

# **FRASER VALLEY REGIONAL DISTRICT**

## **ELECTORAL AREA SERVICES COMMITTEE**

### **OPEN MEETING MINUTES**

Thursday, November 14, 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  
Jaime Reilly, Acting Director of Corporate Affairs/Corporate Officer  
Suzanne Gresham, Director of Corporate Initiatives  
Tareq Islam, Director of Engineering & Community Services  
Milly Marshall, Director of EA Special Projects  
Graham Daneluz, Director of Planning & Development  
Dave Roblin, Manager of Operations  
Reg Dyck, Manager of Electoral Area Emergency Services  
Tarina Colledge, Emergency Management Specialist  
Louise Hinton, Bylaw Compliance and Enforcement Officer  
David Bennett, Planner II  
Matthew Fang, Network Analyst I  
Amanda Molloy, Executive Assistant to CAO and Board  
Chris Lee, Executive Assistant, Corporate Admin (*Recording Secretary*)

Also Present: Alt. Director Diane Rodrigue, Electoral Area C

#### **1. CALL TO ORDER**

Chair Dickey called the meeting to order at 1:30 p.m. Chair Dickey congratulated Graham Daneluz in his new position as Director of Planning and Development.

**2. CHAIR'S REPORT ON REGIONAL AND CORPORATE SERVICES COMMITTEE MEETING**

The Chair provided the Committee with a brief summary of the November 14, 2019 Regional and Corporate Services Committee meeting, highlighting the staff presentation on the '*Job Creation Partnership Program Project Summary*', web streaming of Regional and Corporate Services Committee meetings and FVRD's 2019 Mosquito Control Program.

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

Moved By RAYMOND

Seconded By STOBART

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of November 14, 2019 be approved;

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

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

**4.1 "Bylaw Corner"**

Louise Hilton, Bylaw, Compliance and Enforcement Officer provided a presentation entitled '*Bylaw Enforcement Corner*' and spoke to the success of the Bylaw Enforcement Department in particular to the '*Section 57 Notice on Title Project*', noting that 22 Notices on Title have been registered since March 2018 and that some of these files date back 15-20 years. She reported due to the complex nature of these files it often makes it incredibly challenging to find solutions. Ms. Hilton noted that having the *Community Charter* provide an enforcement tool like Section 57 Notice on Title has been very helpful in bringing bylaw files into compliance.

In response to the reason for the backlog, staff reported that the files are incredibly difficult to resolve and also due to lack of staff resources.

**5. MINUTES/MATTERS ARISING**

**5.1 Draft Electoral Area Services Committee Meeting Minutes - October 8, 2019**

Moved By DAVIDSON  
Seconded By STOBART

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of October 8, 2019 be adopted.

**CARRIED**

**6. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

**6.1 Out of Mandate Request**

Staff reported that the FVRD has an Out of Mandate Policy and noted that such requests need to be considered by the Electoral Area Services Committee.

Director Dixon voiced safety concerns with respect to the inadequate enforcement of regulation of cannabis edibles, specifically to avoid edibles being appealing to children.

Moved By DIXON  
Seconded By ENGAR

**THAT** the Electoral Area Services Committee consider an Out of Mandate request regarding the preparation of a letter from the FVRD Board to the Cannabis Legalization and Regulation Secretariat with respect to enforcement of regulation of cannabis edibles.

**CARRIED**

**7. CORPORATE ADMINISTRATION**

**7.1 Video Web Streaming of Electoral Area Services Committee meetings**

Moved By DAVIDSON  
Seconded By STOBART

**THAT** the Electoral Area Services Committee approve the addition of video web streaming for Electoral Area Services Committee meetings.

**CARRIED**

It was noted that web streaming would allow the FVRD to reach a broader audience. Board members who are not members of the Electoral Area Services Committee would also benefit from the presentations from delegations and discussions that take place during the meeting.

**7.2 Electoral Area B Economic Development Service Area Establishment Bylaw No. 1550, 2019**

Moved By ADAMSON

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Electoral Area B Economic Development Service Area Establishment Bylaw No. 1550, 2019*.

**CARRIED**

**8. FINANCE**

**8.1 Grant-In-Aid Request – Sunshine Valley Ratepayers Association, Electoral Area “B”**

Moved By ADAMSON

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,550 to the Sunshine Valley Ratepayers Association, funded from the 2019 Electoral Area “B” grant-in-aid budget, to help offset the costs of training for new volunteer Board members to help them understand their roles and responsibilities.

**CARRIED**

**8.2 Grant-In-Aid Request – Deroche Elementary School PAC, Electoral Area “C”**

Moved By BALES

Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Deroche Elementary School PAC, funded from the 2019 Electoral Area “C” grant-in-aid budget, to help offset the costs of field trips, hot lunches, community cultural celebrations, and a guest speaker on the topic of bullying.

**CARRIED**

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

Moved By RAYMOND  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Popkum Volunteer Fire Department in the amount of \$500 to be funded from the 2019 Electoral Area “D” grant-in-aid budget to assist with the costs of the fire department’s annual end of year service recognition event.

**CARRIED**

**8.4 Grant-In-Aid Request – Popkum Ratepayers Association, Electoral Area “D”**

Moved By RAYMOND  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid to the Popkum Ratepayers Association in the amount of \$650.49 to be funded from the 2019 Electoral Area “D” grant-in-aid budget to assist with the costs of purchasing a laptop for keeping meeting minutes.

**CARRIED**

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

Moved By DAVIDSON  
Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$4,000 to the Hatzic Prairie Recreation Commission to assist with the costs of the electrical system for the Hatzic Prairie Community Hall, to be funded from the Electoral Area “F” grant-in-aid budget.

**CARRIED**

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

Moved By DIXON  
Seconded By ADAMSON

**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**

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

Moved By DIXON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,000 to the Cultus Lake 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**

**8.8 Grant-In-Aid Request – Cultus Lake Community and Events and Engagement Committee, Electoral Area “H”**

Moved By DIXON

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Cultus Lake Community and Events Engagement 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.

**CARRIED**

**8.9 Deroche Water Service Amendment Bylaw - Requisition**

Moved By STOBART

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Deroche Water System Service Area Amendment Bylaw No. 1551, 2019*.

**CARRIED**

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**8.10 Yale Water System Service Establishment Amendment - Requisition**

Moved By ADAMSON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Townsite of Yale Water Supply and Distribution Local Service Area Amendment Bylaw No. 1552, 2019*.

**CARRIED**

**9. ENGINEERING & UTILITIES**

**9.1 Memorandum of Understanding (MOU) between FVRD and BC Parks on Cultus Lake North and South Sewer Systems**

Moved By DIXON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board authorize its signatories to enter into a Memorandum of Understanding (MOU) between FVRD and BC Parks with respect to the Cultus Lake North and South Sewer Systems.

**CARRIED**

In response to operations cost for this sewer service, staff reported that this is a service area model, and that BC Parks will pay their portion of the costs.

**10. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT**

**10.1 Application for Development Variance Permit 2019-29 to reduce the interior side setback for an accessory building at 46594 Chilliwack Lake Road, Electoral Area "E"**

Moved By ENGAR

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2019-29 for 46594 Chilliwack Lake Road, to reduce the side setback from 7.6 metres (25 feet) to 1.0 metres (3.3 feet), clear to sky, to authorize existing additions to an accessory building, subject to consideration of any comments or concerns raised by the public

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

**CARRIED**

In response to a question raised, staff confirmed that the owner has offered a restrictive covenant which will limit the use of the building to accessory residential and noted that to date no response has been received from the neighbours.

**10.2 Development Servicing Covenant associated with the Subdivision Boundary Adjustment proposal for Lot 20 Thompson Road, Electoral Area “D” and 51995 Nevin Road City of Chilliwack**

Moved By STOBART

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board authorize its signatories to execute a development servicing covenant relating to Subdivision File 3320-20-2018-02238 – two lot boundary adjustment of Lot 20, Thompson Road, Electoral Area “D”.

**CARRIED**

In response on whether cross jurisdictional boundaries would be considered in the future, staff reported that they will come back with some suggestions to amend our policies and regulations for the Committee’s consideration to address challenges relating to cross-jurisdictional boundary.

**10.3 Cash-in-lieu of Park dedication for proposed subdivision of 3636 Columbia Valley Road, Electoral Area “H”**

Moved By DIXON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board accept the offer of \$42,400.00 for the construction and maintenance and operation of the Cultus Lakeside Trail, subdivision file 3320-20-2017-07445, 3636 Columbia Valley Road, Electoral Area “H”.

**CARRIED**

**10.4 Hemlock Valley Road Upgrades – Request for FVRD Support**

Moved By BALES

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board indicate support for Sasquatch Mountain Resort in their pursuit of additional funding from Provincial and Federal levels of government for necessary paving upgrades to Hemlock Valley Road;



**AND FURTHER THAT** the Fraser Valley Regional District Board recognize the importance of Hemlock Valley Road, the only access to the resort community of Hemlock Valley, as vital infrastructure intrinsically tied to the success of the local tourism economy.

**CARRIED**

**11. ELECTORAL AREA EMERGENCY SERVICES**

**11.1 Electoral Area Emergency Services Structural Firefighting Personal Protective Equipment Proposal**

Moved By ADAMSON

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board award RFP-19011 for the purchase of sixty sets of turn out gear (coats and pants) to Associated Fire Safety Group at a cost of \$138,492.00 plus applicable taxes over a three year period for Electoral Area Fire Department members.

**CARRIED**

**12. OTHER MATTERS**

**12.1 Electoral Area Connectivity – Connected Communities Initiative**

Moved By DAVIDSON

Seconded By ENGAR

**THAT** in view of the information surrounding the Ministry of Citizens' Services Connected Communities initiative made available through the 2019 UBCM Convention, the FVRD Board authorize up to \$50,000 for a cellular and internet connectivity assessment for Electoral Areas A, B, C, D, E, G and H;

**AND THAT** staff be directed to work with each individual Electoral Area Director to determine the funding model for their individual Electoral Areas.

**CARRIED**

Staff reported that at the meeting with the Minister of Citizens' Services at the recent UBCM Conference, it was made very clear that for any project to get any chance of success, it was the Ministry's recommendation that the FVRD present one plan for the region and that all eight Electoral Area Directors support it. It was noted that staff will work with each Electoral Area Director to define the needs of each individual electoral area.

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Discussion ensued and staff pointed out that the existing difficulty in applying for funding for improved connectivity is that there is no identified or direction provided for the internet service provider.

**13. ADDENDA ITEMS/LATE ITEMS**

None

**14. REPORTS BY STAFF**

None

**15. REPORTS BY ELECTORAL AREA DIRECTORS**

Director Engar reported on a community meeting with the Province regarding the SXTA First Nations treaty, homeless camp in the Chilliwack River Valley and that he looked forward to staff coming to the Residents Association to talk about ongoing trails and future plans for the Valley.

Director Dixon reported on the Remembrance Day ceremony, emergency planning meeting in Area H and Cultus Lake Christmas festivities.

Director Adamson reported on the Remembrance Day ceremony, a Truth and Reconciliation Day of Action organized by Fraser Health held at Chawathil First Nation, the RCMP meeting held in the town hall, and the CivX 2019 event hosted by LMLGA on November 28.

Director Stobbart reported on his attendance on behalf of the FVRD at the Remembrance Day ceremony at Stó:lō.

Director Raymond reported on his attendance at the BC Cabinet Ministers and Indigenous Leaders gathering in Vancouver, and the news regarding a \$10 million reduction in RCMP funding in BC which will likely affect the rural areas.

Director Davidson reported on his meeting with the new Member of Parliament for his area.

Director Bales reported on a recent open house put on by a Sandpiper development company, and highlighted the upcoming events of the Eagle Festival.

Director Dickey reported on the revamping of the Cheam Lake Wetlands Regional Park.

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

None

**17. RESOLUTION TO CLOSE MEETING**

Moved By RAYMOND

Seconded By STOBART

**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)(e) of the *Community Charter* - the acquisition, disposition or expropriation of land or improvements, if the Committee considers that disclosure could reasonably be expected to harm the interests of the regional district;
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district;
- Section 90(1)(i) of the *Community Charter* – the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- Section 90(2)(e) of the *Community Charter* - a review of a proposed final performance audit report for the purpose of providing comments to the auditor general on a proposed report under section 23(2) of the *Auditor General for Local Government Act*.

**CARRIED**

The Open Meeting recessed at 2:25 p.m.

**18. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 3:29 p.m.

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

None

**20. ADJOURNMENT**

Moved By ADAMSON  
Seconded By DIXON

**THAT** the Electoral Area Services Committee Open Meeting of November 14, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Open Meeting adjourned at 3:30 p.m.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair