

Monday, August 10, 2020

Minutes of the meeting of the Electoral Areas Services Committee held on August 10, 2020 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 10:00 am.

MINUTES

Present:

Chair:	E. Grieve	Puntledge/Black Creek (Area C)
Vice-Chair:	A. Hamir	Lazo North (Area B)
Director:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
Staff:	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	S. Smith	General Manager of Planning and Development Services
	K. La Rose	Acting General Manager of Engineering Services
	D. DeMarzo	General Manager of Community Services
	J. Martens	General Manager of Corporate Services
	L. Dennis	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.

DELEGATIONS:

HOLIDAY ROAD, COUGAR SMITH, ARTELA NEIGHBOURHOOD RESIDENTS

D. Arbour/A. Hamir: THAT the delegation from Jamie Shepherd, Jaki Ayton, and Paul Crawford, Holiday Road, Cougar Smith, Artela neighbourhood, regarding certain activities and living conditions in the neighbourhood be received.

Carried

MANAGEMENT REPORT:

A. Hamir/D. Arbour: THAT the Electoral Areas Services Committee management report dated August 2020 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

A. Hamir/D. Arbour: THAT the following advisory planning commission minutes be received:

- Minutes of the Area A Advisory Planning Commission meeting held July 14, 2020.

- Minutes of the Area C Advisory Planning Commission meeting held July 16, 2020.

- Minutes of the Agricultural Advisory Planning Commission meeting held July 23, 2020.

208

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT DV 4C 20 - 6488 EAGLES DRIVE (PASTERSHANK/SAWATZKY)

A. Hamir/D. Arbour: THAT the report dated July 22, 2020 regarding Development Variance Permit DV 4C 20 to reduce the front yard setback pertaining to Lamb Road to allow the construction of a single detached dwelling at 6488 Eagles Drive (Pastershank/Sawatzky) be received.

208 and 213

Carried

A. Hamir/D. Arbour: THAT the correspondence from Bruce Bell and Jean Bell, 6510 and 6520 Eagles Drive, regarding Development Variance DV 4C 20 - 6488 Eagles Drive (Pastershank/Sawatzky) be received.

208 and 213

Carried

D. Thiessen, Planner, provided an overview of the staff report regarding Development Variance DV 4C 20 - 6488 Eagles Drive (Pastershank/Sawatzky).

Paul Keim, applicant's agent, was in attendance at the meeting.

A. Hamir/D. Arbour: THAT the board approve Development Variance Permit DV 4C 20 (Pastershank/Sawatzky) to reduce the minimum front yard setback pertaining to Lamb Road from 7.5 metres to 4.5 metres (and from 5.5 metres to 3.5 metres for the eaves) for the purpose of allowing the construction of a single detached dwelling on the property described as Strata Lot 9, Section 24, Township 6, Comox District, Strata Plan VIS5611 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form V, PID 026-055-457 (6488 Eagles Drive);

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

208 and 213

Carried

ELECTORAL AREA A - ZONING BYLAW AMENDMENT RZ 1A 19 - 55 HECTARE UNDEVELOPED PARCEL - (UPPER ISLAND DEVELOPMENTS LTD.)

D. Arbour/A. Hamir: THAT the report dated July 23, 2020 regarding Zoning Bylaw Amendment Application RZ 1A 19 to rezone a 55 hectare undeveloped parcel in the Union Bay Settlement Node from Country Residential Two (CR-2) to a residential zone that would enable its subdivision into lots with a minimum area of 0.4 hectares and to recommend that the application be externally referred be received.

208 and 213

Carried

J. MacLean, Rural Planner, provided an overview of the staff report regarding Zoning Bylaw Amendment Application RZ 1A 19 - 55 hectare undeveloped parcel (Upper Island Developments Ltd).

Andrew Saxton, owner, with Hal Martyn and Kevin Brooks, owner's representatives, were in attendance at the meeting.

D. Arbour/A. Hamir: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix A of staff report dated July 23, 2020, and direct staff to commence the external agency referral process for Lot B, District Lot 13, Nelson District, Plan VIP60017, except Plan EPP76949, as part of a proposed amendment (RZ 1A 19) to Bylaw No. 520, being the "Rural Comox Valley Zoning Bylaw No. 520, 2019";

FURTHER THAT Comox Valley Regional District staff consult with First Nations in accordance with the referrals management program dated September 25, 2012;

AND FINALLY THAT the Comox Valley Regional District Board authorize staff to begin discussions on provision of community amenities as per Section 72 "Community Amenity Contributions" of Bylaw No. 337, being the "Rural Comox Valley Official Community Plan Bylaw No. 337, 2014."

208 and 213

Carried

ELECTORAL AREA A - DEVELOPMENT PERMITS DP 3A 20 & DP 4A 20 (SHORELINE PROTECTION) – COAL HILLS, ISLAND HIGHWAY (WEST FRASER MILLS LTD. AND PROVINCE OF BRITISH COLUMBIA)

A. Hamir/D. Arbour: THAT the report dated August 6, 2020 regarding Development Permits DP 3A 20 and DP 4A 20 under the Shoreline Protection Devices Guidelines related to the proposed land alterations to the shoreline at the Union Bay Coal Hills site be received.

208 and 213

Carried

J. MacLean, Rural Planner, provided an overview of the staff report regarding Development Permits DP 3A 20 and DP 4A 20 - Union Bay Coal Hills (West Fraser Mills Ltd. and Province of British Columbia).

Joanna Runnells, Antonia Gunardi and Dave Langill, applicants, and Richard Johns, Keystone Environmental, were in attendance at the meeting.

A. Hamir/D. Arbour: THAT the board approve Development Permit DP 3A 20 (Union Bay Coal Hills) on property described as That part of Lot 1 District Lot 154, Nanaimo District, Sections 31 and 32, Township 1 and District Lot 28, Nelson District, Plan EPP15507 as shown on Plan EPP56910, PID 030-110-254, for the development of shoreline protection devices;

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

A. Hamir/D. Arbour: THAT the board approve Development Permit DP 4A 20 (Union Bay Coal Hills) on property described as Block B, District Lot 155, Nanaimo District for the development of shoreline protection devices;

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

The committee recessed at 11:32 am and reconvened at 11:39 am.

COVID-19 RESPONSE AND RENEWAL - ELECTORAL AREAS

D. Arbour/A. Hamir: THAT the report dated August 6, 2020 regarding COVID-19 Response and Renewal initiatives for the services specific to the rural areas, including for water distribution, emergency programs and fire protection, parks and other electoral area-based functions be received.
208 Carried

J. Warren, Deputy Chief Administrative Officer, provided an overview of the staff report regarding the COVID-19 Response and Renewal plan for the Electoral Areas.

A. Hamir/D. Arbour: THAT the COVID-19 Response and Renewal plan for the Electoral Areas, as included with the staff report dated August 6, 2020 be approved.
208 Carried

CVRD FIRE DEPARTMENTS OPERATIONAL GUIDELINES

A. Hamir/D. Arbour: THAT the report dated July 31, 2020 regarding the Comox Valley Regional Distinct Fire Services Operational Guidelines be received.
208 Carried

J. Bast, Manager of Fire Services, provided an overview of the staff report regarding the Comox Valley Regional District Fire Services Operational Guidelines.

D. Arbour/A. Hamir: THAT the board endorse the Comox Valley Regional District (CVRD) Fire Services Operational Guidelines Manual as the guiding operational document of the CVRD fire departments.
208 Carried

CVRD GRANTS/FUNDING SERVICES - PROCESS RECOMMENDATIONS

A. Hamir/D. Arbour: THAT the report dated August 6, 2020 regarding the guidelines and new processes for creating criteria for the various grant and funding services offered and administered by the Comox Valley Regional District be received.
208 Carried

D. DeMarzo, General Manager of Community Services, presented an overview of the staff report regarding the guidelines and new processes for creating criteria for the various grant and funding services offered and administered by the Comox Valley Regional District.

D. Arbour/A. Hamir: THAT existing grant services are modified as described below:

- a. Modify the Electoral Area Arts and Culture Grant Program to include dual funding streams, one for five-year agreements and the other for one-time special initiative or event funding, additionally request a regional strategic plan be created for the sector.
 - b. Grant in Aid funding to be marketed as Rural Area Community Grants and include election cycle multi-year agreements for some traditionally long standing recipients.
 - c. Establishment of a new Part A - Baynes Sound Community Facilities Service in conjunction with the expansion of the existing Black Creek Community Hall service (function #676) to include other community facilities within Electoral Area C both to be completed through an electoral ascent process.
- 208 Carried

D. Arbour/A. Hamir: THAT staff refine grant criteria, application processes, deadlines and public awareness / engagement by way of a new community granting program portal on the Comox Valley Regional District website.
208 Carried

D. Arbour/A. Hamir: THAT staff work with Denman and Hornby Island organizations to refine recreation grant processes and criteria.
208 Carried

D. Arbour/A. Hamir: THAT Electoral Area Community Works Funds be primarily for internal Comox Valley Regional District projects with exceptions made for projects that provide clear and broad public benefits on a case by case basis.
208

The above motion was withdrawn by the unanimous consent of the committee.

D. Arbour/A. Hamir: THAT Electoral Area Community Works Funds be reserved for internal Comox Valley Regional District projects with exceptions made on a case to case basis.

208

Carried

HORNBY ISLAND COMMUNITY ENHANCEMENT CORP. REQUEST FOR CVRD SUPPORT/ASSISTANCE WITH INVESTING IN CANADA INFRASTRUCTURE PROGRAM GRANT APPLICATION

A. Hamir/D. Arbour: THAT the report dated August 6, 2020 regarding a recent request from the Hornby Island Community Economic Enhancement Corporation for support and assistance with an application to the Investing in Canada Infrastructure program for the Hornby and Denman Digital Roadmap & Implementation Plan project be received.

208

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding a recent request from the Hornby Island Community Economic Enhancement Corporation for support and assistance with an application to the Investing in Canada Infrastructure program for the Hornby and Denman Digital Roadmap & Implementation Plan project.

D. Arbour/A. Hamir: THAT the request from HICEEC for grant application sponsorship by the CVRD to the current intake of the ICIP – RNC program, be declined;

AND FURTHER THAT staff be directed to work with and support HICEEC and its partners towards the potential establishment of high-speed broadband infrastructure (FTTP) to Denman and Hornby Islands.

208

Carried

NEW BUSINESS:

EVENT PROPOSAL HONOURING ESSENTIAL WORKERS DURING COVID-19

D. Arbour/A. Hamir: THAT the correspondence dated July 14, 2020 from Rob Peterson regarding an event proposal to honour essential workers of the Comox Valley during the COVID-19 pandemic be received.

208

Carried

IN-CAMERA:

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

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.

208

Carried

Time: 1:03 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 1:26 pm.

TERMINATION:

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

208

Carried

Time: 1:26 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Lisa Dennis
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 August, 2020.