

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, October 16, 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 L. Iannidinaro
Director I. Morrison
Director M. Marcotte
Director M. Dorey
Director P. Weaver
Director B. Fraser
Director L. Duncan
Director R. Hutchins, Board Chair

ALSO PRESENT

Tom Anderson, General Manager
Warren Jones, Administrator
Rob Conway, Manager
Mike Tippett, Manager
Brian Duncan, Manager
Rachelle Rondeau, Planner I
Ann Kjerulf, Senior Planner
Maddy Koch, Planning Technician
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding two items of listed New Business, one additional New Business item, and two new Closed Session New Business items.

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 October 2, 2012, EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

R1 - Wikkerink

Maddy Koch, Planning Technician, reviewed staff report dated October 9, 2012, regarding Application No. 1-B-12ALR (Wikkerink) to construct a second dwelling on the subject property located at 2890/2800 Cameron-Taggart Road.

William Wikkerink, applicant, was present.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 1-B-12ALR (Wikkerink), for construction of a second dwelling on Lot A, Sections 3 and 4, Range 6, Shawnigan District, Plan VIP86278 (PID: 027-817-806), be forwarded to the Agricultural Land Commission with a recommendation to approve the application.

MOTION CARRIED

R2 - Pink

Maddy Koch, Planning Technician, reviewed staff report dated October 10, 2012, regarding Application No. 2-C-12ALR (Pink) to permit a mobile home to remain on the subject property located t 816 Altamont Road.

Alfred Pink, applicant, was present.

It was Moved and Seconded

That Application No. 2-C-12ALR (Pink), for retention of a double wide mobile home on Lot 2, Section 10, Range 9, Shawnigan District, Plan 25791 (PID: 002-678-551), be forwarded to the Agricultural Land Commission with a recommendation to approve the application subject to decommissioning the single wide mobile home.

MOTION CARRIED

R3 - Matthews

Rachelle Rondeau, Planner I, reviewed staff report dated October 10, 2012, regarding Application No. 3-E-12ALR (Matthews) to permit construction of a small suite on the subject property located on Wilson Road.

Jane and Lawrence Matthews, applicants, were present and provided further information to the application.

The Committee directed questions to staff and the applicants.

I That Application No. 3-E-12ALR (Lawrence and Jane Matthews), made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a small suite on Part of Section 6, Range 1, Cowichan District (PID: 002-214-296), be forwarded to the Agricultural Land Commission with a recommendation to deny the application.

t was Moved and Seconded

MOTION CARRIED

R4 - Partridge

Rob Conway, Manager, reviewed staff report dated October 10, 2012, from Alison Garnett, Planner I, regarding Application No. 9-B-12DP (Partridge/Taylor) to permit subdivision of the subject property located at 2631 Shawnigan Lake Road, into three new lots.

Craig Partridge, applicant, was present.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 9-B-12DP submitted by Craig Partridge on behalf of Robert Taylor, respecting Lot A, Shawnigan Suburban Lots, Shawnigan District, Plan 44987, for subdivision of three new lots be approved subject to:

- a) Substantial compliance with the rainwater management feasibility report prepared by Lowen Hydrogeology Consulting Ltd, dated July 5th, 2012, and implementation of recommendations at building permit stage on each new lot;
- b) Removal and appropriate disposal of invasive plant species on site.

MOTION CARRIED

R5 - Christie

Rob Conway, Manager, reviewed staff report dated October 10, 2012, from Alison Garnett, Planner I, regarding direction on Application No. 1-G-10RS (Christie).

The Committee directed questions to staff.

It That Application No. 1-G-10RS (Laird/Christie) proceed to public hearing subject to conditions as noted in March 14, 2012 Board resolution #12-097. was Moved and Seconded

MOTION CARRIED

R6 – Landscape Security Policy

Rob Conway, Manager, reviewed staff report dated October 10, 2012, from Alison Garnett, Planner I, regarding Landscape Security Policy.

The Committee directed questions to staff.

It was Moved and Seconded

That the proposed Planning & Development Landscape Security Policy (intended to establish standards for the submission of landscape plans) be forwarded to the Board for consideration of adoption.

MOTION CARRIED

It was Moved and Seconded

That an appropriate resolution for submission to AVICC be drafted respecting “landscape security” issues.

MOTION CARRIED

R7 – Procedures Bylaw Amendment

It was Moved and Seconded

That an amendment bylaw be prepared that would amend Development Application Procedures and Fees Bylaw No. 3275 to not require development permit applications for the subdivision of less than three new lots to be referred to the Advisory Planning Commission, and that the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R8 – Area H Parks Project

It was Moved and Seconded
That a Reserve Fund expenditure bylaw be prepared authorizing expenditure of no more than \$12,000 from the Electoral Area H (North Oyster/Diamond) Community Parks Capital Reserve Fund (CVRD Establishment Bylaw No. 2744) for the purpose of completing minor capital projects at Elliots Beach Park and Raise Road Public Beach Access; and that the bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

CORRESPONDENCE

C1 & C2 – Grant in Aid

It was Moved and Seconded

1. That a grant in aid, Area C – Cobble Hill, in the amount of \$500 be given to South Island Mountain Bike Society to assist with the Take-A-Kid Mountain Biking Day event on Cobble Hill Mountain.
2. That a grant in aid, Area C – Cobble Hill, in the amount of \$1,500 be given to CMS Food Bank to assist with on-going community needs.

MOTION CARRIED

INFORMATION

IN1 & IN2 - Minutes

It was Moved and Seconded
That the minutes of the Area A&B Joint APC meeting of October 4, 2012, be received and filed, and that the minutes of the Area I APC meeting of October 2, 2012, be received and filed.

MOTION CARRIED

NEW BUSINESS

NB1 – 3-E-12ALR

Email from Lawrence Matthews regarding Application No. 3-E-12ALR was received as add-on information to agenda item R3.

NB2 – Cowichan Bay Float Home Study

Ann Kjerulf, Senior Planner, reviewed staff report dated October 16, 2012, regarding Cowichan Bay Float Home Study.

The staff report dated October 16, 2012 from Ann Kjerulf was received as information.

NB3 – Community Recognition

Director Giles stated that she would like to see the Electoral Area community recognition budget be increased from \$600 per year for each Area to \$800.

Discussion ensued.

It was Moved and Seconded
That consideration be given to amending Electoral Area Services Budget No. 250 by increasing the community volunteer recognition amount from \$600 per year for each Electoral Area to \$800.

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 4:55 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 5:07 p.m.

Chair

Recording Secretary