



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

Tuesday, December 10, 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  
                                 Graham Daneluz, Director of Planning & Development  
                                 Milly Marshall, Director of EA Special Projects  
                                 Stacey Barker, Director of Regional Services  
                                 Kristy Hodson, Manager of Financial Operations  
                                 Sterling Chan, Manager of Engineering & Infrastructure  
                                 Dave Roblin, Manager of Operations  
                                 Yader Wong, Manager of Information Technology  
                                 Reg Dyck, Manager of Electoral Area Emergency Services  
                                 Katelyn Hipwell, Planner II (*part*)  
                                 Robin Beukens, Planner I (*part*)  
                                 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 (*part*)

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**1. CALL TO ORDER by Acting Chief Administrative Officer**

Jennifer Kinneman, Acting CAO called the meeting to order at 1:30 p.m.

**2. ELECTION OF ELECTORAL AREA SERVICES COMMITTEE CHAIR by Acting Chief Administrative Officer**

Ms. Kinneman called for nominations for the position of Electoral Area Services Committee Chair.

Director Raymond nominated Director Dickey. Director Dickey accepted the nomination.

Ms. Kinneman called for nomination for the position of Electoral Area Services Committee Chair a second and third time.

There being no further nominations, Ms. Kinneman declared Director Dickey as Electoral Area Services Committee Chair.

**3. ELECTION OF ELECTORAL AREA SERVICES COMMITTEE VICE CHAIR by Acting Chief Administrative Officer**

Ms. Kinneman called for nominations for the position of Electoral Area Services Committee Vice Chair.

Director Raymond nominated Director Stobbart. Director Stobbart accepted the nomination.

Ms. Kinneman called for nomination for the position of Electoral Area Services Committee Vice Chair a second and third time.

There being no further nominations, Ms. Kinneman declared Director Stobbart as Electoral Area Services Committee Vice Chair.

**4. REMARKS BY ELECTORAL AREA SERVICES COMMITTEE CHAIR**

Director Dickey provided brief remarks, thanking Directors for their support, noting that there is a lot of diversity in the Committee and that he looks forward to working together.

The Acting CAO noted that this was the first time that the Electoral Area Services Committee meeting is being webcast.

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

No report.

**6. 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 December 10, 2019 be approved;

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

**CARRIED**

**7. DELEGATIONS AND PRESENTATIONS**

**7.1 Mike Thomas and Kerri-Ann Thomas, Tanex Consulting**

Mike Thomas and Kerri-Ann Thomas from Tanex Consulting gave a joint presentation, providing a brief overview of their company background and objectives. They spoke to broadband basics, process for addressing connectivity in rural and remote areas, deliverables, funding opportunities/criteria and the need for broadband, noting that not having reliable connectivity is a disadvantage to residents/businesses. They also presented on the 'Service Delivery Pyramid' to solve connectivity problem.

Questions were raised regarding the viability of the project, return on investment and the challenges of internet connectivity in rural areas.

**8. MINUTES/MATTERS ARISING**

**8.1 Draft Electoral Area Services Committee Meeting Minutes - November 14, 2019**

Moved By ADAMSON

Seconded By DIXON

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

**CARRIED**

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

**9.1 Zoning Bylaw Enforcement (Proposed by Director Davidson)**

Director Davidson reported that he was seeking to get some clarity on the current status with respect to enforcement of Bylaw 1181 and for the Committee to provide some comments and direction prior to discussion on item 13.3.1 of the agenda regarding *'The Use of Land for Processing Aggregates in FVRD's Electoral Areas'*.

Staff provided brief background information, noting that they would welcome the opportunity to have further dialogue with the Committee regarding enforcement of zoning bylaws and gravel operations and for the Committee to provide further direction regarding anticipated outcomes and priorities, allocation of resources and costs.

The question was called on the main motion.

Moved By DAVIDSON

Seconded By ADAMSON

**THAT** staff be directed to report to the Electoral Area Services Committee as to when zoning bylaws will be enforced in relation to contraventions arising from aggregate processing operations.

**DEFEATED**

**All Directors except Bales and Davidson Opposed**

**10. CORPORATE ADMINISTRATION**

**10.1 2020 FVRD Board and Committee Meeting Schedule**

Moved By RAYMOND

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board adopt the proposed 2020 FVRD Board and Committee Meeting Schedule.

**CARRIED**

**11. FINANCE**

**11.1 Grant-In-Aid Request – Yale & District Ratepayers Association, Electoral Area "B"**

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Moved By ADAMSON  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,350 to the Yale & District Ratepayers Association, funded from the 2019 Electoral Area "B" grant-in-aid budget, to help with the costs of a major cleanup of the community centre.

**CARRIED**

**11.2 FVRD Area A Garbage Disposal Service Area Establishment Amendment Bylaw No. 1553, 2019**

Moved By RAYMOND  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Area A Garbage Disposal Service Area Amendment Bylaw No. 1553, 2019*.

**CARRIED**

**11.3 FVRD Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1554, 2019, Electoral Area "A"**

Moved By RAYMOND  
Seconded By ADAMSON

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Boston Bar and North Bend Fire Protection Service Area Amendment Bylaw No. 1554, 2019*.

**CARRIED**

**11.4 FVRD Boston Bar Street Lighting Service Conversion and Amendment Bylaw No. 1557, 2019, Electoral Area "A"**

Moved By RAYMOND  
Seconded By DIXON

**THAT** the Fraser Valley Regional District Board consider giving three readings to the bylaw cited as *Fraser Valley Regional District Boston Bar Street Lighting Service Area Conversion and Amendment Bylaw No. 1557, 2019*.

**CARRIED**

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**11.5 FVRD Security Issuing Bylaw No. 1558, 2019 – Hatzic Prairie Water Capital Construction**

Moved By DAVIDSON  
Seconded By STOBART

**THAT** the Fraser Valley Regional District Board consider giving the bylaw cited as *Fraser Valley Regional District Security Issuing Bylaw No. 1558, 2019* three readings and adoption.

**CARRIED**

**11.6 2020-2024 Electoral Area Wide Services – DRAFT Financial Plan**

Mike Veenbaas, Director of Financial Services provided a presentation on the *Draft 2020-2024 Financial Plan for Electoral Area-Wide Services*, covering the following:

- *Electoral Area Administration*
  - cost drivers: inflationary adjustments, 2019 EA Director remuneration change, previous corporate restructures, Engineering Coordinator reallocation;
- *Fraser Valley Regional Library*
  - increased funding for materials reserve, materials purchased, central library support;
- *Electoral Area Utility Management*
  - decreased recovery – Engineering Services Coordinator reallocation
- *Emergency Management*
  - Emergency Program Training and Supplies and Emergency Program Assistant (tied to the recent Auditor-General of Local Government Audit on Emergency Management)
- *Animal Control*
- *Building Inspection*
  - anticipated leveling off of building permit revenues
  - proposal to return to a permanent Manager position
- *Bylaw Enforcement*
- *Electoral Area Planning*
  - funding for increasing public and community meetings
- *Electoral Area Soil Removal*
  - fully funded by soil removal user fees

Mr. Veenbaas further presented on the proposed Procurement and Risk Specialist position, outlining the funding allocation for this position.

The Committee offered comments and Staff provided clarification to questions raised from the Committee.

**12. ENGINEERING & UTILITIES**

No items.

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

**13.1 Development Application Fees Bylaw Update**

Robin Beukens, Planner I provided a PowerPoint presentation with respect to the proposed Development Application Fees Bylaw, highlighting the following:

- legislative basis for local governments in BC to impose fees and charges for development applications
- process for determining new fees
- cost recovery – aim for full cost recovery on applications that are primarily in the private interest of the applicant
- proposed new fees are moderate; significant increases for Development Variance Permits and Site Specific Exemptions
- DVP fee comparisons between member municipalities

Moved By ADAMSON

Seconded By DIXON

**THAT** the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as the *“Fraser Valley Regional District Development Application Fees Bylaw No. 1560, 2019”*.

**CARRIED**

**13.2 Hemlock Valley Official Community Plan Review – Process Update**

The Hemlock Valley Official Community Plan Review – Process Update was provided for information.

**13.3 The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws**

Moved By RAYMOND

Seconded By ENGAR

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**THAT** the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites;

**AND THAT** the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

**AND FURTHER THAT** staff be directed to prepare, for consideration by the FVRD Board, a policy to: 1) focus Soil Removal service resources on implementation of *FVRD Commercial Gravel Operations Bylaw No. 1181*; and, 2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with *Bylaw No. 1181*.

Discussion ensued, resulting in the following motion:

Moved By DAVIDSON  
Seconded By BALES

**THAT** the Motion on the table be withdrawn.

**DEFEATED**

**All Directors except Adamson, Bales and Davidson Opposed**

Discussion ensued, emphasizing the role played by the Province in permitting, resulting in the following amendment:

Moved By RAYMOND  
Seconded By ENGAR

**THAT** the main motion be amended by removing the first paragraph of the motion which states "THAT the Fraser Valley Regional District Board direct staff to provide information and assistance to the BC Stone, Sand & Gravel Association and individual gravel operators so that they can apply for zoning amendments or temporary use permits to allow gravel processing at mine sites"; and adding the following wording:



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**AND FURTHER THAT** the FVRD Board direct staff to contact the Ministry of Mines to present to the Board as to why they are not enforcing their permits when they are in contravention of the zoning bylaw.

**CARRIED**

**Directors Adamson, Bales and Davidson Opposed**

Further discussion ensued, resulting in a motion regarding postponement as follows:

Moved By ADAMSON

Seconded By DAVIDSON

**THAT** item 13.3 with respect to 'The Use of Land for Processing Aggregates in FVRD's Electoral Area Zoning Bylaws' be postponed to the February 2020 meeting of the Electoral Area Services Committee.

**DEFEATED**

**All Directors except Directors Adamson, Bales, Davidson, Raymond Opposed**

It was noted that a blanket zoning policy for all gravel pits is not feasible for the electoral areas, resulting in the following amendment:

Moved By DAVIDSON

Seconded By BALES

**THAT** the main motion be amended by adding the following words to the end of the second paragraph of the main motion "for all Electoral Areas except for Electoral Areas C and F"

**DEFEATED**

**All Directors except Directors Bales Opposed**

Further discussion ensued and it was noted that having data to justify enforcement was relevant, resulting in the following amendment:

Moved By ENGAR

Seconded By STOBART

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**THAT** the main motion be amended by adding the following words to the end of the second paragraph of the main motion “while gathering data”.

**DEFEATED**

**Directors Adamson, Bales, Davidson and Raymond Opposed**

Further discussion continued, resulting in the following amendment being put forward:

Moved by RAYMOND  
Seconded by DAVIDSON

**THAT** the following words be removed from the second paragraph “2) not enforce zoning provisions related to processing at existing mines if the mine is in compliance with Bylaw No. 1181.”

**CARRIED**

The question was called on the main motion as amended:

Moved by ENGAR  
Seconded by DIXON

**THAT** the Fraser Valley Regional District Board express its preference to consider zoning amendment applications to allow gravel processing after the results of independent monitoring of noise and dust emissions associated with gravel operations in priority areas is available so that baseline data about community impacts may be considered in conjunction with any applications submitted;

**AND THAT** staff be directed to prepare, for consideration by the FVRD Board, a policy to 1) focus Soil Removal service resources on implementation of FVRD Commercial Gravel Operations Bylaw No. 1181;

**AND FURTHER THAT** the FVRD Board direct staff to contact the Ministry of Mines to present to the Board as to why they are not enforcing their permits when they are in contravention of the zoning bylaw.

**CARRIED**

#### **14. ELECTORAL AREA EMERGENCY SERVICES**

No Items.

#### **15. OTHER MATTERS**

No Items.

**16. ADDENDA ITEMS/LATE ITEMS**

No items.

**17. REPORTS BY STAFF**

None

**18. REPORTS BY ELECTORAL AREA DIRECTORS**

Director Dixon reported on the Columbia Valley Ratepayers Open House and successful Columbia Valley Fire Department food drive.

Director Adamson reported on the Hope Recreation Christmas staff party, Town of Yale Christmas dinner, the new display at Tashme Museum and the Sunshine Valley Ratepayers meeting.

Director Stobbart thanked the North Fraser Volunteer Fire Department for all their efforts.

Director Raymond reported on the successful 'Stuff the Cruiser' food bank drive held in Boston Bar.

Director Davidson reported on a community potluck.

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

None

**20. RESOLUTION TO CLOSE MEETING**

Moved By ADAMSON

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)(a) of the Community Charter - personal information about an identifiable individual who holds or is being considered for a position as an officer,

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employee or agent of the regional district or another position appointed by the regional district;

- Section 90(1)(c) of the *Community Charter* - labour relations or other employee relations;
- Section 90(2)(b) of the *Community Charter* - the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party; and
- Section 90(2)(d) of the *Community Charter* - a matter that, under another enactment, is such that the public must be excluded from the meeting.

**CARRIED**

The Open Meeting recessed at 4:55 p.m.

## **21. RECONVENE OPEN MEETING**

The Open Meeting reconvened and resumed consideration of item 11.6 of the agenda.

Moved By RAYMOND  
Seconded By ENGAR

**THAT** the Electoral Area Services Committee direct Staff to include the presented EA Area Wide Service's Financial Plans, along with feedback received by EASC, in the 2020-2024 Financial Plan Bylaw that the Regional Board will consider at its January 2020 meeting.

**CARRIED**

## **22. RISE AND REPORT OUT OF CLOSED MEETING**

Moved by RAYMOND  
Seconded by ENGAR

**THAT** the Electoral Area Services Committee support the inclusion of the Procurement and Risk position, the Manager of Building Inspection position and the reallocation of the Engineering Coordinator as part of the 2020-2024 Financial Plan Bylaw.

**CARRIED**

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**23. ADJOURNMENT**

Moved By RAYMOND

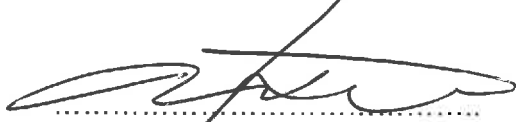
Seconded By ENGAR

**THAT** the Electoral Area Services Committee Open Meeting of December 10, 2019 be adjourned.

**CARRIED**

The Electoral Area Services Committee Open Meeting adjourned at 6:18pm

MINUTES CERTIFIED CORRECT:

A handwritten signature in black ink, appearing to read 'Bill Dickey', is written over a horizontal dotted line.

Director Bill Dickey, Chair