
Monday, March 05, 2018

Minutes of the meeting of the Electoral Areas Services Committee held on March 05, 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
	B. Dunlop	Corporate Financial Officer
	A. MacDonald	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
	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:

B. Jolliffe/R. Nichol: THAT the Electoral Areas Services Committee management report dated March 2018 be received.

208 and 213

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

B. Jolliffe/R. Nichol: THAT the minutes of the Area C Advisory Planning Commission meeting held February 21, 2018 be received.

208

Carried

R. Nichol/B. Jolliffe: THAT the minutes of the Area B Advisory Planning Commission meeting held February 22, 2018 be received.

208

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT - 2422 AND 2424 CATHERWOOD ROAD (WALKER/BRUTON)

B. Jolliffe/R. Nichol: THAT the report dated February 15, 2018 regarding a Development Variance Permit (DVP) to decrease the minimum front yard setback from 7.5 metres to 7.0 metres for a partially constructed single detached dwelling be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the report regarding DV 1C 18 - 2422 and 2424 Catherwood Road (Walker/Bruton).

M. Toulmin, the applicant's representative, was in attendance and spoke to the application.

There were no comments from the public at the meeting regarding DV 1C 18 - 2422 and 2424 Catherwood Road (Walker/Bruton).

R. Nichol/B. Jolliffe: THAT the board approve the Development Variance Permit DV 1C 18 (Walker/Bruton) to decrease the minimum front yard setback from 7.5 metres to 7.0 metres for a partially constructed single detached dwelling on a property described as Lot 1, Block 29, Comox District, Plan 25378, PID 002-913-623 (2422 and 2424 Catherwood Road);

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

208 and 213

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT - 542 AND 544 WILLIAMS BEACH ROAD (MAVRONICOLAS / BARBERA)

B. Jolliffe/R. Nichol: THAT the report dated February 23, 2018 regarding a Development Variance Permit (DVP) to increase the maximum height for an accessory building from 6.0 metres to 6.8 metres be received.

208 and 213

Carried

A. Mullaly, Manager of Planning Services, provided an overview of the report regarding DV 2C 18 - 542 and 544 Williams Beach Road (Mavronicolas / Barbera).

The applicant, S. Mavronicolas was in attendance.

There were no comments from the public at the meeting regarding DV 2C 18 - 542 and 544 Williams Beach Road (Mavronicolas / Barbera).

R. Nichol/B. Jolliffe: THAT the board approve the Development Variance Permit DV 2C 18 (Mavronicolas / Barbera) to increase the height for an accessory building from 6.0 metres to 6.8 metres for a property described as Fractional East 1/2 of the North East 1/4 of Section 34, Township 6, Comox District, Plan 552-E, Except Part in Plans 24264, 27876 and 45386, PID 007-991-908 (542 and 544 Williams Beach Road);

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

208 and 213

Carried

ELECTORAL AREA C - ZONING BYLAW AMENDMENT - 4320 AND 4356 CAMCO ROAD (WING)

B. Jolliffe/R. Nichol: THAT the report dated February 19, 2018 regarding an external agency and First Nations referrals for a proposed rezoning 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 be received.
208 and 213 Carried

A. Mullaly, Manager of Planning Services, provided an overview of the report regarding an external agency and First Nations referrals for a proposed rezoning 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.

The applicants, M. Wing and K. Wing, were in attendance.

R. Nichol/B. Jolliffe: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix A of staff report dated February 19, 2018, and direct staff to start the external agency referral process for Lot A, District Lot 136, Comox District, Plan 8418, PID 005-548-926 (Wing) as part of a proposed amendment (RZ 1C 18) of Bylaw No. 2781, being the "Comox Valley Zoning Bylaw, 2005";

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

ADDENDUM:

B. Jolliffe/R. Nichol: THAT the correspondence regarding an update on the Tsolum River Agricultural Watershed Plan be added to the addendum as a new item.
208 Carried

VARY THE AGENDA:

B. Jolliffe/R. Nichol: THAT the agenda be varied to consider the addendum regarding an update on the Tsolum River Agricultural Watershed Plan prior to item E.5, Zoning Bylaw Amendment - 2410 Sackville Road (MacKenzie & Heynck), of the agenda.
208 Carried

TSOLUM RIVER WATERSHED PLAN - UPDATE

B. Jolliffe/R. Nichol: THAT the correspondence regarding the status of phase one work to complete an Agricultural Watershed Plan for the Tsolum River watershed be received.
208 Carried

M. Rutten, General Manager of Engineering Services, provided an update regarding the status of phase one work to complete an Agricultural Watershed Plan for the Tsolum River watershed.

ELECTORAL AREA C - ZONING BYLAW AMENDMENT - 2410 SACKVILLE ROAD (MACKENZIE & HEYNCK)

Chair Grieve vacated the role of presiding member at 10:31 am and Vice-Chair Nichol assumed the role of

presiding member.

B. Jolliffe/E. Grieve: THAT the report dated February 23, 2018 regarding an external agency and First Nations referrals for a proposed site-specific rezoning to permit water and beverage bottling be received.
208 and 213 Carried

A. Mullaly, Manager of Planning Services, provided an overview of the report regarding an external agency and First Nations referrals for a proposed site-specific rezoning to permit water and beverage bottling.

The applicants, C. MacKenzie and R. Heynck were in attendance and spoke to the application.

E. Grieve/B. Jolliffe: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix B of staff report dated February 23, 2018, with the addition of the Agricultural Watershed Planning Advisory Committee, the Agricultural Advisory Planning Commission and Fisheries and Oceans Canada, and direct staff to start the external agency referral process for Lot C, Block 29, Comox District, Plan 25306, PID 002-904-713 (MacKenzie & Heynck) as part of a proposed amendment (RZ 2C 18) of Bylaw No. 2781, being the "Comox Valley Zoning Bylaw, 2005";

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

The meeting recessed at 10:48 am and reconvened at 10:58 am.

Chair Grieve resumed the role of presiding member.

UPDATE FROM SENIOR GOVERNMENT AGENCIES ON UNUSED AQUACULTURE TENURES AND UPDATED HARMONIZED APPLICATION FORMS

B. Jolliffe/R. Nichol: THAT the report dated February 26, 2018 regarding an update from senior government agencies on unused aquaculture tenures and updated harmonized application forms be received.
208 and 213 Carried

A. MacDonald, General Manager of Planning and Development Services, presented information regarding an update from senior government agencies on unused aquaculture tenures and updated harmonized application forms.

B. McCorquodale and G. Kosmider, Fisheries and Oceans Canada, and L. Fettes, Ministry of Forests Lands and Natural Resource Operations and Rural Development, were in attendance to speak to the following documents:

- BC Shellfish Aquaculture Debris Strategy & Action Plan;

- Guide to the Pacific Shellfish Aquaculture Application;

- Pacific Shellfish Aquaculture New Site Application; and

- Part II - Information for the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development

ELECTORAL AREA B - REQUEST TO PLACE NOTICE ON TITLE, 5862 ALDERGROVE DRIVE (PAGUIN/KORPAN)

R. Nichol/B. Jolliffe: THAT the report dated February 13, 2018 regarding a recommendation to place a Notice on Title for failing to obtain the required permits for the construction of a deck and accessory structure (yurt) be received.

209

Carried

D. Mirabelli, Manager of Building Services, and T. Trieu, Assistant Manager of Planning Services, provided information on the report regarding a recommendation to place a Notice on Title for failing to obtain the required permits for the construction of a deck and accessory structure (yurt).

R. Nichol/B. Jolliffe: THAT pursuant to Section 57 of the Community Charter, the board approves filing a notice with the Land Title and Survey Authority of British Columbia against land legally described as Lot 3, Block 29, Comox District, Plan 19922, PID 003-643-654 (5862 Aldergrove Dr.), for failure to comply with Building Bylaw No. 142, being the "Comox Valley Regional District Building Bylaw No. 142, 2011";

AND FURTHER THAT the board direct the owner of the property to remove the structure above the deck and adjust the grade to comply with Development Permit DP 4B 16, approved in 2016;

AND FINALLY THAT if the structure is not removed within 90 days, authorize proceeding with legal action in efforts to obtain compliance for known life safety infractions.

209

Carried

KING COHO WASTEWATER SERVICE – FEES AND CHARGES BYLAW

R. Nichol/B. Jolliffe: THAT the report dated March 2, 2018 regarding the proposed fees and charges bylaw for the King Coho Wastewater Service be received.

207

Carried

D. Monteith, Engineering Analyst, provided an overview of the report regarding the proposed fees and charges bylaw for the King Coho Wastewater Service.

R. Nichol/B. Jolliffe: THAT proposed Bylaw No. 518 being "King Coho Fees and Charges Bylaw No. 518, 2018", attached as Appendix A in the staff report dated March 2, 2018, be brought forward for the Comox Valley Regional District Board consideration upon acceptance of a utility transfer agreement

207

Carried

SANDWICK RECOMMENDED 2018-2022 FINANCIAL PLAN

B. Jolliffe/R. Nichol: THAT the report dated March 2, 2018 regarding the recommended 2018-2022 financial plan for the Sandwich Water Local Service Area (WLSA) be received.

207

Carried

K. La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the report regarding the recommended 2018-2022 financial plan for the Sandwich Water Local Service Area (WLSA).

R. Nichol/B. Jolliffe: THAT the recommended 2018-2022 financial plan for the Sandwich Water Local Service Area, Function 306, be approved.

207

Carried

NEW BUSINESS:

INTERGOVERNMENTAL ENGAGEMENT

B. Jolliffe/R. Nichol: THAT the information provided by R. Dyson, Chief Administrative Officer, regarding the upcoming intergovernmental engagement meeting with K'ómoks First Nation (KFN) be received.

208

Carried

TERMINATION:

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

208

Carried

Time: 11:43 am.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Recording Secretary

These minutes were received by the Comox Valley Regional District board on the _____ day of March, 2018.