

Monday, December 9, 2019

Minutes of the meeting of the Electoral Areas Services Committee held on Monday, December 09, 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)
Director:	A. Hamir	Lazo North (Area B)
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	General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	A. Baldwin	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

MANAGEMENT REPORT:

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

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

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

- minutes of the Electoral Area A Advisory Planning Commission meeting held November 5, 2019; and

- minutes of the Electoral Area C Advisory Planning Commission meeting held November 7, 2019.

208

Carried

ELECTORAL AREA C - TEMPORARY USE PERMIT - 4627, 4635, 4639, 4745, 4749, 4751 and 4753 FORBIDDEN PLATEAU ROAD (GRIESEL)

A. Hamir/D. Arbour: THAT the report dated November 28, 2019 regarding Temporary Use Permit to allow Test and Tune events on 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road be received.

208 and 213

Carried

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

- Adjacent neighbour comments regarding TUP 3C 19 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel); and

- correspondence from individuals located outside of the local area neighbourhood regarding TUP 3C 19 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel).

Carried

B. Labute, Planning and Policy Analyst, provided an overview of the staff report regarding TUP 3C 19 to allow Test and Tune events on 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road.

The applicants, Tania Woodbeck and Ken Peterson, VanIsle Airfield Society, and the owners, Dan Annand and Kevin Griessel were in attendance at the meeting and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding TUP 3C 19 - 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel).

The following individuals spoke regarding TUP 3C 19:

Ron Bridge, 4420 Forbidden Plateau Road, spoke in opposition to the TUP 3C 19.

Jeff Mosher, Mountain Spirit Way, spoke in opposition to the TUP 3C 19.

VARY THE AGENDA

A. Hamir/D. Arbour: THAT the agenda be varied to consider the correspondence under the addendum regarding TUP 3C 19 - 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel).

Carried

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

- Correspondence dated December 8, 2019 from Vince Smith, Courtenay resident, regarding TUP 3C 19 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel); and.

- Correspondence dated December 9, 2019 regarding TUP 3C 19 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel).

- Correspondence dated November 27, 2019 regarding TUP 3C 19 4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road (Griessel).
208 and 213 Carried

D. Arbour/E. Grieve: THAT the board approve issuance of a Temporary Use Permit (TUP 3C 19) for two Test and Tune weekend events expiring on September 20, 2020 on property described as Lot A, Township 9, Section 5, Comox District, Plan VIP80212, PID 026-537-206 (4627, 4635, 4639, 4745, 4749, 4751 and 4753 Forbidden Plateau Road);

AND FINALLY THAT the board authorize the Corporate Legislative Officer to execute the Temporary Use Permit once the applicants have provided a written acknowledgement that the applicants have read, understood and agreed to the conditions of the permit.

208 and 213 Carried NAY: A. Hamir

The committee recessed and 11:15 am and reconvened at 11:21 am.

ELECTORAL AREA B - DEVELOPMENT VARIANCE PERMIT (DV 10B 19) - 1750 MCDONALD ROAD (WYSS)

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

- Report dated November 19, 2019 regarding a Development Variance Permit, DV 10B 19, to decrease the minimum rear yard setback applicable to an accessory building; and

Carried

E-mail correspondence dated November 26, 2019 from Susan Jensen, 1776 McDonald Rd, regarding DV 10B 19 - 1750 McDonald Road (Wyss).

208 and 213

Carried

Jodi MacLean, Rural Planner, provided an overview of the report regarding Development Variance Permit DV 10B 19, 1750 McDonald Road (Wyss).

Kelly Klassen, previous owner, and Bill Wyss, current owner, were in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 10B 19, 1750 McDonald Road (Wyss). There were no speakers.

D. Arbour/A. Hamir: THAT the board approve Development Variance Permit DV 10B 19 (Wyss) to decrease the minimum rear yard setback from 7.5 metres to 4.1 metres and the minimum rear yard setback applicable to the eaves and gutters from 5.5 metres to 3.6 metres applicable to the accessory building constructed on the property described as Lot B, Section 6, Comox District, Plan 43475, PID 003-622-100;

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

208 and 213

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT DV 8C 19 - 2632 RAMPION ROAD (TAYLOR)

A. Hamir/D. Arbour: THAT the report dated November 26, 2019 regarding Development Variance Permit DV 8C 19 to decrease the minimum rear yard setbacks applicable to a dwelling located at 2632 Rampion Road, be received.
208 and 213 Carried

Jodi MacLean, Rural Planner, provided an overview of the report regarding Development Variance Permit DV 8C 19, 2632 Rampion Road (Taylor).

The applicant's agent Byron Pickering was in attendance at the meeting and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 8C 19, 2632 Rampion Road (Taylor). There were no speakers.

A. Hamir/D. Arbour: THAT the board approve Development Variance Permit DV 8C 19 (Taylor) to decrease the minimum rear (southeast) yard setback from 4.5 metres to 2.36 metres with the applicable setbacks related to the eaves and gutters from 2.5 metres to 2.03 metres, and to decrease the minimum rear (southwest) yard setback from 4.5 metres to 1.29 metres with the applicable setbacks related to the eaves and gutters from 2.5 metres to 0.84 metres, for the purpose of converting the accessory building into a principal building on the property described as Lot 9, Block F, District Lot 95, Comox District, Plan 13540, PID 004-571-517;

AND THAT as a condition of the development variance permit, the owner install a fence along or adjacent to the lot lines beside the building to be converted;

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit upon confirmation that the fencing has been installed.
208 and 213 Carried

ELECTORAL AREA C DEVELOPMENT VARIANCE PERMIT DV 9C 19 - 1750 COMOX LOGGING ROAD (CVRD)

D. Arbour/A. Hamir: THAT the report dated November 25, 2019 regarding Development Variance Permit DV 9C 19 to decrease the minimum required setbacks between lot lines and utility-related buildings and structures at Comox Lake be received.
208 and 213 Carried

Jodi MacLean, Rural Planner, provided an overview of the report regarding Development Variance Permit DV 9C 19 1750 Comox Logging Road (CVRD).

Marc Rutten, General Manager of Engineering Services, was in attendance on behalf of the CVRD and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 9C 19, 1750 Comox Logging Road (CVRD). There were no speakers.

D. Arbour/A. Hamir: THAT the board approve Development Variance Permit DV 9C 19 to decrease the minimum applicable setbacks for the utility buildings associated with the raw water pump station at Comox Lake to 1.0 metre from all property lines, with the applicable setbacks related to projections such as eaves to 0 metres on the property described as Lot A, Sections 32 and 33, Township 10, Comox District, Plan EPP90548, PID 030-774-535;

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

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT DV 7C 19 - 60 SALSBUARY ROAD (DEBALINHARD/LESSARD)

D. Arbour/A. Hamir: THAT the report dated November 27, 2019 regarding an amendment to a previously issued Development Variance Permit (DV 7C 19) with an additional variance regarding the setback of the carport be received.

208 and 213 Carried

Jodi MacLean, Rural Planner, provided an overview of the report regarding Development Variance Permit DV 7C 19, 60 Salsbury Road (deBalinhard/Lessard).

John deBalinhard, owner, was in attendance at the meeting and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 7C 19, 60 Salsbury Road (deBalinhard/Lessard). There were no speakers.

E. Grieve/D. Arbour: THAT the Comox Valley Regional District Board approve Development Variance Permit DV 7C 19 (deBalinhard/Lessard) amended to reduce the minimum setback that applies to the carport from 7.5 metres to 1.19 metres, and the setback applicable to its eaves from 5.5 metres to 0.74 metres, for property described as Lot 43, District Lot 160, Comox District, Plan 30194, PID 000-548-154 (60 Salsbury Road), with the condition that screening or fencing be provided and maintained between the carport and lot line;

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

ELECTORAL AREA A - COMMERCIAL AND INDUSTRIAL DEVELOPMENT PERMIT (DP 14A 19) - 3771 ISLAND HIGHWAY SOUTH (JOAH VENTURES INC./CRUMB)

A. Hamir/D. Arbour: THAT the report dated November 19, 2019 regarding a Commercial and Industrial Development Permit, DP 14A 19 (form and character), for the construction of a new commercial-industrial building be received.

208 and 213 Carried

Jodi MacLean, Rural Planner, provided an overview of the report regarding Commercial and Industrial Development Permit, DP 14A 19 (form and character), for the construction of a new commercial-industrial building.

Jim Crumb and Joel Crumb were in attendance at the meeting.

A. Hamir/D. Arbour: THAT the board approve the Development Permit DP 14A 19 (Joah Ventures Inc.) on property described as Lot 2, District Lot 86, Comox District, Plan 42151, PID 001-400-037 (3771 Island Highway South) for the development of new commercial-industrial building;

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

ELECTORAL AREA C - ZONING BYLAW AMENDMENT (RZ 5C 18) – WILFRED ROAD (UNGER)

D. Arbour/A. Hamir: THAT the report dated December 2, 2019 regarding comments received from First Nations and external agencies, to recommend first and second reading of the proposed Bylaw 593 and authorize a public hearing be held be received.

208 and 213 Carried

B. Chow, Rural Planner, provided an overview of the staff report regarding Zoning Bylaw Amendment (RZ 5C 18), for an unaddressed lot on Wilfred Road (Unger).

Henry Unger, owner, and Garth Parkin, agent, were in attendance at the meeting and spoke to the application.

E. Grieve/A. Hamir: THAT the board give first and second reading to Bylaw No. 593, being the “Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1” for property described as Amended Lot 1 (DD 20594-N), Block 29, Comox District, Plan 3139 Except That Part of Said Lot Bounded on the North by Plan 5517 and East by the Island Highway as Said Highway is Shown on Plan 4267 and Except Those Parts in Plans 3747, 3865, 4267, 4417, 5517, 7148, 9836, 10102, 10943, 13270, 15600, 15674, 15722, 15775, 16502, 16520, 17359, 18493 1N3 19356, PID 006-281-222 (RZ 5C 18 Unger), which rezones the property from Rural Eight (RU-8) to Residential One Exception 10 (R-1-10) that incorporates density bonus regulations;

AND FINALLY THAT pursuant to Section 464(1) of the Local Government Act (RSBC, 2015, c.1), the board schedule a public hearing for Bylaw No. 593, being the “Rural Comox Valley Zoning Bylaw No. 520, 2019, Amendment No. 1” (RZ 5C 18 Unger).

208 and 213 Carried

VARY THE AGENDA

E. Grieve/D. Arbour: THAT the agenda be varied to consider item 11 (King Coho Wastewater Service – Capital Improvements Update) next on the agenda and item 9 (Strategic Planning – Electoral Areas) last on the agenda.

208 Carried

KING COHO WASTEWATER SERVICE – CAPITAL IMPROVEMENTS UPDATE

D. Arbour/A. Hamir: THAT the report dated December 4, 2019 regarding capital improvements being made to the King Coho wastewater treatment plant, to seek approval for additional funds to complete the required upgrades and to request approval for a proposed 2020 parcel tax bylaw and a proposed future expenditure reserve fund bylaw be received.

207

Carried

Vince Van Tongeren, Environmental Analyst, provided an overview of the staff report regarding capital improvement updates for the King Coho Wastewater Service.

A. Hamir/D. Arbour: THAT the additional capital upgrade costs in 2020 to the wastewater treatment infrastructure for the King Coho Wastewater Service, Function 331 be funded with 50 per cent Electoral Area B Community Works Funds and 50 per cent short-term borrowing, to be repaid by increased parcel taxes for five years.

207

Carried

D. Arbour/A. Hamir: THAT the King Coho Wastewater Service Parcel Tax Bylaw No. 563, 2018, be amended to reflect a parcel tax of \$1,786.41 per strata lot to be levied in 2020.

207

Carried

E. Grieve/D. Arbour: THAT the board give readings to the proposed King Coho Wastewater Service Future Expenditure Reserve Fund Establishment Bylaw as outlined in Appendix A of the staff report dated December 4, 2019.

207

Carried

PROPOSED AMENDMENTS TO MUNICIPAL TICKET INFORMATION BYLAW

A. Hamir/D. Arbour: THAT the report dated November 29, 2019 regarding proposed amendments to the Municipal Ticket Information bylaw to reference the recent adoption of the Rural Comox Valley Zoning Bylaw No. 520, 2019 be received.

208 and 213

Carried

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the staff report regarding proposed amendments to the Municipal Ticket Information bylaw to reference the recent adoption of the Rural Comox Valley Zoning Bylaw No. 520, 2019.

D. Arbour/A. Hamir: THAT the proposed changes for schedule 16 of Bylaw No. 104 being the "Comox Valley Regional District Municipal Ticketing Bylaw No.104, 2010" be amended to address ticketable offences in the "Rural Comox Valley Zoning Bylaw, No. 520, 2019" as outlined in the staff report dated November 29, 2019.

208 and 213

Carried

The committee recessed at 12:26 pm and reconvened at 1:00 pm.

SARATOGA MIRACLE BEACH – MASTER DRAINAGE PLAN

D. Arbour/A. Hamir: THAT the report dated December 4, 2019 regarding the Saratoga Miracle Beach Master Drainage Plan be received.

208

Carried

Vince Van Tongeren, Environmental Analyst, presented information regarding the Saratoga Miracle Beach Master Drainage Plan.

A. Hamir/D. Arbour: THAT staff work with the Ministry of Transportation and Infrastructure to identify opportunities to implement rainwater volume reduction best management practices within the road right of way in select areas of the Saratoga Beach neighbourhood.

208

Carried

A. Hamir/E. Grieve: THAT Engineering Services staff work with the Planning and Development Services branch to incorporate rainwater management language, performance standards, targets and design criteria into a subdivision and development servicing bylaw and development permit area for the Saratoga Beach settlement node.

208

Carried

E. Grieve/A. Hamir: THAT \$20,000 be allocated to a study to identify service structure options for a local service area to provide funding for public rainwater management infrastructure, to be funded from rainwater management implementation funds included in the proposed 2020-2024 financial plan for the Liquid Waste Management Planning Service, function 340.

208

Carried

ACCESSING THE TSOLUM RIVER FOR SWIMMING

D. Arbour/A. Hamir: THAT the report dated December 3, 2019 regarding a review of opportunities to improve access to swimming locations along the Tsolum River be received.

209

Carried

Mark Harrison, Manager of Parks, presented information regarding a review of opportunities to improve access to swimming locations along the Tsolum River.

E. Grieve/A. Hamir: THAT staff be directed to engage with the City of Courtenay and the Ministry of Transportation and Infrastructure to further explore river swimming opportunities along the Tsolum River;

AND FURTHER THAT staff also raise this matter with the K'ómoks First Nation.

208

Carried

ROADSIDE COLLECTION IN ELECTORAL AREAS A, B AND C

D. Arbour/A. Hamir: THAT the report dated December 5, 2019 regarding an update on the roadside collection of garbage and recyclable materials in the regional district's rural areas be received.

208

Carried

A. McGifford, Senior Manager of CSWM Services, provided an overview of the staff report regarding an update on the roadside collection of garbage and recyclable materials in the regional district's rural areas.

D. Arbour/A. Hamir: THAT total funding of \$60,000 be included in the 2020-2024 Financial Plan allocated as \$20,000 from each of the feasibility services for Baynes Sound (part Electoral Area A), Lazo North (Electoral Area B) and Puntledge-Black Creek (Electoral Area C) to support the necessary public assent process and communication efforts.

208

Carried

STRATEGIC PLANNING – ELECTORAL AREAS

A. Hamir/D. Arbour: THAT the report dated December 5, 2019 regarding the strategic priority items for the electoral areas services be received.

208

Carried

James Warren, General Manager of Corporate Services, provided an overview of the staff report regarding strategic priority items for the electoral areas services.

E. Grieve/A. Hamir: THAT the key projects noted in Appendix A to the staff report dated December 5, 2019 be amended to reflect the feedback from the Electoral Area Directors;

AND FURTHER THAT the revised list of strategic priority items be presented to the Committee of the Whole in January 2020.

208

Carried

IN-CAMERA:

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

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

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.

208

Carried

Time: 2:40 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 3:30 pm.

TERMINATION:

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

208

Carried

Time: 3:30 pm

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Antoinette Baldwin

These minutes were received by the Comox Valley Regional District board on the _____ day of December 2019.
Legislative Services Assistant