

Monday, September 16, 2019

Minutes of the meeting of the Electoral Areas Services Committee held on September 16, 2019 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:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
Directors:	A. Hamir	Lazo North (Area B)
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
Staff:	R. Dyson	Chief Administrative Officer
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	D. DeMarzo	General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	L. Dennis	Legislative Services Assistant

RECOGNITION OF TRADITIONAL TERRITORIES

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

DELEGATIONS:

PEDESTRIAN/CYCLIST SAFETY ON LAZO ROAD

Bruce Renooy presented information regarding safety concerns due to the increase of pedestrian, bicycle and vehicle traffic on Lazo Road between Butchers Road and Gage Road and requested road widening, including paved shoulders for bike lanes/pedestrians.

MANAGEMENT REPORT:

D. Arbour/A. Hamir: THAT the Electoral Areas Services Committee management report dated September 2019 be received.

208

Carried

REPORTS:

COMMUNITY WILDFIRE PROTECTION PLAN/COMMUNITY RESILIENCY INVESTMENT GRANT FUNDING

D. Arbour/A. Hamir: THAT the voting rules and procedures be temporarily suspended to permit Director Brenda Leigh, Electoral Area D (Oyster Bay – Buttle Lake) to participate and vote respecting agenda item D.1 Community Wildfire Protection Plan Community Resiliency Grant Funding.

208

Carried

D. Arbour/A. Hamir: THAT the report dated September 11, 2019 regarding the the Community Wildfire Protection Plan final report and to seek approval for Community Resiliency Investment grant funding be received.

209

Carried

J. Bast, Manager of Fire Services, and B. Green, Fire Chief, Oyster River Fire Rescue, were in attendance at the meeting.

Leigh Stalker, Strategic Natural Resource Consultants, presented information regarding the Community Wildfire Protection Plan.

B. Leigh/D. Arbour: THAT staff be authorized to apply for 2020 Community Resiliency Investment grant funding, up to the maximum of \$25,000 to undertake a community Fire Smart education program as outlined in the Community Wildfire Protection Plan report dated November 30, 2018.

209

Carried

Director Leigh left the meeting at 11:25 am.

The committee recessed at 11:26 am and reconvened at 11:31 am.

ADVISORY PLANNING COMMISSION MINUTES

D. Arbour/A. Hamir: THAT the following minutes be received:

- Minutes of the Electoral Area B Advisory Planning Commission meeting held August 20, 2019.
- Minutes of the Electoral Area C Advisory Planning Commission meeting held August 15, 2019.

- Minutes of the Agricultural Advisory Planning Commission meeting held August 22, 2019.
- 208 Carried

ELECTORAL AREA B – DEVELOPMENT VARIANCE PERMIT DV 8B 19 – 2160 QUENVILLE ROAD (PARKIN)

D. Arbour/A. Hamir: THAT the report dated August 26, 2019 regarding Development Variance Permit Application DV 8B 19 to reduce the minimum side yard setback from 3.5 metres to 3.1 metres and to increase the maximum building height from 6.0 metres to 7.4 metres for a proposed accessory building at 2160 Quenville Road (Parkin) be received.

208 and 213 Carried

T. Trieu, Manager of Planning Services, provided an overview of the staff report regarding DV 8B 19 for 2160 Quenville Road (Parkin).

Tim Duerden, applicant's agent, was in attendance at the meeting, and submitted correspondence from Krista and Justin McKay, 2172 Quenville Road, regarding DV 8B 19 for 2160 Quenville Road (Parkin).

The Chair called for any members of the public that may wish to speak regarding DV 8B 19 - 2160 Quenville Road (Parkin). There were no speakers.

D. Arbour/A. Hamir: THAT the board approve the Development Variance Permit DV 8B 19 (Parkin) to reduce the minimum side yard setback from 3.5 metres to 3.1 metres and to increase the maximum building height from 6.0 metres to 7.4 metres for a proposed accessory building at property described as Lot 1, Block 71, Comox District, Plan VIP88398, PID 028-351-495 (2160 Quenville Road);

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

208 and 213 Carried

ELECTORAL AREA C – DEVELOPMENT VARIANCE PERMIT DV 6C 19 AND DEVELOPMENT PERMIT DP 18C 19 – 2310 MACAULAY ROAD (1029812 BC LTD/LEWIS)

A. Hamir/D. Arbour: THAT the report dated September 4, 2019 regarding Development Variance Permit Application DV 6C 19 and Development Permit Application DP 18C 19 to allow for retaining walls over 2 metres in height within the required setback areas, and to consider a Development Permit under the Commercial and Industrial (form and character) guidelines related to the development of new commercial-industrial buildings at 2310 Macaulay Road (1029812 BC Ltd./Lewis) be received.

208 and 213 Carried

J. MacLean, Rural Planner, provided an overview of the staff report regarding DV 6C 19 and DP 18C 19 for 2310 Macaulay Road (1029812 BC Ltd./Lewis).

Chris Durupt, applicant's agent, was in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding DV 6C 19 - 2310 Macaulay Road (1029812 BC Ltd./Lewis). There were no speakers.

A. Hamir/D. Arbour: THAT the board approve Development Variance Permit DV 6C 19 (1029812 BC Ltd.) on property described as Lot B, Block 29, Comox District, Plan EPP81926, PID 030-440-777 (2310 Macaulay Road) to allow for retaining walls up to 3.5 metres in height within the required side yard setback area;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

A. Hamir/D. Arbour: THAT the board approve the Development Permit DP 18C 19 (1029812 BC Ltd.) on property described as Lot B, Block 29, Comox District, Plan EPP81926, PID 030-440-777 (2310 Macaulay Road) for the development of new commercial-industrial buildings with a storage yard;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

ELECTORAL AREA B – DEVELOPMENT PERMIT DP 13B 19 –5910 ISLAND HIGHWAY NORTH (BAILEY)

D. Arbour/A. Hamir: THAT the report dated September 4, 2019 regarding Development Permit Application DP 13B 19 to formalize a buffer between a non-farm and farm property at 5910 Island Highway North (Bailey) be received.
208 and 213 Carried

Billy-Ray Bailey, applicant, and Brian Dyck, applicant's agent, were in attendance at the meeting.

D. Arbour/A. Hamir: THAT the board approve the Farm Land Protection Development Permit DP 13B 19 (Bailey) on the property described as Lot 2, District Lot 162, Comox District, Plan 22921, PID 003-201-236 (5910 Island Highway N.) for the construction of an accessory building with a minimum 15 metre setback from the agricultural property and a 3 metre wide vegetative buffer to extend between the rear of the new accessory to the rear of the house;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

BYLAW UPDATES RELATING TO CANNABIS CULTIVATION, PROCESSING AND SALES

A. Hamir/D. Arbour: THAT the report dated September 4, 2019 regarding a communication plan, and
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updates to the Official Community Plan, the Planning Procedures and Fees Bylaw and Building Bylaw as they relate to cannabis cultivation, processing and sales be received.

208 and 213

Carried

J. MacLean, Rural Planner, presented at overview of the staff report regarding bylaws related to cannabis cultivation, processing and sales.

A. Hamir/D. Arbour: THAT the Comox Valley Regional District Board endorse the communication plan as outlined in Appendix A and the recommended bylaw update information outlined in Appendix B of staff report dated September 4, 2019, and direct staff to start the external agency referral process for making provisions regarding cannabis in Bylaw No. 337 being the “Rural Comox Valley Official Community Plan Bylaw No. 337, 2014” (CP 1CV 19);

AND FINALLY THAT Comox Valley Regional District staff consult with First Nations in accordance with the referrals management program dated September 25, 2012.

208 and 213

Carried

D. Arbour/A. Hamir: THAT the board consider first, second and third readings of Bylaw No. 584, being the “Comox Valley Regional District Planning Procedures and Fees Bylaw No. 328, 2014, Amendment No. 3” (CP 1CV 19), which inserts a procedure and fee relating to cannabis retail referrals (Appendix C).

208 and 213

Carried

D. Arbour/A. Hamir: THAT the board consider first, second and third readings of Bylaw No. 585, being the “Comox Valley Regional District Building Bylaw No. 142, 2014, Amendment No. 4” (CP 1CV 19), regarding the applicability of the bylaw to cannabis cultivation within farm buildings (Appendix D).

208 and 213

Carried

FIREWORKS SERVICE FUNCTION NO. 299 SERVICE REVIEW

A. Hamir/D. Arbour: THAT the report dated September 11, 2019 regarding an update and overview of the Fireworks Regulation Extended Service, function 299 be received.

209

Carried

A. Yaskinski, Manager of Bylaw Compliance, provided an overview of the staff report regarding an update and overview of the Fireworks Regulation Extended Service, function 299.

D. Arbour/A. Hamir: THAT given the limited authority of regional districts to impose requirements on vendors of fireworks, the Comox Valley Regional District resolve not to undertake amendments to the “Regional District Fireworks Regulation Bylaw No. 1971, 1998” at this time.

209

Carried

ELECTORAL AREA – WATER/SEWER SERVICING

A. Hamir/D. Arbour: THAT the report dated September 11, 2019 regarding water and sewer servicing for development in the electoral areas, in response to a request from the committee for further information be received.

208

Carried

V. Van Tongeren, Environmental Analyst, with D. Monteith, Manager of Liquid Waste Planning, presented at overview of the staff report regarding water and sewer servicing for development in the electoral areas.

D. Arbour/A. Hamir: That staff be directed to update the existing Comox Valley Regional District Board Policy “Transfer of water systems to regional district” to include wastewater systems in its scope, and to incorporate current best practices.

208

Carried

The meeting recessed at 12:48 pm and reconvened at 1:12 pm.

HORNBY ISLAND COMFORT STATIONS (688) FUTURE EXPENDITURE RESERVE

A. Hamir/D. Arbour: THAT the report dated August 26, 2019 regarding a reserve fund for future expenditures for the Hornby Island Comfort Stations (688) service be received.

207

Carried

K. Douville, Manager of Financial Planning, provided an overview of the staff report regarding a reserve fund for future expenditures for the Hornby Island Comfort Stations (688) service.

A. Hamir/D. Arbour: THAT Bylaw No. 592 being “Hornby Island Comfort Station Future Expenditure Reserve Fund Establishment Bylaw No. 592, 2019” be forwarded to the Comox Valley Regional Board for first, second, third readings and final adoption.

207

Carried

2019 - 2023 FINANCIAL PLAN – BUDGET AMENDMENT – FUNCTION 621

D. Arbour/A. Hamir: THAT the report dated September 11, 2019 regarding a financial plan amendment under the Baynes Sound Area B and C Parks and Greenways Service, function 621, to accommodate capital cost quotes for the Eagles Drive Park stairs replacement be received.

209

Carried

M. Harrison, Acting Manager of Parks, provided an overview of the staff report regarding a financial plan amendment under the Baynes Sound Area B and C Parks and Greenways Service, function 621, to accommodate capital cost quotes for the Eagles Drive Park stairs replacement.

D. Arbour/A. Hamir: THAT the 2019 - 2023 financial plan and capital expenditure program for the Baynes Sound Area B and C Parks and Greenways Service, function 621, be amended by increasing land improvement expenditures in 2019 for the Beach Accesses Annual Capital projects, project #1092, by \$40,000 to support increased costs for the Eagles Drive beach stairs replacement to be funded by a corresponding further contribution in 2019 from the parks and greenways service Capital Works Reserve #855.

209

Carried

NEW BUSINESS:

PEDESTRIAN/CYCLIST SAFETY ON LAZO ROAD

D. Arbour/A. Hamir: THAT staff prepare a report outlining the planning process with the Town of Comox and the Ministry of Transportation and Infrastructure for road improvements on Lazo Road between Butchers Road and Point Holmes, with consideration to the requests of Bruce Renooy as outlined in his delegation to the Electoral Areas Services Committee on September 16, 2019.

209

Carried

A. Hamir/D. Arbour: THAT the CVRD Chair write to the Ministry of Transportation and Infrastructure regarding the road conditions and safety concerns on Lazo Road between Butchers Road and Gage Road as generally outlined by the delegation from Bruce Renooy to the September 16, 2019 Electoral Areas Services Committee meeting.

208

Carried

IN-CAMERA:

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

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.

208

Carried

Time: 1:26 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 1:30 pm.

TERMINATION:

A. Hamir/D. Arbour: THAT the meeting terminate.

208

Carried

Time: 1:30 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Lisa Dennis

These minutes were received by the Comox Valley Regional District board on the _____ day of _____,
20____.
Legislative Services Assistant