

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

Tuesday, November 10, 2020

1:30 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

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

Staff Present: Jennifer Kinneman, Chief Administrative Officer *(via Zoom conference call)*  
Kelly Lownsborough, Director of Finance/Chief Financial Officer *(via Zoom conference call)*  
Jaime Reilly, Director of Legislative Services/Corporate Officer *(via Zoom conference call)*  
Tareq Islam, Director of Engineering & Community Services *(via Zoom conference call)*  
Graham Daneluz, Director of Planning & Development *(via Zoom conference call)*  
Stacey Barker, Director of Regional Services *(via Zoom conference call)*  
Alison Stewart, Manager of Strategic Planning *(via Zoom conference call)*  
Christina Vugteveen, Manager of Parks and Recreation *(via Zoom conference call)*  
Sterling Chan, Manager of Engineering and Infrastructure *(via Zoom conference call)*  
David Bennett, Planner II *(via Zoom conference call)*  
Katelyn Hipwell, Planner II *(via Zoom conference call)*  
Robin Beukens, Planner II *(via Zoom conference call)*  
Andrea Antifaeff, Planner II *(via Zoom conference call)*

Kristen Kohuch, Executive Assistant to CAO and Board (*recording secretary*)  
Tyler Davis, Fire Dispatch Management Communications Coordinator  
Katarina Duke, Engineering and Community Services Technologist (*via Zoom conference call*)  
Tracey Heron, Planning Assistant (*via Zoom conference call*)

Also Present: 2 members of the public (*via Zoom conference call*)

### 1. CALL TO ORDER

Chair Dickey called the meeting to order at 1:30 pm.

Discussion ensued and the following motion was introduced:

Moved By DAVIDSON

Seconded By RAYMOND

**THAT** due to the Provincial Health Order issued on Saturday, November 7, that the Fraser Valley Regional District conduct meetings without the members of the public present in the Boardroom;

**AND THAT** the Fraser Valley Regional District continue to promote openness, transparency, accessibility and accountability by webcasting and archiving Board meetings online, allowing members of the public to write, email, call in or appear by Zoom with questions, and promoting public participation at meetings through social media channels.

**CARRIED**

### 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 November 10, 2020.

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

Moved By ADAMSON

Seconded By DAVIDSON

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of November 10, 2020 be approved;

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

**CARRIED**

#### **4. MINUTES/MATTERS ARISING**

##### **4.1 Draft Electoral Area Services Committee Meeting Minutes - October 15, 2020**

Moved By ADAMSON

Seconded By DIXON

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting of October 15, 2020 be adopted.

**CARRIED**

#### **5. CORPORATE ADMINISTRATION**

##### **5.1 Electoral Areas E and H Bylaw Update Project**

Staff clarified that this is a housekeeping item to reflect the appropriate naming conventions for Electoral Areas E and H.

Moved By ENGAR

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board of Directors consider giving three readings to the following bylaws:

- *Fraser Valley Regional District Columbia Valley Fire Protection Service Area Amendment Bylaw No. 1607 2020;*
- *Fraser Valley Regional District Cultus Lake Fire Protection Service Area Amendment Bylaw No.1608, 2020;*
- *Fraser Valley Regional District Yarrow/Ryder Lake Fire Protection Service Area Amendment Bylaw No. 1371, 2020;*
- *Fraser Valley Regional District Frosst Creek Flood and Debris Control Service Area Amendment Bylaw No. 1609, 2020;*

- *Fraser Valley Regional District Parkview Street Lighting Service Area Amendment Bylaw No. 1610, 2020;*
- *Fraser Valley Regional District Electoral Areas E & H Community Parks Service Area Amendment Bylaw No. 1611, 2020;*
- *Fraser Valley Regional District Building Numbering Service Area Amendment Bylaw No. 1612, 2020;*
- *Fraser Valley Regional District Cultus Lake Seasonal Conventional Transit Service Area Amendment Bylaw No. 1613, 2020; and*
- *Fraser Valley Regional District Cultus Lake and Chilliwack River Valley Paratransit Service Area Amendment Bylaw No. 1614, 2020.*

CARRIED

**5.2 Northside Garbage Disposal Service Area Amendment Bylaw Nos. 1595 and 1596, 2020**

The Committee thanked staff for bringing this item forward and advised that a public mail-out containing additional financial information will be provided.

Moved By DAVIDSON

Seconded By BALES

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaws cited as:

- Bylaw No. 1596, 2020 Electoral Area C Garbage Disposal Service Area Amendment: and
- Bylaw No. 1595, 2020 Electoral Areas F & G Garbage Disposal Service Area Conversion and Amendment

CARRIED

**5.3 Northside Community Parks Service Area Amendment Bylaw Nos. 1604 and 1605**

The Committee noted this is a housekeeping item and concerns were raised about average residential cost impacts included in the report.

Moved By BALES

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaws cited as:

- Electoral Area C Community Parks Service Area Merger and Amendment Bylaw No. 1604, 2020; and
- Electoral Areas F & G (DARD) Community Parks Service Area Amendment Bylaw No. 1605, 2020.

**CARRIED**

## **6. FINANCE**

### **6.1 Financial Plan 2020 – 2024 Amendments**

Moved By BALES

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board direct staff to prepare for the Board's consideration an amendment to the Fraser Valley Regional District 2020 – 2024 Financial Plan Bylaw No. 1585, 2020 to include expenditures and funding for the Popkum Sewer System remediation and the Popkum Sewer System SCADA integration.

**CARRIED**

## **7. ENGINEERING & UTILITIES**

### **7.1 Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Amendment Bylaw No. 1538, 2019**

Moved By BALES

Seconded By DAVIDSON

**THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Lake Errock Water Supply and Distribution System Service Area Amendment Bylaw No. 1537, 2019*;

**AND THAT** the Fraser Valley Regional District Board consider giving first, second and third readings to the bylaw cited as *Fraser Valley Regional District Lake Errock Water System Capital Construction Service Area Amendment Bylaw No. 1538, 2019*;

**CARRIED**

## **8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT**

### **8.1 Development Variance Permit 2020-17 to vary the maximum height requirement for an accessory building at 3900 Columbia Valley Road, Electoral Area H**

The Committee thanked staff for their work on this item. It was noted there have been many similar permit applications in Electoral Area H to vary height requirements of accessory buildings. Staff commented the consolidating zoning bylaw may be an opportunity to reevaluate the current height requirement.

Moved By DIXON  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District issue Development Variance Permit 2020-17 to increase the maximum permitted height of an accessory building from 5.0 metres to 6.8 metres, subject to consideration of any comments or concerns raised by the public.

**CARRIED**

### **8.2 Development Variance Permit 2020-19 to vary the maximum height requirement for an accessory building at 532 Park Drive, Electoral Area H**

The Committee thanked the staff for their work on this item. Discussion ensued regarding development variance permit fees and accessory buildings on the property.

Moved By ADAMSON  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2020-19 to vary the maximum height of an accessory building from 4.0 metres (13.0 feet) to 4.5 metres (14.8 feet) for the property located at 532 Park Drive, Area H.

**CARRIED**

**8.3     Development Variance Permit 2020-20 to vary the maximum height and size requirements for an accessory building at 10146 Royalwood Blvd, Electoral Area D**

Moved By ENGAR

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2020-20 to increase the maximum permitted height of an accessory building from 5.0 metres to 5.2 metres, and to increase the maximum permitted area of an accessory building from 45 square metres to 58 square metres, subject to consideration of any comments or concerns raised by the public.

**CARRIED**

**8.4     Development Variance Permit 2020-21 to reduce the required highway setback from 4.6 metres (15.1 feet) to 3.9 metres (12.8 feet) for the accessory building at 47840 Chilliwack Lake Road, Electoral Area E**

Moved By ENGAR

Seconded By RAYMOND

**THAT** the Fraser Valley Regional District Board issue Development Variance Permit 2020-21 to reduce the required setback from 4.6 metres (15.1 feet) to 3.9 metres (12.8 feet) for the accessory building at 47840 Chilliwack Lake Road, Area E, subject to the consideration of any comments or concerns from the public.

**CARRIED**

**8.5     Development Permit 2020-19 for the form and character of Phase III subdivision of Aquadel Crossing at 1885 Columbia Valley Road Electoral Area H to permit the construction of a mix of ranchers, two storey, and three storey single family detached resort**

Concerns were raised regarding the location of the three storey single family detached homes, and the requirement for design of the basements to have limited exterior access limiting the likelihood for illegal secondary suites being constructed.

Moved By DIXON

Seconded By STOBART

**THAT** the Fraser Valley Regional District Board issue Development Permit 2020-19 regarding the form and character of Phase III subdivision of Aquadel Crossing at 1885 Columbia Valley Road Electoral Area "H" to permit the construction of a mix of ranchers, two storey, and three storey single family detached resort residential dwellings;

**AND THAT** the Fraser Valley Regional District Board authorize amendments to the existing form and character covenant (charge CA5854378) to permit the form and character of Phase III of the development as detailed in Development Permit 2020-19

**CARRIED**

#### **8.6     Subdivision and Development Servicing Amendment Bylaw No. 1603, 2020**

Director Dickey declared a conflict of interest due to having a subdivision application in process and left the meeting for the discussion and voting of this matter.

Discussion ensued regarding servicing standards for parcels of different uses and sizes, noting the proposed amendment to the bylaw will allow the Director of Engineering to waive sidewalk requirements where it is determined there will be no connecting network of sidewalks or it is not desirable for the community.

Moved By RAYMOND

Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as "*Fraser Valley Regional District Subdivision and Development Servicing Bylaw Amendment Bylaw No. 1603, 2020*".

**CARRIED**

Director Dickey returned to the meeting.

#### **8.7     Electoral Area Official Community Plans Accelerated Update Strategy**

Discussion ensued regarding concerns Official Community Plans (OCPs) reviews and updates, and concerns were raised about the cost of updating OCPs.



Moved By DAVIDSON  
Seconded By BALES

**THAT** the Fraser Valley Regional District Board direct staff to prepare a draft strategy for further consideration to undertake a complete review and update of all Official Community Plans for the Electoral Areas over the next 10 years.

Discussion ensued about the process for updating OCP's and the following amendment was made to the main motion:

Moved By RAYMOND  
Seconded By ENGAR

**THAT** staff provide a workshop for the Electoral Area Services Committee about the process for updating Official Community Plans.

**CARRIED**

The question was called on the main motion as amended:

Moved By RAYMOND  
Seconded By ENGAR

**THAT** the Fraser Valley Regional District Board direct staff to prepare a draft strategy for further consideration to undertake a complete review and update of all Official Community Plans for the Electoral Areas over the next 10 years.

**AND THAT** staff provide a workshop for the Electoral Area Services Committee about the process for updating Official Community Plans.

**CARRIED**

## **8.8 Cannabis Regulations in Electoral Areas – Update and Consultation Plan**

Moved By RAYMOND  
Seconded By STOBART

**THAT** the Fraser Valley Regional District endorse the proposed consultation plan to inform updates to cannabis regulations in FVRD Zoning Bylaws and to implement the FVRD Land Use Policy for Cannabis Production, Processing, and Retail Sales in the Electoral Areas.

CARRIED

## 9. OTHER MATTERS

### 9.1 Housing Needs Assessment Update

The corporate report dated November 10, 2020 from Katelyn Hipwell, Planner II was provided for information.

### 9.2 Hemlock Valley Avalanche Assessment

The Committee thanked staff for their report and commented that the Hemlock Valley Avalanche Assessment Report was well-received by the community.

Moved By BALES

Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board authorize the immediate use of *Hemlock Valley Snow Avalanche Hazard Assessment* report by Dynamic Avalanche Consulting Ltd. for permitting purposes, to the extent possible, pending the update of the OCP and development permit area requirements;

**THAT** the Fraser Valley Regional District Board direct staff to send a mail-out to all property owners within the study area and stakeholders, to share the results of the report;

**AND THAT** the Fraser Valley Regional District Board adopt the Hazard Acceptability Thresholds for Development Approvals which are revised to incorporate the Canadian Avalanche Association Standards into the snow avalanche section.

CARRIED

### 9.3 FVRD Regional Growth Strategy ties to Electoral Areas

The corporate report dated November 10, 2020 from Robin Beukens, Planner II and Katelyn Hipwell, Planner II was provided for information.

Concerns were raised regarding the wording of a transportation priority listed for Cultus Lake which notes adding a second access route to the area.

The Committee offered comments about positive impacts and challenges with respect to local tourism as noted in the staff report.

## 10. ADDENDA ITEMS/LATE ITEMS

None.

#### **11. REPORTS BY STAFF**

None.

#### **12. REPORTS BY ELECTORAL AREA DIRECTORS**

Director Engar reported on positive comments received by the public about work done by staff in Thompson Regional Park.

Director Dixon congratulated new Chilliwack-Kent MLA Kelli Paddon and reported on the Cultus Lake Water Safety Committee, an upcoming meeting with Ministry of Transportation and Highways, BC Parks, and RCMP with respect to Columbia Valley Highway safety plans for summer 2021, and thanked Ms. Kinneman for her work during the pandemic.

Director Adamson reported on a recent ratepayers meeting and construction on the Sunshine Valley Tashme Museum.

Director Stobbart reported on a recent meeting with Ministry of Transportation and Highways and ICBC regarding safety on the Lougheed Highway, and on the Dewdney Bridge Replacement Project.

Director Raymond commented on the weather, work with Ministry of Transportation and Highways regarding a plugged culvert, and reported on planning for a new recycling program in the Boston Bar area, and an upcoming Remembrance Day celebration in his electoral area.

Director Bales commented on recycling solutions for rural areas, and discussion ensued about the Dewdney Bridge Replacement Project.

Director Davidson commented on following public health guidelines, and a new television show called *Big Sky* being filmed near Hatzic Lake.

Director Dickey commented on a recent online public hearing held for Electoral Area D, and a recent announcement by the federal government for new rural broadband funding.

#### **13. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

There were no written questions submitted with respect to items on the agenda. Staff commented that members of the public were provided the opportunity to join the Zoom call by computer or over the phone and ask questions to the Committee. It was noted that two members of the public joined the meeting online but left after development variance permit items were heard, and no questions were received in-person or online.

#### **14. RESOLUTION TO CLOSE MEETING**

Moved By ADAMSON  
Seconded By DIXON

**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)(c) of the *Community Charter* - labour relations or other employee relations.

**CARRIED**

The meeting was recessed at 2:30 pm.

**15. RECONVENE OPEN MEETING**

The meeting reconvened at 2:52 pm.

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

None.

**17. ADJOURNMENT**

Moved By ADAMSON

Seconded By BALES

**THAT** the Electoral Area Services Committee Open Meeting of November 10, 2020 be adjourned.

**CARRIED**

The Electoral Area Services Committee Open Meeting of November 10, 2020 adjourned at 2:52 pm.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair

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