

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, March 2, 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
Brian Farquhar, Parks and Trails Manager
Alison Garnett, Planning Technician
Jill Collinson, Planning Technician
Cathy Allen, Recording Secretary

**APPROVAL OF
AGENDA**

The Chair noted changes to the agenda which included add-on items to D2 and D4, add-on item to SR2, new AP3, new C7, new IN2, new staff report to closed session, and two items of new business.

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

MOTION CARRIED

M1 - MINUTES

It was Moved and Seconded
That the minutes of the February 16, 2010 EASC meeting be accepted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

DELEGATIONS

D1 - Bourgeois

Alison Garnett, Planning Technician, presented Application No. 2-I-10DP (Julseth/Bourgeois) to construct a single family dwelling at 10638 Youbou Road and permit restoration of the Cowichan Lake shoreline.

The Committee directed questions to staff.

Ed Bourgeois, applicant, was present and stated that he had nothing further to add.

Director Duncan expressed concern regarding precedent setting where a permit is issued after work is completed and suggested that staff look into the process.

It was Moved and Seconded

That application No. 2-I-10DP be approved, and that a development permit be issued to Rebecca Julseth to permit the restoration of the Cowichan Lake shoreline, and to permit the construction of a single family dwelling on Lot 2, Block 136, Cowichan Lake District, Plan 60609, subject to:

- Compliance with the measures and recommendations outlined in RAR assessment report No. 1456 by Ted Burns, R.P.Bio.,
- Compliance with the restoration plan “A Planting Plan for the Julseth Property in Youbou”, provided by Ted Burns, amended version dated December 17, 2009,
- Receipt of an irrevocable letter of credit in a form suitable to the CVRD, equivalent to 120% of the landscape costs, to be refunded after two years only if the plantings are successful and to the satisfaction of a qualified environmental professional,
- A post development report is completed by a qualified environmental professional following build out, reporting on the success of the shoreline rehabilitation.

MOTION CARRIED

D2 - Brownlow

Jill Collinson, Planning Technician, presented Application No. 1-G-10DVP (Tony Brownlow) to relax the rear setback and increase permitted height to place a prefabricated garage at 10756 Chemainus Road.

The Committee directed questions to staff.

Director Dorey stated that the proposal received positive feedback from adjacent neighbours.

It was Moved and Seconded

That application No. 1-G-10DVP by Tony Brownlow for a variance to Section 5.3(4) and 5.3(5) of Zoning Bylaw No. 2524, decreasing the setback of the rear parcel line from 7.5 metres to 3 metres, and increasing the height of an accessory building from 6.0 metres to 6.5 metres, **be approved**, subject to the applicant providing a survey confirming compliance with approved setbacks and height.

MOTION CARRIED

D3 - Aiken

Jill Collinson, Planning Technician, presented Application No. 3-C-09ALR (Aiken) to permit subdivision of the 8.29 hectare property located at 3713 Holland Avenue to construct a new home and sell the remainder.

The Committee directed questions to staff.

Ed Aiken, applicant, was present and stated that he had nothing further to add.

It was Moved and Seconded

That Application No. 3-C-09ALR submitted by Edward and Gloria Aiken made pursuant to Section 21(2) of the *Agricultural Land Commission Act* to subdivide the subject property under the provisions of Section 946 of the *Local Government Act* be forwarded to the Agricultural Land Commission with a recommendation to approve the application, on the condition of a no further 946 subdivision covenant being registered on both parcels and that ALC resolution #459/2005 be rescinded.

MOTION CARRIED

D4 - Boon

Alison Garnett, Planning Technician, presented Application No. 1-B-10DP/VAR (South Shawnigan Waste and Recycle) for a development permit to operate a waste, recycle and transfer station at 790 Shawnigan Lake Road.

The Committee directed questions to staff.

It was Moved and Seconded

That application No. 1-B-10 DP/VAR be approved, and

1. that a development permit be issued to Mike Boon of South Shawnigan Waste and Recycle Inc. for Lot 1, District Lot 132, Malahat District, Plan VIP75146, subject to:
 - Compliance with the measures and recommendations outlined in RAR assessment report No. 1511 by Susan Blundell, R.P.Bio, dated December 18, 2009, including the rehabilitation of the Van Horne Creek Streamside Protection and Enhancement Area (SPEA). The SPEA must be marked with split rail fencing and replanted with native plants, in accordance with the plan provided by Susan Blundell dated February 8th, 2010,
 - Receipt and approval of a landscape plan to establish a vegetative screen of native cedar trees along Shawnigan Lake Road, in accordance with the requirements of Zoning Bylaw No. 985, and

- subsequent completion of the landscaping plan,
 - Receipt of an irrevocable letter of credit in a form suitable to the CVRD, equivalent to 120% of the landscape costs of the restoration planting and vegetative screen, to be refunded after two years only if the plantings are successful and to the satisfaction of a registered professional biologist or professional landscape architect,
 - The temporary shipping container is relocated from adjacent to Shawnigan Lake Road to a more discrete location on site,
 - Two oil/water separators will be installed at low points on the site, subject to the satisfaction of the CVRD Engineering Department,
 - The conditions of this development permit must be satisfied within 90 days of the CVRD Board resolution authorizing the permit.
2. that the front parcel line setback of the building identified as “trailer” is reduced from 9 metres to 1.7 metres subject to the applicant providing a survey confirming compliance with the approved distance.

MOTION CARRIED

D5 – Kay

Rob Conway, Manager, presented Application No. 1-H-09RS (Heart Lake Developments Ltd.) to permit development of 147 manufactured home strata lots and seven secondary agricultural lots on 69 acres located south of the Trans Canada Highway and Oyster Sto-Lo Road intersection.

Jennifer Kay, applicant, was present and provided a power point overview of their proposal.

The Committee directed questions to the applicants.

It was Moved and Seconded

1. That draft OCP and Zoning amendment bylaws be prepared respecting Application No. 1-H-09RS (Heart Lake Developments Ltd.) for consideration by the EASC at a future meeting;
2. That the applicants provide an archaeological overview assessment, first stage approval for the proposed water and sewer systems, and a wildfire protection plan prior to public hearing;
3. Prior to consideration of adoption of the OCP and Zoning amendment bylaws, that provisions to secure inclusion of secondary agricultural lots in the ALR, dedication of park land and the fire hall site and agricultural buffers and setbacks be in place.
4. That application referrals to the Ministry of Transportation and Infrastructure, Ministry of Community and Regional Planning, BC Hydro, Diamond Improvement District, Agricultural Land Commission, School District 68, North Oyster Volunteer Fire Department and Chemainus First Nation, be accepted.

MOTION CARRIED

STAFF REPORTS

SR1 – Parks Budgets

It was Moved and Seconded
That the Electoral Area I - Youbou Meade Creek Community Parks Budget 239 be amended, be decreasing the Annual Requisition amount by \$12,000; and decreasing the Minor Capital under Operating Expenses by \$12,000.

MOTION CARRIED

It was Moved and Seconded
That the Electoral Area H – North Oyster/Diamond Community Parks Budget 238 be amended by adding \$10,000 to the Transfer from Reserve Fund and \$10,000 to Minor Capital under Expenditures.

MOTION CARRIED

It was Moved and Seconded
That the Electoral Area E – Cowichan Station/Sahtlam/Glenora Community Parks Budget 235 be amended by adding \$20,000 to Requisition and \$20,000 to Capital under Expenditures.

MOTION CARRIED

It was Moved and Seconded
That the Electoral Area A – Mill Bay/Malahat Community Parks Budget 231 be amended by adding \$18,000 to the Transfer from Reserve and \$18,000 to Minor Capital under Expenditures.

MOTION CARRIED

It was Moved and Seconded
That Bright Angel Park Budget 281 be amended by adding \$10,000 to Requisition and \$10,000 to Minor Capital under Expenditures.

MOTION CARRIED

SR2 – Parks Budget

It was Moved and Seconded
That the Community Parks and Trails (279) requisition for 2010 be increased by \$131,847. to cover 2/3 funding of a new Parks and Trails Planner position, new Parks Coordinator – Capital Projects position, and a new parks vehicle, with the remaining 1/3 costs to be funded through the 2010 Regional Parks (280) requisition; and that staff investigate hiring the new positions under contract; and further, that staff be directed to develop a work program action plan.

MOTION CARRIED

SR3 - AVICC Director Marcotte suggested that Committee members make a conscience effort to go “green” to the AVICC conference and to contact Rosa Johnston in Legislative Services respecting carpool options, and noted that this would also reduce costs.

SR4 – BOV Appointments It was Moved and Seconded
That staff be directed to select appropriate members to the Board of Variance and forward names to the Board for ratification.

MOTION CARRIED

APC

AP1 - Minutes AP1 minutes moved to Parks.

AP2 - Minutes It was Moved and Seconded
That the minutes of the Area B APC meeting of February 4, 2010, be received and filed.

MOTION CARRIED

AP3 - Minutes It was Moved and Seconded
That the minutes of the Area A APC meeting of February 9, 2010, be received and filed.

MOTION CARRIED

PARKS

PK1 – PK3 - Minutes It was Moved and Seconded
That the following Parks Minutes be received and filed:

- Minutes of Area E Parks meeting of February 18, 2010
- Minutes of Area B Parks meeting of November 18, 2009
- Minutes of Area A Parks meeting of February 4, 2010
- Minutes of Area I Parks meeting of February 9, 2010

MOTION CARRIED

**CORRESPOND-
ENCE**

**C1 to C-5, C-7 -
Grants in Aid**

It was Moved and Seconded
That the following grants in aid be approved:

1. That a grant-in-aid request (Electoral Area C – Cobble Hill) in the amount of \$500. be given to Cowichan Seniors Care Foundation to assist with productions costs for *The Great Cowichan Caper* event.
2. That a grant-in-aid request (Electoral Area D – Cowichan Bay) in the amount of \$500 be given to Cowichan Seniors Care Foundation to assist with production costs for *The Great Cowichan Caper* event.
3. That a grant-in-aid request (Electoral Area C – Cobble Hill) in the amount of \$500 be given to bard@brentwood to assist with costs associated with their performing arts program.
4. That a grant-in-aid request (Electoral Area B – Shawnigan Lake) in the amount of \$750 be given to bard@brentwood to assist with costs associated with their performing arts program.
5. That a grant-in-aid request (Electoral Area B – Shawnigan Lake) in the amount of \$500 be given to Cowichan Seniors Care Foundation to assist with production costs for *The Great Cowichan Caper* event.
6. That a grant-in-aid request (Electoral Area B – Shawnigan Lake) in the amount of \$250 be given to The Cowichan Spirit of Women to contribute towards sponsoring underemployed students in a course.
7. That a grant-in-aid request (Electoral Area D – Cowichan Bay) in the amount of \$250 be given to The Cowichan Spirit of Women to contribute towards sponsoring underemployed students in a course.
8. That a grant-in-aid request (Electoral Area C – Cobble Hill) in the amount of \$375 be given to Bike to Work Cowichan to help with costs to host the Bike to Work event.

MOTION CARRIED

**C6 – Water
Workshop**

MOE website information respecting upcoming Water Act modernization Workshops was received as information only.

INFORMATION

IN1 – Cobble Hill Improvements *News Leader Pictorial* newspaper clipping dated February 19, 2010 regarding Cobble Hill improvements was received as information only.

IN2 – Building Report It was Moved and Seconded
That the January 2010 building report be received and filed.

MOTION CARRIED

NEW BUSINESS

1 – Cowichan Bay DPA amendment It was Moved and Seconded
That CVRD Cowichan Bay Official Settlement Plan Bylaw No. 925 be amended by adding Block A, DL 160, Cowichan District (Hayes log sort site) to the Cowichan Bay Village Development Permit Area, and that the amendment bylaw be forwarded to the Regional Board for consideration of 1st and 2nd readings.

MOTION CARRIED

2 – Bylaw 2805 It was Moved and Seconded
That staff be directed to prepare a report providing background information and intent behind the creation of CVRD Bylaw No. 2805 (Protection of Waters and Riparian Areas on Cowichan Lake Fund Establishment Bylaw, Areas F & I), and that the report also include options to address concerns of Area I and a draft replacement bylaw that would address those concerns.

MOTION CARRIED

Director Giles left the meeting at this point.

Director Morrison left the meeting at this point.

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 6:06 pm.

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