

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, May 17, 2011 at 3:00 pm in the Regional District Board Room, 175 Ingram Street, Duncan, BC.

PRESENT

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

CVRD STAFF

Tom R. Anderson, General Manager
Brian Farquhar, Manager
Mike Tippett, Manager
Rob Conway, Manager
Brian Duncan, Manager
Nino Morano, Bylaw Enforcement Officer
Rachelle Moreau, Planner I
Warren Jones, Administrator
Cathy Allen, Recording Secretary

APPROVAL OF AGENDA

The Chair noted changes to the agenda which included adding six items of listed new business, and one additional item of New Business, cancel agenda item R3, move agenda item NB3 to R3, and add one listed new closed session business item.

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 May 3, 2011 EASC meeting be adopted.

MOTION CARRIED

BUSINESS ARISING

There was no business arising.

STAFF REPORTS

R1 - Robson

Rachelle Moreau, Planner I, presented staff report dated May 11, 2011, regarding Application No. 3-E-11DP (Greg Robson) to construct a new building to service recreational vehicles for Greg's RV business located at 5285 Polkey Road.

Will Noble was present on behalf of the applicants and provided further information to the application.

The Committee directed questions to the applicant.

It was Moved and Seconded

That application No. 3-E-11DP submitted by Greg Robson on behalf of 553227 BC Ltd. (Greg's RV) for construction of a new building on Lot A, Section 13, Range 7, Quamichan District, Plan VIP59929 Except That Part in Plan VIP87500 (PID: 018-970-095) be approved, subject to :

- a) Building constructed in accordance with the plans dated May 5, 2011 including installation of the lattice screens on the south side of the building;
- b) Installation of underground wiring;
- c) Oil/water separator be installed in the parking area;
- d) Fencing along the south property boundary will be black or green;
- e) Landscaping is installed in accordance with the plans dated May 5, 2011 to BCSLA standards, including an underground irrigation system; and
- f) Receipt of an irrevocable letter of credit in a form suitable to the CVRD equal to 125% of the value of the landscaping as depicted on the May 5, 2011 landscape plan.

MOTION CARRIED

R2 - Thorne

Rachelle Moreau, Planner I, presented staff report dated May 11, 2011, regarding Application No. 3-B-10DVP (Mary Jane Thorne) to extend the existing deck at 2676 Decca Road.

Mary Jane Thorne, applicant, was present.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 3-B-10DVP submitted by Mary Jane Thorne for a variance to Section 8.5(b)(3) of Bylaw No. 985 in order to reduce the required exterior side setback from 4.5 metres down to 1.1 metres on Lot 10, Shawnigan Lake Suburban Lots, Shawnigan District, Plan 22349 (PID: 003-302-580) be approved, subject to receipt of a post construction survey confirming compliance with the approved variance.

MOTION CARRIED

NB3 – Rock of the Woods

Nino Morano, Bylaw Enforcement Officer, presented staff report dated May 17, 2011, regarding Rock of the Woods music event at Bamberton.

David Bain and Neil Cook were present regarding request to hold a music festival event at 1451 Trowsse Road (Bamberton) August 26 and 27.

The Committee directed questions to the applicant.

It was Moved and Seconded

That the request by David Bain to hold a music festival event (Rock of the Woods) August 27-28, 2011, at 1451 Trowsse Road (Bamberton), be approved.

MOTION CARRIED

**R4 – Mail Ballot
Bylaw**

Joe Barry, Corporate Secretary, presented staff report dated May 10, 2011, regarding CVRD Bylaw No. 3496, Mail Ballot Authorization and Procedure Amendment Bylaw.

The committee directed questions to staff.

It was Moved and Seconded
That CVRD Bylaw No. 3496 – Mail Ballot Authorization and Procedure Amendment Bylaw, 2011 be forwarded to the Board for consideration of first three readings and adoption.

MOTION CARRIED

**R5 – Ticketing
Amendments**

Nino Morano, Bylaw Enforcement Officer, presented staff report dated May 11, 2011, regarding MTI ticketing amendments.

Committee members directed questions to staff.

It was Moved and Seconded
That CVRD Bylaw No. 3209 – Ticketing Information Authorization Bylaw, 2008, be amended as per staff report dated May 11, 2011, from Nino Morano, Bylaw Enforcement Officer, and that the appropriate amendment bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

**R6 – Thetis Island
Wharf Bylaw**

Tom Anderson, General Manager, presented staff report dated May 10, 2011, regarding a bylaw to regulate wharf services on Thetis Island.

It was Moved and Seconded
That the CVRD proceed with establishing a bylaw to regulate wharf services on Thetis Island.

MOTION NOT PROCEEDED WITH

It was Moved and Seconded
That staff report dated May 10, 2011, from Tom R. Anderson, General Manager, regarding a Bylaw to Regulate Wharf Services on Thetis Island, be referred back to staff for clarification on financing, and that the matter be brought back to the next EASC.

MOTION CARRIED

INFORMATION

IN1 – Building Report Brian Duncan, Manager, presented verbal update on the April 2011 building report.

It was Moved and Seconded
That the April 2011 building report be received and filed.

MOTION CARRIED

IN2 – Rural BC Project It was Moved and Seconded
That the Rural BC Project Background Paper be received for information.

MOTION CARRIED

IN3 – Cycle Cowichan It was Moved and Seconded
That a letter be sent to Cycle Cowichan in response to their letter dated May 5, 2011, advising that the CVRD does not have the capacity to undertake a bicycle network plan at this time, and indicate that the Regional District will attempt to undertake the transportation component when they do their Sustainability Plan.

MOTION CARRIED

IN4 – APC resignation It was Moved and Seconded
That the resignation of Colleen MacGregor from the Area E Advisory Planning Commission be accepted and that a letter of appreciation be forwarded to Ms. MacGregor.

MOTION CARRIED

IN5 to IN13 It was Moved and Seconded
That the following minutes be received and filed:

- Minutes of Area D APC meeting of April 20, 2011
- Minutes of Area E APC meeting of May 5, 2011
- Minutes of Area I Parks meeting of April 12, 2011
- Minutes of Area B Parks AGM of April 28, 2011
- Minutes of Area C Parks meeting of April 28, 2011
- Minutes of Area D Parks meeting of April 18, 2011
- Minutes of Area D Parks meeting of March 21, 2011
- Minutes of Area A Parks meeting of March 17, 2011
- Minutes of Area G parks meeting of March 8, 2011

MOTION CARRIED

NEW BUSINESS

NB1 – Legacy Grant Brian Farquhar, Manager, presented staff report dated May 17, 2011, from Tanya Saroka, Parks and Trails Planner, regarding Community Legacy Program Grant Funding.

It was Moved and Seconded
That the CVRD submit a \$20,000 grant application to BC Parks for Community Legacy Program funding for a new playground at Bright Angel Park with matching funds provided from the 2011 Bright Angel Park Capital Budget.

MOTION CARRIED

NB2 – R/W Inwood Creek Brian Farquhar, Manager, presented staff report dated May 17, 2011, from Tanya Soroka, Parks and Trails Planner, regarding Easement for BC Hydro services through proposed parkland (3L Developments, Inwood Creek).

It was Moved and Seconded
That a statutory right of way be granted in favour of BC Hydro on the existing fire access road on lands to be dedicated to the Regional District as Fee Simple Parkland as part of the 3L Developments in Inwood Creek.

MOTION CARRIED

NB4 - NB7 – Grants in Aid It was Moved and Seconded
That a grant in aid, Area D – Cowichan Bay, be given to Koksilah School Historical Society, in the amount of \$1,500 to assist with completing the fence around the school yard.

That a grant in aid, Area F – Cowichan Lake South/Skutz Falls, be given to Honeymoon Bay Volunteer Firefighter’s Association, in the amount of \$2,500 to assist with costs for the Honeymoon Bay Days fireworks display.

That a grant in aid, Area F – Cowichan lake South/Skutz Falls, be given to Cowichan Lake and District Chamber of Commerce, in the amount of \$6,000 to assist with 2011 Info-Centre initiatives.

That a grant in aid, Area A – Mill Bay/Malahat, be given to Ecole Mill Bay PAC in the amount of \$500 to assist with their Ecostravaganza event on June 4, 2011.

MOTION CARRIED

RECESS

The Committee adjourned for a five minutes recess.

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 4:30 pm.

RISE

The Committee rose without report.

ADJOURNMENT

It was Moved and Seconded
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 4:50 pm.

Chair

Recording Secretary