

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, March 15, 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 M. Marcotte
Director K. Cossey
Director L. Duncan

CVRD STAFF

Tom R. Anderson, General Manager
Brian Farquhar, Manager
Mike Tippett, Manager
Rob Conway, Manager
Carla Schuk, Planning Technician
Catherine Tompkins, Senior Planner
Ryan Dias, Parks Operations Superintendent
Warren Jones, Administrator
Cathy Allen, Recording Secretary

Mindful Thoughts

The Chair noted that she has lit a candle to be mindful and show awareness for the crisis and suffering that is occurring in Japan.

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding four items of listed new business plus one additional item of new business.

It was Moved and Seconded That the agenda, as amended, be approved.

MOTION CARRIED

MINUTES

M1 - Minutes

It was Moved and Seconded
That the minutes of the March 1, 2011 EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

It was noted that a motion is required to approve the term for Fire Department Appointments made on Page 5 of the March 1, 2011 EASC minutes, agenda item R11.

It was Moved and Seconded
That the appointments to the Mesachie Lake and Youbou Volunteer Fire Departments be approved for a term to expire December 31, 2012.

MOTION CARRIED

STAFF REPORTS

R1 - Dix

Rob Conway presented Staff Report dated March 8, 2011, regarding Application No. 3-I-10DP/VAR (Michael Dix) for a single family dwelling and associated development at Billy Goat Island #4, Cowichan Lake.

The Committee directed questions to staff and the applicant.

Michael Dix, applicant, was present and provided further information to the application.

It was Moved and Seconded

That Application No. 3-I-10DP/VAR by Michael Dix for a single family dwelling and associated development at Island #4, Cowichan Lake (Block 1455, Cowichan Lake District, as shown on Plan 40413) not be approved in its current form and that the applicant be requested to revise the proposal to substantially reduce the foot print of the proposed dwelling and encroachment into the SPEA, and further, that any approval include the following conditions:

1. Authorization of the proposed SPEA encroachment by Department of Fisheries and Oceans and Ministry of Environment;
2. Compliance with RAR Assessment Report #1910, as amended based on the reduced development footprint;
3. On-site monitoring of construction by a Qualified Environmental Professional and submission of a post development report confirming compliance with the recommendations of RAR Assessment Report #1910 and any conditions of approval specified by the Ministry of Environment and Department of Fisheries and Oceans;
4. Determination of the high water mark by legal survey and confirmation that the proposed building location is a minimum of 15 metres from the high water mark of Cowichan Lake;
5. Installation of a "Type 3" or better sewage disposal system authorized by the Vancouver Island Health Authority.

MOTION CARRIED

R2 - Carbonneau

Carla Schuk, Planning Technician, presented staff report dated March 9, 2011, regarding Application No. 8-I-10DP (Ken Carbonneau) to construct a single family dwelling at 10171 Youbou Road, in accordance with the provisions of the Watercourse Protection DPA.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 8-I-10DP be approved, and that a development permit be issued to Ken Carbonneau for Parcel A (DD 27619W) of Lot 26, District Lot 22, Cowichan Lake District, Plan 4922 (PID: 006-016-651), subject to the following:

- Strict compliance with the recommendations in Riparian Assessment Report No. 1777, submitted by Qualified Environmental Professional Trystan Willmott, of Madrone Environmental Services, on September 9, 2010;
- That the 10 metre SPEA be clearly demarcated with the use of flagging materials prior to commencement of development activities.

MOTION CARRIED

R3 - Young

Rob Conway, Manager, presented Application No. 2-E-10RS (Young/Pywell) to rezone property located at 3275 Glenora Road to a new residential zone and permit a three lot subdivision.

Michelle Young, applicant, provided further information to the application.

There were no questions from Committee members.

It was Moved and Seconded

That Application No. 2-E-10RS (Young/Pywell) be denied and that a partial refund of application fees be given in accordance with CVRD Development Application Procedures and Fees Bylaw No. 3275.

MOTION CARRIED

R4 - Makaroff

Rob Conway, Manager, presented staff report dated March 7, 2011, regarding Application No. 14-B-10DP (Elkington Forest – Phase 1) to create 18 residential lots in south Shawnigan Lake, including a community hall, fire hall, utility facilities, public park, strata-owned common property and eco-forestry lands.

Doug Makaroff, applicant, was present and provided further information to the application.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

1. That application No. 14-B-10DP (Elkington Forest – Phase 1) be approved, and that a development permit be issued to Living Forest GP Ltd. for an 18 lot subdivision and associated development subject to:
 - a. Compliance with RAR report #1850;
 - b. Demarcation of SPEA boundaries with fencing and signage and submission of a post-development report prepared by a Qualified Environmental Professional prior to subdivision;
 - c. Submission and approval by the CVRD Planning and Development Department of a drainage design plan that incorporates the rain management concepts described Schedule 7, prior to subdivision of lots in the Trail Head Hamlet;
 - d. Registration of a restrictive covenant to preclude multiple family use and further subdivision;
 - e. Registration of a restrictive covenant to preclude development of the identified Streamside Protection and Enhancement Areas and the protective zones identified in RAR Assessment Report #1850 and on Schedule 2;

- f. Demonstration that proposed buildings comply with criteria listed on Schedule 11 prior to issuance of a building permit for any residential or commercial building;
 - g. Compliance with Covenants CA1648147 and CA1648148 (Fire Protection);
 - h. Compliance with Covenants CA1648144 and CA1648145 (Parks);
 - i. Compliance with Covenant CA1648146 (Servicing);
 - j. Installation of all wiring underground excluding the three northern lots.
2. That Area "B" Zoning Bylaw No. 985 be amended to adjust the sub-zones in CL-1 Zone to comply with lot boundaries described in Development Permit Application No. 14-B-10DP.

MOTION CARRIED

R5 – Soil Class Mapping

Carla Schuk, Planning Technician, presented staff report dated March 9, 2011, regarding Soil Classification Mapping for Gordon Bay in Electoral Area F.

It was Moved and Seconded

That Staff Report dated March 9, 2011, from Carla Schuk, Planning Technician, regarding Soil Classification Mapping for Gordon Bay in Electoral Area F, be received for information.

MOTION CARRIED

R6 – Half IronMan

Ryan Dias, Parks Operations Superintendent, presented staff report dated February 22, 2011, regarding Half IronMan Triathlon Special Event Request (referred from March 1, 2011, EASC).

It was Moved and Seconded

That the request from Lifesport Coaching to host a two day Half Ironman Triathlon event at Shawnigan Lake Provincial Park from May 27th to 29, 2011, be approved; and further, that the organizers be advised that the CVRD can provide the requested Parks and Trails staff and movement of rocks to the CVT entrance, at a cost to the event estimated at \$2,500.

MOTION CARRIED

R7 – Capital Projects Schedule

Ryan Dias, Parks Operations Superintendent, presented staff report dated March 9, 2011, regarding 2011 Capital projects schedule for community and sub-regional Parks.

It was Moved and Seconded

That the 2011 Major and Minor Capital Work Program Schedule be endorsed for Community and Sub-Regional Parks as the order and priority list for undertaking completion of capital project work approved in the 2011 budget.

MOTION CARRIED

R8 – Year end Report It was Moved and Seconded
That staff report dated March 9, 2011, from Katy Tompkins, Senior Planner, regarding the 2010 Year End Report, be received for information.

MOTION CARRIED

R9 – SC OCP Katy Tompkins, Senior Planner, presented Staff Report dated March 8, 2011, regarding the South Cowichan Official Community Plan.

Directors thanked staff for work done on the OCP process.

It was Moved and Seconded
That the draft South Cowichan Official Community Plan be referred to Fisheries and Oceans Canada; Transport Canada; Cowichan Tribes; Malahat First Nation; Tsawout First Nation; Tsartlip First Nation; Chemainus First Nation; Pauquachin First Nation; Agricultural Land Commission; Ministry of Forests and Range – Integrated Land Management Bureau; Ministry of Agriculture; Ministry of Energy and Mines; Ministry of Transportation and Infrastructure; Vancouver Island Health Authority; Ministry of Environment; Ministry of Community, Sport and Cultural Development – Intergovernmental Relations and Planning Division; Land Title and Survey Authority of BC; Capital Regional District; School District 79; Mill Bay Water Improvement District; Braithwaite Improvement District; Cobble Hill Improvement District; Lidstech Holdings; Cowichan Bay Volunteer Fire Department; Malahat Volunteer Fire Department; Mill Bay Volunteer Fire Department; CWAV Safer Futures; and Social Planning Cowichan; Shawnigan Lake Fire Improvement District; Areas A, B and C Parks Commissions; and RCMP, Shawnigan Detachment.

MOTION CARRIED

R10 – File 2-C-10DVP Mike Tippett, Manager, presented staff report dated March 4, 2011, regarding Proposed change to covenant language concerning a vegetative screen (South Cowichan Mini Storage).

It was Moved and Seconded
That the September 8, 2010, Regional Board minutes, Resolution No. 10-487.22, be amended regarding Application for a Development Variance Permit No. 2-C-10DVP (South Cowichan Storage Ltd.) by rescinding the second bullet “subject to” and replacing it with the following:

- Receipt of a Certified Cheque in the amount of \$1200 as a security to ensure that the planted vegetative screen along the perimeter of the subject property survives, to be submitted by the applicant prior to the issuance of the Permit.

MOTION CARRIED

CORRESPONDENCE

C1 - C6

It was Moved and Seconded

That the following grant in aid requests be approved:

- Electoral Area A – Mill Bay/Malahat, in the amount of \$350 to Bard@Brentwood, to assist with their 2011 production.
- Electoral Area A – Mill Bay/Malahat, in the amount of \$10,000 to Mill Bay/Malahat Historical Society, to assist with their efforts to preserve and present the history and heritage of Mill Bay/Malahat.
- Electoral Area G – Saltair/Gulf Islands, in the amount of \$500 to Harvest House Society (food bank), to assist with costs to provide basic food requirements to the needy.
- Electoral Area B – Shawnigan Lake, in the amount of \$500 to Cowichan Seniors Community Foundation, to assist with their fund raising event.
- Electoral Area B – Shawnigan Lake, in the amount of \$750 to Bard@Brentwood, to assist with their 2011 production.
- Electoral Area C – Cobble Hill, in the amount of \$1,000 to South Cowichan Chamber of Commerce, to assist with their on-going projects to strengthen business and community in the South Cowichan Valley.
- Electoral Area A – Mill Bay/Malahat, in the amount or \$1,000 to South Cowichan Chamber of Commerce, to assist with their on-going projects to strengthen business and community in the South Cowichan Valley.
- Electoral Area B – Shawnigan Lake, in the amount of \$1,000 to South Cowichan Chamber of Commerce, to assist with their on-going projects to strengthen business and community in the South Cowichan Valley.

MOTION CARRIED

INFORMATION

IN1-IN7

It was Moved and Seconded

That the following APC minutes be received and filed:

- Minutes of Area E APC meeting of January 13, 2011
- Minutes of Area A APC meeting of March 8, 2011
- Minutes of Area C APC meeting of January 27, 2011
- Minutes of Area H APC meeting of August 12, 2010
- Minutes of Area H APC meeting of August 14, 2010
- Minutes of Area H APC meeting of October 14, 2010
- Minutes of Area I APC meeting of March 1, 2011

MOTION CARRIED

**IN8 – Energy
Incentive Program**

It was Moved and Seconded

That the information from BC Hydro PowerSmart, regarding District Energy capital incentive program, be received as information.

MOTION CARRIED

IN9 – 4975 Koksilah Road

It was Moved and Seconded
That the Board Chair forward a letter to the Ministry of Environment expressing the CVRD's grave concerns respecting relocation of contaminated soils to 4975 Koksilah Road (Evans Redi-Mix).

MOTION CARRIED

It was Moved and Seconded
That the letter dated February 17, 2011, from the Ministry of Environment, regarding relocation of soil from various locations to 4975 Koksilah Road, be included in the Regional Board agenda package for information at the April 13th Board meeting.

MOTION CARRIED

IN10 – Building Report

It was Moved and Seconded
That the February 2011 building report be received and filed.

MOTION CARRIED

NEW BUSINESS

NB1 – Notice of Motion

Director Duncan requested that a motion be passed to create two Engineering Services Committees, one to deal with Regional issues and one to deal with Electoral Area issues.

Discussion ensued.

It was Moved and Seconded
That the Board Chair separate the present Engineering & Environmental Services Committee into two separate committees, one to deal with Regional issues and one to deal with Electoral Area issues.

MOTION DEFEATED

NB2 – 1-I-10DVP

It was Moved and Seconded
That Application No. 1-I-10DVP, by Rick Brubaker for Tonn, respecting Lot 28, District lot 32, Cowichan District, Plan 1003, except part in Plan 1584RS be approved, to increase the height of an accessory building from 6 metres to 7 metres, subject to a survey confirming compliance with the approved height variance prior to issuance of the building permit.

MOTION CARRIED

NB3 – Parks Minutes

It was Moved and Seconded
That the minutes of the Area B Parks Commission meeting of February 17, 2011, be received and filed.

MOTION CARRIED

It was Moved and Seconded
That Parks staff be directed to monitor the volunteer cleanup project at the entrance island to Shawnigan Beach Estates and purchase plants and shrubs for the project; and further, that staff follow up with Doug Makaroff of Elkington Estates, regarding his offer to assist with two parks projects, one being the donation of plants for Shawnigan Hills redevelopment park, and the second being the donation of \$2,000 towards the Shawnigan Hills Athletic Park media event.

MOTION CARRIED

Director Cossey announced that a new Shawnigan Lake community newspaper, the Shawnigan Focus, will begin production on April 1st, and will be in a newsletter format.

NB4 – Grant in Aid Requests

It was Moved and Seconded
That the following grant in aid requests for Electoral Area I – Youbou/Meade Creek be approved:

- Grant in aid to Cowichan Lake District Chamber of Commerce in the amount of \$5,000 to assist with the Town's Info Centre.
- Grant in aid to Cowichan Lake Salmonid Enhancement Society in the amount of \$1,500 to assist with funding for fry salvage.
- Grant in aid to Cowichan Therapeutic Riding Association in the amount of \$1,000 to assist with their riding program.
- Grant in aid to Cowichan Lake Lady of the Lake Society in the amount of \$500 to assist with funding candidates.
- Grant in aid to Lake Cowichan Secondary School in the amount of \$400 to assist with scholarship bursaries.
- Grant in aid to Lake Cowichan Secondary School Dry Grad 2011 in the amount of \$400 to assist with dry grad expenses.
- Grant in aid to Cowichan Lake District Senior's Association in the amount of \$1,200 to assist with cost recovery.
- Grant in aid to CICV Radio in the amount of \$3,000 to assist with costs to acquire a Class A radio license.

MOTION CARRIED

NB5 – APC resignation

It was Moved and Seconded
That the resignation of Dola Boas from the Area A Advisory Planning Commission be accepted and that a letter of appreciation be forwarded to Ms. Boas.

MOTION CARRIED

**NB6 – Density
increase, Walton Rd.**

Director Morrison advised that Area F is considering increasing fire protection service in the Walton Road and surrounding area, and requested that staff look into what the potential increase in density would be if community water was made available.

It was Moved and Seconded

That staff be directed to investigate the potential increase in density in the Walton Road and surrounding area should community water be made available to increase fire protection service, and report back findings to the EASC.

MOTION CARRIED

ADJOURNMENT

It was Moved and Seconded

That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:10 pm.

Chair

Recording Secretary