

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, May 3, 2011 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

Director L. Iannidinardo, Chair
Director M. Dorey
Director G. Giles
Director I. Morrison
Director K. Kuhn
Director M. Marcotte
Director K. Cossey
Director L. Duncan
Director B. Harrison

CVRD STAFF

Tom R. Anderson, General Manager
Brian Farquhar, Manager
Mike Tippett, Manager
Rob Conway, Manager
Brian Duncan, Manager
Alison Garnett, Planner II
Ann Kjerulf, Planner III
Catherine Tompkins, Senior Planner
Sybille Sanderson, Acting General Manager
Rachelle Moreau, Planner I
Warren Jones, Administrator
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding three items of listed new business, plus one new closed session business item.

It was Moved and Seconded that the agenda, as amended, be approved.

MOTION CARRIED

M1 - Minutes

It was Moved and Seconded that the minutes of the April 19, 2011 EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

STAFF REPORTS

R1 - Walter

Ann Kjerulf, Planner III, presented Staff Report dated April 27, 2011, regarding Application No. 1-B-10RS (Walter) to rezone property on Riverside Road from F-1 to another Forestry Zone to allow a seven lot residential subdivision.

Michael Walter, applicant, was present and submitted a letter providing further information to the application.

It was Moved and Seconded

That Application No. 1-B-10RS (Michael Walter) be referred back to staff to review additional information received from the applicant.

MOTION CARRIED

R2 - Smith

Alison Garnett, Planner II, presented staff report dated April 26, 2011, regarding Application No. 1-C-11DVP (Gordon Smith), to expand the existing workshop located at 1550 Thain Road and construct an addition.

Gordon Smith, applicant, was present.

The Committee directed questions to the applicant.

It was Moved and Seconded

That Application No. 1-C-11DVP submitted by Gordon Smith, respecting Block 38, Section 13, Range 5, Shawnigan District, Plan 1809 (PID 004-182-626) to reduce the setback to the interior property line that abuts the railway from 9 metres to zero, be approved as proposed on the submitted plans, subject to a legal survey confirming the approved setback distance, as required by CVRD Building Inspector.

MOTION CARRIED

R3 - Muir

Rachelle Moreau, Planner I, presented Application No. 3-H-10ALR (Avis Muir) to construct a second dwelling at 13490 Doole Road.

Avis Muir, applicant, was present.

It was Moved and Seconded

That Application No. 3-H-10ALR, submitted by Avis Muir, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling on the subject property be forwarded to the Agricultural Land Commission with a recommendation to approve the application.

MOTION CARRIED

R4 - Rytter

Rob Conway, Manager, presented staff report dated April 26, 2011, regarding Application No. 3-B-10DP/RAR to permit a cottage on Moose Island within the Streamside Protection and Enhancement Area.

John Rytter, applicant, was present, and provided further information to the application.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 3-B-10DP/RAR submitted by John Rytter be denied as it is not compliant with the Riparian Area Regulation and the subject property appears to have building sites outside the StreamSide Protection and Enhancement Area and 15 metre watercourse setback, and further that a notice be put on title.

MOTION CARRIED

R5 - Johnston

Mike Tippett, Manager, presented staff report dated April 27, 2011, regarding Application No. 5-A-10DP (Mark Johnston), to allow a subdivision of 261 single family residential lots on the Stonebridge lands off Bourbon Road.

Mark Johnston, applicant, was present on behalf of Limona Construction, and provided further information to the application.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 5-A-10DP (Stonebridge) be referred to the South Cowichan OCP Steering Committee for review and consideration.

MOTION CARRIED

R6 – Memorial Park

It was Moved and Seconded

That the Board Chair and Corporate Secretary be authorized to execute the necessary documents to renew a five year Licence of Occupation Agreement (69644-1) with the Ministry of Transportation and Infrastructure commencing January 1, 2011, for the undeveloped road portion on Holland Avenue which is managed by the Regional District as Memorial Park.

MOTION CARRIED

R7 – Shawnigan Lake Hall Amendment Bylaw

It was Moved and Seconded

That CVRD Bylaw No. 3493 – Shawnigan Lake (Electoral Area B) Local Service (Community Hall) Amendment Bylaw, 2011, be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R8 – Lake Cowichan Service Area Expansion

Sybille Sanderson, Acting General Manager, presented staff report dated April 19, 2011, regarding Lake Cowichan Fire Protection Service Area Boundary Expansion.

It was Moved and Seconded

1. That the Certificate of Sufficiency confirming that the petition for inclusion in the Lake Cowichan Fire Protection Service Area is sufficient, be received.
2. That CVRD Bylaw No. 1657 be amended to extend the boundaries of the Lake Cowichan Fire Protection Service Area to include the following property: PID 028-062-744, Lot 68, Block 117, VIP87272, and Block 1405.
3. That the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.
4. That Schedule A to the Fire Services agreement with the Town of Lake Cowichan to provide fire protection to the Lake Cowichan Fire Protection Service Area, be amended to include the additional property.
5. That the Chair and Corporate Secretary be authorized to sign the amended Lake Cowichan Fire Protection Services Agreement.

MOTION CARRIED

R9 – Rozon Road

Rachelle Moreau, Planner I, presented staff report dated April 27, 2011, regarding petition from Rozon Road residents.

It was Moved and Seconded

That the CVRD strongly encourage the Ministry of Transportation and Infrastructure to require dedication and construction of Sangster Road from Noowick Road to Butterfield Road, and that all construction traffic be directed south to use the Butterfield Road intersection as soon as practically possible; and further the Ministry of Transportation and Infrastructure be asked to undertake a traffic study in the area of Ocean Terrace to Mill Bay Centre to ensure that there is minimal impact on existing side streets.

MOTION CARRIED

**R10 – ALR
Application Review**

It was Moved and Seconded

That the staff report dated April 27, 2011, from Tom R. Anderson, General Manager, regarding ALC Application Review, be received and filed.

MOTION CARRIED

CORRESPONDENCE

C1 – Maritime Centre

It was Moved and Seconded

That the request from the Cowichan Bay Maritime Centre for assistance with building permit fees be referred to the Area D Director respecting a possible grant in aid.

MOTION CARRIED

C2 – Grant In Aid

It was Moved Seconded

That a grant in aid Area B – Shawnigan Lake, be given to Kerry Park Women's Curling League in the amount of \$200 to assist with expenses for the Pacific International Cup curling event.

MOTION CARRIED

C3 – Grants in Aid

It was Moved and Seconded

That a grant in aid Area D – Cowichan Bay, be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.

MOTION CARRIED

It was Moved and Seconded

That a grant in aid Area A – Mill Bay/Malaht, be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.

MOTION CARRIED

It was Moved and Seconded
That a grant in aid Area B – Shawnigan Lake be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.

MOTION CARRIED

It was Moved and Seconded
That a grant in aid Area C – Cobble Hill be given to Cowichan Valley Jolly Dragons Senior Boat Team in the amount of \$500 to assist with costs to repair their dragon boat.

MOTION CARRIED

C4 – Grant in Aid

It was Moved and Seconded
That a grant in aid Area D – Cowichan Bay be given to Cowichan Bay Improvement Association in the amount of \$500 to assist with their 12th Annual Low Tide Day.

MOTION CARRIED

INFORMATION

IN1 – Minutes

It was Moved and Seconded
That the minutes of the Area H APC meeting of February 26, 2011, be received and filed.

MOTION CARRIED

It was Moved and Seconded
That the resignation of Ben Cuthbert from the Area H Advisory Planning Commission be accepted and that a letter of appreciation be forwarded to Mr. Cuthbert.

MOTION CARRIED

IN2 - Minutes

It was Moved and Seconded
That the minutes of the Area H APC meeting of February 10, 2011, be received and filed.

MOTION CARRIED

IN3 - Minutes

It was Moved and Seconded
That the minutes of the Area C APC meeting of April 14, 2011, be received and filed.

MOTION CARRIED

IN4 - Minutes

It was Moved and Seconded
That the minutes of the Area F APC meeting of April 4, 2011, be received and filed.

MOTION CARRIED

NEW BUSINESS

**NB1 – NB3 – Grants
in Aid**

It was Moved and Seconded
That a grant in aid Area C – Cobble Hill be given to Ecole Mill Bay PAC in the amount of \$500 to assist with their Ecostravaganza event on June 4, 2011.

MOTION CARRIED

It was Moved and Seconded
That a grant in aid Area D – Cowichan Bay be given to Ecole Mill Bay PAC in the amount of \$500 to assist with their Ecostravaganza event on June 4, 2011.

MOTION CARRIED

It was Moved and Seconded
That a grant in aid Area I – Youbou/Meade Creek be given to Lake Days Society in the amount of \$500 to assist with their Breakfast in the Town event.

MOTION CARRIED

NB4 -

Director Kuhn announced that National Policing Week starts the week of May 15th and also noted that a fund raising event for an ill RCMP officer is planned at the Royal Canadian Legion in Duncan on Friday, May 13th at 4:00 pm.

RECESS

The Committee adjourned for a five minute recess.

CLOSED SESSION

It was Moved and Seconded
That the meeting be closed to the public in accordance with the *Community Charter* Part 4, Division 3, Section 90(1), subsections as noted in accordance with each agenda item.

MOTION CARRIED

The Committee moved into Closed Session at 4:40 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTON CARRIED

The meeting adjourned at 5:25 pm.

Chair

Recording Secretary