



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

Tuesday, February 12, 2019  
9:00 am  
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Jason Lum, City of Chilliwack, Chair  
Director Patricia Ross, City of Abbotsford, Vice Chair *(by teleconference)*  
Director Pam Alexis, District of Mission *(by teleconference)*  
Director Leo Facio, Village of Harrison Hot Springs *(by teleconference)*  
Alt. Director Chris Kloot, City of Chilliwack  
Director Sylvia Pranger, District of Kent  
Director Terry Raymond, Electoral Area A  
Director Peter Robb, District of Hope *(by teleconference)*  
Director Al Stobbart, Electoral Area G  
Director Orion Engar, Electoral Area E *(arrived 9:09 a.m.)*

Regrets: Director Henry Braun, City of Abbotsford  
Director Ken Popove, City of Chilliwack  
Director Bill Dickey, Electoral Area D

Staff Present: Paul Gipps, Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services  
Barclay Pitkethly, Director of Regional Programs  
Stacey Barker, Deputy Director of Regional Programs  
Jennifer Kinneman, Director of Corporate Affairs  
Christina Vugteveen, Manager of Parks  
Kristy Hodson, Manager of Financial Operations  
Jamie Benton, Environmental Services Coordinator  
Beth Klein, Accountant  
Janice Mikuska, Human Resources Manager *(part)*  
Matthew Fang, Network Analyst I  
Maggie Mazurkewich, Executive Assistant to CAO  
Chris Lee, Executive Assistant (Recording Secretary)

## **1. CALL TO ORDER**

Chair Lum called the meeting to order at 9:01 a.m.

CAO Paul Gipps advised that as part of the Strategic Planning process a form from the consultant will be emailed out shortly to Directors for their response.

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

Moved By RAYMOND  
Seconded By PRANGER

**THAT** the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of February 12, 2019 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 Minutes of the Regional and Corporate Services Committee Open Meeting - January 9, 2019**

Moved By FACIO  
Seconded By KLOOT

**THAT** the Minutes of the Regional and Corporate Services Committee Open Meeting of January 9, 2019 be adopted.

**CARRIED**

**5. CORPORATE ADMINISTRATION**

**5.1 UBCM Annual Convention: Vancouver, BC: September 23 to 27, 2019**

Moved By STOBART  
Seconded By PRANGER

**THAT** the Fraser Valley Regional District Board authorize the Board Chair, Board Vice Chair and Chief Administrative Officer to attend the 2019 Union of British Columbia Municipalities Convention to be held in Vancouver, BC between September 23 and 27, 2019;

**AND THAT** registration fees, accommodations and travel costs be approved from Budget 101.

**CARRIED**

**5.2 2019 Christmas Closure of FVRD Corporate Offices**

Mr. Gipps reported that for the past few years the FVRD office has been closed to the public between Christmas and New Year's Day. Under the Collective Agreement

sufficient notice is required to be given to staff. Staff are permitted to take vacation, earned days off and/or unpaid leaves of absence during these three days (December 27, 30 and 31, 2019).

Moved By PRANGER  
Seconded By FACIO

**THAT** the Fraser Valley Regional District Board approve the closure of the FVRD Corporate Offices to the public on December 27, 30 and 31, 2019.

**CARRIED**

## **6. FINANCE**

### **6.1 Board Remuneration – Impact of Municipal Officer’s Expense Allowance Exemption**

Mike Veenbaas, Director of Financial Services spoke to the recent changes made by the Federal Government to the *Income Tax Act*, resulting in the removal of a tax free allowance for up to 1/3 of a Board Director’s stipend. He noted that the actual impact per Director will vary depending on the Director’s total overall income level from all sources and any applicable income tax deductions/exemptions.

Members provided comments as to how their municipalities were dealing with this matter. It was noted that this subject will be discussed further at the upcoming Board meeting.

*Director Engar arrived at the meeting.*

## **7. REGIONAL PROGRAMS AND SERVICES**

### **7.1 ENVIRONMENTAL SERVICES**

#### **7.1.1 Geothermal Heat Pump Project at Hope and Area Recreation Centre Update**

Stacey Barker, Deputy Director of Regional Programs reported that an opportunity has come up for staff to submit an application under the *Investing in Canada Infrastructure program* for the Hope and Area Recreation Centre Geothermal Heat Recovery Project. Ms. Barker provided a brief update on the proposed geothermal heat pump system, noting that such a system at the Centre would decrease its carbon footprint, help realize long-term financial savings and ensure continued safe working conditions.

It was noted that staff are proposing to visit a facility in 100 Mile House which has this geothermal heat pump installed to check out the system.

Moved By RAYMOND  
Seconded By ROSS

**THAT** the Fraser Valley Regional District Board direct staff to submit a grant application of up to \$2 million to the Investing in Canada Infrastructure Program for the Hope and Area Recreation Centre Geothermal Heat Recovery Project;

**AND THAT** the Fraser Valley Regional District Board commit up to \$1.5 million in funding towards the project from Hope and Area Recreation Centre Service Area reserves.

**CARRIED**

#### **7.1.2 Electric Vehicle Chargers at the FVRD Main Office Building**

The report from the Environmental Services Coordinator providing information of an expansion to the electric vehicle charging infrastructure in the parking lot of the main FVRD office building was provided for information.

Staff noted that Level 2 charges will be provided for free. In response to a question regarding cost recovery, staff responded that by setting up the Level 2 chargers with their own electrical system, it will allow FVRD to analyze usage and this will provide the ability to provide for a cost recovery structure that would allow the chargers to cover the cost of the electrical supply.

#### **7.2 REGIONAL PARKS**

No items.

#### **7.3 STRATEGIC PLANNING AND INITIATIVES**

No items.

#### **7.4 OUTDOOR RECREATION AND PLANNING**

No items.

#### **8. ADDENDA ITEMS/LATE ITEMS**

None

#### **9. REPORTS BY STAFF**

Mr. Gipps acknowledged Barclay Pitkethly, who will be taking up a position with the District of Mission and thanked him for his contribution to the FVRD. Chair Lum recognized and also

thanked Barclay Pitkethly on the significant projects undertaken by him during his tenure at the FVRD.

**10. REPORTS BY DIRECTORS**

Committee members offered congratulations to Barclay Pitkethly on his new undertaking.

Improvement to the teleconferencing system was also acknowledged.

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

None

**12. RESOLUTION TO CLOSE MEETING**

Moved By STOBART  
Seconded By PRANGER

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

- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district.

**CARRIED**

The Open Meeting recessed at 9:24 a.m.

**13. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 9:42 a.m.

**14. RISE AND REPORT OUT OF CLOSED MEETING**

None

**15. ADJOURNMENT**

Moved By FACIO  
Seconded By KLOOT

**THAT** the Regional and Corporate Services Committee Open Meeting of February 12, 2019 be adjourned.

**CARRIED**

The Regional and Corporate Services Committee Open Meeting adjourned at 9:43 a.m.

MINUTES CERTIFIED CORRECT:

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Director Jason Lum, Chair