

Tuesday, September 29, 2020

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on September 29, 2020 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

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

ATTENDANCE:

Also in attendance were S. Bullock, K. Douville, R. Holmes, A. Mullaly, H. Siemens, and J. Zbinden, CVRD.

Directors Arbour and Grieve participated via electronic means.

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation and read the following article from the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) available online at: www.un.org/ :

Article 18: Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

IN-CAMERA MEETING:

D. Frisch/W. Cole-Hamilton: THAT the board adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

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; and,

90(1)(n) The consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

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

ADOPTION OF MINUTES:

D. Frisch/K. Grant: THAT the Comox Valley Regional District Board minutes dated September 15, 2020 be adopted.
208 Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – SEPTEMBER 14, 2020

A. Hamir/W. Cole-Hamilton: THAT the Electoral Areas Services Committee minutes dated September 14, 2020 be received.
208 Carried

A. Hamir/W. Cole-Hamilton: THAT the board approve Development Variance Permit DV 3B 20 (Silcox) to reduce the required road frontage for the purposes of subdivision from 10 per cent to 0.78 per cent on property described as Lot 1, District Lot 140, Comox District, Plan 41961, PID 001-037-978 (107 Gage Road);

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

D. Frisch/A. Hamir: THAT the board approve Development Variance Permit DV 4B 20 (Long) to reduce the front yard setback pertaining to Holmes Street from 7.5 metres to 1.0 metre on property described as Lot B, District Lot 110, Comox District, Plan VIP82713, Except Part in Plan EPP26601, PID 026-997-363 (72 Beech Street);

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

A. Hamir/W. Cole-Hamilton: THAT the board approve Development Variance Permit DV 3C 20 (Holbrook and Vorster) to reduce the side yard setbacks for the relocation of a mobile home from 3.5 metres to 1.25 metres for its foundation, and from 1.75 metres to 1.1 metres for its gutters on property described as Lot 1, District Lot 234, Comox District, Plan 27683, PID 002-165-261 (4040 Marsden Road) with the condition that a visual buffer along the portion of the mobile home be implemented and maintained for the life of this building;

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

R. Dyson, Chief Administrative Officer, recused himself from the meeting at 4:06 pm due to a potential perceived conflict of interest in relation to his spouse's position as chair of the Agricultural Land Commission.

K. Grant/D. Frisch: THAT Agricultural Land Reserve application ALR 1C 20 (Peeters) for a two-lot subdivision of the property described as Lot A, Block 29, Comox District, Plan VIP61660, PID 023-153-776 (7985 Island Highway North) be refused;

AND FINALLY THAT the application not be referred to the Agricultural Land Commission.

R. Dyson, Chief Administrative Officer, returned to the meeting at 4:08 pm.

A. Hamir/K. Grant: THAT Comox Valley Regional District Board Policy P101 "Transfer of water or wastewater systems to regional district", as shown in Appendix B of the staff report dated September 11, 2020, be approved.

K. Grant/D. Frisch: THAT the option of collecting composting toilet residuals at the Hornby Island Waste Management Centre for transport to and processing at the Comox Valley Sewerage Service's biosolids composting facility be further investigated, including the following:

- a. Present study results to Hornby Island Residents' and Ratepayers' Association to discuss operational impacts at the Hornby Island Waste Management Centre;
- b. Confirm if central collection and transport can fit within scope of existing 360 function;
- c. Confirm appropriate land-use with Islands Trust;
- d. Seek approval from the Comox Valley Sewerage Service for processing residuals at biosolids composting facility in Cumberland; and
- e. Present study results to Hornby Island community.

AND FURTHER THAT a follow up report on the results of this further investigation be brought to the Electoral Areas Services Committee in early 2021, with a recommendation on whether to proceed or not proceed with implementation.

K. Grant/D. Frisch: THAT composting toilet residuals management information be developed for inclusion in the Comox Valley Regional District's septic education program, targeted to residents on Hornby and Denman islands, and other areas where composting toilet usage is identified.

ECONOMIC DEVELOPMENT SELECT COMMITTEE - SEPTEMBER 14, 2020

K. Grant/D. Frisch: THAT the Economic Development Select Committee minutes dated September 14, 2020 be received.

COMOX VALLEY SEWAGE COMMISSION – SEPTEMBER 15, 2020

K. Grant/W. Cole-Hamilton: THAT the Sewage Commission minutes dated September 15, 2020 be received.

COMOX VALLEY WATER COMMITTEE - SEPTEMBER 15, 2020

D. Hillian/K. Grant: THAT the Water Committee minutes dated September 15, 2020 be received.

COMOX VALLEY SPORTS CENTRE COMMISSION - SEPTEMBER 15, 2020

W. Morin/D. Frisch: THAT the Sports Centre Commission minutes dated September 15, 2020 be received.

COMMITTEE OF THE WHOLE - SEPTEMBER 17, 2020

D. Hillian/D. Frisch: THAT the Committee of the Whole minutes dated September 17, 2020 be received.

COMOX VALLEY REGIONAL DISTRICT RESIDENTIAL RETROFIT MARKET ACCELERATION STRATEGY

D. Frisch/A. Hamir: THAT the report dated September 23, 2020 regarding the CVRD Residential Retrofit Market Acceleration Strategy be received.

Peter Sundberg, City Green Solutions, presented information regarding the CVRD Residential Retrofit Market

Acceleration Strategy via electronic means.

D. Hillian/A. Hamir: THAT the board receive the Comox Valley Regional Transition 2050 Residential Retrofit Market Acceleration Strategy as information;

AND THAT the board authorize staff to engage municipal staff to identify opportunities for coordination and report back on implementation actions through the 2021-2025 financial planning process.

208 and 212

Carried

COVID-19 PHASE 1 - AFTER ACTION REPORT

A. Hamir/D. Frisch: THAT the report dated September 23, 2020 regarding the Comox Valley Regional Emergency Response COVID-19 Phase 1 - After Action Report (ARR) that contains potential considerations for implementation to enhance response and recovery be received.

209

Carried

Sybille Sanderson, Collaborative Consulting, presented information regarding the COVID-19 Phase 1 - After Action Report via electronic means.

D. Arbour/A. Hamir: THAT the board endorse the findings of this Phase 1 - After Action Report for emergency response to COVID-19 that have no net financial impact (recommendations 1 – 5, 7, 11, 12, 14 – 17 of the staff report dated September 23, 2020);

AND THAT the board refer the findings that have a financial impact (recommendations 6, 8, 9, 10, 13 and 18 of the staff report dated September 23, 2020) to the budget 2021 – 2025 financial planning process;

AND FURTHER THAT the COVID-19 Phase 1 - After Action Report be shared to local authorities to consider for review and implementation.

209

Carried

INFRASTRUCTURE GRANT FOR THE COMOX VALLEY SPORTS CENTRE MEZZANINE UPGRADE

K. Grant/A. Hamir: THAT the report dated September 25, 2020 regarding a grant application with the Investing in Canada Infrastructure Program – British Columbia Community, Culture and Recreation Infrastructure stream for the retrofit of the Comox Valley Sports Centre mezzanine area, be received.

209

Carried

S. Bullock, Manager of Recreation Programs, presented an overview of the staff report regarding a grant application with the Investing in Canada Infrastructure Program – British Columbia Community, Culture and Recreation Infrastructure stream for the retrofit of the Comox Valley Sports Centre mezzanine area.

D. Hillian/K. Grant: THAT the board support the grant application with the Investing in Canada Infrastructure Program – British Columbia Community, Culture and Recreation Infrastructure for the retrofit of the Comox Valley Sports Centre mezzanine area with a total estimated cost of \$446,000 with the CVRD portion estimated at \$119,000 to be funded by the Comox Valley Recreation Complexes capital reserve.

209 Carried

PROPERTY ACQUISITION POLICY

A. Hamir/W. Cole-Hamilton: THAT the report dated September 23, 2020 regarding a proposed policy concerning property acquisition be received.

208 Carried

J. Martens, General Manager of Corporate Services, provided an overview of the staff report regarding a proposed policy concerning property acquisition.

A. Hamir/W. Cole-Hamilton: THAT the Property Acquisition Policy, as attached to the staff report dated September 23, 2020, be approved as amended.

208 Carried

UNION BAY IMPROVEMENT DISTRICT CONVERSION STUDY - UPDATE

K. Grant/W. Cole-Hamilton: THAT the report dated September 24, 2020 regarding an update on the Union Bay Improvement District Conversion Study project be received.

208 Carried

BYLAWS AND RESOLUTIONS:

K. Grant/W. Cole-Hamilton: THAT Bylaw No. 622 being "Comox Valley Water Conservation Bylaw 2010, Amendment No. 7" be adopted.

Bylaw 1783 Carried

D. Hillian/D. Frisch: THAT Bylaw No. 623 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 18" be adopted.

208 Carried

ADJOURN TO IN-CAMERA:

The board adjourned to an in-camera session at 6:25 pm.

RISE AND REPORT:

The board rose from its in-camera session at 6:40 pm.

Alternate Director Arnott was in attendance via electronic means when the open meeting resumed.

ECONOMIC DEVELOPMENT WORKSHOP

D. Hillian/D. Frisch: THAT the report dated September 22, 2020 regarding a draft agenda presented by the facilitator Gordon McIntosh for a workshop on economic development with the Comox Valley Regional District Board (CVRD) and the Comox Valley Economic Development Society (CVEDS) be received.

209

Carried

K. Grant/D. Frisch: THAT the Comox Valley Regional District Board approve the agenda attached as Appendix A to the staff report dated September 22, 2020 for the economic development workshop on October 13 and 14, 2020.

209

Carried

Alternate Director Arnott left the meeting at 7:03 pm.

ADJOURN TO IN-CAMERA:

The board adjourned back into an in-camera session at 7:03 pm

RISE AND REPORT:

The board rose from its in-camera session at 7:28 pm.

TERMINATION:

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

208

Carried

Time: 7:28 pm.

Confirmed this _____ day of _____ 20____:

Jesse Ketler

Chair

Certified Correct and Recorded By:

