

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, December 4, 2012 at 3:00 p.m. in the Regional District Board Room, 175 Ingram Street, Duncan, B.C.

PRESENT

Director M. Walker, Chair
Director L. Iannidinardo
Director I. Morrison
Director M. Marcotte
Director M. Dorey
Director P. Weaver
Director B. Fraser
Director L. Duncan
Director G. Giles
Director R. Hutchins, Board Chair

ALSO PRESENT

Tom Anderson, General Manager
Warren Jones, Administrator
Rob Conway, Manager
Mike Tippett, Manager
Brian Duncan, Manager
Rachelle Rondeau, Planner I
Maddy Koch, Planning Technician
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding four items of listed New Business, three additional items of new business, and one item of listed Closed Session New Business.

It was Moved and Seconded
That the Agenda as amended be approved.

MOTION CARRIED

Introduction of New Staff Member

Ryan Dias, Parks Operation Superintendent, introduced new Parks & Trails staff member Brent Wilson, Parks Trails Operation Supervisor.

M1 - Minutes

It was Moved and Seconded that the Minutes of the November 20, 2012, EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

DELEGATIONS

D1 - Schuerholz

Goetz Schuerholz, was present on behalf of CERCA Cowichan Estuary Restoration and Conservation Alliance, regarding rehabilitation of the Cowichan Estuary, and introduced CERCA Board Directors who were also present.

Mr. Schuerholz provided a power point presentation outlining the vision and mission of CERCA and their priority action plan.

The Committee directed questions to the delegate.

The Chair thanked the delegate for appearing.

STAFF REPORTS

R1 - Taylor

Rachelle Rondeau, Planner I, reviewed staff report dated November 29, 2012, regarding Application No. 6-E-10ALR (Ronald Taylor) to subdivide property located at 4350 Creighton Road into two lots.

Ed Wilson, BCLS, was present on behalf of his client who has an interest in purchasing one of the proposed lots, and provided further information to the application.

The Committee directed questions to staff and Mr. Wilson.

It was Moved and Seconded

That Application No. 6-E-10ALR, submitted by Kenyon Wilson Professional Land Surveyors on behalf of Ronald Taylor, made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide, be forwarded to the Agricultural Land Commission with a recommendation to approve the application subject to:

- a) Registration of a covenant prohibiting building, driveway, and septic field construction within 20 metres of the wetland; and
- b) Dedication of the 0.14 ha piece of land north of Cowichan Lake Road to the CVRD as proposed by the applicant.

MOTION CARRIED

R2 – Van Basten

Maddy Koch, Planning Technician, reviewed staff report dated November 29, 2012, regarding Application No. 1-F-12DVP (Stan VanBasten) to increase the maximum height of a restored dwelling by .3 metres located at 10143 South Shore Road,

It was Moved and Seconded

That Application No. 1-F-12DVP by Stan Van Basten for a variance to Section 5.12(5) of Zoning Bylaw No. 2600 by increasing the permitted maximum height of a dwelling from 7.5 metres to 7.8 metres for Lot 34, Section 35, Renfrew District, (Situate in Cowichan Lake District), Plan 40628 (PID: 000-204-854), be approved.

MOTION CARRIED

R3 - Bennefield

Maddy Koch, Planning Technician, reviewed staff report dated November 28, 2012, regarding Application No. 6-C-12DP (Bennefield) to subdivide property located at 1000 Braithwaite Drive into two lots.

Blue Bennefield, applicant, was present.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 6-C-12DP submitted by Blue Bennefield for Lot 4, Section 14, Range 8, Shawnigan District, Plan 23783 (PID 003-143-180) for subdivision of two new lots be approved subject to:

- a) Confirmation from a Qualified Professional Engineer, at the time of building permit application, that post-development rainwater runoff will not exceed pre-development rainwater runoff;
- b) Removal of all invasive plants on the property and;
- c) Connection to community water.

MOTION CARRIED

R4 - Teunissen

Maddy Koch, Planning Technician, reviewed staff report dated November 29, 2012, regarding Application No. 12-B-12DP (Helmut Teunissen) to permit subdivision of one new lot at 1578 Shawnigan Lake Mill Bay Road.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 12-B-12DP submitted by Helmut and Vickie Teunissen on Lot 6, Section 2, Range 5, Shawnigan District, Plan 47154 (PID: 011-850-736), for subdivision of one new lot be approved subject to:

- a) Substantial compliance with the rainwater management plan prepared by Dennis Lowen, dated October 4, 2012;
- b) Removal of invasive species, and their replacement with native vegetation, in accordance with the report prepared by Jennifer Morgen on September 21, 2012.

MOTION CARRIED

R5 – Clifcoe Road

Brian Farquhar, Manager, reviewed staff report dated November 29, 2012, from Dan Brown, Trails Planning Technician, regarding Permit to Construct at Clifcoe Road, Area G.

It was Moved and Seconded

That a Permit to Construct be approved with BC MoT for construction of a trail within the undeveloped portion of the Clifcoe Road right-of-way to be managed under the Electoral Area G Community Parks budget.

MOTION CARRIED

R6 – Chaster Road

Brian Farquhar, Manager, reviewed staff report dated November 28, 2012, from Tanya Soroka, Parks Trails Planner, regarding Permit to Construct at Chaster Road, Area D.

It was Moved and Seconded

That a Permit to Construct agreement be approved with BC MoT for a roadside trail and landscape trees in the section of Chaster Road right-of-way fronting Lot A, Section 13, Range 7, Quamichan District, Plan VIP84748 (Parhar Development) to be managed under the Electoral Area D Community Parks function.

MOTION CARRIED

R7 – Covenant Release (Cooper)

Brian Farquhar, Manager, reviewed staff report dated November 29, 2012, from Tanya Soroka, Parks and Trails Planner, regarding Release of Covenant (Cooper), Area F.

It was Moved and Seconded

That the appropriate documents be executed to release Covenant CA2509073 in favour of the Cowichan Valley Regional District registered April 26, 2012, as the subject conditions within the covenant referring to the dedication of 2.6 hectares of land for park purposes to the CVRD, will be appropriately executed at the time of subdivision approval and will no longer be relevant within the covenant terms and conditions.

MOTION CARRIED

R8 – Park Caretaker Contract

Brian Farquhar, Manager, reviewed staff report dated November 28, 2012, from Ryan Dias, Parks Operations Superintendent, regarding Bright Angel Park caretaker contract extension request.

It was Moved and Seconded

That the existing Bright Angel Park Caretaker Contract be extended with the incumbent caretakers, Daniel and Ruth Vandewildenberg, for a further two years commencing June 1, 2013, and completing on May 31, 2015, as per conditions of the existing Bright Angel Park Caretaker Contract dated June 1, 2010.

MOTION CARRIED

R9 – SC Zoning Bylaw

Mike Tippett, Manager, reviewed staff report dated November 28, 2012, regarding implementing the new South Cowichan zoning bylaw. Mr. Tippett provided a power point presentation outlining the new zoning bylaw's implementation.

The committee directed questions to staff.

It was Moved and Seconded
That draft South Cowichan Zoning Bylaw No. 3520 for Electoral Areas A, B and C be forwarded to the Board for consideration of first and second reading, and that public meetings be held in lieu of a public hearing.

MOTION CARRIED

R10 - Mike Tippett, Manager, reviewed staff report dated November 28, 2012, regarding amending the South Cowichan OCP and the South Cowichan zoning bylaw.

It was Moved and Seconded
That staff report dated November 28, 2012, from Mike Tippett, Manager, regarding the new South Cowichan zoning bylaw and amending the South Cowichan OCP, be received for information.

MOTION CARRIED

CORRESPONDENCE

C1 – Cycle Cowichan It was Moved and Seconded
That letter dated November 8, 2012, from Cycle Cowichan, requesting implementation of a policy respecting safe routes for bicycles and pedestrians, be received and filed.

MOTION CARRIED

C2 – Grant in Aid It was Moved and Seconded
That a grant in aid, Electoral Area C – Cobble Hill, in the amount of \$500 be given to Cowichan Foundation to assist with further educational opportunities for Cowichan students.

MOTION CARRIED

INFORMATION

IN1 - Minutes It was Moved and Seconded
That the minutes of the Area C Parks meeting of November 23, 2012, be received and filed.

MOTION CARRIED

It was Moved and Seconded
That the CVRD Board forward a letter to Ms. Jenny Ferris and the students of Shawnigan Lake School thanking the students for their help in planting 800 Kinnikinnick plants along the berm at the new kiosk at Cobble Hill Common.

MOTION CARRIED

NEW BUSINESS

NB1 – Add-on material Add-on material regarding application No. 6-E-10ALR (agenda item R-1) was received for information.

NB2 – Cobblestone Inn It was Moved and Seconded
That the CVRD has no objection to the application by Cobblestone Inn to allow the sale of liquor to be extended to 2:00 am on December 23 and 26 only.

MOTION CARRIED

NB3 - Minutes It was Moved and Seconded
That the minutes of the South Cowichan APC meeting minutes of November 22, 2012, be received and filed.

MOTION CARRIED

NB4 – Bylaws 3666, 3667 Rob Conway, Manager, reviewed draft South Cowichan OCP Amendment Bylaw No. 3666 and Zoning Amendment Bylaw No. 3667 (Living Forest Communities).

The bylaws were received for information only.

NB5 – Curbside Collection Director Giles asked staff to provide an update regarding the recent curbside collection AAP process. Bob McDonald, Manager, Recycling and Waste Management Division, provided an update. Mr. McDonald stated that he could provide a report to the next Board if desired.

General discussion ensued.

Mr. Jones advised an update report will be emailed to Directors.

NB6 – Siting Permits Director Marcotte stated that accessory buildings in the ALR was discussed at the recent ALC meeting and suggested that staff look into amending the building bylaw to require a building permit rather than just a siting permit.

It was Moved and Seconded
That staff be directed to investigate the process to have the CVRD Building Bylaw amended to require a building permit, rather than a siting permit, to construct buildings located within the Agricultural Land Reserve, and report back to a future EASC meeting.

MOTION CARRIED

NB7 – Malahat Lions Director Giles requested that the permit fee be waived for the Malahat Lions Club project.

It was Moved and Seconded
That the building permit fee be waived for the Malahat Lions Club to expand their storage shed at the Shawnigan Cemetary, provided that the required fee does not exceed \$100.

MOTION CARRIED

RECESS The Committee adjourned for a 5 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 6:05 pm.

RISE The Committee rose without report.

ADJOURNMENT It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 6:20 pm.

Chair

Recording Secretary