

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, April 17, 2012 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

Director M. Walker, Chair
Director L. Iannidinardo
Director P. Weaver
Director I. Morrison
Director B. Fraser
Director L. Duncan
Director G. Giles
Director M. Marcotte
Director M. Dorey

CVRD STAFF

Tom Anderson, General Manager
Mike Tippett, Manager
Rob Conway, Manager
Brian Duncan, Manager
Alison Garnett, Planner I
Warren Jones, Administrator
Rob Hutchins, Board Chair
Dave Leitch, Manager
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding two items of listed 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 April 3, 2012, EASC meeting be amended by changing "CARRIE" TO "CARRIED" on page 5, and by replacing the "RISE" section on page 9 with the following: "The Committee rose without report.", and that the minutes, as amended, be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

STAFF REPORTS

R1 – Rafidi

Alison Garnett, Planner I, presented staff report dated April 11, 2012, regarding Rezoning Application No. 2-F-11RS (Rafidi/Sun Lotus) to rezone lots located at 5070 Culverton Road and 5071 Belvedere Road, from R-2 to new zone to permit a health and wellness centre/spiritual and sacred gathering retreat.

Anita Rafidi, applicant, was present and provided further information to the application. She reviewed additional support material including updated Letter of Intent. Ms. Rafidi stated that she felt the proposed commercial zoning does not reflect their future vision and that P2 zoning would be a better fit.

There were no questions from Committee members to staff or the applicant.

It was Moved and Seconded

1. That the draft bylaws for Application No. 2-F-11RS (Rafidi/Daan) be forwarded to the Board for consideration of first and second reading;
2. That the application referrals from RCMP- North Cowichan, the Ministry of Transportation and Infrastructure, Sahtlam Volunteer Fire Department, Vancouver Island Health Authority, Cowichan Tribes, Ministry of Forest, Lands and Natural Resource Operations, and Ministry of Public Safety be accepted;
3. That a public hearing be scheduled with Directors Morrison, Duncan and Weaver appointed as delegates of the Board, following submission of:
 - A draft covenant that would establish a maximum number of people per event, restrict the hours of operation, limit noise, and require a natural buffer to surrounding residential properties.
 - A parking plan, which demonstrates compliance with Zoning Bylaw No. 2600.

MOTION CARRIED

R2 – CV Schools Heritage Society

Tom Anderson, General Manager, reviewed staff report dated April 10, 2012, from Ann Kjerulf, Planner III, regarding Cowichan Valley Schools Heritage Society.

It was Moved and Seconded

That the request from the Cowichan Valley Schools Heritage Society for a letter of support be referred to the next EASC meeting and that a representative from the Society be invited to attend the meeting.

MOTION CARRIED

R3 – CV Trail

It was Moved and Seconded

That the Board Chair and Corporate Secretary be authorized to execute a Stewardship Agreement with the South Island Mountain Bike Society (SIMBS) for maintenance of the Cleasby Bike Park in Area C – Cobble Hill.

MOTION CARRIED

R4 – Permit to Construct

Ryan Dias, A/Manager, reviewed staff report dated April 10, 2012, from Tanya Soroka, Parks and Trails Planner, regarding Permit to Construct with BC MoT for Belvedere Crescent through Caromar Development, Area E.

It was Moved and Seconded

That the CVRD enter into a Permit to Construct Agreement with the BC Ministry of Transportation and Infrastructure for a trail in the section of Belvedere Crescent road right-of-way running through the Caromar development to be managed under the Electoral Area E Community Parks function.

MOTION CARRIED

**R5 – Special Event,
Bright Angel Park**

Ryan Dias, A/Manager, reviewed staff report dated April 10, 2012, regarding special event request at Bright Angel Park.

It was Moved and Seconded

That the request by the Cowichan Valley Metis Nation to waive the park booking fees at Bright Angel Park for their cultural camp tentatively scheduled for May 6 to 11, 2012, be approved.

MOTION CARRIED

**R6 – S. Cowichan
Zoning Bylaw**

Mike Tippett, Manager, reviewed staff report dated April 11, 2012, regarding Process for developing the South Cowichan Zoning Bylaw.

It was Moved and Seconded

1. That the draft South Cowichan Zoning Bylaw and the complementary South Cowichan Official Community Plan (OCP) amendment bylaw be forwarded to:
 - Electoral Area A, B and C Advisory Planning Commissions and the Shawnigan Watershed Roundtable Committee for review, with staff to attend the meetings in order to receive input on the bylaws, and that the draft bylaws be posted on the CVRD website;
 - Referral agencies: Ministry of Transportation, Agricultural Land Commission, Ministry of Agriculture, Ministry of Energy and Mines (Housing Branch), Ministry of Forests, Lands and Natural Resource Operations-Ecosystems Branch, Regional Agricultural Committee, South Cowichan RCMP, for review with a standard 45 day response time;
 - First Nations (Malahat, Cowichan Tribes, Tsawout, Tseycum and Tsartlip) with telephone calls to be placed to both the Malahat and Cowichan Tribes with offers to meet in person, with a target response time of 60 days in all cases;
2. Following input from the Advisory Planning Commissions, Roundtable Committee, Referral Agencies and First Nations, that a revised draft of each bylaw be prepared and that the CVRD website be updated with the revised drafts along with the draft zoning maps, and further, that a series of open houses/public meetings be held in Electoral Areas A, B and C to allow all residents and affected parties ample opportunity to review the draft bylaws in advance of the mandatory public hearings;
3. That final draft bylaws be prepared during the summer of 2012, and then presented to the EASC along with the outline for the specific bylaw adoption process.

MOTION CARRIED

R7 – Gas Tax

Warren Jones, Chief Administrative Officer, reviewed staff report dated April 11, 2012, regarding Gas Tax Community Works Fund.

It was Moved and Seconded

That the proposed gas tax 2012-2014 Community Works Fund Priority I projects, as outlined in Staff Report dated April 11, 2012, from Warren Jones, CAO, be approved to receive funding in the amounts as indicated in the staff report.

MOTION CARRIED

CORRESPONDENCE

C1 to C7 – Grants in Aid

It was Moved and Seconded

That the following grants in aid be approved:

1. That a grant in aid, Area D – Cowichan Bay, in the amount of \$500 be given to Cowichan Bay Improvement Association, to assist with costs associated with Low Tide Day on Saturday, May 5, 2012.
2. That a grant in aid, Area B – Shawnigan Lake, in the amount of \$250 be given to Cowichan Spirit of Women Resource Centre, to assist with services provided by the Centre.
3. That a grant in aid, Area B – Shawnigan Lake, in the amount of \$2000 be given to Cowichan Family Caregivers Support Society, to assist with services provided by the Society.
4. That a grant in aid, Area B – Shawnigan Lake, in the amount of \$500 be given to Ecostravaganza to assist with costs associated with their annual event.
5. That a grant in aid, Area B – Shawnigan Lake, in the amount of \$1,500 be given to South Cowichan Rotary Foundation, to assist with costs to build the food bank addition.
6. That a grant in aid, Area B – Shawnigan Lake, in the amount of \$1000 be given to Shawnigan Tourist and Business Centre, to assist with costs to set up a tourist and business centre in Shawnigan Village.
7. That a grant in aid, Area C – Cobble Hill, in the amount of \$500 be given to Cobble Hill LERN, to assist with the delivery of the LERN program.

MOTION CARRIED

INFORMATION

IN1 to IN3 - Minutes

It was Moved and Seconded
That the following minutes be received and filed:

- Minutes of Area I APC meeting of April 3, 2012
- Minutes of Area A Parks meeting of March 15, 2012
- Minutes of Area G Parks meeting of April 2, 2012

MOTION CARRIED

IN4 – Building Report

Brian Duncan, Manager, reviewed the March 2012, building report and noted that there is a calculating error on the chart showing the 2012 total building permits issued, and should read 78 instead of 40.

It was Moved and Seconded
That the March 2012 Building Report, as amended, be received and filed.

MOTION CARRIED

NEW BUSINESS

NB1 - Minutes

It was Moved and Seconded
That the minutes of the Area C APC meeting of April 12, 2012, be received and filed.

MOTION CARRIED

NB2 – R-1 Add-on material

It was Moved and Seconded
That the add-on material respecting agenda item R1 – Application No. 2-F-11RS (Sun Lotus) be received and filed.

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 3:44 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 3:46 pm.

Chair

Recording Secretary