

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, February 1, 2011 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

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

CVRD STAFF

Tom R. Anderson, General Manager
Brian Farquhar, Parks and Trails Manager
Mike Tippett, Manager
Rob Conway, Manager
Brian Duncan, Chief Building Inspector
Carla Schuk, Planning Technician
Ann Kjerulf, Planner II
Rachelle Moreau, Planner I
Cathy Allen, Recording Secretary

In Memory

The Chair noted that she has lit a candle to mark awareness of the tragic passing of a young community member, Tyeshia Jones, and to show respect and support for her family.

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

MINUTES

M1

It was Moved and Seconded
That the minutes of the January 18, 2011 EASC meeting be adopted.

MOTION CARRIED

STAFF REPORTS

R1 – 3-E-10ALR

Carla Schuk, Planning Technician, presented Staff Report dated January 25, 2011, regarding Application No. 3-E-10ALR (Ellison) to construct a single family dwelling and small suite on ALR land on Glenora Road.

Mathew Ellison, applicant, was present.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 3-E-10ALR, submitted by Shawn and Mathew Ellison, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a single family dwelling and a small suite on the subject property be forwarded to the Agricultural Land Commission with a recommendation to approve the application.

MOTION CARRIED

Director Cossey arrived to the meeting at this point.

R2 – 5-E-10ALR

Carla Schuk, Planning Technician, presented Staff Report dated January 25, 2011, regarding Application No. 5-E-10ALR (Dent) to subdivide the subject property located at 2831 Mountain Road under Section 946.

The Committee directed questions to staff.

Robert Dent, applicant, was present and provided further information to application. He requested that the application be sent to the ALC without recommendation.

It was Moved and Seconded

That Application No. 5-E-10ALR, submitted by Robert and Carol Dent, made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide Lot 6, Section 3, Quamichan District, Plan 1233 and pursuant to Section 946 of the *Local Government Act* be forwarded to the Agricultural Land Commission with a recommendation to deny the application.

MOTION DEFEATED

It was Moved and Seconded

That Application No. 5-E-10ALR, submitted by Robert and Carol Dent, made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide Lot 6, Section 3, Quamichan District, Plan 1233 and pursuant to Section 946 of the *Local Government Act* be denied.

MOTION CARRIED

**R3 – Accessory
Fixture**

It was Moved and Seconded
That the request by Elizabeth Biberger to allow a utility sink, in addition to two permitted plumbing fixtures, within an accessory building at 1373 Nelson Road (Lot 4, Section 2, Range 6, Cowichan District, Plan 25069 PID: 002-865-921), be approved subject to registration of a covenant prohibiting occupancy of the accessory building as a dwelling.

MOTION CARRIED

**R4 – Vessel
Restriction Regs**

Ann Kjerulf, Planner III, presented Staff Report dated January 26, 2011, regarding Vessel Operation Restriction Regulation and Navigation Channel Proposal for Cowichan Bay.

The Committee directed questions to staff.

It was Moved and Seconded
That the staff report dated January 26, 2011, regarding Vessel Operation Restriction Regulation and Navigation Channel Proposal for Cowichan Bay, be received and filed.

MOTION CARRIED

**R5 – Honeymoon Bay
Gazebo Project**

It was Moved and Seconded
That the proposed donation by the Honeymoon Bay Community Society of a 16 x 30 foot wood Gazebo for Central Park in Electoral Area F be approved, and that the building permit fee for the project by CVRD's Building Inspection Division be waived; and further, that a letter of support for the project, signed by the CVRD Board Chair, be provided to accompany grant funding applications.

MOTION CARRIED

**R6 – City of Duncan
Smoking Bylaw**

It was Moved and Seconded
That City of Duncan Public Health Smoking Protection Bylaw No. 2084, 2010, be forwarded to CVRD Electoral Area Parks Commissions and Recreation Centres for review, to request comment respecting implementing similar no-smoking regulations in area parks and recreation centres.

MOTION CARRIED

**R7 – Thetis Is. Wharf
Services**

It was Moved and Seconded
That the draft Thetis Island Wharf Regulation Bylaw be referred to the Thetis Island Port Commission for further discussion and comment; and further, that the draft bylaw be also forwarded to the Mill Bay Parks Commission for information as interest in a similar bylaw may exist.

MOTION CARRIED

CORRESPONDENCE

C1 – Grant in Aid

It was Moved and Seconded
That a grant in aid, Electoral Area C- Cobble Hill, in the amount of \$250 be given to the Cowichan Food Connection Society, to help support their Bread Van initiative.

MOTION CARRIED

INFORMATION

IN1 – Parks Minutes

It was Moved and Seconded
That staff be directed to investigate and prepare a report to the EASC on options and steps required to acquire the MoTI road ends around Shawnigan Lake under the local community parks function.

MOTION CARRIED

It was Moved and Seconded
That staff be directed to investigate and report to the EASC opportunities to obtain the Baldy Mountain Trail.

MOTION CARRIED

It was Moved and Seconded
That the minutes of the Area B Parks and Recreation Committee meeting of December 16, 2010, be received and filed.

MOTION CARRIED

IN2 – Parks Minutes

It was Moved and Seconded
That the minutes of the Area B Parks and Recreation Commission meeting of January 20, 2011, be received and filed.

MOTION CARRIED

IN3 – APC Minutes

It was Moved and Seconded
That the minutes of the Area F APC meeting of January 19, 2011, be received and filed.

MOTIOIN CARRIED

IN4 – APC Minutes It was Moved and Seconded
That the minutes of the Area D APC meeting be January 12, 2011, be received and filed.

MOTION CARRIED

IN5 – AVICC It was Moved and Seconded
That the memo from AVICC dated January 13, 2011, regarding 2011 resolutions deadline, be received and filed.

MOTION CARRIED

IN6 – Building Report It was Moved and Seconded
That the December 2010 Building Report be received and filed.

MOTION CARRIED

NEW BUSINESS

NB1 – Parks Capital Funds It was Moved and Seconded
That the Purchasing Policy be waived to allow completion of Shawnigan Hills Athletic Field Phase 1 and elements of Phase 2 to proceed in the amount of \$160,000 prior to the adoption of the CVRD 2011 Five Year Financial Plan in order to ensure that critical project elements are completed prior to April 1st when league play on the ball field is scheduled to commence.

MOTION CARRIED

NB2 - FCM Mr. Anderson advised that to date four Directors – Duncan, Marcotte, Harrison and Dorey – have indicated they plan to attend the 2011 FCM conference in Halifax. Mr. Anderson asked if any other Directors plan to attend.

Director Giles indicated that the Director's conference budget allows for any interested Director to attend.

It was Moved and Seconded
That any Electoral Area Director who is interested in attending the 2011 FCM conference in Halifax, be authorized to attend, including applicable expenses.

MOTION CARRIED

Mr. Anderson indicated that he will advise the Legislative Services Secretary that any Director who contacts her to sign up for the FCM conference is authorized to attend.

Director Marcotte stated that she would like to see a report prepared outlining expenses incurred last year for Director's conferences and training.

NB3 – Boundary Adjustment

Director Marcotte advised of property in Area H on Doole Road where the owner would like to adjust their property boundary to have all of their property in the A-2 zone to permit subdivision. Mr. Tippet advised of Density averaging issues in Area H and recommended a bylaw amendment for the zone boundary adjustment subject to a covenant restricting the number of lots permitted.

It was Moved and Seconded

1. That the CVRD amend the North Oyster/Diamond Zoning Bylaw No. 1020, by adjusting the zone boundaries between A-2 and A-1, such that all of Parcel A, District Lot 11, Oyster District, Plan VIP63675 would be located in the A-2 Zone, subject to the owner agreeing that the entire property not be permitted to be subdivided into more than 14 total lots, and that a covenant to this effect be registered on title prior to consideration of adoption of the bylaw.
2. That a public hearing be waived due to the proposed change being consistent with the Official Community Plan, and that public notice in lieu be given in accordance with the *Local Government Act*.
3. That the draft bylaw be referred to the Area H APC for comment and review.

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 4:45 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded

That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:35 pm.

Chair

Recording Secretary