

Monday, June 18, 2018

Minutes of the meeting of the Electoral Areas Services Committee held on June 18, 2018 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:	R. Nichol	Lazo North (Area 'B')
Directors:	B. Jolliffe	Baynes Sound-Denman/Hornby Islands (Area 'A')
Staff:	R. Dyson	Chief Administrative Officer
	A. Mullaly	Acting 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. Martens	Manager of Legislative Services
	L. Dennis	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 June 2018 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

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

- Minutes of the Electoral Area A Advisory Planning Commission meeting held May 28, 2018.

- Minutes of the Electoral Area B Advisory Planning Commission meeting held May 31, 2018.

- Minutes of the Agricultural Advisory Planning Commission meeting held May 24, 2018.

208

Carried

ELECTORAL AREA A– DEVELOPMENT VARIANCE PERMIT DV 5A 18 – LOT 50, SECTION 2, NEWCASTLE DISTRICT, PLAN 22008 (GOODRIDGE & TURRIFF)

B. Jolliffe/R. Nichol: THAT the report dated May 16, 2018 regarding Development Variance Permit Application DV 5A 18 to increase the maximum permitted height for an accessory building from 6.0 metres to 6.5 metres at Lot 50, Section 2, Newcastle District, Plan 22008 (Goodridge & Turriff) be received.
208 and 213 Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview regarding DV 5A 18 - Lot 50, Section 2, Newcastle District, Plan 22008 (Goodridge & Turriff).

B. Jolliffe/R. Nichol: THAT the correspondence dated June 12, 2018 from Ray Roberts regarding DV 5A 18 - Lot 50, Section 2, Newcastle District, Plan 22008 (Goodridge & Turriff) be received.
208 and 213 Carried

The Chair called for any members of the public that may wish to speak regarding DV 5A 18 - Lot 50, Section 2, Newcastle District, Plan 22008 (Goodridge & Turriff). There were no speakers.

B. Jolliffe/R. Nichol: THAT the board approve the Development Variance Permit DV 5A 18 (Goodridge & Turriff) to increase the maximum permitted height for an accessory building from 6.0 metres to 6.5 metres for property described as Lot 50, Section 2, Newcastle District, Plan 22008, PID 000-176-982;

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

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ 1C 18 - 4320 & 4356 CAMCO ROAD (WING)

B. Jolliffe/R. Nichol: THAT the report dated May 24, 2018 regarding comments received from First Nations and external agencies, to recommend first and second readings to the proposed bylaw to use Section 514 of the Local Government Act (RSBC, 2015, c. 1) (LGA) to subdivide the subject property to provide residence for a relative, and to recommend a public hearing date for Rezoning Application RZ 1C 18 for 4320 and 4356 Camco Road (Wing) be received.
208 and 213 Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview of the staff report regarding Zoning Bylaw Amendment Application RZ 1C 18 for 4320 and 4356 Camco Road (Wing).

Mark and Katherine Wing, applicants, were in attendance at the meeting.

R. Nichol/B. Jolliffe: THAT the board give first and second readings to Bylaw No. 538, being the "Comox Valley Zoning Bylaw, 2005, Amendment No. 75" which rezones Lot A, District Lot 136, Comox District, Plan 8418, PID 005-548-926 (4320 & 4356 Camco Road, Wing) from Country Residential One (CR-1) to Country Residential One Exception 8 (CR-1-8);

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. 538, being the "Comox Valley Zoning Bylaw, 2005, amendment No. 75" (RZ 1C 18).

208 and 213

Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT RZ 2C 18 - 2410 SACKVILLE ROAD (MACKENZIE AND HEYNCK)

Chair Grieve vacated the chair in order to speak to Zoning Bylaw Amendment Application RZ 2C 18. Vice-Chair Nichol assumed the chair at 10:10 am.

B. Jolliffe/R. Nichol: THAT the report dated June 11, 2018 regarding comments received from First Nations and external agencies, and recommending denial of the Zoning Bylaw Amendment Application RZ 2C 18 to permit the proposed Water and Beverage Bottling use at 2410 Sackville Road be received.

208 and 213

Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview of the staff report regarding Zoning Bylaw Amendment Application RZ 2C 18 for 4320 & 4356 Camco Road (Wing).

Christopher MacKenzie, applicant, was in attendance at the meeting.

E. Grieve/B. Jolliffe: THAT the correspondence dated June 15, 2018 from the applicants, Christopher MacKenzie and Regula Heynck, be received.

208 and 213

Carried

E. Grieve/R. Nichol: THAT Zoning Bylaw Amendment Application RZ 2C 18 to permit Water and Beverage Bottling use on the property described as Lot C, Block 29, Comox District, Plan 25306, PID 002-904-713 (2410 Sackville Road) proceed to public hearing following first reading to the bylaw.

208 and 213

Carried

NAY: B. Jolliffe

Chair Grieve resumed the chair at 10:32 am.

The meeting recessed at 10:32 am and reconvened at 10:40 am.

ELECTORAL AREA B - FEE REFUND REQUEST FOR WITHDRAWN APPLICATIONS (SHORELINE PROTECTION DEVICES AND STEEP SLOPES DEVELOPMENT PERMITS) - 1808, 1814, 1810, 1806, 1796, 1800, 1798, 1826, 1818 ASTRA ROAD

B. Jolliffe/R. Nichol: THAT the report dated June 7, 2018 regarding a fee refund request for nine related development permit applications at 1808, 1814, 1810, 1806, 1796, 1800, 1798, 1826, 1818 Astra Road (Taker/Ulmi/Alsop/Salter/Wong/Speakman/Healy/Ray-Coulthart-Dewey) that were withdrawn be received.

208 and 213

Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview of the staff report regarding a fee refund request for nine related development permit applications at 1808, 1814, 1810, 1806, 1796, 1800, 1798, 1826, 1818 Astra Road that were withdrawn.

Kathy Ray, applicants representative, was in attendance at the meeting.

R. Nichol/B. Jolliffe: THAT the board approve a fee refund request from the owners of 1808, 1814, 1810, 1806, 1796, 1800, 1798, 1826 and 1818 Astra Road (files DP 9B 17, DP 10B 17, DP 11B 17, DP 12B 17, DP 13B 17, DP 14B 17, DP 15B 17, DP 18B 17 and DP 21B 17), on the basis of a 50 per cent refund of the original application fee.

208 and 213

Carried

NAY: E. Grieve

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

B. Jolliffe/R. Nichol: THAT the report dated June 13, 2018 regarding seeking approval to undertake the external agency and First Nations referrals for the draft Rural Comox Valley Zoning Bylaw be received.

208 and 213

Carried

T. Trieu, Assistant Manager of Planning Services, presented an overview of the staff report regarding the comprehensive rural zoning bylaw review.

R. Nichol/B. Jolliffe: THAT the board endorse the agency referral list as outlined in Appendix D of staff report dated June 13, 2018, 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

OFFICIAL COMMUNITY PLAN AMENDMENT, LOCAL GOVERNMENT ACT SECTION 514

B. Jolliffe/R. Nichol: THAT the report dated June 7, 2018 regarding approval to remove Section 44.(6) of the Official Community Plan that requires parcels proposed for subdivision, in accordance with Section 514 (subdivision to provide residence for a relative) of the Local Government Act (RSBC, 2015, c. 1) (LGA), be two times the size of the minimum parcel size required in the zoning be received.

208 and 213

Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview of the staff report regarding Official Community Plan (OCP) amendment to remove Section 44.(6) of the OCP that requires parcels proposed for subdivision, in accordance with Section 514 (subdivision to provide residence for a relative) of the Local Government Act (RSBC, 2015, c. 1) (LGA), be two times the size of the minimum parcel size required in the zoning.

B. Jolliffe/R. Nichol: THAT proposed Bylaw No. 514 being the "Rural Comox Valley Official Community Plan

Bylaw No. 337, 2014, Amendment 3”, which removes Section 44.(6) of the Official Community Plan that requires parcels proposed for subdivision in accordance with Section 514 of the Local Government Act (RSBC, 2015, c. 1) be two times the size of the minimum parcel size required in the zoning, be given first and second reading;

AND THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix B, of staff report dated June 7, 2018, and direct staff to start the external agency referral process as part of a proposed amendment of Bylaw No. 514;

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

FLOODPLAIN COVENANT MODIFICATION REQUEST - 7861 MACARTNEY DRIVE (SHIRKIE & AU)

R. Nichol/B. Jolliffe: THAT the report dated June 5, 2018 regarding a request to modify an historic floodplain restrictive covenant registered on a developed residential parcel by reducing the flood construction level (FCL) from 3.0 metres to 1.5 metres, in accordance with the floodplain bylaw for 7861 MacArtney Drive (Shirkie and Au) be received.

208 and 213

Carried

A. Mullaly, Acting General Manager of Planning Services, provided an overview of the staff report regarding a floodplain covenant modification request for 7861 MacArtney Drive (Shirkie and Au).

R. Nichol/B. Jolliffe: THAT the board approve the request to modify the restrictive covenant (EG126032) to reduce the flood construction level from 3.0 metres to 1.5 metres for the property described as That Part of District Lot 47, New Castle District, Lying to the South of the Centre Line of Coal Creek, Except that Part in the Right of Way of the Esquimalt and Nanaimo Railway Company as Registered under No. 5964F and Except Part in Plans 391R, VIP57345, VIP61292, VIP61649 and VIP61961, PID 009-670-301 (7861 MacArtney Drive – Shirkie and Au);

AND FINALLY THAT a Comox Valley Regional District officer be authorized to sign the modification instrument attached as Appendix B to the staff report dated June 5, 2018.

208 and 213

Carried

FIRE AND RESCUE SERVICES AGREEMENT – MUTUAL AID

R. Nichol/B. Jolliffe: THAT the report dated June 11, 2018 regarding endorsement to extend the current fire and rescue services mutual aid agreement allowing Comox Valley Regional District fire departments to request assistance, or respond to requests for assistance from other local fire departments on a cost recovery basis; and to provide an update regarding the mutual aid agreement with Canadian Forces Base Comox be received.

209

Carried

J. Bast, Manager of Fire Services, provided an overview of the staff report regarding extending the current fire and rescue services mutual aid agreement and updates to the mutual aid agreement with Canadian

Forces Base Comox.

B. Jolliffe/R. Nichol: THAT the board approve the extension and amendment of the current Fire and Rescue Services Mutual Aid Agreement with the City of Campbell River, City of Courtenay, Town of Comox, Village of Cumberland, Union Bay Improvement District, and the Ships Point Improvement District, for a five-year term (May 10, 2018 – May 10, 2023), as outlined in staff report dated June 11, 2018;

AND FINALLY THAT the Chair and Corporate Legislative Officer be authorized to execute the agreement.

210

Carried

FORBIDDEN PLATEAU FIRE PROTECTION FEASIBILITY STUDY

B. Jolliffe/R. Nichol: THAT the report dated May 25, 2018 regarding the final Forbidden Plateau fire protection feasibility study and to recommend that the regional district work to support local residents' efforts for fire protection be received.

207

Carried

J. Warren, General Manager of Corporate Services, provided an overview of the staff report regarding the final Forbidden Plateau fire protection feasibility study.

B. Jolliffe/R. Nichol: THAT the Forbidden Plateau Road area residents (via the Forbidden Plateau Road Association – FPRA) be notified of any relevant community meetings and/or consultation opportunities associated with the Community Wildfire Protection Plan for the purpose of identifying future grant applications.

207

Carried

R. Nichol/B. Jolliffe: THAT Comox Valley Regional District be open to Forbidden Plateau Road Association funding applications for an eligible community project under a future intake of the Union of BC Municipalities' Strategic Wildfire Prevention FireSmart program.

207

Carried

R. Nichol/B. Jolliffe: THAT the Comox Valley Regional District be open to requests from the Forbidden Plateau Residents Association (or applicable organization) to help facilitate access to grant programs in support of community-led fire protection.

207

Carried

IMPLEMENTING THE COMOX VALLEY WATER DISTRIBUTION SERVICES MERGER

B. Jolliffe/R. Nichol: THAT the report dated June 13, 2018 regarding implementation of the Comox Valley Water Distribution Service by introducing the financial fairness for capital assets policy, related parcel tax bylaws and a communications strategy be received.

209

Carried

J. Warren, General Manager of Corporate Services, presented an overview of the staff report regarding implementation of the Comox Valley Water Distribution Service by introducing the financial fairness for capital assets policy, related parcel tax bylaws and a communications strategy.

R. Nichol/B. Jolliffe: THAT the 'Financial Fairness for Capital Assets (Greater Comox Valley Water Distribution Service Policy' be approved;

AND FURTHER THAT bylaws to repeal expired services and unnecessary parcel taxes, amend existing parcel taxes, transfer reserve funds and introduce new parcel taxes be considered by the board be adopted;

AND FINALLY THAT the communication strategy presented in Appendix G to the staff report dated June 13, 2018 be approved in order to inform the residents and property owners in the Greater Comox Valley Water Distribution Service about the administrative changes and financial impacts.

209

Carried

The meeting recessed at 12:15 pm and reconvened at 12:21 pm.

FEES AND CHARGES BYLAW- CONNECTION COST UPDATES FOR ROYSTON AND THE COMOX VALLEY WATER SYSTEM WATER LOCAL SERVICE AREAS

R. Nichol/B. Jolliffe: THAT the report dated June 13, 2018 regarding an update to the water service fees and charges bylaw to reflect an up to date cost for the installation of water meters and provide a limit of liability for residents in relation to leak related charges for Royston and Comox Valley Water System (CVWS) Water Local Service Areas (WLSAs) be received.

209

Carried

Z. Berkey, Engineering Analyst, provided an overview of the staff report regarding an update to the water services fees and charges bylaw.

R. Nichol/B. Jolliffe: THAT Bylaw No.111 being the "Royston Water Service Regulation, Fees and Charges Bylaw No.111, 2010" be amended as per the revised bylaw attached as Appendix A.

209

Carried

R. Nichol/B. Jolliffe: THAT Bylaw No.2866 being the "Comox Valley Water Systems Regulation, Fees and Charges Bylaw No.2866, 2006" be amended as per the revised bylaw attached as Appendix B.

209

Carried

IN-CAMERA:

R. Nichol/B. Jolliffe: THAT the committee adjourn to an in-camera session pursuant to the following subsection(s) 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;
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; and,
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: 12:24 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 1:46 pm.

TERMINATION:

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

208

Carried

Time: 1:46 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____.