

Tuesday, August 27, 2019

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Tuesday, August 27, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

Chair:	B. Wells	City of Courtenay
Vice-Chair:	A. Hamir	Lazo North (Area B)
Directors:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
	E. Grieve	Puntledge/Black Creek (Area C)
	D. Hillian	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
	K. Grant	Town of Comox
	W. Cole-Hamilton	City of Courtenay
Alt. Director:	W. Morin	City of Courtenay
Staff:	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial Officer
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	D. DeMarzo	Acting General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

IN-CAMERA MEETING:

A. Hamir/J. Ketler: THAT the board adjourn to an in-camera session pursuant to the following sub-section(s) of section 90 of the Community Charter:

90(1)(c) labour relations or other employee relations;

90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure might reasonably be expected to harm the interests of the regional district; 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 Board, could reasonably be expected to harm the interests of the regional district if they were held in public;

AND FINALLY THAT the in-camera portion convene immediately following the open portion of the meeting.

208

Carried

VARY THE AGENDA

D. Hillian/E. Grieve: THAT the agenda be varied to consider agenda item F.6 Black Creek - Oyster Bay Service Committee minutes of August 19, next on the agenda.

208

Carried

BLACK CREEK - OYSTER BAY SERVICES COMMITTEE - AUGUST 19, 2019

B. Leigh/D. Arbour: THAT the Black Creek - Oyster Bay Services Committee minutes dated August 19, 2019 be received.

208

Carried

Director Leigh left the meeting at 4:10 pm.

ADOPTION OF MINUTES:

W. Cole-Hamilton/A. Hamir: THAT the Comox Valley Regional District Board minutes dated July 30, 2019 be adopted.

208

Carried

PETITIONS AND DELEGATIONS:

NORTH ISLAND COLLEGE

John Bowman, President, presented North Island College's planning priorities and opportunities for community input.

E. Grieve/W. Morin: THAT the presentation from John Bowman, President, North Island College, be received.

208

Carried

COMOX VALLEY ECONOMIC DEVELOPMENT SOCIETY (CVEDS)

Deana Simkin, President, and Dr. Spencer Serin, Comox Valley Economic Development Society (CVEDS), presented information concerning their efforts to establish a food innovation hub within the Comox Valley and requested a letter of support for this initiative.

E. Grieve/K. Grant: THAT the Comox Valley Regional District provide a letter of support for the Comox Valley Economic Development Society's (CVEDS) Food Innovation and Processing Hub request for qualifications application.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE - AUGUST 12, 2019

E. Grieve/K. Grant: THAT the Electoral Areas Services Committee minutes dated August 12, 2019 be received.

208

Carried

D. Arbour/E. Grieve: THAT the board approve the Development Variance Permit DV 5A 19 (Staples) to increase the maximum permitted height of the principal building from 10.0 metres to 10.45 metres on the property described as Lot B, Section 28, Township 11, Nelson District, Plan VIP77130, PID 025- 965-506 (3719 Cameron Road);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.

208 and 213

Carried

D. Arbour/A. Hamir: THAT the Comox Valley Regional District Board approve the Development Variance Permit DV 9B 19 (Barnsley) to:

1. Reduce the minimum rear yard setback for the proposed secondary dwelling from 7.5 metres to 5.0 metres; and
2. Reduce the minimum rear yard setback for the eaves of the proposed secondary dwelling from 5.5 metres to 4.5 metres;

for the property described as Lot 7, District Lot 91, Comox District, Plan 31278, PID 001-163-248 (1919 Thurber Road);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.

208 and 213

Carried

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board approve the Development Variance Permit DV 7B 19 (Clarke) to:

1. Reduce the minimum side yard road setback from 4.5 metres to 2.75 metres for the dwelling (2.5 metres to 2.15 metres for the eaves);
2. Reduce the minimum front yard setback from 7.5 metres to 6.0 metres for the accessory building (5.5 metres to 5.37 metres for the eaves); and
3. Reduce the minimum side yard setback from 1.75 metres to 1.3 metres for the accessory building (0.88 metres to 0.63 metres for the eaves).

For the property described as Lot 20, Block 29, Comox District, Plan 11986, PID 001-293-052 (5956 Aldergrove Drive);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit upon receipt of a setback permit from the Ministry of Transportation and Infrastructure.

208 and 213

Carried

A. Hamir/E. Grieve: THAT the board approve the Development Variance Permit DV 5C 19 (Lockett and Holehouse) to increase the maximum building height from 6.0 metres to 6.91 metres for an accessory

building at property described as Lot 7, Block 29, Comox District, Plan 28903, PID 001-453-793 (8575 Lory Road);

AND THAT the Corporate Legislative Officer be authorized to execute the permit.

208 and 213

Carried

E. Grieve/D. Arbour: THAT the 2019 – 2023 financial plan and capital expenditure program for the Denman Island Economic Development service, function 555, be amended by increasing operational grant expenditures by \$27,000 in 2019 to be funded by way of a contribution from future expenditure reserve from reserves function #555.

207

Carried

J. Ketler/W. Morin: THAT the Comox Valley Regional District authorize the implementation of a formalized process as outlined in the August 6, 2019 staff report for the consideration of future requests from external non-profit organizations within the Comox Valley for financial support utilizing Community Works Funds

208

Carried

W. Morin/E. Grieve: THAT the request from the Hornby Island Arts Council (HIAC) for \$175,000 in Community Works Funds (CWF) to support the construction of a new Arts Centre on Hornby Island be approved subject to:

- a. staff confirming all requirements of the CWF agreement between the CVRD and UBCM being met;
- b. the CVRD indicating support for the project through a formal Board resolution;
- c. staff being directed to prepare a contribution agreement between the CVRD and the HIAC that sets out all pertinent commitments of both parties, including but not limited to those outlined in the August 6, 2019 staff report; and
- d. the CVRD supports by way of a formal board resolution the transfer of funds to the HIAC to support the project and its eligible costs as outlined in Schedule C of the CWF agreement.

208

Carried

D. Arbour/A. Hamir: THAT staff review the Electoral Areas Arts and Culture Grant service (function 615); Grant-In-Aid services (function 120-124); Denman and Hornby Recreation Grant Services (functions 605 and 606) and Heritage Conservation Service (functions 691 – 695), for the purpose of:

- a. developing guidelines for applicants;
- b. ensuring a transparent process and equal opportunity to funding;
- c. determining if some initiatives should be funded by contract rather than relying on grant processes;
- d. determining whether new community hall services are warranted; and
- e. evaluating the possibility of consolidation of services or grant programs.

AND THAT staff bring back a report reviewing the above and providing recommendations.

209

Carried

HORNBY ISLAND ARTS CENTRE

D. Arbour/A. Hamir: THAT the report dated August 21, 2019 providing recommendations to the Comox Valley Regional District (CVRD) Board of Directors pertaining to a request by the Hornby Island Arts Council (HIAC) for \$175,000 in Community Works Funds (CWF), to support the construction of a new Arts Centre on Hornby Island, as presented to the Electoral Areas Services Committee (EASC) on June 10 and August 12, 2019, be received.

208

Carried

D. Hillian/K. Grant: THAT the Comox Valley Regional District formally indicate its support for the construction of a new Arts Centre on Hornby Island by the Hornby Island Arts Council.

208

Carried

A. Hamir/D. Hillian: THAT the Comox Valley Regional District (CVRD) authorize the transfer of \$175,000 in Community Works Funds (CWF), from the allocation for Denman / Hornby Islands, to the Hornby Island Arts Council towards the eligible construction costs of a new Arts Centre on Hornby Island, subject to:

a) Confirmation that all requirements of the CWF agreement between the CVRD and Union of British Columbia Municipalities can continue to be met; and

b) A contribution agreement being duly executed between the CVRD and the Hornby Island Arts Council that sets out all pertinent commitments of both parties, including but not limited to those outlined in the August 7, 2019 staff report (Appendix A, pages 3 and 4).

AND FURTHER THAT the Corporate Financial Officer be authorized to execute the final contribution agreement.

208

Carried

W. Cole-Hamilton/D. Hillian: THAT the 2019 – 2023 Financial Plan for the Administration and General Government service, functions 110 and 111, be amended to increase the 2019 expense for conditional grants to local agencies by \$175,000, as a contribution to the Hornby Island Arts Council towards the construction of a new Arts Centre on Hornby Island to be funded by the Denman / Hornby Islands' allocation of the Comox Valley Regional District's federal gas tax funding (Community Works Fund).

208

Carried

SEWAGE COMMISSION - AUGUST 13, 2019

K. Grant/D. Arbour: THAT the Sewage Commission minutes dated August 13, 2019 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - AUGUST 13, 2019

W. Cole-Hamilton/D. Arbour: THAT the Comox Valley Water Committee minutes dated August 13, 2019 be received.

208

Carried

COMMITTEE OF THE WHOLE - AUGUST 13, 2019

K. Grant/A. Hamir: THAT the Committee of the Whole minutes dated August 13, 2019 be received.

208

Carried

D. Arbour/K. Grant: THAT pursuant to section 391(4)(a) of the Local Government Act, a bylaw be forwarded to the board to be adopted by October 31, 2019, allowing for a permissive tax exemption for 100 per cent of the taxable land and improvements for the year 2020 for the property known as Parcel A, Plan VIP64403, Land District 15, Folio # 771-000500.000 (Sunnydale Golf Society) with the exception of the portion of Class 06-Business/Other relating to the pro shop operations.

208

Carried

E. Grieve/K. Grant: THAT pursuant to section 392(1)(c) of the Local Government Act, a bylaw be prepared providing for a permissive tax exemption for the taxation year 2020 for an amount equal to 100 per cent of the net taxable land and improvements for Section 32, Land District 34, Township 1, Folio #771 010800.000 (Union Bay Historical Society).

208

Carried

W. Cole-Hamilton/K. Grant: THAT staff review the Recreation Grant Service (function 600) for the purpose of

- a. developing guidelines for applicants;
- b. ensuring a transparent process and equal opportunity to funding;
- c. determining if some initiatives should be funded by contract rather than relying on grant processes;
- d. evaluating the possibility of consolidation of services or grant programs;

AND THAT staff bring back a report reviewing the above and providing recommendations.

209

Carried

A. Hamir/D. Arbour: WHEREAS the Comox Valley Regional District passed a cosmetic pesticide use policy in 2002;

AND WHEREAS there is concern about the effects of herbicides on the health of our forest ecosystems and wildlife;

AND WHEREAS a number of non-chemical controls for invasive weeds exist, including but not limited to manual removal; use of biological predators; domesticated animals such as goats; and steam sterilization;

AND WHEREAS the use of chemical controls is still permitted for the control of noxious weeds defined in schedule A of the provincial weed control regulation including giant hogweed and Japanese knotweed;

THEREFORE BE IT RESOLVED that the CVRD Board direct staff to prepare an amended Pesticide Use on Regional District Property policy prohibiting the use of synthetic herbicides for the control of invasive weeds on CVRD property;

AND FURTHER THAT this resolution and the draft policy be referred to the Comox Strathcona Waste Management Board for feedback, prior to consideration of adoption by the CVRD Board.

208

Carried

BYLAWS AND RESOLUTIONS:

E. Grieve/K. Grant: THAT Bylaw No. 587 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 587, 2019" be given first and second readings concurrently.

208

Carried

K. Grant/E. Grieve: THAT Bylaw No. 587 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 587, 2019" be read a third time.

208

Carried

K. Grant/A. Hamir: THAT Bylaw No. 588 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 588, 2019" be given first and second readings concurrently.

208

Carried

K. Grant/E. Grieve: THAT Bylaw No. 588 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 588, 2019" be read a third time.

208

Carried

K. Grant/D. Arbour: THAT Bylaw No. 590 being "Comox Valley Water Supply System Bulk Water Rates Bylaw No. 190, 2011, Amendment No. 4" be given first and second readings concurrently.

Bylaw 1783

Carried

E. Grieve/K. Grant: THAT Bylaw No. 590 being "Comox Valley Water Supply System Bulk Water Rates Bylaw No. 190, 2011, Amendment No. 4" be read a third time.

Bylaw 1783

Carried

K. Grant/W. Morin: THAT Bylaw No. 583 being "Comox Valley Water Conservation Bylaw 2010, Amendment No. 6" be finally adopted.

Bylaw 1783

Carried

NEW BUSINESS:

PROCLAMATION - FANNY BAY CHALLENGE

Chair Wells read the proclamation dated August 20, 2019 declaring September 2019 as Fanny Bay Challenge month within the Comox Valley Regional District.

PROCLAMATION - KIDS SPORT BC

Chair Wells read the proclamation dated August 20, 2019 declaring September 7 to 13, 2019 as KidSport BC Week within the Comox Valley Regional District.

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 5:23 pm.

RISE AND REPORT:

The board rose from its restricted in-camera session at 6:10 pm.

TERMINATION:

E. Grieve/K. Grant: THAT the meeting terminate.

208

Carried

Time: 6:11 pm.

Confirmed this _____ day of _____ 20__:

Bob Wells
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services