

Minutes of the Special Electoral Area Services Committee Meeting held on Wednesday, November 23, 2011 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

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

CVRD STAFF

Tom Anderson, General Manager
Mike Tippett, Manager
Rob Conway, Manager
Ron Austen, General Manager
Brian Farquhar, Manager
Dana Leitch, Planner II
Alison Garnett, Planner I
Rachelle Rondeau, Planner I
Cathy Allen, Recording Secretary

Welcome Directors-Elect

The Chair welcomed Directors-Elect Pat Weaver, Area I; Mike Walker, Area A; and Bruce Fraser, Area B, who were in attendance as observers.

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding eight items of listed New Business plus one item of additional new business.

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 November 15, 2011, EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

STAFF REPORTS

R1 – Creelman/Beckett

Dana Leitch, Planner II, re-presented staff report dated November 9, 2011, regarding Application No. 1-B-11RS (Beckett/Creelman) to rezone property located at 2657 Nora Place from R-1 to R-2 to subdivide into two lots.

The application was presented previously at the November 15th EASC meeting and a recommendation was passed to table the application to give the applicant opportunity to consider an appropriate community amenity contribution in accordance with Policy 8.1 of the SCOCP.

Ms. Leitch advised that the applicant is proposing a covenant to protect trees along the north and east boundary of the proposed new lot. The Committee needs to determine if the proposed amenity is in accordance with the South Cowichan OCP Policy 8.1.

John Beckett, applicant, was present and provided further information.

The Committee directed questions to the applicant and staff.

It was Moved and Seconded

That Application No. 1-B-11RS (Creelman/Beckett) be referred to the next EASC meeting.

MOTION CARRIED

R2 - Hignell

Alison Garnett, Planner I, presented staff report dated November 15, 2011, regarding Development Permit Application No. 1-F-11DP (Hignell) to permit subdivision of properties located at 5698, 5720 and 5724 Riverbottom Road (West).

Dave Hignell, applicant, was present.

There were no questions from Committee members.

It was Moved and Seconded

That Application No. 1-F-11DP (Hignell) be approved, and that a development permit be issued to permit the subdivision of Lot C, Section 7, Range 1, Sahtlam District, Plan 13363 except part in Plan VIP68383 (PID 004-471-661) subject to compliance with the measures and recommendations outlined in RAR assessment report No. 2145 by William Lucey, dated September 2011.

MOTION CARRIED

R3 – Recreation Grant Program

Ron Austen, General Manager, presented staff report dated November 14, 2011, regarding Province of BC Community Recreation \$30m grant program. Mr. Austen advised that Cowichan Station School has also been added to the project application list.

It was Moved and Seconded

That the Bright Angel Park upgrade project be submitted as the first priority for the Community Recreation Program funding application.

MOTION CARRIED

It was Moved and Seconded

That the Elsie Miles School Community Centre annex modifications and additions project be submitted as the second priority for the Community Recreation Program funding application.

MOTION CARRIED

It was Moved and Seconded

That the Aquannis Centre Upgrade project be submitted as the third priority for the Community Recreation Program funding application.

MOTION DEFEATED

It was Moved and Seconded

That the Board Chair and Corporate Secretary be authorized to execute the necessary documents for submission to the Province of BC Ministry of Community, Sport and Cultural Development Local Government Infrastructure and Finance Branch for Community Recreation Program funding of the CVRD Bright Angel Park (1st priority), Elsie Miles School (2nd priority), and Arbutus Park (3rd priority), Project upgrades.

MOTION CARRIED

**R4 – 11255
Chemainus Road**

Rob Conway, Manager, reviewed staff report dated November 16, 2011, regarding re-development of mobile home/manufactured home park at 11255 Chemainus Road.

Discussion ensued. Directors felt that 13 mobiles max should be permitted, and that an affordable housing component should be built into the proposal. Amenity options were also discussed.

It was Moved and Seconded

That 13 mobile homes be the maximum permitted at the proposed re-developed mobile home park at 11255 Chemainus Road.

MOTION NOT VOTED ON

It was Moved and Seconded

That the request from the owners of the closed mobile home park located at 11255 Chemainus Road to allow re-development of manufactured homes to proceed as a legal non-conforming use, be referred back to staff to sort out amenity issues related to the request.

MOTION CARRIED

NEW BUSINESS

NB1 - Minutes

NB1, minutes of November 15, 2011 EASC meeting, adopted under agenda item M1.

**NB2 – Grant Program
material**

Add-on material respecting agenda item R3, \$30m grant program, was received as information.

NB3 – Bylaw 3445

Mike Tippett, Manager, presented staff report dated November 22, 2011, from Alison Garnett, Planner I, regarding Amendment Bylaw No. 3445 (Bill 27).

It was Moved and Seconded

That December 8, 2010, Board Resolution 10-621.9.2 be rescinded; and that a Public Hearing be scheduled for Amendment Bylaw No. 3445 (Bill 27) with Directors for Electoral Areas F, D and I appointed as delegates of the Board.

MOTION CARRIED

NB4 – Maple Grove Park

Brian Farquhar, Manager, presented staff report dated November 22, 2011, regarding Cowichan Bay interpretive centre proposal, Maple Grove Park.

It was Moved and Seconded

Pending formal approval being granted by the Province of BC under the terms and conditions of the 30 year Maple Grove Management Agreement, that the Board Chair and Corporate Secretary be authorized to enter into a nominal rent tenure renewable lease for up to 20 years with the Cowichan Land Trust to construct and operate a public nature centre within the Maple Grove Park land area in Electoral Area D leased from the Province, legally described as That portion of Block 2 (DD46279I) of Section 10, Range 2, Cowichan District, Plan 1725 encompassing approximately 2.0 hectares.

MOTION CARRIED

NB5 – File #5-D-11DP

Rachelle Rondeau, Planner I, presented staff report dated November 23, 2011, regarding Application No. 5-D-11DP (Cowichan Community Land Trust) to permit construction of a building and related infrastructure for the Cowichan Estuary Interpretive Nature Centre on property located on Wessex Road.

Jane, Kiltnei, applicant, and Chair of the Cowichan Community Land Trust Estuary Nature Centre Committee, was present and provided further information to the application.

There were no questions from the Committee members.

It was Moved and Seconded

That Application No. 5-D-11DP submitted by Cowichan Community Land Trust for construction of the Cowichan Estuary Interpretive Nature Centre on property owned by the CVRD legally described as Lot 1, Sections 6 and 7, Range 4, Cowichan District, Plan 17353 (PID: 003-905-730) be approved, subject to compliance with the recommendations of the registered professional biologist's report prepared by Andrew MacInnis dated November 22, 2011.

MOTION CARRIED

NB6 – Building Sustainable Communities Conference

It was Moved and Seconded
That any interested Electoral Area Director be permitted to attend the 5th Edition Building Sustainable Communities Conference in Kelowna February 27 to March 1, 2012, at a cost of \$599 each (full registration) plus expenses, and that interested Directors contact Tom Anderson, General Manager, to get registered.

MOTION CARRIED

NB7 - Minutes

It was Moved and Seconded
That the minutes of the South Cowichan APC meeting of November 8, 2011, be received and filed.

MOTION CARRIED

NB8 - Minutes

It was Moved and Seconded
That the minutes of the Area F APC meeting of November 7, 2011, be received and filed.

MOTION CARRIED

NB9 – Public Meeting, Crematorium

Loren Duncan reported on the public meeting that was held in Sahtlam on November 22nd regarding a proposed crematorium on Cowichan Lake Road. He advised that the meeting was well attended by 70 members of the public. The proper zoning and building permit process was not followed and subsequently a commercial crematorium has been put on the property without proper zoning in place. A rezoning application has since been applied for. Minutes of the public meeting will be available in January along with a staff report to decide how to continue.

CHAIR COMMENTS

Director Lori Iannidinaro, EASC Chair, noted that this is the last meeting of the year and thanked the Committee for their indulgence and for their participation over the past year.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:12 pm.

MOTION CARRIED

Chair

Recording Secretary