

Tuesday, September 19, 2017

Minutes of the meeting of the Comox Valley Regional District board of directors held on Tuesday, September 19, 2017 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:02 pm.

MINUTES

Present:

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| Chair: | B. Jolliffe | Baynes Sound-Denman/Hornby Islands (Area 'A') |
| Directors: | E. Eriksson | City of Courtenay |
| | K. Grant | Town of Comox |
| | E. Grieve | Puntledge/Black Creek (Area 'C') |
| | L. Jangula | City of Courtenay |
| | R. Nichol | Lazo North (Area 'B') |
| | B. Price | Town of Comox |
| | G. Sproule | Village of Cumberland |
| | M. Theos | City of Courtenay |
| Staff: | J. Bradley | Executive Manager of Human Resources |
| | B. Dunlop | Corporate Financial Officer |
| | R. Dyson | Chief Administrative Officer |
| | A. MacDonald | General Manager of Planning and Development Services |
| | J. Martens | Manager of Legislative Services |
| | M. Rutten | General Manager of Engineering Services |
| | I. Smith | General Manager of Community Services |
| | J. Warren | General Manager of Corporate Services |

Absent:

| | | |
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| Vice-Chair: | B. Wells | City of Courtenay |
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IN-CAMERA MEETING:

E. Grieve/M. Theos: THAT the board adjourn to an in-camera session pursuant to the following sub-sections 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;

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;

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

208

Carried

ADOPTION OF MINUTES:

M. Theos/E. Grieve: THAT the Comox Valley Regional District Board minutes dated August 29, 2017 be adopted.

208

Carried

REPORTS:

INTEGRATED REGIONAL TRANSPORTATION SELECT COMMITTEE - SEPTEMBER 7, 2017

K. Grant/E. Grieve: THAT the Integrated Regional Transportation Select Committee minutes dated September 7, 2017 be received.

208

Carried

J. Warren, General Manager of Corporate Services, presented information regarding regional transportation service delivery and governance models.

E. Grieve/B. Price: THAT recommendation one from the minutes of the Integrated Regional Transportation Select Committee dated September 7, 2017 which reads: "THAT the Comox Valley Regional District board consider an advocacy and planning service for regional transportation initiatives in the Comox Valley, as described in Appendix A of the staff report dated August 30, 2017, by having select committee members attend municipal council, Electoral Areas Services Committee and School District No. 71 board meetings to discuss the concept, seeking participant support;

AND FURTHER THAT the proposed regional transportation advocacy and planning service could:

- coordinate meetings of those parties in the Comox Valley responsible for transportation infrastructure and maintenance to identify areas of common interest and collaborate on projects that integrate across jurisdictions;
- develop a Comox Valley transportation plan that illustrates future infrastructure requirements and opportunities for infrastructure partnerships;
- develop a transportation demand management model for the Comox Valley;
- promote education and awareness about transportation issues and opportunities; and
- apply for grant funding opportunities for one or more jurisdictions to promote regional projects;

AND FURTHER THAT a follow-up report be presented to the Integrated Regional Transportation Select Committee on the results of engaging with the municipal councils, Electoral Areas Services Committee and School District No. 71" be referred to the next meeting of the Integrated Regional Transportation Select Committee for further clarity regarding the proposed service.

208

Carried

M. Zbarsky, Manager of Transit and Sustainability, presented information regarding the Comox Road technical workshops.

B. Price/E. Grieve: THAT the results of the Comox Road technical workshops be presented to K'ómoks First Nation Chief and Council, City of Courtenay Mayor and Council, Town of Comox Mayor and Council, and the Comox Valley Regional District Board;

AND FURTHER THAT the report dated August 30, 2017 regarding the results of the Comox Road active transportation technical workshops be referred to the Ministry of Transportation and Infrastructure, School District 71, the Village of Cumberland and Islands Trust.
208 Carried

E. Grieve/B. Price: THAT, in order to support applications for grant funding, a financial contribution to preliminary design costs for a Comox Road multi-use path be requested from each municipal jurisdiction (Comox Valley Regional District, City of Courtenay and Town of Comox – apportioned on the length of the project in each jurisdiction).
208 Carried NAY: K. Grant, L. Jangula, M. Theos

K. Grant/E. Grieve: THAT the Comox Valley Regional District board direct staff to initiate a public appointment process to seek a new member to replace Emily Watts on the Integrated Regional Transportation Select Committee;

AND FURTHER THAT the Village of Cumberland be invited to reconsider the appointment of a representative to the select committee in light of the committee's mission that includes consideration of the concept of a single point of contact for transportation-related initiatives in the Comox Valley.
208 Carried

ELECTORAL AREAS SERVICES COMMITTEE - SEPTEMBER 11, 2017

R. Nichol/K. Grant: THAT the Electoral Areas Services Committee minutes dated September 11, 2017 be received.
208 Carried

K. Grant/E. Grieve: THAT the board approve the Development Variance Permit DV 5B 17 (Vuorela) to decrease the minimum north side yard setback from 7.5 metres to 3.5 metres to allow the construction of an accessory building on a property described as Lot A, District Lot 177, Comox District, Plan VIP78574, PID 026-236-753 (2029 Stevedor Road);

AND FINALLY THAT once the Comox Valley Regional District has received the Ministry of Transportation and Infrastructure permit to reduce building setback, then the Corporate Legislative Officer be authorized to execute the permit.
208 and 213 Carried

K. Grant/R. Nichol: THAT the board approve the Development Variance Permit DV 6B 17 (Barrow) to increase the height for a carriage house from 7.0 metres to 7.82 metres for a property described as Lot A, District Lot 206, Comox District, Plan 40190, PID 000-097-179 (2120 Lannan Road);

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

K. Grant/R. Nichol: THAT the report dated August 18, 2017 regarding Zoning Bylaw Amendment Application RZ 2A 17 to rezone a portion of 5819 Tipton Road from Country Residential One (CR-1) to Residential One (R-1) to enable further subdivision and to recommend that the application be externally referred be received.

208 and 213

Carried

K. Grant/R. Nichol: THAT the board endorse the agency referral list as outlined in Appendix A of staff report dated August 18, 2017, and direct staff to commence the external agency referral process for Lot B, District Lot 13, Nelson District, Plan VIP60017, as part of a proposed amendment (RZ 2A 17) 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 Lot B, District Lot 13, Nelson District, Plan VIP60017, as part of a proposed amendment (RZ 2A 17) to Bylaw No. 2781, being the "Comox Valley Zoning Bylaw, 2005".

208 and 213

Carried

R. Nichol/E. Grieve: THAT the Agricultural Land Commission be advised that the Comox Valley Regional District supports Agricultural Land Reserve application ALR 1B 17 (Hildreth/Allen), as proposed, regarding Comox Valley Regional District the lot line adjustment of parcels from lands known as Lot A, District Lot 173, Comox District, Plan 2374 (PID 006-521-801) and Lot 1, District Lot 224, Comox District, Plan 20499 (PID 002-901-340);

AND FINALLY THAT the application be forwarded to the Agricultural Land Commission for final consideration.

208 and 213

Carried

K. Grant/E. Grieve: THAT proposed Bylaw No. 489, being Amendment No. 1 to Bylaw No. 337, the "Rural Comox Valley Official Community Plan" (CVRD - shoreline protection devices), be granted first and second readings;

AND THAT proposed Bylaw No. 489, be referred to the external agencies identified in Appendix C of staff report dated August 30, 2017 for review and comment;

AND FINALLY THAT Comox Valley Regional District staff consult with First Nations on proposed Bylaw No. 489 in accordance with the referrals management program dated September 25, 2012.

208 and 213

Carried

K. Grant/E. Grieve: THAT the board give first, second and third readings to Bylaw No. 500, being Comox Valley Regional District Building Bylaw No. 142, 2011, Amendment No. 3, attached to this staff report dated August 30, 2017, as Appendix A.

209

Carried

E. Grieve/R. Nichol: THAT the board approve the board policy on planning and building application fee rebates, attached to the staff report dated August 30, 2017, as Appendix A.

209

Carried

K. Grant/B. Price: THAT the board approve renewing the agreement with the Village of Cumberland for the provision of fire protection services for the rural Cumberland fire protection local service area for five years.

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the agreement.

210

Carried

M. Theos/E. Grieve: THAT the board approve renewing the agreement with the City of Courtenay for the provision of fire protection services for the Tsolum Farnham fire protection local service area for five years.

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the agreement.

210

Carried

COMOX VALLEY WATER COMMITTEE - SEPTEMBER 12, 2017

K. Grant/B. Price: THAT the Comox Valley Water Committee minutes dated September 12, 2017 be received.

208

Carried

SEWAGE COMMISSION - SEPTEMBER 12, 2017

B. Price/E. Grieve: THAT the Sewage Commission minutes dated September 12, 2017 be received.

208

Carried

COMMITTEE OF THE WHOLE - SEPTEMBER 12, 2017

K. Grant/B. Price: THAT the Committee of the Whole minutes dated September 12, 2017 be received.

208

Carried

K. Grant/B. Price: THAT the Transit Service Agreement between the Comox Valley Regional District and BC Transit effective April 1, 2017 be approved.

210

Carried

K. Grant/E. Grieve: THAT the Annual Operating Agreement between the Comox Valley Regional District and BC Transit effective April 1, 2017 be approved;

AND FURTHER THAT amendment #1 to the Annual Operating Agreement effective September 5, 2017 be approved.

210

Carried

K. Grant/E. Grieve: THAT the Comox Valley Regional District approve the application process for funding to continue the wood-stove exchange program in the Comox Valley Regional District;

AND FURTHER THAT staff submit an application for up to \$20,000.00 to the Provincial wood stove exchange program;

AND FINALLY THAT the wood stove exchange program be continued in 2018, including additional incentives for cleaner heating sources, subject to funding being received from the Provincial wood stove exchange program.

208

Carried

K. Grant/M. Theos: THAT the Comox Valley Regional District Board send a letter to the Forbidden Plateau Reclamation Society in support of its application for provincial funding opportunities and other related grant programs for the reclamation and clean-up of Wood Mountain Park.

Carried

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board appoint Director Edwin Grieve to sit on the Forbidden Plateau Reclamation Society as a non-voting member for the remainder of the 2014 to 2018 term of office.

208

Carried

K. Grant/B. Price: THAT Director Grieve be appointed to the Comox Valley Multiplex Association as the Comox Valley Regional District representative for the remainder of the 2015 - 2018 term.

208

Carried

DIRECTORS REMUNERATION AND EXPENSES UPDATE

K. Grant/G. Sproule: THAT the report dated September 11, 2017 providing an update on director's remuneration and expenses and options for amendment of Bylaw No. 236 being the "Comox Valley Regional District Remuneration and Expenses Bylaw 2012" be received.

208

Carried

K. Grant/E. Grieve: THAT Bylaw No. 236 being the "Comox Valley Regional District Remuneration and Expenses Bylaw 2012" be amended to continue an annual adjustment to director remuneration and expenses based on the consumer price index.

208

Carried

L. Jangula/K. Grant: THAT staff be directed to undertake a review of director remuneration and expenses each four years starting in 2018 for implementation in 2019.

208

Carried

CONTRACT AWARD - GREENWOOD TRUNK SANITARY SEWER

K. Grant/M. Theos: THAT the report dated September 14, 2017 regarding approval for the award of a contract to ISL Engineering and Land Services Ltd. (ISL) for engineering and construction management services for the Greenwood trunk sanitary sewer project be received.

209

Carried

L. Jangula/M. Theos: THAT as a result of a competitive process, the contract for the engineering and construction management services for the Greenwood trunk sanitary sewer project be awarded to ISL Engineering and Land Services Ltd. in the amount of \$128,115 excluding GST;

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the contract.

210

Carried

CONTRACT AWARD - SANDWICK METER SETTERS AND APPURTENANCES

K. Grant/L. Jangula: THAT the report dated September 14, 2017 regarding the award of a contract to Corix Water Products for the supply of meter setters and appurtenances for the installation of water meters for the Sandwick Water Local Service Area (WLSA) be received.

207

Carried

R. Nichol/K. Grant: THAT as a result of a competitive process, a contract be awarded to Corix Water Products for the supply of water setters and associated appurtenances for the Sandwich conversion project in an amount not to exceed \$125,000 plus applicable taxes;

AND FURTHER THAT the Chair and Corporate Legislative Officer be authorized to execute the contract.
210 Carried

BYLAWS AND RESOLUTIONS:

K. Grant/M. Theos: THAT Bylaw No. 489 being "Rural Comox Valley Official Community Plan Bylaw No. 337, 2014, Amendment No. 1" (CVRD - Shoreline Protection Development Permits) be read a first and second time concurrently.
208 and 213 Carried

K. Grant/R. Nichol: THAT Bylaw No. 496 being "Comox Valley Water Supply Development Cost Charges Bylaw 2001, Amendment No. 2" be read a first and second time concurrently.
Bylaw 1783 Carried

K. Grant/E. Grieve: THAT Bylaw No. 496 being "Comox Valley Water Supply Development Cost Charges Bylaw 2001, Amendment No. 2" be read a third time.
Bylaw 1783 Carried

K. Grant/E. Grieve: THAT Bylaw No. 497 being "Comox Valley Water Supply Capital Improvement Charge Bylaw No. 2350, 2001, Amendment No. 3" be read a first and second time concurrently.
Bylaw 1783 Carried

R. Nichol/E. Grieve: THAT Bylaw No. 497 being "Comox Valley Water Supply Capital Improvement Charge Bylaw No. 2350, 2001, Amendment No. 3" be read a third time.
Bylaw 1783 Carried

K. Grant/M. Theos: THAT Bylaw No. 498 being "Comox Valley Sewerage System Development Cost Charges Bylaw No. 2445, 2002, Amendment No. 3" be read a first and second time concurrently.
209 Carried

K. Grant/B. Price: THAT Bylaw No. 498 being "Comox Valley Sewerage System Development Cost Charges Bylaw No. 2445, 2002, Amendment No. 3" be read a third time.
209 Carried

K. Grant/B. Price: THAT Bylaw No. 499 being "Comox Valley Sewerage System Capital Improvement Cost Charge Bylaw No. 3008, 2007, Amendment No. 2" be read a first and second time concurrently.
209 Carried

K. Grant/B. Price: THAT Bylaw No. 499 being "Comox Valley Sewerage System Capital Improvement Cost Charge Bylaw No. 3008, 2007, Amendment No. 2" be read a third time.
209 Carried

K. Grant/B. Price: THAT Bylaw No. 500 being "Comox Valley Regional District Building Bylaw No. 142, 2010, Amendment No. 3" be given first and second readings concurrently.
209 Carried

E. Grieve/K. Grant: THAT Bylaw No. 500 being "Comox Valley Regional District Building Bylaw No. 142,

2010, Amendment No. 3" be given third reading.

209

Carried

E. Grieve/K. Grant: THAT Bylaw No. 501 being "Merville Fire Protection Service Establishment Bylaw No. 484, 2017, Amendment No. 1" be given first and second readings concurrently.

208

Carried

K. Grant/B. Price: THAT Bylaw No. 501 being "Merville Fire Protection Service Establishment Bylaw No. 484, 2017, Amendment No. 1" be given third reading.

208

Carried

M. Theos/R. Nichol: THAT Bylaw No. 479 being "Comox Valley Water Conservation Bylaw 2010, Amendment No. 5" be adopted.

Bylaw 1783

Carried

K. Grant/B. Price: THAT Bylaw No. 486 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 486, 2017" be adopted.

208

Carried

K. Grant/B. Price: THAT Bylaw No. 487 being "Comox Valley Regional District Property Tax Exemption Bylaw No. 487, 2017" be adopted.

208

Carried

E. Grieve/K. Grant: THAT Bylaw No. 490 being "Merville Fire Protection Service Capital Reserve Fund Establishment Bylaw No. 490, 2017" be adopted.

209

Carried

K. Grant/B. Price: THAT Bylaw No. 491 being "Merville Fire Protection Service Future Expenditure Reserve Fund Establishment Bylaw No. 491, 2017" be adopted.

209

Carried

K. Grant/B. Price: THAT Bylaw No. 493 being "Regional District Fireworks Regulation Bylaw No. 1971, 1997, Amendment No. 6" be adopted.

209

Carried

K. Grant/B. Price: THAT Bylaw No. 494 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 10" be adopted.

209

Carried

ADJOURN TO IN-CAMERA

The board recessed to its in-camera session.

Time: 5:20 pm.

The board rose from its restricted in-camera session at 5:45 pm.

Director Eriksson was not present for this portion of the meeting.

TERMINATION

K. Grant/E. Grieve: THAT the meeting terminate.
208

Carried

Time: 5:45 pm.

Confirmed this _____ day of _____ 20__:

Bruce Jolliffe
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services