, and restatements of, the Agreement and to do such other things they in their sole discretion

(05/15/Corporation) Page 4

deem appropriate or advisable in connection with, or to give effect to, such Agreement and the program contemplated thereunder.

The execution and delivery of any other agreements, instruments or documents ancillary or incidental to the documents referred to in this resolution which may have been executed or delivered prior to the enactment of this resolution, regardless of the officer or other employee of the Corporation who executed such agreement, instrument or document, and regardless of any informality in such execution or delivery, are hereby ratified, approved and confirm

(05/15/Corporation) Page 5



## **CORPORATE REPORT**

To: Fraser Valley Regional District Board Date: 2018-09-25

From: David Bennett, Planner II File No: 3320-20-2018-03175

Subject: Park offer and legal agreements associated with the proposed 5 lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" to facilitate the subdivision of the "Highline Houses".

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board accept the offer of a covenant regarding requirements for subdivision approval for the proposed 5-lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" and authorize Fraser Valley Regional District signatories to execute all legal agreements associated with this subdivision.

**AND THAT** the Fraser Valley Regional District Board accept the offer of \$3,600.00 (subdivision file 3320-20-2018-03175) to be used towards improvements to existing Electoral A park amenities.

#### STRATEGIC AREA(S) OF FOCUS

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

#### **BACKGROUND**

#### **Proposal Description**

Further to previous Regional Board direction, the FVRD is undertaking a 5 lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" to facilitate the subdivision of the "Highline Houses". The Highline Houses are two 100 year-old former railway houses located in North Bend on a 20 acre parcel owned by the FVRD.

PROPERTY DETAILS				
Electoral Area		А		
Address		Highline Road		
PID		023-270-080		
Folio		732.00033.700		
Lot Size		20.333 acres		
Owner	Frase	er Valley Regional District	Agent	
Current Zoning	n/a		Proposed Zoning	
Current OCP	Villa	ge Centre (VC)	Proposed OCP	No change.
Current Use			Proposed Use	Subdivision
Development Permit Areas		DPA 1-A (Geotechnical	Hazards)	
Agricultural Land Res	erve	N		

## **ADJACENT ZONING & LAND USES**

North	٨	Rural 1 (R-1), Residential
East	>	Railway Line
West	<	Rural 4 (R-4), Residential
South	V	No zoning, Residential

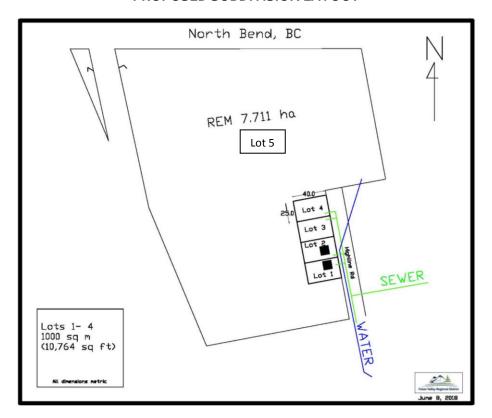
## PROPERTY MAP



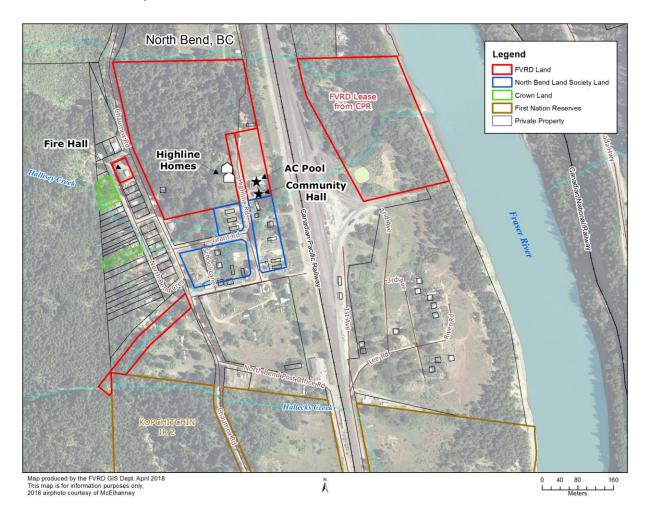
#### **NEIGHBOURHOOD MAP**



PROPOSED SUBDIVISION LAYOUT



# North Bend Area Map



**Highline Houses – Current Condition** 



Rendering of proposed improvements to the existing Highline Houses.



#### DISCUSSION

Further to previous Regional Board direction, the FVRD is undertaking a 5 lot single family residential subdivision of PID 023-270-080 Highline Road, Electoral Area "A" to facilitate the subdivision of the "Highline Houses". The Highline Houses are two 100 year-old former railway houses located in North Bend on a 20 acre parcel owned by the FVRD.

The two Highline Houses are currently in derelict condition, however the project envisions the preservation and restoration of these homes given their historic value. The FVRD is currently working with an individual [developer] who was selected through a competitive procurement process. The project is unique in that the developer will be responsible for the costs associated with the restoration of these homes in exchange for the homes and a land package for each of the homes. Proposed Lots 1 and 2 will support the redevelopment of the homes and proposed Lots 3 and 4 will be bare land and will offered for sale at fair market value on the open market. The proceeds from the sale of proposed Lots 3 and 4 will defray all costs incurred by the FVRD associated with the subdivision of the lands. The much larger remainder parcel [Lot 5] will continue to be held as an asset of the FVRD. The subdivision approval process is currently on-going and the matters before the Board will facilitate the eventual subdivision of this property.

#### **Park Offer**

At the time of subdivision, developers who are subdividing land into more than three parcels are required to provide the Regional District with dedicated park land to a maximum amount of 5% of the total area of the lands being subdivided, cash-in-lieu of park dedication, or a combination of land and

cash contribution. When providing a cash contribution, the value is based on the average market value of the land being subdivided as though the land is zoned to permit the proposed use. Section 510 of the *Local Government Act* regulates park dedication and options for park dedication.

#### **Subdivision Agreements**

The subject property is located on the distal edge of an alluvial fan geo-hazard area. There is an existing covenant registered on the title of the lands that prohibits further subdivision. The FVRD recently undertook a geo-hazard investigation of the alluvial fan hazards in North Bend and a new geo-hazard report has identified that portions of this property may be used safely for residential subdivision. This means that the existing covenant needs to be discharged, and a new covenant is required.

In addition, conditions relating to storm water management and construction requirements to mitigate rail noise are also required. These conditions would only apply to new construction, and not to the existing Highline Houses and any renovations that may be undertaken.

#### COST

In consultation with the Electoral Area Director, the funds from this park cash offer will be used towards improvements to existing park amenities in Electoral Area A.

The costs associated with undertaking the subdivision of the lands are funded through the North Bend Land Acquisition and Disposal Service Area, Electoral Area "A".

#### **CONCLUSION**

The park offer is based upon BC Assessment current valuation of the raw land, with proper zoning in place but without services installed, in accordance with the *Local Government Act*.

In Electoral Area "A", there is not a particular need for a small piece of parkland in the subject location given the amount of existing recreational opportunities in the area, with the Almer Carlson pool across the street, so an offer of cash for improvements to existing community amenities in-lieu of land and in lieu of cash for park purchase is appropriate. Staff recommend that the offer of \$3,600.00 be accepted. Improvements to existing park amenities will be done in consultation with the Electoral Area "A" Director.

It is also recommended that the Regional Board authorize staff to execute the required covenant discharges and registrations associated with the proposed subdivision.

#### **COMMENTS BY:**

Graham Daneluz, Deputy Director of Planning & Development

Reviewed and supported.

Margaret Thornton, Director of Planning & Development

Reviewed and supported.

Suzanne Gresham, Director of Corporate InitiativesReviewed and Supported.Mike Veenbaas, Director of Financial ServicesReviewed and supported.Paul Gipps, Chief Administrative OfficerReviewed and supported



## CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-09-25
From: Reg Dyck, Manager of Electoral Area Emergency Services File No: 1010-21

Subject: Electoral Area Emergency Services - Yale Apparatus Replacement

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board approve the proposal from HUB Fire Engines as the successful response to RFP-18006 for the purchase of a 2019 Freightliner fire apparatus for the Yale and District Volunteer Fire Department in the amount of \$410,626.00 plus applicable taxes

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

#### **BACKGROUND**

The Yale Fire Department's 1987 Mack, being over 30 years, is no longer recognized in the Fire Underwriters Survey towards fire insurance grading. The 2000 Sterling will no longer be considered a First Line apparatus after the year 2020.

#### **DISCUSSION**

As it can take over a year to build and outfit a fire engine it is recommended that the process begin as soon as possible to purchase a new apparatus for the year 2020. Without the purchase of this specific apparatus it may adversely affect the fire insurance grading of the community and affect the resident's fire insurance rates. The purchase of this new engine also allows the Fire Department to improve its response due the unreliability of the older engine.

Request for Proposals number RFP-18006 was issued and advertised July 10, 2018. The closing date for RFP-18006 was August 31, 2018 at 4:00pm. Two requests for proposals were submitted for a new fire engine for the Yale Fire Department to the Fraser Valley Regional District; Hub Fire Engines for \$410,626.00 and Fort Garry Fire Trucks for \$466,540.00

Each Fire Department in the Fraser Valley Regional District builds reserve funds towards replacement of each apparatus and the Yale Fire Department will have sufficient funds in 2019 to purchase in full a

new fire engine. Having reviewed and compared both proposals I recommend the Board award the purchase to Hub Fire Engines.

### **COST**

The purchase price of \$410,626.00 plus taxes will be funded from the Yale & District Fire Service Area Capital Reserve fund.

#### **COMMENTS BY:**

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

Mike Veenbaas, Director of Financial Services Reviewed and supported.

Paul Gipps, Chief Administrative Officer Reviewed and supported



## CORPORATE REPORT

Date: 2018-09-25

To: Fraser Valley Regional District Board

C. . .

From: Christina Vugteveen, Manager of Park Operations

David Urban, Manager of Outdoor Recreation Planning File No: 6120-40-Sub-Regional

Subject: Sub-Regional Parks (West) Workshop Summary

#### INTENT

This report is intended to advise the Board of information pertaining to the Sub-Regional Parks (West) Workshop held on June 26, 2018. Staff is 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

#### **PRIORITIES**

Support Environmental Stewardship

Priority #4 Tourism

Support Healthy & Sustainable Community

Priority #5 Outdoor Recreation

Provide Responsive & Effective Public Services

#### **BACKGROUND**

In April 2018, Glenn Valley Regional Park, Matsqui Trail Regional Park, and the western flank of Sumas Mountain transferred operation from Metro Vancouver Regional District to the Fraser Valley Regional District (FVRD). The City of Abbotsford (COA) is operating Glen Valley Regional Park and Matsqui Trail Regional Park under contract, and the FVRD has added the western flank of Sumas Mountain to the operations while continuing to operate the eastern flank. These three parks operate out of a subregional service area which includes Abbotsford and a portion of Electoral Area (EA) G.

On June 26, 2018, FVRD directors from Abbotsford and the director from EA G had an initial workshop with staff from both local governments to discuss the vision, opportunities, and priorities for these three regional parks. This report includes a summary of these comments which will be utilized for future budgeting and planning purposes.

#### **DISCUSSION**

Three questions framed the workshop discussion:

What is your VISION for these Regional Parks?

What are the greatest OPPORTUNITIES?

What are your PRIORITIES?

The discussion resulted in comments specific to each park and some more general in nature and are summarized as follows:

#### Glenn Valley Regional Park

- Explore opportunities to enhance day time activities with shelters, picnic tables, benches and washrooms;
- Enhance the trails through wayfinding and stewardship;
- Maintain and monitor the trees.

#### Matsqui Trail Regional Park

- Build a boat launch to access the Fraser River and help relieve the launching pressures on the north side in Mission;
- Enhance river access for residents, First Nations, and visitors;
- Develop a strategy to identify potential uses of leased lands as they expire;
- Washrooms and refuse containers are needed at the trailheads;
- Maintain and monitor the trees;
- Enhance opportunities for day use activities with benches, picnic tables, and shelters.

#### Sumas Mountain Regional Park

- First Nations have long been the stewards of Sumas Mountain so learn from them and work together;
- Undertake a biodiversity inventory so sensitive habitats can be identified and no-go zones established;
- Create a park management plan that is an inclusive process, based on a comprehensive understanding of the park, and offers a long term vision (i.e. 1,000 years);
- Explore incorporating surrounding Crown land into the park to enhance the park;
- Identify an connect to link together the east and west flanks of this park;
- The Abby Grind is an unsanctioned trail in a sensitive area so explore other longer grind opportunities within the park as a substitute;

 Mountain biking is an economic generator with opportunity to expand in appropriate areas within the park and establish connections to existing trail network within the Crown land outside the park.

#### **General Comments**

- Ensure all these regional parks have the ability to increase opportunities for physical activity for all;
- Develop ecotourism recreational opportunities that could involve both the private sector and First Nations partnerships e.g. zip lines;
- Identify, understand, and honour First Nations regalia and gathering places within these parks;
- Work with First Nations so they can share their history, culture, and stories in these the parks e.g. signs, wayfinding, place naming;
- Incorporate Experience the Fraser's Canyon to Coast Trail and Blueway in all three parks;
- Address garbage and illegal dumping in a timely manner;
- Create educational component to unite people, create social awareness, and behavioural change to garner public buy-in for key issues (e.g. salmon storm drain marking program;
- Develop a land acquisition strategy for all these parks;
- Explore uses of technology in all three parks (e.g. identifying park amenities, trail locations, interpretive information).

#### COST

There is no cost at this time. Any cost implications will be a part of the budgeting discussions for the Sub-Regional Parks (West) Service Area.

#### **CONCLUSION AND NEXT STEPS**

This workshop served to bring together both elected officials and staff from both local government organizations. The main objective was to establish a better understanding of the governance structure, the lands under transfer, and operational structures leading to informed discussions moving forward to shape future planning, infrastructure and budgeting needs for the parks.

Next steps will include budget preparations with staff from both the FVRD and the City of Abbotsford (October) with initial budget meeting with the Sub-regional board representatives (post-election) prior to finalization of the budget for consideration by the Board as a whole.

## **COMMENT BY:**

**Barclay Pitkethly, Director of Regional Programs** 

Reviewed and supported

Mike Veenbaas, Director of Financial Services

No further financial comments.

Paul Gipps, Chief Administrative Officer

Reviewed and supported



## CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-09-25
From: Jamie Benton – Environmental Services Coordinator File No: 5365-28

Subject: Recycle BC Packaging and Paper Product Extended Producer Responsibility Plan

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board send a letter to the Minister of Environment and Climate Change Strategy outlining its air quality concerns for the Recycle BC pilot project which involves incineration of other flexible plastic packaging.

#### STRATEGIC AREA(S) OF FOCUS

# Support Environmental Stewardship Support Healthy & Sustainable Community

#### **PRIORITIES**

Priority #1 Waste Mangement Priority #2 Air & Water Quality

#### **BACKGROUND**

An Extended Producer Responsibility (EPR) stewardship program for residential Packaging and Paper Product (PPP) has been operated by Recycle BC, a non-profit organization formerly known as Multi-Material BC, since May 2014. The program is funded by businesses, such as retailers, manufacturers and restaurants that supply packaging and paper product to BC residents. 156 communities participate in a Recycle BC recycling collection program and more are serviced by recycling depots that collect Recycle BC materials.

The EPR stewardship plan for PPP is mandated by the *British Columbia (BC) Recycling Regulation* (B.C. Reg, 449/2004) under the *Environmental Management Act*. The Recycling Regulation requires that each plan be reviewed and updated every five years. In late 2017 Recycle BC began a consultation process on its updated plan. The Fraser Valley Regional District (FVRD) and its member municipalities were involved in this process and sent back extensive comments outlining support and concerns for the draft plan.

Most concerns were raised about a new pilot project for a category of materials known as "other flexible plastic packaging", also known as multi-laminated materials. Recycle BC in partnership with Merlin Plastic are researching the best way to recycle this material category. Material that is unable to be recycled is being turned into an engineered fuel and burned at facilities in Metro Vancouver as a coal substitute. As of early June 2018, 116 depots across BC started collecting this material.

#### **DISCUSSION**

The FVRD is supportive of EPR, but expects all programs to meet local environmental and air quality objectives. This pilot project results in solid waste from our own region being burned and violates the FVRD approved Solid Waste Management Plan (SWMP). Recycle BC's first consultation report, released in February 2018, makes reference to a high number of repeated comments and agreement about the negative environmental and health impacts of burning alternative fuel, particularly in sensitive and confined airsheds like the FVRD's.

Despite the number of concerns raised about the pilot project, which question the claimed environmental benefit and request for any informed studies used in the decision making process to be shared, Recycle BC have ignored these. In July 2018, Recycle BC updated their draft EPR program plan again which made some progress concerning new collection of materials like single use items and improved recovery rates. No concessions were made about the new pilot project. Environmental and health concerns have once again been reiterated in consultation feedback which ended on September 6<sup>th</sup> 2018.

Moreover, collection of flexible plastic packaging creates a false impression to the general public who believe this material is being recycled. It is disingenuous to people and raises concerns about what will happen with new materials accepted into the program. More transparency is needed. The onus should be placed on the producers of packaging to find recyclable alternatives and to discourage the use of hard to recycle materials by increasing producer payments for these materials. A growing number of companies are making commitments around the world to increase and improve plastics recycling. Recycle BC needs to advocate for more action by companies and drive innovation further up the packaging chain.

#### COST

n/a

#### CONCLUSION

In a new PPP EPR plan by Recycle BC, a new category of materials namely "other flexible plastic packaging" are being collected and burned as part of research and development. This contravenes our approved SWMP as solid waste from our region is collected and used as alternative fuel at facilities in Metro Vancouver, adding to air quality concerns for our region. Despite extensive consultation processes and repeated feedback that this pilot is not good for our region, our concerns are not being noticed. This should be raised with the Minister of the Environment and Climate Change Strategy.

### **COMMENTS BY:**

Stacey Barker, Deputy Director of Regional Programs

Reviewed and supported.

**Barclay Pitkethly, Director of Regional Programs** 

Reviewed and supported.

Mike Veenbaas, Director of Financial Services

No further financial comments.

Paul Gipps, Chief Administrative Officer

Reviewed and supported



## CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: Dawn Smith, Planner II File No: 9600-25-2018-02

Subject: Site Specific Exemption for proposed medical marijuana facility at 38482 Bell Rd,

Dewdney - Electoral Area "G"

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider the following options for a Site Specific Exemption request at 38482 Bell Rd, Electoral Area "G" as outlined in the corporate report dated September 5, 2018:

#### Option 1 - Approve

**THAT** the proposed Site Specific Exemption to permit construction outside the Dewdney Dyke at 38482 Bell Rd be approved for a medical marijuana facility, as outlined in the Stirling Geoscience and Northwest Hydraulic Consultants geohazard reports dated May 15, 2018 and August 10, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the Site Specific Exemption at 38482 Bell Rd;

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to this matter.

#### Option 2 - Refuse

**THAT** the Fraser Valley Regional District Board refuse the Site Specific Exemption application to allow construction outside the Dewdney dyke for the a medical marijuana facility at 38482 Bell Rd;

#### Option 3 - Alternative options

**THAT** the Fraser Valley Regional District Board refuse the Site Specific Exemption application to allow construction outside the Dewdney dyke for the a medical marijuana facility at 38482 Bell Rd;

**AND FURTHER THAT** the applicant be directed to pursue alternatives to the Site Specific Exemption as outlined in the corporate report dated September 5, 2018.

#### STRATEGIC AREA(S) OF FOCUS

#### **PRIORITIES**

Provide Responsive & Effective Public Services Foster a Strong & Diverse Economy Priority #3 Flood Protection & Management

#### **BACKGROUND**

The applicant/agent, Gary Fields, proposes to build a new 40,000 square ft. medical marijuana industrial building at 38482 Bell Rd, Electoral Area"G". The property is within the Fraser River floodplain and outside the Dewdney Dyke system protection. *FVRD Flood Management Bylaw No. 681, 2006* prohibits construction outside the dyke unless a Site Specific Exemption is obtained.

The Site Specific Exemption process requires the applicant to provide a geohazard report for the Regional Board's consideration. The applicant has provided a geohazard report by Stirling Geoscience and Northwest Hydraulic Consultants (NHC) which provides a detailed mitigation proposal that includes; flood construction elevation, erosion and bank protection works. The geohazard report includes a satisfactorily completed FVRD-EGBC GeoHazard Assurance Statement. However the proposal presents several policy considerations for Board regarding development in undyked lands which relate to risk management and alternative options. These considerations are explored in more detail below.

	PROPE	ERTY DETAILS	
Electoral Area	G		
Address	38482 Be	ell Rd	
PID	009-064-	-885	
Folio	775.0261	.6.000	
Lot Size	10.3 hect	tares (25.44 acres)	
Owner	Danuta and	Agent	Gary Fields, Architect
	Wladyslaw Wojcik		
Current Zoning	Rural 3 (R-3)	Proposed Zoning	No change
Current OCP	Limited Use (L)	Proposed OCP	No change
Current Use	Residential	Proposed Use	Medical marijuana
			facility - industrial
			building (40,000 sq ft)
Development Perm	it Areas DPA 1-G	and DPA 2-G	
Agricultural Land Re	eserve No		

#### **ADJACENT LAND USES**

North	٨	Residential – 7 lot subdivision & agricultural (greenhouse)
East	>	Inch Creek Hatchery – Department of Fisheries and Oceans (DFO)
West	<	Residential
South	٧	Residential – agricultural

## NEIGHBOURHOOD MAP

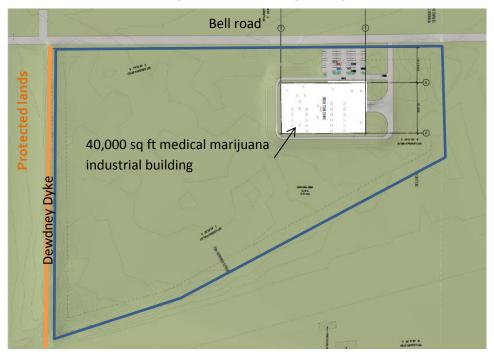


**PROPERTY MAP** 



## **Proposal Details**

The applicant proposes a 40,000 sq ft medical marijuana industrial building, which will house 80-100 employees, lab facilities, offices, meeting rooms, and propagation (grow) areas.



## **Architectural Illustrations**



#### **FVRD Policies**

#### Zoning

The proposed medical marijuana facility is a permitted use in the Rural 3 (R-3) zone. The R-3 zoning provides for a range of residential and agricultural uses, however other forms of industrial development are not permitted. Therefore the medical marijuana use is a 'niche' use for the subject lands, and alternative industrial uses on the subject lands would likely require a zoning bylaw amendment.

#### FVRD Flood Management Bylaw No. 681, 2006

FVRD Floodplain Management Bylaw, Section 6.c prohibits construction in the outside the area protected by the Dewdney Dyke and Nicomen Island Dyke. The proposed medical marijuana facility would be located entirely outside the protection of the Dewdney Dyke system.

Given the proposal does not meet the Floodplain Management Bylaw, a Site Specific Exemption pursuant to Section 524 of the *Local Government Act* may be considered, provided the Regional Board has received a geohazard report by a professional engineer or geoscientist that the land may be used safely for the use intended. Further FVRD geohazard management policy requires a completed EGBC-FVRD Geohazard Assurance Statement.

#### Official Community Plan

The OCP identifies the following geohazards for the subject parcel;

- Fraser River floodplain 1:200 year
- Unprotected (outside) Dewdney Dyke system
- Norrish Creek alluvial fan

As a result of geohazard conditions, the OCP designates the property as LIMITED USE. LIMITED USE areas have some or all of the following characteristics:

- significant geologic hazard;
- significant flooding hazard;
- environmental sensitivity;
- no community and development services; and,
- poor road access.

The Electoral Area "G" Official Community Plan (OCP) provides policy direction for development proposals within the undyked lands. Relevant policies are as follows:

Official Community Plan	
Objective	Policy
Minimize Risk	11.2.1 Minimizing exposure to flood risk and consequences of Fraser River flood events will be central concerns in land use planning decisions.
Use preventative policy & covenants	11.2.2 The Regional District will utilize floodplain management and zoning bylaws, official community plan policies and covenants to limit development within the floodplain and minimize exposure to risk.
1:200 year standard	11.2.3 The 1:200 year design flood will continue to be the basis for flood proofing measures.

Multi-layer protection; dykes plus building design	11.2.4 The Regional District will continue to rely on dykes and associated flood protection infrastructure combined with secondary (on-site) flood-proofing measures including the implementation of flood construction levels, siting, and floodplain setbacks to minimize exposure to flood hazards.
Use current flood hazard data/model	11.2.6 Fraser Valley Regional District Floodplain Management Bylaw No. 0681, 2005 should be updated to reflect the most current Fraser River flood profile modelling.
Explore land use options for undyked lands	11.2.7 In consultation with landowners, relevant Provincial agencies, and other interested parties, the Regional District should, as resources permit, conduct an assessment of undyked lands within Electoral Area "G" to identify land use possibilities and opportunities for conservation of floodplain functions and habitats.

#### **Provincial Policy**

The Province of BC's Flood Hazard Area Land Use Management Guidelines, Section 1.3 supports flood plain bylaw reductions in a case of serious hardship and building cannot occur unless requirements are reduced. The granting of a site specific exemption where no other options exist is consistent with the Province of BC policy.

The subject property is located entirely in the un-dyked area and within the Norrish Creek alluvial fan. There are no opportunities to avoid the hazards, however there are a range of mitigation scenarios to address the hazards. These are discussed in subsequent section.

#### **DISCUSSION**

#### **GeoHazard Report**

The applicant has provided a comprehensive geohazard report by Stirling Geoscience and Northwest Hydraulic Consultants (NHC) that addresses both the Fraser River floodplain and erosion hazard, and Norrish Creek alluvial fan hazard. The report recommends an elevated building site in the northeast corner, which is the highest portion of the property and minimizes fill placement needs. The report utilizes the most recent Fraser River flood profile from the Province of BC.

Geohazard design recommendations include:

- Flood construction level (FCL) 10.8 metres industrial portion and 12.0 metres habitable areas, or 0.6 metres above the crown of the road (whichever is higher). The FCL includes the 2014
   Fraser River Design Flood Level Update, Ministry of Forests, Lands and Natural Resources; and,
- Bank/scour protection (50 kg size) along the perimeter of the building to protect from Fraser River and Norrish Creek hazard.

The professional geoscientist has provided a completed EGBC-FVRD Geohazard Assurance Statement that the report meets technical requirements.

#### **Mitigation Options**

The proposed development is a unique proposal in the Electoral Areas and provides an opportunity to generate 80-100 jobs and economic investment in the rural areas. While the proposal provides socioeconomic benefits to the community, it also raises 'big picture' considerations regarding development in the unprotected Fraser River floodplain, including;

Public owned flood/erosion mitigation. The proposal (scenario 1) will require oversight, operations and maintenance of the flood protection works over the lifetime of the building by the property owner. For example this would include maintaining access, keeping area free of vegetation (ie. alders and blackberries), routine inspections, pre and post freshet inspections and maintenance. This would be the responsibility, co-ordination, and cost of the property owner.

There is no oversight by the Province of BC, FVRD or other agency. In contrast, these are generally the responsibilities of the FVRD or Dewdney Area Improvement District (DAID) for dyke systems in the Region.

- Emergency response in flood event. The subject property was within an Evacuation Alert area in the most recent 2018 Fraser River freshet. While the property was not inundated with floodwaters, it raises the possibility that 80-100 employees and equipment/assets may require a future evacuation given the flood risk.
- <u>Consistency with OCP policies</u>. OCP policies emphasize minimizing exposure to flood hazards, limiting development within the floodplain and relying on dykes plus on-site flood mitigation works.

For these reasons it is worthwhile to consider a range of alternatives which can still accommodate the proposal but address the long term oversight and maintenance of the mitigation works;

Scenario	Description	Comments
1	Elevated fill pad and	FVRD Site Specific Exemption approval.
PROPOSED	scour/bank protection	Onsite/private mitigation. No public operation and maintenance oversight (ie. brush clearing, inspections, reserve funds, etc).
		Applicant will provide covenant, private operations and maintenance program, emergency management plan, and site drainage.
2	Extend neighbouring Dewdney Dyke – Dewdney Area Improvement District	No FVRD Site Specific Exemption approval required. Provincial Inspector of Dykes approval required. DAID approval required.
	(DAID)	DAID provide public operations and maintenance program. Applicant to provide emergency management plan and site drainage.
3	New standard dyke, maintained and	No FVRD Site Specific Exemption approval required.
	operated by FVRD service area	Provincial Inspector of Dykes approval required. Must protect two or more properties.

		Requires FVRD Service Area to provide public operations and maintenance program. Applicant to provide emergency management plan and site drainage.
Alternative	es	
Scenario	Description	Comments
4	Different location/property	No FVRD Site Specific Exemption approval required.
	within dyke	No Provincial Inspector of Dykes approval required.  If ALR lands, may require non-farm use approval if elevation
		(fill) is required and/or concrete floored building.
5	Subdivision and standard dyke	Complex.
		Requires rezoning and OCP amendment approval,
		No FVRD Site Specific Exemption approval required.
		Provincial Inspector of Dykes approval required. Must protect two or more properties.
		Requires FVRD Service Area bylaws provide public operations and maintenance program. Applicant to provide emergency management plan and site drainage.

#### **Restrictive Covenant**

Should the Regional Board grant a site specific exemption, a restrictive covenant registered on title should include the following;

- <u>acknowledge</u> the flood and erosion hazard;
- <u>disclose</u> the NHC geohazard report;
- save-harmless the Regional District in the event of hazard occurence;
- waive financial assistance in the case of hazard damage as required by the Province;
- Professional Engineer Commitment for Field Review and Professional Design of the mitigation works. A formal commitment from P. Eng to ensure the bank protection works are installed and completed under the supervision and design of a Professional Engineer expertise is necessary. FVRD Building Bylaw No. 1188, 2013 does not require building permit for the bank protection works.
- <u>completion of protective works;</u> bank protection must be constructed and completed in advance of issuance of building permit.
- <u>operations and maintenance plan</u> for protective works to ensure they function as designed for the life of the development.
- emergency response and evacuation plan to address actions to be taken when Fraser River water levels rise.

#### **COST**

The Site Specific Exemption application fee of \$400 has been paid by the applicant. The costs associated with the registration of the covenant related to the site specific exemption application will be borne by the applicant if the Regional Board approves the exemption.

#### **COMMENTS BY:**

### Graham Daneluz, Deputy Director of Planning and Development

Reviewed and supported. This is a major development in the undiked floodplain. It goes against the policies of the Official Community Plan. The Corporate Report outlines Alternative Options for consideration by the FVRD Board.

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



## **Request for Site Specific Exemption**

## **Floodplain Management Provisions**

Peter Wojcik CEO/Director of WFS Pharmagreen Inc.  Name:Phone No
Address: 38482 Bell Road, Deroche, BC
Legal Description of Property:
Lot 4 Plan NWP29269 Section 33 Township 20 Land District 36 & OF NW 1/4 SEC 34; EXC PCL A RE
(Lot, Block, Legal Subdivision, Section, Plan, Township, Range, Land District, PID No.)
PROPOSED DEVEOPMENT:
40,000 square foot industrial building on the Subject Property
Name of Adjacent Watercourse or Body of Water:
Fraser River and Norrish Creek
0681-20 10.0 m
Flood Construction Level in Bylaw (No): 10.0 m
Flood Construction Level Requested: 10.8 m
Floodplain Setback in Bylaw (No):
Floodplain Setback Requested:
<b>ENCLOSED AREA:</b> (check where provides; provision of all of this information will facilitate processing of application)
X legal map of property
X map indicating property location and relationship of proposed building to adjacent watercourse
X photos of property (proposed building location, adjacent existing development, etc.)
X other information pertinent to this application

REASONS FOR APPLICATION:
The Site Specific Exemption is required because the Subject Property is on the floodplain of the
Fraser River and in a non-dyked area. See attached Natural Hazards Assessment for the property
at 38482 Bell Road. The primary hazards addressed in this report are flooding and scour from
the Fraser River and Norrish Creek.
DATE OF APPLICATION: May 15, 2018
SIGNATURE OF APPLICANT:
SIGNATURE OF BUILDING INSPECTOR:

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 FOl@fvrd.ca.

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NHC Ref. No. P03003468

2018 May 15

#### GARY FIELDS ARCHITECUTRE INTERIOR DESIGN PLANNING INC.

382 David Road, Bowen Island British Columbia, VON 1G1

Via email: gary@garyfields.ca

Re:

Flood Hazard Assessment at 38482 Bell Road, Deroche, BC

**Transmittal of Technical Report** 

Mr. Fields,

Please find attached a technical report, dated May 15, 2018, prepared by Mr. Jamie Stirling, P.Geo. of Stirling Geosciences (late of NHC). We trust this report meets the needs of the required Flood Hazard Assessment for the proposed development at 38482 Bell Road, Deroche, BC.

Please do not hesitate to contact myself or Mr. Derek Ray should you have any questions or concerns regarding this report.

Sincerely,

**Northwest Hydraulic Consultants Ltd.** 

Derek Ray, P.Geo. Principal Geoscientist

Attachment: Flood Hazard Assessment prepared by Stirling Geosciences



North Vancouver, B.C. | 604.349.7709 | stirlinggeoscience.com

2018 May 15

18-001

#### WFS PHARMAGREEN INC.

12293 Cardinal St Mission, BC, V4S 1L3

Attention: **Peter Wojcik** 

CEO/Director

Via email: pwojcik@telus.net

cc: Gary Fields (gary@garyfields.ca)

**Subject:** 38482 Bell Road, Deroche, BC

**Natural Hazards Assessment** 

#### 1 INTRODUCTION

Northwest Hydraulic Consultants Ltd. (NHC) was engaged by Peter Wojcik CEO/Director of WFS Pharmagreen Inc. to conduct a Natural Hazards Assessment for the property at 38482 Bell Road, Deroche, BC (the Subject Property) which is within the Fraser River Regional District (FVRD) Electoral Area "G". Jamie Stirling, M.Sc., P.Geo. of Stirling Geoscience, was contracted by NHC to prepare this report which was reviewed by NHC.

Mr. Wojcik is proposing a 40,000 square foot industrial building on the Subject Property. The purpose of the Natural Hazards Assessment is to support the Development Permit, the Building Permit and the Site Specific Exemption applications for the proposed development. The Site Specific Exemption is required because the Subject Property is on the floodplain of the Fraser River and in a non-dyked area. The primary hazards addressed in this report are flooding and scour from the Fraser River and Norrish Creek. This report summarizes the results of the Natural Hazards Assessment.

The Subject Property is situated north of Highway 7 near Dewdney and east of Hatzic and west of Deroche, 3.1 km north of the Fraser River (Figure 1). The property is on the alluvial fan of Norrish Creek and the Floodplain of the Fraser River between Norrish Creek 500 m to the east and Chilqua Creek 400 m to the west (Figure 2). The legal description of the property is:

Lot 4 Plan NWP29269 Section 33 Township 20 Land District 36 & OF NW 1/4 SEC 34; EXC PCL A REF PL 53267

The search results from the Chilliwack and District Real Estate Board identified that the property has no legal notations, charges, liens and interests, transfers, pending applications as well as no outstanding duplicate indefeasible titles. It is our understanding that there are no restrictive covenants registered against the property title that pertain to natural hazards.

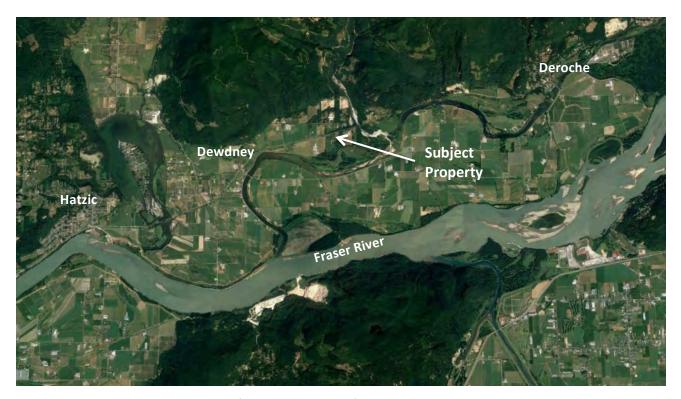


Figure 1: 38482 Bell Road Study Site (Google Earth 2017)

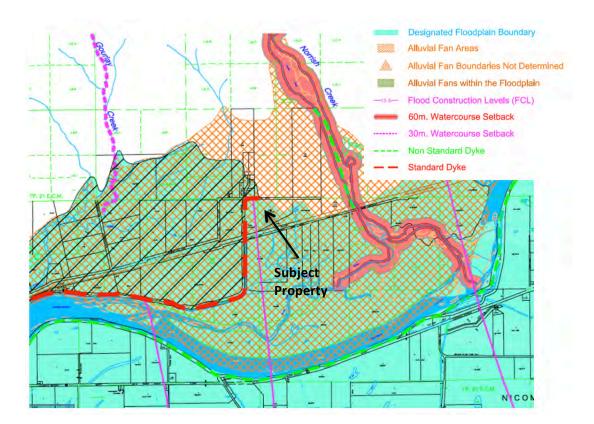


Figure 2: Subject Property and the Norrish Creek Fan (FVRD Flood Hazard Bylaw No. 0681-2005, Sch A, Map 8)

#### 2 PROPOSED DEVELOPMENT

WFS Pharmagreen Inc., long-term owner of the Subject Property, proposes to develop a licensed medicinal marijuana grow operation on the site. Phase 1 will include a federal government licensed marijuana tissue culture laboratory and Phase 2 will include a federal government licensed marijuana grow operation. The Subject Property is approximately 24.4 ha, all of which is on the alluvial fan of Norrish Creek and most of the property is on the floodplain of the Fraser River except for the northeast portion. The site is within a non-dyked area of the Fraser River and the Dewdney Dyke (Standard Dyke) is immediately to the west of the property protecting land to the west and south (Figure 2).

With respect to Zoning, the Subject Property is within the FVRD Electoral Area G and is zoned Rural 3 (R-3) pursuant to Dewdney-Alouette Regional District Land Use and Subdivision Regulation Bylaw No. 559, 1992. With respect to the Official Community Plan (OCP), the Subject Property is designated Limited Use (LU) pursuant to FVRD OCP for Electoral Area "G", Bylaw No. 0866, 2008. A re-zoning application will not be required for the proposed industrial building as the area is zoned to permit industrial development.

With respect to Development Permit Areas (DPA), a portion of the Subject Property is located within Development Permit Area 1-G (Geologic and Stream Hazard DPA). Therefore, a Geotechnical Hazard Assessment (i.e., Natural Hazards Assessment) and a Development Permit is required prior to any construction, alteration of land or subdivision. The Subject Property is located within Development Permit Area 2-B (Riparian Areas DPA). A Riparian Assessment would be required prior to any residential, commercial, institutional or industrial uses that propose construction, alteration of land, or subdivision within 30 m of a watercourse. A Riparian Assessment will not be required as the proposed building is not within 30 m of a watercourse.

With respect to the Floodplain Bylaw, the Subject Property is identified as being in the Fraser River Floodplain in a non-dyked area pursuant to the FVRD Floodplain Management Bylaw 0681, 2005 as well as being in an alluvial fan hazard area. The Floodplain Bylaw states that all development on properties on alluvial fans is subject to Section 56 of the Community Charter and a Site Specific Geotechnical Hazard Assessment would need to be completed and registered on title and/or Section 920 of the Local Government Act. The Hazard Assessment would be the same as that conducted to satisfy the DPA 1-G requirement mentioned above. The flood protection regulations in the Bylaw do not apply to alluvial fans. However, these flood protection regulations should be taken into consideration where development is proposed on alluvial fans. The Floodplain Bylaw also states, that "No building or structure is permitted to be constructed in the designated floodplain of the Fraser River outside the area protected by the Dewdney Dyke and Nicomen Island Dyke". Dewdney Dyke is a classified as a Standard Dyke and the Nicomen Island Dyke is a Non-Standard Dyke (Figure 2). A Standard Dyke is a dyke that meets government standards of design and construction and is maintained by one or more levels of government. A Non-Standard Dyke (also referred to as an Orphan Dyke) may or may not meet government standards of design and construction and is not currently maintained by a public authority. The Norrish Creek Dyke is classified as a Non-Standard Dyke (Figure 2).

In order to be able to construct on the Subject Property a Site Specific Exemption would be required. To satisfy the requirements of a Site Specific Exemption application, a comprehensive hydrological hazard assessment is required and is to be conducted by a person who is registered or licensed to practice as a Professional Engineer or Professional Geoscientist under the Engineer and Geoscientists Act, specialized in hydrological engineering for large river systems.

The Subject Property is not located within the Agricultural Land Reserve. Zoning Bylaw 559 was recently amended by FVRD Zoning Amendment Bylaw No. 1257, 2014 which was adopted by the Regional Board on April 23, 2014 to include a definition for medical marihuana grow operation as follows:

"Medical Marihuana Grow Operation means the cultivation, growth, storage, distribution, testing or research of marihuana for medical purposes as lawfully permitted and authorized under the applicable federal or provincial laws."

Zoning Amendment Bylaw No. 1257 also amended the list of permitted uses in the Rural 3 (R-3) zone to include medical marihuana grow operation as a permitted use for properties within that designation. Medical marihuana grow operations, as defined above, are considered a permitted use for 38482 Bell Road, Electoral Area "G".

Specific FVRD development requirements, including Building Permits and Development Permits, are required with any new construction, addition to existing structures, or change in occupancy to existing structures to permit a research or production facility for medical marihuana.

Gary Fields of Gary Fields Architecture Interior Design Planning Inc. is designing the proposed facility. The latest schematic architecture drawings are provided in Appendix A.

#### 3 PROJECT OBJECTIVE

The Subject Property is susceptible to high water levels due to flooding on the Fraser River and potential hydrotechnical hazards emanating from nearby Norrish Creek. Hydrotechnical hazards are defined as flooding, erosion, deposition, scour and avulsion, typically due to channelized flow or coastal water levels. In addition, flood hazards may arise from local surface water management and site drainage. Such localised hazard is not discussed in this study but is addressed within the stormwater management plan (i.e., the proposed building drainage plan) (Appendix A).

The objective of this Natural Hazards Assessment is to identify and assess the flood and erosion hazards that may affect the safe development and use of this property. This assessment is based on the criteria specified by FVRD's Floodplain Management Bylaw 681, 2005, Area G – OCP Bylaw 0866, and the *Professional Practice Guidelines - Legislated Flood Assessments in a Changing Climate in BC* prepared by the Association of Professional Engineers and Geoscientists of BC (APEGBC, 2012). The recommendations based on the above guidelines are intended to be applied to the proposed development as well as potential future development on the property.

The Natural Hazards Assessment was conducted based on a review of available information, including existing reports, site information, orthophoto imagery, LiDAR data, topographic survey data collected the week of March 26, 2018 and a site investigation conducted on March 28, 2018 by Jamie Stirling. This information was used to determine the flood level for the design flood at the property. The data was then used to determine mitigative measures such as: Flood Construction Level (FCL), setback from watercourses, and erosion and scour protection. Hydraulic modelling on the Fraser River has recently been carried out (FLNRO, March 2014 and FLNRO May 2014). Therefore no new modelling was performed as part of this Natural Hazards Assessment. With regards to flood and erosion hazards from Norrish Creek, no modelling was done as part of this assessment. Potential hazards could include flooding, erosion, debris floods, debris flows and avulsions. Due to the nature of alluvial fans, hazards from Norrish Creek exist at the Subject Property. These hazards are partially mitigated because of the armoured Norrish Creek Dyke along the

right (west) bank (Figure 2 and Figure 3). The hazards are only partially mitigated because the dyke is classified as a Non-Standard Dyke and therefore cannot be relied upon to fully protect the Subject Property from creek hazards.

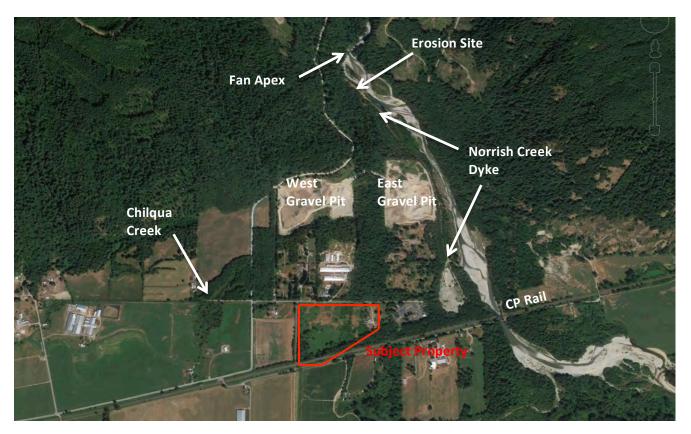


Figure 3: Norrish Creek Fan (Google Earth 2017)

#### 4 STUDY AREA

Norrish Creek has its source in Dickson Lake located at the bases of Mount Wardrop and Mount Catherwood. The watershed is 117 km² and the creek runs parallel to the Norrish Creek Forest Service Road (FSR) and is fed my numerous tributaries. Norrish Creek is used as a water supply by the City of Abbotsford and the intake and water treatment plant are located approximately 6 km upstream of the Subject Property. There were two Water Survey of Canada (WSC) stations on Norrish Creek. Station 08MH058 Norrish Creek Near Dewdney, which is near the fan apex, operated from 1959 to 2007 and had a watershed area of 117 km². Station 08MH150 Norrish Creek Above Rose Creek, which was near the water treatment plant operated from 1984 to 2006 and had a watershed area of 78.2 km². Norrish Creek experienced a large flood in 1984 estimated at 500 m³/s. (NHC, 1988). The 100-year and 200-year instantaneous discharge is estimated to be 664 and 775 m³/s, respectively (NHC, 1999). Inch Creek flows south, parallel and west of Norrish Creek and is groundwater fed from the fan. Fisheries and Oceans Canada operates a fish hatchery immediately east of the Subject Property (Figure 4).



Figure 4: Subject Property and Proposed Building Location (Google Earth 2017)

Norrish Creek from the fan apex to the Canadian Pacific (CP) Railway Bridge is 1.65 km long and drops in elevation 23 m from 32 m to 9 m Geodetic Datum (GD) for an average slope of 1.4%. The width of the creek in this reach ranges from 50 to 175 m. Appendix B shows two LiDAR images of the Norrish Creek Fan, one is a hillshading image and the other shows 2 m contours. The LiDAR data is from 2008 and is from the Fraser Basin Council. The LiDAR images were provided from the FVRD. Both sides of the channel are constrained by dykes that were constructed in the 1980s in response to flooding on Norrish Creek. The right (west) bank dyke is significantly longer and larger than the dyke on the left (east) bank. The Norrish Creek fan begins where the creek emerges from a bedrock canyon. Just downstream of the apex, the fan is constrained on both sides by steep bedrock slopes to the west and by an elevated fluvial terrace and bedrock slopes to the east. The width of the fan in this area varies from 200 m to 400 m. South of this area the fan is unconstrained and widens considerably as it approaches the floodplain of the Fraser River (Figure 2). The fan extends west of Norrish Creek merging into the smaller fan of Chilqua Creek west of the Norrish Creek FSR about 1.2 km west of Norrish Creek and 400 m west of the northwest corner of the Subject Property (Figure 3 and Appendix B).

The gradient of the Norrish Creek fan ranges from 0% to 10% and there are several incised relic channels, which are up to 5 m wide and 3 m deep. Based on mature second growth trees and older stumps in the relic channels, significant flows have not occupied these channels within the last 200 years. No levee deposits are present along the edges of the relic channels, so it appears that they were formed by water only flows that eroded into the existing fan sediments rather than by debris floods or debris flows (Westrek, 2013). Two main relic side channels were documented by Westrek (2013). They are both west of the Norrish Creek Dyke and one is downstream of

the fan apex and the other is in proximity to the East Gravel Pit (Figure 3). It was noted that these channels sometime contain pools or standing water or even ephemeral streamflow but there was no evidence of flow reaching as far downstream as Bell Road. Also, there are no drainage structures crossing under Bell Road. These relic channels can be clearly seen on the hillshading LiDAR image (Appendix B).

The bed sediment of Norrish Creek from the apex to the CP Railway Bridge is primarily gravel-sized, ranging from boulders near the apex to mostly pebble to cobble sized sediment in the lower fan. Historically, much of the fan was logged prior to and during the 1940s and large forest fires affected the area in the late 1860s and early 1940s.

#### 5 FIELD INVESTIGATION AND SITE DESCRIPTION

A site investigation was conducted on March 28, 2018 by Jamie Stirling. The Subject Property is fenced and occupied by tree cover, brush and grass. The CP Railway is near the south boundary, Bell Road parallels the north boundary, Dewdney Dyke parallels the west boundary, and the neighbouring Inch Creek Hatchery is along the east boundary. Access to the site is near the northeast corner through Bell Road (Figure 4).

The March 2018 topographic survey of the property shows that the site is relatively flat with a gentle downslope away from Norrish Creek from the northeast to the southwest of approximately 1% (Appendix C). This topographic survey shows more detail than the LiDAR contours in Appendix B. Based on the topographic survey, the western half of the property averages from 8 to 9 m GD (Photo 1) and the eastern half averages from 9 to 10.5 m GD (Photo 2). Photos of the study area are provided in Appendix D. The lowest area on the property is in the southwest corner and averages approximately 7 m GD (Photo 3) and the highest area is near the northeast corner averaging approximately 11 m GD (Photo 4). The property currently has one residential building along the eastern part of the property and the proposed industrial building would be located immediately northwest of the existing building (Figure 4 and Photos 2 and 4). The proposed development would not tie into the Dewdney Dyke nor would it be located in proximity to the dyke. This area of higher ground where development is proposed is just outside of the Fraser River floodplain as shown on Figure 2.

The Subject Property drains from northeast to southwest and drainage is controlled on the south side by the elevated CP Railway embankment and drainage is controlled on the west side by the Dewdney Dyke. The elevation of the crest of the Dewdney Dyke varies from 10.0 m to 10.2 m GD as identified by the March 2018 topographic survey (Appendix C). The elevation of the CP Railway south of the property appears to be at a similar elevation as the dyke based on visual observations during the field investigation and as shown on the LiDAR contour image. The crest of the railway embankment was not surveyed in as part of this project.

Surface water that collects at the low point on the Subject Property (the southwest corner) drains through a 450 mm concrete culvert (Photo 5). The invert of the inlet of this culvert is the lowest point on the property at 6.35 m GD. Flow through this culvert is controlled with a culvert gate and the wheel to adjust this gate is located on the top of the Dewdney Dyke (Photo 3). The culvert was dry at the time of the field investigation (Photo 5) and the gate was not visible but it is assumed that the gate would normally be in the open position and would be manually closed during a flood to keep floodwaters from inundating the area inside (west) of the Dewdney Dyke.

Drainage under the CP Railway in proximity to the Subject Property occurs through a steel box culvert, which has a span of 2000 mm and a height of 1600 mm. This culvert conveys Inch Creek and is shown in Photo 6. A 500 mm diameter concrete culvert was located under the CP Railway adjacent to the middle of the Subject Property. The outlet on the south side of the railway embankment is shown in Photo 7 and there was no evidence of recent flow through the pipe or evidence of past flow in the ditch immediately downstream of the outlet. The culvert inlet could not be located on the north side of the railway embankment and there was no defined ditch adjacent to the inlet, suggesting this culvert may not provide reliable drainage for the property during a flood.

The LiDAR images in Appendix B include a layer showing the location of watercourses and this information is likely taken from the BC Freshwater Atlas Stream Network Database. The field investigation confirmed that Chilqua Creek to the west of the Subject Property is accurately represented by the watercourse database but Inch Creek is not. The alignment of Inch Creek is well represented on the LiDAR hillshading image from the Fish Hatchery and southward but the blue creek symbol from the watercourse database incorrectly shows Inch Creek flowing under the CP Railway through the 500 mm diameter culvert and not through the steel box culvert (Appendix B). The blue creek symbol also shows Inch Creek as a surface channel upstream of Bell Road, which is not accurate as the creek is subsurface in this area. Finally, the blue creek symbol shows a creek passing the southwest corner of the Subject Property and there is no creek following this alignment. With respect to Norrish Creek, the watercourse symbol on the LiDAR images shows the low-lying area along the right bank at the end of Bell Road and just upstream of the CP Railway Bridge as part of the active channel. However, this area is isolated from the mainstem by the Norrish Creek Dyke as shown by the green line symbol. The low-lying area was one of the borrow sources for construction of the dyke.

The Norrish Creek Dyke was visually assessed as apart of this assessment. The entire length of the dyke was walked during the field investigation. The dyke extends along the right bank of the creek from the apex of the fan to the CP Railway for a length of 1,630 m as measured in the field (Figure 3 and Appendix B). The field investigation identified that the lower 680 m of the dyke is continuously armoured and only portions of the upper 950 m is armoured. Although the dyke extends upstream to the fan apex, the FVRD Flood Hazard Map 8 (Figure 2) only shows the dyke as occurring along the lower 900 m, which likely is intended to represent the portion of the dyke that is continuously armoured.

The Norrish Creek Dyke is setback from the active channel in most locations. The downstream 80 m is a river dyke with the toe of the armoured dyke in the active channel (Photos 8 and 9). The  $D_{50}$  of the dyke riprap is 600 mm along this reach. The setback portion of the dyke varies in distance from the active channel and is up to 75 m from the channel in some locations. Photo 10 shows a typical section of the armoured setback dyke 100 m upstream of the CP Railway Bridge. The  $D_{50}$  of the dyke riprap is 500 mm along this reach. The riparian forest between the setback portion of the dyke and the active channel is mature and well established. This forest would likely be effective in reducing flow velocity and bank erosion adjacent to the dyke during flooding. Figure 3 shows the mature forest area between the dyke and the active channel and the LiDAR hillshade image shows the right bank of the active channel defined as a shaded ridge but the blue watercourse shading shows the forested area as part of the active channel.

The height of the setback dyke portion of the structure throughout the fan is approximately 2 m above the creek side floodplain. The height of the river dyke portion of the structure is 3 to 4 m high. The crest of the dyke averages 8 to 12 m wide but is up to 20 m wide at the upstream end where the dyke is not armoured. Photo 11 shows a typical view

of the dyke crest and Photo 12 shows a typical view of the armouring. Both photos are taken just downstream of the upstream limit of continuous dyke armouring 680 m from the CP Railway Bridge.

The Norrish Creek Dyke is a river dyke for its upstream 270 m. Photo 13 shows a portion of the armoured dyke adjacent to the active channel 250 m downstream of the fan apex. The  $D_{50}$  of the dyke riprap is 300 mm along this reach. Although the riprap in this reach is smaller than that downstream, there is no evidence that this rock has been recently mobilized as it is well established with moss and there were no observed areas of failure or scour on the armoured slope.

A 30 m long section of the unarmoured portion of the dyke is eroding along the right bank of the creek 130 m downstream of the fan apex (Figure 3) and the bank is approximately 3 m high along this reach (Photo 14). The dyke crest is 20 m wide in the area adjacent to the erosion (Photo 15) and closer to 30 m wide at the toe of the dyke. Westrek (2013) documented this eroding bank and they identified that the face of the dyke has eroded up to 3 m back when compared to the extent of the adjacent armoured section. Conditions observed during the March 28, 2018 site investigation appears similar to that observed by Westrek in 2013. A comparison of photos of the eroding bank suggests the condition of the bank has not noticeably changed over the five-year period from 2013 to 2015. Amec prepared a dyke inspection report in 2002 and also identified this eroding bank. Details of the Westrek and Amec report findings are documented below in Section 6.2.

An avulsion of the creek is possible at this eroding location if erosion of this bank continues. However, the likelihood of an avulsion, especially during a single event is considered low due to the width of the dyke in this area, the height of the dyke and the straight reach of the creek at this location. If an avulsion were to occur in this area, the flow path would travel south and likely inundate the east and west gravel pits before reaching the Subject Property further downslope (Figure 4). The west pit is associated with 38447 Bell Road and the east pit is associated with 38555 Bell Road. These quarries are vary large excavations on the fan and would likely represent a sediment trap for material and debris in the event of an avulsion (Photo 16). The quarries would also likely attenuate the avulsion flow before the water could potentially reach the Subject Property.

#### 6 REVIEW OF BACKGROUND INFORMATION

### **6.1** General Information

The following government documents have been relied upon in the preparation of this Natural Hazards Assessment:

- Hazard Acceptability Thresholds for Development Approvals by Local Government. BC Geological Hazards workshop Feb 20-21, 1991. Revised Nov. 1993. A paper by Dr. Peter Cave, Director of Planning, Regional District of Fraser-Chem.
- City of Chilliwack Floodplain Regulation Bylaw 2004, No. 3080, Schedule C.
- FEMA. Engineering Principles and Practices for Retrofitting Flood-Prone Residential Structures, Appendix D Alluvial Fan Flooding.
- Flood Hazard Area Land Use Management (BC Ministry of Water, Land and Air Protection, 2004).
- FVRD Bylaw No. 0681, 2005. A Floodplain Management Bylaw Pursuant to Section 910 of the Local Government Act. As amended by Bylaw 0746, 2006 and Consolidated as enacted by Bylaw 0748, 2006.

- FVRD Floodplain Regulation Bylaw 2004, No. 3080 Schedule C Guidelines for Application for Site Specific Exemption.
- FVRD Flood Hazard Area Land Use Management Guidance for Selection of Qualified Professionals and Preparation of Flood Hazard Assessment Reports.
- Climate Change Adaption Guidelines for Sea Dikes and Coastal Flood Hazard Land Use (BC MoE, 2011).
- Coastal Floodplain Mapping Guidelines and Specifications (FLNRO, 2011).
- Professional Practice Guidelines Legislated Flood Assessments in a Changing Climate in BC (APEGBC, 2012).
- Fraser River Design Flood Level Update Hope to Mission, Final Report. FLNRO, Flood Safety Section, March 2014.
- Simulating the effects of Sea Level Rise and Climate Change on Fraser River Flood Scenarios, Final Report. FLNRO, Flood Safety Section, May 2014.
- Guide to Geo-Hazard Assurance Statement for Development Approvals, APEGBC and FVRD.
- Geo-Hazard Assurance Statement for Development Approvals, APEGBC and FVRD.
- FVRD Hazard Acceptability Thresholds for Development Approvals. June 2017.

## **6.2** Site Specific Information

Information regarding natural hazards in proximity to the Subject Property is extensive with respect to the Fraser River and the Norrish Creek alluvial fan. Numerous site-specific hazard assessments have been carried out on properties on the Norrish Creek Fan and several reports on Norrish Creek and its watershed have also been completed. The most relevant documents were reviewed as part of this assessment and include:

- Norrish Creek Hydrology Study 1993-94 by Dayton and Knight Ltd. Stage 1 March 1993 and Stage 2 July 1994.
- 38740 Hawkins Pickle Road, Dewdney, BC by Levelton Associates July 27, 1994.
- Norrish Creek and Chehalis River Watershed Cutblock Assessments by Hay and Company Inc. September 1995.
- Sawdust Shed at 38447 Bell Road, Dewdney, BC by J. W. Wedler and Associates Ltd. November 7, 1997.
- Geomorphology and Hydraulics of Norrish Creek. Report to David Lund, Cascade Construction by Northwest Hydraulic Consultants Ltd. August 1999.
- Norrish Creek Supply of Gravel from the Upper Watershed. Report to CP Railway by Northwest Hydraulic Consultants Ltd. May 2001.
- Norrish Creek Dyke Norrish Creek by AMEC. March 22, 2002.
- Norrish Creek 2002 Gravel Removal. Report to CP Railway by Northwest Hydraulic Consultants Ltd. August 2002.
- Norrish Creek Future Gravel Removal Recommendations. Report to CP Railway by Northwest Hydraulic Consultants Ltd. June 1, 2004.
- Area G Official Community Plan, Hatzic Lake to Deroche, Geotechnical Hazard Overview. Report to FVRD by Thurber Engineering Ltd. September 2004.
- Geotechnical Hazard Assessment 38083 Hawkins Pickle Road, Dewdney, BC by Golder Associates. May 24, 2006.

- Geotechnical Hazard Site Assessment Report for 38275 Bell Road by Levelton Engineering Solutions.
   February 8, 2007.
- Geotechnical Hazard Site Assessment Report for 38205 Bell Road by Levelton Engineering Solutions.
   November 29, 2007.
- Supplemental Geotechnical Hazard Site Assessment Report for 38205 Bell Road by Levelton Engineering Solutions. April 25, 2008.
- Proposed Gravel Pit, 38447 Bell Road, Norrish Creek, FVRD Electoral Area G by Madrone Environmental Ltd. June 16, 2011.
- 38555 Bell Road, Dewdney, Norrish Creek Fan Geotechnical Hazard Assessment, Westrek Geotechnical Services Ltd. April 30, 2013.
- Fraser River Design Flood Level Update Hope to Mission, Final Report. FLNRO, Flood Safety Section, March 2014.
- Simulating the Effects of Sea Level Rise and Climate Change on Fraser River Flood Scenarios, Final Report. FLNRO, Flood Safety Section. May 2014.
- Geohazard Assessment for the Proposed Residence 9708 Hess Road, Dewdney, BC by Fraser Valley Engineering Ltd. February 19, 2016.

Many of the above reports comment on the 200-year design criteria for the Fraser River and this is currently the requirement with respect to the FVRD Flood Hazard Bylaw No. 0681-2005 as discussed in Section 2 and shown on Figure 2. However the two 2014 FLNRO reports noted above suggest the current FVRD Bylaws should be updated. Details of this are provided below in Section 7. The key findings from the above documents from 1999 onward with respect to hazards on Norrish Creek are summarized below.

#### 6.2.1 NHC 1999 Report

NHC's 1999 report is a gravel management plan on Norrish Creek to support excavation of gravel in proximity to the CP Railway Bridge in order to maintain hydraulic capacity at the crossing. The report carried out an analysis of historical air photos and documented the extensive logging history in the watershed and noted over 44 clearcuts and over 200 landslides related to historical logging activity. Many of these clearcuts had reforested but mass wasting was still contributing to the sediment in the main channel. The report noted that a 6 km reach of the mainstem located 10 km upstream of the CP Railway Bridge was highly aggraded and this would continue to provide a significant sediment source for the fan area, especially the lower fan where the gradient flattens on the Fraser River Floodplain. Much of the sand and gravel deposition occurred downstream of the CP Railway Bridge.

The historical air photos suggest that gravel removal and dyke construction on Norrish Creek began on the fan between 1963 and 1979. As a result the width of the creek had been reduced from approximately 200 m to 70 m. Initially the dykes were not armoured and constructed by bulldozing the gravel in the channels to the sides. Excavation of gravel also occurred on the fan and floodplain. Dyke and bank armouring occurred immediately upstream of the CP Railway Bridge during the initial dyke construction. The 1986 air photos show conditions after the 1984 flood. Dyke construction on both banks expanded following the initial works and armouring of the dykes had occurred by 1986. Gravel extraction occurred in the channel in 1996 and the 1999 air photos shown conditions following the removal where gravel had not yet infilled the extraction area.

The 1999 NHC report estimated that annual sediment supply to the Norrish Creek Fan was 12,000 m<sup>3</sup> and recommended a similar annual removal to maintain capacity at the bridge. NHC estimated that the CP Railway Bridge was capable of passing a 1 in 35-year flood.

#### 6.2.2 NHC 2001 Report

NHC's 2001 report identified that Norrish Creek produced about 23,000 m³ of gravel annually, which was deposited upstream and downstream of the CP Railway Bridge. This was a significant increase from the estimate in their 1999 report. Gravel traps with a capacity of 40,000 m³ were excavated upstream of the bridge. Documentation of gravel extraction began in 1951 and occurred in 1966, 1967, 1969, 1971,1972, 1984-85, 1987, 1990, 1993, 1996 and 2000. Volumes are known for only seven of the 13 years and the total is 614,7000 m³ for the known years. The primary source of the gravel was identified as landslides in the Rose Creek tributary as well as Dickson Creek and East Norrish Creek. The landslides are attributed to logging which started in the 1950s. A total of 135 landslides were documented throughout the watershed. The report identifies that although the annual load could be 23,000 m³, large rainfall events can also contribute a slug of gravel computed to be 20,000 m³ over a five-day period. Therefore, the existing traps may only be adequate for under the scenario of one large storm plus an annual load of gravel.

## **6.2.3** Amec 2002 Report

Amec carried out a dyke inspection in 2002 on the Norrish Creek Dyke. The inspection identified that the dyke was 960 m long, ran downstream from the fan apex, was constructed in 1984 and riprap was last added in 1990. The dyke was built by CP Rail and the Province and continued from the apex to the CP Railway Bridge. The report noted the large flood that occurred in 1963. Large amounts of gravel were removed from the channel following the 1984 flood to build the dykes. Following the 1990 flood and avulsion, large riprap was placed on the bank near the apex of the fan for a length of 160 m. The report documented the 30 m long erosion site immediately upstream of the riprap that was placed in 1990. The dyke crest at this erosion site was approximately 15 m wide.

#### 6.2.4 NHC 2002 Report

Following NHC's 1999 report, CP Rail was permitted to excavate gravel from several traps upstream of the bridge in order to reduce the build up of downstream gravel bars, which were found to create backwater at the bridge. Removal occurred at four pits in 2000 and high flows in the spring of 2002 resulted in extensive infilling of the gravel traps even though the flows had discharges less than the 2-year return period. The 2002 NHC report quantified the extent of the trap infilling and provided future extraction recommendations. The sediment traps were identified as almost full and it was recommended to re-excavate them. The sediment in the traps was primarily gravel having a  $D_{50}$  of about 45 mm and there was little sand within this material. The gravel bars downstream of the bridge had not changed but they were still causing backwatering and NHC recommended lowering the downstream creek bed.

#### 6.2.5 NHC 2004 Report

The NHC 2004 report summarized the performance and conditions of the works completed in 2003 as well as future recommendations for gravel removal. A flood occurred on Norrish Creek in October 2003 estimated to have a 5-year return period. The report documented that the 2003 excavation pits for storage of 40,000 m<sup>3</sup> had

filled in following this flood and recommended the new traps be increased to store a minimum of 50,000 m<sup>3</sup>. NHC estimated that approximately 59,000 m<sup>3</sup> of material was deposited and 19,000 m<sup>3</sup> was eroded resulting in a net deposition of approximately 40,000 m<sup>3</sup> which was twice the previously estimated annual expected amount transported into this area.

#### 6.2.6 Thurber 2004 Report

The 2004 Thurber report noted that Norrish Creek is confined by dykes between the mountain front and the railway so coarse sediment will continue to be deposited in channels below the bridge where creek flood back up effects are generated. A debris jam at the CP Railway Bridge could cause the flooding creek to cut through the railway grade and Hawkins Pickle Road or breach the creek dykes. If breaching occurs, floodwater could reach the lowest portions of the Norrish Creek fan to the east or west. In a worse case scenario, the west dyke would be breached during a 200-year Fraser River flood. This would cause extensive flooding in the Chilqua Slough area where the dyke on the west margin of Nicomen Slough would be outflanked. Thurber states that in their judgment, debris loading and flood issues on Norrish Creek's lower channel are approaching a critical state. Although these issues warrant attention from a hazard perspective, this investigation was beyond the scope of their work. The Thurber 2004 report estimated the average annual probability of the Norrish Creek Dyke to be breached or overtopped as 1:200. The Thurber 2004 report estimated that the CP Railway Bridge was only capable of passing a 1 in 10-year flood, which is different from the 1 in 35-year event that NHC reported in 1999.

#### **6.2.7 Golder 2007 Report**

The 2007 Golder hazard assessment was for 38083 Hawkins Pickle Road, which is 500 m west of the western edge of the Subject Property. The property is inside the Dewdney Dyke and far enough from the hillside to not be affected by slope related hazards. The estimated risk for debris flow and debris flood was given a low probability at 1:500 to 1:10,000 but that the annual probability of avulsions from Norrish Creek was high at 1:10 to 1:100. They also note that the probability of occurrence of flooding from Chilqua Creek, which flows through the property, is moderate at 1:100 to 1:200. Mitigation for buildings should include scour protection with well-graded ( $D_{50}$  = 350 mm) riprap placed around proposed concrete foundation walls. The protection should extend to the base of the proposed foundation wall/footing. They recommend appropriate geotechnical inspections be carried out during site grading and construction of the foundation and scour protection.

### 6.2.8 Levelton 2007 Reports

Levelton prepared a hazard report dated February 2007 for a proposed soda ash facility on the property at 38275 Bell Road, which is immediately northwest of the Subject Property. The report considered four hazards; debris flow, debris flood, allusion and inundation by flood waters. The estimated risk for debris flow and debris flood was given a probability of 1:500 to 1:10,000. The probability for avulsion was determined as <1:500 and inundation from flood waters was 1:200. Other hazards related to steep slopes were not considered as the site is far enough away from the mountainside slopes. Levelton concluded that the site is suitable for the support of the soda ash silo and that specific hazard mitigation to support the facility is unnecessary. They note that the probability of the site being impacted by debris flows, debris floods or avulsions is low but that these hazards cannot be completely eliminated based on the site location.

The November 2007 hazard assessment by Levelton was carried out in connection with the proposed sale of the property at 38205 Bell Road, which is the neighbouring property to the northwest of the Subject Property and inside the Dewdney Dyke. The overview assessment concluded by stating that the site will be used for agricultural purposes and no permanent structures are planned. Therefore, it was premature to provide a risk assessment and avoidance and mitigative measures for the hazards discussed in the report.

#### 6.2.9 Levelton 2008 Report

The 2008 Levelton hazard assessment was a follow up to the November 2007 report and included defining safe building sites on the property as per a request from the FVRD. As the property extends from Bell Road to the hillside to the north, the property was divided into three hazard zones; the hillside, the toe of the hillside as well as the creek fan area and the third area is the floodplain of the Fraser River. This most southern area (Area 1) would be similar to that of the Subject Property to the east. Levelton identified that this area is subject to flooding and soil liquefaction during a design basis earthquake (1:475 or 1:2,475 return period events). They note that amplification of ground motions may also occur during a design basis earthquake, resulting in more intense shaking of the structure(s) compared to buildings constructed on firm ground (Site Class C soils). They recommend a site-specific liquefaction assessment be conducted for any future permanent structures. They also recommend a site specific dynamic analysis to assess the site response spectrum which may also be required for structures falling under Part 9 of the 2006 BC Building Code. The need for dynamic analysis will depend on the extent of liquefiable soils and the type of foundation system employed.

Area 2 is on the alluvial fan of Norrish Creek and Chilqua Creek and recommendations for this area include scour protection along the perimeter concrete foundations of any proposed buildings. This protection should be 0.6 m deep and 1.5 m wide and include  $D_{50} = 150$  to 300 mm riprap wrapped in non-woven geotextile and the protection can be covered with 0.3 m of soil, grass and or landscaping.

#### **6.2.10** Madrone **2011** Report

The Madrone 2011 hazard assessment was for the development of a proposed gravel pit in the north portion of the property at 38447 Bell Road. This pit is shown as the eastern half of the West Gravel Pit on Figure 3. The report identified that the three upslope hazards (debris flow, small-scale landslide and rockfall) are only likely to affect terrain within 30 m of the based of the steep slopes north of the proposed pit. The report also identified that flooding on the Norrish Creek fan is likely to occur only if the existing dyke along the west side of Norrish Creek is breached or overtopped. It was suggested to protect the proposed pit by constructing berms to divert water away from the pit.

#### **6.2.11** Westrek 2013 Report

Westrek Geotechnical Services Ltd. (Westrek) carried out a Geotechnical Hazard Assessment in 2013 at 38555 Bell Road, which is the neighbouring property to the northwest of the Subject Property. The assessment was for the development of a proposed 6.9 ha gravel pit in the north portion of the property at 38555 Bell Road (See East Gravel Pit on Figure 3). This report is similar to the 2011 Madrone report discussed above for the adjacent gravel pit but provides different estimated average annual probabilities for some of the hazards. The Westrek report is the most detailed and recent report documenting hazards on the Norrish Creek fan.

Air photos of the Norrish Creek fan were reviewed for their 2013 project for the years 1995, 1999, 2001, 2004, 2006 and 2009. Westrek had previously reviewed historical air photos for Norrish Creek for other assessments and relied on notes from those assessments for their 2013 project. The photos did not identify any specific noteworthy information that was reported in their 2013 report.

For the proposed gravel pit upslope of the Subject Property, Westrek considered each of the hazard categories identified in Cave (1993) which includes debris flows, debris floods, channel avulsions, inundation by floodwaters, snow avalanches, rock falls, localized and large scale landslides and earthquakes. Westrek identified that snow avalanches are not a hazard of concern and that the annual return frequency for large-scale landslides is <1:10,000 and that the probability of soil liquefaction following an earthquake is <1:475 for the lower Norrish Creek fan. The average annual probabilities of occurrence of rock fall or small-scale landslides is estimated as <1:10,000. These probabilities would be considered similar or lower for the Subject Property, which is downslope from the gravel pit.

Chilqua Creek has reportedly experienced debris flows in the past that have affected its fan (Westrek, 2013). The eastern edge of the Chilqua fan is 500 m from the gravel pit and Westrek estimated the average annual probability that debris flows in Chilqua Creek could reach the proposed pit is <1:10,000. This probability would likely be similar or slightly lower for the Subject Property as the northwest corner of the Subject Property is 400 m from Chilqua Creek and further downslope on the Norrish Creek fan than the gravel pit.

Debris flows and debris floods on Norrish Creek are not likely a concern and this is supported in the 2013 Westrek report. The watershed Melton Ratio (the ratio of relief to the square root of area) and watershed length used to classify fans suggest the Norrish Creek fan is subject to clear water floods and not debris flows or debris floods. For example, fans with Melton Ratios <0.4 and watershed lengths >3 km were subject to water flows and fans with ratios in the range 0.35 to 0.6 and lengths of 1.8 km to 10 km were subject to debris floods and ratios >0.6 and lengths <2.7 km were subject to debris flows.

The Melton Ratio for Norrish Creek is 0.13 and the length is 18 km suggesting Norrish Creek is well within the clear water range and well out of the debris flood and debris flow range. It is worth nothing that Sally Creek is a steep tributary of Norrish Creek, which flows into Norrish Creek 0.5 km upstream of the fan apex. Sally Creek has a Melton Ratio of 0.44 and a length of 5.1 km and is known to have experienced both past debris floods and debris flows. Westrek identified that historic debris flows from Sally Creek had not reached the Norrish Creek fan, and Westrek conservatively evaluated the average annual probability for debris flows to affect the proposed pit area, located 700 m downstream of the apex of the fan, at <1:2,000. The probability for the Subject Property, which is 1.5 km downstream of the fan apex, would likely be similar or less.

Westrek noted that the probability of hazards from debris floods, clear water floods and avulsions on Norrish Creek affecting the gravel pit depends on both the probability of the event occurring and the probability of the Norrish Creek Dyke failing or overtopping. Failure or overtopping of the dyke depends on dyke maintenance and gravel removal from within the channel. Climate change may increase the probability of such hazards occurring but logging practices in the watershed have improved which may decrease the probability. This would also apply to the Subject Property.

If the dyke were to breach or overtop it would likely occur at the erosion site and the flow would likely travel down the relic channel which would direct flow into the east gravel pit. With respect to the Subject Property, as mentioned in the above section, these quarries would likely represent a sediment trap for material and debris in the event of an avulsion. The quarries would also likely attenuate the avulsion flow before the water could

potentially reach the Subject Property. However, berms were proposed around the proposed pit by Westrek and it is understood that berms were currently in place on the existing pit to the west.

Westrek noted that a significant channel avulsion is unlikely to occur at the erosion site because the active channel is approximately 3 m lower than the surface of the fan. If the dyke does fail at this point then it is likely to occur during a period of high flow and not as a result of a complete channel avulsion through this point. Westrek suggested that the breach could possibility accommodate up to about 1/5 to 1/4 of the total discharge in Norrish Creek, or up to about  $100 \text{ m}^3/\text{s}$  as the  $Q_{200}$  is in the  $400 \text{ to } 500 \text{ m}^3/\text{s}$  range.

If the bed of Norrish Creek were to raise several meters due to aggradation then the potential for a complete channel avulsion is more likely. However, it is unlikely that a single event could raise the bed of the creek several meters resulting in a complete avulsion. This suggests that the probability of a complete channel avulsion is unlikely to increase unexpectedly such as during a single event but would occur over time. Westrek identified that the present annual average probability that a debris flood or flood will breach or overtop the existing dyke and cause flooding on the fan is presently about 1:200. They note that this probability is not random and depends on the rate of erosion of the dyke at the erosion point and aggradation rates in excess of any gravel removal programs.

The 2013 Westrek report recommended the construction of berms along the boundary of the pit and adjacent access road so that floodwaters are temporarily impeded or diverted by the berm and directed back into Norrish Creek. Westrek noted that the berms are intended to reduce or delay flooding, not prevent flooding. They suggest the proposed pit will not increase downslope hazards as a result of its operation and that downslope hazards are likely to be reduced by the pit because it will act to intercept, delay or detain events, which might otherwise propagate downslope unrestricted.

The proposed east pit has been constructed as shown in Figure 3 and as observed during the March 2018 field investigation but the gravel pit property was not accessed to confirm if the proposed berms were built and if built, what their condition may be. Westrek noted that the recommended berms were not intended to be long-term flood protection and they did not recommend scour protection or armouring of the berms.

#### 6.2.12 FVEL 2016 Report

Fraser Valley Engineering Ltd. (FVEL) conducted a geohazards assessment for the proposed residential development at 9708 Hess Road, which is 160 m north of the northwest corner of the Subject Property. Hess Road extends north immediately north of the Dewdney Dyke (Figures 2, 3 and 4). FVEL reviewed historical air photos from 1938, 1949, 1954, 1963, 1969, 1975, 1979, 1984, 1989, 1996, and 2004. The photos document historical development in the watershed and on the fan. The earliest photos show that by 1938 the fan was logged and Bell Road was built. The Norrish Creek FSR was built by 1949 and Hess Road was built by 1954. The air photos show that, with the exception of logging activity, the mountain slopes in proximity to the fan have remained unchanged over the period of record and that large-scale landslides were not identified.

FVEL considered the probabilities of occurrence of rockfalls and debris slides for the subject site to be <1:10,000. FVEL noted the relic channels west of the Norrish Creek Dyke could provide preferential flow paths and that hazards from Norrish Creek with respect to debris flows, channel avulsions and flooding could occur if the dyke were to fail or be overtopped. The report noted that the forested terrain between the subject site and the creek would help reduce the debris flow onto the property to a certain degree. They conclude that the annual probability for debris flow or avulsion to affect the property is estimated to be <1:1,000. They also recommend

that to minimize potential impact of debris flow on the proposed building, the reinforced concrete foundation wall should be extended at least 0.6 m above the exterior grade. FVEL noted that the proposed residential building may be used safely for the use intended in accordance with the Cave Criteria.

The FVEL report is the most recent report on the Norrish Creek fan with relevant information to the Subject Property but does not provide the level of detail or analysis compared to the Westrek report from three years earlier.

#### 7 FRASER RIVER FLOOD HAZARD

The existing Fraser River Flood Construction Level (FCL) for the Subject Property is 10.0 m and this includes 0.6 m freeboard. An FCL by definition is the minimum elevation of the underside of a floor system or the top of a concrete slab of a building used for habitation, business, or storage of goods damageable by floodwater. Figure 2 shows the 10.0 m FCL isoline transecting the western portion of the Subject Property. As identified in the FVRD Flood Hazard Bylaw No. 0681-2005, this is the current requirement for development. This FCL is based on the estimated 200-year flood of 15,200 m<sup>3</sup>/s, which produces a water level of 9.2 m without freeboard at the Subject Property. The value of 10.0 m is 0.2 m higher than 9.2 m plus the 0.6 m freeboard. This difference may be attributed to the specific cross section selected and projected to the Subject Property compared to the isoline on Map 8 of the Bylaws. The information is documented in the Fraser River Design Flood Level Update -Hope to Mission Final Report, March 2014. The report was issued by BC Ministry of Forest, Lands, and Natural Resource Operations (MFLNRO) and NHC provided guidance and technical review of the model development work. The report recommends that current development no longer use the 200-year flood as the design criteria but adopt the flood of record, which is the 1894 event that has an estimated discharge of 17,000 m<sup>3</sup>/s and is considered to represent approximately the 500-year event. The recurrence of the 1894 flood of record should be adopted as the design flood and this produces a water level at the Subject Property of 10.2 m without freeboard (FLNRO, March 2014).

It is recommended that the influence of Climate Change and Sea Level Rise (SLR) be considered on top of the 500-year design flood. Factoring the Moderate Climate Change Flow Scenario A at the Subject Property increases the water level 0.2 m from 10.2 to 10.4 m (without freeboard). In addition to this, factoring in SLR would increase the water level an additional 1 m from 10.4 m to 11.4 m (without freeboard). Climate Change and SLR are documented in the report Simulating the Effect of Sea Level Rise and Climate Change on Fraser River Flood Scenarios, May 2014. The report was issued by MFLNRO and this was a joint project with NHC.

The Moderate Climate Change Flow Scenario A plus 1 m SLR (11.4) is described by MFLNRO as "a plausible scenario for a future standard". When designing large residential developments with lifespans of many decades this flood level is recommended. For an industrial development, such as the proposed development at Bell Road it would be excessive.

A recurrence of the 1894 flood of record is the Fraser River adopted design flood standard and should be applicable to the Subject Property. The flood corresponds roughly to a 500-year flood and two conservative assumptions are made: 1) All dykes in the Fraser Valley are raised to confine flows except at this location; and, 2) The site is set-back from the river by over 3 km and the flood level is likely lower here than along the river. However, without detailed 2D modeling, the estimate cannot be refined. Note that the Subject Property is 3.1 km from the Fraser River.

Since the FCL calculated on the 1894 flood of record is the adopted standard (10.2 m), it is not recommended designing to the 200-year flood (9.2 m). As noted above, Figure 2 shows the FVRD FCL for the Subject Property as 10.0 m and this includes freeboard. The Subject Property is immediately east (upstream) of the northern end of the Dewdney Dyke and the FCL within the dike to the west is 9.3 m. The March 2018 topographic survey of the Subject Property identified that the crest of the Dewdney Dyke is between 10.1 and 10.2 m.

A freeboard allowance of 0.6 m should be applied to all residential development and critical infrastructure. According to 2004 Land Use Guidelines it is not a requirement for industrial sites, but advisable. At a minimum, all electrical/mechanical equipment and potential pollutants should be installed/placed at a minimum level of 10.2 m plus 0.6 m or above Elev. 10.8 m. The finished floor of any proposed buildings must have an elevation of 10.2 m or higher.

If there were livable space proposed for the development at the Subject Property then it would be appropriate to propose the flood level of 11.4 m plus 0.6 m freeboard for an FCL of 12.0 m. As the proposed development is industrial, then a minimum FCL of 10.2 m would be required but 10.8 m is recommended. This FCL would apply to the entire Subject Property.

#### 8 MITIGATION MEASURES

Typical mitigation measures implemented to reduce the effects of a hazardous flood can be generally divided into structural and non-structural measures. Structural mitigation measures include physical structures that separate the hazard from the area to be protected. Examples include dikes, floodwalls and seawalls, bank protection works, and elevated building pads or foundations. Examples of non-structural measures include planning and regulations to avoid the hazard, or to only allow activities and infrastructure in flood-prone areas that won't be damaged during flood events.

It is recommended that an FCL of 10.8 m be adopted for the Subject Property for the proposed industrial building. This FCL would apply to the entire Subject Property. This is based on a water level of 10.2 m representing the 1894 flood of record corresponding to a 500-year flood plus 0.6 m freeboard. This freeboard will also allow for sufficient elevation above the existing surrounding ground to account for potential inundation from flooding or an avulsion from Norrish Creek. In general, all development on fans such as the Norrish Creek fan should have an FCL 0.6 m above the surrounding ground. This value is recommended in the absence of a 2D model that could identify flood depths on the fan from Norrish Creek in the event of an avulsion or breach of the dyke. This recommendation of a FCL 0.6 m above the existing ground on fans is suggested in some of the site specific reports in Section 6 and is also documented in a report prepared by FEMA titled *Engineering Principles and Practices for Retrofitting Flood-Prone Residential Structures, Appendix D Alluvial Fan Flooding*.

Although not proposed as part of this assessment, for habitable development an FCL of 12.0 m would be recommended and would apply to the entire Subject Property.

The proposed building should include scour protection along the perimeter concrete foundation. This will protect the building from scour from Norrish Creek during an avulsion or dyke over topping as well as scour from extreme flooding from the Fraser River. Potential scour from the river would likely be less than that from the creek. The design criteria for the mitigation includes the following: the scour protection should be durable, angular, quarried rock, which is well-graded with a  $D_{50}$  of 350 mm. Rock of this size represents 50 kg riprap class.

The rock should be placed around the proposed concrete foundation walls. The protection should extend to the base of the proposed foundation walls/footings. This protection should be a minimum of 0.6 m thick and a minimum of 1.5 m wide. If the rock is placed on a slope then the slope should be no steeper than 2H:1V. The rock can be covered with soil (e.g., 0.3 m thick) and grass and or landscaping.

Scour would be greatest on the north (upslope) and east (upstream) facing sides of the building from an event on Norrish Creek and less on the west and south sides from an event on the Fraser River. If concrete sidewalks or asphalt parking lots are proposed on the west or south sides of the building, this may suffice for scour protection but would not be suitable for the north and east sides alone.

The proposed development and recommended mitigation measures for flooding and scour will not increase potential natural hazards on other nearby properties or infrastructure nor transfer the potential risk to other properties or infrastructure.

#### 9 SUMMARY AND RECOMMENDATIONS

A summary of the natural hazards assessment for the property at 38482 Bell Road, Deroche, BC (the Subject Property) is provided below. Mr. Wojcik is proposing a 40,000 square foot industrial building on the Subject Property. The purpose of the Natural Hazards Assessment is to support the Development Permit, the Building Permit and the Site Specific Exemption applications for the proposed development. Table 1 below provides the estimated average annual probability for potential natural hazards that may impact the Subject Property.

Table 1. Summary of Natural Hazards Assessment

Natural Hazard	Estimated Average Annual Probability		
Chilliwack River Valley Erosion or Avulsion	n/a		
Debris Flow	<1:2,000		
Debris Flood	Unmitigated <1:200 / Mitigated <1:500		
Fraser River and Tributaries Flooding	Unmitigated 1:200 / Mitigated 1:500		
Mountain Stream Erosion or Avulsion	Unmitigated <1:200 / Mitigated <1:500		
Major Catastrophic Landslide	Not assessed		
Seismic Effects/Liquefaction	Not assessed		
Rockfall - Small Scale Detachment	Not assessed		
Slope Stability	Not assessed		
Small Scale Localized Landslide	Not assessed		
Snow Avalanche	Not assessed		
Tsunami	n/a		

Hazards from the Chilliwack River and tsunamis are not applicable to this site and debris flows are unlikely to occur on Norrish Creek based on the Melton Ratio and the watershed length. Debris flows on tributaries of

Norrish Creek have occurred but have not likely reached the fan area as noted by Westrek (2013). The probability of a debris flow reaching the Subject Property is low at <1:2,000.

Westrek (2013) identified the estimated average annually probability of steep slope related hazards to be <1:10,000 for the gravel pit property which is upslope from the Subject Property and near the toe of the mountainside slopes. Therefore these hazards would likely have even lower probability at the Subject Property. Hence, steep slope related hazards were not specifically assessed for the Subject Property as part of this assessment as the site is approximately 650 m from the toe of the mountain hillsides and is considered a safe distance from the toe.

With respect to seismic effects and liquefaction, Levelton (2008) and Westrek (2013) note that for neighouring properties the area is subject to soil liquefaction during a design basis earthquake (1:475 return period event). Levelton recommended a site-specific liquefaction assessment be conducted for any future permanent structures for the neighouring property. They also recommend a site specific dynamic analysis to assess the site response spectrum which may also be required for structures falling under Part 9 of the 2006 BC Building Code. The need for dynamic analysis will depend on the extent of liquefiable soils and the type of foundation system employed. Based on this information it would be recommended to conduct a site-specific liquefaction assessment for the Subject Property.

With respect to flood hazards from the Fraser River, the two FLNRO reports from March 2014 and May 2014 were relied upon for determining the flood levels and probabilities for the Fraser River for both unmitigated and mitigated conditions.

The Subject Property is subject to hazards from debris floods, clear water floods and avulsions from Norrish Creek and mitigation to protect from these hazards is recommended. The Subject Property is partially protected from these hazards by the Norrish Creek Dyke but this protection cannot be relied upon as the dyke is a nonstandard dyke and is not maintained or protected by a government agency. Also there is a section of the dyke near the fan apex that is not armoured and is eroding. If an avulsion or overtopping of the dyke were to occur then it would likely happen at this location. However, a significant channel avulsion is unlikely to occur at the erosion site because the active channel is approximately 3 m lower than the surface of the fan. If the dyke does fail at this point then it is likely to occur during a period of high flow and not as a result of a complete channel avulsion through this point. Westrek (2013) suggested that the breach could possibility accommodate up to about 1/5 to 1/4 of the total discharge in Norrish Creek, or up to about 100 m<sup>3</sup>/s as the Q<sub>200</sub> is in the 400 to 500 m<sup>3</sup>/s range. If the bed of Norrish Creek were to raise several meters due to aggradation then the potential for a complete channel avulsion is more likely. However, it is unlikely that a single event could raise the bed of the creek several meter resulting in a complete avulsion. This suggests that the probability of a complete channel avulsion is unlikely to increase unexpectedly such as during a single event but would occur over time. Westrek (2013) identified that the present annual average probability that a debris flood or flood will breach or overtop the existing dyke and cause flooding on the fan is presently about 1:200. They note that this probability is not random and depends on the rate of erosion of the dyke at the erosion point and aggradation rates in excess of any gravel removal programs.

It is recommended that an FCL of 10.8 m be adopted for the Subject Property for the proposed industrial building. This FCL would apply to the entire Subject Property. This is based on a water level of 10.2 m representing the 1894 flood of record corresponding to a 500-year flood plus 0.6 m freeboard. This freeboard

will also allow for sufficient elevation above the existing surrounding ground to account for potential inundation from flooding or an avulsion from Norrish Creek. In general, all development on fans such as the Norrish Creek fan should have an FCL 0.6 m above the surrounding ground. As shown on the drawings in Appendix A, some elements of the development, such as the loading bay, the driveway (9.0 m) and the parking lot are below the FCL of 10.8 m and this is acceptable. The parking lot slopes away from the building from an elevation of 10.60 m next to the building to 9.76 m at the parking lot adjacent to Bell Road and the loading bay is at an elevation of 9.58 m.

Although not proposed as part of this assessment, for habitable development an FCL of 12.0 m would be recommended and would apply to the entire Subject Property.

The proposed building should include scour protection along the perimeter concrete foundation. This will protect the building from scour from Norrish Creek during an avulsion or dyke over topping as well as scour from extreme flooding from the Fraser River. Potential scour from the river would likely be less than that from the creek. The design criteria for the mitigation includes the following: the scour protection should be durable, angular, quarried rock, which is well-graded with a  $D_{50}$  of 350 mm. Rock of this size represents 50 kg riprap class. The rock should be placed around the proposed concrete foundation walls. The protection should extend to the base of the proposed foundation walls/footings. This protection should be a minimum of 0.6 m thick and a minimum of 1.5 m wide. If the rock is placed on a slope then the slope should be no steeper than 2H:1V. The rock can be covered with soil (e.g., 0.3 m thick) and grass and or landscaping.

Scour would be greatest on the north (upslope) and east (upstream) facing sides of the building from an event on Norrish Creek and less on the west and south sides from an event on the Fraser River. If concrete sidewalks or asphalt parking lots are proposed on the west or south sides of the building, this may suffice for scour protection but would not be suitable for the north and east sides alone.

Prior to construction it is recommended to have a suitable professional review the overall building design and perimeter layout to see how the recommended FCL and scour protection design has been incorporated and if suitable protection is in place on the west and south sides in the possible absence of riprap. A suitable professional should also inspect the site grading, and construction of the foundation and scour protection during construction. If these steps are taken to involve a suitable professional then operation and maintenance actions for the mitigation will likely not be required unless significant changes occur in the future to the proposed structure and perimeter area.

Flood hazards may arise from local surface water management and site drainage. Such localised hazard is not discussed in this study but is addressed within the stormwater management plan (i.e., the proposed building drainage plan) (Appendix A). Site drainage is not part of the Natural Hazards Assessment but has been mentioned only as a possible control on the local FCL.

The Geohazards Assurance Statement for Development Approvals has been completed for this project and is included in Appendix E.

Schedule C – Guidelines for Application for Site Specific Exemption from the City of Chilliwack Floodplain Regulation Bylaw 2004, No. 3080 is provided in Appendix F.

#### 10 SAFE CERTIFICATION

The proposed development and recommended mitigation measures for flooding and scour will not increase potential natural hazards on other nearby properties or infrastructure nor transfer the potential risk to other properties or infrastructure. The author of this report certifies that the Subject Property is considered safe for the use intended if the recommendations are adhered to for the specific components of the development proposal as summarized below:

- 1. An FCL of El. 10.8 m is to be adopted for the industrial building and an FCL of 12.0 m is to be adopted for any part of the building used for habitation.
- 2. The FCL for the building should be 0.6 m above the surrounding ground. Below FCL elements of the project include the loading bay, the parking lot and the driveway.
- 3. The scour protection design includes using 50 kg class riprap, which should be incorporated along the perimeter of the building.
- 4. Any below grade infrastructure should be designed with safe unobstructed egress up to the FCL to avoid potential entrapment during a flood or lack of electrical power.
- 5. The underside of any wooden floor system, or the top of any concrete flood system used for habitation, business, the storage of goods damageable by floodwaters, or the installation of fixed equipment is above the FCL.
- 6. Prior to construction a suitable professional should review the overall building design and perimeter layout to see how the recommended FCL and scour protection design has been incorporated. Also a suitable professional should inspect the site grading, and construction of the foundation and scour protection during construction.
- 7. Short- and long-term maintenance, if required, for the flood protection works are outlined by a qualified registered professional and these requirements are followed by the owner/operator of the property.
- 8. Any future flood works constructed on the Subject Property or by others on nearby properties does not concentrate or direct flow towards the proposed building or Subject Property.
- 9. Site drainage and seepage mitigation internal to the property are designed by a qualified registered professional. This mitigation has not been addressed as part of this assessment and is included in the building and site drawings (Appendix A).
- 10. Final building plans and as-built conditions have been assessed and approved for compliance with the conditions specified herein by a qualified registered professional.

#### 11 CLOSURE

The author trusts this work and report meets your current needs. If you have any questions or would like to further discuss these findings, please do not hesitate to contact Jamie Stirling by email (Jamie@stirlinggeoscience.com) or by telephone (604) 349-7709.

Sincerely,

#### **Stirling Geoscience**

Prepared by:

Jamie Stirling, M.Sc. P.Geo.

A STIRLING

**Principal Consultant** 

Reviewed by:

D. A. RAY
#28889
BHITISH
COLUMBIA

Derek Ray, M.Sc., P.Geo.

Principal

Northwest Hydraulic Consultants Ltd.

#### DISCLAIMER

This document has been prepared by Stirling Geoscience in accordance with generally accepted geoecience and engineering practices and is intended for the exclusive use and benefit of WFS Pharmagreen Inc. and their authorized representatives for specific application to the natural hazards assessment at 38482 Bell Road, Deroche, BC.

The contents of this document are not to be relied upon or used, in whole or in part, by or for the benefit of others without specific written authorization from Stirling Geoscience. No other warranty, expressed or implied, is made. Stirling Geoscience and agents assume no responsibility for the reliance upon this document or any of its contents by any parties other than WFS Pharmagreen Inc.

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### **APPENDIX A**

38482 BELL ROAD –
SCHEMATIC DRAWINGS FROM GARY FIELDS ARCHITECTURE INTERIOR
DESIGN PLANNING INC.

ROPERTY INFORMATION	1811 code & zoning anal	lysis - part 3 basis	1 OF 7	9 April 2018			1811 code & zoning	analysis - part 3 ba	sis		4 0
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RT 603, RURAL R-3 ZONE	EAVE LINE OF FILINGIPAL HOOF	9.011 ADOVE GNADE			WASHROOM TO CORRII AREA	DUR SEPARATIOI	IN SPRINKLERED FLOO	R NOT APPLIC	DABLE		
IRRENT ZONING	RURAL 3 (R-3), MEDICAL MARIHUANA USE PER	RMITTED UNDER SECTION 414, SECTION 414 BYLAW	/#1257, 2014	00000040 0 0 0 4 5005	OC AND EVIT OVOTENO						
		ION PERMITTED IN R-3 ZONE EXCEPT WITHIN ELECT	FORAL AREA "F" AS INCICATED ON SCHEDULE "D"	BCBC2012 3.3., 3.4. EGRE	CORRIDOR WIDTH			MINIMI	M WIDTH OF PUBLIC CO	IRRIDOR 1100MM	
DPOSED ZONING	MAP (BYLAW 1257, 2014)			BCBC2012 3.3.1.13	DOORS IN ACCESS TO	EXIT PATHS		101-4-4-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	SAC DISCONSIDERAL CONTRACTOR SACRETARION	HS TO PROVIDE CLEAR WIDTH NOT LES	S THAN 800MM.
IIMUM PARCEL SIZE	RURAL 3 (R-3), MEDICAL MARIHUANA USE 8.0 HECTARES		-	BCBC2012 3.4.1.2.(1)	EXITS SEPARATED	3-15 3-15 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			PARATE EXITS. EACH EX	KIT SEPARATE FROM EVERY OTHER EXI	LEADING FROM EACH FLOO
UAL PARCEL SIZE	9.0 HECTARES			000000000000000000000000000000000000000	AT 1 5 A O T 0 5 W T 0			AREA.	000 4054 0004 0550	SERVED DV AT LEADT A EVITO	
E COVERAGE PERMITTED	30%			BCBC2012 3.4.2.1.	AT LEAST 2 EXITS	VITO				SERVED BY AT LEAST 2 EXITS.	CC THAN Om
E COVERAGE ACTUAL	5.2% = 4,645.8 m <sup>2</sup> BUILDING COVERAGE / 90,0	000 m² LOT AREA		BCBC2012 3.4.2.3.(1)(B) BCBC2012 3.4.2.4.	DISTANCE BETWEEN EX		EASURED FROM EGRESS	10000000000000000000000000000000000000		LESS THAN ½ DIAGONAL AND NOT LEST HERE BUILDING NOT SPRINKLERED THI	
STING BUILDING GROSS FLOOR AREA	0m2 / 0st (EXISTING BUILDINGS/STRUCTURES				DOOR OF SUITE OR ROO				OEI FRANKON W	TO THE PROPERTY OF THE PROPERT	unicani de
XIMUM BUILDING GROSS FLOOR AREA	NO MAXIMUM			BCBC2012 3.4.3.2.	SEPARATION EXIT WIDTH			CAPACIT	Y OF ACCESS TO EVIT /	EXIT WIDTHS BASED ON 6.1MM/PERS	ON FOR DOORWAYS
				2000012 0.7.0.2.	COLUMN TO THE STATE OF THE STAT			CORRIDO		THE THE BLOCK ON C. HAINALL FUR	2., DOURNATO,
711 2018	1811 code & zoning anal	lysis - part 3 basis	3 OF 7	1			500000 to 11	8.10			
OPOSED BUILDING GROSS FLOOR AREA	4,389.7m2 / 47,250sf	OTIBUE TIGES		3 April 2018			1811 code & zoning	analysis - part 3 bas	is		6 OF
REENING /ELOPMENT PERMIT AREAS	NOT REQUIRED FOR PROPOSED USES / NO RES  PORTION OF PROPERTY IS LOCATED WITHIN D	OURCE USES DEVELOPMENT PERMIT AREA 1-G (GEOLOGIC & STR	FAM HAZARD HAZARD DPA) GEOTECHNICAI	e							
- CHANGE MILETO	HAZARD ASSESMENT AND DEVELOPMENT PE	RMIT REQUIRED PRIOR TO CONSTRUCTION, ALTERA	ITION OF LAND OR SUBDIVISION.	BCBC2012 3.2.7. MINIMUN	I LIGHTING REQUIREMENTS						
	REQUIRED PRIOR TO RESIDENTIAL, COMMERC	PERMIT AREA 2-B (RIPARIAN AREAS DPA). RIPARIA CIAL, INSTITUTIONAL OR INDUSTRIAL USES HAVING			AREA			KANEGO (IA 12089-900)	EVEL OF ILLUMINATION	AT FLOOR (LUX):	
ODPLAIN BYLAW	SUBDIVISION WITHIN 30 METRES OF A WATER  • PROPERTY IS IN FRASER RIVER EL CODEL AIN II		EV RECIONAL DISTRICT EL CODDI AIN MANACEMENT	BCBC2012 3.2.7.3.(1)	EXITS, PUBLIC CORRIDO EXIT FOR THE PUBLIC	ORS, CORRIDORS	PROVIDING ACCESS TO	10			
OUT LAIN DILAW	BYLAW 0681, 2005"		LEY REGIONAL DISTRICT FLOODPLAIN MANAGEMENT		EMERGENCY LIGHTING	MINIMUM (LUX)		10			
	GEOTECHNICAL HAZARD ASSESSMENT WOUL	REA. DEVELOPMENT SUBJECT TO SECTION 56 OF T .D NEED TO BE COMPLETED AND REGISTERED ON T	ITLE) AND/OR SECTION 920 OF THE LOCAL		EXITS			10			
	GOVERNMENT ACT. THE HAZARD ASSESSMEN		VELOPMENT PERMIT DPA 1-G REQUIREMENT ABOVE.		PRINCIPAL ACCESS TO			10			
	TAKEN INTO CONSIDERATION WHERE DEVELO	PMENT IS PROPOSED ON ALLUVIAL FANS.	•		PUBLIC CORRIDORS/CO		CHECK TO BE SECURED SAFE	10			
	FRASER RIVER OUTSIDE THE AREA PROTECTE	DING OR STRUCTURE IS PERMITTED TO BE CONSTRUCTED BY THE DEWDNEY DYKE AND NICOMEN ISLAND DESCRIPTION OF THE DEVELOPMENT OF THE PROPERTY OF THE	YKE". SITE SPECIFIC EXEMPTION REQUIRED.	PCDC2040 2 0 7 0 (0)	AREAS WHERE OCCUPA	ANIS MAY CONG	KEGAIE	10			
	COMPREHENSIVE HYDROLOGICAL HAZARD AS GEOSCIENTIST SPECIALIZED IN HYDROLOGICA	SSESSMENT IS REQUIRED TO BE DONE BY A PROFE AL ENGINEERING FOR LARGE RIVER SYSTEMS.	SSIONAL ENGINEER OR PROFESSIONAL	BCBC2012 3.2.7.3.(2) BCBC2012 3.2.7.4.(1)(iii)	SERVICE SPACE EMERGENCY LIGHTING	POWER		10 NOT LESS 1	THAN 30min BY BATTER	Y OR GENERATOR	
		BYLAW 559, AMENDMENT BYLAW NO. 1257, 2014	INCLUDES A DEFINITION FOR MEDICAL MARIHUANA	50002012 3.2.7.4.(1)(111)	LIVILINGENOT LIGHTING	I OWLN		MOT LESS I	THE COMMENT OF BALLEK	TOTALILLIATUR.	
CAL MARIJUANA USE			ATION, GROWTH, STORAGE, DISTRIBUTION, TESTING RIZED UNDER THE APPLICABLE FEDERAL OR		RM AND DETECTION SYSTEM						
ICAL MARIJUANA USE		PURPUSES AS LAWFULLT PERIVIT TED AND AUTHO		BCBC2012 3.2.4.1.	NO AUTOMATIC SPRINE				ALL DOOLS		
DICAL MARIJUANA USE	GROW OPERATION AS FOLLOWS: "MEDICAL NOR RESEARCH OF MARIHUANA FOR MEDICAL PROVINCIAL LAWS."		LIBAL 3 (R-3) 70NE TO INCLUDE MEDICAL	HODOMAN 2 2 4 2 (2)	MULTIPLE MAJOR OCC	SUPANCIES - SING	ILE FIRE ALARM SYSTEM	SHALL SERVE	ALL UCCUPANCIES.		
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1 ) (00) ZONING & CODE ANALYSIS

9 April 2018

ALTERATIONS AND OCCUPANCY CHANGE (BCBC) ACCESS SHALL BE PROVIDED TO ALTERATIONS, ADDITIONS AND CHANGES IN OCCUPANCY BCBC2012 3.8.4.5. TO THE EXTENT REQUIRED IN SUBSECTION 3.8.4.

WHERE AN EXISTING BUILDING IS ALTERED OR RENOVATED, OR WHERE THE OCCUPANCY IS CHANGED, ACCESS SHALL BE PROVIDED IN CONFORMANCE WITH SUBSECTIONS 3.8.2. AND 3.8.3. WHERE

a) PERSONS WITH DISABILITIES COULD REASONABLY BE EXPECTED TO BE EMPLOYED IN, OR COULD REASONABLY BE EXPECTED TO USE, SUCH AN OCCUPANCY OR BUILDING, AND b) PROVIDING SUCH ACCESS WOULD BE PRACTICAL.

		b) The vibina decitive each vibility in the vibination of the vibi
CBC 3.8	BARRIER-FREE PATH OF TRAVEL	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC 3.8.3.3.	MAIN ENTRANCE	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC 3.8.3.3.	CLEAR AND LEVEL AREA AT ENTRANCE DOOR	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC 3.8.3.3	RAMPS	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC2012 3.8.3.5(4)	POWER DOOR OPERATOR	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC 3.8.5.3.(3)	DOORWAYS	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE
CBC2012 3.8.2.3.	WASHROOMS	(BCB2012) BARRIER-FREE DESIGN REQUIREMENTS NOT APPLICABLE ADDITIONAL NOTES: NONE

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APPLICABLE BUILDING CODE THE DESIGN AND THE WORK OF THIS PROJECT SHALL COMPLY WITH BRITISH COLUMBIA

BUILDING CODE 2012. (00) INDEX - ARCHITECTURAL DRAWING SHEETS

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	SHEET No.	SHEET NAME	ISSUED FOF PURPOSE:
	A0	SITE PLAN	HC LICENCE APPL
	A1	DETAIL SITE PLAN	HC LICENCE APPL
Ī	A2	FLOOR PLAN	HC LICENCE APPL
1	A3	FLOOR PLAN - SECURITY	HC LICENCE APPL
	A4	DETAIL PLAN - DL SECURE STORAGE	HC LICENCE APPL
-	Δ5	DETAIL PLAN - LP SECURE STORAGE	HC LICENCE APPL

**REVISION SCHEDULE** 

Gary Fields, Owner Architect AIBC, MRAIC, LEED®AP

tel 604-947-9740 cel 604-868-8227 fax 1-866-826-4244

gary@garyfields.ca www.garyfields.ca

1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA

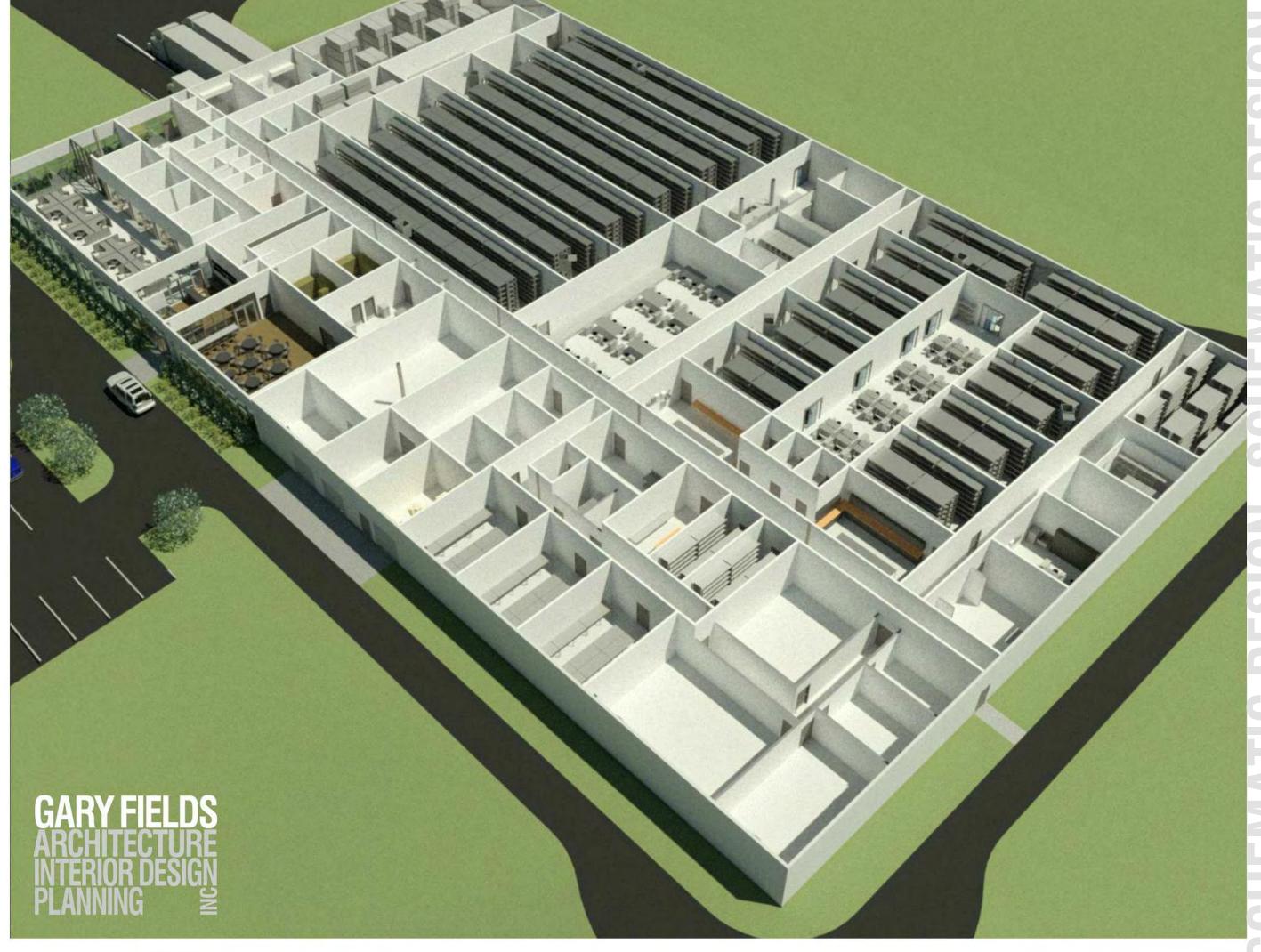
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**ZONING & CODE ANALYSIS** 











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# (00) INDEX - ARCHITECTURAL DRAWING SHEETS

	No.	SHEET NAME	PURPOSE:
ĺ	A0	SITE PLAN	HC LICENCE APPL
	A1	DETAIL SITE PLAN	HC LICENCE APPL
ĺ	A2	FLOOR PLAN	HC LICENCE APPL
ľ	А3	FLOOR PLAN - SECURITY	HC LICENCE APPL
ı	A4	DETAIL PLAN - DL SECURE STORAGE	HC LICENCE APPL
i	A5	DETAIL PLAN - LP SECURE STORAGE	HC LICENCE APPL
	TOTAL SH	HEETS: 6	



# GARY FIELDS ARCHITECTURE 1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA

Gary Fields, Owner Architect AIBC, MRAIC, LEED®AP

tel 604-947-9740 cel 604-868-8227 fax 1-866-826-4244

gary@garyfields.ca www.garyfields.ca

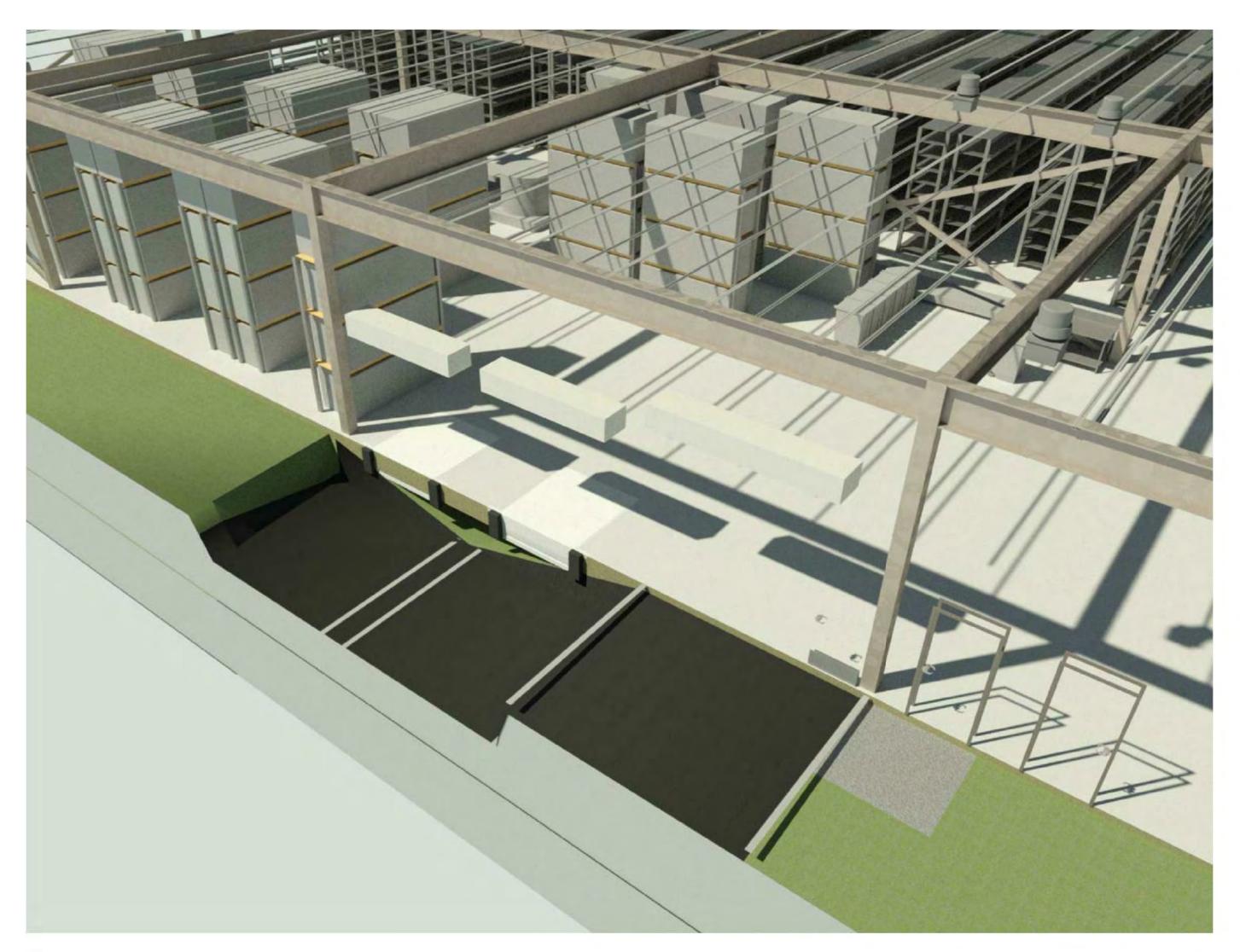
38482 BELL ROAD, DEROCHE, BC

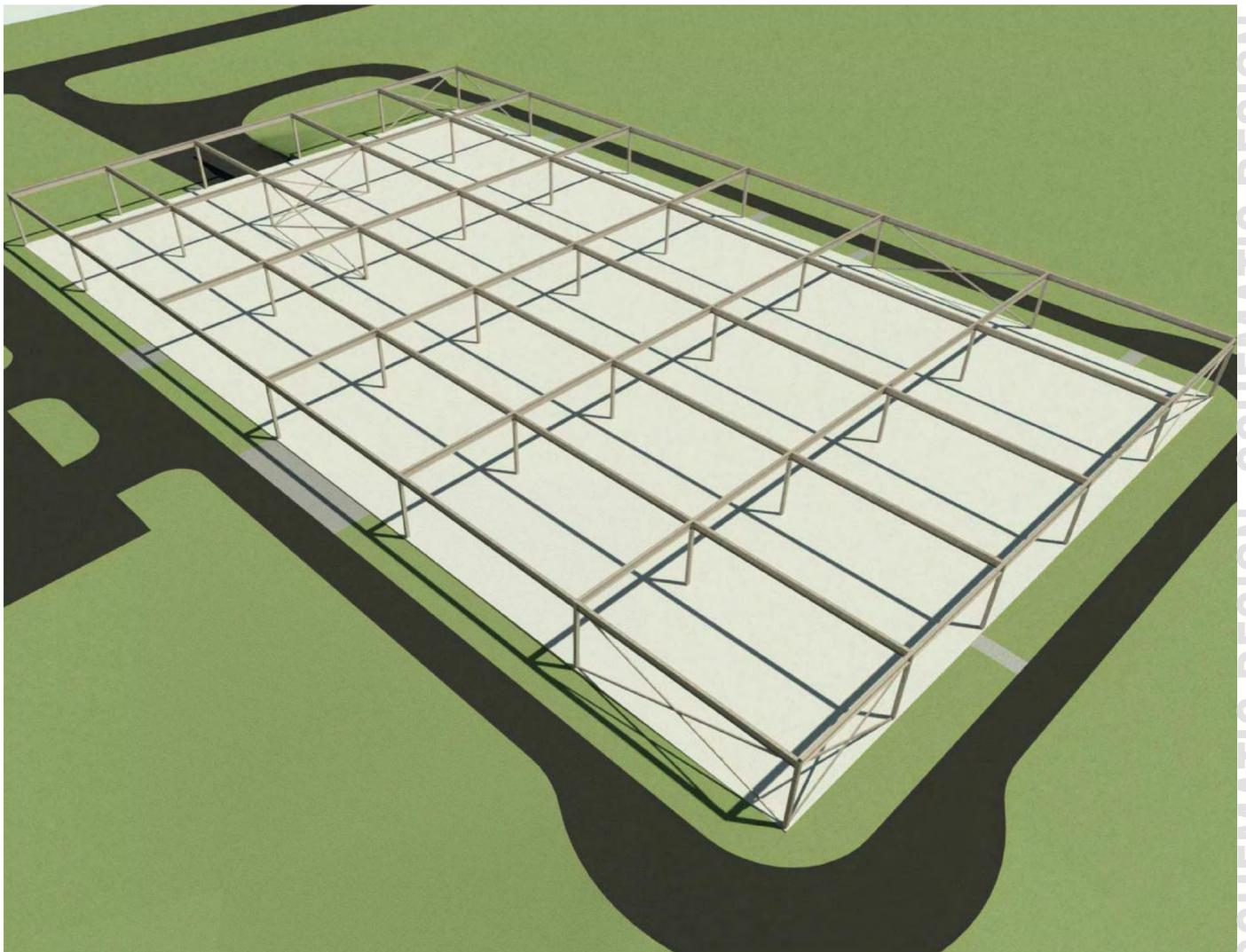
Original Scale

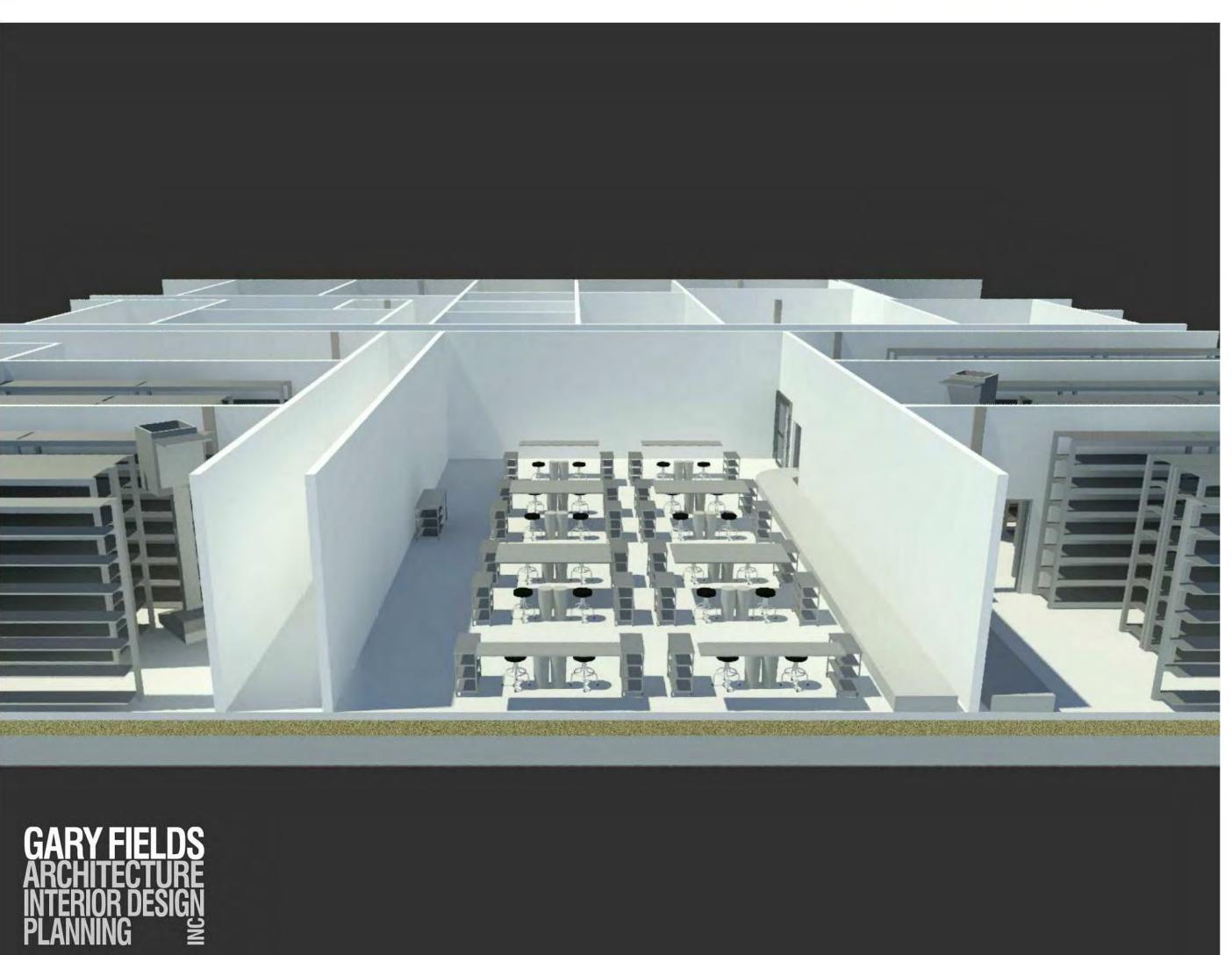
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3D VIEWS











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A4	DETAIL PLAN - DL SECURE STORAGE	HC LICENCE APPLS
A5	DETAIL PLAN - LP SECURE STORAGE	HC LICENCE APPLS
TOTAL SH	EETS: 6	

REVISION SCHEDULE

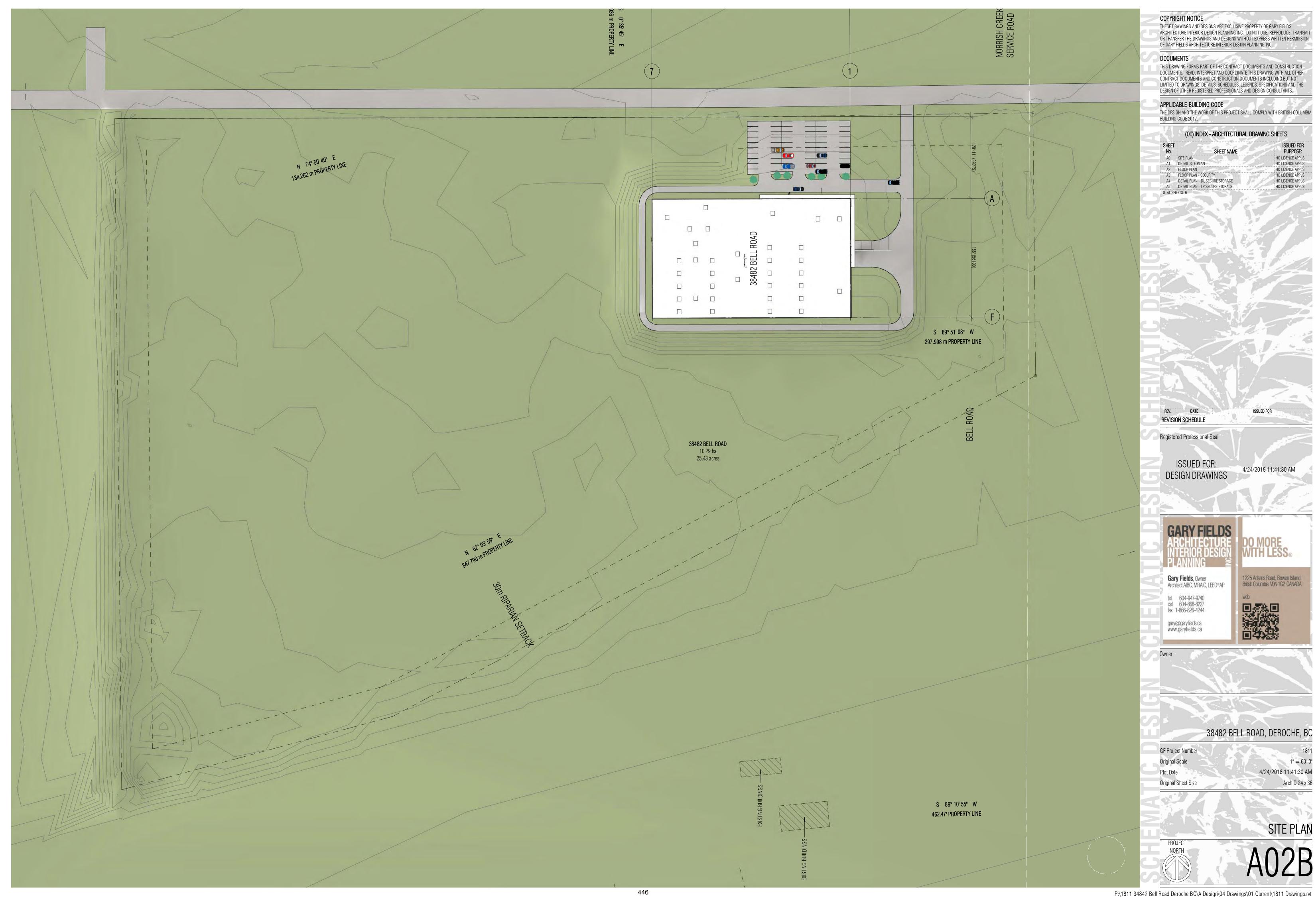
Registered Professional Seal

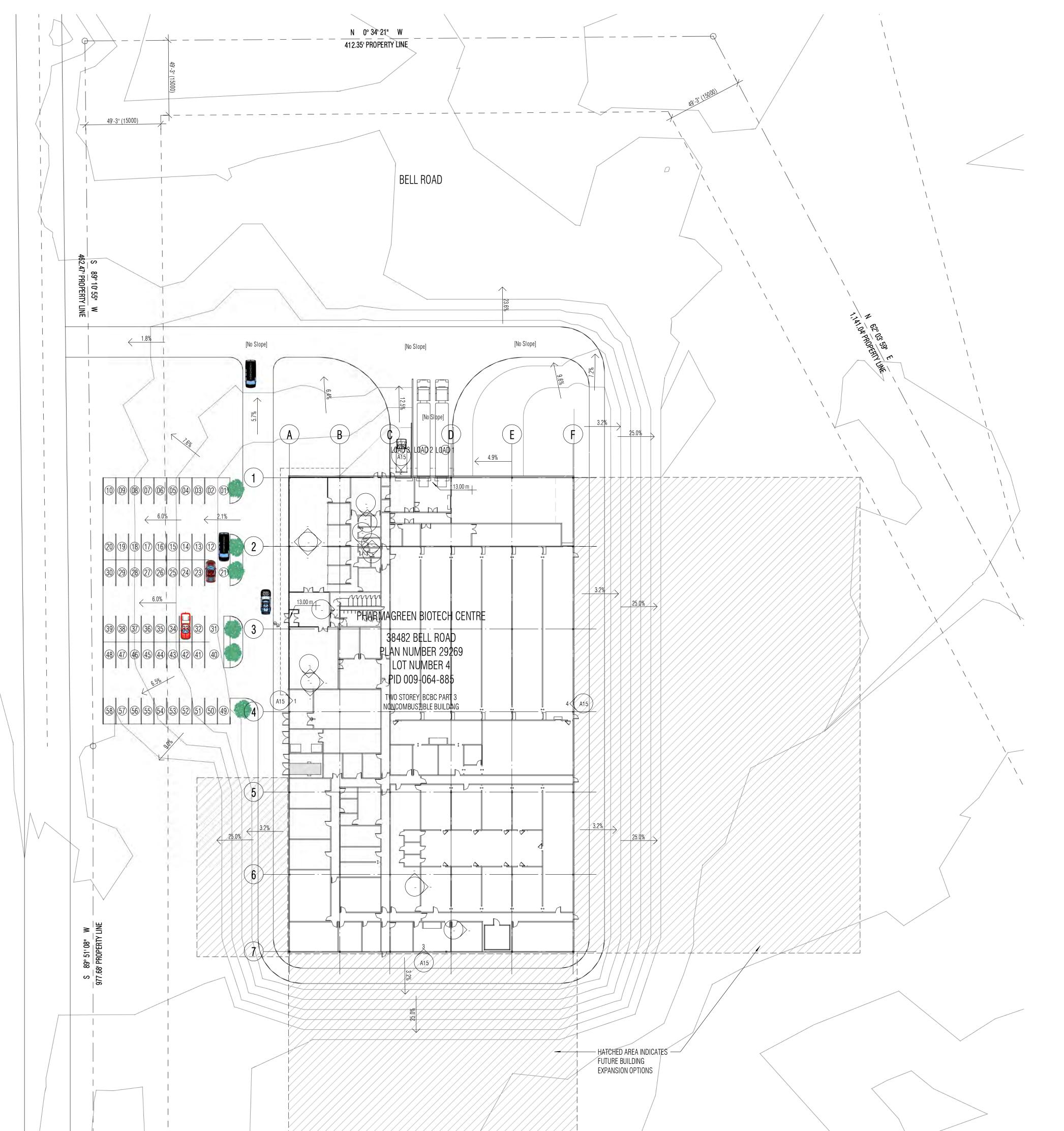
ISSUED FOR: DESIGN DRAWINGS

Gary Fields, Owner Architect AIBC, MRAIC, LEED®AP tel 604-947-9740 cel 604-868-8227 fax 1-866-826-4244

gary@garyfields.ca www.garyfields.ca

1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA





DETAIL SITE PLAN
Scale: 1/32" = 1'-0"

## (00) PARKING CALCULATION - GENERAL COMMERCIAL

room Number	ROOM NAME	NET AREA	NET AREA PER STALL IN PARKING BYLAW	PARKING STALLS REQUIRED			
BUSINESS OFFICE							
119	B/F TOILET	4.5 m <sup>2</sup>	17.50 m <sup>2</sup>	0.3			
122	BOARD ROOM	44.1 m <sup>2</sup>	17.50 m <sup>2</sup>	2.5			
116	CLOS	1.3 m <sup>2</sup>	17.50 m <sup>2</sup>	0.1			
111	CORRIDOR	27.2 m <sup>2</sup>	17.50 m <sup>2</sup>	1.6			
113	IT/COMM	3.3 m <sup>2</sup>	17.50 m <sup>2</sup>	0.2			
121	KITCHENETTE	5.2 m <sup>2</sup>	17.50 m <sup>2</sup>	0.3			
120	OFFICE MACHINES	8.8 m <sup>2</sup>	17.50 m <sup>2</sup>	0.5			
105	OPEN OFFICE	173.6 m <sup>2</sup>	17.50 m <sup>2</sup>	9.9			
115	PASSAGE	2.4 m <sup>2</sup>	17.50 m <sup>2</sup>	0.1			
118	PASSAGE	3.3 m <sup>2</sup>	17.50 m <sup>2</sup>	0.2			
104	RECEPTION	8.9 m <sup>2</sup>	17.50 m <sup>2</sup>	0.5			
107	SENIOR MGMT	15.8 m <sup>2</sup>	17.50 m <sup>2</sup>	0.9			
110	SENIOR MGMT	21.9 m <sup>2</sup>	17.50 m <sup>2</sup>	1.2			
109	SENIOR MGMT	18.3 m <sup>2</sup>	17.50 m <sup>2</sup>	1.0			
108	SENIOR MGMT	18.3 m <sup>2</sup>	17.50 m <sup>2</sup>	1.0			
106	SENIOR MGMT	15.8 m <sup>2</sup>	17.50 m <sup>2</sup>	0.9			
117	TOILET	3.9 m <sup>2</sup>	17.50 m <sup>2</sup>	0.2			
112	TRAINING OR RECORDS	20.7 m <sup>2</sup>	17.50 m <sup>2</sup>	1.2			
TOTALS		397.1 m <sup>2</sup>		22.7			

## (00) PARKING CALCULATION - INDUSTRIAL

ROOM NUMBER	ROOM NAME	NET AREA	NET AREA PER STALL IN PARKING BYLAW	PARKII STALI REQUIF
INDUSTRI	AL	i		
134	AIR SHOWER	6.31 m <sup>2</sup>	100.0 m <sup>2</sup>	0.1
157	AIRWASH	13.33 m²		
124	BREAK	120.36 m <sup>2</sup>	100.0 m <sup>2</sup>	1.2
128	CLEAN GEAR	49.59 m <sup>2</sup>	+	0.5
189	CLEAN PRE-ROOTING EQUIPMENT	29.08 m <sup>2</sup>		0.3
185	CORRIDOR	50.28 m <sup>2</sup>	100.0 m <sup>2</sup>	0.5
166	CORRIDOR	60.32 m <sup>2</sup>	100.0 m <sup>2</sup>	0.6
151	CORRIDOR	40.41 m <sup>2</sup>	100.0 m <sup>2</sup>	0.4
133	CORRIDOR	30.87 m <sup>2</sup>	100.0 m <sup>2</sup>	0.3
200	CORRIDOR	24.75 m <sup>2</sup>	100.0 m <sup>2</sup>	0.2
142	CORRIDOR	46.19 m <sup>2</sup>	100.0 m <sup>2</sup>	0.5
158	CORRIDOR	28.31 m <sup>2</sup>	+	0.3
204	DESTRUCTION	9.95 m <sup>2</sup>		0.1
149	DRYING	9.40 m <sup>2</sup>	+	0.1
103	ENTRY	16.52 m <sup>2</sup>		0.2
160	EXTRACTION	83.25 m <sup>2</sup>		0.8
127	FEMALE	36.94 m <sup>2</sup>	100.0 m <sup>2</sup>	0.4
130	FEMALE LOCKER	25.34 m <sup>2</sup>	100.0 m <sup>2</sup>	0.3
159	FORMULATION	55.11 m <sup>2</sup>		0.6
161	GENOMICS	56.82 m <sup>2</sup>	+	0.6
144	GROW PREPARATION	18.06 m <sup>2</sup>	100.0 m <sup>2</sup>	0.0
	+	18.06 m <sup>2</sup>	+	0.2
145	IRRIGATION	+	100.0 m <sup>2</sup>	
	LAB MANAGER	+	100.0 m <sup>2</sup>	
206	LOADING	32.12 m <sup>2</sup>	+	0.3
126	MALE	25.68 m <sup>2</sup>	+	
129	MALE LOCKER	25.25 m <sup>2</sup>	+	
167	MEDIA PREPARATION (C)	43.18 m <sup>2</sup>	+	0.4
171	MEDIA PREPARATION (C)	+	+	
153	OFFICE	7.69 m <sup>2</sup>	+	
162	PACKAGING	26.98 m <sup>2</sup>		0.3
254	PACKAGING	41.91 m <sup>2</sup>		0.4
190	PASSAGE	6.49 m <sup>2</sup>		0.1
150	PROCESSING	7.08 m <sup>2</sup>		
203	REFUSE	15.23 m <sup>2</sup>		0.2
187	REJECTED PRE-ROOTING	29.08 m <sup>2</sup>		0.3
208	SHIP/REC OFFICE			
186	SOIL PREP	25.54 m <sup>2</sup>	+	0.3
168	STAGE 1 WORKSTATIONS	+	+	0.4
154	TC MEDIA PREP	32.89 m <sup>2</sup>	+	
152	TC WORKSTATION	33.53 m <sup>2</sup>	+	0.3
170	TEST TUBE GROWTH	71.34 m <sup>2</sup>	+	0.7
192	TRAY PREPARATION	195.68 m <sup>2</sup>	+	
102	TURNSTILES	20.50 m <sup>2</sup>	100.0 m <sup>2</sup>	0.2
101	VESTIBULE	5.74 m <sup>2</sup>	100.0 m <sup>2</sup>	0.1
188	WASHING AREA	85.78 m <sup>2</sup>	100.0 m <sup>2</sup>	0.9
175	WORKSTATIONS 1	172.97 m²	100.0 m <sup>2</sup>	1.7
TOTALS		1,913.23 m <sup>2</sup>		19.0

# (02) PARKING SCHEDULE

GENERIC TYPE	COUNT	WIDTH	LENGTH
PARKING - BARRIER-FREE	2	3.80	5.15
PARKING - LOADING	3	4.25	10.70
PARKING - VEHICLE	56	2.54	5.15
TOTAL STALLS: 61	61		

# (02) TOPOGRAPHY SCHEDULE

NAME	PHASE CREATED	CUT	FILL	NET CUT/FILL	PROJECTED AREA
RAISE BUILDING GRADE	NEW CONSTRUCTION	392 CY	14330 CY	13939 CY	2,736,513 SF
BUILDING PAD	NEW CONSTRUCTION	446 CY	7 CY	-439 CY	37,453 SF
TOTAL: 2		838 CY	14337 CY	13499 CY	2,773,966 SF

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## DOCUMENTS

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TOTAL SH	EETS: 6			

GARY FIELDS
ARCHITECTURE
INTERIOR DESIGN
PLANNING 1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA

Gary Fields, Owner Architect AIBC, MRAIC, LEED®AP

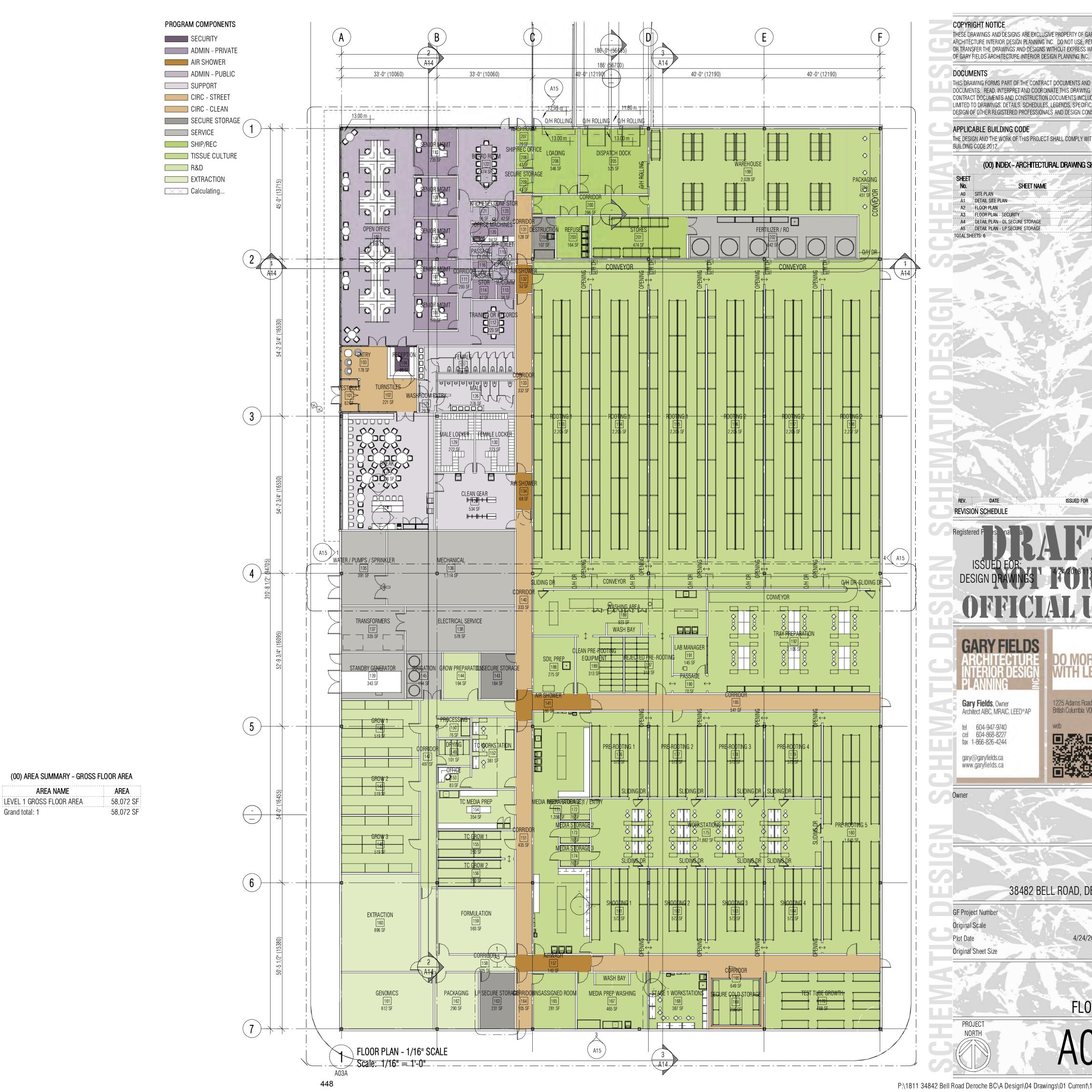
tel 604-947-9740 cel 604-868-8227 fax 1-866-826-4244 gary@garyfields.ca www.garyfields.ca

**REVISION SCHEDULE** 

38482 BELL ROAD, DEROCHE, BO

GF Project Number	1811
Original Scale	1/32" = 1'-0"
Plot Date	4/24/2018 11:41:46 AM
Original Sheet Size	Arch D 24 x 36
	A RESIDENCE OF A SECOND ASSESSMENT ASSESSMEN

DETAIL SITE PLAN



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A4	DETAIL PLAN - DL SECURE STORAGE	HC LICENCE AF
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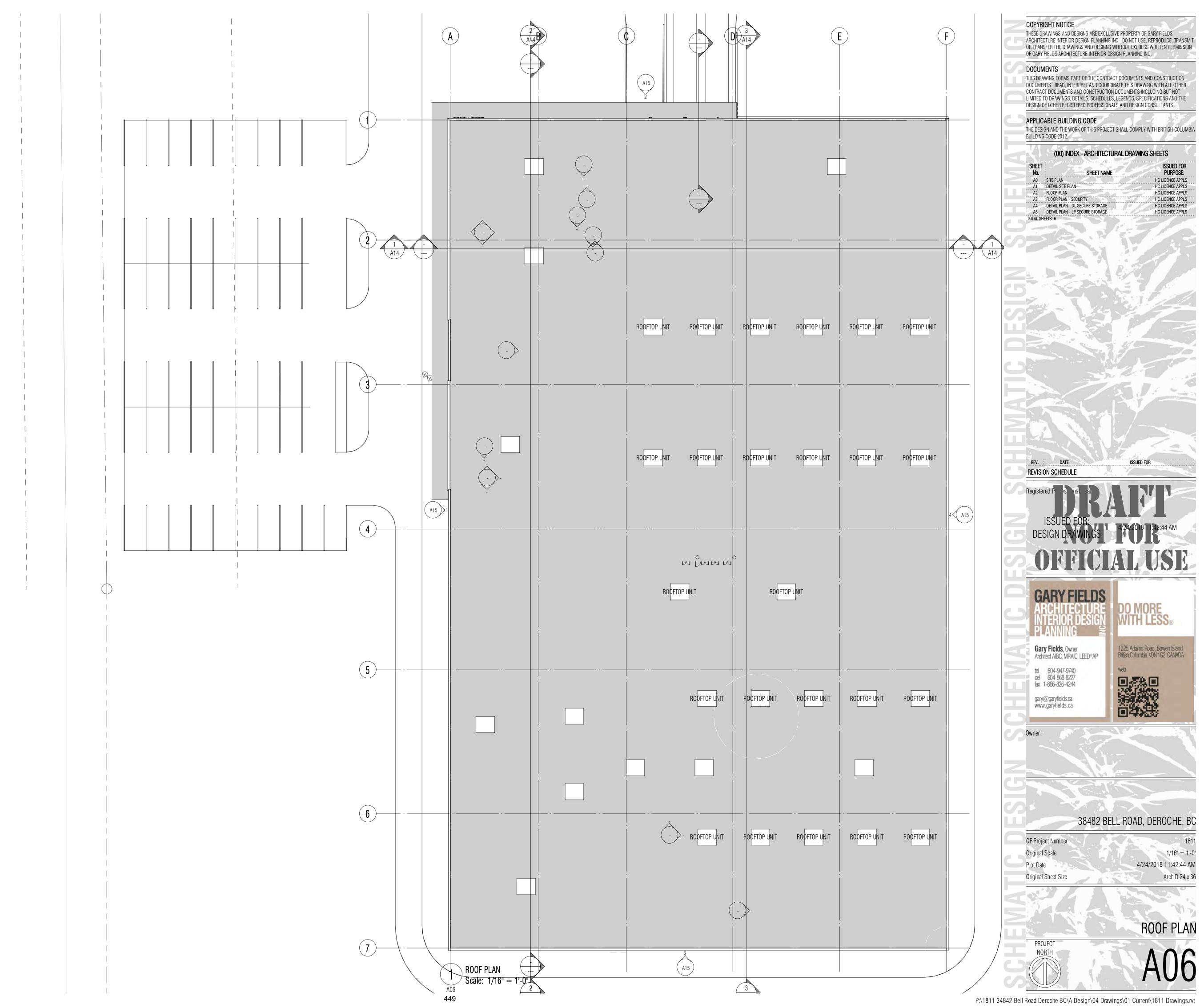
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1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA

# 38482 BELL ROAD, DEROCHE, BC

1/16" = 1'-0"4/24/2018 11:42:18 AM Arch D 24 x 36

FLOOR PLAN



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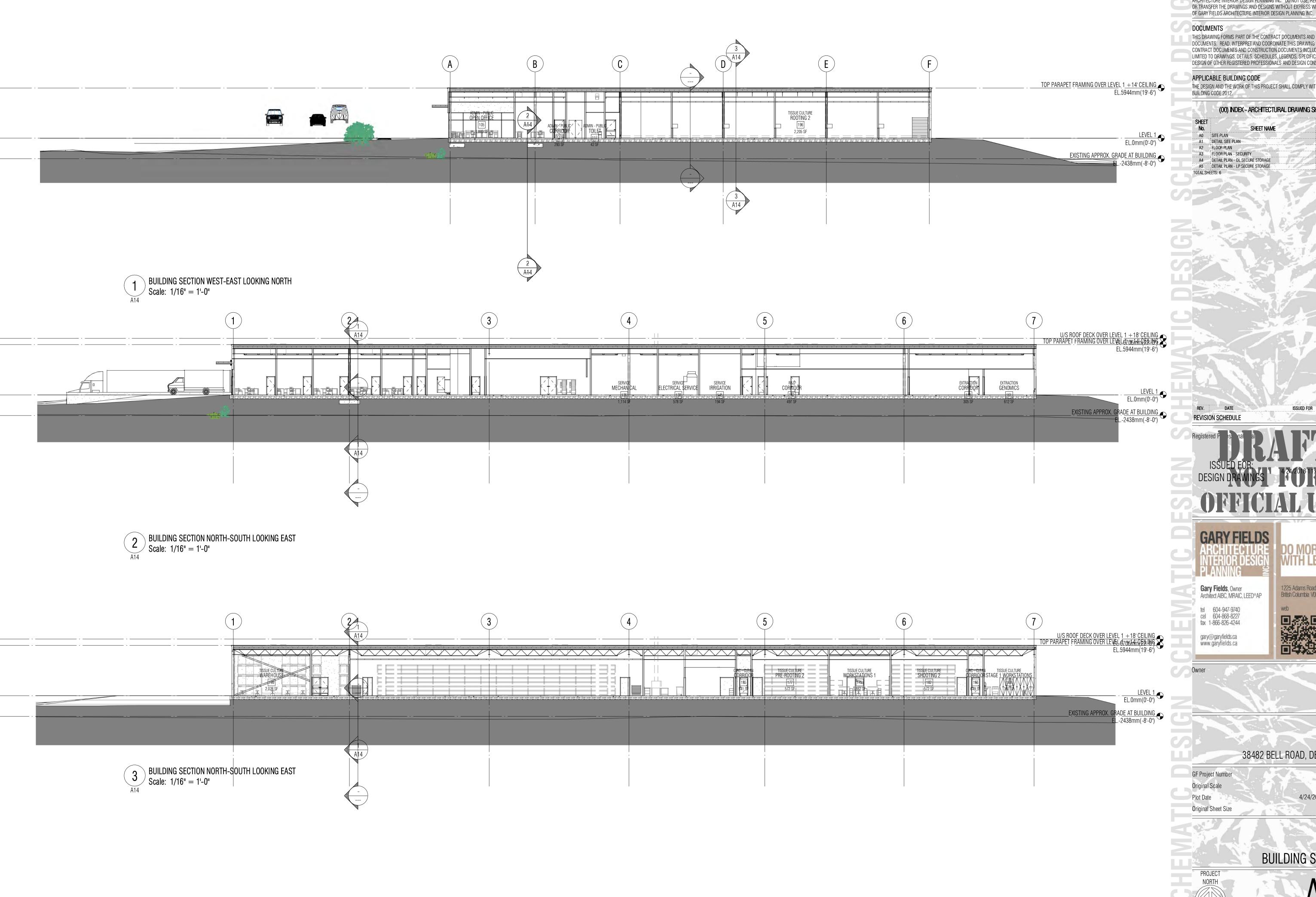
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A4	DETAIL PLAN - DL SECURE STORAGE	HC LICENCE APP
	*	

DESIGN DRAWINGS

4/24/2018 11:42:44 AM

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ISSUED FOR

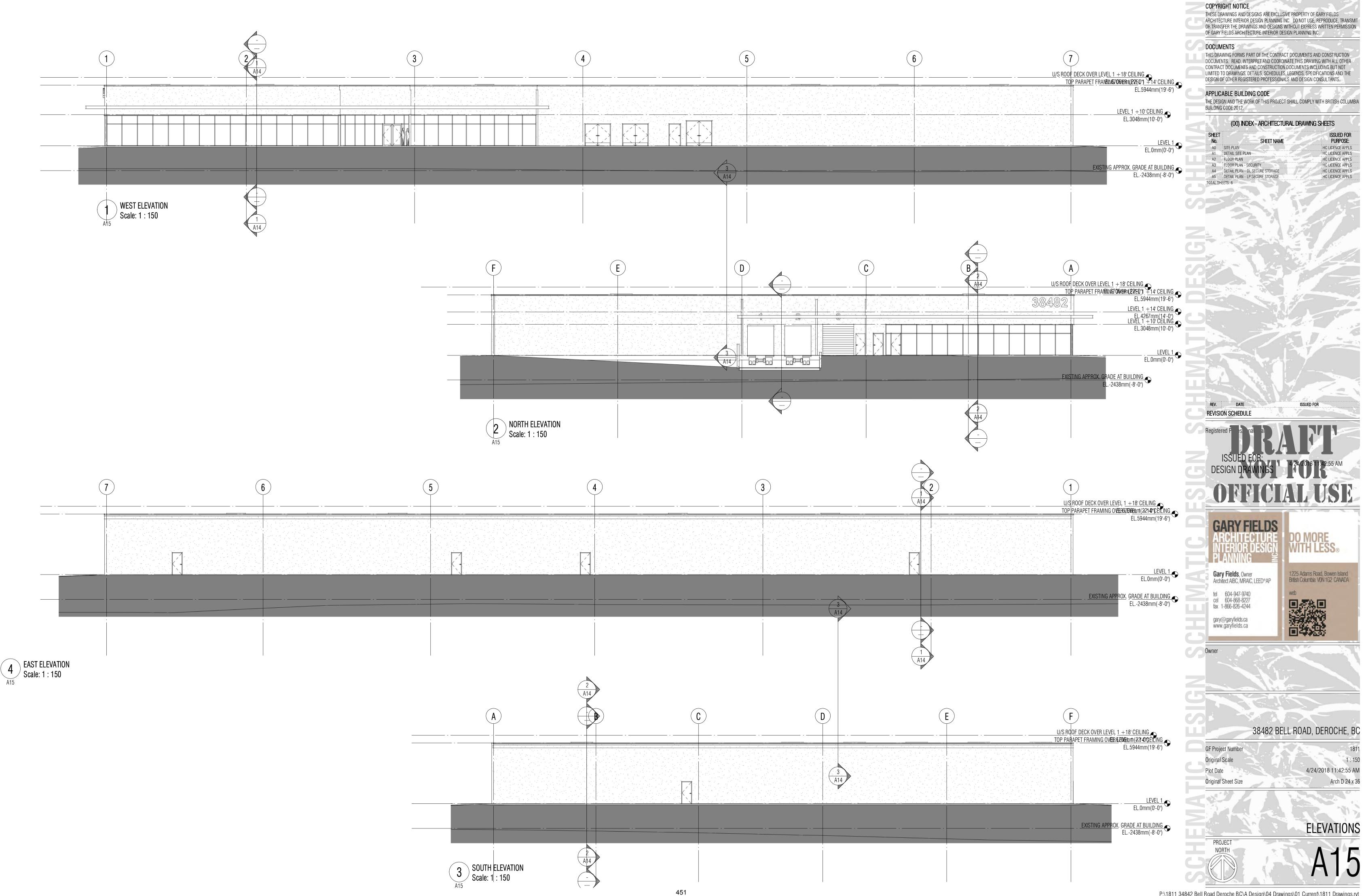


1225 Adams Road, Bowen Island British Columbia VON 1G2 CANADA

38482 BELL ROAD, DEROCHE, BO

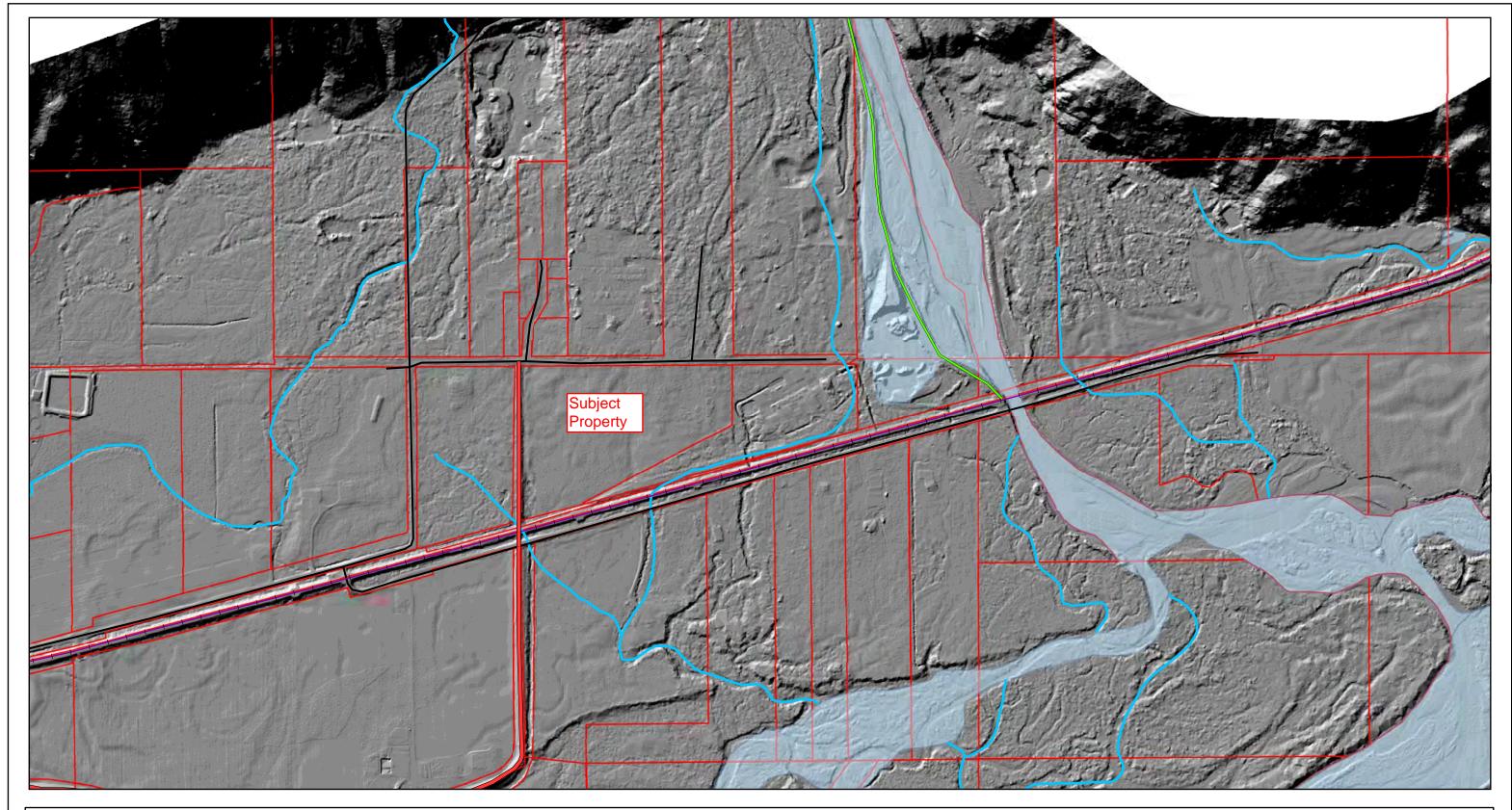
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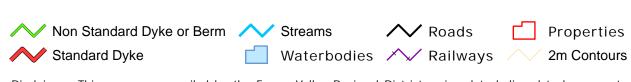
**BUILDING SECTIONS** 



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# APPENDIX B LIDAR IMAGES OF THE NORRISH CREEK FAN

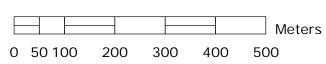




Disclaimer: This map was compiled by the Fraser Valley Regional District, using data believed to be accurate; however, a margin of error is inherent in all maps. This product is distributed without warranties of any kind, either expressed or implied, including but not limited to warranties of suitability of particular purpose or use. This map utilizes an orthophoto captured in 2009 and provided by GeoBC.

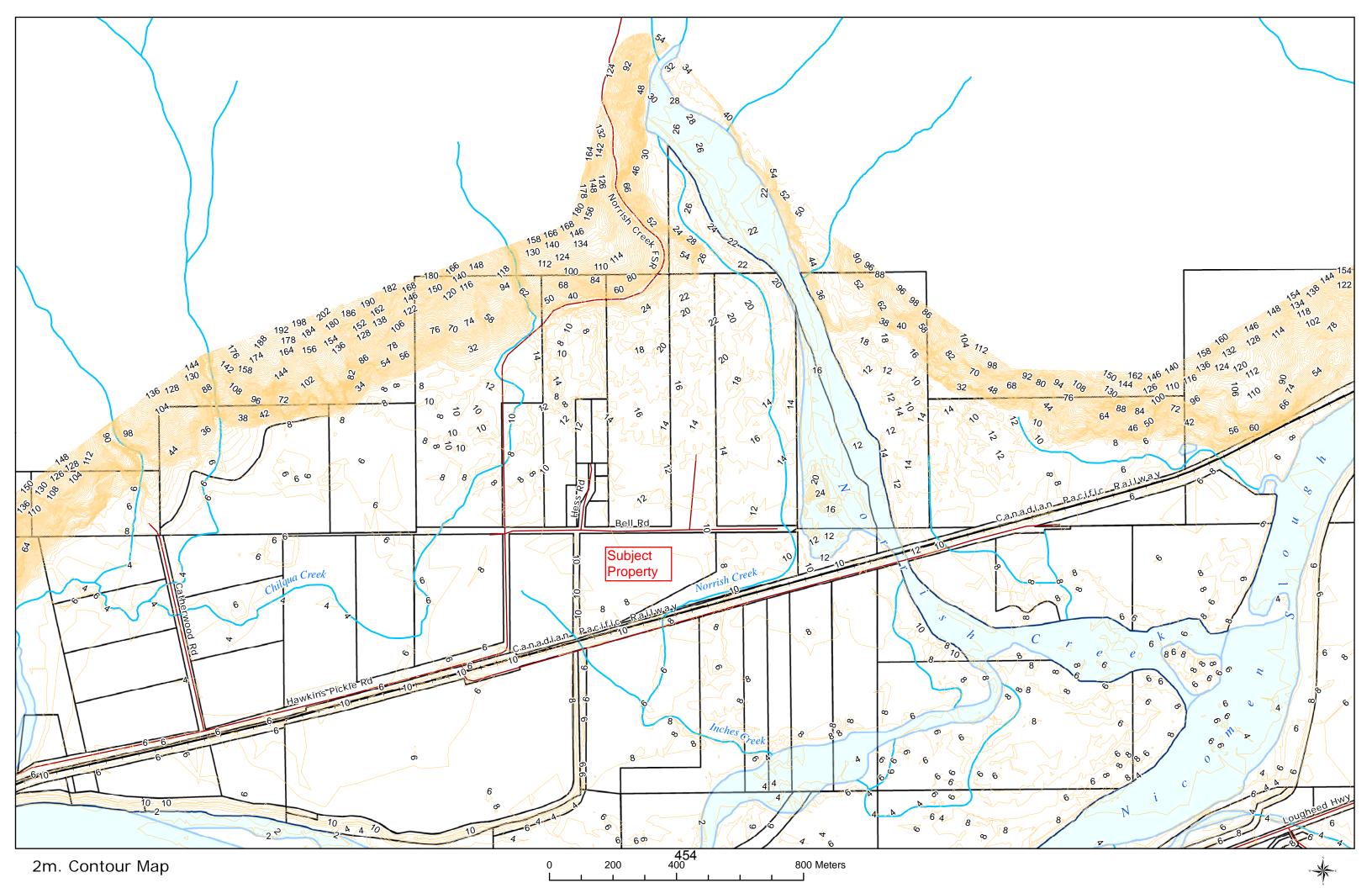
Properties

# LiDAR & Contour Map 38482 Bell Rd



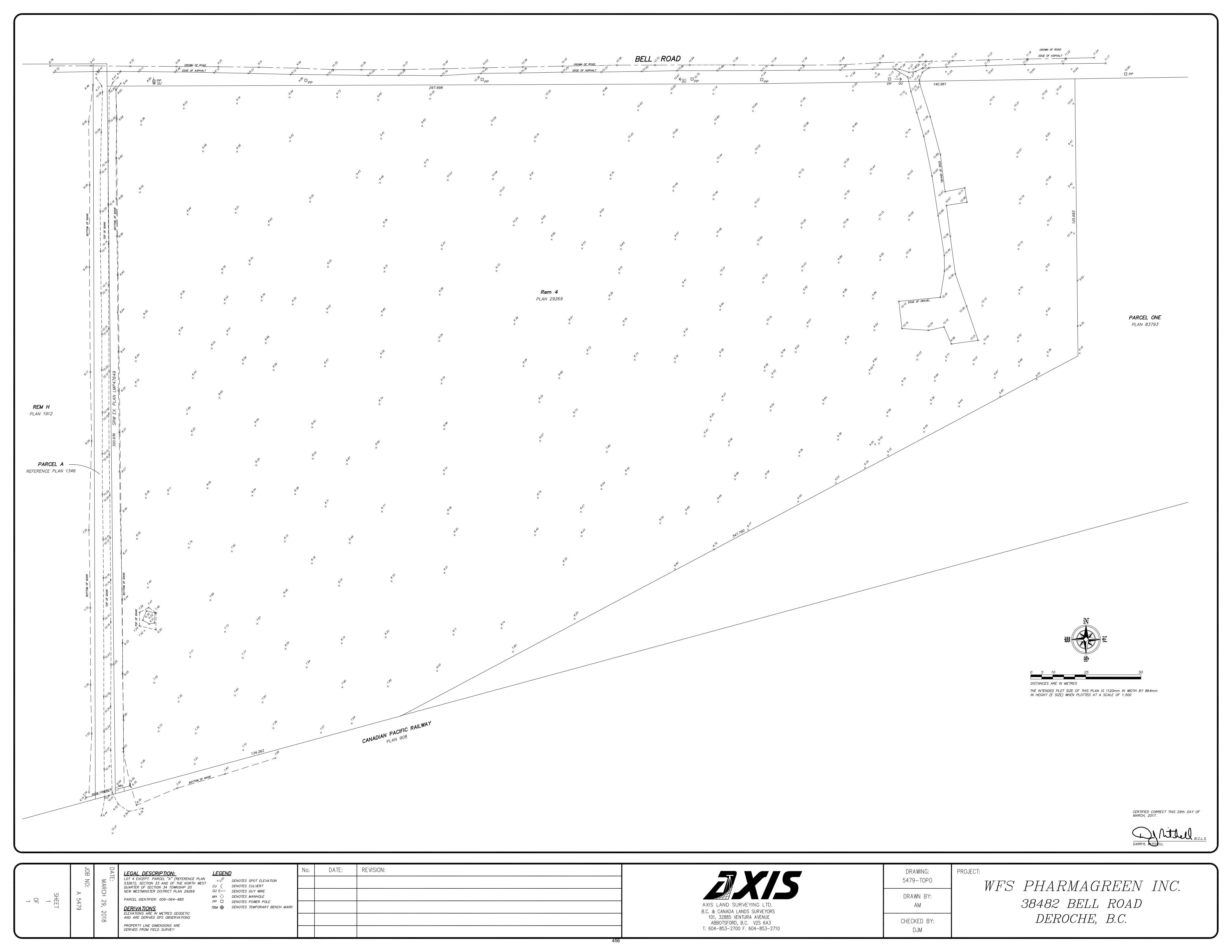






### **APPENDIX C**

# 38482 BELL ROAD – TOPOGRAPHIC SURVEY FROM AXIS LAND SURVEYING LTD.



# APPENDIX D 38482 BELL ROAD – FIELD INVESTIGATION PHOTOS



Photo 1 Looking south from the western half of the Subject Property.



Photo 2 Looking northwest from the southeast corner of the Subject Property at the existing residential building.



Photo 3 Looking northeast from the southwest corner of the Subject Property. Note the wheel valve in the bottom right of the photo used to open and close the drainage culvert gate for the property.



Photo 4 Looking southwest from the northeast corner of the Subject Property.



Photo 5 450 mm diameter concrete culvert inlet at the southwest corner of the Subject Property. The invert of the inlet is the lowest point on the property at 6.35 m GD.



Photo 6 Looking downstream on Inch Creek at the inlet of the steel box culvert under the CP Railway. The culvert has a span of 2000 mm and a height of 1600 mm.



Photo 7 500 mm diameter concrete culvert outlet under the CP Railway adjacent to the middle of the Subject Property. The inlet could not be located and there was no evidence of past flow in the pipe.



Photo 8 Looking downstream from the crest of the armoured Norrish Creek Dyke 80 m upstream from the CP Railway Bridge. The D<sub>50</sub> of the riprap is 600 mm.



Photo 9 Looking downstream at the armoured Norrish Creek Dyke 80 m upstream from the CP Railway Bridge where the dyke transitions from a river dyke to a setback dyke. The  $D_{50}$  of the riprap is 600 mm.



Photo 10 Norrish Creek Dyke along a typical armoured setback portion. Photo is 100 m upstream of the CP Railway Bridge. The height of dyke is approximately 2 m above the creek side floodplain. The  $D_{50}$  of the riprap is 500 mm.



Photo 11 Typical view of the crest of the Norrish Creek Dyke. The crest averages 8 to 12 m wide but is up to 20 m wide at the upstream end where the dyke is not armoured.



Photo 12 Norrish Creek Dyke along a typical armoured setback portion. Photo is just downstream of the upstream limit of continuous armouring 680 m from the CP Railway Bridge. The height of the dyke is approximately 2 m above the creek side floodplain. The  $D_{50}$  of the riprap is 500 mm.



Photo 13 Looking downstream at the armoured Norrish Creek Dyke 250 m downstream of the fan apex. The  $D_{50}$  of the riprap is 300 mm.



Photo 14 Norrish Creek Dyke along the 25 m long eroded bank section which is located 130 m downstream of the fan apex. The bank is approximately 3 m high.



Photo 15 Looking downstream at the 20 m wide Norrish Creek Dyke crest adjacent to the eroding bank section.



Photo 16 Looking south at the west gravel pit. The east pit is to the left, out of the photo.

### **APPENDIX E**

38482 BELL ROAD – GEOHAZARD ASSURANCE STATEMENT FOR DEVELOPMENT APPROVALS

# Geo-Hazard Assurance Statement

for Development Approvals

# A. Project Information

at 38482 Bell Road, Deroche, BC
strict 36 & OF NW 1/4 SEC 34; EXC PCL A REF P
PID
Other
Eng.L Geo.L
Geo.E
he, Date May 15, 2018

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; Part 9, Division 1 [Building Regulation] and Part 14 [Planning and Land Use Management] of the Local Government Act, RSBC 2015 Ch. 1; and Section 56 of the Community Charter, SBC 2003 Ch. 26 and will only be collected, used and disclosed for the purpose of administering geo-technical hazard reviews and assurance statements related to development approvals. Questions? Contact FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6; 604-702-5000 or 1-800-528-0061; or FOI@fvrd.ca.





# B. Assurance

Based on the contents of this Assurance Statement and the Report, I hereby give assurance that: *(check as applicable)* 

	Development Permit	The Report will "assist the local government in determining what conditions or requirements under it will impose in the permit", as required by the <i>Local Government Act</i> (Division 7)	
Building Permit			
	Community Charter	"The land may be used safely for the use intended", as required by the <i>Community Charter</i> (Section 56)	
	Seismic Slope	The Report addresses the requirements of the BC Building Code 2006, 4.1.8.1.6 (8) and 9.4.4.4 (2), as detailed in the BC Building & Safety Policy Branch Information Bulletin B10-01, Jan 18, 2010	
	Floodplain Management Bylaw Exemption	"The land may be used safely for the use intended", as required by the Local Government Act. (Section 524)	
	Subdivision	"The land may be used safely for the use intended", as required by the Land Title Act (Section 86).	
	Other (e.g. Zoning Bylaw Amendment, Official Community Plan Amendment, Temporary Use Permit, etc.)	<insert appropriate="" as="" statement=""></insert>	

# C. APEGBC Professional Practice Guidelines

The Report and this Assurance Statement should be completed in accordance with the current version of one or both of the following Professional Engineers and Geoscientists of BC (APEGBC).

- Legislated Flood Assessments in a Changing Climate in BC
- Legislated Landslide Assessments for Proposed Residential Development in British Columbia, ("APEGBC Landslide Guidelines").

These two documents are collectively referred to as the "APEGBC Guidelines". The italicized words in this Assurance Statement are defined in the APEGBC Guidelines.

The Report has been prepared pursuant to the following APEGBC Guidelines (check one or both as applicable).



**APEGBC Flood Guidelines** 



**APEGBC Landslide Guidelines** 





# **Geo-Hazard Assurance Statement** for Development Approvals

If the	Repo	rt is <b>not</b> prepared pursuant to either of the APEGBC Guidelines, please explain.
D.	B	ackground Information
Quali	fied F	rofessionals <b>must</b> confirm and check that each item is included in the Report.
	1.	Property location map — 8.5 x 11 size
	2.	Development proposal site plan — $8.5 \times 11$ size. If a subdivision, show the parent parcel and all lots to be created, including any remainder.
	3.	Description of the proposed development project (including building use) to the extent this is known at the time of Report preparation.
		residential
		industrial
		Commercial
		institutional
		other



# E. Technical Requirements

Qualified Professionals **must** review, confirm and check completed items (as applicable).

13. For subdivision approval, the Report addresses natural hazards for:

any lots to be created (including any remainder)

the parent parcel prior to subdivision

Repo	rt Co	ontent
	4.	Relevant information pertaining to the Property and pertinent potential hazards from appropriate background sources, including the FVRD online library.
	5.	Time limitation or condition statement to describe extent the FVRD may rely on the Assurance Statement and Report for development approvals, and when resubmittal is recommended.
	6.	Maps, illustrations and diagrams to illustrate areas referred to in the Report.
	7.	Description of field work conducted on and, if required, beyond the Property.
	8.	Contact and consultation with the Fraser Valley Regional District. Provide name and title of contact.  Dawn Smith, Planner II and Andrea Antifaeff, Planning Technician
	9.	Review of relevant FVRD bylaws and other statutory requirements.
	10.	Restrictive covenants registered against the Property title that pertain to geo-hazards (if registered, the Report provides relevant information about the covenants).
	11.	Notation of any visibly apparent natural hazards or other hazards identified in background reports, which are not identified and addressed in this Report. If yes, provide details in Section H: Geo-Hazard Summary Table.
		Yes
		No
	12.	Does the report rely on one or more supporting reports, each of which is independently reviewed, signed and sealed. If yes, provide details in Section H: Geo-Hazard Summary Table.
		Yes
		O No



# Geo-hazard Assessment, Risk Acceptability and Risk Transfer



14. In considering the above-noted potential hazards that may affect the property, I have:



reviewed and characterized the potential hazard(s)



estimated the potential frequency and magnitude of the potential hazard(s)



relied on supporting reports as noted above



relied on a pre-existing assessment of hazard frequency and magnitude



considered the potential effects of climate change in the context identified in the Report



considered the potential effects of changed future conditions (upstream watershed changes, forestry activity, land use changes, sea level rise, etc.) in the context identified in the Report



15. This Assurance Statement pertains to all geo-hazards that are assessed in the Report and any supporting reports, and accurately reflects the contents of those documents.



16. The FVRD has adopted "Hazard Acceptability Thresholds for Development Approvals by Local Government", which provides a specific level of hazard or risk tolerance. I have included a Hazard Summary Table which:



lists all the potential hazards addressed by the Report and any supporting reports



provides an annual return frequency and acceptability threshold classification for the unmitigated condition



proposes mitigative measures to appropriately reduce the geo-hazard risk



provides an annual return frequency and acceptability threshold classification for the mitigated condition



17. The Report describes the potential transfer of natural hazard risk to other properties or infrastructure as a result of the proposed project (including any proposed *mitigation works*) and



considered the potential for transfer of natural hazard risk



concludes that there is no significant transfer of natural hazard risk



identifies the potential transfer of natural hazard risk and proposes measures to offset such transfer of risk

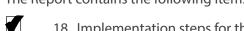




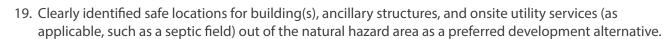
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## Mitigation and Design Recommendations (if recommended)

The Report contains the following items:







20. Commentary on the effectiveness of proposed structural mitigation works in terms of ability to reduce the potential hazard impact, and identification of any residual risk that would remain.

21. Proposed Flood Construction Level (FCL) for future development and including specification of an appropriate method of achieving the FCL.

22. Proposed watercourse setback, which is clearly referenced from the natural boundary, top of bank or another suitable basis.

23. Proposed operation and maintenance actions that will be necessary in order for the level of safety to be maintained in the future, with indications of who should be responsible for those actions and when.

# Riparian Area Regulation (if applicable)

24. QP must review RAR assessment report to avoid conflict with Geo-Hazard Report recommendations.

# **E** FVRD Supplemental Requirements

The following points are understood by the Qualified Professional when submitting a Report:

25. Permission is granted to the FVRD to use the Report in considering approval of the proposed development on the property, provided that such permission is limited only to the proposed development project for which the Report was prepared.

26. Methodology used in the Report is described in sufficient detail to facilitate a professional review of the study by the FVRD when necessary.

27. Professional liability insurance coverage of at least \$1 million per claim is carried by the QP.

28. Third party review or supplemental information may be required by the FVRD where complex development proposals warrant.

29. Permission is granted to the FVRD to include the Report in the online FVRD geo-hazard report library (as background information, not for other parties to rely).



G.	Qualified Professional (QP)
Prep	Jamie Stirling, M.Sc. P.Geo.
- Vanner Car	nation P.Eng. P. Geo. Eng.L Geo.L
Revi	ewed by:
Name	Derek Ray, M.Sc. P.Geo.
Desig	nation P.Eng. P. Geo.
	report has received appropriate technical review which is consistent with both the APEGBC Professional Practice elines, and APGBC Quality Management Guidelines. The name of the reviewer is noted in the Report and below.
Profe	PROVINCE MAY 15/18  IR BTIRLING PROVINCE PROVINC
	I am a Qualified Professional as defined in the APEGBC Guidelines, and I fulfill the education, training and experience requirements as outlined in the APEGBC Guidelines
	I have signed, sealed, dated and thereby certify, this Assurance Statement and the attached report.





#### H. **Geo-Hazard Summary Table**

The geo-hazard report and/or any supporting reports addresses the following hazard types.

Geo-Hazard Type #1		Geo-Hazard Type #2	
Fraser River and tributaries flooding		Debris Flow and Debris Torrent	
Annual Return Frequency (Unmitigated)		Annual Return Frequency (Unmitigated)	
1:200		<1:2,000	
Acceptability Threshold Classification	5	Acceptability Threshold Classification	1
	MITIGATIO	N (if necessary)	
Proposed Mitigation Measures	Yes	Proposed Mitigation Measures	Yes 🔘
	No O		No O
Annual Return Frequency (Mitigated)		Annual Return Frequency (Mitigated)	
1:500			
Acceptability Threshold Classification	4	Acceptability Threshold Classification	
Comments		Comments	
	SUPPORT	TING REPORT	
Was this report prepared by others?	Yes	Was this report prepared by others?	Yes 🔘
	No O	)	No 💿
If yes, list report name, date and author.		If yes, list report name, date and author.	
Fraser River Design Flood Level Update, FLNRC	Mar 2014		
Transcription Bessen Flood Bevor Spanie, 12 Marc	, mar 2011		
Geo-Hazard Type #3  Debris Flood		Geo-Hazard Type #4  Mountain Stream Erosion or Avulsion	
Annual Return Frequency (Unmitigated) <1:200		Annual Return Frequency (Unmitigated) <1:200	
Acceptability Threshold Classification	5	Acceptability Threshold Classification	5
Proposed Mitigation Measures	Yes	N (if necessary) Proposed Mitigation Measures	Yes •
Troposed Willigation Measures		1 Toposed Willigation Weasures	
Annual Return Frequency (Mitigated)	No C	Annual Return Frequency (Mitigated)	No O
<1:500		<1:500	
Acceptability Threshold Classification	4	Acceptability Threshold Classification	4
Comments	1	Comments	1
Comments		Comments	
	CHDDOD	FINC DEPORT	
Was this report prepared by others?	Yes	Was this report prepared by others?	Yes (
and report prepared by official		in a sum report prepared by others.	
If yes, list report name, date and author.	No •	If yes, list report name, date and author.	No 🕒
in yes, list report fiame, date and author.		yes, list report hame, date and author.	



# Geo-Hazard Assurance Statement for Development Approvals

Indi	Indicate which hazards were NOT reviewed:				
	Chilliwack River Valley Erosion or Avulsion	Seismic Effects/Liquefaction			
	Debris Flow and Debris Torrent	Rockfall - Small Scale Detachment			
	Debris Flood	✓ Slope Stability			
	Fraser River & tributaries flooding	Small Scale Localized Landslide			
	Mountain Stream Erosion or Avulsion	Snow Avalanche			
	Major Catastrophic Landslide	<b>T</b> Tsunami			
	Hazard Acceptability Thresholds Classification, as per Hazard Acceptability Thresholds for Development Approvals by Local Government dated November 1993 by Dr. Peter Cave.				
1	1 Approval with conditions relating to hazards.				
2					
3	harmless" conditions.  Approval, but with siting requirements to avoid the ha	zard, or with requirements for protective works to			
	mitigate the hazard.				
4	Approval as (3) above, but with a covenant including "s	ave harmless" conditions as well as siting conditions,			
5	protective works or both.  Not approvable.				
,	not approvable.				

# **Additional Comments**

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APPENDIX F
38482 BELL ROAD – SCHEDULE C – GUIDELINES FOR APPLICATION FOR SITE SPECIFIC EXEMPTION

#### Schedule "C"

## Guidelines for Application for Site-Specific Exemption

#### 1. Quality Assurance Statement

#### I hereby certify:

I am a professional engineer or professional geoscientist, with experience in geotechnical engineering, geohazard assessment and river hydrology;

I am licensed in the Province of British Columbia; and,

I am qualified to carry out the following flood hazard assessment and that I have performed an evaluation of the area of the proposed development in accordance with the "Flood Hazard Area Land use Management Guidelines of the Province of British Columbia.

Name: TAMIE STIRLING Signature

#### 2. General Requirements

- (1) Legal Description of the property.
- (2) General Location map of the property.
- (3) Detailed map of the property showing property boundaries, safe areas for development, watercourses, topography and physical features.
- (4) Statement of conformance to the Floodplain Regulation Bylaw, in force from time to time, and Provincial Guidelines.
- (5) Review of all relevant restrictive covenants registered on title (copies of covenants, if relevant, should be attached to the report.)
- (6) Review of all relevant previous reports and flood hazard maps affecting the site and surrounding area.
- (7) Review of current and historical air photos.
- (8) Description of site visits and observations.
- (9) Review of historical flood information including stream flow data, climate data and local observations.

CONSOLIDATED TO: March 5, 2007

#### 2. General Requirements (continued)

- (10) Assessment of the nature extent, magnitude, frequency and potential effect of all flood or debris flow hazards that may affect the property.
- (11) Description of the scientific methodology(s) and assumptions used to undertake the assessment in sufficient detail to facilitate a professional review.
- (12) The location of all proposed building sites and specified setback distances from the natural boundary of watercourses. (Maps must be delineated with sufficient accuracy and detail to allow the preparation of a legal reference plan for attachment to a restrictive covenant).
- (13) Recommendations to ensure safe use of a site. (These should be clearly stated with sufficient detail and clarity to facilitate inclusion in a Land Title Act, Section 219 Covenant).
- (14) Description of proposed mitigation works and/or actions designed to mitigate the hazard with confirmation that the Guidelines, and specifically Section 5.7 have been considered.
- (15) Where mitigation works and or actions area proposed, an assessment of the effects that the proposed works and or actions may have on other properties including public infrastructure.
- (16) Where mitigative works and or actions designed to reduce hazards are contemplated, prior to completion the report and expending time and money on the detailed design, the proponent should confirm that the works and or actions proposed will be accepted by local government and that they would meet regulatory Provincial requirements and will be approved by the Inspector of Dikes.

#### SPECIAL CASES

#### 3. Watercourses

- (1) Where floodplain maps are used to recommend FCLs, document which map was
- (2) Where an existing FCL shown on a floodplain map is deemed inappropriate, or where a new FCL is recommended, provide details of the calculation and confirmation that the Guidelines were considered in the process.
- (3) For property adjacent to or within a meandering and/or braided river floodplain, use air photos, maps and other information to describe and assess relevant ongoing river processes that may pose a hazard to the property.
- (4) When recommending the use of minimum setback and elevation guidelines for smaller streams, provide a map of the stream watershed area to determine drainage area.

#### 4. Alluvial Fans

- (1) Provide a suitably scaled topographic map depicting watershed area, fan boundaries, existing and abandoned channels, hydraulic structures, existing and proposed mitigation works, potential avulsion and overland flow paths for the 1 in 200 year flood event, features on the fan that would serve to give direction to and/or impede overland and/or channel avulsion flow paths and the property boundaries.
- (2) Provide channel cross-sections, stream profiles, and depths of flow and flow velocities used in the analysis.
- (3) Provide an assessment of the sensitivity of the watershed area, with respect to hydrology and sediment and debris loading.
- (4) Provide an assessment of the long-term channel bed load and debris maintenance requirements in relation to any recommended flood hazard mitigation measures.
- (5) Where existing channel capacity and topographic features on the fan are identified as features contributing to the safe use of the property, provide an assessment of the effects of any future changes to the channel or fan topography.
- (6) Provide plan, cross-sections and design specification for proposed building foundation treatments and to the site-specific measures.

#### 5. Area Subject to Debris Flows

- (1) Provide a suitably scaled topographic map and/or air photographic base map depicting watershed area, all existing and potential debris flow start, transport and run out zones, hydraulic structures, existing and proposed mitigation works, features on the debris flow transport path and/or run out area which could serve to give direction and/or impede debris flows, existing depositional features, cohorts, soil test pit locations, carbon dating and dendrochronology sample sites, and property boundaries.
- (2) Provide a statement of return periods considered in the hazard assessment and design of proposed mitigation works.
- (3) Provide a centerline profile from debris flow start zones to toe of run out zones.
- (4) Provide plans, cross-sections and design specifications for proposed mitigation works, event volume, depth and velocity of flow and impact forces used in the design of mitigation works.
- (5) Provide an assessment of the sensitivity of watershed area with respect to hydrology and sediment and debris loading.
- (6) Where existing channel capacity and topographic features on the fan are identified as features contributing to the safe use of the property, provide an assessment of the effects of any future changes to the channel or fan topography. (AB #3142)





2018 August 10

18-11

#### WFS PHARMAGREEN INC.

12293 Cardinal St Mission, BC, V4S 1L3

Attention: Peter Wojcik

CEO/Director

Via email: pwojcik@telus.net

cc: Gary Fields (gary@garyfields.ca)

Dawn Smith, FVRD (Dsmith@fvrd.ca)

Subject: 38482 Bell Road, Deroche, BC

**Natural Hazards Mitigation Scenario Analysis** 

#### 1 INTRODUCTION AND BACKGROUND

This letter report is a supplemental document to the Natural Hazards Assessment for the property at 38482 Bell Road, Deroche, BC (the Subject Property) dated May 15, 2018 by Stirling Geoscience. The purpose of this follow-up letter report is to provide a brief summary of the May 15, 2018 report followed by an analysis of five mitigation scenarios for protecting the proposed development and the Subject Property from the identified natural hazards. The objective of the May 15, 2018 Natural Hazards Assessment was to identify and assess the flood and erosion hazards that may affect the safe development and use of the Subject Property.

The Subject Property is within the Fraser Valley Regional District (FVRD) Electoral Area "G" where a 40,000 square foot industrial building is proposed. The Natural Hazards Assessment is intended to support the Development Permit, the Building Permit and the Site Specific Exemption (SSE) applications for the proposed development. The SSE is required because the Subject Property is on the floodplain of the Fraser River and in a non-diked area. The primary hazards addressed in the May 15, 2018 report are flooding and scour from the Fraser River and Norrish Creek.

The Subject Property is situated north of Highway 7 near Dewdney and east of Hatzic and west of Deroche, 3.1 km north of the Fraser River (Figure 1). The property is on the alluvial fan of Norrish Creek and the Floodplain of the Fraser River between Norrish Creek 500 m to the east and Chilqua Creek 400 m to the west (Figure 2). The legal description of the property is:

Lot 4 Plan NWP29269 Section 33 Township 20 Land District 36 & OF NW 1/4 SEC 34; EXC PCL A REF PL 53267.

The proposed development is a licensed medicinal marijuana grow operation. Phase 1 will include a federal government licensed marijuana tissue culture laboratory and Phase 2 will include a federal government licensed marijuana grow operation. The Subject Property is approximately 24.4 ha, all of which is on the alluvial fan of Norrish Creek and most of the property is on the floodplain of the Fraser River except for the northeast portion.

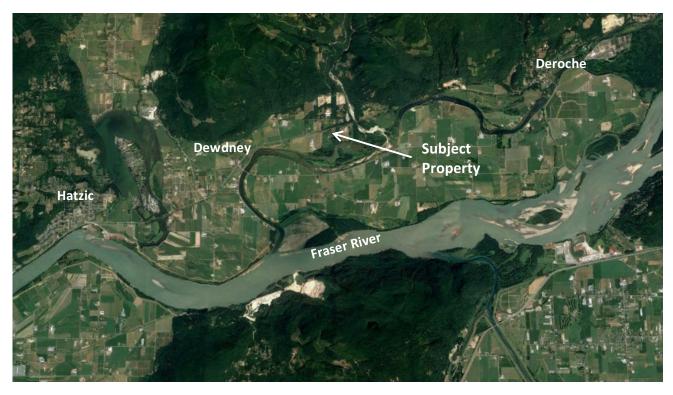


Figure 1: 38482 Bell Road Study Site (Google Earth 2017)

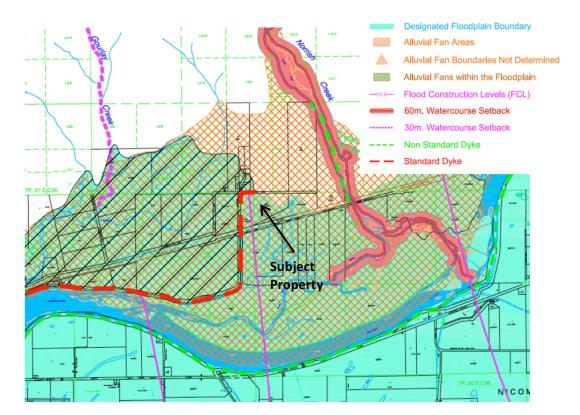


Figure 2: Subject Property and the Norrish Creek Fan (FVRD Flood Hazard Bylaw No. 0681-2005, Sch A, Map 8)

The site is within a non-diked area of the Fraser River. The Dewdney Dike, which is a Standard Dike, is immediately to the west of the property protecting land to the west and south (Figure 2).

The Subject Property is susceptible to high water levels due to flooding on the Fraser River and potential hydrotechnical hazards emanating from nearby Norrish Creek. Hydrotechnical hazards are defined as flooding, debris floods, debris flows, erosion, deposition, scour and avulsion, typically due to channelized flow.

With regards to flood and erosion hazards from Norrish Creek, no modelling was done as part of the May 15, 2018 assessment. Potential hazards could include flooding, erosion, debris floods, debris flows and avulsions. Due to the nature of alluvial fans, hazards from Norrish Creek exist at the Subject Property. These hazards are partially mitigated because of the armoured Norrish Creek Dike along the right (west) bank (Figure 2 and Figure 3). The hazards are only partially mitigated because the dike is classified as a Non-Standard Dike and therefore cannot be relied upon to fully protect the Subject Property from creek hazards.



Figure 3: Norrish Creek Fan (Google Earth 2017)

# 2 MITIGATION MEASURES FOR THE SUBJECT PROPERTY AND THE PROPOSED DEVELOPMENT

As detailed in the May 15, 2018 report, it is recommended that a Flood Construction Level (FCL) of 10.8 m be adopted for the Subject Property for the proposed industrial building. This FCL would apply to the entire Subject Property. This is based on a water level of 10.2 m representing the 1894 flood of record corresponding to a 500-year flood (FLNRO, March 2014) plus 0.6 m freeboard. This freeboard will also allow for sufficient elevation above the existing surrounding ground to account for potential inundation from flooding or an avulsion from

Norrish Creek. In general, all development on fans such as the Norrish Creek fan should have an FCL of at least 0.6 m above the surrounding ground. This value is recommended in the absence of a 2D model that could identify flood depths on the fan from Norrish Creek in the event of an avulsion or breach of the dike. This recommendation of an FCL 0.6 m above the existing ground on fans is suggested in other site specific reports in the area and is also documented in a report prepared by FEMA titled *Engineering Principles and Practices for Retrofitting Flood-Prone Residential Structures, Appendix D Alluvial Fan Flooding*.

The proposed building should include scour protection along the perimeter concrete foundation. This will protect the building from scour from Norrish Creek during an avulsion or dike overtopping as well as scour from extreme flooding from the Fraser River. Potential scour from the river would likely be less than that from the creek. The design criteria for the mitigation include the following: the scour protection should be durable, angular, quarried rock, which is well-graded with a  $D_{50}$  of 350 mm. Rock of this size represents 50 kg class riprap. The rock should be placed around the proposed concrete foundation walls. The protection should extend to the base of the proposed foundation walls/footings. This protection should be a minimum of 0.6 m thick and a minimum of 1.5 m wide. If the rock is placed on a slope then the slope should be no steeper than 2H:1V. The rock can be covered with soil (e.g., 0.3 m thick) and grass and or landscaping.

Scour would be greatest on the north (upslope) and east (upstream) facing sides of the building from an event on Norrish Creek and less on the west and south sides from an event on the Fraser River. If concrete sidewalks or asphalt parking lots are proposed on the west or south sides of the building, this may suffice for scour protection, depending on the design, but would not be suitable for the north and east sides alone.

#### 3 MITIGATION SCENARIOS

Mitigation for the Subject Property and the proposed development from flooding and scour hazards is detailed in the May 15, 2018 report and summarized above in Section 2. This mitigation pertains to the entire Subject Property and the proposed industrial building regardless of where on the property the building is situated. Five scenarios were considered regarding where on the Subject Property the proposed building could be constructed and how the building will be protected. The five scenarios include:

- Scenario 1: Development situated in the Northeast portion of the property outside of the Standard Dike area. Building footprint to be raised to the recommended FCL with scour protection.
- Scenario 2: Development situated in the Northwest portion of the property. Building footprint to be
  raised to the recommended FCL with scour protection and integrated into the Dewdney Dike along the
  West Property line. This would result in an extension of the Dewdney Area Improvement District (DAID)
  Standard Dike.
- Scenario 3: Development of a new Standard Dike to protect the property and the proposed development.
- Scenario 4: Alternative property within the Standard Dike area.
- Scenario 5: Subdivision Create additional lots and construct a Standard Dike.

Details regarding the five scenarios and the advantages and disadvantages of each are summarized in Table 1 and Figure 4 shows the location Scenarios 1 and 2. Scenarios 3 and 5 would include the entire Subject Property. The scenarios are listed in order of preference for the various reasons detailed in Table 1. Scenario 1:

**TABLE 1: Evaluation of Hazard Mitigation Scenarios** 

Sce- nario	Description	Anticipated Process and Approvals	Advantages	Disadvantages
1	Development situated in the Northeast portion of the property outside of the Standard Dike area. Building footprint to be raised to the recommended Flood Construction Level (FCL) with scour protection.	Site Specific Exemption (SSE), Building Permit, and Development Permit required by the Fraser Valley Regional District (FVRD).  Covenant required and possibly will be considered a FVRD Service Area.	<ol> <li>The proposed FCL and scour protection for the development would provide greater protection than provided by the Dewdney Dike. The recommended building footprint FCL of 10.8 m is higher than the Dewdney Dike crest of 10.1 m and the fill pad would be armored to protect against scour whereas the Dewdney Dike is not armoured. Therefore, the building would have a higher level of protection compared to being inside the existing dike.</li> <li>The higher FCL of the proposed development compared to the existing dike would not be visibly noticeable as the structures would not be connected to each other which is not the case with Scenario 2.</li> <li>The Northeast portion of the property is on the highest ground on the property, which is outside of the Fraser River floodplain as shown on the FVRD Flood Hazard Bylaw No. 0681-2005, Schedule A, Map 8.</li> <li>By raising just the building footprint we minimize the potential to transfer flood and scour risk to neighboring properties compared to raising the entire property or diking the entire property.</li> <li>Approval and oversight process is limited to the FVRD and does not require approval from Forest, Lands, Natural Resource Operations (FLNRO), only their review.</li> <li>Mitigation construction as well as operation and maintenance would be the responsibility of the property owner, therefore less onerous for the FVRD and FLNRO.</li> <li>Mitigation is independent of the Dewdney Dike and does not tie into or result in an extension of the existing dike.</li> <li>Development on the Northeast portion of the property results in the least fill pad volume and smallest raised footprint compared to the other Scenarios. In general, the smaller the raised footprint the less likely of transferring flood and scour hazards to neighbouring properties.</li> <li>In the event of flooding or an avulsion from Norrish Creek, flow could be directed around both the east and west side of the raised building footprint and potentially remain on the Sub</li></ol>	1. In general, this scenario is a concern to the FVRD as it is contrary to the Official Community Plan (OCP) policy which directs development to within standard diked areas.  2. FVRD has liability concerns due to issuance of SSE approval and potential service area responsibility.  3. Requires Regional Board discretionary approval for SSE, covenant and service area. There may likely be a high level of concern from the Board and support from the Board is uncertain.  4. Based on the disadvantages, there is a risk of this scenario not being approved.
2	Development situated in the Northwest portion of the property. Building footprint to be raised to the recommended FCL with scour protection and integrated into the Dewdney Dike along the West property line.  This would result in an extension of the Dewdney Area Improvement District (DAID) Standard Dike.	Building Permit and Development Permit required by the FVRD. Dike Maintenance Act approval required by FLNRO. Dike extension approval required by DAID.  Possibly will be considered a FVRD Service Area.	No SSE approval required from the FVRD.     No FVRD Regional Board approval required.     Delegated FVRD staff approval.	<ol> <li>Development on lower ground on the West portion of the property will result in a larger (higher and wider) fill pad to reach the FCL compared to Scenario 1.</li> <li>In general, the larger the raised footprint the more likely the potential to transfer flood and scour hazards to neighbouring properties.</li> <li>Requires processes and approvals from FLNRO and DAID to tie into or extend the existing dike which could be challenging.</li> <li>The west side of the property is lower in elevation than the east side and is entirely within the Fraser River floodplain.</li> <li>The higher FCL of the proposed development compared to the existing dike would be visibly noticeable as the structures would be connected to each other.</li> <li>In the event of flooding or an avulsion from Norrish Creek, flow could be directed around either the east side of the raised building footprint or to the west of the Dewdney Dike potentially affecting the neighbouring property.</li> </ol>

Sce- nario	Description	Anticipated Process and Approvals	Advantages	Disadvantages
3	Development of a new Standard Dike to protect the property and the proposed develop- ment.	Building Permit and Development Permit required by the FVRD. Dike Maintenance Act approval required by FLNRO. Dike extension approval required by DAID. Possibly will be considered a FVRD Service Area.	No SSE approval required from the FVRD.     No FVRD Regional Board approval required.     Delegated FVRD staff approval.	1. This scenario would be difficult as it requires multiple property involvement and it would have a large footprint, especially along the low lying Southwest portion of the property. This scenario may require dealing CP Rail and the Fish Hatchery (DFO) which could be challenging.  2. In order for the mitigation structure to be considered a Standard Dike it must protect multiple properties as per FLNRO requirements.  3. Requires processes and approvals from FLNRO and DAID to tie into or extend the existing dike which could be challenging.
4	Alternative property within the Standard Dike area.	Building Permit and Development Permit required by the FVRD.	No SSE approval required from the FVRD.     No FVRD Regional Board approval required.     Delegated FVRD staff approval.     No FLNRO or DAID approval required.	It would be challenging to construct to the Fraser River FCL behind the Dewdney Dike which is several meters above the existing ground in most areas.      Would require a SSE if it is not feasible to construct to the Fraser River FCL.
5	Subdivision – Create additional lots and construct a Stan- dard Dike.	Building Permit and Development Permit required by the FVRD. Possibly will be considered a FVRD Service Area.	No SSE approval required from the FVRD.     No FVRD Regional Board approval required.	Subdivision is not permitted under current R-3 zone.     Zoning requires public hearing and OCP amendment.     As per FVRD requirements, R-3 zone requires 8.0 hectare minimum parcel size and the Subject Property lot is too small for subdivision.

Development situated in the Northeast portion of the property is preferred from a hydrotechnical, engineering and hazard mitigation perspective. Scenario 2: Development situated in the Northwest portion of the property would be proposed if approval for Scenario 1 were to be rejected by the FVRD. Scenarios 3, 4 and 5 would be challenging but will be pursued if Scenarios 1 and 2 were both rejected.



Figure 4: Subject Property and the Location of Scenarios 1 and 2 (Google Earth 2017)

#### 4 CLOSURE

The author trusts this work and report meets your current needs. If you have any questions or would like to further discuss these findings, please do not hesitate to contact Jamie Stirling by email (Jamie@stirlinggeoscience.com) or by telephone (604) 349-7709.

Sincerely,

#### **Stirling Geoscience**

Prepared by:

Jamie Stirling, M.Sc. P.Geo.

**Principal Consultant** 

Reviewed by;

A. G. Chanter

Adrian Chantler, Ph.D. P.Eng.

Consulting Hydrotechnical Engineer

#### **DISCLAIMER**

This document has been prepared by Stirling Geoscience in accordance with generally accepted geoecience and engineering practices and is intended for the exclusive use and benefit of WFS Pharmagreen Inc. and their authorized representatives for specific application to the natural hazards assessment at 38482 Bell Road, Deroche, BC.

The contents of this document are not to be relied upon or used, in whole or in part, by or for the benefit of others without specific written authorization from Stirling Geoscience. No other warranty, expressed or implied, is made. Stirling Geoscience and agents assume no responsibility for the reliance upon this document or any of its contents by any parties other than WFS Pharmagreen Inc.

#### 5 REFERENCES

BC Ministry of Forest, Lands, and Natural Resource Operations. Fraser River Design Flood Level Update – Hope to Mission, Final Report. Flood Safety Section. March 2014.

Stirling Geoscience. 38482 Bell Road, Deroche, BC Natural Hazards Assessment. May 15, 2108.



### **CORPORATE REPORT**

To: Electoral Area Services Committee Date: 2018-09-05

From: Dawn Smith, Planner II File No: 9600-25-2016-02

Subject: Site Specific Exemption for single family dwelling at 51515 Chilliwack Lake Road,

Electoral Area "E"

#### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider the following options for a Site Specific Exemption request at 51515 Chilliwack Lake Road, Electoral Area "E" as outlined in the corporate report dated September 5, 2018:

#### Option 1 - Approve

**THAT** the proposed Site Specific Exemption to permit construction not less than 20 metres from the Chilliwack River at 51515 Chilliwack Lake Road be approved for a single family dwelling, as outlined in the Northwest Hydraulic Consultants geohazard reports dated August 6, 2018 and August 8<sup>th</sup>, 2018;

**SUBJECT TO** the registration of a restrictive covenant with a priority charge on title of the property pertaining to the floodplain setback exemption at 51515 Chilliwack Lake Road;

**AND FURTHER THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to this matter.

#### Option 2 - Refuse

**THAT** the Fraser Valley Regional District Board refuse the Site Specific Exemption application to allow construction within 20 metres of the natural boundary of the Chilliwack River for a single family dwelling at 51515 Chilliwack Lake Road;

#### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services Foster a Strong & Diverse Economy

#### **PRIORITIES**

Priority #3 Flood Protection & Management

#### **BACKGROUND**

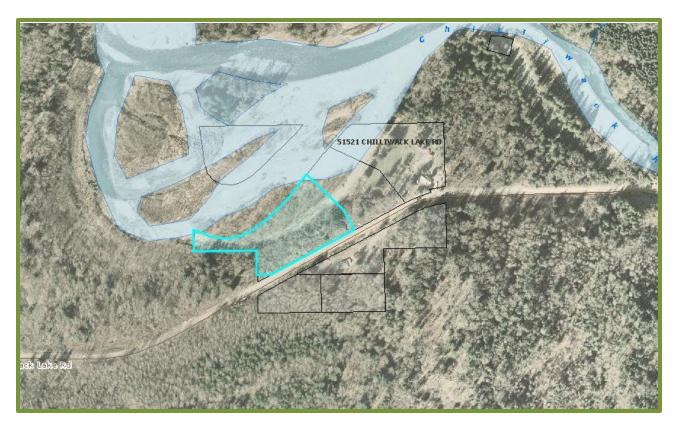
The applicants, Alexander Ocean and Kelly Mendonca, propose to build a new single family dwelling at 51515 Chilliwack Lake Rd, Electoral Area "E". The property in located adjacent to the Chilliwack River. FVRD Flood Management Bylaw No. 681, 2005 requires a 60 metre setback for new construction. This setback requirement includes the entire property and therefore sterilizes development. Therefore the applicants have requested a Site Specific Exemption to reduce the setback to 20 metres. The applicant has provided a geohazard report by Stirling Geoscience and Northwest Hydraulic Consultants (NHC) which provides a detailed mitigation proposal including erosion and bank protection works. The geohazard report also includes a satisfactorily completed FVRD-EGBC GeoHazard Assurance Statement.

	PROPERTY	DETAILS	
Electoral Area	E		
Address	51515 Chilliwa	ick Lake Road	
PID	007-261-624		
Folio	733-06608.01	0	
Lot Size	1.397 hectares	s (3.453 acres)	
Owner	Alexander Kocoski	Agent	Alexander Kocoski
	Kelly Mendonca		Kelly Mendonca
Current Zoning	Rural (R)	Proposed Zoning	No change
Current OCP	Limited Use (LU) and	Proposed OCP	No change
	Forest (F)		
Current Use	Vacant residential	Proposed Use	Single family
			dwelling
Development Permit Ar	eas 2-E, 3-Eand 6-	E	
Agricultural Land Reserve No			

#### **ADJACENT ZONING & LAND USES**

North	۸	Chilliwack River
East	>	Vacant, Crown land
West	<	Vacant, Crown land
South	V	Vacant, Crown land

### **NEIGHBOURHOOD MAP**



PROPERTY MAP



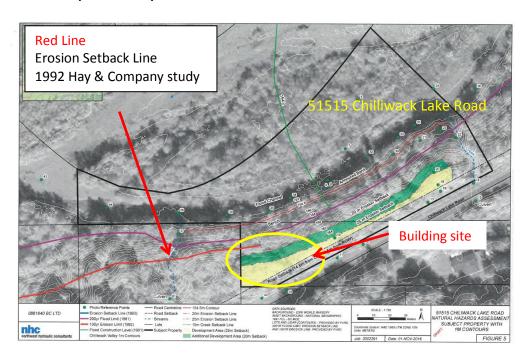
#### Official Community Plan

The Electoral Area "E" Official Community Plan identifies the subject parcel as within Development Area 2-E Chilliwack River, due to known flood and erosion hazards from the Chilliwack River. The OCP references the 1992 Hay & Company overview study of the Chilliwack River flood and erosion hazards. However the property is located just outside the 1992 Hay & Company study boundaries which provided erosion and flood plain limits for settlement areas of the CRV.

The 'erosion setback line' is the; estimate of the erosion potential during a single major flood event, assumed to be greater than a 50 year return period, recognizes presence of bank protection, or outflanking of existing protection, and need for access to river bank for maintenance and emergency response.

Since the 1992 Hay & Co study did not extend to this property, the property owner has obtained the services of Northwest Hydraulic Consultants (NHC) to identify a safe building site, including mitigation and erosion setback line for a proposed single family dwelling.

#### Hazard Map - NHC July 2018



#### Floodplain Management Bylaw No. 681, 2005

The site specific exemption process is generally reserved for unique or complex sites within a flood hazard area where the property owner/applicant has no options to avoid the hazard area. To support their site specific exemption request, the FVRD Flood Management Bylaw requires a professional engineer or geoscientist's report with a complete EGBC-FVRD GeoHazard Assurance Statement. In addition, a restrictive covenant registered to the property is required to acknowledge the risk and disclose the geohazard report.

#### **Provincial Policy**

The Province of BC's Flood Hazard Area Land Use Management Guidelines, Section 1.3 supports flood setback reductions in a case of serious hardship and building cannot occur unless requirements are reduced.

The subject property is located entirely in the 60 metre setback area, with no opportunities for alternative siting or design to avoid the hazard. Accordingly the proposed setback reduction is consistent with the Province of BC policy.

#### DISCUSSION

#### **GeoHazard Report**

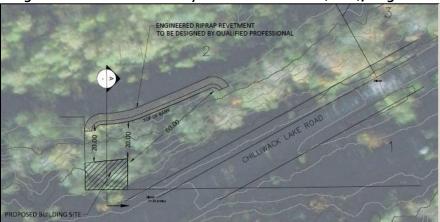
The applicant has provided a comprehensive geohazard report by Northwest Hydraulic Consultants (NHC) that addresses the Chilliwack River flood and erosion hazard. The report recommends a protected building site in the southwest corner.

Geohazard design recommendations include:

- <u>Setback</u>. 20 metre setback from the natural boundary of the Chilliwack River, provided bank protection works installed;
- <u>Elevation</u>. 154.5 m GSC flood construction level (FCL) property is at 154.2 m GSC, minimal elevation required;
- Bank/scour protection. Engineered riprap, designed to 200-year hydraulic forces along the leftbank section of the property to protect from Chilliwack River erosion events.
- Operation and maintenance practices. Maintaining access, vegetation removal, and inspections
  post event or every 5 years whichever comes first by professional engineer or geoscientist.

The professional geoscientist has provided a completed EGBC- FVRD GeoHazard Assurance Statement that the report meets the technical requirements.

Mitigation Plan - Northwest Hydraulic Consultants (NHC), August 2018



Engineered Bank Protection Provides building area of approximately 20 metres or greater from natural boundary of the Chilliwack River.

#### **Restrictive Covenant**

Should the Regional Board grant a site specific exemption a restrictive covenant registered on title is necessary to;

- acknowledge the erosion hazard;
- <u>disclose</u> the NHC geohazard report;
- save-harmless the Regional District in the event of erosion;
- waive financial assistance in the case of flood damage as required by the Province;
- Professional Engineer Commitment for Field Review and Professional Design of the mitigation works. A formal commitment from P. Eng to ensure the bank protection works are installed and completed under the supervision and design of a Professional Engineer expertise is necessary. FVRD Building Bylaw No. 1188, 2013 does not require building permit for the bank protection works.
- completion of protective works; bank protection must be constructed and completed in advance of issuance of building permit for the single family dwelling to ensure safe building site.
- operations and maintenance plan.

#### **Additional Approvals**

Several additional approvals are anticipated should the applicant obtain a Site Specific Exemption, these include:

- FVRD Development Permit; and,
- FVRD Building Permit.

#### **Options for Consideration**

In considering the request by the applicant to reduce the floodplain setbacks to allow the construction of a single family home at 51515 Chilliwack Lake Road, the FVRD Board may wish to consider the following options:

- Approve. Permit the proposed single family dwelling at not less than 20 metres from the
  natural boundary of the Chilliwack River, provided bank protection works as recommended in
  the geohazard report are completed in advance of the house construction, and restrictive
  covenant is registered.
- 2. **Refuse.** Refuse the proposal and direct the applicant to consider other properties to accommodate their proposal. The applicant has no alternative siting or design options to avoid the hazard, as the subject property is located entirely in the 60 metre setback area. Therefore this option does not provide options for a building area on the subject property.

**COST** 

The Site Specific Exemption application fee of \$400 has been paid by the applicant. The costs associated with the registration of the covenant related to the site specific exemption application will be borne by the applicant if the Regional Board approves the exemption.

#### **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

## **Request for Site Specific Exemption**

Floodplain Management Provisions
Name: PLOZEMNDER OCEAN KELLY MENDONCA Phone No.  Address: 24-5556 PEACH RD CHICLIMACK B.C, V2R, 5x4
Legal Description of Property: 51515 C HICH WACK CAKE RO. CHKLI WACK, BC, V2R 4NJ PID 007-261-624 Lot 2 Section 27434 Township Rance 29 West of SIXTH MERIDIAN NEW WESTMINISTER DISTINCT PLAN 36071 (Lot, Block, Legal Subdivision, Section, Plan, Township, Range, Land District, PID No.) PROPOSED DEVEOPMENT:
SINCLE FAMILY DUELLING
Name of Adjacent Watercourse or Body of Water:
Flood Construction Level in Bylaw (No):
Flood Construction Level Requested:
Floodplain Setback in Bylaw (No):
Floodplain Setback Requested:
ENCLOSED AREA: (check where provides; provision of all of this information will facilitate processing of application)  See NHC  Legal map of property
map indicating property location and relationship of proposed building to adjacent watercourse
photos of property (proposed building location, adjacent existing development, etc.)
other information pertinent to this application

Page 1 of 2

REASONS FOR APPLICATION:
BUILDING ENVELOPE
- constrained building site.
- SSE exemption required to fit modest SFD
no other siting options
1/ 00 001/
DATE OF APPLICATION: 1/-09-2016
$\mathcal{A}$
SIGNATURE OF APPLICANT:
SIGNATURE OF BUILDING INSPECTOR:
SIGNATIONE OF BOILDING MOST ECTORS



NHC Ref. No. 3003939

6 August 2018

**0861640 BC Ltd.** 45642 Rachael Place Cultus Lake, BC V2R 5R3

Attention: Alexander Ocean

**Property Owner** 

Via email: kocoski@telus.net

Re: 51515 Chilliwack Lake Road Natural Hazards Assessment

This report presents the final version of the draft report prepared in October 2016 (NHC, 2016). No further technical studies have been completed as part of the finalization of the report. Field conditions may have changed since the completion of the assessment and draft report's preparation in 2016.

#### 1 INTRODUCTION

This letter report by Northwest Hydraulic Consultants Ltd (NHC) provides details regarding our Natural Hazards Assessment for the property at 51515 Chilliwack Lake Road (the subject property). The legal description of the property is Lot 2, Sections 27 and 34, Township 1, Range 29, West of the Sixth Meridian, New Westminster District, Plan 36071. The intent of the report is to provide a site specific assessment of the subject property for the purpose of identifying a safe building site for a new home on the property. This would include ancillary structures and onsite utility services such as a septic field. The subject property is located between the left bank of the Chilliwack River and Chilliwack Lake Road approximately 13 km east (upstream) of the Vedder Crossing bridge. The primary hazards addressed in this report are erosion and flooding from the Chilliwack River. The search results from the Chilliwack and District Real Estate Board identified that the property has no legal notations, charges, liens and interests, transfers, pending applications as well as no outstanding duplicate indefeasible titles. It is our understanding that there are no restrictive covenants registered against the property title that pertain to natural hazards.

Fraser Valley Regional District (FVRD) Bylaw No. 0681, 2005 states the following distances are specified as Floodplain Setbacks, except that where more than one Floodplain Setback is applicable, the greater setback shall be the Floodplain Setback: 60 metres from the Natural Boundary of Chilliwack River (downstream of Slesse Creek). The subject property is downstream of Slesse Creek therefore the 60 m setback applies. A site specific assessment is required that recommends an exemption from the 60 m requirement because the property is located within the 60 m setback.



Figure 1 shows the study area with orthoimagery and 10 metre contour data and Figure 2 shows the study area with Lidar hillshading showing shaded relief. The Lidar data is from the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) from 2015 and was provided to NHC by the FVRD. The contours were generated by NHC using the Lidar data. The Lidar hillshading image illustrates the relic side channels throughout the floodplain, the upland areas on the floodplain and the active channel. The imagery also shows well-defined banks and terraces that cannot be seen from the areal imagery due to the thick forest canopy. This Lidar data can be considered representative of current conditions as there have been no significant channel or bank changes over the past year.

#### 2 SUMMARY OF BACKGROUND INFORMATION

In July 1992, Hay & Company (Hayco) submitted an interim report to the Fraser Valley Regional District (FVRD) formerly called the Fraser-Cheam Regional District on the Chilliwack River Hazard Management Study (Hayco, 1992a). This study included a detailed review of the hazard potential from the Vedder Crossing Bridge to approximately the subject property with a focus on the Slesse Park area to the Baker Trails area on the north bank of the Chilliwack River. Hazards assessed included floods, river bank erosion and geotechnical hazards (landslides, debris flows and debris floods). The report defines a 100-year erosion limit, intended to represent the cumulative effects of 100 years of erosion in the absence of any bank protection, and a 200-year flood limit. This erosion limit was intended primarily for the regulation of subdivision approvals. In December 1992, Hayco submitted the Chilliwack River Hazard Management Outline Plan (Hayco, 1992b). This report outlined conceptual plans for mitigation of the hazards. These two reports, and a subsequent letter detailing a 'single event' erosion setback line (Hayco, 1993) form the basis of the Chilliwack River Hazard Management Study used for building permit applications in the vicinity of the Chilliwack River.

Figure 1 and Figure 2 shows the 100 year erosion limit and the 'single event' erosion setback line established in 1992 and 1993, respectively by Hayco as well as the 1:200 year floodplain limit. The 1:200 year floodplain limit was established based on floodplain mapping developed by the Ministry of the Environment in 1981 and utilized air photography from 1976. The floodplain limits assume the absence of all dykes.

The '100 year erosion limit' was developed in the Chilliwack River Hazard Management Study (Hayco, 1992) and "...represents an estimate of the extent that erosion could occur cumulatively over a 100 year period if bank protection is not provided" (Hayco, January 29, 1993 letter to Hugh Sloan). This line was deemed to be "most applicable for review of sub-division applications."

The 'erosion setback line' was developed by Hayco and presented in the aforementioned letter and "is an estimate of the erosion potential during a single major flood event. The return period of the flood event is not quantified but is assumed to be greater than 50 years. This line recognizes the presence of existing bank protection, the possibility of outflanking of existing protection, and the need for access to the river bank for maintenance and emergency responses."

The 'erosion setback line' was not determined for the left bank of the river where the subject property is located. The '100 year erosion limit' was only determined for the left bank up to the edge of the subject



property (Figure 1 and Figure 2). The Hayco report identified the left bank adjacent to the subject property as having 'medium existing erosive stress' and absent of any dyke, berm or bank protection. However bank protection was identified adjacent to the property during the site visit as discussed below in Section 4.

The 100-year erosion limit was derived assuming no engineered bank protection. The purpose of these lines is primarily for the review of subdivision applications. Both the 1992 and 1993, 100 year and single event lines are out of date. Since bank protection exists at the subject property we are assuming the 100 year erosion limit is no longer applicable in this area. Also because this line only extends to the edge of the property. Therefore we are only concerned with identifying the single event erosion setback line. More specifically, determining this line adjacent to the subject property, for the purpose of identifying a safe building site for a new home on the lot. For the remainder of this report this line will be will be referred to as the erosion setback limit.

#### 3 HISTORICAL AIR PHOTO ANALYSIS

In 2009 EBA Engineering Consultants evaluated the various alignments of channel occupancy based on air photos from 1940 to 2008 for the Chilliwack River from the Vedder Crossing Bridge to just upstream of the subject property. This information is shown on Figure 3 and it illustrates that since 1940 the river in proximity to the property has occupied a large area extending over most of the 200 year floodplain boundary. The earliest air photos show that the active channel of the river was relatively narrow and occupied the left side of the floodplain adjacent to the subject property. The left bank of the active channel appears to have defined the northern boundary of the lot when this area was initially subdivided. Evidence of this is shown on Figure 1 and Figure 2 as the line defining the river is the same as the northern property boundary. However the historical air photos show this left bank continued to erode south until it reached the current bankline as defined approximately by the 200-year floodplain limit which cuts through the middle of the subject property as shown on Figure 1, Figure 2 and Figure 3.

Between 1963 and 1979 the active channel of the Chilliwack River started to migrate away from the left bank as a large bar formed along the toe of the slope adjacent to the subject property. Then between 1979 and 1983 the active channel avulsed to approximately the middle of the floodplain and further away from the left side of the floodplain and hence the subject property. By 1993 the active channel was well established in the centre of the floodplain but by 2004 the river avulsed to the right (north) side of the floodplain. By 2008 the active channel was well established along the right side of the floodplain and the large bar along the left bank adjacent to the subject property was well established and heavily vegetated. Currently the active channel remains along the right side of the floodplain and the left side of the floodplain continues to support mature vegetation. Figure 4 shows the EBA determined maximum extent of active channel occupancy from 1940 to 2008 as well as the 200 year floodplain limit. This analysis demonstrates that the Chilliwack River in proximity to the subject property is very active and covers a wide floodplain. It is important to note that the EBA analysis is an overall general assessment of the river system and has limited application at a detailed site specific large scale due to the scale of the historical air photos used for the analysis. For example, the 1983 active channel



left bank boundary within the subject property shows the line almost reaching Chilliwack Lake Road. However analysis of the Lidar data and conditions observed during the field assessment indicated that the river did not migrate this close to the road.

Historical air photos of the subject property were acquired and a representative set were evaluated for this assessment. This included photos from 1940, 1952, 1959, 1963, 1968, 1973, 1980, 1986, 1993, 1999 and 2004. The analysis of the photos suggests limited development on the subject property since 1940. Chilliwack Lake Road was in place in the 1940 photos and the property was occupied with a mature forest. Between 1963 and 1968 the lot appears to have been cleared of most of the mature trees. Gradual regrowth of the forest occurred from 1968 and by 1986 the lot was densely vegetated again. Between 1986 and 1993 a shed was placed on the property near the road. No other development was noted on this property between 1993 and 2004 or when compared with satellite imagery from 2004 to present.

#### 4 FIELD INVESTIGATION

The site investigation was carried out on September 14, 2016. River levels were low allowing for good visual inspection of the banks and terraces throughout the floodplain. The purpose of the site visit was to confirm if current conditions are similar to that of the 2015 Lidar data. The purpose was also to identify the stability of the river, specifically the left bank in proximity to the subject property, and identify if any bank or flood protection exists in the area. If protection does exist then it will be important to assess the quality of this protection and its ability to decrease rates of erosion and flooding at the subject property.

The study area was walked and photo documented with georeferenced pdfs on a tablet. Notes were also collected on the tablet. The locations of all key areas of interest are provided on Figure 5 and Figure 6 and a selection of photos from some of these points are provided in the photo section of this report. The photo numbers are based on the reference points of the areas of interest. Figure 5 shows the subject property with 1 m contours overlaying satellite imagery and Figure 6 show the subject property with Lidar hillshading.

The northern (riverside) half of the subject property is situated within the Chilliwack River floodplain. This portion of the property is generally flat with well vegetated gravel bars that would be inundated during flood events (Photo 6). This area was generally dry at the time of the site visit as the active channel is located on the opposite (right) side of the floodplain. Some small areas of isolated ponds exist along the toe of the left bank near the outlet of two creeks situated near the east and west boundaries of the property (Photo 30). A well-defined flood channel averaging 15 m wide is located along the toe of the bank which runs through the property (Figure 5 and Figure 6). This flood channel was dry during the site visit and can be easily identified on both the large scale contour figure (Figure 5) and the Lidar figure (Figure 6). The toe of the bank was armoured with large angular boulders that were covered with moss and vegetation. The bank protection is likely several decades old. Many of the larger boulders average 1 m or greater in diameter (Photo 21) and all of the rock appears to be angular quarried rock (Photo 34). The armoured bank averages 3 m high and the upstream end of the armouring is at the outlet of the creek near the upstream (eastern) end of the property and extends downstream to the creek near the western end of the property (Photo 36). The bank at the downstream end of the property does



not appear to be armoured .The exposed bank material is predominately fine grained (Photo 44). Surficial geology mapping of the area identifies the bank of the subject property to be glaciolacustrine silts and clays (Hayco, 1992).

An attempt was made to acquire information on this armoured bank but no data was available. The FVRD and the Ministry of Highways and Infrastructure (MOTI) had no record of bank protection along this reach of the river. It is our understanding that the previous property owner who just sold the subject property has owned the lots since the 1960s and had no information regarding the protection. As mentioned in Section 3, the historical air photos suggest this property was cleared between 1963 and 1968. It is likely that the armouring was placed during that period but it is unclear by whom. The extent of the inspection of the riprap during the field investigation was limited to a surficial visual inspection. We were unable to determine if the rock is keyed into the bed and how thick the rock is or if there is an underlayer (filter) rock behind the riprap. Several excavations throughout the length of the bank with an excavator would be required to determine the extent of the armouring.

Upslope of the 3 m high armoured bank is a bench which averages 3 m wide (Photo 37). This flat bench can be easily identified on both the large scale contour figure (Figure 5) and the Lidar figure (Figure 6). The flat bench is less defined at the upstream end of the property where several large boulders used for the bank armouring are situated on the bench in proximity to photo reference points 21, 23 and 39 (Figure 5 and Figure 6). Upslope from the bench and downslope of the road, the hillside in the middle of the property has an average slope of 30 degrees. The slope averages 26 degrees toward the eastern end of the property. At the upslope end of the property there is a bench in the middle of the lot where the small cabin is located (Photo 10). There is also a small bench near the eastern end of the property between photo reference points 19 and 20 (Figure 4 and Figure 5).

#### 5 FLOOD HAZARD

The property is subject to inundation along the northern portion of the lot which lies within the 200-year floodplain. As shown on Figure 5 the existing 200-year flood limit traverses the hillside part way up the slope within the property. The isoline that lies within approximately the middle of the property is at an elevation of 154.2 m and joins the floodplain limit. The isolines represent the Flood Construction Level (FCL) which includes freeboard. Figure 5 shows that the position of the 200-year floodplain limit does not line up with the position of the 154.2 m contour line. This is likely because the contours shown on Figure 5 are based on 2015 Lidar data and the 200-year floodplain limit is based on floodplain mapping from 1981 which utilized air photography from 1976. The 1981 limit is a general overview line and based on far less detailed topographic data compared to the 2015 Lidar data. As a result the 1981 flood limit is located approximately 10 m south (upslope) from the location of the 154.2 m contour. Therefore, the location of the 154.2 m contour generated from the Lidar should be considered a more accurate site specific 200-year floodplain limit compared to the location of the 1981 limit.

The 154.2 m contour traverses the hillside a few meters above the toe of the slope within the armoured bank which is situated between the toe of the bank and the bench (Figure 5). For the purpose of this assessment, a line has been shown on Figure 5 highlighting the 154.5 m contour to represent the



154.2 m FCL plus 0.3 m to account for potential changes that may have occurred since 1981. The 1981 FCL data is out of date but is still used in the absence of updated floodplain mapping. Although not specifically calculated this additional 0.3 m is intended to account for potential changes in the channel with respect to vertical stability, upstream watershed changes (e.g., forestry activity) and the potential effects of climate change (APEGBC, 2012). The floodplain is relatively wide adjacent to the subject property (i.e., 300 m) so this 0.3 m would provide a considerable amount of additional channel capacity.

For the purpose of identifying a safe building site on the property the FCL of 154.2 m is applied to the entire lot. However in reality the FCL would be slightly higher at the upstream end of the property and lower at the downstream end to account for the slope of the river. Based on the distance and elevation between the isolines immediately upstream and downstream of the property, it is possible that the FCL at the upstream end of the property could be half a metre higher than 154.2 and 1 m lower at the downstream end of the property. The 1 metre difference is significant is at the downstream end however the downstream end of the property is entirely within the floodplain and therefore not developable. The upstream difference of possibility 0.5 m is not considered enough of a difference to justify considering applying another isoline within this property.

The 154.5 m contour identified by the orange line on Figure 5 should be considered the FCL on this property the purpose of identifying a safe building site. Hence specific only to flood hazards, development should only be considered above this elevation which would be south or upslope of the 154.5 m contour.

Flood hazard from the two small creeks at either end of property were also considered. The creek at the east end of the property has a well incised channel and would not pose a flood hazard from the creek downstream of the road. If the culvert at the road were to become blocked then water could flow over the road. The contours shown on Figure 5 suggest this is a low point on the road so if flow were to inundate the road at this culvert location it would likely cross the road and flow back into the channel near the culvert outlet. The creek at the west of the property is far enough from the portion of the property that is above the FCL that it would not be considered a hazard. However, if the culvert were to become blocked then the contours on Figure 5 suggest the water may run east down the ditch on the upslope side toward the creek and culvert to the east.

#### 6 EROSION HAZARD AND RECOMMENDED SETBACK

As mentioned above in Section 2, the 1992 100-year erosion limit only extends to the edge of the subject property and is a high level overview line that is out of date. Therefore a site specific assessment is required to identify an erosion setback line for this site. In 2016 NHC updated the 1992 and 1993 Hayco erosion lines for the Chilliwack River between Wilson Road and Baker Trails which is 10 km downstream of the subject property. That report recommended the following four setback options that were specific to that area:



- 15 m from a standard dyke or engineered bank protection to current standards, which is owned and maintained by a level of government. This distance is considered the minimum setback from a protected bank to permit access of heavy equipment for maintenance or emergency response.
- 25 m from an armoured bank which may not be engineered, to current standards or is not owned or maintained by a level of government.
- 40 m from a natural (unarmoured) bank which is well defined with a high bank or terraced benches.
- 60 m from a natural (unarmoured) bank which is not well defined or low lying, this is also the standard floodplain setback for the Chilliwack River downstream of Slesse Creek as per the FVRD Bylaw No. 0681.

The first three setbacks are measured from the top of the bank or the riverside crest of the bank or berm. The 60 m setback is based on Bylaw No. 0681 and is measured from the Natural Boundary as are all setbacks identified in this Bylaw. The Natural Boundary is defined as the visible high watermark identified from ordinary flow years. Therefore this high water elevation can be different from the top of the bank. Specific to this site a defined top of bank is difficult to identify as the left side of the floodplain is approximately 20 m high and slopes from the toe of the slope to the road. A well-defined natural boundary is also difficult to identify at this site as the left side of the floodplain at this site is only inundated during flood events as the active channel is along the right side of the floodplain. Therefore at this property it would be most appropriate to base the setback on the FCL of 154.5 m contour line as shown on Figure 5 and as described above in Section 6.

Bank protection was identified along the left bank within the property therefore the 25 m setback would be the most applicable of the four options to apply at this site. The 15 m setback would not apply at this site as it is private property and any bank protection would not be owned by any level of government. The 40 m and 60 m setbacks would also not apply at this site as they are applicable to natural (unarmoured) banks.

As mentioned in Section 4 the armoured bank may not have been engineered, may not be to current standards and is not owned or maintained by a level of government. The 25 m setback, which is measured from the 154.5 m contour line, is shown on Figure 5 and Figure 6. A detailed inspection of the existing armouring is recommended to determine if the protection is adequate. If deficiencies are identified in the existing bank protection then some upgrading will be required in order to implement the 25 m setback. Possible deficiencies include sections of the bank where the armour rock is too small, not thick enough, does not have an appropriate underlayer, is too steep, or where armouring is absent altogether.

The 25 m setback provides limited area for developing on this property once the required roadway setback is taken into consideration. As shown on Figure 5 there is a small area along the east end of the lot just west of the creek adjacent to the road (approximately 9 m wide) and another small but slightly larger area in the southwest corner also adjacent to the road (approximately 13 m wide). Of these two potential locations the west site is recommended as it would be protected from a longer upstream reach of the existing bank protection. The eastern site would have minimal upstream bank protection and could be subject to erosion from the neighbouring property which is not armoured along the bank.



The eastern site would also be subject to a setback from the creek which would likely be 15 m as defined in the FVRD Bylaw 0681, but this creek is small enough that an exemption may be possible if this site is of interest for development.

#### 7 MITIGATION OPTIONS

A fifth setback option could be applied that is specific to this site. This option would be a 20 m setback for an armoured bank which is engineered and to current standards but not owned or maintained by a level of government. Current standards would involve protection from the estimated 200-year flood on the Chilliwack River and would include the requirement to account for the potential effects of climate change. If the existing bank protection was upgraded to current standards by a suitably qualified professional engineer or geoscientist then a 20 m setback could be implemented. The additional 5 m would provide a larger area for development as shown on Figure 5. With this option the recommended building site on the east side would increase to approximately 14 m wide and the site in the southwest corner would increase to approximately 18 m wide. With this option the southwest corner is again the preferred location for the same reasons described above.

The upgraded riprap for 20 m setback option should extend the length of the existing riprap which is from the eastern creek to past the potential location for a home which is approximately adjacent to photo reference point 38 (Figure 5). The upgraded riprap should tie into the left bank of the creek outlet to minimize outflanking from the Chilliwack River and the riprap should be keyed into the bed and extend vertically to the FCL of 154.5 m. The existing bench near the toe of the slope should remain to provide machine access for future maintenance and repair. Machine access on the subject property from the road to this bench does not exist but should be established and maintained. Access along the left side of the floodplain via the Allison Pool Campground gate several hundred metres upstream may be possible but can't be guaranteed or relied upon.

Erosion mitigation would be the responsibility of the property owner, who would take ownership of the bank protection and have it inspected and maintained as necessary. This armoured bank, regardless of whether it is upgraded or not, is not and would not be the responsibility of the FVRD. The FVRD would not inspect or maintain the works and they would not be in a position to require inspection or maintenance by the property owner.

An additional mitigation option to further increase the area identified as a safe building site would be to reclaim some of the lost bank that occurred several decades ago. This would allow the 154.5 m FCL contour to move north which would allow the setback to also move north allowing a greater area for development at the top of the slope near the road. This reclaiming would involve extending the toe of the slope toward the flood channel to the north. The 3 m high bank could be filled with imported fill material from the toe to the bench. The existing riprap could be excavated out of the bank and reused at the new reclaimed face of the bank along with additional rock to meet current engineering standards. Construction of this option would be possible as the left side of the floodplain is only inundated during flood events. However, depending on the extent of the reclaimed lost bank, this option would typically be challenging with regard to obtaining the necessary permits and approvals from the



regulatory agencies. Therefore if this mitigation option is selected, it would be recommended to only propose reclaiming a short distance into the floodplain, on the order of several metres rather than tens of metres.

An option that could be considered that would not include erosion protection works would be to look into the possibility of purchasing the parcel of crown land southwest of the subject property. This is the block that is south of the pan handle of the subject property and north of the road. There would be sufficient area outside of the 25 m setback and even the 40 m setback to build a new home. Even the small section of crown land east of the creek (east of photo reference point 41) would be sufficient to build a home especially when combined with the available area in the southwest corner of the subject property.

## 8 CLOSURE

Detailed design of the potential erosion mitigation options is beyond the scope of this assessment report. The described erosion mitigation options are not expected to transfer flood or erosion hazards or risks to other properties or infrastructure including the property immediately upstream (private lot) and downstream (crown land) of the subject property. This hazard assessment and its recommendations do not take into account a Riparian Area Regulation (RAR) assessment. It is our understanding that a RAR assessment has not been carried out on the subject property.

With regard to the area identified in this report behind the specified setback, NHC considers "that the land may be used safely for the use intended". In this context the intended use is construction of a new residential dwelling, ancillary structures and onsite utility services such as septic fields. The safe building site considers hazards from flooding and erosion and does not take into consideration potential on site slope stability issues (surface or subsurface) or geotechnical issues as they may or may not relate to the constructability of a new home, ancillary structures and onsite utility services such as septic fields. For example, depending on subsurface conditions certain setbacks from slopes may be required for structures such as septic fields. A geotechnical engineer should be consulted as to the feasibility of building within the area identified in this report.

The FVRD is hereby granted permission to use this report in considering approval of the proposed development on the subject property, provided that such permission is limited only to the proposed development project for which the report was prepared. We understand that the FVRD may require additional information to supplement the hazard assessment report where complex development proposals warrant. This includes the possibility of third party review where deemed appropriate by the FVRD. The FVRD is hereby granted permission to include the report in the online FVRD Hazard Assessment Report library (as background information, not for other parties to rely on).



Sincerely,

## Northwest Hydraulic Consultants Ltd.

Prepared by:

L R. STIRUNG #27204 Berthard Occument

Jamie R. Stirling, M.Sc., P.Geo. Principal Consultant Stirling Geoscience (sub-consultant to NHC) Reviewed by:

Adrian Chantler, Ph.D., P.Eng. Specialist Consultant

Reviewed by:



**Project Engineer** 

ENCLOSURE: Figures

**Photos** 

cc: Dawn Smith - Planner I / Fraser Valley Regional District (Dsmith@fvrd.ca)



## 9 REFERENCES

- Association of Professional Engineers and Geoscientists of BC, 2012, Professional Practice Guidelines Legislated Flood Assessments in a Changing Climate in BC, v1.1, June 2012.
- EBA, 2009. Chilliwack River Fish-Hazard Management Strategy, Phase 1, February 2009.
- Hay & Company, 1992a. Chilliwack River Hazard Management Study Interim Report, prepared for the Fraser Cheam Regional District, July 1992.
- Hay & Company, 1992b. Chilliwack River Hazard Management Outline Plan, prepared for the Fraser Cheam Regional District, December, 1992.
- Hay & Company, 1993.Letter to Fraser Cheam Regional District, Re: Erosion Setback Line Chilliwack River Valley, January 29, 1993.
- Northwest Hydraulic Consultants Ltd., 2016. Chilliwack River Erosion Setback Line Update Wilson Road to Baker Trails Area. Letter Report for FVRD, January 22, 2016.
- Northwest Hydraulic Consultants Ltd., 2016. 51515 Chilliwack Lake Road Natural Hazards Assessment October 2016 Draft Report.



#### **DISCLAIMER**

This document has been prepared by **Northwest Hydraulic Consultants Ltd.** in accordance with generally accepted engineering practices and is intended for the exclusive use and benefit of **0861640 BC Ltd.** and their authorized representatives for specific application to the **51515 Chilliwack Lake Road Natural Hazards Assessment**. The contents of this document are not to be relied upon or used, in whole or in part, by or for the benefit of others without specific written authorization from **Northwest Hydraulic Consultants Ltd.** No other warranty, expressed or implied, is made. **Northwest Hydraulic Consultants Ltd.** and its officers, directors, employees, and agents assume no responsibility for the reliance upon this document or any of its contents by any parties other than **0861640 BC Ltd**.



## Figures:

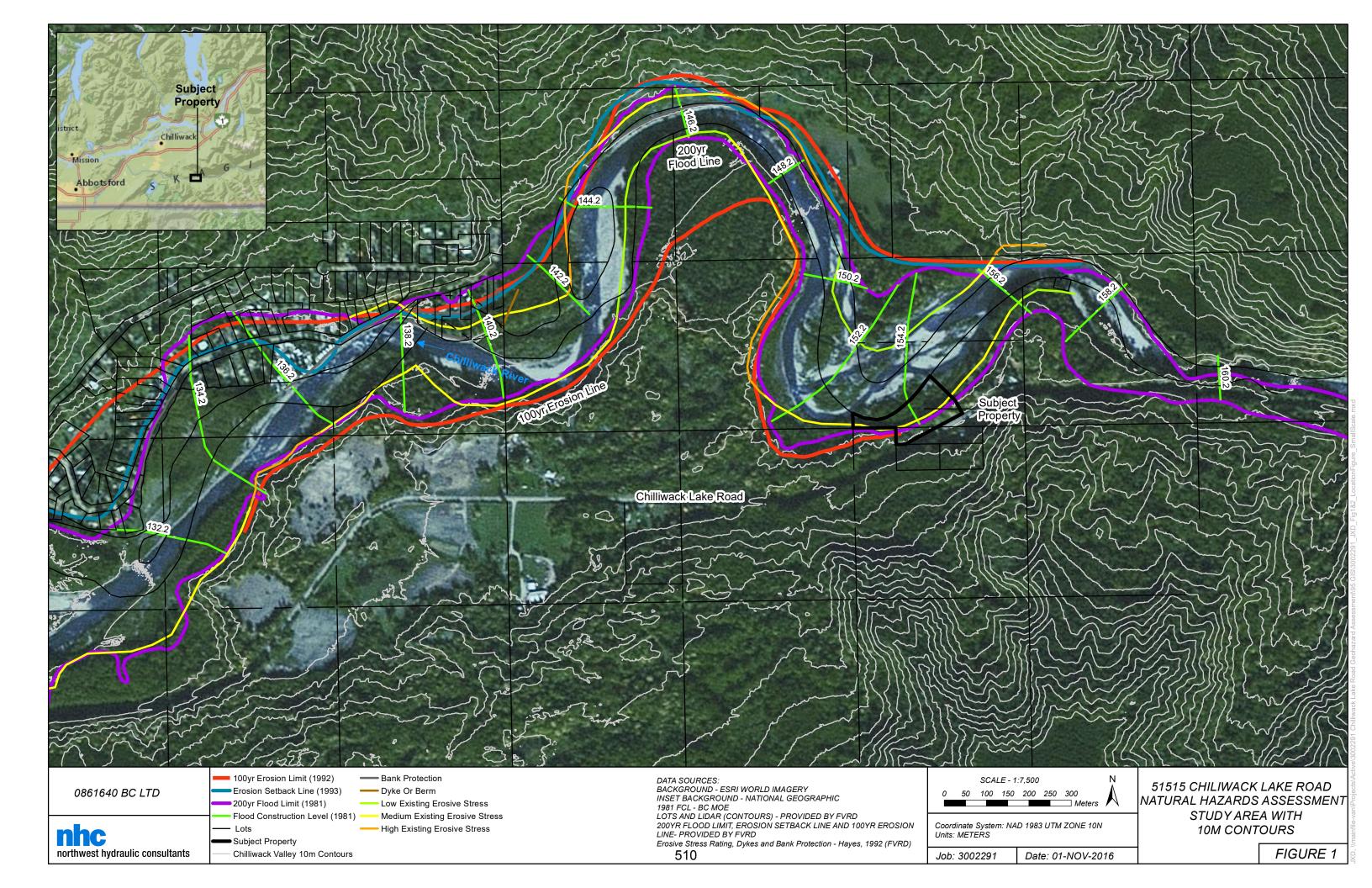
Figure 1: Study Area with 10 m Contours Figure 2: Study Area with Lidar Hillshade

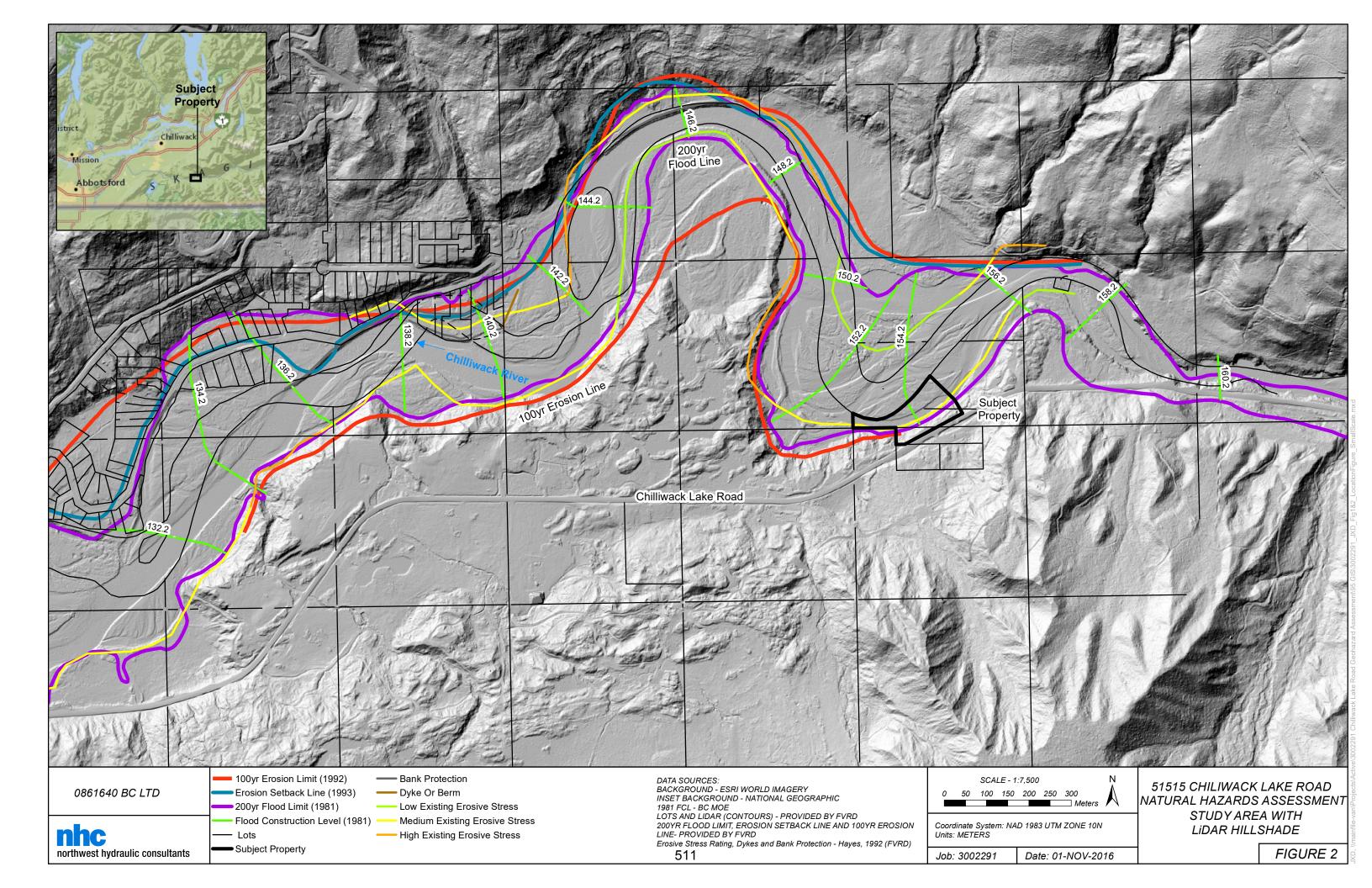
Figure 3: Overlay of Channel Changes 1940 to 2008

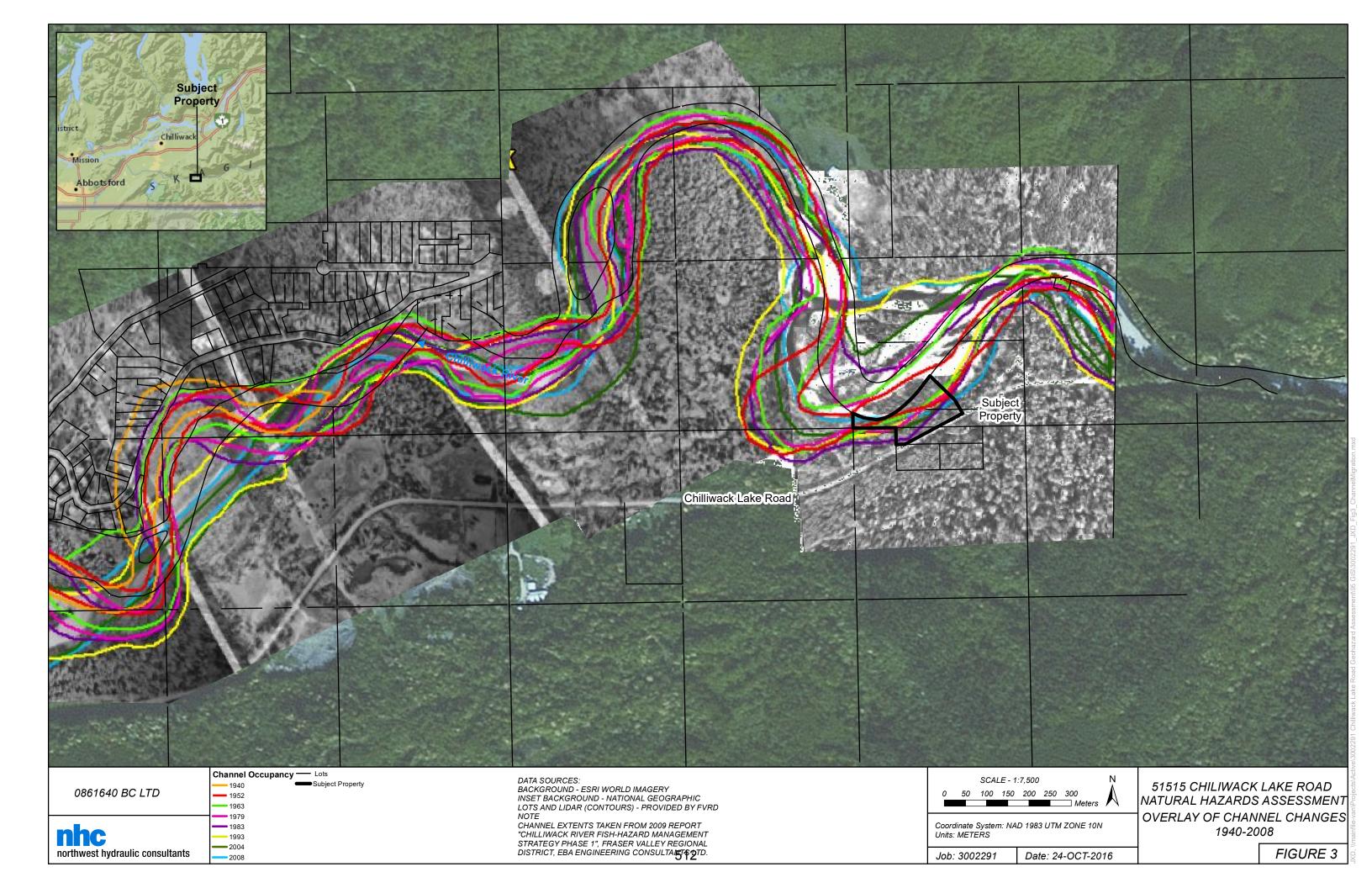
Figure 4: Active Channel Limits 1940 to 2008

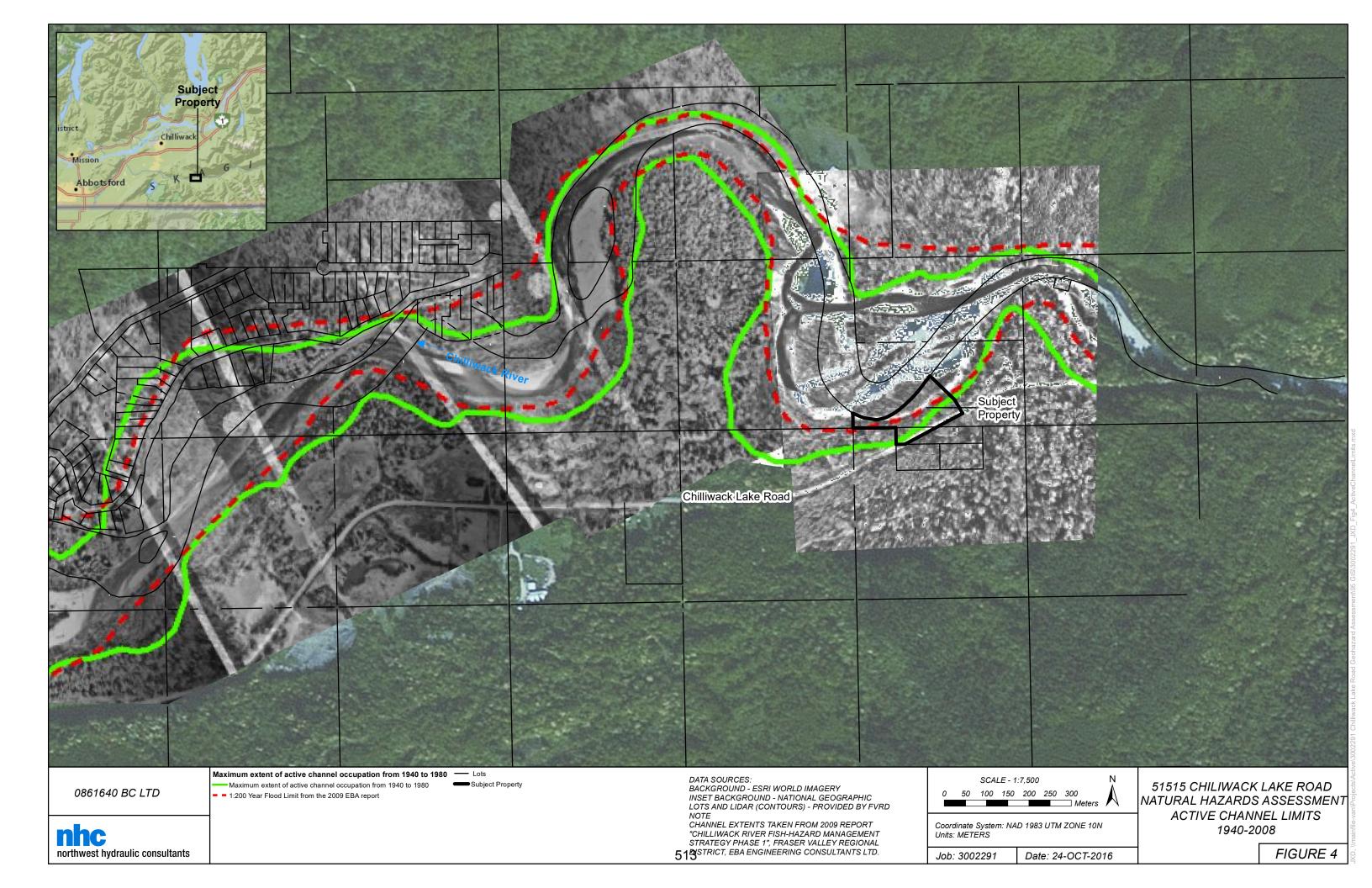
Figure 5: Subject Property with 1 m Contours

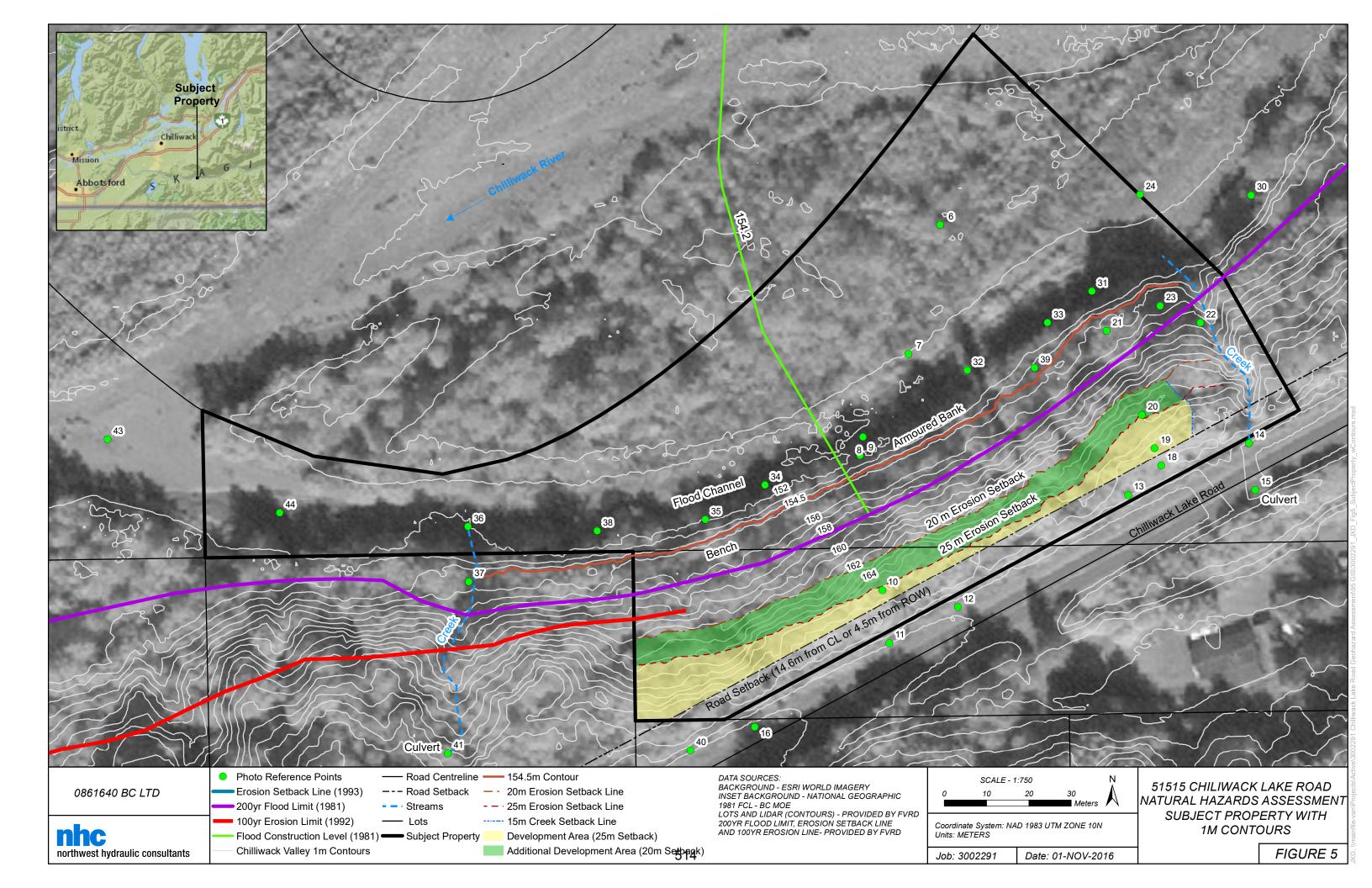
Figure 6: Subject Property with Lidar Hillshade

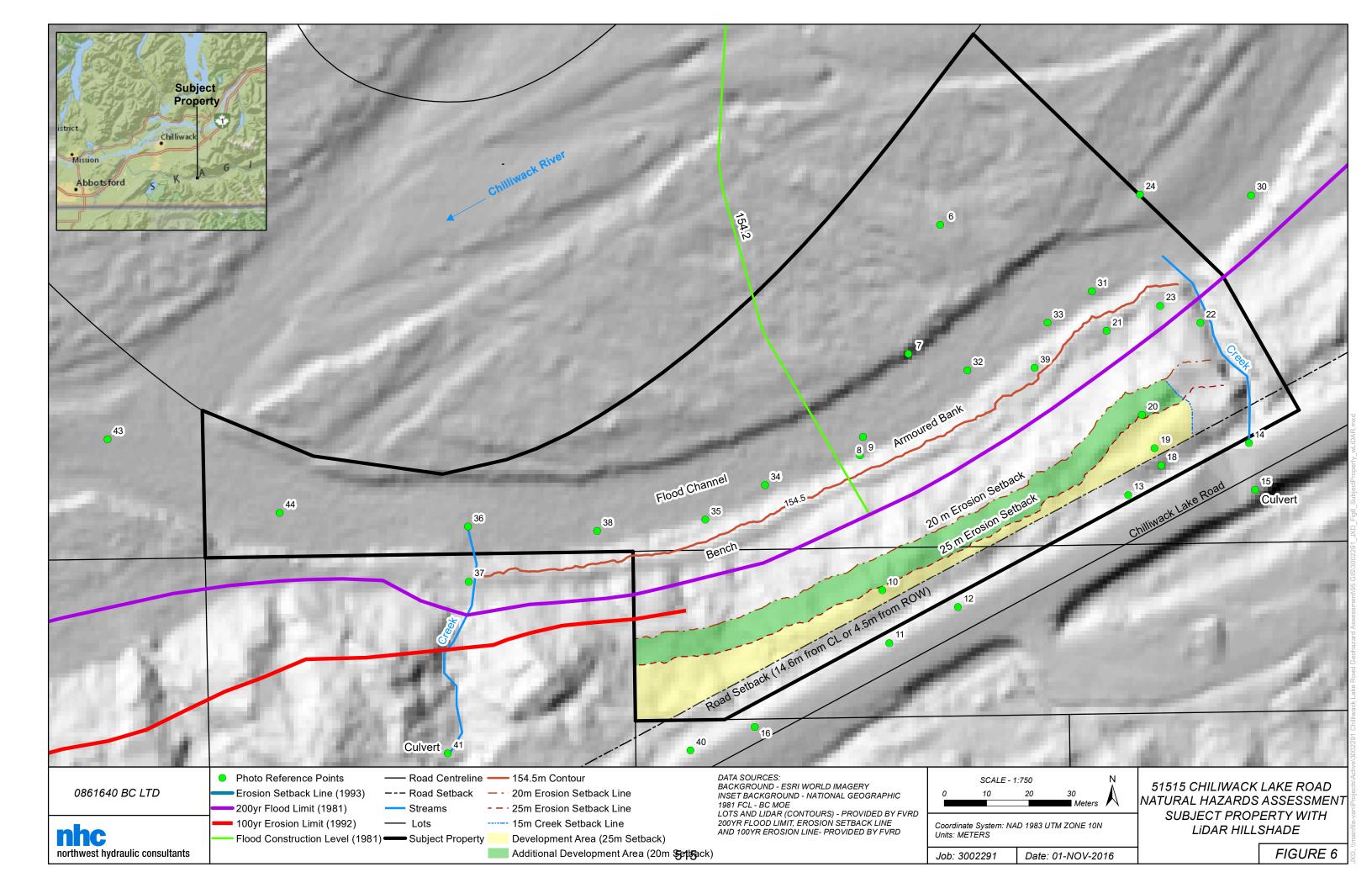














**Photographs:** 





Photo 6 The northern (riverside) half of the subject property is generally flat with well vegetated gravel bars



Photo 30 Isolated ponds exist along the toe of the left bank near the outlet of two creeks situated near the east and west boundaries of the property.





Photo 21 The toe of the bank was armoured with large angular boulders that were covered with moss and vegetation. Many of the larger boulders average 1 m or greater in diameter.



Photo 34 The armoured bank averages 3 m high and all of the rock appears to be angular quarried rock.





Photo 36 Armoured bank at the outlet of the creek near the western end of the property.



Photo 44 The bank at the downstream end of the property does not appear to be armoured .The exposed bank material is predominately fine grained.





Photo 37 Upslope of 3 m high armoured bank is a bench which averages 3 m wide.



Photo 10 At the upslope end of the property there is a bench in the middle of the lot where the small cabin is located.



NHC Ref. No. 3003939. Revision 3

2018 August 08

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

Attention: Dawn Smith

Planner I

Via email: dsmith@fvrd.ca

Re: 51515 Chilliwack Lake Road

**FVRD Bylaw 0681** 

Schedule B - Exemption for Flood Plain Setback

Dear Ms. Smith:

Please find enclosed NHC's supplemental documentation to NHC, 2018 outlining the selected mitigation measures at 51515 Chilliwack Lake Road - Legal Description: Lot 2, Sections 27 and 34, Township 1, Range 29, West of the Sixth Meridian, New Westminster District, Plan 36071 (the "property"). Attached to this document is a copy of the Fraser Valley Regional District's (FVRD) *Floodplain Management Bylaw 0681* – Schedule B – Exemption for Floodplain Setback application on behalf the property owner at the property.

As defined in *Bylaw 0681*, 'Floodplain Setback' means the required minimum distance from the Natural Boundary of a watercourse, lake, or other body of water to any landfill or structural support required to elevate a floor system or pad above the Flood Construction Level, so as to maintain a floodway and allow for potential land erosion. The following distances are specified as Floodplain Setbacks, except that where more than one Floodplain Setback is applicable, the greater setback shall be the Floodplain Setback:

- i. Where the Floodplain Setback line is shown on Schedule A (Not included) the distance shall be scaled from the map. or, where the Floodplain Setback is not shown on Schedule A the following shall apply:
- ii. 60.0 metres from the Natural Boundary of Cascade Creek, Chilliwack River (downstream of Slesse Creek to the Floodplain Setback line), Deroche Creek, Norrish Creek, Pattison Creek, Slesse Creek and from any flood channels.
- iii. 30.0 metres from the Natural Boundary of Anderson Creek, Anderson River, Carratt Creek, Chehalis River, Chilliwack River (upstream of Slesse Creek), Clayburn Creek, Coquihalla River, Emory Creek, Eng Creek, Frosst Creek, Gourlay Creek, Harrison River, Herford Creek, Hunter Creek, Jones Creek (Wahleach Creek), Legace Creek, Lillooet River, Liumchen Creek, Lost Creek, Lorenzetta Creek, McNab Creek, Nahatlatch River, Nicolum Creek, Paleface Creek, Pitt River, Pye Creek, Ryder Creek,



Sakwi Creek, Scuzzy Creek, Siddle Creek, Silverhope Creek, Slesse Creek, Squakum Creek, Stave River, Stulkawhits Creek, Sumallo River, Sweltzer Creek, Tamihi River, Yale Creek, Vedder River, Weaver Creek, Wingfield Creek and from any flood channels.

- iv. 15.0 metres from the Natural Boundary of any other watercourse.
- v. 15.0 metres from the Natural Boundary of Pitt Lake, Harrison Lake and Stave Lake.
- vi. 7.5 metres from the Natural Boundary of any other lake, pond or marsh.
- vii. 7.5 metres to the in board toe of any dyke or dyke right of way structure for flood protection or seepage.

The subject property, located along the left bank of the Chilliwack River downstream of Slesse Creek is subject to the provisions of *Bylaw 0681*, *Section 6*, *b*, *i: Floodplain Setback* and falls under case (ii): 60.0 metres from the Natural Boundary, considered the toe of left bank slope near the properties eastern legal limits and restricts any development on the property. Further details of the property, observations from a site specific geohazard assessment and mitigation options developed seeking exemption from the setback are provided in NHC, 2016.

## SETBACK ALTERNATIVE

The Property Owner wishes to implement an alternative erosion setback from the provisions of Bylaw 0681 Section 6, b, i with setback distance from the primary residential structure, set to 20 metres. In order to reduce the setback to this distance, NHC proposes armouring the existing bench at the toe of the left bank meeting the following terms:

- The armoured bank would be owned and maintained by the subject property;
- Maintenance of the armoured bank would be the responsibility of the subject property owner. This would include the owner maintaining machine access to the bench and bank protection as well as keeping the access route, bench and armoured slope free of vegetation. No planting in these areas should be done but mowed grass is acceptable on the access route and top of bench to minimize surface erosion. Inspection of the access route, the bench and the bank protection should be carried out by a Qualified Professional every five years or following a large flow event on the Chilliwack River with an estimated return period of 5-years or greater;
- the landward side crest of the armoured bank is offset a minimum 20 m from the primary structure;
- is designed to current engineering practices by a qualified professional engineer;
- capable of withstanding the estimated 200-year hydraulic forces, to be determined in the detailed design of the mitigation;
- constructed to the 200-year Flood Construction Level (FCL) outlined in NHC, 2016 (elevation El. 154.5 m at the properties upstream boundary);
- provided with adequate key-in depths or appropriate launch apron at the toe of slope to mitigate scour; and



- keyed-in to the left bank at the upstream and downstream extents of the armour to minimize outflanking.
- No alterations of mitigation without proper professional design;
- "The land may be used safely for the use intended", as required by the *Local Government Act* (Section 524).

In addition, the setback distance must be compliant with other federal, and provincial requirements, such as the BC Ministry of Forests Lands, Natural Resource Operations and Rural Development (MFLNRORD) and/or Riparian Area Assessment.

A schematic of the private property, proposed residential structure, and bank protection is shown in Figure 1. The existing bench near the toe of the slope will remain to provide machine access for future maintenance and repair. Erosion mitigation would be the responsibility of the property owner, who would take ownership of the bank protection and have it inspected and maintained as necessary.

The described erosion mitigation alternative is not expected to transfer flood or erosion hazards or risks to other properties or infrastructure including the property immediately upstream (private lot) and downstream (crown land) of the subject property.

## **CLOSURE**

The FVRD is hereby granted permission to use this report in considering approval of the proposed development on the subject property, provided that such permission is limited only to the proposed development project for which the report was prepared. The FVRD is hereby granted permission to include the report in the online FVRD Hazard Assessment Report library (as background information, not for other parties to rely on).

We hope that this document meets your immediate needs. If you have any questions or comments, please call me at our North Vancouver office at (604) 980-6011.

Sincerely,

Northwest Hydraulic Consultants Ltd.

Prepared by:

Aaron Blezy, P.Eng.

Λ. J. BLEZY # 39813

Hydrotechnical Engineer

**ENCLOSURE:** 

Figure 1.

Schedule B.



## REFERENCES

NHC, 2018. 51515 Chilliwack Lake Road Natural Hazard Assessment. August 2018 Final Report

Association of Professional Engineers and Geoscientists of BC, 2012, Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC, v1.1, June 2012

EBA, 2009. Chilliwack River Fish-Hazard Management Strategy, Phase 1, February 2009.

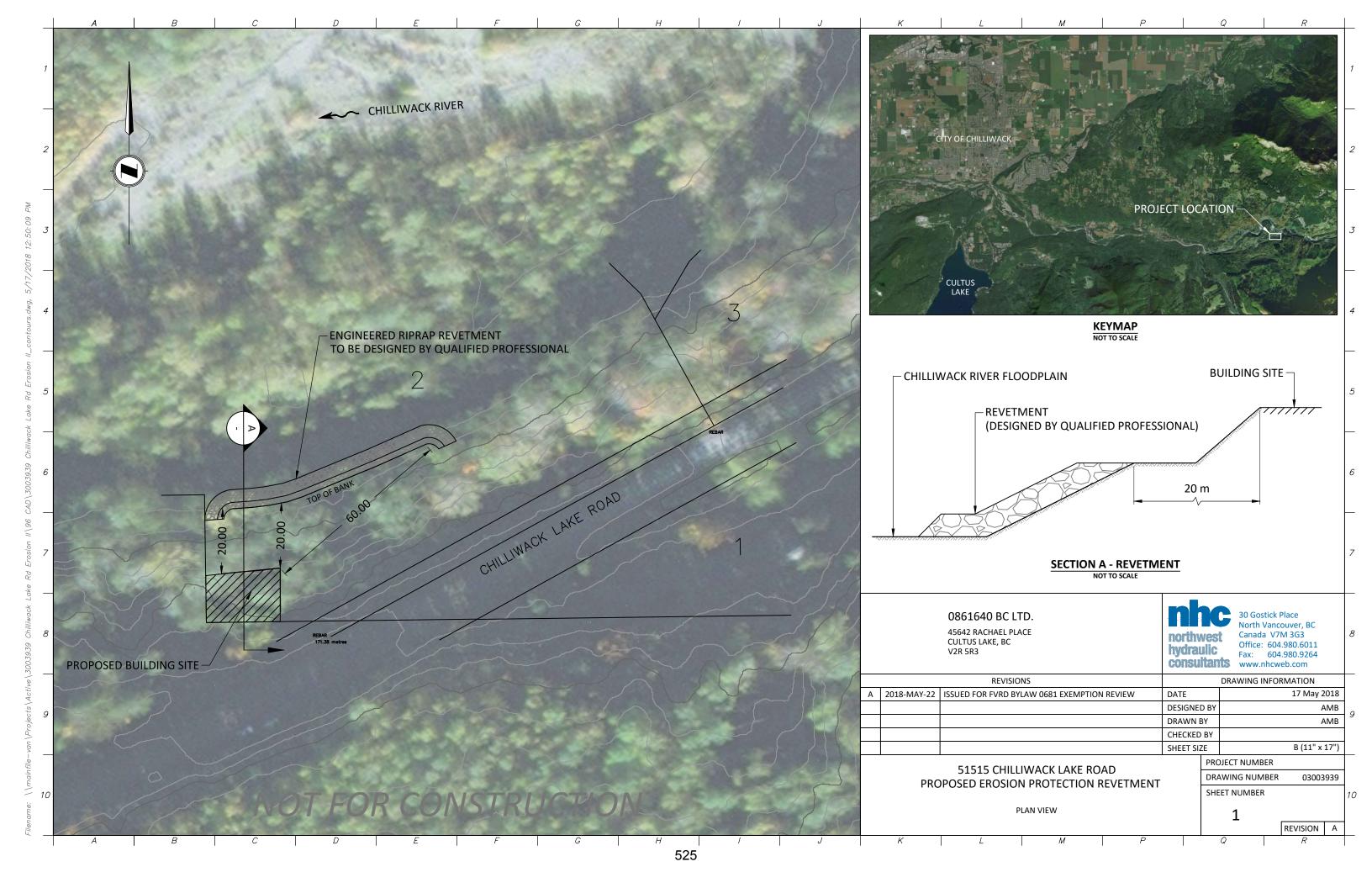
Hay & Company, 1992a. Chilliwack River Hazard Management Study Interim Report, prepared for the Fraser Cheam Regional District, July 1992.

Hay & Company, 1992b. Chilliwack River Hazard Management Outline Plan, prepared for the Fraser Cheam Regional District, December, 1992.

Hay & Company, 1993. Letter to Fraser Cheam Regional District, Re: Erosion Setback Line - Chilliwack River Valley, January 29, 1993.

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#### **SCHEDULE B**



# 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

## REQUEST FOR SITE-SPECIFIC EXEMPTION

## Floodplain Management Provisions

Name: Alex Ocean	Phone No
Address: 51515 Chilliwack Lake Road	
Legal Description of Property: Lot 2, Sections 27 and 34, Township 1, Range 29, Wes	st of the Sixth Meridian, New Westminster District, Plan 36071
(Lot, Block, Legal Subdivision, Section, Plan, Township,	Range, Land District, PID No.)
PROPOSED DEVELOPMENT:	
Residential Housing	
Name of Adjacent Watercourse or Body of Water:	
Chilliwack River	
Flood Construction Level in Bylaw: 200-Year	
Flood Construction Level Requested: El. 154.5 m	(to be confirmed)
Floodplain Setback in Bylaw: 60 m	
Floodplain Setback Requested: 20 m	
-	ion of all of this information will facilitate processing of
legal map of property	
map indicating property location and relatio	nship of proposed building to adjacent watercourse
photos of property (proposed building location	, adjacent existing development, riverbank areas, etc.)
Y other information pertinent to this application	

## **REASONS FOR APPLICATION:**

Bylaw 0681 requires 60 m setback from the natural boundary. 60 m setback does not provide space to develop
Property for residential dwelling north of Chilliwack Lake Road.
DATE OF APPLICATION: 2018-05-19
SIGNATURE OF APPLICANT:

# **Geo-Hazard Assurance Statement**

for Development Approvals

# A. Project Information

Date	August 6,	2018		F	VRD File No.	File to be	assigned by the	FVRD
Projec	<b>erty Inforn</b> t Name & D	escription		ack Lake Road Natural Township 1, Range 29			an New West D	 ist Plan 36071
Legal I	Description				, west of the b	ixui iviciidi	un, new west b	
Site Ad	ddress	515 Chilliwad	ck Lake Road, Cl	nilliwack, BC		PID		
<b>Clien</b> Name	t Informat 0861640		alexander Ocean					
Role	✓ Pro	perty Owne	,	☐ Developer			Other	
	Address _			Lake, BC, V2R 5R3				
<b>Quali</b> Name		ssional Inf						
APEGE	BC Designat	ion Stirling Geo	P.Eng.	P. Geo.	Eng.	.L	Geo.L	
	g Address	1506 Sowd	en St. North Van	couver, BC V7P 1M1				
		jamie@stirlin	ggeoscience.com	ı		Phone #	604-349-7709	)
Geo-H	'	port Referon		ural Hazards Assessmo	ent	Date A	August 3, 2018 /	August 6, 2018

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; Part 9, Division 1 [Building Regulation] and Part 14 [Planning and Land Use Management] of the Local Government Act, RSBC 2015 Ch. 1; and Section 56 of the Community Charter, SBC 2003 Ch. 26 and will only be collected, used and disclosed for the purpose of administering geo-technical hazard reviews and assurance statements related to development approvals. Questions? Contact FVRD Privacy Officer at 45950 Cheam Avenue, Chilliwack, BC V2P 1N6; 604-702-5000 or 1-800-528-0061; or FOl@fvrd.ca.





## B. Assurance

Based on the contents of this Assurance Statement and the Report, I hereby give assurance that: *(check as applicable)* 

Development Permit	The Report will "assist the local government in determining what conditions or requirements under it will impose in the permit", as required by the <i>Local Government Act</i> (Division 7)
Building Permit	
Community Charter	"The land may be used safely for the use intended", as required by the <i>Community Charter</i> (Section 56)
Seismic Slope	The Report addresses the requirements of the BC Building Code 2006, 4.1.8.1.6 (8) and 9.4.4.4 (2), as detailed in the BC Building & Safety Policy Branch Information Bulletin B10-01, Jan 18, 2010
Floodplain Management Bylaw Exemption	"The land may be used safely for the use intended", as required by the Local Government Act. (Section 524)
Subdivision	"The land may be used safely for the use intended", as required by the Land Title Act (Section 86).
Other (e.g. Zoning Bylaw Amendment, Official Community Plan Amendment, Temporary Use Permit, etc.)	<insert appropriate="" as="" statement=""></insert>

## C. APEGBC Professional Practice Guidelines

The Report and this Assurance Statement should be completed in accordance with the current version of one or both of the following Professional Engineers and Geoscientists of BC (APEGBC).

- Legislated Flood Assessments in a Changing Climate in BC
- Legislated Landslide Assessments for Proposed Residential Development in British Columbia, ("APEGBC Landslide Guidelines").

These two documents are collectively referred to as the "APEGBC Guidelines". The italicized words in this Assurance Statement are defined in the APEGBC Guidelines.

The Report has been prepared pursuant to the following APEGBC Guidelines (check one or both as applicable).



APEGBC Landslide Guidelines





# **Geo-Hazard Assurance Statement** for Development Approvals

If the	Repo	rt is <b>not</b> prepared pursuant to either of the APEGBC Guidelines, please explain.
D.	Ba	ackground Information
Quali	fied P	rofessionals <b>must</b> confirm and check that each item is included in the Report.
	1.	Property location map — 8.5 x 11 size
	2.	Development proposal site plan — $8.5 \times 11$ size. If a subdivision, show the parent parcel and all lots to be created, including any remainder.
	3.	Description of the proposed development project (including building use) to the extent this is known at the time of Report preparation.
		residential
		industrial
		Commercial
		institutional
		other



# E. Technical Requirements

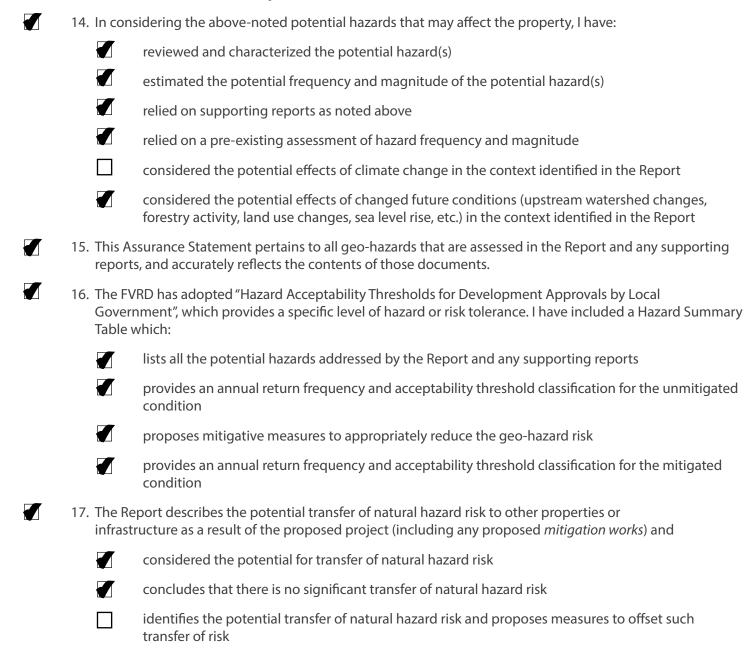
Qualified Professionals **must** review, confirm and check completed items (as applicable).

4.	Relevant information pertaining to the Property and pertinent potential hazards from appropriate background sources, including the FVRD online library.
5.	Time limitation or condition statement to describe extent the FVRD may rely on the Assurance Statement and Report for development approvals, and when resubmittal is recommended.
6.	Maps, illustrations and diagrams to illustrate areas referred to in the Report.
7.	Description of field work conducted on and, if required, beyond the Property.
8.	Contact and consultation with the Fraser Valley Regional District. Provide name and title of contact.  Dawn Smith, Planner II
	Dawn Sintin, Franker in
9.	Review of relevant FVRD bylaws and other statutory requirements.
10.	Restrictive covenants registered against the Property title that pertain to geo-hazards (if registered, the Report provides relevant information about the covenants).
11.	Notation of any visibly apparent natural hazards or other hazards identified in background reports, which are not identified and addressed in this Report. If yes, provide details in Section H: Geo-Hazard Summary Table.
	Yes
	<ul><li>No</li></ul>
12.	Does the report rely on one or more supporting reports, each of which is independently reviewed, signed and sealed. If yes, provide details in Section H: Geo-Hazard Summary Table.
	Yes
	O No
13.	For subdivision approval, the Report addresses natural hazards for:
	the parent parcel prior to subdivision
	any lots to be created (including any remainder)





## Geo-hazard Assessment, Risk Acceptability and Risk Transfer

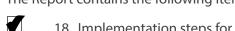


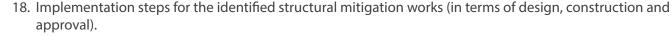


1

## Mitigation and Design Recommendations (if recommended)

The Report contains the following items:





19. Clearly identified safe locations for building(s), ancillary structures, and onsite utility services (as applicable, such as a septic field) out of the natural hazard area as a preferred development alternative.

20. Commentary on the effectiveness of proposed structural mitigation works in terms of ability to reduce the potential hazard impact, and identification of any residual risk that would remain.

21. Proposed Flood Construction Level (FCL) for future development and including specification of an appropriate method of achieving the FCL.

22. Proposed watercourse setback, which is clearly referenced from the natural boundary, top of bank or another suitable basis.

23. Proposed operation and maintenance actions that will be necessary in order for the level of safety to be maintained in the future, with indications of who should be responsible for those actions and when.

## Riparian Area Regulation (if applicable)

24. QP must review RAR assessment report to avoid conflict with Geo-Hazard Report recommendations.

# **FVRD Supplemental Requirements**

The following points are understood by the Qualified Professional when submitting a Report:

25. Permission is granted to the FVRD to use the Report in considering approval of the proposed development on the property, provided that such permission is limited only to the proposed development project for which the Report was prepared.

26. Methodology used in the Report is described in sufficient detail to facilitate a professional review of the study by the FVRD when necessary.

27. Professional liability insurance coverage of at least \$1 million per claim is carried by the QP.

28. Third party review or supplemental information may be required by the FVRD where complex development proposals warrant.

29. Permission is granted to the FVRD to include the Report in the online FVRD geo-hazard report library (as background information, not for other parties to rely).



G. Qualified Professional (QP)
Prepared by: (QP of Record)  Name Jamie Stirling, M.Sc. P.Geo.
Designation P.Eng. P. Geo. Eng.L Geo.L
Reviewed by:
Name Adrian Chantler, Ph.D., P.Eng.
Designation P.Eng. P. Geo.
The Report has received appropriate technical review which is consistent with both the APEGBC Professional Practice Guidelines, and APGBC Quality Management Guidelines. The name of the reviewer is noted in the Report and below.
Professional Seal, Signature and Date:
FESSION UL LE / 18 PROVINCE OF  J. R. STIRLING #27204  BRITISH COLUMBIA SCIENT STIRLING SCIENT STIRLING PROVINCE OF  J. R. STIRLING PROVINCE PROVINCE OF  J. R. STIRLING PROVINCE PROVINCE OF  J. R. STIRLING PROVINCE PROVIN
I am a Qualified Professional as defined in the APEGBC Guidelines, and I fulfill the education, training and experience requirements as outlined in the APEGBC Guidelines  I have signed, sealed, dated and thereby certify, this Assurance Statement and the attached report.





## H. **Geo-Hazard Summary Table**

The geo-hazard report and/or any supporting reports addresses the following hazard types.

Geo-Hazard Type #1		Geo-Hazard Type #2		
Chilliwack River Valley Erosion or Avulsion		Fraser River and tributaries flooding		
Annual Return Frequency (Unmitigated)		Annual Return Frequency (Unmitigated)		
1:50		1:200		
Acceptability Threshold Classification	5	Acceptability Threshold Classification		4
МІТ	IGATION	l (if necessary)		
Proposed Mitigation Measures	Yes	Proposed Mitigation Measures	Yes	
	No O		No	
Annual Return Frequency (Mitigated)		Annual Return Frequency (Mitigated)		
1:200				
Acceptability Threshold Classification	4	Acceptability Threshold Classification		
Comments		Comments		
		See note in additional comments section.		
S	∐DD∩DT	ING REPORT		
	es (	Was this report prepared by others?	Yes	
, , , , ,	lo •	The time repercipation by ourself.	No	
If yes, list report name, date and author.	10	If yes, list report name, date and author.	NO	
,		, , , , , , , , , , , , , , , , , , , ,		
		<u> </u>		
Geo-Hazard Type #3		Geo-Hazard Type #4		
Annual Return Frequency (Unmitigated)		Annual Return Frequency (Unmitigated)		
Acceptability Threshold Classification	5	Acceptability Threshold Classification		5
MIT	IGATION	l (if necessary)		
	Yes 🔘	Proposed Mitigation Measures	Yes	
	No •		No	
Annual Return Frequency (Mitigated)		Annual Return Frequency (Mitigated)		
Acceptability Threshold Classification	N/A	Acceptability Threshold Classification		N/A
Comments		Comments		
S	∐DD∩DT	ING REPORT		
	Yes	Was this report prepared by others?	Yes	$\bigcirc$
		The time repercipation by ourself.		
If yes, list report name, date and author.	No •	If yes, list report name, date and author.	No	
in yes, list report name, date and dathor.		in yes, list report name, date and addition.		



## **Geo-Hazard Assurance Statement**

for Development Approvals

Ind	icate which hazards were <b>NOT</b> reviewed:	
	Chilliwack River Valley Erosion or Avulsion	Seismic Effects/Liquefaction
	Debris Flow and Debris Torrent	Rockfall - Small Scale Detachment
	Debris Flood	Slope Stability
	Fraser River & tributaries flooding	Small Scale Localized Landslide
	Mountain Stream Erosion or Avulsion	Snow Avalanche
	Major Catastrophic Landslide	<b>T</b> sunami

Hazard Acceptability Thresholds Classification, as per Hazard Acceptability Thresholds for Development Approvals by Local Government dated November 1993 by Dr. Peter Cave.

- 1 Approval with conditions relating to hazards.
- 2 Approval, without siting conditions or protective works conditions, but with a covenant including "save harmless" conditions.
- Approval, but with siting requirements to avoid the hazard, or with requirements for protective works to mitigate the hazard.
- 4 Approval as (3) above, but with a covenant including "save harmless" conditions as well as siting conditions, protective works or both.
- 5 Not approvable.

## **Additional Comments**

Regarding Section H (Geo-hazard Summary Table) for the flooding hazard on the Chilliwack River, the acceptability threshold classification is 5 for the portion of the property below the FCL and 4 for the portion of the property above the FCL. No flood mitigation is proposed as the potential building site is well above the FCL. The effects of Climate Change should be considered when doing the detailed design of the bank protection.

In addition to the 51515 Chilliwack Lake Road Natural Hazards Assessment report dated August 6, 2018 by NHC (Draft dated October 31, 2016), this Assurance Statement is also supported by the 51515 Chilliwack Lake Road FVRD Bylaw 0681 Schedule B - Exemption for Floodplain Setback letter by NHC letter dated August 3, 2018.







## CORPORATE REPORT

To: Electoral Area Services Committee Date: 2018-09-05

From: Graham Daneluz, Deputy Director of Planning & Development File No: 9600-25-2018-01

Subject: Site-Specific Floodplain Exemption Application 2018-01 for the construction of a 260 m2 garage at 9650 Deroche Landing Road, Area "G"

#### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board issue Site Specific Floodplain Exemption 2018-01 to permit the construction of a 260 m2 garage below the flood construction level at 8650 Deroche Landing Road, Area "G" subject to 'wet floodproofing' of the garage to the satisfaction of the Director of Planning & Development;

**AND THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Site-Specific Floodplain Exemption Application 2018-01.

## STRATEGIC AREA(S) OF FOCUS

## Support Healthy & Sustainable Community Provide Responsive & Effective Public Services Support Healthy & Sustainable Community Provide Responsive & Effective Public Services

#### **PRIORITIES**

Priority #3 Flood Protection & Management

## **SUMMARY**

FVRD Floodplain Management Bylaw No. o681 limits the area of a garage that can be built in the floodplain below the flood construction level (FCL) to 1,185 s.f. The applicant has an existing 1,130 s.f. garage built in 2012. He proposes to build a new 2,800 s.f. garage to store collectable cars and has applied for a Site-Specific Exemption to build below the FCL.

The bylaw provision to limit garage space below the FCL is intended to reduce property damage and economic impact of the next major Fraser River flood. It is good policy to minimize predictable losses, especially where dikes do not provide full flood protection. On the other hand, elevating garages to the flood construction level poses practical challenges and non-habitable accessory buildings may not require the same treatment as habitable buildings.

This application provides an opportunity to try out a new approach for mitigating flood damage to accessory buildings like garages. 'Wet floodproofing' – a well-established practice in the US – may be

suitable for non-habitable accessory buildings in the floodplain without flood construction elevations or size limits.

#### **BACKGROUND**

## **Proposal Details**

Mr. Thomas Dufour proposes to construct a 260 m<sup>2</sup> (2,800 s.f.) detached garage on his property at 8650 Deroche Landing Road, Area "G". The property is within the floodplain of the Fraser River. It is subject to FVRD Floodplain Management Bylaw No. 0681, 2006 which establishes flood construction levels (FCLs) to protect development from Fraser River floods.

The FCL in the area of the subject property is 10.5 m GSC (an elevation above sea level). The ground elevation is 8-9 meters.

Bylaw No. 0681 allows for the construction of a garage below the FCL, but it limits the area of the garage to 110 m² (1,184 s.f.). Depending on the configuration of the garage, this is enough space for six regulation size parking spaces.¹ The property currently includes a 105 m² (1130 s.f.) attached garage that was completed in 2012.

The applicant has applied for a Site-Specific Floodplain Exemption to permit the construction of a new detached garage greater than 110m<sup>2</sup> at or near natural ground elevation below FCL.

## **Property Details**

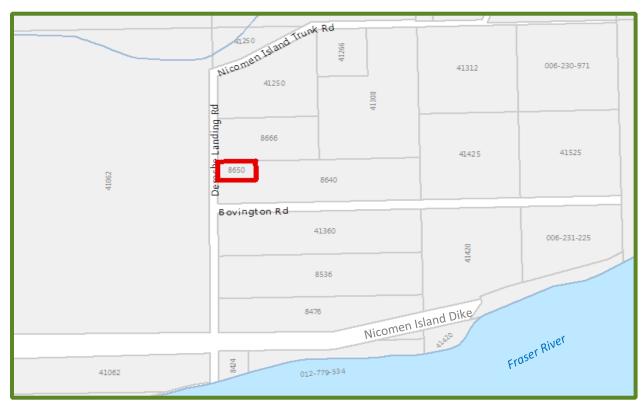
PROPERTY DETAILS				
Electoral Area	G			
Address	8650 Deroche Landing R	oad		
PID	006-286-381			
Folio	775-03511-200			
Lot Size	o.79 acres			
Owner	Thomas Dufour <b>Agent</b> N/A		N/A	
Current Zoning	A-2	Proposed Zoning	N/A	
Current OCP	AG	Proposed OCP	N/A	
Current Use	Residential	Proposed Use	N/A	
Development Permit Areas	2-G			
Agricultural Land Reserve	Yes			

#### **ADJACENT ZONING & LAND USES**

North	۸	Floodplain Agriculture A-2, Single Family Home
East	>	Floodplain Agriculture A-2, Single Family Home
West	<	Floodplain Agriculture A-2, Dairy Farm
South	V	Floodplain Agriculture A-2, Single Family Home

 $<sup>^{1}</sup>$  Bylaw No. 559 requires parking spaces to be 6.0 m by 2.8 m. This equals an area of 16.8 m<sup>2</sup>. Six parking spaces could fit in a garage of 110 m<sup>2</sup>, depending on the configuration of the garage.

## **NEIGHBOURHOOD MAP**



**PROPERTY MAP** 



#### Land Use

The subject property is 0.79 acres. It is within the Agricultural Land Reserve and it is zoned Floodplain Agriculture (A-2) under *DARD Land Use and Subdivision Regulation Bylaw No.* 559. The property is used for rural residential purposes. Surrounding lots contain rural residential and agricultural uses.

## Fraser River Floodplain

## Nicomen Island Dike System

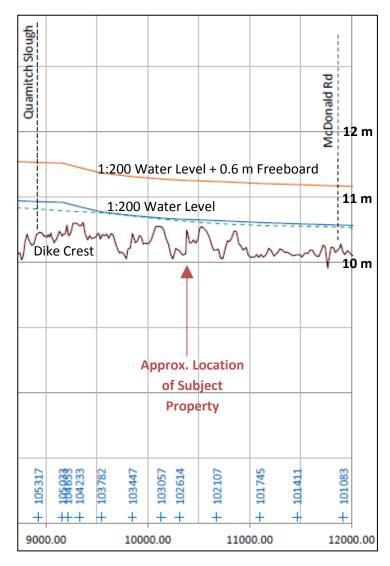
Risk of flooding from the Fraser River is greatly reduced by the Nicomen Island dike system. The 35 km long dike provides a below-standard level of protection to Nicomen and Skumpalasph Islands from flooding of Fraser River on the south side and Nicomen Slough on the north. Bell Dam prevents the Fraser from entering the upstream end of Nicomen Slough (near Bell Road). Internal drainage within the diked area is managed with twelve floodboxes and five pump stations. The dike and associated infrastructure is administered by the Nicomen Island Improvement District. The Nicomen Island dike is considered "non-standard" because it: 1) was not built to provincial engineering standards for dike design; and 2) it would be overtopped during a 1:200 year flood.

# 2014 Fraser River Design Flood Level Update

From 2006 to 2014, Northwest Hydraulic Consultants (NHC) and the Ministry of Forests Lands and Natural Resource Operations (FLNRO) completed a program of hydraulic modelling to update the 1:200 year flood profile of the lower Fraser River.

The 1:200 flood is the "design" flood that serves as the basis for provincial floodplain management strategies. The flood profiles developed by NHC and FLNRO have been adopted as the provincial standard. They replaced the previous estimate of the 1:200 flood profile created in 1969, prior to modern computer modelling methods.

The 2014 flood profile maps indicate that the elevation of the water during a 1:200 year flood in the area of the subject property would be about 10.66 metres GSC at Deroche Landing Road. The flood construction level, which includes 0.6 m 'freeboard', would be 11.26 m (freeboard accounts for wave action). The dike crest elevation in this location is about 10.2 metres GSC (0.4 m below the 1:200 year flood level).



The ground elevation at the proposed building site is 8 to 9 metres GSC. Accordingly, a 1:200 year Fraser River flood would result in floodwaters about 1.66-2.66 metres deep at the subject property.

The 2014 flood profile is not reflected in flood construction levels established in the FVRD Floodplain Management Bylaw No. 0681 which utilized the previous 1969 flood profile data.

### FVRD Floodplain Management Bylaw

FVRD Floodplain Management Bylaw No. 0681 establishes a flood construction level of 10.5 m GSC for the subject property. It is this elevation that the applicant has applied through the site specific exemption process to reduce by 1.5 m down to 9.0 m GSC to support the construction of a 260 m<sup>2</sup> detached garage at grade.

Bylaw o681 allows the FVRD Board to grant site-specific exemptions if the Board considers it advisable and provided that:

- the exemption is consistent with the Provincial Guidelines <u>or</u> a report prepared by a
  Professional Engineering certifying that the land may be used safely for the use intended is
  provided; <u>and</u>,
- the owner enters into a Restrictive Covenant.

#### **FVRD Policies**

Flood protection and management is a current priority of the FVRD Board and the Board has adopted a body of policy around it.

#### Official Community Plan

Fraser River flood protection is addressed in the *Official Community Plan for Electoral Area G Bylaw No.* 0866, 2008. The policies of the Plan aim to:

- minimize exposure to flood risk and consequences of Fraser River flood events will be central concerns in land use planning decisions (11.2.1);
- utilize floodplain management and zoning bylaws, official community plan policies and covenants to limit development within the floodplain and minimize exposure to risk (11.2.2);
- reinforce the 1:200 year design flood as the basis for flood proofing measures (11.2.3);
- continue reliance on dikes combined with on-site flood-proofing measures including the implementation of flood construction levels, siting, and floodplain setbacks to minimize exposure to flood hazards (11.2.4);
- consider the Ministry of Environment Flood Hazard Area Land Use Management Guidelines when amending the floodplain bylaw bylaws and generally when developing land use policy and regulation for the Fraser River floodplain within the Plan area (11.2.5); and,
- support an update to the Floodplain Management Bylaw to reflect the most current Fraser River flood profile modelling (11.2.6).

# FVRD Hazard Acceptability Thresholds Policy

FVRD's Hazard Acceptability Thresholds Policy identifies acceptable levels of risk based on the type of hazard and the form of development proposed. The likelihood that the subject property will be flooded by the Fraser River is greater than 1:200. As shown below, the policy supports the construction of new buildings where the flood risk is between 1:40-1:200 as long as there are protective works to mitigate the hazard.

The Dewdney Dike mitigates much of the flood risk, but (as described above) it does not protect against a 1:200 year flood because the dike is about half a meter lower than the 1:200 flood level. Normally, elevating the building to meet the flood construction elevation deals with this the residual risk. In this case, the property owner doesn't want to elevate the building and so an alternative solution is needed to mitigate the flood hazard.



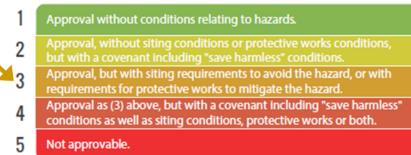
# Inundation1 by Flood Waters

Flood inundation involves the submersion of land or property by flood waters. This includes areas located on the flood-plain of the Fraser River and its tributaries, which may be susceptible to inundation by flood waters, particularly during spring thaw or periods of heavy rainfall.

Table 1	1:40	1:40- 1:200	<1:200
Minor Repair ( < 25%)	2	1	1
Major Repair ( > 25%)	4	3	1
Reconstruction	4	3	1
Extension	4	3	1
New Building	4	3	1
Subdivision (Infill/extend)	5	4	1
Rezoning (for new community)	5	5	1

<sup>&</sup>lt;sup>1</sup> Flooding Hazard Involves both Inundation and erosles (avuision, Hazard acceptability thresholds must therefore involve assessment of both types of hazards at a given site.





# **Provincial Policy**

Provincial policy regarding the management of development within floodplains is set out in the *Flood Hazard Area Land Use Management Guidelines* document. "The goals of the provincial guidelines are to reduce or prevent injury, human trauma and loss of life, and to minimize property damage during flooding events."

Under these guidelines, requirements for flood construction elevations may be waived for: a) the portion of a building or structure that is to be used as a carport or garage; and b) minor buildings such as storage buildings. There are no size limits on garages in the provincial policy. Accordingly, it would be consistent with the Guidelines to vary the flood construction elevation for a garage particularly if there are other measures in place to minimize property damage during flooding events.

# Previous Site Specific Exemptions on Nicomen Island

Address	Year	Description	FCL reduction
8963 Rowan Rd	2017	The Regional Board approved a site specific exemption to allow the construction of a farm building, varying the floodplain setback from 7.5 m to 4 m from the toe of the dike.	n/a
41590 Nicomen Isl. Trunk Rd	2015	The Regional Board approved a site specific exemption to allow the placement of a mobile home for farm help, varying the FCL from 10.7 to 8.4 m GSC.	2.3 m
8713 Howell Rd	2014	The Regional Board approved a site specific exemption to allow the placement of a mobile home, varying the required FCL from 10.3 m GSC to 9.3 m GSC	1.0 m
37894 Lougheed Hwy	2012	The Regional Board approved a site specific exemption to allow an agricultural storage building, varying the required FCL from 9.8 m GSC to 7.4 m GSC	2.4 m
9610 Johnson Rd	2006	The Regional Board approved a site specific exemption to allow the placement of a mobile home for farm help at 2.5 m above grade.	n/a

### **DISCUSSION**

# Option 1. Approve with 'Wet Floodproofing' (Staff Recommendation)

In the United States, 'wet floodproofing' is an accepted approach for minimizing flood damage to accessory structures in floodplain environments. 'Wet floodproofing' involves:

- 1. the use of non-fibrous building materials resistant to flood damage;
- 2. allowing flood water to enter and exit the structure (to balance water pressure inside and outside the structure to avoid damage from pressure on exterior walls); and,
- 3. locating electrical equipment and outlets above the flood level.

The portion of the building below the flood construction level would be made with materials that can be soaked by flood water and dry out without lasting damage or excessive mold growth. There are a number of ways the applicant could achieve this with common construction techniques and materials. One way would be to construct a metal building insulated to the flood level with either rigid polystyrene or high density closed-cell spray foam (or, preferably, not insulated). Interior walls could be finished with treated plywood, cement board or a range of other products.

This approach would meet BC Building Code requirements, satisfy provincial floodplain guidelines and address all FVRD policies. It would involve moderate additional expense over conventional wood frame

construction. However, the owner was already considering a metal building and he felt this would an acceptable option.

This would be a new approach to floodproofing in the FVRD. It could serve as a test case for the potential broader use of 'wet floodproofing' methods for accessory structures in FVRD's floodplain areas, especially behind non-standard dikes. Since this would be a new approach, staff would work with the applicant to identify suitable methods and materials. Upon completion, staff would assess the potential for broader use of 'wet floodproofing' for outbuildings.

### Option 2. Approve with No On-Site Flood Mitigation

The FVRD Board may wish to approve the application with no on-site flood mitigation. Option 2 is not recommended by staff because it is not consisted with Official Community Plan policies, the FVRD Hazard Acceptability Thresholds policy and it does nothing to minimize damage when a flood occurs.

#### Option 3. Refuse

The Board may wish to refuse the site specific floodplain application and require the garage to be built at the flood construction level.

Options 1 and 2 require a covenant to address the flood hazard.

#### **COST**

The Site Specific Exemption application fee of \$400.00 has been paid by the applicant.

# **SUMMARY OF OPTIONS**

# Option 1 - Approve with 'Wet Floodproofing' (Staff Recommendation)

THAT the Fraser Valley Regional District Board issue Site Specific Floodplain Exemption 2018-01 to permit the construction of a 260 m2 garage below the flood construction level at 8650 Deroche Landing Road, Area "G" subject to 'wet floodproofing' of the garage to the satisfaction of the Director of Planning & Development;

AND THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Site-Specific Floodplain Exemption Application 2018-01.

# Option 2 – Approve with No On-Site Flood Mitigation

THAT the Fraser Valley Regional District Board issue Site Specific Floodplain Exemption 2018-01 to permit the construction of a 260 m<sup>2</sup> garage below the flood construction level at 8650 Deroche Landing Road, Area "G".

AND THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to Site-Specific Floodplain Exemption Application 2018-01.

# Option 3 - Refuse the Application

THAT the Fraser Valley Regional District Board refuse Site Specific Floodplain Exemption Application 2018-01

### **COMMENTS**

Margaret Thornton, Director of Planning & DevelopmentReviewed and supported.Mike Veenbaas, Director of Financial ServicesNo further financial comments.Paul Gipps, Chief Administrative OfficerReviewed and supported

### **SCHEDULE B**



# **Fraser Valley Regional District**

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6 Phone: 604-702-5000 Toll Free: 1-800-528-0061 (BC only)

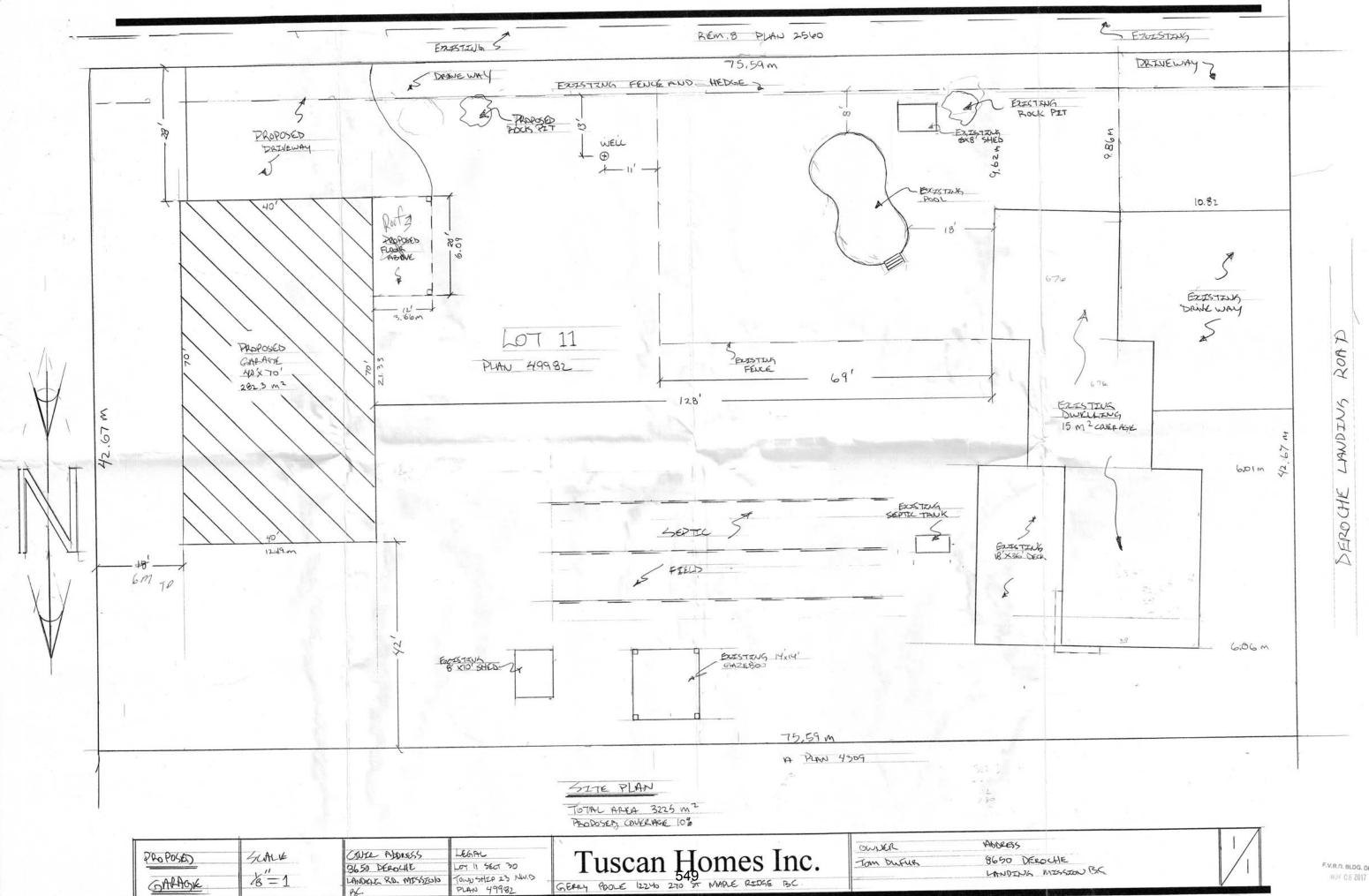
Fax: 604-792-9684 website: www.fvrd.bc.ca

# REQUEST FOR SITE-SPECIFIC EXEMPTION

# Floodplain Management Provisions

Name: Thomas Pufour Phone No.
Address: 2650 Depache LANding Rd Veloche B.C.
Vom 160
Legal Description of Property:
Legal Description of Property:  Lot II Section 30 Township 23 New Wast Plan Num  (Lot, Block, Legal Subdivision, Section, Plan, Township, Range, Land District, PID No.)
(Lot, Block, Legal Subdivision, Section, Plan, Township, Range, Land District, PID No.)
PROPOSED DEVELOPMENT:
GARAGE
Name of Adjacent Watercourse or Body of Water:
FRASIER RIVER
Flood Construction Level in Bylaw: 10.5
Flood Construction Level Requested: (AT GRAD) 9. Meters
Floodplain Setback in Bylaw:
Floodplain Setback Requested:
ENCLOSED ARE: (check where provided; provision of all of this information will facilitate processing of application)
legal map of property sum. Hed with site ORAWING
map indicating property location and relationship of proposed building to adjacent watercourse
photos of property (proposed building location, adjacent existing development, riverbank areas, etc.)
other information pertinent to this application

REASONS FO	OR APPLICA	TION:				
Safe	and	Secure	parkin	ig for	my	Collectable
Cars				0	0	Collectable
				/		
DATE OF APP	PLICATION:	Ma	29//	8		
SIGNATURE		1	En m	In		



F.V.R.D. BLDG. DEPT



# CORPORATE REPORT

To: Regional and Corporate Services Committee

From: Marina Richter, Environmental Services Coordinator

Subject: Air quality and wildfire smoke in 2018

Date: 2018-09-05 File No: 9050-30-075

#### **INTENT**

This report is intended to advise the Fraser Valley Regional District Board of information pertaining to regional air quality issues and wildfire smoke experienced during the summer of 2018. Staff is 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

#### **PRIORITIES**

Support Environmental Stewardship
Support Healthy & Sustainable Community

Priority #2 Air & Water Quality

#### **BACKGROUND**

Air quality (AQ) management in the Lower Fraser Valley (LFV) is administered by a collaborative committee of multiple government agencies, including the Fraser Valley Regional District (FVRD). The LFV Air Quality Monitoring Network performs an essential function for the AQ management system. Twenty-nine stations continuously monitor air pollutants and weather parameters from Hope to Horseshoe Bay. Collected data provides the foundation for AQ decisions at the airshed scale. The FVRD hosts six stations in the network spanning over the eastern part of the valley, which often sees episodes of the worst air quality in the airshed.

An air quality advisory is issued when the data shows that levels of key air pollutants (known as Criteria Air Contaminants), such as particulate matter, ground-level ozone, nitrogen and sulfur oxides, and carbon monoxide, exceed ambient AQ objectives. The advisories notify the public of poor air quality and recommend actions in order to protect their health. Release of an advisory typically occurs after it has been discussed and agreed upon by air quality experts from the local agencies, including the FVRD.

All AQ advisories issued in the LFV since 1996 have been due to exceedance of AQ objectives for ground-level ozone, fine particulate matterPM2.5, or both at the same time (Figure 1). The most common sources of regional air pollution are forest wildfires and meteorological conditions conducive

to ozone formation. The effects on air quality are typically widespread through the large portions of the airshed.

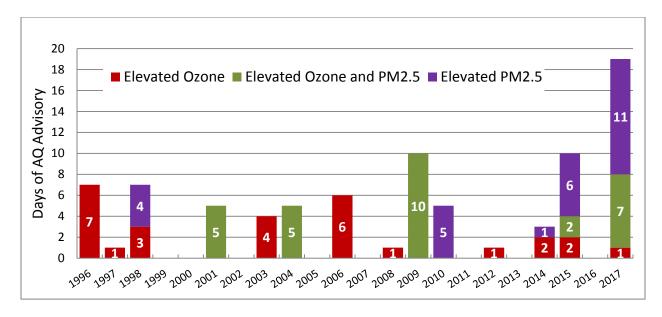


Figure 1. Number of days under AQ advisories in the LFV (adopted and modified from: 2015 Lower Fraser Valley Air Quality Monitoring Report, 2016-2017 data added)

### **DISCUSSION**

#### **Air Quality Advisories**

The summer of 2018 has seen unprecedented degradation of air quality in the Lower Fraser Valley. In July-August 2018, the AQ advisories have been issued for 21 days (up to the date this report was submitted), and the advisory season is expected to continue through September. The 2018 numbers have already exceeded the totals in some of the worst years of 2009, 2015, and 2017 (Figure 1), setting a new record for poor air quality in our region.

An AQ advisory during wildfire smoke is typically issued in the LFV when the 24-hour average concentration of PM2.5 exceeds  $25\mu g/m^3$  at two or more monitoring stations. This might or might not coincide with episodes of poor visibility, which sometimes occur when PM2.5 concentrations are below the advisory levels.

While most of the advisories were due to forest wildfire smoke from the interior BC and western USA, the current state of air quality cannot be blamed entirely on factors originating from outside our airshed. A significant number of local advisories were due to elevated ground-level ozone levels, resulting from local emissions (nitrogen oxides and volatile organic compounds, primarily), as well as hot temperatures, dry weather, and intense sunshine. The advisory level for ground-level ozone in the LFV is 65ppb (particles-per-billion) for 8-hour average concentration at two or more monitoring stations.

Figures 2 and 3 show concentrations of PM2.5 and ground-level ozone, respectively, measured at the AQ stations in the FVRD in July-August 2018 (the numbers are preliminary and have not been validated or quality assured). The highest levels were observed for PM2.5 occurred between August 19-26, and for ozone between July 25-30.

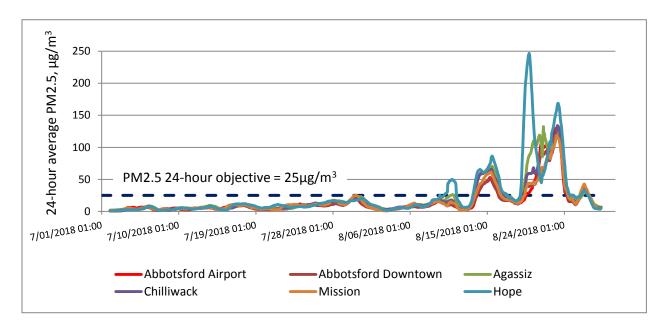


Figure 2. PM2.5 ambient concentrations in the FVRD in July-August 2018

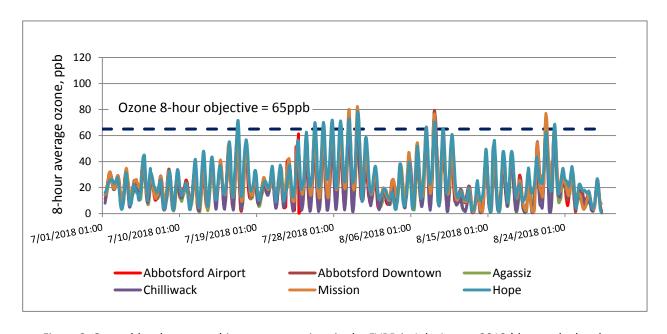


Figure 3. Ground-level ozone ambient concentrations in the FVRD in July-August 2018 (the graph also shows diurnal variation of daylight-sensitive ozone)

# Wildfire smoke and public health

Recent trends suggest that BC forest wildfire seasons are becoming longer and more extreme each year. Wildfires generate lots of smoke which can saturate ambient air, travel long-distance, and linger over large territories for extended periods of time. Wildfire smoke is a complex mixture of air pollutants, including fine particulate matter (PM2.5), carbon monoxide, nitrogen oxides, volatile organic compounds, and small amounts of heavy metals. The health effects of smoke might vary from slight discomforts to serious health problems, especially for those with pre-existing respiratory and cardiopulmonary conditions. Studies of wildfire smoke health effects showed that asthma medication dispensations and physician visits increased rapidly and significantly during fire smoke episodes in British Columbia<sup>1</sup>.

Earlier in 2018, the local health and air quality agencies, including the FVRD, coordinated developing proactive messaging about wildfire smoke targeting the general population exposed to smoke effects. The objective of proactive messaging is to inform residents of risks and hazards of wildfire smoke, where to obtain information, and how to minimized smoke impacts and protect their health. The messaging is designed by public health professionals as brief information sheets intended to answer questions frequently asked during wildfire smoke events and cover some basic topics, such as smoke effects on health, use of masks and air filters, working outside, taking care of children, and overall minimizing exposure during smoke episodes. The information also includes interactive AQ data and maps and is available at <a href="https://bc.lung.ca/news/latest-news/wildfires-what-you-should-know">https://bc.lung.ca/news/latest-news/wildfires-what-you-should-know</a>.

The wildfire smoke information is also publicized through the FVRD's website and social media channels and provides links to the air quality resources available provincially and regionally.

#### **COST**

N/A

#### **CONCLUSION**

The summer of 2018 has seen a record number of AQ advisories in the Fraser Valley. Most of these were due to wildfire smoke from interior BC and western USA; however, ground-level ozone formation also played a contributing role, resulting from high temperatures, dry weather and high precursor concentrations. The FVRD is working collaboratively with other agencies in the airshed to improve communications to help our residents to minimize exposure and protect their health during degraded air quality events.

<sup>&</sup>lt;sup>1</sup> Evidence Review: Health surveillance for wildfire smoke events, 2014 BC Centre for Disease Control

# **COMMENTS BY:**

**Barclay Pitkethly, Director of Regional Programs** 

Reviewed and supported

Mike Veenbaas, Director of Financial Services

No further financial comments.

Paul Gipps, Chief Administrative Officer

Reviewed and supported



# CORPORATE REPORT

To: Regional and Corporate Services Committee Date: 2018-09-05

From: Melissa Geddert, Planning Technician File No: 8330-02-28111

Subject: FVRD Regional Transit Expansion – Feasibility Study for Service between Mission and

Kent

#### **INTENT**

This report is intended to advise the Regional and Corporate Services Committee and Electoral Area Services Committee of information pertaining to the feasibility study currently being under taken by BC Transit for the expansion of transit service between Mission and Kent. 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

#### **PRIORITIES**

Foster a Strong & Diverse Economy

Priority #2 Air & Water Quality

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

#### **BACKGROUND**

Chilliwack Area Transit Future Plan and Abbotsford-Mission Transit Future Plan, adopted in 2013 by the respective communities and Fraser Valley Regional District (FVRD), recommends a feasibility study of potential service along the Highway 7 corridor between District of Kent and District of Mission. In accordance with the *Transit Future Action Plans*, BC Transit has initiated the beginning stages of a high level feasibility study.

### **DISCUSSION**

The FVRD has requested a feasibility study to determine service options between the District of Mission and District of Kent on the north side of the Fraser River. BC Transit has initiated the study and has developed a two phase approach.

Phase one is a high level assessment of ridership demand, service options, cost estimates and required resources.

Phase two of the study will include First Nations engagement, local government engagement, and public engagement; and will provide a proposed schedule, a greater detailed cost analysis, a possible cost sharing strategy, detailed infrastructure requirements, and local government approval if necessary.

The Regional and Corporate Services Committee, Electoral Area Service Committee and FVRD Board will be provided regular updates throughout the project.

The objectives of the Mission-Kent Feasibility Study serve to define the expected role of transit in the study area in terms of service levels. The study will identify transit demand based on demographic data and existing transit services and will develop transit service options and associated costs.

The proposed 51 km route will travel between the District of Mission and the District of Kent Kent(Agassiz) along Highway 7 on the north side of the Fraser River. The route will pass through or near several First Nations communities and communities within Electoral Areas "C" and "G". Community engagement will be part of the planning process for the service (please see attached maps)

#### **COST**

No costs are incurred at this time. Budgetary impacts will be determined in phase two of the feasibility study.

#### CONCLUSION

Phase one of the Mission-Kent Transit Feasibility Study is underway. The Regional and Corporate Services Committee, Electoral Area Services Committee and Board will be provided regular updates as the project moves forward.

### **COMMENTS BY:**

Alison Stewart, Manager of Strategic Planning and Initiatives

Reviewed and supported

**Barclay Pitkethly, Director of Regional Programs** 

Reviewed and supported

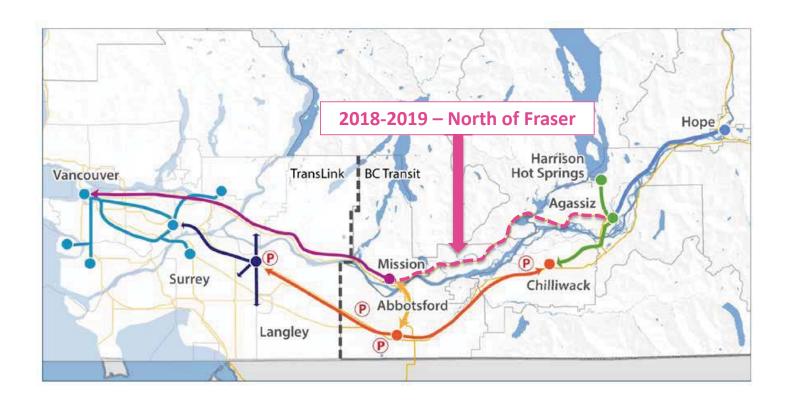
Mike Veenbaas, Director of Financial Services

Reviewed and supported

**Paul Gipps, Chief Administrative Officer** 

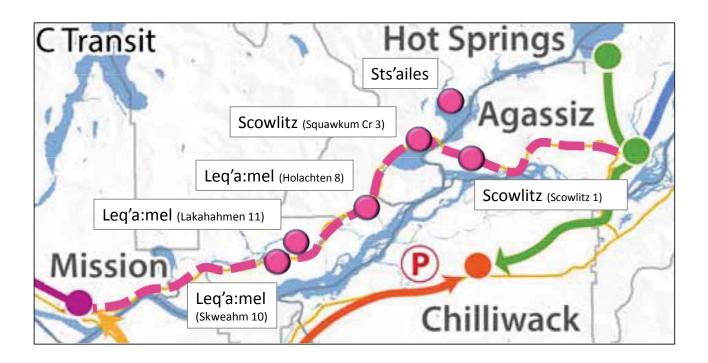
Reviewed and supported

Future & Existing Transit Connections



# North of Fraser First Nations consultation

2018-2019 - North of Fraser





27 August 2018

The Honourable Selina Robinson Minister of Municipal Affairs and Housing Room 310, Parliament Buildings Victoria, B.C. V8V 1X4

Dear Minister Robinson,

# RE: Modernization of Utility Taxation

At the August 7, 2018 Regular Meeting, District of Ucluelet Council passed the following motion:

THAT Council approve recommendation 1, 2 and 3 of report item, "Modernization of Utility Taxation" which states:

1. THAT Council submit the following late resolution for consideration at the 2018 UBCM Convention:

**WHEREAS** Section 644(2) of the Local Government Act is intended to define the requirements of a 1% annual tax on utilities carrying on business in a municipality;

**AND WHEREAS** utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include internet and cellular services:

**THEREFORE BE IT RESOLVED** that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services;

- 2. THAT Council send a letter to the Minister of Municipal Affairs & Housing; and
- 3. THAT Council send a letter to all UBCM member municipalities encouraging them to write to the Minister of Municipal Affairs & Housing.

This motion has been submitted as a late resolution to the 2018 UBCM Convention and we look forward to discussing with you then.

Sincerely,

Dianne St. Jacques

Mayor, District of Ucluelet

Enc; Modernization of Utility Taxation Report

District of Ucluelet . Life on the Edge®

# UCLUELET

# COUNCILLOR REPORT TO COUNCIL

Council Meeting: August 7, 2018 500 Matterson Drive, Ucluelet, BC VOR 3A0

FROM: COUNCILLOR MAYCO NOEL FILE NO: 0410-20

SUBJECT: MODERNIZATION OF UTILITY TAXATION REPORT NO: 18-80

ATTACHMENT(S): SECTION 644 - LOCAL GOVERNMENT ACT

#### **MOTION:**

**1. THAT** Council submit the following late resolution for consideration at the 2018 UBCM Convention:

**WHEREAS** Section 644(2) of the Local Government Act is intended to define the requirements of a 1% annual tax on utilities carrying on business in a municipality;

**AND WHEREAS** utility company services have expanded beyond electrical light, electric power, telephone, water, gas or television services to include internet and cellular services:

**THEREFORE BE IT RESOLVED** that the Province initiates the modernization of Section 644(2) of the Local Government Act to include internet and cellular services;

- 2. THAT Council send a letter to the Minister of Municipl Affairs & Housing; and
- **3. THAT** Council send a letter to all UBCM member municipalities encouraging them to write to the Minister of Municipal Affairs & Housing.

#### **PURPOSE:**

The purpose of this report is to seek Council's support in the District of Ucluelet advocating for the modernization of the 1% utility tax rate in the *Local Government Act* (LGA) to include internet and cellular services.

#### BACKGROUND:

Section 644 of the LGA provides for the taxation of utility companies (attached as Appendix A). Subsection 2 requires municipalities to tax utility companies at a rate of 1% on telephone or television services.

Staff have confirmed with a Telus representative that the 1% utility tax applies only to telephone land lines. Many households have replaced their land line telephone with a cellular phone, so while the utility company continues to offer a calling service it is not required to forward 1% of their revenue to municipalities.

Like the telephone, television subscriptions have also decreased due to the internet and online to streaming services. Internet services are delivered to households using cable and wire – both of which are included in the LGA's definition of a utility company's "specified improvements". However, the legislation is completely silent on the revenue from internet services which are still largely provided by "traditional" telephone and television service providers.

The updating of the LGA to reflect advancements in technology and changes to utility companies' revenue streams is overdue. I would like Council to support my motion to send a resolution for modernizing the 1% utility tax rate to the 2018 UBCM Convention as well as sending a letter to all BC municipalities. Local municipalities are always struggling to find new revenue streams and it appears this is one revenue stream that has been forgotten.

Respectfully submitted:

Mayco Noel, Councillor

# **APPENDIX A - Local Government Act (Excerpt)**

#### Taxation of utility company property

**644** (1)In this section:

"specified improvement" means an improvement of a utility company that is

(a)a pole line, cable, tower, pole, wire, transformer, equipment, machinery, exchange equipment, main, pipe line or structure, other than a building,

(b)erected or placed in, on or affixed to

(i)land in a municipality, or

(ii)a building, fixture or other structure in or on land in a municipality, and

(c)used solely in the municipality or a group of adjoining municipalities by the company for local generation, transmission, distribution, manufacture or transportation of electricity, telephonic communication, water, gas or closed circuit television;

"utility company" means an electric light, electric power, telephone, water, gas or closed circuit television company.

(2)A utility company that is carrying on business in a municipality in which it has specified improvements must be taxed annually by the municipality at the rate of 1% as follows:

(a) for a telephone or closed circuit television company, on the gross rentals received in the 2nd preceding year from its subscribers for telephone or television service located in the municipality, including telephone interexchange tolls for calls between exchanges in the municipality;

(b) for any other utility company, on the amount received in the 2nd preceding year by the company for electric light, electric power, water or gas consumed in the municipality, other than amounts received for

(i)light, power or water supplied for resale,

(ii)gas supplied for the operation of motor vehicles fuelled by natural gas, or

(iii)gas supplied to any gas utility company, other than a government corporation as defined in the *Financial Administration*Act or a subsidiary of a government corporation.

- (3) Tax under subsection (2) is subject to the same remedies and penalties as taxes under Part 7 [Municipal Revenue] of the Community Charter.
- (4)A utility company liable to tax under subsection (2) must
  - (a) by October 31 in each year, for the purpose of determining the tax payable in the next year, file with the collector a return of the revenue referred to in that subsection that was received in the preceding year, and (b) pay the tax imposed under subsection (2) in accordance with Division 10 [Property Tax Due Dates and Tax Notices] of Part 7 of the Community Charter.
- (5)As an exception to subsections (2) and (4), in the case of a company to which this section applies for the first time in the municipality,
  - (a) the company must pay the tax imposed under subsection (2) in the 2nd year of its operation on the basis of revenue earned in the first year, and (b) the report of revenue earned in the first year must be filed before May 8 of the 2nd year of operation.
- (6)Tax imposed on a utility company under subsection (2) is in place of tax that might otherwise be imposed on the specified improvements under section 197 (1)
- (a) [municipal property taxes] of the Community Charter, and taxes may not be imposed under that provision on the specified improvements although they may be imposed on those improvements under section 197 (1) (b) [property taxes for other bodies] of the Community Charter.
- (7)For certainty, all land and improvements of a utility company in a municipality, other than specified improvements, are subject to tax under section 197 [annual property tax bylaw] of the Community Charter.



Hon. Doug Donaldson, BC Minister of Forests, Lands, Natural Resource Operations & Rural Development Room 248 Parliament Buildings Victoria, BC V8V 1X4

September 10, 2018

Dear Minister Douglas:

The Fraser River runs through our two communities where the members of the Abbotsford Mission Nature Club live, volunteer and advocate for nature. As such, we are very aware of the Fraser River's ecological diversity, significance, and vulnerability, particularly the gravel reaches from Mission upstream to Hope, branded as the Heart of the Fraser by conservationists, recreationists, and tour operators. We know that this reach is one of the most productive stretches of river anywhere in the world. The Heart of the Fraser is a prime spawning habitat for salmon and the endangered white sturgeon, and it supports valuable cultural, aesthetic, and recreational opportunities. We have enjoyed first hand its salmon, ancient sturgeons and the flocks of waterfowl and shore birds that depend on this environment during migration and year around.

While this part of the river deserves the highest level of protection there are sadly many serious threats. We are aware of the recent extensive clearing of two islands in the Heart of the Fraser - Herrling and Carey Islands. We have now learned about plans to develop these islands facilitated by new bridges. It is hard for us to imagine, given all we know about the value of this reach that there would even be the possibility of development of any kind, including agriculture, in this critical spawning habitat. So much work has been done over the past decade to increase public awareness of the importance of the Fraser River through inspirational visions including Heart of the Fraser and Experience the Fraser, multi-faceted initiatives to help celebrate the Lower Fraser River and foster stewardship.

We call upon the Province of BC and Canada to seize this opportunity to not only reject the bridge proposals but defer development of these islands permanently by acquiring and protecting them in collaboration with local First Nations, local communities and supporters of the river.

Yours respectfully

President,

Abbotsford Mission Nature Club

c.c. Hon. Jonathan Wilkinson, Minister of Fisheries and Oceans and the Canadian Coast Guard
 Hon. Mike De Jong, MLA Abbotsford West
 Jati Sidhu, MP Mission-Matsqui-Fraser Canyon
 Jason Lum, Chair, Fraser Valley Regional District

From: Sent: To:

Subject:

Mike LoVecchio <Mike\_LoVecchio@cpr.ca> Wednesday, September 19, 2018 5:23 PM Fraser Valley Regional District Rail Safety Week 2018



MAR Loveschio Director Generalient Affices Ceneral Yard Celice 1670 (Congline & Regimen) Part Corporison BC Canada 1735 SCB

# 778 772 9636

mire, lavecon alexpe ca

September 19, 2018

Chair Jason Lum Fraser Valley Regional District 45950 Cheam Avenue Chilliwack BC V2P 1N6

via email: info@fvrd.bc.ca

Dear Chair Lum:

RE: Rail Safety Week 2018

Canadian Pacific (CP) and the Canadian Pacific Police Service (CPPS) will be educating the public during this year's Rail Safety Week about safety in and around railway property. From September 23 to 29, CP and CPPS will conduct rail safety blitzes in communities across our network – from Montreal to Vancouver – with participation from other police agencies and schools to educate motorists, pedestrians and the general public about the role we each play in staying safe.

"All railway property, including tracks and surrounding right-of-ways are private. Unauthorized access by the public is illegal and hazardous. This includes walking on or around tracks, bridges, right-of-ways or rail yards. Trespassing laws are designed to keep the public and our employees safe," said Laird Pitz, CP's Senior Vice-President and Chief Risk Officer. "Rail safety requires 24/7 vigilance. We ask everyone to consider their own safety around railroad property. The impact of an incident can have tragic consequences for all concerned, including family, friends and community."

CP is proud to be the safest railway in North America, with the fewest reportable train accidents per million train miles among all Class 1 railways for 12 years straight.

We ask that you support rail safety in your community by participating in the upcoming Canada Rail Safety Week in the following ways:

- Engage on social media with CP's RailSense campaign, highlighting dangerous behavior near the tracks.
- Ask your local police service to also declare Rail Safety Week over social media
- Engage with Operation Lifesaver's #STOPTrackTragedies campaign that will tell the personal stories of those
  affected by railway crossing and trespassing incidents, and will feature the voices of locomotive engineers,
  emergency responders, and friends and family members of rail incident victims from across Canada. The
  campaign will be launched on Monday, September 24, 2018 and will be promoted from coast-to-coast through
  digital and traditional media campaigns.

The strong commitment of municipalities like yours continues to have a significant impact on community awareness, helping to reduce avoidable accidents, injuries and damage caused by collisions between trains and vehicles or

pedestrians. Together with other communities, railways and members of the public, your support this year will go a long way towards making Canada's rail network even safer.

We greatly appreciate your participation in Canada's 16th Rail Safety Week, and we welcome any information you'd like to share about your plans to promote rail safety this year.

Sincerely,

Mike LoVecchio

**Director Government Affairs** 

**Canadian Pacific** 



# Squamish-Lillooet Regional District Update June 2018

Updates from the Squamish-Lillooet Regional District Board and Committee meetings of June 2018

**Note from Chair Crompton:** Summer is finally here! The Board is on tour as SLRD offices are being renovated. Lillooet in May. Mount Currie in June. Whistler in July. It has been wonderful to see more of the region and hear from residents. There is 3 months left in this term and much left to accomplish. If you have comments please email us or call me directly on 1-604-902-8747. May your summer be warm and your drinks cold!

#### \*\*\*

# Regional Transit Memorandum of Understanding

The SLRD has signed a Memorandum of Understanding between the Líl'wat Nation, Squamish Nation, District of Squamish, Village of Pemberton, Resort Municipality of Whistler and Squamish-Lillooet Regional District with respect to the administration of a new Regional Transit System in the Sea-to-Sky Corridor.

# 2018 UBCM Convention - Ministry Meetings

The following Ministry meetings were requested to be held during the 2018 UBCM Convention:

- 1. Premier John Horgan to:
  - a. Request an update on the ongoing upgrades to the Ten Mile Slide area of Highway 99.
  - b. Discussion on replacement of / solutions to the "backwards underpass" on Hwy 99 north of Lillooet.
  - c. Discuss how transportation infrastructure upgrades in and around the District of Lillooet fit in with improvements made to other regional highways and modes of transportation.
- 2. Minister of Transportation and Infrastructure Claire Trevena, on Highway Upgrades see topics in 1. above.
- 3. Minister of Heath Adrian Dix on Dental Care and Fluoridation, regarding:
  - a. Adding basic dental care to the Medical Service Plan coverage; and
  - b. Mandating a provincial requirement of all public water source treatment to include fluoridation where naturally occurring levels do not meet the minimum suggested level of 0.07mg/L.

# 2018 UBCM Convention - BC Hydro Meeting

A meeting was requested with BC Hydro senior management, to be held during the 2018 UBCM Convention, regarding:

- Assistance regarding the proposed Lillooet Lake Estates mitigation structure;
- Cell service on the Highway 40 "reservoir" corridor; and
- Observations of driving behaviors by BC Hydro staff.

#### **CN Rail and Trail Access in Pemberton**

A request was made to CN Rail for a meeting at the 2018 UBCM Convention to discuss trail access and safe use of the railway bridge crossing on the Lillooet River.

### Sea To Sky Clean Air Society

The SLRD will request a meeting with the communities surrounding Howe Sound at the 2018 UBCM Convention to discuss ongoing program support for the Sea to Sky Clean Air Society.

# BC Rural Dividend Program - 2018/19 Intake

Applications will be submitted to the fifth intake of the BC Rural Dividend Grant Program regarding the following projects:

- Grant of up to \$10,000 on behalf of Electoral Area A to convene and facilitate a community engagement process to explore housing issues, including identifying needs and issues related to housing supply and affordability in Electoral Area A, and to develop a housing action plan.
- Grant of up to \$10,000 on behalf of Electoral Area D to undertake a feasibility study regarding a proposed community health enhancement facility in Britannia Beach.

**Regional District Update** is published monthly by the Squamish-Lillooet Regional District. The SLRD Board generally meets on the 4<sup>th</sup> Wednesday of each month at 10:30 am at 1350 Aster Street, Pemberton, BC. Members of the public are invited to attend. Contact us at (604) 894-6371 or check out <a href="www.strd.bc.ca">www.strd.bc.ca</a> to confirm dates and times.

- 3. Grant of up to \$10,000 on behalf of Electoral Area C to undertake a Grade Crossing Safety Assessment at Gates Lake Community Park, the first step in the process of creating a safe rail crossing there.
- 4. Grant of up to \$100,000 on behalf of the Squamish-Lillooet Regional District to undertake a housing needs assessment for the 4 electoral areas.

#### **BYLAWS**

The following schedule of events will be undertaken regarding the Squamish-Lillooet Regional District Electoral Area C Zoning Bylaw No. 765, 2002, Amendment Bylaw No. 1549-2017:

- Draft bylaw amendment to be provided to the SLRD Board, and to the Area C Agricultural Advisory Committee for comments
- July 11, 2018 2 Public Information meetings to be held
- July 25, 2018 Board considers second reading of the bylaw
- August 15, 2018 Public Hearing
- August 29, 2018 Board considers third reading of the bylaw
- September 26, 2018 (or October 24, 2018) Board considers adoption (after Ministry of Transportation and Infrastructure approval)

The following bylaws were read a third time and adopted, regarding the construction of a wastewater treatment plant on a portion of a property near Bralorne:

- Land Use Contract Authorization Bylaw No. 143, 1978, Discharge Bylaw No. 1578-2018
- Upper Bridge River Valley Official Community Plan Bylaw No. 608, 1996, Amendment Bylaw No. 1580-2018
- Squamish-Lillooet Regional District Zoning Bylaw No. 670, 1999, Amendment Bylaw No. 1579-2018

The following bylaws were read a first, second and third time, and adopted:

- Squamish-Lillooet Regional District Security Issuing Bylaw No. 1585-2018 (Pemberton and District Transfer Station Service) for a loan of \$200,000 to begin the process of creating the

- new Pemberton and Area Transfer Station (preliminary design and site works)
- Squamish-Lillooet Regional District Security Issuing Bylaw No. 1587-2018 (Administrative Building Renovation) for a loan of \$1,000,000 to build the addition / renovations to the SLRD office building
- Squamish-Lillooet Regional District Security Issuing Bylaw No. 1588-2018 (Pinecrest Estates Wastewater Collection and Treatment Service) for \$86,432 to provide final funding for the construction of the new Pinecrest Estates Wastewater Treatment Plant
- Squamish-Lillooet Regional District Security Issuing Bylaw No. 1589-2018 (District of Squamish) for capital loans for the District of Squamish

The following bylaws, to reflect changes to Development Permits, agricultural policies and housekeeping matters, were read a first time and referred to the appropriate First Nations, municipalities and provincial agencies for comment:

- Squamish-Lillooet Regional District Electoral Area A Official Community Plan Bylaw No. 608, 1996, Amendment Bylaw No. 1526-2018 (and to include all of Electoral Area A in the bylaw)
- Squamish-Lillooet Regional District Electoral Area B Official Community Plan Bylaw No. 1073, 2008, Amendment Bylaw No. 1528-2018

Bralorne Sewer System Local Service Conversion and Establishment Bylaw No. 585, 1995, Amendment Bylaw No. 1586-2018 regarding increasing the maximum requisition limit for this service to accommodate an upper limit for repayment of short-term loan financing for the new Bralorne Sewer System, was read a first, second and third time, and was forwarded to the Inspector of Municipalities for approval.

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, regarding the Britannia Oceanfront Developments Corporation rezoning application were read a third time.

#### **Temporary Tourist Accommodations**

Options for dealing with illegal short-term rentals / temporary tourist accommodations are being developed, appropriate for each community, including:

- strong enforcement;
- enforcement options;
- details of how other regional districts have effectively enforced their regulations regarding short-term rentals / temporary tourist accommodations;
- the removal of Bed and Breakfasts use by default in SLRD zoning bylaws.

# SLRD Temporary Use Permit Policy - Work Camps and Community Contributions

Board Policy 4.7 Squamish-Lillooet Regional District Temporary Use Permits Policy was updated to add additional language around work camps and community contributions, as well as housekeeping amendments.

# Temporary Use Permit #58 - Helicopter Operations Britannia Beach South (Area D)

Temporary Use Permit #58 regarding the Sky Helicopters and Taicheng application for helicopter tour operations at Britannia Beach South was not approved.

#### Wildfires in the SLRD

A letter to be sent to Minister of Forests, Lands, **Operations** Natural Resource and Rural Development (FLNRO) Doug Donaldson and a copy to MLA Jordan Sturdy (West Vancouver - Sea-to-Sky) and MLA Jackie Tegart (Fraser - Nicola) with respect to communication issues regarding wildfires in the SLRD and to request that FLNRO establish a consistent communication process (including establishing communications early on in an event) and that FLNRO consult with end users of information, specifically local governments, in establishing such a process.

#### **SLRD Emergency Preparedness**

The SLRD has adopted a near term approach focused on emergency preparedness for communities at risk, coupled with advocacy for hazard monitoring and the completion of a non-quantitative geohazard inventory within all electoral areas.

The SLRD determined not to adopt a risk tolerance threshold for geohazards in new and existing developments in the four electoral areas due to the multiple and diverse risks in each electoral area.

The SLRD will not undertake any further geohazard quantitative risk assessments until such time as the provincial and/or federal governments put in place funding programs for comprehensive geohazard mitigation programs.

# **SLRD Geographic Information System**

A Geographic Information System (GIS) consultant will be engaged to review the Squamish-Lillooet Regional District's GIS system in terms of emergencies and mapping Crown tenures, with funding of up to \$10,000 coming from the SLRD Planning service.

# Public Awareness Campaign - FireSmart Program

The following resolution was sent to the Union of British Columbia Municipalities with a copy to other local governments regarding awareness of the FireSmart Program:

Encourage the provincial government to lead the development of, with partners such as local government, the insurance companies, broadcasters of BC and any others with direct interest, of a provincial level – all channel – public awareness campaign; and

Encourage the change of attitudes towards responsibility on one's own property to FireSmart and to provide clear information on how to FireSmart to the public.

### FireSmart Grant Funding from UBCM:

\$2,500 each from the \$10,000 grant was allocated to each Electoral Areas (A, B, C and D) for FireSmart projects in in their electoral areas.

### SLRD Statement of Financial Information 2017

The SLRD Board approved the 2017 Squamish-Lillooet Regional District Statement of Financial Information for the year ended December 31, 2017.

### Elimination of the Elected Official's Tax Exemption

In order to address the elimination by the Government of Canada of the tax exemption on 1/3 of the remuneration paid to local government elected officials effective January 1, 2019, an

amendment to Squamish-Lillooet Regional District Directors Remuneration Bylaw No. 1501-2016 to be brought forward to increase SLRD Directors' remuneration effective January 1, 2019, so as to reflect the loss of the 1/3 tax exemption utilizing a tax rate of 30%.

### Avino Gold Mines Memorandum of Understanding

The SLRD supports in principle a Memorandum of Understanding between Avino Gold Mines and the SLRD setting out the principles and values that will be used in working together with respect to the redevelopment of the Bralorne Gold Mines by Avino.

#### Call for Nominations UBCM Executive

Director Jen Ford was nominated for a Director at Large position on the 2018-2019 Union of British Columbia Municipalities Executive.

# Innovation, Science and Economic Development Canada Consultation - Rural Broadband Services

A letter was sent to Innovation, Science and Economic Development Canada to support the efforts of rural service providers across Canada to preserve rural broadband services.

# Funding Criteria for Non-Profit Societies - Select Funds

A Grant-in-Aid policy to be prepared for Select Funds, to incorporate criteria for the granting of funds.

#### **Pemberton Soccer Field**

The soccer field being built on the Village of Pemberton Recreation Lands was added to the Pemberton and District Recreation Service as a recreation amenity.

#### **GRANTS IN AID**

# The following were granted from Area C Gas Tax Community Works Fund / Area C Amenity Funds:

- \$500,000 to the Village of Pemberton towards capital costs of the outdoor soccer field project at the Pemberton recreation site lands located on Pemberton Farm Road East.
- Up to \$175,000 to the Village of Pemberton towards incurred capital costs of the Friendship Trail Bridge spanning the Lillooet River.
- Up to \$50,000 towards the design build of the picnic shelter project for Gates Lake Community Park.

# The following was granted from Area C Amenity Funds:

- Up to \$10,000 to the Devine Water Service to complete a water system assessment to determine the appropriate reservoir, watermain and system requirements to meet current regulatory standards and identify system deficiencies.

# The following were granted from the Pemberton & District Community Fund:

- \$4,250 to the Pemberton Canoe Association towards the purchase of two used 10-man dragon boats and associated equipment.
- \$5,137.06 previously allocated to Seed to Table Programs at the Youth Centre be redirected to youth outreach programs and events organized by the Pemberton and District Youth Centre.
- \$6,007.60 to the Pemberton and District Recreation Service for the purchase of shatterproof mirrors and portable ballet barres for the Pemberton and District Community Centre.
- \$7,000 to the Sea to Sky Putting Children First Initiative towards the cost of a Child Care Needs Assessment and Strategy project for Pemberton, Mt. Currie and N'Quatqua areas.

# The following were granted from Area A Select Funds:

- \$500 to the Bridge River Valley Community Association towards the costs of putting on the 2018 Canada Day event in Gold Bridge.
- \$4,176 to the Bridge River Valley Community Association for fire and safety training courses and workshops to advocate, train and support the community in fire prevention, other safety training and general knowledge workshops, that directly aid in personal and community safety, for the 2018 calendar year.

# The following was granted from Area B Select Funds:

 - \$500 to the Lillooet Secondary School, to increase the Area B bursary to accommodate 5 Lillooet Secondary School graduates that Area B recognises for this bursary.

# The following were granted from Area C Select Funds:

- \$508.97 to the Birken Fire Protection Society for a replacement battery for the Birken Fire Protection Society's Automated External Defibrillator.
- \$2,500 to the Rotary Club of Pemberton and Pemberton & District Chamber of Commerce for a Gold Sponsorship to their 2018 joint golf tournament fundraiser.
- \$4,250 to the Pemberton Canoe Association, matching the \$4,250 granted by the Pemberton and District Community Fund, towards the purchase of two used 10-man dragon boats and associated equipment.
- \$5,000 to the Ponderosa Strata Community to continue implementing forest management tasks as outlined in the community's Forest Fire Management plan for 2018.

# The following were granted from Area D Select Funds:

- \$500 to the Britannia Beach Community Association for the maintenance of 2 bus shelters in Britannia Beach.
- \$2,000 to the Britannia Beach Community Association for trail maintenance in Britannia Beach.
- \$2,500 towards sourcing art from artists in SLRD Electoral Area D, coordination of venues and setup of pop-up galleries, and to assist with program materials for The Squamish ArtWalk 2018 event to be held over the month of September.
- \$12,000 to the Squamish Food Policy Council for the District of Squamish / Area D Agricultural Plan.

# Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of July 19, 2018

### 4-H Fair Presents to Board

Evelyn Pilatzke, President of the British Columbia Agricultural Exposition, made a presentation to the Board of Directors seeking sponsorship for the 4-H annual event, which takes place this year from September 20 to 24 at the North Thompson Agriplex in Barriere. Pilatzke shared the event's budget and revenues for the year.

The funding request will be considered at the next regularly scheduled Board Meeting.

### Fire Protection Services Update

Following a series of public information meetings and mail-outs to property owners, the Board approved referendums and the conduct of a public assent processes by petition to determine support for the establishment of TNRD-administered fire protection service areas in five communities.

### Referendums Accepted; Bylaws Adopted

Referendums were held in McLure, South Green Lake, and Loon Lake on Saturday, June 23. The Board voted to receive the official results from the Fire Protection Service Area Establishment referendums in these three communities. As the majority of votes cast in the referendums were in favour of establishing these Fire Protection Service Areas, the following bylaws were subsequently adopted:

- McLure Fire Protection Service Area Establishment Bylaw No. 2649
- South Green Lake Fire Protection Service Area Establishment Bylaw No. 2650
- Loon Lake Fire Protection Service Area

Establishment Bylaw No. 2651 and Loan

The Inspector of Municipalities provided approval and the fire protection service will officially go into effect in 2019 in all three

establishment of TNRD-administered fire protection service areas in Little Fort and Tobiano. The Board also voted to receive Certificates of Sufficiency from the Fire Protection Service Area Establishment Petition Processes in Little Fort and Tobiano.

Because the public assent process by petition for establishment of a TNRD-administered fire protection service in Little Fort was successful, Little Fort Fire Protection Service third reading by the Board. The establishment bylaw will now be forwarded to the Inspector of Municipalities

for approval and then the bylaw will be adopted. Service establishment is anticipated for January 1, 2019.

for establishment of a TNRD-administered fire protection service in Tobiano and borrowing for the construction of a fire hall was successful, Tobiano Fire Protection Service Area Establishment Bylaw No. 2656 and Tobiano Fire Protection Loan Authorization Bylaw No. 2657 were given third reading by the Board.

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

**Denis 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

Authorization Bylaw No. 2652

communities.

# **Petition Process Received; Bylaws get Third Reading**

The Board approved support for the

Area Establishment Bylaw No. 2655 was given

Because the public assent process by petition

# **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

# **Continued from Page 1**

The establishment and loan authorization bylaw will be forwarded to the Inspector of Municipalities for approval and then the bylaws will be adopted. Service establishment is anticipated for January 1, 2019.

For more information about the public assent processes and complete results, visit our website at tnrd.ca.

### Search and Rescue Grants Approved

The following Search and Rescue Operating Grants were approved:

- \$10,000 each for Kamloops, Logan Lake, Nicola Valley, Barriere, and Wells Gray Search and Rescue teams
- \$3,325 for the South Cariboo Search and Rescue team
- The following equipment and training grants were also approved:

Kamloops SAR — \$19,917.50 Wells Gray Search and Rescue — \$8866.78

# Amendment to Lodge's **Liquor License Supported**

The Board voted to give its recommendation for approval to the BC Liquor Control and Licensing Branch (LCLB) for the Helmcken Falls Lodge's application to amend its Liquor Primary License.

The amendment will allow the lodge to sell

beer, wine and cider to campsite users, hotel guests and other visitors to the area on a seasonal basis.

Because LCLB requires that local government consider and comment on specific criteria about the impact on the surrounding area for an amendment of this kind, the views of residents were gathered through a mail-out to neighbouring properties and local protective services agencies were consulted as well. It was found that the impact on the community would be considered negligible.

# **Policy Session Update**

The Policy Review Committee updated the Board on policy changes and initiatives that are being worked on. The following policies were accepted for inclusion into the Board Policy Manual:

- Liquor Service Events on TNRD Properties Policy No. 2.1.5
- Insurance Requirements for TNRD Contractors - Associate Members Policy No. 5.4.1
- Conduct of Civic Building Patrons Policy No. 10.2
- Employee Code of Conduct Policy No. 7.1.5 and the accompanying guidelines in the Standards of Ethical Business Conduct for Thompson-Nicola Regional District **Employees**
- Guide to Requiring a Geo-Hazard Assurance Report Policy No. 13.1.9

# Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of August 16, 2018

# **Board Education Session** and Out of Town Meeting

The Board held its Out of Town Board Meeting in the Clearwater Legion Hall. Chair Ranta welcomed members of the public in attendance and expressed his appreciation for the educational events that the Board attended the previous day in Barriere and Clearwater.

Tours were held at the Louis Creek Eco-Depot, the Barriere Solar Aquatics Water Reclamation Centre and the Barriere Library. The Board also attended a presentation by Clearwater Mayor John Harwood at the North Thompson Sportsplex.

#### **Enbridge Activity Update**

Jay Morrison, Senior Public Affairs Advisor with Enbridge provided an overview of activity in the Thompson-Nicola Region. It was confirmed that the pipelines running through the region are for natural gas. There are two compressor stations; one located in Savona and the other in Kingsvale.

A recent project running for over a year and a half has just been completed to upgrade a compressor in Kingsvale. A smaller scale project will be occurring in Savona in 2019, subject to regulatory approval.

# **Community Energy Association Requests Support for Feasibility Studies**

Janice Keyes, Senior Manager with Community Energy Association (CEA) presented to the Board. CEA is an independent advisory association providing services to local governments regarding energy projects and work in collaboration with BC Hydro and Ministry of Transportation and Infrastructure.

Electric Vehicle (EV) feasibility studies are occurring in the province from Kamloops to Haida Gwaii in order to determine the feasibility of a network of EV charging stations along Highways 16, 97, and 5.

The CEA requested support through a \$9,000 financial contribution, as well as Board Member attendance at the EV workshop at the upcoming 2018 UBCM Conference. Because of the tight timeline for conference attendance, the Board unanimously agreed to waive the normal process of considering funding requests at a subsequent meeting and agreed to support the work being done by CEA and provide a financial contribution of \$9,000.

# **Board Approves Money** for Agricultural Exposition

The Board agreed to provide funding to the British Columbia Agricultural Exposition in the amount of \$2,500. The annual Expo is a 4-H event that highlights the benefits of supporting and promoting agriculture through our youth. The decision comes after the organization presented to the Board at the July 19 meeting.

The British Columbia Agricultural Exposition takes place this year from September 20 to 24 at the North Thompson Agriplex in Barriere.

Continued on Page 2

**Board of Directors** Chair: John Ranta

Village of Cache Creek

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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 **Denis Walsh** 

City of Kamloops

**Robin Smith** District of Logan Lake

**Jessoa Lightfoot** 

Sun Peaks Mountain Resort

Village of Lytton **Neil Menard** 

City of Merritt

Al Raine

Regular Board Meeting — Thursday, Sept. 20, 1:15 p.m. Solid Waste Management Committee — Thursday, Sept. 20, 10 a.m. Economic Development and Recreation Committee — Wednesday, Sept. 19, 1:30 p.m.



# **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)

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Village of Ashcroft

# Virginia Smith

District of Barriere

# **Rick Berrigan** *Village of Chase*

**John Harwood** *District of Clearwater* 

# Jim Rivett Village of Clinton

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# 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

# Continued from Page 1 Provincial Winter Fair Presents to Board

Ada Mogge of the Provincial Winter Fair Society and three youth 4-H participants made a presentation to the Board seeking sponsorship for its annual event. The Fair is in its 80th year of operation and continues the traditions of old-time country fairs including 4-H shows, entertainment, and agricultural education. All divisions are showing an increase in entries.

The Fair takes place this year from September 21–24 in Kamloops at the Circle Creek Ranch & Equestrian Centre.

The funding request will be considered at the next regularly scheduled Board Meeting.

# Dangerous Dog Bylaw Extended to Area "A"

Dangerous Dog Control Service Amendment Bylaw No. 2659 was granted Third Reading by the Board. It will allow Electoral Area "A" (Wells Gray Country) to be included in the service.

The amendment was prompted by a request from Electoral Area "A" (Wells Gray Country) Director Carol Schaffer. The addition of Electoral Area "A" will increase participation in the service to seven electoral areas.

The Board established a dangerous dog control service for Electoral Areas "I", "M", "N" and "P" in 2014. The service area was then amended in 2015 to include another two electoral areas — "J" and "O".

# **Building Regulations Bylaw - Permit Fees**

Building Regulations Bylaw 2066 Amendment Bylaw No. 2661 was granted Third Reading and Adoption by the Board. This amendment includes slight increases to building permit fees and follows a comprehensive report and presentation that had been provided to the Board at their recent Committee Meeting. TNRD fees are and will remain on the low end of the central Interior spectrum.

The main change is a \$1 increase in the base rate per \$1,000 and the change in threshold to \$400,000. There are other minor increases to plumbing fees and various incidental fees such as building information requests, reinspection fees, permit renewal, etc.

The proposed fee changes will go a long way to achieve the Board of Directors' objective to balance user pay and taxation and will be implemented on Jan. 1, 2019.

### **Board Procedure Bylaw Amended**

Board of Directors Procedure Bylaw No. 2660 was Adopted by the Board. One of the changes to the previous bylaw include reverting to the old procedure for electing the chair/vice chair when there are more than two candidates.

Previously, the instant runoff voting method was used when elections of chairs/vice-chairs featured more than two candidates. Board members would rank candidates in order of preference, and votes were redistributed to second and third choices if no candidate had received a majority of ballots in the first count. If there was a tie after all votes had been redistributed, the election was then determined by drawing lots.

Now, a re-vote will occur instead of immediately drawing lots.

Other changes to the Procedure Bylaw include:

- Adding a section for Notice of Motion;
- Including Notice of Motion in the Order of Business (after New Business);
- Updating the list of standing committees;
- Renumbering; and
- Updating references to other sections of the bylaw.

**Continued on Page 3** 



# **Continued from Page 2**

# Gas Tax Funds for Water System **UV Treatment Reallocated**

A series of Federal Gas Tax allocation resolutions were rescinded and a new series of Gas Tax allocation resolutions were adopted in their place. This will allow funding that was previously approved for UV treatment to be reallocated to other utility system initiatives.

Because TNRD utility systems do not use filtration systems, the Interior Health Authority considered the average daily turbidity levels too high to approve UV disinfection systems to be installed without filtration.

The following Federal Gas Tax funding allocations for UV treatment were rescinded and reallocated to the respective Electoral Areas' utility systems:

- "A" (Wells Gray Country), Vavenby, \$30,000, November 19, 2015
- B" (Thompson Headwaters), Blue River, \$20,000, November 19, 2015
- "E" (Bonaparte Plateau), Loon Lake, \$25,000, July 17, 2014
- "L" (Grasslands), Del Oro, \$25,000, July 17, 2014
- "O" (Lower North Thompson), Maple Mission, \$15,000, July 17, 2014

- "P" (Rivers and the Peaks), Black Pines, \$15,000, April 17, 2014
- "P" (Rivers and the Peaks), Evergreen, \$10,000, April 17, 2014
- "P" (Rivers and the Peaks), Paul Lake Sewer, \$20,000, April 17, 2014
- "P" (Rivers and the Peaks), Pritchard Water, \$25,000, April 17, 2014

Additional Federal Gas Tax funding was also allocated from the respective Electoral Area Federal Gas Tax allocations:

- "B" (Thompson Headwaters), Blue River, \$15,000
- "I" (Blue Sky Country), Walhachin, \$5,000
- "J" (Copper Desert Country), Savona,

# **Vavenby Water System Gets Gas Tax Funds**

The Board approved the Federal Gas Tax -Community Works Fund revenue, allocation to Electoral Area "A" (Wells Gray Country). The money will help fund the construction of a road that will provide permanent access to Vavenby Water System's reservoir with a maximum expenditure of \$25,000.

Please note that The Current is not a substitute for the TNRD's Board meeting minutes, found on our website: www.tnrd.ca.

# **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)

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(Bonaparte Plateau)

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