Monday, May 15, 2017
Minutes of the meeting of the Electoral Areas Services Committee held on Monday, May 15, 2017 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 10:00 am.

MINUTES

Present:
Chair: E. Grieve Puntledge/Black Creek (Area 'C')
Vice-Chair: R. Nichol Lazo North (Area 'B')
Directors: B. Jolliffe Baynes Sound-Denman/Hornby Islands (Area 'A')
Staff: R. Dyson Chief Administrative Officer
       D. Oakman Chief Administrative Officer
       K. Douville Acting Chief Financial Officer
       K. Kenney Deputy Corporate Legislative Officer
       A. MacDonald General Manager of Planning and Development Services
       M. Rutten General Manager of Engineering Services
       I. Smith General Manager of Community Services
       J. Warren General Manager of Corporate Services
       L. Dennis Legislative Services Assistant

MANAGEMENT REPORT:
B. Jolliffe/R. Nichol: THAT the Electoral Areas Services Committee management report dated May 2017 be received.
208 Carried

REPORTS:
ADVISORY PLANNING COMMISSION MINUTES

B. Jolliffe/R. Nichol: THAT the minutes of the Electoral Area C Advisory Planning Commission meeting held April 27, 2017 be received.
208 and 213 Carried

ELECTORAL AREA C - FARMLAND PROTECTION DEVELOPMENT PERMIT APPLICATION DP 6C 17 – 6191 HEADQUARTERS ROAD (WEARNE)

B. Jolliffe/R. Nichol: THAT the report dated May 3, 2017 regarding Farmland Protection Development
Permit DP 6C 17 (Wearne) that would establish a buffer between a new residential property being created by subdivision and a neighbouring agricultural property at 6191 Headquarters Road be received. 208 and 213 Carried

A. Mullaly, Manager of Planning Services, and J. MacLean, Rural Planner, provided an overview of the staff report regarding Farmland Protection Development Permit DP 6C 17 (Wearne) for 6191 Headquarters Road.

Bob Scott, owner's representative, was in attendance at the meeting.

B. Jolliffe/R. Nichol: THAT the board approve the Farmland Protection Development Permit DP 6C 17 (Wearne) on the property described as Lot A, District Lot 197, Comox District, Plan 29451, PID 001-398-521 (6191 Headquarters Road) for the subdivision of a residential property adjacent to an agricultural property, with the condition that the swale that conveys water along the boundary with the agricultural parcel be maintained and the boundary between the two remain fenced. 208 and 213 Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ IC 17 - 8645 ISLAND HIGHWAY (LEWIS/CARR)

B. Jolliffe/R. Nichol: THAT the board approve the Farmland Protection Development Permit DP 6C 17 (Wearne) on the property described as Lot A, District Lot 197, Comox District, Plan 29451, PID 001-398-521 (6191 Headquarters Road) for the subdivision of a residential property adjacent to an agricultural property, with the condition that the swale that conveys water along the boundary with the agricultural parcel be maintained and the boundary between the two remain fenced. 208 and 213 Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ IC 17 - 8645 ISLAND HIGHWAY (LEWIS/CARR)

B. Jolliffe/R. Nichol: THAT the board approve the Farmland Protection Development Permit DP 6C 17 (Wearne) on the property described as Lot A, District Lot 197, Comox District, Plan 29451, PID 001-398-521 (6191 Headquarters Road) for the subdivision of a residential property adjacent to an agricultural property, with the condition that the swale that conveys water along the boundary with the agricultural parcel be maintained and the boundary between the two remain fenced. 208 and 213 Carried

J. MacLean, Rural Planner, presented an overview of the staff report regarding zoning bylaw amendment application RZ 1C 17 for 8645 Island Highway (Lewis/Carr).

Terry Carr, applicant, was in attendance at the meeting.

B. Jolliffe/R. Nichol: THAT the board endorse the agency referral list as outlined in Appendix A of staff report dated May 10, 2017, and direct staff to commence the external agency referral process for remainder of Lots 1 and 10, (DD20594N), Block 29, Comox District, Plan 3139, PID 002-039-389 as part of a proposed amendment (RZ 1C 17, Lewis/Carr) to Bylaw No. 2781, being the “Comox Valley Zoning Bylaw, 2005”;

AND FINALLY THAT Comox Valley Regional District staff consult with First Nations in accordance with the referrals management program dated September 25, 2012, for remainder of Lots 1 and 10, (DD20594N), Block 29, Comox District, Plan 3139, PID 002-039-389 as part of a proposed amendment (RZ 1C 17, Lewis/Carr) to Bylaw No. 2781, being the “Comox Valley Zoning Bylaw, 2005.”
PROPOSED REVISIONS TO THE SARATOGA BEACH ESTATES MASTER DEVELOPMENT AGREEMENT

B. Jolliffe/R. Nichol: THAT the report dated May 10, 2017 regarding approval to negotiate revisions to the existing Saratoga Beach Estates Master Development Agreement (MDA) with the owner, and return to the Electoral Areas Services Committee for approval of revised agreement be received.

A. MacDonald, General Manager of Planning and Development, and M. Rutten, General Manager of Engineering Services, presented an overview of the staff report regarding revisions to the existing Saratoga Beach Estates Master Development Agreement (MDA).

George Cowling and Nicky Schriver, applicants, were in attendance at the meeting and submitted the material attached.

B. Jolliffe/R. Nichol: THAT staff be directed to proceed with discussions with the owner of Saratoga Beach Estates towards a revised Master Development Agreement as outlined in Appendix A of staff report dated May 10, 2017;

AND FURTHER THAT staff bring forward a draft Master Development Agreement with revisions to be reviewed by the Electoral Areas Services Committee for approval by the board.

The meeting recessed at 11:49 am and resumed at 11:57 am.

ELECTORAL AREA C - COURTENAY AND DISTRICT FISH AND GAME PROTECTIVE ASSOCIATION REQUEST FOR EXEMPTION TO BYLAW NO. 395 (“COMOX VALLEY REGIONAL DISTRICT SPECIAL EVENTS BYLAW”) - 3780 COLAKE ROAD

B. Jolliffe/R. Nichol: THAT the report dated May 9, 2017 regarding a request from the Courtenay and District Fish and Game Protective Association for an exemption from the requirements of Bylaw No. 395, being the “Comox Valley Regional District Special Events Bylaw No. 395, 2016” be received.

A. Mullaly, Manager of Planning Services, provided an overview of the staff report regarding a request from the Courtenay and District Fish and Game Protective Association for an exemption from the requirements of Bylaw No. 395, being the “Comox Valley Regional District Special Events Bylaw No. 395, 2016”.

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Terry Kerton, Gail Eggiman and Shirl Leggat, Courtenay and District Fish and Game Protective Association, were in attendance at the meeting.

B. Jolliffe/R. Nichol: THAT the request from the Courtenay District Fish and Game Protective Association for an exemption from the requirements of Bylaw No. 395, being the “Comox Valley Regional District Special Events Bylaw No. 395, 2016” be referred to staff to report back to the June EASC meeting with language that better articulates the intent of the bylaw.

208 and 213 Carried

The meeting recessed at 12:18 pm and resumed at 12:26 pm.

PRESENTATION BY BC FARM INDUSTRY REVIEW BOARD

B. Jolliffe/R. Nichol: THAT the report dated May 1, 2017 regarding the CVRD board invitation to the BC Farm Industry Review Board (FIRB) to present an overview of the BC FIRB mandate with respect to aquaculture be received.

208 and 213 Carried

Kirsten Pedersen and Gloria Chojnacki, BC Farm Industry Review Board (FIRB), presented information regarding the BC FIRB mandate with respect to aquaculture.

PROVINCIAL QUALIFICATIONS FOR BUILDING OFFICIALS, SECTIONS 11-13 OF THE BUILDING ACT

B. Jolliffe/R. Nichol: THAT the report dated April 10, 2017 regarding the new provincial Qualification Requirements for Building Officials, Part 3 - Division 1, Sections 11, 12, and 13 of the Building Act be received.

208 Carried

D. Mirabelli, Manager of Building Services, provided an overview of the staff report regarding the new provincial Qualification Requirements for Building Officials, Part 3 - Division 1, Sections 11, 12, and 13 of the Building Act.

RAINWATER MANAGEMENT STRATEGY UPDATE

R. Nichol/B. Jolliffe: THAT the report dated May 9, 2017 regarding the implementation of the rainwater management strategy for the Comox Valley Regional District (CVRD) electoral areas prepared by Fernhill Consulting and West Coast Environmental Law (WCEL) and dated December 2013 be received.

209 Carried
D. Monteith, Engineering Analyst, provided an overview of the staff report regarding the implementation of the rainwater management strategy for the Comox Valley Regional District (CVRD) electoral areas prepared by Fernhill Consulting and West Coast Environmental Law (WCEL) and dated December 2013.

SOUTH SEWER SELECT COMMITTEE MINUTES

B. Jolliffe/R. Nichol: THAT the minutes of the South Sewer Select Committee meeting held April 19, 2017 be received.
208 Carried

B. Jolliffe/R. Nichol: THAT the agenda be varied to move agenda item No. 11 "Update on Request for Utilization of Old Hornby Fire Hall for Community Use" forward on the agenda.
208 Carried

UPDATE ON REQUEST FOR UTILIZATION OF OLD HORNBY FIRE HALL FOR COMMUNITY USE

B. Jolliffe/R. Nichol: THAT the report dated May 11, 2017 regarding a request to utilize the old Hornby Island fire hall for community use be received.
207 Carried

I. Smith, General Manager of Community Services, and J. Bast, Manager of Fire Services, provided an overview of the staff report regarding a request to utilize the old Hornby Island fire hall for community use.

B. Jolliffe/R. Nichol: THAT the following motion of July 2010 be rescinded:
“THAT the regional district endorse a letter of support for the Hornby Island Residents and Ratepayers Association initiative to utilize the old Hornby Island fire hall for other community purposes with the following caveats:
1. Subject to successful development of a new fire hall.
2. Integrated Lands Management Bureau (ILMB) supporting an amended development plan that removes the requirement for demolition of the old fire hall.
3. The old fire hall being brought into compliance with the BC Building Code and be inspected.
4. The property complying with all other provincial regulation regarding its intended new use.
5. The regional district not incurring any further liabilities.”
207 Carried

B. Jolliffe/R. Nichol: THAT the Comox Valley Regional District endorse a letter of intent to work with the Hornby Island Spark Society regarding possible utilization of the old Hornby Island fire hall for other community purposes with the following caveats:
1) The Ministry of Forest, Lands and Natural Resource Operations (FLNRO) supporting an amended development plan that removes the requirement for demolition of the old fire hall.
2) The old fire hall being brought into compliance with the BC Building Code and be inspected.
3) The property complying with all other provincial regulation regarding its intended new use.
4) The regional district not incurring any further liabilities;

AND FURTHER THAT staff prepare a report regarding the possible community use of the old Hornby Island fire hall, once all information including the condition and environmental assessments of land and improvements have been completed and appropriate legal review has been received.

207 Carried

MOSQUITO STUDY – SARATOGA AND MIRACLE BEACH

B. Jolliffe/R. Nichol: THAT the report dated May 9, 2017 regarding an update on the 2016 mosquito study in the Saratoga Miracle Beach area be received.

208 Carried

M. Zbarksy, Manager of Transit and Sustainability, and V. Van Tongeren, Policy and Sustainability Analyst, provided an overview of the staff report regarding the 2016 mosquito study in the Saratoga Miracle Beach area.

R. Nichol/B. Jolliffe: THAT staff continue to monitor nuisance mosquito complaints originating in Comox Valley Regional District electoral areas and assess the need for future nuisance mosquito investigations on a case-by-case basis.

208 Carried

PARK USE STATISTICS AND USER FEEDBACK

B. Jolliffe/R. Nichol: THAT the report dated May 9, 2017 regarding activities that occurred in regional district parks in 2016, and visitor perceptions/satisfaction levels to assist with budget and project planning, as well as to evaluate the performance of park operations be received.

209 Carried

D. DeMarzo, Manager of Parks, and Brian Allaert, Parks Technician, provided an overview of the staff report regarding park use statistics and user feedback.

FEDERATION OF CANADIAN MUNICIPALITIES LEGAL DEFENSE FUND

B. Jolliffe/R. Nichol: THAT the report dated May 2, 2017 regarding support for the Federation of Canadian Municipalities Legal Defense Fund by contributing annual funds in the amount of two cents per capita, or $530.26 for 2017 be received.

208 Carried
B. Jolliffe/R. Nichol: THAT the Comox Valley Regional District contribute two cents per capita to the Federation of Canadian Municipalities Legal Defense Fund annually, based on the electoral areas population, to be paid from the electoral areas administration service (function 130).

208 Carried

IN-CAMERA:
R. Nichol/B. Jolliffe: THAT the committee adjourn to an in-camera session pursuant to the following subsections of section 90 of the Community Charter:

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality; and,

90(1)(k) negotiations and related discussions respecting the proposed provision of a regional district service that are at their preliminary stages and that, in the view of the committee/board, could reasonably be expected to harm the interests of the regional district if they were held in public.

208 Carried

Time: 1:38 pm.

RISE AND REPORT:
The committee rose from its in-camera session at 2:26 pm.

TERMINATION:
R. Nichol/B. Jolliffe: THAT the meeting terminate.

208 Carried

Time: 2:26 pm.

Confirmed by:

____________________________________
Edwin Grieve
Chair

Certified Correct:

____________________________________
Kelly Kenney
Deputy Corporate Legislative Officer

Recorded By:
Lisa Dennis
Recording Secretary

These minutes were received by the Comox Valley Regional District board on the ________ day of ______, 20__.