

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, February 5, 2013 at 3:00 p.m. in the Regional District Board Room, 175 Ingram Street, Duncan, B.C.

**PRESENT**

Director L. Iannidinaro, Chair  
Director M. Walker  
Director I. Morrison  
Director M. Marcotte  
Director M. Dorey  
Director P. Weaver  
Director B. Fraser  
Director L. Duncan  
Director G. Giles  
Director R. Hutchins, Board Chair

**ALSO PRESENT**

Tom Anderson, General Manager  
Mike Tippett, Manager  
Warren Jones, Administrator  
Rob Conway, Manager  
Brian Duncan, Manager  
Sybille Sanderson, A/General Manager  
Brian Farquhar, Manager  
Alison Garnett, Planner I  
Ann Kjerulf, Senior Planner  
Nino Morano, Bylaw Enforcement Officer  
Cathy Allen, Recording Secretary

**APPROVAL OF AGENDA**

The Chair noted changes to the agenda which included adding six items of listed New Business, two items of additional New Business, three additional items of Closed Session New Business and that agenda item R1 be moved to come after D3.

It was Moved and Seconded  
That the Agenda as amended be approved.

MOTION CARRIED

**MINUTES**

It was Moved and Seconded  
That the minutes of the January 15, 2013 EASC meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**DELEGATIONS**

**D1 - Budding**

Paul Budding was present regarding his objection to the CV Trap and Skeet Club's request for extra shoots. Mr. Budding reviewed and distributed correspondence dated February 5, 2013, which contained further information to his presentation at the January 15<sup>th</sup> EASC. He requested that the court order be enforced and that special event shoots not be approved.

**D2 - Pakulak**

Andrew Pakulak was present regarding Cowichan Lake Road gun club. Mr. Pakulak provided further information to his presentation made at the January 15<sup>th</sup> EASC meeting. He stated that he is not against the club but has concerns with two shoots in a row and would like to see it spread out and be reasonable. Mr. Pakulak stated that he would like to see more discussion happen.

**D3 - Buck**

Richard Buck was present on behalf of the Cowichan Valley Trap and Skeet Club to clarify the club's request for special event shoots and to advise of recent developments. Mr. Buck reviewed new information dated February 5, 2013 (included within agenda item R1). He stated that the Club is willing to discuss their request and any concerns at a public meeting.

The Committee directed questions to Mr. Buck.

**STAFF REPORT  
R1 – CV Trap & Skeet  
Club**

Nino Morano, Bylaw Enforcement Officer, reviewed staff report dated January 31, 2013, regarding CV Trap and Skeet Club special event shoots 2013. Mr. Morano noted that he had no new information to add other than what is attached to his staff report.

The Committee directed questions to staff.

It was Moved and Seconded

That the CVRD host a community meeting to receive public input prior to considering a request by the Cowichan Valley Trap & Skeet Club for approval of two special event shoots in 2013, and that a record/minutes of the community meeting along with a further staff report be forwarded to the EASC for direction.

**MOTION CARRIED**

**DELEGATION  
D4 - Siegler**

Dorothea Siegler was present regarding concerns about the increase in density of microwave radiation from cell towers. Ms. Siegler distributed and reviewed further information (letter dated February 5, 2013) regarding three proposed cell towers in the CVRD.

Ms. Siegler offered to provide a presentation by Katharina Gustavs, Building Biology Environmental Consultant, to get a better understanding of the nature of radiofrequency radiation.

Dr. Stephen Faulkner also spoke respecting health concerns of radiofrequency radiation from cell towers.

The Committee directed questions to delegates and staff.

The Chair thanked the delegates for appearing.

**STAFF REPORTS**

**R2 – Meyland**

Alison Garnett, Planner I, reviewed staff report dated January 29, 2013, regarding Application No. 1-B-13DP (Meyland) to allow subdivision of one new lot at 1632 Wilmot Avenue.

It was Moved and Seconded

That Application No. 1-B-13DP submitted by John and Janet Meyland on Lot 33, Section 2, Range 5, Shawnigan District, Plan 47154 (PID 011 851 074) for subdivision of one new lot be approved subject to:

- a) Subdivision will be in substantial compliance with the approved plans;
- b) Prior to issuance of a building permit on the new lot, a qualified professional provides advice on low-impact development techniques and recommendations to maintain post development flows to predevelopment flow rates and volumes.

MOTION CARRIED

**R3 – Cowichan Bay  
OCP**

Ann Kjerulf, Senior Planner, reviewed staff report dated January 30, 2013, regarding proposed Cowichan Bay Official Community Plan.

Ms. Kjerulf introduced members of the OCP Steering Committee who were present. The Chair of the OCP Steering Committee provided further information to the OCP process.

Ms. Kjerulf stated that they are ready and eager to begin the public meeting/hearing process.

The Committee members provided positive comments towards the process and directed questions to staff.

It was Moved and Seconded

- 1. That Area D – Cowichan Bay Official Community Plan Bylaw 3605 be forwarded to the CVRD Board for consideration of first and second readings.
- 2. That Area D – Cowichan Bay Official Community Plan Bylaw 3605 has been considered and found to be consistent with:
  - a. the CVRD Financial Plan; and
  - b. the CVRD Solid Waste Management Plan;
- 3. That Area D – Cowichan Bay Official Community Plan Bylaw 3605 be referred to the Provincial Agricultural Land Commission in accordance with the *Local Government Act*,
- 4. That a public hearing be held on proposed Area D – Cowichan Bay Official Community Plan Bylaw 3605 in accordance with the *Local Government Act*; and
- 5. That the CVRD Board delegate the holding of the public hearing in accordance with the *Local Government Act* to CVRD Electoral Area Directors Iannidinardo, Duncan, and Giles.

MOTION CARRIED

**R4 – Bill 27, Area E**

Alison Garnett, Planner I, reviewed staff report dated January 30, 2013, regarding Area E Zoning and OCP Bylaw amendments (Bill 27; Conservation Species at Risk & Social Sustainability; Parkland, wetland & trail acquisition).

It was Moved and Seconded

That OCP Amendment Bylaws No. 3680 and 3681 and Zoning Amendment Bylaw No. 3862 (Bill 27 and housekeeping amendments, Area E) be referred back to staff until the Area F APC reviews the proposed OCP amendments.

MOTION CARRIED

**R5 – Cell Towers**

Rob Conway, Manager, reviewed staff report dated January 31, 2013, regarding request for letters of concurrence for proposed telecommunication towers.

Kiersten Enemark, Director, Land & Municipal Affairs for Standard Land Company Inc., agent for TELUS was present and provided a powerpoint presentation respecting local demand for wireless services and reviewed three proposed sites for telecommunication towers in the Regional District along with TELUS requests for letters of concurrence for the proposed sites.

Brian Gregg, Senior Real Estate and Government Affairs Manager, and Ray Lawson, General Manager for TELUS, were also present.

Committee members directed questions to TELUS representatives and staff.

**R6 – Cell Tower  
(Rona)**

It was Moved and Seconded

That agenda item R6 (proposed telecommunications tower at 3730 TCH/Rona) be tabled.

MOTION CARRIED

It was Moved and Seconded

That further to a proposal by TELUS to locate a telecommunication tower at 3730 Trans Canada Highway, that TELUS be requested to undertake an investigation into locating the proposed tower in the recreation area on Cobble Hill Mountain, and further, that the matter be referred to the Regional Parks Committee for review.

MOTION CARRIED

It was Moved and Seconded

That the letter dated February 1, 2013 from TELUS regarding amenities/community giving program, be forwarded to a future EASC for further discussion.

MOTION CARRIED

**R7 – Cell Tower  
(Eagles Hall)**

It was Moved and Seconded  
With due respect for significant and strong objections from a segment of the community deemed affected or who believe themselves to be affected by the installation of telecommunication towers, that the CVRD provide a Letter of Concurrence for a TELUS telecommunications tower to be installed at 2965 Boys Road and at 4650 Trans Canada Highway; and further, that a summary of information/concerns received be forwarded to Industry Canada.

**R8 – Cell Tower (John  
Deere)**

MOTION CARRIED

**R9 – Release of  
Easement (Elise  
Holdings Ltd.)**

It was Moved and Seconded

1. That the appropriate documents be executed to release Easement EE13450 over lot 2, Block 180, Plan VIP78710, Cowichan Lake District specifically identified as Area C on Plan 47216, as this portion will be included in the new Lot 7 that will be transferred in fee simple to the CVRD for park purposes at the time of subdivision approval and will no longer be required; and
2. That the appropriate documents be executed to register an easement over the new Lot 7 (Park) and Lot 2, Plan VIP51966 (existing Marble Bay Park) in favour of the Cowichan Valley Regional District for public access to Lot 3, Plan VIP51966 (existing Marble Bay Park) as required by the Land Titles office.

MOTION CARRIED

**R10 – Parks Capital  
Funds**

It was Moved and Seconded  
That the CVRD Purchasing Policy be waived to allow the Quarry Nature Park Washroom Capital Project to proceed prior to the adoption of the CVRD 2013 Budget.

MOTION CARRIED

**R11 – Air  
Compressor  
purchase**

It was Moved and Seconded  
That the CVRD Purchasing Policy be waived, and, that prior to approval of the 2013 budget, the capital expenditure of a used Bauer Mariner Compressor System for the Honeymoon Bay Fire Rescue be authorized.

MOTION CARRIED

**R12 – Vacation  
Rentals**

It was Moved and Seconded  
That an amendment to the Area I OCP to enable the issuance of temporary use permits for vacation rentals be included in the next update of the Area I OCP and Zoning Bylaw.

MOTION CARRIED

It was Moved and Seconded  
That an amendment to the Area F OCP respecting the issuance of temporary use permits for vacation rentals be referred to staff for consideration and discussion with the Area F APC when the Area F OCP is reviewed.

MOTION CARRIED

**CORRESPONDENCE**

**C1 – AVICC resolutions**

It was Moved and Seconded  
That the memo dated January 15, 2013 from AVICC regarding the February 25, 2013 resolutions deadline be received and filed.

MOTION CARRIED

**C2 to C4 – Grants in Aid**

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

That a grant in aid, Area B – Shawnigan Lake, in the amount of \$500 be given to Malahat Lions to assist with Shawnigan Cemetery maintenance.

That a grant in aid, Area C – Cobble Hill, in the amount of \$500 be given to Malahat Lions to assist with Shawnigan Cemetery improvements.

That a grant in aid, Area D – Cowichan Bay, in the amount of \$500 be given to Ecostravaganza to support the Ecole Mill Bay School event.

MOTION CARRIED

**INFORMATION**

**IN1 to IN5 - Minutes**

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

- Minutes of Area C APC meeting of January 17, 2013
- Minutes of Area D Parks meeting of January 21, 2013
- Minutes of Area C Parks meeting of January 24, 2013
- Minutes of Area A Parks meeting of November 12, 2012
- Minutes of Area G Parks meeting of January 7, 2013

MOTION CARRIED

**NEW BUSINESS**

**NB1 – R5 add-on material**

It was Moved and Seconded  
That the email dated February 2, 2013, from Gar Clapham regarding agenda item R5 (telecommunication towers) be received and filed.

MOTION CARRIED

**NB2 – R12 add-on material**

It was Moved and Seconded  
That the letter dated February 4, 2013, from Lisa and John Merrett regarding agenda item R12 (temporary use permits for vacation rentals) be received and filed.

MOTION CARRIED

**NB3 to NB6 – grants in aid**

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

That a grant in aid, Area E – Cowichan Station/Sahtlam/Glenora, in the amount of \$500 be given to Volunteer Cowichan to support Leaders of Tomorrow Awards event.

That a grant in aid, Area A – Mill Bay/Malahat, in the amount of \$2000 be given to Francis Kelsey School to provide four bursaries (4x\$500) for Area A students.

That a grant in aid, Area A – Mill Bay/Malahat, in the amount of \$500 be given to Ecostravaganza to support the Ecole Mill Bay School event.

That a grant in aid, Area A – Mill Bay/Malahat, in the amount of \$500 be given to Malahat Lions to assist with Shawnigan Cemetery maintenance.

MOTION CARRIED

**NB7 – Next EASC meeting**

Mr. Anderson noted that there is a conflict with some Director's schedules and the regular February 19<sup>th</sup> EASC meeting date and suggested that the meeting be cancelled but that a special budget only meeting be held on February 25<sup>th</sup> .

It was Moved and Seconded  
That the February 19, 2013 regular EASC meeting be cancelled and that a Special EASC budget only meeting be scheduled for Monday, February 25, 2013 at 3:00 pm in the CVRD Board Room.

MOTION CARRIED

**NB8 – Cell tower policy**

Director Giles stated that she is interested in the CVRD looking further into adopting a cell tower policy, but would like to receive more information.

Director Walker suggested that staff could request a copy of the City of Vancouver's policy and include those findings in a future staff report to EASC.

It was Moved and Seconded  
That staff be directed to contact the City of Vancouver to request a copy of their policy respecting cell tower protocol, and that their policy, along with previous samples acquired from various other local government jurisdictions, be included in a staff report to an upcoming EASC meeting for discussion.

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 7:05 p.m.

**RISE** The Committee rose without report.

**ADJOURNMENT** It was Moved and Seconded  
That the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 7:30 p.m.

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Chair

\_\_\_\_\_  
Recording Secretary