

Tuesday, December 15, 2020

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on December 15, 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
	M. McCollum	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
Alt. Director:	N. Minions	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:

With the exception of Chair Ketler, all directors attended via electronic means.

Also in attendance at the meeting were K. Douville, M. Harrisson, R. Holme, and A. Mullaly, CVRD.

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 22: Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities in the implementation of this Declaration;

States shall take measures, in conjunction with indigenous peoples, to ensure that indigenous women and children enjoy the full protection and guarantees against all forms of violence and discrimination.

IN-CAMERA MEETING:

D. Hillian/M. McCollum: THAT the board adjourn to an in-camera session pursuant to the following sub-sections of section 90 of the Community Charter:

90(1)(c) Labour relations or employee negotiations;

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)(f) Law enforcement, if the committee/board considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

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

208

Carried

ADOPTION OF MINUTES:

W. Morin/W. Cole-Hamilton: THAT the Comox Valley Regional District Board minutes dated December 8, 2020 be adopted.

208

Carried

PETITIONS AND DELEGATIONS:

COMOX VALLEY CONSERVATION PARTNERSHIP

D. Hillian/M. McCollum: THAT the presentation from Tim Ennis, Executive Director, Comox Valley Land Trust (CVLT), regarding the Comox Valley Conservation Partnership (CVCP) and request that the board consider reactivating a regional parks service be received.

208

Carried

REPORTS:

ELECTORAL AREAS SERVICES COMMITTEE – DECEMBER 7, 2020

D. Hillian/W. Cole-Hamilton: THAT the Electoral Areas Services Committee minutes dated December 7, 2020 be received.

208

Carried

A. Hamir/W. Cole-Hamilton: THAT the Comox Valley Regional District Board approve the Development Variance Permit DV 6B 20 (Joseph) to reduce the following minimum setbacks for a proposed addition to a single detached dwelling:

- Front yard (Ryan Road East) setback from 7.5 metres to 3.7 metres for its foundation;
- Front yard (Ryan Road East) setback from 5.5 metres to 3.2 metres for its eaves; and
- Side yard (east) setback from 3.5 metres to 1.5 metres for its foundation;

on property described as Lot 9, District Lot 114, Comox District, Plan 30373, PID 001-252-992 (1565 Ryan Road East) with the condition that a visual buffer along the portion of the proposed addition be implemented and maintained for the life of this building;

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

208 and 213

Carried

E. Grieve/W. Morin: THAT the Comox Valley Regional District, representing the Fanny Bay fire protection service, endorse the renewal of a mutual aid agreement with the Deep Bay Improvement District and the Ships Point Improvement District, by extending the term to March 15, 2025.

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

210

Carried

COMOX VALLEY SEWAGE COMMISSION – DECEMBER 8, 2020

K. Grant/W. Cole-Hamilton: THAT the Sewage Commission minutes dated December 8, 2020 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - DECEMBER 8, 2020

K. Grant/N. Minions: THAT the Water Committee minutes dated December 8, 2020 be received.

208

Carried

HOMELESSNESS SUPPORTS SERVICE BYLAW REVIEW

D. Hillian/W. Cole-Hamilton: THAT the report dated December 8, 2020 regarding an update on the Homelessness Supports Service Bylaw review be received.

208 and 212

Carried

R. Holme, Long Range Planner, provided an overview of the staff report regarding an update on the Homelessness Supports Service Bylaw review.

REGIONAL PARKS SERVICE

K. Grant/M. McCollum: THAT the report dated December 8, 2020 regarding information on a regional parks

service be received.

208

Carried

M. Harrison, Manager of Parks, presented an overview of the staff report regarding a regional parks service.

D. Arbour/E. Grieve: THAT the board direct staff to immediately bring forward a bylaw to convert the dormant continued regional parks service to one exercised under the authority of an establishing bylaw.

AND FURTHER THAT, once converted, staff engage regional partners and begin a strategic planning process to explore funding, acquisition, governance and land options for the service with funding from the regional parks service.

208

Defeated *NAY: Cole-Hamilton,
Grant, Hamir, Hillian,
Ketler, McCollum,
Minions, Morin*

D. Hillian/M. McCollum: THAT staff be directed to undertake a regional parks background study to explore current best management practices, to review service delivery models for operations and funding, to assess the application of the regional park service and the steps required to activate it, and to review local park and greenway plans to identify possible alignment with a regional parks service by committing \$25,000 from the Regional Feasibility Study Service (Function 150);

AND FURTHER THAT staff work with the municipal park managers and the chief administrative officers in the preparation of the background study to identify a general direction for a regional parks service for the board to consider;

AND FINALLY THAT the board send a letter to the Town of Comox, City of Courtenay, and Village of Cumberland to gauge support for expediting the process to activate the service through a regional parks service establishing bylaw.

208

Carried

MERVILLE FIRE HALL – ALTERNATIVE APPROVAL PROCESS RESULTS

K. Grant/A. Hamir: THAT the report dated December 8, 2020 regarding the results of the alternative approval process that was conducted to seek the approval of the electors for Bylaw No. 614 being “Greater Merville Fire Protection Service Loan Authorization Bylaw No. 614, 2020” be received.

209

Carried

COMOX VALLEY TRANSIT SERVICE RURAL BUS STOPS AND BUDGET AMENDMENT

W. Cole-Hamilton/A. Hamir: THAT the report dated December 10, 2020 regarding an update on bus stop infrastructure in the electoral areas and a budget amendment to the 2020-2024 financial plan in order to

complete bus stop improvements be received.

209

Carried

M. Zbarsky, Manager of Transit and Facilities, provided an overview of the staff report regarding bus stop infrastructure in the electoral areas, via electronic means.

K. Grant/A. Hamir: THAT the 2020-2024 financial plan and capital expenditure program for the Comox Valley Transit Service, function 780, be amended by increasing minor capital expenditures in 2021 by \$50,000 to undertake bus stop improvements in the electoral areas;

AND FURTHER THAT the project be funded by an equivalent increase in other revenue to be provided by the Transit Minor Betterments Program through the BC Ministry of Transportation and Infrastructure.

209

Carried

UNION BAY IMPROVEMENT DISTRICT REFERENDUM AND CONVERSION

K. Grant/M. McCollum: THAT the report dated December 9, 2020 to present the results of the referendum and to recommend proceeding with dissolution of the Union Bay Improvement District (UBID) and conversion to CVRD services be received.

208

Carried

J. Warren, Deputy Chief Administrative Officer, provided an overview of the staff report regarding the results of the Union Bay Improvement District (UBID) referendum and conversion to CVRD services.

D. Arbour/W. Cole-Hamilton: THAT, in light of 72 per cent of ballots cast in favour of dissolving the Union Bay Improvement District (UBID) and converting to Comox Valley Regional District (CVRD) service areas in the UBID conducted referendum on November 28, 2020, and in light of the UBID Board supporting the conversion, the CVRD Board support the conversion to CVRD service areas targeting a conversion date of July 1, 2021;

AND FURTHER THAT the Ministry of Municipal Affairs be requested to provide transition and implementation funding to support the necessary transition aspects associated with policy development, training, records management, public engagement and operation/administration of the services.

208

Carried

BC SAFE RESTART GRANT PROGRAM

K. Grant/A. Hamir: THAT the report dated December 10, 2020 regarding funding opportunities associated with community recovery and the COVID-19 pandemic, for the assignment of the \$723,000 in funds provided under the BC Safe Restart grant program be received.

208

Carried

J. Warren, Deputy Chief Administrative Officer, presented an overview of the staff report regarding funding opportunities associated with community recovery and the COVID-19 pandemic under the BC Safe Restart grant program.

D. Hillian/A. Hamir: THAT funds from BC Safe Restart be allocated as shown in the staff report dated December 10, 2020 and as follows:

- Emergency operations preparedness and community support - \$200,000;
 - o Community partnerships and vulnerable population response through the Emergency Operations Centre; and
 - o Emergency Operations Centre technology and systems upgrades;
- Promoting local food security and supporting vulnerable populations through the Comox Valley Community Foundation - \$100,000;
- Information Technology Resilience to support safe work, public engagement and access to services – \$100,000;
- Rural fire department support for increased preparedness and required equipment – \$40,000;

AND FURTHER THAT the 2020-2024 financial plan be updated to reflect the commitment of these fund assignments from the BC Safe Restart grant program.

208

Carried

A. Hamir/W. Cole-Hamilton: THAT the remaining BC Safe Restart grant program funds, totalling \$283,000, be retained for future allocation as the ongoing COVID-19 pandemic continues and impacts to Comox Valley Regional District service delivery is better understood;

AND FURTHER THAT the remaining funds be allocated to the following projects, with additional project details provided through the 2021-25 financial planning process:

- recreation facility upgrades;
- rural community hall support, and
- food aggregation and promoting local food security.

208

Carried

LONG TERM BORROWING SECURITY ISSUE SPRING 2021 - VILLAGE OF CUMBERLAND

M. McCollum/D. Hillian: THAT the report dated December 11, 2020 regarding the participation by the Village of Cumberland in the Municipal Finance Authority's (MFA) long-term borrowing spring 2021 issue be received.

208

Carried

D. Hillian/K. Grant: THAT Bylaw No. 633 being "Comox Valley Regional District Security Issue Bylaw No. 633, 2021", be forwarded to the Comox Valley Regional Board for first, second and third readings and final adoption.

208

Carried

LONG TERM BORROWING SECURITY ISSUE SPRING 2021 (CVRD)

K. Grant/D. Hillian: THAT Bylaw No. 634, being "Comox Valley Regional District Security Issue Bylaw No. 634, 2021", be forwarded to the Comox Valley Regional Board for first, second and third readings and final adoption.

208 Carried

W. Cole-Hamilton/K. Grant: THAT Bylaw No. 634, being "Comox Valley Regional District Security Issue Bylaw No. 634, 2021", be forwarded to the Comox Valley Regional Board for first, second and third readings and final adoption.

208 Carried

BYLAWS AND RESOLUTIONS:

D. Arbour/D. Hillian: THAT Bylaw No. 632 being "Comox Valley Recreation Commission Bylaw No. 632" be given first and second readings concurrently.

209 Carried

D. Hillian/W. Morin: THAT Bylaw No. 632 being "Comox Valley Recreation Commission Bylaw No. 632" be read a third time.

209 Carried

A. Hamir/W. Morin: THAT Bylaw No. 632 being "Comox Valley Recreation Commission Bylaw No. 632" be adopted.

209 Carried

NOTE: the above resolution received at least two-thirds of the votes cast.

D. Hillian/W. Morin: THAT Bylaw No. 633 being "Comox Valley Regional District Security Issuing Bylaw No. 633 , 2021" be given first and second readings concurrently.

208 Carried

W. Morin/N. Minions: THAT Bylaw No.633 being "Comox Valley Regional District Security Issuing Bylaw No. 633 , 2021" be read a third time.

208 Carried

W. Cole-Hamilton/W. Morin: THAT Bylaw No. 634 being "Comox Valley Regional District Security Issuing Bylaw No. 634 , 2021" be given first and second readings concurrently.

208 Carried

M. McCollum/W. Morin: THAT Bylaw No.634 being "Comox Valley Regional District Security Issuing Bylaw No. 634 , 2021" be read a third time.

208 Carried

A. Hamir/W. Cole-Hamilton: THAT Bylaw No. 614 being "Greater Merville Fire Protection Service Loan

Authorization Bylaw No. 614, 2020" be adopted.

208

Carried

M. McCollum/W. Cole-Hamilton: THAT Bylaw No. 629 being "Revenue Anticipation Borrowing Bylaw No. 629, 2021" be adopted.

208

Carried

NEW BUSINESS:

ALTERNATE DIRECTOR FOR AREA A

D. Hillian/D. Arbour: THAT the verbal update from Director Arbour regarding the appointment of Lindsay Flawse as alternate director for Area A be received.

208

Carried

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 5:53 pm.

RISE AND REPORT:

The board rose from its restricted in-camera session at 6:45 pm.

TERMINATION:

W. Cole-Hamilton/A. Hamir: THAT the meeting terminate.

208

Carried

Time: 6:45 pm.

Confirmed this _____ day of _____ 20____:

Jesse Ketler
Chair

Certified Correct and Recorded By:

Lisa Dennis
Manager of Legislative Services

