

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, March 3, 2009 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC

PRESENT

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

CVRD STAFF

Tom Anderson, General Manager
Mike Tippett, Manager, Community & Regional Planning
Rob Conway, Manager, Development Services Division
Brian Farquhar, Parks and Trails Manager
Nino Morano, Bylaw Enforcement Officer
Warren Jones, Administrator
Cathy Allen, Recording Secretary

**APPROVAL OF
AGENDA**

The Chair noted changes to the agenda which included add-on item to Closed Session item CSSR4, and eight items of New Business.

It was Moved and Seconded
That the agenda, as amended, be accepted.

MOTION CARRIED

M1 - MINUTES

It was Moved and Seconded
That the minutes of the February 17, 2009 EASC meeting be accepted.

MOTION CARRIED

BUSINESS ARISING

There was no Business Arising.

DELEGATIONS

**D1 – Simensen/
Solbakken**

Nino Morano, Bylaw Enforcement Officer, presented File No. 18-I-07BE regarding Filing of Notice On Title for property located at 11420 Youbou Road (Erik Simensen/Arild Solbakken) due to outstanding Building Code and bvlaw deficiencies.

Mr. Morano answered questions from Committee members.

The land owner was present. He stated that they had nothing further to add to the Staff Report and that they do not oppose the recommendation.

There were no questions to the land owner from Committee members.

It was Moved and Seconded

That a Notice Against Land Title be filed for property owned by Erik & Margaret Simensen and Arild and Astrid & Solbakken, located at 11420 Youbou Road and legally described as PID 000-486-248, Plan 1736, Lot 35, Block 8, Cowichan Lake District.

MOTION CARRIED

D2 – Temple

Nino Morano, Bylaw Enforcement Officer, presented File No. 3-H-06BE regarding Filing of Notice On Tile for property located at 3579 Yellow Point Road (Richard & Barbara Temple) due to outstanding building code and bylaw deficiencies.

Planning and Development staff responded to questions from Committee members.

The land owner was not present.

It was Moved and Seconded

That Notice Against Land Title be filed for property owned by Richard & Barbara Temple, located at 3579 Yellow Point Road and legally described as That part of parcel B (DD 12263N) of District Lot 36, Oyster District, Shown outlined in red on Plan 880R; and further, that legal action be held in abeyance at this time.

MOTION CARRIED

D3 - Schwan

Rob Conway, Manager, Development Services Division, presented Application No. 1-E-09DVP (Werner & Maureen Schwan) to vary Zoning Bylaw No. 1840 to allow construction of a garage 1.8 metres from the interior side parcel line, located at 4456 Uphill Road.

The applicant was present and commented on the proposal. The applicant answered questions from Committee members.

It was moved and seconded

That Development Variance Permit Application No. 1-E-09DVP be approved, and that the Planning Division be authorized to issue a Development Variance Permit to Werner and Maureen Schwan with respect to Lot 3, Section 3, Range 1, Cowichan District, Plan 25530 that would vary Section 7.3(b)(4) of Zoning Bylaw No. 1840 by 1.2 metres for the construction of an accessory building 1.8 metres from the interior side parcel line.

MOTION CARRIED

**CORRESPOND-
ENCE**

**C1 to C5 – Grants-in-
Aid**

It was Moved and Seconded

1. That a grant-in-aid (Electoral Area C – Cobble Hill) in the amount of \$500 be given to Cowichan Foundation to assist with on-going community work.
2. That a grant-in-aid (Electoral Area C – Cobble Hill) in the amount of \$1,000 be given to Cowichan Secondary School for two bursaries (\$500 each) to be awarded to students living in Electoral Area C.
3. That a grant-in-aid (Electoral Area C – Cobble Hill) in the amount of \$250 be given to Cowichan Spirit of Women to assist with operation costs of the Womens Resource Centre.
4. That a grant-in-aid (Electoral Area C – Cobble Hill) in the amount of \$1,500 be given to Frances Kelsey Secondary School for bursaries to be awarded to students living in Electoral Area C.
5. That a grant-in-aid (Electoral Area C – Cobble Hill) in the amount of \$500 be given to Cowichan Family Caregivers Society to assist with ongoing community work.

MOTION CARRIED

PARKS

**PK1 – Areas F & I
Parks Maintenance**

It was Moved and Seconded

1. That the 2009-2010 Electoral Area F Community Parks Maintenance Services Contract be awarded to Easy Living Holdings Ltd. of Duncan in the amount of \$69,999.99 including GST, based on the RFP bid received Friday February 13, 2009.

2. That the 2009-2010 Electoral Area I Community Parks Maintenance Services Contract be awarded to Easy Living Holdings Ltd. of Duncan in the amount of \$67,999.99 including GST, based on the RFP bid received Friday February 13, 2009.

MOTION CARRIED

PK2 – Parks Capital Funds

It was Moved and Seconded

That the Purchasing Policy be waived to allow the following list of works to proceed prior to the adoption of the CVRD 2009 Five Year Financial Plan in order to ensure the projects are completed prior to mid-spring when public use becomes very active at these parks and in particular at Saltair Centennial Park where the league play on the ball fields is scheduled to commence:

1. Area C – Construction of Bike Skills Park at Quarry Nature Park;
2. Area F – Emergency Repairs to Bear Lake Park Swim Float and approach ramp; and
3. Area G – Installation of Irrigation system at Saltair Centennial Park ball field.

MOTION CARRIED

PK3 to PK8 - Parks Minutes

It was Moved and Seconded

That the following Parks Commission minutes be received and filed:

- minutes of Area I Parks Commission meeting of February 10, 2009
- minutes of Area F Parks Commission AGM of January 29, 2009
- minutes of Area C Parks Commission AGM of January 22, 2009
- minutes of Area C Parks Commission meeting of January 22, 2009
- minutes of Area E Parks Commission AGM of January 29, 2009
- minutes of Area E Parks Commission meeting of January 29, 2009

MOTION CARRIED

APC

AP1, AP2, AP3, AP5, AP6 - Minutes

It was Moved and Seconded

That the following APC minutes be received and filed:

- minutes of Area B APC meeting of November 6, 2008
- minutes of Area F APC meeting of February 3, 2009
- minutes of Area D APC meeting of February 16, 2009
- minutes of Area B APC meeting of January 26, 2009
- minutes of Area B APC meeting of February 6, 2009

MOTION CARRIED

AP4

It was Moved and Seconded
That the minutes of Area C APC meeting of February 11, 2009 be received and filed.

MOTION CARRIED

Director Giles noted that an April meeting with the Area C APC and other south end APC's is acceptable for all.

NEW BUSINESS

NB1 to NB4 - Grants-in-Aid

It was Moved and Seconded

1. That a grant-in-aid (Electoral Area E – Cowichan Station-Sahtlam-Glenora) in the amount of \$500 be given to BC Coalition for Health Promotion to assist with production costs of an educational documentary.
2. That a grant-in-aid (Electoral Area D – Cowichan Bay) in the amount of \$500 be given to BC Coalition for Health Promotion to assist with production costs of an educational documentary.
3. That a grant-in-aid (Electoral Area B – Shawnigan Lake) in the amount of \$300 be given to BC Coalition for Health Promotion to assist with production costs of an educational documentary.

MOTION CARRIED

It was Moved and Seconded
That a grant-in-aid (Electoral Area E – Cowichan Station-Sahtlam-Glenora) in the amount of \$375 be given to Bike to Work Cowichan to assist with program operation costs.

MOTION CARRIED

#5 – Wood Lot License, Area B

Director Cossey advised that a public meeting is planned with the Ministry of Forests on March 9th in Shawnigan Lake dealing with a wood lot license issue in the West Shawnigan Lake Provincial Park. Comments from that meeting may be brought forward to the March 11th Board meeting that would need to be forwarded to the Ministry of Forests.

#6 – UBCM Tourism Funding

Director Giles referred to a Board resolution passed at the May 14, 2008 meeting regarding UBCM Tourism Funding, where grants were provided for in the amount of \$210,000. Director Giles reviewed projects approved (as listed in Staff Report dated April 9, 2008, from Geoff Millar, Economic Development Manager), as well as Boys Road/Jacob Road/Highway 1 signage - \$4,000, plus \$20,000 funding allocation into reserve for the Regional Visitor Centre Project, and \$3,000 towards Fresh from the Island Trails Project. The funding deadline is now September/October.

It was Moved and Seconded

That the Economic Development Officer provide an update at the next EASC meeting on the expenditure of UBCM Tourism funds (Round 2) approved at the May 14, 2008 Board, and the amount remaining within this program.

MOTION CARRIED

#7 - FCM

Director Giles advised that she sent an email to Directors requesting those interested in attending the next FCM conference to advise her. It was noted that Directors Kuhn and Morrison expressed their desire to attend.

It was Moved and Seconded

That Director K. Kuhn and Director I. Morrison be authorized to attend the next FCM conference to be held in Whistler, subject to budget funding.

MOTION CARRIED

RECESS

It was Moved and Seconded

That the Committee adjourn for a short 10 minute recess.

MOTION CARRIED

**#8 – Community
Forum**

Director Giles announced that the CVRD is hosting a Community Forum with the Malahat First Nation on Monday, March 23rd at the Arbutus Ridge Golf and Country Club with dinner beginning at 6:00 pm. She noted that Tom Anderson, Brian Farquhar, Rob Conway, and Mike Tippett are also invited to attend. Director Giles requested that staff and Directors confirm their attendance as soon as possible by contacting Jacob Ellis.

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 4:00 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 4:55 pm.

Chair

Recording Secretary