

Monday, July 09, 2018

Minutes of the meeting of the Electoral Areas Services Committee held on Monday, July 09, 2018 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 10:03 am.

MINUTES

Present:

Chair:	E. Grieve	Puntledge/Black Creek (Area 'C')
Vice-Chair:	R. Nichol	Lazo North (Area 'B')
Directors:	B. Jolliffe	Baynes Sound-Denman/Hornby Islands (Area 'A')
Staff:	A. Mullaly	Acting General Manager of Property and Development Services
	K. La Rose	Acting General Manager of Engineering Services
	I. Smith	General Manager of Community Services
	J. Warren	General Manager of Corporate 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:

B. Jolliffe/R. Nichol: THAT the Electoral Areas Services Committee management report dated July 2018 be received

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

B. Jolliffe/R. Nichol: THAT the following items be received:

- minutes of the Agricultural Advisory Planning Commission meeting held June 21, 2018;
- minutes of the Electoral Area A Advisory Planning Commission meeting held June 25, 2018;
- minutes of the Electoral Area B Advisory Planning Commission meeting held June 27, 2018; and
- minutes of the Electoral Area C Advisory Planning Commission meeting held June 27, 2018.

208

Carried

ELECTORAL AREA B - DEVELOPMENT VARIANCE PERMIT - 2651 BAXTER ROAD (WOODS)

R. Nichol/B. Jolliffe: THAT the report dated June 26, 2018 regarding a Development Variance Permit application to reduce the rear yard setback for a partially built accessory building be received.
208 and 213 Carried

Alana Mullaly, Acting General Manager of Planning and Development Services, provided an overview regarding Development Variance Permit application DV 3B 18 - 2651 Baxter Road (Woods).

There were no comments from the public at the meeting regarding DV 3B 18 - 2651 Baxter Road (Woods).

R. Nichol/B. Jolliffe: THAT the board approve the Development Variance Permit DV 3B 18 (Woods) to reduce the minimum rear yard setback from 7.5 metres to 3.6 metres for a partially built accessory building on a property described as Lot 1, Section 23, Comox District, Plan EPP13981, PID 028-836-031 (2651 Baxter Road);

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

ELECTORAL AREA B - ZONING BYLAW AMENDMENT - 1926 VERA DRIVE (THOMAS)

R. Nichol/B. Jolliffe: THAT the report dated June 28, 2018 regarding a zoning bylaw amendment for 1926 Vera Drive to subdivide the property in accordance with Section 514 of the Local Government Act to provide residence for a relative be received.
208 and 213 Carried

Alana Mullaly, Acting General Manager of Planning and Development Services, provided an overview regarding a proposed zoning bylaw amendment - 1926 Vera Drive (Thomas).

R. Nichol/B. Jolliffe: THAT the board give first and second readings to Bylaw No. 548, being the “Comox Valley Zoning Bylaw, 2005, Amendment No. 77” which rezones Lot C, Block 29, Comox District, Plan 32630, PID 000-168-882 (1926 Vera Drive, Thomas) from Country Residential One (CR-1) to Country Residential One Exception 5 (CR-1-5);

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. 548, being the “Comox Valley Zoning Bylaw, 2005, amendment No. 77” (RZ 1B 18).
208 and 213 Carried

ELECTORAL AREA C - PROPOSED ZONING BYLAW AMENDMENT - FORBIDDEN PLATEAU ROAD (FRY/TAYLOR)

B. Jolliffe/R. Nichol: THAT the report dated June 20, 2018 regarding an application to rezone a 20 hectare property on Forbidden Plateau Road to a zone that that would enable its subdivision into four 4 hectare

residential lots and a recommendation to deny the request be received.

208 and 213

Carried

Alana Mullaly, Acting General Manager of Planning and Development Services, provided an overview regarding a proposed zoning bylaw amendment - Forbidden Plateau Road.

The applicant, Jim Fry, and his representative, Colin Burrige, were in attendance and spoke to the application.

R. Nichol/B. Jolliffe: THAT the rezoning application RZ 3C 18 be referred to staff to consider alternatives with the applicant and to further develop an agency referral list to report back to a future meeting of the Electoral Areas Services Committee.

208 and 213

Carried

The meeting recessed at 10:56 am and reconvened at 11:01 am.

COMPREHENSIVE RURAL ZONING BYLAW REVIEW

B. Jolliffe/R. Nichol: THAT the report dated June 29, 2018 regarding the draft Rural Comox Valley Zoning Bylaw for first reading and a recommendation to set a public hearing date be received.

208 and 213

Carried

Ton Trieu, Assistant Manager of Planning Services, provided an overview regarding the draft Rural Comox Valley Zoning Bylaw for first reading and a recommendation to set a public hearing date.

R. Nichol/B. Jolliffe: THAT the board give first reading of Bylaw No. 520, 2018 being the "Rural Comox Valley Zoning Bylaw No. 520, 2018 as amended to retain the Residential Rural zone for the properties within the rural settlement areas;

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. 520, being the "Rural Comox Valley Zoning Bylaw No. 520, 2018".

208 and 213

Carried

ELECTORAL AREA B - REQUEST TO PLACE NOTICE ON TITLE, 6005 ALDERGROVE DRIVE (GOSSEN / CLARKE)

R. Nichol/B. Jolliffe: THAT the report dated July 3, 2018 regarding a recommendation to register a Notice on Title against the property title for failing to obtain the required permits and inspections for the construction of a second dwelling be received.

209

Carried

Dennis Mirabelli, Manager of Building Services, provided an overview regarding a recommendation to register a Notice on Title against the property title for failing to obtain the required permits and inspections for the construction of a second dwelling.

B. Jolliffe/R. Nichol: THAT pursuant to Section 57 of the Community Charter, the board approves filing a Notice on Title with the Land Title and Survey Authority of British Columbia against land legally described as

Lot 1, Block 29, Comox District, Plan 20712, PID 003-605-558 (6005 Aldergrove Dr.), for failure to comply with Building Bylaw No. 142, being the “Comox Valley Regional District Building Bylaw No. 142, 2011”.
209 Carried

UNSIGHTLY PREMISES AND NUISANCE BYLAW REVIEW

R. Nichol/B. Jolliffe: THAT the report dated June 27, 2018 regarding information on improvements with respect to odour issues in the Unsightly Premises and Nuisances Bylaw be received.
209 Carried

Amanda Yasinski, Manager of Bylaw Compliance, provided information regarding improvements with respect to odour issues in the Unsightly Premises and Nuisances Bylaw.

R. Nichol/B. Jolliffe: THAT the proposed changes to Bylaw No. 377 being the “Electoral Areas Unsightly Premises and Nuisances Regulation Bylaw No. 377, 2015” as noted in the staff report dated June, 27 2018 be approved to clearly address nuisance odours and increase fines for ticketable offences.
209 Carried

MERVILLE FIRE HALL PROJECT UPDATE

R. Nichol/B. Jolliffe: THAT the report dated July 3, 2018 regarding an update on the Merville fire hall project and next steps be received.
209 Carried

James Warren, General Manager of Corporate Services, and James Bast, Manager of Fire Services, provided an update of the Merville fire hall project.

B. Jolliffe/R. Nichol: THAT the proposed Greater Merville Fire Protection Service continue working towards an auxiliary fire hall through a phased approach by:

- Hosting an open house in late summer 2018 to provide a project update;
- Confirming that the eventual service provider for a Merville auxiliary fire hall will be Oyster River Fire Rescue, subject to a financial plan that supports an interim cost sharing arrangement between the Merville fire protection service and the Black Creek – Oyster Bay fire protection service for volunteer recruitment, training and member supports;
- Strengthening the number of volunteer fire fighters in the Merville area by partnering more closely with Oyster River Fire Rescue;
- Seeking land that would be suitable for an auxiliary fire hall in the Merville community;
- Improving the service delivery arrangements for fire protection by assessing existing infrastructure and fire service delivery options; and
- Developing a long-term financial planning strategy for eventual funding to secure land and to design, construct and operate an auxiliary fire hall.

209 Carried

COMMUNITY WORKS FUND STATUS REPORT

B. Jolliffe/R. Nichol: THAT the report dated July 5, 2018 regarding the status of the Community Works Fund

(CWF) interim balances in the various electoral area CWF reserves be received.

208

Carried

Kevin Douville, Manager of Financial Planning, provided information regarding the status of the Community Works Fund (CWF) interim balances in the various electoral area CWF reserves.

NEW BUSINESS:

NON-BINDING COMMUNITY OPINION QUESTION - GOVERNANCE RESTRUCTURE STUDY

R. Nichol/B. Jolliffe: THAT the correspondence dated June 29, 2018 from Chair Jolliffe regarding a request to include a non-binding community opinion question on Electoral Areas A, B and C ballots for the 2018 general local elections be received.

208

Carried

Director Jolliffe spoke to the request to include a non-binding community opinion question of Electoral Areas A, B and C ballots for the 2018 general local elections.

B. Jolliffe/R. Nichol: THAT the the Electoral Areas Services Committee will not include the governance restructure study question on its ballots and will not provide any funds from its Electoral Areas Administration Services fund for such a question.

208

Carried

IN-CAMERA:

B. Jolliffe/R. Nichol: THAT the committee adjourn to an in-camera session pursuant to the following subsections of section 90 of the Community Charter:

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

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: 12:18 pm

RISE AND REPORT:

The committee rose from its in-camera session at 12:32 pm.

TERMINATION:

B. Jolliffe/R. Nichol: THAT the meeting terminate.

208

Carried

Time: 12:32 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

James Warren
General Manager of Corporate Services

Recorded By:

Antoinette Baldwin
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the _____ day of July 2018.