

**Monday, September 14, 2020**

**Minutes of the meeting of the Electoral Areas Services Committee held on September 14, 2020 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>	E. Grieve	Puntledge/Black Creek (Area C)
<b>Vice-Chair:</b>	A. Hamir	Lazo North (Area B)
<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
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	D. DeMarzo	General Manager of Community Services
	J. Martens	General Manager of Corporate Services
	A. Baldwin	Legislative Services Assistant

### **ATTENDANCE:**

Also in attendance at the meeting were D. Thiessen, B. Chow, D. Monteith, V. Van Tongeren, T. Trieu, 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:**

A. Hamir/D. Arbour: THAT the Electoral Areas Services Committee management report 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 August 4, 2020;
- Minutes of the Area C Advisory Planning Commission meeting held August 13, 2020; and

-Minutes of the Area B Advisory Planning Commission meeting held August 18, 2020.

208

Carried

#### **ELECTORAL AREA B - DEVELOPMENT VARIANCE PERMIT DV 3B 20 - 107 GAGE ROAD (SILCOX)**

D. Arbour/A. Hamir: THAT the report dated August 27, 2020 regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox) to reduce the minimum required road frontage to enable a parcel line realignment be received.

208 and 213

Carried

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

- Correspondence dated September 8, 2020 from Susan Field, 106 Gage Road, regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox);

- Correspondence received from Irwin and Gina Rensvold, 104 Sandcliff Drive, regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox);

- Correspondence received from Judith Walker, 146 Gage Road, regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox); and

- Correspondence received from Tom Grant, 138 Gage Road, regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox).

208 and 213

Carried

D. Thiessen, Planner, provided an overview of the report regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox).

Robert Silcox, applicant, was in attendance at the meeting and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 3B 20, 107 Gage Road (Silcox).

Irwin Rensvold, adjacent neighbour, spoke in support of the application.

A. Hamir/D. Arbour: THAT the Board approve the Development Variance Permit DV 3B 20 (Silcox) to reduce the required road frontage for the purposes of subdivision from 10 per cent to 0.78 per cent on property described as Lot 1, District Lot 140, Comox District, Plan 41961, PID 001-037-978 (107 Gage Road);

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

208 and 213

Carried

#### **ELECTORAL AREA B - DEVELOPMENT VARIANCE PERMIT DV 4B 20 - 72 BEECH STREET (LONG)**

D. Arbour/A. Hamir: THAT the report dated September 3, 2020 regarding a Development Variance Permit

application DV 4B 20, 72 Beech Street (Long) to reduce the minimum front yard setback as it pertains to Holmes Street from 7.5 metres to 1.0 metre for the construction of a detached garage be received.

208 and 213

Carried

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

- E-mail correspondence dated September 8, 2020 from Kelly Isbister, adjacent neighbour, regarding Development Variance Permit application DV 4B 20, 72 Beech Street (Long);

- E-mail correspondence dated September 10, 2020 from Slava Simice, 71 Stafford Street, regarding Development Variance Permit application DV 4B 20, 72 Beech Street (Long); and

- E-mail correspondence dated September 11, 2020 from Ilona Horgen, adjacent neighbour, regarding Development Variance Permit application DV 4B 20, 72 Beech Street (Long).

208 and 213

Carried

D. Thiessen, Planner, provided an overview of the report regarding Development Variance Permit application DV 4B 20, 72 Beech Street (Long).

Bob Long, applicant, was in attendance at the meeting and spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 4B 20, 72 Beech Street (Long). There were no speakers.

A. Hamir/D. Arbour: THAT the Board approve the Development Variance Permit DV 4B 20 (Long) to reduce the front yard setback pertaining to Holmes Street from 7.5 metres to 1.0 metre on property described as Lot B, District Lot 110, Comox District, Plan VIP82713, Except Part in Plan EPP26601, PID 026-997-363 (72 Beech Street);

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

208 and 213

Carried

#### **ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT DV 3C 20 - 4040 MARSDEN ROAD (HOLBROOK AND VORSTER)**

A. Hamir/D. Arbour: THAT the report dated August 27, 2020 regarding Development Variance Permit DV 3C 20, 4040 Marsden Road (Holbrook and Vorster) to reduce the side yard setbacks for the relocation of a mobile home be received.

208 and 213

Carried

D. Arbour/A. Hamir: THAT the e-mail correspondence from Emily Ferguson, adjacent neighbour, regarding Development Variance Permit DV 3C 20, 4040 Marsden Road (Holbrook and Vorster) be received.

208 and 213

Carried

B. Chow, Rural Planner, provided an overview of the report regarding Development Variance Permit DV 3C 20, 4040 Marsden Road (Holbrook and Vorster).

Pieter Vorser and Caila Holbrook, applicants, were in attendance at the meeting via electronic means.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit DV 3C 20, 4040 Marsden Road (Holbrook and Vorster) There were no speakers.

D. Arbour/A. Hamir: THAT the Board approve the Development Variance Permit DV 3C 20 (Holbrook and Vorster) to reduce the side yard setbacks for the relocation of a mobile home from 3.5 metres to 1.25 metres for its foundation, and from 1.75 metres to 1.1 metres for its gutters on property described as Lot 1, District Lot 234, Comox District, Plan 27683, PID 002-165-261 (4040 Marsden Road) with the condition that a visual buffer along the portion of the mobile home be implemented and maintained for the life of this building;

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

208 and 213

Carried

### **ELECTORAL AREA C - SUBDIVISION WITHIN THE AGRICULTURAL LAND RESERVE 7985 ISLAND HIGHWAY NORTH (PEETERS)**

R. Dyson, Chief Administrative Officer, recused himself from the meeting at 10:42 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 September 1, 2020 regarding a two-lot subdivision application within the Agricultural Land Reserve for 7985 Island Highway North (Peeters) be received.

208 and 213

Carried

B. Chow, Rural Planner, provided an overview of the report regarding a two-lot subdivision application within the Agricultural Land Reserve for 7985 Island Highway North (Peeters).

Amy and Brian Peeters, applicants, were in attendance at the meeting and spoke to the application.

A. Hamir/D. Arbour: THAT Agricultural Land Reserve application ALR 1C 20 (Peeters) for a two-lot subdivision of the property described as Lot A, Block 29, Comox District, Plan VIP61660, PID 023-153-776 (7985 Island Highway North) be refused;

AND FINALLY THAT the application not be referred to the Agricultural Land Commission.

208 and 213

Carried

NAY: E. Grieve

R. Dyson, Chief Administrative Officer, returned to the meeting at 11:13 am.

### **WATER/WASTEWATER SYSTEM TRANSFER TO CVRD - POLICY UPDATE**

A. Hamir/D. Arbour: THAT the report dated September 11, 2020 regarding an updated policy framework to guide the future transfer of water and wastewater systems to the Comox Valley Regional District be received.

208

Carried

V. Van Tongeren, Environmental Analyst, and Darryl Monteith provided information regarding an updated

policy framework to guide the future transfer of water and wastewater systems to the Comox Valley Regional District.

D. Arbour/A. Hamir: THAT Comox Valley Regional District Board Policy P101 “Transfer of water or wastewater systems to regional district”, as shown in Appendix B of the staff report dated September 11, 2020, be approved.

208

Carried

#### **HORNBY ISLAND - COMPOSTING TOILETS STUDY**

D. Arbour/A. Hamir: THAT the report dated September 9, 2020 regarding the results of a feasibility study for management of composting toilets residuals on Hornby Island be received.

207

Carried

V. Van Tongeren, Environmental Analyst, provided an overview of the report regarding the results of a feasibility study for management of composting toilets residuals on Hornby Island.

Ian Ralston, TRAX Developments Ltd., presented information via electronic means.

D. Arbour/A. Hamir: THAT the option of collecting composting toilet residuals at the Hornby Island Waste Management Centre for transport to and processing at the Comox Valley Sewerage Service’s biosolids composting facility be further investigated, including the following:

- a. Present study results to Hornby Island Residents’ and Ratepayers’ Association to discuss operational impacts at the Hornby Island Waste Management Centre;
- b. Confirm if central collection and transport can fit within scope of existing 360 function;
- c. Confirm appropriate land-use with Islands Trust;
- d. Seek approval from the Comox Valley Sewerage Service for processing residuals at biosolids composting facility in Cumberland; and
- e. Present study results to Hornby Island community.

AND FURTHER THAT a follow up report on the results of this further investigation be brought to the Electoral Areas Services Committee in early 2021, with a recommendation on whether to proceed or not proceed with implementation.

207

Carried

D. Arbour/A. Hamir: THAT composting toilet residuals management information be developed for inclusion in the Comox Valley Regional District’s septic education program, targeted to residents on Hornby and Denman islands, and other areas where composting toilet usage is identified.

207

Carried

#### **NEW BUSINESS:**

With the unanimous consent of the committee members an item was added to the agenda under New Business to discuss a review of the Comox Valley Regional District's regulations on keeping backyard chickens.

D. Arbour/A. Hamir: THAT staff be directed to bring forward a staff report on the possibility of reducing the minimum lot size for keeping backyard chickens in the Comox Valley Regional District.

208 and 213

Carried

**IN-CAMERA:**

D. Arbour/A. Hamir: THAT the committee adjourn to an in-camera session pursuant to the following sub-section 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: 12:01 pm

**RISE AND REPORT:**

The committee rose from its in-camera session at 12:42 pm.

**TERMINATION:**

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

208

Carried

Time: 12:42 pm.

Confirmed by:

---

Edwin Grieve  
Chair

Certified Correct:

---

Jake Martens  
General Manager of Corporate Services

Recorded By:

---

Antoinette Baldwin  
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the \_\_\_\_\_ day of September, 2020.