

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, June 19, 2012 at 3:00 p.m. in the Regional District Board Room, 175 Ingram Street, Duncan, B.C.

PRESENT

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

CVRD STAFF

Tom Anderson, General Manager
Rob Conway, Manager
Brian Duncan, Manager
Warren Jones, Administrator
Ryan Dias, A/Manager
Maddy Koch, Planning Technician
Rachelle Rondeau, Planner I
Alison Garnett, Planner I
Dana Leitch, Planner II
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding one new business item, one new closed session business item and two additional 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 June 5, 2012, EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

STAFF REPORTS

R1 – Agricultural Project

Emily MacNair, from the BC Agriculture Council, provided background to their Regional Agricultural Adaptation Strategies Pilot Project. Ms. MacNair advised that the pilot project will involve two to three communities in BC and that the Peace River Regional District and Delta have already signed on and they are hopeful that the Cowichan region will also be interested. Local government participation involves in-kind and partnership support.

The Committee directed questions to Ms. MacNair.

It was Moved and Seconded

That the CVRD participate in the BC Agricultural Council's Agricultural Adaptation Strategies Project, and that the project outline be forwarded to the Regional Agricultural Advisory Commission for information and comment.

MOTION CARRIED

Mr. Anderson noted that the Regional Agricultural Advisory Commission meets next Tuesday.

The Chair thanked Ms. MacNair for her presentation.

R2 - Holm

Maddy Koch, Planning Technician, reviewed staff report dated June 19, 2012, regarding Application No. 1-I-12DVP (Holm) to construct a garage in front of the existing dwelling located at 9818 Miracle Way.

Cordell Holm, applicant, was present and provided further information to the application.

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

It was Moved and Seconded

That Application No. 1-I-12DVP by Cordell Holm for a variance to Section 5.3(4) of Bylaw No. 2465, to reduce the required interior side parcel line setback from 3 metres to 2 metres on Lot 25, Block 5, Cowichan Lake District, Plan 51348 (PID: 016-771-630) be approved, subject to a legal survey confirming compliance with approved setbacks.

MOTION CARRIED

R3 - Hignell

Alison Garnett, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 2-F-12DP (David and Val Hignell) to allow an addition to the existing tourist accommodation cabin located at 5698 Riverbottom Road.

Val Hignell, applicant was present, and provided further information to the application.

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

It was Moved and Seconded

That Application No. 2-F-12DP (Hignell) be approved, and that a development permit be issued to permit an addition to the existing residence on Lot 2, Section 7, Range 1, Sahtlam District, Plan EPP18497.

MOTION CARRIED

R4 – McKerrell

Rachelle Rondeau, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 1-A-12DP (David McKerrell) to construct a seawall on the waterfront property located at 2643 Mill Bay Road.

David McKerrell, applicant was present and provided further information to the application.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 1-A-12DP submitted by Island Marine Construction on behalf of Peter and Jane Beverly Gibson for re-construction of a seawall on Lot 1, District Lot 1G and Section 1, Range 9, Shawnigan District, Plan 46201, Except that Part in Plan VIP 53096 (PID: 009-818-871) be approved, subject to:

- a) The development shall be carried out in strict compliance with the reports prepared by Levelton Consultants Ltd. dated March 20, 2012, and Polster Environmental Services Ltd. dated June 2, 2012;
- b) A letter of credit for 125% of the value of the vegetation/restoration recommended in the Polster Environmental Services Ltd.

MOTION CARRIED

R5 - Corby

Rachelle Rondeau, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 5-E-12DP/RAR/VAR to allow placement of a double wide mobile home at 4547 Cowichan Lake Road.

There were no questions from Committee members to staff.

It was Moved and Seconded

That Application No. 5-E-12 DP/RAR/VAR by Donna Corby for a variance to Section 5.18 of Bylaw No. 1840 in order to reduce the required Streamside Protection and Enhancement Area setback from 30.6 metres down to 20 metres on Lot B, Section 8, Sahtlam District, Plan VIP53018 (PID: 017-475-503) be approved, subject to compliance with the recommendations of RAR Report No. 2294 and in accordance with the revised site plan.

MOTION CARRIED

R6 - Bourque

Dana Leitch, Planner II, reviewed staff report dated June 13, 2012, regarding Application No. 1-I-09RS (Rick Bourque) to rezone the subject property located in Marble Bay to a new recreational zone to permit occupancy of the existing recreational cottages for up to 52 weeks in a calendar year.

Rick Bourque, applicant, was present.

The Committee directed questions to staff and applicant.

It was Moved and Seconded

1. That the appropriate Zoning and OCP amendment bylaws for Application No. 1-I-09RS (VanIsle Waterfront Development Corporation) be forwarded to the Board for consideration of 1st and 2nd reading.
2. That a public hearing be scheduled with Directors Weaver, Morrison and Dorey as delegates, and further, that the following be submitted in a form acceptable to the CVRD prior to scheduling the hearing:
 - a) A draft covenant that would prohibit further subdivision of the remainder of the lands owned by the applicants until such time as the subject properties are part of a CVRD Community Sewer System and a CVRD Community Water System;
 - b) A draft covenant requiring that at the time of subdivision of the remaining lands to the north, that the applicant work with the CVRD Parks and Trails Division to establish an east-west trail link of not less than 7 metres in width; and
 - c) A draft covenant requiring the repair or removal of the underperforming fire hydrant in the development.
3. That CVRD staff be authorized to release Covenant No. EX044069 over Lot 3, Block 180, Cowichan Lake District, Plan VIP78710 if rezoning Application No. 1-I-09RS is approved and the amendment bylaws are adopted by the CVRD Board.

MOTION CARRIED

R7 - Maxwell

Dana Leitch, Planner II, reviewed staff report dated June 13, 2012, regarding Application No. 2-A-11RS (Ernest Maxwell) to rezone the subject property located at 3330 Trans Canada Highway to a new limited industrial zone to permit certain industrial uses.

Ernest Maxwell, applicant was present.

The Committee directed questions to staff and applicant.

It was Moved and Seconded

1. That the appropriate Zoning amendment bylaw for Application No. 2-A-11RS (Maxwell) be forwarded to the Board for consideration of 1st and 2nd reading.
2. That a public hearing be scheduled with Directors Walker, Dorey, and Giles as delegates.
3. That a draft Covenant, for the purpose of maintaining the existing screening along the eastern boundary of the subject property fronting the Trans Canada Highway, be prepared prior to the public hearing being held, and further that the screening covenant be registered on title prior to final adoption of the Zoning Amendment Bylaw.

MOTION CARRIED

R8 –Joint APC

Tom Anderson, General Manager, reviewed staff report dated June 7, 2012, from Mike Tippett, Manager, regarding managing the joint South Cowichan OCP procedure.

A general discussion ensued.

It was Moved and Seconded

That the following criteria respecting the South Cowichan Joint APC be referred to the three South Cowichan Advisory Planning Commissions for review and consideration:

1. That the following types of applications be referred to the Joint APC:
 - a) Any applications for zoning amendment that would require that the Official Community Plan also be amended, but excluding:
 - amendments to the OCP that would permit fewer than 5 additional dwelling units
 - amendments to the OCP that would permit the subdivision of fewer than 5 additional parcels of land
 - commercial or industrial applications that would redesignate and rezone 1 hectare of land or less;
 - b) Any applications that propose new community sewer or community water services, or extensions of existing services to areas not identified on the OCP's Schedule C as potential sewer or water expansion areas (necessitating an amendment to Schedule C);
 - c) Any applications that would expand an existing Village Containment Boundary, or create a new VCB.
2. Only applications that meet the following conditions be referred to electoral area APCs as indicated below:
 - a) Applications only covering part or all of the water surface of any lake or the ocean be referred to the APC for the electoral area within which the subject property is located;
 - b) Any applications be referred to the APCs of any electoral area that borders the subject property, if it will not be considered at a Joint APC meeting;
 - c) Administrative amendments that are proposed by the CVRD be referred to all three APCs;
 - d) Any applications to convert an RR-4 Mobile Home Zone (non-strata) to an RR-5 Manufactured Home Zone (strata-subdivision).
3. That the comments of each APC be reported back to the Electoral Area Services Committee for its further consideration.

And, that the three South Cowichan Directors and APC Chairs meet to review the comments of each APC.

MOTION CARRIED

INFORMATION

IN1, IN2 - Minutes

It was Moved and Seconded
That the minutes of the Area G parks Commission meeting of May 7, 2012, be received and filed.

MOTION CARRIED

It was Moved and Seconded
That the minutes of the Area G Parks Commission meeting of June 11, 2012, be received and filed.

MOTION CARRIED

IN3 – Building Report

It was Moved and Seconded
That the May 2012 Building Report be received and filed.

MOTION CARRIED

NEW BUSINESS

NB1 – APC Minutes

It was Moved and Seconded
That the minutes of the Area C APC meeting of June 14, 2012, be received and filed.

MOTION CARRIED

Director Giles expressed concern that late commission minutes are not getting posted on the CVRD website and suggested that all commission minutes be posted to a dedicated site on our website.

It was Moved and Seconded
That all Advisory Planning Commission and Parks Commission minutes be posted on the CVRD website.

MOTION CARRIED

NB2 – Delegate process

Director Marcotte expressed concerned about the existing process respecting delegation requests.

General discussion ensued. It was suggested that staff investigate past and present practices and report back with recommendations.

It was Moved and Seconded
That staff be directed to investigate existing CVRD policies and bylaws respecting public Board/Committee/Commission delegation requests and process, and provide a staff report with suggested changes/recommendations at a future EASC meeting.

MOTION CARRIED

NB3 – Float Homes

Director Iannidinardo expressed concern regarding escalating problems in Cowichan Bay over sewage disposal from float homes and noted that a public meeting was held to discuss the issue. Director Iannidinardo requested suggestions for communicating information from meetings and other general information to the public.

Various suggestions were provided including writing articles in local newspapers.

Warren Jones stated that he would meet and discuss options with Director Iannidinardo.

RECESS

The Committee adjourned for a five minute recess.

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 5:22 p.m.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 6:15 PM.

Chair

Recording Secretary