

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, February 16, 2010 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

**PRESENT**

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

**CVRD STAFF**

Tom Anderson, General Manager  
Rob Conway, Manager  
Mike Tippett, Manager  
Dan Derby, General Manager  
Kate Miller, Manager  
Jill Collinson, Planning Technician  
Cathy Allen, Recording Secretary

**APPROVAL OF  
AGENDA**

The Chair noted changes to the agenda which included adding Staff Reports SR5 and SR6.

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

MOTION CARRIED

**M1 & M2 -  
MINUTES**

It was Moved and Seconded  
That the minutes of the January 19, 2010 EASC meeting be accepted.

MOTION CARRIED

It was Moved and Seconded  
That the minutes of the February 2, 2010 EASC meeting be accepted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 - Caporale**

Jill Collinson, Planning Technician, presented Application No. 8-B-09DVP (Caporale Construction) to vary the front parcel line setback to construct a single family dwelling at 1854 Norbury Road.

Pat Caporale applicant, was present and provided further information to the application.

The Committee directed questions to the applicant.

It was Moved and Seconded

That Application No. 8-B-09DVP by Caporale Construction, on behalf of Charles and Karen Kerr, for a variance to Section 8.3(b)(3) of Zoning Bylaw No. 985, by decreasing the setback to the front parcel line for a residential use building from 7.5 metres to 4.5 metres, on Lot D, (being a consolidation of Lots 1 and 2, see FB313431) Section 1, Range 4, Shawnigan District Plan 1412, **be approved**, subject to the applicant providing a survey confirming compliance with the approved setback.

MOTION CARRIED

**STAFF REPORTS**

**SR1 – Mountain Rd Sign**

Dan Derby, General Manager, presented staff report dated January 29, 2010, regarding Exiting Fire Protection Area Sign for Mountain Road.

A question and answer session ensued.

It was Moved and Seconded

That a letter be sent to the BC Ministry of Transportation and Infrastructure requesting authorization and assistance from the Ministry to erect a sign at the boundary of the Eagle Heights Fire Protection area within Electoral Area E, advising residents and motorists of the boundary of the Fire Protection Area and that properties after that point are outside any fire protection area.

MOTION CARRIED

**SR6 – Fire Dept. Budget**

It was Moved and Seconded

That the proposed changes to the 2010 Fire Departments budget, as outlined in the Staff Report dated February 15, 2010 from Daniel Derby, General Manager, Public Safety, be approved.

MOTION CARRIED

**SR2 – Water Balance Model**

Kate Miller, Manager, presented staff report dated February 8, 2010, regarding the Water Balance Model web-based tool used to assist in determining development impacts of stormwater runoff.

A question and answer session ensued.

Director Giles volunteered to have her private property used to provide an example.

It was Moved and Seconded

That the Water Balance Model now be made available in the CVRD for developments that wish to make use of it to assist in determining stormwater runoff, and that the CVRD consider joining with other members of the Inter-governmental Partnership to modify the model as appropriate to conditions in the CVRD; and further, that staff be requested to provide an example using the software model on private property.

MOTION CARRIED

**SR3 – Parhar Holdings**

Rob Conway, Manager, presented staff report dated February 8, 2010, regarding conditions for issuance of Development Permit 5-E-07DP and 6-E-07DP (Parhar Holdings).

It was Moved and Seconded

1. That March 12, 2008 Board resolutions 08-173(22) and 08-173(23) be rescinded.
2. That Development Permit Application No. 5-E-07DP be approved and that the Planning and Development Department be authorized to issue a Development Permit to Parhar Holdings Ltd. for a 809 square metre warehouse building on Part of Lot 3, Section 13, Range 7, Quamichan District, Plan 4493, subject to submission of an irrevocable letter of credit for landscaping of \$8,840.00 by April 30, 2010.
3. That Development Permit Application No. 6-E-07DP be approved and that the Planning and Development Department be authorized to issue a Development Permit to Parhar Holdings Ltd. for a 805.3 square metre warehouse at Part of Lot 4, Section 13, Range 7, Quamichan District, Plan 7797, subject to submission of an irrevocable letter of credit for landscaping of \$10,223.00 by April 30, 2010.

MOTION CARRIED

It was Moved and Seconded

That staff be directed to report back to EASC outlining the existing CVRD development permit procedures process and how it might be improved to achieve compliance with development permit conditions.

MOTION CARRIED

**SR4 – Boat Shelters,  
Area B**

Rob Conway, Manager, presented Staff Report dated February 8, 2010, regarding proposed Area B OCP and zoning amendments respecting boat shelters.

It was Moved and Seconded

That staff be directed to prepare a bylaw to amend Shawnigan Lake Official Community Plan Bylaw No. 1010 but change proposed Policy 4.15 by deleting the last sentence “Owners of lakefront lots are encouraged to arrange for leases of the lake bed for such purposes through lake bed owner”; and prepare a bylaw to amend Area “B” Zoning Bylaw No. 985 to permit boat shelters in the Water Recreation (W-2) Zone; AND FURTHER, that the draft amendment bylaws be referred to the Area B Advisory Planning Commission, the Ministry of Environment, the Department of Fisheries and Oceans, and Transport Canada for review and comment.

MOTION CARRIED

**SR5 – 2010 Budget  
Update**

Tom Anderson, General Manager, provided an update to the Planning and Development 2010 budget noting that the CVRD had some considerable expenditures for legal fees in the last month of last year (ie. Rocky Point Metal Craft court case), and with impending court cases this, year it may be necessary to add about \$20,000 into the legal fees budget.

**APC**

**AP1 to AP4 - Minutes**

It was Moved and Seconded

That the following APC minutes be received and filed:

- Minutes of Area H APC meeting of November 16, 2009
- Minutes of Area H APC meeting of December 10, 2009
- Minutes of Area H APC meeting of January 14, 2010
- Minutes of Area H APC meeting of January 17, 2010

MOTION CARRIED

**PARKS**

**PK1 to PK3 – Minutes**

It was Moved and Seconded

That the following Parks Commission minutes be received and filed:

- Minutes of Area H Parks Commission meeting of November 21, 2009
- Minutes of Area H Parks Commission meeting of January 28, 2010
- Minutes of Area F Parks Commission meeting of January 21, 2010

**CORRESPOND-  
ENCE**

**C1 – Grant in Aid**

It was Moved and Seconded

That grant-in-aid request, Area E, (Cowichan Food Connection, \$1000) be tabled.

MOTION CARRIED

**NEW BUSINESS**

**NB1 – Bee Keeping**

Director Morrison advised of bee keeping issues in Area F and stated he would like to have zoning regulations and policies put into place to address these issues. He stated that he feels bee keeping should be supported as an agricultural activity and that the CVRD should have policies in place in all electoral areas respecting bee keeping practices.

A general discussion ensued.

It was Moved and Seconded

That staff be directed to investigate issues regarding bee keeping practices and the feasibility of amending Area F bylaws to include bee keeping policies and regulations, and report back to the EASC.

MOTION CARRIED

**NB2 – Doug Marner**

Director Morrison confirmed the February 14<sup>th</sup> passing of Doug Marner, editor of the *Lake Cowichan Gazette*, noting that the community is in shock. It represents a considerable loss to the news paper, and he will be sorely missed by the local community.

**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 4:20 pm.

**SM1 - Minutes**

It was Moved and Seconded

That the minutes of the Closed Session EASC meeting of March 2, 2010, be accepted.

MOTION CARRIED

**RISE**

It was Moved and Seconded

That the Committee rise without report.

MOTION CARRIED

**ADJOURNMENT**

It was Moved and Seconded  
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 4:21 pm.

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Chair

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Recording Secretary