

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, November 23, 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 K. Cossey
Absent Director L. Duncan

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 two 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 November 2, 2010 EASC meeting, be amended by changing the word "voting" to "boating" on Page 4 (NB2) and by changing the word "CARRIEDM" to "CARRIED" on Page 5 (Rise), and that the minutes, as amended, be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

DELEGATIONS

D2 – Rajala/Weber

Carla Schuk, Planning Technician, reviewed Application No. 1-F-10ALR (Sidney and Valerie Rajala/Benjamin and Rhonda Weber) to subdivide property located at 10315 and 10318 Swinburne Avenue.

The Committee directed questions to staff.

The applicant was present and presented further information to the application.

It was Moved and Seconded

That Application No. 1-F-10ALR, submitted by Sidney and Valerie Rajala, made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide Lot 18, Block H, Section 15, Renfrew District (situated in Cowichan Lake District), Plan 1501 (PID 007-334-702) and pursuant to section 946 of the *Local Government Act* be forwarded to the Agricultural Land Commission with no recommendation.

MOTION CARRIED

It was Moved and Seconded

That the Agricultural Land Commission be requested to do soil classification mapping for the Gordon Bay area of Electoral Area F which would provide the CVRD with the information needed to make recommendations on future ALR applications.

MOTION CARRIED

D1 - Stacey

Maddy Koch, Planning Assistant, presented Application No. 4-G-10DVP (Lorraine Stacey), to relax the exterior side parcel line setback to legalize an existing addition to the accessory building located at 10845 Chemainus Road.

The applicant was not present.

It was Moved and Seconded

That Application No. 4-G-10DVP, submitted by Lorraine Stacey, for a variance to Section 5.3(4) of Zoning Bylaw No. 2524, to decrease the setback of the exterior side parcel line from 4.5 metres to 0.0 metres, be approved, subject to:

1. The following improvements being made to the addition by June 30, 2011:
 - a) Vinyl siding which matches that of the parent accessory building;
 - b) Roofing which matches that of the parent accessory building;
 - c) Front siding and a garage door installed.
2. Strict compliance with the conditions of the Ministry of Transportation and Infrastructure's permit.

MOTION CARRIED

D3 - Davis

Carla Schuk, Planning Technician, presented Application No. 3-A-10DP (Kerry Davis) to allow for subdivision of the subject property located at 696 Frayne Road into three lots ranging from 0.2 to 0.4 hectares.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 3-A-10DP be approved, and that a development permit, pursuant to the Mill Bay Development Permit Area, be issued to Kerry Davis for Lot 16, District Lot 47, Malahat District, Plan 3749, except that parts lying northerly and westerly of the northerly and westerly limits of Plan 1064 RW and westerly of the westerly limit of Plan 570 RW and except that part in Plan 51166 (PID: 006-144-128) for subdivision of the subject property.

MOTION CARRIED

D4 – Tennant

Mike Tippett, Manager, reviewed Staff Report dated November 17, 2010, regarding Bamberton Application Update.

The Committee directed questions to staff.

The applicants were present. Ross Tennant requested that the time allotted to make their presentation be extended.

It was Moved and Seconded

That the applicants respecting Application No. 4-A-06RS (Bamberton) be permitted to have 20 minutes to make their presentation.

MOTION CARRIED

Mr. Tennant handed out an information package to Committee members and reviewed the information through a power point presentation. The information package provided an update of the application including current status, project objectives, and CVRD requirements that have been addressed.

Also reviewed were proposed neighbourhoods. In conclusion, the applicants requested that the CVRD either move the application forward or decline it.

The Committee directed comments to the applicants.

It was Moved and Seconded

That staff be directed to review the information submitted by Three Point Properties Ltd. on November 15, 2010, and to prepare a report for a special EASC meeting in January, 2011, regarding the submission and whether or not it provides a sufficient basis for preparing draft OCP and zoning amendment bylaws and a phased development agreement.

MOTION CARRIED

SR1 – Towns for Tomorrow

Jacob Ellis, Manager, reviewed Staff Report dated November 16, 2010, regarding Towns for Tomorrow Program Application.

General discussion ensued.

It was Moved and Seconded

That Electoral Area Directors be requested to submit any further suggestions for projects regarding the Towns for Tomorrow Program, to Jacob Ellis, Manager, Corporate Planning, so that they can be included in the final report to the December 7th EASC meeting.

MOTION CARRIED

SR2 – GSPF/IF

Jacob Ellis, Manager, reviewed Staff Report dated November 16, 2010, regarding Innovations Fund and General Strategic Priorities Fund Program applications.

It was Moved and Seconded

That the Staff Report dated November 16, 2010, from Jacob Ellis, Manager, Corporate Planning, regarding Innovations Fund and General Strategic Priorities Fund Programs Applications, be tabled to the December 7th EASC meeting.

MOTION CARRIED

SR3 – 1695 Sandy Beach Road

Brian Duncan, Chief Building Inspector, reviewed Staff Report dated November 16, 2010, regarding Jarvis Property at 1695 Sandy Beach Road.

It was Moved and Seconded

That the report from Richard Brimmell, P.Eng. dated October 27, 2010, regarding Geotechnical Considerations for 1695 Sandy Beach Road (Jarvis), be accepted as an updated evaluation of bank stability.

MOTION CARRIED

SR4 – Bill 27, Area F

Alison Garnett, Planner II, reviewed Staff Report dated November 15, 2010, regarding Bill 27 (Greenhouse Gas Reduction) bylaw amendment for Area F Official Community Plan .

It was Moved and Seconded

1. That the Bill 27 Bylaw Amendment for Electoral Area F proceed to the Board for consideration of 1st and 2nd Readings.
2. That a Public Hearing be scheduled for the Amending Bylaw with Directors Morrison, Kuhn and Iannidinardo appointed as delegates of the Board.

3. That the Bill 27 Bylaw Amendment for Electoral Area F be referred to the Town of Lake Cowichan, Municipality of North Cowichan, Cowichan Tribes, School District No. 79, and Ministry of Community and Rural Development for comment.

MOTION CARRIED

**SR5 – Park
Maintenance
Contract**

Ryan Dias, Parks Operations Superintendent, reviewed Staff Report, dated November 16, 2010, regarding Area A-E, F and I Park Maintenance Contract Extensions.

It was Moved and Seconded

That the existing Community Parks Maintenance Services Contracts with Easy Living Landscape Holdings Ltd. be extended for an additional three years, commencing January 01, 2011, for the following amounts for each contract over the thirty-six month term (exclusive of HST); \$621,755 for the Electoral Area A-E Parks Maintenance Services Contract (inclusive of South Cowichan Parks and Bright Angel Park), \$99,626.00 for the Electoral Area F Parks Maintenance Services Contract and \$147,262.00 for the Electoral Area I Parks Maintenance Services Contract.

MOTION CARRIED

APC

AP1 to AP2 - Minutes

It was Moved and Seconded

That the minutes of the Area D APC meeting of October 20, 2010, and the minutes of the Area F APC meeting of September 15, 2010, be received and filed.

MOTION CARRIED

PARKS

PK1 to PK4 - Minutes

It was Moved and Seconded

That the following Parks minutes be received and filed:

- Minutes of Area A Parks meeting of October 22, 2010
- Minutes of Area C Parks meeting of October 28, 2010
- Minutes of Area D Parks meeting of October 18, 2010
- Minutes of Area I Parks meeting of October 12, 2010

MOTION CARRIED

IN1 – Building Report It was Moved and Seconded
That the October 2010 building report, be received and filed

MOTION CARRIED

NB1 – Grant in aid It was Moved and Seconded
That a grant in aid, Electoral Area G – Saltair, be given to Nanaimo-Ladysmith Schools Foundation in the amount of \$500 to assist in providing a student with a Saltair Community Award Bursary.

MOTION CARRIED

NB2 –Ministry Trial Period Mike Tippett, Manager, reviewed Staff report dated November 22, 2010, regarding Ministry of Community, Sport and Cultural Development bylaw approval trial period.

It was Moved and Seconded
That the Cowichan Valley Regional District advise the Minister of Community, Sport and Cultural Development that we wish to participate in the Ministerial Approval Waiver trial period.

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 4:40 pm.

RISE The Committee rose without report.

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

MOTION CARRIED

The meeting adjourned at 4:45 pm

Chair

Recording Secretary