



FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
OPEN MEETING MINUTES

Thursday, February 13, 2020

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
Tareq Islam, Director of Engineering & Community Services
Graham Daneluz, Director of Planning & Development
Milly Marshall, Director of Electoral Area Special Projects
Sterling Chan, Manager of Engineering & Infrastructure
Kristy Hodson, Manager of Financial Operations
Andrea Antifaeff, Planner I
Beth Klein, Accountant
Matthew Fang, Network Analyst I
Kristen Kohuch, Executive Assistant to CAO and Board (*recording secretary*)
Chris Lee, Executive Assistant, Corporate Admin

1. CALL TO ORDER

The meeting was called to order at 1:30 pm.

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

Chair Dickey provided a brief summary of the Regional and Corporate Services committee meeting of February 13, 2020.

3. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By STOBART

Seconded By RAYMOND

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of February 13, 2020, with the withdrawal of Item 10.3 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 Jason Dunkley (re: Item 10.2)

Jason Dunkley, Applicant provided a PowerPoint Presentation on re-zoning and subdivision proposals for property located at 11882 Sylvester Road, Mission.

5. MINUTES/MATTERS ARISING

5.1 Draft Electoral Area Services Committee Meeting Minutes - January 22, 2020

Moved By DAVIDSON

Seconded By DIXON

THAT the Minutes of the Electoral Area Services Committee Open Meeting of January 22, 2020 be adopted.

CARRIED

5.2 Draft Electoral Area Services Committee Meeting - January 28, 2020

Moved By RAYMOND
Seconded By STOBART

THAT the Minutes of the Electoral Area Services Committee Open Meeting of January 28, 2020 be adopted.

CARRIED

6. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

6.1 Emergency Management in Electoral Areas (brought forward by Director Bales)

Moved By BALES
Seconded By RAYMOND

THAT the Electoral Area Emergency Committee meet at least once a year to discuss operating effectively in emergencies.

Comments were offered regarding recent experiences during the Emergency Operation Centre activation, and it was noted that it would be beneficial for staff to provide a workshop with an overview of Directors' roles in emergency operations.

Discussion ensued with the following motion being brought forward:

Moved By BALES
Seconded By ADAMSON

THAT staff provide a workshop to the Electoral Area Services Committee in April each year to discuss emergency processes and requirements.

CARRIED

Discussion ensued regarding the Alertable app, which provides critical and advisory alerts in pre-selected areas.

Moved By BALES

Seconded By ADAMSON

THAT in times of FVRD electoral emergencies, Electoral Area Directors in effected areas be cc'd or forwarded disaster information ASAP, and as well to be cc'd on updated status report information.

Director Bales commented that she wanted the most updated information without clogging up the Emergency Operations Centre (EOC) phone line.

CARRIED

DIRECTOR RAYMOND OPPOSED

7. CORPORATE ADMINISTRATION

None.

8. FINANCE

8.1 Grant-in-Aid Request – Boston Bar North Bend Bowling Association, Electoral Area "A"

Moved By RAYMOND

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the Boston Bar North Bend Bowling Association, funded from the Electoral Area "A" grant-in-aid-budget, to help offset the costs of hosting a free all day open house event on Family Day at the Canyon Lanes Bowling Alley.

CARRIED

8.2 Grant-In-Aid Request – Fraser Canyon Hospice Society, Electoral Area "B"

Moved By ADAMSON

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to the Fraser Canyon Hospice Society, funded from the 2020 Electoral Area "B" grant-in-aid budget, to offset costs of their 16th annual Camp Skylark.

CARRIED

8.3 Grant-In-Aid Request – Hope & District Skating Club, Electoral Area "B"

Moved By ADAMSON

Seconded By ENGAR

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$1,500 to the Hope and District Skating Club, funded from the 2020 Electoral Area "B" grant-in-aid budget, to help offset the costs of their upcoming ice show.

CARRIED

8.4 Grant-In-Aid Request – Deroche & District Community Association, Electoral Area "G"

Moved By STOBART

Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Deroche & District Community Association in the amount of \$5,000, to be funded from the 2020 Electoral Area "G" grant-in-aid budget to help offset the costs of refinishing the Deroche Community Hall floor.

CARRIED

8.5 Grant-In-Aid Request – Dewdney Elementary School PAC, Electoral Area "G"

Moved By STOBART

Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,500 to the Dewdney Elementary School PAC, funded from the 2020 Electoral Area "G" grant-in-aid budget to help offset the costs of updated

first aid and emergency kits, fresh fruit and vegetables for students in need, weather appropriate clothing for students, and field trips.

CARRIED

8.6 Electoral Area Parcel Tax Establishment Bylaw Nos. 1564, 2020, 1565, 2020, 1574, 2020, 1575, 2020, 1576, 2020, 1577, 2020 and 1578, 2020

Moved By DIXON

Seconded By ADAMSON

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

- *Fraser Valley Regional District Cascade-Carratt Creek Flood Control Service Area Parcel Tax Establishment Bylaw No. 1564, 2020;*
- *Fraser Valley Regional District Morris Valley Sewer Service Area Parcel Tax Establishment Bylaw No. 1565, 2020;*
- *Fraser Valley Regional District Popkum Sewer Area Parcel Tax Establishment Bylaw No. 1574, 2020;*
- *Fraser Valley Regional District Deroche Water System Parcel Tax Establishment Bylaw No. 1575, 2020;*
- *Fraser Valley Regional District Yale Water System Service Area Parcel Tax Establishment Bylaw No. 1576, 2020;*
- *Fraser Valley Regional District Hatzic Prairie Water Supply and Distribution System Service Area Parcel Tax Establishment Bylaw No. 1577, 2020;*
- *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Parcel Tax Establishment Bylaw No. 1578, 2020.*

CARRIED

9. **ENGINEERING & UTILITIES**

9.1 **Deroche Water System Rates and Fees Amendment**

Moved By STOBART

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as "*Fraser Valley Regional District Deroche Water Supply and Distribution System Fees and Regulations Amendment Bylaw No. 1581, 2020*".

CARRIED

9.2 **Procurement of Rock for Nicomen Island Shoreline Protection Project**

Moved By STOBART

Seconded By DAVIDSON

THAT the Fraser Valley Regional District Board direct staff to proceed with the procurement of rock for the Nicomen Island Improvement District (NIID) dike and drainage improvement project from the NIID owned rock quarry.

Director Stobbart expressed excitement for the project since access has been limited for the past 40 years due to provincial oversight.

CARRIED

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

10.1 **Second Reading – Popkum-Bridal Falls Official Community Plan Bylaw No. 1501, 2018, Electoral Area "D"**

Moved By ADAMSON

Seconded By DIXON

THAT the Fraser Valley Regional District Board consider giving second reading to the bylaw cited as *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*;

THAT the *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to the proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* to Director Dickey or his alternate in his absence;

THAT Director Dickey or his alternate in his absence, preside over and Chair the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*;

THAT the Chair of the Public Hearing be authorized to establish procedural rules for the conduct of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* in accordance with the Local Government Act;

AND THAT in the absence of Director Dickey, or his alternate in his absence at the time of the Public Hearing with respect to proposed *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*, the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

AND FURTHER THAT the Fraser Valley Regional District Board consider that *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018* is consistent with the FVRD financial plan and FVRD waste management plan;

AND FINALLY THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to *Fraser Valley Regional District Official Community Plan for Popkum – Bridal Falls, Bylaw No. 1501, 2018*.

CARRIED

10.2 Zoning Amendment Bylaw No. 1539, 2019 - Application for 11882 Sylvester Road, Electoral Area "F" to facilitate a two lot subdivision

Moved By DAVIDSON

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board consider giving first reading to the bylaw cited as *Fraser Valley Regional District Electoral Area F Zoning*

Amendment Bylaw No. 1539, 2019 to rezone the property located at 11882 Sylvester Road from Rural Residential 2 (RS-2) to Rural Residential 1 (RS-1) to facilitate a two lot subdivision;

THAT the *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1539, 2019* be forwarded to Public Hearing;

THAT the Fraser Valley Regional District Board delegate the holding of the Public Hearing with respect to proposed *Fraser Valley Regional District Electoral Area F Zoning Amendment Bylaw No. 1539, 2019* to Director Davidson, or his alternate in his absence;

THAT Director Davidson or his alternate in his absence preside over and Chair the Public Hearing with respect to proposed *Bylaw 1539, 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 1539, 2019* in accordance with the *Local Government Act*;

AND FURTHER THAT in the absence of Director Davidson, or his alternate in his absence at the time of Public Hearing with respect to proposed *Bylaw 1539, 2019* the Fraser Valley Regional District Board Chair is delegated the authority to designate who shall preside over and Chair the Public Hearing regarding this matter;

AND FINALLY THAT the Fraser Valley Regional District authorize its signatories to execute all documents relating to *Bylaw 1539, 2019*.

Staff provided updates regarding the aquifer in the area, commenting they are still waiting for the full assessment from consultants. Director Davidson requested this feedback to be worked into the application. Staff responded that a restrictive covenant can be placed on the property to limit the use of water to domestic purposes.

CARRIED

10.3 Cultus Lake Advisory Planning Commission Repeal Bylaw No. 1572, 2020 and Fraser Valley Regional District Development Procedures Amendment Bylaw No. 1573, 2020

This item was withdrawn.

10.4 Vessel Noise Control Regulations Repeal Bylaw No. 1580, 2020

Moved By STOBART

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Vessel Noise Control Regulations Repeal Bylaw No.1580, 2020*.

CARRIED

10.5 Application for Development Variance Permit 2019-33 to reduce the parcel frontage requirement to facilitate a 2 lot subdivision at 12174 Hodgkin Rd., Electoral Area "C"

Moved By STOBART

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-33 to reduce the parcel frontage requirement for proposed Lot '1' at 12174 Hodgkin Road, Area C, from 10% of the lot perimeter to 2.4% of the lot perimeter, subject to the consideration of any comments or concerns raised by the public.

CARRIED

11. ELECTORAL AREA EMERGENCY SERVICES

No items.

12. ADDENDA ITEMS/LATE ITEMS

None.

13. REPORTS BY STAFF

Ms. Kinneman announced Chris Lee's retirement, thanking her for 14 years of service to the organization.

14. REPORTS BY ELECTORAL AREA DIRECTORS

Director Engar reported that the Fire Department is investigating reflective house numbering signage and noted the upcoming Resident's Association Annual General meeting.

Director Dixon reported on recent Goose Management Meetings with representatives from Electoral Area H.

Director Adamson reported that 50 people attended the monthly jam session in Yale and invited the Committee to the 2020 Winterfest in Sunshine Valley.

Director Raymond reviewed calls with the public regarding various issues.

Director Davidson thanked staff for their work during operation of the EOC and noted having a Cannabis Zoning Public Hearing in his area which went well.

Director Bales thanked staff for their efforts during the Emergency Operations Centre activation, and thanked the Director of Planning & Development for attending Area C for a site visit.

Director Dickey noted the Annual General Meeting for Electoral Area D.

15. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

The Chair provided public an opportunity to speak and no comments were made.

16. RESOLUTION TO CLOSE MEETING

Moved By STOBART

Seconded By DAVIDSON

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)(d) of the *Community Charter* - the security of the property of the regional district; and
- Section 90(1)(g) of the *Community Charter* - litigation or potential litigation affecting the regional district.

RECESS

CARRIED

The meeting recessed at 2:21 pm.

17. RECONVENE OPEN MEETING

The meeting reconvened at 2:49 pm.

18. RISE AND REPORT OUT OF CLOSED MEETING

None.

19. ADJOURNMENT

Moved By RAYMOND

Seconded By DAVIDSON

THAT the Electoral Area Services Committee Open Meeting of February 13, 2020 be adjourned.

CARRIED

The Electoral Area Services Committee Meeting of February 13, 2020 adjourned at 2:50 pm.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair