

Monday, June 10, 2019

Minutes of the meeting of the Electoral Areas Services Committee held on June 10, 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
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	D. DeMarzo	Acting General Manager of Community Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	L. Dennis	Legislative Services Assistant

ATTENDANCE:

Director Arbour was not in attendance when the meeting was called to order.

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

VARY THE AGENDA

A. Hamir/E. Grieve: THAT the agenda be varied to move the delegation after agenda item D.3.

208

Carried

MANAGEMENT REPORT:

A. Hamir/E. Grieve: THAT the Electoral Areas Services Committee management report dated June 2019 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

A. Hamir/E. Grieve: THAT the following Advisory Planning Commission minutes be received:

- Minutes of the Electoral Area A Advisory Planning Commission meeting held May 14, 2019
- Minutes of the Electoral Area B Advisory Planning Commission meeting held May 21, 2019.
- Minutes of the Electoral Area C Advisory Planning Commission meeting held April 18, 2019 (revised).
- Minutes of the Electoral Area C Advisory Planning Commission meeting held May 16, 2019.
- Minutes of the Agricultural Advisory Planning Commission meeting held May 23, 2019.

208

Carried

ELECTORAL AREA B– DEVELOPMENT VARIANCE PERMIT DV 4B 19 – 1551 HUDSON ROAD (ACORN)

A. Hamir/E. Grieve: THAT the report dated May 27, 2019 regarding Development Variance Permit Application DV 4B 19 to increase the maximum height for an accessory building from 6.0 metres to 7.5 metres at 1551 Hudson Road (Acorn) be received.

208 and 213

Carried

B. Labute, Planner, provided an overview of the staff report regarding DV 4B 19 for 1551 Hudson Road (Acorn).

The Chair called for any members of the public that may wish to speak regarding DV 4B 19 – 1551 Hudson Road (Acorn). There were no speakers.

A. Hamir/E. Grieve: THAT the Comox Valley Regional District Board approve the Development Variance Permit DV 4B 19 (Acorn) to increase the maximum permitted height for an accessory building from 6.0 metres to 7.5 metres for property described as Lot A, District Lot 239, Comox District, Plan EPP36680, Except Part in Plan EPP38389, PID 029-269-377(1551 Hudson Road);

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

208 and 213

Carried

Director Arbour entered the meeting at 10:11 am.

**ELECTORAL AREA B– DEVELOPMENT VARIANCE PERMIT DV 5B 19 – 1719 CLOUDCROFT ROAD
(LAWRENCE)**

A. Hamir/E. Grieve: THAT the report dated May 27, 2019 regarding Development Variance Permit Application DV 5B 19 to to increase the maximum height for an accessory building from 6.0 metres to 7.0 metres at 1719 Cloudcroft Road (Lawrence) be received.

208 and 213

Carried

A. Hamir/D. Arbour: THAT the correspondence dated June 6, 2019 from Robin Clarke, 2310 Seabank Road, regarding DV 5B 19 - 1719 Cloudcroft Road (Lawrence) be received.

Carried

B. Labute, Planner, provided an overview of the staff report regarding DV 5B 19 for 1719 Cloudcroft Road (Lawrence).

Kevin and Shannon Lawrence, applicants, were in attendance at the meeting.

The Chair called for any members of the public that may wish to speak regarding DV 5B 19 – 1719 Cloudcroft Road (Lawrence). There were no speakers.

D. Arbour/A. Hamir: THAT the Comox Valley Regional District Board approve the Development Variance Permit DV 5B 19 (Lawrence) to increase the maximum permitted height for an accessory building from 6.0 metres to 7.0 metres for property described as Lot 29, Block 1 of Block 71, Comox District, Plan 9815, PID 001-009-737 (1719 Cloudcroft Road);

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

208 and 213

Carried

DELEGATIONS:

Dr. Andrew Mark, Louise McMurray and Rachelle Chinnery, Hornby Island Arts Council, provided information regarding a proposal to build a new Hornby Island Arts Centre and outlined their request for \$175,000 in Community Works Funds in support of the project.

- Class C estimate, construction management proposal and cashflow forecast from AFC Construction.

- Hornby Island Arts Council five-year business plan (2019-2023).
- Secure funding
- Letters of Support
- Permitting, approvals and tenure

A. Hamir/D. Arbour: THAT the presentation from Dr. Andrew Mark, Louise McMurray and Rachelle Chinnery of the Hornby Island Arts Council, be received.

208

Carried

The meeting recessed at 10:41 am and reconvened at 10:45 am.

REPORTS CONTINUED

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ 3C 18 - FORBIDDEN PLATEAU ROAD (FRY/TAYOR)

D. Arbour/A. Hamir: THAT the report dated May 28, 2019 to consider requested additional information regarding proposed Zoning Bylaw Amendment RZ 3C 18 to allow for a four hectare minimum lot area so the lot could be subdivided into four parcels on Forbidden Plateau Road (Fry/Taylor) be received.

208 and 213

Carried

J. MacLean, Rural Planner, provided an overview of the staff report regarding RZ 3C 18 for Forbidden Plateau Road (Fry/Taylor).

Dennis Fry, applicant, was in attendance at the meeting.

A. Hamir/D. Arbour: THAT the board deny application RZ 3C 18 (Fry/Taylor) to rezone Lot 4, Block 249, Comox District, Plan EPP11657, PID 028-704-550 (Forbidden Plateau Road), which would have enabled subdivision to create four hectare parcels.

208 and 213

Carried

NAY: E. Grieve

ELECTORAL AREA C - AGRICULTURAL LAND RESERVE NON-FARM USE ALR 3C 19 - 7392 HOWARD ROAD (NADEAU/WELK)

R. Dyson, Chief Administrative Officer, recused himself from the meeting at 11:09 am due to a potential perceived conflict of interest in relation to his spouse's position as chair of the Agricultural Land Commission.

D. Arbour/A. Hamir: THAT the report dated June 4, 2019 regarding Agricultural Land Reserve Application ALR 3C 19 to allow for a secondary dwelling in the form of a manufactured home inhabited by the property owner or their immediate family at 7392 Howard Road (Nadeau/Welk) be received.
208 and 213 Carried

J. MacLean, Rural Planner, provided an overview of the staff report regarding ALR 3C 19 for for 7392 Howard Road (Nadeau/Welk).

Kristina Welk, applicant, was in attendance at the meeting.

A. Hamir/D. Arbour: THAT the Agricultural Land Commission be advised that the Comox Valley Regional District supports Agricultural Land Reserve Non-Farm Use application ALR 3C 19 (Nadeau/Welk) concerning the addition of a secondary dwelling in the form of a manufactured home, located on Lot 15, Block 29, Comox District, Plan 2262, Except Part in Plan VIP74837, PID 006-400-906 (7392 Howard Road) with the recommendation that an approval be subject to the condition that the manufactured home be removed once it is no longer inhabited by the property owner or their immediate family;

AND FINALLY THAT the application ALR 3C 19 (Nadeau/Welk) for the non-farm use of property within the Agricultural Land Reserve be forwarded to the Agricultural Land Commission for final consideration.
208 and 213 Carried

R. Dyson returned to the meeting at 11:19 am.

ELECTORAL AREA C - SITE SPECIFIC FLOODPLAIN SETBACK REDUCTION - UNADDRESSED LOT ALONG COMOX LAKE MAINLINE (COMOX VALLEY REGIONAL DISTRICT)

D. Arbour/A. Hamir: THAT the report dated June 6, 2019 regarding a request for a site specific exemption to the floodplain setback to allow construction of a building(s) associated with the Comox Lake raw water pump station as part of the Comox Valley Water Treatment Project be received.
208 and 213 Carried

C. Gore, Manager of Capital Projects, provided an overview of the staff report regarding a request for a site specific exemption to the floodplain setback to allow construction of a building(s) associated with the Comox Lake raw water pump station as part of the Comox Valley Water Treatment Project.

A. Hamir/D. Arbour: THAT the board grant a site specific exemption of the floodplain setback for the purposes of locating building(s) associated with the Comox Valley Water Treatment Project's raw water

pump station in the vicinity of the lakeshore on Lot A, Sections 32 and 33, Township 10, Comox District, Plan EPP90548, PID 030-774-535 (unaddressed lot along Comox Lake Mainline);

AND FINALLY THAT, as a condition of the site specific exemption, the Comox Valley Regional District building services department not issue final occupancy for a building within 15 metres of the natural boundary of Comox Lake on the property described as Lot A, Sections 32 and 33, Township 10, Comox District, Plan EPP90548, PID 030-774-535 (unaddressed lot along Comox Lake Mainline) until a restrictive covenant is registered on the title under Section 219 of the Land Title Act, specifying conditions that would enable the land to be safely used for the use intended according to the terms of the professional engineer's report by Sarah Morse, P.Eng., PMP, of Golder Associates Ltd, dated May 28, 2019, which will form part of the restrictive covenant.

208 and 213

Carried

COMPREHENSIVE RURAL ZONING BYLAW REVIEW – EXTERNAL AGENCY AND FIRST NATIONS REFERRALS

D. Arbour/A. Hamir: Report dated June 6, 2019 regarding approval to undertake the external agency and First Nations referrals for the draft Rural Comox Valley Zoning Bylaw for receipt.

208 and 213

Carried

T. Trieu, Manager of Planning Services, provided an overview of the staff report regarding approval to undertake the external agency and First Nations referrals for the draft Rural Comox Valley Zoning Bylaw.

A. Hamir/D. Arbour: THAT the board endorse the agency referral list as outlined in Appendix D of staff report dated June 6, 2019, and direct staff to commence the external agency referral process for the draft Rural Comox Valley Zoning Bylaw;

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

DENMAN ISLAND - BULK WATER SERVICE UPDATE

D. Arbour/A. Hamir: THAT the report dated June 7, 2019 regarding an update on a temporary bulk water filling station for Denman Island for summer 2019 be received.

207

Carried

K. La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the staff report regarding an update on a temporary bulk water filling station for Denman Island for summer 2019.

CHEMICAL TREATMENT OF INVASIVE PLANT SPECIES

A. Hamir/D. Arbour: THAT the report dated June 3, 2019 presenting information comparing treatments for invasive plant removal including a financial comparison of mechanical versus chemical treatments be received.

209

Carried

M. Harrison, Acting Manager of Parks, provided an overview of the staff report regarding information comparing treatments for invasive plant removal including a financial comparison of mechanical versus chemical treatments.

COMMUNITY SERVICES – OPERATIONAL HIGHLIGHTS

D. Arbour/A. Hamir: THAT the report dated June 3, 2019 regarding an update on key operational items not reflected in the strategic plan or management reports be received.

208

Carried

A. Hamir/D. Arbour: THAT the Community Services Branch provide operational highlight updates in June and October of each year.

208

Carried

NEW BUSINESS:

HORNBY ISLAND ARTS COUNCIL

D. Arbour/A. Hamir: THAT staff be directed to bring forward a report outlining the availability of Community Works Funds (CWF) for the duration of the current agreement, identify current and potential use of the CWF funds and outlining the agreements and resolutions required to authorize a \$175,000 contribution to the Hornby Island Arts Council for a new community arts centre.

208

Carried

IN-CAMERA:

D. Arbour/A. Hamir: 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; and,

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: 12:18 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 1:05 pm.

TERMINATION:

D. Arbour/A. Hamir: THAT the meeting terminate.
208

Carried

Time: 1:05 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Lisa Dennis
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the _____ day of _____,
20____.
Legislative Services Assistant