



C.V.R.D.

## ELECTORAL AREA SERVICES COMMITTEE MEETING

Tuesday,  
July 3, 2012  
Regional District Board Room  
175 Ingram Street, Duncan, BC

3:00 pm

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### A G E N D A

	<u>Pages</u>
1. <u>APPROVAL OF AGENDA</u>	1-2
2. <u>ADOPTION OF MINUTES</u>	
M1 Minutes of June 19, 2012, EASC Meeting	3-9
3. <u>BUSINESS ARISING FROM MINUTES</u>	
4. <u>STAFF REPORTS</u>	
R1 Rachelle Rondeau, Planner I, regarding Application No. 1-H-11ALR – Update (Applicant: Raymond and Robin Smith)	10-27
R2 Rachelle Rondeau, Planner I, regarding APC Procedure for Application No. 2-A-12RS	28-32
R3 Nino Morano, Bylaw Enforcement Officer, regarding Compensation for livestock kill by unknown dogs	33-34
R4 Dana Leitch, Planner II, regarding APC Procedure for Application No. 1-B-12RS	35-54
R5 Dana Leitch, Planner II, regarding APC Procedure for Mill Bay Marina Inc. (Applications 1-A-12RS and 1-A-12DVP)	55-62
R6 Sybille Sanderson, A/General Manager, regarding Malahat Fire Engine Purchase – Loan Authorization and Reserve Fund Expenditure	63-64
R7 Sybille Sanderson, A/General Manager, regarding Cowichan Lake Area Automatic Aid Agreement Amendment	65-80
R8 Mike Tippet, A/General Manager, regarding Proposed Cell Tower, Cobble Hill	81-102
5. <u>INFORMATION</u>	
IN1 Minutes of Area I APC meeting of June 5, 2012	103-104
IN2 Minutes of Area G Parks Commission meeting of June 11, 2012	105-107
IN3 Minutes of Area B Parks Commission meeting of May 17, 2012	108-110
6. <u>CORRESPONDENCE</u>	
C1 Email from Tom Boughner advising of his resignation from the Area C APC	111
7. <u>NEW BUSINESS</u>	
8. <u>PUBLIC/PRESS QUESTIONS</u>	

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**9. CLOSED SESSION**

Motion 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.

**CSM1** Minutes of Closed Session EASC Meeting of June 19, 2012

112

**CSR1** Land Acquisition [Section 90(1)(e)]

113-114

**10. ADJOURNMENT**

**NOTE: A copy of the full agenda package is available at the CVRD website [www.cvrld.bc.ca](http://www.cvrld.bc.ca)**

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Director M. Walker  
Director B. Fraser  
Director I. Morrison

Director M. Marcotte  
Director G. Giles  
Director L. Iannidinardo

Director P. Weaver  
Director L. Duncan  
Director M. Dorey

M1

Minutes of the Electoral Area Services Committee Meeting held on Tuesday, June 19, 2012 at 3:00 p.m. in the Regional District Board Room, 175 Ingram Street, Duncan, B.C.

**PRESENT**

Director M. Walker, Chair  
Director G. Giles  
Director B. Fraser  
Director L. Iannidinardo  
Director L. Duncan  
Director I. Morrison  
Director M. Marcotte  
Director M. Dorey  
Director P. Weaver

**CVRD STAFF**

Tom Anderson, General Manager  
Rob Conway, Manager  
Brian Duncan, Manager  
Warren Jones, Administrator  
Ryan Dias, A/Manager  
Maddy Koch, Planning Technician  
Rachelle Rondeau, Planner I  
Alison Garnett, Planner I  
Dana Leitch, Planner II  
Cathy Allen, Recording Secretary

**APPROVAL OF  
AGENDA**

The Chair noted changes to the agenda which included adding one new business item, one new closed session business item and two additional items of new business.

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 June 5, 2012, EASC meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING**

There was no business arising.

**STAFF REPORTS**

**R1 – Agricultural  
Project**

Emily MacNair, from the BC Agriculture Council, provided background to their Regional Agricultural Adaptation Strategies Pilot Project. Ms. MacNair advised that the pilot project will involve two to three communities in BC and that the Peace River Regional District and Delta have already signed on and they are hopeful that the Cowichan region will also be interested. Local government participation involves in-kind and partnership support.

The Committee directed questions to Ms. MacNair.

It was Moved and Seconded

That the CVRD participate in the BC Agricultural Council's Agricultural Adaptation Strategies Project, and that the project outline be forwarded to the Regional Agricultural Advisory Commission for information and comment.

MOTION CARRIED

Mr. Anderson noted that the Regional Agricultural Advisory Commission meets next Tuesday.

The Chair thanked Ms. MacNair for her presentation.

**R2 - Holm**

Maddy Koch, Planning Technician, reviewed staff report dated June 19, 2012, regarding Application No. 1-I-12DVP (Holm) to construct a garage in front of the existing dwelling located at 9818 Miracle Way.

Cordell Holm, applicant, was present and provided further information to the application.

There were no questions from Committee members to staff or the applicant.

It was Moved and Seconded

That Application No. 1-I-12DVP by Cordell Holm for a variance to Section 5.3(4) of Bylaw No. 2465, to reduce the required interior side parcel line setback from 3 metres to 2 metres on Lot 25, Block 5, Cowichan Lake District, Plan 51348 (PID: 016-771-630) be approved, subject to a legal survey confirming compliance with approved setbacks.

MOTION CARRIED

**R3 - Hignell**

Alison Garnett, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 2-F-12DP (David and Val Hignell) to allow an addition to the existing tourist accommodation cabin located at 5698 Riverbottom Road.

Val Hignell, applicant was present, and provided further information to the application.

There were no questions from Committee members to staff or the applicant.

It was Moved and Seconded

That Application No. 2-F-12DP (Hignell) be approved, and that a development permit be issued to permit an addition to the existing residence on Lot 2, Section 7, Range 1, Sahtlam District, Plan EPP18497.

MOTION CARRIED

**R4 – McKerrell**

Rachelle Rondeau, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 1-A-12DP (David McKerrell) to construct a seawall on the waterfront property located at 2643 Mill Bay Road.

David McKerrell, applicant was present and provided further information to the application.

The Committee directed questions to staff.

It was Moved and Seconded

That Application No. 1-A-12DP submitted by Island Marine Construction on behalf of Peter and Jane Beverly Gibson for re-construction of a seawall on Lot 1, District Lot 1G and Section 1, Range 9, Shawnigan District, Plan 46201, Except that Part in Plan VIP 53096 (PID: 009-818-871) be approved, subject to:

- a) The development shall be carried out in strict compliance with the reports prepared by Levelton Consultants Ltd. dated March 20, 2012, and Polster Environmental Services Ltd. dated June 2, 2012;
- b) A letter of credit for 125% of the value of the vegetation/restoration recommended in the Polster Environmental Services Ltd.

MOTION CARRIED

**R5 - Corby**

Rachelle Rondeau, Planner I, reviewed staff report dated June 13, 2012, regarding Application No. 5-E-12DP/RAR/VAR to allow placement of a double wide mobile home at 4547 Cowichan Lake Road.

There were no questions from Committee members to staff.

It was Moved and Seconded

That Application No. 5-E-12 DP/RAR/VAR by Donna Corby for a variance to Section 5.18 of Bylaw No. 1840 in order to reduce the required Streamside Protection and Enhancement Area setback from 30.6 metres down to 20 metres on Lot B, Section 8, Sahtlam District, Plan VIP53018 (PID: 017-475-503) be approved, subject to compliance with the recommendations of RAR Report No. 2294 and in accordance with the revised site plan.

MOTION CARRIED

**R6 - Bourque**

Dana Leitch, Planner II, reviewed staff report dated June 13, 2012, regarding Application No. 1-I-09RS (Rick Bourque) to rezone the subject property located in Marble Bay to a new recreational zone to permit occupancy of the existing recreational cottages for up to 52 weeks in a calendar year.

Rick Bourque, applicant, was present.

The Committee directed questions to staff and applicant.

It was Moved and Seconded

1. That the appropriate Zoning and OCP amendment bylaws for Application No. 1-I-09RS (VanIsle Waterfront Development Corporation) be forwarded to the Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading.
2. That a public hearing be scheduled with Directors Weaver, Morrison and Dorey as delegates, and further, that the following be submitted in a form acceptable to the CVRD prior to scheduling the hearing:
  - a) A draft covenant that would prohibit further subdivision of the remainder of the lands owned by the applicants until such time as the subject properties are part of a CVRD Community Sewer System and a CVRD Community Water System;
  - b) A draft covenant requiring that at the time of subdivision of the remaining lands to the north, that the applicant work with the CVRD Parks and Trails Division to establish an east-west trail link of not less than 7 metres in width; and
  - c) A draft covenant requiring the repair or removal of the underperforming fire hydrant in the development.
3. That CVRD staff be authorized to release Covenant No. EX044069 over Lot 3, Block 180, Cowichan Lake District, Plan VIP78710 if rezoning Application No. 1-I-09RS is approved and the amendment bylaws are adopted by the CVRD Board.

MOTION CARRIED

**R7 - Maxwell**

Dana Leitch, Planner II, reviewed staff report dated June 13, 2012, regarding Application No. 2-A-11RS (Ernest Maxwell) to rezone the subject property located at 3330 Trans Canada Highway to a new limited industrial zone to permit certain industrial uses.

Ernest Maxwell, applicant was present.

The Committee directed questions to staff and applicant.

It was Moved and Seconded

1. That the appropriate Zoning amendment bylaw for Application No. 2-A-11RS (Maxwell) be forwarded to the Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading.
2. That a public hearing be scheduled with Directors Walker, Dorey, and Giles as delegates.
3. That a draft Covenant, for the purpose of maintaining the existing screening along the eastern boundary of the subject property fronting the Trans Canada Highway, be prepared prior to the public hearing being held, and further that the screening covenant be registered on title prior to final adoption of the Zoning Amendment Bylaw.

MOTION CARRIED

**R8 –Joint APC**

Tom Anderson, General Manager, reviewed staff report dated June 7, 2012, from Mike Tippet, Manager, regarding managing the joint South Cowichan OCP procedure.

A general discussion ensued.

It was Moved and Seconded

That the following criteria respecting the South Cowichan Joint APC be referred to the three South Cowichan Advisory Planning Commissions for review and consideration:

1. That the following types of applications be referred to the Joint APC:
  - a) Any applications for zoning amendment that would require that the Official Community Plan also be amended, but excluding:
    - amendments to the OCP that would permit fewer than 5 additional dwelling units
    - amendments to the OCP that would permit the subdivision of fewer than 5 additional parcels of land
    - commercial or industrial applications that would redesignate and rezone 1 hectare of land or less;
  - b) Any applications that propose new community sewer or community water services, or extensions of existing services to areas not identified on the OCP's Schedule C as potential sewer or water expansion areas (necessitating an amendment to Schedule C);
  - c) Any applications that would expand an existing Village Containment Boundary, or create a new VCB.
2. Only applications that meet the following conditions be referred to electoral area APCs as indicated below:
  - a) Applications only covering part or all of the water surface of any lake or the ocean be referred to the APC for the electoral area within which the subject property is located;
  - b) Any applications be referred to the APCs of any electoral area that borders the subject property, if it will not be considered at a Joint APC meeting;
  - c) Administrative amendments that are proposed by the CVRD be referred to all three APCs;
  - d) Any applications to convert an RR-4 Mobile Home Zone (non-strata) to an RR-5 Manufactured Home Zone (strata-subdivision).
3. That the comments of each APC be reported back to the Electoral Area Services Committee for its further consideration.

And, that the three South Cowichan Directors and APC Chairs meet to review the comments of each APC.

MOTION CARRIED

**INFORMATION**

**IN1, IN2 - Minutes**

It was Moved and Seconded  
That the minutes of the Area G parks Commission meeting of May 7, 2012, be received and filed.

**MOTION CARRIED**

It was Moved and Seconded  
That the minutes of the Area G Parks Commission meeting of June 11, 2012, be received and filed.

**MOTION CARRIED**

**IN3 – Building Report**

It was Moved and Seconded  
That the May 2012 Building Report be received and filed.

**MOTION CARRIED**

**NEW BUSINESS**

**NB1 – APC Minutes**

It was Moved and Seconded  
That the minutes of the Area C APC meeting of June 14, 2012, be received and filed.

**MOTION CARRIED**

Director Giles expressed concern that late commission minutes are not getting posted on the CVRD website and suggested that all commission minutes be posted to a dedicated site on our website.

It was Moved and Seconded  
That all Advisory Planning Commission and Parks Commission minutes be posted on the CVRD website.

**MOTION CARRIED**

**NB2 – Delegate process**

Director Marcotte expressed concerned about the existing process respecting delegation requests.

General discussion ensued. It was suggested that staff investigate past and present practices and report back with recommendations.

It was Moved and Seconded  
That staff be directed to investigate existing CVRD policies and bylaws respecting public Board/Committee/Commission delegation requests and process, and provide a staff report with suggested changes/recommendations at a future EASC meeting.

**MOTION CARRIED**

**NB3 – Float Homes**

Director Iannidinardo expressed concern regarding escalating problems in Cowichan Bay over sewage disposal from float homes and noted that a public meeting was held to discuss the issue. Director Iannidinardo requested suggestions for communicating information from meetings and other general information to the public.

Various suggestions were provided including writing articles in local newspapers.

Warren Jones stated that he would meet and discuss options with Director Iannidinardo.

**RECESS**

The Committee adjourned for a five minute 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 5:22 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 6:15 PM.

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Chair

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Recording Secretary



R1

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE OF JULY 3, 2012

**DATE:** June 27, 2012 **FILE NO:** 1-H-11 ALR  
**FROM:** Rachelle Rondeau, MCIP, Planner I **BYLAW NO:** 1020  
**SUBJECT:** ALR Application (1-H-11 ALR)  
Raymond and Robin Smith – UPDATE and REVISION

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#### **Recommendation/Action:**

That Application No. 1-H-11ALR, submitted by Ray Smith, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling, be forwarded to the Agricultural Land Commission with a recommendation to approve the application, with consideration given to determining an appropriate location for a second residence that would minimize the impact to the agricultural capability of the land.

#### **Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

#### **Background:**

This application is for a non-farm use to construct two dwellings on the property, which is in the Agricultural Land Reserve (ALR).

The Electoral Area Services Committee at its May 1, 2012 meeting referred the application to the Regional Agricultural Advisory Commission for review and comment (see Regional Agricultural Advisory Commission comments below).

**Location of Subject Property:** 13150 Cameron Road

**Legal Description:** District Lot 5, Bright District, Except Part in Plans 32170 and VIP82582 (PID: 008-720-398)

**Application Received:** December 12, 2011

**Owner:** Raymond and Robin Smith

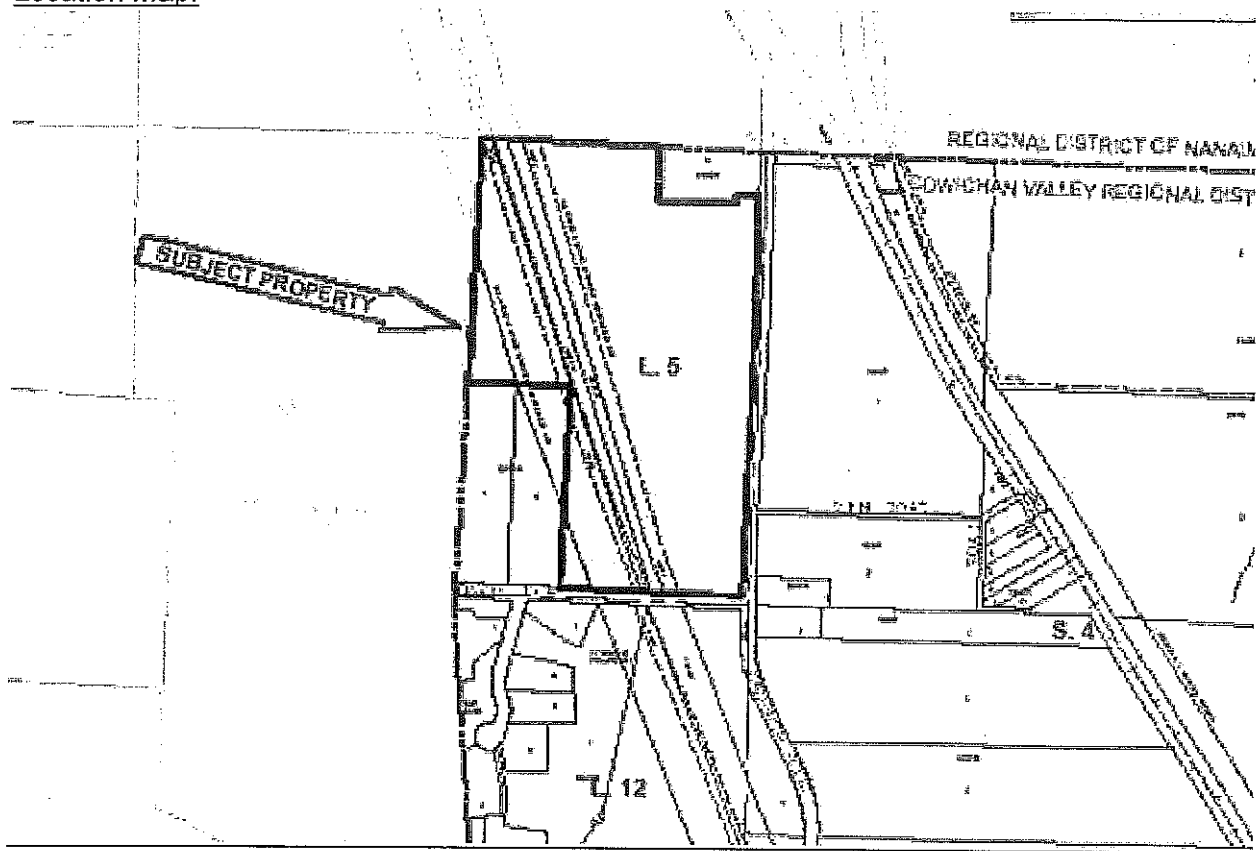
**Applicant:** As above

**Size of Parcel:** ± 20 hectares (49.4 acres)

**Existing Zoning:** A-1 (Agricultural)

Minimum Lot Size: 12 hectares

Location Map:



Existing Plan Designation: Agricultural

Existing Use of Property: Residential and Agricultural

Use of Surrounding Properties:

West:

Residential/Hobby farm, Private tree farm and Crown Land (Regional District of Nanaimo)

North:

Fortis BC substation, private tree farm proposed for residential and commercial development (Regional District of Nanaimo)

South:

Residential and farm

East:

Farm, private forest land

Road Access:

Cameron Road

Water:

Well

Sewage Disposal:

On-site septic

Agricultural Land Reserve Status:

Property is located within the ALR

Archaeological Site:

We have no record of any archaeological sites on the subject property.

**Environmentally Sensitive Areas:** The Cowichan Valley Environmental Planning Atlas identifies both a TRIM and a non-TRIM<sup>1</sup> stream on the subject property. The proposed dwelling is not within 30 metres of any stream.

**Soil Classification:**

Canada Land Soil Classification Inventory Maps

±70% 5P (4T); ±15% 4W (2C) ±15% 3A (2C)  
A P

Soil Classification	% of subject property (Unimproved)	% of subject property (Improved)
2	-	30
3	15	-
4	15	70
5	70	-
7	-	-
<b>TOTAL</b>	100	100

**Explanation of Land Capability Classifications:**

- Class 2 lands have minor limitations, and can be managed with little difficulty
- Class 3 lands have moderate limitations for Agricultural Production
- Class 4 lands have limitations that require special management practices
- Class 5 lands have limitations that restrict capability to produce perennial forage crops
- Class 7 lands have no capability for arable culture
- Subclass "A" indicates soil moisture deficiency – improvable by irrigation
- Subclass "C" indicates adverse climate, thermal limitations to plant growth
- Subclass "P" indicates stoniness
- Subclass "T" indicates topography limitations – not improvable
- Subclass "W" indicates excess water

**Proposal:**

The subject property is a 20 ha parcel of land at the northern end of the CVRD in Electoral Area H. To the north and west of the property is the Regional District of Nanaimo. The applicants have owned the property since 2007, and would like to construct a new dwelling. They have purchased and placed several school portable buildings that they would like to convert to a single family residence. There is currently one dwelling on the property, which was occupied by the previous owner, and is currently being renovated for occupancy by the current owners.

The applicants intend to reside in the existing residence while they develop the property as a farm and equestrian centre, which will be operated by their daughter when she moves to the property in approximately 2013. Their daughter will reside in the school portable dwelling, which will be wheel-chair accessible for her.

The soil capability maps indicate that the majority of the property is Class 5 and may be improved to Class 4 with stone picking and irrigation. The lands more immediately adjacent to the road can be improved to Class 2, which has only minor limitations for agriculture. The majority of the property is field, and which is used for hay production. Currently, on the property is the principal residence of the previous owner which is under renovation, the proposed new dwelling (former school portables) as well as a number of accessory buildings.

<sup>1</sup> TRIM refers to a map series produced by the Province using aerial photographs. Due to the scale of the mapping, there are some streams that are not identified through TRIM maps, and these are identified as non-TRIM streams

### ***Zoning***

The Zoning is A-1 (Primary Agricultural), which specifies that two single family residential dwellings or mobile homes are permitted on parcels 2.0 hectares or larger. In terms of additional dwellings, the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation* permits only a secondary suite or a manufactured home for the owner's immediate family provided these are also permitted in the Zoning Bylaw. Any other type of residence is required to obtain approval from the Agricultural Land Commission (ALC) for a non-farm use.

### ***Development Permit Area***

The property is within the Cassidy Aquifer Development Permit Area (DPA), which requires a development permit prior to construction of more than one dwelling in the DPA. If the ALC approves the non-farm use application, a development permit will be required prior to construction of the second dwelling.

### **Advisory Planning Commission Comments:**

The Advisory Planning Commission (APC) reviewed this application, and subsequently conducted a site visit on February 11, 2012. The APC further discussed and made a recommendation at their regular meeting March 8, 2012. The APC had concerns regarding the proposed use of the property as an equestrian centre and that this could reduce the viability of the land for food production. The APC also indicated that the location of the proposed residence has poorly drained soil and may be inappropriately sited.

The APC, therefore, recommended denial of the application to construct a second residence.

### **Regional Agricultural Advisory Commission:**

The Agricultural Advisory Commission reviewed this application at their regular meeting of May 29, 2012 and resolved to conduct a site visit. The site visit was conducted on June 23, 2012, and the Commission made the following recommendation at their last meeting on June 26, 2012:

*That the Regional Agricultural Advisory Commission supports the construction of a second dwelling on the site, but that the Regional Agricultural Advisory Commission does not support the proposed location of such dwelling on prime agriculture land.*

### **Planning Division Comments:**

The applicants are requesting approval from the ALC for a second single family dwelling. There is an existing residence, and a new residence would be constructed using the school portables already on the site.

The A-1 Zoning permits two dwellings on parcels 2.0 hectares or larger, and as this proposal complies with the zoning it is not recommended to deny the application. The APC has indicated concerns regarding the suitability of the location of the dwelling given the agricultural potential of the land, and was not supportive of two dwellings. As noted above, the Regional Agricultural Advisory Commission also had concerns with the location of the proposed dwelling.

As the application complies with the Zoning Bylaw, staff recommend that the application be forwarded to the Agricultural Land Commission with a recommendation to approve. However, that they also give consideration to whether the proposed location on the property is suitable from an agricultural perspective, or whether a more appropriate site exists on the property.

**Options:**

1. That Application No. 1-H-11ALR, submitted by Ray Smith, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling, be forwarded to the Agricultural Land Commission with a recommendation to approve the application, with consideration given to determining an appropriate location for a second residence that would minimize the impact to the agricultural capability of the land.
2. That Application No. 1-H-11ALR, submitted by Ray Smith, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling, be forwarded to the Agricultural Land Commission with a **recommendation to approve** the application.
3. That Application No. 1-H-11ALR, submitted by Ray Smith, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling, be forwarded to the Agricultural Land Commission with **no recommendation**.
4. That Application No. 1-H-11ALR, submitted by Ray Smith, made pursuant to Section 20(3) of the *Agricultural Land Commission Act* to construct a second dwelling, be forwarded to the Agricultural Land Commission with **a recommendation to deny the application**.

Option 1 is recommended.

Submitted by,



Rachelle Rondeau, MCIP, Planner I  
Development Services Division  
Planning & Development Department

RR/ca

**Reviewed by:**  
Division Manager:

**Approved by:**  
General Manager:



## 1-H-11 ALR Ray and Robin Smith

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Existing Dwelling  
(background) and older  
accessory building  
(foreground)



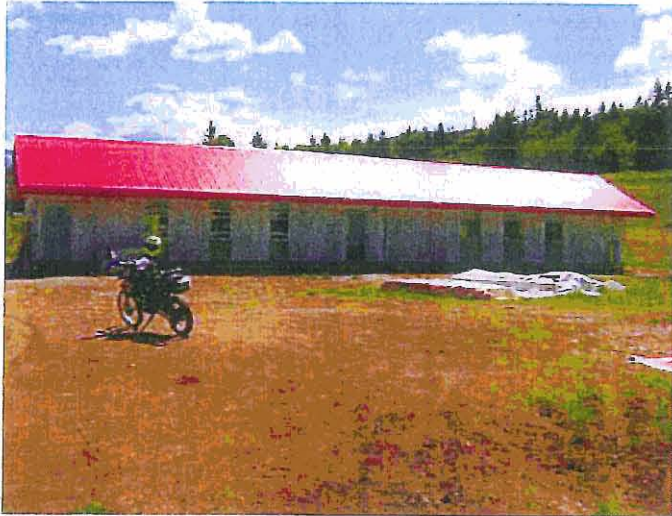
New accessory buildings and  
proposed new residence



Accessory buildings

## 1-H-11 ALR Ray and Robin Smith

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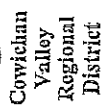
Proposed residence (updated photo – May 2012)



Proposed accessory buildings (left) and residence (red roof)



Looking north at proposed new residence

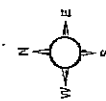


**This map is compiled from various sources for Internet use and is designed for reference purposes only.**

All persons making use of this compillation are advised that amendments have been consolidated for convenience purposes only and that boundaries are representational.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

Printed: December 12, 2011



Scale: 1:2,756



Dear Committee Member,

May 1, 2012

I have been involved with the 50.79 acres at 13150 Cameron Rd. since 1992 when I took a real estate listing to sell the property for Dave and Elsy Morgan who at that time had ceased their dairy operations because they found the farm to be too much work. I am very familiar with the details of the land.

Since that time I have assisted the Morgans with a "site severance" of 1 hectare in 2007. The Morgans were unable to complete the severance because of complications caused by a mill site that was a concern to the Ministry of Environment. The portion of the property that was a concern to the M of E is on the remainder or balance of the property.

In 2006, my wife Robin and I purchased the property from Elsy Morgan with the intention of selling our home in Ladysmith and building a new home at Cameron Rd. Our choice of a building site at the northeast corner of the property is predicated in part by the letter from the Agricultural Land Commission dated November 1988. This letter states that the northeast corner "is to be rehabilitated", as per attached letter. That is what is taking place at this time. As we go through the motions of removing overburden at the location marked in yellow and termed "area to be rehabilitated" we are finding to the depth of ½ meter, steel cable, steel banding, spikes and nails, rope and twine, corrugated metal roofing, cans and bottles, car parts, broken glass, discarded furniture and old burn piles. This portion of the farm should never be used to graze or paddock any type of livestock now or in the future. The reclamation of this land is not a job but an ongoing process. Digging, filling and paving, in my opinion, should take place at this location. The area outlined in the attached plan extends the perimeters of the proposed residential and ancillary building site. The property is described by the Tax Assessment Authority to have a 4.5 acre Light Industrial site and have paid taxes accordingly.

Our development plans include organic fruit and vegetable production for personal use and gate sales, removing the existing tired structures (barn, house, dairy building, poultry buildings) building a wheelchair accessible home for my daughter and her family (as in attached picture), a house for my wife and I, residential accessory buildings, barns, an indoor riding arena consistent with an Equestrian Center. The reasons for choosing this location are:

- appropriate zoning
- Proximity to transportation systems -i.e.: airport, two ferries, railway, buses, and Island Highway
- level access with double road frontage
- an excellent source of water
- good soils
- excellent exposure to the sun
- fields for hay production and animal pastures
- and a good neighbourhood

Our application for a "farm use residence" is based on our daughter Lauren Barwick operating an Equestrian Center. Her qualifications include; four star instructor's certificate from the Parelli Foundation, A Gold and Silver Medal for Canada at the 2008 Beijing Paraquestrian events. She is presently training for the 2012 London Paralympics. The "farm use" residence is being constructed from two 20' x 48' "Shelter" school portables purchased from the Campbell River School District in 2011. (As per attached photo) these buildings were constructed in Aldergrove in 1991 and are in sound condition. The units are very suitable for conversion to a wheelchair accessible home.

Robin and I previously owned a 42 acre farm in Yellowpoint on Michael Lake from 1992 to 2000 and operated a "wildlife and rescue" sanctuary which we carried forward from our farm operations on Malcolm Island beginning in 1991. This program offered relief to the SPCA, RCMP, Veterinarians and the general public who happened upon or who were presented with injured wildlife. We believe these related past experiences will serve us well while developing our present acreage. Because we did not use any pesticides or defoliants at our Yellowpoint farm, the present owners can and do grow and sell organic cranberries at the "Yellowpoint Cranberry Farm".

We believe we have acted with respect for the environment, our neighbours, the previous owner and our land. We understand our neighbour's apprehension with respect to moving the modulars to our property, but we need a little latitude and time to clean up the old mill site and beautify our proposed wheelchair assessable farm use residence.

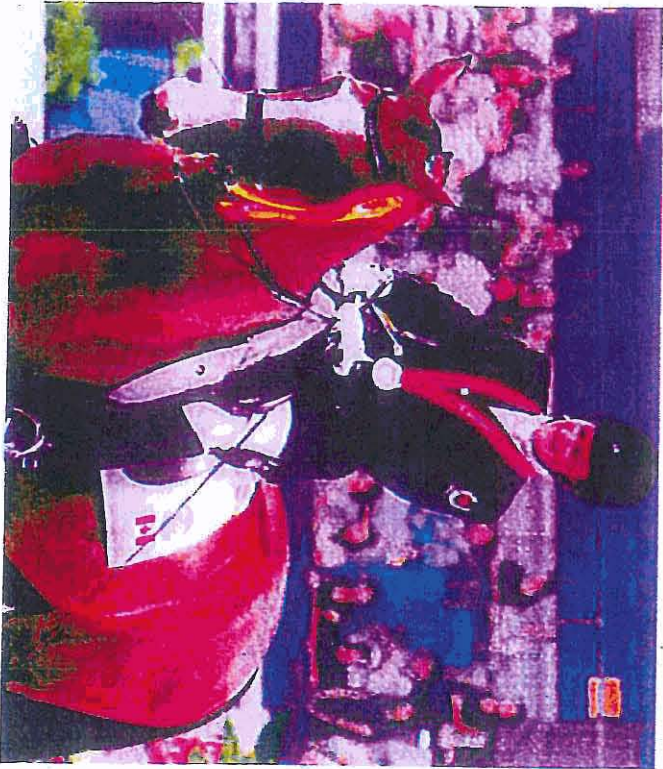
As the Residential Application Process on ALR land is a fairly lengthy process, Robin and I hereby make a formal request to the Electoral Area Services Committee for recommendation to the Agricultural Land Commission to approve the construction of a "Non-Farm Use" residence at the northeast end of our property at 13150 Cameron Road in conjunction with the decommission of the present "Non-Farm Use" residence when no longer required provided the present application for a "Farm Use Residence" is supported by the Committee.

Sincerely



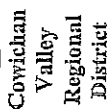
Ray and Robin Smith

IND. FS TEST GR II INTERMEDIATE RESULTS			
1	BARWICK L./HILLE	GER	72.776
2	COULTHARD F./ROFF	GER	71.656
3	NAEPEL Britta/CHE	GER	70.277
4	HART Rebecca/NORT	USA	68.110
5	DUARTE Sara/NEAPO	POR	66.336
6	PENG Yulian/FURST	CHN	66.279
7	HELARANCI E./LEST	BRA	66.277
8	BYRNE Eilish/YOUR	IRL	65.999









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**The Regional District does not warrant the accuracy.**

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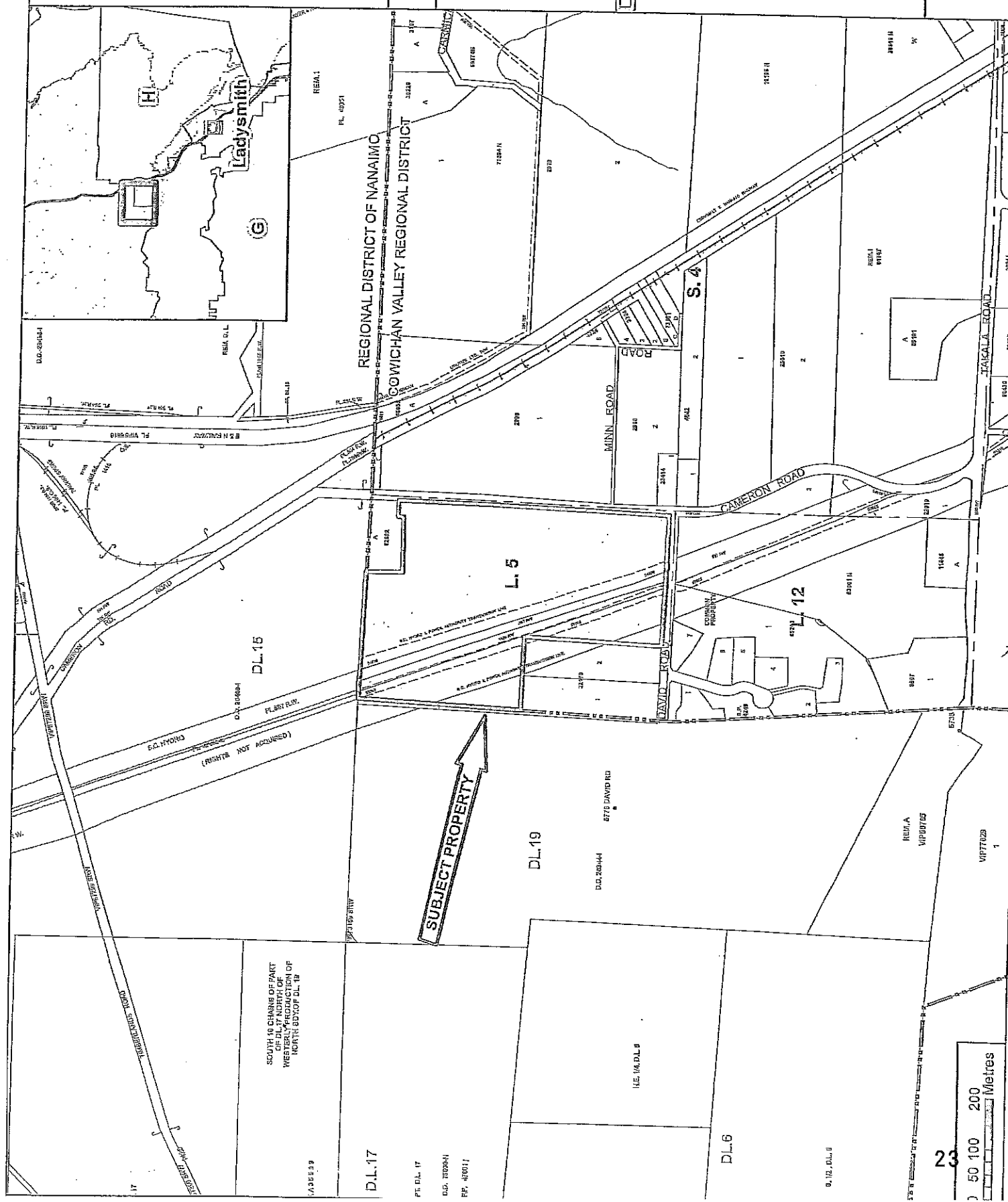
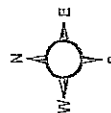
The original Sylawa should be consulted for all purposes of Interpretation and application of the Bylaws.

File: 01-H-11-ALR

### Legend



Subject Property





Cowichan  
Valley  
Regional  
District

This map is compiled from  
various sources for internal  
use and is designed for  
reference purposes only.

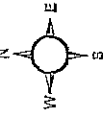
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warrant the accuracy.

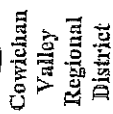
All persons making use of this  
compilation are advised that  
amendments have been  
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purposes only and that  
boundaries are representational.

The original Bylaws should be  
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interpretation and application  
of the Bylaws.

File: 01-H-11-ALR

Google Earth  
Photo (2005)





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File: 01-H-11-ALR

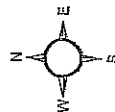




### Legend



Subject Property  
CCP H





# Covichan Valley Regional District

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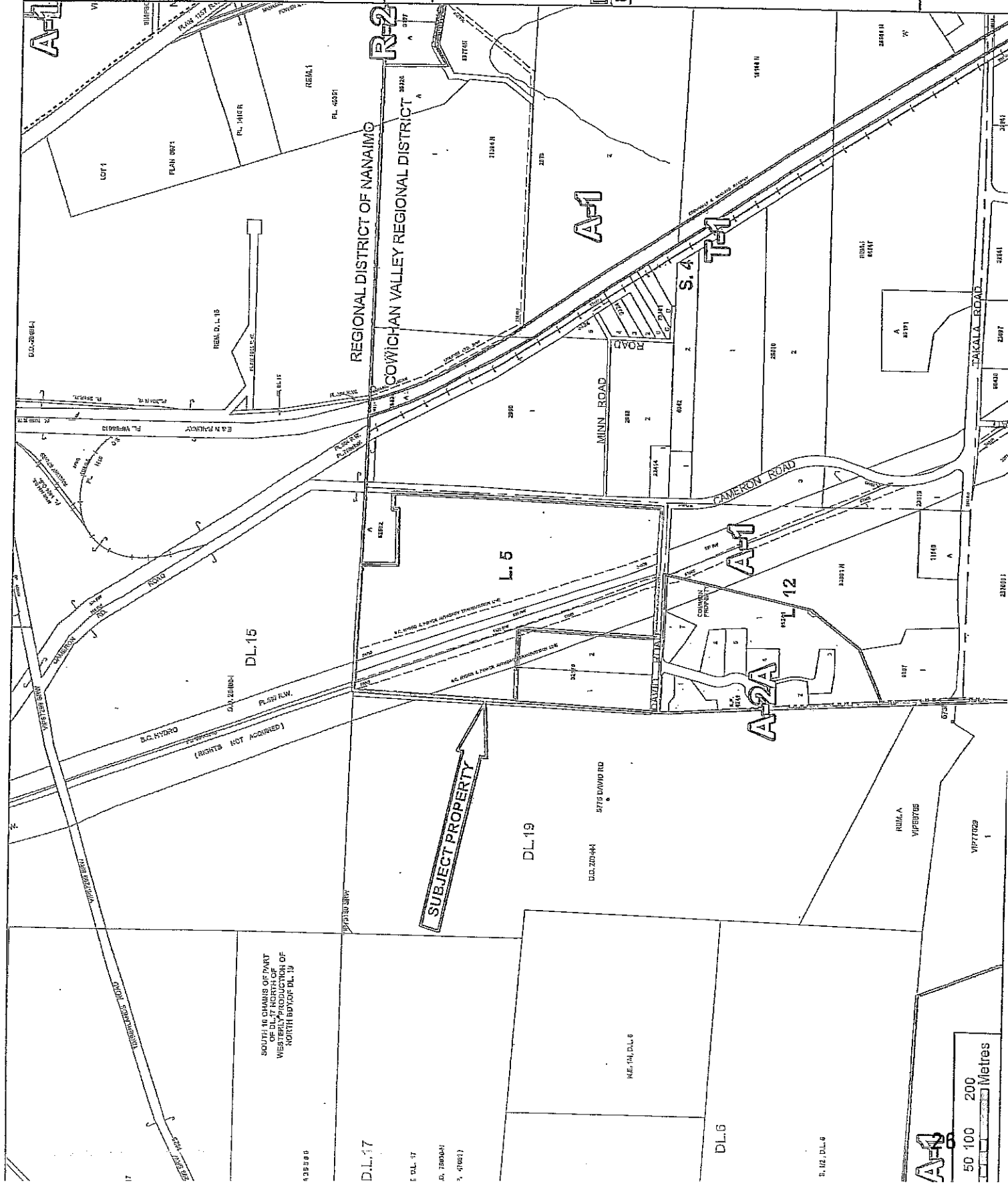
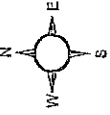
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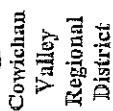
## ZONING

### Legend



Zoning C  
Subject Property





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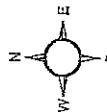
File: 01-H-11-ALR

ALR

### Legend



Subject Property  
ALR.H





R2

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF JULY 3, 2012

**DATE:** June 26, 2012 **FILE NO:** 2-A-12RS  
**FROM:** Rachelle Rondeau, MCIP, Planner I **BYLAW No:** 3510, 2000  
Development Services Division  
**SUBJECT:** APC Procedure for Application (2-A-12RS)

---

#### **Recommendation/Action:**

That rezoning application 2-A-12RS (Parker for Parshel Holdings) be referred to the Electoral Area A – Mill Bay/Malahat and Electoral Area B – Shawnigan Lake Advisory Planning Commissions only.

#### **Relation to the Corporate Strategic Plan:**

Relevant objectives of the Corporate Strategic Plan include: "Establish well coordinated land use plans and policies," and "Review organizational processes and streamline where appropriate to improve efficiency and reduce costs".

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

#### **Background:**

With the adoption of the South Cowichan Official Community Plan (SCOCP) in the summer of 2011, amendments were made to the APC Bylaw and Procedures and Fees Bylaw to set up the "Joint Advisory Planning Commission", which the OCP requires in its "Implementation" section. The Joint APC was founded as a measure to expand citizen input into the review of land use applications in the South Cowichan's rural areas (i.e. outside Village Containment Boundaries), to ensure consistent treatment of these applications across electoral areas and to assess applications for their effects, both positive and negative, upon the South Cowichan area generally.

Within the current SCOCP, Zoning Amendment applications on properties located outside of the Village Containment Boundary – no matter how big or small – are required to be reviewed by the Joint APC. This situation is not always practical and there has been some difficulty among APC's in coordinating frequent ad-hoc Joint meetings.

#### **The Proposal:**

Staff has recently received an OCP and Zoning Amendment application from Kevin Parker on behalf of Parshel Holdings for the purpose of rezoning a 2.78 hectare property from Primary Forestry to Industrial.

The subject property is within Electoral Area A – Mill Bay/Malahat, however is split by the boundary of Electoral Areas A and B – Shawnigan Lake. The property is zoned Primary Forestry and borders land to the west in Electoral Area B zoned Industrial off South Shawnigan Lake Road.

It seems appropriate in this case, that the application be referred to both Advisory Planning Commissions.

South Cowichan Electoral Area Directors and Advisory Planning Commissions are currently conducting a review of the current Joint APC regime, however this is a longer term process. It is anticipated that application 2-A-12RS will be referred to the APC within the next month. Therefore, until this longer term review is completed, Development Services staff would like permission from the Electoral Area Services Committee to deviate from the current Joint APC regime, bypass the Joint APC, and send this application to the Electoral Area A – Mill Bay/ Malahat and Electoral Area B – Shawnigan Lake Advisory Planning Commissions only.

**Options:**

**Option 1:**

That rezoning application 2-A-12RS (Parker for Parshel Holdings) be referred to the Electoral Area A – Mill Bay/Malahat and Electoral Area B – Shawnigan Lake Advisory Planning Commissions only.

**Option 2:**

That rezoning application 2-A-12RS (Parker for Parshel Holdings) be referred to the Joint Advisory Planning Commission.

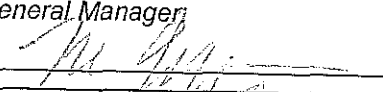
Option 1 is recommended.

Submitted by,



Rachelle Rondeau, MCIP  
Planner I, Development Services Division  
Planning & Development Department

RR/ca

<p><b>Reviewed by:</b> Division Manager:</p> <p><b>Approved by:</b> General Manager:</p> 
---



**Cowichan  
Valley  
Regional  
District**

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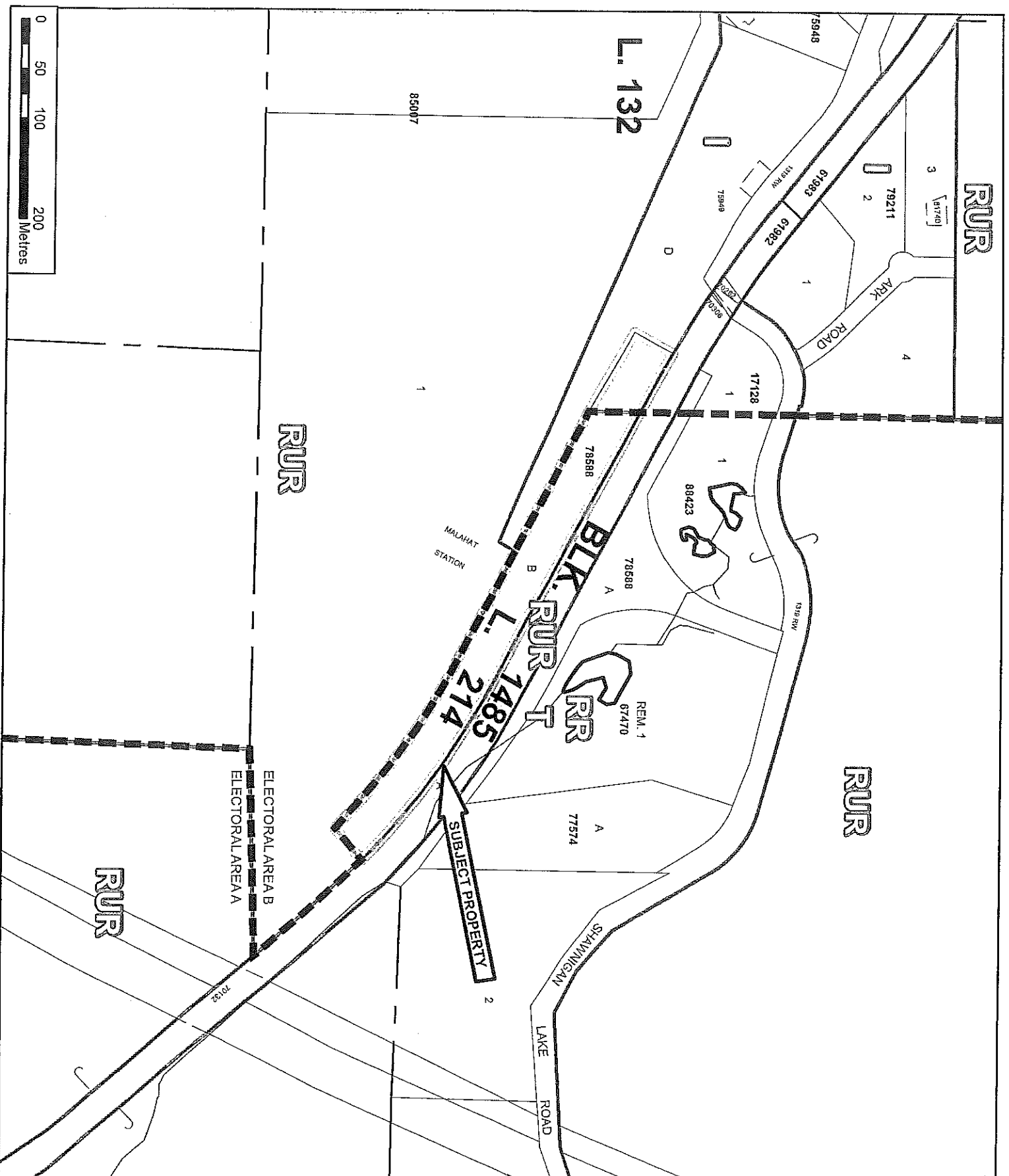
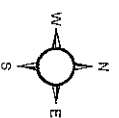
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 02-A-12-RS

99

### Legend

- ☐ Subject Property  
☐ OCP Areas ABC





**Cowichan  
Valley  
Regional  
District**

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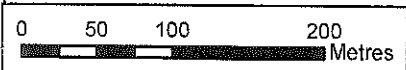
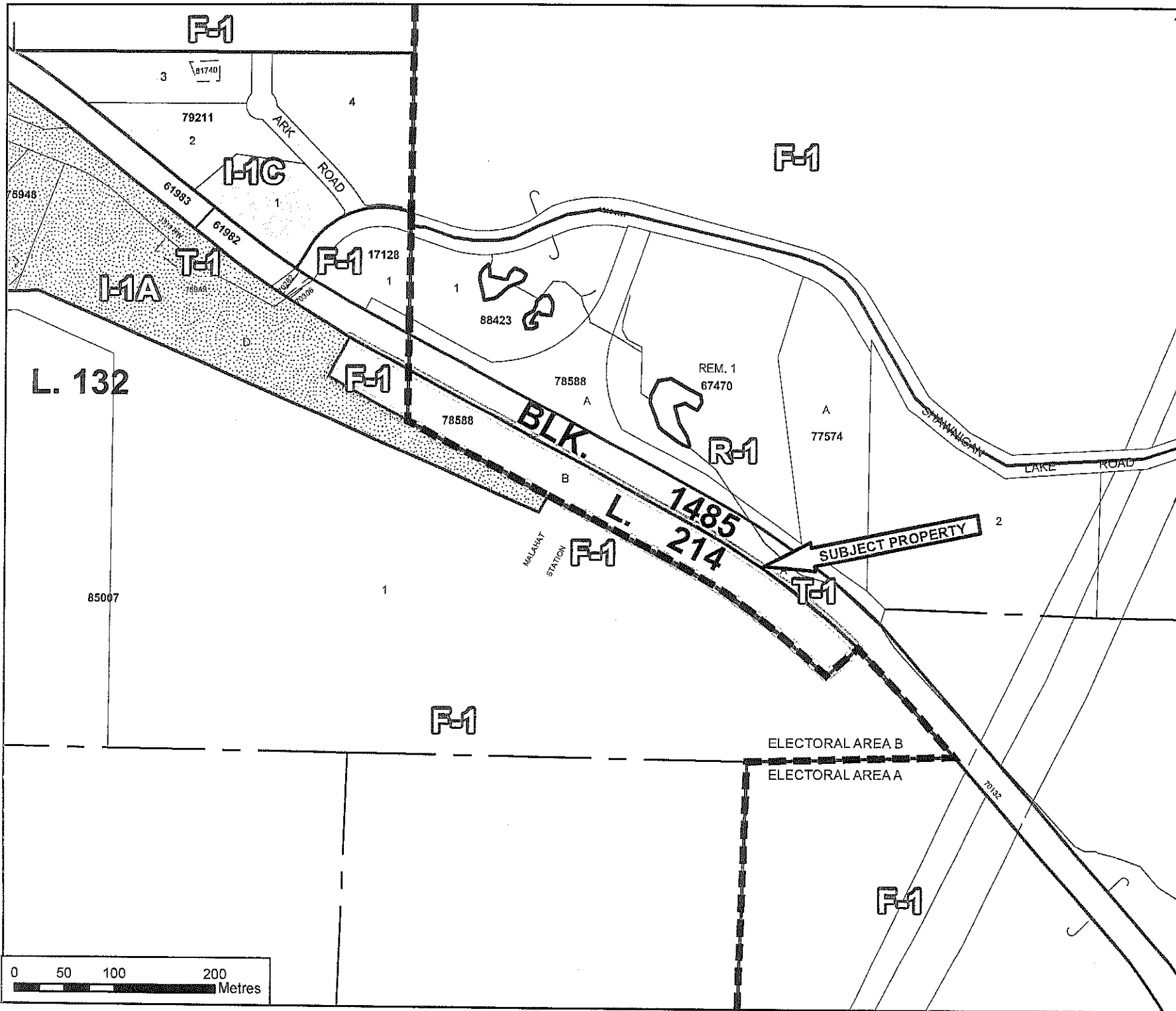
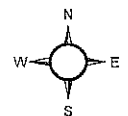
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 02-A-12-RS

**ZONING**

**Legend**

-  Subject Property
-  Zoning A





R3

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF JULY 3, 2012

DATE: June 26, 2012 FILE NO: 11-D-12BE  
FROM: Nino Morano, Bylaw Enforcement Officer BYLAW NO:  
SUBJECT: 4860 Bench Road – Compensation for Livestock  
Kill by Unknown Dog(s) – Bill Eben

---

**Recommendation/Action:**

Consider compensation for the owners of livestock killed at 4860 Bench Road by unknown dog(s).

**Relation to the Corporate Strategic Plan:** N/A

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

Compensation for livestock kill to a maximum of \$750.

**Background:**

You may recall this matter before the EASC at its March 6, 2012 meeting where it was resolved to compensate Bill Eben \$450 for loss of livestock as a result of an attack from unknown dog(s) on his property located at 4860 Bench Road in Area "D" along with another attack, likely from the same dog(s), at another property during the same time frame on Wilson Road in Area "E".

Mr. Eben has submitted another compensation request from an attack that occurred on May 16, 2012 where two (2) sheep were killed by unknown dog(s). The writer attended the property and confirmed this latest incident within three (3) business days of the attack as required by the CVRD Dog Regulation & Impounding Bylaw No. 3032. Upon arrival, Mr. Eben showed the writer an additional five (5) sheep that were found on the property from allegedly previous attacks and far beyond the required three (3) business days to report. These sheep appeared to be in different stages of decay leading one to believe there may have been multiple attacks over the past several weeks and difficult to determine what the cause of death was (ie: natural causes).

The SPCA as well as the Bylaw Enforcement Officer continue to attempt to track down and/or impound these dogs, to no avail. No other reports have come to this office since the December attack.

The CVRD Dog Regulation & Impounding Bylaw No. 3032 provides the following:

Sec. 32: "...The amount of compensation payable shall be an amount equal to three-quarters (3/4) of the decrease in the market value of the animal as a result of its death;

and for the purpose of this subsection, the Domestic Animal Protection Officer may make the determination of the market value."

And,

Sec. 33: "The Domestic Animal Protection Officer shall investigate and verify all claims and is approved to authorize any claim up to the amount of Two Hundred and Fifty Dollars (\$250.00) per attack and any claims greater must be referred to the Regional Board for authorization of payment. The maximum compensation payable for any claim shall not exceed Seven Hundred and Fifty Dollars (\$750.00) per attack."

After some market research, it was determined that each sheep was worth about \$150 bringing the claim to \$300 with  $\frac{3}{4}$  of the value being \$225 for the May 16<sup>th</sup> attack. The claim would rise to \$1050 with  $\frac{3}{4}$  of the value being \$787.50 and further reduced by to \$750 for the maximum allowable claim for all seven (7) sheep. Although it is hard to determine whether or not there were separate attacks.

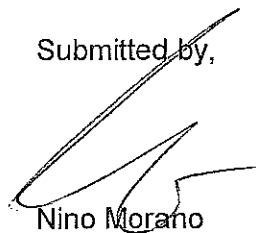
Since the potential amount is over \$250, the Bylaw Enforcement Officer cannot process this claim without Regional Board approval.

**Options:**


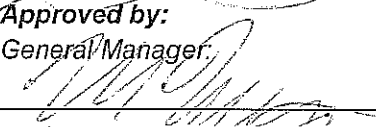
Option 1: Compensate Bill Eben \$225 for loss of two (2) livestock (sheep) as a result of an attack from unknown dog(s) at 4860 Bench Road on May 16, 2012.

Option 2: Compensate Bill Eben \$750 for loss of seven (7) livestock (sheep) as a result of attacks from unknown dog(s) at 4860 Bench Road on separate occasions over the past several weeks.

Submitted by,



Nino Morano  
Bylaw Enforcement Officer  
Inspections & Enforcement Division  
Planning & Development Department

<p><b>Reviewed by:</b> Division Manager.</p> 
<p><b>Approved by:</b> General Manager.</p> 

NM/ca



R 4

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF JULY 3, 2012

**DATE:** June 26, 2012 **FILE NO:** 1-B-12RS  
**FROM:** Dana Leitch, Planner II **BYLAW NO:** 3510, 3275  
Development Services Division  
**SUBJECT:** APC Procedure for Living Forest Planning Consultants (1-B-12RS)

---

#### **Recommendation/Action:**

That rezoning application No. 1-B-12RS (Living Forest Planning Consultants) be referred to the Electoral Area B – Shawnigan Lake Advisory Planning Commission only.

#### **Relation to the Corporate Strategic Plan:**

Relevant objectives of the Corporate Strategic Plan include: "Establish well coordinated land use plans and policies," and "Review organizational processes and streamline where appropriate to improve efficiency and reduce costs".

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

#### **Background:**

With the adoption of the South Cowichan Official Community Plan (SCOCP) in the summer of 2011, amendments were made to the APC Bylaw and Procedures and Fees Bylaw to set up the "Joint Advisory Planning Commission", which the OCP requires in its "Implementation" section. The Joint APC was founded as a measure to expand citizen input into the review of land use applications in the South Cowichan's rural areas (i.e. outside Village Containment Boundaries), to ensure consistent treatment of these applications across electoral areas and to assess applications for their effects, both positive and negative, upon the South Cowichan area generally.

Within the current SCOCP, Zoning Amendment applications on properties located outside of the Village Containment Boundary – no matter how big or small – are required to be reviewed by the Joint APC. This situation is not always practical and there has been some difficulty among APC's in coordinating frequent ad-hoc Joint meetings.

#### **The Proposal:**

Staff has recently received a Zoning Amendment application from Living Forest Planning Consultants for the purpose of altering the text and map in the zoning bylaw associated with the Community Land Stewardship 1 Zone (CLS-1 Zone). The applicant has applied to rezone to allow the range of uses currently permitted in the Hamlet Low-Density and Agro-forestry sub-zones anywhere within the envelope of the Midlands Agro-forestry area. Currently the range of uses permitted in the Hamlet Low-Density and Agro-forestry sub-zones are limited to specific areas of the site. Also, there are a few additional uses the applicant wishes to add to the list of

permitted uses in the CSL-1 Zone including equestrian facilities, temporary workers accommodation and small suites.

The subject property is located outside the Village Containment Boundary and is therefore subject to review by the Joint APC in accordance with SCOC Policy 25.8 (c) (see attached VCB map for your reference).

Development Services staff feels that it would be more appropriate for the Electoral Area B – Shawnigan Lake Advisory Planning Commission review this application rather than referring it more broadly to the Joint APC. This is because the subject property is located within the heart of Electoral Area B and staff don't feel it is necessary to have broad input at the APC stage, broad input can be obtained at a public hearing if the application advances to the public hearing stage. An additional benefit of bypassing the Joint APC is a shorter application processing time as Joint APC meetings often take longer to set up due to the number of Committee members required to be present at meetings.

South Cowichan Electoral Area Directors and Advisory Planning Commission's are currently conducting a review of the current Joint APC regime, however this is a longer term process. It is anticipated that application 1-B-12RS will be referred to the APC within the next couple of months. Therefore, until this longer term review is completed, Development Services staff would like permission from the Electoral Area Services Committee to deviate from the current Joint APC regime, bypass the Joint APC, and send this application to the Electoral Area B – Shawnigan Lake Advisory Planning Commission only.

**Options:**

**Option 1:**

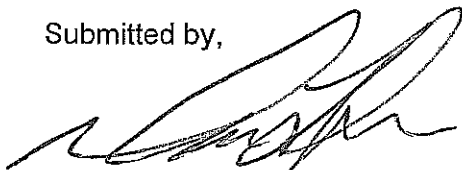
That rezoning application 1-B-12RS (Living Forest Planning Consultants) be referred to the Electoral Area B – Shawnigan Lake Advisory Planning Commission only.

**Option 2:**

That rezoning applications 1-B-12RS (Living Forest Planning Consultants) be referred to the Joint Advisory Planning Commission.

Option 1 is recommended.

Submitted by,



Dana Leitch, MCIP  
Planner II, Development Services Division  
Planning & Development Department

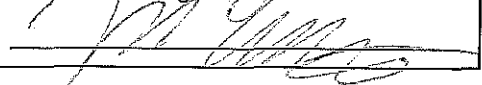
DL/ca

***Reviewed by:***

*Division Manager:*

***Approved by:***

*General Manager:*



# Community Land Stewardship Zones - Sub-Zones

## Area Calculations by Zones:

Elkington Forest Land Area = 385 ha

Ecological Covenant = 25%

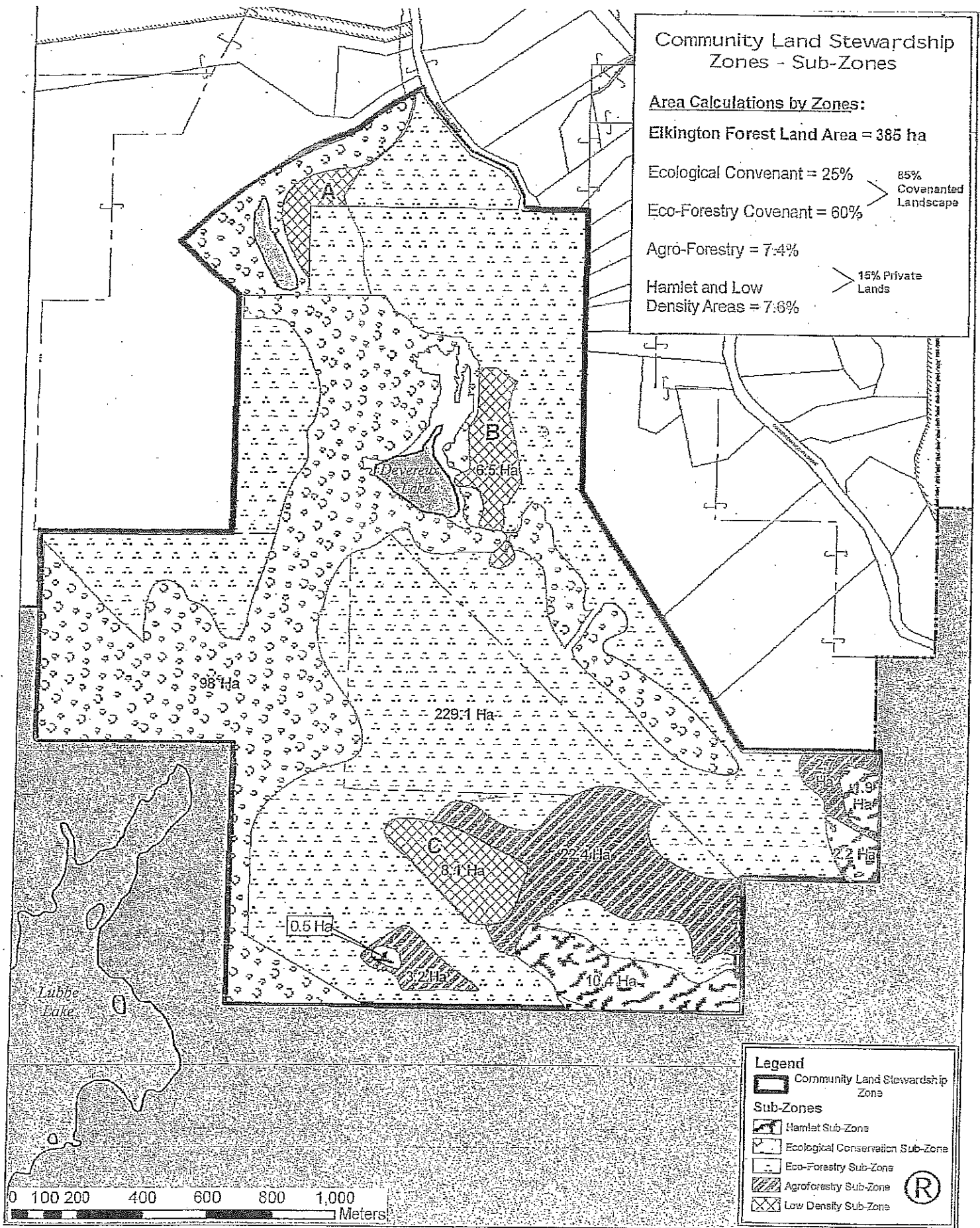
Eco-Forestry Covenant = 60%

Agro-Forestry = 7.4%

Hamlet and Low  
Density Areas = 7.6%

85%  
Covenanted  
Landscape

15% Private  
Lands



**Policy 25.7:** The special conditions warranting the designation of the Development Approval Area are, as follows:

- a. To ensure that all aspects of development are examined carefully where zoning and OCP amendments are proposed outside of designated growth areas; and
- b. To ensure that moderately sized and larger developments within village containment areas are carefully integrated into the existing urban fabric.
- c. The CVRD wishes to ensure that information is obtained related to the impacts of a proposed activity or development on the community, including:
  1. Transportation patterns, including traffic flow;
  2. Local infrastructure;
  3. Public facilities including schools and parks;
  4. Community services; and
  5. The natural environment of the area affected.

**Policy 25.8:** Joint APC meetings, comprised of Electoral Areas A (Mill Bay/Malahat) B (Shawnigan Lake) and C (Cobble Hill), will be held to consider any new application that proposes to:

- a. Amend the text within this main OCP document (excluding Appendices A through C) or the implementing Zoning Bylaw document, where the proposed amendment would affect the South Cowichan rural area;
- b. Amend the OCP to redesignate lands outside of a village containment boundary;
- c. Amend the implementing Zoning Bylaw to rezone lands outside of a village containment boundary;
- d. Amend or expand a village containment boundary;
- e. Otherwise amend the OCP in a manner deemed by the Board to affect more than one electoral area.

**Policy 25.9:** Quorum at a joint APC meeting will be: a minimum of five members from the subject electoral area will be present, and a minimum of three members from each of the other two electoral areas.

**Policy 25.10:** A proposed expansion to village containment boundary will be undertaken in accordance with Section 10 – *Village Containment Boundaries*.

**Policy 25.11:** The Regional Board may, by resolution, issue temporary use permits in accordance with the policies of this Plan.

**Policy 25.12:** The Regional Board may, by resolution, issue Development Variance Permits to vary setbacks or building heights within any land use designation of this Plan.

**Policy 25.13:** The implementing Zoning Bylaw will continue to discourage Section 946 Subdivisions.

**Policy 25.14:** The implementing Zoning Bylaw will allow for the provision of public utility land uses as required throughout the Plan area.



C.V.R.D.

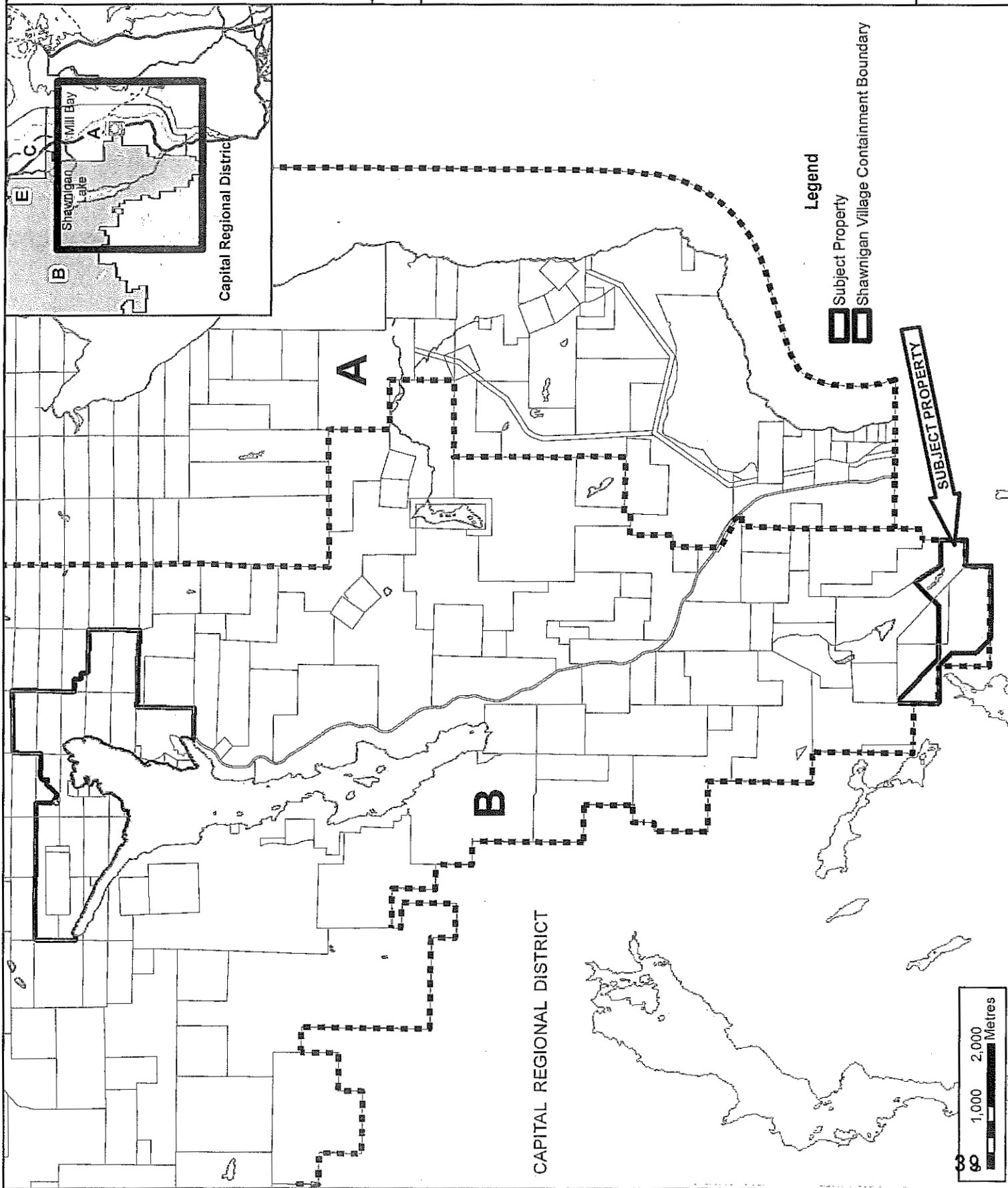
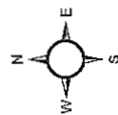
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File: 01-B-12-RS





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Valley  
Regional  
District**

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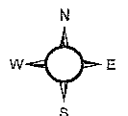
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**File: 01-B-12-RS**

**Legend**

 **Subject Property**



BLK. 201

BLK. 791

**Capital Regional District**

BLK. 281

BLK. 270

L. 201

**SUBJECT PROPERTY**

**CAPITAL REGIONAL DISTRICT**

40  
0 50 100 200  
Metres



**Cowichan  
Valley  
Regional  
District**

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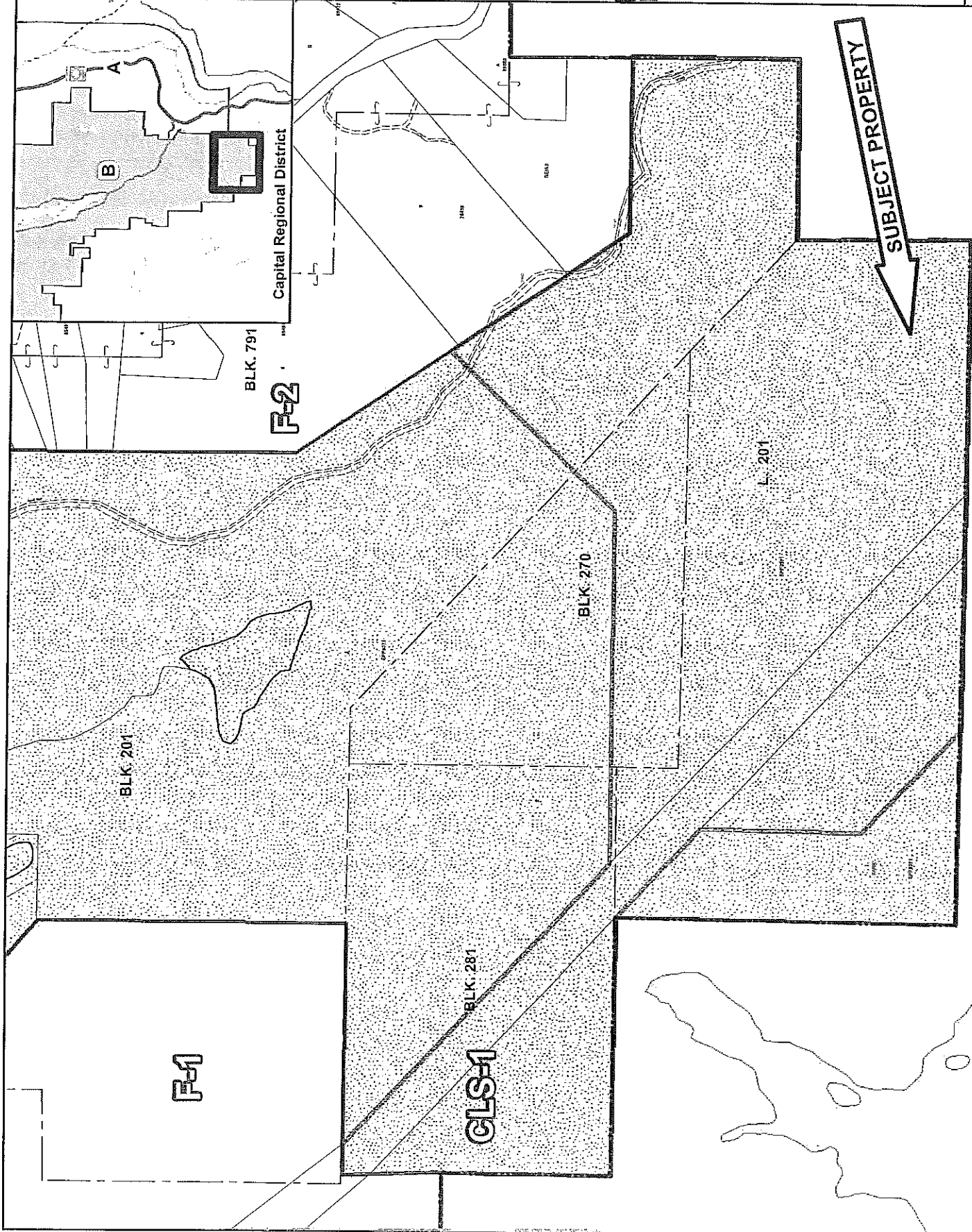
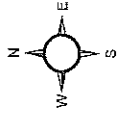
**File: 01-B-12-RS**

# ZONING

## Legend

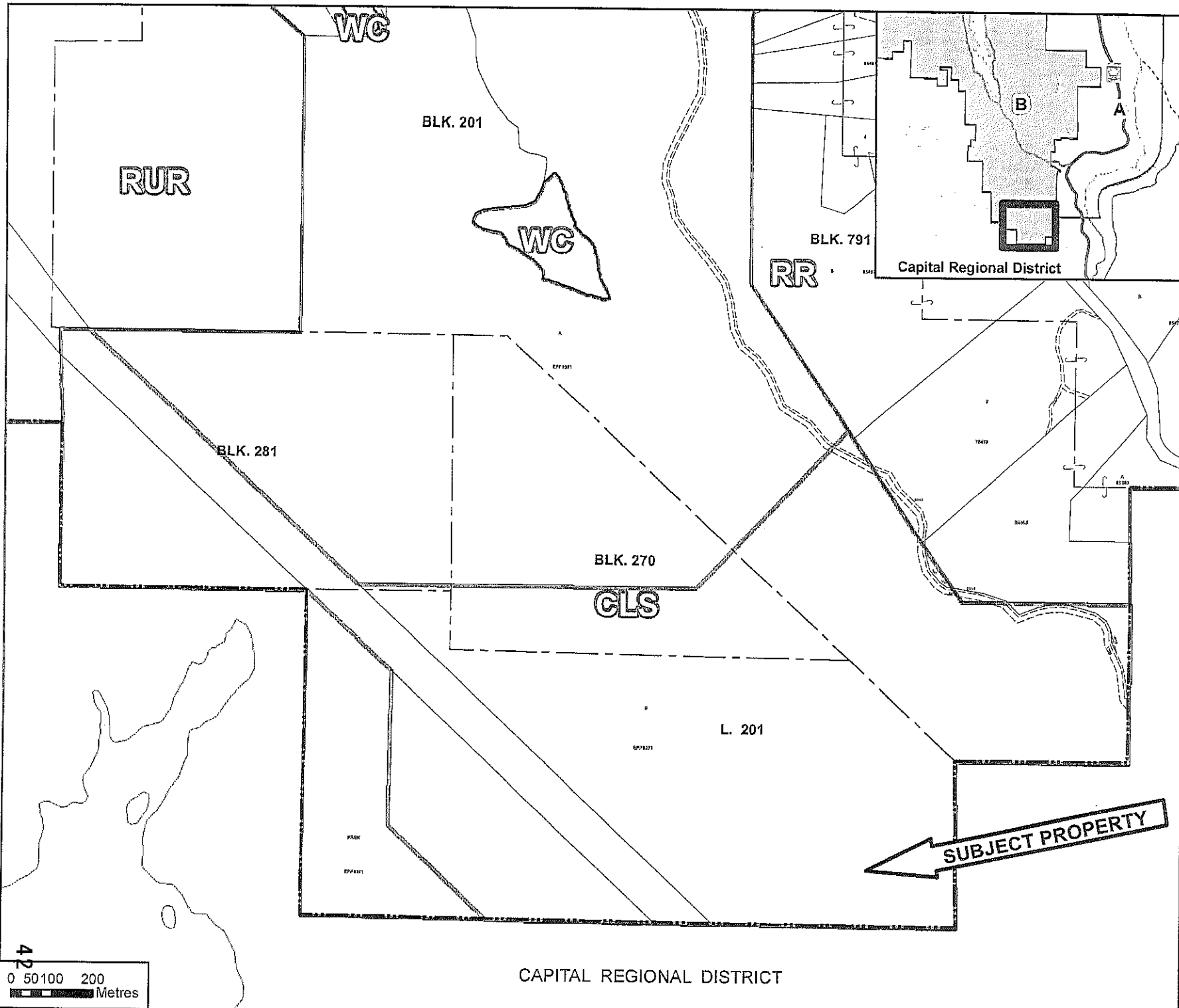


Subject Property  
Zoning B



CAPITAL REGIONAL DISTRICT





**Cowichan  
Valley  
Regional  
District**

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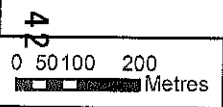
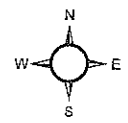
The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

**File: 01-B-12-RS**

**OCP**

**Legend**

- Subject Property
- OCP Areas ABC



CAPITAL REGIONAL DISTRICT



Cowichan  
Valley  
Regional  
District

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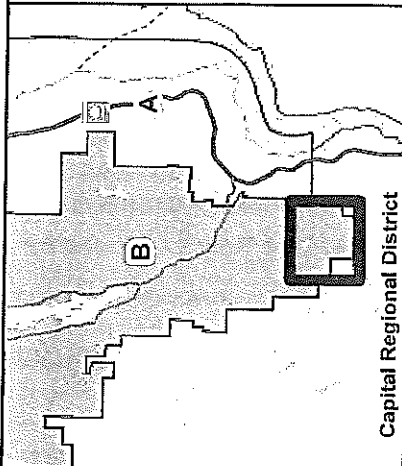
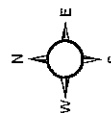
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File: 01-B-12-RS

Google Earth  
Photo (2010)



Capital Regional District

01-B-12-RS Subject property



© 2012 Google

Image © 2012 DigitalGlobe

Image © 2012 IMTCAN

Google earth

Imagery Date: 7/26/2010 2004 48°31'44.40" N 123°35'54.10" W elev 1461 ft

Eye alt 11198 ft



April 17, 2012

Bruce Fraser, Area Director Electoral Area B  
Mike Tippett, Director of Planning  
Rob Conway, Manager of Development Services  
Cowichan Valley Regional District  
175 Ingram Street  
Duncan, BC  
V9L 1N8

RE: Elkington Forest – CLS -1 Land Use Bylaw Amendment process

Dear Sirs:

Further to my letter of February 23, 2012, and specifically relating to the second of the two requests in that letter, we hereby submit a proposed draft for the wording of the technical and administrative rezoning amendment.

We request that the planning staff initiate a technical and administrative rezoning process to alter the text and maps for the Community Land Stewardship Zone, CLS – 1. We propose that the range of uses permitted currently in the Hamlet, Low-Density and Agro-forestry sub-zone be permitted anywhere within the entire envelope of the Midlands Agro-forestry area as shown on the map. In addition, there are a couple of uses that we would like to add to the list of permitted uses, such as equestrian facilities, temporary workers accommodation, and small suites. These uses are mentioned or implied by the wording of the OCP, and would not result in any increase to density or additional residential units.

Pages referenced below, are based on the current version of the Consolidated Bylaw, including all updates to bylaw amendment #3241, as found on the CVRD website.

p.56 see new Plan, entitled Community Land Stewardship Zones – Sub-Zones.

p.55 under heading of General Regulations.

*Add new general regulation after a)*

b) The area shown on the Sub-Zone map as the Agro-forestry Sub-zone will, in addition to the permitted uses of the Agro-forestry sub-zone, permit any of the uses permitted within the Low Density Sub-Zone C and Hamlet Sub-zone.

*Delete general regulation*“d) Not more than one community centre facility is permitted within the entire Community Land Stewardship Zone.”

p.59 under the heading of Agro-forestry Sub-zone

“The following uses and no other are permitted in the Agro-forestry Sub-zone;”

*Add the following new permitted uses,*

- i) all of the uses permitted within the Low-Density Sub-Zone C
- ii) all of the uses permitted within the Hamlet Sub-Zone
- iii) temporary workers accommodation
- iv) equestrian facilities
- v) small suites (wherever there is a reference to secondary suites)

*Add a new condition of use*

a) temporary workers accommodation shall not exceed a maximum of 1,500 sq m.

p.60 Under Low-Density Sub-Zone, permitted use section

c) delete the restriction of having “a maximum of 14 dwellings in Low-Density Sub-zone C.”

p.61 Under Hamlet Sub-zone

*Delete the condition of uses, as follows:*

- f) Secondary Suites shall be located within the footprint of the principal building.
  - i) The community centre facility shall not exceed 100 square meters in floor area.

Due to the anticipated scheduling and timing for the DP and construction, we request that this proposed technical amendment proceed as quickly as possible.

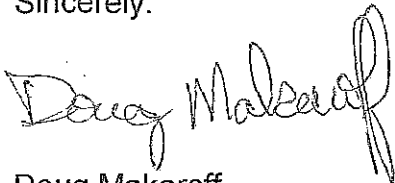
This proposal will create a “fluid” zoning, where permitted uses may be located anywhere on the developable lands (Agro-forestry, Low-density Sub-zone C, or Hamlet Sub-zones). During the sales process, we will register a restrictive covenant on the subdivided lot to limit the permitted uses, and the amount of buildable space by use. For example, we might have a Midlands lot with a covenant that allows only agricultural uses, or a lot with a covenant that permits a residential dwelling (including a secondary suite) and a specific amount of

agricultural manufacturing space, but not the Guest Lodge. The purpose of the covenants is that both parties, the CVRD and the developer, would have a table where we identify how and when the residential and non-residential space is allocated.

Then annually, or as appropriate, the planning staff would do a wholesale administrative "fixing" of the zoning for each of the parcels, release the covenants, and establish the various parcels as specific sub-zones.

Thanks for your assistance.

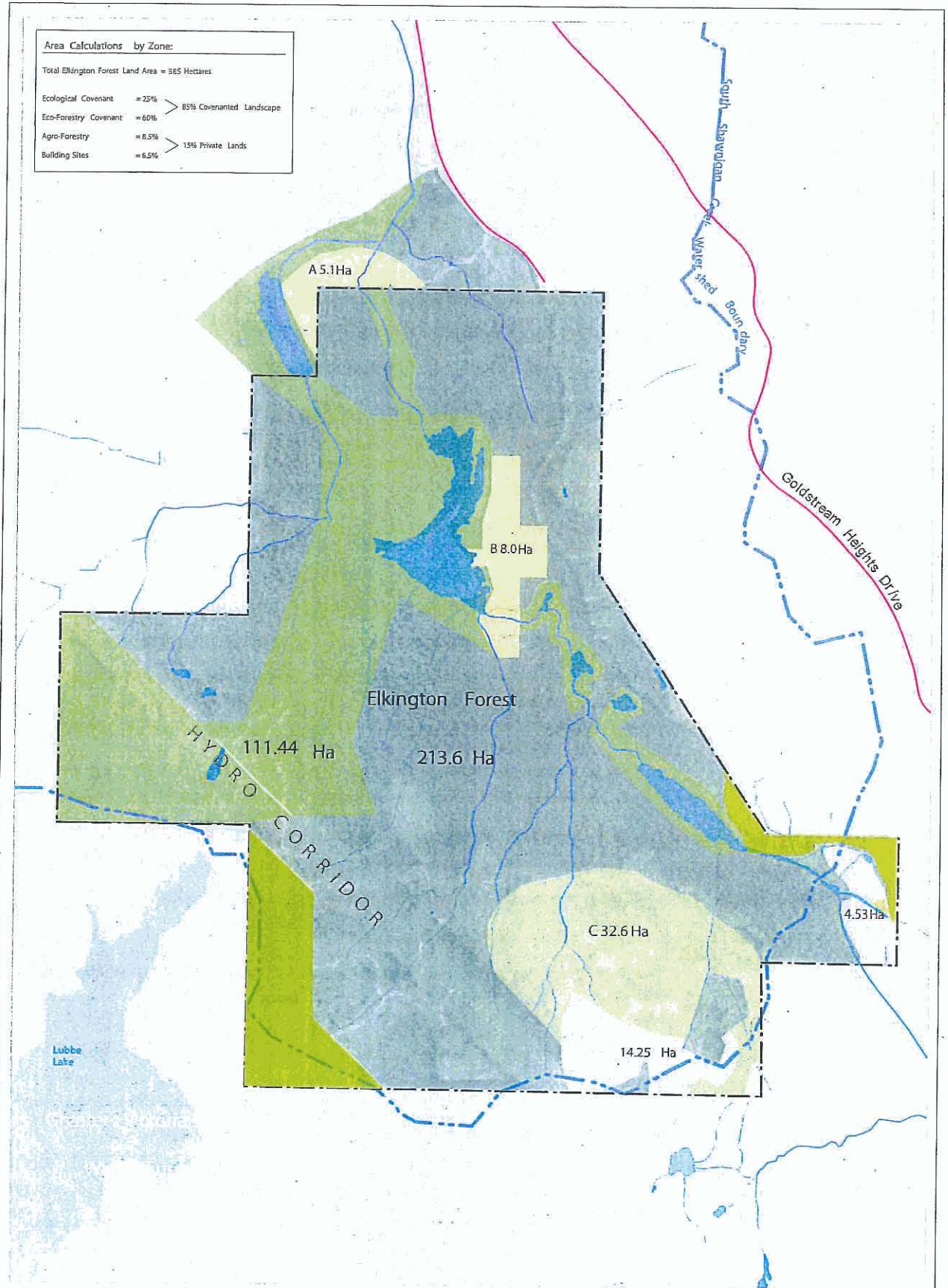
Sincerely:

A handwritten signature in black ink that reads "Doug Makaroff". The signature is written in a cursive style with a large, looping "D" and "M".

Doug Makaroff  
President  
Living Forest Communities

cc: Tom Anderson

Area Calculations by Zone:		
Total Elkington Forest Land Area = 585 Hectares		
Ecological Covenant	= 25%	> 85% Covenanted Landscape
Eco-Forestry Covenant	= 60%	
Agro-Forestry	= 8.5%	> 15% Private Lands
Building Sites	= 6.5%	



Living Forest Communities - Elkington Forest  
**COMMUNITY LAND STEWARSHIP**  
 Zones and sub-zones

Date: 12.04.15  
 File No: CVRD 21  
 Revision: 02  
 Drawn by: AC

Based on data retrieved from:  
 Forest Land Stewardship Ltd.  
 OPA Forest Area Atlas

Scale: 1:5,000  
 0 100 200 300 400 500m

Note: This plan is for graphic purposes only and is not suitable for detailed analysis.

Legend:		
	Community Land Stewardship Zone	Hamlet Sub-Zone
	Local roads	Low Density Sub-Zones A, B
	South Shawigan Watershed boundary	Ecological Conservation Sub-Zone
	Major stream	Eco-Forestry Sub-Zone
	Major water bodies/lakes	Agro-Forestry Low Density Sub-Zone C
	Wetlands	
	Parks	

## 12.0 Comprehensive Zones

### 12.1 Community Land Stewardship Zone

#### General Regulations

1. The following general regulations apply in the Community Land Stewardship Zone:
  - a) Within the CLS Zone, there are five distinct sub-zones as identified on the CLS-1 Sub-Zone Map. The five sub-zones are: Ecological Conservation Sub-Zone, Eco-Forestry Sub-Zone, Agro-Forestry Sub-Zone, Low Density Sub-Zone(A,B and C), and Hamlet Sub-Zone.
  - b) Forestry industrial uses, including timber processing, sawmill, planer mill and secondary wood processing and manufacturing, and accessory uses, shall not exceed 2 hectares for the entire Community Land Stewardship Zone;
  - c) Agro-forestry processing, greenhouses and accessory buildings shall not exceed 1500 m<sup>2</sup> for the entire Community Land Stewardship Zone;
  - d) Not more than one community centre facility is permitted within the entire Community Land Stewardship Zone.
  - e) Not more than one retail commercial area shall be permitted within the entire Community Land Stewardship Zone.
  - f) Not more than one Guest Lodge shall be permitted within the entire Community Land Stewardship Zone.
  - g) No more than six guest lodge tree top canopy units are permitted within the entire Community Land Stewardship Zone, and no Guest Lodge tree top canopy unit is to be located more than 300 metres from the Guest Lodge, the main building of which is permitted within the Hamlet Sub-Zone.
  - h) Kitchen facilities are prohibited in the guest lodge tree top canopy units.
  - i) Ecological education and interpretive structures shall not exceed 160 sq metres in total floor area for the entire Community Land Stewardship Zone.
  - j) Excavation and extraction of gravel, soil, fill and rock, shall be used only within the Community Land Stewardship Zone and shall not exceed 2 hectares in total land area;
  - k) A fire hall is permitted in any sub-zone within the Community Land Stewardship Zone.

## 12.2 Ecological Conservation Sub-Zone

1. The following uses and no others are permitted in the Ecological Conservation Sub-Zone:
  - a) Trails for use by pedestrians, bicyclists and emergency and security vehicles;
  - b) Management of forests for the purpose of maintaining the health of the forest, and minimizing the risk of wild fire, wind throw, or spread of invasive species.
2. Conditions on Use for Ecological Conservation Sub-Zone
  - a) Setbacks from watercourses and natural features shall be a minimum of 30 meters or as otherwise determined by the Riparian Areas Regulation.

### 12.3 Eco-Forestry Sub-Zone

1. The following uses and no others are permitted in the Eco-forestry Sub-Zone:
  - a) Silviculture;
  - b) Horticulture;
  - c) Management, harvesting and cultivation of non-timber forest products and agro-forestry products;
  - d) Trails for use by pedestrians, bicyclists and emergency and security vehicles;
  - e) Timber processing, including sawmill, planer mill and secondary wood processing and manufacturing;
  - f) Excavation and extraction of gravel, soil, fill and rock, for use only within the Community Land Stewardship Zone;
  - g) Guest Lodge tree top canopy units;
  - h) Non-habitable ecological education structures.
2. Conditions on Use for Eco-forestry Sub-Zone
  - a) Buildings and structures shall be set back a minimum of 15.0 metres from parcel lines, where the abutting parcel is not zoned as CLS-1 (Community Land Stewardship 1 Zone);
  - b) Buildings and structures shall be set back a minimum of 15.0 metres from lands outside of the Eco-forestry Sub-Zone;
  - c) The buildings and structures associated with permitted wood processing, sawmills, timber manufacturing, agro-forestry, greenhouses, and educational and recreational facilities shall be limited to a maximum height of 10.0 m, and a building footprint of 2000 m<sup>2</sup> in area, within the entire Community Land Stewardship Designation;
  - d) Setbacks from watercourses and natural features shall be a minimum of 30 meters or as otherwise determined by the Riparian Areas Regulation;
  - e) No ecological education structure shall exceed 40 m<sup>2</sup> in floor area;
  - f) Soil, fill and rock excavated and extracted on site shall only be used within the Community Land Stewardship Zone and shall not exceed 2 hectares in total land area;

#### 12.4 Agro-Forestry Sub-Zone

1. The following uses and no others are permitted in the Agro-forestry Sub-Zone;
  - a) Silviculture;
  - b) Horticulture;
  - c) Management, harvesting and cultivation of non-timber forest products and agro-forestry products, including horticulture;
  - d) Agro-forestry processing, greenhouses and accessory buildings;
  - e) Trails for use by pedestrians, bicyclists and emergency and security vehicles;
  - f) Timber processing, including sawmill, planer mill and secondary wood processing and manufacturing;
  - g) Excavation and extraction of gravel, soil, fill and rock, for use only within the Community Land Stewardship Zone;
  - h) Guest lodge tree top canopy units.
2. Conditions on Use for Agro-forestry Sub-Zone
  - a) Buildings and structures shall be set back a minimum of 10 metres from parcel lines, where the abutting parcel is not zoned as CLS-1 (Community Land Stewardship 1 Zone);
  - b) Buildings and structures shall be set back a minimum of 10 metres from lands outside of the Agro-forestry Sub-Zone;
  - c) The non-habitable buildings and structures associated with permitted wood processing, sawmills, timber manufacturing, agro-forestry, greenhouses, and educational and recreational facilities shall be limited to a maximum height of 10.0 m, and a building footprint of 2000 m<sup>2</sup> in area;
  - d) Agro-forestry processing, greenhouses and accessory buildings, shall not exceed 1500 m<sup>2</sup> for the entire Community Land Stewardship Zone;
  - e) Setbacks from watercourses and natural features shall be a minimum of 30 meters or as otherwise determined by the Riparian Areas Regulation.
  - f) Soil, fill and rock excavated and extracted on site shall only be used within the Community Land Stewardship Zone and shall not exceed 2 hectares in total land area.

## 12.5 Low Density Sub-Zone (A, B, and C)

1. The following uses and no others are permitted in the Low-Density Sub-Zone;
  - a) Management of forests for the purpose of ensuring the practice of ecosystem based forestry and maintaining the health of the forest, and minimizing the risk of wild fire, wind throw, or spread of invasive species;
  - b) Trails for use by pedestrians, bicyclists and emergency and security vehicles;
  - c) A maximum of five (5) single family dwellings within Low-Density Sub-Zone A, a maximum of eight (8) single family dwellings in Low-Density Sub-Zone B, and a maximum of 14 dwellings in Low-Density Sub-Zone C. For the purposes of this section, a dwelling does not include a secondary suite;
  - d) Home Occupation;
  - e) Secondary Suites;
  - f) Bed and Breakfast (B & B) accommodation;
  - g) Guest lodge tree top canopy suites.
2. Conditions on Use for Low-Density Sub-Zone
  - a) The minimum parcel size within the Low-Density Subzone is 1 ha, where the parcel not serviced by a community water system or a community sewer system, and 0.4 ha where a community water system and a community sewer system are provided.
  - b) The maximum height of all dwellings shall be 12 meters;
  - c) Setbacks for structures or buildings shall be a minimum of 5 m from parcel boundaries, not including strata property lines;
  - d) Dwellings shall be no greater than 400 sq. metres in floor area;
  - e) Secondary suites shall be located within the footprint of the principal dwelling;
  - f) Not more than one secondary suite shall be permitted within a dwelling;
  - g) Setbacks from watercourses and natural features shall be a minimum of 30 meters or as otherwise determined by the Riparian Areas Regulation;
  - h) Kitchen facilities are prohibited in guest house tree top canopy units.

## 12.6 Hamlet Sub-Zone

1. The following uses and no others are permitted in the Hamlet Sub-Zone;
  - a) Management of forests for the purpose of ensuring the practice of eco-system based forestry and maintaining the health of the forest, and minimizing the risk of wild fire, wind throw, or spread of invasive species;
  - b) Trails for use by pedestrians, bicyclists and emergency and security vehicles;
  - c) Single Family and multi-family dwellings, to a maximum density of one dwelling per 4.5 ha land total land area, and where no more than a total of 77 dwellings are permitted in the combined Hamlet Sub-Zone and the Low-Density C Sub-Zone, and no more than 90 dwellings are permitted within the entire Community Land Stewardship Zone. For the purposes of this section, a dwelling does not include a secondary suite;
  - d) Home Occupation;
  - e) Secondary Suite;
  - f) Bed and Breakfast (B & B) accommodation;
  - g) Community centre building or structure;
  - h) Convenience store;
  - i) Guest Lodge, including tree top canopy units;
  - j) Ecological education and interpretive recreational facilities, including tree top and ground based structures;
2. Conditions on Use for Hamlet Sub-Zone
  - a) The maximum height of all dwellings shall be 12 meters;
  - b) The maximum floor area of a dwelling shall not exceed 370 m<sup>2</sup>;
  - c) Setbacks for structures or buildings shall be a minimum of 1.5 m from side and rear parcel boundaries, not including strata property lines;
  - d) Setbacks from watercourses and natural features shall be a minimum of 30 meters or as otherwise determined by the Riparian Areas Regulation.
  - e) The total number of dwellings permitted in the in the combined Low-Density and Hamlet Sub-Zones, is limited to a maximum of 90 dwelling units, not including secondary suites. The average overall density will not be greater than one dwelling unit per 4.5 hectares of land, based on a land area of 411 hectares as shown in the Community Land Stewardship Sub-zone Map;
  - f) Secondary suites shall be located within the footprint of the principal dwelling;
  - g) Not more than one secondary suite shall be permitted within a dwelling;

- h) Dwellings will not exceed 200 m<sup>2</sup> in footprint.
- i) The community centre facility shall not to exceed 100 square meters in floor area.
- j) The Guest House shall have a maximum floor area of 2000 sq metres, including the treetop canopy suites and the spa and wellness facility;
- k) The Guest house is intended solely for the temporary accommodation of tourists, and shall consist of:
  - i. not more than 12 Guest Lodge accommodation suites within the main Eco-Tourism Guest Lodge;
  - ii. a Spa and wellness facility accessory to the Guest Lodge, to a maximum of 400 sq m in floor area;
  - iii. a maximum of 6 treetop canopy suites (for the entire Community Land Stewardship Zone, where each treetop canopy suite shall not exceed a total floor area of 40 sq m, and shall not be located more than 300 m from the main Guest Lodge;
- l) Kitchen facilities are prohibited in guest house tree top canopy units.
- m) The convenience store shall not exceed 100 square meters in floor area.



25

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF JULY 3, 2012

**DATE:** June 26, 2012 **FILE NO:** 1-A-12RS  
1-A-12DVP  
**FROM:** Dana Leitch, Planner II **BYLAW No:** 3510, 3275  
Development Services Division  
**SUBJECT:** APC Procedure for Mill Bay Marina Inc. (1-A-12RS & 1-A-12DVP)

---

#### **Recommendation/Action:**

That rezoning applications 1-A-12RS (Mill Bay Marine Inc.) and 1-A-12DVP (Mill Bay Marina Inc.) be referred to the Electoral Area A – Mill Bay/Malahat Advisory Planning Commission only.

#### **Relation to the Corporate Strategic Plan:**

Relevant objectives of the Corporate Strategic Plan include: "Establish well coordinated land use plans and policies," and "Review organizational processes and streamline where appropriate to improve efficiency and reduce costs".

**Financial Impact:** *(Reviewed by Finance Division: N/A)*

#### **Background:**

With the adoption of the South Cowichan Official Community Plan (SCOCP) in the summer of 2011, amendments were made to the APC Bylaw and Procedures and Fees Bylaw to set up the "Joint Advisory Planning Commission", which the OCP requires in its "Implementation" section. The Joint APC was founded as a measure to expand citizen input into the review of land use applications in the South Cowichan's rural areas (i.e. outside Village Containment Boundaries), to ensure consistent treatment of these applications across electoral areas and to assess applications for their effects, both positive and negative, upon the South Cowichan area generally.

Within the current SCOCP, Zoning Amendment applications on properties located outside of the Village Containment Boundary – no matter how big or small – are required to be reviewed by the Joint APC. This situation is not always practical and there has been some difficulty among APC's in coordinating frequent ad-hoc Joint meetings.

#### **The Proposal:**

Staff has recently received a Zoning Amendment application from Mill Bay Marina Inc. for the purpose of rezoning an approximate 0.32 hectare water lot from W-2 (Water Recreation) to W-3 (Water Marina) to permit an expansion of the existing Marina.

The upland portion of property is located within the Mill Bay Village Containment Boundary however, the water area is outside the Village Containment Boundary and is therefore subject to review by the Joint APC in accordance with SCOC Policy 25.8 (c) (see attached VCB map for your reference).

As an aside, this rezoning application has been accompanied by a Development Variance Permit (DVP) application to vary the necessary parking spaces required from 1 parking space for every 2 boat slips to 1 parking space for every 4 boat slips.

As mentioned previously, the upland portion of the Marina property is located within the Village Containment Boundary and in past rezoning application processes has been reviewed by the Electoral Area A - Mill Bay/Malahat APC. Development Services staff feels that it would be more appropriate for the Electoral Area A - Mill Bay/Malahat Advisory Planning Commission to review these applications rather than referring them more broadly to the Joint APC. This is because the subject property is located within the heart of Electoral Area A and staff don't feel it necessary to have broad input at the APC stage, broad input can be obtained at a public hearing if the application advances to the public hearing stage. An additional benefit of bypassing the Joint APC is a shorter application processing time as Joint APC meetings often take longer to set up due to the number of Committee members required to be present at meetings.

It should be noted that DVP applications are not typically sent to APC's, however staff will be referring the DVP application with the rezoning application since it is so closely tied to the expansion of the Marina.

South Cowichan Electoral Area Directors and Advisory Planning Commission's are currently conducting a review of the current Joint APC regime, however this is a longer term process. It is anticipated that applications 1-A-12RS and 1-A-DVP will be referred to the APC within the next couple of months. Therefore, until this longer term review is completed, Development Services staff would like permission from the Electoral Area Services Committee to deviate from the current Joint APC regime, bypass the Joint APC, and send these two applications to the Electoral Area A – Mill Bay Malahat Advisory Planning Commission only.

### **Options:**

#### **Option 1:**

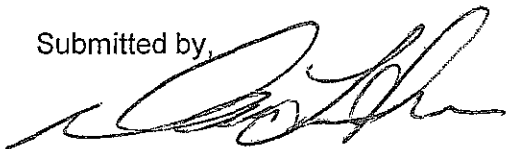
That rezoning applications 1-A-12RS (Mill Bay Marine Inc.) and 1-A-12DVP (Mill Bay Marine Inc.) be referred to the Electoral Area A – Mill Bay/Malahat Advisory Planning Commission only.

#### **Option 2:**

That rezoning applications 1-A-12RS (Mill Bay Marine Inc.) and 1-A-12DVP (Mill Bay Marine Inc.) be referred to the Joint Advisory Planning Commission.

Option 1 is recommended.

Submitted by,

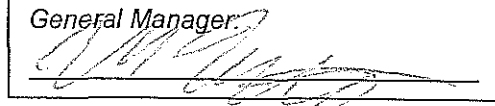


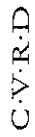
Dana Leitch, MCIP  
Planner II, Development Services Division  
Planning & Development Department

DL/ca

**Reviewed by:**  
Division Manager:

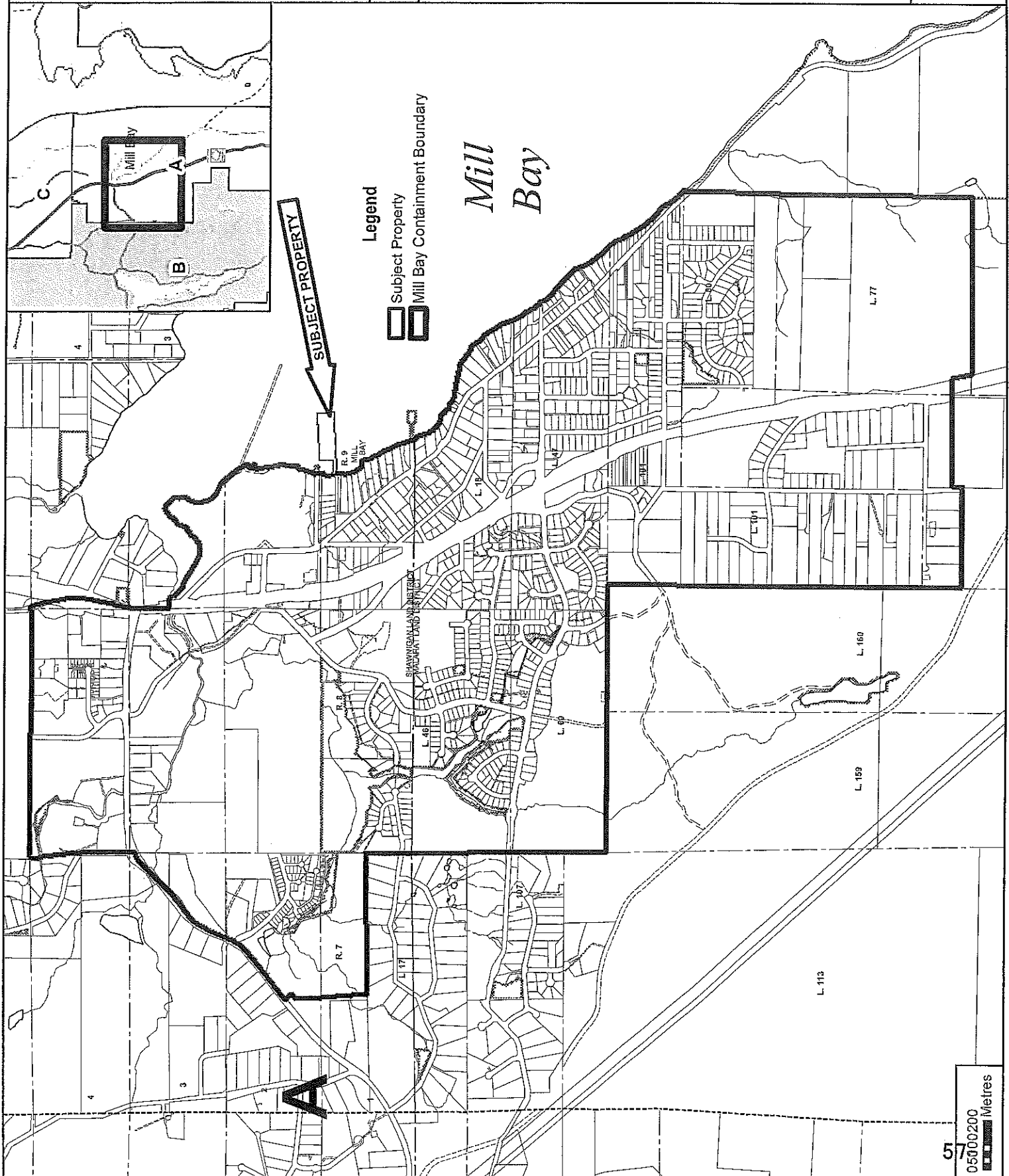
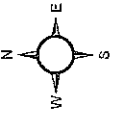
**Approved by:**  
General Manager:





The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 01-A-12-RS



**Policy 25.7:** The special conditions warranting the designation of the Development Approval Area are as follows:

- a. To ensure that all aspects of development are examined carefully where zoning and OCP amendments are proposed outside of designated growth areas; and
- b. To ensure that moderately sized and larger developments within village containment areas are carefully integrated into the existing urban fabric.
- c. The CVRD wishes to ensure that information is obtained related to the impacts of a proposed activity or development on the community, including:
  1. Transportation patterns, including traffic flow;
  2. Local infrastructure;
  3. Public facilities including schools and parks;
  4. Community services; and
  5. The natural environment of the area affected.

**Policy 25.8:** Joint APC meetings, comprised of Electoral Areas A (Mill Bay/Malahat) B (Shawnigan Lake) and C (Cobble Hill), will be held to consider any new application that proposes to:

- a. Amend the text within this main OCP document (excluding Appendices A through C) or the implementing Zoning Bylaw document, where the proposed amendment would affect the South Cowichan rural area;
- b. Amend the OCP to redesignate lands outside of a village containment boundary;
- c. Amend the implementing Zoning Bylaw to rezone lands outside of a village containment boundary;
- d. Amend or expand a village containment boundary;
- e. Otherwise amend the OCP in a manner deemed by the Board to affect more than one electoral area.

**Policy 25.9:** Quorum at a joint APC meeting will be: a minimum of five members from the subject electoral area will be present, and a minimum of three members from each of the other two electoral areas.

**Policy 25.10:** A proposed expansion to village containment boundary will be undertaken in accordance with Section 10 – *Village Containment Boundaries*.

**Policy 25.11:** The Regional Board may, by resolution, issue temporary use permits in accordance with the policies of this Plan.

**Policy 25.12:** The Regional Board may, by resolution, issue Development Variance Permits to vary setbacks or building heights within any land use designation of this Plan.

**Policy 25.13:** The implementing Zoning Bylaw will continue to discourage Section 946 Subdivisions.

**Policy 25.14:** The implementing Zoning Bylaw will allow for the provision of public utility land uses as required throughout the Plan area.



Cowichan  
Valley  
Regional  
District

This map is compiled from various  
sources for internal use and is  
designed for reference purposes only.  
The Regional District does not  
warrant the accuracy.

All persons making use of this  
map should be aware that  
amendments have been  
consolidated for convenience  
purpose only and that boundaries  
are representative.

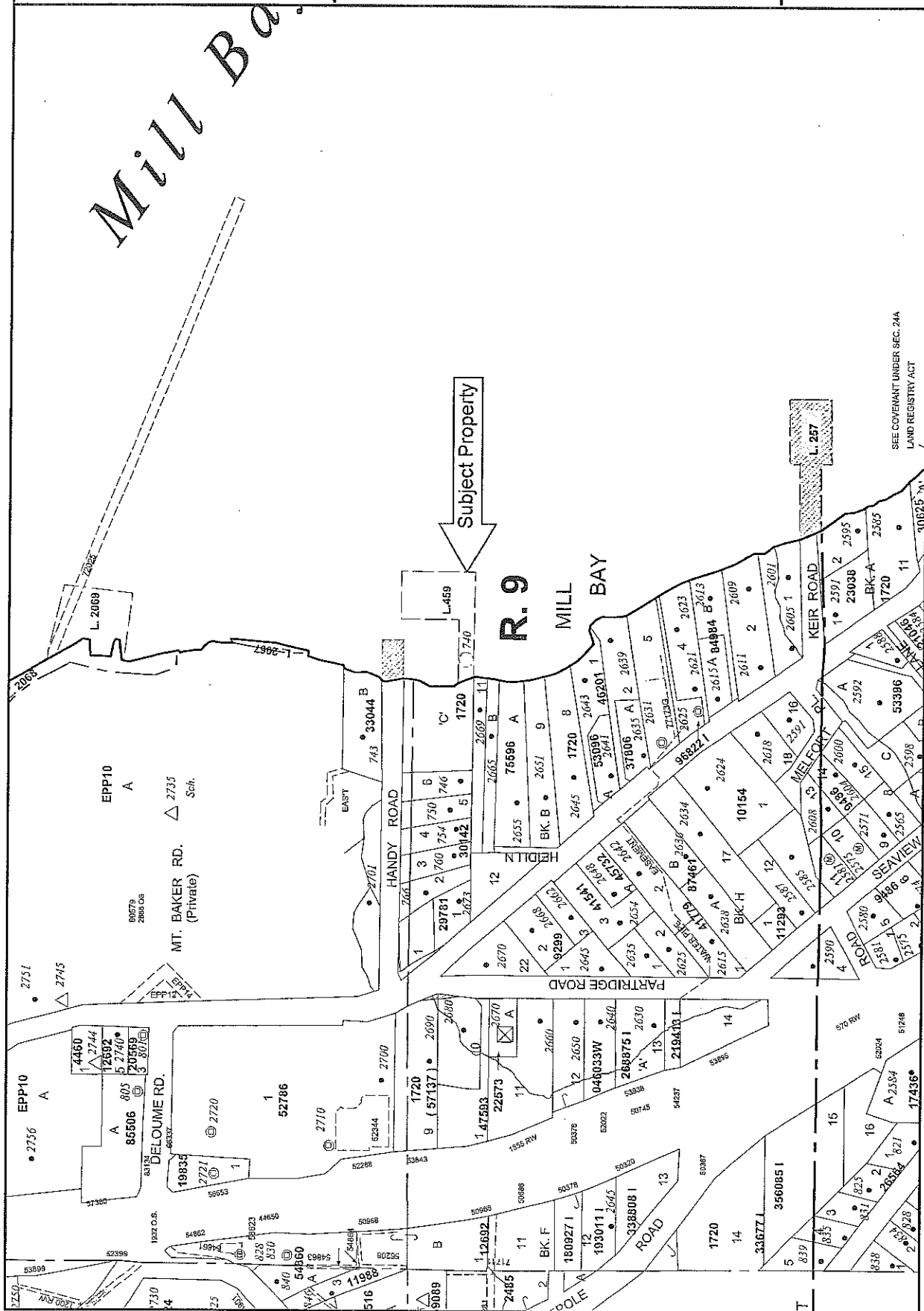
The original Bylaws should be  
consulted for all purposes of  
interpretation and application  
of the Bylaws.

Printed: February 13, 2012

01-A-12RS



Scale: 1:5,079





Cowichan  
Valley  
Regional  
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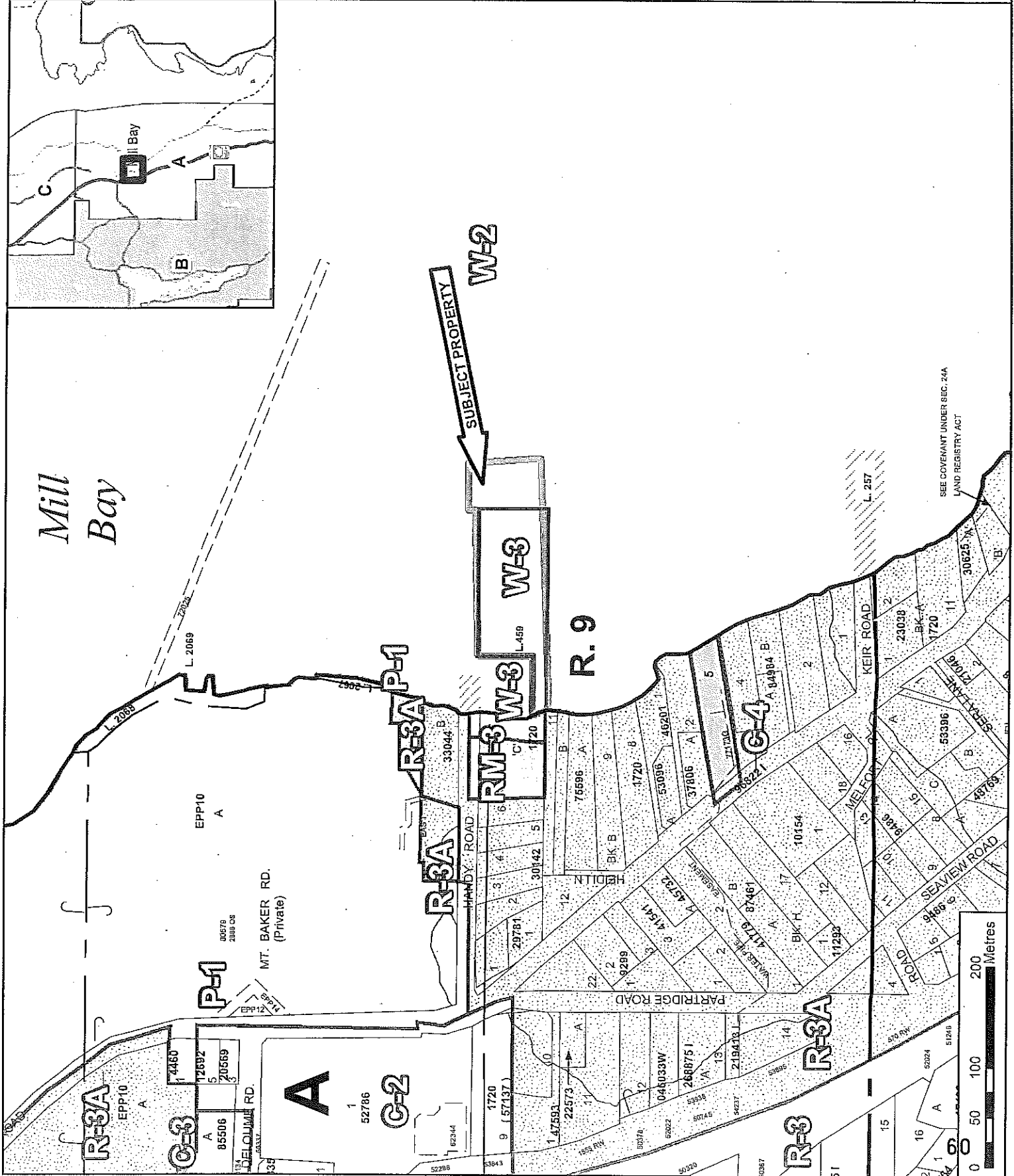
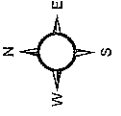
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boundaries are representational.

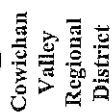
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of the Bylaws.

File: 01-A-12-RS

## ZONING

### Legend





This map is compiled from various sources for internal use and is designed for reference purposes only.

**The Regional District does not warrant the accuracy.**

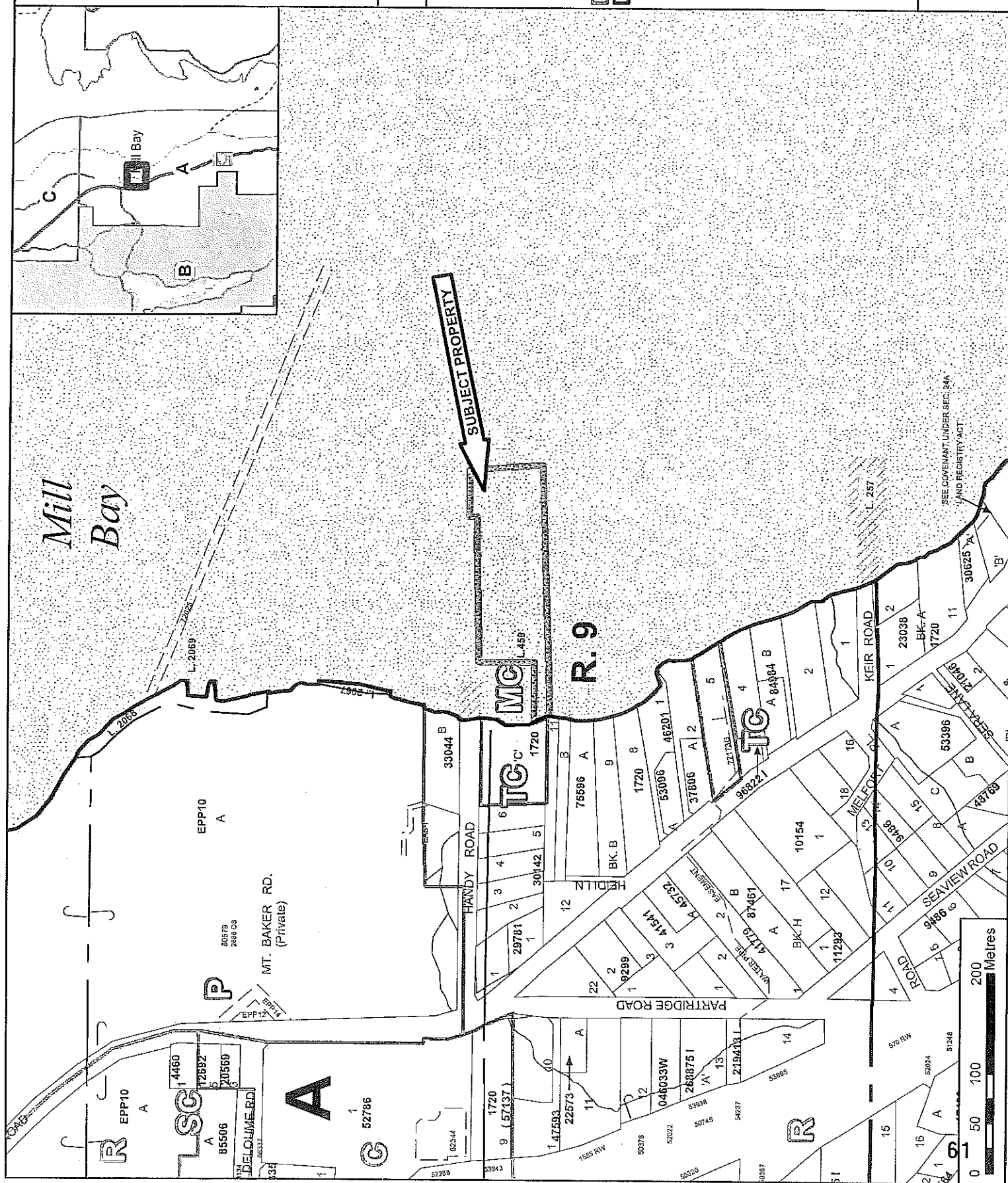
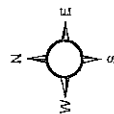
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The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

**File: 01-A-12-RS**

200

### Legend

CP Areas ABC  
Subject Property



**Cowichan Valley Regional District**

This map is compiled from various sources for internal use and is designed for reference purposes only.

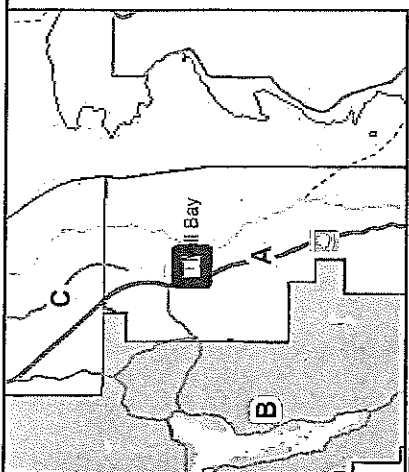
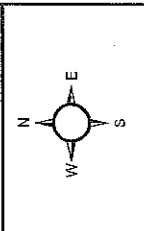
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The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

File: 01-A-12-RS

Google Earth  
Photo (2010)



Mill Bay

01-A-12-RS Subject Property

Google earth

Imagery Date: 7/26/2010 2004 48° 39' 01" N 123° 33' 09" W elev 6 ft Eye alt 3954 ft



STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING  
JULY 3<sup>RD</sup>, 2012

DATE: June 22, 2012 FILE No: 0540-20-EASC

FROM: Sybille Sanderson, A/General Manager, Public Safety

SUBJECT: Malahat Fire Engine Purchase – Loan Authorization and Reserve Fund Expenditure

---

**Recommendations:**

1. That it be recommended to the Board that a loan authorization bylaw be prepared for an amount up to \$265,000, financed over a fifteen year period, for the purpose of assisting in the purchase a new first line Type 2 fire engine for the Malahat Fire Protection Service Area, and that the bylaw be forwarded to the Board for consideration of three readings and following provincial and voter approval be considered for adoption.
2. That it be recommended to the Board that voter approval for the adoption of the loan authorization bylaw be obtained through an alternate approval process.
3. That it be recommended to the Board that a reserve fund expenditure bylaw be prepared authorizing the expenditure of up to \$60,000 from Reserve Fund Bylaw No. 1301 (Malahat Fire Protection Specified (Local Service) Area Machinery and Equipment Reserve Fund By-law No. 1, 1990) for the purpose of assisting with the purchase a new first line Type 2 fire engine for the Malahat Fire Protection Service Area, and that the bylaw be forwarded to the Board for consideration of three readings and adoption.

**Relation to the Corporate Strategic Plan:**

The third item in Community infrastructure planned for current and future generations states "Develop a lifecycle program for all infrastructure assets together with preventative maintenance programs to extend the lifecycle." Replacing the Malahat Fire Engine supports this initiative.

**Financial Impact:** (Reviewed by Finance Division: *Sen*)

The 2012 Budget included the purchase of a fire engine at a cost of \$425,000 which will be achieved through the use of up to \$265,000 MFA borrowed funds, \$60,000 reserve funds and the remainder from the 2012 requisition. The MFA funds will be financed by borrowing over a 15-year period following voter approval being obtained through an alternative approval process (AAP). The \$22,486 annual cost of borrowing is estimated at \$0.1621 per thousand (\$16.21 per \$100,000. assessed value).

The current balance in the Reserve Fund is \$129,635 with no outstanding commitments.

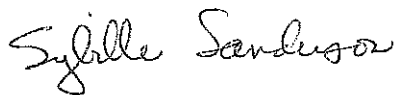
**Interdepartmental/Agency Implications:** The CVRD Board may, by a loan authorization bylaw, borrow money for any purpose of a capital nature. Before the Board can adopt a loan authorization bylaw, it must receive the approval of the Province and the service area voters. Voter approval may be obtained by way of referendum or an alternative approval process.

**Background:**

Malahat Fire Rescue provides emergency services to residents of Malahat, Capital Regional District and individuals travelling the Trans Canada Highway. The Capital Regional District and CVRD just approved a five-year contract for payment for this service. At this time there is no mechanism to obtain any funding for the many responses to motor vehicle incidents on the Trans Canada Highway. Fire Underwriters Service regulations are that a first line Engine may not be over 20 years old hence the reason for replacement.

Once the new vehicle is in service the current first line Engine will be disposed of in accordance with CVRD policy.

Submitted by,



Sybille Sanderson  
A/General Manager, Public Safety



R7

STAFF REPORT

ELECTORAL AREA SERVICES COMMITTEE MEETING  
JULY 3<sup>RD</sup>, 2012

DATE: June 25, 2012 FILE NO: 0540-20-EASC  
FROM: Sybille Sanderson, A/General Manager, Public Safety  
SUBJECT: Cowichan lake Area Automatic Aid Agreement - Amendment

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**Recommendation/Action:**

That it be recommended to the Board that the Chair and Corporate Secretary be authorized to sign the amendment to the Cowichan Lake Area Automatic Aid Agreement between the Town of Lake Cowichan and the Cowichan Valley Regional District

**Relation to the Corporate Strategic Plan:**

**Financial Impact:** *(Reviewed by Finance Division: n/a)*

**Background:**

The Cowichan Lake Area Automatic Aid Agreement was authorized by the Board at its May 9<sup>th</sup>, 2012 meeting. Since the agreement has been signed by the two parties, the Fire Underwriters Service has requested the wording on page 4 paragraphs 4 and 5 be changed to read **fire tender** versus fire engine.

Submitted by,

Sybille Sanderson  
A/General Manager, Public Safety



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(seal)

Attachment: Amended Cowichan Lake Area Automatic Aid Agreement

## COWICHAN LAKE AREA AUTOMATIC AID AGREEMENT

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, 2012.

BETWEEN:

COWICHAN VALLEY REGIONAL DISTRICT  
175 Ingram Street  
Duncan, BC V9L 1N8

(on behalf of the Youbou Volunteer Fire Department)

AND: THE TOWN OF LAKE COWICHAN  
PO Box 860  
39 South Shore Road  
Lake Cowichan, B.C. V0R 2G0

(hereinafter called "the parties")

### NOW THIS AGREEMENT WITNESSETH:

WHEREAS, Pursuant to section 176(1)(b), enacted under *the Local Government Act*, a local authority may enter into an Automatic Aid Agreement with one or more local authorities for emergency resources of all types.

WHEREAS, it is desirable that the resources and facilities of the parties, their various departments and agencies, be made mutually available to cooperate in the event of any emergency including but not restricted to firefighting,

WHEREAS, it is desirable to provide and/or receive assistance from the closest available resource irrespective of local jurisdictions or boundaries amongst neighbouring local jurisdictions, an Automatic Aid Agreement is being implemented as outlined in this Automatic Aid Agreement,

NOW, THEREFORE, it is hereby agreed by and between each and all of the parties hereto as follows:

### DEFINITIONS

For the purposes of this Agreement:

**"Ancillary Equipment"** means firefighting, emergency and life saving equipment, and water supply.

**"Area of Jurisdiction"** means the area over which the Fire Department of a Party has legal authority.

**"Automatic Aid"** means assistance that is dispatched automatically to two or more Fire Departments by a contractual agreement.

**"Fire Chief"** means the Fire Chief of a Party and includes any person appointed or designated by the Fire Chief to act on his behalf.

## ***Lake Cowichan and Youbou Automatic Aid Agreement***

**"Officer in Charge"** means the senior officer in attendance at an emergency representing a fire department rendering assistance at an emergency, pursuant to this Agreement.

**"Incident Commander"** means the individual responsible for the management of all incident operations at the incident site.

**"Party"** means a Party to this Agreement.

**"Providing Party"** means a Party receiving a request for assistance under this Agreement.

**"Requesting Party"** means a Party requesting assistance under this Agreement.

### **OBJECTIVES OF THE AUTOMATIC AID AGREEMENT**

1. To ensure that the resources of the fire station nearest to a reported structural fire emergency are dispatched automatically, regardless of jurisdictional boundaries.
2. To provide for firefighters and a fire engine to allow for fire extinguishment and rescue evolution to be activated in a timely manner.
3. To provide for an enhanced, effective and economical level of rescue, fire extinguishment and mitigation services for residents who could benefit from response time savings of automatic versus mutual aid.
4. To ensure that the fire departments of the local jurisdictions entering into Automatic Aid Agreements implement Standard Operational Guidelines (S.O.G.) that address resource requirements and actions necessary to respond to emergency events that may occur within their boundaries as they are providing services to their neighbours.

### **QUALIFICATION TO PARTICIPATE IN THE AUTOMATIC AID AGREEMENT**

Jurisdictions participating in the Automatic Aid Agreement are capable of providing services in accordance with the requirements of the Automatic Aid Agreement and are supported by appropriate Standard Operational Guidelines.

### **CALL TYPES**

A confirmed structure fire shall initiate a response from both Fire Departments, with the first call for response via the 911 dispatch system going to Fire Department with jurisdiction over the call.

Requests for additional assistance, support or coverage may be initiated following the procedures as set out within the existing Mutual Aid Agreement.

### **INCIDENT COMMAND**

When a response under this Automatic Aid Agreement is made, the first Fire Department to arrive on scene with a full crew will establish the Incident Command System structure and shall assume the role of Incident Command. The Incident Commander shall have command and control of the incident and all manpower and equipment until relieved by the Senior Officer of the Fire Department having jurisdiction where the incident occurred. Incident Command will be in command over all responding fire crews and will communicate in a manner to ensure coordinated operations.

## **JURISDICTIONAL PRIORITY**

This Automatic Aid Agreement does not commit any Fire Department to take action if, in the opinion of the senior officer of the responding department, a response would unduly jeopardize the response capability or capacity or safety of that Fire Department within its own jurisdiction.

## **INDEMNIFICATION**

Where the Providing Party supplies the Requesting Party with emergency equipment and personnel pursuant to this Agreement, the Requesting Party shall indemnify and save harmless the Providing Party from any and all claims, causes of action, suits and demands whatsoever arising out of the assistance rendered by the Providing Party, its servants, employees or agents, the failure to respond to a request for assistance pursuant to this Agreement, the failure to render adequate assistance, or any other reason.

## **FEE FOR SERVICE**

Since Automatic Aid response services, require additional responsibility over and above existing Mutual Aid services, a cost recovery model should be considered. Developing the formula for determining the costs of providing Automatic Aid services will be the responsibility of the Local Authorities.

The recommended fee for Automatic Aid response is: \$450.00 per call out.

## **GUIDELINES FOR AUTOMATIC AID ACTIVATION**

1. The fire department of the jurisdiction in which the structural fire emergency occurs is required to respond in the incident with the resources available at the time of the incident.
2. The fire department responding under the terms and conditions of the Automatic Aid Agreement must be capable of arriving at the structural fire emergency in advance of the resources being provided by the fire department of the local jurisdiction where the emergency fire event exists.
3. Dispatching of additional fire station resources in a jurisdiction experiencing a structural fire emergency may be necessary. Additional fire station resources must be ordered into action immediately as required.
4. Mutual Aid Agreements and associated responsibilities continue to be the priority. Therefore, a local jurisdiction may not be in a position to provide Automatic Aid should its resources be committed and involved in support of an emergency event involving the activation of Mutual Aid.

## **PROTOCOLS FOR AUTOMATIC AID ACTIVATION AND PARTICIPATION**

1. Automatic Aid response services are restricted to reported structure fire emergencies. Reported includes contact initiated by an individual through the emergency 911 system or notification received via a monitored alarm.
2. Automatic Aid will be available twenty-four (24) hours a day for seven (7) days a week.

## ***Lake Cowichan and Youbou Automatic Aid Agreement***

3. The fire department providing Automatic Aid response services will be dispatched first to ensure a timely response to the structural fire emergency event.
4. Response by the fire department providing Automatic Aid will include one (1) fire tender and four (4) firefighters.
5. The initial crew of firefighters responding as part of the Automatic Aid Program will assemble at their fire station prior to responding in the designated fire tender. A minimum of four (4) firefighters are required to initiate a response.
6. Additional firefighters responding to their fire station to support Automatic Aid will remain at the fire station on standby until officially released from duty.
7. The fire department responding as an Automatic Aid provider will not allow all of its firefighters to be committed to a structural fire emergency event that is occurring in the other jurisdiction without making arrangements for fire protection in its fire protection district through other mutual aid agreements.
8. It is accepted that a fire department's principal responsibility for life safety and property protection is to the citizens of the jurisdiction it serves. Therefore, when a fire department is involved as an Automatic Aid provider and an emergency occurs within its jurisdiction, they will consider being:
  - (i) redirected to the emergency within their jurisdiction when they are in the response mode; or
  - (ii) dispatched and will respond to the emergency event occurring in their jurisdiction when the fire crew and fire engine of the local jurisdiction or third party mutual aid or automatic aid fire department, have arrived and are operating at the emergency.
9. The local jurisdiction receiving Automatic Aid will provide a complete response to the emergency per its standard operational guidelines and, upon arrival on scene, will make every effort to release the Automatic Aid provider in a timely manner.
10. At the end of the first hour, the local jurisdiction experiencing the emergency must have sufficient firefighters on scene to effectively manage the emergency and, therefore enable Mutual Aid to be activated.

### **EFFECTIVE DATE AND AMENDMENTS**

This Automatic Aid Agreement shall take effect upon its signing by both parties and will be reviewed annually and amended in writing as necessary.

### **TERMINATION**

Either party by giving six months written notice of such to the other party may terminate this Automatic Aid Agreement.

### **NOTICES**

Any written notice provided for in this Automatic Aid Agreement will be effectively given by hand delivery or registered mail

to the Cowichan Valley Regional District at:

***Lake Cowichan and Youbou Automatic Aid Agreement***

Cowichan Valley Regional District  
175 Ingram Street  
Duncan, B.C. V9L 1N8

to the Town of Lake Cowichan at:

Town of Lake Cowichan  
P.O. Box 860  
39 South Shore Road  
Lake Cowichan, B.C. V0R 2G0

or such other address as each may from time to time designate in writing, and will be deemed to be received on the day of delivery, if delivered by hand, or five days following its posting, if mailed.

**IN WITNESS WHEREOF** the parties have hereunto set their hands and seals as of the day and year first above written.

The Corporate Seal of the  
COWICHAN VALLEY REGIONAL DISTRICT  
as hereto affixed in the presence of:

_____	)
Chairperson	)
_____	)
Secretary	)

The Corporate Seal of the  
TOWN OF LAKE COWICHAN  
as hereto affixed in the presence of:

_____	)
Mayor	)
_____	)
Clerk/Administrator	)

**SCHEDULE A – PROPERTIES IDENTIFIED FOR AUTOMATIC AID**

<b>FUS_ID</b>	<b>ADDR_NUM</b>	<b>ROADNAME</b>	<b>STSS_Flag</b>	<b>Aid_Response</b>
162	7375	BARNARD CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
271	8295	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
252	8351	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
253	8357	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
251	8360	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
259	8365	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
254	8370	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
258	8371	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
257	8381	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
256	8385	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
255	8391	BEAVER ROAD	Yes	Aid Response from Yubou - F.S. #1
177	7585	CATFISH ROAD	Yes	Aid Response from Yubou - F.S. #1
176	7588	CATFISH ROAD	Yes	Aid Response from Yubou - F.S. #1
40	7290	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
39	7300	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
360	7318	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
361	7322	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
359	7326	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
358	7330	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
357	7334	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
356	7336	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
355	7340	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
354	7344	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
353	7348	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
352	7352	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
351	7358	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
350	7364	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
349	7372	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
348	7378	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
347	7382	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
346	7410	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
345	7420	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
344	7430	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
343	7434	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
342	7440	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
186	7530	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
283	7630	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
281	7646	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
280	7680	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
47	7705	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
279	7720	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1
278	7740	COWICHAN LAKE ROAD	Yes	Aid Response from Yubou - F.S. #1

## ***Lake Cowichan and Youbou Automatic Aid Agreement***

277	7760	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
284	7785	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
289	7797	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
288	7809	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
287	7815	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
286	7821	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
285	7829	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
290	7845	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
305	7917	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
304	7921	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
303	7931	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
302	7947	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
1937	7955	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
300	7971	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
301	7989	COWICHAN LAKE ROAD	Yes	Aid Response from Youbou - F.S. #1
1939	7981	COWICHAN VALLEY HIGHWAY	Yes	Aid Response from Youbou - F.S. #1
308	7940	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
306	7945	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
307	7950	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
299	7960	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
297	7965	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
298	7968	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1926	7975	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1935	7980	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1925	7981	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1940	7985	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1934	7986	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1924	7987	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1903	7990	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1933	7992	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1923	7995	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1932	7996	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1931	8000	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1922	8001	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1930	8004	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1921	8007	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1920	8011	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1927	8012	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1919	8015	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1936	8017	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1918	8019	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1917	8021	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1916	8023	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1908	8033	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1
1915	8035	GREENDALE ROAD	Yes	Aid Response from Youbou - F.S. #1

## *Lake Cowichan and Youbou Automatic Aid Agreement*

161	7461	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
163	7475	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
164	7479	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
165	7481	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
166	7485	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
167	7491	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
169	7501	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
168	7511	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
171	7545	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
170	7555	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
172	7565	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
173	7585	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
174	7589	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
13	7595	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
14	7597	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
175	7615	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
178	7621	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
179	7631	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
36	7633	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
185	7641	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
180	7669	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
181	7675	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
184	7755	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
183	7791	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
182	7835	HUDGROVE ROAD	Yes	Aid Response from Youbou - F.S. #1
263	7225	INDIAN ROAD	Yes	Aid Response from Youbou - F.S. #1
262	7245	INDIAN ROAD	Yes	Aid Response from Youbou - F.S. #1
261	7248	INDIAN ROAD	Yes	Aid Response from Youbou - F.S. #1
260	7264	INDIAN ROAD	Yes	Aid Response from Youbou - F.S. #1
26	9215	KESTREL DRIVE	Yes	Aid Response from Youbou - F.S. #1
15	9227	KESTREL DRIVE	Yes	Aid Response from Youbou - F.S. #1
160	8815	LAKEVIEW PARK ROAD	Yes	Aid Response from Youbou - F.S. #1
1304	380	Lane Park Rd	Yes	Aid Response from Youbou - F.S. #1
1325	395	Lane Park Rd	Yes	Aid Response from Youbou - F.S. #1
142	9110	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
141	9116	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
136	9144	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
129	9145	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
148	9160	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
147	9174	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
145	9190	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
144	9204	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
143	9216	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
135	9230	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1
134	9240	MARBLE BAY ROAD	Yes	Aid Response from Youbou - F.S. #1

## ***Lake Cowichan and Yubou Automatic Aid Agreement***

431	0	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
193	8810	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
192	8816	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
198	8852	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
197	8858	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
189	8930	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
111	8960	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
110	8965	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
112	8971	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
113	8980	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
109	8984	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
114	8985	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
115	8992	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
116	8996	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
117	8998	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
118	8999	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
102	9000	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
103	9004	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
107	9005	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
104	9012	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
105	9016	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
106	9022	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
108	9030	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
101	9041	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
33	9100	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
99	9125	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
98	9150	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
9	9156	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
97	9156	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
7	9158	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
8	9160	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
96	9164	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
95	9166	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
94	9168	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
93	9170	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
92	9172	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
91	9174	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
90	9176	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
89	9178	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
88	9182	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
87	9186	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
86	9188	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
78	9195	MEADES CREEK ROAD	Yes	Aid Response from Yubou - F.S. #1
140	7301	NANTREE ROAD	Yes	Aid Response from Yubou - F.S. #1
139	7307	NANTREE ROAD	Yes	Aid Response from Yubou - F.S. #1

## Lake Cowichan and Youbou Automatic Aid Agreement

133	7311	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
132	7315	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
138	7319	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
131	7327	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
150	7334	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
137	7337	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
149	7350	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
130	7380	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
128	7393	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
120	7396	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
121	7400	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
127	7403	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
122	7410	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
119	7420	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
126	7421	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
123	7440	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
124	7470	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
125	7490	NANTREE ROAD	Yes	Aid Response from Youbou - F.S. #1
316	7463	NEVA ROAD	Yes	Aid Response from Youbou - F.S. #1
337	7465	NEVA ROAD	Yes	Aid Response from Youbou - F.S. #1
430	7476	NEVA ROAD	Yes	Aid Response from Youbou - F.S. #1
17	9200	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
31	9201	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
2	9205	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
1	9209	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
18	9220	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
6	9225	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
3	9232	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
46	9244	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
32	9264	NIGHTHAWK ROAD	Yes	Aid Response from Youbou - F.S. #1
221	8570	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
222	8580	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
220	8601	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
223	8604	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
219	8605	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
224	8612	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
225	8616	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
226	8620	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
227	8624	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
228	8640	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
230	8648	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
229	8652	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
237	8656	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
218	8657	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1
236	8660	NORTH SHORE ROAD	Yes	Aid Response from Youbou - F.S. #1

## *Lake Cowichan and Yubou Automatic Aid Agreement*

235	8664	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
234	8670	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
233	8676	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
216	8679	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
217	8681	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
232	8682	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
231	8690	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
207	8691	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
206	8697	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
205	8701	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
213	8708	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
214	8710	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
204	8711	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
212	8720	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
203	8721	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
211	8724	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
210	8728	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
209	8732	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
208	8738	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
202	8741	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
200	8745	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
201	8750	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
199	8751	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
188	8800	NORTH SHORE ROAD	Yes	Aid Response from Yubou - F.S. #1
28	8888	PALMER WAY	Yes	Aid Response from Yubou - F.S. #1
29	8894	PALMER WAY	Yes	Aid Response from Yubou - F.S. #1
19	8904	PALMER WAY	Yes	Aid Response from Yubou - F.S. #1
38	8908	PALMER WAY	Yes	Aid Response from Yubou - F.S. #1
69	7705	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
64	7710	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
68	7713	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
66	7720	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
65	7721	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
30	7737	PARKINSON AVENUE	Yes	Aid Response from Yubou - F.S. #1
157	7300	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
154	7304	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
155	7308	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
156	7310	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
153	7318	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
152	7322	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
151	7350	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
146	7376	PERI ROAD	Yes	Aid Response from Yubou - F.S. #1
3263	7424	PINTAIL PLACE	Yes	Aid Response from Yubou - F.S. #1
42	7428	PINTAIL PLACE	Yes	Aid Response from Yubou - F.S. #1
74	7748	SUNSET DRIVE	Yes	Aid Response from Yubou - F.S. #1

## ***Lake Cowichan and Youbou Automatic Aid Agreement***

79	7750	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
85	7754	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
27	7755	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
75	7756	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
84	7758	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
83	7762	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
80	7765	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
76	7766	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
81	7769	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
77	7770	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
82	7774	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
34	7777	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
62	7778	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
54	7782	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
56	7783	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
61	7786	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
55	7787	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
53	7791	SUNSET DRIVE	Yes	Aid Response from Youbou - F.S. #1
313	7481	SUTHERLAND ROAD	Yes	Aid Response from Youbou - F.S. #1
314	7487	SUTHERLAND ROAD	Yes	Aid Response from Youbou - F.S. #1
315	7493	SUTHERLAND ROAD	Yes	Aid Response from Youbou - F.S. #1
16	7447	TEAL COURT	Yes	Aid Response from Youbou - F.S. #1
3264	7465	TEAL COURT	Yes	Aid Response from Youbou - F.S. #1
37	9216	TOWHEE LANE	Yes	Aid Response from Youbou - F.S. #1
44	9224	TOWHEE LANE	Yes	Aid Response from Youbou - F.S. #1
43	9232	TOWHEE LANE	Yes	Aid Response from Youbou - F.S. #1
41	9235	TOWHEE LANE	Yes	Aid Response from Youbou - F.S. #1
45	9239	TOWHEE LANE	Yes	Aid Response from Youbou - F.S. #1
191	8820	VISTA HEIGHTS	Yes	Aid Response from Youbou - F.S. #1
190	8826	VISTA HEIGHTS	Yes	Aid Response from Youbou - F.S. #1
196	8828	VISTA HEIGHTS	Yes	Aid Response from Youbou - F.S. #1
195	8832	VISTA HEIGHTS	Yes	Aid Response from Youbou - F.S. #1
194	8836	VISTA HEIGHTS	Yes	Aid Response from Youbou - F.S. #1
282	7770	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
276	7780	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
275	7784	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
274	7790	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
12	7820	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
11	7824	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
296	7832	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
295	7836	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
294	7840	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
293	7844	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
292	7850	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
340	7854	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1

## ***Lake Cowichan and Youbou Automatic Aid Agreement***

341	7860	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
291	7864	WENTWORTH ROAD	Yes	Aid Response from Youbou - F.S. #1
249	8335	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
250	8339	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
50	8464	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
51	8584	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
215	8585	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
49	8855	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
187	8875	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
100	8976	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
159	9058	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
67	9059	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
70	9063	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
71	9067	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
72	9071	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
73	9075	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
63	9081	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
57	9091	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
58	9095	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
59	9148	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
60	9150	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1
52	9220	YOUBOU ROAD	Yes	Aid Response from Youbou - F.S. #1



R8

## STAFF REPORT

### ELECTORAL AREA SERVICES COMMITTEE MEETING OF JULY 3, 2012

DATE: June 28, 2012

FILE No:

FROM: Mike Tippett, Acting General Manager

BYLAW No:

SUBJECT: Proposed Cell Tower – Cobble Hill

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#### **Recommendation/Action:**

Direction of the Committee is requested.

**Relation to the Corporate Strategic Plan:** N/A.

**Financial Impact:** (Reviewed by Finance Division: N/A)

#### **Background:**

We have received a request by Alcatel-Lucent, on behalf of TM Mobile Inc. (TELUS) for municipal concurrence for their proposed 60m self support tower telecommunications facility at 3730 Trans Canada Highway in Cobble Hill (RONA site).

Attached is a copy of Alcatel-Lucent's proposal package, along with several letters from area residents both in support and opposed to the tower.

Committee direction is sought.

Submitted by,

Mike Tippett,  
Acting General Manager  
Planning & Development Department

/ca  
attachments

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**From:** Brian Keple [bkeple@shaw.ca]  
**Sent:** Wednesday, April 18, 2012 2:47 PM  
**To:** SPRINGWOOD PARK RESIDENTS  
**Subject:** Cell Tower at RONA  
**Attachments:** BC1010-2 - Municipal Consultation Package Cover letter\_FINAL\_MUNI.pdf; ATT00001.txt

Below is a copy of a letter of support I mailed today. A copy of their application is attached to this email.

If you would like to have improved cellular service in this area I would urge you to send a letter to the CVRD and/or a copy to the applicant at [bruce.macfarlane@Alcatel-Lucent.com](mailto:bruce.macfarlane@Alcatel-Lucent.com)

KEPLE HOLDINGS INC

#2-3640 TRANS-CANADA HWY., COBBLE HILL, BC, V0R 1L7 250  
888-4799 [bkeple@shaw.ca](mailto:bkeple@shaw.ca)

April 18, 2012

Mike Tippet, MCIP  
Manager, Community and Regional Planning Division Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram Street, Duncan BC V9L 1N8

Re: Municipal Consultation Package Review  
Self support Telecommunications Facility  
ALU/TELUS File: BC1010-2  
Municipal Address: 3730 Trans Canada Hwy, Cobble Hill, BC

Dear Sir:

This letter is in support of the erection of a cell phone tower on the back lot area of RONA which is currently being considered by your office.

As the former owner of Springwood Seniors Park, and a current resident under the new owners, I had hoped for cell phone service in this area for years. My wife and I both own cell phones but we cannot use them in our residence because the signal is too weak or dropped during calls. Many other of the 100 residents of the park have the same problem.

A cell tower at RONA should solve all of these service problems and I whole heartedly support this project.

Please approve this soon and improve our quality of phone service in Cobble Hill.

Yours very truly,

KEPLE HOLDINGS INC.

Per: Brian J. Keple  
President

08 March 2012

Mike Tippet, MCIP  
Manager, Community and Regional Planning Division  
Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram Street, Duncan BC V9L 1N8

Re: Municipal Consultation Package Review  
Self support Telecommunications Facility  
ALU/TELUS File: BC1010-2  
Municipal Address: 3730 Trans Canada Hwy, Cobble Hill, BC  
Legal: PARCEL IDENTIFIER: 027-050-572  
LOT A SECTION 14 RANGE 6 SHAWNIGAN DISTRICT PLAN VIP83037

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Alcatel-Lucent, on behalf of TM Mobile Inc. (TELUS), is pleased to submit to you our Public Notification Package for your review and consideration. This package is a request for municipal concurrence following Industry Canada's Default Public Consultation process outlined in their policy document (CPC-2-0-03).

The proposed facility is a 60m self support tower telecommunications facility. All of the equipment necessary to operate this facility will reside within a shelter at the base of the tower. This is industrial area with some businesses and no residences within the notification area. Alcatel-Lucent will ensure that the businesses within the notification area will receive the package below by a mail drop. In response to demand for improved coverage in the Cobble Hill area, TELUS is proposing the construction of a new telecommunications installation.

In consideration of TELUS's site acquisition process, the proposed facility is in the most suitable location and has been designed in consideration of current land uses. When complete, the facility will provide continuous wireless coverage and added cellular capacity for the surrounding area.

Sincerely,  
**Alcatel-Lucent**

Bruce MacFarlane  
Municipal Affairs BC Market  
Alcatel-Lucent Canada  
Suite 100 – 4190 Still Creek Drive  
Burnaby, BC V5C 6C6  
Office: 604-235-5410  
Mobile: 778-960-8431  
Email: [bruce.macfarlane@Alcatel-Lucent.com](mailto:bruce.macfarlane@Alcatel-Lucent.com)

March 8, 2012

Attention: Property Owner

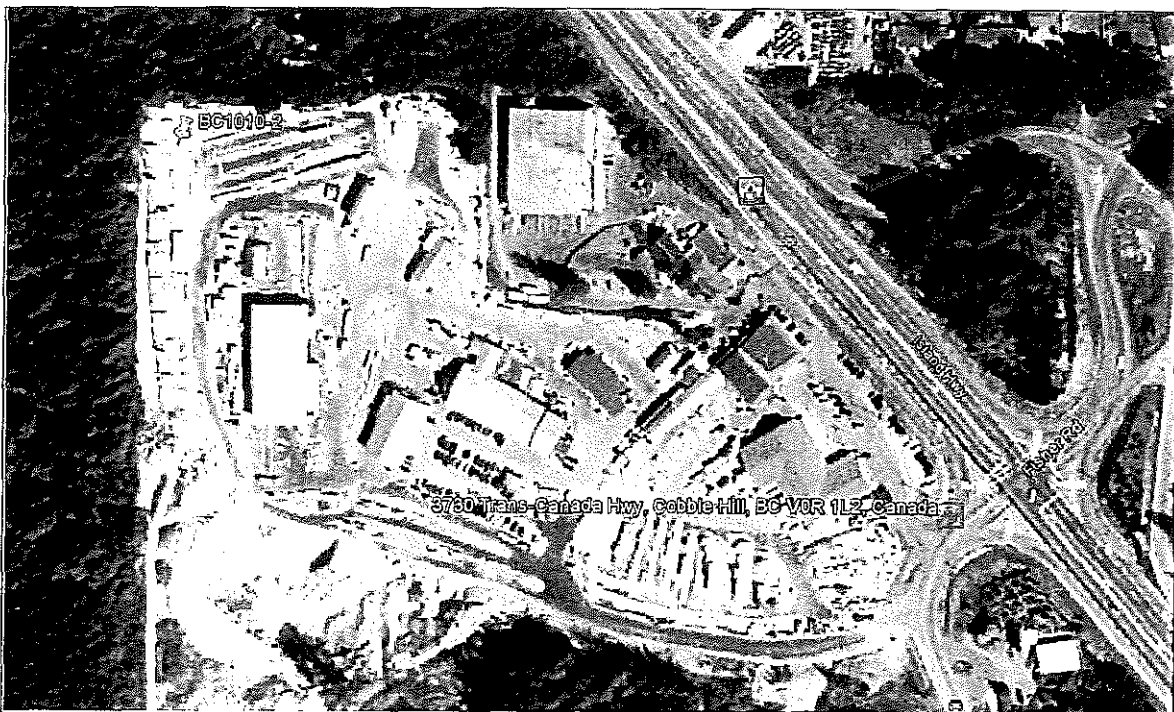
Re: Proposed TELUS Telecommunication Facility – File: BC1010-2  
Site Address: 3730 Trans Canada Hwy, Cobble Hill, BC

Alcatel-Lucent on behalf of TELUS would like to notify area residents of a proposal to construct a new telecommunications facility within the town of Cobble Hill, BC.

### Facility Proposal - Location and Site Context

Due to development of a new wireless service and network, TELUS produced a search ring for an appropriate telecommunications site to provide wireless coverage to Cobble Hill, the adjacent industrial and rural areas and highway corridor. Alcatel-Lucent investigated the feasibility of utilizing existing structures such as a building, BC Hydro tower or an existing tower for a collocation opportunity, but due to Radio Frequency, location, and height requirements, no other site was determined as suitable.

Alcatel-Lucent is proposing a new self support telecommunications facility at 3730 Trans Canada Hwy, Cobble Hill, BC. TELUS's Radio Engineering Department selected this area as an appropriate location so as to maximize wireless coverage to commuters in the area.



Map illustrates an aerial view of the proposed facility location.  
The facility is situated on a leased premise at 3730 Trans Canada Hwy, Cobble Hill, BC:  
48.697089, -123.596794.

## **Facility Design**

The proposed TELUS telecommunications facility will consist of the following:

### **1. Self support Telecommunications Tower**

The tower is a 60m self support telecommunications tower on privately owned land. Lighting and painting requirements are to be determined by Transport Canada.

### **2. Telecommunications Equipment**

TELUS will install the communication equipment shelter within the leased area inside a 20x20m chain-linked-fenced area. The equipment compound will be secured from public access via lock and key.

### **3. Site Access**

Access to the proposed site will be via the premise driveway off of Fisher Road.

### **4. Construction and Maintenance**

The construction period will last 10 to 12 weeks and once completed the facility will remain unoccupied. The only TELUS traffic generated at this site will be for routine monthly maintenance visits.

### **5. NavCanada & Transport Canada Aeronautical Approvals**

All necessary NavCan and Transport Canada Aeronautical approvals will be obtained by Alcatel-Lucent and can be provided upon request.

### **6. Antenna Systems**

It is proposed that panel-style antennas operated at TELUS's standard Mhz frequency (835 – 845 MHz and 880 – 890 MHz) will be mounted on the proposed facility.

### **7. Environmental Assessment**

Alcatel-Lucent, on behalf of TELUS attests that the radio antenna system described in this notification package is excluded from environmental assessment under the Canadian Environmental Assessment Act.

### **8. Engineering Practices**

Alcatel-Lucent, on behalf of TELUS attests that the installation will respect good engineering practices including structural adequacy.

## **Cowichan Valley Regional District Public Consultation**

Consultation with the Cowichan Valley Regional District Planning Department has been initiated and Alcatel-Lucent will follow Industry Canada's Default Public Consultation process outlined in their Client Procedures Circular CPC-2-0-03.

### **Safety**

Industry Canada manages the radio communications spectrum in Canada. Among other requirements, Industry Canada requires cellular telecommunications facilities to comply with guidelines set by Health Canada in order to protect people who live or work near these facilities. These Health Canada safety guidelines are outlined in their 'Safety Code 6' document and are among the most stringent in the world. All TELUS facilities meet or exceed these standards. Alcatel-Lucent, on behalf of TELUS attests that the radio installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

### **Conclusion**

Wireless communications contribute to the quality of everyday life. This proposal will satisfy demand for service to future subscribers in the area. Additionally, this facility will provide expanded cellular coverage to reach emergency services such as paramedics, police officers and fire fighters, and offer an alternate to conventional landlines.

As this proposed facility is deemed to be subject to public consultation by Cowichan Valley Regional District, a formal notice with facility info will be sent to all land owners within the specified notification radius. All written public comments received by Alcatel Lucent will be forwarded to the Cowichan Valley Regional District.

### **Request for Additional Information**

General information regarding telecommunications systems is available on Industry Canada's Spectrum Management and Telecommunications website: <http://strategis.ic.gc.ca/antenna>.

A copy of the CPC-2-0-03 can be found here: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/vwap/cpc2003-issue4e.pdf/\\$FILE/cpc2003-issue4e.pdf](http://www.ic.gc.ca/eic/site/smt-gst.nsf/vwap/cpc2003-issue4e.pdf/$FILE/cpc2003-issue4e.pdf)

### **Industry Canada Vancouver Island District Office:**

1230 Government Street, Room 430  
 Victoria, B.C. V8W 3M4  
 Telephone: 250-363-3803 or 1-800-667-3780  
 Fax: 250-363-0208  
 Email: [victoria.district@ic.gc.ca](mailto:victoria.district@ic.gc.ca)  
 Attention: Brian Connors, Industry Canada

Should you have any comments regarding TELUS's proposal described herein, please feel welcome to contact me at any of the phone numbers or email address listed below within **30 days of receipt of this notice.**

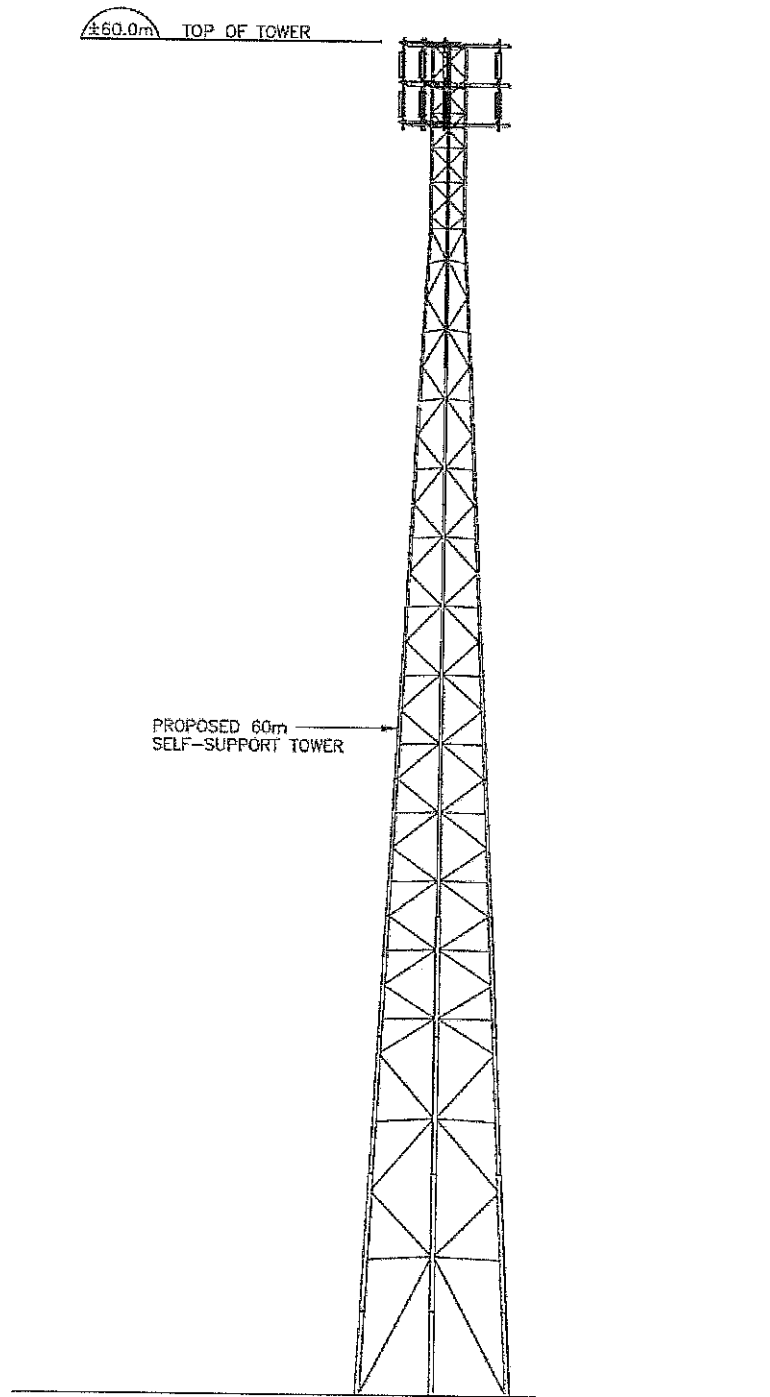
Sincerely,  
**Alcatel-Lucent on behalf of TELUS**

Bruce MacFarlane  
Municipal Affairs BC Market  
Alcatel-Lucent Canada  
Suite 100 – 4190 Still Creek Drive  
Burnaby, BC V5C 6C6  
Office: 604-235-5410  
Mobile: 778-960-8431  
Email: [bruce.macfarlane@Alcatel-Lucent.com](mailto:bruce.macfarlane@Alcatel-Lucent.com)

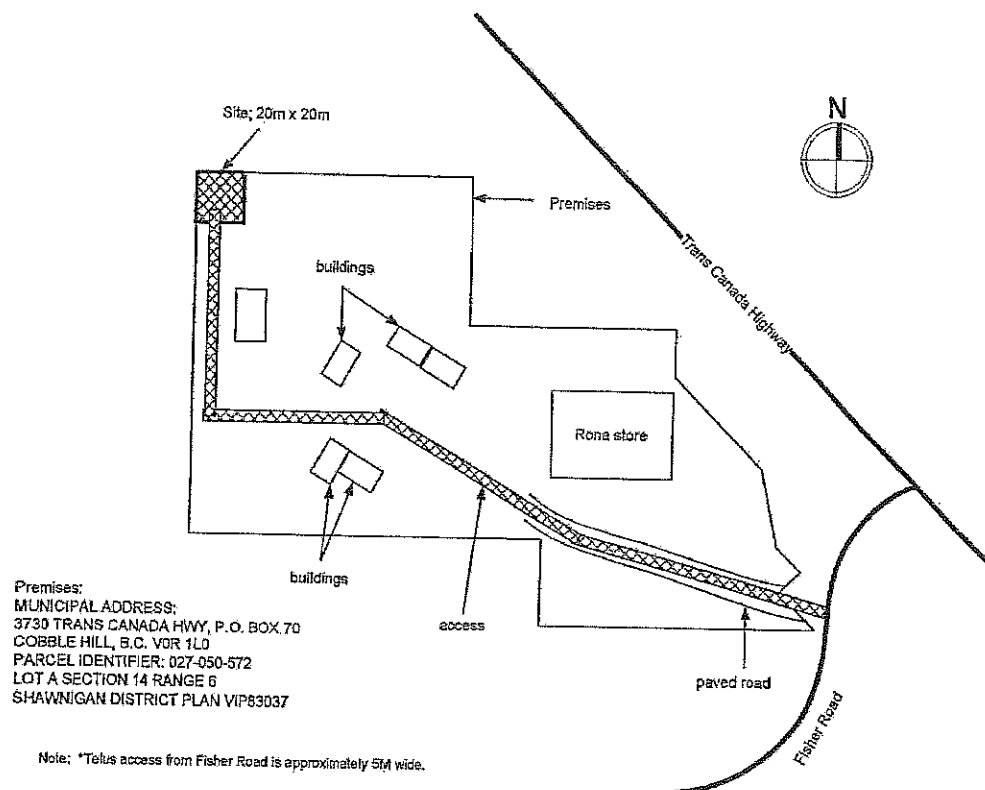
The application is with the Cowichan Valley Regional District. For further information on this application, please contact:

Mike Tippet, MCIP  
Manager, Community and Regional Planning Division  
Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram Street, Duncan BC V9L 1N8  
Telephone: (250) 746-2602 or 1-800-665-3955 toll-free in BC

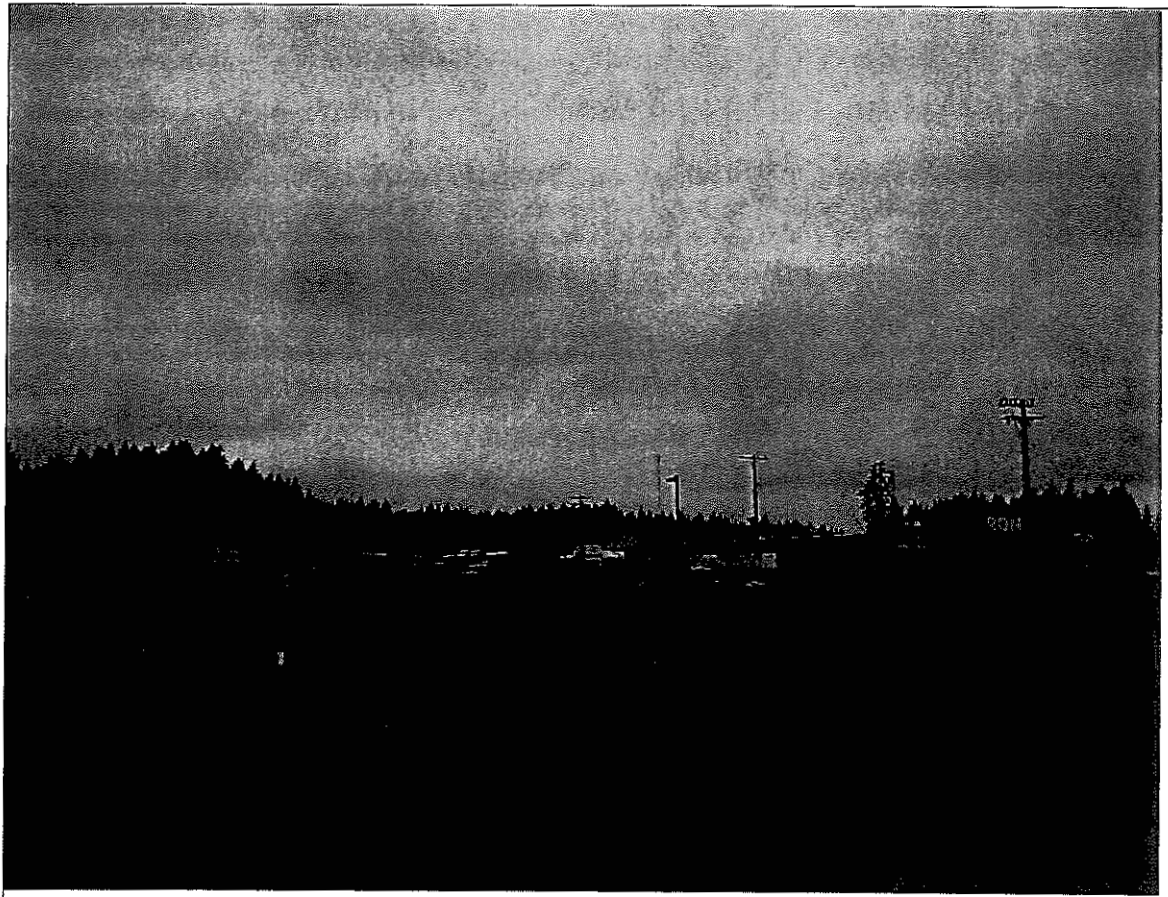
## Tower Profile:



## Site Plan:



**Photo Simulation:**



Artist's rendering of proposed facility, looking Northwest from Hwy 1

Sample Newspaper Advertisement for Cowichan Valley Citizen:

**Tower Location**

TM Mobile Inc. (TELUS) intends to build a 60 meter wireless telecommunications tower on property in an INDUSTRIAL area located at 3730 Trans Canada Hwy, Cobble Hill, BC.

Coordinates: 48.697089, -123.596794.

The tower will be used by TELUS to enhance its wireless network.

You are invited to provide your comments within 30 days of this notice to:

Bruce MacFarlane

Manager, Municipal Affairs

Alcatel-Lucent Canada

4190 Still Creek Drive, Suite 100,

Burnaby, BC V5C 6C6

[bruce.macfarlane@alcatel-lucent.com](mailto:bruce.macfarlane@alcatel-lucent.com)

Tel: 604-235-5410

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**From:** Monica Collins [monicacollins2005@gmail.com]  
**Sent:** Wednesday, April 18, 2012 11:37 AM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Re: Cell tower in Cobble Hill

Dear Bruce,

With all due respect, the Chief Medical Officer of Vancouver Coastal Health is not a scientist and doesn't give a damn about our health. I'm sure he thinks that Smart Meters are a great idea and "perfectly safe" for the public as well.

I have no questions for you. I'm just wondering why you asked for comments. You have no intention of hearing us.

I have a mobile account with Telus. If the tower is put there, I will no longer do service with you.

One other thing, there is an elementary school within 1/4 mile of where you "propose" to place the tower. Frying children's brains should be on your conscience. It's not a "nice" thing to do!

Yours truly,

Monica Collins

On 18 April 2012 10:55, Macfarlane, Bruce (Bruce B)\*\* CTR \*\* <[bruce.macfarlane@alcatel-lucent.com](mailto:bruce.macfarlane@alcatel-lucent.com)> wrote:

Monica;

Please find attached a statement about cellular transmission antenna and base stations from the Chief Medical Officer of Vancouver Coastal Health. The proposed tower will be in compliance with Health Canada's Safety Code 6 guideline for the protection of the general public.

Please don't hesitate to contact me, if you have additional questions.

Regards,  
Bruce

Bruce MacFarlane  
Manager, Municipal Affairs BC  
Alcatel-Lucent Canada  
4190 Still Creek Drive, Suite 100  
Burnaby, BC, Canada V5C 6C6  
o: [604-235-5410](tel:604-235-5410)  
c: [778-960-8431](tel:778-960-8431)  
[bruce.macfarlane@alcatel-lucent.com](mailto:bruce.macfarlane@alcatel-lucent.com)

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**From:** Monica Collins [mailto:[monicacollins2005@gmail.com](mailto:monicacollins2005@gmail.com)]  
**Sent:** Tuesday, April 17, 2012 7:43 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Cell tower in Cobble Hill

Dear Sir/Madam,

I am a resident of Cobble Hill, living at 1370 Hutchinson Road which is approximately 1/4 mile from where you propose to put your tower. I also am employed at Island Bakery which is within approximately a few hundred feet of where the tower will be.

There are countless numbers of articles of scientific evidence warning us of the imminent dangers of radiation exposure from these towers.

I don't know why we have been invited to provide comments to you, or if you will take them to heart. There is proof that these towers have caused leukemia in children in California, have caused cancer as well as many other horrendous health issues to people. It's as simple as that. I don't wish to live anywhere near a tower, let alone work underneath one and be fried with radiation and die of a brain tumour or something similar. It isn't a question of "don't be over dramatic, nothing has been proven" as the Canadian Health Authorities say.

So please, place it somewhere else if you must.

Yours truly,

Monica Collins

1370 Hutchinson Road,

Cobble Hill, B.C. 250-929-0888

**From:** David Lewis [dave\_lewis@shaw.ca]  
**Sent:** Wednesday, April 18, 2012 3:01 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Cell tower

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As a resident in Springwood, I have to walk to the TCHighway to get poor quality cell service for last 9 yrs. Please consider the Rona sight for a much needed improved service.....

Thank-you....Dave Lewis

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**From:** Erwin Landsberger [erlan27@telus.net]  
**Sent:** Wednesday, April 18, 2012 3:19 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Cellphones tower

Dear Sir:

I pledge my support for a cellphone tower to service the area of Cobble Hill and Trans Canada Highway. Currently the cellphone signal is too weak and I end up losing calls almost always, or simply people cannot reach me. As an elderly person I rely on cellphone for emergencies, something that it is now a hit-and-miss situation. Please have this tower erected as soon as possible.

Thank you

Erwin Landsberger  
3640 Trans Canada Highway  
Cobble Hill, B.C.

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**From:** Monica Collins [monicacollins2005@gmail.com]  
**Sent:** Tuesday, April 17, 2012 7:54 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Re: Cell tower in Cobble Hill

<http://www.cbc.ca/news/story/2010/11/05/con-cell-radiation.html>

<http://www.celltowerdangers.org/>

<http://www.safespaceprotection.com/electrostress-from-cell-towers.aspx>

<http://www.emf-health.com/articles-celltower.htm>

On 17 April 2012 19:42, Monica Collins <[monicacollins2005@gmail.com](mailto:monicacollins2005@gmail.com)> wrote:

Dear Sir/Madam,

I am a resident of Cobble Hill, living at 1370 Hutchinson Road which is approximately 1/4 mile from where you propose to put your tower. I also am employed at Island Bakery which is within approximately a few hundred feet of where the tower will be.

There are countless numbers of articles of scientific evidence warning us of the imminent dangers of radiation exposure from these towers.

I don't know why we have been invited to provide comments to you, or if you will take them to heart. There is proof that these towers have caused leukemia in children in California, have caused cancer as well as many other horrendous health issues to people. It's as simple as that. I don't wish to live anywhere near a tower, let alone work underneath one and be fried with radiation and die of a brain tumour or something similar. It isn't a question of "don't be over dramatic, nothing has been proven" as the Canadian Health Authorities say.

So please, place it somewhere else if you must.

Yours truly,

Monica Collins  
1370 Hutchinson Road,  
Cobble Hill, B.C. 250-929-0888

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**From:** greggbperry@gmail.com on behalf of Gregg Perry [gperry@sls.bc.ca]  
**Sent:** Wednesday, April 18, 2012 7:32 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Hurray for the Cobble Hill tower

Dear Mr. MacFarlane,

Last fall, I sent the following letter to Gerry Giles of the CVRD and to the local papers:

"Since I read about some reticence on the part of the CVRD to having a tower erected on the highway near the Laughing Llama, I believe, I have wondered whether the CVRD has offered any alternative suggestions. Rather than stopping an initiative on the part of Telus to provide a better infrastructure to our residents on esthetic grounds, I would hope the CVRD could work with them to find a mutually satisfying solution.

I have to say that I don't find the idea of a cell tower at the proposed location to be visually disturbing, given that the highway is mostly bare, except for telephone wires and poles.

Every day as I drive to work, I speak with my 91-year old father in Calgary, hands-free of course. And every day, as I round the corner at Dougan Lake, my call is dropped. I have endured that interruption for ten years now. With the proliferation of wireless devices, I hope the CVRD would agree that it is time to see that we have uninterrupted coverage all along the Trans Canada Highway."

I fully support this initiative and would be willing to attend any meeting where my voice might help to persuade the technologically-challenged naysayers to step into the 21st century. I hope you are successful in your bid to make the highway safer and reduce our need to cut down trees to replace telephone poles.

Sincerely,

Gregg Perry  
Manager, Wilkinson Studio Theatre  
Shawnigan Lake School

Sent from my Android Smartphone

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**From:** Nelsy Elliott [nelsyelliott@gmail.com]  
**Sent:** Saturday, April 28, 2012 4:21 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Tower Location 3730 Trans Canada Hwy, Cobble Hill, BC. Coordinates: 48.697089, -123.596794

To Bruce MacFarlane,

I am writing to you in regard to the above mentioned Tower Location. I live in Cobble Hill close to proposed site. I do not support this location as it is too close to residential properties and there is an elementary school just down the road from this location. I have moved up to this area to retire in the fresh outdoors. Not to live under a cell tower. I am very concerned about the health issues that we may be facing in the future.

Mark Elliott  
3357 Boyles Road  
Cobble Hill, BC

1

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**From:** catherine james [catherinejames254@gmail.com]  
**Sent:** Tuesday, April 24, 2012 9:26 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Subject:** Cell Tower in Cobble Hill, B.C

Thank you for your correspondence advising us of your plan to erect a cell tower at 3730 Trans Canada Hwy, Cobble Hill B.C. Please put on record that my husband and I at 3760 Trans Canada Hwy are strongly opposed to this application. Your plans indicate it will be mere meters from our house. This is very alarming to us, not only will it reduce our property value and hinder our ability to sell in the future, but you are putting our family at great risk. A havard study we read has alarming statistics on the horrendous health affects associated from a continues dose of low level radiation from cell towers. They indicate cell towers should be no less than 2 miles from any home. Your will be less than 100 meters. We are both very alarmed by this.

If you plan on proceeding we will have no choice but to seek legal action.

Please confirm you have received this email. Please let me know when you will be holding a public hearing on this.

Thank you

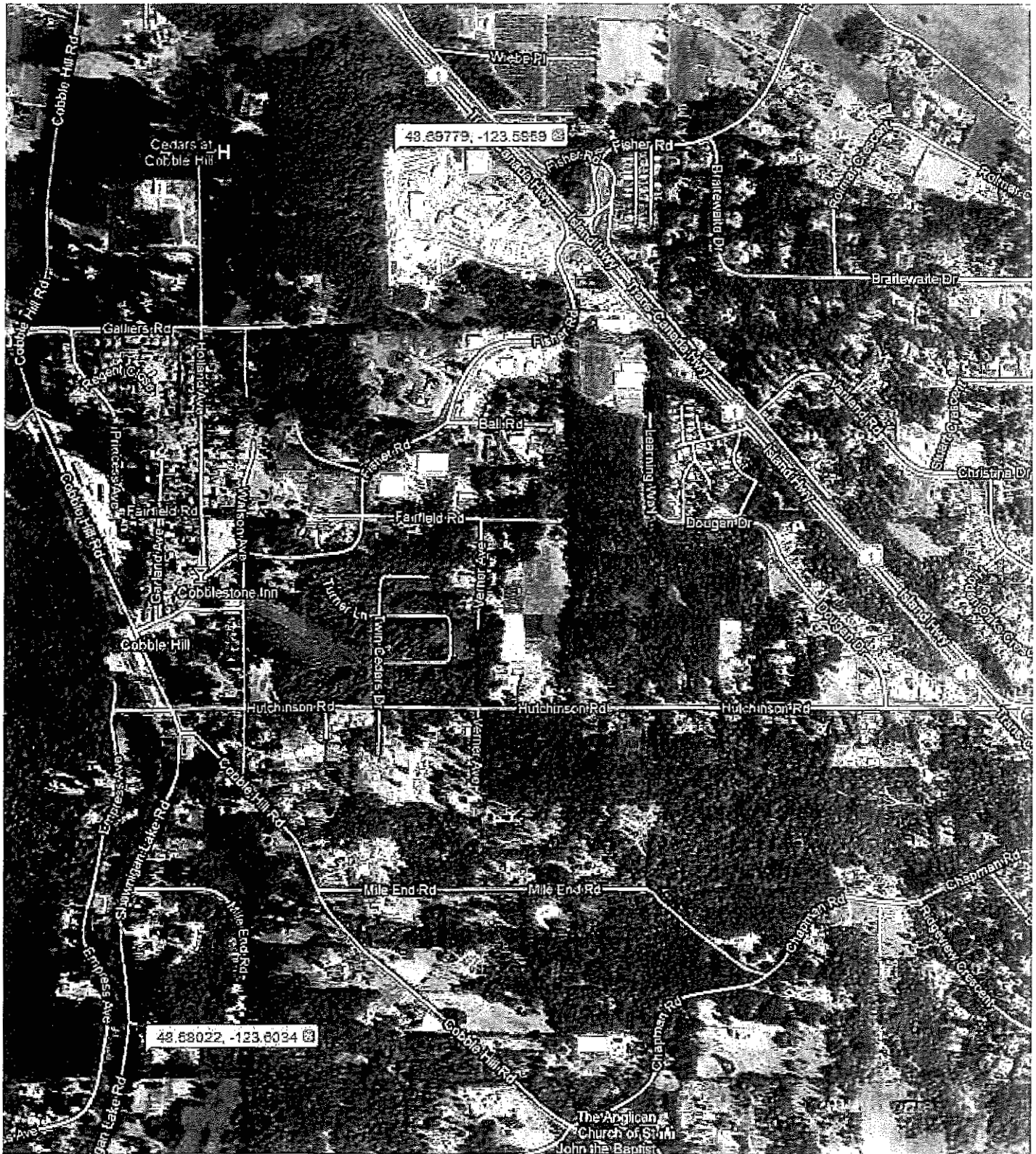
Catherine James  
Mike Baird  
Sidonia Baird  
Naomi Baird.

May 14, 2012

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**From:** Gar Clapham [gar@shaw.ca]  
**Sent:** Monday, May 14, 2012 9:24 AM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Cc:** Mike Tippet; External Gerry Giles  
**Subject:** By the way ...

Reception at my house is very intermittent. Many missed calls.



Cheers, Gar Clapham, Cobble Hill, 3G/4G, no bars ☹️

Please let me know if you receive this eMail.

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**From:** Gar Clapham [gar@shaw.ca]  
**Sent:** Sunday, May 13, 2012 10:39 PM  
**To:** Macfarlane, Bruce (Bruce B)\*\* CTR \*\*  
**Cc:** Mike Tippett; External Gerry Giles  
**Subject:** Cobble Hill Cell Tower

@ 48.697089, -123.596794 (Rona)

Can't wait to have this completed ☺. Like many folks I use my smart phone exclusively.

What is the current timeline?



*Cheers, Gar Clapham - Cobble Hill*

Please let me know if you receive this eMail.

INI



CVRD

**MINUTES OF ELECTORAL AREA I (YUBOU/MEADE CREEK)  
AREA PLANNING COMMISSION MEETING**

**DATE:** June 5, 2012

**TIME:** 7:00 pm

**MINUTES** of the Electoral Area I Planning Commission meeting held on the above noted date and time at the Youbou Upper Community Hall, Youbou BC. Called to order by Chairperson Mike Marrs at 7:05 pm.

**PRESENT:**

Chairperson: Mike Marrs

Vice-chairperson: George deLure

Members: Jeff Abbott, Bill Gibson, Gerald Thom

**ALSO PRESENT:**

Recording Secretary: Tara Daly

**REGRETS:**

Director: Pat Weaver, Shawn Carlow

**AGENDA:**

It was moved and seconded that the agenda be amended by the additions to Topics of Discussion of Edelweiss Property and Personal Comment from M. Marrs and that the agenda, as amended be approved.

**MOTION CARRIED**

**MINUTES:**

It was moved and seconded that the minutes of April 3, 2012 be accepted as circulated.

**MOTION CARRIED**

**TOPICS OF DISCUSSION:**

- Complaint about de-constructed trailer along Youbou Road – concern by residents with the condition of the un-inhabited trailer on private property. M. Marrs will speak to Nino Morano, CVRD Bylaw Officer to see what steps can be taken.
- Large Home being rebuilt on the east end of Swordfern Way – concern about the owners having a building permit and respecting SPEA and RAR regulations. M. Marrs will speak to Building Inspector and Planning Department at CVRD.

- Lake Access at end of Coonskin Creek Road being used as a boat launch – possibility of 'No Parking – Tow Away Zone' signs being installed to help alleviate congestion. M. Marrs will speak with Director Weaver to see if she can speak to MoTI.
- Brochures with information about Beer and Elk – M. Marrs to see if CVRD has such information for distribution.
- Multi-level Senior Care Home – M. Marrs gave an overview of the New Hope Church Society's pursuit of building a multi-service care home
- Possibility of M. Marrs having to step down as Chair of the APC – M. Marrs informed the members that he has an opportunity for a job position that could take him away for a length of time that would require him to step down as Chair of the APC; he will keep the members up to date

The meeting was adjourned at 8:05 pm

IN 2

**MINUTES OF ELECTORAL AREA "G" (SALTAIR/GULF ISLANDS)**  
**PARKS COMMISSION MEETING**

**DATE:** June 11<sup>th</sup>, 2012

**TIME:** 7:02 pm

**MINUTES** of the electoral Area "G" Parks Commission Meeting held on the above noted date and time at the CVRD Building, 10705 Chemainus Rd, Saltair, BC.

**PRESENT:**

Chairman: Harry Brunt

Secretary: Jackie Rieck

Members: Hans Nelles, Christine Nelles, Tim Godau, Paul Bottomley, Dave Key, Kelly Schellenberg and Glen Hammond (Glen arrived at 7:12)

**NO ABSENTEES**

**ALSO PRESENT:**

Director: Mel Dorey

**APPROVAL OF AGENDA:**

Motion to approve agenda as submitted

**MOTION CARRIED**

**ACCEPTANCE OF MINUTES:**

It was moved and seconded that the Minutes of Area "G" Parks Commission Meeting of May 07, 2012 be accepted.

**MOTION CARRIED**

**STANDING REPORTS:**

**CVRD:**

-A Stocking Creek Walk-thru is scheduled for Monday, June 18, 2012 at 9:00 am, at Thicke Road entrance with CVRD staffers: Ryan Dias, Dan Brown and Michael Miller. Attending Commission Members will be: Paul Bottomley, Jackie Rieck, Mel Dorey, Tim Godau, Hans and Christine Nelles, and Glen Hammond.

### DIRECTOR'S REPORT:

-A community meeting was held regarding the Manufactured Home Development across from North Watts Rd. Several important issues were raised by neighbours, thus requiring the entire project to be re-evaluated and brought before Electoral Services. Development is on hold until disputes/discrepancies are resolved.

-Discussed email from Paul and Nadi Bottomley regarding it being necessary for Saltair to be paying into two budgets: "Saltair Recreation" and "Saltair Comm Parks". Mel will research the pros and cons of having one budget versus two. He will be ready to discuss his findings regarding their concerns at our July 9<sup>th</sup> meeting.

### CENTENNIAL PARK:

-A baseball tournament request has been received from Larry Craig to utilize the baseball diamonds, concession, and run a beer gardens from August 17<sup>th</sup> to August 19<sup>th</sup>, 2012. Members felt that we should obtain further personal background information from Mr. Craig as this is not a request from our regular Slo-Pitch league. Harry to investigate and will follow up with an email.

-Discussed Tennis Court's ongoing maintenance needs.

-Trees that were planted last fall are thriving.

### PRINCESS DIANA PARK:

-We are expecting two more loads of bark mulch delivered later this week. The donated bark mulch from Otter Point Timber (a local company) is clean and comprised of 100% wood bark and shavings. Work party dates will be planned at our next meeting.

-Hazardous trees have been removed.

-No news on the estimated costs of two sign kiosks. Still awaiting a price from CVRD

### STOCKING CREEK PARK:

-Walk thru planned for Monday, June 18<sup>th</sup> (see details on page 1 of Minutes)

-Gate area down on Thicke Road entrance has been vandalized again!! Wires have been cut.

-Discussed potential land acquisition to solve vandalism issues.

-Discussed hazardous unauthorized "rope swing" situation. CVRD has arranged for the swing to be removed by a tree specialist on Tuesday, June 12<sup>th</sup>, 2012.

-Finch Place strata has reviewed trail lease agreement and has made some changes which have been forwarded to the CVRD legal department. Hoping to get trail work going sometime in late summer.

### BEACH ACCESSES:

-Reviewed trail issue at the end of Stuart Rd. Trail needs to be properly defined so public users know where to walk and not use the neighbouring private concrete driveway as an access to get to the trail. Suggestions were made to define the trail with gravel, about 20 meters to Stuart Rd and maybe move the Park marker post down closer to the road. Its needs to be very clear which area is the park trail.

-Members would like the staircase steps between Cliffcoe and Guilbride filled in with concrete rather than gravel. We have received positive feedback regarding the surface of compacted sand/gravel composite on the upper trail.

-Cliffcoe Beach Access- the very bottom set of stairs are starting to shift. They need to be straightened and somehow re-enforced (could soon be a safety issue) and they require to be topped up with gravel or ideally "concrete," which would be a more permanent solution.

### LADYSMITH PARKS & REC:

-World Mini-Cup Soccer Tournament hosted by Ladysmith was an outstanding success!

### BASEBALL:

-See page 2 regarding Tournament request.

-Third weekend in July will be the end of the season for Saltair Slo-Pitch League.

### **NEXT MEETING:**

**Next Park's meeting is scheduled for Monday, July 09, 2012, 7:00 pm at the CVRD Building, 10705 Chemainus Rd, Saltair, BC.**

### **ADJOURNMENT:**

Meeting was adjourned at 8:38 pm.

## Area B (Shawnigan Lake) Parks and Recreation Commission

May 17, 2012 - 6:30 pm at SLCC

Attendees: Catherine Whittome, Margaret Symon, Kelly Musselwhite, Bill Savage, Lori Treloar

Guests: Sarah Malerby

Scribe: Lori Treloar

Minutes of April 2012 meeting approved

### Triathlon presentation:

Sarah briefly described the past disconnect between the community and the Triathlon event. Her goal for the 2012 event was to build in visible benefits for the community. To that end, the Triathlon group and the SLBA worked together to establish a festival in the Village. Part of that was to promote action in the Shawnigan core rather than having all the events/activities take place at the West Provincial Park as in the past. For the first time, race packages were picked up in the Village, the children's run was held on the Elsie Miles grounds and vendors etc. lined the streets for most of Saturday. The result was a feeling of a vibrancy in downtown Shawnigan to welcome the triathletes and their families. Visitors appreciated the effort and enjoyed the bustle. A pancake breakfast, sponsored by the Rotary and open to the community, was held at the park on Sunday morning. Local photographer Paul Tedrick was on hand for official photos of the event. There will be a volunteer appreciation event for the many volunteers at Merridale Cidery. Sarah has committed to managing the Triathlon for the next two years and is working on ideas for building up the event in the future. One consideration is that there could be a fundraising component (i.e., at the Kids' Run, and also in conjunction with the overall event).

### Road Ends

Brian Farquhar is still away so there is no update

An SRA rep requested a copy of the 2005 Road End Study (initiated in 2002) and was told by CVRD Parks Dept. that it is not available as it is an unedited draft. CVRD supplied a map with designated road ends.

Motion made at April P&R meeting [that copy of 2005 road ends be made available to public] was withdrawn – minutes amended at June 21, 2012 P&R meeting

### Shawnigan Hills Park

The new washroom building is almost complete. The final inspections have been done but benches for the change rooms are needed before opening. Plans for the tot lot are progressing. The commission discussed options for a grand opening. It was suggested that it could be done in conjunction with a game, perhaps on a Saturday morning, to ensure that there was a crowd in the park. There has been favourable public feedback about the design and landscaping. New gatekeeper (gate and washroom) takes over June 1, 2012. The gates are open from dawn till dusk.

### **Proposed rezoning Lot A – Gregory Road**

Owner plans to create a 4 lot subdivision, with 3 new lots and 1 Remainder Lot. Property borders Silvermine Trail. CVRD Planning, Parks Dept. (Tanya Soroka), Bruce Fraser, property owner and P. Eng. Consultant, and Margaret Symon did a site visit May 9<sup>th</sup>. The property is outside the village containment boundary; the fire department recommends the property owner(s) petition the Shawnigan Improvement District for inclusion within the Fire Protection Area. The new S. Cowichan OCP provides for amenity planning. At re-zoning, commission can request more than 5% parkland dedication (or equivalent cash) in cash or amenities. As recommended by CVRD Parks and Area B Parks Commission, the owner will contribute 5% parkland (along northern boundary of property, with an additional dedication of a sliver of land paralleling E-W portion of trail). Silvermine Trail to be extended along NW portion of property; property owner will build to CVRD standards.

### **Worthington**

The commission has not had any new information on the status of our park land on Worthington Road.

### **Memory Island**

The status of the new “bathrooms” on Memory Island has not progressed. After considering the upgrades, BC Parks offered to buy supplies for screening and buildings. New holes will have to be dug and they need to be 15 m from the lake. BC Parks has indicated that “pit” toilets are the only option for this park. There is no deadline for this project and no date for the new privies projected.

### **Soil Dumping**

According to Bill Savage, dumping, accidentally or not, has been happening on our 400 acre park off Stebbings Road. The CVRD is aware of it. A site visit is planned with Bruce Fraser and Barry Gates.

**MOTION** by Bill Savage. Seconded by Catherine Whittome

***“The Shawnigan Lake Parks Commission requests that the CVRD Parks Department pursue the acquisition of the bottom of the lake and have it designated parkland.”***

### **Kelly Musselwhite**

Kelly Musselwhite advised that the first draft of the Area B zoning mapping is ready for review, and will be presented at the June Area Director's Meeting. She and Bruce Fraser encourage as many people as possible to be familiarized with it before it passes.

### **Other**

-It was suggested that another summer site visit (by water) is in order.

- Bill Savage advised that the new/upgraded docks at the Galley Marina is an infringement of the Galley zoning. The zoning allows owners to repair existing but not to extend or replace docks.

Meeting adjourned 830 pm.

Next meeting: June 21, 2012 at Shawnigan Lake Community Centre.

CI

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**From:** Gerry Giles [ggiles12@shaw.ca]  
**Sent:** Wednesday, June 27, 2012 9:06 AM  
**To:** Jennifer Hughes  
**Subject:** FW: Cobble Hill APC

Hello Jennifer,

Below is an email from Tom Boughner resigning his position on the APC. Some time ago, the Arbutus Ridge Ratepayers Association asked that a member of their association be appointed to the Cobble Hill APC so they could be connected to the community. Tom has filled that role but has now been elected to the Strata Council which does not have the same affiliation.

Gerry

-----Original Message-----

**From:** Tom Boughner [<mailto:TomBoughner@Tetrahedron.Ca>]  
**Sent:** June-27-12 6:41 AM  
**To:** Giles, Gerry; de Paiva, Rod; Krug, Brenda  
**Subject:** Cobble Hill APC

Gerry/Rod/Brenda:

Having been elected to Arbutus Ridge Strata Council last Friday, I have resigned from Arbutus Ridge Ratepayers' Association. Being a Councillor will be a big job, especially for a newcomer!

The ARRA Regional Affairs Director position has typically included an invitation to the APC, so that channel should be opened for whoever succeeds me.

I'm thankful for the opportunity to participate, and for the people from the Cobble Hill community I have been able to meet. In fairness to all involved, I must resign from the Cobble Hill APC, although I'll do my best to handle the recent zoning document review assignment.

Thanks and best wishes to all the team.

Tom

Sent on the TELUS Mobility network with BlackBerry