

Monday, July 12, 2021

Minutes of the meeting of the Electoral Areas Services Committee held on July 12, 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:

<b>Chair:</b>	A. Hamir	Lazo North (Area B)
<b>Vice-Chair:</b>	E. Grieve	Puntledge/Black Creek (Area C)
<b>Director:</b>	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
<b>Staff:</b>	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

### 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 July 2021 be received.

208

Carried

E. Grieve/A. Hamir: That staff bring back to the Electoral Areas Services Committee the report regarding working with K'ómoks First Nation and municipalities with respect to public access to lower Tsolum and Puntledge Rivers for consideration.

209

Carried

### REPORTS:

#### **ADVISORY PLANNING COMMISSION MINUTES**

E. Grieve/D. Arbour: THAT the minutes of the Area C Advisory Planning Commission meeting held June 17, 2021 be received.

208

Carried

#### **ROADSIDE GARBAGE AND RECYCLING COLLECTION NEXT STEPS**

E. Grieve/A. Hamir: THAT the report dated July 9, 2021 presenting the results of the roadside garbage and recycling collection Alternative Approval Process (AAP) for the Northern, Central and Southern Garbage Collection Service Areas, providing a summary of the Phase 2 resident engagement undertaken, providing a reflection on the intended goals and outcomes of this proposed service, and finally providing a recommendation for next steps, be received.

208

Carried

V. Schau, Senior Manager of CSWM Services, provided an overview of the report regarding the results of the roadside garbage and recycling collection AAP for the Northern, Central and Southern Garbage Collection Service Areas and the recommended next steps.

D. Arbour/A. Hamir: THAT the Comox Valley Regional District Board not seek approval by assent of the electors for:

- Bylaw No. 648 being the “Comox Valley Regional District Northern Garbage Collection Service Establishment Bylaw No. 648, 2021”;
- Bylaw No. 649 being the “Comox Valley Regional District Central Garbage Collection Service Establishment Bylaw No. 649, 2021”;
- Bylaw No. 650 being the “Comox Valley Regional District Southern Garbage Collection Service Establishment Bylaw No. 650, 2021”;

AND FURTHER THAT first, second and third readings of Bylaw No. 648, Bylaw No. 649 and Bylaw No. 650 be rescinded.

208

Carried

D. Arbour/E. Grieve: THAT staff be directed to evaluate the feedback received and assess options for supporting some of the objectives of the proposed roadside garbage and recycling services within the broader context of the Comox Strathcona Waste Management service initiatives and report back to the electoral area directors through the 2022-2026 financial planning process.

208

Carried

## **RESTRUCTURING OF REGULATORY SERVICES - UPDATE**

D. Arbour/E. Grieve: THAT the report dated July 2, 2021 regarding the public outreach as per the approved communication plan and to re-introduce the amendment bylaws for third reading prior to Ministry approval of the bylaws be received.

209

Carried

A. Yasinski, Manager of Bylaw Compliance, provided an overview of the report regarding the restructuring of regulatory services.

E. Grieve/A. Hamir: THAT the board give third reading to Bylaw No. 645 being “Comox Valley Animal Control Extended Service Conversion Bylaw No. 2266, 2000, Amendment No. 1” attached as Appendix A to the staff report, and Bylaw No. 646, “Regional District Fireworks Regulation Extended Service Conversion Bylaw No. 2002, 1997, Amendment No. 3” attached as Appendix B to the staff report;

AND FURTHER THAT Bylaws No. 645 and 646 be forwarded to the Inspector of Municipalities for approval.

209

Carried

## **COMMUNITY SERVICES - OPERATIONAL HIGHLIGHTS**

D. Arbour/E. Grieve: THAT the report dated June 28, 2021 regarding an update on key operational items not reflected in the strategic plan or management reports be received.

208

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding operational highlights for Community Services.

## **ELECTORAL AREAS ARTS AND CULTURE GRANT PROGRAM FUNDING**

D. Arbour/E. Grieve: THAT the report dated June 28, 2021 regarding the allocation of grant funding from the Electoral Areas Arts and Culture Grant Program be received.

209

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding the Electoral Areas Arts and Culture Grant Program.

E. Grieve/D. Arbour: THAT the Electoral Areas Arts and Culture Grant Service, function 615, provide \$3,000 to Three Legged Dog Productions to support their nine performances at Filberg Park this summer, \$850 to Comox Valley Writers Society for their fifth annual North Island Writers Conference to take place at North Island College in January 2022 and \$10,000 to Comox Valley Exhibition Association for a three day family-friendly festival on the Comox Valley Exhibition Grounds in August 2021.

209

Carried

The committee recessed at 11:17 am and reconvened at 11:23 am

## **2021 RURAL COMMUNITY GRANT CONSIDERATIONS**

E. Grieve/D. Arbour: THAT the report dated July 8, 2021 regarding the additional Rural Community Grant applications submitted since April 2021 be received.

208

Carried

D. DeMarzo, General Manager of Community Services, provided an overview of the report regarding the 2021 Rural Community Grant considerations.

D. Arbour/E. Grieve: THAT the 2021 Rural Community Grants be awarded for the amounts to the organizations as follows:

Black Creek Community Association - \$10,000.00

Roy Creek Salmonid Enhancement Society - \$9,000.00 (\$8,483 from Electoral Area A and \$258.50 from both Electoral Areas B and C)

208

Carried

## **2021-2025 FINANCIAL PLAN – BUDGET AMENDMENT – UNION BAY CONNECTOR TRAIL BAYNES SOUND,**

## AREA B AND AREA C PARKS & GREENWAYS SERVICE, FUNCTION 621

E. Grieve/D. Arbour: THAT the report dated July 7, 2021 regarding a financial plan amendment under the Baynes Sound, Electoral Areas B and C Parks and Greenways Service, function 621, to accommodate the higher than expected capital cost for the Union Bay connector trail project be received.

209

Carried

M. Harrison, Manager of Parks, provided an overview of the report regarding a financial plan amendment under the Baynes Sound, Electoral Areas B and C Parks and Greenways Service, function 621.

D. Arbour/E. Grieve: THAT the 2021-2025 financial plan and capital expenditure program for the Baynes Sound, Electoral Areas B and C Parks and Greenways Service, function 621, be amended by increasing land improvement expenditures in 2021 by \$25,000 for the Union Bay Connector Trail capital project (No. 1124) to support increased construction costs for the project. This is to be funded by a corresponding further contribution from the parks and greenways capital works reserve (855).

209

Carried

## TSOLUM RIVER AGRICULTURAL WATERSHED PLAN – PHASE TWO RESULTS AND RECOMMENDATIONS

D. Arbour/E. Grieve: THAT the report dated July 8, 2021 regarding the Phase Two results of the Tsolum River Agricultural Watershed Plan, and proposed next steps be received.

209

Carried

D. Monteith, Manager of Liquid Waste Planning, with V. Van Tongeren, Environmental Analyst, presented information regarding Phase Two results of the Tsolum River Agricultural Watershed Plan, and proposed next steps.

E. Grieve/D. Arbour: THAT the Comox Valley Regional District continue to work with K'ómoks First Nation in developing a collaborative approach to water management for the Tsolum River watershed and advocating with the Province for the use of water management tools under the Water Sustainability Act.

209

Carried

D. Arbour/E. Grieve: THAT staff be directed to proceed with a watershed stewardship service scoping study to investigate options for improved service delivery by the Comox Valley Regional District.

209

Carried

E. Grieve/D. Arbour: THAT a review of land use planning and policy to protect watershed health and support agriculture be addressed in stakeholder consultation and drafting of the Comox Valley Agricultural Plan update.

209

Carried

E. Grieve/D. Arbour: THAT the Comox Valley Regional District collaborate with the provincial Ministry of Agriculture and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, on efforts to assist existing users in licensing their wells, and supporting producers in developing on-farm water storage options.

209

Carried

A. Hamir/E. Grieve: THAT staff collaborate with federal and provincial ministers regarding funding options

to support the Tsolum River Agricultural Wastershed Plan – Phase Two study work.

209

Carried

## **UNION BAY LOCAL SERVICE AREAS FINANCIAL OVERVIEW**

D. Arbour/E. Grieve: THAT the report dated July 9, 2021 providing a financial overview on the three new Comox Valley Regional District (CVRD) local service areas in Electoral Area A for fire, water, and streetlighting services to be established with the conversion of the Union Bay Improvement District (UBID) effective July 1, 2021, be received.

207

Carried

K. Douville, Manager of Financial Planning, provided an overview of the report regarding a financial overview of the Union Bay service areas.

D. Arbour/E. Grieve: THAT staff prepare a report for the August 9, 2021 Electoral Areas Services Committee meeting regarding the option to assign community works funds to the three priority projects for Union Bay as identified in the staff report dated July 9, 2021.

207

Carried

## **DENMAN/HORNBY ISLANDS BROADBAND INTERNET SERVICE CONNECTION**

D. Arbour/E. Grieve: THAT the report dated July 7, 2021 regarding a means of providing a community capital contribution towards broadband connectivity on Denman and Hornby Islands be received.

208

Carried

J. Warren, Deputy Chief Administrative Officer, provided an overview of the report regarding Denman/Hornby Islands broadband internet service connection.

E. Grieve/D. Arbour: THAT the Comox Valley Regional District proceed with the required public engagement and approval process for a broadband connectivity service on Denman and Hornby Islands as described in the staff report dated July 7, 2021, including conducting a referendum for the new service in fall 2021 and providing a conditional letter of support to CityWest for a proposed partnering agreement.

208

Carried

### **IN-CAMERA:**

D. Arbour/E. Grieve: THAT the committee adjourn to an in-camera session pursuant to the following sub-sections 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; and

90(1)(g) Litigation or potential litigation affecting the regional district.

208

Carried

Time: 1:14 pm.

### **RISE AND REPORT:**

The committee rose from its in-camera session at 1:24 pm and reported as follows:

THAT staff coordinate a strategy session with the Electoral Area Directors to further consider the creation of a rural economic development service;

AND THAT this strategy session be held as a public meeting.

**TERMINATION:**

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

Carried

Time: 1:24 pm

Confirmed by:

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Arzeena Hamir  
Chair

Certified Correct:

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Lisa Dennis  
Manager of Legislative Services

Recorded By:

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Antoinette Baldwin  
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the \_\_\_\_\_ day of July 2021