

CITY OF CHILLIWACK
Regular Meeting of Council

Tuesday, October 22, 2024, 2:00 pm

8550 Young Road,
Chilliwack, BC V2P 8A4

1. Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

2. Delegations/Hearings

2.1 Delegation - Chilliwack Museum and Historical Society

Recommendation

That the delegation of Shawna Dwyer, Executive Director, and Pat Clark, Board President, Chilliwack Museum and Historical Society, be received.

2.2 Delegation - Chilliwack Community Policing Services Quarterly Reports

Recommendation

That the delegation of Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, be received; and further, that the Chilliwack Community Policing Quarterly Reports for the periods of April to June, 2024 and July to September, 2024, be received for information.

3. Adoption of Minutes

Recommendation

That the Minutes of the Regular Meeting of Council held October 8, 2024, and the Minutes of the Special Regular Meeting of Council held October 10, 2024, be adopted as circulated.

4. Business Arising

5. Consent Agenda

Recommendation

That the following bylaws be adopted:

“Development Cost Charge Bylaw Amendment Bylaw 2024, No. 5421”; and,
“Highway Closure and Removal of Dedication Bylaw 2024, No. 5422”;

and further, that the Minutes of the Affordable Housing and Development Advisory Committee meeting, held October 2, 2024, be received for information.

6. Quarterly Reports

7. Departmental Reports

7.1 Engineering - BC Active Transportation Infrastructure Grant Application 2024-2025

Recommendation

That Council endorse the application for the BC Active Transportation Grant, as contained within the staff report dated October 15, 2024, for the McIntosh Road, Edward Street, Menholm Road, and Mary Street Active Transportation improvements.

7.2 Engineering - Chilliwack Creek Pump Station Preliminary Design Phase 2 - RFP Proponent Selection

Recommendation

That Council authorize staff to forward Request for Proposal documents to the following selected proponents to provide consulting services for the Preliminary Engineering Design for the "Chilliwack Creek Pump Station Phase 2 Project":

1. Urban Systems Ltd.;
2. AECOM Canada Ltd.; and,
3. Associated Engineering (B.C.) Ltd.

7.3 Engineering - 2024 Bridge Design Services

Recommendation

That Council accept the proposal for engineering services for the "2024 Bridge Design Services" from ISL Engineering and Land Services, in the amount of \$199,981.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.4 Recreation and Culture - Landing Sports Centre Annex Design - Notice of Intent

Recommendation

That Council approve the direct award of design services for the "Landing Sports Center Annex Construction Project" to MQN Architects, in the amount of \$226,485.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

7.5 Legislative Services - 2025 Council Meeting Schedule

Recommendation

That the following be adopted as the Council Meeting Calendar for the year 2025:

Regular meetings of Council will be held at 2:00 pm, with the meeting reconvening at 4:00 pm, on the first Tuesday of each month in the year 2025.

Regular meetings of Council will be held at 2:00 pm on the third Tuesday of each month in the year 2025.

With the following exceptions:

- January - on the second and fourth Tuesday
- February - on the second and fourth Tuesday
- March - on the second and fourth Tuesday
- April - on the second and fourth Tuesday

In the event any of the scheduled Council meetings fall on a statutory holiday, the meeting shall be held on the following business day.

7.6 Planning - RZ001752 - 8247 Young Road

Recommendation

That "Zoning Bylaw Amendment Bylaw 2024, No. 5436", which proposes to rezone a portion of property located at 8247 Young Road from a C5 (Liquor Primary) Zone to a C8 (Cannabis Retail) Zone, be given first and second reading; and further, that a Public Hearing be called for November 5, 2024.

7.7 Planning - Chilliwack School District 2024 Eligible School Site Proposal

Recommendation

That Council accept the resolution of the Chilliwack School District Board of Education for the "2024 Eligible School Site Proposal", as contained within the staff report dated October 10, 2024.

8. **Mayor and Councillors' Reports**

9. **Motion to Adjourn to a Closed Session**

10. **Meeting Reconvened**

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

11. **Delegations/Hearings**

11.1 Delegations

- 11.2 Section 57 Hearing / Section 74 Hearing / Unsightly Premises Hearing
- 11.3 Public Hearing
- 11.4 Public Information Meeting
- 12. **Clerk's Reports**
- 13. **Application Reports**
- 14. **Items Deferred**
- 15. **Other Business**
 - 15.1 Decisions Referred from Closed Session
 - 15.2 Additional Items
- 16. **Adjournment**

AGENDA ITEM NO: 2.1

MEETING DATE: October 22, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Chilliwack Museum and Historical Society Date: October 15, 2024

DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Shawna Dwyer, Executive Director, and Pat Clark, Board President, Chilliwack Museum and Historical Society, are in attendance to provide Council with a presentation of the year in review and upcoming events and projects.

2. RECOMMENDATION:


That the delegation of Shawna Dwyer, Executive Director, and Pat Clark, Board President, Chilliwack Museum and Historical Society, be received.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain,
Chief Administrative Officer

AGENDA ITEM NO: 2.2

MEETING DATE: October 22, 2024

STAFF REPORT - COVER SHEET

Chilliwack Community Policing
SUBJECT: Services Quarterly Report Date: October 15, 2024

DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, is in attendance to present the Community Policing Services Quarterly Reports for the periods of April to June, 2024 and July to September, 2024.

2. RECOMMENDATION:

That the delegation of Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional Detachment, be received; and further, that the Chilliwack Community Policing Quarterly Reports for the periods of April to June, 2024 and July to September, 2024, be received for information.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

**3. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain,
Chief Administrative Officer



Chilliwack RCMP

Upper Fraser Valley Regional Detachment

Quarter 2 and 3 Report

October 22, 2024





OVERVIEW

Priority 1 Calls

3

Road Safety

8

**Quarter 2
Property Crime**

4

Proactive Policing

9

**Quarter 3
Property Crime**

5

**Controlled Drug &
Substances Act**

10

**Quarter 2
Crimes Against
Persons**

6

Partnerships

11

**Quarter 3
Crimes Against
Persons**

7

**Connecting with the
Community**

12

PRIORITY 1 CALLS



QUARTER 2

416 Priority 1 calls

QUARTER 3

493 Priority 1 calls

“A Priority 1 call typically involves a situation where there is an immediate threat to life or property, requiring an urgent response.”

PROPERTY CRIME

ALL CRIME TYPES: Q2 YEAR TO DATE

CRIME TYPE	2023 YTD	2024 YTD	23/24 % CHANGE
ALL PROPERTY CRIME TOTAL	2595	2519	-3%
Auto Theft	155	139	-10%
Theft from Vehicle	391	301	-23%
Break & Enter Business	119	97	-18%
Mischief	669	627	-6%

PROPERTY CRIME

ALL CRIME TYPES: Q3 YEAR TO DATE

CRIME TYPE	2023 YTD	2024 YTD	23/24 % CHANGE
ALL PROPERTY CRIME TOTAL	4156	4168	0%
Auto Theft	217	165	-13%
Theft from Vehicle	577	462	-20%
Break & Enter Business	176	106	-40%
Mischief	1009	1036	3%

CRIMES AGAINST PERSONS

ALL CRIME TYPES: Q2 YEAR TO DATE

CRIME TYPE	2023 YTD	2024 YTD	23/24 % CHANGE
ALL CRIMES AGAINST PERSONS TOTAL	1282	1285	0%
Assault	598	582	-3%
Robbery	61	60	-2%
Utter Threats	295	322	9%

CRIMES AGAINST PERSONS

ALL CRIME TYPES: Q3 YEAR TO DATE

CRIME TYPE	2023 YTD	2024 YTD	23/24 % CHANGE
ALL CRIMES AGAINST PERSONS TOTAL	2048	2031	-1%
Assault	907	907	0%
Robbery	61	50	-18%
Utter Threats	489	479	-2%



ROAD SAFETY

The *Motor Vehicle Act* in British Columbia provides the rules and regulations that the RCMP enforces to ensure road safety. It covers key areas such as speed limits, impaired driving, proper use of seatbelts, and the licensing requirements for drivers.

Our job is make sure everyone follows these laws to protect drivers, passengers, and pedestrians. When these rules are broken, we issue fines, penalties, or, in serious cases, suspend licenses, all with the goal of keeping our roads safe for everyone.

MOTOR VEHICLE ACT	2022	2023	2024	23/24 % CHANGE
Motor Vehicle Act Charges	1837	1574	2309	47%
- Electronic Device Charges	75	76	142	87%
- Insurance Violation	179	235	220	-6%
Provincial Prohib / Suspension	348	360	322	-11%

PROACTIVE POLICING

Foot and bike patrols offer a dynamic approach to community policing, they provide direct engagement between officers, residents, and business owners helping to build relationships within the community.

FOOT PATROLS

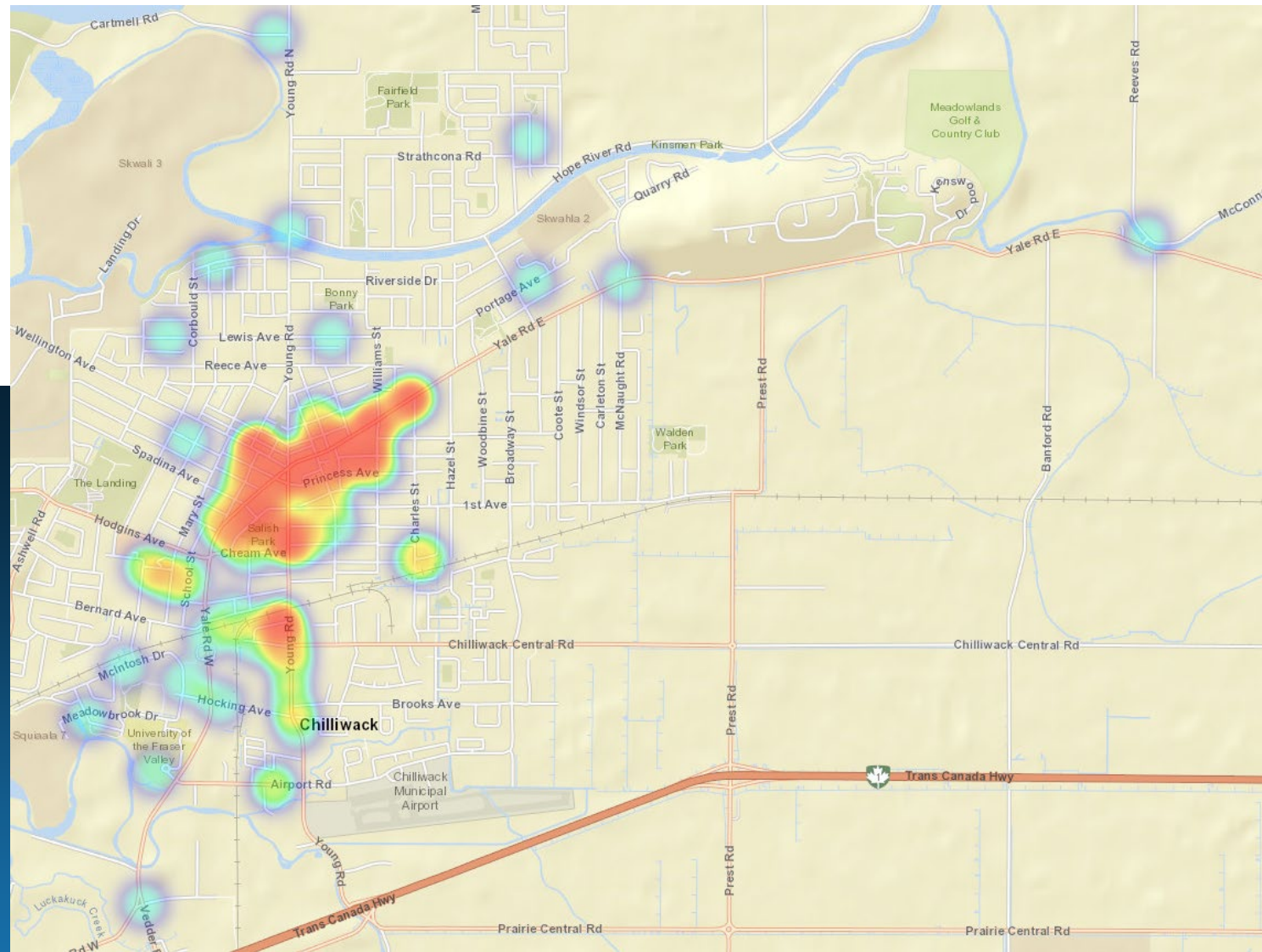
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BIKE PATROLS

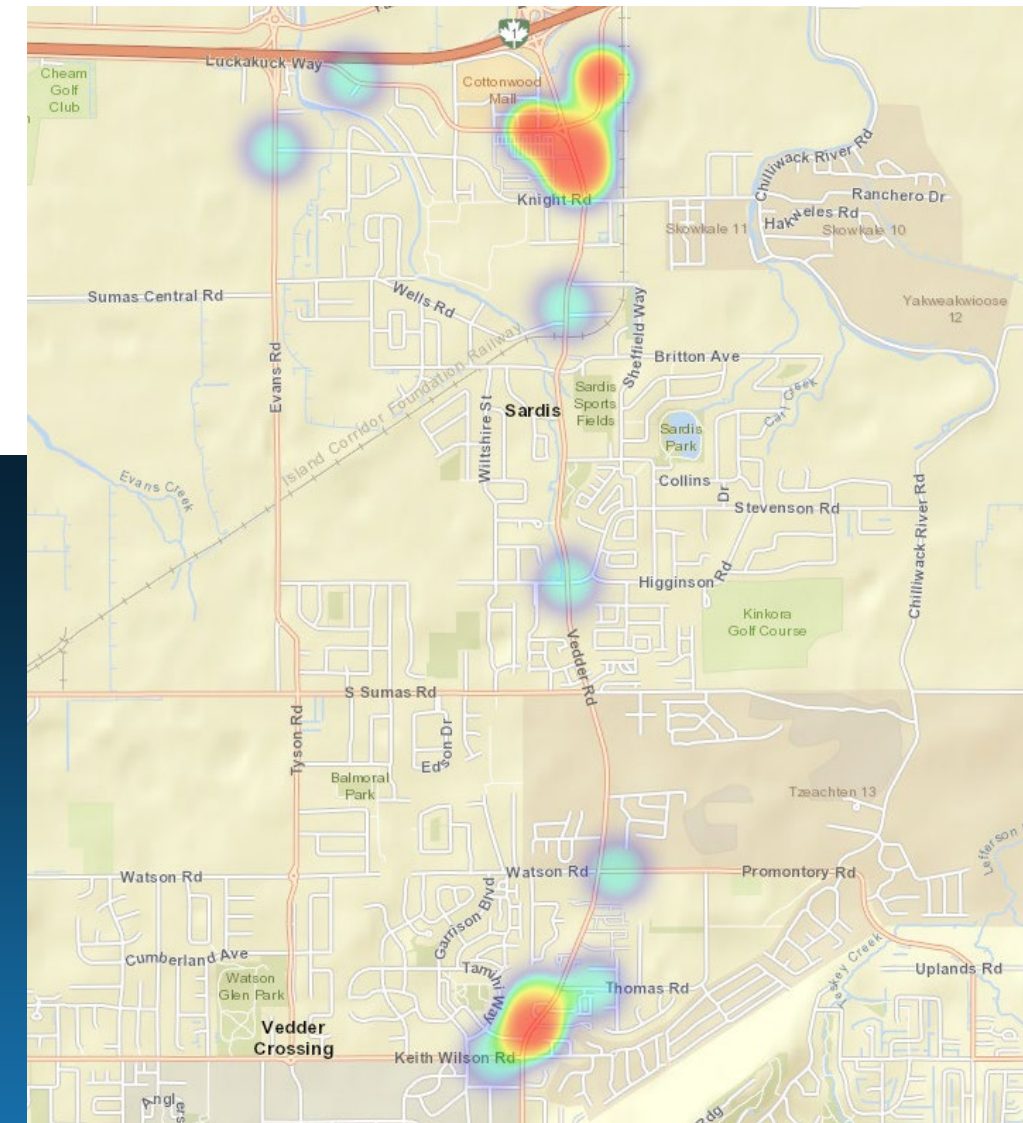
54



CONTROLLED DRUG & SUBSTANCES ACT (CDSA) POSSESSION



NORTH SIDE



SOUTH SIDE

PARTNERSHIPS

KIDS DON'T FLOAT

RCMP
Royal Canadian
Marine Search &
Rescue
Tourism Chilliwack
Cultus Lake Park
Board
Chilliwack
Chamber of
Commerce
Cascade Supply &
Marine Ltd.
PRIME Signs
Western Group

WATER SAFETY & TRAINING

Transport Canada
Marine Safety &
Security
Cultus Lake Fire
Department

TABLETOP EXERCISES

School District 33
Chilliwack Airport
Pacific Region
Training Centre
(PRTC)



The support I received from local businesses and the Cultus Lake Park Board was amazing, all partners were eager to contribute in making the lake a safer place to visit.

-Constable Brad Holditch

CONNECTING WITH THE COMMUNITY



THANK YOU.

QUESTIONS ?



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Canada



AGENDA ITEM NO: 3.

MEETING DATE: October 22, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Adoption of Minutes Date: October 15, 2024

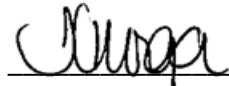
DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

Minutes of the Regular Meeting of Council held October 8, 2024, and the Minutes of the Special Regular Meeting of Council held October 10, 2024, for adoption.

2. RECOMMENDATION:

That the Minutes of the Regular Meeting of Council held October 8, 2024, and the Minutes of the Special Regular Meeting of Council held October 10, 2024, be adopted as circulated.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack
Regular Meeting Minutes

October 8, 2024, 2:00 pm
8550 Young Road
Chilliwack, BC V2P 8A4

Present: All members of Council

Staff Present: D. Blain, Chief Administrative Officer
J. Morgan, Manager of Legislative Services/Corporate Officer
J. Hahn, Deputy Chief Administrative Officer/Director of Human Resources
J. Leggatt, Director of Communications and Legislative Services
G. Savard, Director of Finance
G. Villeneuve, Director of Planning
A. Brown, Fire Chief
K. Stanton, Director of Public Safety and Social Development
G. White, Director of Development and Regulatory Enforcement Services
D. Lindhout, Director of Recreation and Culture
J. Koczur, Director of Public Works and Parks
G. Schipper, Deputy Director of Development and Regulatory Enforcement Services
S. Hamilton, Director of Utility Operations
C. Carruthers, Director of Information Technology
K. Jefford, Director of Engineering
T. Friesen, Manager of Environmental Services
C. Dudzik, Senior Environmental Services Specialist
C. Marleau, Manager of Recreation Services and Corporate Wellness
C. Wickham, Manager of Land Development
R. Goertzen, Manager of Building Department
E. Leary, Manager of Development Planning
C. Weston, Manager of Bylaw Enforcement
L. O'Neill, Assistant Manager of Bylaw Enforcement
M. Winn, Manager of Accounting Services
D. Mossey, Manager of Transportation and Drainage
C. Nwaoha, Manager of Utilities
G. Palaniuk, Manager of IT Business Solutions
D. Katru, Freedom of Information and Privacy Coordinator
C. Wilkinson, Deputy Corporate Officer/Recording Secretary

Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

Mayor Popove was Chair and called the meeting to order at 2:00 pm.

Adoption of Minutes

Moved / Westeringh

Seconded / Lum

That the Minutes of the Regular Meeting of Council held September 24, 2024, be adopted as circulated.

Carried unanimously

Consent Agenda

Moved / Kloot

Seconded / Mercer

That the following bylaws be adopted:

“Permissive Tax Exemption Bylaw 2024, No. 5434”;

“Tax Exemption (Riparian Property) Bylaw 2024, No. 5435”;

“Zoning Bylaw Amendment Bylaw 2024, No. 5439”; and,

“Sanitary Sewer System Regulation Bylaw Amendment Bylaw 2024, No. 5440”;

and further, that the Minutes of the Heritage Advisory Committee meeting held September 5, 2024 be received for information.

Carried unanimously

Departmental Reports**Engineering - Bailey Sanitary Landfill and Compostable Waste Transfer Station Operating Contract Extension**

Moved / Westeringh

Seconded / Shields

That Council approve the 2018-2025 Bailey Sanitary Landfill and Compostable Waste Transfer Station Operating Contract extension with Environmental 360 Solutions Ltd., for an additional three-year term, from August 1, 2025 to July 31, 2028, in the estimated amount of

\$8,225,000.00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Public Works and Parks – RFQ – 2024/2025 Winter Road Salt Request for Quotation Award

Moved / Kloot

Seconded / Westeringh

That Council accept the quotation for the “Winter & Road Salt Supply” to Mainroad Maintenance Products LP, in the amount of \$145.00 per tonne based on an estimated quantity of 5,500 tonnes (plus delivery); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Carried unanimously

Planning - RZ001707 - 46010 Stevenson Road

Moved / Lum

Seconded / Westeringh

That "Zoning Bylaw Amendment Bylaw 2024, No. 5430", which proposes to rezone property located at 46010 Stevenson Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given first and second reading.

Carried unanimously

Moved / Westeringh

Seconded / Lum

That "Zoning Bylaw Amendment Bylaw 2024, No. 5430", which proposes to rezone property located at 46010 Stevenson Road from an R1-A (Urban Residential) Zone to an R1-C (Urban Infill) Zone, be given third reading.

Carried unanimously

Mayor and Councillors’ Reports

The Mayor and Councillor's reports were received for information.

Motion to Adjourn to a Closed Session – Regular Meeting to Reconvene at 4:00 pm

Moved / Lum

Seconded / Westeringh

That, in accordance with Section 90(1)(a), (i) and (k) of the *Community Charter*, Council hold a Closed Meeting to discuss an individual being considered for a position of an officer; information subject to solicitor-client privilege; and, proposed municipal services.

Carried unanimously

Meeting Reconvened

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

The Regular Meeting adjourned at 2:16 pm and reconvened at 4:00 pm.

Present: All members of Council.

Staff present: D. Blain, Chief Administrative Officer

J. Morgan, Manager of Legislative Services/Corporate Officer

G. Villeneuve, Director of Planning

K. Jefford, Director of Engineering

G. White, Director of Development and Regulatory Enforcement Services

R. Ratzlaff, Business Application Support Specialist

D. Katru, Freedom of Information and Privacy Coordinator

C. Wilkinson, Deputy Corporate Officer/Recording Secretary

Delegations/Hearings

Public Hearing

"Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425", "Zoning Bylaw Amendment Bylaw 2024, No. 5426", and "Zoning Bylaw Amendment Bylaw 2024, No. 5427"

Public Hearing on “Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425” which proposes to redesignate properties located at 5471 Viola Street, 45651 Alma Avenue and portions of 5446 and 5456 Vedder Road , from “South Vedder Commercial Core” to “Apartment Residential” as per the South Vedder Neighbourhood Plan;

"Zoning Bylaw Amendment Bylaw 2024, No. 5426" a proposed text amendment to create a new CD-27 (Comprehensive Development-27) Zone; and,

"Zoning Bylaw Amendment Bylaw 2024, No. 5427" which proposes to rezone properties located at 45651 Alma Avenue, 5446, 5456, 5462, 5478 Vedder Road, and 5471, 5477, 5487 Viola

Street from a CS1 (Service Commercial) Zone, a C2 (Local Commercial) Zone, and a R1-A (Urban Residential) Zone to a new CD-27 (Comprehensive Development-27) Zone.

Public Engagement package received from:

- Kacy Otter, Applicant, Director of Development, Diverse Properties, dated August 13, 2024 and September 13, 2024.

Email of Concern received from:

- Jim Evans, 45640 Alma Avenue, dated August 9, 2024;
- Lori Morrice, 45640 Alma Avenue, dated October 3, 2024;
- Scott Lougheed, 45640 Alma Avenue, dated October 6, 2024

Petition of opposition received from:

- Brunella Battista, (no address provided), received October 7, 2024

Petition of support containing 7 signatures received from:

- Josh Hall, Applicant, 49104 Elk View Road, received October 7, 2024.

Letter of support received from:

- Jeremy Young, Owner/Operator, Young Wall & Ceiling Ltd., (no address provided), received October 7, 2024.

Josh Hall, Representative, Castillo Developments Inc., 49104 Elk View Road, provided Council with a brief overview of the proposed project. He addressed concerns regarding traffic egress and access; and, what would happen to the current tenants, noting they assisted their tenants in acquiring new living arrangements.

Sapreet Mann, 5434 Vedder Road, is in favour of the development and requested clarification regarding access from Marie Avenue, questioning whether it is a lane way and will all residents be able to use as an access to the street.

Moved / Westeringh

Seconded / Kloot

That the representations with respect to “Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425”, "Zoning Bylaw Amendment Bylaw 2024, No. 5426" and "Zoning Bylaw Amendment Bylaw 2024, No. 5427" be received for information; and further, that “Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425”, "Zoning Bylaw Amendment Bylaw 2024 No. 5426" and "Zoning Bylaw Amendment Bylaw 2024, No. 5427" be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

"Zoning Bylaw Amendment Bylaw 2024, No. 5437"

Public Hearing on "Zoning Bylaw Amendment Bylaw 2024, No. 5437" which proposes to rezone property located at 8421 Lockheed Place, from an AP (Airport Commercial) Zone to an AP-1 (Airport) Zone.

There were no representations with respect to Bylaw No. 5437.

Moved / Shields

Seconded / Mercer

That "Zoning Bylaw Amendment Bylaw 2024, No. 5437" be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Temporary Use Permit TUP00187

Public Hearing on Temporary Use Permit TUP00187 with respect to property located at 48668 Prairie Central Road to permit the operation of a fruit juice processing facility (Triple Jim's Juices) within the AL (Agricultural Lowland) Zone.

Email of support received from:

- Marnie and Chris Brown, 48565 Prairie Central Road, dated October 7, 2024.

Moved / Westeringh

Seconded / Lum

That the representation with respect to Temporary Use Permit TUP00187 be received for information; and further, that Temporary Use Permit TUP00187 be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Temporary Use Permit TUP00231

Public Hearing on Temporary Use Permit TUP00231 with respect to property located at 9363 Woodbine Street to permit the retention of an existing storage container currently sited on the R1-A (Urban Residential) Zoned property.

Public engagement package received from:

- Douglas De Guevara, Owner, 9363 Woodbine Street, dated March 18, 2024.

Moved / Read

Seconded / Kloot

That the representation with respect to Temporary Use Permit TUP00231 be received for information; and further, that Temporary Use Permit TUP00231 be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Temporary Use Permit TUP00234

Public Hearing on Temporary Use Permit TUP00234 with respect to property located at 45160 Deans Avenue to permit the operation of a commercial child care facility for up to 25 children within the R1-A (Urban Residential) Zone.

Public engagement package received from:

- Mark Manlapaz, Director, Legendary Leaders and Explorers Childcare Centre Chilliwack, 45160 Deans Avenue, received September 23, 2024.

Email of support received from:

- Shilo Minuk (Orellana), 45144 Deans Avenue, dated October 3, 2024; and,
- Ryan and Kelly Schutt, 41480 No. 5 Road, dated October 7, 2024.

Email of opposition received from:

- Curtis Lee Smith, 45177 Deans Avenue, dated October 3, 2024.

Mark Manlapaz, Director, Legendary Leaders and Explorers Childcare Centre Chilliwack, 45160 Deans Avenue, provided Council with an overview of facility operations and detailed how they will address neighbourhood concerns expressed with respect to noise, traffic, parking and child safety.

Moved / Shields

Seconded / Mercer

That the representations with respect to Temporary Use Permit TUP00234 be received for information; and further, that Temporary Use Permit TUP00234 be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Temporary Use Permit TUP00237

Public Hearing on Temporary Use Permit TUP00237 with respect to property located at 4633 No. 3 Road to permit the continued operation of an existing industrial fence panel business within the AL (Agriculture Lowland) Zoned property.

Public engagement package received from:

- Sukhjinder Dhaliwal, Owner, 4633 No. 3 Road, received September 23, 2024 and October 1, 2024.

Emails of opposition received from:

- Dave and Bonnie Sibley, 4653 No. 3 Road, received September 15, 2024;
- Barry Friesen, (no address provided), received September 24, 2024;
- Sara Driediger, (no address provided), received September 27, 2024; and,
- Michelle Rickaby, (no address provided), received September 28, 2024.

Emails of support received from:

- Donny Kleinfelder, (no address provided), received September 20, 2024;
- Sue Knudsen, (no address provided), received September 20, 2024;
- Dave Barrie, (no address provided), received September 23, 2024;
- Leanne Dixon, (no address provided), received September 23, 2024;
- Mandy Nelson, (no address provided), received September 23, 2024;
- Margaret Williamson, 42052 Yarrow Central Road, received September 23, 2024;
- Rebecca Johns, (no address provided), received September 23, 2024;
- Emily McLean, 42579 Yarrow Central Road, received September 24, 2024;
- Len and Trudi Martens, (no address provided), received September 24, 2024;
- Laura Cotnoir, (no address provided), received September 24, 2024.

Bryan Lowers, Yarrow Building Supplies, Owner, 41924 Yarrow Central Road, supports the application, he expressed that the applicant is a valued member of the community and the business employs people of Yarrow; supports community events; and, supports his business.

Sukhjinder Dhaliwal, Owner, 4633 No. 3 Road, addressed noise and dust complaints, noting he has spoken to his neighbours about the updated equipment he purchased to mitigate those issues, and, stated he is willing to make any other necessary changes to help with noise and dust.

Moved / Kloot

Seconded / Westeringh

That the representations with respect to Temporary Use Permit TUP00237 be received for information; and further, that Temporary Use Permit TUP00237 be referred for Council's further consideration following the close of the Public Hearing.

Carried unanimously

Public Information Meeting

Development Variance Permit DVP01432

Public Information Meeting on Development Variance Permit DVP01432 with respect to property located at 6253 Tyson Road, which proposes to increase the maximum farm home plate and single detached dwelling front lot line setback in the AL (Agriculture Lowland) Zone, to facilitate the construction of a new single-family dwelling.

Public engagement package received from:

- Supreet Mann, Owner, 6253 Tyson Road, received October 1, 2024.

Moved / Lum

Seconded / Westeringh

That the representation with respect to Development Variance Permit DVP01432 be received for information; and further, that Development Variance Permit DVP01432 be referred for Council's further consideration following the close of the Public Information Meeting.

Carried unanimously

Development Variance Permit DVP01434

Public Information Meeting on Development Variance Permit DVP01434 with respect to property located at 9384 Fletcher Street, which proposes to vary the following landscaping standards within the Zoning Bylaw:

- reduce the minimum required overall impervious surface area from 20% to 12%;
- reduce the minimum required overall landscaping area from 15% to 11%; and,
- reduce the minimum required overall extensively landscaped area from 7% to 4%,

to legitimize an existing apartment building.

Joe Guliker, Guliker Designer Group, Applicant/Designer, 8364 Young Road, was available to answer any questions from Council.

Moved / Lum

Seconded / Kloot

That the representation with respect to Development Variance Permit DVP01434 be received for information; and further, that Development Variance Permit DVP01434 be referred for Council's further consideration following the close of the Public Information Meeting.

Carried unanimously

Clerk's Reports

"Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425", "Zoning Bylaw Amendment Bylaw 2024, No. 5426", and "Zoning Bylaw Amendment Bylaw 2024, No. 5427"

Moved / Westeringh

Seconded / Mercer

That "Official Community Plan Bylaw Amendment Bylaw 2024, No. 5425" with respect to properties located at 5471 Viola Street, 45651 Alma Avenue and portions of 5446 and 5456 Vedder Road be given third reading.

Carried unanimously

Moved / Read

Seconded / Westeringh

That "Zoning Bylaw Amendment Bylaw 2024, No 5426", a proposed text amendment to create a new CD-27 (Comprehensive Development-27) Zone, be given third reading.

Carried unanimously

Moved / Shields

Seconded / Read

That "Zoning Bylaw Amendment Bylaw 2024, No 5427", with respect to properties located at 45651 Alma Avenue, 5446, 5456, 5462, and 5478 Vedder Road, and 5471, 5477, and 5487 Viola Street, be given third reading.

Carried unanimously

Moved / Kloot

Seconded / Westeringh

That Council approve the issuance of Development Permit DP001579 with respect to properties located at 45651 Alma Avenue, 5446, 5456, 5462 and 5478 Vedder Road and 5471, 5477 and 5487 Viola Street, subject to the recommendations of the Design Review Advisory Committee and the conditions as stipulated within the draft Development Permit.

Carried unanimously

"Zoning Bylaw Amendment Bylaw 2024, No. 5437"

Moved / Shields

Seconded / Lum

That "Zoning Bylaw Amendment Bylaw 2024, No. 5437" with respect to property located at 8421 Lockheed Place be given third reading.

Carried unanimously

Application Reports

Temporary Use Permit TUP00187

Moved / Kloot

Seconded / Lum

That Council approve the issuance of Temporary Use Permit TUP00187 with respect to property located at 48668 Prairie Central Road, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Carried unanimously

Temporary Use Permit TUP00231

Moved / Mercer

Seconded / Read

That Council approve the issuance of Temporary Use Permit TUP00231 with respect to property located at 9363 Woodbine Street, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Against (1): Mercer

Motion carried (6 to 1)

Temporary Use Permit TUP00234

Moved / Kloot
Seconded / Lum

That Council approve the issuance of Temporary Use Permit TUP00234 with respect to property located at 45160 Deans Avenue, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Carried unanimously

Temporary Use Permit TUP00237

Moved / Kloot
Seconded / Westeringh

That Council approve the issuance of Temporary Use Permit TUP00237 with respect to property located at 4633 No. 3 Road, subject to the recommendations as stipulated within the draft Temporary Use Permit.

Main motion, as amended, carried unanimously

Moved / Kloot
Seconded / Lum

That the motion be amended by adding the following words:

"and further, that the Permit be amended to include the provision that the doors to the building which houses the planer/molder remain closed while in operation, to mitigate noise and dust".

Amendment motion carried unanimously

Moved / Mercer
Seconded / Westeringh

That the amendment motion be amended, by adding the following words:

‘and further, that the Permit be permitted for a one-year period so that staff can monitor compliance and bring the application back at that time for review’.

Amendment to the amendment motion, defeated unanimously

Development Variance Permit DVP01432

Moved / Westeringh
Seconded / Shields

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01432 with respect to property located at 6253 Tyson Road, subject to the recommendations as stipulated within the draft Development Variance Permit.

Carried unanimously

Development Variance Permit DVP01434

Moved / Westeringh

Seconded / Mercer

That, subject to public representation, Council approve the issuance of Development Variance Permit DVP01434 with respect to property located at 9384 Fletcher Street, subject to the recommendations as stipulated within the draft Development Variance Permit.

Carried unanimously

Adjournment

Moved / Kloot

Seconded / Shields

On a motion of Councillor Kloot, and seconded by Councillor Shields, the meeting adjourned at 5:20 pm.

Carried unanimously

Mayor

Corporate Officer

City of Chilliwack
Special Regular Meeting Minutes

October 10, 2024, 12:00 pm
8550 Young Road
Chilliwack, BC V2P 8A4

Present: All members of Council with the exception of Councillors Lum and Shields

Staff Present: D. Blain, Chief Administrative Officer
J. Hahn, Deputy Chief Administrative Officer/Director of Human Resources
G. Villeneuve, Director of Planning
R. Koole, Manager of Long Range Planning
E. Leary, Manager of Development Planning
M. Peters, Senior Planner - Long Range Planning

Call to Order

The City of Chilliwack acknowledges that we are honoured to live, work and play on the traditional, ancestral and unceded territory of the Stó:lō Coast Salish peoples.

Mayor Popove was Chair and called the meeting to order at 12:00 pm.

Consent Agenda

Moved / Kloot

Seconded / Mercer

That the Minutes of the Design Review Advisory Committee meeting held September 10, 2024 be received for information.

Carried unanimously

Motion to Adjourn to a Closed Session

Moved / Westeringh

Seconded / Kloot

That, in accordance with Section 90(1)(k) of the *Community Charter*, Council hold a Closed Meeting to discuss proposed municipal services.

Carried unanimously

Adjournment

Moved / Westeringh

Seconded / Kloot

On a motion of Councillor Westeringh, and seconded by Councillor Kloot, the meeting adjourned at 12:01 pm.

Carried unanimously

Mayor

Corporate Officer

AGENDA ITEM NO: 5.

MEETING DATE: October 22, 2024

STAFF REPORT - COVER SHEET

SUBJECT: Consent Agenda Date: October 18, 2024

DEPARTMENT: Clerk's Prepared by: Jacqueline Morgan

1. SUMMARY OF ISSUE:

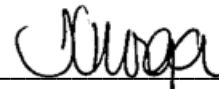
Consent Agenda items for Council's consideration.

2. RECOMMENDATION:

That the following bylaws be adopted:

"Development Cost Charge Bylaw Amendment Bylaw 2024, No. 5421"; and,
"Highway Closure and Removal of Dedication Bylaw 2024, No. 5422";

and further, that the Minutes of the Affordable Housing and Development Advisory Committee meeting, held October 2, 2024, be received for information.



Jacqueline Morgan, CMC
Manager of Legislative Services/
Corporate Officer

City of Chilliwack

Bylaw No. 5421

A bylaw to amend “Development Cost Charge Bylaw 2000, No. 2689”

The Council of the City of Chilliwack in open meeting assembled, enacts as follows:

1. This bylaw may be cited as **“Development Cost Charge Bylaw Amendment Bylaw 2024, No. 5421”**.
2. “Development Cost Charge Bylaw 2000, No. 2689” is hereby amended in Section 3 INTERPRETATION, “Townhouse”, by inserting the words “of three or more dwelling units” after the words “residential development” and before the words “where the”.
3. Said Bylaw is hereby further amended by deleting Schedules “A”, “B”, “C”, “D” and “E”, and substituting with new Schedules “A”, “B”, “C”, “D” and “E”, as attached.

Received first and second reading on the 6th day of August, 2024.

Received third reading on the 6th day of August, 2024.

Received approval from the Inspector of Municipalities on the 3rd day of October, 2024.

Received adoption on the

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Mayor

.....
Corporate Officer

Schedule “A”

Development Cost Charges for a Community Water Service

1. Development Cost Charges are payable for community water services as follows:

<u>CLASS OF DEVELOPMENT</u>	<u>DEVELOPMENT COST CHARGE</u>
(1) Residential Subdivision	\$ 2,660.20 for each parcel
(2) Multi-Family Residential Development	\$ 1,956.03 per townhouse dwelling unit
	\$ 1,564.82 per apartment dwelling unit
	\$ 1,330.10 per small apartment dwelling unit
	\$ 1,330.10 per micro apartment dwelling unit
	\$ 1,132.00 per congregate living sleeping unit
(3) Mobile Home Park Subdivision or Mobile Home Park Development	\$ 1,956.03 per pad space
(4) Commercial Development	\$ 11.82 per square metre of gross floor area
(5) Institutional Development	\$ 11.82 per square metre of gross floor area
(6) Industrial Development	\$ 6.75 per square metre of gross floor area

2. Despite Section 4 of this Bylaw, no development cost charge is payable under this schedule within an area of land that is:

- (1) not serviced by a community water system; and
- (2) will not be provided with a community water system that will serve the subdivision or development for which approval is sought.

3. The assist factor for a community water system shall be 10%

Schedule “B”

Development Cost Charges for a Community Sanitary Sewer Service

4. Development Cost Charges are payable for community sanitary sewer services as follows:

<u>CLASS OF DEVELOPMENT</u>	<u>DEVELOPMENT COST CHARGE</u>
(1) Residential Subdivision	\$ 5,135.30 for each parcel
(2) Multi-Family Residential Development	\$ 3,775.95 per townhouse dwelling unit
	\$ 3,020.76 per apartment dwelling unit
	\$ 2,567.65 per small apartment dwelling unit
	\$ 2,567.65 per micro apartment dwelling unit
	\$ 2,185.23 per congregate living sleeping unit
(3) Mobile Home Park Subdivision or Mobile Home Park Development	\$ 3,775.95 per pad space
(4) Commercial Development	\$ 11.41 per square metre of gross floor area
(5) Institutional Development	\$ 11.41 per square metre of gross floor area
(6) Industrial Development	\$ 6.52 per square metre of gross floor area

5. Despite Section 4 of this Bylaw, no development cost charge is payable under this schedule within an area of land that is:

- (1) not serviced by a community sanitary sewer system; and
- (2) will not be provided with a community sanitary sewer system that will serve the subdivision or development for which approval is sought; or,
- (3) within the Eastern Hillside area outlined in the map forming Schedule “F” to this bylaw.

The assist factor for a community sanitary sewer system shall be 10%.

Schedule “C”

Development Cost Charges for Collector and Arterial Roads

6. Development Cost Charges are payable for highway services as follows:

<u>CLASS OF DEVELOPMENT</u>	<u>DEVELOPMENT COST CHARGE</u>
(1) Residential Subdivision	\$19,019.79 for each parcel
(2) Multi-Family Residential Development	\$16,812.76 per townhouse dwelling unit
	\$14,266.02 per apartment dwelling unit
	\$ 8,807.86 per small apartment dwelling unit
	\$ 6,261.50 per micro apartment dwelling unit
	\$ 3,070.85 per congregate living sleeping unit
(3) Mobile Home Park Subdivision or Mobile Home Park Development	\$16,812.76 per pad space
(4) Commercial Development	\$ 33.28 per square metre of gross floor area
(5) Institutional Development	\$ 22.46 per square metre of gross floor area
(6) Industrial Development	\$ 13.98 per square metre of gross floor area

The assist factor for collector and arterial roads shall be 10%.

Schedule “D”

Development Cost Charges for a Community Drainage Service

7. Development Cost Charges are payable for community drainage services as follows:

<u>CLASS OF DEVELOPMENT</u>	<u>DEVELOPMENT COST CHARGE</u>
(1) Residential Subdivision	\$ 644.31 for each parcel
(2) Multi-Family Residential Development	\$ 332.55 per townhouse dwelling unit
	\$ 332.55 per apartment dwelling unit
	\$ 332.55 per small apartment dwelling unit
	\$ 332.55 per micro apartment dwelling unit
	\$ 332.55 per congregate living sleeping unit
(3) Mobile Home Park Subdivision or Mobile Home Park Development	\$ 332.55 per pad space
(4) Commercial Development	\$ 4.16 per square metre of gross floor area
(5) Institutional Development	\$ 4.16 per square metre of gross floor area
(6) Industrial Development	\$ 4.16 per square metre of gross floor area

8. Despite Section 4 of this Bylaw, no development cost charge is payable under this schedule within an area of land that is:

- (1) not serviced by a community drainage system; and
- (2) will not be provided with a community drainage system that will serve the subdivision or development for which approval is sought.

The assist factor for a community drainage system shall be 10%.

Schedule “E”

Development Cost Charges for Parkland Acquisition and Improvement

9. Development Cost Charges are payable for parkland acquisition and improvement as follows:

<u>CLASS OF DEVELOPMENT</u>	<u>DEVELOPMENT COST CHARGE</u>
(1) Residential Subdivision	\$ 4,535.48 for each parcel
(2) Multi-Family Residential Development	\$ 2,340.90 per townhouse dwelling unit
	\$ 2,340.90 per apartment dwelling unit
	\$ 2,340.90 per small apartment dwelling unit
	\$ 2,340.90 per micro apartment dwelling unit
	\$ 2,340.90 per congregate living sleeping unit
(3) Mobile Home Park Subdivision or Mobile Home Park Development	\$ 2,340.90 per pad space
(4) Commercial Development	\$ - per square metre of gross floor area
(5) Institutional Development	\$ 29.26 per square metre of gross floor area
(6) Industrial Development	\$ - per square metre of gross floor area

The assist factor for parkland shall be 10%.

City of Chilliwack

Bylaw No. 5422

A bylaw to close a portion of highway located off Marie Avenue no longer required for lane purposes

The Council of the City of Chilliwack in open meeting assembled, enacts as follows:

WHEREAS a portion of highway to be closed was dedicated as lane on Plan NWP11142;

AND WHEREAS said portion of highway is no longer required for lane purposes;

AND WHEREAS no utilities will be affected by this Bylaw;

AND WHEREAS access to adjacent properties will not be affected;

NOW THEREFORE BE IT RESOLVED that the Council of the City of Chilliwack in open meeting assembled enacts as follows:

1. This bylaw may be cited as **“Highway Closure and Removal of Dedication Bylaw 2024, No. 5422”**.
2. That the portion of highway designated as Lot “A” contained within the area outlined in heavy black linage on Reference Plan EPP138564 to accompany City of Chilliwack “Highway Closure and Removal of Dedication Bylaw 2024, No. 5422”, prepared by K. Mitchell Power, BC Land Surveyor, and dated June 19, 2024, a copy of which is attached hereto as Schedule “A” and forming part of this Bylaw, is hereby stopped up and closed to traffic of all kinds.
3. The highway dedication shall be removed and the title of land comprised within the lane so stopped up and closed shall be vested with the City of Chilliwack.
4. This Bylaw shall be advertised once each week for two consecutive weeks in a newspaper published and circulating in the City of Chilliwack prior to its adoption.
5. The Mayor and Corporate Officer of the City of Chilliwack are hereby authorized to execute such conveyances, deeds, maps and other documents on behalf of the City of Chilliwack as may be necessary for the purposes aforesaid and to affix the corporate seal of the City of Chilliwack thereto.

Received first and second reading on the 24th day of September, 2024.

Received third reading on the 24th day of September, 2024.

Published in two editions of the Chilliwack Progress on the 27th of September, 2024 and on the 4th day of October, 2024.

Received adoption on the

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Mayor

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Corporate Officer

City of Chilliwack
AFFORDABLE HOUSING AND DEVELOPMENT ADVISORY COMMITTEE
MINUTES OF MEETING
WEDNESDAY, OCTOBER 2, 2024, 7:30 am
DOGWOOD ROOM

Council Members: Councillor Harv Westeringh, Chair
Councillor Bud Mercer, Vice Chair

AHDC Members: Chris Beaugrand, Survey Sector
Cassidy Silbernagel, Development Sector
Rob Kingma, Builders Association
Scott Street, Building Sector
John Vander Hoek, Development Sector
Kelly Lerigny, Real Estate
Daryl Goshulak, Building Sector
Bill Driesen, Purpose Built Rental Housing Sector
Doug Luteyn, Architect

City Staff: Reuben Koole, Manager of Long Range Planning
Gillian Villeneuve, Director of Planning
Erin Leary, Manager of Development Planning
Glen Savard, Director of Finance
Glen White, Director of Regulatory Enforcement Services/Approving Officer
Rob Goertzen, Manager of Building and Inspections
Craig Wickham, Manager of Land Development and Deputy Approving Officer
Trish Alsip, Recording Secretary

Regrets: Ivan Vandenbrink, Engineering Sector
Garrett Schipper, Deputy Director of Development and Regulatory Enforcement Services /Staff Liaison

Guest: George Parker, Mulholland & Parker Land Economists

1. CALL TO ORDER

Councillor Westeringh was Chair, called the meeting to order at 7:30 am and provided territorial acknowledgement.

2. ADOPTION OF AGENDA

Moved /) That the Agenda for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, October 2, 2024 be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Affordable Housing and Development Advisory Committee
Seconded (meeting of Wednesday, June 26, 2024 be adopted as circulated.

Carried unanimously

4. OLD BUSINESS / ACTION ITEMS

5. PRESENTATION / DELEGATION

Financial Analysis – Project Introduction

Reuben Koole, Manager of Long Range Planning and George Parker, Mulholland & Parker Land Economists, provided a presentation regarding the Financial Analysis project that is currently being undertaken by the City of Chilliwack with respect to recent housing legislation brought forward by the Province.

A brief overview was provided of the work that has begun on amendments to the Official Community Plan (OCP), a Design Guideline review, and an Interim Housing Needs Report which is currently underway. Staff has completed new zoning bylaw amendments for Small-scale, Multi-unit Housing (SSMUH) and Transit Oriented Areas (TOAs) which have been adopted by Council this past summer 2024. New Provincial housing targets also took effect as of July 1, 2024, and the City of Chilliwack is required to issue occupancy permits for 4,594 units over the next five years.

A Design Guideline Workshop is scheduled for Wednesday, October 9, 2024, at City Hall. Both the Affordable Housing and Development Advisory Committee (AHDC) and the Design Review Advisory Committee (DRAC) have been invited. The workshop is intended to foster discussion and feedback regarding the purpose of design guidelines and design in Chilliwack.

John Vander Hoek, Development Sector, joined the meeting at 7:45 am.

The Residential Development Financial Analysis is a preliminary feasibility study that is directly related to some of the work being completed in the OCP. In the Local Government Act, a financial analysis is required to create an Amenity Cost Charge (ACC) bylaw and a Density Bonus program bylaw. The financial analysis will provide a better understanding of the potential impact of these tools, which help municipalities fund infrastructure, amenities, and growth upgrades.

Development Cost Charges (DCCs) have expanded to nine services and a new provision for Amenity Cost Charges (ACCs) has been enabled. In the financial analysis project, case studies have been conducted on five municipalities - Abbotsford, Mission, Maple Ridge, Nanaimo and Saanich. Interviews with stakeholders are forthcoming and discussions with Planning staff from the above-noted municipalities are ongoing to review how their programs are working. Finally, development scenarios for various residential projects will be undertaken to assess their financial performance.

The preliminary findings were provided for Development Cost Charges (DCCs) for single-family, ground-oriented multi-family, apartments, commercial and industrial. Amenity Cost Charges (ACCs) and Community Amenity Contributions (CACs) were presented for single family, ground-oriented multi-family and apartments. Members discussed construction costs, sales prices and market rental rates in Chilliwack.

5. PRESENTATION / DELEGATION (continued)

General Discussion:

The Committee discussed DCC rates in Chilliwack compared with other municipalities. Staff provided information regarding the City of Chilliwack’s Capital Program noting some municipalities do not necessarily update their DCC bylaw each year; however, the City of Chilliwack’s DCC bylaw is updated annually.

Members discussed tracking occupancy dates and staff noted software upgrades will help track building approvals through occupancy dates. Comment was provided with respect to housing demands and the increased costs to developers resulting in challenges meeting the provincial housing targets. Discussion ensued concerning inflation and deflation and the change in the housing market which is reflecting a decrease in housing prices.

Comment was provided regarding infrastructure with respect to the number of new housing units required; staff noted there is an expansion project expected for the Wastewater Treatment Plant. Members discussed considering property tax increases vs DCC increases.

Committee members were encouraged to connect with G. Parker as he conducts the stakeholder interviews and conducts his analysis. staff will provide G. Parker’s contact information to committee members.

Next Steps:

Background Review – currently taking place

Financial Analysis – late 2024

Summary / Recommendations – early 2025

Moved /) That the Affordable Housing and Development Advisory Committee receive for
Seconded (information the presentation relating to the Financial Analysis project provided at its
October 2, 2024 meeting.

Carried unanimously

6. NEW BUSINESS

7. INFORMATION

8. NEXT MEETING

The next meeting of the Affordable Housing and Development Advisory Committee is scheduled for Wednesday, November 27, 2024 at 7:30 am in the Dogwood Room.

9. ADJOURNMENT

Moved/) There being no further business, the Affordable Housing and Development Advisory
Seconded (Committee meeting adjourned at 8:42 am.

Councillor Harv Westeringh, Chair

AGENDA ITEM NO: 7.1

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: BC Active Transportation Infrastructure Grant Application 2024/2025 DATE: October 15, 2024

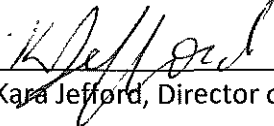
DEPARTMENT: Engineering PREPARED BY: Kevin Pollard

1. SUMMARY OF ISSUE:

Council is requested to authorize staff to apply for shared funding under the Government of British Columbia Active Transportation Infrastructure Grant for multi-use pathways on McIntosh Road from Hocking Avenue to the Rail Tunnel, on Edward Street from Bernard Avenue to Menholm Road, on Menholm Road from Edward Street to Mary Street, and on Mary Street from Menholm Road to Hodgins Avenue. A map of the proposed project location is included as Figure A.

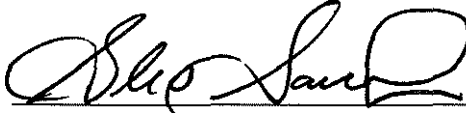
2. RECOMMENDATION:

Recommendation that Council endorse the application for the BC Active Transportation Grant, as described in this report, for the McIntosh Road, Edward Street, Menholm Road, and Mary Street Active Transportation improvements.


Kara Jefford, Director of Engineering

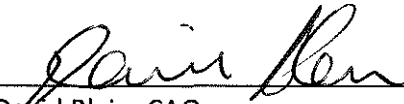
3. FINANCE COMMENTS:

Funding has been allocated within the approved 2024 Financial Plan, funded from the Active Transportation capital account.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
BC Active Transportation Fund Application 2024 / 2025**

PREPARED BY: Andrew Pipke DATE: October 15, 2024

POSITION: Senior Road Safety Specialist DEPARTMENT: Engineering

1. DEFINITION OF ISSUE

Council is requested to authorize staff to apply for shared funding under the Government of British Columbia Active Transportation Infrastructure Grant for multi-use pathways (MUPs) on McIntosh Road from Hocking Avenue to the Rail Tunnel, on Edward Street from Bernard Avenue to Menholm Road, on Menholm Road from Edward Street to Mary Street, and on Mary Street from Menholm Road to Hodgins Avenue. A map of the proposed project location is included as Figure A.

2. BACKGROUND:

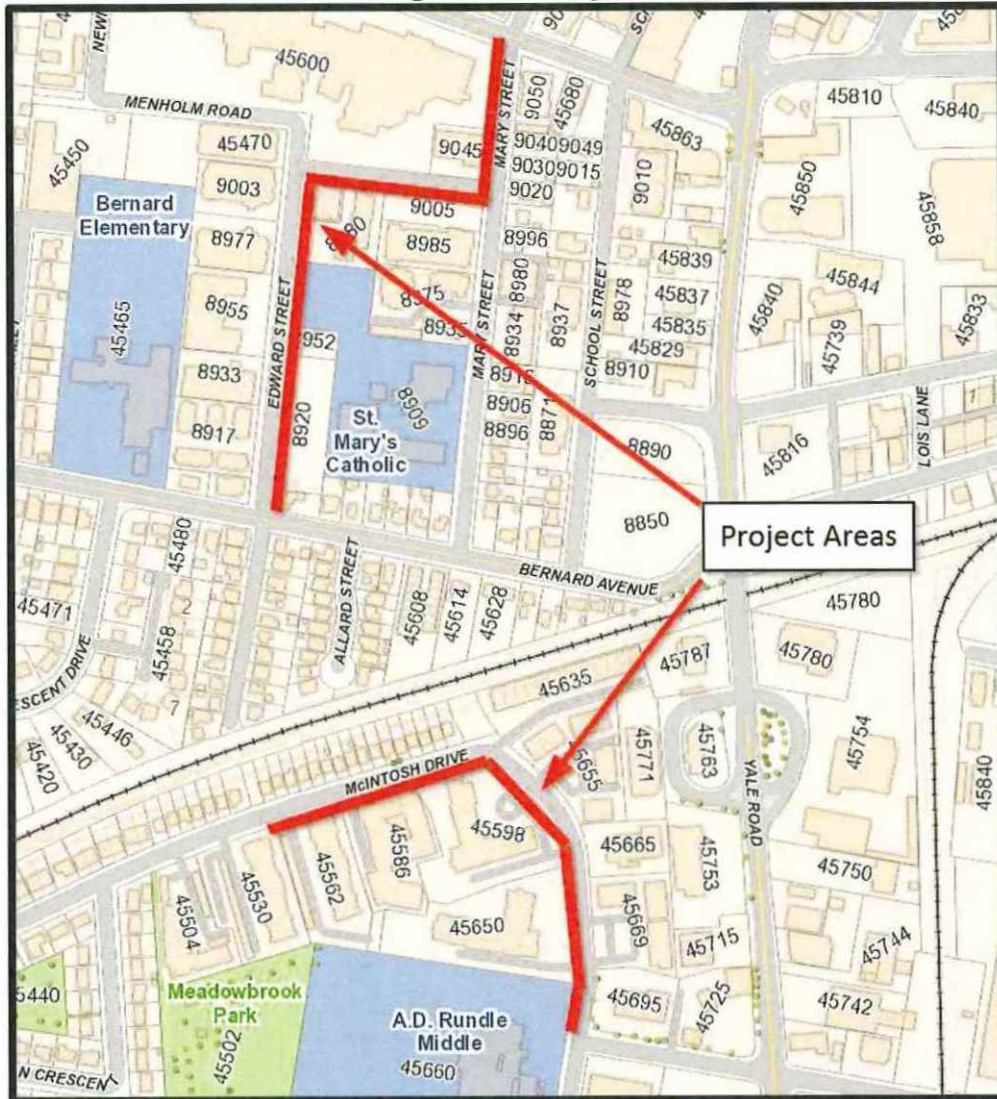
- 2.1 The BC Active Transportation Infrastructure Grant will provide up to \$500,000 or 50% of project costs to support the development of active transportation infrastructure for all ages and abilities.
- 2.2 The grant will fund projects such as multi-use protected travel lanes, pedestrian and cycling safety improvements, and lighting and wayfinding. Proponents are eligible to apply for funding for up to two shovel-ready projects.
- 2.3 The two projects identified in Figure A are priority connections as part of the Downtown Cycle Network and the City's share is funded by the Active Transportation capital account.
- 2.4 Each project is a key connection to build a AAA (all ages and abilities) cycle connection from the Valley Rail Trail on Hocking Avenue to downtown at Five Corners. These works will connect into a new MUP on Hocking Avenue, the new cycle lanes on Mary Street, and a future MUP on Princess Avenue.
- 2.5 Both projects will include a new multi-use path, curbs, streetlighting and storm infrastructure.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council endorse the application for the BC Active Transportation Grant, as described in this report, for the McIntosh Road, Edward Street, Menholm Road, and Mary Street Active Transportation improvements.

Figure "A" – Project Areas



AGENDA ITEM NO: 7.2

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Chilliwack Creek Pump Station
Preliminary Design Phase 2 – RFP
Proponent Selection DATE: October 7, 2024

DEPARTMENT: Engineering PREPARED BY: Doug Mossey

1. SUMMARY OF ISSUE:

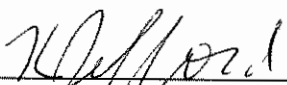
The City of Chilliwack invited Expressions of Interest from proponents to provide preliminary engineering design services for the Chilliwack Creek Pump Station Preliminary Design Phase 2 project. Three compliant Expressions of Interest were received by the stipulated closing time.

A decision to advance three proponents to the Request for Proposal (RFP) stage is required.

2. RECOMMENDATION:

That Council authorize staff to forward Request for Proposal documents to the following selected proponents to provide consulting services for the “Preliminary Engineering Design for the Chilliwack Creek Pump Station Phase 2 Project”:

1. Urban Systems Ltd.
2. AECOM Canada Ltd.
3. Associated Engineering (B.C.) Ltd.



K. Jefford, Director of Engineering

3. FINANCE COMMENTS:

Funding is allocated within the 2025 Financial Plan for this project. The project has been approved for 100% funding through the UBCM Community Emergency Preparedness Fund (Disaster Risk Reduction – Climate Adaptation funding stream).



Glen Savard, Director of Finance

**4. CHIEF ADMINISTRATIVE OFFICER'S
RECOMMENDATION/COMMENTS:**

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
CHILLIWACK CREEK PUMP STATION PRELIMINARY DESIGN PHASE 2 – RFP PROPONENT SELECTION**

PREPARED BY:	<u>Kristian Biela</u>	DATE:	<u>October 7, 2024</u>
POSITION:	<u>Senior Engineering Technologist</u>	DEPARTMENT:	<u>Engineering</u>

1. DEFINITION OF ISSUE:

The City of Chilliwack invited Expressions of Interest from proponents to provide preliminary engineering design services for the Chilliwack Creek Pump Station Preliminary Design Phase 2 project. Three compliant Expressions of Interest were received by the stipulated closing time.

A decision to advance three proponents to the Request for Proposal (RFP) stage is required.

2. BACKGROUND:

- 2.1 The City of Chilliwack has been approved for funding through the UBCM Community Emergency Preparedness Fund (Disaster Risk Reduction – Climate Adaptation funding stream) for consulting services to support Phase 2 of the preliminary design of upgrades to the Chilliwack Creek Pump Station and Flood box. The funding will cover 100% of the consultant’s costs up to \$150,000. This is in addition to the \$150,000 grant previously secured through the UBCM Community Energy Preparedness Fund for Phase 1.
- 2.2 The Chilliwack Creek Pump Station and Flood box, located on Schweyey Road (Town Dike) were constructed almost 75 years ago. The pump station services an urban/agricultural catchment area of approximately 8,400 Ha, forming a critical component of Chilliwack’s flood protection system. The infrastructure is integrated into Chilliwack’s dike system that protects the community from Fraser River floods.
- 2.3 Due to cost considerations and grant funding limits, the preliminary design work is being completed in two phases. Phase 1 of the project has been completed, which included engineering, archaeological and environmental assessments in support of Phase 2, which is the subsequent preliminary design of the pump station and flood box upgrades. The objective of this RFEI award is to pre-qualify three consultants to submit a proposal for Phase 2.
- 2.4 The proponent’s services will include the Phase 2 activities for the Chilliwack Creek Pump Station / Flood box, including:
 - Civil engineering pre-design works suitable for delivery through a future design-build project
 - Mechanical, electrical, and structural design requirements
 - Cost estimates for budgeting
 - Hydraulic modelling and pump selection
 - Environmental, geotechnical, archeological and seismic reviews.

2.5 The schedule for the proposals' call process is as follows:

Stage 2

Issue RFPs to Selected Proponents for Stage 2	October 23, 2024
Request for Proposal Closing	November 20, 2024 at 3:00 pm
Staff Report to Council /Acceptance	December 17, 2024
Substantial Completion	December 15, 2025

3. FACTORS:

3.1 Three proponents submitted Expressions of Interest, including:

1. AECOM Canada Ltd.
2. Associated Engineering (B.C.) Ltd.
3. Urban Systems Ltd.

3.2 A three member evaluation committee evaluated each document based on the following criteria:

- a. Proponent's Experience (30%)
- b. Project Personnel (25%)
- c. Team Cohesiveness (10%)
- d. General Project Approach (25%)
- e. Schedule and Commitment (10%)

3.3 The results of the evaluation committee point ranking are as follows:

<i>Proponent Teams</i>	<i>Evaluation Points</i>	<i>Ranking</i>
Urban Systems Ltd.	90.0	1
AECOM Canada Ltd.	80.7	2
Associated Engineering (B.C.) Ltd.	80.5	3

(Total available evaluation points = 100)

3.4 The evaluation committee ranked the RFEI submittals based on information and details provided on relevant projects that the proponent team members have completed. The procurement process allows up to three proponents to be invited to submit proposals under the next stage, Request for Proposals.

3.5 After careful analysis of the submittals, the committee determined that all three firms provided sufficient RFEI submissions to advance to the Request for Proposals stage, based on the evaluation criteria.

3.6 When the proposals are received from the three firms, the evaluation committee will review them and subsequently recommend to Council the preferred proponent to carry out the work.

- 3.7 Substantial completion of the Phase 2 preliminary design work is scheduled for December 15, 2025.

4. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

That Council authorize staff to forward Request for Proposal documents to the following selected proponents to provide consulting services for the “Preliminary Engineering Design for the Chilliwack Creek Pump Station Phase 2 Project”:

1. Urban Systems Ltd.
2. AECOM Canada Ltd.
3. Associated Engineering (B.C.) Ltd.

Substantiation:

The preliminary engineering design will provide the necessary information for future pump station upgrades. Upgrades to the pump station will ensure that capacity needs are maintained to provide robust flood protection.

AGENDA ITEM NO: 7.3

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 2024 Bridge Design Services DATE: October 16, 2024

DEPARTMENT: Engineering PREPARED BY: Colette McDiarmid

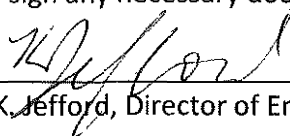
1. SUMMARY OF ISSUE:

The City of Chilliwack invited Expressions of Interest from proponents to provide engineering services for the 2024 Bridge Design Services. One (1) compliant Expression of Interest was received by the stipulated closing time. Further defined terms of reference for the contract was forwarded to the proponent for a reduced scope. A detailed time and effort fee schedule was provided by the consultant for our consideration.

A decision to accept the proposal for the provisions of engineering services for the 2024 Bridge Design Services contract is required.

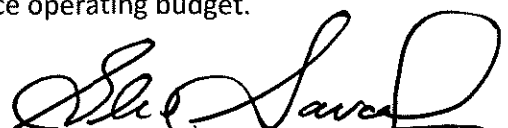
2. RECOMMENDATION:

Recommendation that Council accept the proposal for engineering services for the 2024 Bridge Design Services from ISL Engineering and Land Services, in the amount of \$199,981; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.


K. Jefford, Director of Engineering


3. FINANCE COMMENTS:

Funding is allocated within the 2024 Financial Plan for this project through the Banford Bridge Replacement capital budget and the Bridge Maintenance operating budget.


Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.


David Blain, CAO

**STAFF REPORT ON
2024 Bridge Design Services**

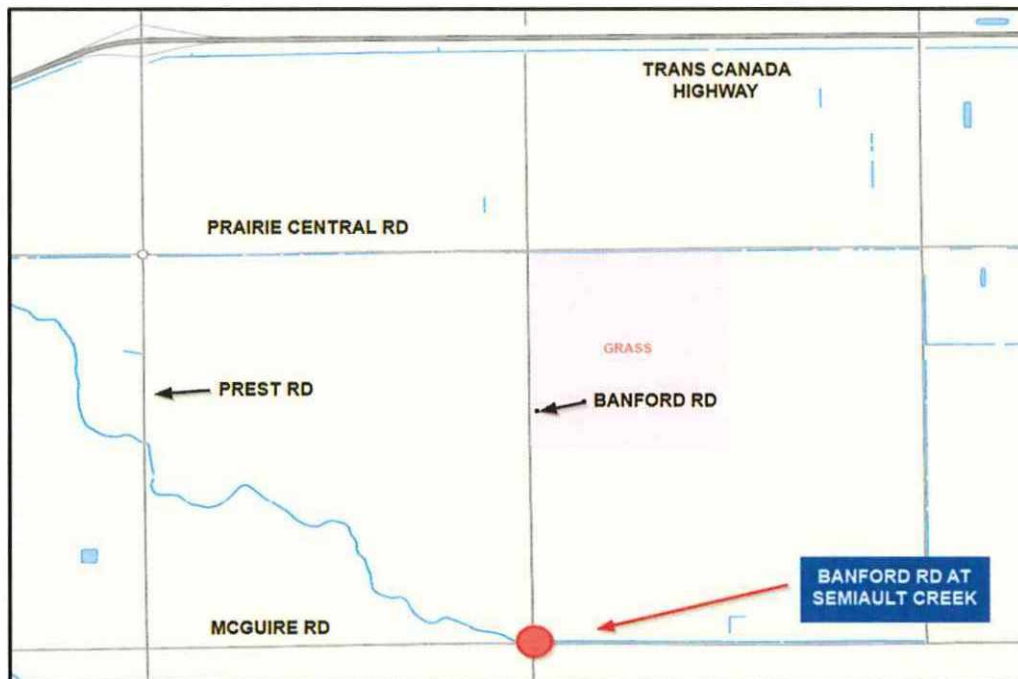
PREPARED BY:	<u>Colette McDiarmid</u>	DATE:	<u>October 16, 2024</u>
POSITION:	<u>Supervisor – Roads, Transportation, Drainage and Dyking</u>	DEPARTMENT:	<u>Engineering</u>

1. BACKGROUND:

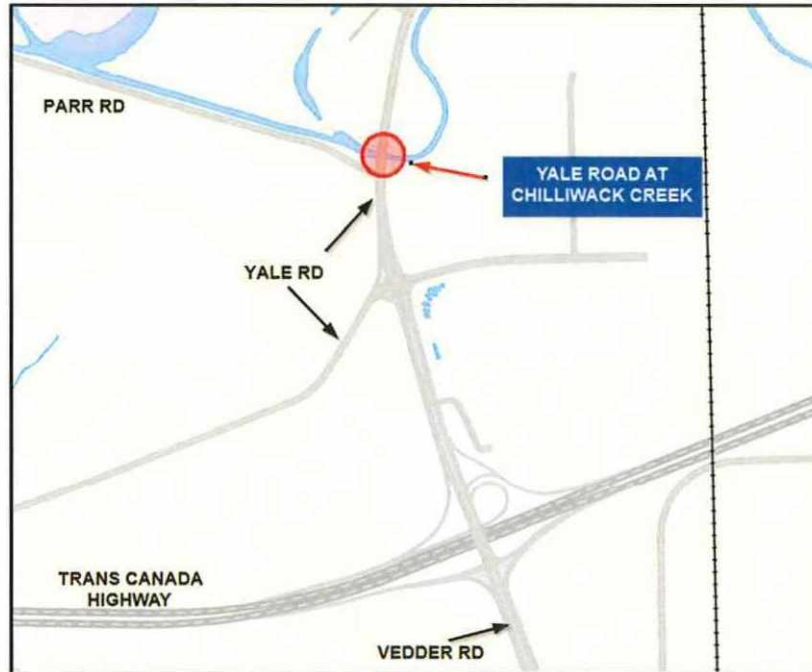
- 1.1 The City of Chilliwack requires engineering services for the 2024 Bridge Design Services program. One (1) proposal was received from ISL Engineering services during the Request for Expressions of Interest phase.
- 1.2 The RFEI for Bridge Design Services included the following four locations:
 - a. Banford Road at Semiault Creek – replacement
 - b. Yale Road at Dunville Creek – repair
 - c. Yale Road over Chilliwack Creek – repair
 - d. Luckakuck Way over Atchelitz Creek - repair
- 1.3 A decision was made to forgo the RFP stage and ask Council to consider to award the contract for a reduced scope. This action is to advance environmental approvals and construction in 2025 for two of the four locations.
- 1.4 The reduced scope of works includes the replacement of the roadway bridge on Banford Road at Semiault Creek as well as repairs to the roadway bridge on Yale Road over Chilliwack Creek.
- 1.5 Detailed terms of reference with this reduced scope was submitted to ISL Engineering and Land Services for consideration. In return, a refined fee schedule was submitted to the City updating the level of effort and costs.
- 1.6 Consulting services will include:
 - a. Engineering design suitable for tender, construction and record drawings.
 - b. Development of issues and recommend design solutions for geometric, structural, hydrological, geotechnical and environmental components.
 - c. Cost estimates.
 - d. Construction services including schedules, meetings, inspections and administration.
 - e. Projects shall meet the regulations and conditions set by DFO and Ministry of FLNRORD and include environmental consultant to act as QEP, provide design support, submit permit applications, environmental monitoring and salvage services as required.

- 1.7 Banford Bridge has been previously identified in inspection reports as requiring full replacement. A preliminary design for bridge replacement was completed by ISL Engineering and Land Services in November 2021.
- 1.8 Yale Road Bridge over Chilliwack Creek experienced damage due to the 2021 flood event however it had not impacted the road surface until late 2022. Material was scoured from the banks and some material has migrated from behind piles at the bridge which has caused the road to settle. These areas require repair.
- 1.9 Locations

a. Banford Bridge Replacement over Semiault Creek north of McGuire Road



b. Yale Road bridge over Chilliwack Creek north of Parr Road



2. FACTORS:

- 2.1 ISL Engineering and Land Services has the necessary qualifications, experience and personnel necessary to complete the works.
- 2.2 The City had attempted a competitive procurement process with the RFEI; however only one firm had the staff and resources available to complete the works.

3. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that Council accept the proposal for engineering services for the 2024 Bridge Design Services from ISL Engineering and Land Services, in the amount of \$199,981; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

ISL Engineering and Land Services had recently completed the City's 2024 Bridge Inspection Program and were involved with the Preliminary Design for the Banford Bridge. The have completed numerous projects for the City of Chilliwack as well as other municipalities, and we have been happy with their work.

AGENDA ITEM NO: 7.4

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Landing Sports Center Annex Design – Notice of Intent DATE: October 15, 2024

DEPARTMENT: Recreation and Culture PREPARED BY: Darrell Lindhout

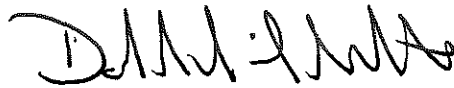
1. SUMMARY OF ISSUE:

A decision is required to approve the Notice of Intent for the provision of design services for the Landing Sports Center Annex Construction Project located at 45530 Spadina Avenue.

Company	Amount
MQN Architects	\$226,485.00

2. RECOMMENDATION:


That Council approve the direct award of design services for the Landing Sports Center Annex Construction Project to MQN Architects in the amount of \$226,485 00; and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.



Darrell Lindhout, Director of Recreation and Culture

3. FINANCE COMMENTS:

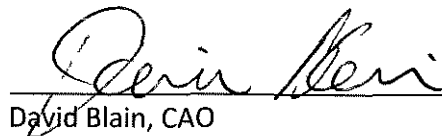
Funding has been allocated within the approved 2024 Financial Plan.



Glen Savard, Director of Finance

4. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO

**STAFF REPORT ON
Landing Sports Center Annex Design**

PREPARED BY:	<u>Darrell Lindhout</u>	DATE:	<u>October 15, 2024</u>
POSITION:	<u>Director of Recreation and Culture</u>	DEPARTMENT:	<u>Recreation and Culture</u>

1. BACKGROUND:

In 2023 the City allocated financial resources for a new indoor recreation facility from the Growing Communities Fund to provide additional dry floor space for sports and community events which is currently at capacity, especially during evening and weekend times.

A site location was identified for the new facility adjacent to the existing Landing Sports Centre at 45530 Spadina Avenue. Having an adjoining facility adjacent to the existing Landing Sports Centre will provide logistical and operational advantages as it relates to staffing, building service resources, and the ability to host large scale events.

While the sport of pickleball was initially identified as an anchor sport for the new indoor recreation facility, staff felt it was prudent to complete an internal review of all dry floor allocations to see which sporting groups or activities required additional dry floor times as well. The review found that not only the sport of pickleball was experiencing growth but other sporting leagues, associations and community groups were as well. It was determined that youth, adult, senior and community sports groups were unable to grow their sports due to a lack of available dry floor inventory. It was also found that there was a lack of indoor community event space available for use, especially during the months of October to December.

In an effort to be equitable amongst all user groups Staff are recommending that the previously identified facility, with pickleball as the anchor sport, be re-envisioned to embrace a multi-use design aspect and would therefore be renamed the Landing Sports Centre Annex to better reflect the intended use of the new facility and its proximity to the existing Landing Sports Centre.

The updated design criteria and philosophy for the Annex will allow for increased dry floor inventory for youth, adult, senior, and community sports groups, as well as community gatherings. An attached site plan is included as to the proposed location adjacent to the existing Landing Sports Centre on Spadina Avenue.

2. FACTORS:

The City of Chilliwack engaged with MQN Architects during the pre-design process to define the project vision and prepare the preliminary base plans for the new recreation facility. MQN Architects have been in operation for 40 years providing functional and economically viable buildings, specifically recreation facilities.

Most recently MQN Architects have completed a number of large recreation facilities including a large sprung fabric structure, which is the preferred building type for the facility in Chilliwack. While the proposed facility will be multi-use, it was noted that MQN had extensive experience in pickleball facilities which would be beneficial to incorporate into the final building designs. Specifically, MQN Architects were successful in designing one of Canada's largest pickleball facilities in Vernon BC. The Vernon facility includes 12 courts with designed HVAC, lighting and ventilation systems that allow for year round play.

The project location was then reviewed by sub consultants to confirm connectivity requirements with local area services and amenities. The preparation of the architectural base plans and sub-consultant engineering drawings allowed the City to get estimated costs through quantitative surveys to ensure project viability.

The initial Pre-Design costs totaled roughly \$30,000 for MQN Architects and \$40,000 on various sub-consultant engineering firms that are part of the MQN team. MQN Architects have provided prior architectural services for the City of Chilliwack through their lead work on the Chilliwack Curling & Community Centre and the Chilliwack Coliseum. MQN Architects have a good working relationship with the City of Chilliwack and are familiar with Chilliwack's corporate vision for public buildings.

3. RECOMMENDATION & SUBSTANTIATION:

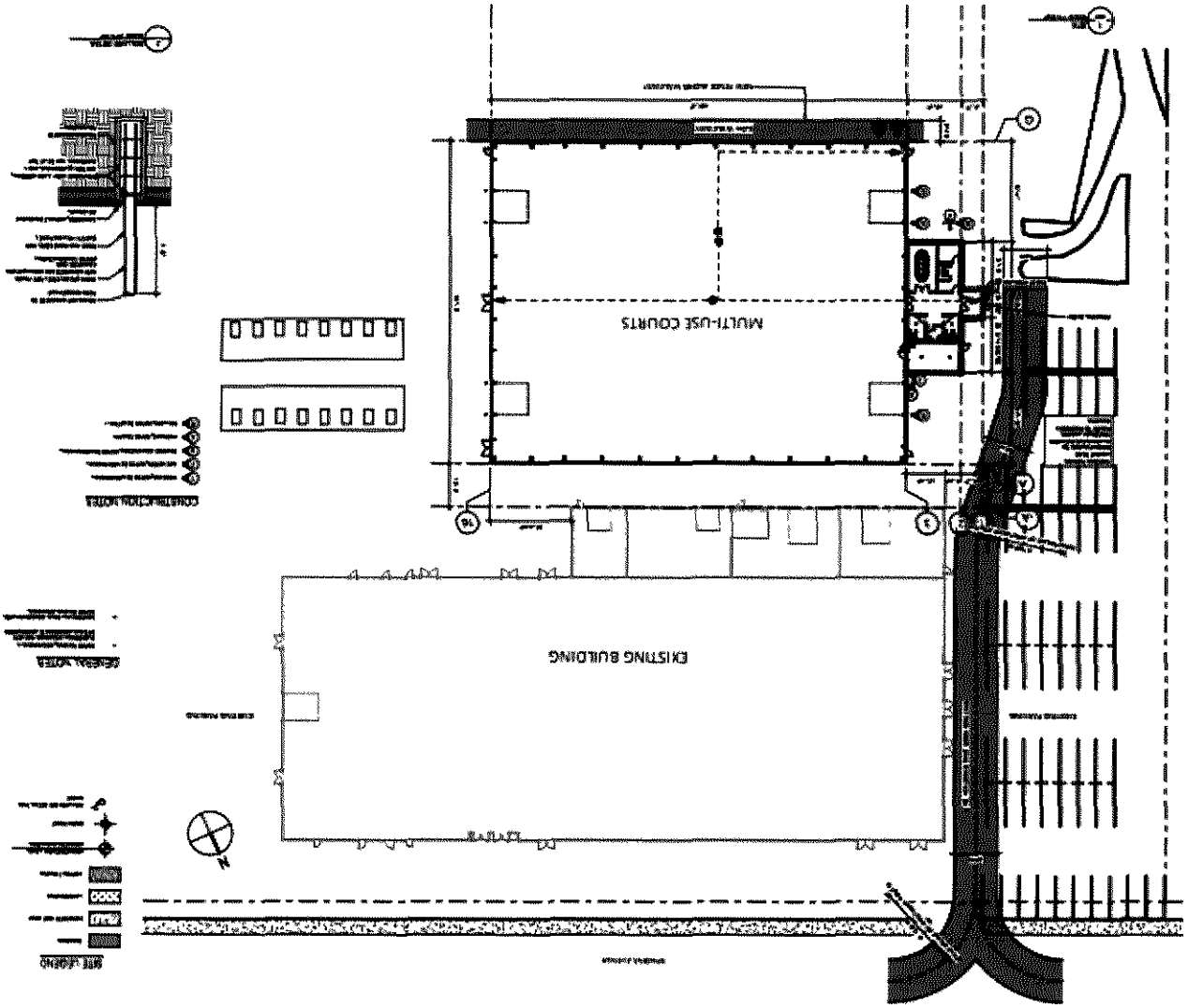
Recommendation:

That Council approve the direct award of design services for the Landing Sports Center Annex Construction Project to MQN Architects in the amount of \$226,485.00 (plus applicable taxes); and further, that the Mayor and Corporate Officer be authorized to sign any necessary documentation.

Substantiation:

The MQN Architects proposal meets budget, provides design team vision continuity and expedites the project timeline by directly advancing to detailed design stage. It is reasonable to assume that by hiring a different architect, it would require duplicating services and associated expenditures.

Additionally, the City of Chilliwack publicly posted a Notice of Intent to direct award the design of the Annex to MQN Architects. No objections were made to the posting.



AGENDA ITEM NO: 7.5

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 2025 Council Meeting Schedule DATE: October 11, 2024

DEPARTMENT: Legislative Services PREPARED BY: Jacqueline Morgan

1. SUMMARY OF ISSUE:

The 2025 Council meeting schedule is presented for Council's consideration, taking into account the Federation of Canadian Municipalities and the Union of British Columbia Municipalities conventions.

2. RECOMMENDATION:

That the following be adopted as the Council Meeting Calendar for the year 2025.

Regular meetings of Council will be held at 2:00 pm, with the meeting reconvening at 4:00 pm, on the first Tuesday of each month in the year 2025.

Regular meetings of Council will be held at 2:00 pm on the third Tuesday of each month in the year 2025.

With the following exceptions:

- January – on the second and fourth Tuesday
- February – on the second and fourth Tuesday
- March – on the second and fourth Tuesday
- April – on the second and fourth Tuesday

In the event any of the scheduled Council meetings fall on a statutory holiday, the meeting shall be held on the following business day.



Jacqueline Morgan, CMC
Manager of Legislative Services
Corporate Officer

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain, CAO



City of Chilliwack
2025
COUNCIL MEETING
CALENDAR

Regular Council
 2:00 pm

Reconvened Regular
 Council - 4:00 pm

Statutory Holidays

LMLGA
 (Harrison Hot Springs, BC)
 May 7 - 9, 2025

FCM (Ottawa, ON)
 May 29 - June 1, 2025
 UBCM (Victoria, BC)
 September 22 - 26, 2025

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AGENDA ITEM NO: 7.6

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: 1181168 BC Ltd
Rezoning / 8247 Young Road DATE: October 11, 2024

DEPARTMENT: Planning Department
RZ001752 / DVP01411 PREPARED BY: Sean Yilmaz / mb

1. SUMMARY OF ISSUE:


The applicant wishes to rezone a portion of 8247 Young Road from a C5 (Liquor Primary) Zone to a C8 (Cannabis Retail) Zone to permit a cannabis retail store.

The applicant is also seeking a variance to waive the 300m minimum buffer distance requirement within the proposed C8 (Cannabis Retail) Zone between a cannabis retail store and a park (Sapper Park), to facilitate operation of a new cannabis retail store within the subject property.

Once the Bylaw has been to Public Hearing, staff recommend that Council hold the application at third reading pending approval by the Ministry of Transportation and Infrastructure with respect to property located at 8247 Young Road.

2. RECOMMENDATION:

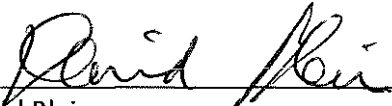
Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5436", which proposes to rezone a portion of property located at 8247 Young Road from a C5 (Liquor Primary) Zone to a C8 (Cannabis Retail) Zone, be given first and second reading; and further, that a Public Hearing be called for November 5, 2024. (Presentation)



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

**STAFF REPORT ON REZONING APPLICATION RZ001752 &
DEVELOPMENT VARIANCE PERMIT APPLICATION DVP01411**

PREPARED BY: Sean Yilmaz DATE: October 11, 2024
POSITION: Planner I DEPARTMENT: Planning Department

1. PROPOSAL:

The applicant requests to rezone a portion of 8247 Young Road to permit the operation of a cannabis retail sales business within the existing commercial building on site. The existing neighborhood pub (*Wings Tap and Grill*) and liquor store will continue to operate within the remainder of the building.

In addition to rezoning, the applicant has submitted a concurrent Development Variance Permit application to waive the 300m minimum separation distance requirement from Sapper Park. Upon reviewing the proposal, staff have confirmed that the 300m separation distance requirement between the proposed cannabis retailer and schools, playgrounds, supportive housing facilities for vulnerable youth, other permitted cannabis retailers and all other parks, as specified in the C8 Zone will be met. Further information regarding the proposed variance is included within Section 2 of this report.

The proposed cannabis retail store is presently under application to the British Columbia Liquor and Cannabis Regulation Branch (LCRB) for a Cannabis Retail Store (CRS) licence to operate within the subject property. The applicant is requesting operating hours from 9:00 am to 11:00 pm, seven days a week.

Should the rezoning and variance be approved, a Business Licence (BL) application is required in accordance with the Business Licence Bylaw, including the proof of ownership and installation of an air filtration system. A Building Permit application is required for renovations to the existing building, including an air filtration system to ensure odor impacts on neighbouring properties are minimized. A Development Permit application to review form and character considerations will also be required should any exterior alterations be proposed.

Final lot layout must comply with City Bylaws and include a covenant restricting left turns, as required at time of development.

2. DISCUSSION REGARDING VARIANCE:

As part of the creation and implementation of the C8 Zone, potentially adverse community impacts of storefront cannabis retailers were considered, including limiting inappropriate exposure to minors and avoiding an undesirable concentration of storefront cannabis retailers throughout the City's commercial corridors. As a result, Council approved a minimum 300m buffer requirement from schools, parks, playgrounds, supportive housing facilities that serve vulnerable youth, and other permitted cannabis retailers to mitigate the above-noted factors.

The applicant seeks to waive the 300m minimum buffer distance from Sapper Park as shown on the site plan below. Sapper Park, classified as a Sub-Neighbourhood Park and located within the Young Road right-of-way, encompasses a 5800m² (0.4 acre) grassy area. The park’s amenities are limited to a landscaped area and a monument, as shown below. The park design does not include playground structures, seating areas, walking paths, or on-site parking, and has a low overall attendance. In addition, no improvements are currently planned to enhance the park or install amenities such as playground equipment or benches.

Given that the park does not offer conventional amenities nor easy access for potential users it is unlikely that the proposed cannabis retail store will have an impact on the use of Sapper Park. As such, the requested variance is considered supportable in this instance.

Separation Distance between Sapper Park and the proposed Cannabis Retail Store



3. FACTORS:

3.1 2040 Official Community Plan (OCP) / Land Use / Community Engagement

- Official Community Plan: “Thoroughfare Commercial (CT)” as designated within the Official Community Plan.
- Land Use: The subject property consists of a 2-unit commercial building and a paved parking area.
- Community Engagement: The applicant advised they conducted email and telephone engagement with three of six neighbouring properties within a 30m vicinity. The surrounding properties host various uses including one residentially-zoned property and one city-owned property. According

to the engagement summary submitted by the applicant, the owner of the residentially-zoned property as well as two other property owners support the rezoning proposal.

As of the date of this report, the City has not received any letters of support or opposition. A copy of the engagement summary has been included as part of the official record.

3.2 Neighbourhood Character

The subject property is located on the edge of the Chilliwack Proper neighbourhood, located to the north of Highway 1 and west of the Chilliwack airport.

The subject property is surrounded by a variety of institutional, industrial and commercial uses within a number of zones including the CSM (Service Commercial Industrial) Zone to the north, the P3 (Public Service) Zone to the west and the R1-A (Urban Residential) Zone to the south, which consist of one single detached dwelling. Additionally, the lands to the east and southeast are within the RS2 (Public Use Reserve) Zone.

As the local area is a host to a number of institutional, industrial, and commercial facilities including liquor sales and a brew pub on the subject lands, the inclusion of a cannabis retail store is consistent with and complementary to the predominantly commercial land uses within the area.

3.3 Technical Issues:

Floodplain: The subject property is located within the protected floodplain, and as such, is subject to the Floodplain Regulation Bylaw.

Watercourses: There are no known watercourses within or directly adjacent to the subject property; however, Chilliwack Creek, a Class “A” watercourse with a 30m riparian setback, is approximately 35m south of the subject property.

Geotechnical: The property is not subject to any known geotechnical hazards or earthquake-related risks.

4. LIQUOR AND CANNABIS REGULATION BRANCH:

On February 7, 2024, the City of Chilliwack received notification from the Liquor and Cannabis Regulation Branch (LCLB) that Chilliwack Cannabis had applied for a cannabis retail store (CRS) licence for the subject property (Job #092306) – refer to Schedule A. Staff responded to LCRB on April 12, 2024 and explained the City’s process is first processing the rezoning application, and only then providing a formal response to the referral, including confirmation as to whether the City is accepting the application for consideration and providing comments and recommendations in accordance with the *Cannabis Control and Licencing Act* – refer to Schedule B.

In accordance with the *Cannabis Control and Licencing Act*, should the City choose to make comments and recommendations in respect of an application for a cannabis retail store licence, they must:

- be in writing (this may or may not be in the form of a resolution);
- show that the local government has considered the location of the proposed store;
- include the views of the local government on the general impact on the community if the application is approved;
- include the views of residents if the local government has gathered residents' views, and a description of how they were gathered; and,
- include the local government's recommendation as to whether the application should be approved or rejected and provide the reasons upon which the recommendation is based.

The City must also provide supporting documents referenced in their comments.

In this regard, Council's consideration of the location of the proposed CRS at 8247 Young Road and the general impact on the community if the application is approved is detailed as noted above in this staff report prepared for the proposed change in land use (RZ001752) and further to correspondence sent to the Liquor and Cannabis Regulation Branch on April 12, 2024.

Further, should Council call a Public Hearing concerning the proposed change in land use and application for a CRS licence at the subject property (Job #092306), the views of residents as gathered during the Public Hearing process will form part of the City's recommendations and comments to LCRB.

Finally, as the City requires potential CRS owners/operators to apply for rezoning in order to operate a CRS in Chilliwack, a successful rezoning is necessary prior to Council providing comments and recommendations to LCRB. A further staff report will be prepared and a resolution of Council will be necessary following the conclusion of a Public Hearing and adoption of the rezoning amendment bylaw to provide formal recommendations and comments to LCRB.

However, should Council deny the rezoning bylaw for the proposed CRS at the subject property, the City will not accept Job#092306 for consideration and no comments or recommendations in respect of the application for a CRS will be provided to LCRB.

5. RECOMMENDATION & SUBSTANTIATION:

Recommendation:

Recommendation that "Zoning Bylaw Amendment Bylaw 2024, No. 5436", which proposes to rezone a portion of property located at 8247 Young Road from a C5 (Liquor Primary) Zone to a C8 (Cannabis Retail) Zone, be given first and second reading; and further, that a Public Hearing be called for November 5, 2024. (Presentation)

Substantiation:

Rezoning a portion of 8247 Young Road to the C8 Zone is supportable in this instance as it will enable a new commercial use along a principal traffic corridor, situated in an area with complementary commercial uses and nearby amenities. The location complies with the 300m separation distance requirements specified in the C8 Zone, except in relation to Sapper Park, a sub-neighbourhood park with limited amenities, access and a low overall attendance. Due to the minimal amenities in Sapper Park and overall lack of use, the proposed variance is considered minor in nature and unlikely to impact the surrounding area.

6. SOURCES OF INFORMATION:

- Rezoning Application (RZ001752) – March 4, 2024
- Development Application Review Team (DART) Minutes – July 25, 2024

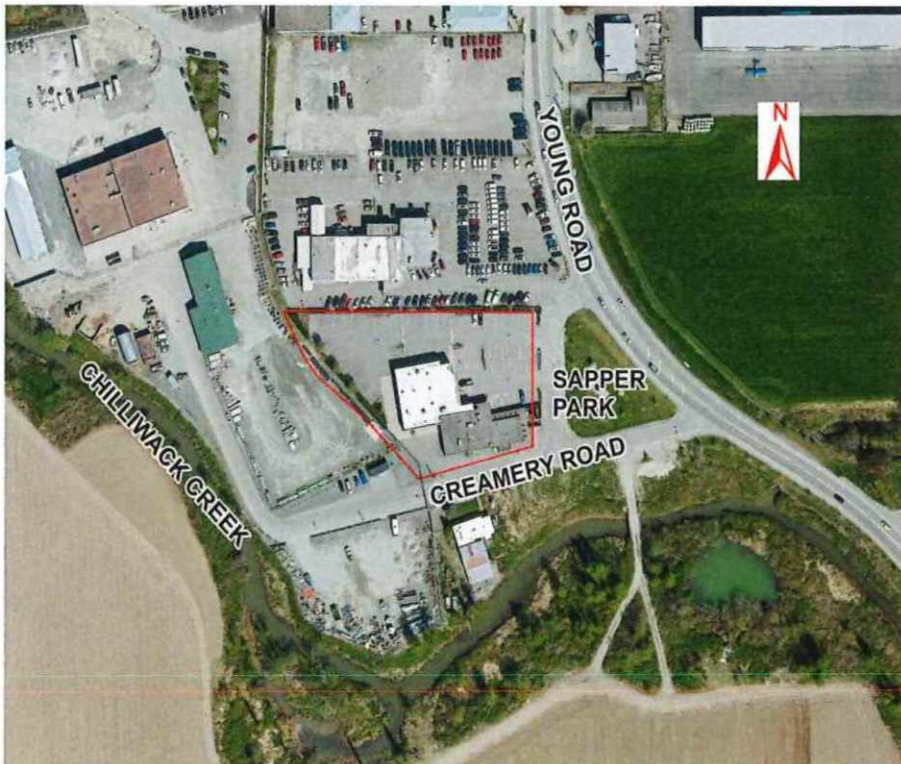
Attachments

- Schedule A: Correspondence for Liquor Control & Cannabis Regulation Branch dated February 7, 2024
- Schedule B: Correspondence from City of Chilliwack dated April 12, 2024

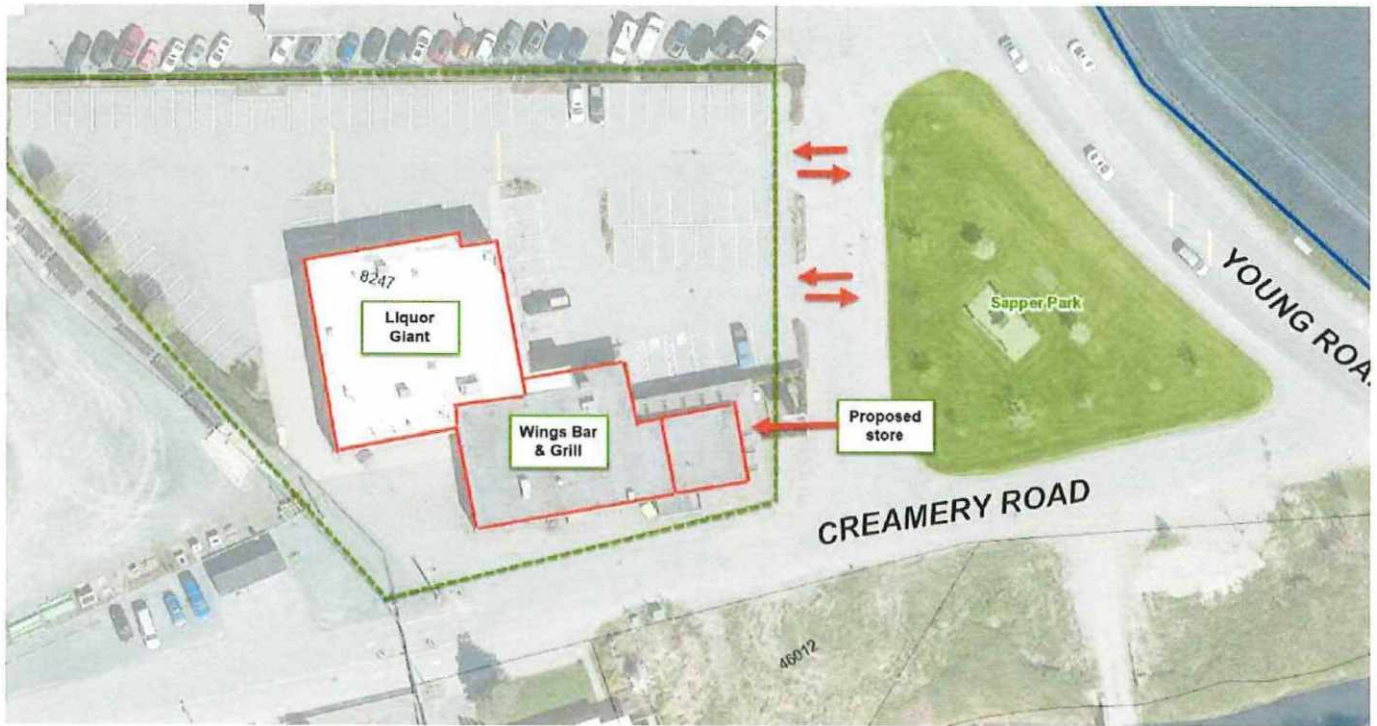
Location Map



Ortho Photo



Conceptual Site Plan (as provided by the applicant)



Schedule A:
Correspondence for Liquor Control & Cannabis Regulation Branch dated February
7, 2024



Job #092306

February 7, 2024

Via email: yilleneuve@chilliwack.com

Gillian Villeneuve
Manager of Development Planning
City of Chilliwack

Dear: Gillian,

Re: Application for a Cannabis Retail Store Licence
Applicant: 1181168 B.C. LTD.
Proposed Establishment Name: Chilliwack Cannabis
Proposed Establishment Location: 3-8247 Young Road, Chilliwack BC

The Applicant, 1181168 B.C. LTD., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Cannabis Retail Store licence proposed to be located at the above-noted address. The applicant contact is Naveen Tour. They can be reached at 604-897-0260 or via email at ricktoor@shaw.ca.

Local governments and Indigenous nations are a crucial part of the licensing process. Section 22(1) of the *Cannabis Control and Licensing Act* prevents the LCRB from issuing retail store licence without receiving a positive recommendation regarding the licence application from the local government or Indigenous nation.

Please consider the application and provide the LCRB with a written recommendation.

To assist with your assessment, a site map of the proposed cannabis store is attached.

If you consider the application, you must gather resident's views (if applicable), even if the location already went through a public process to allow cannabis retail sales. This also applies to previous locations of private or government cannabis stores that are no longer operating.

If you choose not to make a recommendation regarding this application, please contact the LCRB at your earliest convenience. In this case, the LCRB will cancel the application.

Learn more about how to make a recommendation and the [role of local governments and Indigenous Nations in cannabis retail licensing](#).

If you have any questions regarding this application, please contact me at 778-974-4274 or Tracy.Altman@gov.bc.ca.

Liquor and Cannabis
Regulation Branch

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8

Location:
645 Tyee Road
Victoria BC V9A 6S3
Phone: 250-952-5787
Facsimile: 250-952-7066

Website: www.gov.bc.ca/lob



Sincerely,

Tracy Altman

Tracy Altman
Senior Licensing Analyst
Liquor and Cannabis Regulation Branch

Attachment: Site Plan

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292 Sen Prov Govt
Victoria BC V8W 9J8

Location:
645 Tye Road
Victoria BC V9A 6X5
Phone: 250 952-5787
Facsimile: 250 952-7066

Website: www.gov.bc.ca/lrb/

Schedule B:
Correspondence from City of Chilliwack dated April 12, 2024



Tel: 604-793-2906

Liquor and Cannabis Regulation Branch
PO Box 9292 Stn Prov Govt
Victoria, BC V8W 9J8

April 12, 2024

Attention: Tracy Altman, Senior Licensing Analyst

Planning Department

To Whom It May Concern:

RE: Application for Non-Medical Cannabis Retail Store License at 3-8247 Young Road

The City of Chilliwack is in receipt of notification dated February 7, 2024 that Chilliwack Cannabis has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) license proposed to be located at the above-noted address. Please be advised, the City of Chilliwack (the City) wishes to make comments and recommendations in respect of the application for a CRS to LCRB upon the conclusion of a Public Hearing in respect of the proposed rezoning necessary to facilitate a retail cannabis use.

Please note, in anticipation of the federal Cannabis Act coming into force and effect, City Council adopted a C8 (Cannabis Retail) Zone. The C8 Zone includes development criteria for storefront cannabis retailers, including specific standards to mitigate exposure to children and youth as well as avoid concentration of storefront cannabis retailers in a commercial area. As such, any potential business owner/operator must apply to rezone property in conjunction with pursuing a retail license application with the Province. Such rezoning applications are subject to public input and Council consideration.

Further to the above, the City is currently in receipt of a rezoning application concerning property located at 3-8247 Young Road to facilitate a CRS. This rezoning application (RZ001752) was received March 4, 2024 and staff are currently reviewing the application with respect to the current zoning of the property, current Official Community Plan designation of the property, general bylaw requirements of the C8 Zone, information provided to support the application, and the suitability of the proposed zoning for retail cannabis use. Notification of the LCRB's determination as to the "fit and proper" assessment and the applicant's suitability for a CRS will also form part of the review.

Upon completion of this review, a report will be prepared and presented for Council's consideration, and will include gathering public input through a Public hearing process as outlined in the Local Government Act. Following completion of the Public Hearing and rezoning process, the City will provide written recommendations and comments to the LCRB concerning this application for a CRS. Please note that our current review timelines for processing complete rezoning application is generally between 8-10 months.

8550 Young Road | Phone: 604.792.9311
Chilliwack, BC V2P 8A4 | Fax: 604.795.8443
www.chilliwack.com

In the meantime, should you have any questions or concerns regarding the above, or for more information, please contact the undersigned at 604.793.2835 or leary@chilliwack.com.

YOURS truly,

A handwritten signature in black ink, appearing to read 'Erin Leary', written in a cursive style.

Erin Leary
Manager of Development Planning

Encl: LCRB Notification Letter

cc: Rick Toor, 41582 Yale Road Chilliwack, BC V2R 4J3

Application Number: RZ001752




Development Application: Public Engagement Summary

Property Address(es): 8247 Young Road Chilliwack

Applicant Contact Information: Rick Toor 604-897-0260

Purpose: The purpose of this application is to zone a portion of the property to allow for Cannabis Retail

The above-required application number, property address, applicant contact information, and purpose statement must be included on each page of the summary chart.

Name	Address	Method of Contact	Support	Oppose	Comments/Responses
Mert Holdings 2 LTD-	8287 Young Road	Email			Neighboring property supports application. Confirmation on email
Manesh Kunyal	46022 Creamery Road	Phone			Supports application
25-5725 Vedder Road holdings INC.	46012 Creamery Road	Phone			Supports application

This summary will be submitted to the City of Chilliwack, to be included within the public record, for the above-noted application. By providing personal information on this document you are providing your consent to permit all information provided therein to be viewed by the public.

City of Chilliwack

Bylaw No. 5436

A bylaw to amend the “Zoning Bylaw 2020, No. 5000”

The Council of the City of Chilliwack in open meeting assembled enacts as follows:

1. This bylaw may be cited as **“Zoning Bylaw Amendment Bylaw 2024, No. 5436”**.
2. “Zoning Bylaw 2020, No. 5000” is hereby amended by rezoning a portion of property described as PID: 013-000-357, Parcel “F” (Explanatory Plan 6210) District Lot 257 Group 2 New Westminster District, as shown on Schedule “A” attached hereto and forming part of this Bylaw, from a C5 (Liquor Primary) Zone to a C8 (Cannabis Retail) Zone.

Received first and second reading on the
Public hearing held on the
Received third reading on the
Received adoption on the

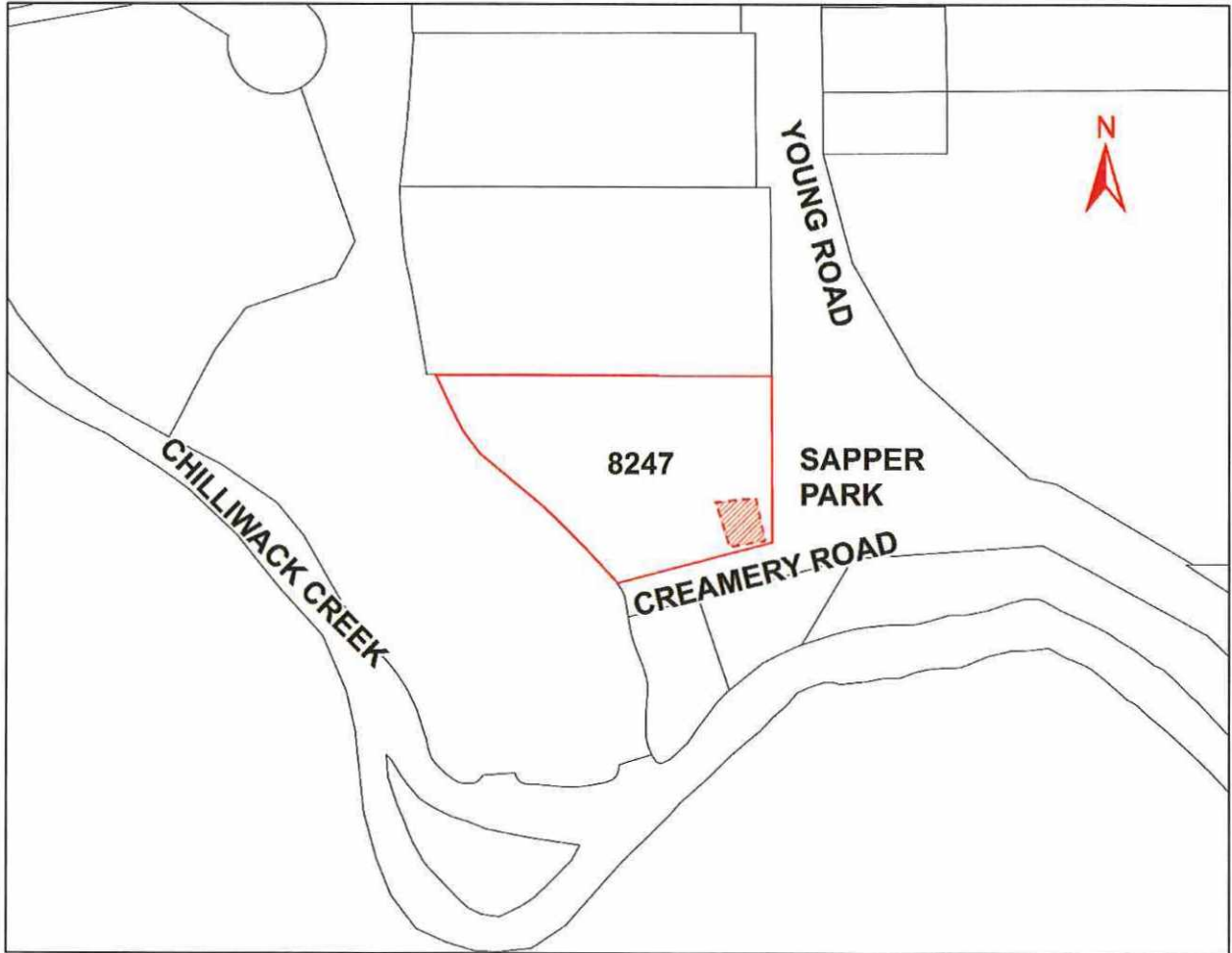
Mayor

Corporate Officer

NOTE: This bylaw refers to a portion of property located at 8247 Young Road.

DRAFT

**“Zoning Bylaw Amendment Bylaw 2024, No. 5436”
Schedule “A”**



DRAFT



SCHEDULE "A"

CITY OF CHILLIWACK

DEVELOPMENT VARIANCE PERMIT NO. DVP01411

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City of Chilliwack applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Variance Permit applies only to those lands within the City of Chilliwack described below, to facilitate the establishment of a cannabis retail store, and, does not apply to any additions or subsequent replacement of any and all buildings and structures and other development thereon:

Parcel Identifier No. 013-000-357
Legal Description: PARCEL "F" (EXPLANATORY PLAN 6210) DISTRICT
LOT 257 GROUP 2 NEW WESTMINSTER DISTRICT
Address: 8247 Young Road

3. In accordance with the provisions of Section 498 of the *Local Government Act* the following section(s) of "Zoning Bylaw 2020, No. 5000" are varied as stated:

Section 9.08(10)(b)(i) within the C8 (Cannabis Retail) Zone is varied by waiving the requirement for a 300m separation distance between a Cannabis Retail Store and a park (Sapper Park).

4. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and the plans and information contained within the application. The following condition applies:
 - a) that the development be in accordance with the plans found in Schedule "A".
5. Pursuant to Section 504 of the *Local Government Act*, if the permittee does not substantially start any construction permitted by this Permit within two years of the date of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

APPROVED BY COUNCIL ON THE ___ DAY OF ___, 2024.

ISSUED THIS ___ DAY OF ___, 2024

CORPORATE OFFICER

DRAFT

Proposed Site Plan (as provided by the applicant)



DRAFT

AGENDA ITEM NO: 7.7

MEETING DATE: October 22, 2024

STAFF REPORT – COVER SHEET

SUBJECT: Chilliwack School District 2024 Eligible School Site Proposal DATE: October 10, 2024


DEPARTMENT: Planning PREPARED BY: Stella Xiao / Reuben Koole *RK*

1. SUMMARY OF ISSUE:

The City has received a referral from the Chilliwack School District Board of Education (the Board) on an Eligible School Site Proposal (ESSP) for Council's acceptance. A resolution of Council is required for the Board to move forward with including the ESSP within their 5-year capital plan.

2. RECOMMENDATION:

That Council accept the resolution of the Chilliwack School District Board of Education for the 2024 Eligible School Site Proposal as attached to this report.



Gillian Villeneuve
Director of Planning

3. CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION/COMMENTS:

Supports recommendation.



David Blain
Chief Administrative Officer

STAFF REPORT ON 2024 ELIGIBLE SCHOOL SITE PROPOSAL

PREPARED BY: Stella Xiao / Reuben Koole

DATE: October 10, 2024

POSITION: Planner III /
Manager, Long Range Planning

DEPARTMENT: Planning

1. BACKGROUND

The Chilliwack School District (SD33) Board of Education (the Board) has submitted an Eligible School Site Proposal (ESSP) to the City for Council's review and consideration in accordance with Section 574 of the *Local Government Act*. Prior to this submission, SD33 met with the City to discuss future growth and development in the Chilliwack. City staff provided SD33 staff with the growth projections, which they used to determine anticipated needs to accommodate student growth in the next 10 years, and update the ESSP. An update to the ESSP was last completed in 2019.

2. DISCUSSION

2.1 Eligible School Sites

On October 8, 2024, the Board considered a report detailing the updated ESSP (Attachment A) based on estimated new development over the next 10 years and corresponding growth in new school age children. Four sites are proposed, including two expansions and two new sites. As described in the SD33 report, higher enrollment has been experienced in the northern part of the district, and greater growth is also expected in this area in the future. SD33 staff advised the City it is this trend, along with land acquisition prospects, that necessitates the ESSP update at this time. The four sites are summarized in the table below:

School sites	Size (ha)	Land Cost Estimate
Urban north, new site – elementary school	1.5	\$15,351,492
Urban north, expansion – Chilliwack Middle	1.9	\$19,445,224
Urban south, new site – elementary school	2.3	\$17,057,079
Urban south, expansion – Vedder Middle	2.0	\$14,832,243
Total Land Cost Estimate		\$66,686,038

In comparison to the previous ESSP, the number of school sites has shifted from 3 new sites in 2019 to 2 new sites and 2 expansions in the current proposal. In addition, the total land cost has more than doubled, increasing from \$29.7 million for 9.3 ha, to \$66.7 million for 7.7 ha.

The proposed urban school sites align with City housing projections and the 2040 Official Community Plan (OCP). They are close to where the majority of population growth is projected to occur, and will therefore be more accessible to students and reduce demands on the School District's school bus

system. Staff note that the OCP review currently underway, Chilliwack 2050, will include continued collaboration with SD33 staff to further align growth areas and school facilities.

2.2 Council Response Options

In accordance with the *Local Government Act*, following the Board’s resolution to support the eligible school sites and subsequent referral of the resolution to the City, Council has 60 days to respond in one of the following ways:

- pass a resolution accepting the Board’s resolution for the eligible school sites; or,
- respond in writing to the Board indicating non-support and identifying the proposed eligible school site(s) that are objected to, along with reasons for the objection.

If a response is not provided within 60 days, the *Local Government Act* deems this to be agreement with the eligible school sites proposed by the Board. Furthermore, if Council does not accept the eligible school sites, a dispute resolution process is initiated and a facilitator is appointed by the Minister of Education.

3. NEXT STEPS:

3.1 School Site Acquisition Charge

Following the approval and acceptance of the eligible school sites by the Board and Council, SD33 submits the final ESSP to the Province for review with the 5-year capital plan and it is also used to determine the School Site Acquisition Charge (SSAC). The SSAC is levied on new residential development to pay a portion of the cost of the school sites, and applied at time of Building Permit or subdivision approval in a manner similar to Development Cost Charges (DCCs). The City administers the SSAC and transfers funds to the Board, in accordance with the *Local Government Act* and School Site Acquisition Charge Regulation.

In 2019, the SSAC was increased to the maximum allowable rates, primarily due to increases in land values. Staff note the new ESSP continues this trend with land costs increasing substantially, and anticipate there will be no change to the SSAC as they are currently at the maximum allowable. The trend in SSAC charges over time is summarized in the table below.

Density category (dwelling units per hectare)	SSAC Rates (per dwelling unit)			
	2008	2019	2024 (est.)	Maximum*
Low (21)	\$808	\$1,000	\$1,000	\$1,000
Medium-Low (21 to 50)	\$727	\$900	\$900	\$900
Medium (51 to 125)	\$646	\$800	\$800	\$800
Medium-High (126 to 200)	\$565	\$700	\$700	\$700
High (over 200)	\$485	\$600	\$600	\$600

* The maximum is prescribed by the School Site Acquisition Charge Regulation

3.2 Ongoing Consultation

As described in the Discussion section above, the City has begun an OCP review called Chilliwack 2050. This review process will include continued collaboration with SD33 staff to ensure growth areas and school facilities stay aligned. In addition, the *Local Government Act* requires the Board to consult with the City regularly when developing the ESSP. Ongoing meetings between SD33 and City staff have been established to facilitate these consultations, and also enable updates and adjustments that respond to changes in growth patterns and household characteristics (e.g. more children living in multiunit development or shifts in average household sizes).

4. RECOMMENDATION & SUBSTANTIATION

Recommendation:

That Council accept the resolution of the Chilliwack School District Board of Education for the 2024 Eligible School Site Proposal as attached to this report.

Substantiation:

City and SD33 staff met to review growth trends, with the City sharing updated development and population projections. These projections were used to prepare the updated Eligible School Site Proposal that was approved by the Board and referred to Council for acceptance. Staff recommend Council accept the eligible school sites as required by the *Local Government Act*. The sites align with growth areas, have no impact on the School Site Acquisition Charge, and will continue to be reviewed through the Chilliwack 2050 OCP update.

5. SOURCES OF INFORMATION:

- 2019 Eligible School Site Proposal Staff Report – October 23, 2019

Attachment A – October 8, 2024 Letter from Chilliwack School District Board of Education



October 9, 2024

EMAILED

Chilliwack Mayor & Council
City of Chilliwack
8550 Young Road
Chilliwack, BC V2P 8A4

Attn: Mayor Ken Popove and City Councillors

RE: Eligible School Site Proposal (“ESSP”) - Revised

I am writing to notify you that the Board of Education that School District No. 33 (Chilliwack) (the “Board”) approved the attached revised Eligible School Site Requirement Resolution, 2024 at its October 8, 2024 public meeting. The ESSP, reflected by the resolution, is a required component of the Board’s annual capital plan submission and is referred to local governments in the district for acceptance pursuant to the *Local Government Act*. Provincial school site acquisition legislation requires that an ESSP resolution must be passed annually if the school district plans to acquire future school sites. The purpose of the ESSP is to identify the eligible school site requirements for the District that will be included in the five-year capital plan.

The ESSP was prepared following consultation with the City of Chilliwack and Fraser Valley Regional District. The consultation included review of current development approvals and projected developments over the next ten-years. Given the new housing, we projected the number of school aged children who may be added to District schools and thereby identified schools that will be over capacity or areas where new schools will be required to educate these children.

Please find attached the certified resolution for consideration by council. A copy of the board decision report considered by the Board is also attached for your reference. Under school site acquisition legislation, local governments have 60 days from the date of receiving the certified ESSP resolution to either:

1. Pass a resolution accepting the Eligible School Site Proposal resolution of the Board; or
2. Respond in writing to the school board indicating that is does not accept the school board’s proposed site requirements for the school district and indicating
 - each proposed school site to which it objects; and
 - the reason for the objection.

As outlined in the resolution, this is a necessary component of our capital plan submission to the Ministry of Education and Child Care. **We kindly request that Council pass a resolution approving the ESSP as soon as possible. Let me know if you have any concerns or questions about the proposal.**



**Chilliwack
School District**

Thank you for your attention to this important matter, and we look forward to continuing our partnership in planning for the future needs of our community's students.

Sincerely,

A handwritten signature in black ink, appearing to read "Sangster".

Simone Sangster, CPA, CA; Ed.D
Secretary Treasurer
Chilliwack School District #33

cc: Gillian Villeneuve, Planning Department, City of Chilliwack
Reuben Koole, Planning Department, City of Chilliwack

Attachments:

Eligible School Site Requirement Resolution, 2024
Decision Report regarding Eligible School Site Proposal

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 33 (CHILLIWACK)
ELIGIBLE SCHOOL SITE REQUIREMENT RESOLUTION, 2024**

WHEREAS Section 142 of the *School Act* (British Columbia) requires that a board of education submit a capital plan to the British Columbia Minister of Education and Child Care (the “**Minister**”) for approval;

AND WHEREAS Section 574(2) of the *Local Government Act* (British Columbia) requires that before a board of education submits a capital plan for approval under Section 142 of the *School Act* (British Columbia), the board of education must consult with each local government in the school district, and the board of education and local government must make all reasonable efforts to reach agreement on the following:

- (a) a projection of the number of chargeable development units to be authorized or created in the school district over the ten (10) year period that has been specified by the Minister under Section 142 of the *School Act* (British Columbia) for school site acquisition planning;
- (b) a projection of the number of children of school age (as defined in the *School Act* (British Columbia)) that will be added to the school district as the result of the chargeable development units projected under paragraph (a),
- (c) the approximate size and the number of school sites required to accommodate the number of children projected under paragraph (b); and
- (d) the approximate location and value of school sites referred to in paragraph (c).

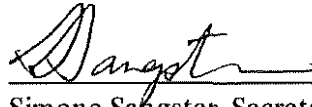
AND WHEREAS The Board of Education of School District No 33 (Chilliwack) (the “**Board**”) has consulted with the City of Chilliwack (the “**City**”) and the Fraser Valley Regional District (the “**Regional District**”, and together with the City, the “**Local Governments**”) on these matters.

IT IS RESOLVED THAT:

1. Based on information received from the Local Governments, the Board estimates that there will be 7,368 new development units constructed in School District No 33 (Chilliwack) (the “**School District**”) over the next ten (10) years;
2. These 7,368 new development units will be home to an estimated 2,292 school age children;
3. The Board expects that almost none of these school age children will be accommodated in existing facilities. This will require the expansion of the sites at a number of facilities including Chilliwack Middle School, and Vedder Middle School; and
4. The Board expects that two (2) new school site(s) will be required as the result of this growth in the School District. The site(s) will be located in the following neighbourhoods: one (1) in the Urban North area, one (1) in the Urban South area. For reference, please see Schedule A attached to this Resolution.

5. According to the British Columbia Ministry of Education and Child Care standards, the site(s) will require seven point seven (7.7) hectares of land. These site(s) are expected to be purchased within 10 years and, at current land costs, the land will cost approximately \$66,686,038.

I hereby certify this to be a true copy of the resolution for the approval of the Eligible School Site Requirement adopted by The Board of Education of School District No. 33 (Chilliwack) on this 8th day of October, 2024



Simone Sangster, Secretary Treasurer
The Board of Education of School District No.
33 (Chilliwack)

**SCHEDULE A
ELIGIBLE SCHOOL SITE PROPOSAL**

	Urban North Area	Urban North Area	Urban South Area	Urban South Area	TOTALS
Basis of Cost	Estimate	Estimate	Estimate	Estimate	
Type of Expansion	New Elementary	Expansion Chilliwack Middle	New Elementary	Expansion Vedder Middle	
Existing Capacity	0		0		0
Long Term Capacity	200	326	400	379	1,305
Site Area (Ha)	1.5	1.9	2.3	2.0	7.7
Site Area (Acres)	3.7	4.7	5.7	4.9	19.0
Existing Site Area					
Estimated Cost of Land	\$15,351,492	\$19,445,224	\$17,057,079	\$14,832,243	\$66,686,038

BOARD OF EDUCATION

DECISION REPORT

DATE: October 8, 2024
TO: Board of Education
FROM: Simone Sangster, Secretary Treasurer
RE: **ELIGIBLE SCHOOL SITE PROPOSAL (ESSP) - REVISED**

RECOMMENDATION:

That the board approve the resolution described below.

BACKGROUND:

We brought this motion to you at the September 17, 2024 meeting. Unfortunately, we found an error in the calculation of cost of land and need to update the cost and the details in the attachment. The revised resolution is attached.

A School Site Acquisition Charge (SSAC) is imposed on new eligible development units (residential development) for the purpose of providing funds to assist school boards in paying for the capital cost of eligible school sites. The Local Government Act requires that school boards approve the SSAC rate and the eligible school sites. The SSAC bylaw rate is currently set at the maximum allowed and the ESSP does not trigger a rate adjustment. The rate was last updated by the board in 2019 and no change is required to the SSAC rate bylaw applied to new development units.

Provincial school site acquisition legislation requires that an ESSP resolution must be passed annually if the school district plans to acquire future school sites. The purpose of the ESSP is to identify the district's eligible school site requirements for inclusion in the five-year capital plan. The five-year capital plan also includes requests for major capital and Building Envelope program funding, which the board approved in June, and minor capital funding, which the board is approving at the September 17, 2024 meeting. The resolution I am recommending for the board is an update to reflect new information and a resolution to satisfy the annual requirement.

The ESSP is prepared following consultation with the City of Chilliwack and Fraser Valley Regional District. The city projections for development approvals have been recently updated based on new provincial allowances for units per lot and increased development of local first nation's land. The projected eligible development units are incorporated into the projection of future enrollment by applying a factor reflecting the estimated number of students generated by new housing units.

The projected growth in the number of school-aged children that will occur in Chilliwack over the next 10 years is then compared against the capacity of current and approved school facilities to identify the number of new school sites or school site expansions that will be needed to accommodate the growth in students.

In our June major capital plan submission, the district estimated that enrolment will increase by at least 1,209 students over the next ten years, which is approximately 2,500 beyond our current school capacity, excluding portables. Our update with the city indicates that due to changes in provincial development requirements and new information from local nations regarding developments on reserves, these numbers are conservative. Moreover, more growth in the urban core or Urban North area of the District is expected than was incorporated into our earlier numbers. Enrolment at the start of the school year also shows that there is higher growth in the northern part of the district. We have incorporated this new information on developments and areas for development into our updated ESSP.

Our proposal indicates the following, as specified in the resolution:

1. *Based on information received from the Local Governments, the Board estimates that there will be 7,368 new development units constructed in School District No. 33 (Chilliwack) (the "School District") over the next ten (10) years;*
2. *These 7,368 new development units will be home to an estimated 2,292 school age children;*
3. *The Board expects that almost none of these school age children will be accommodated in existing facilities. This will require the expansion of the sites at a number of facilities including Chilliwack Middle School, and Vedder Middle School; and*
4. *The Board expects that two (2) new school site(s) will be required as the result of this growth in the School District. The site(s) will be located in the following neighbourhoods: one (1) in the Urban North area, one (1) in the Urban South area. For reference, please see Schedule A attached to this Resolution.*
5. *According to the British Columbia Ministry of Education and Child Care standards, the site(s) will require seven point seven (7.7) hectares of land. These site(s) are expected to be purchased within 10 years and, at current land costs, the land will cost approximately \$66,686,038.*

Prior to submitting the ESSP to the Ministry of Education, the proposal must formally be referred to the local government who may either

1. Pass a resolution accepting the Eligible School Site Proposal resolution of the Board of Education, or
2. Respond in writing to the Board of Education indicating that it does not accept the Board of Education's proposed site requirements for the school district and indicating
 - Each proposed site which it objects
 - The reason for the objection.

If no response is received within 60 days, the legislation states that the local government will have been deemed to accept the proposal

We plan to inform the Ministry by letter of this update to our annual capital plan submission on site acquisitions, once we have forwarded this to the local governments