

Tuesday, February 26, 2019

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Tuesday, February 26, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

Chair:	B. Wells	City of Courtenay
Vice-Chair:	A. Hamir	Lazo North (Area 'B')
Director:	J. Ketler	Village of Cumberland
Directors:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	W. Morin	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area 'C')
	D. Hillian	City of Courtenay
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	B. Leigh	Oyster Bay – Buttle Lake (Area 'D')
	K. Grant	Town of Comox
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
	I. Smith	General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services

IN-CAMERA MEETING:

E. Grieve/K. Grant: THAT the board adjourn to an in-camera session pursuant to the following sub-sections of sections 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)(g) Litigation or potential litigation affecting the regional district;

90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

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

ADOPTION OF MINUTES:

K. Grant/D. Arbour: THAT the Comox Valley Regional District Board minutes dated January 29, 2019, be adopted.

208

Carried

REPORTS:

COMOX VALLEY SPORTS CENTRE COMMISSION - JANUARY 29, 2019

D. Arbour/E. Grieve: THAT the Comox Valley Sports Centre Commission minutes dated January 29, 2019 be received.

208

Carried

COMMITTEE OF THE WHOLE - JANUARY 29, 2019

D. Arbour/E. Grieve: THAT the Committee of the Whole minutes dated January 29, 2019 be received.

208

Carried

BLACK CREEK - OYSTER BAY SERVICES COMMITTEE - FEBRUARY 4, 2019

K. Grant/D. Arbour: THAT the Black Creek - Oyster Bay Services Committee minutes dated February 4, 2019 be received.

208

Carried

K. Grant/D. Arbour: THAT an application based annual rebate program for properties with farm status be developed and implemented for the Black Creek/ Oyster Bay Water Local Service Area;

AND FURTHER THAT that the program be re-evaluated in one year to ensure that the decrease in revenue resultant from the farm status rebate is not more than three percent of the total annual revenue for the service.

209

Carried

ELECTORAL AREAS SERVICES COMMITTEE - FEBRUARY 4, 2019

K. Grant/D. Arbour: THAT the Electoral Areas Services Committee minutes dated February 4, 2019 be received.

208

Carried

E. Grieve/K. Grant: THAT the board approve the Development Variance Permit DV 1B 19 (Cornish) to:

1. reduce the minimum front yard setback for a proposed deck from 7.5 metres to 4.1 metres; and
2. reduce the minimum front yard setback for the eaves of the proposed deck from 5.5 metres to 3.6 metres;

for property described as Lot 4, District Lot 206, Comox District, Plan 35732, PID 000-216-151 (1327 Clipper Place);

AND FINALLY THAT the Corporate Legislative Officer be authorized to execute the permit upon receipt of a setback permit from the Ministry of Transportation and Infrastructure.

208 and 213

Carried

D. Arbour/E. Grieve: THAT the following three late correspondence items be received:

- Correspondence dated January 24, 2019 from Glenn and Tanis Morris regarding DV 9C 18 - 1176 Alexandra Avenue (McGeehan);

- Correspondence dated February 11, 2019 from James and Linda Graham regarding DV 9C 18 - 1176 Alexandra Avenue (McGeehan); and

- Correspondence dated February 18, 2019 from Bob Shires regarding DV 9C 18 - 1176 Alexandra Avenue (McGeehan).
208 and 213

Carried

K. Grant/D. Arbour: THAT the board approve the Development Variance Permit DV 9C 18 (McGeehan) to increase the maximum building height from 10.0 metres to 11.9 metres for a proposed single detached dwelling for a property described as Strata Lot 61, Block 1450, Comox District, Strata Plan 799 (Phase 1), Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1, PID 000-761-630 (1176 Alexandra Avenue);

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

Carried

K. Grant/E. Grieve: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix A of staff report dated January 23, 2019, and direct staff to start the external agency referral process for 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 (Wilfred Road - Unger) as part of a proposed amendment (RZ 5C 18) of 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.
208 and 213

Carried

D. Arbour/K. Grant: THAT staff report back to the Comox Valley Regional District Board with a draft board policy on voluntary community amenity contributions per Section 72 of Bylaw No. 337, being the "Rural Comox Valley Official Community Plan Bylaw No. 337, 2014" and the Ministry of Municipal Affairs and Housing Guidebook, "Community Amenity Contributions: Balancing Community Planning, Public Benefits and Housing Affordability."
208 and 213

Carried

D. Arbour/E. Grieve: THAT the board support an application to the Union of BC Municipalities Community Preparedness Fund in the amount of \$25,000.00 for acquisition of a 15-20 kW portable diesel generator under the Emergency Program Electoral Areas Service, function 271 and provide support for overall grant management.
209

Carried

D. Arbour/K. Grant: THAT the Seal Bay Regional Nature Park and Forest Management Plan update dated January 2019 be approved and adopted as a policy.
209

Carried

D. Arbour/K. Grant: THAT the Comox Valley Regional District Board confirm the dissolution of the South Sewer Select Committee in accordance with the terms of reference.

208

Carried

D. Arbour/K. Grant: THAT the existing Baynes Sound – Denman/Hornby Islands (Electoral Area A) and Puntledge – Black Creek (Electoral Area C) community works funds allocations to the South Sewer Project (December 31, 2018, balances of \$834,392 and \$410,969 respectively) be held for a period of one year in consideration of a feasible alternative before being considered for re-allocation;

AND FURTHER THAT staff prepare a report which identifies options for continued project planning and development including a comprehensive public and stakeholder engagement plan.

209

Carried

D. Arbour/E. Grieve: THAT \$35,000 in Community Works Funds from Puntledge-Black Creek (Area C) be committed for the Phase two Tsolum River watershed study, contingent upon a successful grant application under the Investment Agriculture Foundation of British Columbia program for matching funds.

207

E. Grieve/K. Grant: THAT the matter regarding a \$35,000 commitment in Community Works Funds from Puntledge-Black Creek (Area C) for the Phase two Tsolum River watershed study be referred to the March 11, 2019 Electoral Areas Services Committee.

207

Carried

D. Arbour/D. Frisch: THAT the proposed 2019- 2023 Financial Plan for Puntledge – Black Creek (Area C) Feasibility Studies Service, function 153 be amended to include \$35,000 in grant revenue from Community Works Funds and \$35,000 in grant revenue from the Investment Agriculture Foundation of British Columbia program for a pending grant application for Phase two Tsolum River watershed study;

AND FURTHER THAT the proposed 2019 - 2023 Financial Plan for Puntledge – Black Creek (Electoral Area C) Feasibility Studies Service, Function 153 be approved as amended.

207

Carried

D. Arbour/K. Grant: THAT staff negotiate a one year term service agreement with the 2019 Electoral Areas Arts and Culture Grant recipients with an option of a one year renewal.

209

Carried

SEWAGE COMMISSION - FEBRUARY 5, 2019

D. Frisch/K. Grant: THAT the Sewage Commission minutes dated February 5, 2019 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - FEBRUARY 5, 2019

K. Grant/D. Frisch: THAT the Comox Valley Water Committee minutes dated February 5, 2019, as amended to include Director Frisch in the attendance list, be received.

208

Carried

COMMITTEE OF THE WHOLE - FEBRUARY 5, 2019

K. Grant/E. Grieve: THAT the Committee of the Whole minutes dated February 5, 2019 be received.
208 Carried

K. Grant/D. Arbour: THAT the Comox Valley Regional District Board appoint Director Grieve (and Director Hamir as the alternate) to the Comox Valley Multiplex Association for the 2018 - 2022 term;

AND FURTHER THAT remuneration and expenses be paid, provided remuneration and/or expenses are not paid directly by the external organization.
208 Carried

K. Grant/D. Arbour: THAT the board consider three readings and subsequent adoption of an amendment to Bylaw No. 2262, being "Comox Valley Community Justice Contribution Extended Service Area Establishment Bylaw No. 2262, 2000", to increase the maximum requisition by 25 per cent, to be available for the 2020 fiscal year, in accordance with the Local Government Act and the Regional Districts Establishing Bylaw Approval Exemption Regulation;

AND FURTHER THAT written consent to the amendment of Bylaw No. 2262, on behalf of the electors, be sought from the City of Courtenay, Town of Comox, Village of Cumberland and the Directors for Electoral Areas A, B and C, being the participants in the service.
209 Carried

K. Grant/E. Grieve: THAT actions be initiated in 2019 to repeal the Pesticide Awareness Service, which includes obtaining consent for the service repeal from the participants in writing from the Electoral Area A, B and C directors and by resolution from the Village of Cumberland Council.
209 Carried

PARCEL TAX ROLL REVIEW PANEL - FEBRUARY 20, 2019

B. Leigh/W. Morin: THAT the Parcel Tax Roll Review Panel minutes dated February 20, 2019 be received.
208 Carried

Director Leigh and Director Grieve left the meeting at 4:19 pm.

2019-2023 FINANCIAL PLAN - REGIONAL GROWTH STRATEGY SERVICE - FUNCTION 512

D. Arbour/K. Grant: THAT the report dated February 21, 2019 providing the board with the recommended 2019 - 2023 Financial Plan and work plan highlights for the Regional Growth Strategy Service, Function 512, be received.
208 and 212 Carried

D. Arbour/K. Grant: THAT the recommended 2019 - 2023 financial plan for the Regional Growth Strategy Service be approved.
208 and 212 Carried

Director Grieve returned to the meeting at 4:27 pm.

2019-2023 FINANCIAL PLAN - COMOX VALLEY HOMELESSNESS SUPPORTS - FUNCTION 451

D. Hillian/K. Grant: THAT the report dated February 13, 2019 providing the board with options, and related financial plan implications, for an increase in the 2019 requisition for the Homelessness Supports service, Function 451, be received.

209 Carried

E. Grieve/J. Ketler: THAT the recommended budget for the Homelessness Supports Service, function 451, be increased by \$80,000, outlined as option B, in the staff report dated February 13, 2019;

AND FINALLY THAT the Comox Valley Coalition to End Homelessness come back to the Board with a recommendation on allocation of the additional funds.

209 Carried

2019-2023 FINANCIAL PLAN - VICTIM SERVICES, AIRPORT, EMERGENCY SHELTER, CEMETARY - FUNCTIONS 200, 795, 450, 400

D. Arbour/D. Hillian: THAT the report dated February 21, 2019 providing the board with background and the proposed 2019 - 2023 financial plans and work plan highlights for the following four services:

- Victim Services Program / Crime Stoppers service, function 200;
- Cemetery service, function 400;
- Emergency Shelter Land Acquisition service, function 450; and
- Comox Valley Airport service, function 795; be received.

209 Carried

D. Hillian/W. Morin: THAT the proposed 2019 - 2023 financial plan for the Victim Services Program, function 200, be approved.

209 Carried

D. Frisch/E. Grieve: THAT the proposed 2019 - 2023 financial plans for the Emergency Shelter Land Acquisition service, function 450, be approved.

209 Carried

E. Grieve/K. Grant: THAT the proposed 2019 - 2023 financial plans for the Comox Valley Airport service, function 795, be approved.

209 Carried

D. Hillian/K. Grant: THAT the proposed 2019 – 2023 financial plan for the Cemetery service, function 400, be approved.

209 Carried

K. Grant/J. Ketler: THAT staff provide a report on the Emergency Shelter Land Acquisition (Function 450) Service that outlines the current scope of the service and the ability of the CVRD to accept lands under this function.

209 Carried

BYLAWS AND RESOLUTIONS:

K. Grant/D. Frisch: THAT the Board rescind first, second, and third readings of Bylaw No. 496 being "Comox Valley Regional District Water Supply Development Cost Charges Bylaw 2001, Amendment No. 2".

209

Carried

D. Frisch/K. Grant: THAT the Board rescind first, second and third readings of Bylaw No. 497 being "Comox Valley Water Supply System Capital Improvement Cost Charge Bylaw No. 2350, 2001 Amendment No. 3".

209

Carried

D. Frisch/E. Grieve: THAT Bylaw No. 572 being "Comox Valley Sewerage Service Development Cost Charges Bylaw No. 572, 2019" be given first and second readings concurrently.

209

Carried

K. Grant/D. Hillian: THAT Bylaw No. 572 being "Comox Valley Sewerage Service Development Cost Charges Bylaw No. 572, 2019" be read a third time.

209

Carried

D. Arbour/K. Grant: THAT Bylaw No. 573 being "Comox Valley Sewerage System Capital Improvement Cost Charge Bylaw No. 3008, 2007, Amendment No. 3" be given first and second readings concurrently.

209

Carried

D. Hillian/K. Grant: THAT Bylaw No. 573 being "Comox Valley Sewerage System Capital Improvement Cost Charge Bylaw No. 3008, 2007, Amendment No. 3" be read a third time.

209

Carried

E. Grieve/K. Grant: THAT Bylaw No. 571 being "Comox Valley Water Supply System Development Cost Charges Bylaw No. 571, 2019" be given first and second readings concurrently.

209

Carried

E. Grieve/K. Grant: THAT Bylaw No. 571 being "Comox Valley Water Supply System Development Cost Charges Bylaw No. 571, 2019" be read a third time.

209

Carried

K. Grant/W. Morin: THAT Bylaw No. 574 being "Comox Valley Water Supply Capital Improvement Charge Bylaw No. 2350, 2001, Amendment No. 4" be given first and second readings concurrently.

209

Carried

D. Hillian/K. Grant: THAT Bylaw No. 574 being "Comox Valley Water Supply Capital Improvement Charge Bylaw No. 2350, 2001, Amendment No. 4" be read a third time.

209

Carried

K. Grant/D. Hillian: THAT Bylaw No. 492 being "Unsightly Premises Extended Service Establishment Bylaw 2051, 1998, Amendment No. 3" be given first and second readings concurrently.

208

Carried

K. Grant/A. Hamir: THAT Bylaw No. 492 being "Unsightly Premises Extended Service Establishment Bylaw 2051, 1998, Amendment No. 3" be read a third time.

208

K. Grant/J. Ketler: THAT Bylaw No. 575 being "Regional District Pesticide Awareness Service Repeal Bylaw No. 575, 2019" be given first and second readings concurrently.

208

Carried

D. Hillian/K. Grant: THAT Bylaw No. 575 being "Regional District Pesticide Awareness Service Repeal Bylaw No. 575, 2019" be read a third time.

208

Carried

K. Grant/W. Morin: THAT Bylaw No. 576 being "Comox Valley Community Justice Contribution Extended Service Bylaw No. 2262, 2000, Amendment No. 2" be given first and second readings concurrently.

208

Carried

D. Hillian/E. Grieve: THAT Bylaw No. 576 being "Comox Valley Community Justice Contribution Extended Service Bylaw No. 2262, 2000, Amendment No. 2" be read a third time.

208

Carried

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 5:17 pm.

RISE AND REPORT:

The board rose from its in-camera session at 6:10 pm and reported the following resolutions:

"THAT the board make the following appointments for the 2019 to 2022 term:

- Electoral Area A Advisory Planning Commission: Bill Trussler, Jane Yetter, Karen Fouracre, Lindsay Clement, Glen Loxam and Rebecca Kayfetz;

- Electoral Area B Advisory Planning Commission: Michael Obal, David Battle, Ian McIntyre, Cari McIntyre, Francie Cochran, Robert Lowey and Stan Hartfelder;

- Electoral Area C Advisory Planning Commission: Lesley Krainer, William Thompson, David Pacholuk, Grant Gordon, Mike Larock, Murray Presley, and Kip Keylock;

AND FURTHER THAT the board rise and report on this resolution."

"THAT the board appoint Georgina Price to the Integrated Regional Transportation Select Committee;

AND FURTHER THAT the board rise and report on this resolution."

"THAT the Comox Valley Regional District Board appoint:

- Chris Brown
- Andrea Burch
- Jan Slomp
- Gerry McClintock
- Megan Halstead
- Wendy Prothero
- David Page
- Robin Poirier, and

- Bill Thompson;

to the Agricultural Advisory Planning Commission for the 2019 - 2022 term;

AND FURTHER THAT the board rise and report on this resolution."

"THAT the board appoint Andrew Thomas to the Board of Variance for a three-year term, expiring December 31, 2021;

AND FURTHER THAT the board rise and report on this resolution."

TERMINATION:

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

208

Carried

Time: 6:10 pm

Confirmed this _____ day of _____ 20__:

Bob Wells
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services