

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, October 19, 2010 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

**PRESENT**

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

**CVRD STAFF**

Tom R. Anderson, General Manager  
Mike Tippett, Manager  
Rob Conway, Manager  
Brian Farquhar, Manager  
Carla Schuk, Planning Technician  
Ann Kjerulf, Planner III  
Maddy Koch, Planning Assistant  
Brian Duncan, Chief Building Inspector  
Nino Morano, Bylaw Enforcement Officer  
Warren Jones, Administrator  
Cathy Allen, Recording Secretary

**APPROVAL OF  
AGENDA**

The Chair noted changes to the agenda which included adding one listed item of New Business, two additional items of new business, and two items of Closed Session 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 October 5, 2010 EASC meeting, be adopted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 - Paisley**

Corey Paisley, 11170 Branksome Road, Saltair, was present regarding procedural concerns with respect to zoning improprieties, bylaw enforcement, and freedom of information. Mr. Paisley distributed written material supporting his concerns.

The Committee and staff responded to questions from Mr. Paisley.

The Chair advised that the 10 minute delegation time limit had been reached and requested the delegate to put any additional concerns or comments in writing.

Mr. Paisley requested an extension to the 10 minute time limit.

It was Moved and Seconded

That the delegate, Corey Paisley, be granted an additional five minutes to present his concerns.

MOTION CARRIED

Mr. Paisley stated further concerns.

The Chair thanked the delegate for appearing.

**D2 - Stitt**

Robert Stitt was present on behalf of the Area D OCP Steering Committee to present an update on the new draft Cowichan Bay Official Community Plan. A brief power point presentation was shown noting key issues and goals of the Plan and noting that June of next year is proposed for the bylaw stage.

The Committee directed comments to the delegate.

The Chair thanked the delegate for his presentation.

**D3 - Partridge**

Carla Schuk, Planning Technician, presented a request by Craig Partridge for additional accessory building fixtures in an accessory building located at 2868 Renfrew Road, Shawnigan Lake.

The applicant was not present.

It was Moved and Seconded

That the request by Craig Partridge to install a wet bar and shower in an accessory building at 2868 Renfrew Road, Area B, be referred to the next EASC meeting when the Area B Director is present.

MOTION CARRIED

**D4 - Mendenhall**

Carla Schuk, Planning Technician, presented Application No. 2-E-10ALR (Orosi Land Co./Mendenhall) to adjust the lot boundaries of two adjacent properties to 4921 Marshall Road.

The Committee directed questions to staff.

Arturo Mendenhall, applicant, was present and provided further information to the application.

It was Moved and Seconded

That Application No. 2-E-10ALR submitted by Orosi Land Co. Ltd. and Arturo and Yanina Mendenhall made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide the subject property be forwarded to the Agricultural Land Commission with a recommendation to deny the application.

MOTION CARRIED

**D5 - Muir**

Maddy Koch, Planning Assistant, presented Application No. 1-H-10ALR (Bruce Muir/Heart Lake Developments Ltd.) to include 17.3 hectares located on Oyster Sto Lo Road, Area H, into the ALR.

The Committee directed questions to staff and the applicant.

Bruce Muir, applicant, was present, and noted that 148 lots are proposed to be created.

It was Moved and Seconded

That Application No. 1-H-10 ALR (Muir) regarding the inclusion of approximately 17.3 hectares of District Lot 51, Oyster District, except the right of way in the Esquimalt and Nanaimo Railway Company, except part coloured red on Plan deposited under DD 272791, and except part shown outlined in red on plan deposited under DD 285551 (PID: 009-439-714) to the Agricultural Land reserve, be forwarded to the Agricultural Land Commission with a recommendation to approve.

MOTION CARRIED

**STAFF REPORTS**

**SR1 – Eagle Heights  
Fire Protection  
boundary**

Sybille Sanderson, Acting GM, presented staff report dated October 12, 2010, regarding Eagle Heights 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 Eagle Heights Fire Protection Servicer Area is sufficient, be received.

2. That CVRD Bylaw No. 1965 be amended to extend the boundaries of the Eagle Heights Fire Protection Area to include the following property: Lot 3, Parcel A, Section 13, Range 7, Plan 2298, Quamichan Land District, amended DD168307-I, PID: 000-995-215, Folio : 03-765-03347-000.
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 City of Duncan to provide fire protection to the Eagle Heights Fire Protection Service Area be amended to include the additional property.
5. That the Chair and Corporate Secretary be authorized to sign the amended Eagle Heights Fire Protection Services Agreement.

MOTION CARRIED

**SR2 – Community  
Parks Requisition  
Limits**

Brian Farquhar, Parks and Trails Manager, presented staff report dated October 13, 2010, regarding Community Park Functions, Statutory Requisition Limitations.

It was Moved and seconded

That a bylaw be prepared to amend “CVRD Bylaw No. 2232 – South Cowichan Parks Service (Electoral Areas A – Mill Bay/Malahat, B – Shawnigan Lake, C – Cobble Hill, and D – Cowichan Bay) Establishment Bylaw, 2001”, to increase the maximum requisition from \$50,000 to \$62,500, and that the amendment bylaw be forwarded to the Board for consideration of three readings and approval.

MOTION CARRIED

It was Moved and Seconded

That a bylaw be prepared to amend “CVRD Bylaw No. 2673 – “Saltair Community Parks Establishment Bylaw, 2005”, to increase the maximum requisition from \$.35 per \$1,000 to \$0.40 per \$1,000 net taxable value , and that the amendment bylaw be forwarded to the Board for consideration of three readings and approval.

MOTION CARRIED

**SR3 – Animal Control  
Budget**

Tom Anderson, GM, reviewed staff report dated October 13, 2010, regarding 2011 Animal Control budget.

It was Moved and Seconded

That the CVRD animal control license fees not be increased at this time, and that staff provide a detailed report to the EASC on the Animal Control function.

MOTION CARRIED

**SR4 – Accessory Building Fixtures**

Tom Anderson, GM, reviewed staff report dated October 13, 2010, regarding Additional Facilities in Accessory Buildings.

It was Moved and Seconded

That the existing Board Policy respecting allowances for additional plumbing fixtures within accessory buildings be maintained.

MOTION CARRIED

**SR5 – Riparian DPA, Area H**

Mike Tippett, Manager, reviewed Staff Report dated August 18, 2010, regarding marine riparian development permit areas.

1. That the proposed amendment to the North Oyster/Diamond Official Community Plan that would introduce a new Marine Riparian Development Permit Area, be approved and that the amendment bylaw be forwarded to the Regional Board for consideration of first and second readings.
2. That a public hearing be arranged and that Directors Marcotte, Dorey and Morrison be appointed as delegates to the public hearing.
3. That the draft amendment bylaw be forwarded to Fisheries and Oceans Canada, SD #68, Stz'uminus First Nation, the Town of Ladysmith, and Nanaimo Regional District.

MOTION CARRIED

**APC**

**AP1 - Minutes**

It was Moved and Seconded

That the minutes of the Area I APC meeting of September 7, 2010, be referred back to the Advisory Planning Commission.

MOTION CARRIED

**AP2 - Minutes**

It was Moved and Seconded

That the minutes of the Area A APC meeting of September 14, 2010, be received and filed.

MOTION CARRIED

**PARKS**

**PK1- Minutes**

It was Moved and Seconded

That the minutes of the Area D Parks meeting of September 20, 2010, be received and filed.

MOTION CARRIED

**PK2 - Minutes**

It was Moved and Seconded  
That the minutes of the Area I Parks meeting of September 14, 2010, be received and filed.

MOTION CARRIED

**PK3 - Minutes**

It was Moved and Seconded  
That the minutes of the Area C Parks meeting of October 6, 2010, be received and filed.

MOTION CARRIED

**INFORMATION**

**IN1 – Building Report**

It was Moved and Seconded  
That the September 2010 building report, be received and filed.

MOTION CARRIED

**NEW BUSINESS**

**NB1 – File No. 3-I-10DP**

Rob Conway, Manager, reviewed staff report dated October 19, 2010, regarding Development Permit Application No. 3-I-10DP/VAR (Dix) and request to send the application back to the APC for further review.

It was Moved and Seconded  
That the Area I Advisory Planning Commission be requested to undertake a site visit to Island #4 to view proposed building locations, and that the APC provide comment with respect to both the variance and development permit aspects of application 3-I-10DP/VAR (Dix).

MOTION CARRIED

**2 – Next EASC meeting**

It was Moved and Seconded  
Further to the regular November 16, 2010, EASC meeting being cancelled due to several Directors and staff attending a conference in Kelowna, that an EASC meeting be scheduled for Tuesday, November 23, 2010.

MOTION CARRIED

**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 5:00 pm.

**RISE**

It was Moved and Seconded  
That the Committee rise without report.

MOTION CARRIED

**ADJOURNMENT**

It was Moved and Seconded  
That the meeting be adjourned.

MOION CARRIED

The meeting adjourned at 5:15 pm.

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Chair

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Recording Secretary