

Monday, March 11, 2019

Minutes of the meeting of the Electoral Areas Services Committee held on Monday, March 11, 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')
Director:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	A. Hamir	Lazo North (Area 'B')
Staff:	R. Dyson	Chief Administrative 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. Bradley	Executive Manager of Human Resources
	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 Committee Management Report dated March 2019 be received.

208

Carried

In response to questions from the committee, the CAO advised that staff will provide a report regarding the development of a maintenance program for onsite sewerage systems.

REPORTS:

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT - 2441 OAKES ROAD (DI FRUSCIA)

A. Hamir/D. Arbour: THAT the report dated February 4, 2019 regarding a Development Variance Permit (DVP) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building be received.

208 and 213

Carried

Brian Chow, Rural Planner provided an overview of the report regarding DV 1C 19 - 2441 Oakes Road (Di Fruscia).

Johnny Di Fruscia, applicant, was in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding DV 1C 19 - 2441 Oakes Road (Di Fruscia). There were no speakers

D. Arbour/A. Hamir: THAT the board approve the Development Variance Permit DV 1C 19 (Di Fruscia) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building at property described as Lot 18, Block, 29, Comox District, Plan 26260, PID 002-740-281 (2441 Oakes Road);

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

208 and 213

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT - 4364 FORBIDDEN PLATEAU ROAD (ROBERTS)

A. Hamir/D. Arbour: THAT the report dated February 4, 2019 regarding a Development Variance Permit (DVP) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building be received.

208 and 213

Carried

Brian Chow, Rural Planner provided an overview of the report regarding DV 2C 19 - 4364 Forbidden Plateau Road (Roberts).

Tommy Hamel, applicant's agent, was in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding DV 2C 19 - 4364 Forbidden Plateau Road (Roberts). There were no speakers

D. Arbour/A. Hamir: THAT the board approve the Development Variance Permit DV 2C 19 (Roberts) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building at property described as Lot 2, Section 9, Township 9, Comox District, Plan 24678, PID 002-802-562 (4364 Forbidden Plateau Road);

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

208 and 213

Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT – 2245 SCHULZ ROAD (PAJAK)

A. Hamir/D. Arbour: THAT the report dated March 4, 2019 regarding comments received from First Nations and external agencies, a recommendation for first and second readings of the proposed bylaw and setting a public hearing be received.

208 and 213

Carried

Brian Chow, Rural Planner provided an overview of the report regarding a proposed zoning bylaw amendment for 2245 Schulz Road (Pajak).

Pam Pajak, property owner, was in attendance at the meeting.

D. Arbour/A. Hamir: THAT the board give first and second reading to Bylaw No. 568, being the "Comox Valley Zoning Bylaw, 2005, Amendment No. 78" for property known as Parcel A (DD 10199W) of Lot 21, Block 29, Comox District, Plan 4267, PID 005-027-462 (2245 Schulz Road), which rezones the entire

property from Country Residential One (CR-1) and Residential One B (R-1B) to Residential One Exception Nine (R-1-9) 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. 568, being the "Comox Valley Zoning Bylaw, 2005, Amendment No. 78" (RZ 4C 18).

208 and 213

Carried

ELECTORAL AREA B - DEVELOPMENT VARIANCE PERMIT - UNADDRESSED LOT ALONG SAND PINES CRESCENT (NAP)

D. Arbour/A. Hamir: THAT the report dated February 28, 2019 regarding a Development Variance Permit to increase the maximum allowable height for a house along Sand Pines Crescent be received.

208 and 213

Carried

Ton Trieu, Manager of Planning Services, provided an overview of the report regarding DV 2B 19 - unaddressed lot along Sand Pines Crescent (Nap).

Stephen Nap, applicant, was in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding DV 2B 19 - unaddressed lot along Sand Pines Crescent (Nap). There were no speakers

D. Arbour/A. Hamir: THAT the board approve the Development Variance Permit DV 2B 19 (Nap) to increase the maximum building height from 10.0 metres to 11.2 metres for a proposed principal building at property described as Lot B, District Lot 245, Comox District, Plan EPP36758, PID 029-260-388;

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

208 and 213

Carried

COMPREHENSIVE RURAL ZONING BYLAW REVIEW - PROPOSED CONSULTATION PLAN

D. Arbour/A. Hamir: THAT the report dated March 6, 2019 regarding the revised public consultation plan for the comprehensive zoning bylaw review be received.

208 and 213

Carried

Ton Trieu, Manager of Planning Services, presented information regarding the revised public consultation plan for the comprehensive zoning bylaw review.

D. Arbour/A. Hamir: THAT the public consultation plan for the comprehensive zoning bylaw review be initiated as outlined in staff report dated March 6, 2019.

208 and 213

Carried

ROYSTON GARBAGE COLLECTION SERVICE - BOUNDARY EXPANSION

A. Hamir/D. Arbour: THAT the report dated February 19, 2019 regarding community interest received to expand the boundary of the Royston Garbage Collection Service be received.

207

Carried

Jake Martens, Manager of Legislative Services, provided an overview of the report regarding community

interest received to expand the boundary of the Royston Garbage Collection Service.

D. Arbour/A. Hamir: THAT staff be directed to proceed with a petition process for those property owners within Electoral Area A that fall within the proposed extension of the Royston Garbage Collection Service as outlined on Schedule "A" attached to the staff report dated February 19, 2019;

AND FURTHER THAT if a sufficient and valid petition is received pursuant to the Local Government Act and the Regional District Establishing Bylaw Approval Exemption Regulation, staff be directed to bring forward an amendment to Bylaw No. 118 being "Royston Garbage Collection Service Establishment Bylaw No. 118, 2010" to advance the boundary extension proposal;

AND FINALLY THAT subject to sufficient and valid petition being received, the Director for Electoral Area A, being the service participant, consent to the amendment of Bylaw No. 118 being "Royston Garbage Collection Service Establishment Bylaw No. 118, 2010" in writing.

207

Carried

REMOVAL OF GRAHAM LAKE IMPROVEMENT DISTRICT EXTENSION PROPERTY FROM THE DENMAN ISLAND WATER LOCAL SERVICE AREA

A. Hamir/D. Arbour: THAT the report dated February 19, 2019 regarding the removal of one Graham Lake Improvement District Extension (GLIDE) property included into the Denman Island Water Local Service Area (DIWLSA) in 2018, in response to a request from the property owner be received.

207

Carried

Zoe Berkey, Engineering Analyst, provided an overview of the report regarding the removal of one Graham Lake Improvement District Extension property included into the Denman Island Water Local Service Area in 2018, in response to a request from the property owner.

D. Arbour/A. Hamir: THAT the Board consider three readings of an amendment to Bylaw No. 1567 being the "Denman Island Water Local Service Area Conversion and Establishment Bylaw No. 1567, 1993" to exclude the property within the Denman Island Water Local Service Area indicated on the map provided as Appendix A to the staff report dated February 19, 2019;

AND FURTHER THAT the Electoral Area Director for Baynes Sound – Denman/Hornby Islands (Electoral Area A), as the participant in the Denman Island Water Local Service, consent to the amendment of the service establishment bylaw in writing;

AND FINALLY THAT the Board consider adoption of the amending bylaw.

207

Carried

DENMAN ISLAND - BULK WATER SALE FEASIBILITY REVIEW

A. Hamir/D. Arbour: THAT the report dated March 7, 2019 regarding a legal review and feasibility study in regards to the Comox Valley Regional District providing a bulk water service on Denman Island be received.

207

Carried

Kris La Rose, Senior Manager of Engineering Services, provided an overview of the report regarding a legal review and feasibility study in regards to the Comox Valley Regional District providing a bulk water service on Denman Island.

D. Arbour/A. Hamir: THAT up to \$5,000 of Baynes Sound – Denman/Hornby Islands (Electoral Area A) feasibility study funds, function 154, be allocated to assess the potential for the Comox Valley Regional District to provide a bulk water service on Denman Island.

207

Carried

TSOLUM RIVER AGRICULTURAL WATERSHED PLAN – PHASE 1 REPORT

A. Hamir/D. Arbour: THAT the report dated March 7, 2019 providing the final Phase One report for the Tsolum River Agricultural Watershed Plan study and a recommendation to proceed with with Phase Two subject to a successful grant application be received.

208

Carried

Darry Monteith, Manager of Liquid Waste Planning, presented information regarding the final Phase One report for the Tsolum River Agricultural Watershed Plan study and a recommendation to proceed with with Phase Two subject to a successful grant application.

D. Arbour/A. Hamir: THAT the Tsolum River Agricultural Watershed Plan Phase 1 report, attached as Appendix B to the staff report dated March 7, 2019, be received;

AND FURTHER THAT the Comox Valley Regional District Board support a grant application to the Investment Agriculture Foundation of British Columbia for funding for Phase Two of the Tsolum River watershed study.

208

Carried

D. Arbour/A. Hamir: THAT \$35,000 in community works funds 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;

AND FURTHER THAT the \$35,000 community works fund contribution be split evenly between Puntledge-Black Creek (Electoral Area C) and Lazo North (Electoral Area B).

208

Carried

A. Hamir/D. Arbour: THAT contingent upon a successful Investment Agriculture Foundation of British Columbia grant application, staff be directed to initiate Phase Two of the Tsolum River watershed planning process.

208

Carried

The committee recessed at 11:36 am and reconvened at 11:43 am.

FIRE CHIEF COMPENSATION POLICY - RESCIND

A. Hamir/D. Arbour: THAT the report dated February 28, 2019 regarding a request to consider rescinding the Volunteer Fire Department Fire Chief Compensation Policy be received.

209

Carried

James Bast, Manager of Fire Services, provided an overview regarding a request to consider rescinding the Volunteer Fire Department Fire Chief Compensation Policy.

D. Arbour/A. Hamir: THAT the Volunteer Fire Department Fire Chief Compensation Policy, dated July 30, 2013, be rescinded and that Fire Chief compensation align with the Comox Valley Regional District exempt

staff compensation model.
209

Carried

PUBLIC ENGAGEMENT STRATEGY – ELECTORAL AREAS

A. Hamir/D. Arbour: THAT the report dated March 5, 2019 regarding a public engagement approach for the electoral areas in order to help increase Comox Valley Regional District general awareness and knowledge of services, projects and goals be received.

208

Carried

Jennifer Steel, Manager of Corporate Communications, presented information regarding a public engagement approach for the electoral areas.

D. Arbour/A. Hamir: THAT a public engagement strategy be initiated in Electoral Areas A, B and C;

AND FURTHER THAT the range of electoral area engagement methods be identified by individual Electoral Area Directors on an annual basis;

AND FURTHER THAT the engagement methods include

- general awareness for the public regarding Comox Valley Regional District services; and
- projects and outreach initiatives that are specific to the communities

AND FINALLY THAT funds for the public engagement come from a combination of the electoral areas administration and those individual services that have projects and outreach initiatives in specific communities.

208

Carried

FINAL 2018 COMMUNITY WORKS FUND STATUS REPORT

A. Hamir/D. Arbour: THAT the report dated February 22, 2019 regarding the final 2018 Community Works Fund status report be received.

208

Carried

Kevin Douville, Manager of Financial Planning, provided an overview of the report regarding the final 2018 Community Works Fund status report.

IN-CAMERA:

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

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

208

Carried

Time: 12:09 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 12:26 pm.

TERMINATION:

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

208

Carried

Time: 12:26 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the ____ day of March, 2019.