FRASER VALLEY REGIONAL DISTRICT

ELECTORAL AREA SERVICES COMMITTEE

OPEN MEETING MINUTES

Thursday, February 15, 2018
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 Alec Niemi, Electoral Area C Director Orion Engar, Electoral Area E Director Ray Boucher, Electoral Area F Director Al Stobbart, Electoral Area G Director Taryn Dixon, Electoral Area H
Staff Present	Paul Gipps, Chief Administrative Officer Mike Veenbaas, Director of Financial Services Tareq Islam, Director of Engineering & Community Services Margaret Thornton, Director of Planning & Development Graham Daneluz, Deputy Director of Planning & Development Jaime Schween, Manager of Corporate Administration Jennifer Kinneman, Manager of Corporate Affairs and Strategic Communications Reg Dyck, Manager of Electoral Area Emergency Services Sterling Chan, Manager of Engineering and Infrastructure David Bennett, Planner II Johannes Bendle, Planner I Melissa Geddert, Planning Technician Cathy Squires, Recording Secretary Matthew Fang, Network Analyst I
Members of the Public	Four present

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1. CALL TO ORDER

The meeting was called to order at 1:30 pm

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By RAYMOND
Seconded By NIEMI

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of February 15, 2018 be approved;

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

CARRIED

3. DELEGATIONS AND PRESENTATIONS

3.1 Electoral Area Emergency Services - Roles and Responsibilities

A presentation was made by Reg Dyck, Manager of Electoral Area Emergency Services on the roles and responsibilities of the Electoral Area Emergency Services department.

Mr. Dyck highlighted how communication to Directors, Staff, First Responders and Volunteers is structured during an event. Based on the Incident Command System, communication is funneled through a structured chain of command. Depending on the severity or the nature of the event, notification to Directors may happen during the event or after the event has subsided.

Mr. Dyck provided an overview of the flow of communication on small and large events. The function of an EOC and how communication is distributed through an EOC was explained.

The four pillars of Emergency Response was described; mitigation, preparedness, response and recovery. The roll of Electoral Area Directors during each part of Emergency Response was explained.

Discussion ensued regarding the role of an Electoral Area Director during an emergency event, and whether the Director should attend on scene. Comments

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were offered that Electoral Area Directors prefer to be contacted as soon as possible following an event, so that they are aware of the events taking place in the community. Staff will look into different ways of notifying EA Directors more effectively, including regular reports from the Emergency Services Department.

4. MINUTES/MATTERS ARISING

4.1 Minutes of the Electoral Area Services Committee Meeting January 10, 2018

Moved By BOUCHER
Seconded By NIEMI

THAT the Minutes of the Electoral Area Services Committee Open Meeting of January 10, 2018 be adopted.

CARRIED

5. CORPORATE ADMINISTRATION

5.1 Deroche Community Access Centre Rental Policy and Procedures

Moved By STOBBART
Seconded By RAYMOND

THAT the Fraser Valley Regional District endorse and adopt the draft Deroche Community Access Centre Rental Policy and Procedures.

CARRIED

5.2 Fraser House Society Lease at Deroche Community Access Centre

Moved By STOBBART
Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize its signatories to enter into a three year lease agreement with the Fraser House Society, for rental of the former community policing office space at the FVRD Deroche Community Access Centre at a cost of $200 per month.

CARRIED

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6. FINANCE

6.1 Grant-in-Aid Request – Boston Bar North Bend Enhancement Society, Electoral Area "A"

Moved By RAYMOND
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Boston Bar North Bend Enhancement Society in the amount of $2,000 to be funded from the 2018 Electoral Area "A" grant-in-aid budget to assist with the costs of publishing the community newsletter.

CARRIED

6.2 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 $3,800 to the Fraser Canyon Hospice Society, funded from the Electoral Area "B" grant-in-aid budget, to offset costs of their 14th annual Camp Skylark.

CARRIED

6.3 Grant-in-Aid Request – Scenic 7 BC – Co-operative Marketing Partners, Electoral Area "B"

Moved By ADAMSON
Seconded By ENGAR

THAT the Fraser Valley Regional District Board authorize a grant-in-aid to Scenic 7 BC Co-operative Marketing Partners (Scenic7BC), to be funded from the 2018 Electoral Area "B" grant-in-aid budget in the amount of $500, to help build their online presence across their target markets.

CARRIED

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6.4 Grant-in-Aid Request – Chilliwack Vedder River Cleanup Society, Electoral Area "E"

Moved By ENGAR
Seconded By DIXON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of $1,100 to the Chilliwack Vedder River Cleanup Society, funded from the 2018 Electoral Area "E" grant-in-aid budget to help offset the costs associated with hosting the Chilliwack Vedder River cleanups on April 21 and September 30 of 2018.

CARRIED

7. ENGINEERING & UTILITIES

None.

8. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

8.1 Electoral Area Planning and Development: 2017 Year End Report

The Corporate Report of Margaret Thornton, Director of Planning and Development and Andrea Antifaeff, Planning Assistant dated February 15, 2018 was provided for information. Is was noted that there was a large volume of building permits issued in 2017.

8.2 Development Permits Issued in 2017 by the Director of Planning & Development

The Corporate Report of Andrea Antifaeff, Planning Assistant and Margaret Thornton, Director of Planning and Development and dated February 15, 2018 was provided for information.

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8.3 Update - FVRD GeoHazard Management Program

It was noted this is leading edge initiative has gone a long way to simplify the process.

Moved By RAYMOND
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board endorse the updated FVRD-EGBC (Engineers and Geoscientists of British Columbia) GeoHazard Assurance Statement and Hazard Acceptability Thresholds for Development Approvals policy.

CARRIED

8.4 Site Specific Floodplain Exemption Application for 30420 Trans-Canada Highway, Electoral Area "B"

Moved By ADAMSON
Seconded By STOBBART

THAT the Fraser Valley Regional District Board approve the Site-Specific Floodplain Exemption Application to reduce the Fraser River setback from 60 metres to 45 metres for the placement of a new mobile home and construction of a new accessory structure (shop) on the property located at 30420 Trans-Canada Highway, Electoral Area B on the basis of the report prepared and reviewed by a Professional Geoscientist at Madrone Environmental Services Ltd. stating that the proposed setback exemption would allow for safe use of the property;

SUBJECT TO the Fraser Valley Regional District entering into a covenant with a priority charge to be registered on title of the property pertaining to the setback exemption and building permit approval for 30420 Trans-Canada Highway;

AND FURTHER THAT the Fraser Valley Regional District Board authorize its signatories to execute all documents relating to this matter.

CARRIED

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8.5 Application for a Temporary Use Permit for 53730 Bridal Falls Road, Electoral Area "D" to allow for the existing camping cabins within a campground.

Moved By RAYMOND
Seconded By STOBBART

THAT the Fraser Valley Regional District Board issue Temporary Use Permit 2017-04 for the continuation of existing camping cabins within the Holiday Trails Resort campground located at 53730 Bridal Falls Road for a period of 3 years.

CARRIED

8.6 Commercial Gravel Operation Permit 2017-02 (Laurmel Holdings), Area "G"

Moved By STOBBART
Seconded By BOUCHER

THAT the FVRD Board issue Commercial Gravel Operation Permit 2017-02 to Laurmel Holdings LTD for the Mainland Sand & Gravel quarry operation at 6850 Cox Road, FVRD Area "G"

CARRIED

8.7 Development Variance Permit 2017-27 to reduce the interior side lot line setback for a detached garage at 47883 Hansom Road, Electoral Area "E".

Comments were offered noting that the subject property has had multiple bylaw contraventions.

Moved by ENGAR
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2017-27 to vary the interior side lot line setback from 7.6 metres to 1 metre, clear to sky, to permit the construction of a detached garage at 47883 Hansom Road, Electoral Area "E" .

CARRIED

8.8 Form and Character Development Variance Permit 2018-01 and Development Permit 2018-02 for the final phase (10 lots) at the "Cottages at

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Cultus Lake" holiday park development at 029-380-839 off Columbia Valley Road, Electoral Area "H";

It was noted that the Cottages at Cultus Lake were fitting well into the neighbourhood.

Moved By DIXON
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board issue Development Permit 2018-01 regarding the form and character and geo-hazard protection for the final phase of the "Cottages" development at PID 029-380-839 off Columbia Valley Road, Electoral Area "H" subject to consideration of any concerns raised from neighbourhood notification;

AND THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-02 regarding the siting of buildings and the lot layout of the final phase of the "Cottages" development at PID 029-380-839 off Columbia Valley Road, Electoral Area "H".

CARRIED

8.9 **Development Variance Permit 2018-02 to Reduce the Setback from an adjacent Mobile Home for 88-3942 Columbia Valley Road, Cultus Lake Village MHP, Electoral Area "H"**

Moved By DIXON
Seconded By ENGAR

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-02 to vary the setback from an adjacent mobile home from 5.5 metres to 2.8 metres to allow a canopy and deck at 88-3942 Columbia Valley Road, Cultus Lake Village MHP, Electoral Area "H", subject to consideration of any comments or concerns raised by the public.

CARRIED

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8.10 Application for Development Variance Permit 2018-04 to Vary the Height of an Addition to an Existing Single Family Dwelling at 10298 Wildrose Drive, Electoral Area "D"

Moved By STOBBART
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-04 to vary the permitted height of an addition to an existing single family dwelling at 10298 Wildrose Drive from 10.0 metres to 11.28 metres, subject to consideration of any comment or concerns raised by the public.

CARRIED

8.11 Development Variance Permit 2018-05 to Increase the Height of a House for 1162 Iverson Road, Electoral Area "H"

Concerns were raised regarding the requested Development Variance Permit increasing the height of the home from 10 metres to 13.3 metres, resulting in the following motion:

Moved By DIXON
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board refer Development Variance Permit 2018-05 back to staff for further information.

CARRIED

8.12 Development Variance Permit 2018-06 to Decrease the Side and Rear Lot Setback for 121-14500 Morris Valley Road, Electoral Area "C"

Discussion ensued regarding the process for providing public comments for a Development Variance Permit application.

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Moved By NIEMI
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board considers Development Variance Permit 2018-06 to reduce the side and rear lot setback for a shed at 121-14500 Morris Valley Road, Electoral Area " C " after neighbourhood notification and consideration of any comments or concerns raised by the public.

CARRIED

8.13 Application for Development Variance Permit 2018-07 to Vary the Interior Side Lot Setback of a New Single Family Dwelling and Eaves Projections at 107-14500 Morris Valley Road, Electoral Area "C"

Moved By NIEMI
Seconded By DIXON

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-07 to vary the interior side lot line setbacks at 107-14500 Morris Valley Road from 2.1 metres to 1.5 metres for the single family dwelling and 1.5 metres to 1.2 metres for the eave projections, subject to consideration of any comment or concerns raised by the public.

CARRIED

8.14 Development Variance Permit 2018-08 to vary the requirements related to a proposed Accessory Family Residence at the property located at 42095 Lougheed Highway, Area "G"

Moved By STOBBART
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-08 to vary requirements regarding the relationship between property owner and occupant of an Accessory Family Residential Use at 42095 Lougheed Highway, Area "G"

AND THAT the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with this application
CARRIED

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9. ELECTORAL AREA EMERGENCY SERVICES

9.1 Fraser Valley Regional District Electoral Area Fire Services Regulatory Bylaw No. 1474, 2018

Discussion ensued regarding different remuneration between halls as well as ratification process. Reg Dyck noted that the content of the bylaw is consistent with playbook requirements.

THAT the Fraser Valley Regional District Board consider giving three readings and adoption to the bylaw cited as *Fraser Valley Regional District Electoral Area Volunteer Fire Department Establishment and Regulation Bylaw No. 1474, 2018.*

CARRIED

10. REPORTS BY STAFF

Paul Gipps, CAO noted that the FVRD and SXTA Community to Community Forum is scheduled for March 1, 2018. Staff encouraged attendance at this event.

Mr. Gipps also noted that the FVRD was successful in obtaining UBCM grant funding for emergency preparedness in the amount of $25,000.

11. REPORTS BY ELECTORAL AREA DIRECTORS

Director Dixon, Electoral Area 'H' – Reported that there is a Public Hearing scheduled for February 15, 2017 at Cultus Lake Park. Director Dixon also noted that there was a flood at Teapot Hill, and she thanked the Ministry of Transportation and Infrastructure as well as contractor, Emil Anderson for taking care of the flooding across the road, as well as traffic control.

Director Adamson, Electoral Area 'B' – Reported on a fire in Laidlaw, a vehicle accident passed the first tunnel that the fire department attended, and an RCMP stake out which resulted in a suspect being caught at the Yale gas station. He noted that the Yale Ratepayers meeting went well on February 12, 2018, and that Sunshine Valley had a Family Day bowling event.

Director Raymond, Electoral Area 'A' - Reported that about a week ago there was a meeting held in Boston Bar with between 40 to 60 people in attendance which went

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well. He also noted that he had an opportunity to attend a dinner with fire department, and that he felt the community needs to better understand what the firefighters and their families put in to their jobs.

Director Boucher, Electoral Area 'F' - Reported on a recent community meeting regarding the Hatzic Community water system. He also noted a RCMP raid in the area, and highlighted that the Annual Volunteers Appreciation Night will be held on Saturday, March 3 at the Deroche Hall.

Director Engar, Electoral Area 'E' – Reported ongoing concerns around wildfires. He noted that at the LGLA Forum in Richmond, there was discussion around sprinklers on top of homes as being a preventative measure. Discussion ensued regarding fire protection options and public education options.

Director Dickey, Electoral Area 'D' - Reported on much development happening within Electoral Area "D" and noted that staff are doing a good job of managing the large volume of permits. He noted that he will be inquiring into improving street lighting on Yale Road.

12. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

13. RESOLUTION TO CLOSE MEETING

Moved By STOBBART
Seconded By BOUCHER

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)(k) of the Community Charter - negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the Committee could reasonably be expected to harm the interests of their regional district if they were held in public.

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14. RECONVENE OPEN MEETING

The meeting was reconvened at 2:59 p.m.

15. RISE AND REPORT OUT OF CLOSED MEETING

None.

16. ADJOURNMENT

Moved By BOUCHER
Seconded By NIEMI

THAT the Electoral Area Services Committee Open Meeting of February 15, 2018 be adjourned

CARRIED

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

MINUTES CERTIFIED CORRECT

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Director Bill Dickey, Chair

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