



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

Thursday, April 9, 2026

12:00 pm

In person at FVRD Boardroom, 4th Floor, or by Zoom Conference Call  
45950 Cheam Avenue, Chilliwack, BC V2P 1N6

**Members Present:** Director Cory Cassel, Electoral Area G, Chair  
Director Taryn Dixon, Electoral Area H, Vice Chair  
Director Peter Adamo, Electoral Area B  
Director Hugh Davidson, Electoral Area F  
Director Bill Dickey, Electoral Area D  
Director Diane Johnson, Electoral Area A  
Director Patti MacAhonic, Electoral Area E  
Director Mel Waardenburg, Electoral Area C

**Staff Present:** Jennifer Kinneman, Chief Administrative Officer  
Stacey Barker, Deputy CAO/Director of Regional Services  
Jaime Van Nes, Director of Legislative Services/Corporate Officer  
Lauren Olynick, Deputy Corporate Officer  
Beth Klein, Controller/Deputy CFO  
Sterling Chan, Deputy Director of Engineering Services  
David Urban, Deputy Director of Regional Services  
Katelyn Hipwell, Manager of Planning  
Sam Piper, Manager of Communications  
Bill Ozeroff, Manager of Inspection Services  
Trina Douglas, Manager of Protective Services  
Tarina Colledge, Manager of Emergency Management  
Lance Lilley, Manager of Environmental Services (*Zoom*)  
Julie Mundy, Planner I (*Zoom*)  
Louise Hinton, Bylaw Enforcement Officer (*Zoom*)  
Lucas Thompson, Network Analyst III  
Jennifer Kitsul, Executive Assistant  
Amanda Molloy, Administrative Manager (*recording secretary*)

**Also Present:** 2 members of the public via zoom.

**1. LAND ACKNOWLEDGEMENT**

Chair Cassel provided introductory remarks recognizing the homeland of the 31 First Nations located within the Fraser Valley Regional District.

**2. CALL TO ORDER**

The Chair called the meeting to order at 12:00pm.

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

Chair Cassel provided a brief report on the Regional and Corporate Services Committee meeting held earlier in the day.

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

Moved By ADAMO  
Seconded By DAVIDSON

**THAT** the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of April 9, 2026 be approved;

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

**CARRIED**

**5. DELEGATIONS AND PRESENTATIONS**

**5.1 Bylaw Enforcement Policy**

Bill Ozeroff, Manager of Inspection Services continued the PowerPoint presentation from the March 26, 2026 committee meeting. Further discussion included historical data and outlining how the new policy will address escalation paths and explain the lifecycle of the bylaw complaint process, including all relative timelines. Mr. Ozeroff plans to bring the draft policy to the committee next month.

**6. MINUTES/MATTERS ARISING**

**6.1 Draft Electoral Area Services Committee Meeting Minutes - March 12, 2026**

Moved By ADAMO  
Seconded By DIXON

**THAT** the Minutes of the Electoral Area Services Committee Open Meeting held March 12, 2026 be adopted.

**CARRIED**

**7. LEGISLATIVE SERVICES**

**7.1 Election staff remuneration rates for the 2026 general local elections**

Moved By JOHNSON  
Seconded By WAARDENBURG

**THAT** the Fraser Valley Regional District Board establish the following election staff remuneration rates for the purposes of conducting the 2026 general local elections:

Chief Election Officer - 5 days off in lieu of overtime or cash equivalent  
Deputy Chief Election Officer - 3 days off in lieu of overtime or cash equivalent  
(exempt), Cash equivalent for hours worked (union)

Presiding Election Official - \$660  
Alternate Presiding Election Official - \$595  
Election Official - \$525  
Location premium - \$125  
Training session - \$50

**CARRIED**

**8. FINANCE**

**8.1 2026 Grant-In-Aid Request – Deroche Farmers Market, Electoral Area C and G**

Moved By WAARDENBURG  
Seconded By CASSEL

**THAT** the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,330, funded from the 2026 Electoral Area C and Electoral Area G grant-in-aid budgets in equal amounts of \$1,165, to help offset the cost of operating the Deroche Farmers Market.

**CARRIED**

**8.2 2026 Grant-In-Aid Request – Columbia Valley Fire Department Association, Electoral Area H**

Moved By DIXON  
Seconded By DICKEY

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid in the amount of \$1,000 to the Columbia Valley Fire Department Association, funded from the 2026 Electoral Area H grant-in-aid budget.

**CARRIED**

**8.3 2026 Grant in Aid Request – Cultus Lake Fire Department Association, Electoral Area H**

Moved By DIXON  
Seconded By MACAHONIC

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid in the amount of \$1,000 to the Cultus Lake Fire Department Association, funded from the 2026 Electoral Area H grant-in-aid budget.

**CARRIED**

**8.4 2026 Grant-In-Aid Request – Lindell Beach Residence Association, Electoral Area H**

Moved By DIXON  
Seconded By DICKEY

**THAT** the Fraser Valley Regional District Board approve a grant-in-aid in the amount of \$1,000 to the Lindell Beach Residence Association, funded from the 2026 Electoral Area H grant-in-aid budget to support debris removal efforts.

**CARRIED**

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

**9.1 Commercial Gravel Operations Permit 2026-02 for 13361 Stave Lake Quarry, Electoral Area F**

Discussion ensued regarding the dust control plans for such operations in general. Staff noted that dust mitigation and other nuisance concerns are expected to be addressed on a regular basis and are an operational requirement.

Moved By DAVIDSON  
Seconded By JOHNSON

**THAT** the Fraser Valley Regional District Board Issue Commercial Gravel Operation Permit 2026-02 to 426969 B.C Ltd. and Fraser Valley Aggregates Ltd. for Stave Lake Quarry located at 13361 Stake Lake Rd, Electoral Area F.

**CARRIED**

**9.2 Commercial Gravel Operation Permit 2026-03 for 10200 Sylvester Road, Electoral Area F**

Moved By DAVIDSON  
Seconded By DICKEY

THAT the Fraser Valley Regional District Board Issue Commercial Gravel Operation Permit 2026-03 as drafted.

CARRIED

## 10. ELECTORAL AREA EMERGENCY SERVICES

### 10.1 EMERGENCY MANAGEMENT

#### 10.1.1 2026 Community Resiliency Investment (CRI) FireSmart Community Funding and Supports Grant for FireSmart Activities and Fuel Management Activities Endorsement Amendment Request

Discussion ensued regarding future funding for the program. Staff noted different funding opportunities available and that they are working with UBCM to ensure the most successful path forward.

Moved By ADAMO  
Seconded By JOHNSON

THAT the Fraser Valley Regional District Board provide an amended endorsement to the 2026 UBCM Community Resiliency Investment Program – FireSmart Community Funding and Supports, Allocation-based Funding stream, for FireSmart activities up to \$1,200,000 over two years and confirm that the FVRD will provide overall management of the grant if the application is approved.

CARRIED

## 11. ELECTORAL AREA ADVOCACY

### 11.1 Advocacy Plan Update

A Q1 update was provided by Sam Piper, Manager of Communications, including planned responses to the recently released provincial budget, including arranging meetings with Fraser Health to discuss the impacts on health care and long-term health care facilities being paused or delayed. Staff also noted the Fraser Basin Council has offered to create a regional committee to address issues such as illegal fill operations in rural areas.

## 12. OTHER MATTERS

### 12.1 Tourism Ch'illiwack Municipal & Regional District Tax Renewal

Moved By WAARDENBURG  
Seconded By ADAMO

THAT the Fraser Valley Regional District Board provide support for Tourism Ch'illiwack's application for renewal of their 2027 to 2031 Municipal and Regional District Tax Program.

CARRIED

**13. ADDENDA ITEMS/LATE ITEMS**

No items.

**14. REPORTS BY STAFF**

Jennifer Kinneman, Chief Administrative Officer, introduced a new member of the Legislative Services team, Jennifer Kitsul, Executive Assistant.

**15. REPORTS BY ELECTORAL AREA DIRECTORS**

Director MacAhonic thanked staff and first responders for their work in the aftermath of the recent state of local emergency in Electoral Area E. Director MacAhonic also reported there will be a community volunteer recognition event on April 20.

Director Johnson reported attending several community events discussing the upcoming fire season as well as roundtables with different local community groups.

Director Adamo reminded residents and visitors to Area B to be mindful of the wildfire risk while enjoying time in the backcountry.

Director Waardenburg reported attending a retirement celebration for the Chief of the Hemlock Valley Fire Department, and also the local Lions Club garage sale fundraiser.

Director Dixon reported celebrating Easter events in the community, and thanked all services, including the Ministry of Transportation and Transit, for repairing the roadways in Electoral Area H.

Director Cassel reported attending the North Fraser Fire Department volunteer appreciation event, and also attending the local Lions Club garage sale, which was a huge success for the organization.

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

No questions were asked by members of the public attending online, and no written submissions were received.

**17. RESOLUTION TO CLOSE MEETING**

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

**CARRIED**

The open meeting recessed at 1:24pm.

**18. RECONVENE OPEN MEETING**

The open meeting reconvened at 1:32pm.

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

No items.

**20. ADJOURNMENT**

Moved By DIXON  
Seconded By WAARDENBURG

**THAT** the Electoral Area Services Committee Open Meeting of April 9, 2026 be adjourned.

**CARRIED**

The Fraser Valley Regional Electoral Area Services Committee meeting of April 9, 2026 adjourned at 1:32pm.

MINUTES CERTIFIED CORRECT:

.....  
Director Cory Cassel, Chair

.....  
Corporate Officer/Deputy

