

FRASER VALLEY REGIONAL DISTRICT
ELECTORAL AREA SERVICES COMMITTEE
OPEN MEETING MINUTES

Tuesday, July 10, 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, Manager of Engineering & Community Services
 Margaret-Ann Thornton, Director of Planning & Development
 Suzanne Gresham, Director of Corporate Initiatives
 Graham Daneluz, Deputy Director of Planning & Development
 Jennifer Kinneman, Manager of Corporate Affairs
 Jaime Schween, Manager of Corporate Administration
 Sterling Chan, Manager of Engineering & Infrastructure
 Dave Roblin, Manager of Operations
 Reg Dyck, Manager of Electoral Area Emergency Services
 Kristy Hodson, Manager of Financial Operations
 Greg Price, Building Inspector (part)
 Andrea Antifaeff, Planning Technician
 Julie Mundy, Planning Assistant
 Cody Bator, Summer Student, Planning
 Matthew Fang, Network Analyst I
 Amanda Molloy, Executive Assistant to CAO and Board
 Chris Lee, Recording Secretary

Also Present: Helen and Neil Shilladay (*as per item 3.3*)

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

Moved By STOBART
Seconded By BOUCHER

THAT the Agenda, Addenda and Late Items for the Electoral Area Services Committee Open Meeting of July 10, 2018 with the addition of item 11.3 'Bus Services on the North Shore', and that the agenda, as amended, be approved;

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

CARRIED

3. SHOW CAUSE HEARING(S)

Item 3.1 was considered after item 3.4.

3.1 Section 57 Show Cause Hearing – Building Contraventions at 48977 Riverbend Drive; EA E, Lot 7 District Lot 500 Group 2 New Westminster District Plan LMP18665 pid 002-428-971

Greg Price, Building Inspector/Bylaw Compliance Coordinator provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 48977 Riverbend Drive, Electoral Area E, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter.

Christine Marcotte, property owner reported that her husband has passed away and she would like to request deferring the filing of the Notice on Title on her property and would like the opportunity to resolve the outstanding issues in order to bring the property into compliance.

Discussion ensued and based on compassionate grounds, it was decided to defer the filing of the Notice on Title.

Moved By ENGAR
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board direct staff to defer filing a Notice in the Land Title Office with respect to the property located at 48977 Riverbend Drive, Electoral Area E in order to provide the property owner additional time to bring the property into compliance;

AND THAT should the property owner not start to substantially address the situation by September 2018, that a Notice of Title in accordance with Section 57 of the *Community Charter* due to the contraventions of the Fraser Valley Regional District Building Bylaw No. 1188, 2013, at 48977 Riverbend Drive, Electoral Area E, Fraser Valley Regional District, British Columbia (legally described as: Lot 7 District Lot 500 Group 2 New Westminster District Plan LMP 18665; Parcel Identifier 018-925-332 be filed on September 26, 2018.

CARRIED

3.2 Building Bylaw & BC Building Code Contraventions at 42935 Athey Rd, EA G, in part legally desc. as the whole of the Island in the east half of Section 4 Twp. 24, 1893 New Westminster District, PID 002-428-971

Greg Price, Building Inspector/Bylaw Compliance Coordinator provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 42935 Athey Road, Electoral Area G, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter. No comments were offered.

Moved By STOBART
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 42935 Athey Road Electoral Area G, Fraser Valley Regional District, British Columbia; legally described as the whole of the Island in the east half of section 4 township 24 which is situated in Zait Scullachan Slough containing 6.25 acres more or less as shown on the plan of said Township dated the 18th day of September, 1893 New Westminster District; Parcel Identifier: 002-428-971.

CARRIED

3.3 Building Bylaw & BC Building Code Contraventions at 4164 Slesse Rd, EA E, legally desc. as Lot 25 Except: Part within Heavy outline taken by Hwy Stat. ROW Plan 64013, Sect.33 Twp.1 Range 29 West of the Sixth Meridian NW Dist.Plan 24078, PID 009-301-780

Greg Price, Building Inspector/Bylaw Compliance Coordinator provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 4164 Slesse Road, Electoral Area E, and the efforts of staff to encourage voluntary compliance by the property owner. Mr. Price noted that the property is currently listed for sale.

Chair Dickey asked if any members of the public wished to speak on this matter.

Helen Shilladay reported that she and her husband are interested in purchasing the property at 4164 Slesse Road. She noted that they currently live in the area and are quite familiar with the concerns of this property. Ms. Shilladay stated that putting a Notice on Title on the property would affect their financing and that they would like the opportunity to be given some time to resolve the outstanding issues in order to bring the property into compliance.

Discussion ensued and it was decided to defer the filing of the Notice on Title to allow the new property owners to rectify the unresolved issues. It was noted that an update will be provided to the Committee at the September EASC meeting.

Moved By ENGAR
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board direct staff to defer filing a Notice in the Land Title Office with respect to the property located at 4164 Slesse Road, Electoral Area E in order to provide the existing or new property owners additional time to bring their property into compliance;

AND THAT should the existing or new property owners not start to substantially address the situation by September 2018, that a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 4164 Slesse Road Electoral Area E, Fraser Valley Regional District, British Columbia (as Lot 25 Except: Part within Heavy outline taken by Highway Statutory Right of Way Plan 64013, Section 33 Township 1 Range 29 West of the Sixth Meridian New Westminster District Plan 24078; Parcel Identifier: 009-301-780) be filed on September 26, 2018.

CARRIED

3.4 Building Bylaw & BC Building Code Contraventions at 4150 Slesse Rd, EA E, legally desc. as Lot 23 Except: Part within Heavy Outline taken by Hwy SRW Plan 64013; Section 33 Township 1 Range 29 West of the sixth Meridian NW Dist. Plan PID 002-053-578

Greg Price, Building Inspector/Bylaw Compliance Coordinator provided a PowerPoint presentation outlining the historic and current property bylaw infractions with respect to the property located at 4150 Slesse, Electoral Area E, and the efforts of staff to encourage voluntary compliance by the property owner.

Chair Dickey asked if any members of the public wished to speak on this matter. No comments were offered.

Moved By ENGAR
Seconded By STOBART

THAT the Fraser Valley Regional District Board direct staff to file a Notice in the Land Title Office in accordance with Section 57 of the *Community Charter* due to the contraventions of the *Fraser Valley Regional District Building Bylaw No. 1188, 2013*, at 4150 Slesse Road Electoral Area E, Fraser Valley Regional District, British Columbia; legally described as (Lot 23 Except: Part within Heavy Outline taken by Highway SRW Plan 64013; Section 33 Township 1 Range 29 West of the sixth Meridian New Westminster District Plan 24078; Parcel Identifier: 002-053-578.

CARRIED

Questions were raised regarding the risks of the retaining wall. Staff responded that if there is an immediate hazard, staff will take the necessary steps to attend to this risk.

4. DELEGATIONS AND PRESENTATIONS

None

5. MINUTES/MATTERS ARISING

5.1 Minutes of the Electoral Area Services Committee Meeting - June 12, 2018

Moved By DIXON
Seconded By ADAMSON

THAT the Minutes of the Electoral Area Services Committee Open Meeting of June 12, 2018 be adopted.

CARRIED

6. CORPORATE ADMINISTRATION

6.1 Elections Update

Jaime Schween, Manager of Corporate Administration highlighted the timeline for the upcoming elections, noting that the nominations open on September 4, 2018 at 9:00 a.m. and the nomination period closes on September 14, 2018 at 4:00 p.m.

7. FINANCE

7.1 Grant-In-Aid Request – Fraser Valley Bald Eagle Festival Society, Electoral Area “C”

Moved By NIEMI
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Fraser Valley Bald Eagle Festival Society, funded from Electoral Area “C”, to assist in the funding of their annual Fraser Valley Bald Eagle Festival.

CARRIED

7.2 Grant-In-Aid Request – Hemlock Valley Homeowners Association, Electoral Area “C”

Mike Veenbaas, Director of Financial Services noted that although the grant-in-aid was for Hemlock Valley Homeowners Association, it was distributed to two other smaller organizations in Hemlock Valley. Since the Grant-in-Aid policy does not speak to redistribution of grant-in-aid funds, he wanted to let the Committee be informed of this. Committee members were of the opinion that they had no concerns as long as the reporting process is followed.

Moved By NIEMI
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Hemlock Valley Homeowners Association (HVHA) in the amount of \$3,000, to be funded from the 2018 Electoral Area “C” grant-in-aid budget to help offset the costs associated with purchasing a storage locker for their equipment along with the hosting of several community events used to encourage family participation to increase community awareness.

CARRIED

7.3 Grant-In-Aid Request – Sts’ailes Community School, Electoral Area “C”

Moved By NIEMI

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,000 to the Sts’ailes Community School, funded from the Electoral Area “C” grant-in-aid budget to help offset the costs of operating the secondary athletics program run through the Community School.

CARRIED

7.4 Grant-In-Aid Request – McConnell Creek Farmers Institute, Electoral Area “F”

Moved By BOUCHER

Seconded By STOBART

THAT the Fraser Valley Regional District Board approve a Grant-in-Aid to the McConnell Creek Farmers Institute (community hall) in the amount of \$5,000 to be funded from the 2018 Electoral Area “F” grant-in-aid budget to assist with the costs of completing building improvements that will provide for an expanded covered area for community hall events.

CARRIED

7.5 Grant-In-Aid Request - Lake Errock Community Association, Electoral Area C

Mr. Veenbaas brought to the Committee’s attention that the Lake Errock Community Association was issued a grant-in-aid in November 2017 and that they have not yet utilized all of these funds. He noted that the current grant-in-aid request will be used for events occurring in 2018/2019.

Moved By NIEMI

Seconded By ADAMSON

THAT the Fraser Valley Regional District Board approve a grant-in-aid to the Lake Errock Community Association in the amount of \$2,500 to be funded from the 2018 Electoral Area “C” grant-in-aid budget to help offset the costs associated with the hosting of several events that encourage community inclusiveness.

CARRIED

7.6 Grant-In-Aid Request - Deroche and District Community Association, Electoral Area C

Moved By NIEMI

Seconded By BOUCHER

THAT the Fraser Valley Regional District Board authorizes a grant-in-aid in the amount of \$2,000 to the Deroche & District Community Association, funded from the 2018 Electoral Area “C” grant-in-aid budget, to provide funds for cement picnic tables adjacent to their community tennis courts.

CARRIED

7.7 Grant-In-Aid Request - Deroche Elementary School PAC, Electoral Area C

Moved By NIEMI

Seconded By STOBART

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$2,500 to Deroche Elementary School, funded from the Electoral Area “C” grant-in-aid budget, to help offset the costs of constructing a shelter structure for year round enjoyment.

CARRIED

7.8 Grant-In-Aid Request - Deroche Elementary School PAC, Electoral Areas C and G

Moved By STOBART

Seconded By NIEMI

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$5,000 to the Deroche Elementary School PAC, funded from the 2018 Electoral Area “C” grant-in-aid budget in the amount of \$2,000 and from the 2018 Electoral Area “G” grant-in-aid budget in the amount of \$3,000, to help offset the costs of field trips, hot lunches, Christmas hampers, tables, emergency items and outdoor education programs.

CARRIED

7.9 Grant-In-Aid Request - Columbia Valley Ratepayers Association, Electoral Area H

Moved By DIXON
Seconded By ADAMSON

THAT the Fraser Valley Regional District Board authorize a grant-in-aid to the Columbia Valley Ratepayers Association in the amount of \$4,000 to be funded from the 2018 Electoral Area “H” grant-in-aid budget to help offset the costs of community hall improvements.

CARRIED

7.10 Grant-In-Aid Request – Dewdney Elementary School PAC, Electoral Area “G”

Mr. Veenbaas reported that staff had they have now received information on how funds received in 2017 were utilized from the Dewdney Elementary School PAC.

Moved By STOBART
Seconded By BOUCHER

THAT the Fraser Valley Regional District Board authorize a grant-in-aid in the amount of \$3,000 to the Dewdney Elementary School PAC, funded from the 2018 Electoral Area “G” grant-in-aid budget to help offset the costs of accessibility additions to the playground and a community sign.

CARRIED

8. ENGINEERING & UTILITIES

8.1 2018 Investing in Canada Infrastructure Program

Moved By ADAMSON
Seconded By RAYMOND

THAT the Fraser Valley Regional District Board direct staff to submit grant applications under the Investing in Canada Infrastructure Program – Green Infrastructure – Environmental Quality Sub-Stream intake for the following projects:

Electoral Area A: Canyon Alpine Water System Upgrades

Electoral Area B: Dogwood Valley Water System Upgrades

Electoral Area C: Electoral Area C Transfer Station Upgrades

Electoral Area D: Electoral Area D Integrated Water System Upgrades

Electoral Area F: Hatzic Prairie Water System Stream Flow Monitoring Gauges

Electoral Area G: Hatzic East Water System

Electoral Area H: Cultus Lake Sewer System Upgrades

CARRIED

Chair Dickey commended staff on the numerous projects undertaken.

9. PLANNING, BUILDING INSPECTION AND BYLAW ENFORCEMENT

9.1 Application for Development Variance Permit 2018-24 to reduce the parcel size and increase the gross floor area for an Accessory Cottage Industry Use at 35406 Durieu Road, Electoral Area F

Moved By BOUCHER

Seconded By RAYMOND

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-24 to reduce the parcel size required for an accessory cottage industry use from 2.0 hectares (4.94 acres) to 1.9 hectares (4.69 acres) and to increase the gross floor area for an Accessory Cottage Industry Use from 80m² (861 ft²) to 140m² (1500 ft²) at 35406 Durieu Road, Area "F", subject to consideration of any comments or concerns raised by the public.

CARRIED

9.2 Application for Development Variance Permit 2018-25 to reduce the interior side lot line setback to permit the construction of a dairy barn at 9518 Catherwood Road, Area G

Moved By STOBART

Seconded By BOUCHER

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2018-25 for the property located at 9518 Catherwood Road, Electoral Area G, to reduce the interior side lot line setback from 30.0 metres (98.4 feet) to 15 metres (49.2 feet), clear to sky, to facilitate the construction of a cattle barn, subject to consideration of any comments or concerns raised by the public.

CARRIED

10. ELECTORAL AREA EMERGENCY SERVICES

No items.

11. ADDENDA ITEMS/LATE ITEMS

11.3 Bus Services on the North Shore

Director Niemi reported that he and Directors Stobbart and Boucher met with Jati Sidhu, MP for Mission-Matsqui-Fraser Canyon last week to discuss bus services on the North Shore. He proposed that a letter of thanks signed by the three Directors be sent to MP Jati Sidhu and also to request his assistance with regard to funding for infrastructure.

Paul Gipps, CAO reported that discussions have been held with BC Transit and we now have commitment from them for funding from the Province whenever we put on a service. He noted that BC Transit is now undertaking a study on what it would cost to run bus service that links to Kent-Harrison-Hope and the north side of Mission.

12. REPORTS BY STAFF

None

13. REPORTS BY ELECTORAL AREA DIRECTORS

Director Niemi requested staff for information on tree protection in Lake Errock. Staff responded that a service area will have to be created to support this. He reported on an illegal dumping on Malcolm Road. He also reported on the successful Canada Day celebrations in Lake Errock and that there was a good turnout.

Director Dixon reported on the Cultus Lake community events in late June. She noted that the Farmers Market is open 9-3 every Saturday. She also reported on the Canada Day celebrations and the Lindell Beach AGM.

Director Adamson reported that the Canada Day celebrations in Sunshine Valley was well attended although it was a cold day. He noted that Hope Recreation staff put on an excellent show for the Canada Day celebrations and commended the Hope Recreation staff for the great job. He also noted that Yale & District will be hosting the 5th Annual Pig Roast taking place this weekend.

Director Adamson also reported on the long wait time for citizens to take a driver's test. Staff suggested that this may be an item to discuss with Ministry staff at UBCM.

Director Stobbart reported that the Dewdney Elementary School and Deroche Elementary school would like to thank the FVRD for the support given to them over the years. He also reported on the Farmers Market and Kids Day taking place on July 22.

Director Boucher reported on a local resident's 100th birthday celebration taking place at McConnell Creek Community Hall on July 29th.

Director Engar reported on the homeless population in his area. He also reported on the successful turnout at the firehall with regard to wildfire protection and expressed his thanks to the Fire Chief.

14. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA

None

15. RESOLUTION TO CLOSE MEETING

Moved By BOUCHER

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

CARRIED

The Open Meeting adjourned at 2:56 p.m.

16. RECONVENE OPEN MEETING

The Open Meeting reconvened at 3:41 p.m.

17. RISE AND REPORT OUT OF CLOSED MEETING

None

18. ADJOURNMENT

Moved By STOBART
Seconded By ADAMSON

THAT the Electoral Area Services Committee Open Meeting of July 10, 2018 be adjourned.

CARRIED

The Electoral Area Services Committee Open Meeting adjourned at 3:42 p.m.

MINUTES CERTIFIED CORRECT:

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Director Bill Dickey, Chair