

Monday, May 10, 2021

Minutes of the meeting of the Electoral Areas Services Committee held on May 10, 2021 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:	A. Hamir	Lazo North (Area B)
Vice-Chair:	E. Grieve	Puntledge/Black Creek (Area C)
Director:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
Staff:	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	M. Foort	Chief Financial Officer
	A. Mullaly	General Manager of Planning and Development
	M. Rutten	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

ATTENDANCE:

D. DeMarzo, General Manager of Community Services, attended via electronic means.

Also in attendance at the meeting were B. Chow, T. Trieu, D. Thiessen, J. MacLean, A. Yasinski, and V. Schau, CVRD.

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:

E. Grieve/D. Arbour: THAT the Electoral Areas Services Committee management report dated May 2021 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

D. Arbour/A. Hamir: THAT the the following items be received:

- Minutes of the Area A Advisory Planning Commission meeting held April 6, 2021;

- Minutes of the Area C Advisory Planning Commission meeting held April 8, 2021;
- Minutes of the Agricultural Planning Commission meeting held April 15, 2021; and
- Minutes of the Area B Advisory Planning Commission meeting held April 28, 2021.

208

Carried

ELECTORAL AREA A - DEVELOPMENT VARIANCE PERMIT DV 1A 21 – 6650 ISLAND HIGHWAY SOUTH (LATTA)

E. Grieve/D. Arbour: THAT the report dated April 22, 2021 regarding Development Variance Permit DV 1A 21, 6650 Island Highway South (Latta) to reduce the minimum front yard setback as it pertains to Craft Road from 7.5 metres to 6.0 metres for the foundation of a single detached dwelling be received.

208 and 213

Carried

D. Thiessen, Planner, provided an overview of the report regarding Development Variance Permit DV 1A 21, 6650 Island Highway South (Latta).

Michael and Roswitha Latta, applicants, attended the meeting via electronic means.

D. Arbour/E. Grieve: THAT the Comox Valley Regional District Board approve Development Variance Permit DV 1A 21 (Latta) to reduce the front yard setback pertaining to Craft Road from 7.5 metres to 6.0 metres for the foundation of a new single detached dwelling, on property described as Lot 1 of Lot 31G of Section 2A, Nelson District, Plan 23003, PID 003-213-447 (6650 Island Highway South);

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

208 and 213

Carried

ELECTORAL AREA C - REQUEST FOR LETTER OF CONCURRENCE, 3301 MACAULAY ROAD (SITE PATH CONSULTING) PUNTLEDGE - BLACK CREEK

D. Arbour/E. Grieve: THAT the report dated April 27, 2021 regarding a request by SitePath Consulting Ltd., on behalf of TELUS Communications Inc., for a Letter of Concurrence in relation to the proposed development of a 48.1 metre telecommunications tower be received.

208 and 213

Carried

D. Thiessen, Planner, provided an overview of the report regarding a request by SitePath Consulting Ltd., on behalf of TELUS Communications Inc., for a Letter of Concurrence in relation to the proposed development of a 48.1 metre telecommunications tower.

Brian Gregg, applicant's representative, attended the meeting via electronic means.

E. Grieve/D. Arbour: THAT the addendum be considered.

208

Carried

E. Grieve/D. Arbour: THAT the correspondence received on May 10, 2021 from Sharon Clarke and Bill Engleson regarding their concerns related to the proposed TELUS Robinson Lake Cell Tower Proposal be

received.

Carried

D. Arbour/E. Grieve: THAT Innovation, Science, and Economic Development Canada be advised that TELUS Communications Inc. and SitePath Consulting Ltd. have satisfactorily consulted with the Comox Valley Regional District and have completed the required public consultation process for the proposed telecommunications tower on property described as Lot B, Section 21, Township 4 and of Block 29, Comox District, Plan EPP53081, PID 029-776-279 (3301 Macaulay Road), and that the Comox Valley Regional District concurs with the proposal;

AND FINALLY THAT the Letter of Concurrence request that TELUS consider the possibility of using the fibre optic connection to feed back into the DSL system.

208 and 213

Carried

ELECTORAL AREA A - SITE SPECIFIC FLOODPLAIN SETBACK REDUCTION (SLATER AND DUTTON)

D. Arbour/E. Grieve: THAT the report dated May 5, 2021 regarding Site Specific Floodplain Setback Reduction Application FR 1A 21, (Slater and Dutton) for a proposed residential development located at Lince Road be received.

208 and 213

Carried

B. Chow, Planner, provided an overview of the report regarding Site Specific Floodplain Setback Reduction Application FR 1A 21, (Slater and Dutton).

Tim Slater, applicant, attended the meeting via electronic means.

D. Arbour/E. Grieve: THAT consideration of the Site Specific Floodplain Setback Reduction Application FR 1A 21, (Slater and Dutton) be deferred to the June 14, 2021 meeting to enable staff to collaborate with the owners regarding connectivity opportunities for the Royston Seaside Trail.

208 and 213

Carried

ELECTORAL AREA C - REZONING APPLICATION RZ 2C 20 - MACAULAY ROAD AND 8723 ISLAND HIGHWAY (M AND C LEIGHTON HOLDINGS LTD., AND R. LEIGHTON HOLDINGS LTD.)

E. Grieve/D. Arbour: THAT the report dated May 5, 2021 regarding Rezoning Application RZ 2C 20 (M&C Leighton Holdings Ltd. and R. Leighton Holdings Ltd.) to rezone five properties to allow for outdoor recreation, recreational vehicle camping, special events, and other related commercial and assembly uses; and to recommend external referral be received.

208 and 213

Carried

J. MacLean, Planner, provided an overview of the report regarding Rezoning Application RZ 2C 20 (M&C Leighton Holdings Ltd. and R. Leighton Holdings Ltd.).

Kevin Brooks, applicant's representative, and Rob Leighton, applicant, attended the meeting via electronic means.

E. Grieve/D. Arbour: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix B of staff report dated May 5, 2021, and direct staff to commence the external agency referral process for properties known as:

- Lot 2, Block 29, Comox District, Plan VIP70241, PID 024-701-599 (2380 Macaulay Road and 8723 Island

Highway)

- Lot 2, Block 29, Comox District, Plan VIP58479, PID 018-677-487 (2305 and 2295 Shiloh Road)
- Part Lot 2, Block 29, Comox District, Plan 5517, except VIP74773, PID 005-972-281 (unaddressed lot off Macaulay Road)
- Lot 1, Block 29, Comox District, Plan VIP70241, PID 024-701-581 (8699 Island Highway)
- Lot A, Block 29, Comox District, Plan EPP33408, PID 029-845-629 (unaddressed lot off Macaulay Road) as part of a proposed amendment (RZ 2C 20, Leighton) 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 C - DEVELOPMENT PERMIT DP 5C 21 – 8376 ISLAND HIGHWAY NORTH (SIEFERT/ LAMBERTS)

E. Grieve/D. Arbour: THAT the report dated May 4, 2021 regarding Development Permit DV 5C 21, 8376 Island Highway North (Siefert/ Lamberts), related to the construction of a single detached dwelling under the Farmland Protection Guidelines be received.

208 and 213

Carried

J. MacLean, Planner, provided an overview of the report regarding Development Permit DV 5C 21, 8376 Island Highway North (Siefert/ Lamberts).

Chad Siefert and Jill Lamberts, applicants, attended the meeting via electronic means.

E. Grieve/D. Arbour: THAT the Comox Valley Regional District Board approve the Farm Land Protection Development Permit DP 5C 21 (Siefert/ Lamberts) on the property described as Parcel A (DD 92319-N) of Lot 1, Block 29, Comox District, Plan 6878, PID 005-781-248 (8376 Island Highway N.) for the demolition of buildings and the construction of a new house and garage with a minimum 7 metre setback from the agricultural property and fencing and vegetative buffer along both the north and south side lot lines;

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

208 and 213

Carried

The committee recessed at 11:06 am and reconvened at 11:16 am.

COMOX VALLEY AGRICULTURAL PLAN UPDATE

E. Grieve/D. Arbour: THAT the report dated May 5, 2021 regarding an update on agricultural planning and an opportunity to apply for grant funding to the Investment Agriculture Foundation’s Local Government Partnership Program be received.

208 and 213

Carried

J. MacLean, Planner, provided an overview of the report regarding an update on agricultural planning and an opportunity to apply for grant funding to the Investment Agriculture Foundation’s Local Government

E. Grieve/D. Arbour: THAT the Comox Valley Regional District Board approve submitting an application to the Investment Agriculture Foundation's Local Government Partnership Program for the purposes of updating the Comox Valley Agricultural Plan.

208 and 213

Carried

FIREWORKS SERVICE REVIEW

D. Arbour/E. Grieve: THAT the report dated April 27, 2021 regarding an overview of the current fireworks regulations of each local authority, available options to the Comox Valley Regional District's fireworks service, and changes and bylaw amendments that were implemented following the 2017 and 2019 service reviews of the Comox Valley Regional District's Fireworks Regulations Bylaw No. 1971 be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the report regarding a fireworks service review.

UNION BAY IMPROVEMENT DISTRICT CONVERSION UPDATE

E. Grieve/D. Arbour: THAT the report dated May 4, 2021 regarding the Union Bay Improvement District conversion to the Comox Valley Regional District be received.

208

Carried

J. Warren, Deputy Chief Administrative Officer, provided an overview of the report regarding the Union Bay Improvement District conversion to the Comox Valley Regional District.

D. Arbour/E. Grieve: THAT staff be directed to bring forward the service establishing bylaws for the Union Bay Water Service, Union Bay Fire Protection Service and Union Bay Street Lighting Service for first, second and third readings;

AND FURTHER THAT the board authorize participating area approval for Electoral Area A to be given by the Electoral Area Director consenting in writing to adoption of such service establishing bylaws in accordance with Section 347 of the Local Government Act.

208

Carried

E. Grieve/D. Arbour: THAT the board support the continuation of the advisory body known as the Union Bay Improvement District Working Group to provide advice and input respecting all matters relating to the Union Bay Water Service, Union Bay Fire Protection Service and Union Bay Street Lighting Service;

AND FURTHER THAT the working group meet as required until September 30, 2021.

208

Carried

COMMUNITY HALLS - OUTDOOR WASHROOM FUNDING REQUESTS

E. Grieve/D. Arbour: THAT the report dated May 5, 2021 to seek support for the provision of funding to electoral area community halls for the construction of outdoor washrooms be received.

209

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding funding to electoral area community halls for the construction of outdoor washrooms.

E. Grieve/D. Arbour: THAT an allocation of \$36,000 from the Comforts Stations Service, function 686, be committed for distribution to assist the Black Creek Community Centre, Merville Community Hall and the Union Bay Community Club for the construction of outdoor washrooms.

209

Carried

BC SAFE RESTART GRANT PROGRAM FUNDING - SECOND INSTALLMENT

D. Arbour/E. Grieve: THAT the report dated May 5, 2021 regarding funding opportunities associated with community recovery and the COVID-19 pandemic, for the assignment of additional funds provided under the BC Safe Restart grant program be received.

208

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding funding opportunities associated with community recovery and the COVID-19 pandemic, for the assignment of additional funds provided under the BC Safe Restart grant program.

E. Grieve/D. Arbour: THAT \$40,000 of the second installment of the BC Safe Restart Grant of \$402,000 be allocated for the construction of outdoor washrooms at the Black Creek Community Centre, Merville Community Hall and the Union Bay Community Club;

AND FURTHER THAT staff consult with the Electoral Area Directors regarding distribution of the remainder of the funds.

208

Carried

SUMMARY OF RATIONALE FOR MULTIFAMILY WATER RATES

D. Arbour/E. Grieve: THAT the report dated May 7, 2021 regarding the rationale and considerations made in development and implementation of the current Comox Valley Water System Water Local Service Area multifamily rates be received.

209

Carried

K. La Rose, Acting General Manager of Engineering Services, provided an overview of the report regarding the rationale and considerations made in development and implementation of the current Comox Valley Water System Water Local Service Area multifamily rates.

NEW BUSINESS:

TEMPORARY WORKER LIVING ACCOMMODATIONS

D. Arbour/E. Grieve: THAT the correspondence dated April 22, 2021 from Director Hamir to request a review on the merits and feasibility of providing a pilot program for temporary accommodations for seasonal workers be received.

208 and 213

Carried

D. Arbour/E. Grieve: THAT staff perform a cursory review and report back on the merits and feasibility of providing a pilot program to permit the use of recreational vehicles for seasonal worker accommodation on

designated properties.
208 and 213

Carried

EMERGENCY OPERATIONS CENTRE - UPDATE

E. Grieve/D. Arbour: THAT the update provided by H. Siemens, Comox Valley Emergency Program Coordinator, regarding the Emergency Operations Centre Policy Group meetings be received.

Carried

IN-CAMERA:

D. Arbour/E. Grieve: THAT the committee adjourn to an in-camera session pursuant to the following subsection of section 90 of the Community Charter:

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: 12:52 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 2:58 pm.

TERMINATION:

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

Carried

Time: 2:58 pm.

Confirmed by:

Arzeena Hamir
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 _____, 20__.