

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, November 2, 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  
Carla Schuk, Planning Technician  
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 four items of 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 19, 2010 EASC meeting, be adopted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 - Partridge**

Carla Schuk, Planning Technician, presented Staff Report dated October 13, 2010, regarding request for accessory building fixtures at 2868 Renfrew Road (Partridge).

Craig Partridge, applicant, was not present.

It was Moved and Seconded

That the request by Craig Partridge to allow a wet bar and shower, in addition to the two permitted plumbing fixtures, within an accessory building at 2868 Renfrew Road (Lot 10, District Lot 15, Helmcken District, Plan 2210, except parts in Plan 47997 and VIP 76565), be approved, subject to registration of a covenant prohibiting occupancy of the accessory structure as a dwelling and removal of all additional facilities prior to change in ownership of the property, and on condition of septic approval.

MOTION CARRIED

**STAFF REPORTS**

**SR1 – Malahat Fire Protection Area Expansion**

It was Moved and Seconded

1. That the Certificate of Sufficiency confirming that the petition for inclusion in the Malahat Fire Protection Service Area is sufficient, be received.
2. That CVRD Bylaw No. 2414 be amended to extend the boundaries of the Malahat Fire Protection Service Area to include the following property: PID: 025-642-324 Lot 2, District Lot 132, Malahat Land District, Plan VIP75146.
3. That the Malahat Fire Protection Service Area amendment bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

**SR2 - Animal Control**

Tom Anderson, General Manager, presented Staff Report, dated October 26, 2010, regarding 2011 Animal Control Budget.

It was Moved and Seconded

That the staff report dated October 26, 2010, from Tom Anderson, General Manager, regarding 2011 Animal Control Budget, be received and filed.

MOTION CARRIED

It was Moved and Seconded  
That animal control license fees be increased by five dollars (\$5.).

MOTION DEFEATED

It was Moved and Seconded  
That staff make concerted efforts to educate the public and increase awareness regarding the importance of purchasing dog tags, including inserting notices into utility bill envelopes, and posting signs, etc.

MOTION CARRIED

**SR3 – File #2-D-10SA** It was Moved and Seconded  
That the requirement to obtain a development permit for Application No. 2-D-10SA (Elmworth Construction/Muir) be deferred until the building permit stage.

MOTION CARRIED

**SR4 – Bylaw Maintenance** Mike Tippett, Manager, presented Staff Report, dated October 25, 2010, regarding regular OCP and Zoning Bylaw maintenance amendments.

It was Moved and Seconded  
That staff be directed to prepare omnibus OCP and zoning bylaw maintenance amendments for Electoral Areas B, E and F, and that the draft amendment bylaws be brought before the Electoral Area Services Committee once drafted, for further direction.

MOTION CARRIED

**SR5 – CRD Soil Removal Bylaw** It was Moved and Seconded  
That the Capital Regional District be advised that the CVRD has no concerns with proposed amending Bylaw No. 3681, a bylaw to amend the Juan De Fuca Electoral Area Soil Removal or Deposit Bylaw No. 3297.

MOTION CARRIED

It was Moved and Seconded  
That staff be directed to review the Capital Regional District/Juan De Fuca Soil Removal or Deposit Bylaw No. 1, 2006, with the CVRD solicitor, to determine what sections may be applicable to the CVRD.

MOTION CARRIED

**AP1 & AP2 - Minutes**

It was Moved and seconded  
That the minutes of the Area A APC meeting of October 12, 2010 and the minutes of the Area B APC meeting of October 17, 2010, be received and filed.

MOTION CARRIED

**PARKS**

**PK1 - Minutes**

It was Moved and Seconded  
That the minutes of the Shawnigan Lake Parks meeting of October 21, 2010, be received and filed.

MOTION CARRIED

**NEW BUSINESS**

**1 - Fireworks**

Tom Anderson, General Manager, noted that last year the CVRD presented new regulations that prohibited the sale and setting off of fireworks, and that positive responses were received after the 2009 Halloween season.

Mr. Anderson requested feedback from Directors as to how the 2010 Halloween season went in their respective areas. Each Director provided comments. Areas C, D, E, G, H, I reported a relatively quiet season with some areas hosting community events; and Areas A and F reported concerns regarding noise with not much improvement over previous years.

**2 – Eelgrass Meeting**

Director Iannidinardo advised of a community meeting being held on November 30<sup>th</sup> from 7-9 pm at Bench School to discuss boating regulations for eelgrass habitat and invited Committee members to attend.

**3 – Towns for Tomorrow**

Tom Anderson, General Manager, distributed a “Towns for Tomorrow” Program Guide prepared by the Ministry of Community and Rural Development, that provides an overview of the sustainability capital projects program available to smaller communities in BC, as well as grant application information.

Mr. Anderson noted that Directors should forward their suggestions to Jacob Ellis, Manager, Corporate Planning.

Warren Jones, Administrator, noted that the CVRD can apply for one \$400,000 maximum grant. Mr. Jones advised that Mr. Ellis will gather suggestions and forward a report to the November 23<sup>rd</sup> EASC meeting.

**4 – Marine Riparian  
Bylaws**

Mike Tippett, Manager, requested that Directors delegate authority to staff to issue marine riparian area development permits. He noted that staff is comfortable with issuing such permits but would bring any controversial permits to committee for direction if deemed necessary. Mr. Tippett advised that the CVRD Fees and Procedures Bylaw would need to be amended if authority is given.

It was Moved and Seconded

That the CVRD Fees and Procedures Bylaw No. 3275 be amended to delegate authority to staff to issue Marine Riparian Area Development Permits.

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 3:56 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.

MOTION CARRIED

The meeting adjourned at 4:36 pm.

---

Chair

---

Recording Secretary