

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, October 14, 2008 at 5:30 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC

**PRESENT**

Director M. Marcotte, Chair  
Director J. Allan, Vice-Chair  
Director G. Giles  
Director K. Cossey  
Director B. Hodson  
Director M. Dorey  
Director M. Tansley  
Director L. Duncan  
Absent: Director M. Walker

**CVRD STAFF**

Tom Anderson, Manager  
Mike Tippett, Deputy Manager  
Brian Farquhar, Parks Manager  
Cathy Allen, Recording Secretary

**APPROVAL OF  
AGENDA**

The Chair noted changes to the agenda, which included five items to Correspondence, two items to Parks, and one item 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 September 30, 2008 EASC meeting be amended, page four, change "MOTTION" to "MOTION", and that the minutes as amended be accepted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 – Linda Emrick** Linda Emrick was not present regarding Application No. 6-E-08DP/RAR that was referred back to EASC at the Regional Board meeting of October 8, 2008.

It was Moved and Seconded  
That Application No. 6-E-08DP/RAR (Emrick) be referred to the next EASC meeting so that the applicant can be present.

MOTION CARRIED

**D2 – Ryan Dias** Ryan Dias was not present regarding restrictive covenant (613711 BC Ltd./Greg Adams) for SPEA protection of Strata Lots 1-11, Block 488, Cowichan Lake District, Plan VIS6095 (Application #3-I-06DP).

It was Moved and Seconded  
That the requirement for a restrictive covenant respecting SPEA protection (Application No. 3-I-06DP/613711 BC Ltd./Greg Adams) be rescinded.

It was Moved and Seconded  
That the matter of the CVRD entering into a restrictive covenant (File No. 3-I-06DP/Greg Adams) for SPEA protection, be referred to staff for further consideration.

MOTION CARRIED

**CORRESPOND-  
ENCE**

**C1 – Grant-in-aid** It was Moved and Seconded  
That a grant-in-aid (Electoral Area F – Cowichan Lake South/Skutz Falls) in the amount of \$500 be given to Judy Brayden to assist with costs to erect a sign for Sahtlam, subject to confirmation of final signage details.

MOTION CARRIED

**C2 – Grant-in-aid** It was Moved and Seconded  
That a grant-in-aid (Electoral Area D – Cowichan Bay) in the amount of \$500 be given to Cowichan Bay Improvement Association to assist with costs to participate in the Spring and Garden Homeshow.

MOTION CARRIED

**C3 – Grant-in-aid** It was Moved and Seconded  
That a grant-in-aid (Electoral Area D – Cowichan Bay) in the amount of \$500 be given to Cowichan Family Caregivers Support Society to assist with costs associated with funding the Society.

MOTION CARRIED

**C4 – Grant-in-aid** It was Moved and Seconded  
That a grant-in-aid (Electoral Area D – Cowichan Bay) in the amount of \$500 be given to Koksilah School Historical Society to assist with maintenance costs for the Old Koksilah School

MOTION CARRIED

**C5 – Grant-in-aid** It was Moved and Seconded  
That a grant-in-aid (Electoral Area B – Shawnigan Lake) in the amount of \$1,500 be given to O.U.R. EcoVillage to assist with costs associated with the 2008 Youth Convergence Program.

MOTION CARRIED

**C6 – Meeting with ALC** It was Moved and Seconded  
That the letter dated September 30, 2008, from the ALC thanking the CVRD for meeting with them, be received and filed.

MOTION CARRIED

**C7 – ALR application (CRC)** It was Moved and Seconded  
That Application #J-38529 (CRC Canadian Retirement Corporation) for Transportation, Utility and Recreational Trail Uses in the ALR (Phase 20) be forwarded to the Agricultural Land Commission with a recommendation to approve.

MOTION CARRIED

**APC**

**AP1 - Minutes** It was Moved and Seconded  
That the minutes of the Area B APC meeting of October 2, 2008, be received and filed.

MOTION CARRIED

**PARKS**

**PK1 – MOT License Agreement**

It was Moved and Seconded  
That the Board Chair and Corporate Secretary be authorized to execute the necessary documents to renew a five year License of Occupation Agreement (100255-1) with the Ministry of Transportation commencing October 1, 2008, for the undeveloped road portions on Skinner Road (Skinner Road beach access) and South Oyster School Road (Boulder Point beach access) in Saltair.

MOTION CARRIED

**PK2 - Minutes**

It was Moved and Seconded  
That the minutes of the Area C Parks Commission meeting of September 29, 2008, be received and filed.

MOTION CARRIED

**PK3 – Reserve Fund Bylaw**

It was Moved and Seconded  
That a Reserve Fund Expenditure Bylaw be prepared authorizing no more than \$30,000 from the Electoral Area I Community Parks General Reserve Fund for the purpose of completing capital projects in Youbou Little League Park (Phase I ballfield upgrade), Nantree Park (fence installation) and swimming float repairs in Arbutus Park, and that the bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

**PK4 – Maintenance Contracts**

It was Moved and Seconded  
That separate Request for Proposals for the provision of parks maintenance services contracts be issued for Electoral Area A – E Community Parks, Electoral Area F Community Parks, Electoral Area H Community Parks and Electoral Area I Community Parks.

MOTION CARRIED

**INI – Building Report**

It was Moved and Seconded  
That the September 2008 Building Report be received and filed.

MOTION CARRIED

NOTE: Director Dorey left the meeting at this point.

**NEW BUSINESS**

**1 – UBCM costs**

Some concerns were expressed respecting dinner expenses occurred during the recent UBCM convention. Director Hodson advised that irregular expenses will be cleared up on Director's next expense claims.

**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 6:35 pm.

**RISE**

The Committee rose without report.

**ADJOURNMENT**

It was Moved and Seconded  
That the meeting be adjourned.

**MOTION CARRIED**

The meeting adjourned at 6:40 pm.

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Chair

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Recording Secretary