

Monday, July 15, 2019

Minutes of the meeting of the Electoral Areas Services Committee held on Monday, July 15, 2019 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:	D. Arbour	Baynes Sound-Denman/Hornby Islands (Area A)
Director:	A. Hamir	Lazo North (Area B)
Staff:	B. Dunlop	Corporate Financial Officer
	S. Smith	General Manager of Planning and Development Services
	M. Rutten	General Manager of Engineering Services
	J. Zbindin	Acting General Manager of Community Services
	J. Warren	Acting Chief Administrative Officer
	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:

A. Hamir/D. Arbour: THAT the Electoral Areas Services Committee management report dated July, 2019 be received.

208

Carried

REPORTS:

ADVISORY PLANNING COMMISSION MINUTES

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

- Minutes of the Electoral Area A Advisory Planning Commission meeting held June 11, 2019;
- Minutes of the Electoral Area C Advisory Planning Commission meeting held June 13, 2019;
- Minutes of the Electoral Area B Advisory Planning Commission meeting held June 18, 2019; and

- Minutes of the Agricultural Advisory Planning Commission meeting held June 20, 2019.

208

Carried

ELECTORAL AREA A - DEVELOPMENT VARIANCE PERMIT DV 4A 19 - 9 LITTLE BEAR WAY (BELL)

A. Hamir/D. Arbour: THAT the report dated July 4, 2019 regarding a Development Variance Permit DV 4A 19 to reduce the minimum rear and side yard setbacks to allow for an 163 square metre accessory building be received.

208 and 213

Carried

T. Trieu, Manager of Planning Services, provided an overview of the staff report regarding Development Variance Permit application DV 4A 19 - 9 Little Bear Way (Bell).

The applicants, Jennifer and Dean Bell, were in attendance. Jennifer Bell spoke to Development Variance Permit DV 4A 19 application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit application DV 4A 19 - 9 Little Bear Way (Bell).

Catherine Hagen, adjacent neighbour, spoke in opposition to Development Variance Permit application DV 4A 19 - 9 Little Bear Way (Bell)

D. Arbour/A. Hamir: THAT the Development Variance Permit DV 4A 19 (Bell) be referred back to staff to work towards alternative solutions with the applicant and adjacent neighbour and to report back to the next Electoral Areas Services Committee.

208 and 213

Carried

ELECTORAL AREA C - DEVELOPMENT VARIANCE PERMIT APPLICATION DV 4C 19 AND COMMERCIAL AND INDUSTRIAL DEVELOPMENT PERMIT APPLICATION DP 7C 19 - 2330 MACAULAY ROAD (DKMM HOLDINGS LTD.)

D. Arbour/A. Hamir: THAT the report dated July 8, 2019 regarding Development Variance Permit application DV 4C 19 to allow for retaining walls over 2 metres in height within the required side and rear yard setback areas with a chain link fence on top and to increase the amount of fascia signage, and Development Permit application DP 7C 19 under the Commercial and Industrial (form and character) guidelines, all related to the development of three new commercial and light industrial buildings be received.

208 and 213

Carried

T. Trieu, Manager of Planning Services, provided an overview of the staff report regarding Development Variance Permit application DV 4C 19 and Commercial and Industrial Development Permit application DP 7C 19 - 2330 Macaulay Road (DKMM Holdings Ltd.)

The applicant's agents, Lindsay Clement and Phillipa Alwood, were in attendance and Phillipa Alwood spoke to the application.

The Chair called for any members of the public that may wish to speak regarding Development Variance Permit application DV 4C 19 - 2330 Macaulay Road (DKMM Holdings Ltd.). There were no speakers.

D. Arbour/A. Hamir: THAT the board approve Development Variance Permit DV 4C 19 (DKMM Holdings Ltd.) on the property described as Lot D, Block 29, Comox District, Plan EPP81926, PID 030- 440-793 (2330 Macaulay Road) to allow for retaining walls up to 4.5 metres in height within the required side and rear yard setback areas, a 1.8 metre tall chain link fence on top of the retaining walls, and an increase of the maximum number of fascia signs on one building from 1 to 2 and the total area of fascia signage from 6 to 7.2 square metres on that building;

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

D. Arbour/A. Hamir: THAT the board approve the Development Permit DP 7C 19 (DKMM Holdings Ltd.) on the property described as Lot D, Block 29, Comox District, Plan EPP81926, PID 030-440- 793 (2330 Macaulay Road) for the development of three new light industrial/commercial buildings with a work/storage yard;

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

ELECTORAL AREA A - KENSINGTON COMPREHENSIVE DEVELOPMENT PERMIT DP 5A 19 - ISLAND HIGHWAY (34083 YUKON INC.)

D. Arbour/A. Hamir: THAT the report dated July 5, 2019 regarding a Kensington Comprehensive Development Permit for the construction of two buildings connected by a trellised walkway, parking area, drainage infrastructure, landscaping and related site works be received.

208 and 213 Carried

B. Labute, Planner, provided an overview of the staff report regarding a Kensington Comprehensive Development Permit for the construction of two buildings connected by a trellised walkway, parking area, drainage infrastructure, landscaping and related site works.

The owner's agents, Bo Helliwell, Blue Sky Architecture, and Chantal Richard and Adam Cooper, McElhanney, were in attendance.

A. Hamir/D. Arbour: THAT the board approve the Development Permit DP 5A 19 (34083 Yukon Inc) on the property described as Lot 3, District Lot 154, Nanaimo District, Section 32, Township 1 and District Lot 28, Nelson District Plan EPP15507, PID 028-731-531 (Lot 3, Plan EPP15507, Island Highway) for the construction of two buildings connected by a trellised walkway, parking area, drainage infrastructure, landscaping and related site works;

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

The committee recessed at 10:50 am and reconvened at 10:54 am.

COMPREHENSIVE RURAL ZONING BYLAW REVIEW

A. Hamir/D. Arbour: THAT the report dated July 11, 2019 to summarize comments received from First Nations and external agencies, to present the draft Rural Comox Valley Zoning Bylaw for first and second reading and to recommend that a public hearing date be set be received.

208 and 213

Carried

T. Trieu, Manager of Planning Services, provided an overview of the report regarding comments received from First Nations and external agencies and the draft Rural Comox Valley Zoning Bylaw presented for first and second reading and to recommend that a public hearing date be set.

D. Arbour/A. Hamir: THAT the board give first and second reading of Bylaw No. 520, 2019 being the "Rural Comox Valley Zoning Bylaw No. 520, 2019;

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. 520, being the "Rural Comox Valley Zoning Bylaw No. 520, 2019.

208 and 213

Carried

MEMORANDUM OF UNDERSTANDING - ACTIVE TRANSPORTATION - MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

D. Arbour/A. Hamir: THAT the report dated July 5, 2019 regarding a Memorandum of Understanding between the Ministry of Transportation and Infrastructure (MOTI) and the Comox Valley Regional District that outlines general processes in regards to the planning and implementation of active transportation infrastructure within MOTI road dedication in unincorporated areas be received.

209

Carried

M. Harrison, Acting Manager of Parks, provided an overview of the report regarding a Memorandum of Understanding between the Ministry of Transportation and Infrastructure and the Comox Valley Regional District.

A. Hamir/D. Arbour: THAT the draft Memorandum of Understanding attached to the staff report dated July 5, 2019 between the Ministry of Transportation and the Comox Valley Regional District in regards to the general processes for planning and implementing active transportation infrastructure within provincial road dedication in unincorporated areas be approved;

AND FURTHER THAT this Memorandum of Understanding be sent to the local municipalities and the Integrated Regional Transportation Select Committee for receipt;

AND FURTHER THAT the final Memorandum of Understanding be signed by staff;

AND FINALLY THAT staff be directed to explore regional greenway planning in support of this Memorandum of Understanding.

210

Carried

D. Arbour/A. Hamir: THAT the report dated July 5, 2019 regarding the Mount Washington fire service building project and to provide conceptual building design drawings and preliminary cost estimates be received.

207

Carried

J. Bast, Manager of Fire Services, provided an overview of the report regarding the Mount Washington fire service building project and to provide conceptual building design drawings and preliminary cost estimates.

ASSET MANAGEMENT PLANNING UPDATE

A. Hamir/D. Arbour: THAT the report dated July 10, 2019 regarding an update on the asset management work being completed for the Royston Water Local Service Area (WLSA) and Comox Valley WLSA and outline the timeline for the proposed next steps be received.

209

Carried

Z. Berkey, Engineering Analyst, provided an overview of the report regarding an update on the asset management work being completed for the Royston Water Local Service Area (WLSA) and Comox Valley WLSA and outline the timeline for the proposed next steps.

WATUTCO WATER SYSTEM

A. Hamir/D. Arbour: THAT the report dated July 11, 2019 regarding the potential transition of the Watutco Water System located in Puntledge – Black Creek (Electoral Area C) to a Comox Valley Regional District service be received.

208

Carried

K. La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the report regarding the potential transition of the Watutco Water System located in Puntledge – Black Creek (Electoral Area C) to a Comox Valley Regional District service.

Chair Grieve vacated the position of chair at 11:35 am and Director Arbour assumed the role of acting chair. Chair Grieve resumed the position of chair at 11:37 am and was present for the vote.

ROADSIDE COLLECTION IN ELECTORAL AREAS A, B AND C

A. Hamir/D. Arbour: THAT the report dated July 11, 2019 regarding the implementation of roadside collection of garbage and recyclable materials within Electoral Areas A, B and C be received.

208

Carried

S. Willie, Solid Waste Analyst, presented information regarding the implementation of a roadside collection service in the electoral areas.

A. Hamir/D. Arbour: THAT staff bring forward additional information on the proposed roadside waste collection service within the Comox Valley Regional District electoral areas, including service boundaries, contract approach, operating requirements, costs for service delivery and public assent process;

AND FURTHER THAT staff identify the specific funding requirements to be allocated in the 2020 Financial Plan from each of the feasibility services for Baynes Sound – Denman/Hornby Islands (Electoral Area A), Lazo North (Electoral Area B) and Puntledge-Black Creek (Electoral Area C) to support the necessary public assent process and communication efforts.

208 Carried

JUNE 30, 2019 COMMUNITY WORKS FUND STATUS REPORT

D. Arbour/A. Hamir: THAT the report dated July 9, 2019 regarding the quarterly Community Works Fund (CWF) status report for the period ending June 30, 2019 be received.

208 Carried

NEW BUSINESS:

ELECTORAL AREAS SERVICES COMMITTEE - STRATEGIC PLANNING SESSION

D. Arbour/A. Hamir: THAT staff be directed to report back to the August 12, 2019 Electoral Areas Services Committee meeting with options to consider for a strategic planning session of the Electoral Areas Services Committee.

208 Carried

IN-CAMERA:

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

208 Carried

Time: 12:29 pm.

RISE AND REPORT:

The committee rose from its in-camera session at 1:07 pm.

TERMINATION:

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

208 Carried

Time: 1:07 pm.

Confirmed by:

Edwin Grieve
Chair

Certified Correct:

James Warren
Acting Chief Administrative Officer

Recorded By:

Antoinette Baldwin
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the _____ day of July 2019.