

**INAUGURAL MEETING OF THE  
FRASER VALLEY REGIONAL DISTRICT  
BOARD OF DIRECTORS**

**OPEN MEETING AGENDA**

Tuesday, November 27, 2018

7:00 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

	<b>Pages</b>
1. CALL TO ORDER by Chief Administrative Officer	
2. ELECTION OF FRASER VALLEY REGIONAL DISTRICT BOARD CHAIR by Chief Administrative Officer	6 - 7
• Procedural Rules (Excerpt from Board and Committee Procedures Bylaw No. 1305, 2015)	
3. ELECTION OF FRASER VALLEY REGIONAL DISTRICT BOARD VICE CHAIR by Chief Administrative Officer	
4. REMARKS BY FRASER VALLEY REGIONAL DISTRICT BOARD CHAIR	
5. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS	
<i>All/Unweighted</i>	
<b><u>MOTION FOR CONSIDERATION</u></b>	
THAT the Agenda, Addenda and Late Items for the Inaugural Meeting of the Fraser Valley Regional District Board of November 27, 2018 be approved;	
AND THAT all delegations, reports, correspondence, committee and commission minutes, and other information set to the Agenda be received for information.	
6. BOARD MINUTES & MATTERS ARISING	
6.1 <u>Board Meeting - October 23, 2018</u>	8 - 19
<i>All/Unweighted</i>	
<b><u>MOTION FOR CONSIDERATION</u></b>	
THAT the Minutes of the Fraser Valley Regional District Board Open Meeting of October 23, 2018 be adopted.	

6.2	<u>Special Minute dated October 25, 2018 (Award of Contract to Urban Systems Ltd - Cultus Lake North Wastewater Treatment Plant)</u>	20 - 21
	<i>All/Unweighted</i>	
	<b><u>MOTION FOR CONSIDERATION</u></b>	
	THAT Special Minute dated October 25, 2018 with respect to the award of contract to Urban Systems Ltd be adopted.	
7.	<b>COMMITTEE/COMMISSION MINUTES FOR INFORMATION AND MATTERS ARISING</b>	
7.1	<u>Recreation, Culture and Airpark Services Commission Special Minute dated October 29, 2018.</u>	22 - 23
8.	<b>CORPORATE ADMINISTRATION</b>	
8.1	<u>UBCM - Notification of Executive Vacancies - Deadline: Friday, December 14, 2018</u>	24 - 28
	<i>FOR INFORMATION ONLY</i>	
	<ul style="list-style-type: none"> <li>• UBCM Memo dated November 19, 2018</li> </ul>	
8.2	<u>Results of the Judicial Recount for Electoral Area C</u>	29 - 30
	<i>FOR INFORMATION ONLY</i>	
	<ul style="list-style-type: none"> <li>• Corporate report dated November 27, 2018 from Jaime Reilly, Manager of Corporate Administration/Chief Election Officer</li> </ul>	
9.	<b>FINANCE</b>	
9.1	<u>Grant-In-Aid Request – Sts’ailes Christmas Committee, Electoral Area “C”</u>	31 - 33
	<i>All/Unweighted</i>	
	<ul style="list-style-type: none"> <li>• Corporate report dated November 27, 2018 from Kristy Hodson, Manager of Financial Operations</li> <li>• GIA Application - Sts'ailes Christmas Committee</li> </ul>	
	<b><u>MOTION FOR CONSIDERATION</u></b>	
	THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$350 to the Sts’ailes Christmas Committee, funded from the Electoral Area “C” grant-in-aid budget to support their annual Christmas celebration, with the students in the community school.	
9.2	<u>Grant-In-Aid Request – Hatzic Prairie Recreation Commission, Electoral Area “F”</u>	34 - 43

***All/Unweighted***

- Corporate report dated November 27, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application - Hatzic Prairie Recreation Commission

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,000 to the Hatzic Prairie Recreation Commission to assist with the costs of the ventilation system for the Hatzic Prairie Community Hall, to be funded from the Electoral Area “F” grant-in-aid budget.

**9.3      Grant-In-Aid Request – Cultus Lake Events & Activities, Electoral Area “H”**

44 - 47

***All/Unweighted***

- Corporate report dated November 27, 2018 from Kristy Hodson, Manager of Financial Operations
- GIA Application
- Application Content

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Cultus Lake Events and Activities Committee with the grant being funded from the Electoral Area “H” grant-in-aid budget to help offset the costs of the annual community Christmas event.

**10.      BYLAWS**

**10.1      FVRD Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018**

48 - 52

***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 November 27, 2018 from Reg Dyck, Manager of EA Emergency Services
- Draft Bylaw No. 1503, 2018

**MOTION FOR CONSIDERATION**

**MOTION NO. 1:** **THAT** the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 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 Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018*.

## **MOTION FOR CONSIDERATION**

**MOTION NO. 3:** THAT the Fraser Valley Regional District Board consider adopting the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018*.

### **11. PERMITS**

No Items.

### **12. CONTRACTS AND COVENANTS**

#### **12.1 Proposed Modification of Lease Agreement allowing for the assignment and renewal of the Lease Agreement with Canyon Tire Craft to new business owners [1056938 BC Ltd, dba Canyon Tire] – Electoral Area A**

53 - 56

#### ***All/Weighted***

- Corporate report dated November 27, 2018 from Suzanne Gresham, Director of Corporate Initiatives
- Map

## **MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with the transfer and assignment of the Canyon Tire Craft Lease Agreement to new business owners 1056938 BC Ltd., dba Canyon Tire, and Ao Xuanhau in her personal capacity;

**AND THAT** the Fraser Valley Regional District Board exercise its option to renew the Lease Agreement for a further 5 year term, subject to further options to renew, and subject to a 2% increase in lease payments annually in each year of the renewal term;

**AND FUTHER THAT** early termination language in favour of the Fraser Valley Regional District be included in the Modification of Lease Agreement should the Fraser Valley Regional District Board consider disposing of the subject land and improvements during the term of the lease;

**AND FINALLY THAT** all other terms and conditions of the Lease Agreement remain in full force and effect under the Modification of Lease Agreement with the exception of the requirement for the Fraser Valley Regional District to undertake a Level 1 Baseline Environmental Assessment.

13. OTHER MATTERS

13.1 Grant Application for Evacuation Route Plan for Areas "E" and "H"

57 - 58

*All/Unweighted*

- Corporate report dated November 27, 2018 from Reg Dyck, Manager of Electoral Area Emergency Services

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board endorse a grant application of \$25,000 under UBCM's Community Emergency Preparedness Fund to create an Evacuation Route Plan for Electoral Areas "E" and "H".

14. CONSENT AGENDA

No Items.

15. ADDENDA ITEMS/LATE ITEMS

16. CORRESPONDENCE/ITEMS FOR INFORMATION (Items 16.1-16.3)

16.1 Fraser Basin Council: Fraser Valley Update - November, 2018

59 - 59

16.2 Fortis BC Poster regarding conservation of natural gas.

60 - 60

16.3 Thompson-Nicola Regional District Board Highlights - October 18, 2018

61 - 62

17. REPORTS BY STAFF

18. REPORTS BY BOARD DIRECTORS

19. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

20. ADJOURNMENT

*All/Unweighted*

**MOTION FOR CONSIDERATION**

**THAT** the Inaugural Meeting of the Fraser Valley Regional District Board of November 27, 2018 be adjourned.

## **EXCERPT FROM BOARD AND COMMITTEE PROCEDURES BYLAW NO. 1305, 2015**

### **4.10 Elections of the Board Chair and Vice Chair**

- 4.10.1 The election of the Chair and Vice-Chair from among the Fraser Valley Regional District Board members will be conducted at the inaugural meeting of the Board following the procedures set out in this section.
- 4.10.2 The call for nominations for the office of Board Chair and Vice Chair shall be conducted by the person responsible for corporate administration or designate.
- 4.10.3 Nominees for the office of Board Chair or Vice Chair must be made by a third party. For greater certainty, a Board Member may not nominate himself or herself for the position of Board Chair or Vice Chair.
- 4.10.4 Nominees must consent to be nominated and to stand for election to office as Board Chair or Vice Chair. A nominee may be nominated in absentia by agreeing in writing to the nomination.
- 4.10.5 The person responsible for corporate administration shall call first for nominations for Board Chair, and shall then call for nominations for Board Chair a second and third time.
- 4.10.6 If only one nominee for Board Chair is nominated for the office of Board Chair that person is declared elected by acclamation by the person responsible for corporate administration or designate.
- 4.10.7 If more than one nominee is nominated for the office of Board Chair, then an election by voting must be held, and voting must be conducted by secret ballot.
- 4.10.8 Prior to the vote being conducted, persons running for office of Board Chair shall be afforded the opportunity to address the Board for one (1) minute prior to the vote on the first ballot being taken.
- 4.10.9 If there is a tie vote between two or more persons with the most votes, the persons who are tied remain in the election for office of Board Chair, and the person responsible for corporate administration or designate, must continue to conduct votes to break the tie until a person emerges with the most votes who shall then be declared to office by the person responsible for corporate administration or designate.

- 4.10.10 Prior to a subsequent ballot(s) being voted upon for Board Chair, persons who are tied shall be afforded the opportunity to address the Board for one additional one (1) minute followed by a (10) ten minute recess between each vote where more than one vote is required.
- 4.10.11 In the case of an election by voting, the counting of ballots will be conducted by the person responsible for corporate administration or designate, together with the person responsible for financial administration or delegate. The outcome of the ballot count will be announced to the Board by the corporate officer responsible for corporate administration or designate. For greater certainty the person with the most votes will be declared to office.
- 4.10.12 Immediately after the person with the most votes has been declared to office, the ballots must be destroyed by the person responsible for corporate administration or designate. For greater clarity, a Board resolution to destroy the ballots is not required.
- 4.10.13 The election for Vice Chair of the Board shall be undertaken in the same manner as the election for Board Chair.

# **FRASER VALLEY REGIONAL DISTRICT**

## **BOARD OF DIRECTORS MEETING**

### **OPEN MEETING MINUTES**

Tuesday, October 23, 2018  
(Immediately following the FVRHD Board Meeting)  
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  
Alternate Director Les Barkman, City of Abbotsford  
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 Jim Hinds, District of Mission  
Director Dave Loewen, City of Abbotsford  
Director Alec Niemi, Electoral Area C  
Alternate Director Ken Popove, City of Chilliwack  
Director Terry Raymond, Electoral Area A  
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 John Van Laerhoven, District of Kent  
Director Wilfried Vicktor, District of Hope  
Director Sam Waddington, City of Chilliwack

**Regrets:**

Director Sharon Gaetz, City of Chilliwack  
Director Moe Gill, City of Abbotsford

**Staff Present:**

Paul Gipps, Chief Administrator Officer  
Suzanne Gresham, Director of Corporate Initiatives  
Mike Veenbaas, Director of Financial Services  
Tareq Islam, Director of Engineering & Community Services  
Barclay Pitkethly, Director of Regional Programs



Margaret-Ann Thornton, Director of Planning & Development  
Stacey Barker, Deputy Director of Regional Programs  
Jaime Schween, Manager of Corporate Administration  
Jennifer Kinneman, Manager of Corporate Affairs  
Kristy Hodson, Manager of Finance  
Christina Vugteveen, Manager of Parks  
Tyler Davis, Network Analyst I  
Chris Lee, Executive Assistant  
Maggie Mazurkewich, Recording Secretary

There was also one member of the public present.

**1. CALL TO ORDER**

Chair Lum called the meeting to order at 7:00 p.m.

**2. PRESENTATION TO BOARD MEMBERS**

Chair Lum recognized the passing of David Noel Way, a past chair of the Regional District who passed on September 27. Chair Lum sent condolences to David's family.

Chair Lum recognized FVRD Board Members who would not be returning to the FVRD Board. Chair Lum recognized Director Ray Boucher (Electoral Area F), Director Sharon Gaetz (City of Chilliwack), Director Moe Gill (City of Abbotsford), Director Jim Hinds (District of Mission), Director Alec Niemi (Electoral Area C), Director Chuck Stam (City of Chilliwack), Director John Van Laerhoven (District of Kent), Director Wilfried Vicktor (District of Hope) and Director Sam Waddington (City of Chilliwack). These Directors were presented with a token of appreciation for their years of dedicated service to the Fraser Valley Regional District Board.

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

Moved By FACIO

Seconded By BOUCHER

**THAT** the Agenda, Addenda and Late Items for the Fraser Valley Regional District Board Open Meeting of October 23, 2018 be approved, with the addition of Item 7.3 as circulated on table;

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

**CARRIED  
ALL/UNWEIGHTED**

**4. DELEGATIONS AND PRESENTATIONS**

None.

**5. BOARD MINUTES & MATTERS ARISING**

**5.1 Board Meeting - September 25, 2018**

Moved By ROSS

Seconded By CHAHAL

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

**CARRIED  
ALL/UNWEIGHTED**

**5.2 Special Minute (Cultus Lake North Wastewater Treatment Plant Project).**

Moved By DIXON

Seconded By STOBART

**THAT** Special Minute dated October 5, 2018 with respect to Cultus Lake North Wastewater Treatment Plant Project be adopted.

**CARRIED  
ALL/UNWEIGHTED**

At this time, Mr. Paul Gipps, CAO noted that a Special Vote for a time sensitive matter will be circulated to Board members following the October Board meeting.

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

**6.1 Draft Regional and Corporate Services Committee Meeting - October 11, 2018**

**6.2 Draft Electoral Area Services Committee - October 11, 2018**

**6.3 Draft Cultus Lake Advisory Planning Commission - September 19, 2018**

**6.4 Draft Internal Affairs Committee - September 18, 2018**

**7. CORPORATE ADMINISTRATION**

**7.1 Hospital District & Regional District Sponsorship of Community Events**

Moved By WADDINGTON  
Seconded By ALEXIS

**THAT** the Fraser Valley Regional District Board direct staff to prepare a revised Regional Grant-in-Aid policy for consideration at a Committee of the Whole meeting as part of budget consideration.

**CARRIED  
ALL/UNWEIGHTED**

**7.2 Appointment of Building Official, Building Inspector and Bylaw Enforcement Officer**

Moved By FACIO  
Seconded By STAM

**THAT** the Fraser Valley Regional District Board appoint Ian Crane and John Chace as “Building Official,” “Building Inspector” and “Bylaw Enforcement Officer” of the Fraser Valley Regional District effective immediately.

**CARRIED  
ALL/UNWEIGHTED**

**7.3 2018 General Local Elections: Declaration of Official Results**

The report of Jaime Schween, Chief Election Officer dated October 23, 2018 was provided for information.

It was noted that due to an equality of votes in Electoral Area C, the Chief Election Officer would be applying for a judicial recount through the Provincial Court of BC.

**8. FINANCE**

**8.1 Grant-in-Aid Request – Popkum Ratepayers Association, Electoral Area “D”**

Moved By DICKEY  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Popkum Ratepayers Association in the amount of \$350 to be funded from the 2016 Electoral Area “D” grant-in-aid budget to assist with the costs of recognizing the volunteer efforts of the ratepayers executive.

**CARRIED  
ALL/UNWEIGHTED**

**8.2 Grant-in-Aid Request – Popkum Volunteer Fire Department, Electoral Area “D”**

Moved By STOBART  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$500 to the Popkum Volunteer Fire Department with the grant being funded from the Electoral Area “D” grant-in-aid budget and being used to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

**CARRIED  
ALL/UNWEIGHTED**

**8.3 Grant-in-Aid Request – Columbia Valley Volunteer Fire Department, Electoral Area “H”**

Moved By DIXON  
Seconded By HINDS

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Columbia Valley Volunteer Fire Department with the grant being funded from the Electoral Area “H” grant-in-aid budget and being used to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

**CARRIED  
ALL/UNWEIGHTED**

**8.4 Grant-in-Aid Request – Cultus Lake Volunteer Fire Department, Electoral Area “H”**

Moved By DIXON

Seconded By BOUCHER

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Cultus Lake Volunteer Fire Department with the grant being funded from the Electoral Area “H” grant-in-aid budget and being used to help fund membership activities in appreciation of the volunteer work and dedication that the members provide to their communities.

**CARRIED  
ALL/UNWEIGHTED**

**9. BYLAWS**

**9.1 FVRD Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018, Electoral Area "D"**

Moved By WADDINGTON

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Popkum West Storm Drainage Service Area Amendment Bylaw No. 1492, 2018*.

**CARRIED  
ALL/UNWEIGHTED**

**9.2 FVRD Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018**

Moved By HINDS

Seconded By LOEWEN

**THAT** the Fraser Valley Regional District Board adopt the bylaw cited as *Fraser Valley Regional District Electoral Area D Integrated Water System Service Area Amendment Bylaw No. 1494, 2018*.

**CARRIED  
ALL/UNWEIGHTED**

**9.3 FVRD Official Community Plan Amendment Bylaw No. 1411, 2017- application to facilitate the redevelopment of the former Minter Gardens display garden site into a single family residential subdivision, Electoral Area "D".**

Moved By DICKY  
Seconded By ADAMSON

**THAT** proposed *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1411, 2017* be adopted.

**CARRIED  
EAS/UNWEIGHTED**

**9.4 FVRD Zoning Amendment Bylaw No. 1412, 2017 - application to facilitate the redevelopment of the former Minter Gardens display garden site into a single family residential subdivision, Electoral Area "D"**

Moved By DICKY  
Seconded By NIEMI

**THAT** proposed *Fraser Valley Regional District Zoning Amendment Bylaw No. 1412, 2017* be adopted.

**CARRIED  
EAS/UNWEIGHTED**

**10. PERMITS**

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

Chair Lum provided an opportunity for public input, and no comments were offered.

Moved By DICKY  
Seconded By ADAMSON

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

**CARRIED  
EAS/UNWEIGHTED**

**10.2 Application for Development Variance Permit 2018-29 to reduce the interior side lot line setback to permit the construction of an accessory structure (detached garage) at 35300 Riverside Drive, Area "F"**

Chair Lum provided an opportunity for public input, and no comments were offered.

Moved By BOUCHER  
Seconded By DICKEY

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2018-29 for the property located at 35300 Riverside Drive, Electoral Area F, to reduce the interior side lot line setback from 1.5 metres (4.9 feet) to 0.6 metres (2 feet), clear to sky, to facilitate the construction of an accessory structure (detached garage), subject to consideration of any comments or concerns raised by the public.

**CARRIED  
EAS/UNWEIGHTED**

**10.3 Application for Development Variance Permit 2018-30 to vary the height regulation in the Hillside Residential (R-4) zone at 309 Munroe Avenue, Electoral Area "H" - Cultus Lake Park**

Jesse Raynor spoke in favour of the proposed Development Variance Permit.

Moved By DIXON  
Seconded By BOUCHER

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2018-30 for the property located at 309 Munroe Avenue, Electoral Area H – Cultus Lake Park, to vary the height regulation from maximum two (2) stories plus basement or crawlspace and roof to maximum two (2) stories plus basement, parking level garage and roof, to facilitate the construction of a single family dwelling, subject to consideration of any comments or concerns raised by the public.

**CARRIED  
EAS/UNWEIGHTED**

**10.4 Application for Development Variance Permit 2018-31 to vary the requirements of a proposed Accessory Family Residential Use for the property at 41360 Bovington Road, Electoral Area "G"**

Chair Lum provided an opportunity for public input, and no comments were offered.

Moved By STOBART  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board issue Development Permit 2018-31 to vary the definition of Accessory Residential Family Use to allow for a double-width manufactured home and to permit a broader range of immediate family members to occupy the Accessory Family Residential Use at 41360 Bovington Road, Electoral Area G, subject to consideration of comments from the public.

**CARRIED  
EAS/UNWEIGHTED**

Moved By ENGAR  
Seconded By POPOVE

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with this application.

**CARRIED  
ALL/WEIGHTED**

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

**11.1 Authorization for the discharge of a geo-hazard covenant from the title of 31050 Trans-Canada Highway, Electoral Area "B".**

Comments were offered noting the benefits of the FVRD's efforts to provide geotechnical studies of the entire area in Yale, BC.

Moved By ADAMSON  
Seconded By NIEMI



**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to the discharge of charge #LB0194332 from the title of 31050 Trans-Canada Highway, Electoral Area "B"

**CARRIED  
ALL/WEIGHTED**

**12. OTHER MATTERS**

None.

**13. CONSENT AGENDA**

**13.1 CONSENT AGENDA - FULL BOARD**

Moved By FACIO

Seconded By WADDINGTON

**THAT** the following Consent Agenda item 13.1.1 be endorsed:

**THAT** the Fraser Valley Regional District Board respond to the referral from Telus Communications for the installation of a new communications tower at 59600 Lougheed Highway, Electoral Area "B" with the following comments:

1. The scope of proposed public consultation is satisfactory to the Fraser Valley Regional District, provided consultation with Skawahlook First Nation is undertaken. Telus Communications will provide documentation confirming the consultation is complete.
2. Telus Communications will obtain non-farm use approval from the Agricultural Land Commission.
3. Telus Communications will obtain a building permit prior to construction.
4. Telus Communications will provide information to FVRD on the potential for other telecommunication companies to co-locate on the proposed tower.

**CARRIED  
ALL/UNWEIGHTED**

**14. ADDENDA ITEMS/LATE ITEMS**

None.

**15. REPORTS FROM COMMITTEE MEETINGS - FOR INFORMATION**

**15.1 2018 Southern Interior Waste Managers' Association Conference - Overview [October 2018 RACS]**

**16. ITEMS FOR INFORMATION AND CORRESPONDENCE**

- 16.1 Fraser Basin Fraser Valley Update - October, 2018**
- 16.2 Letter dated October 4, 2018 from Ministry of Attorney General regarding issuance of licences for the retail sale of non-medical cannabis on or after October 17, 2018.**
- 16.3 Thank You Card from Elizabeth's Wildlife Centre to FVRD for donation.**
- 16.4 Thompson-Nicola Regional District Board Highlights - September 20, 2018**
- 16.5 Squamish-Lillooet Regional District Update - Augsut, 2018**
- 16.6 Squamish-Lillooet Regional District Update - September 2018**

**17. REPORTS BY STAFF**

None.

**18. REPORTS BY BOARD DIRECTORS**

Bill Dickey thanked the Board, and recognized the contribution of Electoral Area Directors Ray Boucher and Alec Niemi, highlighting their contributions to the Board.

Leo Facio expressed his pleasure of working with the FVRD Board, and thanked all the Directors for their service.

Wilfried Vicktor thanked the FVRD Board and spoke to the benefits of working together with his fellow Directors, and welcomed Board members to visit him in Hope.

Sam Waddington thanked his fellow Board members and acknowledged Mayor Elect Ken Popove, and noted his appreciation for the FVRD staff.

Ray Boucher commented that the years he has spent at the FVRD have been rewarding and good. He highlighted his appreciation for FVRD staff.

Alec Niemi expressed his appreciation for FVRD staff, including CAO, Paul Gipps. He also expressed his appreciation for guidance from fellow Directors around the Board table.

John Van Laerhoven noted his pleasure in working with and getting to know all his fellow Board members. He expressed his appreciation for staff and CAO, Paul Gipps.

Chuck Stam congratulated Directors on their re-election, and wished them well in their next four years of service. He thanked the staff and noted the transformation of the

FVRD over the past number of years; as well as the excellent leadership by CAO Gipps which has brought the shine back to the FVRD.

Jim Hinds thanked the Board for the past four years, and encouraged the Board to continue on its great work.

Chair Lum – thanked Board members for their support over the last two terms as Chair. He noted that it has been a group effort, and that he has learned from all Directors around the table. He wished the best to all Directors who would not be returning next term, and welcomed the new incoming Directors.

Mr. Gipps reminded the Board of the upcoming November 13, 2018 presentation by governance expert, George Cuff.

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

None.

**20. ADJOURNMENT**

Moved By FACIO  
Seconded By NIEMI

**THAT** the Fraser Valley Regional District Board Open Meeting of October 23, 2018 be adjourned.

**CARRIED  
ALL/UNWEIGHTED**

The meeting was adjourned at 7:36 p.m.

MINUTES CERTIFIED CORRECT:

---

Director Jason Lum, Chair

---

Corporate Officer/Deputy

**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 authorize its signatories to enter into a contract with Urban Systems Ltd to provide engineering consulting services for detailed design and equipment selection for the Cultus Lake North Wastewater Treatment Plant for the sum of \$399,000 plus taxes.

**CARRIED  
ALL/WEIGHTED**

I, Paul Gipps, Chief Administrative Officer, declare as follows:

1. Chair Lum and Director Dixon have informed me they consider the award of the contract to Urban Systems Ltd to provide engineering consulting services for the Cultus Lake North Wastewater Treatment Plant to be urgent due to the project's aggressive schedule, 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: October 25, 2018

  
Paul Gipps  
Chief Administrative Officer

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

Dated: October 25, 2018

  
Jason Lum, Chair

**Award of Contract to Urban Systems**  
**(Cultus Lake North Wastewater Treatment Plant)**  
**Weighted Voting [ S.783 LGA ]**

<b>Director's Name</b>	<b>Jurisdiction</b>	<b>No. of Votes Assigned</b>	<b>For</b>	<b>Against</b>
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	5	Yes	
Director Patricia Ross	City of Abbotsford	5	Yes	
Director Moe Gill	City of Abbotsford	5		
Director Dave Loewen	City of Abbotsford	5	Yes	
Director Kelly Chahal	City of Abbotsford	5	Yes	
Director Ross Siemens	City of Abbotsford	4	Yes	
Director Sharon Gaetz	City of Chilliwack	5	Yes	
Director Jason Lum	City of Chilliwack	5	Yes	
Director Chuck Stam	City of Chilliwack	4	Yes	
Director Sam Waddington	City of Chilliwack	4		
Director Pam Alexis	District of Mission	4	Yes	
Director Jim Hinds	District of Mission	4		
Director John Van Laerhoeven	District of Kent	2		
Director Wilfried Vicktor	District of Hope	2		
Director Leo Facio	Village of Harrison Hot Springs	1	Yes	

Total votes possible	68
Total number of votes recorded	51
Total votes required to carry resolution (weighted)	35
Total votes recorded in affirmative	51
Opposed	-

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** the conference room and kitchen be provided at no charge to Hope Secondary School for the purposes of hosting the Wine and Craft Beer Tasting Fundraiser on November 16, 2018.

**[RCAS 50-2018]**

**CARRIED**

I, Paul Gipps, Chief Administrative Officer declare as follows:

1. The Recreation, Culture & Airpark Services Commission has informed me that they approve that the conference room and kitchen be provided at no charge to Hope Secondary School for the purposes of hosting the Wine and Craft Beer Tasting Fundraiser on November 16, 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: October 29, 2018

---

Paul Gipps  
Chief Administrative Officer

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

Dated: October 29, 2018

---

Director Dennis Adamson  
Chair  
Recreation, Culture & Airpark  
Services Commissioner

**Special Minute RCASC October 29, 2018**

**Recording of Votes**

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

Total votes possible	7
Total number of votes recorded	5
Total votes required to carry resolution	4
Total votes recorded in affirmative	5
Opposed	0



# MEMO TO MEMBERS

November 19, 2018

**TO: UBCM MEMBERS**  
Attn: Elected Officials of Member Local Governments and First Nations

**FROM: UBCM EXECUTIVE**

**RE: NOTIFICATION OF EXECUTIVE VACANCIES**

---

The purpose of this memo is to notify members of the direction taken by the Executive at their meeting on November 16, 2018 with regards to Executive vacancies as a result of the 2018 Local Government Elections.

At the meeting, Executive members were advised of five vacancies, and the process for filling those vacancies in accordance with the UBCM Bylaws and Policies:

- Second Vice President \* – Executive CANNOT appoint a Vice President, but may ask a sitting VP to move up and fill a vacancy; and Executive has the further option of appointing an additional “acting” Director at Large to ensure a full board complement of 21 members.
- Director at Large (1) – Executive may appoint an eligible elected official.
- Vancouver Metro Area Representative (1) – Executive may appoint an eligible elected official.
- City of Vancouver Representative – City of Vancouver has made its re-appointment; Councillor Pete Fry.
- GVRD/Metro Vancouver Representative – Metro will make a re-appointment; that process is underway.

The UBCM Bylaws and Policies, grant the Executive discretion on whether or not to fill vacancies (see Appendix A for extracts of both documents). Upon consideration of the Bylaws and Policies the Executive endorsed the following direction:

- Executive proceed to notify the membership of the vacancies on the Executive and seek expressions of interest for each of these positions:
  - Director at Large – 2 positions are available, to ensure a full board complement of 21 members
  - Vancouver Metro Area Representative – 1 position available
- Executive agreed that the three vacancies should be filled prior to the next Executive meeting scheduled for February 20-22, 2019.

\* In accordance with the Bylaws, Third VP, Councillor Brian Frenkel has moved to Second VP as a result of the vacancy left in this position.



## Next Steps

This memo serves as notification to the membership that the UBCM Executive wishes to fill vacancies for:

- Director at Large (2);
- Vancouver Metro Area Representative (1)

The process for filling vacancies will follow the process outlined in s. 9.5 of the Executive Policies.

## Eligibility for Office

*Director At Large (2)* – this position is open to all elected officials of UBCM.

*Vancouver Metro Area Representative (1)* – this position is open to elected members of either, or both, a council of a member municipality of the GVRD or of the GVRD Board (a list of eligible local governments is attached as Appendix B).

## Process

Eligible elected officials interested in applying for either of these positions are encouraged to submit an expression of interest for **one** of these vacancies, as outlined in s. 9.5 of the Executive Policies. We would ask that potential candidates complete the attached nomination form (Appendix C) and return it by email to the attention of the Past President. Candidates are also encouraged to provide a short bio (not more than 300 words) with their nomination form. All materials can be sent to the attention of Past President, Councillor Murry Krause, care of the following email address: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca)

**The submission deadline for expressions of interest (nomination form and bio) is:  
Friday December 14, 2018.**

The Executive will consider all expressions of interest and make a decision regarding whom they will appoint to fill these three vacancies.

Following Executive deliberations, all members will be notified of the Executive's decision. Newly appointed board members will be invited to attend the February 20-22, 2019 Executive meeting in Victoria.

If you have any questions about the process please contact Councillor Murry Krause, Past President at [murry\\_krause@telus.net](mailto:murry_krause@telus.net) or Marie Crawford, General Manager, Richmond Operations at 604-270-8226 ext. 104 or by email: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca).

We welcome eligible interested candidates to apply. For further information about UBCM and the Executive please see the UBCM website.

<http://www.ubcm.ca/EN/main/about/executive/executive-members.html>

## EXTRACTS FROM THE UBCM BYLAWS AND EXECUTIVE POLICIES

### UBCM Bylaws

Section 2 of the UBCM Bylaws provides the following definition for officers:

2. *The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.*

Section 3(d) speaks to filling vacancies: (*bold italics indicate relevant sections*)

- (d) ***No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union*** and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union. ...

*In the event of a vacancy:*

- amongst the Officers, other than President, the ***Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large*** equal to the number of vacancies;
- amongst the ***Directors at Large***, the Small Community Representative, the Electoral Area Representative, or the ***Vancouver Metro Area Representatives***, ***the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;***
- *in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.*

### Executive Policies

Section 9.5 of the Executive Policies outlines the process for appointing replacements:

#### **9.5 VACANCIES ON THE EXECUTIVE**

*If one or more Executive positions become vacant following a local government election, the Executive is authorized to appoint a replacement according to the following process.*

1. *UBCM shall notify local governments of any vacancy on the UBCM Executive and distribute information about the process for appointing a replacement. The Executive shall invite expressions of interest from local government elected officials who wish to fill the vacant position(s).*
2. *An expression of interest must be supported by two elected officials from UBCM member local governments.*
3. *An interested candidate may submit an expression of interest for one position only.*
4. *Expressions of interest shall be forwarded to the Past President, care of the UBCM office. The Past President will prepare a report for the Executive on the materials received.*

**Vancouver Metro Area Representative – List of Eligible Members**

Anmore  
Belcarra  
Bowen Island  
Burnaby  
Coquitlam  
Delta  
Electoral Area A (Metro Vancouver)  
Langley City  
Langley Township  
Lions Bay  
Maple Ridge  
New Westminster  
North Vancouver City  
North Vancouver District  
Pitt Meadows  
Port Coquitlam  
Port Moody  
Richmond  
Surrey  
Tsawwassen First Nation  
Vancouver  
West Vancouver  
White Rock

**<sup>1</sup>NOMINATIONS FOR THE 2018/2019 UBCM EXECUTIVE**

We are qualified under the UBCM Bylaws to nominate<sup>1</sup> a candidate and we nominate:

Name: \_\_\_\_\_

Position: (Mayor/Chief/Councillor/Director): \_\_\_\_\_

Mun/RD/First Nation represented: \_\_\_\_\_

Nominated for (*pick one only*): ☐ Director At Large ☐ Vancouver Metro Area Representative

**NOMINATED BY:**

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Elected Position: \_\_\_\_\_ Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_ Mun/RD/First Nation: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**CONSENT FORM**

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws<sup>2</sup>.

**CANDIDATE:**

Name: \_\_\_\_\_ Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Nominated for (*pick one only*): ☐ Director At Large ☐ Vancouver Metro Area Representative

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submission Deadline: December 14, 2018**

<sup>1</sup> Nominations require two elected officials of members of the Union [Bylaw 4(b)].

<sup>2</sup> All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].  
Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

To: CAO for the Fraser Valley Regional District Board  
From: Jaime Reilly, Manager of Corporate Administration/  
Chief Election Officer

Date: 2018-11-27

File No: 4200-20-2018 Election

**Subject: Results of the Judicial Recount for Electoral Area C**

---

### INTENT

This report is intended to advise the Fraser Valley Regional District Board of Information pertaining to the results of the judicial recount for Electoral Area C. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

A report dated October 23, 2018 was provided to the Board indicating that following a tie vote in the election for the office of Electoral Area Director for Electoral Area C, the Chief Election Officer would be applying to the Provincial Court for a judicial recount.

The *Local Government Act* requires that following the completion of a judicial recount, the Chief Election Officer shall provide a supplemental report to the Board advising as to the outcome of the judicial recount.

### DISCUSSION

Following an application for judicial recount on Wednesday, October 31, Judge Ormiston ordered that the judicial recount be held on Friday, November 2, 2018. The judicial recount took place before Mr. Justice Hamilton in the Chilliwack Courthouse on Friday, November 2, 2018

After the review of all 371 ballots for the election of Electoral Area C, Justice Hamilton determined there to be a tie between candidate Wendy Bales and candidate Annie Silver, with each candidate receiving 136 votes.

As per the Fraser Valley Regional District Election Procedures Bylaw No. 1442, 2018, in the event of a tie vote after a judicial recount, the results are to be determined by lot rather than a runoff election.

The name of each candidate was written on a piece of paper, deposited into a box and shaken. Justice Hamilton then withdrew one piece of paper, and officially declared Wendy Bales to be elected to the office of Electoral Area Director for Electoral Area C.

## **COST**

The legal costs associated with applying for a judicial recount for the FVRD is approximately \$10,000 which will be paid for from the Electoral Area elections budget, funded only by the FVRD Electoral Areas.

## **CONCLUSION**

Following a tie vote for candidate Wendy Bales and candidate Annie Silver, the FVRD's Chief Election Officer was required to bring forward an application to the Provincial Court for judicial recount. After a draw by lot was conducted by Justice Hamilton, Wendy Bales was declared elected to the office of Electoral Area Director for Electoral Area C.

## **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported.

To: Fraser Valley Regional District Board  
From: Kristy Hodson, Manager of Financial Operations

Date: Click to enter a date.  
File No: 1850-20 / 007

**Subject: Grant-In-Aid Request – Sts’ailes Christmas Committee, Electoral Area “C”**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$350 to the Sts’ailes Christmas Committee, funded from the Electoral Area “C” grant-in-aid budget to support their annual Christmas celebration, with the students in the community school.

### STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

### BACKGROUND

The request for funding is eligible under the “Activities/ programs which are accessible to a large portion of the electoral area” option.

### DISCUSSION

Sts’ailes Christmas Committee raises funds to provide a gift to each of the children who live in their community and attend their community school. Annually, the community shares a turkey dinner bringing together infants to elders and a gift is provided to each child in the spirit of Christmas.

The Sts’ailes Christmas Committee is asking for support to help provide for this Christmas event. Sts’ailes has offered the option to post the FVRD logo at the event, on their website and in their community newsletter, “The Beating Heart” with this contribution.

### COST

The \$350 cost will be funded from the Electoral Area “C” grant-in-aid budget which has sufficient funds to support this request.

## **CONCLUSION**

A grant-in-aid application has been received from Sts'ailes Christmas Committee seeking support for their annual Christmas event.

## **COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported.





Mali Klesmes!

Merry Christmas!



October 26, 2018

I am writing on behalf of the Sts'ailes Christmas Committee to share our Christmas goal of raising funds to provide gifts for all the children who live in our community and attend our Community School. Every year community members from infants to elders unite to share a turkey dinner in the spirit of Christmas and Santa gives each child and youth a gift. Last year 330 children and youth received a gift and over 550 people enjoyed Christmas dinner, door prizes, and Christmas carols.

Every year we diligently raise funds, including raffle draws and running a local canteen in our administration office to offset the costs. We invite contributions from organizations like yours to help us meet our goal. For your consideration, we have the following sponsorship categories:

<b>Platinum:</b>	\$350.00
<b>Gold:</b>	\$250.00
<b>Silver:</b>	\$200.00
<b>Bronze:</b>	\$100.00



Of course, any amount that you can contribute would be a true Christmas blessing. With the help and generosity of people and organizations like yours we can continue to ensure that our children and families have a wonderful Christmas time. In appreciation for your generosity we provide a tax receipt as well as the option to post your logo at the event, on our website, and in our community newsletter "The Beating Heart".

If you have any questions, please contact me via email: [Linda.Pettis@stsailles.com](mailto:Linda.Pettis@stsailles.com) or via phone: 604-796-2116 (ext. 270) at the Sts'ailes Administration Building. Thank you for your time and happy holidays!

Sincerely,

Linda Pettis

Linda Pettis  
Sts'ailes Christmas Committee

OCT

FRASER VAL

DEPARTMENT

Jaime R



**Mali Klesmes!**  
**Merry Christmas!**  
**From Sts'ailes**

If you would like to make a donation please  
make cheque payable to "Sts'ailes".  
Happy Holidays!



To: CAO for the Fraser Valley Regional District Board  
From: Kristy Hodson, Manager of Financial Operations

Date: 2018-11-27  
File No: 1850-20 / 008

**Subject: Grant-In-Aid Request – Hatzic Prairie Recreation Commission, Electoral Area “F”**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,000 to the Hatzic Prairie Recreation Commission to assist with the costs of the ventilation system for the Hatzic Prairie Community Hall, 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

The Hatzic Prairie Recreation Commission is a Community Hall that serves Hatzic Prairie, providing a meeting space for crafts, senior drop-ins, and community functions.

The Hatzic Prairie Recreation Commission is requesting a \$5,000 grant-in-aid to assist with the costs of their ventilation/ air conditioning project.

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

### COST

The \$5,000 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 the Hatzic Prairie Recreation Commission seeking support to fund a ventilation project for the Hatzic Prairie Community Hall.

## **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: Hatzic Prairie Recreation Commission

Mailing Address: 9079 Sylvester Rd Mission BC V2V 4S1

Email Address: gloriaking1e.shaw.ca

Contact:

Felix Leuzinger 604 826-9764  
Name Telephone/Fax Number

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

Hatzic Prairie Community Hall is a not for profit hall. The hall is used by the community for events such as crafting, meetings, weddings + community get togethers.

### APPLICATION SUMMARY:

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

To assist in completing the air conditioning for the Hall

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

Amount of Grant Requested: \$ 5,000.<sup>00</sup>/<sub>100</sub>

**\*\*Please note:** grants over \$4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Felix Leuzinger  
Signature of Authorized Signatory and Title

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Electoral Area Director \_\_\_\_\_

## Hatzic Prairie Recreation Commission

Felix Leuzinger  
9079 Sylvester Road  
Mission, BC V2V 4J1

October 24, 2018

Fraser Valley Regional District  
Electoral Area F

### **Re: Hatzic Prairie Community Hall**

Dear FVRD;

The Hatzic Prairie Community Hall is asking for funding to assist in helping us complete our parking lot project, along with the completion of our summer ventilation system. We are also hoping to add fencing to the surrounding yard in the near future.

During the past year or so, the FVRD has graciously help with funding to pave our parking lot, surround the parking area with lock blocks and secure our lot with a gate. We are truly grateful.

As you know, our community hall has been standing since 1933. Without annual repairs and security measures, it would be unlikely to use or rent our hall in a safe and efficient manner.

Once again, we are requesting a grant to help us complete some of the above projects that so badly need attending to.

Yours sincerely,



Felix Leuzinger  
Chair  
Hatzic Prairie Hall

# Hatzic Prairie Recreation Commission

## Income Statement Jan 01, 2018 to Oct 25, 2018

### REVENUE

<b>Revenue</b>		
Rental Revenue	1,900.00	
Rental Deposit	0.00	
Country Market/Function Reven...	0.00	
Dance Revenue	0.00	
Membership Revenue	46.00	
Interest / Dividend Revenue	42.03	
Revenue Total		1,988.03
Grants	0.00	
Donations	2,000.00	
Grants/Donations Total		2,000.00
<b>Net Revenue</b>		<b>3,988.03</b>
<b>TOTAL REVENUE</b>		<b>3,988.03</b>

### EXPENSE

<b>Expenses</b>		
Yard / Maintenance Expense	331.04	
Telephone Expense	842.70	
Utilities Expense	1,319.71	
Hall Repairs & Maintenance	9,975.00	
Cleaning Supplies Expense	0.00	
Office Expense	0.00	
Advertising Expense	0.00	
Insurance Expense	0.00	
Miscellaneous Expense	0.00	
Events Expense	1,395.00	
Interest / Service Charges Expen...	0.00	
<b>Total Expenses</b>		<b>13,863.45</b>
<b>TOTAL EXPENSE</b>		<b>13,863.45</b>
<b>NET INCOME</b>		<b>-9,875.42</b>

# Hatzic Prairie Recreation Commission

## Balance Sheet As at Oct 25, 2018

### ASSET

<b>Current Assets</b>		
Petty Cash	28.00	
Bank Account Chequings	9,987.34	
Term Deposit	1,267.18	
Equity "A" Shares	44.34	
Shares	0.10	
Gaming Account	4,279.43	
Cash Total		15,606.39
Accounts Receivable	0.00	
Allowance for Bad Debts	0.00	
Net Accounts Receivable		0.00
<b>Total Current Assets</b>		<u>15,606.39</u>
<b>TOTAL ASSET</b>		<u>15,606.39</u>

### LIABILITY

<b>Current Liabilities</b>		
Accounts Payable		-94.59
<b>Total Current Liabilities</b>		<u>-94.59</u>
<b>TOTAL LIABILITY</b>		<u>-94.59</u>

### EQUITY

<b>Owner's Equity</b>		
Capital	25,576.40	
Current Earnings	-9,875.42	
<b>Total Owner's Equity</b>		<u>15,700.98</u>
<b>TOTAL EQUITY</b>		<u>15,700.98</u>
<b>LIABILITIES AND EQUITY</b>		<u>15,606.39</u>

# Hatzic Prairie Recreation Commission

## Trial Balance As at Oct 25, 2018

Ac...	Account Description	Debits	Credits
1005	Petty Cash	28.00	-
1010	Bank Account Chequings	9,987.34	-
1015	Term Deposit	1,267.18	-
1020	Equity "A" Shares	44.34	-
1021	Shares	0.10	-
1025	Gaming Account	4,279.43	-
1200	Accounts Receivable	0.00	-
1210	Allowance for Bad Debts	0.00	-
2010	Accounts Payable	94.59	-
3500	Capital	-	25,576.40
4010	Rental Revenue	-	1,900.00
4020	Rental Deposit	-	0.00
4030	Country Market/Function Revenue	-	0.00
4040	Dance Revenue	-	0.00
4045	Membership Revenue	-	46.00
4050	Interest / Dividend Revenue	-	42.03
4060	Grants	-	0.00
4070	Donations	-	2,000.00
5010	Yard / Maintenance Expense	331.04	-
5020	Telephone Expense	842.70	-
5030	Utilities Expense	1,319.71	-
5040	Hall Repairs & Maintenance	9,975.00	-
5050	Cleaning Supplies Expense	0.00	-
5055	Office Expense	0.00	-
5060	Advertising Expense	0.00	-
5065	Insurance Expense	0.00	-
5070	Miscellaneous Expense	0.00	-
5075	Events Expense	1,395.00	-
5080	Interest / Service Charges Expen...	0.00	-
		<u>29,564.43</u>	<u>29,564.43</u>



# Hatzic Prairie Recreation Commission

## Income Statement Jan 01, 2017 to Dec 31, 2017

### REVENUE

#### Revenue

Rental Revenue	3,050.00	
Rental Deposit	0.00	
Country Market/Function Reven...	905.00	
Dance Revenue	0.00	
Membership Revenue	30.00	
Interest / Dividend Revenue	48.59	
Revenue Total		4,033.59
Grants	53,050.00	
Donations	0.00	
Grants/Donations Total		53,050.00
Net Revenue		57,083.59

**TOTAL REVENUE** 57,083.59

### EXPENSE

#### Expenses

Yard / Maintenance Expense	35,635.44	
Telephone Expense	1,013.50	
Utilities Expense	2,304.29	
Hall Repairs & Maintenance	0.00	
Cleaning Supplies Expense	71.40	
Office Expense	40.00	
Advertising Expense	0.00	
Insurance Expense	1,285.00	
Miscellaneous Expense	941.07	
Events Expense	1,575.00	
Interest / Service Charges Expen...	-0.36	
Total Expenses		42,865.34

**TOTAL EXPENSE** 42,865.34

**NET INCOME** 14,218.25

# Hatzic Prairie Recreation Commission

## Balance Sheet As at Dec 31, 2017

### ASSET

#### Current Assets

Petty Cash	12.00	
Bank Account Chequings	20,189.21	
Term Deposit	1,255.26	
Equity "A" Shares	42.76	
Shares	0.00	
Gaming Account	4,266.25	
Cash Total		25,765.48
Accounts Receivable	0.00	
Allowance for Bad Debts	0.00	
Net Accounts Receivable		0.00
<b>Total Current Assets</b>		<b>25,765.48</b>

**TOTAL ASSET** **25,765.48**

### LIABILITY

#### Current Liabilities

Accounts Payable	216.51
<b>Total Current Liabilities</b>	<b>216.51</b>

**TOTAL LIABILITY** **216.51**

### EQUITY

#### Owner's Equity

Capital	11,330.72
Current Earnings	14,218.25
<b>Total Owner's Equity</b>	<b>25,548.97</b>

**TOTAL EQUITY** **25,548.97**

**LIABILITIES AND EQUITY** **25,765.48**

# Hatzic Prairie Recreation Commission

## Trial Balance As at Dec 31, 2017

Ac...	Account Description	Debits	Credits
1005	Petty Cash	12.00	-
1010	Bank Account Chequings	20,189.21	-
1015	Term Deposit	1,255.26	-
1020	Equity "A" Shares	42.76	-
1021	Shares	0.00	-
1025	Gaming Account	4,266.25	-
1200	Accounts Receivable	0.00	-
1210	Allowance for Bad Debts	0.00	-
2010	Accounts Payable	-	216.51
3500	Capital	-	11,330.72
4010	Rental Revenue	-	3,050.00
4020	Rental Deposit	-	0.00
4030	Country Market/Function Revenue	-	905.00
4040	Dance Revenue	-	0.00
4045	Membership Revenue	-	30.00
4050	Interest / Dividend Revenue	-	48.59
4060	Grants	-	53,050.00
4070	Donations	-	0.00
5010	Yard / Maintenance Expense	35,635.44	-
5020	Telephone Expense	1,013.50	-
5030	Utilities Expense	2,304.29	-
5040	Hall Repairs & Maintenance	0.00	-
5050	Cleaning Supplies Expense	71.40	-
5055	Office Expense	40.00	-
5060	Advertising Expense	0.00	-
5065	Insurance Expense	1,285.00	-
5070	Miscellaneous Expense	941.07	-
5075	Events Expense	1,575.00	-
5080	Interest / Service Charges Expen...	-	0.36
		<u>68,631.18</u>	<u>68,631.18</u>

To: CAO for the Fraser Valley Regional District Board  
From: Kristy Hodson, Manager of Financial Operations

Date: 2018-11-27  
File No: 1850-20 / 002

**Subject: Grant-in-Aid Request – Cultus Lake Events & Activities, Electoral Area “H”**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Cultus Lake Events and Activities Committee with the grant being funded from the Electoral Area “H” grant-in-aid budget to help offset the costs of the annual community Christmas event.

### 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” option.

### DISCUSSION

The Cultus Lake Events and Activities Committee’s purpose is to create experiences that promote Community Spirit and Pride within Cultus Lake Park with activities that are meant for residents and non-residents.

The Committee is requesting a \$2,000 grant-in-aid to provide funds to help offset the costs of hosting the annual Cultus Lake Christmas community event for items such as promotion of the event as well as a small gift for each child who visits Santa.

Director Dixon is in support of providing a \$2,000 grant-in-aid.

## **COST**

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

## **CONCLUSION**

The Cultus Lake Events and Activities Committee have submitted a grant-in-aid application seeking financial support for their hosting of the annual community Christmas event running November 30 to December 1.

## **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: CULTUS LAKE PARK

Mailing Address: 4165 COLUMBIA VALLEY HIGHWAY

CULTUS LAKE, BC V2R 5B5

Email Address: bonny.bryant@cultuslake.bc.ca

Contact:

Bonny Bryant  
Name

604-847-2040  
Telephone/Fax Number

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

PLEASE SEE ATTACHMENT

### APPLICATION SUMMARY:

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

PLEASE SEE ATTACHMENT

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

PLEASE SEE ATTACHMENT

Amount of Grant Requested: \$ 2,000

\*\*Please note: grants over \$4,000 require a financial statement and/or report on the applicant to be provided with the application.

To the best of my knowledge, all the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

B. Bryant  
Chief Administrative Officer  
Signature of Authorized Signatory and Title

Amount Approved:

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Electoral Area Director

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

**Eligibility**

The Cultus Lake Park Events Committee is a community/volunteer committee led by a Cultus Lake Park Board member. The Cultus Lake Park Board is the governing body for Cultus Lake Park. <https://www.cultuslake.bc.ca/governance/>

**Application Summary****Project or purpose for which you require assistance.**

Cultus Lake Christmas is an annual community event, running on November 30 and December 1, 2018. It includes a range of family-friendly activities including the arrival of Santa Claus and the ability for children to meet and give him their gift wishes, the lighting of the holiday lights in the park, a children's colouring contest, a bonfire (managed by the Cultus Lake Volunteer Fire Department) and an artisans' gift market.

It provides the opportunity for residents of Cultus Lake Park and from throughout the FVRD and visitors to the region to visit Cultus Lake Park outside of the highly popular summer season – and to enjoy family-friendly fun during the winter holiday season.

This event also includes Christmas lights set up throughout the park for the month of December – helping people of the community to embrace “holiday spirit” and the season of giving.

**Statement as to how these funds will benefit the community.**

This is a family-friendly community event that helps build strong relationships among the residents of Cultus Lake Park and the greater community of FVRD. This grant will benefit the community by providing the opportunity for people to come together, to bring their children and grandchildren, and to connect with one another in a fun, lively and safe environment.

In addition, it encourages visitors to come to Cultus Lake Park during an off-season, showcasing the beauty of the area and the region in less busy months – helping to promote visits to the area outside of the highly popular and very busy summer months.

To: CAO for the Fraser Valley Regional District Board

Date: 2018-11-27

From: Reg Dyck, Manager of EA Emergency Services

File No: 3920-20/1503, 2018

**Subject: FVRD Electoral Area Volunteer Fire Department Establishment and Regulation  
Amendment Bylaw No. 1503, 2018**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018*.

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

Columbia Valley Volunteer firefighters receive remuneration for attending training at \$20.50 per weekly training session and \$20.50 per emergency callout.

Yale Volunteer Fire Department firefighters do not receive personal remuneration but the department receives a \$3000.00 Honourarium annually which is used for fire hall events such as a barbecue or Christmas dinner.

### DISCUSSION

EA Directors may recommend, from time to time, increasing remuneration and Honorariums' to EA fire departments as an appreciation of the fire department members service provided to the community.

Director Dixon has asked that the callout rate for Columbia Valley Fire Department be increased.

Director Adamson has asked for the Honourarium to the Yale Volunteer Fire Department be increased.



## **COST**

Columbia Valley Volunteer Fire Departments rate increase from \$20.50 per emergency callout to \$25.00 per callout. As emergency callout totals vary slightly from year to year this has been estimated to cost \$3357.00 per year to the Columbia Volunteer Fire Departments annual budget based on 2017 numbers.

The Yale Volunteer Fire Departments annual Honourarium would increase from \$3000.00 to \$5000.00, an increase of \$2000.00 to their budget

## **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. 1503, 2018

A bylaw to amend the Electoral Area Volunteer Fire Department regulations

---

**WHEREAS** the Board of Directors of the Fraser Valley Regional District (the "Board") has deemed it advisable to amend *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018*.

**THEREFORE** the Board enacts as follows:

1) **CITATION**

This bylaw may be cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018*.

2) **ENACTMENTS**

That *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018* be amended by:

- a) Deleting Schedule B in its entirety and substituting with Schedule B attached hereto and forming an integral part of this bylaw.

3) **SEVERABILITY**

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) **READINGS AND ADOPTION**

READ A FIRST TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

READ A SECOND TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

READ A THIRD TIME THIS \_\_\_\_\_ day of \_\_\_\_\_

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair/Vice-Chair

\_\_\_\_\_  
Corporate Officer/Deputy

5) **CERTIFICATION**

I hereby certify that this is a true and correct copy of *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Amendment Bylaw No. 1503, 2018* as adopted by the Board of Directors of the Fraser Valley Regional District on the

Dated at Chilliwack, B.C. this

---

Corporate Officer/Deputy

DRAFT

**FRASER VALLEY REGIONAL DISTRICT BYLAW NO. 1503, 2018**  
**Schedule B**

**ELECTORAL AREA VOLUNTEER FIRE DEPARTMENTS**  
**REMUNERATION**

DEPARTMENT	PRACTICE RATE	CALLOUT RATE	PAYROLL CYCLE	FIRE CHIEF HONORARIUM	DEPUTY F/C HONORARIUM	CAPTAIN HONORARIUM	TRAINING OFFICER HONORARIUM	LIEUTENANT HONORARIUM	FIREFIGHTER DUES	ADMIN HONORARIUM
BOSTON BAR	\$15.00	\$15.00	1/YR. (DECEMBER)	\$1,450.00/YR	\$1,130.00/YRS				\$112.00/YR	
CHILLIWACK RIVER VALLEY	\$15.00	\$20.00	1/YR (DECEMBER)	\$2,808.00/YR			\$288.00 AND \$194.00 (2 POSITIONS)			
COLUMBIA VALLEY	\$20.50	\$25.00	1/YR (NOVEMBER)	\$2,500.00/YR	\$1,250.00/YR	\$500.00/YR			\$100.00/YR	\$1,250/YR
HEMLOCK VALLEY	\$14.00	\$19.00	1/YR (DECEMBER)	\$2,520.00/YR						
NORTH FRASER	\$20.00	\$25.00	QUARTERLY	\$3,060.00/YR	\$1,800.00/YR	\$1,200.00/YR		\$600.00/YR	\$112.00/YR	
POPKUM	\$20.00	\$25.00	1/YR (DECEMBER)	\$3,000.00/YR	\$2,350.00/YR	\$1,000.00/YR		\$1,000.00/YR	\$200.00/YR	
YALE	\$5,000.00 TOTAL HONORARIUM TO DEPARTMENT		1/YR (SEPTEMBER)							

To: CAO for the Fraser Valley Regional District Board  
From: Suzanne Gresham, Director of Corporate Initiatives

Date: 2018-11-27  
File No: 0810-20/Canyon Tire

**Subject: Proposed Modification of Lease Agreement allowing for the assignment and renewal of the Lease Agreement with Canyon Tire Craft to new business owners [1056938 BC Ltd, dba Canyon Tire] – Electoral Area A**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute all legal instruments associated with the transfer and assignment of the Canyon Tire Craft Lease Agreement to new business owners 1056938 BC Ltd., dba Canyon Tire, and Ao Xuanhau in her personal capacity;

**AND THAT** the Fraser Valley Regional District Board exercise its option to renew the Lease Agreement for a further 5 year term, subject to further options to renew, and subject to a 2% increase in lease payments annually in each year of the renewal term;

**AND FUTHER THAT** early termination language in favour of the Fraser Valley Regional District be included in the Modification of Lease Agreement should the Fraser Valley Regional District Board consider disposing of the subject land and improvements during the term of the lease;

**AND FINALLY THAT** all other terms and conditions of the Lease Agreement remain in full force and effect under the Modification of Lease Agreement with the exception of the requirement for the Fraser Valley Regional District to undertake a Level 1 Baseline Environmental Assessment.

### STRATEGIC AREA(S) OF FOCUS

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

### BACKGROUND

The Fraser Valley Regional District owns 3 contiguous parcels of land along the Trans-Canada Highway in Boston Bar, BC. The properties were acquired from Chevron Canada in 1993 with the intention of building a volunteer fire department on the lands. It was determined thereafter that a new fire truck was a first priority and the fire hall was situated instead on near-by leased land and the subject properties have since been leased out to commercial enterprises engaged in providing vehicle repair and maintenance services and tire sales and servicing to the Area A community and the traveling public.

In late 2014, the Fraser Valley Regional District Board transferred and assigned the former *Kal Tire Lease* to a BC numbered company doing business as *Canyon Tire Craft*. The *Canyon Tire Craft Lease* is up for renewal at the end of 2018 and the owner of *Canyon Tire Craft* advised us of his interest in renewing the Lease Agreement early this fall as per the terms of the Lease Agreement. He also advised us of his intention of selling his business, which he has now achieved. Regardless of the sale of the business, our current Tenant [*Canyon Tire Craft*] remains liable under the existing Lease Agreement until such time as the Lease is transferred and assigned to the new owner [at the Board's discretion]. The new owner is currently operating the business day to day with the Lease Agreement remaining in the name of the former owner.

The Lease is due to expire at the end of December 2018, however, the Board has the option to renew the lease for a further term. Under the circumstances, should the Board renew the arrangement, it will be with the new owner and the Modification of Lease Agreement will allow for the transfer and assignment of the Lease to the new owner.

All Lease revenues are allocated to the Boston Bar/North Bend Volunteer Fire Department Service Area [Budget 211]. The lease payment is \$800.00/month based upon a fulsome 2017 property appraisal.

## **DISCUSSION**

The transfer and assignment of the current *Canyon Tire Craft Lease* to the new owner is largely a housekeeping matter. However, staff did want to assure the Board that we are confident that the new owner has the financial capability to meet the financial obligations set out in the [triple-net] Lease Agreement, including provisions for escalated annual lease payments, insurance, utilities, and property and other taxes.

We already have baseline environmental data on record which avoids the immediate requirement to undertake a Phase 1 Environmental Assessment, and it is recommended that this provision be eliminated under the proposed Modification of Lease Agreement. In due course, there may be requirements under provincial legislation to undertake further environmental assessments should the property be disposed of.

## **COST IMPLICATIONS**

At this time, Budget 211 relies on the receipt of these lease revenues in order to offset other operating costs. Budget 211 will have to bear the nominal costs of registering this lease on title and will continue to be responsible for costs that are not intended to be borne by the Tenant, e.g. structural repairs to the building.

## **CONCLUSION**

Until such time as the Board considers disposing of the subject property, it is important that we have a commercial tenant in possession of this property in order to offset operating costs for the Boston Bar/North Bend Volunteer Fire Department. The new owner of the business is fiscally responsible to the best of our information and belief and staff recommend that the former *Canyon Tire Craft Lease* be

transferred and assigned to 1056938 BC Ltd., dba *Canyon Tire*, and Ao Xuanhau in her personal capacity.

**COMMENTS BY:**

**Tareq Islam, Director of Engineering & Community Services**

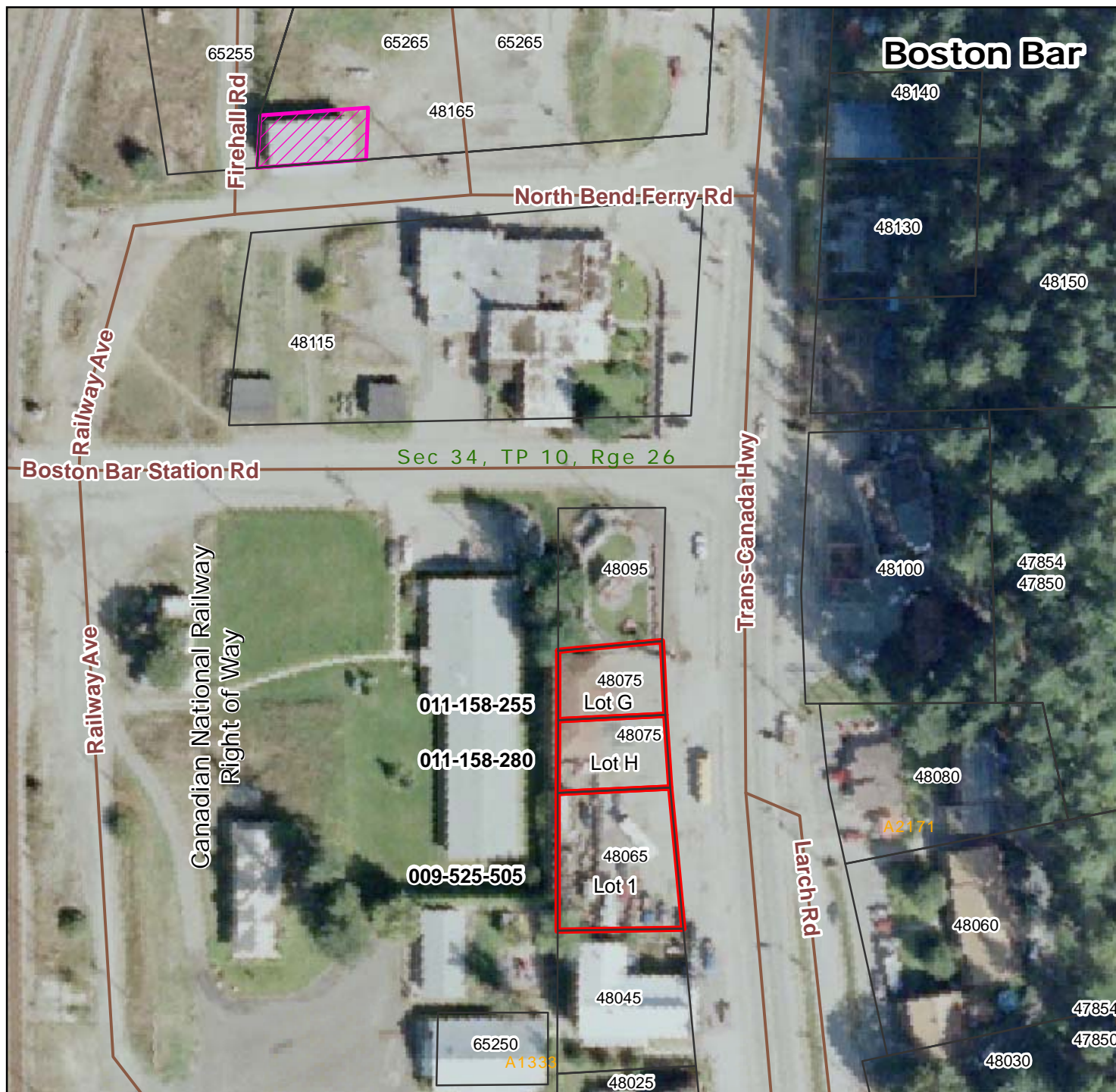
Review and supported.

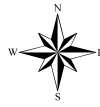

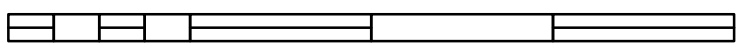






**Mike Veenbaas, Director of Financial Services**

Review and supported.

**Paul Gipps, Chief Administrative Officer**

Review and supported.



Fraser Valley Regional District			
Map Schedule for Lease Agreement			
 Meters 0    15    30    60    90    120		Scale 1:1,250	Date Created: June 22, 2017
 Roads	 Indian Reserves	 Waterbodies	 Boston Bar Firehall
 Parcels	 Lots Available for Lease		

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.  
2008 Airphoto courtesy of BC Hydro



To: CAO for the Fraser Valley Regional District Board  
From: Reg Dyck, Manager of Electoral Area Emergency Services

Date: 2018-11-27  
File No: 1855-30

**Subject: Grant Application for Evacuation Route Plan for Areas E and H**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board endorse a grant application of \$25,000 under UBCM's Community Emergency Preparedness Fund to create an Evacuation Route Plan for Electoral Areas "E" and "H".

### STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

### BACKGROUND

UBCM annually offers grant opportunities for a variety of programs. The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM). The Evacuation Route Planning funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000.

### DISCUSSION

Staff is recommending that FVRD apply for a CEPF grant to support efforts of Evacuation Route Planning in Electoral Areas E and H, including Soowahlie First Nation. This would look to further enhance planning work completed to date in areas that are challenged to successfully undertake an evacuation operation during an emergency. Staff is recommending an application for the maximum of \$25,000.

This recommendation is being brought directly to the Board in the interest of time as the deadline for a grant funding submission is November 30<sup>th</sup>, 2018.

## **COST**

As this grant funding stream can contribute a maximum of 100% of the cost of eligible activities, it is anticipated to have little budgetary impact should FVRD be successful. If unsuccessful it is anticipated that some level of funding will need to come from the Electoral Area Emergency Management budget in order to further develop a bare minimum evacuation plan.

## **CONCLUSION**

Staff is recommending that FVRD apply for funding of up to \$25,000 from UBCM's Community Emergency Preparedness Fund in order to fully develop Evacuation Route Plans for Electoral Areas E and H.

## **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 Basin Council publishes annual highlights and updates for its partners and funders around British Columbia. To review its work in B.C. from the past year, please go to these links:

[www.fraserbasin.bc.ca/\\_Library/Annual\\_Highlights/fbc\\_ubcm\\_update\\_2017-2018.pdf](http://www.fraserbasin.bc.ca/_Library/Annual_Highlights/fbc_ubcm_update_2017-2018.pdf)

[www.fraserbasin.bc.ca/\\_Library/Resources\\_Image/fbc\\_annual\\_highlights\\_2017-2018\\_web.pdf](http://www.fraserbasin.bc.ca/_Library/Resources_Image/fbc_annual_highlights_2017-2018_web.pdf)

#### **Cultus Lake Aquatic Stewardship Strategy**

- On Oct. 24, Chilliwack MLA Laurie Throness presented a statement on Cultus Lake in the Legislature. In it, Throness referenced the fact that Cultus Lake is undergoing eutrophication, which harms the quality of the water, of aquatic habitat and ecosystems. He asked all partners to work together to take necessary action to conserve the health of Cultus Lake. Scroll to pg 5863 (statements) of the Hansard link, [www.leg.bc.ca/content/hansard/41st3rd/20181024pm-Hansard-n167.pdf](http://www.leg.bc.ca/content/hansard/41st3rd/20181024pm-Hansard-n167.pdf)
- CLASS holds its next meeting Nov. 29, 2018 at 7 p.m. at the Cultus Lake Community School, with FVRD director of engineering Tareq Islam as a guest speaker.

#### **Fraser Valley Illegal Dumping Alliance – FVIDA**

- FVIDA held a special meeting Nov. 16/18 to discuss plans for the 12<sup>th</sup> annual Fraser River Cleanup in March 2019. (See [http://www.fraseriverkeeper.ca/FVIDA\\_events](http://www.fraseriverkeeper.ca/FVIDA_events) for past year's info.) The event has grown and is straining FVIDA volunteer efforts. Kevin Raffle from Woodtone Industries in Chilliwack will continue to oversee this event, however he has formed a committee with his co-workers, and will seek help from other FVIDA members to organize the event. The committee will further identify tasks and roles, and will meet again in January to begin executing plans for local gov't coordination, getting sponsors and volunteers.
- With funding through SwimDrinkFish Canada, Fraser Riverkeeper will engage someone for a one-year contract to facilitate the FVIDA committee, promote awareness of illegal dumping in the Fraser Valley, and develop other outreach strategies for engagement, awareness and education. The contractor will be named in December.
- City of Chilliwack rep Steve Clegg said the city's original public service ads from October to November (for Chilliwack's Waste Reduction Month) received a lot of positive feedback from citizens. The ads informed residents of the low tipping fees for waste items often found dumped illegally at remote sites (couches, appliances, renovation waste). The ads reached between 2,000 to 3000 people, and received about 300 online engagements at the time of the report. The ads also had the number and link to the RAPP line to report illegal dumping. Chilliwack will use the ad campaign next year, and it will run similar ads informing residents on what can be taken to the dump for free. See [chilliwack.com/stopdumping](http://chilliwack.com/stopdumping)

#### **Lower Mainland Flood Management Strategy – LMFMS**

- **Orphan Dikes** – Identification orphan dikes in B.C. (more than 100 so far) that have no local authority responsible for operations and maintenance continues. This project will be of particular interest to local governments where these structures are located. For details contact FBC's Charlene Menezes at [cmenezes@fraserbasin.bc.ca](mailto:cmenezes@fraserbasin.bc.ca) Orphan dikes were found at Frosst Creek adjacent to Lindell Beach at Cultus Lake, in Chilliwack River Valley, and by Norrish Creek.
- **Digital Elevation Model** – Funds have been secured to acquire new topographic and bathymetric data to fill data gaps and update the digital elevation model (DEM).
- **Seismic Vulnerability of Dikes** – Work continues on assessing seismic vulnerability of dikes and development of a seismic program. A contract with Sto:lo Research and Resource Management Centre (SRRMC) reviewed permitting processes for geotechnical investigations along dikes, and cultural site reviews of proposed borehole drill sites from Mission to Hope. An RFP is out this fall to select a contractor to conduct permitted geotechnical investigations and seismic assessment of the dikes.
- **Leadership Committee** – The second meeting of the committee was Sept. 5 focused on funding and governance as well as communications aspects of the Flood Strategy.

For more information, please contact:

Christina Toth at 604-864-9295, [ctoth@fraserbasin.bc.ca](mailto:ctoth@fraserbasin.bc.ca) | Bob Purdy at 604-488-5355, [bpurdy@fraserbasin.bc.ca](mailto:bpurdy@fraserbasin.bc.ca)



B.C.'s natural gas supply will be limited this winter.



Due to the rupture of the Enbridge-owned natural gas transmission pipeline, B.C.'s natural gas system will be challenged in times of high demand.

That's why we need our customers to reduce their use of natural gas over the coming months.

You can help by lowering your thermostat, shortening your showers and washing laundry in cold water.

For more information, visit **[fortisbc.com/reduceyouruse](https://fortisbc.com/reduceyouruse)** or contact **1-888-224-2710**.



The Region of BC's Best

# The Current



## Highlights from the Thompson-Nicola Regional District Board of Directors' Meeting of October 18, 2018

### Board Hears from Fair Vote Kamloops

Gisela Ruckert from Fair Vote Kamloops made a presentation to the Board about the upcoming BC referendum concerning proportional representation. Fair Vote Kamloops is the local chapter of Fair Vote Canada, a grassroots organization that is in favour of proportional representation. The referendum will decide if B.C. keeps the current "First Past the Post" voting system, or if it will change to a proportional representation voting system.

British Columbians will receive their voting packages from Elections BC starting October 22 and will have until November 30, 2018, to vote in the referendum.

For more information, visit <https://prorepfactcheck.ca/>

### United Way Provides Wildfire Assistance Update

The Board heard from Danalee Baker, Executive Director, and Kristi Rintoul, Senior Manager of Community Impact, from the United Way Thompson Nicola Cariboo. They provided an update about the organization's ongoing effort to help residents recover from the impact of BC wildfires.

### Funding Approved for Kamloops Arts Council

The Board agreed to provide \$5,000 towards the Art Exposed exhibition, which is presented by the Kamloops Arts Council. Art Exposed will showcase work from artists throughout the region from March 8 to 16,

2019. The TNRD has been a longtime sponsor of the exhibition.

### Fire Protection Service Area Establishment Bylaws Adopted

The Board adopted bylaws for the establishment of TNRD-administered fire protection service areas in Little Fort and Tobiano - Little Fort Fire Protection Service Area Establishment Bylaw No. 2655, 2018, and Tobiano Fire Protection Service Area Establishment Bylaw No. 2656, 2018.

The Board also adopted Tobiano Fire Protection Loan Authorization Bylaw No. 2657, 2018. This will allow for borrowing for the construction of a fire hall, which will take place once details of the project have been completed.

All three bylaws had been given third reading to at the July 19 Board meeting, and were then forwarded to the Inspector of Municipalities for approval before adoption.

The bylaws were the product of successful public assent processes in Little Fort and Tobiano. Service establishment is anticipated for January 1, 2019.

### Dangerous Dog Bylaw Adopted

The Board adopted Dangerous Dog Control Service Amendment Bylaw No. 2659, 2018. It will allow Electoral Area "A" (Wells Gray Country) to be included in the service. The bylaw had been given third reading to at the Aug. 16 Board meeting, and was then forwarded to the Inspector of Municipalities for approval before adoption.

**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 "T"*

*(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*



The Region of BC's Best

# The Current



## 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 amendment was prompted by a request from Electoral Area "A" Director Carol Schaffer. This addition will increase participation in the service to seven electoral areas.

### Board, Committees Meetings Schedule Approved

The Board of Directors and Committees meetings schedules for 2019 were approved by the Board. The Board of Directors meetings include the annual out-of-town Board Meeting which takes place in Chase on Aug. 14 and 15, 2019. Both schedules can be seen at [tnrd.ca](http://tnrd.ca).

### Pritchard Fire Department Gets Sprinkler Unit

The Board authorized staff to purchase a Type II Sprinkler Protection Unit, to a maximum of \$160,000 plus taxes, to be housed at the Pritchard Volunteer Fire Department.

Sprinkler protection units (SPUs) can help protect buildings or other flammable

infrastructure, and act similar to a large-rotating crop irrigation head. When water is scarce, large bladders provide the necessary amounts.

In August 2017, Electoral Area "L" Director Gillis requested that staff investigate the cost of a Structural Protection Unit Trailer and report back to the Board. Another similar motion was carried at the September Electoral Area Directors meeting in September 2017.

### Emergency Alert System to be Assessed

The Board agreed to evaluate the suitability AlertBC, the Province of BC's new emergency notification system, for suitable use by the TNRD's emergency operations centre (EOC).

AlertBC will be implemented by Emergency Management BC in 2019.

At the August Board meeting, the Board resolved that staff be directed to explore the cost of implementing an emergency notification system similar to the Cariboo Regional District and provide a report for consideration.