
Tuesday, February 25, 2020

Minutes of the meeting of the Comox Valley Regional District Board of Directors held on February 25, 2020 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 4:00 pm.

MINUTES

Present:

Chair:	J. Ketler	Village of Cumberland
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. Hillian	City of Courtenay
	D. Frisch	City of Courtenay
	M. Swift	Town of Comox
	W. Cole-Hamilton	City of Courtenay
	B. Leigh	Oyster Bay – Buttle Lake (Area D)
	K. Grant	Town of Comox
Staff:	R. Dyson	Chief Administrative Officer
	B. Dunlop	Corporate Financial 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. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services

ATTENDANCE:

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

RECOGNITION OF TRADITIONAL TERRITORIES:

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation and read the following article from the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) available online at: www.un.org/

Article 5:

Indigenous peoples have the right to maintain and strengthen their distinct political, legal, economic, social

and cultural institutions, while retaining their right to participate fully, if they so choose, in the political, economic, social and cultural life of the State.

Director Morin entered the meeting at 4:01 pm.

IN-CAMERA MEETING:

A. Hamir/K. Grant: THAT the board adjourn to an in-camera session pursuant to the following sub-sections of section 90 of the Community Charter:

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

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;

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

208

Carried

VARY THE AGENDA:

E. Grieve/A. Hamir: THAT the agenda be varied to bring forward item F.1 (Black Creek - Oyster Bay Services Committee - January 27, 2020) and F. 9 (Parcel Tax Roll Review Panel - February 20, 2020) on the agenda.

208

Carried

REPORTS:

BLACK CREEK - OYSTER BAY SERVICES COMMITTEE - JANUARY 27, 2020

B. Leigh/K. Grant: THAT the Black Creek - Oyster Bay Services Committee minutes dated January 27, 2020 be received.

208

Carried

E. Grieve/B. Leigh: THAT the application based annual rebate program for properties with farm status be continued for the service and that the program be re-evaluated in three years to ensure that the decrease in revenue resultant from the farm status rebate program remains below three per cent of the total annual revenue for the service.

209

Carried

PARCEL TAX ROLL REVIEW PANEL - FEBRUARY 20, 2020

B. Leigh/K. Grant: THAT the Parcel Tax Roll Review Panel minutes dated February 20, 2020 be received.

208

Carried

Director Leigh left the meeting at 4:02 pm.

ADOPTION OF MINUTES:

E. Grieve/K. Grant: THAT the Comox Valley Regional District Board minutes dated January 28, 2020 be adopted.

208

Carried

REPORTS CONTINUED:

ELECTORAL AREAS SERVICES COMMITTEE - JANUARY 27, 2020

E. Grieve/A. Hamir: THAT the Electoral Areas Services Committee minutes dated January 27, 2020 be received.

208

Carried

E. Grieve/K. Grant: THAT the 2020 water service agreement between the Graham Lake Improvement District and the Denman Island Water Local Service Area, attached as Appendix A, be approved;

AND FURTHER THAT the Chair and Corporate Officer be authorized to execute the agreement.

207

Carried

K. Grant/E. Grieve: THAT staff bring forward a report for consideration at a future meeting, which recommends:

- Amending the establishment bylaw for the Mt Washington Fire Protection Service, function 240 to increase the maximum requisition;
- Amending Bylaw No. 434 being "Mount Washington Resort Community Fire Protection Service Loan Authorization Bylaw No. 434, 2016" to increase the amount that can be borrowed towards constructing and equipping a new fire services building at Mt. Washington.
- Amending Bylaw No. 451 being "Mount Washington Resort Community Fire Protection Service Temporary Borrowing Bylaw No. 451, 2016" to increase the amount that can be borrowed towards constructing and equipping a new fire services building at Mt. Washington.

207

Carried

K. Grant/D. Frisch: THAT the board commit the following allocations of Community Works Funds:

- Area B Community Works Funds for the Seal Bay Park Management Plan implementation in the amounts of \$200,000 for 2021, \$140,000 for 2022 and \$100,000 for 2023;
- Area B Community Works Funds for the Lazo Greenway project in the amount of \$100,000 for 2021;
- Area A Community Works Funds for the Fanny Bay Playground project in the amount of \$100,000 for 2021;
- Area B Community Works Funds for regional greenways in the amounts of \$150,000 for 2022 and \$150,000 for 2024; and
- Area C Community Works Funds for Nymph Falls in the amount of \$150,000 for 2023.

209

Carried

COMOX VALLEY SPORTS CENTRE COMMISSION - JANUARY 28, 2020

D. Hillian/K. Grant: THAT the Comox Valley Sports Centre Commission minutes dated January 28, 2020 be received.

208

Carried

COMMITTEE OF THE WHOLE - JANUARY 28, 2020

K. Grant/D. Arbour: THAT the Committee of the Whole minutes dated January 28, 2020 be received.

208

Carried

ELECTORAL AREAS SERVICES COMMITTEE - FEBRUARY 10, 2020

K. Grant/E. Grieve: THAT the Electoral Areas Services Committee minutes dated February 10, 2020 be received.

208

Carried

A. Hamir/K. Grant: THAT the Comox Valley Regional District Board endorse the agency referral list as outlined in Appendix A of staff report dated February 4, 2020, and direct staff to commence the external agency referral process for property known as Lot 1, Block 29, Comox District, Plan 36676, PID 000-419-958 (2491 Emmerson Road), as part of a proposed amendment (RZ 3C 19) to Bylaw No. 520, being the “Rural Comox Valley Zoning Bylaw No. 520, 2019”;

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

K. Grant/E. Grieve: THAT staff be directed to submit an application for grant funding through the Investing in Canada Infrastructure Program – Green Infrastructure: Environmental Quality Sub-stream for design and construction of water treatment upgrades to the Graham Lake Improvement District water system;

AND FURTHER THAT Electoral Areas Services Committee supports the project and inherent extension of the Denman Island Water Local Service Area dissolving the Graham Lake Improvement District, and commit to fund the portion of project capital costs remaining after grant funding and capital works reserves through a borrowing bylaw, currently estimated at \$352,066.

208

Carried

E. Grieve/K. Grant: That the proposed 2020-2024 financial plan for the King Coho Wastewater Service, function 331, be approved;

AND FURTHER THAT the recommended 2020-2024 financial plan for the King Coho wastewater service, function 331, include an increase of \$33,750 in Community Works funding for the planned capital infrastructure upgrades in 2020 to be offset by an equivalent reduction in short-term borrowing proceeds,

resulting in a contribution to reserves of \$7,370 being available in 2020.

207

Carried

SEWAGE COMMISSION - FEBRUARY 11, 2020

K. Grant/D. Frisch: THAT the Sewage Commission minutes dated February 11, 2020 be received.

208

Carried

COMOX VALLEY SPORTS CENTRE COMMISSION - FEBRUARY 11, 2020

K. Grant/D. Frisch: THAT the Comox Valley Sports Centre Commission minutes dated February 11, 2020 be received.

208

Carried

COMMITTEE OF THE WHOLE - FEBRUARY 11, 2020

D. Hillian/K. Grant: THAT the Committee of the Whole minutes dated February 11, 2020 be received.

208

Carried

D. Frisch/K. Grant: THAT the Closed Meetings and Confidentiality Policy, as outlined in Appendix A of the staff report dated January 28, 2020, be approved in principle with the following amendments:

- inserting language to provide for the vice-chair to attend and observe any closed meetings under number six; and
- move the wording "shall consider" to before the word "distribute" under number 8;

AND FURTHER THAT the policy be referred to the Comox Strathcona Waste Management Board for feedback, prior to consideration of final adoption by the CVRD Board.

208

Carried

E. Grieve/W. Cole-Hamilton: THAT the Regional Transportation Memorandum of Understanding (MOU), as attached to the staff report dated February 6, 2020 be presented to the Village of Cumberland, Town of Comox, City of Courtenay, Ministry of Transportation and Infrastructure and School District No. 71;

AND FURTHER THAT the MOU be presented by way of a delegation to each of the member municipalities that consists of staff and the chair and/or vice-chair of the Integrated Regional Transportation Select Committee;

AND FURTHER THAT K'ómoks First Nation be engaged to determine their interest in becoming a signatory to the MOU;

AND FURTHER THAT Islands Trust be engaged to determine their interest in becoming a signatory to the MOU;

AND FINALLY THAT staff provide a report summarizing the feedback of the parties.

208 and 212

Carried

D. Arbour/W. Cole-Hamilton: THAT the updated Comox Valley Coalition to End Homelessness five year action plan (2020-2024) be approved.

209

Carried

D. Arbour/W. Cole-Hamilton: THAT staff be authorized to make an application for \$150,000 to the Union of BC Municipalities for grant funding through Stream No. 1 of the Poverty Reduction and Action Planning program to develop a regional poverty reduction action plan focused on housing affordability, children and youth, transportation and food security;

AND THAT the Comox Valley Regional District send a request to each member municipality requesting permission to make the grant application on their behalf;

AND FINALLY THAT the Comox Valley Regional District serve as the primary applicant to apply for, receive and manage the grant funding on behalf of the Village of Cumberland, the Town of Comox and the City of Courtenay.

D. Hillian/D. Arbour: THAT the motion be amended to insert ", accessibility (if applicable)" after the word "transportation".

208 and 213

Carried

Vote on main motion as amended as follows:

THAT staff be authorized to make an application for \$150,000 to the Union of BC Municipalities for grant funding through Stream No. 1 of the Poverty Reduction and Action Planning program to develop a regional poverty reduction action plan focused on housing affordability, children and youth, transportation, accessibility (if applicable) and food security;

AND THAT the Comox Valley Regional District send a request to each member municipality requesting permission to make the grant application on their behalf;

AND FINALLY THAT the Comox Valley Regional District serve as the primary applicant to apply for, receive and manage the grant funding on behalf of the Village of Cumberland, the Town of Comox and the City of Courtenay.

208 and 213

Carried

K. Grant/E. Grieve: THAT staff be authorized to make an application to the BC Active Transportation Infrastructure Grants program to undertake gap analysis work in support of a regional active transportation plan;

AND THAT the Comox Valley Regional District send a request to each member municipality requesting

permission to make the grant application on their behalf;

AND FINALLY THAT the Comox Valley Regional District serve as the primary applicant to apply for, receive and manage the grant funding on behalf of the Village of Cumberland, the Town of Comox and the City of Courtenay.

208 and 212

Carried

K. Grant/D. Arbour: THAT the rebate amounts for exchanging a wood-burning appliance for a qualifying gas stove (natural gas or propane), pellet stove and heat pump are reduced from \$1000 to \$400 per rebate;

AND THAT \$35,000 of grant funding provided by Island Health in 2019 for electric heat pump top up rebates in wood smoke hot spot areas be allocated to West Courtenay (lands west of the Courtenay River) and the Village of Cumberland as these areas have higher concentrations of wood smoke coupled with higher housing densities;

AND FINALLY that any further changes to the Wood Smoke Reduction Program be deferred to the future Regional Airshed Roundtable that will be developed by Spring 2020.

208

Carried

*NAY: W. Cole-
Hamilton; D. Arbour*

SEWAGE COMMISSION - FEBRUARY 20, 2020

E. Grieve/D. Frisch: THAT the Sewage Commission minutes dated February 20, 2020 be received.

208

Carried

COMOX VALLEY WATER COMMITTEE - FEBRUARY 20, 2020

D. Hillian/W. Cole-Hamilton: THAT the Comox Valley Water Committee minutes dated February 20, 2020 be received.

208

Carried

BYLAWS AND RESOLUTIONS:

K. Grant/W. Cole-Hamilton: THAT Bylaw No. 610 being "Electoral Areas Parks Regulations Bylaw No. 103, 2010, Amendment No. 7" be given first and second readings concurrently.

209

Carried

K. Grant/W. Cole-Hamilton: THAT Bylaw No. 610 being "Electoral Areas Parks Regulations Bylaw No. 103, 2010, Amendment No. 7" be read a third time.

209

Carried

K. Grant/D. Frisch: THAT Bylaw No. 611 being "Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 17" be given first and second readings concurrently.

208

Carried

E. Grieve/W. Cole-Hamilton: THAT Bylaw No. 611 being “Comox Valley Regional District Municipal Ticket Information Bylaw No. 104, 2010, Amendment No. 17” be read a third time.

208

Carried

ADJOURN TO IN-CAMERA:

The board recessed to its in-camera session at 4:40 pm.

RISE AND REPORT:

The board rose from its in-camera session at 5:26 pm.

TERMINATION:

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

208

Carried

Time: 5:26 pm.

Confirmed this _____ day of _____ 20__:

Jesse Ketler
Chair

Certified Correct and Recorded By:

Jake Martens
Manager of Legislative Services