

Tuesday, March 19, 2019

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on Tuesday, March 19, 2019 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

Chair:	B. Wells	City of Courtenay
Vice-Chair:	A. Hamir	Lazo North (Area 'B')
Directors:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area 'A')
	W. Morin	City of Courtenay
	E. Grieve	Puntledge/Black Creek (Area 'C')
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	J. Ketler	Village of Cumberland
	B. Leigh	Oyster Bay – Buttle Lake (Area 'D')
	K. Grant	Town of Comox
Alt. Director:	W. Cole-Hamilton	City of Courtenay
Staff:	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial 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

ATTENDANCE:

Director Leigh was not in attendance when the meeting was called to order.

RECOGNITION OF TRADITIONAL TERRITORY:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

IN-CAMERA MEETING:

K. Grant/D. Arbour: THAT the board adjourn to an in-camera session pursuant to the following sub-section(s) of section 90 of the Community Charter:

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;

90(1)(c) Labour relations or employee negotiations;

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;

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

90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

90(1)(j) Information that is prohibited, or information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

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 board, could reasonably be expected to harm the interests of the regional district if they were held in public;

90(2)(b) The consideration of information received and held in confidence relating to negotiations between the regional district and the provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

AND FINALLY THAT the in-camera portion convene immediately following the open portion of the meeting.

208

Carried

Note: the volume of references above to the Community Charter reflect the board's consideration of the annual release of in-camera information in accordance with the Release of Closed Meeting Minutes policy.

ADOPTION OF MINUTES:

K. Grant/D. Arbour: THAT the minutes of the Comox Valley Regional District Board meeting dated February 26, 2019 be adopted.

208

Carried

BUSINESS ARISING FROM MINUTES:

COMOX VALLEY AIRPORT COMMISSION - APPOINTMENT

The following resolution was passed at the February 26, 2019 Comox Valley Regional District Board in-camera meeting and is being publicly released as the appointment of Mr. Frost to the Comox Valley Airport Commission has been confirmed:

"THAT the Comox Valley Airport Commission be advised that the Comox Valley Regional District Board concur with the reappointment of Mr. Andy Frost to the commission;

AND FURTHER THAT the board rise and report on this resolution subject to confirmation by the airport

commission."

PETITIONS AND DELEGATIONS:

COMOX VALLEY COMMUNITY FOUNDATION

D. Arbour/K. Grant: THAT the presentation from Matt Beckett, President and Colin Sauer, Director, regarding the 2018 Comox Valley Vital Signs Report be received.

208

Carried

Director Leigh entered the meeting at 4:07 pm.

ISLAND CORRIDOR FOUNDATION

D. Frisch/E. Grieve: THAT the presentation from Larry Stevenson, Chief Executive Officer and Andrea Thomas, Manager, regarding an update on the Island Corridor Foundation be received.

208

Carried

The meeting recessed at 5:42 pm and reconvened at 6:04 pm.

REPORTS:

INTEGRATED REGIONAL TRANSPORTATION SELECT COMMITTEE - FEBRUARY 25, 2019

D. Arbour/K. Grant: THAT the minutes of the Integrated Regional Transportation Select Committee dated February 25, 2019 be received.

208

Carried

BLACK CREEK - OYSTER BAY SERVICES COMMITTEE - MARCH 5, 2019

K. Grant/B. Leigh: THAT the minutes of the Black Creek - Oyster Bay Services Committee dated March 5, 2019 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - MARCH 5, 2019

K. Grant/D. Arbour: THAT the minutes of the Electoral Areas Services Committee dated March 5, 2019 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - MARCH 5, 2019

W. Cole-Hamilton/D. Frisch: THAT the minutes of the Comox Valley Water Committee dated March 5, 2019 be received.

208

Carried

COMOX VALLEY SPORTS CENTRE COMMISSION - MARCH 5, 2019

K. Grant/W. Cole-Hamilton: THAT the minutes of the Comox Valley Sports Centre Commission dated March 5, 2019 be received.

208

Carried

BLACK CREEK - OYSTER BAY SERVICES COMMITTEE - MARCH 11, 2019

K. Grant/B. Leigh: THAT the minutes of the Black Creek - Oyster Bay Services Committee dated March 11, 2019 be received.

208

Carried

B. Leigh/K. Grant: THAT the Volunteer Fire Department Fire Chief Compensation Policy, dated July 30, 2013, be rescinded and that Fire Chief compensation align with the Comox Valley Regional District exempt staff compensation model.

209

Carried

ELECTORAL AREAS SERVICES COMMITTEE - MARCH 11, 2019

K. Grant/D. Arbour: THAT the minutes of the Electoral Areas Services Committee dated March 11, 2019 be received.

208

Carried

E. Grieve/W. Morin: THAT the board approve the Development Variance Permit DV 1C 19 (Di Fruscia) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building at property described as Lot 18, Block, 29, Comox District, Plan 26260, PID 002-740-281 (2441 Oakes Road);

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

208 and 213

Carried

K. Grant/D. Arbour: THAT the board approve the Development Variance Permit DV 2C 19 (Roberts) to increase the maximum building height from 6.0 metres to 7.0 metres for a proposed accessory building at property described as Lot 2, Section 9, Township 9, Comox District, Plan 24678, PID 002-802-562 (4364 Forbidden Plateau Road);

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

K. Grant/E. Grieve: THAT the board give first and second reading to Bylaw No. 568, being the “Comox Valley Zoning Bylaw, 2005, Amendment No. 78” for property known as Parcel A (DD 10199W) of Lot 21, Block 29, Comox District, Plan 4267, PID 005-027-462 (2245 Schulz Road), which rezones the entire property from Country Residential One (CR-1) and Residential One B (R-1B) to Residential One Exception Nine (R-1-9) that incorporates density bonus regulations;

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. 568, being the “Comox Valley Zoning Bylaw, 2005, Amendment No. 78” (RZ 4C 18).

W. Morin/D. Arbour: THAT the board approve the Development Variance Permit DV 2B 19 (Nap) to increase the maximum building height from 10.0 metres to 11.2 metres for a proposed principal building at property described as Lot B, District Lot 245, Comox District, Plan EPP36758, PID 029-260-388 (Sand Pines Crescent);

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

K. Grant/D. Arbour: THAT the public consultation plan for the comprehensive zoning bylaw review be initiated as outlined in staff report dated March 6, 2019.

E. Grieve/D. Arbour: THAT staff be directed to proceed with a petition process for those property owners within Electoral Area A that fall within the proposed extension of the Royston Garbage Collection Service as outlined on Schedule "A" attached to the staff report dated February 19, 2019;

AND FURTHER THAT if sufficient and valid petition is received pursuant to the Local Government Act and the Regional District Establishing Bylaw Approval Exemption Regulation, staff be directed to bring forward an amendment to Bylaw No. 118 being “Royston Garbage Collection Service Establishment Bylaw No. 118, 2010” to advance the boundary extension proposal;

AND FINALLY THAT subject to sufficient and valid petition being received, the Director for Electoral Area A, being the service participant, consent to the amendment of Bylaw No. 118 being “Royston Garbage Collection Service Establishment Bylaw No. 118, 2010” in writing.

K. Grant/D. Arbour: THAT the Board consider three readings of an amendment to Bylaw No. 1567 being the “Denman Island Water Local Service Area Conversion and Establishment Bylaw No. 1567, 1993” to exclude the property within the Denman Island Water Local Service Area indicated on the map provided as Appendix A to the staff report dated February 19, 2019;

AND FURTHER THAT the Electoral Area Director for Baynes Sound – Denman/Hornby Islands (Electoral Area A), as the participant in the Denman Island Water Local Service, consent to the amendment of the service

establishment bylaw in writing;

AND FINALLY THAT the Board consider adoption of the amending bylaw.

207

Carried

K. Grant/W. Morin: THAT up to \$5,000 of Baynes Sound – Denman/Hornby Islands (Electoral Area A) feasibility study funds, function 154, be allocated to assess the potential for the Comox Valley Regional District to provide a bulk water service on Denman Island.

207

Carried

K. Grant/D. Arbour: THAT the Tsolum River Agricultural Watershed Plan Phase 1 report, attached as Appendix B to the staff report dated March 7, 2019, be received;

AND FURTHER THAT the Comox Valley Regional District Board support a grant application to the Investment Agriculture Foundation of British Columbia for funding for Phase Two of the Tsolum River watershed study.

208

Carried

D. Arbour/E. Grieve: THAT \$35,000 in community works funds be committed for the Phase Two Tsolum River watershed study, contingent upon a successful grant application under the Investment Agriculture Foundation of British Columbia program for matching funds;

AND FURTHER THAT the \$35,000 community works fund contribution be split evenly between Puntledge-Black Creek (Electoral Area C) and Lazo North (Electoral Area B).

208

Carried

D. Arbour/D. Frisch: THAT contingent upon a successful Investment Agriculture Foundation of British Columbia grant application, staff be directed to initiate Phase Two of the Tsolum River watershed planning process.

208

Carried

D. Arbour/K. Grant: THAT the Volunteer Fire Department Fire Chief Compensation Policy, dated July 30, 2013, be rescinded and that Fire Chief compensation align with the Comox Valley Regional District exempt staff compensation model.

209

Carried

D. Arbour/E. Grieve: THAT a public engagement strategy be initiated in Electoral Areas A, B and C;

AND FURTHER THAT the range of electoral area engagement methods be identified by individual Electoral Area Directors on an annual basis;

AND FURTHER THAT the engagement methods include

- general awareness for the public regarding Comox Valley Regional District services; and
- projects and outreach initiatives that are specific to the communities

AND FINALLY THAT funds for the public engagement come from a combination of the electoral areas

administration and those individual services that have projects and outreach initiatives in specific communities.

208

Carried

COMOX VALLEY SEWAGE COMMISSION - MARCH 12, 2019

D. Arbour/K. Grant: THAT the minutes of the Comox Valley Sewage Commission dated March 12, 2019 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - MARCH 12, 2019

K. Grant/D. Frisch: THAT the minutes of the Comox Valley Water Committee dated March 12, 2019 be received.

208

Carried

COMMITTEE OF THE WHOLE - MARCH 12, 2019

K. Grant/W. Cole-Hamilton: THAT the minutes of the Committee of the Whole dated March 12, 2019 be received.

208

Carried

COMMITTEE OF THE WHOLE - ELECTED OFFICIALS' FORUM - MARCH 12, 2019

K. Grant/D. Arbour: THAT the minutes of the Committee of the Whole - Elected Officials' Forum dated March 12, 2019 be received.

208

Carried

CLEAN COMMUNITIES FUND APPLICATION - EV CHARGING STATIONS

W. Cole-Hamilton/D. Frisch: THAT the report dated March March 14, 2019 seeking board approval to apply for the CleanBC Communities Fund Investing in Canada Infrastructure Program (ICIP) as part of a mid-Island collaboration to support the procurement and installation of Level 2 electric vehicle charging stations for public use at Comox Valley Regional District (CVRD) facilities, be received.

208

Carried

J. Meilleur, Project Coordinator - Transit and Sustainability, presented an overview of the staff report regarding an application to the CleanBC Communities Fund Investing in Canada Infrastructure Program (ICIP) for Level 2 electric vehicle charging stations.

W. Cole-Hamilton/D. Frisch: THAT the Comox Valley Regional District participate in the submission of an application for grant funding for the Comox Valley Public Electric Vehicle (EV) Charging Station Project through the CleanBC Clean Communities Fund, with the Regional District of Nanaimo as the lead applicant, and in collaboration with other mid-Island local governments;

AND FURTHER THAT the board supports the Comox Valley Public EV Charging Station Project and commits to install eight Level 2 EV charging stations, to a maximum cost of \$40,000, to be located at Comox Valley Regional District facilities for public use;

AND FURTHER THAT, upon a successful CleanBC Clean Communities Fund grant application, \$40,000 be allocated to the Comox Valley EV Charging Station Project in the 2020 financial plan.

208

Carried

E. Grieve/J. Ketler: THAT two public Level 2 electric vehicles charging stations be included in the construction of the new Comox Valley Regional District corporate office in 2019, at a cost of approximately \$23,000;

AND FURTHER THAT these costs associated with these charging stations be allocated from the contingency fund for the new Corporate Office building.

208

Carried

W. Cole-Hamilton/J. Ketler: THAT \$9,000 of unused funds from the 2015 Community Carbon Offset fund be reallocated to support the development of the Comox Valley electric vehicles strategy.

208

Carried

ISLAND CORRIDOR FOUNDATION REPRESENTATIVE

D. Frisch/D. Arbour: THAT the report dated March 14, 2019 seeking the Board's confirmation of the Comox Valley Regional District (CVRD) representative on the Island Corridor Foundation (ICF), be received.

208

Carried

A. Hamir/J. Ketler: THAT a letter be sent to the Island Corridor Foundation requesting that they take the necessary steps to immediately respect the appointment of Director Arbour as the Comox Valley Regional District representative to the Island Corridor Foundation, as resolved on December 18, 2018.

208

Carried

BYLAWS AND RESOLUTIONS:

K. Grant/D. Arbour: THAT Bylaw No. 568 being "Comox Valley Zoning Bylaw, 2005, Amendment No. 78" be given first and second readings concurrently.

208 and 213

Carried

Director Leigh left the meeting at 6:37 pm.

D. Frisch/K. Grant: THAT Bylaw No. 577 being "Comox Valley Regional District 2019 to 2023 Financial Plan

and Capital Expenditure Program Bylaw No. 577” be given first and second readings concurrently.

210

Carried

D. Arbour/K. Grant: THAT Bylaw No. 577 being “Comox Valley Regional District 2019 to 2023 Financial Plan and Capital Expenditure Program Bylaw No. 577” be read a third time.

210

Carried

D. Arbour/D. Frisch: THAT Bylaw No. 570 being “Denman Island Water Local Service Area Conversion and Establishment Bylaw, 1993, Amendment No. 4” be given first and second readings concurrently.

208

Carried

D. Arbour/E. Grieve: THAT Bylaw No. 570 being “Denman Island Water Local Service Area Conversion and Establishment Bylaw, 1993, Amendment No. 4” be read a third time.

208

Carried

D. Arbour/K. Grant: THAT Bylaw No. 521 being "Rural Cumberland Fire Protection Service Establishment Bylaw No. 192, 2011, Amendment No. 3" be adopted.

208

Carried

NEW BUSINESS:

PUBLIC HEARING - BYLAW NO. 568 (2245 SCHULZ ROAD)

D. Arbour/K. Grant: THAT the new business noticed dated March 14, 2019 regarding the scheduling of a public hearing for Bylaw No. 568 being "Comox Valley Zoning Bylaw, 2005, Amendment No. 78" (Pajak - 2245 Schulz Road), be received.

208

Carried

D. Arbour/K. Grant: WHEREAS the following bylaw has received first and second readings by the regional district board:

- Bylaw No. 568 being "Comox Valley Zoning Bylaw, 2005, Amendment No. 78" (Pajak - 2245 Schulz Road)

AND WHEREAS, pursuant to Section 464 (1) of the Local Government Act [RSBC 2015, c.1], it is necessary to hold a public hearing on the aforementioned bylaw;

THEREFORE BE IT RESOLVED THAT:

1. A public hearing will be held on April 9, 2019 at 7:00 pm;
2. The location of the public hearing will be at the Comox Valley Regional District boardroom located at 550b Comox Road, Courtenay, BC;
3. The holding of the public hearing be delegated to the Directors from Electoral Areas A, B and C with Director Grieve designated as the Chair and Directors Hamir and Arbour designated as First Vice-Chair and Second Vice-Chair respectively for the public hearing; and;
4. At least one (1) of the above-named delegates must be in attendance at the public hearing.

ADJOURN TO IN-CAMERA:

The board adjourned to its in-camera session at 6:46 pm.

RISE AND REPORT:

The board rose from its in-camera session at 7:54 pm and reported on the following resolution:

"THAT the board authorize the release of the 2018 Board closed meeting minutes following the severing of information as identified in Appendix A of the staff report dated January 28, 2019."

TERMINATION:

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

208

Carried

Time: 7:54 pm.

Confirmed this _____ day of _____ 20__:

Bob Wells
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services