

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, June 15, 2010 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

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

CVRD STAFF

Tom Anderson, General Manager
Rob Conway, Manager
Mike Tippett, Manager
Brian Farquhar, Parks and Trails Manager
Joe Barry, Corporate Secretary
Jill Collinson, Planning Technician
Alison Garnett, Planning Technician
Tanya Soroka, Parks Planner
Ann Kjerulf, Planner III
Brian Duncan, Chief Building Inspector
Cathy Allen, Recording Secretary

**APPROVAL OF
AGENDA**

The Chair noted changes to the agenda which included deleting agenda item SR3, adding four listed new business items, and adding one closed session new business 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 June 1, 2010, EASC meeting, be accepted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

DELEGATIONS

D1, NB1 – van Nieuwkerk

Roger van Nieuwkerk, was present regarding Cowichan Bay petition for affordable access to the Cowichan Aquatic Center. Mr. van Nieuwkerk showed a power point presentation. The petition stated that those who signed the petition are in favour of Cowichan Bay having affordable access to the Cowichan Aquatic Center available to all residents and therefore approve of contributing to the funding of the Cowichan Aquatic Center through property taxation.

The Committee directed questions to staff.

It was Moved and Seconded

That, in the event the Board does not proceed with the creation of a Regional/Sub-Regional Funding Model for the Cowichan Aquatic Centre by November 2010; that an Annual Financial Contribution Service be created for Electoral Area D – Cowichan Bay for the purpose of contributing to the cost of operation and maintenance of the Cowichan Aquatic Centre with a maximum requisition limit of \$132,000”.

It was Moved and Seconded

That the issue of Electoral Area D – Cowichan Bay contributing to the cost of operation and maintenance of the Cowichan Aquatic Centre be referred to staff, and that a report be brought back to the EASC respecting available funding to hold a referendum vote, including public consultation/information costs.

MOTION CARRIED

D2 - Lamont

Jill Collinson, Planning Technician, presented Application No. 2-G-10DVP (Kevin Lamont) to relax the setback to the rear parcel line for an accessory building at 11204 Chemainus Road. Two letters of support were received.

Kevin Lamont, applicant, was present, and provided further information to the application.

The Committee directed questions to staff and the applicant.

It was Moved and Seconded

That Application No. 2-G-10DVP by Kevin Lamont for a variance to Section 5.3(4) of Zoning Bylaw No. 2524, decreasing the setback of the rear parcel line from 7.5 metres to 1.5 metres, be approved subject to the applicant providing a survey confirming compliance with approved setbacks.

MOTION CARRIED

D3 - Gerz

Alison Garnett, Planning Technician, presented Application No. 1-E-10DVP (Reinhold Gerz) to vary the front yard setback from 7.5 metres to 3.7 metres, to allow construction of an accessory building at 4332 Gerz Road.

The applicant was not present.

There were no questions from Committee members to staff.

It was Moved and Seconded

That Application No. 1-E-10DVP by Reinhold Gerz to relax the setback of an accessory building on Lot 1, Section 9, Range 9, Sahtlam District, Plan 19055 except parts in Plan 23851, 24796, 26014 and VIP 54052, from 7.5 metres to 3.7 metres, be approved subject to:

- a survey confirming compliance with the approved setback prior to issuance of building permit,
- the applicant obtaining a permit from the Ministry of Transportation and Infrastructure for construction within a road setback.

MOTION CARRIED

D4 - Shadlock

Jill Collinson, Planning Technician, presented Application No. 5-A-09DP (Tom Shadlock/Brentwood College) to construct a new visual arts centre for Brentwood College School located at 2735 Mt. Baker Road.

Tom Shadlock, applicant, was present and provided further information to the application.

It was Moved and Seconded

That Application No. 5-A-09DP be approved and that the Planning and Development Department be authorized to issue a Development Permit to Brentwood College Association with respect to Lot A, Section 2 and 3, Range 9, Shawnigan District and District Lots 2067 and 2068 Cowichan District Plan EPP10, provided that there is no additional geo-thermal unit encroachment into the Bay and that existing units stay within designated boundaries.

MOTION CARRIED

**SR9 – Area B Parks
Master Plan**

Tanya Soroka, Parks and Trails Planner, presented Staff Report dated June 15, 2010, regarding Community Parks and Trails Master Plan for Electoral Area B – Shawnigan Lake.

It was Moved and Seconded

That the Community Parks and Trails Master Plan for Electoral Area B – Shawnigan Lake be received for adoption by Bylaw as the basis to define the future direction, policies, priorities, and actions of the Community parks and trails program in Electoral Area B over the next fifteen to twenty years (2010 – 2025).

MOTION CARRIED

SR10 – Wake Lake

Tanya Soroka, Parks and Trails Planner, presented Staff Report dated June 15, 2010, regarding Wake Lake Surplus Parkland Disposal Bylaw.

It was Moved and Seconded

1. That the Board approve the subdivision and sale, at fair market value through the retention of a realtor working on behalf of the Regional District, of an approximately 0.8 hectare portion of Lot 2, Section 7, Range 9, Plan VIP83485 of that portion of the Sahtlam Land District, as such lands are considered surplus to the needs of the Regional District.
2. That the Board Chair and Corporate Secretary be authorized to execute all necessary documents for the subdivision and sale of the surplus lands, with the proceeds of sale to be used for paying down the debt against the purchase of the subject property and all costs associated with the subdivision and sale of the surplus land portion, with the remaining proceeds of sale, if any, to be applied to the Community Parkland Reserve Fund for Electoral Area E.

MOTION CARRIED

SR1 – Valdes Island

Brian Duncan, Chief Building Inspector, presented Staff Report dated June 9, 2010, regarding Valdes Island brochure.

It was Moved and Seconded

That the CVRD and Islands Trust forward the newly created “Local Government on Valdes Island” brochure to all registered owners of Valdes Island.

MOTION CARRIED

SR2 – Bylaw 3392

It was Moved and Seconded

1. That “CVRD Bylaw No. 3392 – Shawnigan Lake Historical Society Annual Contribution Services Amendment Bylaw, 2010” be forwarded to the Board for consideration of three readings and following provincial and voter approval, be considered for adoption.
2. That voter approval for adoption of CVRD Bylaw No. 3392 be obtained through an Alternative Approval Process.

MOTION CARRIED

SR3 – Bylaw 3393

Agenda item SR3 (Staff Report dated June 9, 2010, from Kathleen Harrison, Legislative Services Coordinator, regarding Bylaw No. 3393 – A Bylaw to Create an Annual Financial Contribution Service for the Cowichan Station Area Association within a Portion of Electoral Area B), was removed from the agenda.

SR4 – Dogwood Ridge Works Upgrade

Dave Leitch, Manager, presented Staff Report dated June 9, 2010, regarding Dogwood Ridge Capital Works Upgrades.

It was Moved and Seconded

That an additional \$100,000 of Community Works funding be allocated for upgrades to the Dogwood Ridge Water System to reduce the annual cost charged to customers of the system.

It was Moved and Seconded

That staff be directed to investigate what exact amount of Community Works funding would be required for upgrades to the Dogwood Ridge Water System, and advise where the funds would be derived from, and that the information be brought back to the next EASC meeting.

MOTION CARRIED

SR5 – Sustainable Communities Conference

It was Moved and Seconded

That up to six (6) Directors be authorized to attend the Building Sustainable Communities Conference in Kelowna from November 16-18, 2010.

MOTION CARRIED

SR6 – November EASC meeting

It was moved and Seconded

That the regular scheduled EASC meeting for Tuesday, November 16, 2010, be cancelled.

MOTION CARRIED

**SR7 – I-1 Zone,
Area C**

It was Moved and Seconded

1. That a zoning amendment bylaw be prepared to amend the Area C – Cobble Hill Zoning Bylaw No. 1405 by rezoning Lot A, Section 13, Range 6, Shawnigan District, Plan VIP51903 and Lot 1, Section 13, Range 6, Shawnigan District, Plan 29581, from Light Industrial I-1 to Light Industrial – Limited I-1C, and that the amendment bylaw be forwarded to the Board for consideration of 1st and 2nd readings.
2. That property owners and owners of lands adjacent to the subject lands be notified of the amendment in accordance with the *Local Government Act*; and that a public hearing be held with Directors Giles, Harrison and Morrison named as delegates of the Board.

MOTION CARRIED

**SR8 – Cowichan Bay
Sewer Units**

Rob Conway, Manager, presented Staff Report dated June 9, 2010, regarding Cowichan Bay Estates request for Sanitary Sewer Units.

Dave Conway, Creative Engineering Services, was present representing the owners of Cowichan Bay Estates.

The Committee directed questions to staff and Mr. Conway.

It was Moved and Seconded

That an Agreement be prepared for the transfer of up to 90 sewer units from the Eagle Heights Specified Service Area and up to 36 sewer units from the North Cowichan Sewer System to the Cowichan Bay Specified Service Area and assignment of the units to Parcel B (DD 47244I) of Range 6 and Lot 1, Section 5, both of Range 4, Cowichan District (Cowichan Bay Estates).

MOTION CARRIED

APC

AP1 - Minutes

It was Moved and Seconded

That the minutes of the Area G APC meeting of June 4, 2010, be received and filed.

MOTION CARRIED

**CORRESPOND-
ENCE**

C1, NB2, NB3

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

1. That a grant-in-aid (Area D) be given to the Cowichan Valley Seniors Dragon Boat Society in the amount of \$500 to support the new “Huff and Puffs” Dragon Board group.
2. That a grant-in-aid (Area F) be given to the Honeymoon Bay Volunteer Firefighters Association in the amount of \$2,500 to support the “Bay Days” fireworks display in August.
3. That a grant-in-aid (Area F) be given to the Cowichan Lake District Chamber of Commerce in the amount of \$5000 to support 2010 Info centre initiatives in the Lake Cowichan region.

MOTION CARRIED

PARKS

PK1, PK2 - Minutes

It was Moved and Seconded
That the minutes of the Area G Parks Commission meeting of May 3, 2010 and May 27, 2010 be received and filed.

MOTION CARRIED

INFORMATION

IN1 – Building Report

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

MOTION CARRIED

NEW BUSINESS

NB4 – Bylaw 3384

It was Moved and Seconded
That the Board Chair formulate and forward a letter to the Minister of Community and Rural Development outlining the rationale behind the creation of CVRD Bylaw No. 3384, (Nature and Habitat Fund Establishment, Area I) which is presently before the Ministry for approval, and that a copy of the letter be forwarded to the Town of Lake Cowichan.

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 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:55 pm.

Chair

Recording Secretary