



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

Tuesday, July 9, 2019

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present: Director Bill Dickey, Electoral Area D, Chair
 Director Terry Raymond, Electoral Area A
 Director Dennis Adamson, Electoral Area B
 Director Wendy Bales, Electoral Area C
 Director Orion Engar, Electoral Area E
 Director Hugh Davidson, Electoral Area F
 Director Al Stobbart, Electoral Area G
 Director Taryn Dixon, Electoral Area H

Staff Present: Jennifer Kinneman, Acting Chief Administrative Officer
 Mike Veenbaas, Director of Financial Services/Chief Financial Officer
 Suzanne Gresham, Director of Corporate Initiatives
 Tareq Islam, Director of Engineering & Community Services
 Milly Marshall, Director of EA Special Projects
 Graham Daneluz, Deputy Director of Planning & Development
 Kristy Hodson, Manager of Financial Operations
 Sterling Chan, Manager of Engineering & Infrastructure
 Greg Price, Building Inspector (part)
 Louise Hinton, Bylaw Compliance and Enforcement Officer
 Adriana Snashall, Bylaw Compliance and Enforcement Officer
 Andrea Antifaeff, Planner I
 Robin Beukens, Planner I
 Matthew Fang, Network Analyst I
 Tina Mooney, Executive Assistant to CAO and Board
 Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

Also Present: Alternate Director Diane Rodrigue, Electoral Area C
 Roger and Rosemary Burrows (*as per item 4.1*)

1. CALL TO ORDER

Chair Dickey called the meeting to order at 1:28 p.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND
Seconded By DAVIDSON

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of July 9, 2019 be approved;

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

CARRIED

3. SHOW CAUSE HEARING(S)

3.1 Building Bylaw and BC Building Code Contraventions at 43785 Ryall Road, Electoral Area C, Legally Described as: Lot 139, Section 22 Township 24 New Westminster District Plan 32595 (PID: 006-746-063).

Louise Hinton provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 43785 Ryall Road, Electoral Area C and the efforts of staff to encourage voluntary compliance by the property owners.

No comments were offered from the public.

Moved By ADAMSON
Seconded By BALES

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013 and the BC Building Code*, at 43785 Ryall Road, Electoral Area C, Fraser Valley Regional District, British Columbia (Legally described as: Lot 139, Section 22 Township 24 New Westminster District Plan 32595 (PID: 006-746-063)).

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Roger and Rosemary Burrows

Roger Burrows spoke to his application for a Development Variance Permit 2019-19 with respect to 19 Lakeshore Drive, Cultus Lake Park in Electoral Area "H". He is proposing to provide two 90 degree parking spaces partly on-site and partly within the road right-of-way, and that the vehicles be parked at 90 degrees

within the bylaw-permitted space, rather than parallel. He noted that there is no benefit from providing more clearance for the street and the only impact would be on the owners losing square footage on the 'main' floor of their home, and the inconvenience of having to move the parallel parked car to access the other. He reported that they intend to build a new home after completion and occupancy in September.

Mr. Burrows further reported that at the Cultus Lake Advisory Planning Commission Meeting on June 19, 2019 the motion to support approval of the Development Variance Permit 2019-19 was defeated, and concluded his presentation by urging the Committee to vote in favour of the variance.

5. MINUTES/MATTERS ARISING

5.1 Draft Minutes of the Electoral Area Services Committee Meeting - June 11, 2019

Moved By STOBART
Seconded By RAYMOND

THAT the Minutes of the Electoral Area Services Committee Open Meeting of June 11, 2019 be adopted.

CARRIED

5.2 Draft Minutes of the Electoral Area Services Committee Meeting - June 25, 2019

Moved By ADAMSON
Seconded By DIXON

THAT the Minutes of the Electoral Area Services Committee Open Meeting of June 25, 2019 be adopted.

CARRIED

5.3 Draft Cultus Lake Advisory Planning Commission - June 19, 2019

An error was identified in the draft Cultus Lake Advisory Planning Commission, and will be corrected.

6. CORPORATE ADMINISTRATION

No items.

7. FINANCE

7.1 Electoral Area Director's Remuneration

Moved By DAVIDSON
Seconded By ADAMSON

THAT the Committee direct Staff to adjust the Board Director – Electoral Area, EASC Chair and EASC Vice Chair add-ons so that the total remuneration received by an Electoral Area Director is given wage parity with the net “take home” pay received in 2018;

AND THAT the increase to the electoral area add-ons be funded through the Electoral Area Administration Budget 102.

CARRIED

7.2 Grant-In-Aid Request – McConnell Creek Farmers Institute, Electoral Area “F”

Moved By DAVIDSON
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board approve a Grant-in-Aid to the McConnell Creek Farmers Institute (community hall) in the amount of \$5,000 to be funded from the 2019 Electoral Area “F” grant-in-aid budget to assist with the costs of completing the expanded covered area, including wiring for lighting and paint for the interior of the building.

CARRIED

8. ENGINEERING & UTILITIES

No items.

9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Application for Development Variance Permit 2019-18 to reduce the setbacks from a highway for a single family residence at 20910 Snowflake Place, Electoral Area "C"

Moved By BALES
Seconded By DAVIDSON

THAT the Fraser Valley Regional District issue Development Variance Permit 2019-18 to reduce the highway setback requirement from 6 metres to 4.5 metres on the west side of the lot, and from 6 metres to 3 metres on the south side of the lot, to facilitate the construction of a single family dwelling at 20910 Snowflake Place, subject to consideration of any comments or concerns raised by the public.

CARRIED

9.2 Application for Development Variance Permit 2019-19 to reduce the number of required on-site parking spaces at 19 Lakeshore Drive, Cultus Lake Park, Electoral Area "H"

THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Electoral Area H – Cultus Lake Park to vary the required off-street residential parking requirements

AND THAT the Fraser Valley Regional District Board consider directing staff to conduct a parking study of waterfront lots in Cultus Lake Park to develop a consistent approach for off-street residential parking, in conjunction with the 2020 work plan priorities for all Electoral Areas.

Director Dixon reported that it has been an on-going challenge for the FVRD and Cultus Lake Park Board to manage the parking situation at Cultus Lake. However, she would like staff to work with the applicants to see if there are any other options they can pursue. As a result, the following revised motion was brought forward:

Moved by DIXON
Seconded by ENGAR

THAT the Fraser Valley Regional District Board refer Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Cultus Lake Park

– Area H back to FVRD staff and to the Cultus Lake Advisory Planning Commission for further consideration.

CARRIED

9.3 Application for Development Variance Permit 2019-20 to reduce the required separation between mobile homes for #40-52324 Yale Road, Electoral Area "D"

Moved By STOBART
Seconded By ADAMSON

THAT the Fraser Valley Regional District issue Development Variance Permit 2019-20 to reduce the separation requirement between mobile homes from 20 feet (6.1 metres) to 19.5 feet (5.9 metres), between user site 40 and 41 at 52324 Yale Road, subject to the consideration of any comments or concerns raised by the public.

AND THAT Development Variance Permit 1992-13 be amended to permit site #40 to be used for a double wide mobile home.

CARRIED

9.4 Application for Development Variance Permit 2019-21 to reduce the required lot line setbacks and to increase the allowable site coverage for residential structures at 36072 Shore Road, Electoral Area "G"

Moved By STOBART
Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-21 for 36072 Shore Road, Electoral Area G, to reduce the rear and exterior lot line setbacks from 6.0 metres to 0.0 metres to authorize a portion of the existing residential decks and to increase the allowable site coverage from 30% to 36% to facilitate the construction of a detached garage, subject to consideration of any comments or concerns raised by the public.

CARRIED

9.5 Agricultural Land Commission Application – Proposed subdivision (boundary adjustment) at 11180 Popkum Road North & PID 024-762-091, Electoral Area "D"

Moved By STOBART
Seconded By ENGAR

THAT the application for subdivision (boundary adjustment) within the Agricultural Land Reserve for the property located at 11180 Popkum Road North and PID 024-762-091, Electoral Area "D" be forwarded to the Agricultural Land Commission for consideration;

AND FURTHER THAT the Agricultural Land Commission consider the staff report dated July 9, 2019 under file number 3015-20 2019-06.

CARRIED

9.6 Agricultural Land Commission Application – Non-Adhering Residential Use (proposed employee residence) at 41379 Nicomen Island Trunk Road, Electoral Area "G"

Moved By STOBART
Seconded By ADAMSON

THAT the application for non-adhering residential use (employee residence) within the Agricultural Land Reserve for the property located at 41379 Nicomen Island Trunk Road, Electoral Area "G" be forwarded to the Agricultural Land Commission for consideration;

AND FURTHER THAT the Agricultural Land Commission consider the staff report dated July 9, 2019 under file number 3015-20 2019-07 and the attached Secondary Dwellings in the Electoral Areas policy.

CARRIED

9.7 Appointment of the Chief Building Inspector

Moved By ADAMSON
Seconded By ENGAR

THAT the Fraser Valley Regional District Board appoint the Manager of Building Inspection as the Fraser Valley Regional District Chief Building Official/Chief Building Inspector effective immediately.

CARRIED

9.8 Special Event Permit - Around the Lake Trail Race, Cultus Lake - Electoral Area "H"

Moved By DIXON
Seconded By ENGAR

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2019-03 for the 17th Annual Around the Lake Trail Race to be held on October 19, 2019, at Cultus Lake, in Electoral Area H, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waive the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2019-03.

CARRIED

10. ELECTORAL AREA EMERGENCY SERVICES

10.1 Electoral Area Emergency Services – Department Activity Report

The report dated July 9, 2019 from the Manager of Electoral Area Emergency Services pertaining to activity within the Emergency Services Department was provided for information.

10.2 Hemlock Valley Fire Department Fire Apparatus Purchase

The report dated July 9, 2019 from the Manager of Electoral Area Emergency Services was provided for information advising that a Special Vote will need to be conducted before the July Board meeting with respect to purchasing a new fire apparatus for the Hemlock Valley fire department.

11. OTHER MATTERS

11.1 FVRD Bylaw Offence Notice Enforcement Amendment Bylaw No. 1532, 2019

Moved By RAYMOND
Seconded By BALES

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Bylaw Offence Notice Enforcement Amendment Bylaw No. 1532, 2019*.

CARRIED

12. ADDENDA ITEMS/LATE ITEMS

12.1 Official Community Plan Amendment Bylaw No. 1533, 2019 for Electoral Areas E and H

Moved By DIXON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board consider giving first reading to *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1533, 2019*;

THAT *Fraser Valley Regional District Official Community Plan Amendment Bylaw No. 1533, 2019* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Bylaw No. 1533, 2019* to Director Taryn Dixon, or her Alternate in her absence;

THAT Director Dixon, or her Alternate in her absence, preside over and Chair the Public Hearing with respect to proposed *Bylaw 1533, 2019*;

AND THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Bylaw 1533, 2019* in accordance with the Local Government Act;

AND FURTHER THAT in accordance with Section 475 of the Local Government Act, the Fraser Valley Regional District Board adopt the consultation strategy for proposed *Bylaw 1533, 2019* as outlined in the Consultant Report included in the Corporate Report dated July 9, 2019;

AND FINALLY THAT the Fraser Valley Regional District Board consider that *Official Community Plan Amendment Bylaw No. 1533, 2019* is consistent with the FVRD financial plan and FVRD waste management plan.

CARRIED

13. REPORTS BY STAFF

Jennifer Kinneman, Acting CAO introduced Robin Beukens, Planner 1 who has joined EA Planning Department.

14. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported on Strathcona Regional District's resolution at UBCM regarding water preservation, noted that residents in Area E had the opportunity to provide feedback to the Province on the treaty process, and lastly noted that additional sprinklers have been installed on rooftops of homes in his area.

Director Dixon reported on Cultus Lake Day, Farmers Market on Saturdays, an emergency information session for Area H, as well as increased traffic in Cultus Lake during summer time.

Director Adamson reported that he has been in communications with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding securing crown land to use as a park in Spuzzum and Yale. He further noted the successful Canada Day celebrations in Hope and provided kudos to Hope Recreation staff for their efforts. Lastly, he noted a recent Sunshine Valley Ratepayers AGM.

Director Stobart reported that the farmers and flea markets are well received in Electoral Area G. He reported that the tennis courts have been redone, and noted traffic accidents in the area in North Fraser and would like to see more enforcement out there.

Director Raymond reported that he and the Acting CAO attended a ceremony in Lytton for the presentation of a contract to a local company to lay fibre optics for expanded broadband service from Boston Bar to Lillooet, funding to be provided from provincial and federal governments. He also regrettably reported on the passing of former Alternate Director Robert Dufresne.

Director Davidson reported on a follow-up meeting with Community Living BC.

Director Bales reported on potential utility rate increases in Hemlock Valley, issues with aggressive dogs, and garbage issues with the Leq'a:mel transfer station not accepting garbage from certain areas in Area "C". She noted her request to speak to the Premier at UBCM regarding possible policing funds for heavy tourism areas.

Director Dickey provided an update on the OCP in his area.

15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

16. RESOLUTION TO CLOSE MEETING

Moved By ADAMSON
Seconded By RAYMOND

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*.

CARRIED

The Open Meeting recessed at 2:22 p.m.

17. RECONVENE OPEN MEETING

The Open Meeting reconvened at 2:27 p.m.

18. RISE AND REPORT OUT OF CLOSED MEETING

None

19. ADJOURNMENT

Moved By RAYMOND
Seconded By ADAMSON

THAT the Electoral Area Services Committee Open Meeting of July 9, 2019 be adjourned.

CARRIED

The Electoral Area Services Committee Open Meeting adjourned at 2:28 p.m.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair