

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, April 20, 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  
Absent: Director K. Cossey

**CVRD STAFF**

Tom Anderson, General Manager  
Rob Conway, Manager  
Mike Tippett, Manager  
Brian Farquhar, Parks and Trails Manager  
Dana Leitch, Planner  
Brian Duncan, Chief Building Inspector  
Warren Jones, Administrator  
Cathy Allen, Recording Secretary

**APPROVAL OF  
AGENDA**

The Chair noted changes to the agenda which included 14 listed items of new business, three additional new items of Business, one listed new Closed Session item and one additional new Closed Session item.

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 April 6, 2010 EASC meeting be accepted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 - Carrier**

Dana Leitch, Planner, presented Application No. 4-A-09RS (Danny Carrier/J.E. Anderson & Associates), to rezone the subject property located at the south end of Rozon Road in Mill Bay, from F-1 to R-3A to permit a bare land subdivision of 40 lots.

Danny Carrier, agent, was present and provided further information to his application.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

1. That Official Community Plan and Zoning amendment bylaws for Application No. 4-A-09RS (Baranti Developments) be prepared that would permit a bare-land subdivision of 40 lots, and that the bylaws be forwarded to the Regional Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> readings.
2. That a public hearing be scheduled with Directors Harrison, Cossey, and Giles appointed as Board delegates, following submission of a draft covenant by the applicants committing to the dedication 4.39 ha of land on the southern portion of the property at the time of subdivision.
3. That application referrals to the Ministry of Transportation and Infrastructure, the Vancouver Island Health Authority, the Ministry of Environment, the Ministry of Community and Rural Development, School District No. 79, Malahat First Nation, Cowichan Tribes, Mill Bay Waterworks District, CVRD Public Safety Department, CVRD Parks and Trails Division, and the CVRD Water Management Division, be accepted.

**MOTION CARRIED**

**D2 - Sjoberg**

Barbara Stone spoke in place of Leslie Sjoberg, on behalf of the Cowichan Music Festival regarding the upcoming Performing Arts BC finals being held May 23 – 27. Ms. Stone provided a background to the Cowichan Music Festival operations and advised of the opportunities they provide for performers. They are a non-profit organization with a 14 person executive and a 65 volunteer base. Ms. Stone stated that the Festival needs money to host the Provincial Finals and advised that they have presented to several local companies and governments who have provided donations and grants and asked if the CVRD could also support them with a grant.

Several Directors stated they felt the organization was worthy of support and advised that they were prepared to provide a grant in aid.

Ms. Stone thanked Directors for listening and for their support.

**STAFF REPORTS**

**SR1 – Landscape Security – The Brick**

Rob Conway, Manager, reviewed Staff Report dated April 14, 2010, regarding Landscape Security for Application No. 1-E-08DP (The Brick).

It was Moved and Seconded

That the irrevocable letter of credit provided for Development Permit No. 1-E-08DP (Parhar Property Management Ltd.) be drawn upon respecting non-compliance of landscaping requirements.

MOTION CARRIED

**SR2 – Mill Bay Historical Society**

It was Moved and Seconded

1. That an annual financial contribution service be created for the Mill Bay/Malahat Historical Society with a maximum requisition limit of \$10,000 to assist with costs associated with the collection, preservation, restoration and presentation of historical artifacts and archives of Mill Bay/Malahat and the surrounding South Cowichan area.
2. That CVRD Bylaw No. 3380 – Mill Bay/Malahat Historical Society annual Financial Contribution Service Establishment Bylaw, 2010, be forwarded to the Board for consideration of three readings and following provincial and voter approval, be considered for adoption.
3. That voter approval to establish the Mill Bay/Malahat Historical Society Annual Financial Contribution Service be obtained through an alternative approval process.

MOTION CARRIED

**SR3 – Fire Tender #2**

Dan Derby, Manager, reviewed revised Staff Report dated March 30, 2010, regarding Replacement Fire Tender #2 for Malahat Fire Protection Service Area.

It was Moved and Seconded

1. That the services of Bob Hamilton Enterprises Inc. be obtained to undergo negotiations, inspection and purchase of a used fire tender on behalf of the CVRD Malahat Fire Rescue Service.
2. That the Board approve the sole source purchase of a used fire tender for the Malahat Volunteer Fire Rescue Service, the overall expenditure of which will not exceed \$100,000.
3. That a Reserve Fund expenditure bylaw be prepared authorizing expenditure of no more than \$36,308 from the Malahat Fire Protection Specified (Local Service) Area Machinery and Equipment Reserve Fund (CVRD Establishment Bylaw No. 1301, cited as the Malahat Fire Protection Specified (Local Service) Area Machinery and Equipment Reserve Fund Establishment By-law No. 1, 1990) for the purpose of purchasing machinery and equipment, and that the reserve fund bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

**SR4 – Area I Habitat Fund** It was Moved and Seconded  
That CVRD Bylaw No. 3384 – Nature and Habitat Fund Establishment Bylaw, 2010 be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

**SR5 – Parks Capital Project Schedule** Ryan Dias, Parks Operation Superintendent, reviewed Staff Report dated April 20, 2010, regarding Revised 2010 Minor Capital Projects Schedule for Community and Sub-Regional Parks.

It was Moved and Seconded  
That the 2010 Major and Minor Capital Work Program revised Schedule dated April 18<sup>th</sup> for Community and Sub-Regional Parks be further revised to remove Area C Manley Creek Box Steps Installation, Area C Beach Accesses Rip Rap Improvements, and Area C Cenotaph Rock Retaining Wall (if funding for the Area C washroom building involves parks), and that the further revised Schedule be adopted as the order and priority list for undertaking completion of capital project work approved in the 2010 budget.

MOTION CARRIED

It was Moved and Seconded  
That staff be directed to organize a meeting with participating Bright Angel Park Directors to discuss the washroom building project.

MOTION CARRIED

**PARKS**

**PK1 - Minutes** It was Moved and Seconded  
That the minutes of the Area F Parks Commission meeting of March 4, 2010 be referred back to Commission to be amended.

MOTION CARRIED

**PK2 - Minutes** It was Moved and Seconded  
That the minutes of the Area F Parks Commission meeting of April 1, 2010, be received and filed.

MOTION CARRIED

**PK3 - Resignation** It was Moved and Seconded  
That the resignation of Linden Collette from the Area C Parks Commission be accepted and that a letter of appreciation be forwarded to Linden Collette.

MOTION CARRIED

**CORRESPOND-  
ENCE**

**C1 –Grant in Aid** It was Moved and Seconded  
That the grant in aid request (Area D) to Cowichan Bay Improvement Area in the amount of \$500 to support their second annual prawn festival, be approved.

MOTION CARRIED

**INFORMATION**

**IN1 – Building Report** Brian Duncan, Chief Building Inspector, reviewed the March 2010 building report.

A question and answer session ensued.  
It was suggested that Mr. Duncan provide a staff report regarding new solar heating Building Code regulations.

It was Moved and Seconded  
That the March 2010 building report be received and filed.

MOTION CARRIED

**NEW BUSINESS**

**NB1 – Bright Angel  
Park Works Yard** Ryan Dias, Parks Operation Superintendent, reviewed Staff Report dated April 20, 2010, regarding Bright Angel Park works yard upgrade.

It was Moved and Seconded  
That staff report dated April 20, 2010 from Ryan Dias, Parks Operations Superintendent, regarding Bright Angel Park Works Yard upgrade, be referred to a meeting being arranged by staff with participating Bright Angel Parks Directors.

MOTION CARRIED

**NB2 – Parks  
Resignation** It was Moved and Seconded  
That the resignation of Donna Einarsson from the Area D Parks Commission be accepted and that a letter of appreciation be forwarded to Ms. Einarsson.

MOTION CARRIED

**NB3 to NB16 –  
Grants in Aid**

It was Moved and Seconded

That the following grant in aid requests be approved:

- Grant-in-aid (Area I) to Cowichan Lake Salmonid Enhancement in the amount of \$1,000 to support their Coho south study.
- Grant-in-aid (Area I) to Lake Days Society in the amount of \$300 to assist with costs to hold the Lake Days dance.
- Grant-in-aid (Area I) to Lake Days Society in the amount of \$500 to assist with costs to hold the “Breakfast in the Town” event.
- Grant-in-aid (Area I) to Lake Cowichan Secondary School in the amount of 250 to assist with Grad 2010 dry grad costs.
- Grant-in-aid (Area I) to Cowichan Lake District Chamber of Commerce in the amount of \$4,000 to assist the Tourist Info Centre costs.
- Grant-in-aid (Area I) to Cowichan Lake Lady of the Lake Society in the amount of \$1,200 to assist with costs related to the Ambassador Programme.
- Grant-in-aid (Area I) to Wilderness Watch in the amount of \$750 to assist with truck insurance costs.
- Grant-in-aid (Area I) to Cowichan Lake Secondary School Grad 2010 (Chris Friesen) in the amount of \$500 to assist with prom night costs.
- Grant-in-aid (Area D) to Cowichan Music Festival Society in the amount of \$500 to assist with hosting the Performing Arts BC Provincial Finals.
- Grant-in-aid (Area C) to Frances Kelsey School in the amount of \$500 to provide a third bursary to a graduating Cobble Hill student.
- Grant-in-aid (Area C) to Cowichan Music Festival Society in the amount of \$500 to assist with costs to stage the Performing Arts BC Provincial Finals.
- Grant-in-aid (Area C) to Cobble Hill LERN Program in the amount of \$250 to assist with costs in developing Cobble Hill’s LERN Program.
- Grant-in-aid (Area A) to Cowichan Music Festival Society in the amount of \$500 to assist with hosting the Performing Art BC Provincial Finals.
- Grant-in-aid (Area E) to Cowichan Music Festival Society in the amount of \$500 to assist with hosting the Performing Art BC Provincial Finals.

MOTION CARRIED

**NB17 – Cowichan  
Station School**

It was Moved and Seconded

That staff be directed to produce a report to EASC regarding the process and draft bylaw to create an annual financial contribution service for the Cowichan Station Area Association (Cowichan Station School) with a maximum requisition limit of \$20,000.

MOTION CARRIED

**NB18 – AVICC**

It was Moved and Seconded  
That a letter be forwarded to the Mayor of Powell River expressing sincere thanks and appreciation for the excellent job hosting the recent AVICC conference.

MOTION CARRIED

**NB19 – Lease Renew**

It was Moved and Seconded  
That Director Iannidinardo be permitted to add a new item of business to the agenda at this point.

MOTION CARRIED

It was Moved and Seconded  
That a letter be forwarded to the Minister of Agriculture and Lands and/or appropriate Minister requesting a meeting with the Minister, Area D Director L. Iannidinardo, and the CVRD Board Chair, to explain the CVRD's position that expiring Lease No. 105062 (Block A of District Lot 160, Cowichan District - Hokensen/boat repair business) not be renewed due to existing OCP review process.

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 4:35 pm.

**RISE**

The Committee rose and reported out respecting adjournment of the Paldi court hearing.

**ADJOURNMENT**

It Was Moved and Seconded  
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 4:50 pm.

---

Chair

---

Recording Secretary